

# CITY OF WOODBURN

## CITY COUNCIL AGENDA

OCTOBER 10, 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

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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:

None.

Presentations:

None.

6. COMMUNICATIONS

None.

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

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

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

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

A. **Woodburn City Council Meeting minutes of September 26, 2022** 1  
Recommended Action: Approve the minutes.

B. **Building Activity for September 2022** 6  
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. **City Administrator and City Attorney Annual Performance Evaluations**  
Recommended Action: The City Administrator and City Attorney have exercised their right (ORS 192.660 (2)(i)) to have a performance review conducted in open session.

B. **Evaluation Process Review (This item was added to the agenda at the request of the Mayor)**

C. **Council Bill No. 3199 - A Resolution to Extend and Provide Municipal Sewer Services to the Woodburn Church of the Nazarene Property (3601 Newberg Hwy, Woodburn, Oregon) Located Outside the Corporate City Boundaries** 7  
Recommended Action: Adopt a Resolution authorizing the Woodburn Church of the Nazarene (Tax Lot 052W110000200) to connect to the City’s public sewer system.

D. **American Rescue Plan Act (ARPA) Agreement with Immanuel Lutheran Church for the Community Meal Program** 17  
Recommended Action: Approve the proposed ARPA Agreement with Immanuel Lutheran Church for their Community Meal Program effective upon execution of the Agreement, through July 31, 2024.

**E. Utility Assistance Program – Additional Funding 28**

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.

**F. First Amendment to ARPA Funded Services Grant Agreement with Liberty House 39**

Recommended Action: Authorize the City Administrator to sign an amendment to the ARPA Funded Services Grant Agreement with Liberty House to increase the amount of grant funding with an additional one-time payment of \$120,000.00 to expand the scope of Project Services provided to the City and its residents.

**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 conduct deliberations with persons designated by the governing body to negotiate real property transactions pursuant to ORS 192.660(2)(e).**

**17. ADJOURNMENT**