



SPECIAL CITY COUNCIL MINUTES

September 25, 2025, at 5:00 PM

Wilsonville City Hall & Remote Video Conferencing

CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance

A special meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 5:00 p.m. on Thursday, September 25, 2025. The Mayor called the meeting to order at 5:00 p.m., followed by the roll call and the Pledge of Allegiance.

PRESENT:

Mayor O'Neil
Councilor President Berry
Councilor Cunningham
Councilor Shevlin

STAFF PRESENT:

Amanda Guile-Hinman, City Attorney
Jeanna Troha, Assistant City Manager
Bryan Cosgrove, City Manager
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, Council President Berry, Councilor Shevlin, Councilor Cunningham

Vote: Motion carried 4-0.

MAYOR'S BUSINESS

None.

COMMUNICATIONS

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.

The following individuals provided public comments:

- Mary Rooney
- Susie Stevens

COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

None.

CONSENT AGENDA

None.

NEW BUSINESS

1. City Council Vacancy

The Mayor explained included in the City Council packet was a memo outlining the historical approaches prior Councils have taken when filling a vacancy. The City of Wilsonville Charter gave the authority to appoint by majority, but it did not set out a single procedure.

Council expressed gratitude for former Councilor Dunwell's service to the City of Wilsonville.

Council and staff discussion ensued over the appointment process and application.

Motion: Moved to approve the edited version of the Mayor's proposal to the City Council regarding the appointment process.

Motion made by Councilor Berry.

The City Attorney clarified the edits were on item number one of the application period changing submitted to received by.

Councilor Cunningham suggested striking on the appointment application number nine from the memo.

To allow for further refinement and discussion Council President Berry withdrew her motion.

Motion: Council moved to approve the September 24, 2025, Mayor's proposal with the edit applications must be received by the City Recorder by Friday, October 10, 2025, at 5:00 p.m. and striking for the purposes of this motion, subsection nine appointment application.

Motion made by Councilor Berry, Seconded by Councilor Cunningham.

Voting Yea:

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

Vote: Motion carried 4-0.

Further discussion ensued.

Motion: Council moved to approve the application as edited.

The City Attorney then listed the edits:

- There would be a new number three after number two so that applicants are not an employee of the City. Which would renumber all the items thereafter. The new number four was going to be read as has demonstrated commitment to the community through prior service period. Examples may include participation on City boards and commissions, government task force, or board of directors for a nonprofit organization or a graduate of the Wilsonville Civics Academy.

Motion made by Councilor Berry, Seconded by Councilor Shevlin.

Voting Yea:

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

Vote: Motion carried 4-0.

CONTINUING BUSINESS

None.

PUBLIC HEARING

None.

CITY MANAGER'S BUSINESS

None.

LEGAL BUSINESS

None.

ADJOURN

The Mayor adjourned the meeting at 5:52 p.m.

Respectfully submitted,

DocuSigned by:
Kimberly Veliz
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Kimberly Veliz, City Recorder

ATTEST:

Signed by:
Shawn O'Neil
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Shawn O'Neil, Mayor