

# COUNCIL MEETING MINUTES

FEBRUARY 12, 2024

**DATE** COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, FEBRUARY 12, 2024

**CONVENED** The meeting convened at 7:00 p.m. with Mayor Lonergan presiding.

## **ROLL CALL**

Mayor Lonergan	Present
Councilor Carney	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Morris	Present
Councilor Cabrales	Present
Councilor Wilk	Present

**Staff Present:** City Administrator Derickson, City Attorney Granum, Assistant City Administrator Row, Police Chief Pilcher, Economic Development Director Johnk, Community Services Director Cuomo, Finance Director Turley, Assistant City Attorney Killmer, Planner Handel, Community Development Director Kerr, Public Works Director Stultz, Special Projects Director Wakeley, Human Resources Director Gregg, Senior Planner Cortes, Economic Development Project Manager Guerrero, Public Affairs and Communications Coordinator Moore, City Recorder Pierson, Community Relations Manager Herrera

## **ANNOUNCEMENTS**

Mayor Lonergan announced the following:

- City Hall and the Library will be closed on February 19, for President's Day.
- Transit will be open holiday hours (8:00 a.m. - 3:00 p.m.)
- The Aquatic Center will be open regular hours (6:00 a.m. -10:00 a.m. & 4:00 p.m. -7:00 p.m.)
- Agreement made with Church of Christ and Community Action to operate shelter.
- Woodburn Chamber announced their Distinguished Service Alma Awards and City Administrator Derickson is being recognized as Senior First Citizen.

## **APPOINTMENT**

**Carney/Cabrales**...appoint Noah Carlson to the Woodburn Budget Committee. The motion passed unanimously.

**Carney/Schaub**...appoint Teresa Ibañez-Estrada to the Woodburn Public Arts and Mural Committee. The motion passed unanimously.

## **COMMUNICATIONS**

Mayor Lonergan announced the City Council has received a letter from Beverlee Koutny.

# COUNCIL MEETING MINUTES

FEBRUARY 12, 2024

## PRESENTATIONS

**Republic Services-** Cindy Rogers, Municipal Relationship Manager for Republic Services, Travis Comfort, Municipal Contract Administrator for Republic Services, and Josh Harvey, Operations Manager in Woodburn provided a review of the essential services provided to the City of Woodburn in 2022. Cindy Rogers noted that they will be back this year to present on the Recycling Modernization Act and ask council for a rate adjustment and provide a review of 2023.

**Liberty House** – Community Services Director Cuomo provided a brief history on the resource center. Kyle Tarr, Prevention Program Director of Liberty House, and Bruce Anderson, Deputy CEO of Liberty House, provided information on Liberty House’s child abuse prevention services and also provided an update on the Liberty House Clinic.

**Quarterly Investment Report** - Lauren Brant, PFM Asset Management, provided an update on the City’s investments.

## BUSINESS FROM THE PUBLIC

Nancy Talbot, Love INC, spoke about the phenomenal support that Love INC. receives from Republic Services.

## CONSENT AGENDA

- A. Woodburn City Council minutes of January 22, 2024,
  - B. Acceptance of Easements at 1123 N 3rd Street (Tax Lot 051W07DB04400),
  - C. City Attorney Employment Agreement,
  - D. Building Activity for January 2024.
- Carney/Cornwell...** approve the consent agenda. The motion passed unanimously.

## PUBLIC HEARINGS

### **Legislative Amendment 21-03 Public Hearing: Amendment to the Woodburn Development Ordinance (WDO) Relating to Tree Preservation and Removal (LA 21-03)**

Mayor Lonergan declared the hearing open at 8:37 p.m. for the purpose of hearing public input on Legislative Amendment 21-03 Public Hearing: Amendment to the Woodburn Development Ordinance (WDO) Relating to Tree Preservation and Removal (LA 21-03). Community Development Director Kerr provided a staff report. Mayor Lonergan asked if any member of the public would like to speak in either support or opposition of Legislative Amendment 21-03 Public Hearing: Amendment to the Woodburn Development Ordinance (WDO) Relating to Tree Preservation and Removal (LA 21-03). Tom Feitl, 1032 Hazelwood Drive, Oregon City, stated that he is a consulting arborist and that in regard to the mitigation requirement he would like to see the City require trees of a certain crown size based off the species profile be replaced with similarly sized trees to maintain the City’s tree canopy. Mayor Lonergan closed the hearing at 9:01 p.m. City Councilor discussion included concerns about fees, costs to remove trees, and communication with the public on the process.

**Carney/Cornwell...** tentatively approve Legislative Amendment LA 21-03, related to tree preservation and removal, directing staff to prepare an ordinance for consideration at the next City Council meeting. The motion passed unanimously.

**Carney/Wilk...**directing staff to prepare an ordinance amending Ordinance 2433, which is the City master fee schedule, regarding tree removal and mitigation for consideration at the next City Council

## **COUNCIL MEETING MINUTES**

### **FEBRUARY 12, 2024**

meeting. The motion passed unanimously.

#### **Legislative Amendment (LA) 23-04 Public Hearing: Adoption of the Parks and Recreation Master Plan and associated Comprehensive Plan Goal and Policy Amendments**

Mayor Lonergan declared the hearing open at 9:17 p.m. for the purpose of hearing public input on Legislative Amendment (LA) 23-04 Public Hearing: Adoption of the Parks and Recreation Master Plan and associated Comprehensive Plan Goal and Policy Amendments. Community Services Director Cuomo and Planner Handel provided a staff report. Steve Duke, Conservation Technix, Inc. provided an overview of the Parks and Recreation Master Plan, including the community engagement process and key findings, the plan structure, and goals and key project recommendations. No members of the public wished to speak in either support or opposition of Legislative Amendment (LA) 23-04 Public Hearing: Adoption of the Parks and Recreation Master Plan and associated Comprehensive Plan Goal and Policy Amendments. Mayor Lonergan closed the hearing at 9:43 p.m.

**Carney/Schaub...** tentatively approve Legislative Amendment LA 23-04, adopting the Parks and Recreation Master Plan and updated Parks and Recreation Goals and Policies as part of a Comprehensive Plan amendment, based on the Analyses and Findings in the staff report, and direct staff to prepare an ordinance for consideration at the next City Council meeting. The motion passed unanimously.

#### **COUNCIL BILL NO. 3240 - AN ORDINANCE REGULATING THE DETECTION AND ELIMINATION OF ILLICIT DISCHARGE IN THE CITY'S STORM WATER SYSTEM; PROVIDING FOR ENFORCEMENT; REPEALING IN-PART ORDINANCE NO. 2556; AND DECLARING AN EMERGENCY**

**Carney** introduced Council Bill No. 3240. City Recorder Pierson read the bill twice by title only since there were no objections from Council. Public Works Director Stultz provided a staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3240 duly passed.

#### **COUNCIL BILL NO. 3241 - A RESOLUTION AUTHORIZING THE TRANSFER OF ONE HALF (.40) FTE FROM THE TRANSIT FUND TO THE GENERAL FUND FOR THE FISCAL YEAR 2023-2024**

**Carney** introduced Council Bill No. 3241. City Recorder Pierson read the bill by title only since there were no objections from Council. Community Finance Director Turley provided a staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3241 duly passed.

#### **COUNCIL BRIEFING OF PLANNING COMMISSION APPROVAL OF A DESIGN REVIEW, STREET ADJUSTMENT, AND VARIANCE APPLICATION PACKAGE FOR THE GRATING PACIFIC BUILDING C PROJECT AT 2775 N. FRONT STREET (DR 23-08, SA 23-05, & VAR 23-06)**

The Council declined to call this item up.

#### **CITY ADMINISTRATOR'S REPORT**

The Assistant City Administrator reported the following:

- An agreement was reached last Friday with Community Action, the City of Woodburn and Ray of Hope. The City is offering a \$10,000 grant to Ray of Hope today to help fund their operation through February and the transition with Community Action. The City is going to be committing some other support services to help improve the site.

## COUNCIL MEETING MINUTES FEBRUARY 12, 2024

Mayor Lonergan noted that he is on the board for Community Action, and it is a non-paying volunteer position, and he is impressed with what they are doing.

- A display case is going up in the Council Chambers to highlight the City and some of the success the City's had.
- There has been an update to our Census data and the City's population has gone from 27,044 to 28,483.

### MAYOR AND COUNCIL REPORTS

Councilor Wilk stated that he is excited about the things going on in the City.

Councilor Cornwell stated that she attended the Fire Districts Banquet, and it was a grand night with good food and good fellowship.

Mayor Lonergan mentioned that at least four firemen were recognized. James Gibbs was recognized for five years of service, Dylan Selleck received a letter of appreciation, Jorden Jacobucci received an letter of commendation, Nate Maravilla was named rookie of the year, and Jeffrey Robinson was named volunteer of the year. Mayor Lonergan stated that he attended the Estates Coffee hour and provided a presentation on the status of the City. He added that the League of Oregon Cities sponsors an annual event that gives scholarships away to certain high school students who write a good essay on what they would do to be mayor for a day. He spoke to two different classes at the high school about the Mayors duties and responsibilities.

### ADJOURNMENT

**Cornwell/Cabrales...** move to adjourn. The motion passed unanimously. Mayor Lonergan adjourned the meeting at 10:05 p.m.

APPROVED Frank J. Lonergan  
FRANK LONERGAN, MAYOR

ATTEST Heather Pierson  
Heather Pierson, City Recorder  
City of Woodburn, Oregon