

# CITY OF WOODBURN

## CITY COUNCIL AGENDA

DECEMBER 9, 2019– 7:00 P.M.

ERIC SWENSON, MAYOR  
DEBBIE CABRALES, COUNCILOR WARD 1  
LISA ELLSWORTH, COUNCILOR WARD II  
ROBERT CARNEY, COUNCILOR WARD III  
SHARON SCHAUB, COUNCILOR WARD IV  
MARY BETH CORNWELL, COUNCILOR WARD V  
ERIC MORRIS, 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. The City Council meeting scheduled for December 23 is cancelled.  
The next City Council meeting will be January 13, 2019 at 7:00 p.m.

### B. **Holiday Closures:**

#### Christmas:

City Hall will be closed at noon on December 24 and will reopen for regular business hours on December 26.

The Aquatic Center will be closed December 24 and 25.

The Library will be open from 10:00 a.m. to 2:00 p.m. on December 24 and closed on December 25.

Transit Services will run from 7:00 a.m. to 5:00 p.m. on December 24 and will be closed December 25.

#### New Year:

Transit Services will run from 7:00 a.m. to 5:00 p.m. on December 31.

City Hall, the Library and Transit Services will be closed January 1.

The Aquatic Center will be open from 8:00 a.m. to 4:00 p.m. on January 1.

### Appointments:

#### C. Planning Commission

Wassa Dos Reis - Position 2

Charles Piper – Position 3

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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. Comuniquese al (503) 980-2485.\*\*

Sharon Corning – Position 5  
Chris Lassen – Position 7

**Woodburn Recreation and Parks Board**

Beronica Rios - Position IV  
Alexandra Sanarov-Ramirez – Student Postiion

**Public Art Mural Committee**

Sharon Schaub  
Merri Berlin  
Colleen Vancil  
Christine Lopez

**Library Board**

Bethany Weathersby  
Kathleen Boyer

**Woodburn Tourism Advisory Committee**

Paul Iverson

**4. COMMUNITY/GOVERNMENT ORGANIZATIONS**

None.

**5. PROCLAMATIONS/PRESENTATIONS**

Proclamations:

None.

Presentations:

- A. Audit Report (City of Woodburn and Urban Renewal Agency) 2**
- B. Community Center**
- C. Memo on Stipends for Elected officials 165**

**6. COMMUNICATIONS**

None.

- 7. BUSINESS FROM THE PUBLIC** – *This allows the public to introduce items for Council consideration not already scheduled on the agenda. Comment time will be limited to 3 minutes.*

- 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 November 12, 2019 169**

Recommended Action: Approve the minutes.

- B. Woodburn Planning Commission minutes of October 10, 2019** 175  
Recommended Action: Accept the minutes.
- C. Woodburn Planning Commission minutes of October 24, 2019** 179  
Recommended Action: Accept the minutes.
- D. Crime Statistics through October 2019** 183  
Recommended Action: Receive the report.
- E. Photo Speed Enforcement Amendment to Contract with Redflex** 188  
Recommended Action: Authorize the Woodburn Police Department to amend the current Agreement with Reflex Traffic Systems, Inc. to incorporate a fee structure for the enforcement of speeding violations at the intersection (Mt. Hood Ave and Hwy 211).
- F. Building Activity through October 2019** 190  
Recommended Action: Receive the report.
- G. Building Activity through November 2019** 200  
Recommended Action: Receive the report.
- H. Towing Services Proposals Award** 208  
Recommended Action: Award a Contract for Category I and II tows on a rotational basis to M&M Towing & Auto Sales and Baker & Baker Towing & 76, Inc. and authorize the City Administrator to sign the correlating agreements.
- I. Intergovernmental Agreement with the Woodburn School District for Collection and Administration of a Construction Excise Tax ("CET")** 210  
Recommended Action: Authorize the City Administrator to sign a new Intergovernmental Agreement (IGA) with the Woodburn School District for collection and administration of a Construction Excise Tax ("CET").

**9. TABLED BUSINESS**

None.

**10. PUBLIC HEARINGS**

- A. **Housing Needs Analysis** 211
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 will be limited to 3 minutes.*
- A. **Council Bill No. 3115 - An Ordinance Adopting an Updated Housing Needs Analysis into the Woodburn Comprehensive Plan (LA 2019-02)** 213  
Recommended Action: Hold a public hearing and adopt the attached Ordinance 2576 that will incorporate a new Housing Needs Analysis into the Woodburn Comprehensive Plan.
- B. **Council Bill No. 3116- An Ordinance Amending Ordinance 2157 (Wastewater Discharge Fees) to Modify the Calculation Procedure Used for Winter Averaging that Provides the Residential Monthly Sewerage Charge and Declaring an Emergency** 273  
Recommended Action: Adopt the attached ordinance amendment.
- C. **PUBLIC TESTIMONY ON THIS ITEM IS CLOSED. NO PUBLIC COMMENTS WILL BE RECEIVED** 286
- Design Review DR 2019-03 Pacific Valley Apartments Final Decision**  
Recommended Action: Authorize the mayor to sign the attached final land use decision.
- D. **Award of a Contract for New Production Well for the Parr Road Treatment Plant** 341  
Recommended Action: Award a contract for design, bid and construction management services for the New Production Well for the Parr Road Treatment Plant Project for \$529,349 to Murraymith, Inc.
- E. **Award Personal Service Agreement to Opsis Architecture LLP** 343  
Recommended Action: Authorize the City Administrator to enter into a Personal Services Agreement with Opsis Architecture LLP in the amount of \$979,320 plus reimbursable expenses estimated to be \$20,000 to provide architectural schematic design and 40%-50% design development services for the Community Center Project.
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.*

**A. Call-Up Briefing: Planning Commission Approval of a Design Review and Property Line Adjustment for GEM Equipment of Oregon, LLC at 2765 National Way (DR 2019-11 & PLA 2019-05)** 355

Recommended Action: 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.

**13. CITY ADMINISTRATOR'S REPORT**

**14. MAYOR AND COUNCIL REPORTS**

**15. EXECUTIVE SESSION**

- A.** 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).

**16. ADJOURNMENT**

**COUNCIL GOALS 2019-2021**

**Thematic Goals**

1. *Create an inclusive environment where residents participate and are engaged in the community (that is vibrant, safe and active).*
2. *Promote an environment that encourages sustainable economic health maximizing our geographic, workforce, cultural and community assets.*

**Strategic Goals**

3. *Create an inclusive environment where Woodburn residents want to participate and are engaged in the community.*
4. *Develop innovative funding sources to help support the completion of capital improvement projects.*
5. *Grow and support strategic partnerships for economic health.*
6. *Explore the development of a non-profit consolidation facility.*
7. *Improve Communication and Coordination with School District on matters of mutual interest.*
8. *Completion of the First Street remodel.*

9. *Completion of Phase 1 & 2 of the Community Center Project including the formation of an ad hoc steering committee to review and recommend design.*
10. *Creation of the Dick Jennings Community Leadership Academy.*
11. *Develop a strategy to limit PERS liability.*
12. *Establishment of a Woodburn 20 year community-visioning plan.*