

# CITY OF WOODBURN

## CITY COUNCIL AMENDED

### AGENDA

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

**MARCH 24, 2025 – 7:00 P.M.**

CITY HALL COUNCIL CHAMBERS – 270 MONTGOMERY STREET

1. **CALL TO ORDER AND FLAG SALUTE**
2. **ROLL CALL**
3. **ANNOUNCEMENTS AND APPOINTMENTS**

Announcements:

**None.**

Appointments:

**None.**

4. **COMMUNITY/GOVERNMENT ORGANIZATIONS**

**None.**

5. **PROCLAMATIONS/PRESENTATIONS**

Proclamations:

**A. Child Abuse Prevention Month**

**1**

Presentations:

**B. Achievement Medal - Jake Stout**

**C. Oregon Festival and Events Association Ovation! Awards – Impact Award for Fiesta Mexicana**

**D. Mid-Willamette Valley Council of Government's 2024 Regional Cooperative Project Award – North Marion Business Service Alliance**

**E. Chemeketa Bond Measure Presentation**

**2**

**F. Use of Force Report**

**4**

6. **COMMUNICATIONS**

**None.**

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.\*\*

7. **BUSINESS FROM THE PUBLIC** – *This allows the public to introduce items for Council consideration not already scheduled on the agenda.*
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 24, 2025** **17**  
Recommended Action: Approve the minutes.
  - B. **Woodburn City Council Goal Setting minutes of February 21-22, 2025** **21**  
Recommended Action: Approve the minutes
  - C. **Traffic Enforcement Report for December 2024 through February 2025** **24**  
Recommended Action: Receive the report.
  - D. **Liquor License Application for Sophia's Cafe** **25**  
Recommended Action: Recommend that the OLCC approves the Liquor License Application for Sophia's Cafe.
  - E. **Liquor License Application Los Dos Compas En Casa Marquez LLC.** **27**  
Recommended Action: Recommend that the OLCC approves the Liquor License Application for Los Dos Compas En Casa Marquez LLC.
  - F. **Building Activity for February 2025** **30**  
Recommended Action: Receive the report.
  - G. **Acceptance of Public Utility Easements at 2115 Molalla Road (Tax Lots 051W09B001100 &1200)** **31**  
Recommended Action: Authorize the acceptance of two Public Utility Easements (PUE) from Woodburn Petro LLC, for real property at 2115 Molalla Road, and identified as Tax Lots 051W09B001100 &1200.
  - H. **Monthly Financial Report (January and February)** **40**  
Recommended Action: Receive the report.
9. **TABLED BUSINESS**
- None.**
10. **PUBLIC HEARINGS**
- None.**

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. 3264 - An Ordinance Adopting Legislative Amendment 2024-01 (LA-24-01) for Comprehensive Plan Map Amendment to Incorporate Previously Established Urban Reserve Area (URA) 142**

Recommended Action: Conduct second reading of and adopt Ordinance 2633 to implement the comprehensive plan map amendment for LA-24-01.

**B. Council Bill No. 3275 - A Resolution Authorizing the City of Woodburn Staff to Apply for a Local Government Grant from the Oregon Parks and Recreation Department for Rehabilitation of Settlemier Park, and Delegating Authority to the City Administrator to Sign the Application 185**

Recommended Action: Adopt the attached Resolution, as required prior to LGGP grant fund application, and authorize the City Administrator to sign the grant application and to effectuate an award of the grant contract, if awarded.

**C. Council Bill No. 3276 – A Resolution Establishing the City of Woodburn Charter Review Committee 189**

Recommended Action: Approve the Resolution initiating a review of the City of Woodburn Charter and forming a Charter Review Committee.

**D. 2025 Oregon Main Street Revitalization Grant Historic Property Restoration Project – 397 N. First Street 208**

Recommended Action: Acknowledge the submission of the 2025 Oregon Main Street Revitalization Grant of \$300,000 for the Historic Property Restoration Project located at 397 N. First Street and authorize the City Administrator to sign the Grant Agreement, if funded.

**E. Award of Construction Manager/General Contractor Contract for the Woodburn Community Center Project 211**

Recommended Action: Award a Construction Manager/General Contractor contract for the Woodburn Community Center Project to Triplett Wellman in an amount not to exceed \$50,000 for preconstruction services and authorizing staff to negotiate a Guaranteed Maximum Price (GMP) for construction services within the current estimated construction budget for the project (\$16,000,000).

**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.*

**A. Council briefing of staff approval of an extension to the Preliminary Subdivision and Variance (SUB 21-01 & VAR 22-02) development decision for 913 & 959 Hardcastle Avenue (EXT 25-01) 274**

Recommended Action: Staff recommends no action and briefs the Council on this item pursuant to Woodburn Development Ordinance (WDO) Section [4.02.02](#). The Council may call up this item for review if desired and, by majority vote, initiate a review of this decision.

**13. CITY ADMINISTRATOR'S REPORT**

**14. MAYOR AND COUNCIL REPORTS**

**15. EXECUTIVE SESSION**

**None.**

**16. ADJOURNMENT**