

# CITY OF WOODBURN

## CITY COUNCIL AGENDA

JULY 13, 2020– 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:  
None.

Appointments:  
None.

4. COMMUNITY/GOVERNMENT ORGANIZATIONS

None.

5. PROCLAMATIONS/PRESENTATIONS

Proclamations:  
None.

Presentations:

- A. ROW Consultants LLC - Draft Utility Services Ordinance
- B. Woodburn Emergency Business Assistance Grant Report
- C. Community Outreach Update

1

6. COMMUNICATIONS  
None.

7. BUSINESS FROM THE PUBLIC – *This allows the public to introduce items for Council consideration not already scheduled on the agenda.*

This facility is ADA accessible. If you need special accommodation, please contact the City Recorder at 503-980-6318 or Statewide Toll Free Relay (800) 735-1232, at least 48 hours prior to this meeting.

Si usted necesita asistencia especial, comuníquese al 503-980-6322 o a la línea telefónica gratuita, (800) 735-1232, con un mínimo de 48 horas, antes de la reunión.

\*\*Habrán intérpretes disponibles para aquellas personas que no hablan Inglés, previo acuerdo. Comuníquese al (503) 980-6322.\*\*

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 June 8, 2020** 27  
Recommended Action: Approve the minutes.
- B. **Woodburn City Council Special Meeting minutes of June 25, 2020** 31  
Recommended Action: Approve the minutes.
- C. **Woodburn City Council Executive Session minutes of June 25, 2020** 33  
Recommended Action: Approve the minutes.
- D. **Redflex Contract Extension Amendment** 34  
Recommended Action: Authorize the City Administrator to sign the attached Sixth Extension of the Agreement with Redflex Traffic Systems, Inc. to provide Red Light Photo Enforcement Services.
- E. **Acceptance of a Warranty Deed at 270 Montgomery Street, Woodburn, OR 97071 (Tax Lot 051W18BA06400)** 37  
Recommended Action: Authorize a variable-width right-of-way dedication granted by the City of Woodburn for the property located at 270 Montgomery Street, Woodburn, OR 97071 (Tax Lot 051W18BA06400).
- F. **Marion County Cooperation Agreement for Community Development Block Grant Funds** 42  
Recommended Action: Authorize the City Administrator to sign the 3-year Cooperation Agreement with Marion County for Community Development Block Grant (CDBG) funds.
- G. **Crime Statistics through May 2020** 49  
Recommended Action: Receive the report.
- H. **Building Activity for June 2020** 54  
Recommended Action: Receive the report.

9. **TABLED BUSINESS**

None.

10. **PUBLIC HEARINGS**

- A. **2020 Community Development Block Grant (CDBG) from Business Oregon for the Farmworker Housing and Development Corporation (FHDC) Family Resource Center and Educational Facility in Woodburn** 71  
Recommended Action: Hold a public hearing to consider the City's application for a 2020 Community Development Block Grant in the amount of \$1.5 million to fund proposed renovations and improvements to the Farmworker Housing Development Corporation's (FHDC) Family Resource Center and Educational Facility.
- B. **Council Call-up of Planning Commission approval of Allison Way Apartments (Design Review DR 2019-05, Phasing Plan PP 2019-01, Property Line Adjustment PLA 2019-04, Street Exception EXCP 2020-05, and Variances 2019-04)** 73  
Recommended Action: Consider the staff memo and its attachments and testimony and uphold the Planning Commission approval with conditions.
- C. **FY 2020-2021 Supplemental Budget Request for a Transfer from Contingency to Material Services for CBDG Housing Rehab Program Funds** 259  
Recommended Action: Hold 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. 3130 - An Ordinance Repealing Ordinance 1766 as Part of the Ordinance Review/Revision Project and Declaring an Emergency** 261  
Recommended Action: Adopt the ordinance repealing Ordinance 1766 (an Ordinance relating to the Construction, Operation, Regulation and Control of Cable Communications Systems within the City's Territorial Limits) because the Ordinance is outdated and is no longer functional.
- B. **Council Bill No. 3131 - A Resolution Authorizing Application For and Acceptance of a Community Development Block Grant for the Rehabilitation of the Family Resource Center and Educational Facility Owned and Operated by Farmworker Housing Development Corporation; and Authorizing the City Administrator to Sign and Execute all Necessary Documents to that Effect** 303  
Recommended Action: Approve a Resolution authorizing submission of the application for the Community Development

Block Grant and authorizing the City Administrator to execute any and all documents related to the grant application and to effectuate an award of the grant.

- C. Council Bill No. 3132 - A Resolution Approving Transfers of FY 2020-2021 Appropriations and Approving a Supplemental Budget** **305**

Recommended Action: After conducting a public hearing, adopt the resolution authorizing \$413,910 transfer from contingency to materials and services in the Housing Rehabilitation Fund.
- D. Council Bill No. 3133 - A Resolution Authorizing Defeasance and Prepayment of Series 2011 Bonds** **307**

Recommended Action: Authorize the City Administrator to engage bond council, a financial advisor, and any other professional service needed and to use funds appropriated in the City of Woodburn adopted budget for FY 2020-21 to defease the wastewater revenue and refunding bonds series 2011A and series 2011B.
- E. Council Bill No. 3134 - A Resolution Authorizing Execution of a Collective Bargaining Agreement Between the City of Woodburn and the Woodburn Police Association Beginning on July 1, 2020 and Ending on June 30, 2021** **311**

Recommended Action: Adopt the resolution authorizing a one-year Collective Bargaining Agreement between the City and the Woodburn Police Association ("the WPA").
- 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, Street Exception, Preliminary Partition, & Variance for North Willamette Valley Habitat for Humanity at an unaddressed lot on the corner of Elm Street and Young Street (DR 2019-09, EXCP 2019-05, PAR 2019-02, & VAR 2019-07)** **374**

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.
  - B. Call-Up Briefing: Planning Commission Approval of a Design Review for Woodburn School District at 440 Parr Road (DR 2020-04)** **377**

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 consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed pursuant to ORS 192.660 (2)(h).**

To consider records that are exempt by law from public inspection pursuant to ORS 192.660 (2)(f).

**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.*