

**DEVELOPMENT REVIEW BOARD MEETING**

**MONDAY, JULY 28, 2025  
6:30 PM**

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Board Member Communications:

4. Recent City Council Action Minutes



## **ACTION MINUTES**

**February 20, 2025 at 7:30 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

Mayor O'Neil  
Councilor President Berry  
Councilor Dunwell  
Councilor Cunningham  
Councilor Shevlin - Excused

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Bill Evans, Communications & Marketing Manager  
Bryan Cosgrove, City Manager  
Dan Pauly, Planning Manager  
Jeanna Troha, Assistant City Manager  
Katherine Smith, Assistant Finance Director  
Keith Katko, Finance Director  
Kimberly Rybold, Senior Planner  
Kimberly Veliz, City Recorder  
Miranda Bateschell, Planning Director  
Stephanie Davidson, Assistant City Attorney  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

### **REVIEW OF AGENDA AND ITEMS ON CONSENT [5:01 PM]**

There was none.

### **COUNCILORS' CONCERNS**

There was none.

### **PRE-COUNCIL WORK SESSION**

1. Tourism Development Strategy

Council reviewed the draft Tourism Development Strategy and provided staff direction.

2. Housing Our Future

The project team presented recommendations for which actions to include in the City's Housing Production Strategy (HPS), and shared input from the project Task Force's review of the recommendations and sought City Council direction.

**ADJOURN [6:29 PM]**

**EXECUTIVE SESSION [6:36 PM]**

- ORS 192.660(2)(f) Exempt Public Records
- ORS 192.660(2)(h) Legal Counsel/Litigation

**ADJOURN [7:28 PM]**

**CITY COUNCIL MEETING [7:37 PM]**

**CALL TO ORDER**

1. Roll Call
2. Pledge of Allegiance
3. Motion to approve the following order of the agenda.

Motion approved 4-0.

**MAYOR'S BUSINESS**

4. Wilsonville Wildcats Week Proclamation

The Mayor read a proclamation declaring February 23 to March 1, 2025, as Wilsonville Wildcats Week. Photos of the City Council and Wilsonville Wildcats Football Team were taken and proclamations given.

5. City Manager Employment Agreement Amendment

Amendment to the City Manager employment agreement passed 4-0.

6. Upcoming Meetings

Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

**COMMUNICATIONS**

There was none.

## **CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS**

This is an opportunity for visitors to address the City Council on any matter concerning City's Business or any matter over which the Council has control. It is also the time to address items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizen input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

## **COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS**

Councilors announced prior and upcoming meetings and events.

## **CONSENT AGENDA**

7. Minutes of the February 3, 2025 City Council Meeting.

The Consent Agenda was adopted 4-0.

## **NEW BUSINESS**

There was none.

## **CONTINUING BUSINESS**

There was none.

## **PUBLIC HEARING**

8. **Resolution No. 3187** (*Legislative Hearing*)

A Resolution Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2024-25.

After a public hearing Resolution No. 3187 was adopted 4-0.

## **CITY MANAGER'S BUSINESS**

The Council instructed the City Manager to explore the possibility of leasing the Regal Cinema property as a potential venue for a community theater or event center.

## **LEGAL BUSINESS**

There was none.

## **ADJOURN [9:23 PM]**



## **ACTION MINUTES**

**March 03, 2025 at 5:00 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

Mayor O'Neil  
Councilor President Berry  
Councilor Dunwell  
Councilor Cunningham  
Councilor Shevlin

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Andrea Villagrana, Human Resource Manager  
Bryan Cosgrove, City Manager  
Jeanna Troha, Assistant City Manager  
Kimberly Veliz, City Recorder  
Matt Lorenzen, Economic Development Manager  
Miranda Bateschell, Planning Director  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

### **WORK SESSION [5:00 PM]**

#### **REVIEW OF AGENDA**

There was none.

#### **COUNCILORS' CONCERNS**

Councilor Cunningham mentioned feedback about Town Center and Urban Renewal, expressing his wish to require a binding advisory vote before proceeding with Urban Renewal.

#### **PRE-COUNCIL WORK SESSION**

##### **1. City Manager Recruitment Process**

The Human Resources Manager detailed the steps to fill the City Manager role in anticipation of Bryan Cosgrove's retirement, scheduled for the end of 2025.

## 2. Town Center Planning Process

To equip the Council for their forthcoming goal-setting discussions, staff presented an overview of the community engagement efforts undertaken to develop the Town Center Plan, alongside details on the timeline, costs, and staffing resources involved in the initiative.

**ADJOURN [7:31 PM]**



## **CITY COUNCIL ACTION MINUTES**

**March 17, 2025 at 7:00 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

Mayor O'Neil  
Councilor President Berry  
Councilor Dunwell  
Councilor Cunningham  
Councilor Shevlin

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Anne MacCracken, Transit Management Analyst  
Bryan Cosgrove, City Manager  
Dwight Brashear, Transit Director  
Jeanna Troha, Assistant City Manager  
Katherine Smith, Assistant Finance Director  
Kimberly Veliz, City Recorder  
Zoe Mombert, Assistant to the City Manager

### **WORK SESSION [6:00 PM]**

#### **REVIEW OF AGENDA AND ITEMS ON CONSENT**

There were none.

#### **COUNCILORS' CONCERNS**

There were none.

#### **PRE-COUNCIL WORK SESSION**

##### **A. SMART Annual Rider Survey Results**

The City Council heard the results of the SMART Annual Rider Survey.

## B. Property Tax Exemptions

The City Council was informed of Resolution Nos. 3189, 3190, 3191, 3192, and 3193 which grant exemptions from property taxes under ORS 307.540 to ORS 307.548 for low-income apartment development.

### **ADJOURN [6:31 PM]**

### **CITY COUNCIL MEETING [7:01 PM]**

#### **CALL TO ORDER**

1. Roll Call
2. Pledge of Allegiance
3. Motion to approve the following order of the agenda.

Passed 5-0.

#### **MAYOR'S BUSINESS**

4. Upcoming Meetings

The Mayor reported on City Council's goal setting session which occurred on Friday, March 14, and Saturday, March 15, 2025.

#### **COMMUNICATIONS**

There were none.

#### **CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS**

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#### **COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS**

5. Council President Berry



6. Councilor Dunwell
7. Councilor Cunningham
8. Councilor Shevlin

## **CONSENT AGENDA**

9. **Resolution No. 3189**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Autumn Park Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

10. **Resolution No. 3190**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Charleston Apartments, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

11. **Resolution No. 3191**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Creekside Woods LP, A Low-Income Apartment Development Owned And Operated By Northwest Housing Alternatives, Inc.

12. **Resolution No. 3192**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Rain Garden Limited Partnership, A Low-Income Apartment Development Owned And Operated By Caritas Community Housing Corporation.

13. **Resolution No. 3193**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Wiedemann Park, A Low-Income Apartment Development Owned And Operated By Accessible Living, Inc.

14. Minutes of the February 20, 2025 City Council Meeting.

The Consent Agenda was approved 5-0.

## **NEW BUSINESS**

There were none.

## **CONTINUING BUSINESS**

There were none.

## **PUBLIC HEARING**

There were none.

## **CITY MANAGER'S BUSINESS**

There were none.

## **LEGAL BUSINESS**

### 15. Wilsonville Code Chapter 3 Interpretation

The City Council moved to adopt the interpretations of Wilsonville Code 3.340 and 4.300 through 4.320, as described in the presented memorandum. Passed 5-0.

## **ADJOURN [8:26 PM]**



## **ACTION MINUTES**

**April 07, 2025, at 6:30 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

Mayor O'Neil  
Councilor President Berry  
Councilor Dunwell  
Councilor Cunningham  
Councilor Shevlin

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Bryan Cosgrove, City Manager  
Jeanna Troha, Assistant City Manager  
Kimberly Veliz, City Recorder  
Zoe Mombert, Assistant to the City Manager

### **WORK SESSION [6:30 PM]**

#### **REVIEW OF AGENDA AND ITEMS ON CONSENT**

There was none.

#### **COUNCILORS' CONCERNS**

There was none.

#### **PRE-COUNCIL WORK SESSION**

1. Tourism Development Strategy

The Council heard a presentation on Resolution No. 3195, which adopts the April 2025 Tourism Development Strategy.

### **ADJOURN [6:53 PM]**

### **CITY COUNCIL MEETING [7:01 PM]**

#### **CALL TO ORDER**

1. Roll Call

**City Council**  
**April 07, 2025**

2. Pledge of Allegiance

3. Motion to approve the following order of the agenda.

Moved to approve the agenda 5-0.

#### **MAYOR'S BUSINESS**

4. Upcoming Meetings

Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

#### **COMMUNICATIONS**

5. A Safe Place Family Justice Center Presentation

The director of A Safe Place Family Justice Center provided an overview of the organization's work to help individuals and families in Clackamas County by providing support and safety planning for those victimized by family violence, sexual violence, stalking, elder abuse and other forms of domestic violence.

6. State of the Police Department

The Police Chief reported on the City of Wilsonville's recent crime data, including a detailed look at the impact of the department's Behavioral Health Specialist over the last two years.

#### **CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS**

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#### **COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS**

Councilors announced prior and upcoming meetings and events.

#### **CONSENT AGENDA**

7. **Resolution No. 3194**

A Resolution Of The City Of Wilsonville Adopting The FY 2025/26 Five-Year Action Plan And Annual One-Year Implementation Plan For The Wilsonville Tourism Development Strategy.

8. **Resolution No. 3195**

A Resolution Of The City Of Wilsonville Adopting The Tourism Development Strategy, April 2025.

9. Minutes of the March 17, 2025 City Council Meeting.

The Consent Agenda was adopted 5-0.

**NEW BUSINESS**

There was none.

**CONTINUING BUSINESS**

There was none.

**PUBLIC HEARING**

There was none.

**CITY MANAGER'S BUSINESS**

The City Manager expressed appreciation for the volunteer community members whose work supported the City Council and City staff in the service of Wilsonville.

**LEGAL BUSINESS**

There was none.

**ADJOURN [8:31 PM]**



## **ACTION MINUTES**

**April 21, 2025 at 7:30 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

Mayor O'Neil  
Councilor President Berry  
Councilor Dunwell  
Councilor Cunningham  
Councilor Shevlin

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Bryan Cosgrove, City Manager  
Dan Pauly, Planning Manager  
Jeanna Troha, Assistant City Manager  
Kimberly Rybold, Senior Planner  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

### **WORK SESSION [5:01 PM]**

#### **REVIEW OF AGENDA AND ITEMS ON CONSENT**

There was none.

#### **COUNCILORS' CONCERNS**

There was none.

#### **PRE-COUNCIL WORK SESSION**

##### **1. Housing Our Future**

Staff sought final feedback from the Council on the draft Housing Needs and Capacity Analysis (HNCA) and draft Housing Production Strategy (HPS), which together comprise the Housing Our Future project.

## 2. Climate Friendly and Equitable Communities (CFEC) Parking Compliance and Standards Reform

Staff sought the Council's feedback on Code amendments drafted to comply with the State Climate Friendly and Equitable Communities (CFEC) parking reforms designed to yield more efficient land use and reduce impacts to the climate by removing minimum parking requirements. The Council directed staff to support the Planning Commission's recommendations on new design standards to apply to medium-sized parking lots.

## 3. Sewer & Storm Utility Rate Review

Staff walked the Council through the results of a recent Sewer and Storm Utility Rate Review, which was informed by inflationary construction costs and an assessment of operational support and capital improvements identified in the Wastewater Treatment Plant Master Plan and the Stormwater Master Plan to meet the City's future need.

### **WORK SESSION ADJOURN [6:38 PM]**

### **EXECUTIVE SESSION [6:46 PM]**

## 4. ORS 192.660(2)(h) Legal Counsel/Litigation

### **EXECUTIVE SESSION ADJOURN [7:13 PM]**

### **CITY COUNCIL MEETING [7:30 PM]**

### **CALL TO ORDER**

## 5. Roll Call

## 6. Pledge of Allegiance

## 7. Motion to approve the following order of the agenda.

Moved to approve the agenda 5-0.

### **MAYOR'S BUSINESS**

#### Upcoming Meetings

Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

The Mayor read proclamations recognizing Vietnamese American Remembrance Day, Building Month, and Mental Health Awareness Month.

## **COMMUNICATIONS**

### **8. Tualatin Valley Fire & Rescue State of the District**

The Tualatin Valley Fire and Rescue Chief provided the agencies 2025 State of the District Address.

### **9. Urban & Community Forestry Organization Presidents Award Recipient Chris Neamtzu**

Community Development Director Chris Neamtzu was presented with the Urban & Community Forestry President's Award from Oregon Community Trees and the Oregon Department of Forestry.

The City Manager acknowledged Chris Neamtzu, Community Development Director's April 30, 2025 retirement, thanking him for 30 years of service to Wilsonville and highlighting many of the projects he helped advance during his tenure.

## **CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS**

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## **COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS**

Councilors announced prior and upcoming meetings and events.

## **CONSENT AGENDA**

### **10. Minutes of the April 7, 2025 City Council Meeting.**

The Consent Agenda was adopted 5-0.

## **NEW BUSINESS**

There was none.

## **CONTINUING BUSINESS**

There was none.

## **PUBLIC HEARING**

There was none.



## **CITY MANAGER'S BUSINESS**

The City Manager expressed condolences to Aaron Woods family.

## **LEGAL BUSINESS**

### **11. Public Contracting Quarterly Report**

The City Attorney shared the Public Contracts Quarterly Report was included in the packet for Council's information.

## **CITY COUNCIL ADJOURN [9:04 PM]**



## **ACTION MINUTES**

**May 05, 2025, at 5:00 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

Mayor O'Neil  
Councilor President Berry  
Councilor Dunwell  
Councilor Cunningham  
Councilor Shevlin

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Andy Stone, IT Director  
Bryan Cosgrove, City Manager  
Delora Kerber, Public Works Director  
Dwight Brashear, Transit Director  
Jeanna Troha, Assistant City Manager  
Katherine Smith, Assistant Finance Director  
Keith Katko, Finance Director  
Kimberly Veliz, City Recorder  
Kris Ammerman, Parks and Recreation Director  
Mark Ottenad, Public/Government Affairs Director  
Nancy Kraushaar, Engineer  
Shasta Sasser, Library Director  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

### **WORK SESSION [5:00 PM]**

#### **REVIEW OF AGENDA AND ITEMS ON CONSENT**

There was none.

#### **COUNCILORS' CONCERNS**

There was none.

## **PRE-COUNCIL WORK SESSION**

### **1. Community Enhancement Program**

Staff updated Council on the Wilsonville – Metro Community Enhancement grants for fiscal year (FY) 2025-26.

### **2. Tourism Promotion Marketing Contract**

Council heard a presentation on Resolution No. 3186, which if passed authorized the City Manager to execute a PSA with JayRay Ads & PR, Inc, for 'Explore Wilsonville' Tourism Promotion and Development and Destination Marketing Services.

### **3. French Prairie Road Pedestrian Plan Project Update**

Council received an update on the French Prairie Road Pathway Plan project, a pathway project located in Charbonneau.

## **WORK SESSION ADJOURN [5:47 PM]**

## **EXECUTIVE SESSION [5:53 PM]**

- ORS 192.660(2)(f) Exempt Public Records
- ORS 192.660(2)(h) Legal Counsel/Litigation

## **EXECUTIVE SESSION ADJOURN [6:20 PM]**

## **CITY COUNCIL MEETING [7:00 PM]**

## **CALL TO ORDER**

4. Roll Call
5. Pledge of Allegiance
6. Motion to approve the following order of the agenda.

There was a motion to approve the City Council agenda as amended, 5-0.

## **MAYOR'S BUSINESS**

### **7. State of the City Address**

The Mayor presented the 2025 State of the City Address.

## **RECESS**

There was a brief recess for the reception.

## **COMMUNICATIONS**

There was none.

## **CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS**

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## **COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS**

Councilors announced prior and upcoming meetings and events.

## **CONSENT AGENDA**

8. Minutes of the April 21, 2025, City Council Meeting.

The Consent Agenda was adopted 5-0.

*Resolution No. 3186 was pulled from the Consent Agenda and moved to New Business.*

## **NEW BUSINESS**

9. Adoption of Council Goals

The Council Goals were adopted 5-0.

10. **Resolution No. 3186**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With JayRay Ads & PR, Inc, For 'Explore Wilsonville' Tourism Promotion And Development And Destination Marketing Services.

Resolution No. 3186 was adopted 5-0.

## **CONTINUING BUSINESS**

There was none.

## **PUBLIC HEARING**

There was none.

## **CITY MANAGER'S BUSINESS**

There was none.

## **LEGAL BUSINESS**

The City Attorney announced the Legal team would be at a conference Thursday May 8, 2025, and Friday, May 9, 2025.

**CITY COUNCIL ADJOURN [8:57 PM]**



## **ACTION MINUTES**

**May 19, 2025 at 7:30 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

Mayor O'Neil  
Councilor President Berry  
Councilor Dunwell - Excused  
Councilor Cunningham  
Councilor Shevlin

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Andrea Villagrana, Human Resource Manager  
Bryan Cosgrove, City Manager  
Cindy Luxhoj, Associate Planner  
Dan Pauly, Planning Manager  
Dwight Brashear, Transit Director  
Jeanna Troha, Assistant City Manager  
Kimberly Rybold, Senior Planner  
Kimberly Veliz, City Recorder  
Mark Ottenad, Public/Government Affairs Director  
Matt Lorenzen, Economic Development Manager  
Zoe Mombert, Assistant to the City Manager

### **WORK SESSION [5:00 PM]**

#### **REVIEW OF AGENDA AND ITEMS ON CONSENT**

There was none.

#### **COUNCILORS' CONCERNS**

It was shared that community members had expressed concerns about the RV's parked at Safeway.

#### **PRE-COUNCIL WORK SESSION**

1. City Manager Recruitment Process

Human Resources staff sought Council direction on how to proceed with a recruitment process for the City Manager position.

2. Wilsonville Industrial Land Readiness – Basalt Creek

Staff reviewed with Council the background information and regulatory context of the Basalt Creek industrial area.

3. Utilizing Opioid Settlement Funds for Mental Health and Addiction Peer Support Services

The Council heard about an option to pursue a pilot program for the provision of mental health and addiction peer support services funded through the City's opioid settlement funds.

**ADJOURN [6:26 PM]**

**EXECUTIVE SESSION [6:34 PM]**

4. ORS 192.660(2)(h) Legal Counsel/Litigation

**ADJOURN [7:15 PM]**

**CITY COUNCIL MEETING [7:30 PM]**

**CALL TO ORDER**

5. Roll Call

6. Pledge of Allegiance

7. Motion to approve the following order of the agenda.

There was a motion to approve the City Council agenda, 4-0.

**MAYOR'S BUSINESS**

8. Upcoming Meetings

Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

The Mayor read proclamations recognizing the Rotary's 50<sup>th</sup> Anniversary, and June 2025 as Pride Month.

## 9. Boards/Commission Appointments/Reappointments

### **Arts, Culture, and Heritage Commission – Reappointment**

Reappointment of Deborah Zundel and Susan Schenk to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2025 to 6/30/2028. Passed 4-0.

### **Arts, Culture, and Heritage Commission – Appointment**

Appointment of Douglas Parker to the Arts, Culture, and Heritage Commission for a term beginning 7/1/2025 to 6/30/2028. Passed 4-0.

### **Diversity, Equity and Inclusion Committee – Appointment**

Appointment of Rick Wallace and Wilnise Jasmin to the Diversity, Equity and Inclusion Committee for a term beginning 5/19/2025 to 12/31/2026. Passed 4-0.

### **Diversity, Equity and Inclusion Committee – Appointment**

Appointment of Mina Lemke to the Diversity, Equity and Inclusion Committee for a term beginning 5/19/2025 to 12/31/2027. Passed 4-0.

### **Kitakata Sister City Advisory Board – Appointment**

Appointment of Wendy Hall to the Kitakata Sister City Advisory Board for a term beginning 5/19/2025 to 12/31/2026. Passed 4-0.

### **Kitakata Sister City Advisory Board – Appointment**

Appointment of Theodore Russell to the Kitakata Sister City Advisory Board for a term beginning 5/19/2025 to 12/31/2027. Passed 4-0.

### **Library Board – Reappointment**

Reappointment of Richard Spence to the Library Board for a term beginning 7/1/2025 to 6/30/2029. Passed 4-0.

### **Library Board – Appointment**

Appointment of Sarah Ebersole to the Library Board for a term beginning 5/19/2025 to 6/30/2026. Passed 4-0.

### **Parks and Recreation Advisory Board – Appointment**

Appointment of John West and Kristi Corno to the Parks and Recreation Advisory Board for a term beginning 5/19/2025 to 12/31/2028. Passed 4-0.



### **Tourism Promotion Committee – Reappointment**

Reappointment of Elizabeth Crawford and Brandon Roben to the Tourism Promotion Committee for a term beginning 7/1/2025 to 6/30/2028. Passed 4-0.

### **Tourism Promotion Committee – Appointment**

Appointment of Gus Castaneda to the Tourism Promotion Committee for a term beginning 5/19/2025 to 6/30/2026. Passed 4-0.

## **COMMUNICATIONS**

There was none.

## **CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS**

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## **COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS**

Councilors announced prior and upcoming meetings and events.

## **CONSENT AGENDA**

### **10. Resolution No. 3197**

A Resolution To Allocate Community Enhancement Funds For Fiscal Year 2025/2026.

The Consent Agenda was adopted 4-0.

## **NEW BUSINESS**

There was none.

## **CONTINUING BUSINESS**

There was none.

## **PUBLIC HEARING**

There was none.

### **CITY MANAGER'S BUSINESS**

The City Manager recognized Mark Ottenad, Public/Government Affairs Director who was scheduled to retire from the City of Wilsonville at the end of the month.

### **LEGAL BUSINESS**

The Council moved to authorize the City Attorney to engage in affirmative litigation on behalf of the City to protect the City's ability to receive federal funding. Passed 4-0.

### **CITY COUNCIL ADJOURN [9:14 PM]**



## **ACTION MINUTES**

**June 02, 2025, at 5:00 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

Mayor O'Neil  
Councilor President Berry  
Councilor Dunwell  
Councilor Cunningham  
Councilor Shevlin

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Bill Evans, Communications & Marketing Manager  
Bryan Cosgrove, City Manager  
Dan Pauly, Planning Manager  
Dwight Brashear, Transit Director  
Erika Valentine, Arts & Culture Program Coordinator  
Jeanna Troha, Assistant City Manager  
Katherine Smith, Assistant Finance Director  
Keith Katko, Finance Director  
Kelsey Lewis, Grants & Programs Manager  
Kimberly Rybold, Senior Planner  
Kimberly Veliz, City Recorder  
Matt Lorenzen, Economic Development Manager  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

### **WORK SESSION [5:00 PM]**

#### **REVIEW OF AGENDA AND ITEMS ON CONSENT**

There was none.

#### **COUNCILORS' CONCERNS**

Councilors commented on the important agenda items for the regular meeting, highlighting the need for professionalism and respect in discussions.

## **PRE-COUNCIL WORK SESSION**

### **1. Sewer & Storm System Development Charge Update**

Staff provided a briefing on the updated sewer and storm System Development Charge (SDC) and discussed the next steps with Council.

### **2. Wilsonville Industrial Land Readiness (Basalt Creek)**

Staff sought Council input on policy direction for the Basalt Creek Planning Area to inform the Master Plan.

## **ADJOURN [6:12 PM]**

## **EXECUTIVE SESSION [6:19 PM]**

- ORS 192.660(2)(h) Legal Counsel/Litigation

## **ADJOURN [6:35 PM]**

## **CITY COUNCIL MEETING [7:00 PM]**

### **CALL TO ORDER**

1. Roll Call
2. Pledge of Allegiance
3. Motion to approve the following order of the agenda.

Moved to approve the order of the agenda 5-0.

### **MAYOR'S BUSINESS**

#### **4. Upcoming Meetings**

Upcoming meetings were announced by the Mayor as well as the regional meetings he attended on behalf of the City.

### **COMMUNICATIONS**

#### **5. heARTs of Wilsonville: Many Cultures, One Heart Public Art Project Update**

Staff summarized the process undertaken to execute “heARTs of Wilsonville: Many Cultures, One Heart,” a public art project that temporarily installed ten hand-painted fiberglass hearts at visible locations throughout Wilsonville. This project was funded by a Wilsonville-Metro Community Enhancement grant award.

## **CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS**

*This is an opportunity for visitors to address the City Council on any matter concerning City’s Business or any matter over which the Council has control. It is also the time to address items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizen input before tonight’s meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.*

## **COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS**

Councilors announced prior and upcoming meetings and events.

## **CONSENT AGENDA**

### **6. Resolution No. 3196**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With VSS International, Inc For The Fiscal Year (FY) 2026 Slurry Seal Project (Capital Improvement Project 4014).

7. Minutes of the May 5, 2025, City Council Meeting.

8. Minutes of the May 19, 2025, City Council Meeting.

The Consent Agenda was adopted 5-0.

## **NEW BUSINESS**

There was none.

## **CONTINUING BUSINESS**

There was none.

## **PUBLIC HEARING**

### **9. Ordinance No. 898**

An Ordinance Of The City Of Wilsonville Adopting The 2025-2045 Housing Needs And Capacity Analysis As A Sub-Element Of The Comprehensive Plan And Related Comprehensive Plan Text Amendments.

After a public hearing Ordinance No. 898 was adopted on first reading 5-0.

10. **Resolution No. 3203**

A Resolution Of The City Of Wilsonville Adopting The Housing Production Strategy.

After a public hearing Resolution No. 3203 was adopted 5-0.

11. **Resolution No. 3198**

A Resolution Declaring The City's Eligibility To Receive State Shared Revenues.

After a public hearing Resolution No. 3198 was adopted 5-0.

12. **Resolution No. 3199**

A Resolution Declaring The City's Election To Receive State Shared Revenues.

After a public hearing Resolution No. 3199 was adopted 5-0.

13. **Resolution No. 3200**

A Resolution Of The City Of Wilsonville Adopting The Budget, Making Appropriations, Declaring The Ad Valorem Tax Levy, And Classifying The Levy As Provided By ORS 310.060(2) For Fiscal Year 2025-26.

After a public hearing Resolution No. 3200 was adopted 3-2.

14. **Resolution No. 3201**

A Resolution Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2024-25.

After a public hearing Resolution No. 3201 was adopted 5-0.

**CITY MANAGER'S BUSINESS**

There was none.

**LEGAL BUSINESS**

There was none.

**ADJOURN [10:49 PM]**

**URBAN RENEWAL AGENCY MEETING [10:49 PM]**

**CALL TO ORDER**

1. Roll Call
2. Motion to approve the following order of the agenda.

Moved to approve the order of the agenda 5-0.

#### **CITIZEN INPUT**

*This is an opportunity for visitors to address the Urban Renewal Agency on any matter concerning City's Business or any matter over which the Agency has control. It is also the time to address items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the Urban Renewal Agency will make every effort to respond to questions raised during citizen input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.*

#### **CONSENT AGENDA**

3. Minutes of the October 7, 2024, Urban Renewal Agency Meeting.

The Consent Agenda was adopted 5-0.

#### **NEW BUSINESS**

There was none.

#### **CONTINUING BUSINESS**

There was none.

#### **PUBLIC HEARING**

4. **URA Resolution No. 353**

A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Adopting The Budget, Making Appropriations, And Declaring The Intent To Collect Tax Increment For Fiscal Year 2025-26.

After a public hearing URA Resolution No. 353 was adopted 5-0.

#### **ADJOURN [10:56 PM]**



## **ACTION MINUTES**

**June 16, 2025 at 5:30 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

Mayor O'Neil  
Councilor President Berry  
Councilor Dunwell  
Councilor Cunningham  
Councilor Shevlin

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Bill Evans, Communications & Marketing Manager  
Bryan Cosgrove, City Manager  
Jeanna Troha, Assistant City Manager  
Jim Cartan, Environmental Specialist  
Kerry Rappold, Natural Resources Manager  
Kimberly Veliz, City Recorder  
Stephanie Davidson, Assistant City Attorney  
Zoe Mombert, Assistant to the City Manager

### **WORK SESSION [5:30 PM]**

#### **REVIEW OF AGENDA AND ITEMS ON CONSENT**

There was none.

#### **COUNCILORS' CONCERNS**

The Council addressed several matters, including the meeting process, decorum, and Town Center.

#### **PRE-COUNCIL WORK SESSION**

##### **1. Overview of Solid Waste Franchise and Rate Review Process**

Staff provided an update on the annual rate review with Republic Services that will take place to establish 2026 waste and recycling rates.



## 2. Peer Support Services Data Points

The City Attorney summarized the staff report for Resolution No. 3202, which authorizes procurement for peer support services as a pilot project pursuant to ORS 279B.075.

### **ADJOURN [6:08 PM]**

### **EXECUTIVE SESSION [6:15 PM]**

- ORS 192.660(2)(h) Legal Counsel/Litigation

### **ADJOURN [6:40 PM]**

### **CITY COUNCIL MEETING [7:00 PM]**

#### **CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call
3. Motion to approve the following order of the agenda.

Passed 5-0.

#### **MAYOR'S BUSINESS**

3. Upcoming Meetings

#### **COMMUNICATIONS**

4. Republic Services Update

Republic Services staff provided an overview of Oregon legislation in process that pertains to waste and recycling collection.

5. Stormwater Stewards Recognition Program

Staff recognized the inaugural honorees of the City's new Stormwater Stewards Recognition Program.

#### **CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS**

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the City Council will make every effort to respond to questions raised during citizen input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

### **COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS**

Councilors announced prior and upcoming meetings and events.

### **CONSENT AGENDA**

6. **Resolution No. 3202**

A Resolution Of The City Of Wilsonville Authorizing Procurement For Peer Support Services As A Pilot Project Pursuant To ORS 279B.075.

7. Minutes of the June 2, 2025 City Council Meeting.

The Consent Agenda was approved 5-0.

### **NEW BUSINESS**

There was none.

### **CONTINUING BUSINESS**

8. **Ordinance No. 898**

An Ordinance Of The City Of Wilsonville Adopting The 2025-2045 Housing Needs And Capacity Analysis As A Sub-Element Of The Comprehensive Plan And Related Comprehensive Plan Text Amendments.

Ordinance No. 898 was adopted 5-0, on second reading.

### **PUBLIC HEARING**

There was none.

### **CITY MANAGER'S BUSINESS**

The City Manager shared the Public/Government Affairs Director had been hired with a start date of June 30, 2025.

In addition, the City Manager noted that he would be out of the office.

### **LEGAL BUSINESS**

The City Attorney noted dates that she would be out of office.

**ADJOURN [8:16 PM]**