

CITY OF WOODBURN

CITY COUNCIL AGENDA

OCTOBER 12, 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:

- A. City Hall and the Library will be closed on November 11 in observance of Veterans Day.

Appointments:

None.

4. COMMUNITY/GOVERNMENT ORGANIZATIONS

None.

5. PROCLAMATIONS/PRESENTATIONS

Proclamations:

- A. October - Domestic Violence Awareness Month

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Presentations:

None.

6. COMMUNICATIONS

None

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

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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 September 14, 2020** 2
Recommended Action: Approve the minutes.
- B. Acceptance of a Statutory Warranty Deed for Right-of-Way Dedication and Two Public Utility Easements at 1220 Fifth Street, Woodburn, OR 97071 (Tax Lot 051W07DB02500)** 6
Recommended Action: Authorize the acceptance of a Right-of-Way dedication and two Public Utility Easements to be granted by Pacific Valley Auto, LLC, owners of the property located at 1220 Fifth Street, Woodburn, OR 97071 (Tax Lot 051W07DB02500).
- C. Leasing Specialist, LLC. Contract Award** 20
Recommended Action: That the City Council, acting as the Local Contract Review Board, award a police vehicle lease contract to Leasing Specialists, LLC. and authorize the City Administrator to sign the police vehicle lease contract.
- D. Liquor License Application – Metropolis LLC.** 22
Recommended Action: The Woodburn City Council does not provide a recommendation for an approval or denial that the OLCC may take on the Liquor License Application for Metropolis LLC.
- E. Crime Statistics through August 2020** 25
Recommended Action: Receive the report.
- F. Building Activity for September 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. Workshop- Utility Service Ordinance & Resolution setting ROW Utility License and Usage Fee Rates 39

Recommended Action: The City Council will be having a workshop to discuss the upcoming adoption of a utility services ordinance that will implement a new licensing program to regulate utility service providers that utilize the City right-of-way ("ROW") and that do not otherwise have a franchise agreement with the City. No action is suggested to be taken at this work session.

Council Bill No. 3137 – An Ordinance Providing for the Management of Access to and Use of the City's Rights-of-Way for Utility Purposes and Declaring an Emergency

Council Bill No. 3138- A Resolution Setting the Right-of-Way Utility License and Usage Fee Rates within the City of Woodburn

B. PUBLIC TESTIMONY ON THIS ITEM IS CLOSED. NO PUBLIC COMMENTS WILL BE RECEIVED 101

Design Review DR 2019-05 Allison Way Apartments Final Decision

Recommended Action: Authorize the mayor to sign the attached final land use decision document.

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 Variance for Eric & Charmaine Cottrell at 1311 E. Lincoln Street (VAR 2020-04) 134

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).

- B. 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.*