

# Hispanic Heritage Month

## September 15<sup>th</sup> - October 15<sup>th</sup>

**WHEREAS**, people who identify as Hispanic, Latino, Chicano or Indigenous from Mexico, South and Central America have contributed to Woodburn's history and successes since the 1880's, and

**WHEREAS**, Woodburn honors their rich and diverse cultural heritage and historical legacies, and

**WHEREAS**, Woodburn's Hispanic community now constitutes 60% of our population, including leaders, policy makers, educators, students, health care professionals, military, public safety, the trades, business leaders and entrepreneurs, actively involved in our community and in mentoring our next generation; and

**WHEREAS**, the Governor has proclaimed the month of September 15 through October 15 to be Hispanic Heritage Month, and Oregon proudly joins the nation in celebrating the rich culture and history of Hispanic heritage in Oregon. The State of Oregon and the City of Woodburn dedicate ourselves to working together to face the challenges that still face Hispanic Oregonians in equity and access to the prosperity of Oregon;

**NOW, THEREFORE**, I, Kathryn Figley, Mayor of the City of Woodburn, hereby proclaim September 15 through October 15, 2013 to be "HISPANIC HERITAGE MONTH" in the City of Woodburn, and encourage all to join in this observance.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Woodburn to be affixed.

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Kathryn Figley, Mayor  
City of Woodburn

**COUNCIL MEETING MINUTES**  
**September 23, 2013**

0:00 **DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, SEPTEMBER 23, 2013.**

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

**ROLL CALL**

Mayor Figley	Present
Councilor Cox	Present
Councilor Lonergan	Present
Councilor McCallum	Present
Councilor Morris	Absent
Councilor Ellsworth	Present
Councilor Alonso Leon	Present

**Staff Present:** City Administrator Derickson, City Attorney Shields, Economic and Development Director Hendryx, Police Chief Russell, Human Resources Director Hereford, Interim Public Works Director Scott, Communications Coordinator Horton, Executive Legal Assistant Veliz, City Recorder Pierson

0:03 **COMMUNITY/GOVERNMENT ORGANIZATIONS**

- A. Chamber of Commerce – Don Judson, Executive Director of the Chamber, provided a report on the Chambers three year stewardship of the Fiesta Mexicana and stated that the Chamber board is looking into what their options are in continuing with the Fiesta.
- B. Fill-the-Boot- Fire Chief Iverson stated that the Fill-the-boot campaign raised \$3200 for Muscular Dystrophy.

0:30 **CONSENT AGENDA**

- A. Woodburn City Council minutes of September 9, 2013,
- B. Woodburn Public Art Mural minutes of August 7, 2013,
- C. Limited On-Premises Sales Carniceria y Restaurant La Perla, Inc
- D. Crime Statistics through August 2013.

**McCallum/Alonso Leon...** adopt the Consent Agenda. The motion passed unanimously.

0:27 **COUNCIL BILL NO. 2936 - A RESOLUTION ADOPTING A SECTION 3 PLAN TO COMPLY WITH 24 CFR, PART 135 OF THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT SECTION 3 AND ADOPTING A LIMITED ENGLISH PROFICIENCY PLAN**

**McCallum** introduced Council Bill 2936. Executive Legal Assistant Veliz read the bill by title only since there were no objections from the Council. Economic and Development Directory Hendryx provided a staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Figley declared Council Bill No. 2936 duly passed.

**COUNCIL MEETING MINUTES**  
**September 23, 2013**

0:31 **COUNCIL BILL NO. 2937-AN ORDINANCE AMENDING THE WOODBURN DEVELOPMENT ORDINANCE TO CORRECT FORMATTING OMISSIONS CONTAINED IN THE ZONING TABLES; READOPTING THE OFFICIAL ZONING MAP; AND DECLARING AN EMERGENCY**

**McCallum** introduced Council Bill 2937. Executive Legal Assistant Veliz read the two readings of the bill by title only since there were no objections from the Council. On roll call vote for final passage, the bill passed unanimously. Mayor Figley declared Council Bill No. 2937 duly passed.

0:33 **SUPPLEMENTAL AGREEMENT, USE OF UNION PACIFIC PROPERTY LOCATED AT 121 BROADWAY STREET**

**Lonergan/McCallum** ... authorization for the City Administrator to enter into a Supplemental Agreement to the existing Union Pacific Lease. The motion passed unanimously.

0:33 **CITY ADMINISTRATOR'S REPORT**

City Administrator Derickson had nothing to report.

0:33 **MAYOR AND COUNCIL REPORTS**

Councilor Alonso Leon thanked the people that attended the Mexico Independence Day event. Councilor McCallum congratulated the Mural Committee on the Mural dedication. Mayor Figley stated that she attended the Mural dedication and was impressed with the people who have participated in this activity.

0:37 **EXECUTIVE SESSION**

Mayor Figley entertained a motion to adjourn into executive session under the authority of ORS 192.660 (2)(i). For the record, City Attorney Shields waived his right to an open hearing for his evaluation. **Cox / Lonergan** ...to move into executive session. The Council adjourned to executive session at 7:37 pm and reconvened at 8:07 pm. Mayor Figley stated that no action was taken by the Council while in executive session.

1:07 **ADJOURNMENT**

**McCallum/Cox**.... meeting be adjourned. The motion passed unanimously. The meeting adjourned at 8:07 pm.

APPROVED \_\_\_\_\_  
KATHRYN FIGLEY, MAYOR

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

**EXECUTIVE SESSION  
COUNCIL MEETING MINUTES  
SEPTEMBER 23, 2013**

**DATE.**           **CONFERENCE ROOM, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, SEPTEMBER 23, 2013.**

**CONVENED.** The Council met in executive session at 7:39 p.m. with Mayor Figley presiding.

**ROLL CALL.**

Mayor	Figley	Present
Councilor	Cox	Present
Councilor	Lonergan	Present
Councilor	McCallum	Present
Councilor	Morris	Absent
Councilor	Alonso Leon	Present
Councilor	Ellsworth	Present

**Staff Present:** City Recorder Pierson, City Attorney Shields

**Media Present:** None.

Mayor Figley reminded Councilors and staff that information discussed in executive session is not to be discussed with the public.

The executive session was called to:

To review and evaluate, pursuant to standards, criteria and policy directives adopted by the governing body, the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member unless the person whose performance is being reviewed and evaluated requests an open hearing pursuant to ORS 192.660 (2)(i).

For the record, during the open session of the City Council meeting, City Attorney Shields waived his right to an open hearing.

**ADJOURNMENT.**

The executive session adjourned at 8:07 p.m.

APPROVED \_\_\_\_\_  
KATHRYN FIGLEY, MAYOR

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



# Agenda Item

October 14, 2013

TO: Honorable Mayor and City Council through City Administrator  
THRU: Scott Russell, Chief of Police  
FROM: Nic Wilson, Detective Sergeant  
SUBJECT: **Full On-Premises Sales**

## **RECOMMENDATION:**

The Woodburn City Council recommends that the OLCC approve the **Full On-Premises Sales** application for Trapala Restaurant.

## **BACKGROUND:**

Applicant: Severo Trapala-Marquez  
50 Cushing Ct  
Depoe Bay, OR 97341  
541.270.7613

Business: Trapala Restaurant  
430 N First St  
Woodburn, OR 97071  
541.270.7613  
541.272.2252

Owners: Same as Applicant (Above)

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Agenda Item Review: City Administrator \_\_\_x\_\_\_ City Attorney \_\_\_x\_\_\_ Finance \_\_\_x\_\_\_

License Type: **Full On-Premises Sales** – which permits beer, wine, cider sales for on-premises and off-premise consumption.

On September 19, 2013, the Woodburn Police Department received an application, requesting approval for a **Full On-Premises Sales** for Trapala Restaurant at 430 N First St., Woodburn, Oregon.

The **Full On-Premises Sales license** allows for:

- Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location (this is the license that most “full-service” restaurants obtain).
- Sell malt beverages for off-site consumption in securely covered containers (no more than two gallons) provided by the customer.
- Food service required.
- Must purchase distilled liquor **only** from an Oregon liquor store, or from another Full On- Premises Sales licensee who has purchased the distilled liquor from an Oregon liquor store.

The business will be open Sunday thru Thursday from 6:30am to 10:00pm, Friday and Saturday will be open 6:30am to 12:00am. The hours of operation for the outdoor area will be Sunday thru Saturday from 6:30am to 8:00pm. This business is a restaurant and bar. There will be live music on Friday and Saturday from 5:00pm to 10:00pm. There will not be karaoke, video lottery games, or pool tables. The Police Department has received no communication from the public or surrounding businesses in support of or against the new outlet.

**DISCUSSION:**

The Police Department has completed a background investigation, in connection with the OLCC, on the applicant and found nothing of a questionable nature, which would preclude the issuance of this license.

**FINANCIAL IMPACT:**

None



# Agenda Item

October 14, 2013

TO: Honorable Mayor and City Council through City Administrator

FROM: Jim Row, Community Services Director

SUBJECT: **Aquatic Center Fees**

**RECOMMENDATION:**

It is recommended that the City Council adopt the attached ordinance, which revises Aquatic Center user fees, effective January 1, 2014.

**BACKGROUND:**

Aquatic Center fees were most recently updated in February 2011, as the City initiated the Aquatic Center Turnaround Project. A primary objective of the project was to decrease the general fund subsidy provided to the Center, in large part, by increasing revenue.

In FY 10/11, as the project was being initiated, the Aquatic Center recovered just 27% of its costs through user fees and required a general fund subsidy of \$491,500.

The project has been successful in reversing the trend of flat to declining revenues coupled with steeply increasing costs. Unaudited FY 12/13 financials reveal that the Center generated \$231,284 in revenue and recovered 46% of its costs, both all time highs. That year, the general fund subsidy was reduced to \$276,670. The Aquatic Center's target cost recovery level is 50%.

Over the course of FY 12/13, Aquatic Center management conducted market rate research and determined that some revisions should be made to the current fee structure.

**DISCUSSION:**

Adjustments to the fee schedule will include a \$.25 increase to daily admission fees, a \$3.00 increase in the family rate, and \$4.00-\$5.00 increases to 20-visit

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Agenda Item Review: City Administrator  City Attorney  Finance

punch cards. Swimming lesson fees are scheduled to increase, however, a member discount will be created that will keep lesson rates flat for patrons who hold monthly or 3-month passes. Facility rental fees will remain the same for the general public, but a similar discount will be created for pass holders.

The 3-month pass plus and the towel rental fees that were created in 2011 will be eliminated. Pass plus was created to be a higher cost membership that included access to water and dryland fitness classes. While it existed "on the books", pass plus was never implemented, because we determined that it would be detrimental to attendance and revenue generation. Fitness classes have been and will continue to be included with all admission options.

To ensure that individuals who cannot afford to pay the prevailing fees are still offered the opportunity to participate, the scholarship program will continue to be promoted. In FY 12/13, guests with limited financial means were awarded \$10,525 in assistance to participate in aquatics programs. Users are also able to take advantage of promotional price reductions that are offered throughout the year.

If approved, the new fee structure will be effective January 1, 2014, and communicated in winter/ spring marketing publications, which are scheduled to go to print in early November.

**FINANCIAL IMPACT:**

Aquatic Center revenue has steadily increased since 2010. In FY 10/11 total revenue was \$178,959, increasing to \$197,480 in FY 11/12, and reaching \$231,284 in FY 12/13. The FY 13/14 budget projects \$248,000 in Aquatic Center revenue.

Attachments:

Ordinance Adopting New Aquatic Center User Fees with new Fee Schedule

**COUNCIL BILL NO. 2938**

**ORDINANCE NO. 2511**

**AN ORDINANCE ADOPTING AQUATIC CENTER FEES FOR INCLUSION IN THE MASTER FEE SCHEDULE AND REPEALING ALL AQUATIC CENTER FEES AND CHARGES THAT ARE INCONSISTENT WITH THIS ORDINANCE**

**WHEREAS**, the City initiated the Aquatic Center Turnaround project in 2010 to implement changes intended to improve operations in many different focus areas, including, safety, staff training and scheduling, programming, revenue generation, and cost efficiencies; and

**WHEREAS**, the City has determined that the Aquatic Center should continue taking steps to increase revenue, decrease expenditures, and operate with a reduced general fund subsidy; and

**WHEREAS**, Aquatic Center management conducted market rate research and evaluated local demand for aquatics programs and has determined that it is necessary to restructure and increase Aquatic Center user fees; and

**WHEREAS**, a scholarship program will continue to be offered to provide fee relief for low income Aquatic Center users; and

**WHEREAS**, Aquatic Center programs will continue to be improved and expanded to provide enhanced value to users, **NOW, THEREFORE,**

**THE CITY OF WOODBURN ORDAINS AS FOLLOWS:**

**Section 1.** The schedule of Aquatic Center fees affixed and incorporated as Attachment "A" is adopted by the City and shall be included in the Master Fee Schedule.

**Section 2.** All Aquatic Center fees and charges that are inconsistent with those contained in the attached schedule are hereby repealed, as of the effective date of January 1, 2014.

Approved as to form: \_\_\_\_\_  
City Attorney Date

Approved: \_\_\_\_\_  
Kathryn Figley, Mayor

Passed by the Council

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Submitted to the Mayor

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Approved by the Mayor

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Filed in the Office of the Recorder

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ATTEST: \_\_\_\_\_  
Heather Pierson, City Recorder  
City of Woodburn, Oregon

Proposed Aquatic Center Fee Schedule

Attachment A

Regulation, Product or Service	Current Fee	Recom'd Fee	Change	Notes (Add'l Fees, Equipment, Etc.)
<b>General Admission</b>				
-infant (0-2 years)	\$0.00	\$0.00	\$0.00	
-youth (3-17)	\$3.50	\$3.75	\$0.25	
-adult (18-59)	\$4.50	\$4.75	\$0.25	
-honored citizens (60+)	\$3.50	\$3.75	\$0.25	
-family	\$12.00	\$15.00	\$3.00	includes up to 2 adults & 3 kids
<b>Group Admissions (10+ people)</b>				
-admission with party room rental (each)	\$2.40	\$2.40	\$0.00	10 or more people
-admission when booked in advance (each)	\$3.00	\$3.00	\$0.00	10 or more people
-admission not booked in advance (each)	\$3.25	\$3.25	\$0.00	10 or more people
<b>Punch Cards (20 visits)</b>				
-youth (3-17)	\$59.00	\$63.00	\$4.00	
-adult (18-59)	\$79.00	\$84.00	\$5.00	
-honored citizens (60+)	\$59.00	\$63.00	\$4.00	
<b>3-Month Pass</b>				
-youth (3-17)	\$79.00	\$79.00	\$0.00	
-adult (18-59)	\$109.00	\$109.00	\$0.00	
-honored citizens (60+)	\$79.00	\$79.00	\$0.00	
-family	\$199.00	\$199.00	\$0.00	
-joint pass with Everybody Fitness	\$180.00	\$180.00	\$0.00	
-joint pass with Everybody Fitness - honored	\$160.00	\$160.00	\$0.00	
<b>3-Month Pass Plus</b>				
-adult (18-59)	\$129.00	N/A	N/A	pass plus eliminated
-family	\$219.00	N/A	N/A	pass plus eliminated
-honored citizens (60+)	\$99.00	N/A	N/A	pass plus eliminated
<b>Reoccurring Monthly Pass (electronic funds transfer)</b>				
-youth (3-17)	\$29.00	\$29.00	\$0.00	
-adult (18-59)	\$39.00	\$39.00	\$0.00	
-honored citizens (60+)	\$29.00	\$29.00	\$0.00	
-family	\$69.00	\$69.00	\$0.00	
<b>Group Memberships (generally corporate)</b>				
-10+ individuals	\$22.00	\$22.00	\$0.00	per month per member
-25+ individuals	\$20.00	\$20.00	\$0.00	per month per member
-50+ individuals	\$18.00	\$18.00	\$0.00	per month per member
<b>Rentals</b>				
-lane rental (per hour)	\$20.00	\$20.00	\$0.00	
-private after hours (per hour)	\$150.00	\$150.00	\$0.00	up to 25 people (\$1.00 each add'l)
-party room (per hour)	\$30.00	\$30.00	\$0.00	
-partial pool rental (per hour)	\$150.00	N/A	N/A	service eliminated
-party package during open hours (unlimited time)	\$150.00	N/A	N/A	service eliminated
-lane rental (per hour) - members	\$20.00	\$15.00	-\$5.00	new discount for pass holders
-private after hours (per hour) - members	\$150.00	\$140.00	-\$10.00	new discount for pass holders
-party room (per hour) - members	\$30.00	\$25.00	-\$5.00	new discount for pass holders
<b>Lessons, Training, Swim Instruction</b>				
-group swimming lessons	\$40.00	\$45.00	\$5.00	10 class session
-private swimming lessons	\$140.00	\$160.00	\$20.00	10 lessons
-semi-private swimming lessons	\$70.00	\$80.00	\$10.00	10 lessons with 3 students
-group swimming lessons (members)	N/A	\$40.00	N/A	new discount for pass holders
-private swimming lessons (members)	N/A	\$140.00	N/A	new discount for pass holders
-semi-private swimming lessons (members)	N/A	\$70.00	N/A	new discount for pass holders
-lifeguard training	\$150.00	\$150.00	\$0.00	
-swim instructor training	\$75.00	\$75.00	\$0.00	
-jr. lifeguard training	\$35.00	\$35.00	\$0.00	
-aquatics day camp	\$30.00	\$30.00	\$0.00	
<b>Other</b>				
-childcare (per hour)	\$2.00	\$2.00	\$0.00	
-locker rental (day use)	\$0.00	\$0.00	\$0.00	
-monthly locker rental	\$15.00	\$15.00	\$0.00	
-monthly locker rental (members)	\$10.00	\$10.00	\$0.00	
-towel rental	\$0.00	N/A	N/A	service eliminated