



CITY COUNCIL MINUTES

October 06, 2025, at 7:30 PM

Wilsonville City Hall & Remote Video Conferencing

CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance

A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:30 p.m. on Monday, October 6, 2025. The Mayor called the meeting to order at 7:30 p.m., followed by the roll call and the Pledge of Allegiance.

PRESENT

Mayor O'Neil
Council President Berry
Councilor Shevlin
Councilor Cunningham

STAFF PRESENT:

Amanda Guile-Hinman, City Attorney
Bryan Cosgrove, City Manager
Cindy Luxhoj, Associate Planner
Dan Pauly, Planning Manager
Dwight Brashear, Transit Director
Everett Wild, Government Affairs Manager
Jeanna Troha, Assistant City Manager
Kelsey Lewis, Grants & Programs Manager
Keith Katko, Finance Director
Kerry Rappold, Natural Resources 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

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

Motion: Moved to approve the following order of agenda.

Motion made by Councilor Berry, Seconded by Councilor Shevlin.

Voting Yea:

Mayor O'Neil, Councilor Berry, Councilor Shevlin, Councilor Cunningham

Vote: Motion carried 4-0.

MAYOR'S BUSINESS

4. Upcoming Meetings (*Link to City Calendar: <https://www.wilsonvilleoregon.gov/calendar>*)

Council Appointment

- On September 25, 2025, the City Council approved a process to consider and appoint someone to fill the vacant seat previously held by former Councilor Katie Dunwell.
- As part of that process, the City opened the application period Monday, September 29, 2025.
- The City Recorder must receive applications no later than 5:00 p.m. Friday, October 10, 2025.
- The Mayor noted that some individuals had tried to reach out to regarding the appointment process. However, to ensure fairness, transparency, and equal access to information for all applicants. The Mayor had not and would not be communicating with anybody who was a prospective applicant about the process or considering them until after the application period closed and the Council received all applications on October 13, 2025, as outlined in the Council procedure.

Recognizing Community Leaders

The Mayor informed the audience of the loss of community leaders Alan Kirk and Diane Imel:

- Alan Kirk
 - Alan Kirk served for 13 years on the Wilsonville City Council, including serving as Council President. He was active in Wilsonville city government at a formative time, working on the regional Water Treatment Plant and City Hall projects.
 - A Charbonneau resident, Alan cared deeply about the Wilsonville community and could always be found connecting with neighbors, representing the City at events, and listening to his constituents. A longtime member of the Wilsonville Rotary Club, he embodied a discrete and unassuming leadership style combined with generous philanthropy, including regularly volunteering with his wife at Rotary's annual Through a Child's Eyes event, a partnership with Coffee Creek Correctional Facility to support bonding between incarcerated mothers and their children. Alan's professional career was highlighted by a long tenure with OrePac Building Products as their Chief Financial Officer.

- Eugenia “Diane” Imel
 - Diane was also a Charbonneau resident and charter Diversity, Equity, and Inclusion (DEI) Committee member. Known as “Lady Di” to her friends and neighbors, she was a fierce advocate for people with disabilities. Diane, a wheelchair user for over fifty years, shaped the work of the DEI Committee and inspired the Committee to apply for a City Opportunity Grant to purchase Mobi-Mat access pads to improve accessibility at City events.
 - Before joining the DEI Committee, Diane Imel served on the Oregon Disabilities Commission (ODC). She was originally appointed in 1995 by Governor Barbara Roberts and served under Governor Dr. John Kitzhaber. During her tenure as a Commissioner, Diane hosted the weekly Oregon Disabilities Radio Show, which was an important platform for the disability community.
- The Mayor shared that DEI Committee Chair Karla Brashear stated, “Her work helped bring much-needed attention to ADA compliance and accessibility in Wilsonville, and her voice was instrumental in pushing for real, meaningful progress in so many critical areas. Her contributions have left a lasting mark, and her compassion and persistence will continue to inspire our work moving forward.”

Regional Events and Meetings

- The Mayor shared he would submit his written report of these events and meetings to be added to the record.

Oregon Tech Music Garden

- October 7, 2025, Oregon Tech hosted a music festival at their Wilsonville campus. Performers included Family Mystic and Oregon Tech’s CSET PM Band, there was additional free activities like inflatable mini golf, Skee-ball, axe throwing, and a kid’s craft area where you can build your own musical instruments.

DEI Speaker Series

- Diversity, Equity, and Inclusion Committee’s speaker series was on October 9, 2025, in Council Chambers. The topic was “Supporting Transgender Family Members, Friends, and Neighbors” and will be a panel-style discussion. Speakers offer insight for transgender community members and their families, share lived experiences, and discussed resources are available from NAMI Clackamas and Basic Rights Oregon for transgender people.

National Coming Out Day

- October 11, 2025, was National Coming Out Day, an annual awareness day for lesbian, gay, bisexual, transgender, queer, or questioning, intersex, asexual, and more (LGBTQIA+) people to celebrate coming out and seek support from friends, family, and other LGBTQ community members.

Learn About Hot Air Balloons at the Library

- Kids and their parents were invited to learn about the science and magic of hot air balloons from Chris, a local hot air balloon pilot with Portland Rose Balloons, on October 11, 2025, at the Library.

Harvest Festival

- On October 18, 2025, there was the Fall Harvest Festival at the Stein-Boozier Barn in Murase Plaza. The free, family-friendly fun included horse and carriage rides, face painting, craft vendors and food trucks, a costume parade, live music, and more.
- The Mayor thanked the 2025 Title Sponsor, Nichols Family Insurance Agency, for providing free pumpkins to attendees—grown right in Wilsonville at Frog Pond Farms. Additionally, Wilsonville Orthodontics were thanked for their sponsorship.

Bulky Waste Day

- The City of Wilsonville, in partnership with Republic Services, the City's franchised solid waste hauler, were offering Bulky Waste Day on October 25, 2025.
- The event provided Wilsonville residents with an opportunity to dispose of large or unusual items that cannot be picked up curbside. Examples include dishwashers, televisions, refrigerators, computers, monitors, stoves, dryers, water heaters, couches, mattresses, scrap metal, tables, and chairs.
- For seniors, people with a disability, or those who are unable to transport waste to Republic Services, the City was proud to partner with Wilsonville Rotary Club to offer pickup for a limited number of Wilsonville residents on a first-come, first-served basis.

Community Planning Month Proclamation

- In the Council packet under Informational Items was a proclamation declaring October to be Community Planning Month.
- Wilsonville has a deep history with community planning, which is emphasizing people in the planning process by working collaboratively with the public to create thriving spaces. The Frog Pond East and South Master Plan and the Vuela development that is currently under construction are recent examples of the way planners collaborate with residents, developers, business and environmental stakeholders, and political leaders to create inclusive, flourishing communities.
- Planning projects have shaped the City and residents' daily lives. Planning participated in the preservation of historic trees, the layout of neighborhoods, and the overarching vision of how the City grows over time. Early developments around Wilsonville contributed to the creation of Oregon's statewide land use system, which influences how the state looks today. Current City vision continues to place value on thoughtful planning that contributes to vibrant, supportive communities.
- Contributions by members of City Council, the Planning Commission, Development Review Board, City staff who are professional planners, and enthusiastic residents are key to Wilsonville's character.

City Council Meeting

- Next City Council meeting was scheduled for Monday, October 20, 2025.

COMMUNICATIONS

5. Community Enhancement Project Update: Book Bike

It was announced that this presentation would be rescheduled for a future date.

6. Building Tomorrow Today award from the Oregon Chapter of the American Planning Association for the Vuela Project.

Prior to the presentation Miranda Bateschell, Planning Director recognized a few of the many contributions of long-time Planning Manager Dan Pauly, who was concluding his 17-year employment with the City and moving out of state at the end of October 2025.

Kimberly Rybold, Senior Planner; Miranda Bateschell, Planning Director; and Kelsey Lewis, Grants & Programs Manager shared that the Oregon Chapter of the American Planning Association (OAPA) had awarded the City of Wilsonville its Building Tomorrow Today Award. This honor acknowledged the City's work to vision, plan, leverage partnerships, and construct Vuela, a 121-unit multi-family dwelling located at the Wilsonville Transit Center that is providing housing opportunity for residents making less than 80% of the Area Median Income (AMI).

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.

The following individuals provide public comments:

- Adrienne Scritsmier
- Jennifer Constantine
- Susan Reep

COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

1. Council President Berry

The Council President attended the League of Oregon Cities conference in Portland alongside Mayor O'Neil and Councilor Shevlin. The Council President shared the conference themes highlighted:

- AI (Artificial Intelligence)
- Cybersecurity

- Provided a cybersecurity example where a city faced a \$18 million breach that insurance did not cover.
- Discussed AI offering self-help resources on city websites as seen in smaller cities.

In closing, the Council President appreciated networking opportunities with officials, particularly with the City of Sherwood Mayor and Council President.

2. Councilor Cunningham

Councilor Cunningham reported on the following:

- Villebois Oktoberfest event, which included a ribbon-cutting ceremony with Chamber of Commerce on October 3, 2025.
- Expressed openness to meetings with potential applicants for the open City Council seat, focusing on qualifications and responsibilities.

Lastly, there was discussion in moving Councilor Cunningham from the alternative to the primary liaison for the Willamette Intake Facilities (WIF).

Motion: Moved to make Councilor Cunningham the primary liaison for Willamette Intake Facilities.

Motion made by Councilor Berry, Seconded by Councilor Shevlin.

Voting Yea:

Mayor O'Neil, Councilor Berry, Councilor Shevlin

Abstaining:

Councilor Cunningham

Vote: Motion carried 3-0-1.

3. Councilor Shevlin

Councilor Shevlin also commented on attending the League of Oregon Cities (LOC) conference, particularly a three-hour workshop on fostering respectful relationships among council members. She noted that Wilsonville's City Council already practiced many of the recommended approaches. Regarding AI, Councilor Shevlin mentioned that several states have already implemented legislation providing guardrails around AI use, though Oregon has not yet passed such legislation.

In closing, the Mayor clarified that he would be meeting with applicants for the City Council position only after the application deadline closed on October 13, 2025, to ensure fairness to all applicants.

CONSENT AGENDA

The City Attorney read the titles of the Consent Agenda into the record.

4. **Resolution No. 3214**

A Resolution Of The City Of Wilsonville Authorizing An Intergovernmental Agreement With The City Of Wilsonville Urban Renewal Agency Pertaining To A Short Term Urban Renewal Debt For The Coffee Creek Plan District For The Purpose Of Funding The Construction Of Capital Improvement Project By The Agency.

5. **Resolution No. 3216**

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Northstar Electrical Contractors, Inc. To Construct Street Lighting Led Conversion – Phase 4 Project (CIP #4722).

6. Minutes of September 4, 2025, City Council Meeting.

Motion: Moved to approve the Consent Agenda.

Motion made by Councilor Berry, Seconded by Councilor Cunningham.

Voting Yea:

Mayor O’Neil, Councilor Berry, Councilor Shevlin, Councilor Cunningham

Vote: Motion carried 4-0.

NEW BUSINESS

There was none.

CONTINUING BUSINESS

There was none.

PUBLIC HEARING

7. **Resolution No. 3211**

A Resolution Of The City Of Wilsonville Authorizing A Supplemental Budget Adjustment For Fiscal Year 2025-26.

The City Attorney read the title of Resolution No. 3211 into the record.

The Mayor provided the public hearing format and opened the public hearing at 8:42 p.m.

Keith Katko, Finance Director, summarized the staff report. PowerPoint, displayed, has been made a part of the record.

The Mayor invited speakers, seeing none, he closed the public hearing at 8:46 p.m.

Motion: Moved to adopt Resolution No 3211.

Motion made by Councilor Berry, Seconded by Councilor Shevlin.

Voting Yea:

Mayor O'Neil, Councilor Berry, Councilor Shevlin, Councilor Cunningham

Vote: Motion carried 4-0.

8. **Resolution No. 3213**

A Resolution Of The City Of Wilsonville Adopting The Natural Areas Management Plan.

The City Attorney read the title of Resolution No. 3213 into the record.

The Mayor provided the public hearing format and opened the public hearing at 8:49 p.m.

Kerry Rappold, Natural Resources Manager along with consultants from Ash Creek Forestry Lauren Smith and Cam Oster, summarized the staff report. PowerPoint displayed has been made a part of the record.

Council expressed appreciation for the inventory and potential funding sources. Councilor Shevlin emphasized the importance of wildfire risk reduction, noting that fires can impact any city as evidenced by events in Altadena, California and Phoenix, Oregon. Mayor O'Neil expressed concerns about Metro's follow-through on maintenance at Graham Oaks Nature Park.

The Mayor invited speakers, seeing none he closed the public hearing at 9:04 p.m.

Motion: Moved to adopt Resolution No 3213.

Motion made by Councilor Berry, Seconded by Councilor Cunningham.

Voting Yea:

Mayor O'Neil, Councilor Berry, Councilor Shevlin, Councilor Cunningham

Vote: Motion carried 4-0.

CITY MANAGER'S BUSINESS

Bryan Cosgrove, City Manager informed the Council that community focus groups were scheduled to take place October 23, 2025, and October 25, 2025, to gather input from randomly selected community members on the Town Center Plan and the use of Urban Renewal to fund local infrastructure. The City Manager said that other opportunities for input are still to be developed to gather feedback from a larger cross-section of the community.

LEGAL BUSINESS

There was none.

In closing, it was announced there would be a Special City Council meeting scheduled for October 9, 2025, to discuss the city manager recruitment strategy.

ADJOURN

The Mayor adjourned the meeting at 9:08 p.m.

Respectfully submitted,

DocuSigned by:
Kimberly Veliz
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Kimberly Veliz, City Recorder

ATTEST:

Signed by:
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Shawn O'Neil, Mayor