

COUNCIL MEETING MINUTES

APRIL 14, 2025

DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, APRIL 14, 2025

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

ROLL CALL

Mayor Lonergan	Present
Councilor Cantu	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Brizuela	Absent
Councilor Grijalva	Present
Councilor Wilk	Present

Staff Present: City Attorney Granum, Assistant City Administrator Row, Economic Development Director Johnk, Special Projects Director Wakely, Community Development Director Kerr, Police Chief Millican, Community Services Director Cuomo, Assistant City Attorney Killmer, Public Affairs and Communications Manager Guerrero, Finance Director Turley, Community Relations Manager Herrera, City Recorder Pierson

MOMENT OF REFLECTION

Mayor Lonergan thanked the Blazers and Moda Center for granting the City \$38,080 to go towards the Settlemier Park project. He also thanked Jamie, Jesse, and Renata for their work on getting this grant.

Mayor Lonergan stated that on April 2nd the North Marion Tourism Collaborative held a networking event at Wooden Shoe Tulip Farm and thanked Jamie and her team for being a part of that fun evening.

Mayor Lonergan stated that he and Councilor Wilk attended the State of the County address and a few of the things talked about were some answers for waste disposal, the drawing down of Detroit Lake that's been set off for a year, social services, mental health, and affordable housing.

Mayor Lonergan stated that he attended a breakfast honoring the Woodburn Fire District and Woodburn Ambulance at the Masonic Lodge Saturday morning.

ANNOUNCEMENTS

The State of the City Address will take place on Friday at city hall and will be part of the Woodburn Chamber of Commerce Greeters.

A scheduled meeting between County Commissioners and North Marion County cities that was to take place on Wednesday has been cancelled and will be rescheduled.

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The Budget Committee will take place on Saturday, April 26 at 9:00 a.m. in the Council Chambers at city hall.

PRESENTATIONS

Woodburn Art Scholarship – Assistant City Attorney Killmer provided an overview of the Public Arts and Mural Visual Arts Scholarship Program. Economic Development Director Johnk announced the scholarship candidates: Hailey Helzer, Bill Cortes, and Yazmin Lopez Chavez. Catherine Johnstone, Art Teacher at Woodburn High School, shared the candidates biographies and described the artwork of Hailey Helzer and Bill Cortes. Yazmin Lopez Chavez presented information about herself and her artwork.

Economic Development Director Johnk provided a brief overview of the American Dream project that the City is working on that will highlight business success stories in Woodburn.

Park SDC Update – Community Services Director Cuomo stated that this review follows the recent update to the Park Master Plan, which is a common trigger for reassessing SDC fees to reflect new capital investment plans along with several other components. He noted that park SDC fees have typically ranged from \$4,000 to \$4,500, with annual increases tied to the construction cost index, however, this year, the usual January adjustment was skipped in anticipation of a rate change from the updated methodology. Steve Donovan, Donovan Enterprises Inc. provided a brief history of parks SDC's, discussed the policy issues concerning SDC's, and provided details on the current fees and the proposed fee.

Marion County Safety Coordinating Council – Mayor Lonergan stated that he is a part of the Marion County Safety Coordinating Council, and he shared that at the meeting last week they had a long discussion about their concerns with the uptick in juvenile crime. Chief Millican provided some statistics on gun violence involving juveniles and noted that enforcement is a piece of helping prevent this but it really starts at home with the parents and education.

CONSENT AGENDA

- A. Woodburn City Council minutes of March 24, 2025,
- B. Traffic Enforcement Report for January – March 2025
- C. Building Activity for March 2025
- D. City Council FY 2025/26 Goals

Motion: Schaub/Cantu... approve the consent agenda as presented.

The Motion passed with the following vote: Councilors Schaub, Cornwell, Wilk, Grijalva, and Cantu voting "aye." [5-0]

COUNCIL BILL NO. 3277 - A RESOLUTION INITIATING CONSIDERATION OF PROPOSED LEGISLATIVE AMENDMENTS TO THE WOODBURN FLOOD PLAIN MANAGEMENT ORDINANCE AND WOODBURN DEVELOPMENT ORDINANCE (WDO)

Schaub introduced Council Bill No. 3277. City Recorder Pierson read the bill by title only since there were no objections from the Council. Community Development Director Kerr provided a staff report. City Attorney Granum stated that the City is following some litigation that has been filed in regard to

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this legislation and if there are any changes the Council will be updated. On roll call vote for final passage, the bill passed unanimously with Councilors Grijalva, Wilk, Cornwell, Schaub, and Cantu voting “aye.” [5-0]. Mayor Lonergan declared Council Bill No. 3277 duly passed.

AWARD A CONTRACT FOR PROFESSIONAL AUDIT SERVICES TO ALDRICH CPAS + ADVISORS LLP.

Finance Director Turley provided a staff report. He introduced Jessica Luther-Haynes and Cyrus Ward with Aldrich CPAS + Advisors LLP. He noted that Jessica is a certified CPA and a certified fraud examiner. She has over 17 years of experience in municipal audit and will be the senior manager and the main contact for the City. He added that Cyrus Ward is a certified CPA and has 9 years of municipal audit experience, and he will be the manager on site for our audit.

Motion: Schaub/Wilk... award a Contract for Professional Audit Services to Aldrich CPAs + Advisors LLP for an amount not to exceed \$416,240.00 over a three (3) year period with the option for three (3) one year contract extensions and authorize the City Administrator to sign the Agreement.

The Motion passed with the following vote: Councilors Schaub, Cornwell, Wilk, Grijalva, and Cantu voting “aye.” [5-0]

COUNCIL BRIEFING OF PLANNING COMMISSION APPROVAL OF A DESIGN REVIEW APPLICATION FOR “CHECKPOINT 211 FOOD CART POD” AT 2010 MOLALLA ROAD (TAX LOT 051W08DA00400)

Community Development Director Kerr provided a staff report. The Council declined to call this item up.

CITY ADMINISTRATOR’S REPORT

The Assistant City Administrator reported the following:

- Following City Council approval of the US Market gas station project, an appeal was filed with LUBA. Staff, especially Brenda Bravo and Chris Killmer, worked intensively to compile and submit the extensive record. Shortly after submission, the appeal was withdrawn.
- The Budget Committee Meeting will take place Saturday, April 26th at 9:00 a.m.
- The Charter Review Committee met on Saturday and went through the process of reviewing the existing charter. The next meeting will take place on May 8th at 3:00 p.m. and following will be a discussion on Council stipend at 4:00 p.m.
- The Easter Egg hunt takes place Friday at Legion Park and at the pool on Saturday.

MAYOR AND COUNCIL REPORTS

Councilor Cornwell stated that she had a nice time at the Masonic Lodge breakfast and that city hall grounds are looking good and fresh for spring.

Councilor Schaub stated that she attended the breakfast honoring first responders at the Masonic Lodge

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and after attended the Charter Review Committee meeting.

Councilor Wilk stated that he also attended the breakfast at the Masonic Lodge and it is a historic gem started by the founder of Woodburn. He also noted that the City helped fund some needed improvements through URA.

Councilor Cantu stated that she looks forward to the State of the City.

Councilor Grijalva stated that Saturday was a good time, it was great to recognize our first responders.

Mayor Lonergan stated that there is a lot going on in Woodburn and thanked the Council for being involved and participating.


ADJOURNMENT

Motion: Cornwell/Cantu... move to adjourn.

The Motion passed with the following vote: Councilors Schaub, Cornwell, Wilk, Grijalva, and Cantu voting "aye." [5-0]

Mayor Lonergan adjourned the meeting at 8:29 p.m.

APPROVED 
FRANK LONERGAN, MAYOR

ATTEST 
Heather Pierson, City Recorder
City of Woodburn, Oregon