

COUNCIL MEETING MINUTES

JUNE 9, 2025

DATE **COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, JUNE 9, 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 Bravo	Present
Councilor Grijalva	Present
Councilor Wilk	Present

Staff Present: City Administrator Derickson, Assistant City Attorney Killmer, Assistant City Administrator Row, Economic Development Director Johnk, Special Projects Director Wakely, Community Development Director Kerr, Police Chief Millican, Public Works Director Stultz, Public Affairs and Communications Manager Guerrero, Finance Director Turley, Human Resources Director Gregg, Sergeant Ward, Deputy Police Chief Shadrin, Executive Legal Assistant Cortes, Community Relations Manager Herrera, City Recorder Pierson, Executive Legal Assistant Bravo

ANNOUNCEMENTS

Mayor Lonergan made the following announcements:

- City Hall and the Library will be closed on June 19, 2025, in observance of Juneteenth. Transit hours will be 9:00 a.m. to 3:00 p.m. The Aquatic Center will be open regular hours.
- The City Council Meeting /Community BBQ is scheduled to take place on Tuesday, July 29, 2025, at 6:00 p.m. to coincide with Music in the Park.

SWEARING-IN CEREMONY

Mayor Lonergan provided the Oath of Office to Police Chief Millican. City Administrator Derickson congratulated Police Chief Millican and stated that he has full support from the Council, staff, and the community. Police Chief Millican thanked the city council, the city leadership, and all the staff of the Woodburn Police Department and the community for placing their trust in him.

Police Chief Millican provided the Oath of Office to newly promoted Deputy Police Chief Andy Shadrin.

Police Chief Millican provided the Oath of Office to newly promoted Sergeant Ben Ward.

PRESENTATIONS

Pastor Luis Molina, Woodburn Foursquare Church Senior Pastor and Chaplain for first responders, thanked City Administrator Derickson for his love, his commitment, integrity and compassion for

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people and acknowledged his role in helping create a safe and beautiful environment for all residents. He then presented the City Administrator with artwork from a local young artist.

Mayor Lonergan Called for a 20 Minute Recess at 7:18 p.m. and the City Council reconvened at 7:44 p.m.

CONSENT AGENDA

- A. Woodburn City Council minutes of May 12, 2025,
- B. Woodburn City Council and Woodburn Charter Review Committee Meeting minutes of May 8, 2025,
- C. Woodburn Charter Review Committee Meeting minutes of May 30, 2025,
- D. Acceptance of a Public Utility Easement and Right of Way at 2540 & 2600 Newberg Highway (Tax Lots 052W12DB03600 & 3700),
- E. Traffic Photo Enforcement Report – February through April 2025,
- F. May 2025 Development Activity Report.

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

The Motion passed with the following vote: Councilors Schaub, Bravo, Cornwell, Wilk, Grijalva, and Cantu voting “aye.” [6-0]

PUBLIC HEARINGS

Fiscal Year (FY) 2025-26 City Budget Adoption

Mayor Lonergan declared the hearing open at 7:47 p.m. for the purpose of hearing public input on the Fiscal Year (FY) 2025-26 City Budget Adoption. City Administrator Derickson provided a staff report. Mayor Lonergan asked if any member of the public wished to speak in support of the Fiscal Year (FY) 2025-26 City Budget Adoption. No members of the public wished to speak in support. Mayor Lonergan asked if any member of the public wished to speak in opposition to the Fiscal Year (FY) 2025-26 City Budget Adoption. No members of the public wished to speak in opposition. Mayor Lonergan closed the hearing at 7:52 p.m.

Fiscal Year 2025-26 Resolution Regarding State Revenue Sharing

Mayor Lonergan declared the hearing open at 7:52 p.m. for the purpose of hearing public input on the Fiscal Year 2025-26 Resolution Regarding State Revenue Sharing. City Administrator Derickson provided a staff report. Mayor Lonergan asked if any member of the public wished to speak in support of the Fiscal Year 2025-26 Resolution Regarding State Revenue Sharing. No members of the public wished to speak in support. Mayor Lonergan asked if any member of the public wished to speak in opposition to the Fiscal Year 2025-26 Resolution Regarding State Revenue Sharing. No members of the public wished to speak in opposition. Mayor Lonergan closed the hearing at 7:54 p.m.

COUNCIL BILL NO. 3280 - A RESOLUTION ADOPTING THE FISCAL YEAR (FY) 2025-26 BUDGET; MAKING BUDGET APPROPRIATIONS; AND CATEGORIZING TAXES

Schaub introduced Council Bill No. 3280. City Recorder Pierson read the bill by title only since there were no objections from the Council. City Administrator Derickson provided a staff report. On roll call vote for final passage, the bill passed unanimously with Councilors Grijalva, Wilk, Bravo, Cornwell, Schaub, and Cantu voting “aye” [6-0]. Mayor Lonergan declared Council Bill No. 3280 duly

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passed.

COUNCIL BILL NO. 3281- A RESOLUTION DECLARING THE CITY OF WOODBURN'S ELIGIBILITY AND ELECTION TO RECEIVE STATE REVENUE SHARING

Schaub introduced Council Bill No. 3281. City Recorder Pierson read the bill by title only since there were no objections from the Council. City Administrator Derickson provided a staff report. On roll call vote for final passage, the bill passed unanimously with Councilors Grijalva, Wilk, Bravo, Cornwell, Schaub, and Cantu voting "aye" [6-0]. Mayor Lonergan declared Council Bill No. 3281 duly passed.

AWARD OF CONSTRUCTION CONTRACT FOR THE WOODBURN HIGH SCHOOL FRONT STREET SAFE ROUTES TO SCHOOL PROJECT

Special Projects Director Wakely and Public Works Director Stultz provided a staff report. Public Works Director Stultz reported that Mayor Lonergan received a letter from Union Pacific outlining the ongoing collaboration between Union Pacific and the City regarding railroad safety.

Motion: Schaub/Cantu... award the construction contract for the Woodburn High School Front Street Safe Routes to School project to the lowest responsible bidder, Turney Excavating, Inc., in the amount of \$569,574.75 and approve an additional \$113,915 in contingency for potential change orders that may arise during construction for a total award of up to \$683,490.

The Motion passed with the following vote: Councilors Schaub, Cornwell, Wilk, Bravo, Grijalva, and Cantu voting "aye." [6-0]

LETTER OF INTEREST FOR JOINING THE BOARD OF THE MID-WILLAMETTE VALLEY HOMELESS ALLIANCE AND APPOINTING COUNCILOR WILK AS WOODBURN'S REPRESENTATIVE ON THE BOARD

City Administrator Derickson provided a staff report.

Motion: Schaub/Cornwell... authorize the City Administrator to sign and submit a Letter of Interest on behalf of the City of Woodburn to join the Board of the Mid-Willamette Valley Homeless Alliance and appoint Councilor Wilk to serve as Woodburn's representative on the Board.

The Motion passed with the following vote: Councilors Schaub, Cornwell, Wilk, Bravo, Grijalva, and Cantu voting "aye." [6-0]

AWARD OF CONSTRUCTION CONTRACT FOR THE 2025 SINGLE-PLY RE-ROOF PROJECT

Public Works Director Stultz provided a staff report.

Motion: Schaub/Cornwell... award the construction contract for the 2025 Single-Ply Re-Roof Project (City Hall Annex Building) to the lowest responsible and responsive bidder, Roof Toppers, in the amount of \$189,838.00 and approve an additional \$30,000 for this project as a contingency for potential change orders that may arise during construction for a total award of up to \$219,838.00.

The Motion passed with the following vote: Councilors Schaub, Cornwell, Wilk, Bravo, Grijalva, and

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Cantu voting “aye.” [6-0]

CITY ADMINISTRATOR’S REPORT

The City Administrator reported the following:

- Thanked the City Council for their time and effort in reviewing and approving the annual budget, noting it is a detailed and time-consuming process.
- Thanked the Council for affirming the hiring of Jason Millican as police chief and participating in a competitive and thorough selection process, noting that their involvement added credibility and helped ensure a strong start for the new chief.
- Thanked the first responders who worked hard to fight a tire fire south of town on a 100° day.

MAYOR AND COUNCIL REPORTS

Councilor Grijalva thanked the people who are removing the ash trees that have been affected by the Bore Ash Beetle.

Councilor Cantu congratulated Police Chief Millican. She also congratulated the 388 Woodburn High School graduates.

Councilor Wilk applauded the North Marion Senior Center at the Emanuel Lutheran Church and all the good work they do in the community. He added that they will be having a rummage sale on June 28th.

Councilor Schaub shared her appreciation for Scott and his strong dedication to the City and its staff. She added that she is proud to serve on the City Council and be supported by such a committed team. She congratulated Scott, Police Chief Millican, Deputy Police Chief Shadrin, and Sergeant Ward.

Councilor Bravo congratulated Chief Millican and Scott, stating both recognitions were well deserved. He added that, although new to the Council, it already feels rewarding to be part of such a dedicated team.

Councilor Cornwell stated that the Council has come a long way and expressed gratitude for the teamwork and shared goals.

Mayor Lonergan congratulated Chief and Scott, calling both recognitions well deserved. Mayor Lonergan noted that at the previous meeting he mentioned that Councilor Bravo did not attend Oregon State, the paper incorrectly reported that he did. He confirmed that Councilor Bravo is a University of Oregon graduate. Mayor Lonergan reported on recent events and meetings attended over the past month, including:

- Woodburn Little League’s First Responders Night, where firefighters threw out first pitches across multiple fields.
- Willamette Valley Realtors Association meeting along with the Mayors of Salem and Keizer and the discussion was on residential building in the cities. He added that it was easy to be

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proud of what is going on here in Woodburn.

- Woodburn High School's awards ceremony, where \$7.7 million in scholarships were distributed to graduates. The City, through the Public Arts Committee, awarded scholarships to Yazmin Lopez Chavez, Hailey Helzer, and Bill Cortes.
- Spoke at the Woodburn Opportunity Center, which continues to grow and fundraise successfully.
- Two ribbon-cuttings: one for the remodeled Fire District facility, which includes city-supported public art, and another for the reopening of the Metropolis coffee shop which is under new ownership.
- Recognized the long-awaited opening of Amazon's facility in Woodburn, congratulating all involved in making it a reality.

Executive Legal Assistant Bravo announced that the Boot Camp training for members of all City committees, boards, and commissions is scheduled for Friday, June 27. The event is open to all current members and will provide valuable information for new appointees.

ADJOURNMENT

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

The Motion passed with the following vote: Councilors Schaub, Cornwell, Wilk, Bravo, Grijalva, and Cantu voting "aye." [6-0]

Mayor Lonergan adjourned the meeting at 8:31 p.m.

APPROVED Frank J. Lonergan
FRANK LONERGAN, MAYOR

ATTEST Heather Pierson
Heather Pierson, City Recorder
City of Woodburn, Oregon