

# CITY OF WOODBURN

## CITY COUNCIL AGENDA

SEPTEMBER 12, 2022– 7:00 P.M.

ERIC SWENSON, MAYOR  
DEBBIE CABRALES, COUNCILOR WARD 1  
ALICE SWANSON, COUNCILOR WARD II  
ROBERT CARNEY, COUNCILOR WARD III  
SHARON SCHAUB, COUNCILOR WARD IV  
MARY BETH CORNWELL, COUNCILOR WARD V  
BENITO PUENTE JR., COUNCILOR WARD VI

CITY HALL COUNCIL CHAMBERS – 270 MONTGOMERY STREET

1. CALL TO ORDER AND FLAG SALUTE
2. ROLL CALL
3. ANNOUNCEMENTS AND APPOINTMENTS

Announcements:

None.

4. COMMUNITY/GOVERNMENT ORGANIZATIONS

None.

5. PROCLAMATIONS/PRESENTATIONS

Proclamations:

A. Hispanic, Latinx, and Indigenous Heritage Month

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Presentations:

B. Mary Tennant Award

C. Butteville Road Discussion

6. COMMUNICATIONS

None.

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

8. CONSENT AGENDA – *Items listed on the consent agenda are considered routine and may be adopted by one motion. Any item may be removed for discussion at the request of a Council member.*

This facility is ADA accessible. If you need special accommodation, please contact the City Recorder at 503-980-6318 or *Statewide Toll Free Relay (800) 735-1232*, at least 48 hours prior to this meeting.

Si usted necesita asistencia especial, comuníquese al 503-980-6322 o a la línea telefónica gratuita, (800) 735-1232, con un mínimo de 48 horas, antes de la reunión.

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

- A. **Woodburn City Council Meeting minutes of August 22, 2022** 2  
Recommended Action: Approve the minutes.
  
- B. **Woodburn City Council Meeting Executive Session minutes of August 22, 2022** 5  
Recommended Action: Approve the minutes.
  
- C. **Liquor License Application for Alebrijes Market LLC.** 6  
Recommended Action: Recommend that the OLCC approve the Liquor License Application for Alebrijes Market LLC.
  
- D. **Liquor License Application for Crossroad Market LLC.** 8  
Recommended Action: Recommend that the OLCC approve the Liquor License Application for Crossroad Market LLC.
  
- E. **American Rescue Plan Act (ARPA) Agreement with Immanuel Lutheran Church for the Community Meal Program** 10  
Recommended Action: Approve the proposed ARPA Agreement with Immanuel Lutheran Church for their Community Meal Program effective upon execution of the Agreement, through June 30, 2024.
  
- F. **Utility Assistance Program – Additional Funding** 21  
Recommended Action: Authorize the City Administrator to sign the enclosed agreement with Love INC. of North Marion County for the administration of the Utility Assistance Program for Fiscal Years 2022-23 and 2023-24, in the amount of up to \$25,000.00 annually.
  
- G. **Building Activity for August 2022** 32  
Recommended Action: Receive the report.
  
- 9. **TABLED BUSINESS**  
None.
  
- 10. **PUBLIC HEARINGS**  
None.
  
- 11. **GENERAL BUSINESS** – *Members of the public wishing to comment on items of general business must complete and submit a speaker’s card to the City Recorder prior to commencing this portion of the Council’s agenda. Comment time may be limited by Mayoral prerogative.*

**A. Council Bill No. 3197 - A Resolution Adopting a Supplemental Budget and Making Appropriations for FY 2022-2023 33**

Recommended Action: Adopt the Resolution authorizing increasing the Operating Revenue in the General Fund and Operating Expenditures by \$1,500,000 to account for the Business Oregon SPWF Grant of \$500,000 and the ODOT Immediate Opportunity Fund Grant of \$1,000,000.

**B. Council Bill No. 3198 - A Resolution Authorizing the Transfer of Appropriations within the General Fund for the Fiscal Year 2022-2023 37**

Recommended Action: Adopt a resolution authorizing up to \$750,000 transfer from the General Fund's Contingency to Non-Departmental category for a grant award to AWARE Food Bank for the reconstruction of their facility.

**12. OTHER BUSINESS**

None.

**13. PLANNING COMMISSION OR ADMINISTRATIVE LAND USE ACTIONS – *These are Planning Commission or Administrative Land Use actions that may be called up by the City Council.***

None.

**14. CITY ADMINISTRATOR'S REPORT**

**15. MAYOR AND COUNCIL REPORTS**

**16. EXECUTIVE SESSION**

**A. To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed pursuant to ORS 192.660 (2)(h).**

To consider records that are exempt by law from public inspection pursuant to ORS 192.660 (2)(f).

**B. To review and evaluate, pursuant to standards, criteria and policy directives adopted by the governing body, the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member unless the person whose performance is being reviewed and evaluated requests an open hearing pursuant to ORS 192.660 (2)(i).**

**17. ADJOURNMENT**