

# COUNCIL MEETING MINUTES

JUNE 10, 2024

**DATE** COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, JUNE 10, 2024

**CONVENED** The meeting convened at 7:02 p.m. with Mayor Lonergan presiding. Girl Scout Troop 13007 performed a flag ceremony and led the flag salute.

## **ROLL CALL**

Mayor Lonergan	Present
Councilor Cantu	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Morris	Present
Councilor Cabrales	Present
Councilor Wilk	Present

**Staff Present:** City Administrator Derickson, City Attorney Granum, Assistant City Administrator Row, Police Chief Pilcher, Economic Development Director Johnk, Community Services Director Cuomo, Community Development Director Kerr, Finance Director Turley, Public Works Director Stultz, Special Projects Director Wakeley, City Recorder Pierson, Planner Handel, Community Relations Manager Herrera

## **ANNOUNCEMENTS**

Mayor Lonergan announced the following:

- City Hall and the Library will be closed on June 19, 2024, in observance of Juneteenth. Transit hours will be 8:00 a.m. to 3:00 p.m. The Aquatic Center will be open regular hours.
- The Taste of Woodburn takes place at the Woodburn Downtown Plaza on Saturday, June 22, from 12:00 p.m.- 9:00 p.m. and Sunday, June 23 12:00 p.m.- 6:00 p.m.
- The City Council Meeting /Community BBQ is scheduled for Tuesday, July 9, 2024, at 6:00 p.m. to coincide with the Kick-off of Music in the Park.

## **PRESENTATIONS**

**Woodburn Bulldog Boys Basketball Team** – Mayor Lonergan and the City Council recognized the Woodburn Bulldogs boys’ basketball team and coaches for their great season and third place win at the State Tournament.

**City Council Work Session for a Legislative Amendment to the Woodburn Development Ordinance (WDO) Regarding Food Cart Regulations (LA 24-02)** – Planner Handel and Community Development Director Kerr provided a work session on food carts and the city’s current WDO regulations and the suggested amendments to the WDO regulations that are being proposed.

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City Councilors asked questions and provided comments throughout the work session. Planner Handel stated that a public hearing would be scheduled for the June 24<sup>th</sup> meeting.

## BUSINESS FROM THE PUBLIC

Merri Berlin, 167 N. Settlemier Ave, stated her concerns about unmuffled vehicles on Settlemier night and day and added that she would like to see enforcement. Mayor Lonergan stated that the Council is going to hold a workshop with police, fire and public works to see what can be done. Chief Pilcher mentioned that on the City's website there is a place for individuals to download information about traffic complaints as well as a phone number that they can call, and these complaints go directly to our traffic officers who can then conduct enforcement in those locations.

## CONSENT AGENDA

- A. Woodburn City Council minutes of May 13, 2024,
- B. Liquor License Application for Los Reyes Delicias y Mas,
- C. Acceptance of Easement at 1050 North Boones Ferry Road (Tax Lot 051W07BD02400),
- D. Building Activity for May 2024,
- E. Redflex Report for February through April 2024.

**Schaub/Cabrales...** approve the consent agenda. The motion passed unanimously.

## PUBLIC HEARINGS

### Fiscal Year (FY) 2024-25 City Budget Adoption

Mayor Lonergan declared the hearing open at 8:12 p.m. for the purpose of hearing public input on the Fiscal Year (FY) 2024-25 City Budget Adoption. City Administrator Derickson provided a staff report. Mayor Lonergan asked if any member of the public wished to speak in support of the Fiscal Year (FY) 2024-25 City Budget Adoption. No members of the public wished to speak in support. Mayor Lonergan asked if any member of the public wished to speak in opposition to the Fiscal Year (FY) 2024-25 City Budget Adoption. No members of the public wished to speak in opposition. Mayor Lonergan closed the hearing at 8:19 p.m.

### Fiscal Year 2024-25 Resolution Regarding State Revenue Sharing

Mayor Lonergan declared the hearing open at 8:21 p.m. for the purpose of hearing public input on the Fiscal Year 2024-25 Resolution Regarding State Revenue Sharing. City Administrator Derickson provided a staff report. Mayor Lonergan asked if any member of the public wished to speak in support of the Fiscal Year 2024-25 Resolution Regarding State Revenue Sharing. No members of the public wished to speak in support. Mayor Lonergan asked if any member of the public wished to speak in opposition to the Fiscal Year 2024-25 Resolution Regarding State Revenue Sharing. No members of the public wished to speak in opposition. Mayor Lonergan closed the hearing at 8:22 p.m.

## COUNCIL BILL NO. 3253 - A RESOLUTION ADOPTING THE FISCAL YEAR (FY) 2024-25 BUDGET; MAKING BUDGET APPROPRIATIONS; AND CATEGORIZING TAXES

**Schaub** introduced Council Bill No. 3253. City Recorder Pierson read the bill by title only since there were no objections from Council. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3253 duly passed.

## COUNCIL BILL NO. 3254 - A RESOLUTION DECLARING THE CITY OF WOODBURN'S ELIGIBILITY AND ELECTION TO RECEIVE STATE REVENUE SHARING

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**Schaub** introduced Council Bill No. 3254. City Recorder Pierson read the bill by title only since there were no objections from Council. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3254 duly passed.

## AWARD OF CONSTRUCTION CONTRACT FOR THE CITY HALL BASEMENT REMODEL PROJECT

Assistant City Administrator Row provided a staff report. **Schaub/Cornwell**...award the public improvement construction contract for the City Hall Basement Remodel Project to the lowest responsible and responsive bidder, GR Smith Construction Corporation in the amount of \$522,586.00 and preauthorize approval of contract change orders or amendments of up to \$100,000 for this project. The motion passed unanimously.

## OREGON DEPARTMENT OF TRANSPORTATION (ODOT) - TRANSPORTATION SAFETY OFFICE (TSO) SUSTAINED DUII ENFORCEMENT PROGRAM FUNDING - WOODBURN POLICE DEPARTMENT

Police Chief Pilcher provided a staff report. **Schaub/Cabrales**... authorize staff to proceed with the ODOT TSO application for the Woodburn Police Department Sustained DUII Enforcement Program Funding Project and, if funding is awarded, authorize the City Administrator to execute grant agreements. The motion passed unanimously.

## CITY ADMINISTRATOR'S REPORT

The Assistant City Administrator reported the following:

- The police department open house was a fun well done event.
- Hosted Greeters at the Masonic Lodge with 40 people in attendance. An open house will be held later this summer.
- Attended coffee hour last week and Jesse presented on the Community Center Project.
- Took Councilor Wilk and Councilor Cantu on a tour of City facilities.

## MAYOR AND COUNCIL REPORTS

Councilor Cantu thanked Scott, Curtis and Chief Pilcher for the tour. She also noted that she has been to a couple of presentations by Jesse on the Community Center project and that he is doing a great job.

Councilor Wilk stated that he also attended the Community Center Project open house and that there was a lot of energy in the room and excitement around getting the bond passed.

Councilor Schaub stated that she has attended a few of the Community Center Project presentations and she is impressed. She also thanked the Mayor for giving his State of the City Address at the Estates. She added that the mural on the public works building looks great.

Councilor Cornwell reminded people that school is out on Thursday and to be aware of the kids out there.

Mayor Lonergan stated that the City has been very busy with presenting the Community Center Project throughout the community.

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**EXECUTIVE SESSION**

Mayor Lonergan entertained a motion to adjourn into executive session under the authority of ORS 192.660 (2)(e). **Morris/Cabrales**... move into executive session under the authority of ORS 192.660 (2)(e). The motion passed unanimously. The Council adjourned into executive session at 8:48 p.m. and reconvened at 9:21 p.m. Mayor Lonergan stated that no action was taken by the Council while in executive session.

**ADJOURNMENT**

**Cornwell/Cabrales**... move to adjourn. The motion passed unanimously. Mayor Lonergan adjourned the meeting at 9:22 p.m.

APPROVED Frank J. Lonergan  
FRANK LONERGAN, MAYOR

ATTEST Heather Pierson  
Heather Pierson, City Recorder  
City of Woodburn, Oregon