



# Agenda Item

April 4, 2018

TO: City Council  
FROM: Kathy Figley, Mayor  
SUBJECT: **Committee Appointments**

The following appointments are made, subject to the approval of the Council. Please forward any adverse comments to me prior to the Council meeting on Monday, April 9, 2018. No reply is required if you approve of my decision.

### **Public Arts and Mural Committee**

- Sharon Corning
- Brenda Valentin-Bravo
- Judy Massaia
- Phil Scott

### **Woodburn Tourism Advisory Committee**

- Eric Swenson

# PROCLAMATION

## National 9-1-1 Telecommunicator Week April 8 – 14, 2018

**WHEREAS**, Dedicated Telecommunicators serve the citizens of Woodburn both night and day, by answering their requests for law enforcement, fire and emergency medical services, and by dispatching the appropriate assistance; and

**WHEREAS**, the professional public safety Telecommunicator is a vital link between citizens, victims and public safety providers who may apprehend criminals, save possessions from fire, or save lives; and

**WHEREAS**, the critical functions performed by professional Telecommunicators also include those related to forestry and conservation operations, highway safety and maintenance activities and many other operations performed by federal, state and local government agencies; and

**WHEREAS**, people of all ages use 9-1-1, and it is critical to educate the public of all ages on the proper use of 9-1-1; and

**WHEREAS**, a growing segment of the population, including the deaf, hard of hearing, deaf-blind, and individuals with speech disabilities increasingly communicate with nontraditional text, video and instant messaging communications services and anticipate that these services will be able to connect directly to 9-1-1; and

**WHEREAS**, the Association of Public-Safety Communications Officials (APCO), an organization of nearly 10,000 people from the United States and Canada, has set aside the second week in April to recognize Telecommunicators and their crucial role in the protection of property.

**NOW, THEREFORE**, I, Kathryn Figley Mayor of the City of Woodburn do hereby proclaim the second full week of April 2018 as National 9-1-1 Telecommunicator Week. I call upon all government officials, parents, teachers, school administrators, caregivers, businesses leaders, non-profit organizations, and the people of the community to observe this month with training, events, and activities to educate the public on 9-1-1 and its services.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the City of Woodburn to be affixed this 4th day of April 2018.

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Kathryn Figley, Mayor  
City of Woodburn

**COUNCIL MEETING MINUTES  
MARCH 26, 2018**

0:00 **DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, MARCH 26, 2018**

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

**ROLL CALL**

Mayor Figley	Present
Councilor Carney	Present
Councilor Lonergan	Present
Councilor Schaub	Absent
Councilor Morris	Present
Councilor Ellsworth	Present
Councilor Serratos	Absent

**Staff Present:** City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Community Development Director Kerr, Police Chief Ferraris, Economic Development Director Johnk, Community Relations Manager Gutierrez-Gomez, Communications Coordinator Horton, City Recorder Pierson

0:01 **COMMUNITY/GOVERNMENT ORGANIZATIONS**

**Marion County Health Department** - Rachel Posnick, Public Health-Epidemiologist at the Marion County Health Department provided information on the Community Assessment for Public Health Emergency Response (CASPER) that was done for Woodburn. She added that CASPER can be used in both a disaster and non-disaster setting. For example, CASPER methodology has been used to assess public health perceptions, estimate needs of a community, assist in planning for emergency response, and as part of the public health accreditation process.

**PROCLAMATIONS/PRESENTATIONS**

**Arbor Week** – Mayor Figley proclaimed that the week of April 2-8, 2018 is Arbor Week.

**BUSINESS FROM THE PUBLIC**

Nancy Kirksey, 1049 McKinley St., announced that the Mayor’s Prayer Breakfast will take place on April 17 from 7:30 a.m. to 9:00 a.m. at the Woodburn United Methodist Church and tickets can be purchased for \$15 through her, Yes Graphics, or through the Woodburn Kiwanis. She added that Ewart Brown is the speaker this year.

0:03 **CONSENT AGENDA**

- A. Woodburn City Council minutes of February 26, 2018,
- B. Woodburn Planning Commission minutes of January 25, 2018,
- C. Building Activity for February 2018,
- D. Crime Statistics through February 2018.

**Lonergan/Carney...** adopt the Consent Agenda. The motion passed unanimously

0:04 **COUNCIL BILL NO. 3060 - AN ORDINANCE REGULATING THE DISCHARGE OF WASTES TO THE SANITARY AND STORM SEWER SYSTEMS OF THE CITY;**

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**LIMITING SUCH DISCHARGES ONLY TO THOSE OF ACCEPTABLE TYPES, CHARACTERISTICS, OR CONCENTRATIONS; ESTABLISHING A SYSTEM OF WASTE DISCHARGE PERMITS; PROVIDING FOR ENFORCEMENT AND REPEALING ORDINANCE 2176**

**Lonergan** introduced Council Bill No. 3060. Recorder Pierson read the bill twice 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. 3060 duly passed.

0:12 **COUNCIL BILL NO. 3061 - A RESOLUTION DESIGNATING AUTHORIZED OFFICIALS TO SIGN ON BANK AND INVESTMENT ACCOUNTS**

**Lonergan** introduced Council Bill No. 3061. Recorder Pierson read 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. 3061 duly passed.

0:23 **COUNCIL BILL NO. 3062 - A RESOLUTION PROVIDING DESIGNATION OF AN I-5 INTERCHANGE BRIDGE OVERPASS LIGHTING CALENDAR FOR 2018**

**Lonergan** introduced Council Bill No. 3062. Recorder Pierson read 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. 3062 duly passed.

**ORS 190 AGREEMENT WITH CITIES OF HUBBARD, MT. ANGEL, AND SILVERTON FOR POLICE MOBILE DATA SYSTEM AND RECORDS MANAGEMENT SYSTEM; CITIES OF STAYTON, TURNER AND AUMSVILLE FOR POLICE MOBILE DATA SYSTEM; AND WOODBURN AND MT. ANGEL FIRE DISTRICTS FOR FIRE MOBILE DATA SYSTEM.**

**Lonergan/Morris...** Authorize the City Administrator to sign ORS 190 agreements with the cities of Hubbard, Mt. Angel, and Silverton to provide Records Management System and Police Mobile Data System; the cities of Stayton, Turner and Aumsville to provide Police Mobile Data System; and the Woodburn and Mt. Angel Fire Districts to provide Fire Mobile Data System. The motion passed unanimously.

0:24 **CITY ADMINISTRATOR'S REPORT**

City Administrator Derickson had nothing to report.

0:38 **MAYOR AND COUNCIL REPORTS**

Mayor Figley thanked the volunteers who participated in the City clean-up and also thanked Republic Services for their involvement.

Councilor Ellsworth stated that she sat in on an Oregon Main Street meeting as well as a meeting of the Ford Family Foundation. She added that the Mayor's Prayer Breakfast is a great event and thanked the citizens of Woodburn for getting out and getting involved.

**EXECUTIVE SESSION**

Mayor Figley entertained a motion to adjourn into executive session under the authority of ORS 192.660 (2)(h) and ORS 192.660 (2)(f). **Lonergan/Morris...** move into executive session. The motion passed unanimously. The Council adjourned to executive session at 7:56 p.m. and reconvened at 8:41 p.m. Mayor Figley stated that no action was taken by the Council

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while in executive session.

**ADJOURNMENT**

**Morris/Ellsworth**... meeting be adjourned. The motion passed unanimously.  
The meeting adjourned at 8:41 p.m.

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

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



# Agenda Item

April 9, 2018

To: Honorable Mayor and City Council through City Administrator

From: Chris Kerr, AICP, Community Development Director *CK*,  
Colin Cortes, AICP, CNU-A, Senior Planner

Subject: **Call-Up Briefing: Planning Commission Approval of a Conditional Use Application for Zapateria el Jalisciense at 263 N. Front St (CU 2018-01)**

## **RECOMMENDATION:**

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.

## **BACKGROUND:**

The Planning Commission held a public hearing on March 22, 2018 and unanimously approved the conditional use (Type III) with the conditions recommended by staff. No parties testified in opposition to the proposal.

The site is a lot near the west/southwest corner of N. Front and Garfield/Young Streets developed in 1900 and occupied by a one-story commercial retail building. The proposal is about land use only; no redevelopment or site plan is relevant.

The existing business, Zapateria el Jalisciense, is primarily a clothier as well as retail trade offering goods and services directly to customers. Within the group use, the applicant's chief interest is check cashing and cash transfer.

## **FINANCIAL IMPACT:**

Staff anticipates no direct financial impact to the City by the decision.