

# CITY OF WOODBURN

## CITY COUNCIL AGENDA

DECEMBER 9, 2024 – 7:00 P.M.

FRANK LONERGAN, MAYOR  
LILIA BRIZUELA, COUNCILOR WARD I  
MARK WILK, COUNCILOR WARD II  
JEN CANTU, COUNCILOR WARD III  
SHARON SCHAUB, COUNCILOR WARD IV  
MARY BETH CORNWELL, COUNCILOR WARD V  
ALMA GRIJALVA, COUNCILOR WARD VI

CITY HALL COUNCIL CHAMBERS – 270 MONTGOMERY STREET

1. **CALL TO ORDER AND FLAG SALUTE**
2. **ROLL CALL**
3. **OATH OF OFFICE AND ELECTION**
  - A. Oath of Office for Mayor and Councilors for Wards I, II, and VI
  - B. Election of Council President
4. **OUTGOING CITY COUNCILOR RECOGNITION**
5. **RECESS AND RECEPTION FOR INCOMING AND OUTGOING CITY OFFICIALS**
6. **ANNOUNCEMENTS AND APPOINTMENTS**

### Announcements:

#### **A. Holiday Closures:**

##### **Christmas:**

City Hall will be closed beginning at noon on December 24 and will reopen for regular business hours on December 26.

The Library will be open 10:00 a.m.-1:00 p.m. on December 24 and reopen for regular business hours on December 26.

The Aquatic Center will be open 6:00 a.m. – 10:00 a.m. on December 24 and Closed on December 25.

Transit Services will be closed December 25

##### **New Year:**

City Hall, the Library, and Transit Services will be closed January 1.

The Aquatic Center will be open 6:00 a.m. – 10:00 a.m. on December 31 and Closed on January 1.

This facility is ADA accessible. If you need special accommodation, please contact the City Recorder at 503-980-6318, recorder@ci.woodburn.or.us, or *Statewide Toll-Free Relay (800) 735-1232*, at least 48 hours prior to this meeting.

Si usted necesita asistencia especial, comuníquese al 503-980-6322, recorder@ci.woodburn.or.us, o a la línea telefónica gratuita, (800) 735-1232, con un mínimo de 48 horas, antes de la reunión.

\*\*Habrán intérpretes disponibles para aquellas personas que no hablan Inglés, previo acuerdo. Comuníquese al (503) 980-6322.\*\*

- B. The City Council meeting scheduled for December 23, 2024, has been cancelled. The next City Council meeting will take place on January 13, 2025, at 7:00 p.m.**

Appointments:

**C. Recreation and Parks Board:**

**1**

- Richard Irish – Position V
- Justin May – Position VI
- David Piper – Position VII

**Planning Commission**

- Debra Bartel - Position 1
- Lisa Ellsworth – Position 4

**Public Art Mural Committee**

- Catherine Johnstone

**7. COMMUNITY/GOVERNMENT ORGANIZATIONS**

**None.**

**8. PROCLAMATIONS/PRESENTATIONS**

Proclamations:

**None.**

Presentations:

**None.**

**9. COMMUNICATIONS**

**None.**

- 10. BUSINESS FROM THE PUBLIC** – *This allows the public to introduce items for Council consideration not already scheduled on the agenda.*

- 11. CONSENT AGENDA** – *Items listed on the consent agenda are considered routine and may be adopted by one motion. Any item may be removed for discussion at the request of a Council member.*

**A. Woodburn City Council Meeting minutes of November 12, 2024**

**2**

Recommended Action: Approve the minutes.

**B. Woodburn City Council Executive Session Meeting minutes of November 12, 2024**

**5**

Recommended Action: Approve the minutes.

**C. Certified Election Results – November 5, 2024, General Election**

**6**

Recommended Action: Accept the Certified Results from Marion County.

- D. Monthly Financial Report (October) 23**  
Recommended Action: Receive the report.
- E. Redflex Report – August through October 2024 120**  
Recommended Action: Receive the report.
- F. Building Activity for November 2024 121**  
Recommended Action: Receive the report.

**12. TABLED BUSINESS**

None.

**13. PUBLIC HEARINGS**

None.

- 14. GENERAL BUSINESS** – *Members of the public wishing to comment on items of general business must complete and submit a speaker’s card to the City Recorder prior to commencing this portion of the Council’s agenda. Comment time may be limited by Mayoral prerogative.*

- A. Reciprocal real property lease and water tower communications lease agreements between Union Pacific Railroad and the City of Woodburn 122**  
Recommended Action: Authorize the City Administrator to execute on behalf of the City two reciprocal lease agreements with Union Pacific Railroad (UPRR); one providing for the City’s lease of certain UPRR-owned land along Front Street at no cost to the City, offset by UPRR’s lease of space on the City-owned water tower for placement of communications equipment.
- B. Flock Safety License Plate Reader Contract 125**  
Recommended Action: Award a Sole Source Contract to and Authorize the City Administrator to sign the contract with Flock Safety for license plate reader services, on the basis of the attached findings.
- C. Award a Contract for Design & Bid Package for the Woodburn High School Front Street Safe Routes to School Project to Harper Houf Peterson Righellis Inc (HHPR). 131**

Recommended Action: Award a contract for design and bid package work for the High School Front Street Safe Routes to School project to Harper Houf Peterson Righellis Inc. (HHPR) in the amount of \$230,420.71 and authorize the City Administrator to sign the contract.

- 15. PLANNING COMMISSION OR ADMINISTRATIVE LAND USE ACTIONS** – *These are Planning Commission or Administrative Land Use actions that may be called up by the City Council.*

**None.**

- 16. CITY ADMINISTRATOR'S REPORT**

- 17. MAYOR AND COUNCIL REPORTS**

- 18. EXECUTIVE SESSION**

**None.**

- 19. ADJOURNMENT**