

# CITY OF WOODBURN

## CITY COUNCIL AGENDA

**AUGUST 11, 2025 – 7:00 P.M.**

FRANK LONERGAN, MAYOR  
ORLANDO BRAVO, 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. Woodburn Fiesta Mexicana - We hope you join us at Legion Park on August 15th-17th.**

Event Features 60+ Vendors, Soccer Tournament, Parade, Lucha Libre, Loteria, Live Music & Performances, Carnival... and more!

Friday is Free all day. Saturday and Sunday are Free until 5:00 p.m. There will be a \$5 entry fee after 5:00 p.m. for those 10 and older.

**B. Aquatic Center Event and Closure**

- Waves of Change Event

Saturday, August 23, 2025, from 10:00 a.m. – 2:00 p.m.

- Games
- Food and Fun

- Aquatic Center Closure

Sunday, August 31, 2025, will be the last day of operations at the Aquatic Center; Hours: 12:00 p.m. – 5:00 p.m.

Appointments:

**None.**

**5. PROCLAMATIONS/PRESENTATIONS**

Proclamations:

**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.\*\*

Presentations:

**A. City Council Traffic Safety Goal Update**

**6. COMMUNICATIONS**

None.

**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 July 29, 2025** **1**  
Recommended Action: Approve the minutes.

**B. New Development Activity for July 2025** **5**  
Recommended Action: Receive the report.

**C. Appointment of Administrator Pro Tem** **6**  
Recommended Action: Appoint Assistant City Administrator Jim Row as Administrator Pro Tem for the period of August 28, 2025, through September 9, 2025.

**9. TABLED BUSINESS**

None.

**10. PUBLIC HEARINGS**

**A. Updated Parks and Recreation System Development Charges Methodology** **7**  
Recommended Action: Conduct 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. 3284 - An Ordinance Amending and Repealing Sections of Ordinance 2250 (The Parks and Recreation System Development Charges Ordinance) Based Upon a New Methodology Report Dated March 2025 and Setting an Effective Date** **35**  
Recommended Action: Adopt the ordinance.

- B. Council Bill No. 3285 - A Resolution Setting Amount of the Parks and Recreation System Development Charges Pursuant to Recently Updated Methodology; and Setting an Effective Date for Imposition of the Fees and Charges. 37**  
Recommended Action: Approve the Resolution.
- C. Council Bill No. 3286 - A Resolution Referring to the Electors of the City of Woodburn the Question of Amending the City of Woodburn Charter; Adopting a Ballot Title and Explanatory Statement; and Authorizing all Steps Necessary to Effectuate this Resolution 40**  
Recommended Action: Adopt a Resolution referring to the voters of the City of Woodburn, as part of the November 2025 regular election, a ballot measure for proposed amendments to the City of Woodburn Charter.
- D. National Opioid Litigation - Participation in Purdue Pharma and Sackler Family Settlement and Second-Tier Manufacturer Settlement 61**  
Recommended Action: Approve the City's participation in- and authorize the City Administrator to sign participation forms and associated releases for the Purdue Pharma and Sackler Family settlement and the Second-Tier Manufacturer Settlement as part of the National Opioid Litigation Settlement process.
- E. Award a Contract for Preliminary Design for the Evergreen Road Intersection Improvements at Stacy Allison Way, W Hayes Street, and Harvard Drive Project to Harper Houf Peterson Righellis Inc (HHPR). 68**  
Recommended Action: Award a contract for Preliminary design work for the Evergreen Road Intersection Improvements to Stacy Allison Way, W Hayes Street, and Harvard Drive project to Harper Houf Peterson Righellis Inc. (HHPR) in the amount of \$271,770.70 and authorize the City Administrator to sign the contract.
- F. Modification of Award Amount of Construction Contract for the 2025 Pavement Maintenance Project 70**  
Recommended Action: Modify the award amount for the construction contract for the 2025 Pavement Maintenance Project to the lowest responsible bidder, Knife River Corporation Northwest, in the amount of \$449,052.00 and approve an additional \$60,000 for this project as a contingency for potential change orders that may arise during construction.
- G. Leasing Specialists, LLC. Contract Award 72**  
Recommended Action: Award a police vehicle contract in the

amount of \$179,476.00 (Total estimated contract price over the next four years) to Leasing Specialists, LLC., with an additional contingency of \$20,000 authorized to account for increases in the final outfitting costs and financing of the vehicles, and authorize the City Administrator or his designee to sign the lease agreement.

- 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**

- A.** To conduct deliberations with persons designated by the governing body to negotiate real property transactions pursuant to ORS 192.660(2)(e).

- 16. ADJOURNMENT**