



# DEVELOPMENT REVIEW BOARD PANEL B AGENDA

April 27, 2026 at 6:30 PM

Wilsonville City Hall & Remote Video Conferencing

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## PARTICIPANTS MAY ATTEND THE MEETING AT:

City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon

Zoom: <https://us02web.zoom.us/j/81495007189>

## TO PROVIDE PUBLIC TESTIMONY:

Individuals must submit a testimony card online:

<https://www.wilsonvilleoregon.gov/DRB-SpeakerCard>

## CALL TO ORDER

## CHAIR'S REMARKS

## ROLL CALL

John Andrews	Rachelle Barrett
Dana Crocker	George Dunn
Kamran Mesbah	

## CITIZEN INPUT

*This is an opportunity for visitors to address the Development Review Board on items not on the agenda. Staff and the Board will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter.*

## CONSENT AGENDA

- [1.](#) Approval of minutes of the February 23, 2026 DRB Panel B meeting

## PUBLIC HEARINGS

## BOARD MEMBER COMMUNICATIONS

- [2.](#) Recent City Council Action Minutes

## STAFF COMMUNICATIONS

- [3.](#) Frog Pond East and South Training

## ADJOURN

*The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting the Shelley White, Planning Administrative Assistant at [drbb@wilsonvilleoregon.gov](mailto:drbb@wilsonvilleoregon.gov) or 503-682-4960: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.*

*Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo. Comun quese al 503-682-4960.*

**DEVELOPMENT REVIEW BOARD MEETING**

Item 1.

**MONDAY, APRIL 27, 2026  
6:30 PM**

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**Consent Agenda:**

1. Approval of minutes of the February 23, 2026 DRB Panel B meeting



**Development Review Board-Panel B  
Meeting Minutes  
February 23, 2026**

Wilsonville City Hall & Remote Video Conferencing  
<https://www.ci.wilsonville.or.us/meetings/DRB-B>

**CALL TO ORDER - ROLL CALL**

**Chair Barrett** called the meeting to order at 6:30 p.m.

Present: Rachelle Barrett, John Andrews, Dana Crocker, George Dunn, Kamran Mesbah

Staff Present: Kimberly Rybold, Amanda Guile-Hinman, Miranda Bateschell, Shelley White

**CHAIR'S REMARKS**

There were none.

**CITIZEN INPUT**

There was none.

**Shelley White, Administrative Assistant**, noted Janis Sanford from Panel A was attending via Zoom to hear the presentations as she could not attend Panel A's training.

**ELECTION OF 2026 CHAIR AND VICE-CHAIR**

**City Attorney Guile-Hinman** read the rules for election of Board Chair and Vice-Chair.

1. Chair

**Kamran Mesbah** nominated **Rachelle Barrett** for Chair.

**John Andrews** nominated **Kamran Mesbah** for Chair.

Mr. Mesbah and Ms. Barrett declined their respective nominations.

**Rachelle Barrett** nominated **Dana Crocker** for 2026 Development Review Board Chair.

Following a roll call vote, **Dana Crocker** was unanimously elected 2026 Development Review Board Panel B Chair.

**Ayes: Andrews, Barrett, Crocker, Dunn, Mesbah**

**Nays: None.**

2. Vice-Chair

**Kamran Mesbah** nominated **Rachelle Barrett** for 2026 Development Review Board Panel B Vice-Chair.

There were no other nominations

**Following a roll call vote, Rachele Barrett was unanimously elected 2026 Development Review Board Panel B Vice-Chair.**

**Ayes: Andrews, Barrett, Crocker, Dunn, Mesbah**

**Nays: None**

### **CONSENT AGENDA**

3. Approval of the July 28, 2025 DRB Panel B Minutes

**Kamran Mesbah moved to approve the July 28, 2025 DRB Panel B meeting minutes as presented. Dana Crocker seconded the motion, which passed 5 to 0. (Ayes: Andrews, Barrett, Crocker, Dunn, Mesbah. Nays: None.)**

### **PUBLIC HEARINGS**

#### **BOARD MEMBER COMMUNICATIONS**

4. Results of the October 13, 2025 DRB Panel A meeting
5. Results of the February 9, 2026 DRB Panel A meeting
6. Recent City Council Action Minutes

Board members briefly introduced themselves and welcomed new member George Dunn.

#### **STAFF COMMUNICATIONS**

7. Housing Statutory Compliance Project

**Senior Planner Rybold** introduced Heather Austin of 3J Consulting and presented the Housing Statutory Compliance Project via PowerPoint, describing the background and regulatory requirements leading to the project and the proposed changes to the City's application review process, which included consolidating the DRB-A and DRB-B panels. Staff sought feedback about the project, including the impact of DRB meeting cancellations, the time spent preparing for meetings, Board members' capacity for a second DRB meeting per month, and potential changes to DRB meeting dates and times.

Staff clarified that any changes regarding the Board would not take effect this calendar year, so nothing was being rushed. The City was simply preparing for when changes are needed. The intention was to track with the timing of the Board appointment process, and if the DRBs are consolidated, Council would provide direction on how members would be selected for that Board. Feedback from the DRBs would be presented for direction during Planning Commission and City Council work sessions in March/April, then Staff would discuss ideas for a recommendation on how best to move forward.

**George Dunn** stated that being new to the Board, he could not speak to experience but understood how infrequent meetings could create challenges. He believed public servants should serve the community's purpose. If moving to one Board would better fulfill that

purpose, he saw no reason not to support it. He had no preference on meeting days or times, but noted Monday worked well for him.

**John Andrews** confirmed that one, 7-member Board, would provide more flexibility with achieving a quorum than with 5-member Boards, which require four members for a quorum.

**Dana Crocker** agreed about serving the community and wanting to learn. She would like to continue serving if the City moved to one Board. The inconsistency of meetings had been challenging because it felt like starting over each time. She spent about one hour preparing for the last meeting, and Monday nights work well in her schedule.

**Chair Barrett** also preferred Monday nights, adding if two monthly meetings were necessary that the days of the month be consistent for easier scheduling.

**Janis Sanford** agreed being able to participate on a regular basis would be more encouraging and beneficial, adding that a 7-member Board would be more efficient for having a quorum and if a second monthly meeting is needed, it should also be on a Monday, which works well for her. She spent about an hour preparing for meetings, depending on whether a site visit was needed, and wanted to continue to participate on the DRB. She was glad City Council and Planning Commission want the DRB to continue as a part of the process.

**Kamran Mesbah** indicated Monday was fine, adding any day was acceptable, except Thursday and Friday nights. Twice monthly meetings worked and special meetings were fine. His preparation time for meetings varied depending on project's complexity, and he hoped to not have back-to-back complex projects that required site visits and extensive research. He concurred with other Board members' comments.

**Chair Barrett** stated the maximum time she had spent was about 4 hours on one complex project, but most were simple, taking about 1 to 1.5 hours, not including site visits. She recommended any volatile plans, such as projects that highly impacted traffic, be reviewed by the DRB.

**Senior Planner Rybold** noted that would depend if an application was involved, adding that even residential development applications going through Administrative Review would still require the same traffic impact analysis and findings as before, and the review work involved would be much more substantial than typical Class II reviews. Staff was exploring ways to provide information on applications similar to public hearing notifications, yet within the limits of State statutes.

**Heather Austin, 3J Consulting** explained it was about notifying the community that something is happening rather than requesting input from the community, which was where clear and objective standards factored in, and Wilsonville was positioned well given the Coffee Creek work and doing clear and objective residential design review.

**Mr. Andrews** inquired if Staff received feedback from citizens who were unhappy about the opportunities to provide input.

**Senior Planner Rybold** replied Staff has discussed getting input from the community about how citizens currently get information and how they would like to receive information, such as posting signs on sites involving hearings, which was the City's practice although such postings were only required for annexations. Were people finding information via the Projects Around the City webpage, newspaper postings, or other methods? What is the best way for the City to communicate such information.

- The best place for public input to make a difference was during the creation and development of development plans and standards, so projects before the Planning Commission and City Council to establish new policies and new Code were key opportunities.

**Ms. Crocker** hoped Board members could have first right of refusal for opportunities to serve on other Boards if serving on the DRB was no longer available, as she wanted to continue serving the community.

**Mr. Mesbah** observed that educating the citizenry was an important element of the Planning Commission, Planning Staff, and DRB. Because public hearings did not accomplish that, he suggested having open house, educational meetings when regular DRB meetings were canceled. Many controversies arise because people are not cognizant about what was at stake and what goes into design and planning. He had hoped some education would have been done as outreach by the Diversity, Equity, and Inclusion Committee.

- As a former Planning Commissioner, he observed that Commissioners with former DRB experience wanted to consider how plan language could be written for proper interpretation by the DRBs. His experience is that he brings the vision from the Planning Commission to DRB decisions, and suggested a more circular movement between Planning Commissioners and DRB members, rather than a one-way progression, so Commissioners with the vision could interpret the policies/Code and DRB members on Planning Commission would know how difficult it is to turn vision into implementation and action when waivers are requested by those with special circumstances, for example. He did not see enough of the Planning Commission's vision and plan reflected during DRB discussions. DRB discussed the size of a sign due to the City's standards, rather than understanding why or how a standard was interpreted. While the DRB's decision might not be different, it would make a difference in the DRB's recommendation for the City to review standards that do not work well or are not easy to implement. The breakdown and tension with citizens comes because Staff knows how to interpret policy and standards and use their own language, while voluntary Board members and other citizens who do not know the language try to convince each other.

**Senior Planner Rybold** appreciated the feedback provided, noting DRB Panel A also welcomed training opportunities as well, adding the City would continue looking for ways to keep Board members engaged. She reviewed the ways that the City communicates DRB hearings with citizens. She noted that recent legislation might further restrict mailing radius requirements.

8. DRB Motion Training

**Senior Planner Rybold** conducted a brief training and role-playing session on making motions in various public hearing scenarios and addressed questions from the Board with additional comments and direction provided by City Attorney Guile-Hinman.

**ADJOURNMENT**

The meeting was adjourned at 7:42 p.m.

**DEVELOPMENT REVIEW BOARD MEETING**

Item 2.

**MONDAY, APRIL 27, 2026  
6:30 PM**

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Board Member Communications:

2. Recent City Council Action Minutes



## ACTION MINUTES

February 19, 2026, at 5:00 PM

Wilsonville City Hall & Remote Video Conferencing

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### PRESENT:

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

### STAFF PRESENT:

Amanda Guile-Hinman, City Attorney  
 Andrea Villagrana, Human Resource Manager  
 Bill Evans, Communications & Marketing Manager  
 Bryan Cosgrove, City Manager  
 Dwight Brashear, Transit Director  
 Everett Wild, Government Affairs Manager  
 Erika Valentine, Arts & Culture Program Coordinator  
 Jeanna Troha, Assistant City Manager  
 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

There was none.

#### PRE-COUNCIL WORK SESSION

1. Arts, Culture, and Heritage Commission (ACHC) Annual Update

Staff summarized progress by the ACHC to implement recommendations outlined in the Arts Culture & Heritage Strategy.

## 2. Town Center Update

Staff sought the Council's direction to inform next steps in ongoing work to implement the 2019 Wilsonville Town Center Plan.

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

### **EXECUTIVE SESSION [6:13 PM]**

- ORS 192.660(2)(h) Legal Counsel/Litigation
  - *To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.*

### **ADJOURN [6:25 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.

The motion was approved 5-0.

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

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

The Mayor provided his report.

5. Board/Commission Appointments

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

Appointment of Vivian Resendiz to the Arts, Culture, and Heritage Commission for a term beginning 2/19/2026 to 6/30/2028. Passed 4-0-1.

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

Appointment of Justin Timm to the Tourism Promotion Committee for a term beginning 2/19/2026 to 6/30/2028. Passed 4-0-1.

6. City Manager Appointment

Council moved to approve moving forward in the hiring of Jeanna Troha as the next City Manager. Passed 5-0.

## COMMUNICATIONS

There was none.

## CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

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## COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

Councilors provided comments, announced prior and anticipated meetings and events.

## CONSENT AGENDA

7. **Resolution No. 3234**

A Resolution to Allocate Community Cultural Events and Programs Grant Funds for Fiscal Year 2025/2026.

8. **Resolution No. 3235**

A Resolution Of The City Of Wilsonville Adopting The Arts, Culture, And Heritage Commission (ACHC) FY 2025/26 Five-Year Action Plan And Annual One-Year Implementation Plan.

9. **Resolution No. 3238**

A Resolution Of The City Of Wilsonville To Authorizing The City Manager To Execute A Construction Contract With KNL Industries, Inc. For The 2026 Street Maintenance Project (Capital Improvement Project No. 4014).

10. **Resolution No. 3241**

A Resolution Of The City Of Wilsonville Approving A Professional Services Agreement With CFM Strategic Communications, Inc. For Contracted Government Relations And Lobbying Services.

11. Minutes of February 2, 2026, City Council Meeting.

The Consent Agenda was approved 5-0.

## NEW BUSINESS

There was none.

**CONTINUING BUSINESS**

There was none.

**PUBLIC HEARING**

There was none.

**CITY MANAGER'S BUSINESS**

There was none.

**LEGAL BUSINESS**

There was none.

**ADJOURN [7:58 PM]**



## **ACTION MINUTES**

**March 02, 2026, at 5:00 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

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

### **STAFF PRESENT:**

Aliese Cloo, Assistant City Attorney  
Amanda Guile-Hinman, City Attorney  
Andrea Villagrana, Human Resource Manager  
Bill Evans, Communications & Marketing Manager  
Bryan Cosgrove, City Manager  
Chris Myers, Senior Planner  
Ethan Rogers, Civil Engineer  
Hannah Young, Law Clerk  
Jeanna Troha, Assistant City Manager  
Kimberly Veliz, City Recorder  
Matt Lorenzen, Economic Development Manager  
Miranda Bateschell, Planning Director  
Sarah Pearlman, Assistant Planner  
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. SILL Forgivable Loan - Coffee Creek Day Road Sewer

Staff presented on Resolution No. 3258, which authorizes the City Manager to execute a financing contract with Oregon Business Development Department for the design of the Coffee Creek Day Road Sewer Extension Project (Capital Improvement Project No. 2115).

### 2. Public Safety Council Goal Update – RVs and Abandoned Vehicles

Staff shared draft revisions to City Code that would establish more stringent guidelines to discourage parking Recreational Vehicles (RV) for more than 48 hours or abandoning vehicles parking in public areas for an extended period.

### 3. Public Safety Council Goal Update – Draft Graffiti Programs

The Council discussed a graffiti pilot program offering a reward for individuals providing information leading to apprehension of graffiti vandals.

## ADJOURN [5:50 PM]

There was a brief break to clear the room for the Executive Session.

## EXECUTIVE SESSION [5:57 PM]

- ORS 192.660(2)(h) Legal Counsel/Litigation
  - *To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.*

## ADJOURN [6:26 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.

The order of agenda was approved 5-0.

## MAYOR'S BUSINESS

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

The Mayor provided a report on past and upcoming meetings and events.

## COMMUNICATIONS

There was none.

## CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

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## COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

Councilors provided comments, announced prior and anticipated meetings and events.

## CONSENT AGENDA

5. **Resolution No. 3242**  
A Resolution Of The City Of Wilsonville To Authorizing The City Manager To Execute A Construction Contract With S-2 Contractors, Inc. For The 2026 Crack Sealing Project (Capital Improvement Project No. 4014).
6. **Resolution No. 3243**  
A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Interlaken, Inc. For The Boeckman Creek Flow Mitigation Project (Capital Improvement Project 7068).
7. **Resolution No. 3258**  
A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Financing Contract With Oregon Business Development Department For The Design Of The Coffee Creek Day Road Sewer Extension Project (Capital Improvement Project No. 2115).
8. Minutes of February 19, 2026, City Council Meeting.

The Consent Agenda was approved 5-0.

**NEW BUSINESS**

9. **Resolution No. 3244**

A Resolution Of The City Of Wilsonville Authorizing A Review Of Building Height Waiver Provisions In The Wilsonville Code Applicable To Town Center.

Resolution No. 3244 was adopted 5-0.

10. Town Center Communications Plan Project

The Town Center Communications Plan was adopted 5-0.

**CONTINUING BUSINESS**

There was none.

**PUBLIC HEARING**

11. **Ordinance No. 901** - *1st Reading (Legislative Hearing)*

An Ordinance Of The City Of Wilsonville Adopting The 2026 Economic Opportunities Analysis (EOA) And The Accompanying Economic Development Strategy (EDS) As A Sub-Element Of The Wilsonville Comprehensive Plan.

After a public hearing, Ordinance No. 901 was adopted 5-0 on first reading.

**CITY MANAGER'S BUSINESS**

There was none.

**LEGAL BUSINESS**

There was none.

**ADJOURN [8:13 PM]**



## **ACTION MINUTES**

**March 16, 2026, at 5:30 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

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

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Beth Wolf, IT Project Manager  
Bryan Cosgrove, City Manager  
Dan Carlson, Building Official  
Jeanna Troha, Assistant City Manager  
Matt Lorenzen, Economic Development Manager  
Zach Weigel, City Engineer  
Zoe Mombert, Assistant to the City Manager

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

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

There was none.

#### **COUNCILORS' CONCERNS**

There was none.

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

1. Town Center Urban Renewal Feasibility

Council directed staff to continue refining the Town Center Urban Renewal Feasibility Study.

## 2. Building Code Adoption

Staff presented Resolution No. 3252, which if approved would adopt the Structural Specialty Code, the Mechanical Specialty Code, the Energy Efficiency Specialty Code, the Fire Code, and repealing the prior City-Adopted Structural Specialty Code, Mechanical Specialty Code, Energy Efficiency Specialty Code, and Fire Code.

## 3. City Manager Retirement

Retiring City Manager Bryan Cosgrove was appreciated for his 15 years of dedicated service to the City of Wilsonville.

**ADJOURN [5:47 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.

Passed 4-0.

### MAYOR'S BUSINESS

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

The Mayor provided a report on past and upcoming meetings and events. In addition, retiring City Manager Bryan Cosgrove was recognized.

### COMMUNICATIONS

There was none.

### CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

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## COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

Councilors provided comments, announced prior and anticipated meetings and events.

### CONSENT AGENDA

5. **Resolution No. 3245**

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.

6. **Resolution No. 3246**

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.

7. **Resolution No. 3247**

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.

8. **Resolution No. 3248**

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.

9. **Resolution No. 3249**

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.

10. **Resolution No. 3250**

A Resolution Of The City Of Wilsonville Granting An Exemption From Property Taxes Under ORS 307.540 To ORS 307.548 For Vuela apartments operated by Level Field Community Development Corporation.

11. **Resolution No. 3252**

A Resolution Of The City Of Wilsonville Adopting The Structural Specialty Code, The Mechanical Specialty Code, The Energy Efficiency Specialty Code, The Fire Code, And Repealing The Prior City-Adopted Structural Specialty Code, Mechanical Specialty Code, Energy Efficiency Specialty Code, And Fire Code.

18. Minutes of March 2, 2026, City Council Meeting.

The Consent Agenda was adopted 4-0.

**NEW BUSINESS**

There was none.

**CONTINUING BUSINESS****12. Ordinance No. 901 - 2nd Reading (Legislative Hearing)**

An Ordinance Of The City Of Wilsonville Adopting The 2026 Economic Opportunities Analysis (EOA) And The Accompanying Economic Development Strategy (EDS) As A Sub-Element Of The Wilsonville Comprehensive Plan.

Ordinance No. 901 was adopted 4-0 on second reading.

**PUBLIC HEARING****13. Resolution No. 3229**

A Resolution Establishing And Imposing Just And Equitable Sewer User Fees And Repealing Resolution No. 2325 And Resolution No. 1987.

After a public hearing Resolution No. 3229 Option 2 was adopted 4-0.

**CITY MANAGER'S BUSINESS**

The City Manager shared he began his career with the City of Wilsonville with sewer rates and ended his career with them.

**LEGAL BUSINESS**

There was none.

**ADJOURN [8:15 PM]**



## **ACTION MINUTES**

**April 06, 2026, at 5:00 PM**

**Wilsonville City Hall & Remote Video Conferencing**

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### **PRESENT:**

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

### **STAFF PRESENT:**

Amanda Guile-Hinman, City Attorney  
Bill Evans, Communications & Marketing Manager  
Delora Kerber, Public Works Director  
Jeanna Troha, City Manager  
Jed Wilson, Chief of Police  
Katherine Smith, Assistant Finance Director  
Keith Katko, Finance Director  
Kimberly Rybold, Senior Planner  
Kimberly Veliz, City Recorder  
Everett Wild, Government Affairs Manager  
Matt Lorenzen, Economic Development Manager  
Mike Nacrelli, Civil Engineer

### **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. Clackamas County Sheriff's Office Finance Update

A representative from the Clackamas County Sheriff's Office detailed reasons for an increase of \$297,000 in the City's law enforcement contract for the current fiscal year.

### 2. Town Center Urban Renewal Feasibility

Council directed staff to continue working toward a November 2026 ballot measure using the 10% redevelopment reduction scenario presented by staff.

### 3. Housing Statutory Compliance

Staff presented draft code amendments that, if adopted, would update the City's land use review process for residential development.

### 4. 2026 Legislative Report

Staff shared a recap of the 2026 Legislative Session. The recap included updates on items included on our State Legislative Agenda, bills of importance to Wilsonville, and major themes and takeaways of the session including state budget adjustments.

## ADJOURN [7:00 PM]

## CITY COUNCIL MEETING [7:06 PM]

### CALL TO ORDER

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

Approved 4-0.

### MAYOR'S BUSINESS

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

The Mayor provided a report on past and upcoming meetings and events.

## COMMUNICATIONS

### 5. 2026 Legislative Recap

State Senator Courtney Neron Misslin and State Representative Sue Rieke-Smith provided the Council with a comprehensive summary of the most recent legislative session.

## CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS

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## COUNCILOR COMMENTS, LIAISON REPORTS AND MEETING ANNOUNCEMENTS

Councilors provided comments, announced prior and anticipated meetings and events.

## CONSENT AGENDA

### 6. Resolution No. 3239

A Resolution of the City of Wilsonville Authorizing Acquisition of Property Related to Construction of the Boeckman Creek Flow Mitigation Project (CIP #7068) and Amending Resolution Nos. 3167 and 3223.

### 7. Resolution No. 3254

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Construction Contract With Turney Excavating Inc. For The Annual Pedestrian Enhancements Project (Capital Improvement Project No. 4717).

### 8. Resolution No. 3255

A Resolution of the City of Wilsonville Authorizing the City Manager to Execute Easements Concerning Certain Infrastructure Relating to the Willamette Intake Facilities Commission's Water Intake Facilities.

### 9. Resolution No. 3259

A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute A Goods And Services Contract With Trojan Technologies For Procurement Of Ultraviolet Disinfection Equipment As Part Of The Wastewater Treatment Plant Backup Ultraviolet System Replacement Project (Capital Improvement Project #2109).

**10. Resolution No. 3261**

A Resolution of the City of Wilsonville Authorizing the City Manager to Execute an Amendment to the Professional Services Agreement with DOWL, LLC for the Willamette Water Supply PLM 1.3: Construction Inspection of City Infrastructure Project (Capital Improvement Project No. 1127).

11. Minutes of March 12, 16, and 31, 2026 City Council Meetings.

The Consent Agenda was approved 4-0.

**NEW BUSINESS**

**12. Resolution No. 3260**

A Resolution Of The City Of Wilsonville Establishing Graffiti Abatement Programs.

Resolution No. 3260 was adopted 4-0.

**CONTINUING BUSINESS**

There was none.

**PUBLIC HEARING**

There was none.

**CITY MANAGER'S BUSINESS**

The newly promoted City Manager appreciated the opportunity to serve in the role.

**LEGAL BUSINESS**

There was none.

**ADJOURN [8:32 PM]**

**DEVELOPMENT REVIEW BOARD MEETING**

**MONDAY, APRIL 27, 2026  
6:30 PM**

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Staff Communications:

3. Frog Pond East and South Training



## Planning Division Memorandum

**From:** Kimberly Rybold, Senior Planner  
**To:** Development Review Board Panel B  
**Date:** April 20, 2026  
**RE:** Frog Pond East and South Training

In 2022, the City adopted the Frog Pond East and South Master Plan for Wilsonville’s future growth area on the City’s east side. Similar to past master planning efforts, such as Villebois and Frog Pond West, this master plan identifies the types and locations of the homes, other land uses, parks, open spaces, streets, trails, neighborhood amenities, and infrastructure to be built over the next 10-20 years. What makes this master plan unique is that to encourage a variety of housing types consistent with State law for middle housing, land use recommendations are based on built form rather than number of allowed residential units per a given land area.

To implement these recommendations, the City adopted new Development Code standards for Frog Pond East and South in 2024. These standards were adopted as an amendment to the Residential Neighborhood (RN) Zone, expanding the zoning designation used in Frog Pond West. The Master Plan and implementing Development Code intend to create a variety of housing options that are attainable for households of various income levels.

The Development Code also supports and enables the transportation system called for in the Master Plan by requiring certain public realm amenities, defining block size and street spacing, and addressing potential design conflicts. There are requirements for the parks and open space envisioned in the Master Plan, including the Green Focal Points throughout the neighborhoods. Clear and objective design standards support quality and attractive development, including both siting standards like setbacks and architectural standards.

This training session will familiarize the Development Review Board with these new Development Code standards in preparation for upcoming review of development applications in this area. At this meeting, staff will provide an overview of the Master Plan and Development Code and provide an opportunity to answer questions Board members have. Staff requests your review of the Master Plan and Development Code prior to this training.

Frog Pond East and South Master Plan: <https://www.wilsonvilleoregon.gov/planning/page/frog-pond-east-and-south-master-plan-0>

Residential Neighborhood Zone (note that the training will focus on sections pertaining to Frog Pond East and South, not Frog Pond West):  
[https://library.municode.com/or/wilsonville/codes/code\\_of\\_ordinances?nodeId=CH4PLLADE\\_ZO\\_S4.127RENERNZO](https://library.municode.com/or/wilsonville/codes/code_of_ordinances?nodeId=CH4PLLADE_ZO_S4.127RENERNZO)