



CITY COUNCIL MEETING STAFF REPORT

Meeting Date:		Subject: Resolution No. 3279 Staff Member: Amanda Guile-Hinman, City Attorney; Matt Lorenzen, Economic Development Manager Department: Legal; Community Development	
Action Required		Advisory Board/Commission Recommendation	
☐ Motion ☐ Public Hearing Date: ☐ Ordinance 1 st Reading Date: ☐ Ordinance 2 nd Reading Date: ☒ Resolution ☒ Information or Direction ☐ Information Only ☐ Council Direction ☐ Consent Agenda		☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable Comments: N/A	
Staff Recommendation: n/a			
Recommended Language for Motion: n/a			
Project / Issue Relates To:			
☐ Council Goals/Priorities: Goal 4: Community understands Town Center Plan, Urban Renewal, and other funding sources for infrastructure through engagement to inform Council direction	☒ Adopted Master Plan(s): Town Center Plan (2019)	☐ Not Applicable	

ISSUE BEFORE COUNCIL:

What feedback or direction, if any, does the City Council have regarding Resolution No. 3279, Proposed Ordinance No. 905, the Town Center Development District Plan and Report, the proposed Ballot Title, and the proposed Explanatory Statement prior to formal consideration of Resolution No. 3279, referring the issue to the voters?

EXECUTIVE SUMMARY:

The body of work presented in this report represents the culmination of years of iterative work, informed by Council direction, community feedback, and best practices.

Councilors or community members seeking additional context and background information may refer to previous City Council meetings, including but not limited to:

- [March 16, 2026](#)
- [April 6, 2026](#)
- [June 1, 2026](#)
- [June 29, 2026](#)
- [July 20, 2026](#)

Note: This report repeatedly names the **Town Center Development District**. As the subtitle of the Town Center Development District Plan and the Ballot Title and Explanatory Statement indicate, the proposed Development District is a proposed **Urban Renewal District**, to be established under Oregon law and in accordance with the Wilsonville Charter.

The report contains 6 documents, attached, which are interrelated and interdependent. Below, each document, its purpose, and its relationship to other documents is described:

Resolution No. 3279

Resolution No. 3279 is the legislative action that initiates the voter referral process. The Resolution documents the history of the Town Center planning effort, summarizes the public engagement and policy decisions that shaped the proposed Town Center Development District, and formally refers Proposed Ordinance No. 905 to the qualified electors of the City of Wilsonville for consideration at the November 3, 2026 General Election.

The Resolution does not create the Development District or approve the Town Center Development District Plan. Instead, it serves as the procedural mechanism required to submit the proposed ordinance to the voters in accordance with the Wilsonville Charter and applicable Oregon law. The Resolution also approves the proposed Ballot Title and Explanatory Statement and directs the City Recorder to submit the required election materials to the appropriate county elections officials.

Resolution No. 3279 serves as the foundation of the election package, with Proposed Ordinance No. 905, the Ballot Title, and the Explanatory Statement attached as exhibits.

Proposed Ordinance No. 905 (Exhibit A to Resolution No. 3279)

Proposed Ordinance No. 905 is the legislative document that would establish the Town Center Development District and approve the Town Center Development District Plan. Because the Wilsonville Charter requires voter approval before the City may create a new urban renewal district, the ordinance is presented in proposed form and referred to the voters through Resolution No. 3279.

If approved by the voters at the November 3, 2026 General Election, Proposed Ordinance No. 905 would be considered by the City Council for formal adoption following completion of the remaining procedural requirements of ORS Chapter 457, including review by the Planning Commission, consultation with affected taxing districts, public notice, and a public hearing. Upon adoption, the ordinance would make the findings required by ORS Chapter 457, approve the Town Center Development District Plan, and direct implementation of the Plan in accordance with its terms.

The ordinance incorporates the Town Center Development District Plan and the accompanying Town Center Development District Report as exhibits, making those documents part of the proposed legislative action and establishing the legal framework, supporting findings, financial analysis, and implementation strategy for the proposed Development District.

Ballot Title (Exhibit B to Resolution No. 3279)

The Ballot Title is the official ballot language that will appear before Wilsonville voters at the November 3, 2026 General Election. Prepared in accordance with Oregon election law, it consists of three required components: a Caption, a Question, and a Summary.

The Caption provides a concise description of the measure. The Question asks whether voters should approve Proposed Ordinance No. 905 establishing the Wilsonville Town Center Development District. The Summary provides an impartial overview of the measure, including its purpose, the use of tax increment financing (TIF), and the types of projects and programs that could be funded if the measure is approved.

The Ballot Title is intended to provide voters with a clear and concise description of the measure while directing interested readers to the complete text of Proposed Ordinance No. 905 for additional information.

Explanatory Statement (Exhibit C to Resolution No. 3279)

The Explanatory Statement provides voters with additional background and context regarding Proposed Ordinance No. 905 beyond what can be included in the Ballot Title. Published in the County Voters' Pamphlets, it explains the purpose of the proposed Town Center Development

District, summarizes the authority granted by the proposed ordinance, and describes the types of public improvements, economic development programs, and financing mechanisms that would be available if the measure is approved.

The Explanatory Statement provides a more complete explanation of the measure than the Ballot Title, while remaining factual. It is intended to help voters understand the proposal and its potential effects before casting their ballots. The Explanatory Statement supplements, but does not replace, Proposed Ordinance No. 905, the Town Center Development District Plan, or the accompanying Development District Report, which remain the controlling legislative documents.

Town Center Development District Plan (Exhibit A to Proposed Ordinance No. 905)

The Town Center Development District Plan is the governing document, the urban renewal plan, for the proposed Development District. Prepared in accordance with ORS Chapter 457, the Plan establishes the district boundary, goals and measures of success, maximum indebtedness, anticipated duration, financing methods, and procedures for future amendments.

The Plan also authorizes the specific categories of projects and programs that may be undertaken within the Development District, including transportation and utility improvements, public gathering spaces, parking facilities, food cart pod incentives, real estate and site-preparation activities, and business development and tenancing incentives.

Adoption of the Plan would not require every authorized project to proceed or establish a fixed construction sequence. Project timing, scope, financing, and sequencing would be determined over time through future Urban Renewal Agency decisions, budgets, capital planning, available revenues, development activity, and opportunities to leverage other public and private funding.

The Plan is incorporated into Proposed Ordinance No. 905 as an exhibit and would become the governing document for the Town Center Development District if the proposed ordinance is approved by the voters and subsequently adopted by the City Council. The accompanying Town Center Development District Report provides the technical analyses, financial information, and statutory findings supporting adoption of the Plan.

Accompanying Report (Exhibit B to Proposed Ordinance No. 905)

The Accompanying Report is the technical companion document to the Town Center Development District Plan. Prepared in accordance with ORS 457.087, the Report documents the analyses, assumptions, financial information, and statutory findings supporting the proposed Development District, including existing conditions, redevelopment assumptions, project costs, financing, tax increment projections, impacts on taxing districts, and compliance with applicable provisions of Oregon law.

Unlike the Town Center Development District Plan, which establishes the policies, projects, and authorities governing the Development District, the Report is not a governing document. Rather, it provides the factual and technical basis supporting adoption of the Plan and serves as the evidentiary record for the legislative findings required by ORS Chapter 457. As implementation occurs over time, the Urban Renewal Agency may adjust project sequencing, financing, budgets, and other implementation assumptions consistent with the authority provided in the Plan.

The Report accompanies and supports the Town Center Development District Plan, which is incorporated into Proposed Ordinance No. 905. Together, the Plan and Report provide the complete policy framework, technical analysis, and legislative record that would become effective if Proposed Ordinance No. 905 is approved by the voters and subsequently adopted by the City Council.

EXPECTED RESULTS:

The City Council can provide feedback and request edits or revisions, if any, before formally considering the adoption of Resolution No. 3279, which would incorporate all of the documents in this report and refer the creation of the Town Center Development District to voters. Such formal consideration would take place at a subsequent meeting.

TIMELINE:

It is anticipated but not required that the Council formally consider Resolution No. 3279 on August 3, 2026. In any case, if the Council wishes to refer this matter to voters, the City must file the relevant paperwork with Clackamas and Washington County Elections no later than August 14, 2026.

CURRENT YEAR BUDGET IMPACTS:

Costs associated with the development of the attached documents are already included in the current adopted City Budget.

COMMUNITY INVOLVEMENT PROCESS:

Community engagement has been a central component of both the Wilsonville Town Center Plan and the proposed Town Center Development District. The Town Center Plan was developed through a multi-year public planning process, culminating in Council adoption of the Plan in 2019.

Since that time, the City has continued to engage the community as it evaluated implementation strategies, including urban renewal. Public input, the Urban Renewal Task Force, market analysis, technical studies, Council direction, and developer feedback informed multiple revisions to the proposed Development District, resulting in refinements to redevelopment assumptions, project priorities, financing, maximum indebtedness, and the overall implementation strategy.

The proposed Development District Plan presented to the Council reflects this iterative planning process. If the City Council refers Proposed Ordinance No. 905 to the voters, the November 3, 2026 General Election will provide the community with the opportunity to determine whether the proposed Development District should proceed.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

If Council refers this matter to voters, voters approve, and the Council subsequently adopts Ordinance No. 905, the Town Center Development District Plan will provide a substantial funding mechanism to implement projects and programs that will effectuate the vision established in the 2019 Town Center Plan.

ALTERNATIVES:

The Council may request revisions to any of the attached documents through consensus, and/or direct staff to advance Resolution No. 3279 to a future City Council agenda for formal consideration.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 3279
2. Exhibit A to Res. No. 3279: Proposed Ordinance No. 905
3. Exh. A to Ord. 905 - Town Center Development District Plan
(with Appendix A: Legal Description)
4. Exh. B to Ord. 905 - Accompanying Report
(with Appendix A: Development Assumptions)
5. Exhibit B to Res. No. 3279: Ballot Title
6. Exhibit C to Res. No. 3279: Explanatory Statement