

CITY OF WOODBURN

CITY COUNCIL AGENDA

AMENDED

FRANK LONERGAN, MAYOR
DEBBIE CABRALES, COUNCILOR WARD 1
ALICE SWANSON, COUNCILOR WARD II
ROBERT CARNEY, COUNCILOR WARD III
SHARON SCHAUB, COUNCILOR WARD IV
MARY BETH CORNWELL, COUNCILOR WARD V
VACANT, COUNCILOR WARD VI

DECEMBER 12, 2022– 7:00 P.M.

CITY HALL COUNCIL CHAMBERS – 270 MONTGOMERY STREET

PUBLIC SWEARING-IN CEREMONY

- A. Oath of Office for Mayor
 - B. Oath of Office for Wards III, IV, and V
1. CALL TO ORDER AND FLAG SALUTE
 2. ROLL CALL
 3. ELECTION OF COUNCIL PRESIDENT
 4. RECESS AND RECEPTION FOR INCOMING AND OUTGOING CITY OFFICIALS
 5. CITY RECOGNITION OF FORMER OFFICIALS
 6. ANNOUNCEMENTS AND APPOINTMENTS

Announcements:

A. Holiday Closures:

Christmas:

City Hall will be closed beginning at noon on December 23 and will reopen for regular business hours on December 27.

The Library will be open 10:00 a.m.-1:00 p.m. on December 24 and closed on December 25 and 26.

The Aquatic Center will be closed December 24 and 25.

Transit Services will be closed December 25

New Year:

City Hall and the Library will be closed on January 2.

Transit Services will be closed January 1.

The Aquatic Center will be closed 9:00 a.m. – 1:00 p.m. on December 31

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.
Com niquese al (503) 980-2485.**

- B. The City Council meeting scheduled for December 26, 2022, has been cancelled. The next City Council meeting will take place on January 9, 2023, at 7:00 p.m.

Appointments:

- A. Ward VI Appointment

7. COMMUNITY/GOVERNMENT ORGANIZATIONS

None.

8. PROCLAMATIONS/PRESENTATIONS

Proclamations:

None.

Presentations:

None.

9. COMMUNICATIONS

None.

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

11. **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 Meeting minutes of November 14, 2022** 1
Recommended Action: Approve the minutes.

- B. **Appointment of Acting City Attorney** 4
Recommended Action: Appoint Assistant City Attorney, McKenzie Granum as Acting City Attorney for the period from December 23, 2022 until February 3, 2023.

- C. **Certified Election Results – November 8, 2022 General Election** 5
Recommended Action: Accept the Certified Results from Marion County.

- D. **Crime Statistics through October 2022** 15
Recommended Action: Receive the report.

- E. **Building Activity for November 2022** 20
Recommended Action: Receive the report.

12. **TABLED BUSINESS**

None.

13. **PUBLIC HEARINGS**

None.

14. **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. 3200 - A Resolution Authorizing the Transfer of Appropriations within the Information Technology Fund for the Fiscal Year 2022-2023** 21

Recommended Action: Adopt the resolution authorizing a transfer of up to \$110,000 from the Information Technology Fund's Contingency to the Capital Outlay category.

B. **Council Bill No. 3201 - A Resolution of the City of Woodburn, Oregon Authorizing its Support of the Oregon Mayors Association's Taskforce on Homelessness's Proposal to Partner With the State to Fund Local Homelessness Response and Prevention Programs to Address Oregon's Crisis of the Unhoused** 25

Recommended Action: Consider the adoption of Resolution 2202.

C. **Award a Contract for Software (Cityworks) and Implementation services to Azteca Systems, LLC, and Timmons Group, Inc.** 37

Recommended Action: Award a Contract for software and implementation services for the Asset Management software (Cityworks) to Azteca Systems, LLC, and Timmons Group, Inc. in the amount of \$270,590, and authorize the City Administrator to sign the Agreement.

D. **Leasing Specialists, LLC. Contract Award** 39

Recommended Action: Award a police vehicle lease contract to Leasing Specialists, LLC. in the amount of \$337,168.53 (total contract price over the next four years) and authorize the City Administrator to sign the police vehicle lease contract.

E. **Initiation of quasi-judicial application for annexation of public right-of-way at the intersection of Parr Road and Butteville Road** 41

Recommended Action: Authorize staff to prepare and file a land use application on behalf of the City for Annexation (ANX) and Zoning Designation (rezoning to SWIR) for portions of right-of-way (ROW) around Butteville Road and Parr Road.

- F. Vehicle Purchase Price Increase** **44**
Recommended Action: Authorize the City Administrator to accept a purchase price increase for two Cut-A-Way vehicles from Creative Bus Sales. The new purchase price will be \$344,640, an increase of \$62,376 above the original, authorized purchase amount of \$282,264.
- 15. 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. Briefing on the Community Development Director’s approval of a Preliminary Partition and Street Exception application package for 3099 N. Pacific Hwy (PAR 22-03 & EXCP 22-08)** **50**
Recommended Action: Staff recommends no action and briefs the Council on this item pursuant to Woodburn Development Ordinance (WDO) Section [A](#). The Council may call up this item for review if desired and, by majority vote, initiate a review of this decision.
- B. Briefing on the Planning Commission decision regarding a Design Review, Street Exception, and Variance application package for “Woodburn II Assisted Living Facility” at 2355 N. Boones Ferry Rd (DR 22-03, EXCP 22-02, & VAR 22-04)** **52**
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. Briefing on the Planning Commission decision regarding a Design Review and Street Exception application package for “Unitus Community Credit Union” at 2951 Stacy Allison Way (DR 22-13 & EXCP 22-10)** **55**
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.
- 16. CITY ADMINISTRATOR’S REPORT**
- 17. MAYOR AND COUNCIL REPORTS**
- 18. 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).

19. ADJOURNMENT