

## **COUNCIL MEETING MINUTES SEPTEMBER 12, 2011**

0:00     **DATE** COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN,  
COUNTY OF MARION, STATE OF OREGON, SEPTEMBER 12, 2011.

**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	Present
Councilor Pugh	Present
Councilor Schmidt	Present

**Staff Present:** City Administrator Derickson, City Attorney Shields, Economic & Community Development Director Hendryx, Public Works Director Brown, Police Chief Russell, Community Services Director Row, Police Captain Garrett, Community Relations Coordinator Stowers, Recorder Shearer.

### 0:01     **COMMUNITY/GOVERNMENT REPORTS**

- A. Woodburn Chamber of Commerce – Richard Jennings, Board Member, reported on upcoming events of the Chamber. In addition, he stated that the Chamber would present a single monthly report at the first meeting of the month from here on out.
- B. Woodburn School District – David Bautista, Superintendent, clarified that the funding for the track refurbishing project does not include taxpayer funds. He also talked about District partnerships with local colleges.

### 0:03     **PRESENTATIONS**

- A. **Award** - John McArdle, Mayor of the City of Independence, presented Mayor Figley with the Oregon Mayors Association Leadership Award for 2011.
- B. **Aquatic Center** – City Administrator Derickson reviewed the history behind the Aquatic Center Turnaround project and reported that the project has saved \$225,000 in General Fund contributions to the operation of the Aquatic Center. In addition, the changes to the Aquatic Center's programs, operations, and financial structures have resulted in the Center achieving at least 50% cost recovery rate, which was the goal for the project.

JP Moss, Kennan Kuffel, & Kristin Graybeal discussed the turnaround project's changes including safety program enhancements including changes in staff training, equipment, & rotations. In addition the project brought changes to the customer services, programs, and operating hours. Improvements to the facility, including the lobby arrangement, and capital improvements to the facility itself were made. Finally, changes to the Aquatic Center's financial operating model, which included

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expenditure reductions, plans for revenue enhancements, and financial reporting enhancements were discussed.

0:23

### **CONSENT AGENDA**

- A. Approve Woodburn City Council minutes of August 22, 2011,
  - B. Approve Woodburn City Council Executive Session minutes of August 22, 2011,
  - C. Accept Woodburn Recreation and Park Board minutes of August 9, 2011, and
  - D. Review proposed Revision of Official Zoning Map Sections of WDO.
- McCallum/Lonergan...** adopt the Consent Agenda. The motion passed unanimously.

0:03

### **PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) HOUSING REHABILITATION APPLICATION**

Mayor Figley declared the hearing open at 7:40 pm. This hearing is being held as part of the Community Development Block Grant application process. The City is currently applying for approximately \$400,000 in Community Development Block Grant funds for a new Housing Rehabilitation grant in order to provide housing rehabilitation loans to qualifying homeowners. The City is applying for this grant in partnership with and the support of Marion County and the City of Stayton.

The purpose of the hearing is twofold:

- 1) For the City Council to obtain citizen views and respond to questions and comments about community development and housing needs, especially the needs of low and moderate income persons as well as other needs in the community that might be assisted with a CDBG project.
- 2) For the City Council to obtain citizen views and respond to questions and comments about the proposed project.

Economic & Community Development Director Hendryx and Renata Wakeley, a planner with the Mid-Willamette Council of Governments provided additional information regarding the grant proposal. Approximately \$15 million in CDBG funds are expected to be made available statewide. The maximum grant for the Housing Rehabilitation CDBG is \$400,000. These funds will be used for Community development and housing needs, especially the needs of low/moderate income persons. The City is applying for \$400,000 in grant funds which will benefit low and moderate income persons if awarded. The City does not anticipate that any low or moderate income persons will be displaced as a result of this program. Director Hendryx also informed Council that CDBG projects are primarily geared toward serving low to moderate income persons and other eligible projects include Senior Centers. In the past, the City has used funds for the Cipriano Ferrel Head Start and off-site infrastructure to support affordable housing projects.

Director Hendryx described the proposed program, and the income eligibility requirements. He reviewed previous City programs in the 80s and 90s and the most

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recent 2009 program. Additional funds from that program will be used for matching under this proposed program. The non-profit Valley Development Initiative (affiliated with the Mid-Willamette Council of Governments) will administer the program. Based on our experience with the 2009 program, the need for these funds is significant. The program will be a joint effort, based on intergovernmental agreements with the City of Stayton and Marion County, with Woodburn acting as lead agency. 20% of the grant funds would fund administration, 25% of the remainder would go to Stayton and the balance would go to Woodburn. The City will need to negotiate with the City of Stayton and Marion County to make all loan standards uniform. This can be completed while the application is being considered.

Council discussed the issue of maximum loan amount (currently differs between Woodburn & Stayton). Council prefers a smaller loan amount so that more people can be served. In addition, the Mayor raised the issue of subordination when refinancing occurs. Ms. Wakeley indicated these policies could be changed at any time by filing with the State. Director Hendryx also clarified the need for a multi-agency application; this is a Federal program requirement.

This public hearing was advertised in the Woodburn Independent in English and the Statesman Journal in both Spanish and Russian. Notice was also posted in City buildings and on the City website in all three languages. No one wished to speak either in favor or in opposition to the proposed grant application. Mayor Figley declared the hearing closed at 7:55 pm.

0:55

### **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) HOUSING REHABILITATION APPLICATION**

**Cox/McCallum...**authorize the Mayor to execute the attached Intergovernmental Agreement with the City of Stayton and Marion County in support of a 2011 Community Development Block Grant (CDBG). The motion passed unanimously.

**Cox/Schmidt...**authorize the City Administrator to submit an application for \$400,000 to the Infrastructure Finance Authority for 2011 Community Development Block Grant funding for the Housing Rehabilitation Program. The motion passed unanimously.

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0:56     **LEASE AGREEMENT WITH VERIZON WIRELESS LLC TO LOCATE  
WIRELESS COMMUNICATION EQUIPMENT ON CITY WATER TOWER  
AND ADJOINING PROPERTY**

**Lonergan/Pugh...** approve entering into an Option and Site Lease Agreement with Verizon Wireless LLC for use of the City water tower and adjoining property to install wireless communication equipment and authorize the City Administrator to sign said agreement. Councilor Cox requested clarification regarding the terms of the agreement to be signed. Public Works Director Brown clarified that the termination language was corrected. He assured Council that the terms were favorable to the City and this agreement provides additional services to the citizens of the City of Woodburn. The motion passed unanimously.

1:02     **ACCEPTANCE OF A PUBLIC RIGHT-OF-WAY DEDICATION 295  
HARDCASTLE AVENUE (TAX LOT 051W07DD02200)**

**Cox/McCallum...** accept a sixteen foot Public Right-of-Way Dedication granted by Wilbur-Ellis Company, property owners of 295 Hardcastle Avenue in Woodburn, OR. The motion passed unanimously.

1:03     **DIRECTOR'S APPROVAL OF DESIGN REVIEW 2011-02, LOCATED AT 106  
BROADWAY STREET.**

Council declined to call this item up for action.

1:03     **CITY ADMINISTRATOR'S REPORT**

The City Administrator had nothing to report.

1:03     **MAYOR AND COUNCIL REPORTS**

- Councilor Lonergan commented on the Woodburn Independent's transition to a weekly publication schedule.
- Council Lonergan commented on the 5<sup>th</sup> Street project and his impression is that the project has been very successful and was managed well to minimize impacts to residents of the street. Councilor McCallum concurred.
- Councilor McCallum commended the Mayor & Staff on a successful 9/11 event at the Plaza.
- Mayor Figley commented on the Greenway trail and suggests that a community event to commemorate completion of the project would be appropriate.
- Mayor Figley also recognized Stu Spence for his efforts in facilitating the 9/11 event and Public Works staff for assisting with the Southern Pacific rail enthusiasts visit to Woodburn.
- Councilor Schmidt asked Captain Garrett about vehicles parked on Highway 99 that create sight impairments resulting in dangerous conditions. He wanted to know what could be done to alleviate the problem. Captain Garrett responded that a complaint to the Police Department would initiate a citation or tow.



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- Councilor Cox inquired about the landscaping around the Welcome to Woodburn sign on Highway 214. Public Works Director Brown responded that the dead foliage will be removed and will have barkdust spread. He stated the monument will eventually become part of the transit facility when it is constructed.
- Councilor Morris reported on the 99E Corridor Citizen's Advisory Committee.

1:20

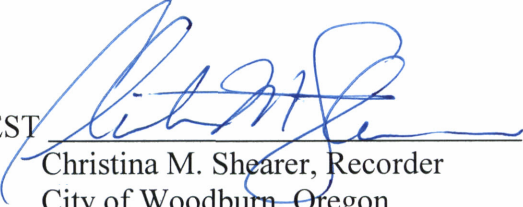
**ADJOURNMENT**

**McCallum/Cox...** meeting be adjourned. The motion passed unanimously.  
The meeting adjourned at 8:20 p.m.

APPROVED

  
KATHRYN FIGLEY, MAYOR

ATTEST

  
Christina M. Shearer, Recorder  
City of Woodburn, Oregon