

# CITY OF WOODBURN

## CITY COUNCIL AGENDA

JANUARY 9, 2023– 7:00 P.M.

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  
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. City Hall and the Library will be closed on January 16 for Martin Luther King Jr. Day.

Appointments:

B. Woodburn Budget Committee

John Zobrist

Woodburn Public Art Mural Committee

Christine Lopez

Colleen Vancil

Sharon Schaub

Merri Berlin

Woodburn Library Board

Marilyn McCully

Woodburn Parks and Rec Board

Ricardo Vazquez Rodriguez

Woodburn Planning Commission

Merri Berlin

Mid-Willamette Area Commission on Transportation

Mayor Frank Lonergan

Mid-Willamette Valley Community Development Partnership (MWVCDP) Board

To be discussed.

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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.

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

4. **COMMUNITY/GOVERNMENT ORGANIZATIONS**

None.

5. **PROCLAMATIONS/PRESENTATIONS**

Proclamations:

None.

Presentations:

A. **Oregon City County Managers Associations Designation of 2023 President**

B. **Audit Presentation** 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.*

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 December 12, 2022** 197  
Recommended Action: Approve the minutes.

B. **Woodburn City Council Executive Session minutes of December 12, 2022** 201  
Recommended Action: Approve the minutes.

C. **Acceptance of Three Public Easements at 2230 & 2400 N. Pacific Highway, Woodburn, OR 97071 (Tax Lot 051W08A005000)** 202  
Recommended Action: Authorize the acceptance of three public easements granted by La Morenita Tortilleria Inc., owner of the property located at 2230 & 2400 N. Pacific Highway, Woodburn, OR 97071 (Tax Lot 051W08A005000).

D. **Acceptance of a Public Easement at 3601 Newberg Highway, Woodburn, OR 97071 (Tax Lot 052W110000200)** 218  
Recommended Action: Authorize the acceptance of a public utility easement granted by Woodburn Fellowship Church of the Nazarene, owner of the property located at 3601 Newberg Highway, Woodburn, OR 97071 (Tax Lot 052W110000200).

- E. **Crime Statistics through November 2022** 224  
Recommended Action: Receive the report.
  - F. **Updated Building Activity for November 2022** 229  
Recommended Action: Receive the report.
  - G. **Building Activity for December 2022** 230  
Recommended Action: Receive the report.
9. **TABLED BUSINESS**
- None.
10. **PUBLIC HEARINGS**
- A. **Community Development Block Grant (CDBG) from Business Oregon for the Woodburn Area Emergency Housing Assistance Grant** 231  
Recommended Action: Conduct a public hearing to review the results of the CDBG-funded project from Business Oregon for the Woodburn Area Emergency Housing Assistance Grant Program, consider any comments or views of citizens on the performance of the funded grant program, and approve the closeout of the project.
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. 3202 - A Resolution Setting Amount of the Parks and Recreation Systems Development Charges Under an Existing Methodology; Establishing an Alternative Rate Review Fee; and Setting an Effective Date for Imposition of the Fees and Charges** 232  
Recommended Action: Adopt a resolution approving a Parks and Recreation System Development Charges (SDC) schedule, which has been updated to account for increasing construction costs, consistent with Ordinance No. 2250; and establishing an effective date of February 1, 2023.
  - B. **Award of Construction Contract for the Woodburn Police Station Office Remodel Project** 237  
Recommended Action: Award a construction contract to Blue Spruce Builders, Inc. for the Woodburn Police Station Office Remodel Project in the amount of \$115,000 and authorize the City Administrator to sign the contract.
  - C. **Buildable Land Inventory and Economic Opportunities Analysis** 239

### **Consulting Contract**

Recommended Action: Award a consultant contract for an updated Buildable Lands Inventory (BLI) and Economic Opportunities Analysis (EOA) to Johnson Economics, LLC in the amount of \$49,105 (see Attachment B) and authorize the City Administrator to execute the agreement.

#### **12. OTHER BUSINESS**

**None.**

#### **13. 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.*

**None.**

#### **14. CITY ADMINISTRATOR’S REPORT**

#### **15. MAYOR AND COUNCIL REPORTS**

#### **16. 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).

#### **17. ADJOURNMENT**