



Agenda Item

May 8, 2019

TO: City Council
FROM: Eric Swenson, Mayor
SUBJECT: **City Council Appointment**

The following appointment is made, subject to the approval of the Council. Please forward any adverse comments to me prior to the Council meeting on Monday, May 13, 2019. No reply is required if you approve of my decision.

City Councilor - Ward I

Debbie Cabrales – Term Expiring December 2020

CITY OF WOODBURN

APPLICATION FOR CITY COUNCIL

WARD I



Name: Debbie D. Cabrales		Date: 5/2/19	
Present Address: [REDACTED]			
City/State/Zip: Woodburn, OR 97071			
Phones:	Work:	Home:	Cell: [REDACTED]
Email: [REDACTED]			
Years Lived In Woodburn: 23			
Occupation: Senior Family Stability Program coordinator			
Education: BA social Science Minor in Business			
Address for Past 5 Years: 3168 Myrtle St			
City/State/Zip: Woodburn, OR 97071			
Registered Voter: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Resident of Woodburn: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Why you want to apply:			
<p>Growing up in woodburn has really taught me what it is like to have a sense of community. Through the application process I want to be able to give back to the community that raised me, make a difference, and be an advocate for the Latinx community. As a daughter of immigrants and a first generation latina, I want to be able to give a voice to those who feel as if they may not have one.</p>			
What experience/expertise/interest do you have for this group?			
<p>As a woodburn High School graduate and community member, I have been involved in the woodburn city budget committee, and I have worked alongside woodburn Proud. I am also currently working as a case manager with underprivileged communities as an employee at a non profit organization.</p>			

Please include a copy of your resume and a brief biographical statement telling us about yourself and what being involved with City government means to you. When you apply, it is understood that you will be volunteering to attend all meetings and to actively participate.

For City Use Only

Dated Received: _____

Mayor's Decision: _____

Debbie D. Cabrales

Woodburn, OR 97071

EDUCATION:

B.A., Social Science with Business Minor
Western Oregon University, Monmouth OR

June 2015

WORK:

Senior Family Stability Program Coordinator

Latino Network, Portland, OR

July 2016-Present

- Verify eligibility of clients based on the source funding guidelines
- Maintain a detailed and confidential case file for each client.
- Work with eligible clients to form a comprehensive service plan and regularly update this plan to reflect any changes in services accessed or needed.
- Assist clients with budgeting and money management and refer to additional workshops and classes that support family stability.
- Utilize Assertive Engagement training to help clients gain access to rent assistance, energy assistance, and to assist clients at risk of becoming homeless to stabilize their housing situation.
- Data entry into Multnomah County and Latino Network case management software.

Patient Advocate

Willamette Valley Medical Center, McMinnville, OR

September 2015-July 2016

- Helped Patients apply for Health Insurance (OHP)
- Contacted the state to check status of applications
- Contacted patients to screen for health plans
- Billed insurance, and added insurance information to hospital programs
- Walked patients through the steps of the application process

Building Manager

January 2014-June 2015

Warner University Center, Monmouth, OR

- Provide great customer service to students
- Open and close Werner University Center before and after operating hours
- Oversaw building operations such as custodial crews, managing student staff, and event set-up
- Evaluated student staff members on yearly performance and completion of duties
- Handled a till of \$200 daily
- Carried a master set of building keys with me at all times
- Presided over hiring process of student staff and training of hired employees

ACTIVITIES & COMMUNITY INVOLVEMENT

Woodburn Budget Committee

April 2019-Present

- Meet with Woodburn City Council
- Go over a very detailed budget
- Ask questions and approve the city budget

Woodburn Proud Committee

March 2019-Present

- Meet with other community members to discuss ways of helping the community
- Create the structure of projects for the community
- Fundraise money to have programs and events for community
- Apply for grants for projects that benefit the community
- Build a strong sense of community and example what it is to be Woodburn Proud

Lideres: Graduated leadership academy

January 2017- June 2018

- Met with other students to learn about leadership skills
- Canvassed for elections
- Learned how to structure a committee

Student Activities Board (SAB)

June 2013- June 2015

- Fundraising Coordinator/Marketing Coordinator
- Organizing and planning fundraisers
- Organizing and Planning events through out the year for the student body
- Responsible for creating fliers and posters for various activities
- Problem solving and adapting to situations

Latino Mentor Program at The GAP

January 2015-March 2015

- Mentored at-risk youth through helping them with schoolwork
- Accompanied them to do interactive activities at a local church
- Kept thorough journal of interactions and daily activities

Oregon Campus Compact (ORCC)

June 2013-June 2014

- Student Advisory Board
- Communicate with students from campuses all across Oregon
- Engage college students across Oregon to get involved with local communities
- Organize team building exercises
- Organize service projects for students all across Oregon

Debbie D. Cabrales

05/2/19

To Whom It May Concern:

Thank you for giving me the opportunity to be able to apply for the Woodburn Ward I City Council position. I am extremely excited to be able to give back to the community that has given so much to me. I have been living in Woodburn for 23 years, and living in Ward I has really opened up my eyes as to how fast things are changing and how great that is for our city. Woodburn has a rich diverse heritage. As a future council member, I would like to represent all the strengths of our community. Together we can create a diverse fabric of leadership that supports and addresses the needs of our community, but also encourage and build off of our strengths and successes. As a case manager working in Multnomah county, I want to be able to bring not only my experiences and lessons, but also the hard work and dedication that goes into creating more unity as a community by being able to give a voice to the people that make up the amazing City of Woodburn we call home.

COUNCIL MEETING MINUTES

APRIL 22, 2019

DATE **WOODBURN POLICE DEPARTMENT, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, APRIL 22, 2019**

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

ROLL CALL

Mayor Swenson	Present
Councilor Carney	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Morris	Absent
Councilor Ellsworth	Present

Staff Present: City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Public Works Director Liljequist, Economic Development Director Johnk, Community Development Director Kerr, Police Chief Ferraris, City Recorder Pierson

ANNOUNCEMENTS

The City's Budget Meeting will be held at 9:00 a.m. on Saturday, April 27, 2019 at Woodburn Police Department Community Room.

PRESENTATION

Woodburn Library Board - Bethany Weathersby, member of the Woodburn Library Board, provided presentation to the City Council on the types of things the Library Board works on, which includes policy input, programming, facility enhancements, and increasing access to the library. Mayor Swenson introduced Katrina Charfauros, an applicant for a position on the Library Board.

BUSINESS FROM THE PUBLIC

Nancy Kirksey, 1049 McKinley St. announced that the Mayor's Prayer Breakfast will take place on April 25 at 7:30 a.m. at the Woodburn United Methodist Church and tickets can be purchased for \$15. She added that Andrew Palau is the speaker this year.

CONSENT AGENDA

- A.** Woodburn City Council minutes of April 8, 2019,
 - B.** Woodburn City Council Executive Session minutes of April 8, 2019,
 - C.** Liquor License Application for El Potrero Night Club, Corp.,
 - D.** Woodburn Planning Commission minutes of January 24, 2019,
 - E.** Woodburn Planning Commission minutes of February 14, 2019,
 - F.** Woodburn Planning Commission minutes of March 14, 2019.
- Carney/Schaub...** adopt the Consent Agenda. The motion passed unanimously.

HARDCASTLE AVENUE REALIGNMENT AT RAILROAD PROJECT – AGREEMENT BETWEEN UNION PACIFIC RAILROAD AND THE CITY OF WOODBURN (GOAL NUMBERS 2, 5)

Public Works Director Liljequist provided a staff report. **Carney/Schaub...** Authorize the City Administrator to execute a Public Highway At-Grade Crossing Agreement for the

COUNCIL MEETING MINUTES

APRIL 22, 2019

Hardcastle Avenue Realignment at Railroad project. The motion passed unanimously.

INTERGOVERNMENTAL AGREEMENT – HARDCASTLE AVENUE REALIGNMENT AND RAILROAD GRADE CROSSING ALTERATION, MISC. CONTRACTS AND AGREEMENTS NO. 33267 (GOAL NUMBER 4)

Carney/Ellsworth... Authorize the City Administrator to execute an Intergovernmental Agreement (IGA) between the State of Oregon and the City of Woodburn pertaining to a \$200,000 contribution from Oregon Department of Transportation Rail Division for the Hardcastle Avenue Realignment at Railroad project. The motion passed unanimously.

PLANNING COMMISSION OR ADMINISTRATIVE LAND USE ACTIONS

Call-Up Briefing: Planning Commission Denial of a Variance Application for Do It Best Corp. at 333 S. Woodland Ave (VAR 2018-04)

The City Council declined to call this item up.

Call-Up Briefing: Planning Commission Approval of a Conditional Use Application for Monte Alban at 425 & 445 N. First St (CU 2019-01)

The City Council declined to call this item up.

CITY ADMINISTRATOR'S REPORT

City Administrator Derickson reported the following:

- There will be an open house for the TSP (Transportation System Plan) this Wednesday from 5:30 - 7:00 p.m. at Nuevo Amanecer. There is also a virtual open house available as well at WoodburnTSP.org. The consultant that is working on the TSP will be presenting TSP updates at the May 13 City Council Meeting and the Planning Commission members have been invited to attend.
- At the last meeting the Council initiated WDO code amendments and the Planning Director has notified DLCD and has sent Measure 56 notice to 350 property owners in the City limits explaining the process and what it could mean. The next steps are that staff is planning for a public hearing at the May 23 Planning Commission meeting for their recommendation and then a work session with the City Council and a public hearing on June 10.
- The Salem Hospital Clinic is scheduled to be completed by November and are hoping to begin accepting patients on January 1.
- Held a meeting with Emmanuel Lutheran Church and Love Inc., on a joint non-profit center which is one of the City Councils goals and next week he will be working with Council of Governments and the community development block grant program administrator and writer on targeting HUD money that might help get this facility started here in Woodburn.
- The Pix Theater is coming down tomorrow.
- Closed on 333 First Street and they are working on different concepts for this property.

COUNCIL MEETING MINUTES

APRIL 22, 2019

Economic Development Director Johnk has been looking at pocket park concepts.

- The City applied for a grant with the State Historic Preservation Office for the old City Hall building and the announcement will be coming on May 2. He added that they are feeling very optimistic about it. If the City receives this \$200,000 grant award it will be a biannual of \$50,000 from the Urban Renewal Fund and a half a million dollars in private capital to match that money for an \$800,000 remodel project for that building. This is a great start to rebid for potential investors with the property owners.
- The budget meeting will take place this Saturday, April 27 at 9:00 a.m. at the Woodburn Police Department Community Room. The primary message of the budget is that we are stable and it will be a hold the line budget.
- A budget orientation meeting will take place 3:30 p.m. this Thursday. The Mayor, Councilor Cornwell, and the new Budget Committee members will be attending. He noted that he invited Sharon Corning to attend as well.
- Chief Ferraris was promoted to Vice President of the Oregon Police Chiefs Association and next year he will be president.

MAYOR AND COUNCIL REPORTS

Councilor Carney asked that the Mayor enlighten the Council and the audience on a recent letter he drafted.

Mayor Swenson stated that he was asked by Representative Alonso Leon to write a letter in favor of House Bill 2015 that would restore driver license to people regardless of their immigration status. He noted that he made it clear that the letter was from him and that he did not represent that the letter was from the entire Council.

Councilor Schaub thanked City Attorney Shields for the fantastic newsletter he sent to City Council. She added that it was informative and helpful.

Councilor Ellsworth asked people to participate in the water tower survey. She noted that you can really see the pride downtown and added that the City is making good decisions. She added that as we get towards the end of some of these projects, it is exciting to see all of the things that they have been working on come together.

ADJOURNMENT

Ellsworth/Schaub... meeting be adjourned. The motion passed unanimously. The meeting adjourned at 7:51 p.m.

APPROVED _____

ERIC SWENSON, MAYOR

ATTEST _____

Heather Pierson, City Recorder
City of Woodburn, Oregon

CITY OF WOODBURN

Economic and Development Services Department

MEMORANDUM

270 Montgomery Street

Woodburn, Oregon 97071

(503) 982-5246

Date: May 1, 2019

To: Chris Kerr, Community Development Director

From: Ted Cuno, Building Division 

Subject: Building Activity for April 2019

	2017		2018		2019	
	No.	Dollar Amount	No.	Dollar Amount	No.	Dollar Amount
Single-Family Residential	0	\$0	7	\$1,770,202	1	\$270,000
Multi-Family Residential	0	\$0	1	\$33,000	0	\$0
Assisted Living Facilities	0	\$0	0	\$0	0	\$0
Residential Adds & Alts	5	\$25,130	7	\$221,281	6	\$208,998
Industrial	1	\$25,000	1	\$195,000	0	\$0
Commercial	7	\$171,397	8	\$560,014	10	\$1,979,707
Signs and Fences	0	\$0	0	\$0	0	\$0
Manufactured Homes	0	\$0	1	\$500	0	\$0
TOTALS	13	\$211,527	25	\$2,799,339	17	\$2,458,705
Fiscal Year to Date (July 1 – June 30)		\$16,961,627		\$43,225,066		\$29,817,933



Permits Issued

WOODBURN BUILDING DEPARTMENT
270 Montgomery Street
Woodburn, OR 97071
503-982-5246
FAX: 503-980-2496

www.ci.woodburn.or.us

4/1/2019 through 4/30/2019

Includes all valuations

building.dept@ci.woodburn.or.us

Record Types Selected: -All-

Commercial Alarm or Suppression Systems

971-19-000089-FIRE Issued: 4/23/19 Fees: \$1,234.87 Valuation: \$35,000.00
Address: 270 MONTGOMERY ST, WOODBURN, OR 97071 Parcel: 051W18BA06400
Owner: CITY OF WOODBURN
Licensed Prof:
Category of Construction: Commercial Type of Work: Tenant Improvement
Work Description: NEW DRY SYSTEM AND SPRINKLER COVERAGE FOR SALLY PORT. RELOCATION, AND REPLACEMENT OF EXISTING HEADS.

971-19-000119-FIRE Issued: 4/8/19 Fees: \$362.32 Valuation: \$4,500.00
Address: 1425 MT HOOD AVE, WOODBURN, OR 97071 Parcel: 051W08B 02700
Owner: J LARRY FUGATE RT
Licensed Prof:
Category of Construction: Commercial Type of Work: New
Work Description: Hook up/Install Ansul R-102 kitchen fire suppression systems - Fryer hood & Pizza Oven hood

971-19-000132-FIRE Issued: 4/4/19 Fees: \$362.32 Valuation: \$4,741.00
Address: 1600 MT HOOD AVE, WOODBURN, OR 97071 Parcel: 051W08DB01200
Owner: LULU LLC
Licensed Prof:
Category of Construction: Commercial Type of Work: Alteration
Work Description: Update of combination fire and security panel

Commercial Alarm or Suppression Systems	3 permits issued	\$1,959.51	\$44,241.00
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Permits Issued:

Commercial Mechanical

971-19-000134-MECH		Issued: 4/16/19	Fees: \$324.36	Valuation: \$6,914.00
Address: 1505 N Pacific HWY, WOODBURN, OR 97071		Parcel: 051W08DB00400		
Owner: BARBARA E VAN LIEU TR 75%				
Licensed Prof:				
Category of Construction: Commercial	Type of Work: Alteration			
Work Description: Installing a Package Unit- Like for Like				
971-19-000135-MECH		Issued: 4/30/19	Fees: \$206.70	Valuation: \$1,500.00
Address: 425 N 1ST ST, WOODBURN, OR 97071		Parcel: 051W18BA00300		
Owner: FOXTRON CORP				
Licensed Prof: JASON CHRISTOPHER BARNICOAT				
Category of Construction: Commercial	Type of Work: Alteration			
Work Description: Walk-in Cooler				
971-19-000136-MECH		Issued: 4/15/19	Fees: \$277.30	Valuation: \$4,510.00
Address: 1360 INDUSTRIAL AVE, WOODBURN, OR 97071		Parcel: 051W08A 02400		
Owner: BARRETT PROPERTIES				
Licensed Prof:				
Category of Construction: Commercial	Type of Work: Replacement			
Work Description: Replace existing heat pump with new				
971-19-000144-MECH		Issued: 4/23/19	Fees: \$394.96	Valuation: \$10,000.00
Address: 425 N 1ST ST, WOODBURN, OR 97071		Parcel: 051W18BA00300		
Owner: FOXTRON CORP				
Licensed Prof:				
Category of Construction: Commercial	Type of Work: Alteration			
Work Description: NEW DUCTWORK INSTALL. GAS PIPE INSTALL.				
971-19-000150-MECH		Issued: 4/30/19	Fees: \$206.70	Valuation: \$900.00
Address: 1776 COUNTRY CLUB RD, WOODBURN, OR 97071		Parcel: 052W12A 00100		
Owner: SENIOR ESTATES COUNTRY CLUB				
Licensed Prof:				
Category of Construction: Commercial	Type of Work: Move			
Work Description: Moving Ductless system from one Building to Another				

Permits Issued:

Commercial Mechanical	5 permits issued	\$1,410.02	\$23,824.00
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Commercial Structural

971-19-000102-STR	Issued: 4/15/19	Fees: \$1,287.22	Valuation: \$147,207.00
Address: 461 N 1ST ST, WOODBURN, OR 97071	Parcel: 051W18BA00200		
Owner: City of Woodburn			
Licensed Prof: KONELL CONSTRUCTION & DEMOLITION CORP			
Category of Construction: Commercial	Type of Work: Demolition		
Work Description: Demolition of existing commercial structure.			
971-19-000103-STR	Issued: 4/30/19	Fees: \$28,658.68	Valuation: \$1,657,000.00
Address: 1025 N BOONES FERRY RD, BLDG# FRENCH PRA, WOODBURN, OR 97071	Parcel: 051W07BD02300		
Owner: WOODBURN SCHOOL DISTRICT 103			
Licensed Prof:			
Category of Construction: Other	Type of Work: Alteration		
Work Description: Remodel of interior educational space and secure entry vestibule. Structural, mechanical, and electrical upgrades as needed per the program. Select windows, doors, and exterior siding will also be replaced to match work done in summer 2018.			
971-19-000123-STR	Issued: 4/5/19	Fees: \$891.52	Valuation: \$30,000.00
Address: 770 EVERGREEN RD 19 - 34, WOODBURN, OR 97071	Parcel: 052W12DB04200		
Owner: BUTTERFIELD OREGON PROPERTIES			
Licensed Prof:			
Category of Construction: Multi-family	Type of Work: Alteration		
Work Description: Remove current aluminum siding and replace with James Hardi Siding, Lower level will have 7" lap siding, Upper level will have a baton board style detail and the gable areas will have a shake style, All materials will be the composite cement. House wrap beneath the siding will be Fortiflash Smart Wrap Drainable. Deck railing will be reworked to have a partition wall rather than the existing spindles. Repair front staircases			
971-19-000124-STR	Issued: 4/4/19	Fees: \$747.94	Valuation: \$25,000.00
Address: 770 EVERGREEN RD 35 - 46, WOODBURN, OR 97071	Parcel: 052W12DB04200		
Owner: BUTTERFIELD OREGON PROPERTIES			
Licensed Prof:			
Category of Construction: Multi-family	Type of Work: Replacement		
Work Description: Remove existing aluminum siding and replace with James Hardi Siding.			
971-19-000127-STR	Issued: 4/5/19	Fees: \$512.62	Valuation: \$15,000.00
Address: 770 EVERGREEN RD, WOODBURN, OR 97071	Parcel: 052W12DB04200		
Owner: BUTTERFIELD OREGON PROPERTIES			
Licensed Prof: PAUL NATHAN F SCHMOLL			
Category of Construction: Multi-family	Type of Work: Alteration		
Work Description: Unit 46a and the Carports - Remove current aluminum siding and replace with James Hardi Sidi. 7" Lap Siding, Baton Board and Shake Siding			

Permits Issued:

Commercial Structural

971-19-000128-STR	Issued: 4/5/19	Fees: \$660.28	Valuation: \$20,000.00
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Address: 770 EVERGREEN RD, WOODBURN, OR 97071

Parcel: 052W12DB04200

Owner: BUTTERFIELD OREGON PROPERTIES

Licensed Prof:

Category of Construction: Multi-family

Type of Work: Alteration

Work Description: Units 1 to 10 Remove Existing siding and replace with new James Hardi siding. 7" Lap, Baton Board and Shaked combination.

971-19-000129-STR	Issued: 4/5/19	Fees: \$660.28	Valuation: \$20,000.00
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Address: 770 EVERGREEN RD, WOODBURN, OR 97071

Parcel: 052W12DB04200

Owner: BUTTERFIELD OREGON PROPERTIES

Licensed Prof:

Category of Construction: Multi-family

Type of Work: Alteration

Work Description: Units 11 to 18 Remove Existing Aluminum Siding and Replace with new James Hardi Siding, 7" Lap, Baton Board and Shake
Replace existing back deck railings with new.

971-19-000130-STR	Issued: 4/12/19	Fees: \$760.40	Valuation: \$24,000.00
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Address: 770 EVERGREEN RD, WOODBURN, OR 97071

Parcel: 052W12DB04200

Owner: BUTTERFIELD OREGON PROPERTIES

Licensed Prof:

Category of Construction: Multi-family

Type of Work: Alteration

Work Description: Units 47 to 64 Remove existing aluminum siding and replace with new James hardi, 7" lap siding, baton board and shake siding
combination. Replace existing back deck rails with new.

971-19-000131-STR	Issued: 4/26/19	Fees: \$1,043.68	Valuation: \$40,000.00
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Address: 591 GATCH ST, WOODBURN, OR 97071

Parcel: 051W18AA05700

Owner: MID-VALLEY COMMUNITY CHURCH

Licensed Prof:

Category of Construction: Commercial

Type of Work: Alteration

Work Description: Remodel existing space to add additional toilets.

971-19-000139-STR	Issued: 4/18/19	Fees: \$209.70	Valuation: \$1,500.00
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Address: 425 N 1ST ST, WOODBURN, OR 97071

Parcel: 051W18BA00300

Owner: FOXTRON CORP

Licensed Prof:

Category of Construction: Commercial

Type of Work: Move

Work Description: Expanding and moving existing HVAC rooftop unit curb



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Owner: BUTTERFIELD OREGON PROPERTIES			
Licensed Prof:			
Category of Construction: Multi-family	Type of Work: Alteration		
Work Description: Remove current aluminum siding and replace with James Hardi Siding, Lower level will have 7" lap siding, Upper level will have a baton board style detail and the gable areas will have a shake style, All materials will be the composite cement. House wrap beneath the siding will be Fortiflash Smart Wrap Drainable. Deck railing will be reworked to have a partition wall rather than the existing spindles. Repair front staircases			
971-19-000124-STR	Issued: 4/4/19	Fees: \$747.94	Valuation: \$25,000.00
Address: 770 EVERGREEN RD 35 - 46, WOODBURN, OR 97071	Parcel: 052W12DB04200		
Owner: BUTTERFIELD OREGON PROPERTIES			
Licensed Prof:			
Category of Construction: Multi-family	Type of Work: Replacement		
Work Description: Remove existing aluminum siding and replace with James Hardi Siding.			
971-19-000127-STR	Issued: 4/5/19	Fees: \$512.62	Valuation: \$15,000.00
Address: 770 EVERGREEN RD, WOODBURN, OR 97071	Parcel: 052W12DB04200		
Owner: BUTTERFIELD OREGON PROPERTIES			
Licensed Prof: PAUL NATHAN F SCHMOLL			
Category of Construction: Multi-family	Type of Work: Alteration		
Work Description: Unit 46a and the Carports - Remove current aluminum siding and replace with James Hardi Sidi. 7" Lap Siding, Baton Board and Shake Siding			

Permits Issued:

Commercial Structural

971-19-000128-STR	Issued: 4/5/19	Fees: \$660.28	Valuation: \$20,000.00
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Address: 770 EVERGREEN RD, WOODBURN, OR 97071

Parcel: 052W12DB04200

Owner: BUTTERFIELD OREGON PROPERTIES

Licensed Prof:

Category of Construction: Multi-family

Type of Work: Alteration

Work Description: Units 1 to 10 Remove Existing siding and replace with new James Hardi siding. 7" Lap, Baton Board and Shaked combination.

971-19-000129-STR	Issued: 4/5/19	Fees: \$660.28	Valuation: \$20,000.00
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Address: 770 EVERGREEN RD, WOODBURN, OR 97071

Parcel: 052W12DB04200

Owner: BUTTERFIELD OREGON PROPERTIES

Licensed Prof:

Category of Construction: Multi-family

Type of Work: Alteration

Work Description: Units 11 to 18 Remove Existing Aluminum Siding and Replace with new James Hardi Siding, 7" Lap, Baton Board and Shake
Replace existing back deck railings with new.

971-19-000130-STR	Issued: 4/12/19	Fees: \$760.40	Valuation: \$24,000.00
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Address: 770 EVERGREEN RD, WOODBURN, OR 97071

Parcel: 052W12DB04200

Owner: BUTTERFIELD OREGON PROPERTIES

Licensed Prof:

Category of Construction: Multi-family

Type of Work: Alteration

Work Description: Units 47 to 64 Remove existing aluminum siding and replace with new James hardi, 7" lap siding, baton board and shake siding
combination. Replace existing back deck rails with new.

971-19-000131-STR	Issued: 4/26/19	Fees: \$1,043.68	Valuation: \$40,000.00
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Address: 591 GATCH ST, WOODBURN, OR 97071

Parcel: 051W18AA05700

Owner: MID-VALLEY COMMUNITY CHURCH

Licensed Prof:

Category of Construction: Commercial

Type of Work: Alteration

Work Description: Remodel existing space to add additional toilets.

971-19-000139-STR	Issued: 4/18/19	Fees: \$209.70	Valuation: \$1,500.00
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Address: 425 N 1ST ST, WOODBURN, OR 97071

Parcel: 051W18BA00300

Owner: FOXTRON CORP

Licensed Prof:

Category of Construction: Commercial

Type of Work: Move

Work Description: Expanding and moving existing HVAC rooftop unit curb

Permits Issued:

Commercial Structural	10 permits issued	\$35,432.32	\$1,979,707.00
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Residential 1 & 2 Fam Dwelling (New Only) Limited				
971-19-000091-DWL		Issued: 4/2/19	Fees: \$4,333.63	Valuation: \$270,000.00
Address:	849 BLAINE ST, WOODBURN, OR 97071		Parcel:	051W17BB04601
Owner:	MORENO,LINDA			
Licensed Prof:	MATTHEWS DESIGN AND CONSTRUCTION INC			
Category of Construction:	Single Family Dwelling	Type of Work:	New	
Work Description:	Build replacement dwelling			

Residential 1 & 2 Fam Dwelling (New Only) Limited	1 permits issued	\$4,333.63	\$270,000.00
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Permits Issued:

Commercial Structural	10 permits issued	\$35,432.32	\$1,979,707.00
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Residential 1 & 2 Fam Dwelling (New Only) Limited				
971-19-000091-DWL		Issued: 4/2/19		
Address: 849 BLAINE ST, WOODBURN, OR 97071		Fees:	\$4,333.63	Valuation: \$270,000.00
Owner: MORENO,LINDA		Parcel: 051W17BB04601		
Licensed Prof: MATTHEWS DESIGN AND CONSTRUCTION INC				
Category of Construction: Single Family Dwelling		Type of Work:	New	
Work Description: Build replacement dwelling				

Residential 1 & 2 Fam Dwelling (New Only) Limited	1 permits issued	\$4,333.63	\$270,000.00
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Permits Issued:

Residential Mechanical

971-19-000118-MECH		Issued: 4/11/19	Fees: \$100.80	Valuation: \$0.00
Address: 548 DOUD ST, WOODBURN, OR 97071		Parcel: 051W18AB08600		
Owner: LOPEZ,JOSE ALEJANDRO GONZALEZ				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	New	
Work Description:	Restroom exhaust fan and clothes dry exhaust.			
971-19-000140-MECH		Issued: 4/16/19	Fees: \$100.80	Valuation: \$2,195.00
Address: 1649 PRINCETON RD, WOODBURN, OR 97071		Parcel: 052W12AA10100		
Owner: STERLING,MARK D				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Addition	
Work Description:	Install new gas insert into existing masonry fireplace.			
971-19-000145-MECH		Issued: 4/17/19	Fees: \$100.80	Valuation: \$4,687.00
Address: 1686 NEWPORT WAY, WOODBURN, OR 97071		Parcel: 052W01DD00100		
Owner: BARTLETT,PHILLIP H				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Alteration	
Work Description:	Gas Stove and Gas Line			
971-19-000149-MECH		Issued: 4/26/19	Fees: \$140.00	Valuation: \$0.00
Address: 1111 5TH ST, WOODBURN, OR 97071		Parcel: 051W07DB02200		
Owner: GASCA, JUAN				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Alteration	
Work Description:	New Hvac			
971-19-000152-MECH		Issued: 4/22/19	Fees: \$100.80	Valuation: \$22,000.00
Address: 198 HERITAGE AVE, WOODBURN, OR 97071		Parcel: 051W08DD05400		
Owner: BANKS,CARVER J				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Replacement	
Work Description:	Furnace, A/C, & Ductwork			

Residential Mechanical

971-19-000154-MECH	Issued: 4/23/19	Fees:	\$196.00	Valuation:	\$20,000.00
Address: 812 N 2ND ST, WOODBURN, OR 97071		Parcel: 051W07DC06000			
Owner: FUAPAU,ANA P					
Licensed Prof:					
Category of Construction: Single Family Dwelling	Type of Work: Replacement				
Work Description: Install 2 gas furnaces-1 a/c- 1 water heater- 3 vent fans- 1 range hood vent- extend natural gasline to three appliances- ductwork.					
971-19-000156-MECH	Issued: 4/25/19	Fees:	\$100.80	Valuation:	\$5,000.00
Address: 1389 VANDERBECK LN, WOODBURN, OR 97071		Parcel: 051W06CC13100			
Owner: CUPPS,KAREN A					
Licensed Prof:					
Category of Construction: Single Family Dwelling	Type of Work: Alteration				
Work Description: Installation of wood insert					
971-19-000157-MECH	Issued: 4/26/19	Fees:	\$100.80	Valuation:	\$39,265.00
Address: 1781 SALLAL RD, WOODBURN, OR 97071		Parcel: 052W12AA12800			
Owner: MANCINI,DAVID P					
Licensed Prof:					
Category of Construction: Single Family Dwelling	Type of Work: Addition				
Work Description: Adding 144sqft master bedroom/bathroom addition to house					
971-19-000159-MECH	Issued: 4/26/19	Fees:	\$100.80	Valuation:	\$0.00
Address: 1323 JACOB ST, WOODBURN, OR 97071		Parcel: 051W07BD05000			
Owner: DIXON,ROBERT P					
Licensed Prof:					
Category of Construction: Single Family Dwelling	Type of Work: Replacement				
Work Description: REPLACE GAS FURNACE AND AIR CONDITIONER					
971-19-000162-MECH	Issued: 4/29/19	Fees:	\$100.80	Valuation:	\$0.00
Address: 895 AMITY CT, WOODBURN, OR 97071		Parcel: 051W18DB10400			
Owner: KLETTER,KENNETH G					
Licensed Prof:					
Category of Construction: Single Family Dwelling	Type of Work: Replacement				
Work Description: push/pull furnace and AC					

Residential Mechanical				
971-19-000163-MECH		Issued: 4/30/19		
Address: 1375 THOMPSON RD, WOODBURN, OR 97071		Fees:	\$100.80	Valuation: \$3,565.00
Owner: GRANT,MARY M		Parcel: 051W07BC13000		
Licensed Prof:				
Category of Construction: Single Family Dwelling		Type of Work: Addition		
Work Description: Air Conditioner Add with some line hide.				
Residential Mechanical		11 permits issued		
		\$1,243.20		\$96,712.00

Residential Structural

971-19-000060-STR		Issued: 4/3/19	Fees: \$1,387.76	Valuation: \$40,273.00
Address: 1300 RAINIER RD, WOODBURN, OR 97071		Parcel: 051W07CB07400		
Owner: FARQUHARSON,KIM				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Addition	
Work Description:	340 square foot bedroom and bathroom addition			
971-19-000100-STR		Issued: 4/17/19	Fees: \$333.12	Valuation: \$13,623.00
Address: 644 IRONWOOD TER, WOODBURN, OR 97071		Parcel: 051W07AA00700		
Owner: BIBLE,SAMUEL R				
Licensed Prof:				
Category of Construction:	Other	Type of Work:	Addition	
Work Description:	Build a 570 Sq. Ft. patio cover for a lower deck			
971-19-000117-STR		Issued: 4/11/19	Fees: \$745.29	Valuation: \$29,827.20
Address: 548 DOUD ST, WOODBURN, OR 97071		Parcel: 051W18AB08600		
Owner: LOPEZ,JOSE ALEJANDRO GONZALEZ				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Addition	
Work Description:	624 Sq Ft Garage Addition with Restroom			
971-19-000137-STR		Issued: 4/17/19	Fees: \$222.06	Valuation: \$7,776.00
Address: 1301 SUNFLOWER ST, WOODBURN, OR 97071		Parcel: 051W18CC10300		
Owner: STAFFORD HOMES & LAND LLC				
Licensed Prof:				
Category of Construction:	Other	Type of Work:	Alteration	
Work Description:	INSTALLATION OF UTILITY INTERACTIVE PHOTOVOLTAIC SOLAR SYSTEM 3.3 kW DC PHOTOVOLTAIC SOLAR ARRAY ROOF TYPE: Comp Shingle MODULES: (11) Trinasolar 300 TSM-DD05A.08(II) INVERTER(S): Enphase IQ7-60-2-US,---- RACKING: Unirac Sunframe Microrail			
971-19-000138-STR		Issued: 4/17/19	Fees: \$222.06	Valuation: \$7,775.00
Address: 1514 SALLAL RD, WOODBURN, OR 97071		Parcel: 052W12AD01800		
Owner: COPELAND,DEBRA LEE				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Alteration	
Work Description:	INSTALLATION OF UTILITY INTERACTIVE PHOTOVOLTAIC SOLAR SYSTEM 3.1 kW DC PHOTOVOLTAIC SOLAR ARRAY ROOF TYPE: Comp Shingle MODULES: (10) JinKO Solar Eagle JKM 310M-60L INVERTER(S): Enphase IQ7-60-2-US,---- RACKING: Unirac Sunframe Microrail			

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971-19-000148-STR

Issued: 4/26/19

Fees:

\$1,684.06

Valuation:

\$109,724.16

Address: 1111 5TH ST, WOODBURN, OR 97071

Parcel: 051W07DB02200

Owner: GASCA, JUAN

Licensed Prof:

Category of Construction: Single Family Dwelling

Type of Work: Alteration

Work Description: remove existing structure, replace with new

Residential Structural

6 permits issued

\$4,594.35

\$208,998.36

36 permits issued

\$48,973.03

\$2,623,482.36

May 13, 2019

To: Honorable Mayor and City Council through City Administrator

From: Chris Kerr, Community Development Director *CK*

Subject: **Staff briefing on recommended legislative code amendments related to multi-family housing in the Commercial General (CG) Zoning District (LA 2019-01)**

RECOMMENDATION:

No formal action is required at your May 13th meeting. The purpose is to brief the Council on this issue and to receive direction regarding a potential code amendment prior to your June 10, 2019 hearing on this item.

This Memorandum provides some background information on this topic, a review of how other Cities address this issue, and Staff's recommended code amendment for your consideration and feedback.

BACKGROUND:

As part of a major re-write of the Woodburn Development Ordinance (WDO) in 2013, multi-family dwelling units became allowable as a *permitted use* in the City's General Commercial (CG) Zoning District; previously, they had been prohibited in the district. As a result of a significant increase in interest from multi-family developers pursuing projects on CG zoned property in the City, Staff reviewed the specifics of how this code change was adopted. A review of the 2013 record indicated that there was no analysis or deliberation related to the implications of this critical policy decision. Utilizing commercial land for multi-family residential purposes has significant long and short term ramifications.

Based on these factors, on April 8th, the Council approved Resolution 2131 initiating this legislative process to review and consider specific code amendments on this issue.

DISCUSSION:

At the heart of the issue is the fact that the City's WDO now allows multi-family

housing to be constructed in the CG Zoning District as a *permitted use*. A *permitted use* under the code is a use that is allowed outright, subject only to objective standards of the WDO. There is no opportunity for decision makers to consider the appropriateness or suitability of the use in the CG Zone or apply impact-based site specific conditions for such developments. Examples of typical permitted uses would be retail sales in the CG District or multi-family housing in the Residential Medium Zoning District.

Some cities simply prohibit multi-family dwellings in their commercial districts entirely. However, it is not unusual for communities to allow multi-family housing to be allowed in certain commercial districts or under specific development requirements (typically as part of a mixed use development). Approving these developments usually includes a more detailed review process such as a *Conditional Use* review. A Conditional Use review allows for greater scrutiny of a project. For example, the WDO allows schools in residential zoned areas; however, due to the incongruous nature of the activities that often occur, they are subject to a *Conditional Use* approval. This allows schools in this residential districts, but allows the Planning Commission to consider applicable Comprehensive Plan Policies and to apply reasonable conditions of approval to mitigate any adverse impacts.

The principal purpose of applying zoning districts to property is to provide for a basic level of predictability regarding future development. While land use regulations and the Zoning Map are not static and can be modified as necessary, it is imperative that communities be able to reliably forecast and plan for growth over time. Woodburn has completed numerous analyses related to housing, employment and retail needs. The expected uses on property in the city serve as the basis for decision making at all levels of government. Decisions about fees, taxes, levels of service, infrastructure, transportation, employment, parks, schools, police and fire are all predicated on the type of development (residential, commercial, office, multi-family) that will occur in the future. This predictability is fundamental for private sector investments as well.

All of the City's long-range population and planning documents have assumed that property zoned CG would be utilized and developed predominantly for commercial uses, not multi-family housing. The property zoned CG in the City is expected to develop over time in a manner that will meet the community's retail and employment needs. If they are used for housing instead of commercial, that need will not be met.

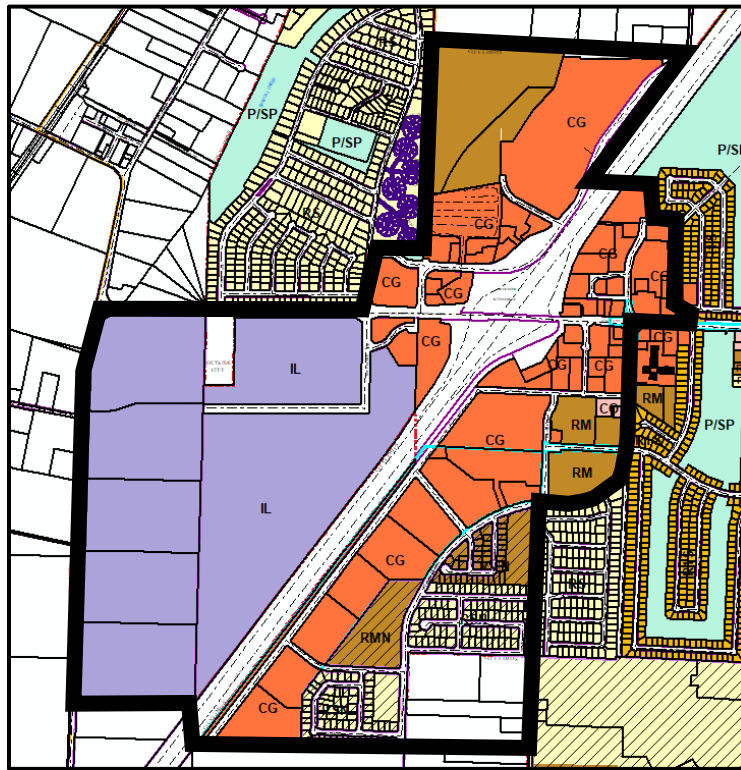
One way to allow/limit alternative uses in a zone is to apply an Overlay to a Zoning District. The WDO includes Overlay Districts which serve to apply unique development standards to specific geographic areas. An example of this is the Gateway Commercial General Overlay District which applies to a portion of the CG District east of downtown. This area is still zoned CG, but it has an additional Gateway Overlay District standards. A stated purpose of the Gateway

Commercial General Overlay District is to allow for multi-family residential housing only on these specific CG properties adjacent to the downtown.



Gateway Commercial Overlay District

Another overlay district in the City is the Interchange Management Area Overlay (IMA) District. One of the stated purposes of this Overlay District is to ensure that interchange capacity is to ensure that " needed industrial, commercial and residential lands within the IMA are protected from incompatible development generating excessive vehicle trips."



Interchange Management Overlay District

Proposed Amendment

Staff would request that the Council direct Staff to draft specific WDO and Comprehensive Plan amendments that would accomplish the following:

1. **Require Conditional Use approval for multi-family dwellings on CG District properties.**
2. **Prohibit multi-family dwellings in the CG District within the IMA Overlay.**

(This would still allow multi-family units as 'permitted uses' in the Gateway Commercial Overlay)

Staff believes this change to the code would serve two vital purposes: (1) allow for a mixture of residential and commercial uses while provided reasonable regulations and oversight on multi-family housing development proposed in the CG District; and (2) preserve and protect critical commercial lands within the interchange overlay area for commercial uses.

Next Steps:

Modifications to the Comprehensive Plan and/or land use regulations are processed pursuant to the legislative hearing processes found in Section 4.01.10 of the WDO. A public hearing and recommendation is required from the Planning Commission followed by a public hearing and adopting Ordinance by the Council. Staff has already noticed the Planning Commission hearing for May 23, 2019 and the Council hearing for June 10, 2019.

Attachments:

WDO Table 2.03A – Uses Allowed in Commercial Zones

Municipal Survey of Provisions for Multifamily Development in Commercial Zones

Uses Allowed in Commercial Zones
Table 2.03A

Use		Zone				
Accessory Uses (A) Conditional Uses (CU) Permitted Uses (P) Special Permitted Uses (S) Specific Conditional Uses (SCU)		DDC	CG	CO	MUV	NNC
5	Motor vehicle towing		CU ³			
6	Parking lots and garages	P	P	P		P
7	Recreational vehicle park		CU ¹			
D	Miscellaneous					
1	Facilities during construction	S	S	S	S	S
2	Fence or free-standing wall	A	A	A	A	A
3	Temporary outdoor marketing and special event: a. Arts and crafts b. Food and beverages, including mobile food services c. Seasonal sales of fireworks, Christmas trees, produce or plant materials d. Amusement rides and games e. Entertainment f. Any other merchandise or service which is neither accessory to a primary, permanent use of the property nor marketed by employees of that permanent use	S	S	S	S	S
E	Residential					
1	Attached single-family (row houses) dwellings	P	P ²		P	P
2	Child care facility, group home, and nursing home	P ⁸	P ⁸	P ⁸	P ⁸	P ⁸
3	One dwelling unit, in conjunction with a commercial use	P	P	P	P	P
4	Multiple-family dwellings	P	P	CU	P	P
1. Not allowed in the Gateway Overlay District 2. Only allowed in the Gateway Overlay District 3. Allowed outright if not within 200 feet of residentially zoned properties 4. Within a building, no outdoor storage or repair 5. All outdoor storage and display shall be enclosed by a seven foot masonry wall. 6. Existing uses are allowed as a permitted use, new uses are not allowed in the MUV 7. Drive-throughs are not allowed 8. Child care facility for 13 or more children, group home for six or more persons						

Uses Allowed in Commercial Zones
Table 2.03A

Use		Zone				
Accessory Uses (A) Conditional Uses (CU) Permitted Uses (P) Special Permitted Uses (S) Specific Conditional Uses (SCU)		DDC	CG	CO	MUV	NNC
5	Motor vehicle towing		CU ³			
6	Parking lots and garages	P	P	P		P
7	Recreational vehicle park		CU ¹			
D	Miscellaneous					
1	Facilities during construction	S	S	S	S	S
2	Fence or free-standing wall	A	A	A	A	A
3	Temporary outdoor marketing and special event: a. Arts and crafts b. Food and beverages, including mobile food services c. Seasonal sales of fireworks, Christmas trees, produce or plant materials d. Amusement rides and games e. Entertainment f. Any other merchandise or service which is neither accessory to a primary, permanent use of the property nor marketed by employees of that permanent use	S	S	S	S	S
E	Residential					
1	Attached single-family (row houses) dwellings	P	P ²		P	P
2	Child care facility, group home, and nursing home	P ⁸	P ⁸	P ⁸	P ⁸	P ⁸
3	One dwelling unit, in conjunction with a commercial use	P	P	P	P	P
4	Multiple-family dwellings	P	P	CU	P	P
1. Not allowed in the Gateway Overlay District 2. Only allowed in the Gateway Overlay District 3. Allowed outright if not within 200 feet of residentially zoned properties 4. Within a building, no outdoor storage or repair 5. All outdoor storage and display shall be enclosed by a seven foot masonry wall. 6. Existing uses are allowed as a permitted use, new uses are not allowed in the MUV 7. Drive-throughs are not allowed 8. Child care facility for 13 or more children, group home for six or more persons						

City	Zone	Provisions for Multifamily Development	Additional Notes
Woodburn	CG - Commercial General	Permitted.	Up to 32 units/net acre.
	CO - Commercial Office	Conditional Use.	
	Gateway Commercial Overlay District	Permitted.	
Salem	CR - Retail Commercial	Conditional Use.	No density limits specified.
	CG - General Commercial	Conditional Use.	No density limits specified.
	Pine Street Mixed-Use Overlay Zone	Permitted if within a mixed-use development; Conditional Use if purely residential.	Minimum density of 20 units/acre for single-use multifamily development (not mixed use).
Newberg	C-1 - Neighborhood Commercial	Prohibited.	
	C-2 - Community Commercial	Conditional Use.	The permitted density shall be stated on the conditional use permit.
Keizer	CG - Commercial General	Prohibited.	
	CR - Commercial Retail	Prohibited.	
McMinnville	C-3 General Commercial	Permitted, subject to provisions of the R-4 Multiple-Family Residential zone. If developer wants to build at higher density than what is permitted outright, it becomes a Conditional Use.	In R-4 zone: 1,500 sq ft minimum for units with 2 or fewer bedrooms; 1750 sq ft minimum for each unit with 3 bedrooms. Additional 500 sq ft required for each bedroom in excess of three.
Canby	C-C Convenience Commercial	Prohibited.	No land in town carries this zoning designation. The City is considering eliminating the zone.
	C-2 Highway Commercial	Permitted only within mixed use development.	No density limits specified.
Wilsonville	PDC - Planned Development Commercial (4.131.01A.5.)	Permitted only if part of a vertical mixed-use development.	The majority of the total ground floor area must be commercial.

West Linn	NC - Neighborhood Commercial	Prohibited.	
	GC - General Commercial	Permitted only if part of a vertical mixed-use development.	Dwellings may also occupy a portion of the ground floor in the Willamette Falls Drive Commercial Design District (pursuant to CDC 58.050).
Molalla	C-2 General Commercial	Permitted.	No density limits specified.
Eugene	C-1 Neighborhood Commercial	Permitted only if the ground floor of the development is commercial/non-residential uses.	No density limits specified.
	C-2 Community Commercial	Permitted.	No density limits specified.
	C-3 Major Commercial	Permitted.	No density limits specified.
Tualatin	CN - Neighborhood Commercial	Prohibited.	
	CG - General Commercial	Prohibited.	
Silverton	GC - General Commercial	Permitted only above ground floor commercial.	
	DCF - Downtown Commercial Fringe	Permitted only above ground floor commercial.	



Agenda Item

May 13, 2019

TO: Honorable Mayor and City Council through City Administrator

FROM: Eric Liljequist, Public Works Director

SUBJECT: **Award of Construction Contract for the Wastewater Treatment Plant Digester Cleaning & Mixer Upgrade Project (Goal 5)**

RECOMMENDATION:

That the City Council, acting in its capacity as the Local Contract Review Board, award the construction contract for the Wastewater Treatment Plant (WWTP) Digester Cleaning & Mixer Upgrade Project to the lowest responsible bidder, Stettler Supply Company, in the amount of \$552,200.

BACKGROUND:

This project is included in the approved FY 18/19 budget and includes a complete cleaning of the primary and secondary digesters and installation of a new mixer for both digesters.

Bids were publicly opened May 2, 2019. Three (3) responsible and responsive bids were received as follows:

Stettler Supply Company	\$552,200.00
McClure & Sons, Inc.	\$880,997.00
Stellar J Company	\$991,000.00

The Engineer's Estimate for the project is: \$500,000.00

The recommended award is approximately 10% higher than the Engineer's Estimate

DISCUSSION:

The existing WWTP Digesters are failing and need to be cleaned and upgraded to enable a fully functioning wastewater treatment system. This Digester Cleaning & Mixer Upgrade Project will provide necessary maintenance and upgrades of the Digester system that will facilitate continued compliance with

Agenda Item Review: City Administrator ___x___ City Attorney ___x___ Finance ___x___

the City's Department of Environmental Quality (DEQ) National Pollutant Discharge Elimination System (NPDES) Permit.

The contract award is in conformance with public contracting laws of the State of Oregon as outlined in ORS Chapter 279C and the laws, regulations of the City of Woodburn, therefore, staff is recommending the contract be awarded.

FINANCIAL IMPACT:

The subject project is identified in the adopted fiscal year 2018/19 Budget and funded by the Sewer Fund.



Agenda Item

May 13, 2019

TO: Honorable Mayor and City Council through City Administrator

FROM: Eric Liljequist, Public Works Director

SUBJECT: **Award of Construction Contract for the 2019 Spring Pavement Maintenance Project**

RECOMMENDATION:

1. That the City Council, acting in its capacity as the Local Contract Review Board, award the construction contract for the 2019 Spring Pavement Maintenance Project to the lowest responsible bidder, Knife River Corporation - Northwest in the amount of \$518,888.45.
2. That the City Council authorize an additional \$175,000.00 for this project as a contingency for potential project change orders for additional pavement maintenance activities that add components or phases of work specified in or reasonably implied from the Solicitation Document.

BACKGROUND:

The subject Maintenance Project is identified in the approved budget for fiscal year 2018/19. This project involves maintenance of existing pavement at various locations throughout the City. This maintenance project includes the replacement of deteriorated pavement, the construction of asphaltic concrete overlays and the preservation of existing roadways.

Bids were publicly opened April 30, 2019. Five (5) bids were received as follows:

Knife River Corporation – Northwest	\$518,888.45
CPM Development Corporation dba Riverbend Materials	\$540,352.80
North Santiam Paving Co.	\$568,968.50
Roy Houck Construction LLC	\$679,271.60
S-2 Contractors, Inc	\$679,585.50

The Engineer's Estimate is: \$678,081.20

Agenda Item Review: City Administrator ____x____ City Attorney ____x____ Finance ____x____

DISCUSSION:

This project is a continuing effort by the Public Works Department to maintain and preserve existing pavement throughout the City transportation system. This project includes pavement maintenance activities on Country Club Road, E. Lincoln Street, Hardcastle Avenue, Settlemier Avenue, N. Boones Ferry Road, Brown Street, Progress Way, Young Street and Brown Court.

Due to lower than expected project bids, additional pavement preservation options are being considered for this Project. Additional options include paving Quinn Road between Country Club Road & Princeton Road and performing additional Asphalt Concrete Pavement & Crack Sealing Repairs at prioritized locations, depending on City Council approval of the second item in the recommendation section of this staff report.

The contract award is in conformance with public contracting laws of the State of Oregon as outlined in ORS Chapter 279C and the laws, regulations of the City of Woodburn, therefore, staff is recommending the contract be awarded.

FINANCIAL IMPACT:

The subject project is identified in the adopted fiscal year 2018/19 Budget and funded by the Street Maintenance Fund (Fund 140).



2019 Spring Pavement Maintenance Project

May 13, 2019

2019 SPRING PAVEMENT MAINTENANCE PROJECT

Selection Procedure

- StreetSaver – Pavement Management Software
 - Contains/Stores Existing Pavement Conditions for All Streets within the City
 - Provides Recommended Street Sections for Asphalt Pavement Restoration Based on Specified Criteria
 - PCI (Pavement Condition Index) The Pavement Condition Index is a numerical index between 0 and 100 which is used to indicate the general condition of a pavement

2019 SPRING PAVEMENT MAINTENANCE PROJECT

Selection Procedure (Continued)

Description of Pavement Condition Index (PCI) Values

Excellent (85-100) – Like New Condition, Very Few Minor Distresses, Smooth Ride, Good Drainage

Very Good (70-85) - Very Few Distresses, No Rutting, No Base Failures

Good (60-70) – Few Localized Distresses, Minimal Base Failures

Fair (50-60) – Progressive Cracking, Few Base Failures, Localized Distresses

Poor to Marginal (25-50) – Localized Base Failures, Rutting at Intersections, Extensive Cracking

Very Poor (0-25) – Base and/or Structural Failures, Rutting, Excessive Cracking

2019 SPRING PAVEMENT MAINTENANCE PROJECT

Selection Procedure (Continued)

Streets with PCI Values Between:

70 & 85 - Should be "Crack-Sealed" if any cracks are evident

60 & 70 - Candidates for a Thin Pavement Overlay Or A Slurry Seal

50 & 60 - Ideal Candidates For A Thin To Moderate Pavement Overlay

40 & 50 - Candidates For A Thicker Pavement Overlay, Although Some ACPR's Are Likely Needed For This Pavement Condition

- PCI Values Below 40 are Generally Candidates for Major Rehabilitation or Full Reconstruction of the Street Section, Although....if Selected Asphalt Concrete Pavement Repairs are implemented, the PCI value can increase to between 50 and 70, Making The Street a Viable Candidate for a Thin or Moderate Asphalt Concrete Pavement Overlay, thus Saving Costs Versus a Full Street Section Rebuild or Major Rehabilitation.

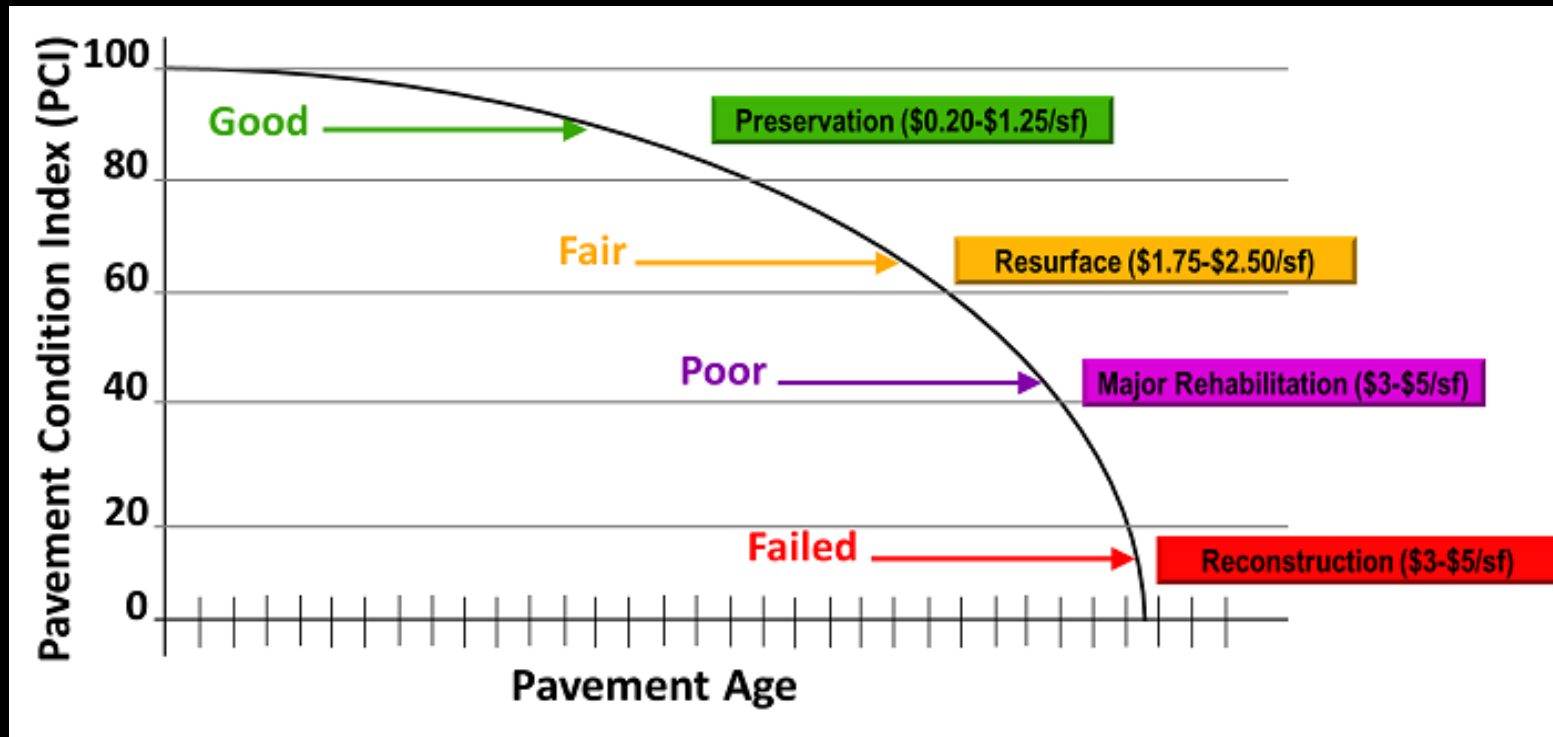
2019 SPRING PAVEMENT MAINTENANCE PROJECT

Factors to Consider When Evaluating/Prioritizing the Optimal Location & Timing of Paving Projects

- Pavement Condition Index
- Proposed Underground Utility Installations
 - City Maintenance Projects
 - Franchise Utility Installations
- Future Capital Improvement Projects
- Proposed Development
- Volume of Traffic
- Type of Traffic
- Street Classification
- Existing Cross Slope of Pavement
- Existing Pavement Section (Evaluated Via Pavement Cores)
- Overall Cost-Effectiveness for the City (Pavement Performance Curve)

2019 SPRING PAVEMENT MAINTENANCE PROJECT

Pavement Performance Curve



2019 SPRING PAVEMENT MAINTENANCE PROJECT

Pavement Core



2019 SPRING PAVEMENT MAINTENANCE PROJECT

Selected Streets

- Country Club Road – Astor Way to Princeton Road
 - 3" Asphalt Concrete Pavement Repairs (ACPR)
 - 2" Asphalt Concrete Pavement Overlay
- E. Lincoln Street – East of Hwy 99E
 - 4" Grind of Existing AC and Base Rock
 - 5" Asphaltic Concrete Pavement Installation
 - 17" AC and Rock Section (5" AC, 12" Base Rock) if Needed
- Hardcastle Avenue – Corby Street to Hwy 99E
 - 3" Asphalt Concrete Pavement Repairs
- Settlemier Avenue – Harrison Street to Parr Road
 - 3" Asphalt Concrete Pavement Repairs

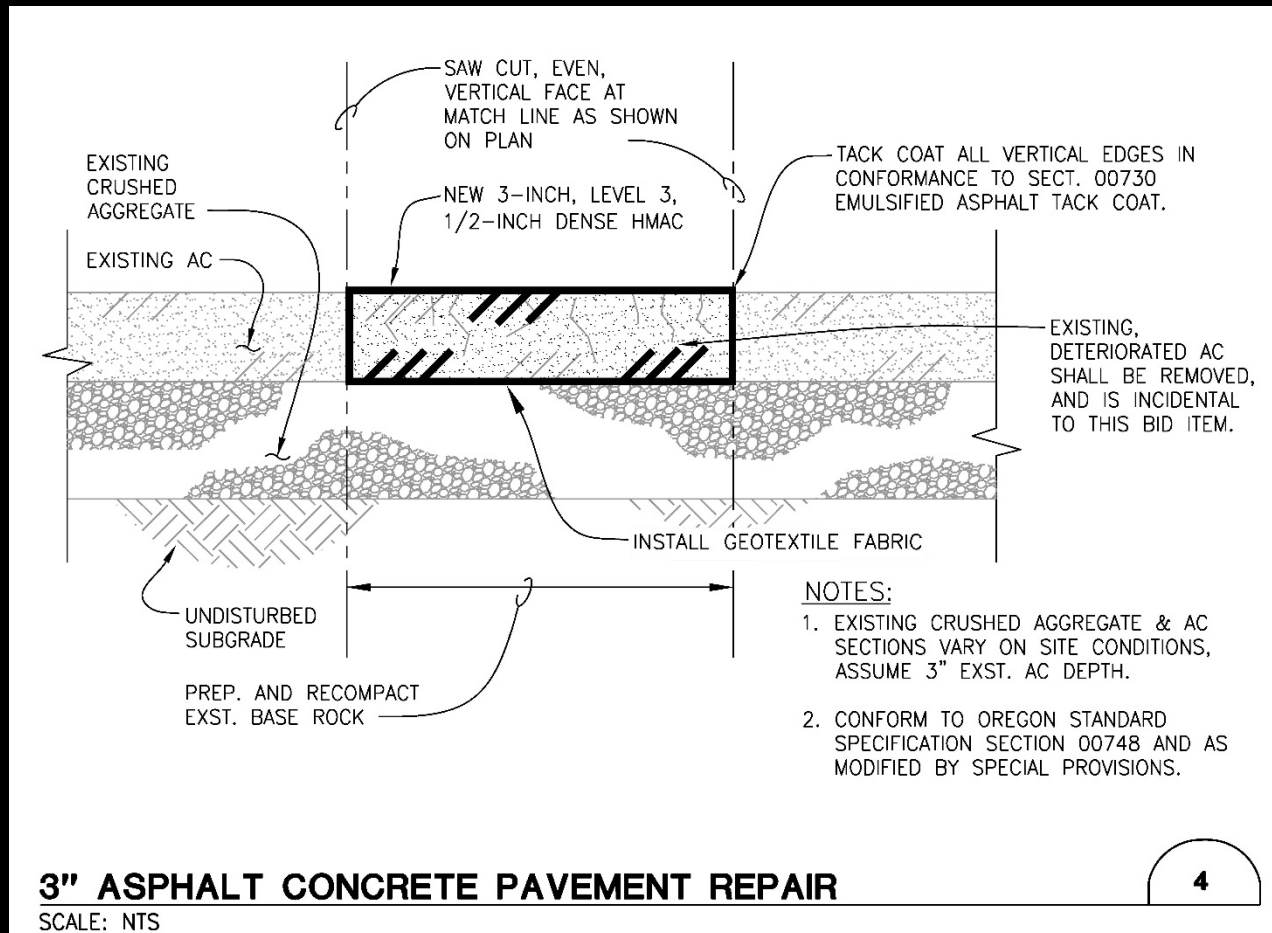
2019 SPRING PAVEMENT MAINTENANCE PROJECT

Selected Streets (Continued)

- N. Boones Ferry Road – Vanderbeck Road to Henry's Blvd
 - 3" Asphalt Concrete Pavement Repairs (ACPR)
- Brown Street – Cleveland Street to Bridlewood Lane
 - 3" Asphalt Concrete Pavement Repairs
- Crack Sealing
 - Boones Ferry Road – Vanderbeck Rd. to Henry's Blvd
 - Country Club Road – Astor Way to N. Boones Ferry Rd.
 - Progress Way – Hwy 214 to Industrial Avenue
 - Young Street – Front Street to Hwy 99E
 - Residential Streets – Brown Ct.

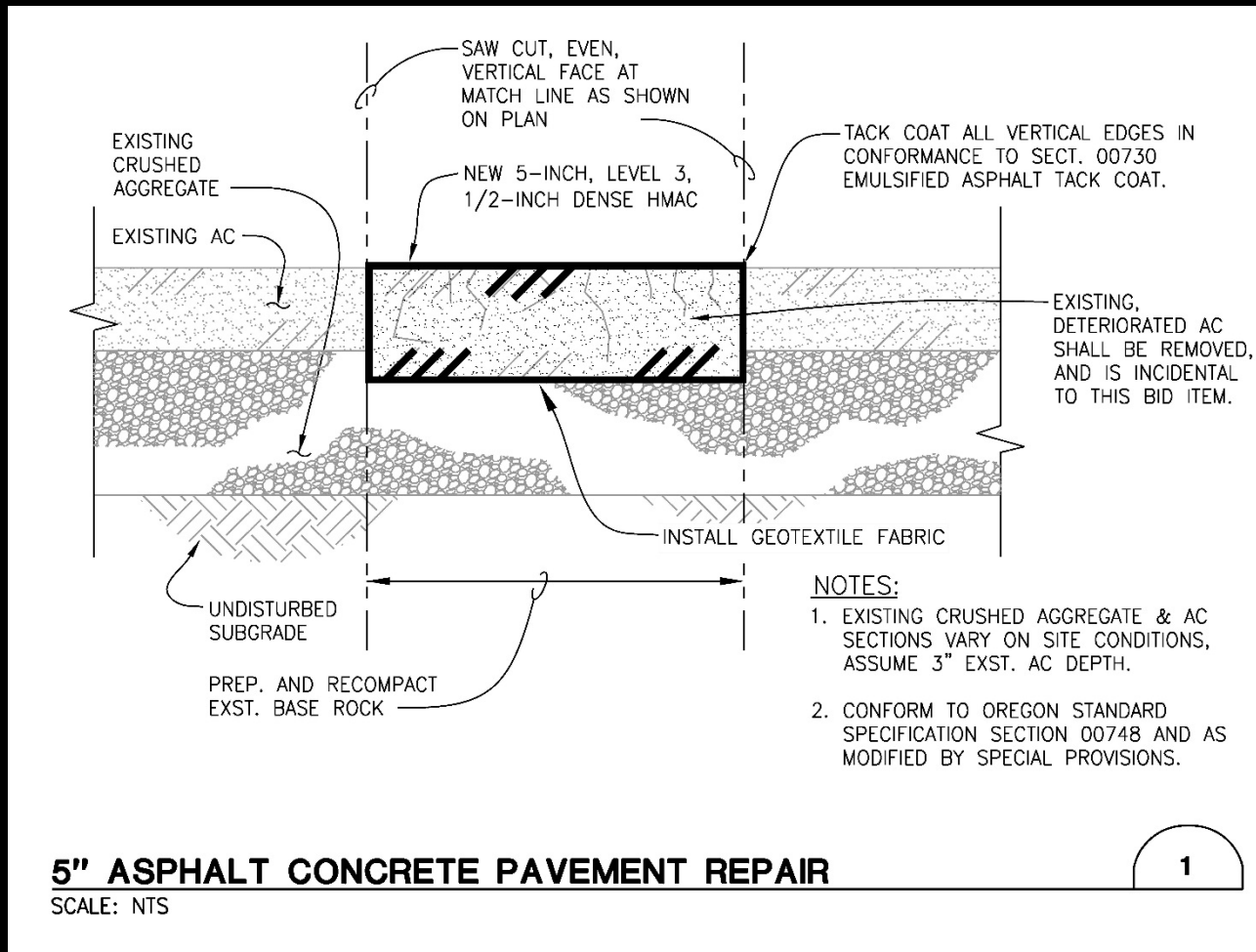
2019 SPRING PAVEMENT MAINTENANCE PROJECT

3" Asphalt Concrete Pavement Repair (ACPR)



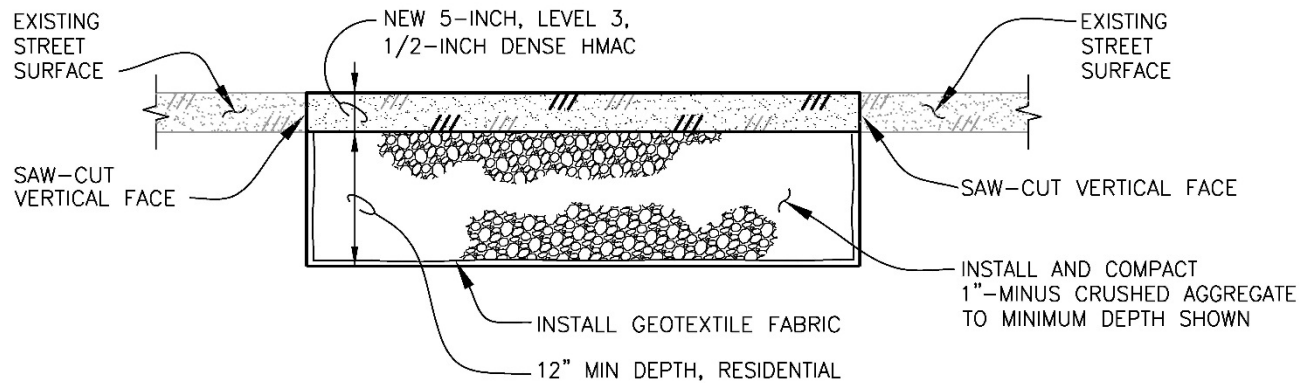
2019 SPRING PAVEMENT MAINTENANCE PROJECT

5" Asphalt Concrete Pavement Repair (ACPR)



2019 SPRING PAVEMENT MAINTENANCE PROJECT

17" Asphalt Concrete Pavement Repair (ACPR)



NOTES:

1. CONFORM TO OREGON STANDARD SPECIFICATION SECTION 00748 AND AS MODIFIED BY SPECIAL PROVISIONS.
2. AC CUTTING, AC REMOVAL, EXCAVATION, FABRIC, FILL, AND NEW AC ARE CONSIDERED COMPLETE AND SHALL BE INCIDENTAL.

17" ASPHALT CONCRETE PAVEMENT REPAIR

SCALE: NTS

2019 SPRING PAVEMENT MAINTENANCE PROJECT

Plan Sheet of Country Club Road Overlay



PLAN NOTES: ○

1. 7FT WIDE COLD PLANE PAVEMENT REMOVAL, 0-INCH TO 2-INCH DEPTH OF EXISTING AC PAVEMENT IN ACCORDANCE WITH SECTION 00620 OF THE OREGON STANDARD SPECIFICATIONS.
2. PLACE PAVEMENT OVERLAY GEOTEXTILE FABRIC AND 2-INCH THICKNESS OF LEVEL 3, 1/2-INCH ACP MIXTURE SURFACE IN ACCORDANCE WITH SECTION 00744 OF THE OREGON STANDARD SPECIFICATIONS.
3. CONSTRUCT 3-INCH ASPHALT CONCRETE PAVEMENT REPAIR (ACPR), LOCATIONS AS DIRECTED BY THE ENGINEER. SEE DETAIL #3 ON SHEET 15 AND IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 00748.
4. USE VACUUM PICK UP BROOM TO CLEAN SURFACE AFTER COLD PLANE REMOVAL OPERATIONS ARE COMPLETED AND PLACE EMULSIFIED ASPHALT TACK COAT ON EXISTING AC SURFACES IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 00730.
5. COLD PLANE PAVEMENT REMOVAL, 0-INCH TO 2-INCH DEPTH OF EXISTING AC PAVEMENT IN ACCORDANCE WITH SECTION 00620 OF THE OREGON STANDARD SPECIFICATIONS.
6. INSTALL PAINTED STRIPING & PAVEMENT MARKINGS, MATCH TO EXISTING OR AS DIRECTED BY THE ENGINEER.

GENERAL NOTES:

1. PROTECT AND ADJUST ALL VALVE BOXES, MANHOLES AND MONUMENT BOXES TO GRADE AND AS DIRECTED BY THE ENGINEER, TYPICAL.
2. PROVIDE WORK ZONE TRAFFIC CONTROL IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 00220 AND 00225 AND AS AMENDED BY SPECIAL PROVISIONS.

ESTIMATED QUANTITIES:

- 34'W x 1,530'L
51,328 SF
- ACPR: 10,000 SQFT

BID SET

PROJECT NO.
2018-017-28
DATE
MARCH 2019
SHEET NO.
7

PL01 DAT: Varch 28, 2019

THIS BAR IS ONE-INCH ON ORIGINAL DRAWING.

DESIGNED: GK
DRAWN: GK
REVIEWED: DG
APPROVED: DG

HORIZONTAL DATUM: LOCAL
VERTICAL DATUM: LOCAL

PLAN
1"=80'

WOODBURN
ENGINEERING DIVISION

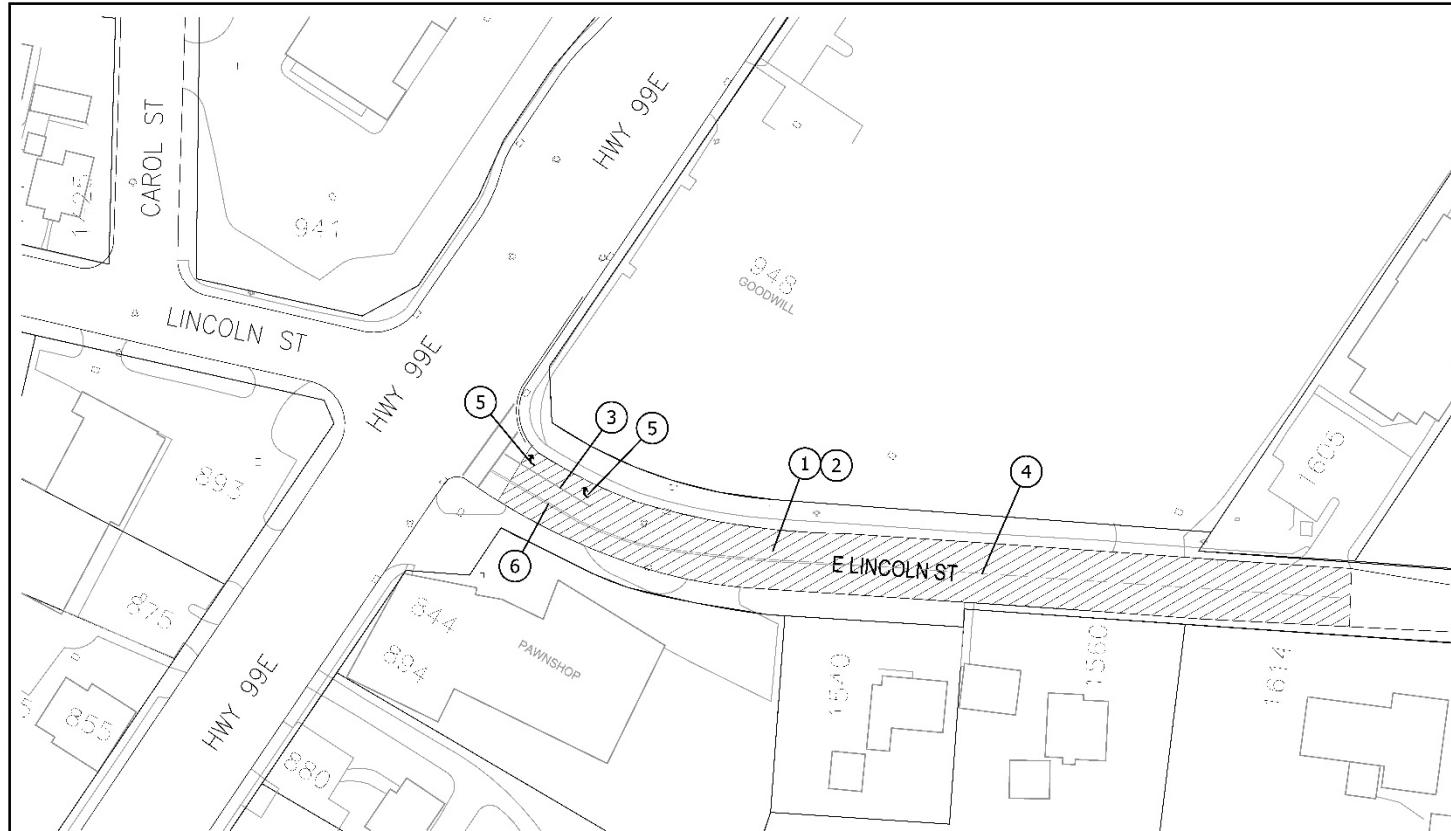


REVISIONS:		

2019 SPRING PAVEMENT MAINTENANCE
ACPR AND PAVEMENT OVERLAY
COUNTRY CLUB ROAD

2019 SPRING PAVEMENT MAINTENANCE PROJECT

Plan Sheet of E. Lincoln Street ACPR



PLAN NOTES: ○

1. CONSTRUCT 5-INCH ASPHALT CONCRETE PAVEMENT REPAIR (ACPR). LOCATIONS AS DIRECTED BY THE ENGINEER. SEE DETAIL #1 ON SHEET 15 AND ALSO IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 00748.
2. USE VACUUM PICK UP BROOM TO CLEAN SURFACE AFTER COLD PLANE REMOVAL OPERATIONS ARE COMPLETED AND PLACE EMULSIFIED ASPHALT TACK COAT ON EXISTING AC SURFACES IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 00730.
3. INSTALL 8" WIDE PAINTED LONGITUDINAL WHITE FOG LINE, AS DIRECTED BY THE ENGINEER. MATCH TO EXISTING PAVEMENT MARKING.
4. INSTALL 4" PAINTED LONGITUDINAL DOUBLE YELLOW CENTER LINE, AS DIRECTED BY THE ENGINEER. MATCH TO EXISTING PAVEMENT MARKING.
5. INSTALL WHITE THERMOPLASTIC RIGHT TURN ARROW AS DIRECTED BY THE ENGINEER.
6. INSTALL 4" PAINTED LONGITUDINAL YELLOW CENTER LINE, AS DIRECTED BY THE ENGINEER. MATCH TO EXISTING PAVEMENT MARKING.

GENERAL NOTES:

1. PROTECT AND ADJUST ALL VALVE BOXES, MANHOLES AND MONUMENT BOXES TO GRADE AND AS DIRECTED BY THE ENGINEER, TYPICAL.
2. PROVIDE WORK ZONE TRAFFIC CONTROL IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 00220 AND 00225 AND AS AMENDED BY SPECIAL PROVISIONS.

ESTIMATED QUANTITIES:

- 16,192 SQFT

BID SET

PLAN
1"=60'

PLT 04-20: March 28, 2019



THIS BAR IS ONE-INCH
ON ORIGINAL DRAWING.



DESIGNED: GK
DRAWN: GK
REVIEWED: DG
APPROVED: DG
HORIZONTAL DATUM: LOCAL
VERTICAL DATUM: LOCAL



REVISIONS:

2019 SPRING PAVEMENT MAINTENANCE

5" ACPR
E LINCOLN ST

PROJECT NO.
2018-017-28
DATE
MARCH 2019
SHEET NO.

4

2019 SPRING PAVEMENT MAINTENANCE PROJECT

Plan Sheet of Hardcastle Avenue ACPR



PLAN NOTES:

1. CONSTRUCT 3-INCH ASPHALT CONCRETE PAVEMENT REPAIR (ACPR). LOCATIONS AS DIRECTED BY THE ENGINEER. SEE DETAIL #5 ON SHEET 15 AND IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 0074B.
2. USE VACUUM PICK UP BROOM TO CLEAN SURFACE AFTER COLD PLANE REMOVAL OPERATIONS ARE COMPLETED AND PLACE EMULSIFIED ASPHALT TACK COAT ON EXISTING AC SURFACES IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 00730.
3. INSTALL PAINTED STRIPING, MATCH TO EXISTING PAVEMENT MARKINGS OR AS DIRECTED BY THE ENGINEER.

GENERAL NOTES:

1. PROTECT AND ADJUST ALL VALVE BOXES, MANHOLES AND MONUMENT BOXES TO GRADE AND AS DIRECTED BY THE ENGINEER, TYPICAL.
2. PROVIDE WORK ZONE TRAFFIC CONTROL IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 00220 AND 00225 AND AS AMENDED BY SPECIAL PROVISIONS.

ESTIMATED QUANTITIES:

- ACPR = 35,300 SQFT

BID SET

2019 SPRING PAVEMENT MAINTENANCE

ACPR
HARDCASTLE AVE

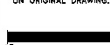
PROJECT NO.
2018-017-28
DATE
MARCH 2019
SHEET NO.

6

PLAN
1"=150'



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ON ORIGINAL DRAWING.



DESIGNED: OK
DRAWN: OK
REVIEWED: DG
APPROVED: DG
HORIZONTAL DATUM: LOCAL
VERTICAL DATUM: LOCAL



REVISIONS:		

1. CONSTRUCT 3-INCH ASPHALT CONCRETE PAVEMENT REPAIR (ACPR). LOCATIONS AS DIRECTED BY THE ENGINEER. SEE DETAIL #3 ON SHEET 15 AND IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 00748.
2. USE VACUUM PICK UP BROOM TO CLEAN SURFACE AFTER COLD PLANE REMOVAL OPERATIONS ARE COMPLETED AND PLACE EMULSIFIED ASPHALT TACK COAT ON EXISTING AC SURFACES IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 00730.
3. INSTALL PAINTED STRIPING, MATCH TO EXISTING PAVEMENT MARKINGS OR AS DIRECTED BY THE ENGINEER.

1. PROTECT AND ADJUST ALL VALVE BOXES, MANHOLES AND MONUMENT BOXES TO GRADE AND AS DIRECTED BY THE ENGINEER, TYPICAL.
2. PROVIDE WORK ZONE TRAFFIC CONTROL IN ACCORDANCE WITH THE OREGON STANDARD SPECIFICATIONS SECTION 00220 AND 00225 AND AS AMENDED BY SPECIAL PROVISIONS.

- ACPR: 30,000 SQFT

PROJECT NO.
2018-017-28

DATE
MARCH 2019

SHEET NO.
5

ACPR
SETTLEMIER AVE



THIS BAR IS ONE-INCH
ON ORIGINAL DRAWING



DESIGNED: GK
DRAWN: GK
REVIEWED: DG
APPROVED: DG
HORIZONTAL DATUM: LOCAL
VERTICAL DATUM: LOCAL



REVISIONS:

PLOT DATE: March 28, 2019

2019 SPRING PAVEMENT MAINTENANCE PROJECT

Existing Photos of Country Club Road



2019 SPRING PAVEMENT MAINTENANCE PROJECT

Existing Photo of E. Lincoln Street



2019 SPRING PAVEMENT MAINTENANCE PROJECT

Existing Photo of Hardcastle Avenue



2019 SPRING PAVEMENT MAINTENANCE PROJECT

Existing Photo of Settlemier Avenue



2019 SPRING PAVEMENT MAINTENANCE PROJECT

Existing Photo of Settlemier Avenue



2019 SPRING PAVEMENT MAINTENANCE PROJECT

Existing Photo of Boones Ferry Road



2019 SPRING PAVEMENT MAINTENANCE PROJECT

ADDITIONAL PAVEMENT MAINTENANCE OPTIONS

Due to Lower than Expected Bids for this Project, Following are Pavement Preservation Options that are Being Considered as a Potential Change Order to this Project:

- Quinn Road – Country Club Road to Princeton Road
- Additional 3" Asphalt Concrete Pavement Repairs at Various Locations Throughout the City
- Crack Sealing
 - Other Pertinent Locations, Depending on Available Funding

2019 SPRING PAVEMENT MAINTENANCE PROJECT

Photos of 2018 Paving Project – Industrial Avenue



2019 SPRING PAVEMENT MAINTENANCE PROJECT

Photos of 2018 Paving Project – Industrial Avenue



2019 SPRING PAVEMENT MAINTENANCE PROJECT

Photos of 2018 Paving Project – Industrial Avenue



2019 SPRING PAVEMENT MAINTENANCE PROJECT

Photos of 2018 Paving Project – Industrial Avenue





Agenda Item

May 13, 2019

TO: Honorable Mayor and City Council through City Administrator

FROM: Eric Liljequist, Public Works Director

SUBJECT: **Fund Exchange Agreement – First Street Improvements, Hardcastle Avenue Realignment @ Railroad, and W. Hayes Street Improvements Projects, Misc. Contracts and Agreements No.33397, No. 33398 & No. 33399 (Goal 4, 5)**

RECOMMENDATION:

Authorize the City Administrator to execute three Intergovernmental Agreements between the State of Oregon and the City of Woodburn pertaining to Fund Exchange Agreements for the First Street Improvements Project (MC&A No. 33397), The Hardcastle Avenue Realignment @ Railroad Project (MC&A No. 33398), and the West Hayes Street Improvements Project (MC&A No. 33399).

BACKGROUND:

The Oregon Department of Transportation has an agreement with the Association of Oregon Counties (AOC) and League of Oregon Cities (LOC) which provides Federal Surface Transportation Program (STP) funds to cities, counties, and non-Transportation Management Area (TMA) Metropolitan Planning Organizations. Fund Exchange provides an opportunity for local cities and counties to exchange their Federal STP dollars for State Highway Fund dollars at a rate of 94 cents in state dollars for every 1 dollar of federal funds.

DISCUSSION:

It has been roughly a decade since the City of Woodburn has utilized their accumulating allocation of Federal STP funds. Recent changes in the State's administration of this program have precipitated a desire for the City to utilize the majority of this fund accumulation to avoid losing the funds in the coming years. Including the projected 2019 allocation of Federal STP funds, the City of Woodburn will have an accumulated balance of over \$2,800,000 (or approximately \$2,632,000 available after implementation of the State exchange process). Until December of 2019, these funds can be used on any ongoing

Agenda Item Review: City Administrator ___X___ City Attorney ___X___ Finance ___X___

transportation project. Therefore, the City elected to utilize the available Federal STP dollars for the following three ongoing projects:

- First Street Improvements Project (\$1,000,000)
- Hardcastle Avenue Realignment @ Railroad Project (\$800,000)
- West Hayes Street Improvements Project (\$800,000)

Completion of the fund exchange process will greatly supplement existing City funds, allowing dedicated City dollars to stretch much farther.

FINANCIAL IMPACT:

Execution of the three Fund Exchange Agreements will provide a net value of \$1,000,000 for the First Street Improvements Project, \$800,000 for the Hardcastle Avenue Realignment at Railroad project, and \$800,000 for the West Hayes Street improvements Project.



Agenda Item

May 13, 2019

TO: Mayor and City Council through City Administrator
FROM: James C. Ferraris, Chief of Police
SUBJECT: **Intergovernmental Agreement for School Resource Officers
(Goal 4,7)**

RECOMMENDATION:

It is recommended the City Council authorize the City Administrator to sign an agreement with Woodburn School District for School Resource Officer services.

BACKGROUND:

On November 15, 1999, the City of Woodburn and the Woodburn School District entered into an Intergovernmental Agreement for the purpose of establishing the duties and responsibilities of a School Resource Officer and established the financial obligation of each agency.

In previous years, the City and the school district have renewed the School Resource Officer Intergovernmental Agreement several times with similar terms and conditions as set forth in the original agreement, with the exception of the financial obligation clause. The term of the current agreement will end on June 30, 2019.

The Woodburn Police Department and the Woodburn School District both believe that the School Resource Officer Program has proven to be very beneficial and wish to continue the program within the school district.

As Police Chief, I am pleased to report that our discussions with the School District led to them agreeing to increase their monetary contribution to \$105,000 under the proposed new intergovernmental agreement. This represents an increase of \$10,000. Since 2015, we have negotiated a cost share increase from the School District amounting to \$60,000. This is a more equitable distribution of the costs of maintaining this needed service.

Agenda Item Review: City Administrator ___x___ City Attorney ___x___ Finance ___x___

DISCUSSION:

This intergovernmental agreement would be effective between July 1, 2019 and June 30, 2020. It would continue to provide the services of one School Resource Officer at Woodburn High School and one School Resource Officer at the District's two middle schools, maintaining the City's partnership with the school district. The broad spectrum of contacts, interactions, and duties conducted by the two School Resource Officers provide great benefits to both the police department and the school district alike. It is an equitable agreement in that the school district provides funding for part of the officers' time utilized at schools, and the City provides for the remainder of the officers' time.

FINANCIAL IMPACT:

Over the course of this agreement, the Woodburn School District has agreed to be responsible for \$105,000 toward salary and fringe benefits for the two school resource officers, and the revenue has been included in the FY 2019-20 Police Department budget. The City of Woodburn will provide \$228,000 toward salary and fringe benefits for the officers. The City's portion of the funding for these positions is identified within the Woodburn Police Department FY 2019-20 budget.

April 29, 2019

To: Honorable Mayor and City Council through City Administrator

From: Chris Kerr, Community Development Director

Thru: Jamie Johnk, Economic Development Director

Subject: **Call-Up Briefing: Public Arts and Mural Committee Approval of a mural to be located at 1750 Park Avenue (Colonia Unidad) (Goal 3)**

RECOMMENDATION:

Staff recommends no action on this item and is providing this summary as an information item to the Council pursuant to Ordinance 2555. This Ordinance give the Council the option of calling up this item for review if desired, and by majority vote, initiate a review of this decision.

BACKGROUND:

On April 17, 2019, the Public Arts and Mural Committee held a public hearing and unanimously approved an application submitted by the Farmworkers Housing Development Corporation ("FHDC") to install a mural at the Colonia Unidad apartment development (currently under construction). Five people testified in favor at the hearing including Hector Hernandez (the artist) and Claudia Cantu, the Executive Director of FHDC. Additionally, letters of support for the project were provided by Chemeketa Community College, Woodburn School District, Woodburn Independent, and Woodburn Downtown Association. No parties testified in opposition to the proposal.

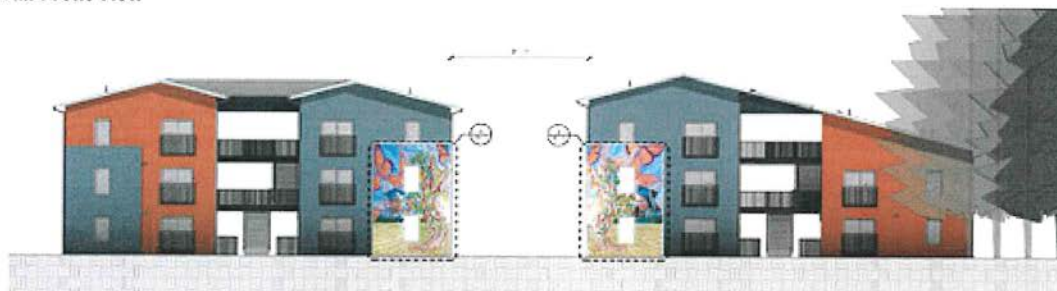
The 28' X 10' mural is to be located on two adjacent walls and has a symmetrical composition. Elements include a sunrise with sunbursts, images of students graduating, hands supporting each other, a flowering tree, butterflies and fertile farmland. The work is entitled "Unity and Achievement". The underlying themes are academic achievement, optimism, transformation, and unification. If approved, the mural is expected to be completed over the summer and installed on the new building in the fall of 2019 to coincide with the opening of the apartment development.



4 ELEVATION - PROPOSED LOCATION A
SCALE: 1/8" = 1'-0"

3 ELEVATION - PROPOSED LOCATION B
SCALE: 1/8" = 1'-0"

Wall Front View



2 SITE ELEVATION - PROPOSED MURAL LOCATIONS
SCALE: 1/8" = 1'-0"

Mural Front View

"Unity and Achievement"

