

COUNCIL MEETING MINUTES

SEPTEMBER 25, 2023

DATE **COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, SEPTEMBER 25, 2023**

CONVENED The meeting convened at 7:00 p.m. with Mayor Lonergan presiding.

ROLL CALL

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

Staff Present: City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Assistant City Attorney Granum, Police Chief Pilcher, Community Development Director Kerr, Public Works Director Stultz, Community Services Director Cuomo, Special Projects Director Wakeley, Community Relations Manager Herrera, Public Affairs and Communications Coordinator Moore, City Recorder Pierson

ANNOUNCEMENTS

Mayor Lonergan announced that he had the honor, along with Councilor Cornwell, of going up to Portland to receive on behalf of our great city, the DeMuro Award for Excellence in Preservation, Reuse, and Community Revitalization for the Bungalow Theater and Museum and acknowledged the people whose hard work went into the project.

PRESENTATIONS

Kathy Figley Fiesta Photo – Mayor Lonergan presented former Mayor Kathy Figley, who was the Fiesta Grand Marshal, a photo of her with the Fiesta Court.

Zach Reeves, CFM Advocates- Zach Reeves with CFM Advocates provided information about himself as well as CFM Advocates and how he will help advance the City's priorities in Salem. **Carney/Wilk...** authorize the City Administrator to sign a new letter of agreement with Zach Reeves with CFM Advocates. The motion passed unanimously.

Parks Master Plan- Steve Duh, Conservation Technix, Inc. provided an overview of the Parks and Recreation Master plan, the scope of the project timeline, and the community engagement process.

Serial Meetings - City Attorney Shields provided information on HB 2805 which gives the Oregon Government Ethics Commission authority to enforce Oregon's Public Meetings law.

BUSINESS FROM THE PUBLIC

Dalia Lopez, 415 Oak St., provided a letter and photos to the City Council and relayed her concerns about Settlemier Park, businesses downtown that have food products being sold outside of their business, and males who congregate on a daily basis on Hayes Street offering drugs, social security cards, etc. to community members.

COUNCIL MEETING MINUTES

SEPTEMBER 25, 2023

CONSENT AGENDA

- A. Woodburn City Council minutes of September 11, 2023,
- B. Redflex Report,
- C. Monthly Financial Report.

Carney/Schaub... approve the consent agenda. The motion passed unanimously.

PUBLIC HEARING - COMMUNITY DEVELOPMENT BLOCK GRANT COVID-19 (CDBG-CV1) PROJECT CLOSEOUT FOR AWARE FOOD BANK RECONSTRUCTION PROJECT

Mayor Lonergan declared the hearing open at 8:20 p.m. for the purpose of hearing public input on the Community Development Block Grant COVID-19 (CDBG-CV1) project closeout for AWARE Food Bank Reconstruction project. Special Projects Director Wakely provided a staff report. Mayor Lonergan asked if any member of the public wished to speak in support of the Community Development Block Grant COVID-19 (CDBG-CV1) project closeout for AWARE Food Bank Reconstruction project. Ian Dixon McDonald, Vice President of Programs at Marion Polk Food Share, expressed his gratitude to the City for their incredible support on this project. Mayor Lonergan asked if any member of the public wished to speak in opposition to the Community Development Block Grant COVID-19 (CDBG-CV1) project closeout for AWARE Food Bank Reconstruction project. No members of the public wished to speak in opposition. Mayor Lonergan closed the hearing at 8:25 p.m.

COUNCIL BILL NO. 3231 – JURISDICTION TRANSFER OF BUTTEVILLE RD. RIGHT-OF-WAY (ROW) FROM MARION COUNTY TO THE CITY

Carney introduced Council Bill No. 3231. City Recorder Pierson read the bill by title only since there were no objections from Council. Community Development Director Kerr provided a staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3231 duly passed.

ROSE CITY PHILANTHROPY, LLC., CONTRACT AWARD

Community Services Director Cuomo provided a staff report. **Carney/Cornwell...** award a consultant contract for Capital Campaign Consulting Services for the Woodburn Community Center Project to Rose City Philanthropy, LLC., in the amount of \$144,000 and authorize the City Administrator to execute the agreement. The motion passed unanimously.

STRATEGIES 360, INC., CONTRACT AWARD

Community Services Director Cuomo provided a staff report. **Carney/Wilk...** award a consultant contract for Bond Consulting Services for the Woodburn Community Center Project to Strategies 360, Inc., in the amount of \$72,000 with a contingency of \$20,000 and authorize the City Administrator to execute the agreement. The motion passed unanimously.

R & R GENERAL CONTRACTORS, INC., CONTRACT AWARD

Public Works Director Stultz provided a staff report. **Carney/Schaub...** award the construction contract for the Harvard Drive Raised Crossing Project to the lowest responsible and responsive bidder, R & R General Contractors, Inc., in the amount of \$94,995.00. Staff is requesting approval of an additional \$25,000 for this project as a contingency for potential change orders that may arise during the construction process. The motion passed unanimously.

CITY ADMINISTRATOR'S REPORT

The City Administrator reported the following:

- Government Finance Officers Association of the United States and Canada has awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Woodburn for

COUNCIL MEETING MINUTES SEPTEMBER 25, 2023

its annual Comprehensive Financial Report for the fiscal year ending June 30, 2022.

- The Oregon Department of Transportation has awarded the City \$1.8 million for the electric bus and route expansion which will supplement the existing revenue of about \$208,000 for that project.
- The City received the Oregon Main Street Bricks and Mortar Rehabilitation Award for the Museum and Bungalow Building for preserving the building and keeping it in public use.
- The City received a \$75,000 grant for improvements to the dog park.
- Attended the Liberty House function with the Mayor and sat with Allison Kelley, the executive director. Woodburn was front and center for that meeting and people in attendance got to hear Woodburn's story and the City's efforts to expand needed social services.
- Will be attending the International City Managers Association in Austin, Texas at the end of this week representing the Oregon City Managers Association.
- The League of Oregon Cities Conference is coming up soon, the City budgets for councilors to attend and encourages their participation.

MAYOR AND COUNCIL REPORTS

Councilor Schaub congratulated staff and stated that Woodburn is one of the best cities in Oregon and she is proud to represent Woodburn at the League of Oregon Cities Conference.

Councilor Wilk concurred with Councilor Schaub and gave a shout out to the people in Woodburn that make it a great place to live.

Councilor Cornwell concurred with Councilor Schaub. She added that she has interacted with staff on parking issues on Hayes St. and that it is an issue that Council may have to look at. She stated that at the last meeting she had asked that the RSVP program be brought back and just wanted to make sure that it didn't get overlooked. She thanked Dalia for coming to speak to the Council about the issues she sees downtown and added that she shares the same concerns.

Mayor Lonergan stated that Liberty House will be expanding their operation in Woodburn. He added that he attended the employee appreciation lunch for Woodburn employees. On September 16, he was honored to represent Woodburn at the Plaza for the Hispanic, Latino, and Indigenous event.

ADJOURNMENT

Schaub/Carney... move to adjourn. The motion passed unanimously. Mayor Lonergan adjourned the meeting at 8:57 p.m.

ATTEST



Heather Pierson, City Recorder
City of Woodburn, Oregon

APPROVED


FRANK LONERGAN, MAYOR