

CITY OF WOODBURN

CITY COUNCIL AGENDA

FEBRUARY 24, 2025 – 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. **ANNOUNCEMENTS AND APPOINTMENTS**

Announcements:

- A. **The March 10, 2025, City Council Meeting has been cancelled. The next meeting will take place on March 24, 2025.**

Appointments:

None.

4. **COMMUNITY/GOVERNMENT ORGANIZATIONS**

None.

5. **PROCLAMATIONS/PRESENTATIONS**

Proclamations:

None.

Presentations:

- A. **Zach Reeves Legislative Update**
- B. **Quarterly Financial Report**
- C. **Update on the invasive Emerald Ash Borer**

1

6. **COMMUNICATIONS**

None.

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

This facility is ADA accessible. If you need special accommodation, please contact the City Recorder at 503-980-6318 at least 24 hours prior to this meeting.

**Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo.
Com niquese al (503) 980-2485.**

8. **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 minutes of February 10, 2025** **26**
Recommended Action: Approve the minutes.
- B. **Traffic Enforcement Report for November 2024 through January 2025** **32**
Recommended Action: Receive the report.
- C. **Liquor License Application for Woodburn Plaza Market LLC.** **33**
Recommended Action: Recommend that the OLCC approve the Liquor License Application for Woodburn Plaza Market LLC.
- D. **Marion County Ballot Box IGA Renewal** **35**
Recommended Action: Authorize the City Administrator to enter into an intergovernmental agreement with Marion County to allow Marion County to maintain the existing ballot drop box at the Woodburn Library located at 280 Garfield Street, Woodburn.
- E. **Fire District IGA for Fire Sprinkler, Fire Alarm, Fire Life Safety Inspections and Plan Review.** **42**
Recommended Action: Authorize the City Administrator to sign the Intergovernmental Agreement (IGA) between the City of Woodburn and the Woodburn Fire District (WFD) for Fire Sprinkler, Fire Alarm, and Fire Life Safety Inspections and Plan Review, as well as cost sharing for said services.

9. **TABLED BUSINESS**

None.

10. **PUBLIC HEARINGS**

- A. **Alternative Contracting Method (CM/GC) for Construction of the Woodburn Community Center Project** **49**
Recommended Action: Hold a public hearing.

11. **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. **Council Bill No. 3273 - A Resolution Adopting Findings in Support of Alternative Contracting Method in Lieu of Competitive Bidding for The Construction of the Woodburn Community Center** **52**

Recommended Action: Following an opportunity for public input, approve a resolution adopting findings in support of use of an alternative contracting method in lieu of competitive bidding for the construction of the Woodburn Community Center Project.

B. Award Personal Service Agreement to Opsis Architecture LLP 62

Recommended Action: Authorize the City Administrator to enter into a Personal Services Agreement with Opsis Architecture LLP in the amount of \$2,390,258.00 plus reimbursable expenses estimated to be \$46,868 to provide complete architectural & engineering design services, including construction administration and closeout work for the Community Center Project.

C. Council Bill No. 3274 – A Resolution Adopting a Supplemental Budget and Making Appropriations for the Building Fund for FY 2024-25 to Account for Increased Pass-Through Revenues from Permit Activity; and Authorizing Transfer Out of the Building Fund Contingency & Reserves for Fire Department Allocation of Fire Plan Review Fees 78

Recommended Action: Adopt Resolution No. 2246 authorizing an increase in revenue of \$690,000, a transfer of \$70,000 from contingency, and a \$760,000 spending appropriation increase in the Building Fund.

12. 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.

13. CITY ADMINISTRATOR'S REPORT

14. MAYOR AND COUNCIL REPORTS

15. EXECUTIVE SESSION

None.

16. ADJOURNMENT