

CITY OF WOODBURN

CITY COUNCIL AGENDA

NOVEMBER 9, 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

VIA VIDEO CONFERENCING

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:

- A. November 2020 as Small Business Month 1

Presentations:

- A. Community Center Update
B. Mary Tennant Award
C. Covid-19 Update 2

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 October 12, 2020** 15
Recommended Action: Approve the minutes.
- B. **Woodburn City Council Executive Session minutes of October 12, 2020** 18
Recommended Action: Approve the minutes.
- C. **Acceptance of a Public Utility Easement at 691 N. First Street, Woodburn, OR 97071 (Tax Lot 051W07DC04500)** 20
Recommended Action: Authorize the dedication of a public utility easement granted by Matthew John Waite, owner of the property located at 691 N. First Street, Woodburn, OR 97071 (Tax Lot 051W07DC04500).
- D. **Crime Statistics through September 2020** 25
Recommended Action: Receive the report.
- E. **Building Activity for October 2020** 30
Recommended Action: Receive the report.
9. **TABLED BUSINESS**
- None.
10. **PUBLIC HEARINGS**
- None.
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. 3137 – An Ordinance Providing for the Management of Utility Services Within the City and Access to and use of the City's Rights-of-Way** 40
Recommended Action: Enact the Utility Services Ordinance.
- B. **Council Bill No. 3138- A Resolution Setting the Right-of-Way Utility License and Usage Fee Rates within the City of Woodburn** 71
Recommended Action: Adopt a Resolution setting ROW utility

license and usage fee rates in the City.

- C. **Council Bill No. 3140 - A Resolution Adopting the Updated Woodburn Transit System Title VI Program** 74
Recommended Action: Adopt via resolution the updated Title VI Civil Rights Program for public transit programs, as required by the Federal Transit Administration.
- D. **PUBLIC TESTIMONY ON THIS ITEM IS CLOSED. NO PUBLIC COMMENTS WILL BE RECEIVED** 92

Design Review DR 2019-05 Allison Way Apartments Final Decision
Recommended Action: Authorize the mayor to sign the attached final land use decision document.

- E. **Memorandum of Understanding (MOU) with Portland General Electric (PGE)** 126
Recommended Action: Authorize the City Administrator to sign the enclosed MOU with PGE, which serves to memorialize the City's commitment to resolve PGE's concerns with the proposed Utility Services Ordinance prior to the June 30, 2023 expiration of PGE's franchise agreement with the City.

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 Conditional Use and Variance application package for AT&T Cell Tower at 1414 Commerce Way (CU 2020-02 & VAR 2020-07)** 129
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 and Property Line Adjustment application package for La Morenita Tortilla Bakery at 2230 & 2400 N. Pacific Hwy (DR 2020-05 & PLA 2020-03)** 131
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.
- C. **Call-Up Briefing: Planning Commission Approval of a Modification to Conditions of Approval for Mid Valley Community Church at 591** 133

Gatch Street (MOC 2020-01)

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

None.

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.*