



# Agenda Item

January 6, 2021

TO: City Council  
FROM: Eric Swenson, Mayor  
SUBJECT: **Committee Appointments**

The following appointments are made, subject to the approval of the Council. Please forward any adverse comments to me prior to the Council meeting on Monday, January 11, 2021. No reply is required if you approve of my decision.

### **Woodburn Budget Committee**

Mihei Egoroff (new appointment) – Position 1

### **Woodburn Planning Commission**

Maria Elena Guerra (reappointment) – Position 1  
Ellen Bandelow (reappointment) – Position 4

**COUNCIL MEETING MINUTES  
DECEMBER 14, 2020**

**DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, DECEMBER 14, 2020**

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

**ROLL CALL**

Mayor Swenson	Present
Councilor Carney	Present -via video conferencing
Councilor Cornwell	Present -via video conferencing
Councilor Schaub	Present -via video conferencing
Councilor Morris	Present- via video conferencing
Councilor Ellsworth	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, Finance Director Turley, Deputy Police Chief Pilcher, Assistant City Attorney Granum, Human Resources Director Gregg, Parks and Recreation Manager Cuomo, City Recorder Pierson

**OUTGOING CITY COUNCILOR PRESENTATION**

Mayor Swenson thanked outgoing Councilors Lisa Ellsworth and Eric Morris for their service to the City of Woodburn.

**OATH OF OFFICE AND ELECTION OF COUNCIL PRESIDENT**

City Recorder Pierson administered the Oath of Office to Councilor Debbie Cabrales (Ward I), Councilor Alice Swanson (Ward II), Councilor Benito Puente Jr. (Ward VI) and Mayor Eric Swenson.

Mayor Swenson announced that the vote for Council President would be by electronic ballot. Ballot forms were emailed to the Council to vote. City Recorder Pierson read the ballots aloud and announced that Councilor Carney was unanimously elected Council President.

**ANNOUNCEMENTS**

The Mayor announced the following Holiday Closures:

City Hall will be closed beginning at noon on December 24 and will reopen for regular business hours on December 28. The Library will be open 10am-2pm on December 24th for curbside material pickup and drop off only and closed on December 25. Transit Services will be closed December 25. City Hall, the Library and Transit Services will be closed January 1.

**PRESENTATIONS**

**Audit** - Katherine Wilson with Grove, Mueller & Swank, P.C., informed the Council that the audits for the City and the URA are complete and provided some highlights from the audit. She also noted that the City received an unmodified opinion.

# **COUNCIL MEETING MINUTES**

## **DECEMBER 14, 2020**

**Emergency Business Assistance Program** - Economic Development Director Johnk provided an update on the Emergency Business Assistance Program.

**COVID-19 Update** – Parks and Recreation Manager Cuomo and Human Resources Director Gregg provided an update on COVID-19 in Woodburn.

### **CONSENT AGENDA**

- A. Woodburn City Council minutes of November 23, 2020,
- B. Acceptance of a Public Utility Easement at 591 Gatch Street, Woodburn, OR 97071 (Tax Lot 051W18AA05700),
- C. Liquor License Application for Las Islas,
- D. Certified Election Results – November 3, 2020 General Election,
- E. Building Activity for November 2020,
- F. Crime Statistics through October 2020.

Police Chief Ferraris briefed the City Council on the rising auto thefts in Woodburn. **Carney/Cabrales....** adopt the Consent Agenda. The motion passed unanimously.

### **AWARD OF CONSTRUCTION CONTRACT FOR THE PARR ROAD MUNICIPAL WATER SUPPLY WELL PROJECT**

Public Works Project and Engineering Director Liljequist provided a staff report. **Carney/Schaub...** award the construction contract for the Parr Road Municipal Water Supply Well Project to the lowest responsible and responsive bidder, Holt Services, Inc., in the amount of \$434,683.00. The motion passed unanimously.

### **AWARD OF CONSTRUCTION CONTRACT FOR THE SANTIAM LIFT STATION REMOVAL PROJECT**

Public Works Project and Engineering Director Liljequist provided a staff report. **Carney/Swanson...** award the construction contract for the Santiam Lift Station Removal Project to the lowest responsible and responsive bidder, Canby Excavating, Inc., in the amount of \$60,950.00. The motion passed unanimously.

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

The City Administrator reported the following:

- Welcomed new City Councilors and let them know they are setting up an orientation for them and they will start scheduling for it in early January.
- Love INC. has moved in to the Family Resource Center.
- The City has modified our CARES business assistance grant to help non-profits.
- Working on an outline for the Police Chief Recruitment.

### **MAYOR AND COUNCIL REPORTS**

Councilor Schaub stated that she was excited to be a delivery car for 300 loaves of bread at Love Santa. She also welcomed the new Councilors.

Councilor Cornwell thanked everyone for all their hard work this year, she thanked Sharon for all her work and thanked the Mayor for her gift and also thanked him for reaching out to the homeless

**COUNCIL MEETING MINUTES  
DECEMBER 14, 2020**

person downtown and reaching out to him. Merry Christmas everyone.

Councilor Cabrales welcomed the new Councilors and happy holidays to everyone.

Councilor Swanson stated that she appreciates the cooperation that occurs in the city of Woodburn.

Councilor Puente thanked the Council and the City for their work during COVID.

Councilor Carney welcomed the new Councilors and wished everyone a Merry Christmas.

Mayor Swenson welcomed new Councilors and spoke about goal setting in the coming year.

**ADJOURNMENT**

**Carney/Schaub**...Mayor Swenson adjourned the meeting at 9:16 p.m.

APPROVED \_\_\_\_\_  
ERIC SWENSON, MAYOR

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

December 29, 2020 Public Hearing on 2020 Community Development Block Grant from Business Oregon

The meeting convened at 10:20 p.m.

**PARTICIPANTS**

Eric Swenson, Mayor, City of Woodburn

Jamie Johnk, Economic Development Director, City of Woodburn

McKenzie Granum, Assistant City Attorney, City of Woodburn

Maricela Guerrero, Community Relations Manager, City of Woodburn

Monica Davis is Project Manager at Love INC

Dennie Houle Business Development Officer with Business Oregon

Curt Jones, Co Board President with Love INC

Mayor Swenson stated that this hearing is being held as part of the Community Development Block Grant application process. The City is currently applying for approximately \$450,000 in Community Development Block Grant CV1 Rental Assistance funds. He added that the purpose of the hearing is twofold:

- 1) for the City to obtain citizen views and respond to questions and comments about community development and housing needs, especially the needs of low and moderate income persons as well as other needs in the community that might be assisted with a CDBG project.
- 2) And for the City to obtain citizen views and respond to questions and comments about the proposed project.

Assistant City Attorney Granum stated that this public hearing was noticed five days in advance of the hearing per CDBG requirement. She also stated that the amount of CDBG funds expected to be available for this current fiscal year there is about \$2.3 million and the City is applying for a \$450,000 grant for the City's of Woodburn, Gervais, and Hubbard. Of that 20% will be used for grant administration which leaves \$360,000 available for direct aid in the form of emergency rental assistance for low to moderate income households. The primary objective is to benefit low to moderate income persons but also due to the COVID 19 pandemic it's also directed to households that have been directly impacted by the pandemic. The proposed activities is just direct rental assistance in the form of financial aid and are not expected to displace any persons and don't anticipate having to put together any relocation plans as required by other CDBG grants. The meeting is being recorded and minutes will be presented at the next City Council Meeting. An Affidavit of posting has been signed by the City Recorder verifying that the notice was publicly advertised in a number of public places around the City in both English and Spanish.

Economic Development Director Johnk spoke about the involvement with Hubbard and Gervais on this grant application.

Assistant City Attorney noted that the application requires the City to partner with a sub-grantee

to administer the rental assistance program and the City has chosen Love, INC. to be that partner.

Curt Jones, Love, INC. asked about including other City's and Economic Development Director Johnk noted that they decided to go with the two closest City's to make it easier to administer the program. He also asked if it was exclusively for rent assistance and was told that it was. He then asked if it could be used to help someone get into a place and was told that this was just for those that are behind at least six months in their rent.

Dennie Houle noted that those outside of City limits are not eligible for these funds but Marion County is possibly going to be a part of another City's application and that could possibly help with those people outside the City limits.

Assistant City Attorney Granum noted that Love INC., will be using other community partners such as PCUN to help get the word out on this program.

Economic Development Director Johnk stated that bringing Marion County on to the application will be a conversation that the City would need to have.

Monica Davis asked if there was an eligibility requirement for immigration status and Assistant City Attorney Granum stated she didn't believe there was but that she would look into it. Economic Development Director Johnk stated that she wasn't aware of any requirement and Dennie Houle stated that he wasn't aware of any requirement.

Curt Jones asked when there will be a decision on the award and Dennie Houle stated that once they get a completed application and an approval of the application it will be perhaps be a month or more.

APPROVED \_\_\_\_\_  
Eric Swenson, Mayor

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



# Agenda Item

January 11, 2021

TO: Honorable Mayor and City Council through City Administrator

FROM: Jamie Johnk, Economic Development Director

SUBJECT: **Intergovernmental Agreement – Participation in Support of an Application for CDBG COVID-19 Funding for Rental Assistance**

**RECOMMENDATION:**

Authorize the City Administrator to execute an Intergovernmental Agreement (IGA) between the City of Woodburn and the cities of Hubbard and Gervais, all partnering in applying for a Community Development Block Grant for COVID-19 Emergency Rental Relief.

**BACKGROUND:**

The Oregon State Community Development Block Grant (CDBG) program, administered by the Oregon Business Development Department (Business Oregon), receives an annual allocation of federal funds from the US Department of Housing and Urban Development (HUD). In addition, Business Oregon is receiving additional CDBG Coronavirus (CDBG-CV) funds through the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act. The first allocation of CDBG-CV funds includes \$2,233,203 for emergency rental assistance.

Funding granted under this notice of funding availability is to be utilized for Emergency Rental Assistance for Eligible Household meeting the Following Criteria:

- Household with a LMI income ( $\leq 80\%$  area median income) based on applicable CDBG income limits;
- Household with a documented financial need due to the impact of COVID-19;
- Household residing in the program’s service area and not in an entitlement community; and
- Household is not able to access other payment assistance for same costs (no duplication of benefit).

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Agenda Item Review: City Administrator \_\_\_x\_\_\_ City Attorney \_\_\_x\_\_\_ Finance \_x\_\_\_

**DISCUSSION:**

The City of Woodburn, in partnership with the cities of Gervais and Hubbard, intends to apply for \$450,000 in grant funding to administer a local emergency rental assistance program.

When multiple jurisdictions apply for a single grant, all participating jurisdictions must sign an IGA that clearly defines and outlines the following criteria: (i) the lead applicant; (ii) the participating city jurisdictions; (iii) the eligible non-profit organization that will be carrying out the emergency rental assistance program on behalf of the lead applicant; and (iv) a clear description of the area to be served with the requested grant.

Within the attached IGA, the applicable criteria is identified as follows:

- Lead Applicant: The City of Woodburn
- Participating Cities: The City of Hubbard and the City of Gervais
- Non-Profit Subgrantee that will administer the Rental Assistance Program: Love Inc. of North Marion County
- Area to be Served: Households within the jurisdictional boundaries of the cities of Woodburn, Hubbard and Gervais.

**FINANCIAL IMPACT:**

There is no financial matching requirements for the award of grant funds. As the lead applicant, City staff will be utilized for grant writing, administration, and reporting obligations on behalf of the partnering jurisdictions.

Attached:

Intergovernmental Agreement – Participation in Support of an Application for CDBG COVID-19 Funding for Rental Assistance



**INTERGOVERNMENTAL AGREEMENT  
FOR  
PARTICIPATION IN SUPPORT OF AN APPLICATION FOR CDBG FUNDING FOR COVID-19 RENT RELIEF**

THIS IGA for Participation in Support of an Application for CDBG Funding for COVID-19 Rent Relief is entered into as of the last date of signature below, by and between the City of Woodburn ("Woodburn") and the City of Gervais ("Gervais") and the City of Hubbard ("Hubbard") (collectively the "Parties"), and pursuant to ORS 190.010.

**BACKGROUND**

- A. Business Oregon has announced the availability of Community Development Block Grant ("CDBG") funding for residential rent relief for the purpose of responding to the economic impact of the COVID-19 pandemic.
- B. The City of Woodburn desires to be the lead applicant for the CDBG funding on behalf of the sponsoring cities of Gervais and Hubbard.
- C. The grant contract with Business Oregon, if awarded, will specify in detail how the CDBG funds will be allocated amongst low and moderate ("LMI") income families that have been economically impacted by the COVID-19 pandemic within each of the three cities.

The Parties agree as follows:

**AGREEMENT**

1. Joint Sponsorship of CDBG Application. The Parties agree to jointly sponsor a COVID-19 residential rent relief program provided through a Community Development Block Grant, administered by the Oregon Business Development Department.

1.1. Grant Application. Woodburn shall designate and provide staff to complete grant writing, information and data collection, and the preparation of supporting documents for the grant application. The City shall ensure grant application completeness and submit the grant application in a timely manner.

1.2. Grant Acceptance & Administration. Woodburn shall assume full responsibility for CDBG funding and act as the recipient for the award to the extent required by Business Oregon; this shall also include acting as the responsible party for the grant administration, environmental review, and federal labor standards compliance, to the extent applicable.

1.3. Responsibility of Sponsors. Gervais and Hubbard shall fully collaborate with Woodburn designated staff during the entire CDBG application and award process, including compiling all needed documents, and providing data, financial information, and all other pertinent information requested from Woodburn.

2. Rental Assistance Grant Activity. The purpose of the proposed CDBG is to provide direct economic rent relief/assistance to LMI families that have been economically impacted by the COVID-19 pandemic. CDBG funds will only be available to those individuals/households that meet the CDBG LMI

and COVID-impacted criteria and live within the boundaries of the City of Woodburn, City of Gervais, or the City of Hubbard.

3. Sub-grant Agreement. Woodburn as the Applicant will enter into a sub-grant agreement with Love INC, a non-profit organization with experience in providing rent relief assistance, to manage and distribute the CDBG funds as described above.
4. Program Documents & Marketing. Should the Parties be awarded CDBG funds for a rent relief program, Woodburn, in coordination with the Sub-grantee shall prepare intake and applications form that will be utilized for the program. All externally facing documents shall be reviewed and approved by all parties prior to use. All externally facing documents will also be available in English, Spanish, and Russian languages.

Woodburn, in coordination with the Sub-grantee shall also be primarily responsible for creating and executing a marketing plan for the program. The Parties acknowledge that they each will have a role in marketing the program to individuals and families within their own jurisdictions, but that overall the intent is for there to be cooperation and unity in outreach efforts and communication.

5. Mutual Agreements and Understandings.

5.1. Incurred Costs/Expenses. The Parties agree to assume their own financial responsibilities for expenses incurred in carrying out responsibilities as outlined in Sections 1-4 above; this includes those incurred for grant writing, employee wages and expenses, and equipment needed to complete necessary grant work or comply with grant award conditions.

5.2. Third-Party Grant Administration. Should Woodburn fail to have the qualified staff or capacity, according to CDBG regulation, to provide the oversight or administrative duties necessary to carry out pre- or post-grant award duties, then the Parties agree to contract with the Mid-Willamette Valley Council of Governments for consultation and grant administration services. Costs for any third-party services will be borne equally by the Parties and where allowable, will be paid for out of grant funds.

5.3. Publicity and Use of Proprietary Marks. Each party shall obtain prior written approval from the other parties prior to using the other party's trademarks, trade names, logos, or images (collectively, " Proprietary Marks") in connection with carrying out projects or activities under this IGA. This applies to all uses regardless of whether on the web, in print, or in any other media. Once approved, similar uses in the same context and format will not require additional approval. In the event this agreement expires or terminates for any reason, each party shall immediately discontinue using the other party's Proprietary Marks.

5.4. Compliance with Applicable Laws. The Parties agree that each shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this IGA.

5.5. Nondiscrimination. The Parties agree to comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules, regulations in the performance of this IGA.

6. Relationship of the Parties. Nothing in this IGA is intended, or is to be deemed to create a partnership or joint venture between the Parties. Gervais and Hubbard shall at no time hold themselves out as subsidiaries of Woodburn. Further, nothing contained herein shall be deemed or construed by the Parties, nor by any third parties, as creating a relationship between Woodburn and any officers, employees, volunteers, suppliers, contractors, or subcontractors of Gervais or Hubbard to carry out any activities under this IGA.

7. Authority. Each party represents and warrants that it has the full right and power to enter into this IGA and that it is fully ready, willing, and able to perform all its obligations hereunder.

8. Primary Contacts. The Parties shall designate and identify a primary contact person to work with the other parties on any provisions of this IGA and any future obligations pursuant to a CDBG Award.

9. Term & Termination. This IGA shall be effective upon execution and shall continue in full force and effect for a period of twelve (12) months. This IGA may be terminated by any party provided written notice is given to the other parties at least thirty (30) days prior to the termination date. Upon the receipt of notice of termination, the Parties shall commence negotiations as to the equitable disposition of any remaining CDBG funding made available by the award and any outstanding fees and revenues.

10. Miscellaneous.

10.1. Assignment. The obligations and duties contemplated by this IGA are specific to the Parties involved. No party may assign the rights and responsibilities contemplated by this IGA to any other individual or entity.

10.2. No Third Party Beneficiaries. No provisions of this IGA are intended or will be construed to confer upon or give to any person or entity other than the signatories to this IGA any rights, remedies or other benefits under or by reason of this IGA.

10.3. Indemnification. Each party shall, to the extent it may under the Constitution and laws of Oregon, indemnify the other against all claims, demands, suits, actions, losses, damages liabilities, costs and expenses of any kind or nature arising directly out of a parties' intentional, reckless, or negligent acts, errors, or omissions in carrying out any activity under this IGA.

10.4. Notices. Any notice under this IGA must be in writing and will be effective when actually delivered in person or three (3) days after being deposited in the U.S. mail, registered or certified, postage prepaid and addressed to the party at the address stated in this IGA or such other address as either party may designate by written notice to the other. Mailing addresses for the parties are as follows:

(a) The City of Woodburn. City Administrator, City of Woodburn, 270 Montgomery Street, Woodburn, Oregon 97071.

(b) The City of Gervais. City Manager, City of Gervais,  
PO Box 329, Gervais, OR 97026

(c) The City of Hubbard. \_\_\_\_\_

10.5. Oregon Law. To the extent applicable, this IGA is governed by and construed in accordance with the laws of the State of Oregon.

10.6. Merger Clause; Waiver. This IGA constitutes the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this IGA. No waiver, consent, modification or change of terms of this IGA shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of any party to enforce any provision of this IGA shall not constitute a waiver by that party of that or any other provision.

The Parties have executed this IGA effective as of the last date of signature specified below.

CITY OF WOODBURN,  
an Oregon municipal corporation

\_\_\_\_\_  
Scott Derickson, City Administrator

\_\_\_\_\_  
Date

CITY OF GERVAIS,  
an Oregon municipal corporation

Susie Marston  
By: SUSIE MARSTON  
Title: CITY MANAGER

12-31-2020  
Date

CITY OF HUBBARD,  
an Oregon municipal corporation

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
Date

# Woodburn Police Department

## MONTHLY ARRESTS BY OFFENSES

### 2020 Year to Date

CHARGE DESCRIPTION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
AGGRAVATED ASSAULT	2	0	0	3	1	4	1	2	3	0	2	18
ANIMAL CRUELTY	0	0	0	0	1	0	0	0	1	0	0	2
ANIMAL ORDINANCES	2	2	0	0	2	3	1	0	1	1	1	13
ARSON	1	0	0	0	0	0	1	0	1	0	0	3
ASSAULT SIMPLE	14	7	5	9	8	12	9	6	7	6	11	94
ATTEMPTED MURDER	0	0	0	0	0	0	0	1	0	0	0	1
BURGLARY - BUSINESS	0	1	0	0	0	0	0	1	1	0	2	5
BURGLARY - OTHER STRUCTURE	0	1	0	0	0	0	0	0	0	0	0	1
BURGLARY - RESIDENCE	0	1	1	0	0	1	1	0	0	1	1	6
CHILD NEGLECT	0	0	0	0	1	0	0	0	0	0	0	1
CRIME DAMAGE-NO VANDALISM OR ARSON	2	2	3	4	2	0	0	3	1	0	1	18
CURFEW	0	0	0	1	0	0	0	0	0	0	0	1
CUSTODY - MENTAL	4	0	0	8	4	5	3	3	1	8	4	40
DISORDERLY CONDUCT	8	9	5	7	10	3	4	5	7	3	8	69
DRINKING IN PUBLIC	0	0	0	0	4	0	0	0	0	0	0	4
DRIVING UNDER INFLUENCE	5	9	3	1	3	8	8	9	16	11	7	80
DRUG LAW VIOLATIONS	16	17	10	9	21	18	6	15	18	11	4	145
DWS/REVOKED - FELONY	0	0	0	0	0	1	0	0	2	0	0	3
DWS/REVOKED-MISDEMEANOR	2	1	2	3	3	3	5	3	2	4	2	30
ELUDE	0	0	2	4	0	3	0	1	1	0	3	14
ESCAPE FROM YOUR CUSTODY	1	1	0	1	0	0	0	0	1	0	0	4
EXTORTION/BLACKMAIL	0	1	0	3	0	1	1	1	0	1	0	8
FAIL TO DISPLAY OPERATORS LICENSE	0	3	0	1	1	0	0	0	1	2	1	9
FAILURE TO REGISTER AS SEX OFFENDER	0	0	1	0	1	0	0	0	0	0	0	2
FORCIBLE RAPE	0	0	1	0	0	0	1	0	0	0	3	5
FORGERY/COUNTERFEITING	0	1	0	0	1	0	0	1	0	0	0	3
FRAUD - BY DECEPTION/FALSE PRETENSES	0	2	0	0	0	0	0	0	0	0	0	2
FRAUD - CREDIT CARD/AUTOMATIC TELLER MACHINE	0	1	0	0	1	0	0	0	0	0	0	2
FRAUD - OF SERVICES/FALSE PRETENSES	0	0	0	0	0	1	0	0	0	1	1	3
FUGITIVE ARREST FOR ANOTHER AGENCY	47	24	23	19	33	35	32	39	35	31	25	343
GARBAGE LITTERING	0	0	0	0	1	0	0	0	0	0	0	1
HIT AND RUN FELONY	0	0	0	0	0	0	0	0	1	0	0	1
HIT AND RUN-MISDEMEANOR	4	4	2	2	1	3	3	4	1	3	1	28
IDENTITY THEFT	0	1	0	0	1	0	0	0	0	0	0	2
INTIMIDATION /OTHER CRIMINAL THREAT	5	4	2	4	4	5	2	3	2	1	8	40
KIDNAP - FOR ADDITIONAL CRIMINAL PURPOSE	0	2	0	0	0	0	1	0	1	2	1	7
MINOR IN POSSESSION	0	1	2	1	0	0	5	3	0	0	0	12
MOTOR VEHICLE THEFT	2	4	6	12	7	3	1	7	3	3	0	48
OTHER	4	3	6	4	10	3	6	2	3	4	2	47
PROPERTY RECOVER FOR OTHER AGENCY	0	0	0	1	0	0	0	1	1	1	0	4
RECKLESS DRIVING	2	4	2	4	1	4	0	3	3	2	2	27
RECKLESSLY ENDANDERING	3	2	0	2	1	1	0	2	1	0	3	15
RESTRAINING ORDER VIOLATION	3	2	0	2	1	0	1	1	1	0	1	12
ROBBERY - BUSINESS	0	0	0	0	1	0	0	0	0	0	1	2
ROBBERY - CAR JACKING	0	0	0	0	0	0	0	0	1	0	0	1
ROBBERY - CONV.STORE	0	0	0	0	0	1	0	0	0	0	0	1
ROBBERY - OTHER	1	1	0	0	0	0	0	0	0	0	0	2
ROBBERY - RESIDENCE	1	0	0	0	0	0	0	0	0	1	0	2
RUNAWAY	0	1	0	1	0	0	0	0	0	0	0	2
SEX CRIME - CONTRIBUTE TO SEX DELINQUENCY	0	0	0	0	0	0	0	1	0	0	0	1
SEX CRIME - EXPOSER	1	0	0	0	0	0	0	2	0	0	0	3
SEX CRIME - FORCIBLE SODOMY	0	0	1	0	0	0	0	0	0	0	1	2
SEX CRIME - INCEST	0	0	1	0	0	0	0	0	0	0	0	1
SEX CRIME - MOLEST (PHYSICAL)	2	1	1	0	0	0	0	0	0	0	1	5

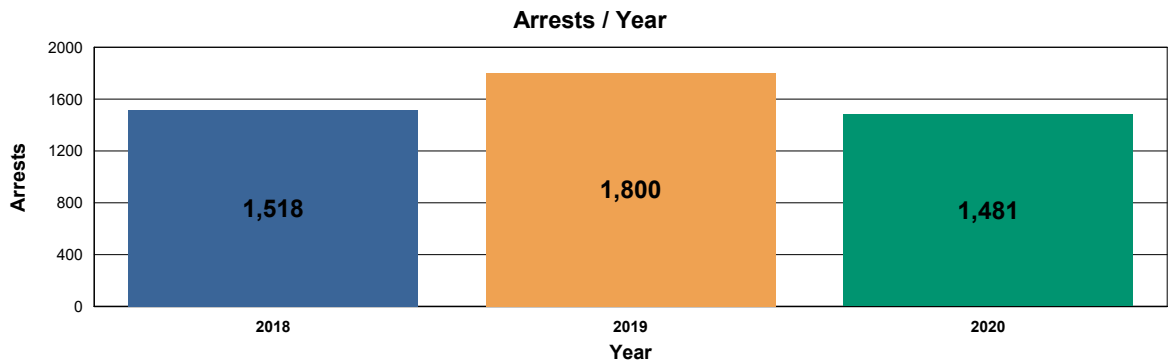
# Woodburn Police Department

## MONTHLY ARRESTS BY OFFENSES

### 2020 Year to Date

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
SEX CRIME - NON-FORCE RAPE	0	0	0	0	0	1	0	0	0	0	0	1
SEX CRIME - SEXUAL ASSAULT WITH AN OBJECT	0	0	0	0	0	0	0	0	1	0	0	1
STALKER	1	0	0	1	0	1	1	1	1	0	1	7
STOLEN PROPERTY - RECEIVING,BUYING,POSSESSING	1	2	0	1	1	0	0	4	1	0	2	12
SUICIDE	0	0	0	0	0	1	0	0	0	0	0	1
THEFT - BUILDING	0	0	0	3	0	0	0	1	0	0	1	5
THEFT - FROM MOTOR VEHICLE	1	1	0	2	0	0	0	1	0	0	0	5
THEFT - MOTOR VEHICLE PARTS/ACCESSORIES	2	0	0	0	0	0	0	0	0	0	0	2
THEFT - OTHER	2	7	3	2	1	0	2	1	1	1	0	20
THEFT - SHOPLIFT	4	4	3	0	3	11	2	1	1	1	3	33
TRAFFIC VIOLATIONS	7	4	4	1	5	6	1	3	5	9	6	51
TRESPASS	8	3	7	7	5	7	3	6	2	3	12	63
UNAUTHORIZED ENTRY INTO MOTOR VEHICLE	0	1	2	3	1	1	0	1	0	0	1	10
VANDALISM	0	1	0	1	1	2	3	2	2	2	5	19
VEHICLE RECOVERD FOR OTHER AGENCY	0	0	0	1	3	1	1	0	4	0	1	11
WEAPON - CARRY CONCEALED	1	1	2	1	2	0	1	2	0	0	1	11
WEAPON - EX FELON IN POSSESSION	0	1	0	0	1	0	0	0	0	0	1	3
WEAPON - OTHER	0	0	0	1	0	0	0	0	0	0	0	1
WEAPON - POSSESS ILLEGAL	1	1	3	3	1	4	3	1	2	2	4	25
WEAPON - SHOOTING IN PROHIBITED AREA	1	0	2	0	0	0	0	1	0	0	0	4
WILLFUL MURDER	0	0	0	0	0	0	0	0	1	0	0	1

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
<b>2020 Total</b>	<b>161</b>	<b>139</b>	<b>105</b>	<b>133</b>	<b>149</b>	<b>153</b>	<b>109</b>	<b>144</b>	<b>138</b>	<b>115</b>	<b>135</b>	<b>1,481</b>
<b>2019 Total</b>	<b>178</b>	<b>115</b>	<b>157</b>	<b>146</b>	<b>172</b>	<b>174</b>	<b>231</b>	<b>172</b>	<b>134</b>	<b>172</b>	<b>149</b>	<b>1800</b>
<b>2018 Total</b>	<b>187</b>	<b>111</b>	<b>138</b>	<b>136</b>	<b>147</b>	<b>101</b>	<b>162</b>	<b>155</b>	<b>144</b>	<b>136</b>	<b>101</b>	<b>1518</b>



# Woodburn Police Department

## MONTHLY CRIMINAL OFFENSES

2020 Year to Date

CHARGE DESCRIPTION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
AGGRAVATED ASSAULT	2	4	0	4	3	6	4	4	5	1	6	39
ANIMAL CRUELTY	0	0	0	0	1	1	0	0	1	0	0	3
ANIMAL ORDINANCES	2	1	0	0	4	2	1	0	1	1	1	13
ARSON	1	1	0	0	0	2	3	0	1	0	0	8
ASSAULT SIMPLE	18	16	9	10	15	17	13	14	15	11	11	149
ATTEMPTED MURDER	0	0	0	0	0	0	1	1	0	0	0	2
BURGLARY - BUSINESS	1	5	1	1	3	3	0	2	2	2	5	25
BURGLARY - OTHER STRUCTURE	1	1	3	0	1	1	0	1	2	2	1	13
BURGLARY - RESIDENCE	2	8	2	1	0	5	3	4	0	2	3	30
CHILD NEGLECT	0	0	0	0	1	0	0	1	0	0	0	2
CITY ORDINANCE	0	0	0	1	0	0	0	0	0	1	0	2
CRIME DAMAGE-NO VANDALISM OR ARSON	9	23	4	12	15	13	16	12	10	10	8	132
CRIMINAL MISTREATMENT	1	0	0	0	0	0	1	0	0	0	0	2
CURFEW	0	0	0	1	0	0	0	0	0	0	0	1
CUSTODY - MENTAL	5	0	0	8	4	5	3	3	1	8	4	41
DISORDERLY CONDUCT	8	6	4	6	5	3	8	5	8	2	7	62
DRINKING IN PUBLIC	0	0	0	0	1	0	0	0	0	0	0	1
DRIVING UNDER INFLUENCE	5	10	2	1	3	8	9	8	17	11	7	81
DRUG LAW VIOLATIONS	13	9	7	9	17	14	9	10	12	9	4	113
DRUG PARAPHERNALIA	0	0	0	0	0	1	0	0	0	0	0	1
DWS/REVOKED - FELONY	0	0	0	0	0	1	0	0	2	0	0	3
DWS/REVOKED-MISDEMEANOR	2	1	2	3	3	3	6	2	2	4	2	30
ELUDE	1	2	2	4	1	4	0	4	8	3	4	33
ESCAPE FROM YOUR CUSTODY	1	1	1	1	0	0	0	0	1	0	0	5
EXTORTION/BLACKMAIL	0	0	0	3	0	1	1	1	0	2	0	8
FAIL TO DISPLAY OPERATORS LICENSE	0	3	0	1	1	0	0	0	1	2	1	9
FAILURE TO REGISTER AS SEX OFFENDER	0	0	1	0	1	0	0	0	0	0	0	2
FAMILY-OTHER	0	0	0	0	0	0	0	0	0	1	0	1
FORCIBLE RAPE	2	3	3	1	2	6	1	0	1	1	4	24
FORGERY/COUNTERFEITING	2	5	4	4	2	3	3	1	2	3	1	30
FRAUD - BY DECEPTION/FALSE PRETENSES	3	5	9	2	4	4	6	4	6	3	4	50
FRAUD - CREDIT CARD/AUTOMATIC TELLER MACHINE	3	4	2	1	1	1	1	2	1	2	2	20
FRAUD - NOT SUFFICIENT FUNDS CHECK	0	0	2	0	0	0	0	0	0	0	0	2
FRAUD - OF SERVICES/FALSE PRETENSES	0	0	0	0	0	1	0	0	0	1	0	2
FRAUD - WIRE	0	0	0	1	0	0	2	0	0	0	0	3
FUGITIVE ARREST FOR ANOTHER AGENCY	35	20	15	13	19	26	22	25	26	24	23	248
GARBAGE LITTERING	0	0	0	0	1	0	0	0	0	0	0	1
HIT AND RUN FELONY	0	1	0	0	0	0	0	0	2	1	1	5
HIT AND RUN-MISDEMEANOR	18	14	9	14	16	18	19	38	13	17	20	196
IDENTITY THEFT	3	5	6	1	3	4	0	2	3	5	4	36
INTIMIDATION /OTHER CRIMINAL THREAT	3	5	4	1	5	6	5	4	0	2	8	43
KIDNAP - FOR ADDITIONAL CRIMINAL PURPOSE	1	1	0	0	0	0	2	0	3	1	0	8
MINOR IN POSSESSION	0	2	2	1	0	0	2	0	0	0	0	7
MISCELLANEOUS	24	19	15	12	17	14	27	26	18	18	15	205
MOTOR VEHICLE THEFT	8	12	26	31	53	30	22	30	20	18	6	256
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	1	0	0	0	0	1
NON CRIMINAL DOMESTIC DISTURBANCE	15	6	13	21	14	16	16	16	21	20	13	171
OTHER	3	4	3	6	8	8	5	2	6	6	4	55
PROPERTY - FOUND LOST MISLAID	5	1	4	0	6	3	3	6	2	1	2	33
PROPERTY RECOVER FOR OTHER AGENCY	0	0	0	0	1	1	0	3	2	1	1	9
PROSTITUTION - ENGAGE IN	0	0	0	0	0	0	0	0	0	1	0	1
PUBLIC HEALTH AND SAFETY ORDINANCES	0	0	0	1	0	0	0	0	0	0	0	1
RECKLESS DRIVING	4	6	1	4	2	4	0	4	6	4	4	39
RESTRAINING ORDER VIOLATION	5	2	0	2	1	0	1	1	1	2	1	16
ROBBERY - BUSINESS	0	1	0	0	1	0	0	0	0	0	1	3
ROBBERY - CAR JACKING	0	0	0	0	0	0	0	0	1	0	0	1
ROBBERY - CONV.STORE	0	0	0	0	0	1	0	0	0	0	2	3

# Woodburn Police Department

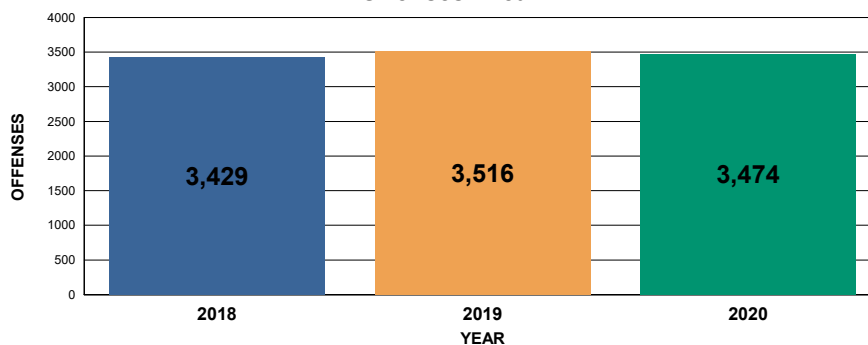
## MONTHLY CRIMINAL OFFENSES

### 2020 Year to Date

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
ROBBERY - HIGHWAY	0	0	1	0	0	0	0	0	0	0	0	1
ROBBERY - OTHER	4	2	0	0	0	0	1	1	0	0	1	9
ROBBERY - RESIDENCE	0	0	0	0	0	0	0	0	1	0	0	1
RUNAWAY	1	4	1	2	0	2	2	1	6	1	1	21
SEX CRIME - CONTRIBUTE TO SEX DELINQUENCY	1	1	0	0	0	1	1	0	0	0	0	4
SEX CRIME - EXPOSER	0	1	1	0	1	0	0	2	0	0	0	5
SEX CRIME - FORCIBLE SODOMY	1	0	0	0	0	1	0	0	2	0	0	4
SEX CRIME - INCEST	0	0	1	0	0	0	0	0	0	0	0	1
SEX CRIME - MOLEST (PHYSICAL)	3	2	2	1	1	1	0	0	0	0	1	11
SEX CRIME - NON-FORCE RAPE	0	0	1	0	0	1	1	0	0	0	0	3
SEX CRIME - OBSCENE PHONE CALL	0	0	0	0	0	0	0	0	1	0	0	1
SEX CRIME - OTHER	1	0	0	0	0	0	0	0	0	1	1	3
SEX CRIME - PORNOGRAPHY/OBSCENE MATERIAL	0	0	1	0	0	1	0	0	0	0	0	2
SEX CRIME - SEXUAL ASSAULT WITH AN OBJECT	0	0	0	0	0	0	0	0	1	0	1	2
STALKER	1	0	0	1	0	3	1	1	1	0	2	10
STOLEN PROPERTY - RECEIVING,BUYING,POSSESSING	1	2	1	0	1	0	1	0	1	0	2	9
SUICIDE	0	0	0	0	0	1	0	0	0	0	1	2
THEFT - BICYCLE	2	2	3	3	3	3	2	3	0	0	0	21
THEFT - BUILDING	2	4	1	4	0	1	2	0	0	1	4	19
THEFT - COIN OP MACHINE	0	2	1	0	1	0	1	1	0	1	1	8
THEFT - FROM MOTOR VEHICLE	14	15	18	25	29	18	14	17	14	16	22	202
THEFT - MOTOR VEHICLE PARTS/ACCESSORIES	4	4	6	5	8	10	4	7	8	2	3	61
THEFT - OTHER	15	23	13	7	18	14	13	5	17	14	7	146
THEFT - PICKPOCKET	0	1	0	0	0	0	0	2	0	1	0	4
THEFT - PURSE SNATCH	0	0	0	0	0	0	0	0	0	0	1	1
THEFT - SHOPLIFT	12	16	8	5	7	16	14	16	10	8	15	127
TRAFFIC VIOLATIONS	8	11	6	1	5	4	1	6	9	7	6	64
TRESPASS	11	5	5	7	7	8	4	5	2	5	16	75
UNAUTHORIZED ENTRY INTO MOTOR VEHICLE	2	0	2	0	5	7	2	0	3	3	8	32
VANDALISM	14	15	14	22	20	31	36	15	13	14	16	210
VEHICLE RECOVERD FOR OTHER AGENCY	1	1	1	7	14	11	10	7	14	1	4	71
WEAPON - CARRY CONCEALED	1	1	1	1	2	1	2	1	0	0	1	11
WEAPON - EX FELON IN POSSESSION	0	1	1	2	0	1	0	0	1	0	2	8
WEAPON - OTHER	0	0	1	0	0	0	0	0	0	0	0	1
WEAPON - POSSESS ILLEGAL	1	2	2	2	1	4	6	3	2	2	4	29
WEAPON - SHOOTING IN PROHIBITED AREA	1	0	1	1	3	0	2	0	2	3	1	14
WILLFUL MURDER	0	0	0	0	0	0	0	0	1	0	0	1

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
<b>2020 Total</b>	<b>307</b>	<b>322</b>	<b>249</b>	<b>278</b>	<b>361</b>	<b>376</b>	<b>336</b>	<b>329</b>	<b>332</b>	<b>283</b>	<b>301</b>	<b>3,474</b>
<b>2019 Total</b>	<b>330</b>	<b>235</b>	<b>325</b>	<b>297</b>	<b>371</b>	<b>374</b>	<b>352</b>	<b>346</b>	<b>282</b>	<b>336</b>	<b>268</b>	<b>3,516</b>
<b>2018 Total</b>	<b>409</b>	<b>284</b>	<b>317</b>	<b>342</b>	<b>316</b>	<b>309</b>	<b>311</b>	<b>308</b>	<b>292</b>	<b>298</b>	<b>243</b>	<b>3,429</b>

Offenses / Year





# Woodburn Police Department

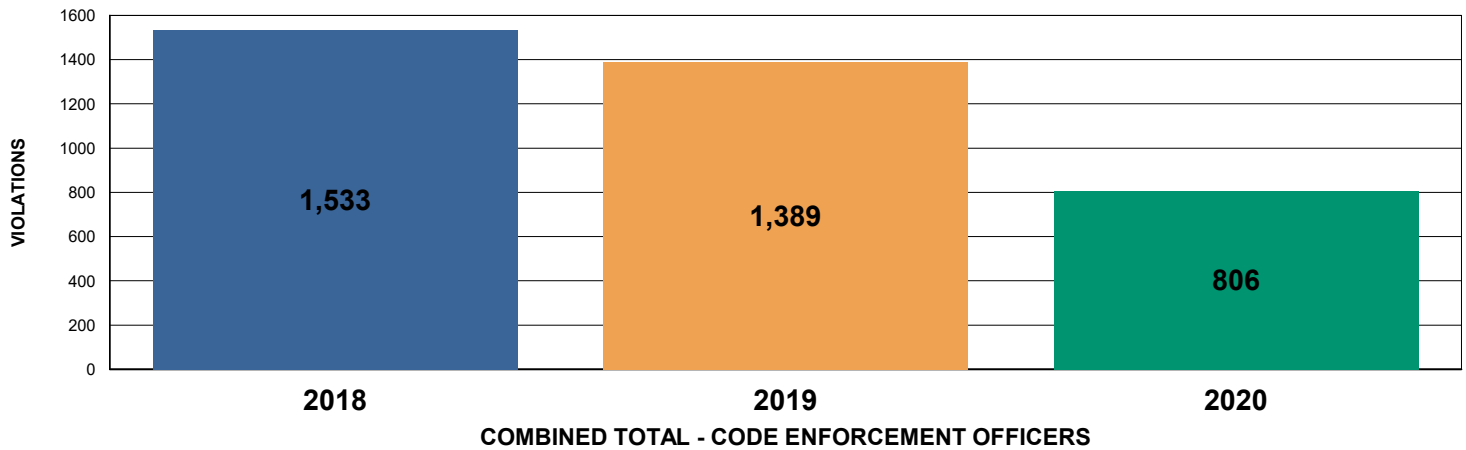
## ORDINANCE VIOLATIONS

### 2020 Year to Date

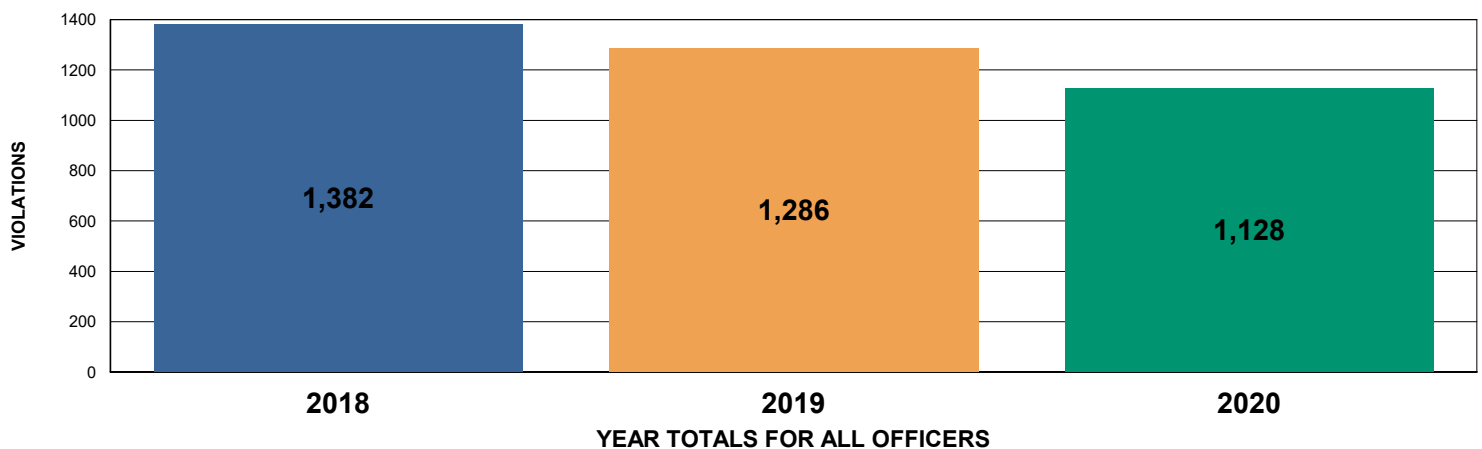
12/21/2020

Ordinance Discription	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
Animal Complaint	49	43	35	26	45	37	35	27	30	52	34	<b>413</b>
Ordiinance - Abate/Nuisances	0	0	1	2	0	0	0	0	0	0	1	<b>4</b>
Ordinance - Abandoned Vehicles	21	47	34	17	21	26	35	23	27	21	11	<b>283</b>
Ordinance - Abate Graffiti	4	1	0	1	0	0	1	1	0	0	0	<b>8</b>
Ordinance - Land Use Violations	1	2	2	4	7	3	4	0	4	3	5	<b>35</b>
Ordinance - Oth Violation	34	28	25	30	26	26	20	22	18	20	12	<b>261</b>
Ordinance - Tall Grass	0	0	0	0	57	31	19	17	0	0	0	<b>124</b>
<b>2020 Total</b>	<b>109</b>	<b>121</b>	<b>97</b>	<b>80</b>	<b>156</b>	<b>123</b>	<b>114</b>	<b>90</b>	<b>79</b>	<b>96</b>	<b>63</b>	<b>1,128</b>
<b>2019 Total</b>	<b>141</b>	<b>99</b>	<b>148</b>	<b>116</b>	<b>205</b>	<b>197</b>	<b>173</b>	<b>207</b>	<b>144</b>	<b>145</b>	<b>111</b>	<b>1,686</b>
<b>2018 Total</b>	<b>176</b>	<b>133</b>	<b>156</b>	<b>182</b>	<b>223</b>	<b>167</b>	<b>140</b>	<b>205</b>	<b>121</b>	<b>185</b>	<b>107</b>	<b>1,795</b>

### Ordinance Violations / Code Enforcement Officers



### Ordinance Violations / Year




**CITY OF WOODBURN**  
**Economic and Development Services Department**

**MEMORANDUM**

270 Montgomery Street

Woodburn, Oregon 97071

(503) 982-5246

**Date:** January 4, 2021  
**To:** Chris Kerr, Community Development Director  
**From:** Ted Cuno, Building Division   
**Subject:** Building Activity for December 2020

	2018		2019		2020	
	No.	Dollar Amount	No.	Dollar Amount	No.	Dollar Amount
Single-Family Residential	1	\$227,187	0	\$0	31	\$8,101,165
Multi-Family Residential	0	\$0	0	\$0	0	\$0
Assisted Living Facilities	0	\$0	0	\$0	0	\$0
Residential Adds & Alts	1	\$8,722	2	\$49,847	3	\$13,562
Industrial	0	\$0	0	\$0	0	\$0
Commercial	5	\$152,156	7	\$280,995	6	\$1,002,784
Signs and Fences	0	\$0	0	\$0	0	\$0
Manufactured Homes	0	\$0	0	\$0	0	\$0
<b>TOTALS</b>	7	\$388,065	9	\$330,842	40	\$9,117,511
<b>Fiscal Year to Date (July 1 – June 30)</b>		<b>\$24,002,120</b>		<b>\$4,127,581</b>		<b>\$17,217,167</b>



# Permits Issued

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

www.ci.woodburn.or.us

12/1/2020 through 12/31/2020

Includes all valuations

building.dept@ci.woodburn.or.us

Record Types Selected: -All-

## Commercial Alarm or Suppression Systems

971-20-000564-FIRE

Issued: 12/15/20

Fees: \$331.57

Valuation: \$3,990.00

Address: 2785 N FRONT ST, WOODBURN, OR 97071

Parcel: 051W05D 01901

Owner: CIRRUS NORTHWEST LLC

Licensed Prof:

Category of Construction: Commercial

Type of Work: Addition

Work Description: Add to existing Fire Alarm, add new riser devices to alarm system.

## Commercial Alarm or Suppression Systems

1 permits issued

\$331.57

\$3,990.00

**Permits Issued:**

**Commercial Mechanical**

<b>971-20-000508-MECH</b>	<b>Issued:</b> 12/1/20	<b>Fees:</b> \$653.81	<b>Valuation:</b> \$20,424.00
<b>Address:</b> 320 N PACIFIC HWY, WOODBURN, OR 97071		<b>Parcel:</b> 051W17BC08200	
<b>Owner:</b> SANTOS, EZEQUIEL SALAZAR & RAMIREZ, INES MENDOZA			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Commercial	<b>Type of Work:</b> Replacement		
<b>Work Description:</b> Install ac and furnace			
<b>971-20-000536-MECH</b>	<b>Issued:</b> 12/8/20	<b>Fees:</b> \$394.96	<b>Valuation:</b> \$9,900.00
<b>Address:</b> 1542 MT HOOD AVE, WOODBURN, OR 97071		<b>Parcel:</b>	
<b>Owner:</b>			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Commercial	<b>Type of Work:</b> Alteration		
<b>Work Description:</b> Additional Gas Line for new cookline			
<b>971-20-000562-MECH</b>	<b>Issued:</b> 12/17/20	<b>Fees:</b> \$253.76	<b>Valuation:</b> \$4,000.00
<b>Address:</b> 669 RAY J GLATT CIR, WOODBURN, OR 97071		<b>Parcel:</b> 051W07AC03500	
<b>Owner:</b> TERENCE CRAWFORD WITHERS TR & WITHERS, TERENCE C TRE			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Commercial	<b>Type of Work:</b> Replacement		
<b>Work Description:</b> Furnace replacement			
<b>Commercial Mechanical</b>		<b>3 permits issued</b>	<b>\$1,302.53</b>
			<b>\$34,324.00</b>

**Permits Issued:**

**Commercial Structural**

<b>971-20-000241-STR</b>	<b>Issued:</b> 12/18/20	<b>Fees:</b> \$6,078.22	<b>Valuation:</b>	\$337,500.00
<b>Address:</b> 1001 ARNEY RD NE, STE# 300B, WOODBURN, OR 97071				
<b>Owner:</b> WOODBURN PREMIUM OUTLETS LLC C/O SIMON PROPERTY GROUP PROPERTY TAX				
<b>Licensed Prof:</b>				
<b>Category of Construction:</b> Commercial	<b>Type of Work:</b> Alteration			
<b>Work Description:</b> Interior Tenant Fit out of retail clothing store				
<b>971-20-000486-STR</b>	<b>Issued:</b> 12/1/20	<b>Fees:</b> \$5,747.96	<b>Valuation:</b>	\$432,000.00
<b>Address:</b> 2215 PROGRESS WAY, WOODBURN, OR 97071				
<b>Owner:</b> IVANOV INVESTMENT GROUP LLC				
<b>Licensed Prof:</b>				
<b>Category of Construction:</b> Commercial	<b>Type of Work:</b> Alteration			
<b>Work Description:</b> Installation of 172.8 kW Solar System				
<b>971-20-000506-STR</b>	<b>Issued:</b> 12/22/20	<b>Fees:</b> \$1,240.84	<b>Valuation:</b>	\$50,000.00
<b>Address:</b> 1537 MT HOOD AVE, STE# 130, WOODBURN, OR 97071				
<b>Owner:</b> BLAISDELL INC C/O CRITERIA PROPERTIES				
<b>Licensed Prof:</b>				
<b>Category of Construction:</b> Commercial	<b>Type of Work:</b> Tenant Improvement			
<b>Work Description:</b> Tenant Improvement in a ground floor space of an existing tenant building				
<b>971-20-000535-STR</b>	<b>Issued:</b> 12/9/20	<b>Fees:</b> \$1,342.60	<b>Valuation:</b>	\$57,075.00
<b>Address:</b> 2100 N PACIFIC HWY, WOODBURN, OR 97071				
<b>Owner:</b> TRUSS T LANDHOLDING LLC				
<b>Licensed Prof:</b> STAFFORD CONSTRUCTION INC				
<b>Category of Construction:</b> Commercial	<b>Type of Work:</b> Repair			
<b>Work Description:</b> Repair fire damage - "Like for like"				
<b>971-20-000538-STR</b>	<b>Issued:</b> 12/7/20	<b>Fees:</b> \$442.02	<b>Valuation:</b>	\$11,209.00
<b>Address:</b> 1175 MT HOOD AVE, WOODBURN, OR 97071				
<b>Owner:</b> YAKIMA VALLEY FARM WORKERS CLINIC				
<b>Licensed Prof:</b>				
<b>Category of Construction:</b> Commercial	<b>Type of Work:</b> Other			
<b>Work Description:</b> Tear off existing roof saving underlying insulation, Mechanically attach coverboard, Install fully adhered TPO single ply roof system				
<b>971-20-000571-STR</b>	<b>Issued:</b> 12/22/20	<b>Fees:</b> \$2,051.74	<b>Valuation:</b>	\$115,000.00
<b>Address:</b> 1755 MT HOOD AVE, WOODBURN, OR 97071				
<b>Owner:</b>				
<b>Licensed Prof:</b>				
<b>Category of Construction:</b> Commercial	<b>Type of Work:</b> Alteration			
<b>Work Description:</b> Install Commercial Grade Duro-Last Single Ply PVC Membrane Roof System to Go Over the Existing Roof System				

**Permits Issued:**

**Commercial Structural**

**6 permits issued**

**\$16,903.38**

**\$1,002,784.00**

**Permits Issued:**

**Residential 1 & 2 Fam Dwelling (New Only) Limited**

<b>971-20-000502-DWL</b>	<b>Issued:</b> 12/3/20	<b>Fees:</b> \$19,341.90	<b>Valuation:</b> \$204,761.19
<b>Address:</b> 1411 HARDCASTLE AVE, WOODBURN, OR 97071		<b>Parcel:</b> 051W08CD10300	
<b>Owner:</b> NORTHWEST COMMERCIAL EXTERIOR COMPANY			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> New Construction			
<b>971-20-000503-DWL</b>	<b>Issued:</b> 12/14/20	<b>Fees:</b> \$20,052.13	<b>Valuation:</b> \$247,005.81
<b>Address:</b> 2791 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek- Lot 2- NSFR			
<b>971-20-000504-DWL</b>	<b>Issued:</b> 12/14/20	<b>Fees:</b> \$19,579.13	<b>Valuation:</b> \$227,162.61
<b>Address:</b> 502 Stubb RD, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek- Lot 149-NSFR			
<b>971-20-000505-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$19,747.00	<b>Valuation:</b> \$234,975.69
<b>Address:</b> 510 Stubb RD, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek- Lot 148- NSFR			
<b>971-20-000509-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$19,577.66	<b>Valuation:</b> \$220,489.50
<b>Address:</b> 2801 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 1- NSFR			
<b>971-20-000510-DWL</b>	<b>Issued:</b> 12/14/20	<b>Fees:</b> \$19,149.89	<b>Valuation:</b> \$205,609.65
<b>Address:</b> 2727 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 4- NSFR			

**Permits Issued:**

**Residential 1 & 2 Fam Dwelling (New Only) Limited**

<b>971-20-000511-DWL</b>	<b>Issued:</b> 12/14/20	<b>Fees:</b> \$19,599.16	<b>Valuation:</b> \$225,922.20
<b>Address:</b> 2104 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 121- NSFR			
<b>971-20-000512-DWL</b>	<b>Issued:</b> 12/14/20	<b>Fees:</b> \$19,823.40	<b>Valuation:</b> \$237,167.55
<b>Address:</b> 2120 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 122- NSFR			
<b>971-20-000513-DWL</b>	<b>Issued:</b> 12/16/20	<b>Fees:</b> \$20,142.78	<b>Valuation:</b> \$253,008.30
<b>Address:</b> 2140 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 123- NSFR			
<b>971-20-000515-DWL</b>	<b>Issued:</b> 12/16/20	<b>Fees:</b> \$21,242.82	<b>Valuation:</b> \$307,196.10
<b>Address:</b> 1974 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 54- NSFR			
<b>971-20-000516-DWL</b>	<b>Issued:</b> 12/14/20	<b>Fees:</b> \$21,214.82	<b>Valuation:</b> \$307,196.10
<b>Address:</b> 2020 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 56- NSFR			
<b>971-20-000517-DWL</b>	<b>Issued:</b> 12/16/20	<b>Fees:</b> \$20,399.54	<b>Valuation:</b> \$266,943.09
<b>Address:</b> 2000 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 55- NSFR			



**Permits Issued:**

**Residential 1 & 2 Fam Dwelling (New Only) Limited**

<b>971-20-000518-DWL</b>	<b>Issued:</b> 12/16/20	<b>Fees:</b> \$19,738.66	<b>Valuation:</b> \$234,409.98
<b>Address:</b> 503 Stoller ST, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 146-NSFR			
<b>971-20-000519-DWL</b>	<b>Issued:</b> 12/16/20	<b>Fees:</b> \$19,579.13	<b>Valuation:</b> \$227,162.61
<b>Address:</b> 511 Stoller ST, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 147-NSFR			
<b>971-20-000520-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$19,905.30	<b>Valuation:</b> \$244,357.23
<b>Address:</b> 2701 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 5- NSFR			
<b>971-20-000521-DWL</b>	<b>Issued:</b> 12/29/20	<b>Fees:</b> \$19,091.64	<b>Valuation:</b> \$205,513.05
<b>Address:</b> 2693 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 6-NSFR			
<b>971-20-000522-DWL</b>	<b>Issued:</b> 12/16/20	<b>Fees:</b> \$19,905.30	<b>Valuation:</b> \$244,357.23
<b>Address:</b> 2692 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 145- NSFR			
<b>971-20-000527-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$20,408.04	<b>Valuation:</b> \$267,184.59
<b>Address:</b> 2092 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 57 NSFR			

**Permits Issued:**

**Residential 1 & 2 Fam Dwelling (New Only) Limited**

<b>971-20-000545-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$19,896.81	<b>Valuation:</b> \$243,994.98
<b>Address:</b> 2601 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 8			
<b>971-20-000547-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$19,570.63	<b>Valuation:</b> \$226,945.26
<b>Address:</b> 2210 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 39			
<b>971-20-000548-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$19,839.00	<b>Valuation:</b> \$260,000.00
<b>Address:</b> 2202 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 40			
<b>971-20-000549-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$21,613.88	<b>Valuation:</b> \$326,253.06
<b>Address:</b> 1999 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 41			
<b>971-20-000550-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$22,048.21	<b>Valuation:</b> \$347,278.35
<b>Address:</b> 1955 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 42			
<b>971-20-000551-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$21,613.88	<b>Valuation:</b> \$326,156.46
<b>Address:</b> 1921 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 43			

**Permits Issued:**

**Residential 1 & 2 Fam Dwelling (New Only) Limited**

<b>971-20-000552-DWL</b>	<b>Issued:</b> 12/29/20	<b>Fees:</b> \$20,427.54	<b>Valuation:</b> \$266,749.89
<b>Address:</b> 1900 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 51			
<b>971-20-000553-DWL</b>	<b>Issued:</b> 12/29/20	<b>Fees:</b> \$21,401.68	<b>Valuation:</b> \$330,000.00
<b>Address:</b> 1918 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 52			
<b>971-20-000554-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$20,408.04	<b>Valuation:</b> \$267,184.59
<b>Address:</b> 1932 Killian Spring DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 53			
<b>971-20-000555-DWL</b>	<b>Issued:</b> 12/29/20	<b>Fees:</b> \$21,605.40	<b>Valuation:</b> \$325,866.66
<b>Address:</b> 2201 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 124			
<b>971-20-000556-DWL</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$21,340.73	<b>Valuation:</b> \$267,184.59
<b>Address:</b> 2211 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 125			
<b>971-20-000557-DWL</b>	<b>Issued:</b> 12/29/20	<b>Fees:</b> \$22,020.21	<b>Valuation:</b> \$347,616.45
<b>Address:</b> 2221 Ben Brown DR, Woodburn, OR 97071		<b>Parcel:</b> 052W130000108	
<b>Owner:</b> SMITH CREEK LLC			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> New		
<b>Work Description:</b> Smith Creek Lot 126			

**Permits Issued:**

**Residential 1 & 2 Fam Dwelling (New Only) Limited**

**971-20-000558-DWL**

**Issued:** 12/29/20

**Fees:** \$19,149.89

**Valuation:** \$205,513.05

**Address:** 2626 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 144

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**Residential 1 & 2 Fam Dwelling (New Only) Limited**

**31 permits issued**

**\$629,434.20**

**\$8,101,165.82**

Permits Issued:

**Residential Mechanical**

<b>971-20-000528-MECH</b>	<b>Issued:</b> 12/1/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$2,500.00
<b>Address:</b> 2536 ROANOKE ST, WOODBURN, OR 97071		<b>Parcel:</b> 051W07BA13300	
<b>Owner:</b> APONSO, LALITH & JAYANTHI, HETTI GAMAGE & APONSO,HIRUNI MARSHA			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Replacement		
<b>Work Description:</b> Replace new Gas Furnace			
<b>971-20-000530-MECH</b>	<b>Issued:</b> 12/1/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$11,758.00
<b>Address:</b> 280 E CLACKAMAS CIR, WOODBURN, OR 97071		<b>Parcel:</b> 052W12DD03000	
<b>Owner:</b> YODER, MAX LEROY & YODER, PATRICIA JO			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Alteration		
<b>Work Description:</b> INSTALL AIR HANDLER & HEAT PUMP			
<b>971-20-000531-MECH</b>	<b>Issued:</b> 12/2/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$3,985.00
<b>Address:</b> 573 ARTHUR ST, WOODBURN, OR 97071		<b>Parcel:</b> 051W07CD06800	
<b>Owner:</b> SANDOVAL, CARMEN R & SANDOVAL, CIPRIANA R			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Alteration		
<b>Work Description:</b> INSTALLATION GAS FURANCE			
<b>971-20-000532-MECH</b>	<b>Issued:</b> 12/2/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$0.00
<b>Address:</b> 1260 INDEPENDENCE AVE, WOODBURN, OR 97071		<b>Parcel:</b> 051W07BA15800	
<b>Owner:</b> RAYMOND CORBUS JOHNISEE JR LT & JOHNISEE,RAYMOND CORBUS JR TRE			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Replacement		
<b>Work Description:</b> Replace gas furnace and air conditioner			
<b>971-20-000533-MECH</b>	<b>Issued:</b> 12/3/20	<b>Fees:</b> \$112.00	<b>Valuation:</b> \$8,117.00
<b>Address:</b> 731 WILLOW AVE, WOODBURN, OR 97071		<b>Parcel:</b> 052W11AA01800	
<b>Owner:</b> PUGMIRE, DANIEL			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Alteration		
<b>Work Description:</b> Install gas furnace. Install water heater. Install gas line.			
<b>971-20-000537-MECH</b>	<b>Issued:</b> 12/7/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$0.00
<b>Address:</b> 1250 PRINCETON RD, WOODBURN, OR 97071		<b>Parcel:</b> 052W12AD05700	
<b>Owner:</b> BURKLAND, NORBERT M & BURKLAND, KATHLEEN M			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Replacement		
<b>Work Description:</b> Replace gas furnace			

Permits Issued:

**Residential Mechanical**

<b>971-20-000539-MECH</b>		<b>Issued:</b> 12/4/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$9,493.00
<b>Address:</b>	515 N SETTLEMIER AVE, WOODBURN, OR 97071		<b>Parcel:</b> 051W18BC04100	
<b>Owner:</b>	CITY OF WOODBURN			
<b>Licensed Prof:</b>				
<b>Category of Construction:</b>	Single Family Dwelling	<b>Type of Work:</b>	Alteration	
<b>Work Description:</b>	Install gas furnace & gas line to furnace "UP-DATE" PSA 12-15-2020 install new duct work			
<b>971-20-000540-MECH</b>		<b>Issued:</b> 12/7/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$0.00
<b>Address:</b>	1301 RAINIER RD, WOODBURN, OR 97071		<b>Parcel:</b> 051W07CB05700	
<b>Owner:</b>	SANDLIN, JULENE			
<b>Licensed Prof:</b>				
<b>Category of Construction:</b>	Single Family Dwelling	<b>Type of Work:</b>	Replacement	
<b>Work Description:</b>	Replace gas furnace and air conditioner			
<b>971-20-000541-MECH</b>		<b>Issued:</b> 12/8/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$2,200.00
<b>Address:</b>	721 FAIRWOOD CRESCENT DR, WOODBURN, OR 97071		<b>Parcel:</b>	
<b>Owner:</b>				
<b>Licensed Prof:</b>				
<b>Category of Construction:</b>	Single Family Dwelling	<b>Type of Work:</b>	Replacement	
<b>Work Description:</b>	Install Gas Furnace			
<b>971-20-000565-MECH</b>		<b>Issued:</b> 12/13/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$3,500.00
<b>Address:</b>	1386 VANDERBECK LN, WOODBURN, OR 97071		<b>Parcel:</b> 051W07BB01300	
<b>Owner:</b>	1386 VANDERBECK LLC			
<b>Licensed Prof:</b>				
<b>Category of Construction:</b>	Single Family Dwelling	<b>Type of Work:</b>	Alteration	
<b>Work Description:</b>	Installing Gas Furnace			
<b>971-20-000568-MECH</b>		<b>Issued:</b> 12/14/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$975.00
<b>Address:</b>	512 TURNBERRY AVE, WOODBURN, OR 97071		<b>Parcel:</b> 051W06DD07500	
<b>Owner:</b>	MCPHEE FAM TR & MCPHEE, JAMES P TRE & MCPHEE,CATHERINE A TRE			
<b>Licensed Prof:</b>	BRADLEY CRAIG SNETHEN			
<b>Category of Construction:</b>	Single Family Dwelling	<b>Type of Work:</b>	Replacement	
<b>Work Description:</b>	extend natural gas line to dryer location			
<b>971-20-000570-MECH</b>		<b>Issued:</b> 12/15/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$10,366.00
<b>Address:</b>	398 E CLACKAMAS CIR, WOODBURN, OR 97071		<b>Parcel:</b> 052W12DD03500	
<b>Owner:</b>	GROSJACQUES, LAWRENCE R & GROSJACQUES,DONNA J			
<b>Licensed Prof:</b>				
<b>Category of Construction:</b>	Single Family Dwelling	<b>Type of Work:</b>	Replacement	
<b>Work Description:</b>	install furnace/ac			

**Permits Issued:**

**Residential Mechanical**

<b>971-20-000574-MECH</b>	<b>Issued:</b> 12/18/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$675.00
<b>Address:</b> 1210 JUDY ST, WOODBURN, OR 97071		<b>Parcel:</b> 051W18DB13600	
<b>Owner:</b> LAWSON, PERRY L			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Replacement		
<b>Work Description:</b> Installing pellet stove insert			
<b>971-20-000575-MECH</b>	<b>Issued:</b> 12/21/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$5,042.00
<b>Address:</b> 1335 GEORGE ST, WOODBURN, OR 97071		<b>Parcel:</b> 051W17BC10300	
<b>Owner:</b> GARCIA, TERESA & GUARDARRAMA, RAYMUNDO SALEZ			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Alteration		
<b>Work Description:</b> Install Gas Furnace			
<b>971-20-000585-MECH</b>	<b>Issued:</b> 12/23/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$3,803.00
<b>Address:</b> 520 JOYCE ST, WOODBURN, OR 97071		<b>Parcel:</b> 051W17BC04500	
<b>Owner:</b> GUTIERREZ, GREGORIO & GUTIERREZ, MARIA E			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Alteration		
<b>Work Description:</b> Install Gas Furnace			
<b>971-20-000586-MECH</b>	<b>Issued:</b> 12/24/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$4,227.00
<b>Address:</b> 1279 N 2ND ST, WOODBURN, OR 97071		<b>Parcel:</b> 051W07DB07500	
<b>Owner:</b> SANTOS, ALFONSO JR & SANTOS, GABRIELA			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Replacement		
<b>Work Description:</b> install electric furnace			
<b>971-20-000587-MECH</b>	<b>Issued:</b> 12/29/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$2,695.00
<b>Address:</b> 2803 CITADEL ST, WOODBURN, OR 97071		<b>Parcel:</b> 052W13BA00600	
<b>Owner:</b> WU, LUO FAN			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Alteration		
<b>Work Description:</b> Install gas furnace			
<b>971-20-000588-MECH</b>	<b>Issued:</b> 12/29/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$7,202.00
<b>Address:</b> 920 HERMANSON ST, WOODBURN, OR 97071		<b>Parcel:</b> 051W18DC00200	
<b>Owner:</b> CLOSE, ROGER BOYD, VALERIE			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Alteration		
<b>Work Description:</b> Install Gas Furnace			

**Permits Issued:**

**Residential Mechanical**

**971-20-000597-MECH**

**Issued:** 12/31/20

**Fees:** \$100.80

**Valuation:** \$11,209.00

**Address:** 623 IRONWOOD TER, WOODBURN, OR 97071

**Parcel:** 051W07AA02100

**Owner:** ALLEN, JERRY L

**Licensed Prof:**

**Category of Construction:** Single Family Dwelling

**Type of Work:** Alteration

**Work Description:** Install Gas Furnace And Air Conditioner

**971-20-000598-MECH**

**Issued:** 12/31/20

**Fees:** \$100.80

**Valuation:** \$3,974.00

**Address:** 236 BRADLEY ST, WOODBURN, OR 97071

**Parcel:** 051W18CA06400

**Owner:** PEREZ, ADRIAN & PEREZ, RAUL

**Licensed Prof:**

**Category of Construction:** Single Family Dwelling

**Type of Work:** Alteration

**Work Description:** Install Gas Furnace

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**Residential Mechanical**

**20 permits issued**

**\$2,027.20**

**\$91,721.00**



**Permits Issued:**

**Residential Structural**

<b>971-20-000499-STR</b>		<b>Issued:</b> 12/4/20	<b>Fees:</b> \$336.00	<b>Valuation:</b> \$5,000.00
<b>Address:</b> 1076 ORCHARD LN, WOODBURN, OR 97071			<b>Parcel:</b> 051W08DC07601	
<b>Owner:</b> GRASSHAM, GARY M & GRASSHAM, BARBARA J				
<b>Licensed Prof:</b>				
<b>Category of Construction:</b>	Single Family Dwelling	<b>Type of Work:</b>	Alteration	
<b>Work Description:</b>	5.00kWAC Solar PV prescriptive roof install			
<b>971-20-000560-STR</b>		<b>Issued:</b> 12/10/20	<b>Fees:</b> \$336.00	<b>Valuation:</b> \$6,000.00
<b>Address:</b> 253 BOEAN LN, WOODBURN, OR 97071			<b>Parcel:</b> 052W12CD04800	
<b>Owner:</b> WURDINGER, JAKE T & WURDINGER, SHERRY A				
<b>Licensed Prof:</b>				
<b>Category of Construction:</b>	Single Family Dwelling	<b>Type of Work:</b>	Alteration	
<b>Work Description:</b>	6.00kWAC Solar PV prescriptive roof mounted installation			
<b>971-20-000561-STR</b>		<b>Issued:</b> 12/10/20	<b>Fees:</b> \$336.00	<b>Valuation:</b> \$2,562.25
<b>Address:</b> 1328 DOGWOOD DR, WOODBURN, OR 97071			<b>Parcel:</b> 051W06CC14300	
<b>Owner:</b> FERNANDEZ, LAURA & ROBERTSON, WILLIAM L				
<b>Licensed Prof:</b>				
<b>Category of Construction:</b>	Other	<b>Type of Work:</b>	Alteration	
<b>Work Description:</b>	INSTALLATION OF UTILITY INTERACTIVE PHOTOVOLTAIC SOLAR SYSTEM 2.88 kW DC PHOTOVOLTAIC SOLAR ARRAY ROOF TYPE: Comp Shingle MODULES: (9) JinKO Solar Eagle JKM 320M-60HL INVERTER(S): Enphase IQ7-60-2-US,---- RACKING: Unirac SFM Infinity			

<b>Residential Structural</b>	<b>3 permits issued</b>	<b>\$1,008.00</b>	<b>\$13,562.25</b>
<b>64 permits issued</b>		<b>\$651,006.88</b>	<b>\$9,247,547.07</b>

January 11, 2021

TO: Honorable Mayor and City Council  
FROM: Jim Row, Assistant City Administrator  
SUBJECT: **Resolution Updating Parks and Recreation SDC Fees**

**RECOMMENDATION:**

Adopt a resolution approving a Parks and Recreation System Development Charges (SDC) schedule, which has been updated to account for increasing construction costs, consistent with Ordinance No. 2250; and establishing an effective date of February 1, 2021.

**BACKGROUND:**

SDC legislation was first adopted by the State of Oregon in 1989. SDCs are one time fees assessed on new development to fund the expansion of infrastructure for parks, streets, water, wastewater, or storm water management systems. By statute, SDC fees can only be utilized to fund capital improvements that add capacity to the system, such as parkland acquisition or the construction of new parks or park facilities. SDCs may not be utilized to fund non-capacity increasing projects, such as maintenance or operations. The City of Woodburn has collected and utilized parks and recreation SDCs since 1992.

State law has strict provisions that require a city to develop a formula, or "methodology", which takes into account the value of existing or planned capacity in the infrastructure system necessary to serve new development.

The methodology must consider the cost of existing facilities, prior contributions by existing users, the value of unused capacity, grants, and other relevant factors. SDC fees are designed to recover all or a portion of the costs of planned capital improvements that add system capacity to serve future development.

The City's adopted Parks and Recreation SDC Methodology, which was last updated in 2016, includes a parks Capital Improvement Project (CIP) list, which identifies SDC eligible projects, the estimated timing of each project, and the growth-related portion of each project that is eligible for SDC funding.

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Agenda Item Review: City Administrator  City Attorney  Finance

Pursuant to Ordinance No. 2250, this adjustment is to be calculated and take effect on January 1 of each year. The Ordinance, provides for the SDC fees to be adjusted in an amount equal to the change in construction costs according to the *Engineering News Record (ENR) Northwest (Seattle, Washington)* Construction Cost Index. As of December 2020, the annual construction cost index increase was 6.0%.

**DISCUSSION:**

Effective Feb 1, 2021, all Parks and Recreation SDC fees will increase 6.0%.

The updated schedule is as follows:

	<b>Old Fee</b>	<b>New Fee</b>
Residential (all housing types)	\$3,707/ dwelling unit	\$3,929/ dwelling unit
Non-residential	\$147/ employee	\$156 employee

**FINANCIAL IMPACT:**

The increased revenues that are expected to result from the updated SDC fee schedule are dependent upon the level of future development activity, which is unknown at this time. As of June 30, 2020, the Parks and Recreation SDC Fund had a balance of \$713,259.

**COUNCIL BILL NO. 3141**

**RESOLUTION NO. 2165**

**A RESOLUTION SETTING AMOUNT OF THE PARKS AND RECREATION SYSTEMS DEVELOPMENT CHARGES UNDER AN EXISTING METHODOLOGY; ESTABLISHING AN ALTERNATIVE RATE REVIEW FEE; AND SETTING AN EFFECTIVE DATE FOR IMPOSITION OF THE FEES AND CHARGES**

**WHEREAS**, ORS 223.297 – 223.314 authorizes local governments to impose system development charges; and

**WHEREAS**, the City has adopted Ordinance 2250 establishing Parks and Recreation Systems Development Charges; and

**WHEREAS**, the City has adopted methodologies pursuant to Ordinance 2250 to justify the Parks and Recreation Systems Development Charges; and

**WHEREAS**, Ordinance 2250 provides that the amounts of the Parks and Recreation and Parks Systems Development shall be set by resolution; and

**WHEREAS**, Ordinance 2250 provides that the amounts of the Parks and Recreation and Parks Systems Development charges shall be adjusted annually to account for changes in the cost of constructing facilities; and

**WHEREAS**, Ordinance 2250 also allows the City to establish an alternative rate review fee by resolution; **NOW THEREFORE**,

**THE CITY OF WOODBURN RESOLVES AS FOLLOWS:**

**Section 1. PARKS AND RECREATION SYSTEMS DEVELOPMENT CHARGE.**

The schedule of Parks and Recreation Systems Development Charges attached as Exhibit "A", and, by this reference, incorporated herein is hereby adopted to be imposed beginning the effective date identified in Section 3 of this resolution.

**Section 2. ALTERNATIVE RATE REVIEW FEE**

The minimum fee for review of an alternative rate review calculation shall be two-hundred-and-fifty dollars (\$250), to be paid at the time the alternative rate calculation is submitted for review. If the City hires a consultant to assist in reviewing the information submitted, the cost of the consultant's review shall be

shared equally by the City and the applicant, and the applicant shall pay its share of the cost of the consultant's review at the time the City decides whether or not to accept the alternative rate.

**Section 3. EFFECTIVE DATE**

The effective date for imposition of the fees and charges identified in this resolution shall be February 1, 2021.

Approved as to form: \_\_\_\_\_  
City Attorney Date

Approved: \_\_\_\_\_  
Eric Swenson, Mayor

Passed by the Council \_\_\_\_\_

Submitted to the Mayor \_\_\_\_\_

Approved by the Mayor \_\_\_\_\_

Filed in the Office of the Recorder \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Heather Pierson, City Recorder  
City of Woodburn, Oregon

**EXHIBIT "A"**

**PARKS AND RECREATION SYSTEM DEVELOPMENT CHARGES SCHEDULE**

*Effective: February 1, 2021*

<u>DEVELOPMENT TYPE</u>	<u>SDC PER UNIT</u>
Residential (all housing types)	\$ 3,929/dwelling unit
Non-residential	\$ 156/employee

The non-residential fee is assessed based on a structure's gross square footage per employee as determined by the following *Metro Employment Density Study* guidelines:

**SQUARE FEET PER EMPLOYEE  
(Recommended Guidelines from Metro Employment Density Study)**

<u>Standard Industry Classification (SIC)</u>	<u>Square Feet Per Employee</u>	<u>Standard Industry Classification (SIC)</u>	<u>Square Feet Per Employee</u>
Manufacturing:		Trucking	1,500
General	700	Communications	250
Food Related	775	Utilities	225
Textile, Apparel	575	Retail:	
Lumber, Wood Products	560	General	700
Paper and Related	1,400	Hardware	1,000
Printing and Publishing	600	Food Stores	675
Chemicals, Petrol,		Restaurant/ Bar	225
Rubber, Plastics	850	Appliance/ Furniture	1,000
Cement, Stone, Glass, Clay	800	Auto Dealerships	650
Furniture and Furnishings	600	Gas Station (gas only)	300
Primary Metals	1,000	Gas Station (Gas and Service)	400
Secondary Metals	800	Regional Shopping Center	600
Non-Electrical Machinery	600	Services:	
Electrical Machinery	375	Hotel/ Motel	1,500
Electrical Design	325	Health Services (hospital)	500
Transportation Equipment	500	Health Services (clinic)	350
Other	400	Educational	1,300
Wholesale Trade:		Cinema	1,100
Durable Goods	1,000	Personal Services (office)	600
Non-Durable Goods	1,150	Finance, Insurance, Real Estate,	
Warehousing:		Business Services (office)	350
Storage	20,000	Government Administration	300
Distribution	2,250		



# Agenda Item

January 11, 2021

TO: Honorable Mayor and City Council acting in its capacity as the Local Contract Review Board

FROM: Eric Liljequist, Public Works Projects & Engineering Director

SUBJECT: **Award a Contract for Engineering Services for a Water Supply System Risk & Resiliency Assessment to Murraysmith, Inc.**

**RECOMMENDATION:**

Award a Contract for engineering services for the Woodburn Water Supply System Risk & Resiliency Assessment to Murraysmith, Inc. in the amount of \$75,007 and authorize the City Administrator to sign the Agreement.

**BACKGROUND:**

Staff utilized a formal Request for Proposals (RFP) process to solicit engineering services to provide a Woodburn Water Supply System Risk & Resiliency Assessment to comply with **America’s Water Infrastructure Act of 2018 (AWIA)**. The RFP was advertised on the City website and in the Daily Journal of Commerce. Staff received a total of five proposals that satisfied the requirements of the RFP. Staff reviewed proposals in accordance with the RFP guidelines and state requirements (ORS 279C.105). After a thorough evaluation process, the City selected Murraysmith, Inc. as the highest-ranking proposer. City staff proceeded to negotiate a scope of work and fee for services to complete this required engineering work.

Murraysmith, Inc. is a well-qualified firm and familiar with the City water system and is currently working on the Parr Road Municipal Water Supply Well Project for the City. The negotiated contract for engineering design services for the risk assessment is in the amount of \$75,007.

**DISCUSSION:**

The City of Woodburn will be executing a comprehensive all-hazards physical and cyber security risk and resiliency assessment of all City of Woodburn water system assets. The intent is to maintain compliance with §2013 of America’s Water Infrastructure Act of 2018. The risk and resiliency assessment will use the

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ANSI/AWWA J100 standard to examine City of Woodburn Water Supply System assets and to develop a prioritized program for risk and resilience management. City staff intends to execute a contract amendment with Murraysmith next summer for the development of an Emergency Response Plan, which is also required under §2013 of America's Water Infrastructure Act of 2018.

The law requires community (drinking) water systems serving more than 3,300 people to develop or update risk assessments and emergency response plans (ERPs). The law specifies the components that the risk assessments and ERPs must address and establishes deadlines by which water systems must certify to EPA completion of the risk assessment and ERP. The Risk Assessment must be certified by June 30, 2021, and the Emergency Response Plan must be certified by December 30, 2021.

The Assessment includes the following analyses:

1. The risk to the system from malevolent acts and natural hazards;
2. The resilience of the pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage and distribution facilities, electronic, computer, or other automated systems (including the security of such systems) which are utilized by the system;
3. The monitoring practices of the system;
4. The financial infrastructure of the system;
5. The use, storage, or handling of various chemicals by the system; and
6. The operation and maintenance of the system. The assessment may include an evaluation of capital and operational needs for risk and resilience management for the system.

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 Personal Service Contract will be funded from the approved 2019/20 fiscal year budget from the Water Fund.