

**DEVELOPMENT REVIEW BOARD MEETING**

**MONDAY, MARCH 10, 2025**

**6:30 PM**

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Board Member Communications:

5. Recent City Council Action Minutes



## CITY COUNCIL ACTION MINUTES

January 06, 2025 at 7:00 PM

Wilsonville City Hall & Remote Video Conferencing

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### PRESENT:

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

### STAFF PRESENT:

Amanda Guile-Hinman, City Attorney  
Andrea Villagrana, Human Resource Manager  
Andrew Barrett, Capital Projects Engineering Manager  
Bill Evans, Communications & Marketing Manager  
Bryan Cosgrove, City Manager  
Cindy Luxhoj, Associate Planner  
Dan Pauly, Planning Manager  
Fred Weinhouse, Municipal Court Judge  
Jeanna Troha, Assistant City Manager  
Kimberly Veliz, City Recorder  
Robert Wurpes, Chief of Police  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

### SWEARING IN CEREMONY

The swearing in ceremony began at 7:01 p.m.

1. Oath of office administered by Judge Fred Weinhouse to newly elected Mayor Shawn O'Neil, Councilor Anne Shevlin and Councilor Adam Cunningham.

### CALL TO ORDER

The Mayor called the City Council meeting to order at 7:06 p.m.

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

Approved 5-0.

## **MAYOR'S BUSINESS**

5. Brief Remarks from Newly Elected Officials
6. Break for Refreshments
7. Vote for Council President

Councilor Berry was nominated and voted as City Council President. Passed 5-0.

8. Upcoming Meetings

Upcoming and prior meetings and events 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 was 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 was 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.

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

Councilors announced prior and upcoming meetings and events.

## **CONSENT AGENDA**

9. **Resolution No. 3184**  
A Resolution to Allocate Community Cultural Events and Programs Grant Funds for Fiscal Year 2024/2025.
10. Minutes of the December 2, 2024 City Council Meeting.

The Consent Agenda was approved 5-0.

## **NEW BUSINESS**

11. **Resolution No. 3167**

A Resolution Of The City Of Wilsonville Authorizing Acquisition Of Property And Property Interests Related To Construction Of The Boeckman Creek Flow Mitigation Project (CIP #7068).

Resolution No. 3167 was adopted 5-0.

### **CONTINUING BUSINESS**

There was none.

### **PUBLIC HEARING**

12. **Ordinance No. 896** *1st Reading (Quasi-Judicial Land Use Hearing)*

An Ordinance Of The City Of Wilsonville Annexing Approximately 9.00 Acres Of Property Located At 7400 SW Frog Pond Lane For Development Of A 28-Lot Residential Subdivision.

After a public hearing was conducted, Ordinance No. 896 was adopted on first reading by a vote of 5-0.

13. **Ordinance No. 897** *1st Reading (Quasi-Judicial Land Use Hearing)*

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 9.00 Acres Located At 7400 SW Frog Pond Lane For Development Of A 28-Lot Residential Subdivision.

After a public hearing was conducted, Ordinance No. 897 was adopted on first reading by a vote of 5-0.

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

Reminded that the City Manager Reports were included in the City Council packet.

The City Manager welcomed the new Mayor and Councilors.

### **LEGAL BUSINESS**

The City Attorney announced the Court of Appeals affirmed, without opinion the Land Use Board of Appeals' (LUBA) decision regarding Home Depot's appeal.

### **ADJOURN**

The Mayor adjourned the meeting at 9:30 p.m.



## **ACTION MINUTES**

**January 23, 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  
Beth Wolf, Senior Systems Analyst  
Bryan Cosgrove, City Manager  
Kimberly Veliz, City Recorder  
Mark Ottenad, Public/Government Affairs Director  
Matt Lorenzen, Economic Development Manager  
Miranda Bateschell, Planning Director

### **WORK SESSION [5:00 p.m.]**

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

There was none.

#### **COUNCILORS' CONCERNS**

There was none.

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

1. City Council Members' Assignments to City Boards and Intergovernmental Committees

Council determined which members would serve as primary and alternative representatives on City, State and regional boards.

2. 2025-2026 State Legislative Agenda

Staff informed the Council about the 2025 State Legislative Priorities.

3. 2025 State Legislative Session Priorities

Staff informed the Council about the 2025 State Legislative Priorities.

4. Joint Values and Outcomes for the 2025 Legislative Transportation Package by the Communities of Clackamas County

Staff explained the cities of Clackamas County were being asked to re-approve the Joint Values and Outcomes for the 2025 State Legislative Transportation package.

**ADJOURN [6:06 p.m.]**

**EXECUTIVE SESSION [6:13 p.m.]**

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

**ADJOURN [7:09 p.m.]**

**CITY COUNCIL MEETING [7:15 p.m.]**

**CALL TO ORDER**

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

Motion approved 5-0.

**MAYOR'S BUSINESS**

8. City Council Members' Assignments to City Boards and Intergovernmental Committees

The Council members' appointments were confirmed 5-0.

9. 2025-2026 State Legislative Agenda

The 2025-26 State Legislative Agenda was adopted 5-0.

10. 2025 State Legislative Session Priorities

The 2025 State Legislative Session Priorities was adopted 5-0.

11. Joint Values and Outcomes for the 2025 Legislative Transportation Package by the Communities of Clackamas County

The Joint Values and Outcomes for the 2025 Legislative Transportation Package by the Communities of Clackamas County was adopted 5-0.

12. Upcoming Meetings

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

**COMMUNICATIONS**

13. Metro Housing Funding Update

Metro Councilors presented on the Metro Housing Bond and Supportive Housing Services.

**CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS**

This was 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 was 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.

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

Councilors announced prior and upcoming meetings and events.

**CONSENT AGENDA**

14. Minutes of the January 6, 2025 City Council Meeting.

The Consent Agenda was adopted 5-0.

**NEW BUSINESS**

There was none.

**CONTINUING BUSINESS**

15. **Ordinance No. 896** - *2<sup>nd</sup> Reading (Quasi-Judicial Land Use Hearing)*

An Ordinance Of The City Of Wilsonville Annexing Approximately 9.00 Acres Of Property Located At 7400 SW Frog Pond Lane For Development Of A 28-Lot Residential Subdivision.

Ordinance No. 896 was adopted on second reading by a vote of 4-0-1.

16. **Ordinance No. 897** -2<sup>nd</sup> Reading (*Quasi-Judicial Land Use Hearing*)

An Ordinance Of The City Of Wilsonville Approving A Zone Map Amendment From The Clackamas County Rural Residential Farm Forest 5-Acre (RRFF-5) Zone To The Residential Neighborhood (RN) Zone On Approximately 9.00 Acres Located At 7400 SW Frog Pond Lane For Development Of A 28-Lot Residential Subdivision.

Ordinance No. 897 was adopted on second reading by a vote of 4-0-1.

**PUBLIC HEARING**

There was none.

**CITY MANAGER'S BUSINESS**

No report.

**LEGAL BUSINESS**

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

**ADJOURN [9:22 p.m.]**





## **ACTION MINUTES**

**February 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  
Bill Evans, Communications & Marketing Manager  
Bryan Cosgrove, City Manager  
Dan Pauly, Planning Manager  
Jeanna Troha, Assistant City Manager  
Kerry Rappold, Natural Resources Manager  
Kimberly Veliz, City Recorder  
Mark Ottenad, Public/Government Affairs Director  
Matt Lorenzen, Economic Development Manager  
Mike Nacrelli, Civil Engineer  
Miranda Bateschell, Planning Director  
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. Climate Friendly and Equitable Communities Parking Compliance and Standards Reform

Staff and Consultant presented the Climate Friendly and Equitable Communities (CFEC) Parking Compliance and Standards Reform project to the Council, discussing the project's drivers and scope. Staff sought the Council's input on compliance options for upcoming Development Code amendments.

## 2. Climate Action Plan

Staff provided an overview of the planning process for the Climate Action Plan.

### **ADJOURN [6:29 PM]**

There was a brief break to switch Zoom accounts.

### **EXECUTIVE SESSION [6:35 PM]**

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

### **ADJOURN [7:25 PM]**

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

#### **CALL TO ORDER**

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

Motion approved 5-0.

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

4. Wilsonville Wildcats Week Proclamation

The Mayor read a proclamation declaring February 3-7, 2025, as Wilsonville Wildcats Week and presented proclamations to coaches and members of the Wilsonville Wildcats Girls Varsity Soccer Team.

5. 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**

6. **Resolution No. 3175**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Professional Services Agreement With Brown And Caldwell To Provide Engineering Consulting Services For The Wastewater Treatment Plant Backup Ultraviolet System Replacement Project (Capital Improvement Project #2109).

7. **Resolution No. 3182**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Contract Amendment With Flow Line Construction, LLC. To Amend The Construction Contract For The Park At Merryfield And Boones Ferry Park Trails Project.

8. Minutes of the January 23, 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**

Wished Council a happy Valentines Day and shared that Oregon's and the Library's birthday was on February 14.

## **LEGAL BUSINESS**

The City Attorney testified to the Legislature on House Bill (HB) 3013, which pertained to land use approvals.

**ADJOURN [9:03 PM]**



## **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]**