

COUNCIL MEETING MINUTES

FEBRUARY 8, 2021

DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, FEBRUARY 8, 2021

CONVENED The meeting convened at 7:03 p.m. with Mayor Swenson presiding.

ROLL CALL

Mayor Swenson	Present -via video conferencing
Councilor Carney	Present -via video conferencing
Councilor Cornwell	Present -via video conferencing
Councilor Schaub	Present -via video conferencing
Councilor Swanson	Present- via video conferencing
Councilor Puente	Present -via video conferencing
Councilor Cabrales	Present -via video conferencing

Staff Present (via video conferencing): City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Economic Development Director Johnk, Police Chief Ferraris, Deputy Police Chief Pilcher, Community Development Director Kerr, Public Works Project and Engineering Director Liljequist, Finance Director Turley, Human Resources Director Gregg, Parks and Recreation Manager Cuomo, City Recorder Pierson

ANNOUNCEMENTS

Mid-Willamette Valley Council of Governments - The City was recognized for its COVID-19 response by MWVCOG Board Chair Jackie Franke and Director Renata Wakely.

Recognition of Julie Moore - Julie Moore was recognized for her 37 years of service to the City of Woodburn and congratulated on her retirement.

Recognition of Jerry Cotter and WCAT – Jerry Cotter was recognized for his work with WCAT.

PRESENTATIONS

COVID-19 Update - Parks and Recreation Manager Cuomo provided an update on the COVID-19 response in Woodburn.

BUSINESS FROM THE PUBLIC

Elissa Nava provided comments on what she has learned as a student of government about the responsibilities of elected officials.

CONSENT AGENDA

- A. Woodburn City Council minutes of January 25, 2021,
 - B. 2021 OLCC Renewal,
 - C. Liquor License Application for Tequila's Bistro Bar, LLC.,
 - D. Building Activity for January 2021.
- Carney/Cornwell....** adopt the Consent Agenda. The motion passed unanimously.

COUNCIL BILL NO. 3142 – A RESOLUTION APPROVING THE CHANGE OF INDIRECT CONTROL OF THE FRANCHISEE, WAVEDIVISION VII, LLC, UNDER THE CABLE TELEVISION FRANCHISE Carney introduced Council Bill No. 3142. City Recorder Pierson read the bill by title only since there were no objections from the Council. City Attorney Shields provided a staff report. Councilor's Carney, Cabrales, Swanson and Puente stated

COUNCIL MEETING MINUTES

FEBRUARY 8, 2021

that they are subscribers of WAVE. On roll call vote for final passage, the bill passed unanimously. Mayor Swenson declared Council Bill No. 3142 duly passed.

AWARD OF CONSTRUCTION CONTRACT FOR THE SIXTH STREET SANITARY SEWER REPLACEMENT PROJECT

Public Works Project and Engineering Director Liljequist provided a staff report. **Carney/Schaub...** award the construction contract for the Sixth Street Sanitary Sewer Replacement Project to the lowest responsible and responsive bidder, Icon Construction & Development LLC, in the amount of \$98,830.00. The motion passed unanimously.

SMITH CREEK PARKS NAMING PROCESS

Assistant City Administrator Row provided a staff report. There was a consensus of the City Council to change the number of members from the general public on the committee from two to four members to having four to eight members of the general public on the committee. **Carney/Cornwell...** approve the process for naming the public parks that have already or will soon be coming into City ownership through the completion of the Smith Creek Residential Development with the modifications proposed by the Council. The motion passed unanimously.

OTHER BUSINESS

The City Council and the Mayor continued their goal setting discussion.

CITY ADMINISTRATOR'S REPORT

The City Administrator reported the following:

- The City has received the \$450,000 block grant to provide rent and mortgage assistance.
- Cold weather is forecasted and he has reached out to Love INC about having a warming shelter and they are looking at having their location on 99E available.

MAYOR AND COUNCIL REPORTS

Councilor Cornwell stated that she is happy with how things are coming together for the City.

Councilor Swanson thanked Ms. Nava for attending and thanked her for what she had to say and thanked Ms. Clara for attending.

Mayor Swenson stated that he was on a call with LOC with other Mayor's and the Governor.

ADJOURNMENT

Carney/Schaub... meeting be adjourned. The motion passed unanimously.

The meeting adjourned at 9:20 p.m.

APPROVED _____
ERIC SWENSON, MAYOR

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

COUNCIL MEETING MINUTES

FEBRUARY 22, 2021

DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, FEBRUARY 22, 2021

CONVENED The meeting convened at 7:01 p.m. with Mayor Swenson presiding.

ROLL CALL

Mayor Swenson	Present -via video conferencing
Councilor Carney	Present -via video conferencing
Councilor Cornwell	Present -via video conferencing
Councilor Schaub	Present -via video conferencing
Councilor Swanson	Present- via video conferencing.
Councilor Puente	Present -via video conferencing
Councilor Cabrales	Present -via video conferencing

Staff Present (via video conferencing): City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Economic Development Director Johnk, Police Chief Ferraris, Deputy Police Chief Pilcher, Community Development Director Kerr, Public Works Project and Engineering Director Liljequist, Finance Director Turley, Assistant City Attorney Granum, Human Resources Director Gregg, Parks and Recreation Manager Cuomo, City Recorder Pierson

PUBLIC HEARINGS

A Public Hearing to consider input on ANX 2020-04 & ZC 2020-03 “SWIR Annexation - Weisz Properties” - Mayor Swenson declared the hearing open at 7:02 p.m. for the purpose of hearing public input on ANX 2020-04 & ZC 2020-03 “SWIR Annexation - Weisz Properties” **Carney/Schaub...** postpone this item until the March 8, 2021 meeting. The motion passed unanimously.

UPDATE ON ICE STORM EVENT

City Administrator Derickson provided an update on the ice storm event and how the City responded to the event. Wendy Veliz with PGE provided an update on their response in Woodburn and thanked the City for their partnership. Chief Budge with the Woodburn Fire District provided the City Council an overview of their response during the ice storm. Mark Spross Director of METCOM provided information on METCOM’s response to the ice storm. Shawn Baird with Woodburn Ambulance provided information on their response to the ice storm. Economic Development Director Johnk spoke about getting carbon monoxide detectors to distribute to community members during the ice storm power outages. Parks and Recreation Manager Cuomo provided information on the teamwork that was displayed with the medical community’s efforts with the COVID vaccines during the ice storm. Deputy Chief Pilcher provided an update on the Woodburn Police Departments response during the ice storm event. Public Works Operations Director Stultz provide information on Woodburn Public Works response during the ice storm event. City Councilors discussed their experiences during the ice storm and power outages.

COUNCIL BILL NO. 3143 - AN ORDINANCE PROVIDING FOR ALTERNATIVE PERMITTING PROCEDURES FOR A PERIOD OF 90 DAYS; PROVIDING FOR THE REMOVAL OF CERTAIN IMMINENTLY DANGEROUS TREES AS DEFINED BY THIS ORDINANCE; TEMPORARILY SUSPENDING CERTAIN ENFORCEMENT ACTIONS; WAIVING PERMIT FEES; AND DECLARING AN EMERGENCY

Carney introduced Council Bill No. 3143. City Recorder Pierson read the bill twice by title only since there were no objections from the Council. City Attorney Shields provided a staff report.

COUNCIL MEETING MINUTES

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On roll call vote for final passage, the bill passed unanimously. Mayor Swenson declared Council Bill No. 3143 duly passed.

ADJOURNMENT

Carney/Cornwell... meeting be adjourned. The motion passed unanimously.
The meeting adjourned at 9:10 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: March 1, 2021

To: Chris Kerr, Community Development Director

From: Ted Cuno, Building Division 

Subject: Building Activity for February 2021

	2019		2020		2021	
	No.	Dollar Amount	No.	Dollar Amount	No.	Dollar Amount
Single-Family Residential	3	\$380,012	0	\$0	23	\$5,913,459
Multi-Family Residential	0	\$0	0	\$0	0	\$0
Assisted Living Facilities	0	\$0	0	\$0	0	\$0
Residential Adds & Alts	3	\$69,410	1	\$3,000	3	\$64,068
Industrial	0	\$0	0	\$0	0	\$0
Commercial	5	\$496,620	3	\$460,574	2	\$105,041
Signs and Fences	0	\$0	0	\$0	0	\$0
Manufactured Homes	0	\$0	0	\$0	0	\$0
TOTALS	11	\$946,042	4	\$463,574	28	\$6,082,568
Fiscal Year to Date (July 1 – June 30)		\$27,062,727		\$15,018,651		\$29,879,984



Permits Issued

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

www.ci.woodburn.or.us

2/1/2021 through 2/28/2021

Includes all valuations

building.dept@ci.woodburn.or.us

Record Types Selected: -All-

Commercial Alarm or Suppression Systems

971-20-000534-FIRE

Issued: 2/26/21

Fees: \$731.28

Valuation: \$16,200.00

Address: 1785 N FRONT ST, WOODBURN, OR 97071

Parcel: 051W07A 00600

Owner: WOODBURN SCHOOL DISTRICT 103

Licensed Prof:

Category of Construction: Commercial

Type of Work: Addition

Work Description: Addition of addressable fire alarm system in new classroom building and CTE building at Woodburn High School

Commercial Alarm or Suppression Systems

1 permits issued

\$731.28

\$16,200.00

Permits Issued:

Commercial Mechanical

971-21-000055-MECH	Issued: 2/22/21	Fees: \$277.30	Valuation: \$5,000.00
Address: 1785 N FRONT ST, WOODBURN, OR 97071			
Owner: WOODBURN SCHOOL DISTRICT 103 WOODBURN HIGH SCHOOL			
Licensed Prof:			
Category of Construction: Commercial	Type of Work: New		
Work Description: Install Gas Piping Per Plans			
971-21-000064-MECH	Issued: 2/8/21	Fees: \$2,168.34	Valuation: \$125,000.00
Address: 1800 W HAYES ST, WOODBURN, OR 97071			
Owner: WOODBURN SCHOOL DISTRICT 103 NELLIE MUIR ELEMENTARY SCHOOL			
Licensed Prof:			
Category of Construction: Commercial	Type of Work: Addition		
Work Description: Mechanical system for an additional 4 classrooms at Elementary School.			
971-21-000065-MECH	Issued: 2/25/21	Fees: \$465.55	Valuation: \$12,120.00
Address: 970 N CASCADE DR, UNIT# 100, WOODBURN, OR 97071			
Owner: CITY OF WOODBURN			
Licensed Prof:			
Category of Construction: Commercial	Type of Work: Replacement		
Work Description: LIKE FOR LIKE REPLACEMENT GAS FURNACE 60K BTU, OF 2 TON A/C, AND 1.5TON HEATPUMP			
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Commercial Mechanical	3 permits issued	\$2,911.19	\$142,120.00

Permits Issued:

Commercial Structural

971-21-000067-STR		Issued: 2/10/21	Fees: \$1,923.48	Valuation: \$104,000.00
Address: 1785 N FRONT ST, WOODBURN, OR 97071		Parcel: 051W07A 00600		
Owner: WOODBURN SCHOOL DISTRICT 103 WOODBURN HIGH SCHOOL				
Licensed Prof:				
Category of Construction: Accessory Structure		Type of Work: New		
Work Description: Enclosure of the dust collecting system used for the new CTE shop. Enclosure is located in the new courtyard of the project.				
971-21-000072-STR		Issued: 2/18/21	Fees: \$206.70	Valuation: \$1,041.00
Address: 2600 PROGRESS WAY, WOODBURN, OR 97071		Parcel: 051W08A 02500		
Owner: BURLINGHAM TRUST INC C/O RON PETERS				
Licensed Prof:				
Category of Construction: Commercial		Type of Work: Repair		
Work Description: Repair Small Area in the wall that the fire caused damage to. Affected one stud and one plate.				

Commercial Structural	2 permits issued	\$2,130.18	\$105,041.00
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Permits Issued:

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Residential 1 & 2 Fam Dwelling (New Only) Limited

971-20-000590-DWL	Issued: 2/23/21	Fees: \$15,442.89	Valuation: \$205,609.65
Address: 2525 Ben Brown DR, Woodburn, OR 97071		Parcel: 052W130000108	
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 10			
971-20-000591-DWL	Issued: 2/23/21	Fees: \$16,099.41	Valuation: \$235,877.58
Address: 1918 Ben Brown LN, Woodburn, OR 97071		Parcel: 052W130000108	
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 119			
971-20-000592-DWL	Issued: 2/23/21	Fees: \$16,427.28	Valuation: \$252,742.65
Address: 1932 Ben Brown LN, Woodburn, OR 97071		Parcel: 052W130000108	
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 120			
971-21-000004-DWL	Issued: 2/23/21	Fees: \$17,507.82	Valuation: \$307,196.10
Address: 1945 Ben Brown LN, Woodburn, OR 97071		Parcel: 052W130000108	
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 58			
971-21-000005-DWL	Issued: 2/23/21	Fees: \$16,692.54	Valuation: \$266,943.09
Address: 1865 Ben Brown LN, Woodburn, OR 97071		Parcel: 052W130000108	
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 59			
971-21-000006-DWL	Issued: 2/23/21	Fees: \$17,677.69	Valuation: \$328,000.00
Address: 1787 Ben Brown LN, Woodburn, OR 97071		Parcel: 052W130000108	
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 60			

Permits Issued:

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Residential 1 & 2 Fam Dwelling (New Only) Limited

971-21-000007-DWL	Issued: 2/23/21	Fees: \$16,701.04	Valuation: \$267,184.59
Address: 1751 Ben Brown LN, Woodburn, OR 97071			
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 61			
971-21-000008-DWL	Issued: 2/23/21	Fees: \$16,286.27	Valuation: \$258,000.00
Address: 1810 Ben Brown LN, Woodburn, OR 97071			
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 117			
971-21-000009-DWL	Issued: 2/23/21	Fees: \$15,071.78	Valuation: \$253,008.30
Address: 1818 Ben Brown LN, Woodburn, OR 97071			
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 118			
971-21-000030-DWL	Issued: 2/23/21	Fees: \$16,214.81	Valuation: \$243,994.98
Address: 2515 Ben Brown DR, Woodburn, OR 97071			
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 11 NSFR 1798			
971-21-000031-DWL	Issued: 2/23/21	Fees: \$15,442.89	Valuation: \$205,609.65
Address: 2505 Ben Brown DR, Woodburn, OR 97071			
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 12 NSFR 1495			
971-21-000032-DWL	Issued: 2/23/21	Fees: \$15,758.14	Valuation: \$220,489.50
Address: 2493 Ben Brown DR, Woodburn, OR 97071			
Owner: SMITH CREEK LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Smith Creek Lot 13 NSFR 1610			

Permits Issued:

Residential 1 & 2 Fam Dwelling (New Only) Limited

971-21-000039-DWL		Issued: 2/23/21	Fees: \$15,872.13	Valuation: \$227,162.61
Address: 2254 Ben Brown DR, Woodburn, OR 97071				
Owner: SMITH CREEK LLC				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	New	
Work Description: Smith Creek Lot 34 NSFR 1671				
971-21-000040-DWL		Issued: 2/23/21	Fees: \$16,223.30	Valuation: \$244,598.73
Address: 2502 Ben Brown DR, Woodburn, OR 97071				
Owner: SMITH CREEK LLC				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	New	
Work Description: Smith Creek Lot 141 NSFR 1798				
971-21-000041-DWL		Issued: 2/23/21	Fees: \$17,789.61	Valuation: \$307,327.11
Address: 796 Ostrom DR, Woodburn, OR 97071				
Owner: SMITH CREEK 2 LLC				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	New	
Work Description: NSFR				
971-21-000042-DWL		Issued: 2/23/21	Fees: \$16,717.77	Valuation: \$262,827.54
Address: 754 Ostrom DR, Woodburn, OR 97071				
Owner: SMITH CREEK 2 LLC				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	New	
Work Description: NSFR				
971-21-000043-DWL		Issued: 2/22/21	Fees: \$15,902.23	Valuation: \$223,374.24
Address: 712 Ostrom DR, Woodburn, OR 97071				
Owner: SMITH CREEK 2 LLC				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	New	
Work Description: NSFR				
971-21-000044-DWL		Issued: 2/23/21	Fees: \$17,789.61	Valuation: \$307,327.11
Address: 795 Ben Brown LN, Woodburn, OR 97071				
Owner: SMITH CREEK 2 LLC				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	New	
Work Description: NSFR				

Permits Issued:

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Residential 1 & 2 Fam Dwelling (New Only) Limited

971-21-000046-DWL	Issued: 2/23/21	Fees: \$16,397.34	Valuation: \$243,660.30
Address: 701 Ostrom DR, Woodburn, OR 97071		Parcel: 052W130000100	
Owner: SMITH CREEK 2 LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: NSFR			
971-21-000047-DWL	Issued: 2/23/21	Fees: \$15,507.16	Valuation: \$272,970.54
Address: 713 Ben Brown LN, Woodburn, OR 97071		Parcel: 052W130000100	
Owner: SMITH CREEK 2 LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: NSFR			
971-21-000048-DWL	Issued: 2/23/21	Fees: \$16,454.28	Valuation: \$253,706.70
Address: 749 Ben Brown LN, Woodburn, OR 97071		Parcel: 052W130000100	
Owner: SMITH CREEK 2 LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: NSFR			
971-21-000049-DWL	Issued: 2/23/21	Fees: \$16,745.77	Valuation: \$262,875.84
Address: 667 Ostrom DR, Woodburn, OR 97071		Parcel: 052W130000100	
Owner: SMITH CREEK 2 LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: NSFR			
971-21-000050-DWL	Issued: 2/23/21	Fees: \$16,717.77	Valuation: \$262,972.44
Address: 743 Ostrom DR, Woodburn, OR 97071		Parcel: 052W130000100	
Owner: SMITH CREEK 2 LLC			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: NSFR			
Residential 1 & 2 Fam Dwelling (New Only) Limited	23 permits issued	\$377,439.53	\$5,913,459.25

Permits Issued:

Residential Mechanical

971-21-000051-MECH		Issued: 2/1/21	Fees:	\$100.80	Valuation:	\$3,742.00
Address: 2743 FAIRWAY ST, WOODBURN, OR 97071						
Owner: HANK WERNER & HOLLY THAU TR & WERNER, HENRY W TRE & THAU,HOLLY R TRE						
Licensed Prof:						
Category of Construction:		Single Family Dwelling	Type of Work:		Alteration	
Work Description:		INSTALL GF				
971-21-000052-MECH		Issued: 2/1/21	Fees:	\$100.80	Valuation:	\$10,451.00
Address: 757 FAIRWOOD CRESCENT DR, WOODBURN, OR 97071						
Owner:						
Licensed Prof:						
Category of Construction:		Single Family Dwelling	Type of Work:		Alteration	
Work Description:		Install gas furnace and air conditioner				
971-21-000056-MECH		Issued: 2/2/21	Fees:	\$100.80	Valuation:	\$11,983.00
Address: 255 S CASCADE DR, WOODBURN, OR 97071						
Owner: SUSAN M MCBRIDE LT 50% & MCBRIDE, SUSAN M TRE & JAMES L MCBRIDE LT 50%						
Licensed Prof:						
Category of Construction:		Single Family Dwelling	Type of Work:		Alteration	
Work Description:		Install Air Handler and Heat Pump				
971-21-000057-MECH		Issued: 2/2/21	Fees:	\$100.80	Valuation:	\$900.00
Address: 1999 JANSEN WAY 00, WOODBURN, OR 97071						
Owner:						
Licensed Prof:						
Category of Construction:		Manufactured Dwelling	Type of Work:		Alteration	
Work Description:		Replace bathroom fan.				
971-21-000058-MECH		Issued: 2/2/21	Fees:	\$100.80	Valuation:	\$6,800.00
Address: 425 S CASCADE DR, WOODBURN, OR 97071						
Owner: GAINER, SHARON L						
Licensed Prof:						
Category of Construction:		Single Family Dwelling	Type of Work:		Replacement	
Work Description:		Replacement of a Heat Pump				
971-21-000068-MECH		Issued: 2/5/21	Fees:	\$280.00	Valuation:	\$0.00
Address: 1575 TOMLIN AVE, WOODBURN, OR 97071						
Owner: ARMSTRONG, KAREN A						
Licensed Prof:						
Category of Construction:		Single Family Dwelling	Type of Work:		Alteration	
Work Description:		Install 1 gas furnace. Install ducting servicing 3 bathrooms, 1 dryer vent, 1 kitchen hood exhaust. Install 3 gas lines servicing 1 furnace, 1 range, 1 water heater. Install 1 tankless water heater.				

Permits Issued:

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Residential Mechanical

971-21-000069-MECH	Issued: 2/8/21	Fees: \$100.80	Valuation: \$10,000.00
Address: 2213 COUNTRY CLUB RD, WOODBURN, OR 97071		Parcel: 052W12AC05200	
Owner: PLAZA CENTER LLC			
Licensed Prof:			
Category of Construction: Other	Type of Work: New		
Work Description: New HVAC system			
971-21-000071-MECH	Issued: 2/8/21	Fees: \$100.80	Valuation: \$16,377.00
Address: 1237 GOOSE CREEK RD, WOODBURN, OR 97071		Parcel: 051W07BD01300	
Owner: JON & HEATHER HOLLAND RT & HOLLAND, JON B TRE & HOLLAND,HEATHER L TRE			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: Install Gas Furnace and Air conditioner			
971-21-000074-MECH	Issued: 2/10/21	Fees: \$100.80	Valuation: \$0.00
Address: 1028 BROWN ST, WOODBURN, OR 97071		Parcel: 051W18CA21900	
Owner: PERKETT, AARON & MEISENHEIMER, KATELYN			
Licensed Prof: MELTON HEATING & AIR CONDITIONING INC			
Category of Construction: Single Family Dwelling	Type of Work: New		
Work Description: Install air conditioner			
971-21-000075-MECH	Issued: 2/9/21	Fees: \$100.80	Valuation: \$4,161.00
Address: 1590 TIERRA LYNN DR, WOODBURN, OR 97071		Parcel: 051W08CA01000	
Owner: HAMMILL, MARGARET E			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration	Census Code: Single Family Houses Detached	
Work Description: Install GF			
971-21-000077-MECH	Issued: 2/11/21	Fees: \$100.80	Valuation: \$4,500.00
Address: 1825 HARDCASTLE AVE, WOODBURN, OR 97071		Parcel: 051W08DC03400	
Owner: GRASSHAM TIMOTHY A GRASSHAM WENDI S			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Addition		
Work Description: install gas insert			
971-21-000082-MECH	Issued: 2/11/21	Fees: \$100.80	Valuation: \$8,012.00
Address: 400 WORKMAN DR, WOODBURN, OR 97071		Parcel: 051W18BB08200	
Owner: PREDEEK JAMES BERNARD PREDEEK GLORIA			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: Install Gas Furnace			

Permits Issued:

Residential Mechanical

971-21-000083-MECH	Issued: 2/12/21	Fees: \$100.80	Valuation: \$10,784.16
Address: 1257 BERNARD DR, WOODBURN, OR 97071		Parcel: 051W07BD03700	
Owner: COLYER JEREMY A COLYER CINDY J			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Replacement		
Work Description: install furnace and ac			
971-21-000084-MECH	Issued: 2/12/21	Fees: \$100.80	Valuation: \$1,469.00
Address: 2569 GRAYSTONE DR, WOODBURN, OR 97071		Parcel: 051W07AA05000	
Owner: BRAMMEIER JUSTUS FRANKLIN BRAMMEIERHEATHER ANN			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Replacement		
Work Description: Remove/replace gas water heater			
971-21-000094-MECH	Issued: 2/16/21	Fees: \$100.80	Valuation: \$8,793.00
Address: 85 WORKMAN DR, WOODBURN, OR 97071		Parcel: 051W18BB02100	
Owner: LEON JOHN JOANN EHRENS LT EHRENS LEON JOHN TRE EHRENSJOANN TRE			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: Install Gas Furnace			
971-21-000103-MECH	Issued: 2/18/21	Fees: \$100.80	Valuation: \$15,486.00
Address: 767 CORBY ST, WOODBURN, OR 97071		Parcel: 051W07DC11200	
Owner: MCKASSON REBECCA L			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: Install Furnace/AC			
971-21-000104-MECH	Issued: 2/18/21	Fees: \$100.80	Valuation: \$3,876.00
Address: 2803 REVERE ST, WOODBURN, OR 97071		Parcel: 051W06CD10500	
Owner: CORTES JOSE GIRON GUZMANERIKA JACUINDE			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: Install Gas Furnace			
971-21-000105-MECH	Issued: 2/19/21	Fees: \$100.80	Valuation: \$10,853.00
Address: 1769 SALLAL RD, WOODBURN, OR 97071		Parcel: 052W12AA12900	
Owner: VAN WINKLE KAREN J			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: INSTALL GAS FURNACE AND A/C			

Permits Issued:

Residential Mechanical

971-21-000108-MECH	Issued: 2/19/21	Fees: \$100.80	Valuation: \$14,484.00
Address: 2575 BOSTON ST, WOODBURN, OR 97071		Parcel: 051W07BA13800	
Owner: PANTOJA-RAMIREZ MONSERRATA MADDEN PATRICK MADDEN KIMBERLY			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: Installing Gas furnace and AC			
971-21-000109-MECH	Issued: 2/19/21	Fees: \$100.80	Valuation: \$10,716.00
Address: 1163 GOOSE CREEK RD, WOODBURN, OR 97071		Parcel: 051W07BD00800	
Owner: BARR WILLIAM S BARR MARY			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: Installing GF and AC			
971-21-000110-MECH	Issued: 2/22/21	Fees: \$100.80	Valuation: \$12,000.00
Address: 3177 CAMAS ST, WOODBURN, OR 97071		Parcel: 052W12BC00700	
Owner: SMITH MARTHA B MACK CORA MARIE			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: INSTALL AH / HP			
971-21-000111-MECH	Issued: 2/22/21	Fees: \$100.80	Valuation: \$5,138.00
Address: 838 MEADOWVALE LN, WOODBURN, OR 97071		Parcel: 051W18DB08600	
Owner: BROWN SHANA A BROWN JUSTIN W			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: Install Gas Furnace			
971-21-000112-MECH	Issued: 2/22/21	Fees: \$100.80	Valuation: \$6,497.00
Address: 1025 STARK ST, WOODBURN, OR 97071		Parcel: 051W18DA05900	
Owner: WEISS HARRY L WEISS DEBORAH L			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: Gas Insert & Gas Line			
971-21-000113-MECH	Issued: 2/23/21	Fees: \$100.80	Valuation: \$5,701.00
Address: 1341 AUSTIN AVE, WOODBURN, OR 97071		Parcel: 051W07CC11500	
Owner: JAMES DEREK C JAMES DOROTHY M			
Licensed Prof:			
Category of Construction: Single Family Dwelling	Type of Work: Alteration		
Work Description: Install gas Furnace			

Permits Issued:

Residential Mechanical

971-21-000114-MECH		Issued: 2/23/21	Fees: \$100.80	Valuation: \$4,224.00
Address: 1619 THOMPSON RD, WOODBURN, OR 97071		Parcel: 051W07BB07400		
Owner: ECKDAHL LON ECKDAHL DIANA				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Alteration	
Work Description:	Gas Insert & Gas Line			
971-21-000129-MECH		Issued: 2/26/21	Fees: \$100.80	Valuation: \$2,500.00
Address: 1594 WALTON WAY, WOODBURN, OR 97071		Parcel: 051W07BB19300		
Owner: HALBRITTER ELIZABETH A				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Alteration	
Work Description:	Install gas furnace			

Residential Mechanical	26 permits issued	\$2,800.00	\$189,447.16
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Permits Issued:

Residential Structural

971-21-000062-STR	Issued: 2/26/21	Fees: \$1,517.52	Valuation: \$53,882.40
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Address: 1140 KOFFLER AVE, WOODBURN, OR 97071

Parcel: 051W08CC02700

Owner: GIRON, ROSALINDA G

Licensed Prof:

Category of Construction: Single Family Dwelling	Type of Work: Addition
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Work Description: 440 sq. ft. addition

971-21-000093-STR	Issued: 2/19/21	Fees: \$336.00	Valuation: \$2,841.93
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Address: 1439 ASTOR WAY, WOODBURN, OR 97071

Parcel: 051W07BB16300

Owner: BUSCHERT DARWIN J BUSCHERT SUZANNE F

Licensed Prof:

Category of Construction: Other	Type of Work: Alteration
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Work Description: INSTALLATION OF UTILITY INTERACTIVE PHOTOVOLTAIC SOLAR SYSTEM
 3.15 kW DC PHOTOVOLTAIC SOLAR ARRAY
 ROOF TYPE: Comp Shingle
 MODULES: (10) JinKO Solar Eagle JKM 315M-60HL
 INVERTER(S): Enphase IQ7-60-2-US,----
 RACKING: Unirac SFM Infinity

971-21-000106-STR	Issued: 2/19/21	Fees: \$336.00	Valuation: \$7,344.00
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Address: 1393 AUTUMN BLVD, WOODBURN, OR 97071

Parcel: 051W18CC10700

Owner: MORRIS WILLIAM MORRIS KAREN

Licensed Prof:

Category of Construction: Single Family Dwelling	Type of Work: Other
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Work Description: Installation of solar panels on existing residential roof. 6.12kW

Residential Structural	3 permits issued	\$2,189.52	\$64,068.33
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58 permits issued	\$388,201.70	\$6,430,335.74
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Woodburn Police Department

MONTHLY ARRESTS BY OFFENSES 2021 Year to Date

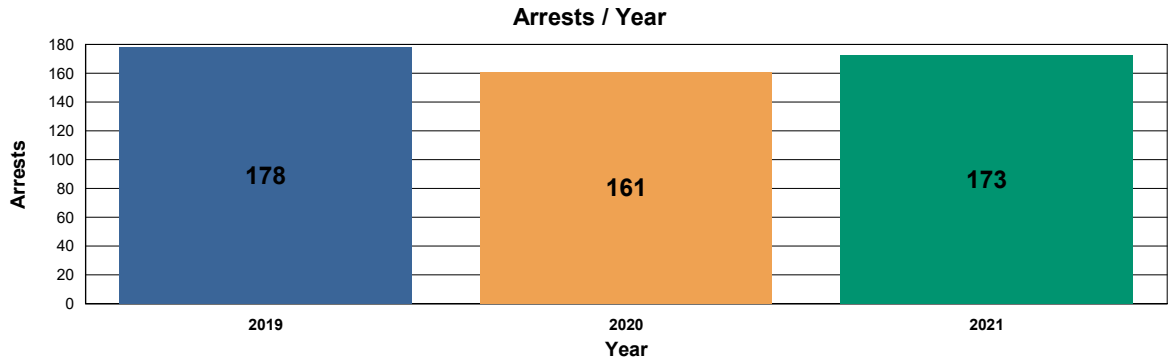
CHARGE DESCRIPTION	Jan	Total
AGGRAVATED ASSAULT	4	4
ANIMAL ORDINANCES	1	1
ARSON	1	1
ASSAULT SIMPLE	9	9
BURGLARY - OTHER STRUCTURE	1	1
CRIME DAMAGE-NO VANDALISM OR ARSON	3	3
CURFEW	4	4
CUSTODY - MENTAL	8	8
DISORDERLY CONDUCT	6	6
DRIVING UNDER INFLUENCE	10	10
DRUG LAW VIOLATIONS	10	10
DWS/REVOKED-MISDEMEANOR	3	3
ELUDE	1	1
EXTORTION/BLACKMAIL	1	1
FAILURE TO REGISTER AS SEX OFFENDER	1	1
FORCIBLE RAPE	3	3
FUGITIVE ARREST FOR ANOTHER AGENCY	48	48
HIT AND RUN-MISDEMEANOR	3	3
INTIMIDATION /OTHER CRIMINAL THREAT	7	7
KIDNAP - FOR ADDITIONAL CRIMINAL PURPOSE	1	1
MOTOR VEHICLE THEFT	1	1
OTHER	5	5
PROVIDE FALSE INFORMATION TO LAW ENFORCEMENT	1	1
RECKLESS DRIVING	2	2
RECKLESSLY ENDANGERING	4	4
RESTRAINING ORDER VIOLATION	1	1
ROBBERY - BUSINESS	1	1
ROBBERY - RESIDENCE	1	1
RUNAWAY	1	1
SEX CRIME - SEXUAL ASSAULT WITH AN OBJECT	1	1
STOLEN PROPERTY - RECEIVING,BUYING,POSSESSING	1	1
THEFT - OTHER	3	3
THEFT - SHOPLIFT	3	3
TRAFFIC VIOLATIONS	8	8
TRESPASS	1	1
UNAUTHORIZED ENTRY INTO MOTOR VEHICLE	1	1
VANDALISM	4	4
VEHICLE RECOVERD FOR OTHER AGENCY	2	2
WEAPON - EX FELON IN POSSESSION	1	1
WEAPON - POSSESS ILLEGAL	5	5
WEAPON - SHOOTING IN PROHIBITED AREA	1	1

	Jan	Total
2021 Total	173	173
2020 Total	161	161
2019 Total	178	178

Woodburn Police Department

MONTHLY ARRESTS BY OFFENSES

2021 Year to Date



Woodburn Police Department

MONTHLY CRIMINAL OFFENSES

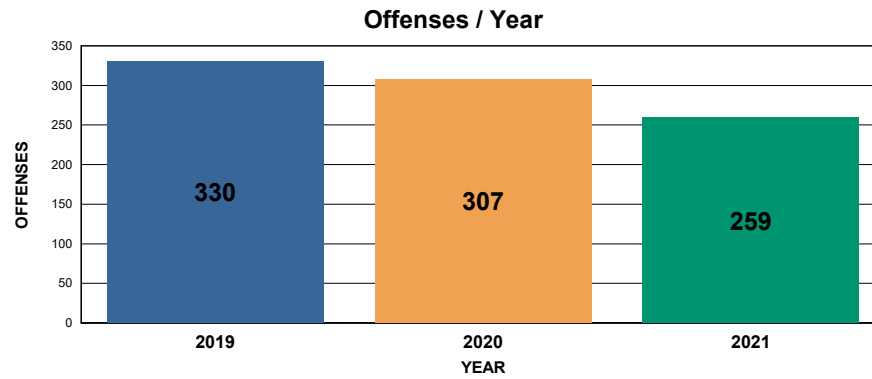
2021 Year to Date

CHARGE DESCRIPTION	Jan	Total
AGGRAVATED ASSAULT	2	2
ANIMAL ORDINANCES	1	1
ARSON	1	1
ASSAULT SIMPLE	10	10
BURGLARY - BUSINESS	1	1
BURGLARY - RESIDENCE	2	2
CRIME DAMAGE-NO VANDALISM OR ARSON	5	5
CRIMINAL MISTREATMENT	1	1
CURFEW	1	1
CUSTODY - MENTAL	8	8
DISORDERLY CONDUCT	5	5
DRIVING UNDER INFLUENCE	10	10
DRUG LAW VIOLATIONS	6	6
DWS/REVOKED-MISDEMEANOR	3	3
ELUDE	2	2
EXTORTION/BLACKMAIL	1	1
FAILURE TO REGISTER AS SEX OFFENDER	1	1
FORCIBLE RAPE	2	2
FORGERY/COUNTERFEITING	2	2
FRAUD - BY DECEPTION/FALSE PRETENSES	2	2
FRAUD - CREDIT CARD/AUTOMATIC TELLER MACHINE	1	1
FUGITIVE ARREST FOR ANOTHER AGENCY	33	33
HIT AND RUN FELONY	1	1
HIT AND RUN-MISDEMEANOR	15	15
IDENTITY THEFT	2	2
INTIMIDATION /OTHER CRIMINAL THREAT	3	3
KIDNAP - FOR ADDITIONAL CRIMINAL PURPOSE	2	2
MISCELLANEOUS	10	10
MOTOR VEHICLE THEFT	9	9
NON CRIMINAL DOMESTIC DISTURBANCE	9	9
OTHER	5	5
PROPERTY - FOUND LOST MISLAID	4	4
PROPERTY RECOVER FOR OTHER AGENCY	2	2
RECKLESS DRIVING	1	1
RESTRAINING ORDER VIOLATION	1	1
ROBBERY - BUSINESS	1	1
ROBBERY - RESIDENCE	1	1
RUNAWAY	2	2
SEX CRIME - FORCIBLE SODOMY	1	1
SEX CRIME - MOLEST (PHYSICAL)	1	1
SEX CRIME - PORNOGRAPHY/OBSCENE MATERIAL	1	1
SEX CRIME - SEXUAL ASSAULT WITH AN OBJECT	1	1
STOLEN PROPERTY - RECEIVING,BUYING,POSSESSING	1	1
THEFT - BICYCLE	1	1
THEFT - BUILDING	2	2
THEFT - FROM MOTOR VEHICLE	8	8
THEFT - MOTOR VEHICLE PARTS/ACCESSORIES	6	6
THEFT - OTHER	12	12
THEFT - SHOPLIFT	15	15
TRAFFIC VIOLATIONS	10	10
TRESPASS	3	3
UNAUTHORIZED ENTRY INTO MOTOR VEHICLE	2	2
VANDALISM	18	18
VEHICLE RECOVERD FOR OTHER AGENCY	6	6
WEAPON - POSSESS ILLEGAL	2	2
WEAPON - SHOOTING IN PROHIBITED AREA	1	1

Woodburn Police Department

MONTHLY CRIMINAL OFFENSES 2021 Year to Date

	Jan	Total
2021 Total	259	259
2020 Total	307	307
2019 Total	330	330



Woodburn Police Department

ORDINANCE VIOLATIONS

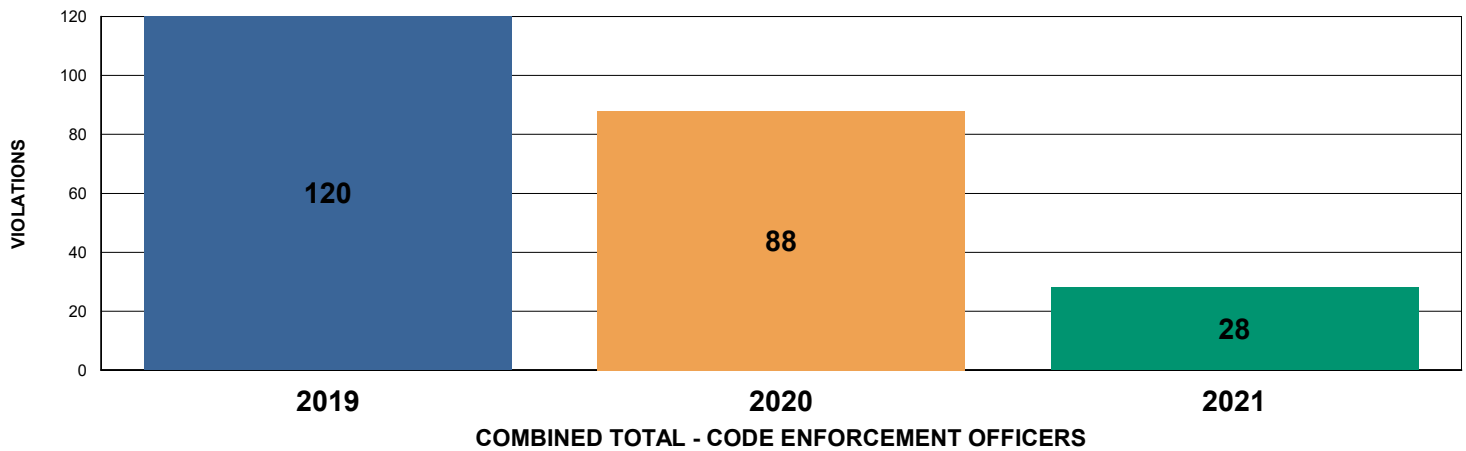
2021 Year to Date

2/17/2021

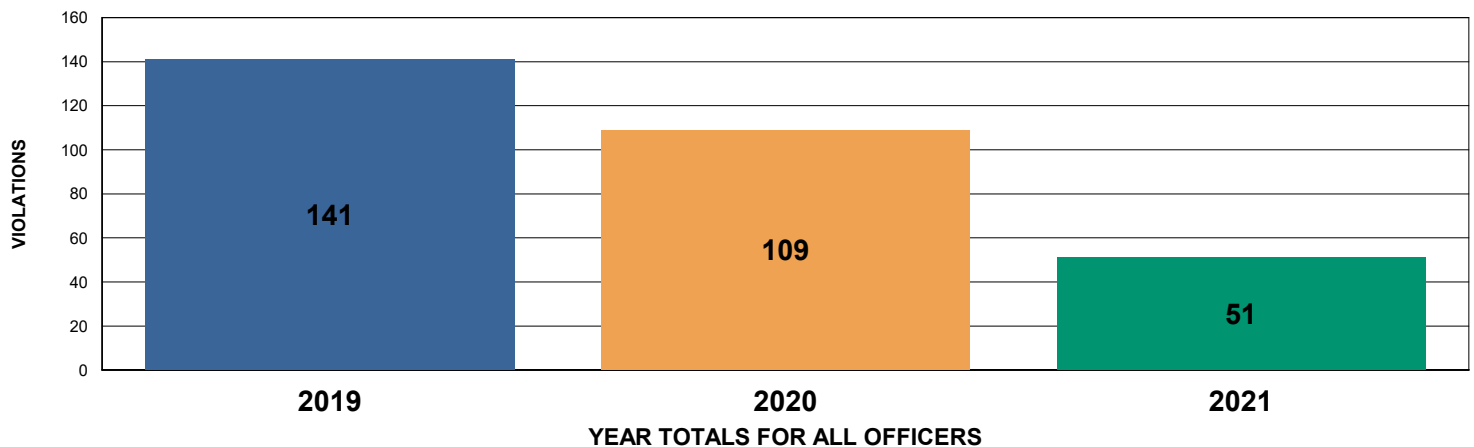
Ordinance Discription	Jan	Total
Animal Complaint	18	18
Ordinance - Abate/Nuisances	2	2
Ordinance - Abandoned Vehicles	16	16
Ordinance - Land Use Violations	1	1
Ordinance - Oth Violation	14	14
2021 Total	51	51

2020 Total	109	109
2019 Total	141	141

Ordinance Violations / Code Enforcement Officers



Ordinance Violations / Year





Agenda Item

March 8, 2021

TO: Honorable Mayor and City Council through City Administrator

FROM: Chris Kerr, Community Development Director
Colin Cortes, AICP, CNU-A, Senior Planner

SUBJECT: **Continuance of Council Hearing of Annexation of Approximately 8.62 Acres of Territory Known as the Ivanov Property at 2145 Molalla Rd NE (ANX 2019-01) and Approval of Related Land Use Applications for Development into the Woodburn Eastside Apartments**

Recommendation:

Conclude the public hearing and, consistent with the Planning Commission recommendation, make a motion to tentatively approve the annexation and associated land use applications with the recommended conditions, directing staff to prepare an ordinance for consideration at the next City Council meeting.

Background:

The Council began the public hearing on January 25, 2021 and at the request of the applicant continued the hearing until March 8th, leaving the public testimony window open.

No members of the public submitted written testimony in the interim.

The applicant did opt to submit the attached additional documentation as evidence and to address concerns that councilors raised.

Otherwise, the background, discussion, and financial impact Council memo sections are the same as they were for the January 25 hearing.

Attachment(s):

1. Applicant's "Response to Council Comments - Molalla Rd Apartments" (Mar. 1, 2021; 6 pages)

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



CONSULTING, LLC
503.805.8115

DATE: March 1, 2021

TO: Colin Cortes/ Senior Planner; Eric Liljequist/ Public Works Director; Dago Garcia/ City Engineer

FROM: Tegan Enloe, PE / Enloe Consulting, LLC

SUBJECT: Response to Council Comments - Molalla Rd Apartments

At the January 25th, 2021, Woodburn City Council Meeting, a public hearing was held regarding the applicant's request to annex the parcel located at 2145 Molalla Road into the City of Woodburn. The request also includes consideration of their development application to construct an apartment complex, which would build two-hundred thirty-one (231) apartment units. During the public hearing, members of Council raised several questions regarding the traffic analysis provided in support of the development. This memorandum serves to address those questions.

Background

The applicant seeks to annex their tax lot into the City of Woodburn to facilitate the construction of apartments. Their original proposal was for a storage yard, which is allowed under the existing land use and while located in outside the urban growth boundary (UGB). After conversations with the City, the applicant became aware of Woodburn's need for housing, which is documented in Woodburn's Housing Needs Analysis. The tax lot needs to be annexed into the City so the land use zoning can be updated to allow the applicant to construct housing.

Council Questions

The following section provides responses to questions raised by members of Council at the January 25th, 2021 session.

Question: Does Council need to decide regarding this development before knowing the ultimate improvements at the US 99E and OR 211/214 signal?

The conditions of approval include a section related to mitigations for the operational deficiencies at the intersection US 99E and OR 211/214, to which the applicant would pay their proportional share contribution. Two options are identified; one that comes from the City's TSP and one from ODOT commentary on the application review:

- 1) Add a southbound left-turn lane on US 99E with a short receiving lane on Molalla Rd; or
- 2) Build a dedicated westbound right-turn lane or pocket.

These options are larger scale fixes needed to mitigate not only the developer's contribution, but additional capacity deficiencies resulting from regional and local growth. In addition, they both require land acquisitions that exceed the applicants proportional share impact to the signal.

In addition to providing their proportional share towards the ultimate improvement, the applicant has agreed to provide a fee in-lieu of \$10,000 to fund a transportation study looking at additional options for improving this location, including signal timing, safety improvements, and other items identified by ODOT. The applicant is also contributing significant amounts towards system development charges (SDC), which the City can use for public improvement projects like this.

What is the timeframe for the signal improvements?

Following the Council meeting on January 25th, 2021, our team reached out to ODOT to inquire whether any timelines were in place for capacity improvements at the US 99E and OR 211/214 signal. ODOT does not currently have any funded projects scheduled for this location, but continues to monitor the operations of the signal.

Approval of the annexation and development will provide funding towards an intersection study, a cost estimate for improvements, a proportional contribution towards those fixes, and SDC funds that the City can use to create momentum for this larger project.

What are the impacts to the signalized intersection from the site generated trips?

The signalized intersection of US 99E and OR 211/214 is within mobility standards with and without the development in the opening year 2021 AM Peak Hour. For the PM Peak Hour, the signalized intersection operates above the mobility standard with and without the development. The change in volume-to-capacity (V/C) ratio for the PM Peak Hour is 0.03 when the development is added. Although this represents a scenario above the mobility standard, there is a relatively small impact resulting from the development.

These results also represent a "worst case scenario". The developer is working to support multi-modal options so that future residents of the apartments can elect to travel by foot, bike, bus or vanpool in addition to car. They are paying into the van pool fund and extending the sidewalk. Using these alternate modes would reduce the impact to the signal.

Figures 1-6 below outline the net change in vehicle trips during the peak hour scenarios.

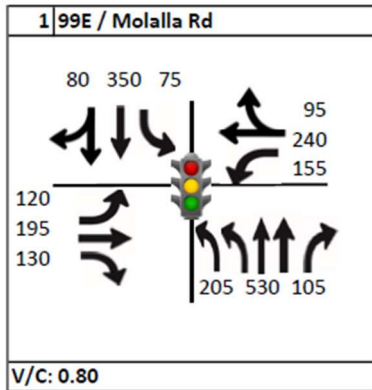


Figure 1: AM Peak Hour 2021 Background Traffic

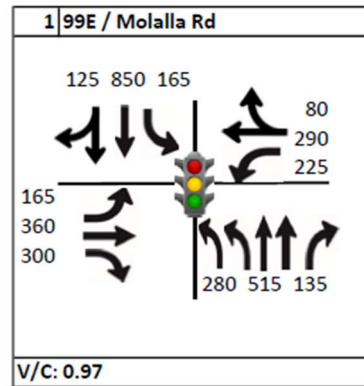


Figure 2: PM Peak Hour 2021 Background Traffic

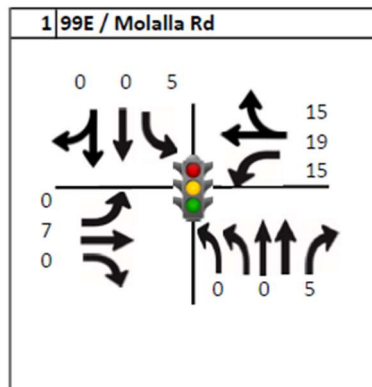


Figure 3: AM Peak Hour Site Generated Trips

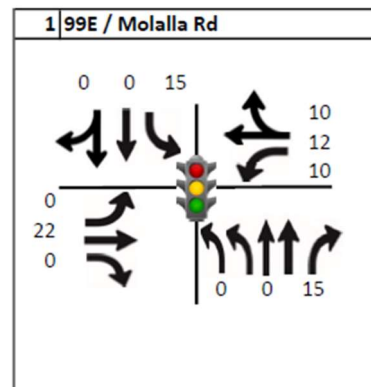


Figure 4: PM Peak Hour Site Generated Trips

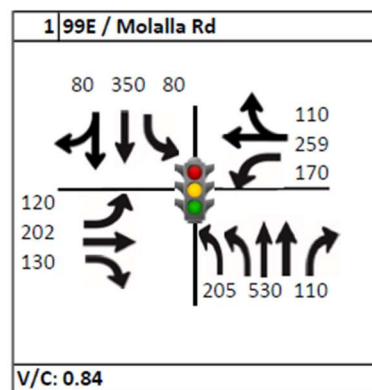


Figure 5: AM Peak Hour 2021 Total Traffic

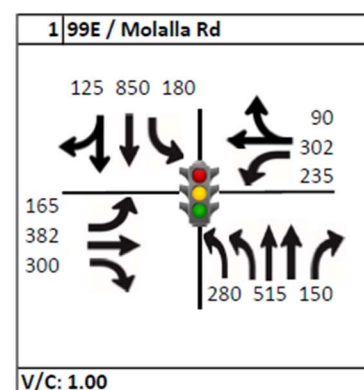


Figure 6: PM Peak Hour 2021 Total Traffic

Why was the Safeway driveway not analyzed?

Our team worked closely with ODOT and the City in scoping the traffic analysis for the development. At the time, the driveway at Safeway was not included because it does not represent a public intersection, but rather a private driveway access. However, given the interest expressed by members of Council, the applicant has directed our team to collect additional traffic data to allow for an analysis of the driveway.

What is the impact of the development at the Safeway driveway?

The Safeway driveway meets mobility standards in the AM Peak hour but fails to meet them in the PM Peak hour. The V/C ratio for vehicles making a left out the driveway exceeds mobility standards and is increased with the addition of the proposed development.

Our team reached out to ODOT to discuss opportunities to mitigate Safeway driveway. They indicated concerns over adding a traffic signal because of its proximity to the US 99E and OR 211/214 signal, but would be willing to discuss the idea of splitting the driveway into an entrance only and exit only driveway. Separating these movements allows the intersection to operate within the mobility standards as shown in Table 1.

Figures 7-12 below outline the volume impacts to the Safeway driveway associated with the development. For the purposes of this analysis, our team has assumed that twenty percent of development trips going through the Safeway intersection will stop by the Safeway development on their way to/from their homes.

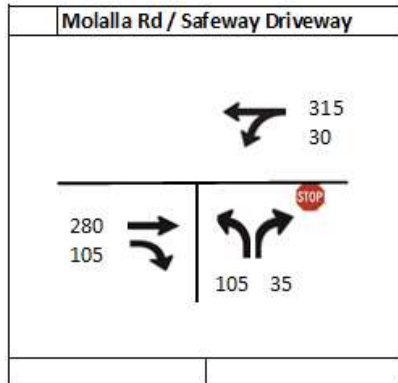


Figure 7: AM Peak Hour 2021 Background Traffic

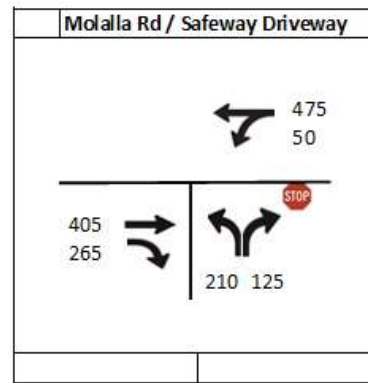


Figure 8: PM Peak Hour 2021 Background Traffic

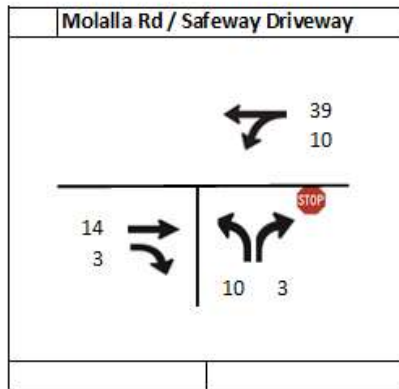


Figure 9: AM Peak Hour Site Generated Traffic

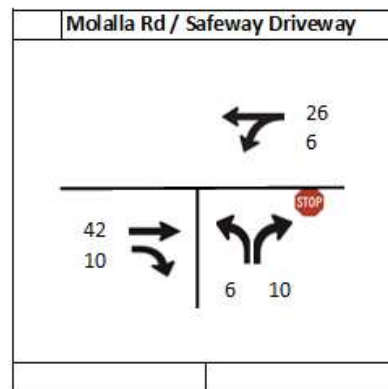


Figure 10: PM Peak Hour Site Generated Traffic

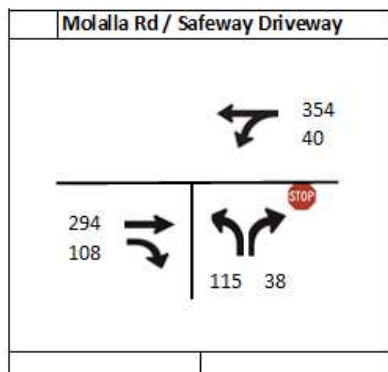


Figure 11: AM Peak Hour 2021 Total Traffic

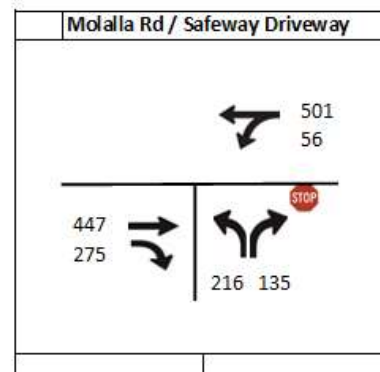


Figure 12: PM Peak Hour 2021 Total Traffic

Table 1: Safeway Driveway Operational Results

Scenario	Operating Standard (Major, Minor)	Analysis Results (Major, Minor)
AM Peak Hour 2021 Background Traffic	0.95 V/C, 1.0 V/C	0.03 V/C, 0.30 V/C
AM Peak Hour 2021 Total (with development) Traffic	0.95 V/C, 1.0 V/C	0.04 V/C, 0.37 V/C
PM Peak Hour 2021 Background Traffic	0.95 V/C, 1.0 V/C	0.06 V/C, 1.01 V/C
PM Peak Hour 2021 Total (with development) Traffic	0.95 V/C, 1.0 V/C	0.08 V/C, 1.20 V/C
PM Peak Hour 2021 Total (with development) Traffic with Split Driveway	0.95 V/C, 1.0 V/C	0.08 V/C, 0.99 V/C

Conclusions

The applicant seeks to annex their tax lot located at 2145 Molalla Road into the City of Woodburn. The annexation and development application approval are needed so the applicant can construct housing, which is identified as a City of Woodburn need in the Housing Needs Analysis.

The applicant understands the signal at US 99E and OR 211/214 will exceed mobility standards in the future but emphasizes that their impact is relatively minor. They are committed to providing funding towards a study for the City to continue to analyze the intersection, cost estimates associated with proposed capacity improvements identified by ODOT and the City's TSP, and a contribution towards the ultimate fixes that matches their proportional share of impact to the signal. In addition, they will be paying a large amount of SDC's, which the City can use to fund future projects like this one. Approval of this development starts the process of reviewing and ultimately fixing this location, whereas denial of the applicant leaves the intersection its current state with lack of funding to continue with studies and work towards a solution.

The applicant recognizes the Council's concerns related to impacts at the Safeway driveway and has shown how a split driveway option for Safeway can reduce congestion for those trying to make a left out of the private Safeway development. The applicant is willing to construct this second driveway for Safeway assuming they are agreeable and able to provide the necessary land.



Agenda Item

March 8, 2021

TO: Honorable Mayor and City Council through City Administrator
FROM: McKenzie Granum, Assistant City Attorney
SUBJECT: **2019 Community Development Block Grant (CDBG) from Business Oregon for the Woodburn Family Resource Center Closeout**

RECOMMENDATION:

Conduct the public hearing to review the results of the CDBG funded Woodburn Family Resource Center project from Business Oregon for a Woodburn Family Resource Center and make a motion to approve the closeout of the project.

BACKGROUND:

The City of Woodburn applied for a 2019 Community Development Block Grant (CDBG) from Business Oregon. CDBG funds come from the U.S. Department of Housing and Urban Development. Grants can be used for public facilities and housing improvements, primarily for persons with low and moderate incomes. In this case, a family resource center estimated to primarily benefit low to moderate income populations.

DISCUSSION:

The City of Woodburn was awarded \$1,500,000 through the CDBG program for the Woodburn Resource Center project. With the CDBG funds, the City purchased the property at 970 Cascade Drive, Woodburn to house the Family Resource Center. The purpose of the Family Resource Center is to accommodate activities and services primarily or exclusively for low to moderate-income clientele. It is estimated that the proposed project will benefit at least 25,067 persons, of whom 55.09% percent will be low or moderate income.

The property acquisition was completed in October 2020. Love INC began operations at the property in January 2021 and is currently screening and processing lease agreements with additional tenants for the Family Resource Center.

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

Terms and conditions of the CDBG #C20006 contract with Business Oregon have been met and therefore can be approved for closeout.

FINANCIAL IMPACT:

The CDBG funding request of \$1.5 million for the Woodburn Family Resource Center.



Agenda Item

March 8, 2021

TO: Honorable Mayor and City Council through City Administrator

FROM: Jamie Johnk, Economic Development Director

SUBJECT: **2020 Community Development Block Grant COVID-19 (CDBG-CV1) from Business Oregon for Food Bank Assistance & Broadband/Internet Distance Learning Assistance due to Impacts of the COVID-19 Pandemic**

RECOMMENDATION:

Hold a public hearing to consider the City's application for two 2020 CDBG-CV1 grants to fund:

- Aware Food Bank Assistance
- Broadband/Internet Distance Learning Assistance

Conduct a public hearing to consider the City's application for two 2020 CDBG-CV1 grants for Aware Food Bank Assistance and Broadband/Internet Distance Learning Assistance and make a motion authorizing the City Administrator to execute any and all documents related to the grant application.

BACKGROUND:

The City of Woodburn is eligible to apply for a 2020 Community Development Block Grant (CDBG) from Business Oregon for certain COVID-19 Assistance. CDBG-CV1 funds come from the U.S. Department of Housing and Urban Development. These particular grant funds can be used to prevent, prepare for, and respond to the impacts of COVID-19 pandemic. The CDBG-CV1 funding is in response to the economic impact of the pandemic by providing assistance to low and moderate income households impacted by COVID-19.

Through Business Oregon, \$2,977,605 in CDBG-CV1 funding will be awarded to Oregon non-entitlement cities and counties in 2021. The maximum grant that a city or county can receive is \$250,000 per assistance program. Applying for these grant funds does not limit or restrict the City from applying for future rounds of CDBG funds.

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

DISCUSSION:

The City of Woodburn is proposing to submit two applications for 2020 Community Development Block Grant COVID-19 (CDBG-CV1) funding from Business Oregon for the following projects:

- Aware Food Bank Assistance: This program is designed to assist food bank facility expansion or storage rental, and food distribution to accommodate for expanded services for LMI families caused by COVID-19.
- Broadband/Internet Distance Learning Assistance: This program is designed to assist in providing Broadband/Internet Connection assistance to Low- and Moderate-Income students to access Comprehensive Distance Learning.

Council approval at this meeting means that City staff will move forward with submitting the CDBG applications by the May 20, 2021 deadline, with any awarded funds expected to be received in May 2021.

The City does not believe the proposed projects will result in the displacement or relocation of any persons or businesses.

FINANCIAL IMPACT:

The City will be seeking CDBG funding request of approximately \$250,000 for the Food Bank Assistance Program and \$250,000 for the Broadband/Internet Distance Learning Assistance Program.

Costs to the City for completion of the grant applications and grant administration are estimated to include staff time.



Agenda Item

March 8, 2021

TO: Honorable Mayor and City Council

FROM: Scott Derickson, City Administrator

SUBJECT: **City Council FY 2021-23 Goals**

RECOMMENDATION:

Option 1: Via a motion, approve the 2021-23 City Council Thematic Goal Statements and the City Council Goals for 2021-23.

Option 2: The City Council continue deliberating and refining the goals.

Option 3: Other choices as deemed appropriate.

BACKGROUND:

Due to the unprecedented global pandemic and restrictions on public gatherings, which began in the spring of 2020, the City Council choose to undertake a series of discussions surrounding the adoption of biennial goals as part of their regular City Council (virtual) meetings through the months of January and February. During the course of the discussion, the Mayor, Council President, and the City Administrator followed up with meetings to review and refine the Council's discussions into the set of goal categories, which include the following:

Updated Thematic Goal Statements

1. ***Inclusiveness, Outreach.*** Create an inclusive environment where residents participate and are engaged in the community that is vibrant, safe, and active. Consistent with this theme, City Councilors will work to create a deeper connection with residents within their wards, actively listening to our community members and working to build a stronger understanding of the cultures in our community. We will work to better inform our residents on the role of local government and civic participation. To this end, Councilors are encouraged to facilitate opportunities for residents to meet and be engaged.

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

2. **COVID Impacts, Recovery.** The City Council will seek to learn about and understand, how the COVID pandemic is affecting Woodburn's culturally diverse communities as well as COVID's financial and operational impacts on the City in real-time and throughout the upcoming recovery phase.
3. **Social Service Availability, Strengthen Partnerships.** As the City continues to grow, it has become clear to the City Council that the need for local service programming will be needed to meet the needs of our community. The City will work towards building and strengthen relationships with non-profit organizations, county, and State social services providers to increase service available to the Woodburn community. This includes strengthening the City's collaboration with LOVE Inc., helping to develop their organizational capabilities to the benefit of Woodburn residents and assisting in the creation of an Executive Director position and establishing a Woodburn Volunteer Corp program if viable.

City Council Goals

1. **COVID Recovery.** COVID-19 continues to create significant economic and social impacts in our community, the State of Oregon, and the nation. With many uncertainties and unknowns remaining, COVID-19 response and recovery will remain the highest priority focus for the City into the foreseeable future. These include:
 - A. Financial planning and restorations of Parks, Recreation, and library programming and other General Fund services. Depending on the availability of vaccines and the easing of COVID-19 restrictions, it is estimated to take up to two-years to restore programming to pre-COVID levels.
 - B. Sustain the City's robust COVID-19 community outreach, education, and prevention efforts with a focus on vaccine education and advocacy moving forward.
2. **Financial Sustainability.** Amidst the uncertainties associated with COVID-19, including financial pressures on the City's General Fund, the City will focus on restoring General Fund services, such as public safety, library, parks and recreation programs, and community/business economic recovery. The City will pursue recovery in an economically sustainable manner as described in the City Council's Financial Policy.

- A. It is the Council's goal to promote an environment that encourages sustainable economic health maximizing our geographic, workforce, cultural, and community assets. The City will seek to attract capital investments that add economic value and opportunity to the residents of Woodburn.
3. **Diversity, Equity & Inclusion (DEI).** As COVID rules allow, it is the goal of the City Council to undertake a joint DEI Training with City Department Heads. In addition, a separate City Council governance and team-building retreat is to be undertaken with the use of independent trainers. The goal of the training is to establish a common understanding of DEI concepts, how an equity lens approach can be applied to our City services, programs, and communications. In addition, we will work to identify and overcome cultural and racial barriers preventing people from accessing City services and communications.

Council Projects

1. Establish a grant/loan program for replacing and repairing sidewalks within the Urban Renewal District and elsewhere as resources are available.
2. Create a City Tree Planting program with the goal of planting 110 trees in 24 months in public rights-of-way, parks, and on private property.

Suggested Quarterly Work Session Topics

- Legion Park Phase Development Plan & Financing
- City Development/Housing Update
- LOVE Inc. Collaboration Update
- Community Center Project Status and Strategic Plan (Next Steps)
- COVID-19 Program and Services Start-Up plan
- Emergency Management Training
- Updating Woodburn's Mission Statement

DISCUSSION:

Now that the City Council has reached a consensus on its 2021-23 goals, officially adopting those goals is the next step in the implementation process. Proposed 2021-23 City Council goals are being presented for Council deliberation and approval. The Council should note that the first quarterly work session has been scheduled for March 22, 2021, and will focus on the future development plans for Legion Park.

FINANCIAL IMPACT:

The fiscal impact, if any, associated with the implementation of these goals is unknown at this time. Staff will work diligently to utilize existing resources, partnerships, and grant programs whenever possible for achieving City Council goals in the upcoming year.