



Agenda Item

January 19, 2022

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

The following appointment is made, subject to the approval of the Council. Please forward any adverse comments to me prior to the Council meeting on Monday, January 24, 2022. No reply is required if you approve of my decision.

Woodburn Library Board

- Desiree Winz

CITY OF WOODBURN
APPLICATION FOR COMMISSION/COMMITTEE/BOARD MEMBER



Name: <u>Desiree Winz</u>		Date: <u>3/20/19</u>
Present Address: <u>722 North Ct.</u>		
City/State/Zip: <u>Woodburn, OR 97011</u>		
Phones:	Work: <u>NA</u>	Home: <u>NA</u> Cell: <u>971-227-2883</u>
Email: <u>redflyerfamily6@gmail.com</u>		
Years Lived In Woodburn: <u>13.5</u>		
Occupation: <u>Housewife/home</u>		
Education: <u>2 yrs of college</u>		
Address for Past 5 Years: <u>Same</u>		
City/State/Zip:		
Registered Voter: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Resident of Woodburn: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Commission/Committee/Board Applying For (excluding City Council and Mayor position):		
<input type="checkbox"/> Woodburn Budget Committee		<input type="checkbox"/> Woodburn Global Inclusion Advisory Committee
<input checked="" type="checkbox"/> Woodburn Library Board		<input type="checkbox"/> Woodburn Recreation and Parks Board
<input type="checkbox"/> Woodburn Planning Commission		<input type="checkbox"/> Other (Specify) _____
<input type="checkbox"/> Woodburn Mural Committee		

Why you want to apply:
I was inspired by my friend who is currently on the board to apply. I have been looking for a way to be more involved in the community, and I love the library, so I thought this would be a great opportunity

What experience/expertise/interest do you have for this group?
I have been using the Woodburn library for 13 years on a weekly basis. All my young children have grown up going to storytime and other activities there. Now we attend a homeschool group there as well as regular use as patrons. I would love to be a part of the board.

When you apply, it is understood that you will be volunteering to attend all meetings and to actively participate. Commissions/Committees/Boards generally meet once monthly during the evening hours. Some groups may meet more often, if necessary. THIS FORM IS NOT AN APPLICATION FOR A CITY COUNCIL OR MAYOR POSITION.

A resume may be attached to this application but is not required.

For City Use Only

Dated Received: _____
Mayor's Decision: _____

**COUNCIL MEETING MINUTES
JANUARY 10, 2022**

DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, JANUARY 10, 2022

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

ROLL CALL

Mayor Swenson	Present
Councilor Carney	Present
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 -Absent

Staff Present: City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Economic Development Director Johnk, Police Chief Pilcher, Community Development Director Kerr, Finance Director Turley, Public Works Director Stultz, Assistant City Attorney Granum, Human Resources Director Gregg, Community Services Director Cuomo, City Recorder Pierson

ANNOUNCEMENTS

City Hall and the Library will be closed on January 17 for Martin Luther King Jr. Day.

PRESENTATIONS

Audit Presentation – Ryan Pasquarella of Grove Mueller and Swank informed the Council that the audits for the City and the URA are complete and provided some highlights from the audit.

Family Resource Center Update – Esther Nelson-Garrett, with Safety Compass; Jayne Downing with Center for Hope and Safety; Ryan Smith with Love, INC.; Kaela Lombardi with Mid-Willamette Valley Community Action Agency; and Alison Kelley and Kyle Tarr with Liberty House spoke on the services they provide to the community and how being housed in the Family Resource Center is important to the work they do.

COVID-19 Update– Community Services Director Cuomo provide an update on COVID-19 in Woodburn.

CONSENT AGENDA

- A. Woodburn City Council minutes of December 13, 2021,
- B. Acceptance of Public Access and Utility Easements at Stacy Allison Way, Woodburn, OR 97071 (Tax Lot 052W14 02300),
- C. Status of LUBA Remand of the Trillium Annexation,
- D. Building Activity for December 2021.

Carney/Swanson... adopt the Consent Agenda. The motion passed unanimously.

COUNCIL BILL NO. 3168 - AN ORDINANCE REPEALING ORDINANCE 2558 (AN ORDINANCE GRANTING A CABLE TELEVISION FRANCHISE TO DATAVISION COMMUNICATIONS, LLC) EFFECTIVE ON MARCH 1, 2022

Carney introduced Council Bill No. 3168. City Recorder Pierson read the bill twice by title only since there were no objections from the Council. Assistant City Administrator Row provided a

COUNCIL MEETING MINUTES

JANUARY 10, 2022

staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Swenson declared Council Bill No. 3168 duly passed.

COUNCIL BILL NO. 3169 - AN ORDINANCE ANNEXING APPROXIMATELY 0.95 ACRES OF PROPERTY INTO THE CITY OF WOODBURN KNOWN AS THE VALENTINA ESTATES NO. 2 AND LOCATED ALONG THE WEST SIDE OF BROWN STREET SOUTH OF VINE AVENUE, MARION COUNTY, OREGON

Carney introduced Council Bill No. 3169. City Recorder Pierson read the bill twice by title only since there were no objections from the Council. Community Development Director Kerr provided a staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Swenson declared Council Bill No. 3169 duly passed.

COUNCIL BILL NO. 3170 - AN ORDINANCE AMENDING THE WOODBURN ZONING MAP TO DESIGNATE ZONING OF APPROXIMATELY 0.95 ACRES OF ANNEXED TERRITORY KNOWN AS THE VALENTINA ESTATES NO. 2 AND LOCATED ALONG THE WEST SIDE OF BROWN STREET SOUTH OF VINE AVENUE, MARION COUNTY, OREGON AS RESIDENTIAL SINGLE FAMILY (RS) ZONING DISTRICT

Carney introduced Council Bill No. 3170. City Recorder Pierson read the bill twice by title only since there were no objections from the Council. Community Development Director Kerr provided a staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Swenson declared Council Bill No. 3170 duly passed.

APPROVAL OF FINAL DECISION DOCUMENT FOR THE VALENTINA ESTATES NO. 2 SUBDIVISION WITH VARIANCE (SUB 2020-02 & VAR 21-04)

Community Development Director Kerr provided a staff report. Carney/Schaub... Authorize the mayor to sign the final decision document. The motion passed unanimously.

COUNCIL BILL NO. 3171 - 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

Carney introduced Council Bill No. 3171. City Recorder Pierson read the bill by title only since there were no objections from the Council. Community Services Director Cuomo provided a staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Swenson declared Council Bill No. 3171 duly passed.

AWARD A CONTRACT FOR PRELIMINARY DESIGN SERVICES FOR THE WASTEWATER FACILITIES MASTER PLAN UPDATE & RATE STUDY TO MURRAYSMITH, INC.

Public Works Director Stultz provided a staff report. Carney/Puente... award a Contract for preliminary design services for the Wastewater Facilities Master Plan & Rate Study to Murraymith, Inc. in the amount of \$569,539.00 and authorize the City Administrator to sign the Agreement. The motion passed unanimously.

AWARD A CONTRACT FOR PRELIMINARY DESIGN SERVICES FOR THE STORM DRAINAGE MASTER PLAN UPDATE TO MURRAYSMITH, INC.

Carney/Swanson... 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. The motion passed unanimously.

**COUNCIL MEETING MINUTES
JANUARY 10, 2022**

CALL-UP BRIEFING: STAFF ADMINISTRATIVE APPROVAL OF A PRELIMINARY PARTITION APPLICATION FOR 920 HARDCASTLE AVENUE (PAR 21-02)

The Council declined to call this item up.

CITY ADMINISTRATOR'S REPORT

The City Administrator asked Police Chief Pilcher to discuss the Community Services Officer Program. Chief Pilcher provided information on the history of the Community Services Officer Program and information on the program moving forward. He noted that they are adding one more Community Service Officer for a total of three. He introduced the three officers: Skyler Gaspar, Nick Weathermon, and Gerardo Contreras.

MAYOR AND COUNCIL REPORTS

Councilor Swanson provided compliments to the Community Services Officers for their diplomacy and patience when dealing with the public.

Mayor Swenson stated that he appeared on Mayor Monday on KOIN-TV.

ADJOURNMENT

Swanson/Schaub...move to adjourn. The motion passed unanimously. Mayor Swenson adjourned the meeting at 8:58 p.m.

APPROVED _____
ERIC SWENSON, MAYOR

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

**CITY COUNCIL SPECIAL MEETING MINUTES
JANUARY 19, 2022**

DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, JANUARY 19, 2022

CONVENED The meeting convened at 12:07 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 12:08 PM
Councilor Puente	Present- via video conferencing
Councilor Cabrales	Present- via video conferencing

Staff Present: City Administrator Derickson, , Assistant City Administrator Row, Assistant City Attorney Granum, Economic Development Director Johnk, Community Development Director Kerr, City Recorder Pierson

EXECUTIVE SESSION

Mayor Swenson entertained a motion to adjourn into executive session under the authority of ORS 192.660(2)(g) **Carney/Schaub**... move into executive session under the authority of ORS 192.660(2)(g). The motion passed unanimously. The Council adjourned into executive session at 12:08 p.m. and reconvened at 1:07 p.m. Mayor Swenson stated that no action was taken by the Council while in executive session.

ADJOURNMENT

Swanson/Cabrales... meeting be adjourned. The motion passed unanimously. The meeting adjourned at 1:07 p.m.

APPROVED _____
ERIC SWENSON, MAYOR

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

**EXECUTIVE SESSION MINUTES
JANUARY 19, 2022**

DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, JANUARY 19, 2022

CONVENED The meeting convened at 12:08 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

Mayor Swenson reminded Councilors and staff that information discussed in executive session is not to be discussed with the public.

Media Present: None.

Staff Present: City Administrator Derickson, Assistant City Administrator Row, Assistant City Attorney Granum, Economic Development Director Johnk, Community Development Director Kerr, City Recorder Pierson

The executive session was called:

To Consider Preliminary Negotiations Involving Matters of Trade or Commerce in Which the Governing Body is in Competition with Governing Bodies in Other States or Nations Pursuant to ORS 192.660(2)(g)

ADJOURNMENT

The executive session adjourned at 1:07 p.m.

APPROVED _____
Eric Swenson, Mayor

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

Woodburn Police Department

MONTHLY ARRESTS BY OFFENSES

2021 Year to Date

CHARGE DESCRIPTION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
AGGRAVATED ASSAULT	4	0	0	6	4	5	7	6	4	4	4	2	46
ANIMAL CRUELTY	0	0	0	0	1	1	0	0	0	0	1	0	3
ANIMAL ORDINANCES	1	0	0	2	2	0	1	0	6	5	0	0	17
ARSON	1	0	0	0	0	0	1	2	1	0	0	0	5
ASSAULT SIMPLE	9	4	5	22	10	10	13	6	12	16	5	8	120
ATTEMPTED MURDER	0	1	0	0	0	0	0	0	0	0	0	0	1
BURGLARY - BUSINESS	0	1	0	0	0	0	1	0	0	0	0	0	2
BURGLARY - OTHER STRUCTURE	1	0	0	0	1	0	0	0	1	0	0	1	4
BURGLARY - RESIDENCE	0	1	0	0	3	2	1	0	1	1	2	1	12
CHILD NEGLECT	0	0	0	0	0	0	0	0	1	0	0	0	1
COMPUTER CRIME	0	0	0	2	0	0	0	0	0	0	0	0	2
CRIME DAMAGE-NO VANDALISM OR ARSON	3	1	0	4	1	1	3	0	2	0	5	1	21
CRIMINAL MISTREATMENT	0	0	0	0	0	0	1	0	0	0	0	0	1
CURFEW	4	0	0	0	1	1	0	0	0	0	0	0	6
CUSTODIAL INTERFERENCE	0	1	0	0	0	0	0	0	0	0	0	0	1
CUSTODY - MENTAL	8	3	3	6	1	3	5	3	4	3	6	2	47
DISORDERLY CONDUCT	6	3	2	12	10	7	1	7	5	3	10	4	70
DRIVING UNDER INFLUENCE	10	7	12	18	11	17	37	24	18	10	9	10	183
DRUG LAW VIOLATIONS	10	4	1	4	3	3	1	0	3	2	0	6	37
DWS/REVOKED - FELONY	0	0	1	2	0	0	0	0	1	1	0	0	5
DWS/REVOKED-MISDEMEANOR	3	4	7	4	2	4	9	2	2	3	2	3	45
ELUDE	1	2	0	4	3	4	1	1	3	0	0	2	21
EXTORTION/BLACKMAIL	1	0	0	6	0	0	0	1	0	1	0	0	9
FAIL TO DISPLAY OPERATORS LICENSE	0	1	0	0	0	2	3	0	0	1	0	0	7
FAILURE TO REGISTER AS SEX OFFENDER	1	0	1	2	0	0	0	0	0	0	0	0	4
FORCIBLE RAPE	3	0	0	0	0	1	1	0	0	3	2	0	10
FORGERY/COUNTERFEITING	0	0	0	0	0	0	2	0	0	0	1	0	3
FRAUD - BY DECEPTION/FALSE PRETENSES	0	0	0	0	0	0	1	0	0	0	1	0	2
FRAUD - CREDIT CARD/AUTOMATIC TELLER MACHINE	0	0	0	0	1	0	2	0	0	0	0	0	3
FRAUD - IMPERSONATION	0	0	0	0	0	0	0	0	1	0	0	0	1
FRAUD - OF SERVICES/FALSE PRETENSES	0	0	0	2	0	0	0	0	0	0	0	0	2
FUGITIVE ARREST FOR ANOTHER AGENCY	48	33	26	76	33	44	39	21	40	28	41	22	451
FURNISHING	0	0	0	0	0	1	0	1	0	0	0	0	2
GARBAGE LITTERING	0	0	0	0	0	1	0	0	0	0	0	0	1
HIT AND RUN FELONY	0	0	0	0	2	1	2	1	2	0	0	1	9
HIT AND RUN-MISDEMEANOR	3	0	1	6	7	5	5	2	5	1	2	3	40
IDENTITY THEFT	0	0	0	0	1	0	1	0	0	0	1	0	3
INTIMIDATION /OTHER CRIMINAL THREAT	7	1	1	12	3	4	3	4	7	2	4	5	53
INVASION OF PERSONAL PRIVACY	0	0	0	0	0	1	0	0	0	0	0	0	1
KIDNAP - FOR ADDITIONAL CRIMINAL PURPOSE	1	0	0	4	0	1	0	0	0	0	0	1	7
MINOR IN POSSESSION	0	1	0	0	2	3	0	0	2	0	0	0	8
MINOR IN POSSESSION - TOBACCO	0	0	0	0	0	1	0	0	0	0	0	0	1
MISCELLANEOUS	0	0	0	0	0	0	0	1	0	0	0	0	1
MOTOR VEHICLE THEFT	1	0	2	4	3	2	3	0	4	0	5	4	28
OTHER	5	2	2	4	1	4	3	3	1	3	5	1	34
PROVIDE FALSE INFORMATION TO LAW ENFORCEMENT	1	3	0	6	1	2	2	0	0	1	2	0	18
RECKLESS DRIVING	2	3	1	10	7	11	20	11	9	7	4	4	89
RECKLESSLY ENDANGERING	4	0	0	4	2	2	7	5	4	0	1	1	30
RESTRAINING ORDER VIOLATION	1	0	2	2	2	3	3	0	0	0	0	2	15
ROBBERY - BUSINESS	1	1	0	0	0	1	0	0	0	1	0	1	5
ROBBERY - CAR JACKING	0	0	0	0	0	0	0	0	1	0	1	0	2
ROBBERY - CONV.STORE	0	0	0	0	0	0	0	1	0	0	0	0	1
ROBBERY - OTHER	0	0	0	0	0	0	0	1	0	1	0	0	2
ROBBERY - RESIDENCE	1	0	0	0	0	0	0	0	0	0	0	0	1

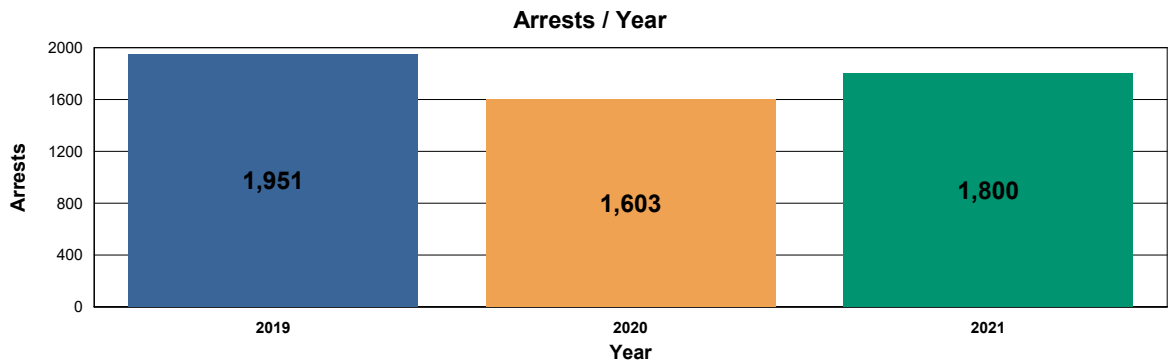
Woodburn Police Department

MONTHLY ARRESTS BY OFFENSES

2021 Year to Date

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
RUNAWAY	1	1	1	0	1	1	1	0	2	0	0	0	8
SEX CRIME - CONTRIBUTE TO SEX DELINQUENCY	0	0	0	2	0	0	0	0	0	0	0	0	2
SEX CRIME - EXPOSER	0	0	0	4	0	0	0	2	1	0	1	0	8
SEX CRIME - FORCIBLE SODOMY	0	0	0	0	0	0	1	0	0	0	0	0	1
SEX CRIME - MOLEST (PHYSICAL)	0	0	0	0	0	0	1	0	0	0	1	0	2
SEX CRIME - NON-FORCE RAPE	0	0	0	2	0	0	1	0	0	0	0	0	3
SEX CRIME - OBSCENE PHONE CALL	0	0	0	0	0	0	0	0	0	0	0	1	1
SEX CRIME - PORNOGRAPHY/OBSCENE MATERIAL	0	0	0	4	0	0	0	0	0	0	0	0	4
SEX CRIME - SEXUAL ASSAULT WITH AN OBJECT	1	0	0	0	1	0	0	0	0	1	0	0	3
STALKER	0	0	0	6	1	1	2	1	0	0	0	1	12
STOLEN PROPERTY - RECEIVING,BUYING,POSSESSING	1	0	0	2	0	1	1	0	2	1	0	2	10
THEFT - BICYCLE	0	0	0	0	0	0	0	0	0	0	1	0	1
THEFT - BUILDING	0	1	0	0	1	1	0	0	0	0	0	0	3
THEFT - FROM MOTOR VEHICLE	0	4	0	0	0	0	0	0	0	0	0	0	4
THEFT - OTHER	3	0	0	4	1	0	2	3	0	0	1	1	15
THEFT - PICKPOCKET	0	0	0	0	1	0	0	0	0	0	0	0	1
THEFT - SHOPLIFT	3	2	1	4	2	2	4	12	5	2	5	2	44
TRAFFIC VIOLATIONS	8	0	10	0	1	6	5	2	11	3	1	4	51
TRESPASS	1	3	0	8	3	5	6	4	5	1	7	7	50
UNAUTHORIZED ENTRY INTO MOTOR VEHICLE	1	2	0	0	0	0	1	0	0	0	2	0	6
VANDALISM	4	3	1	0	1	1	0	1	2	1	7	1	22
VEHICLE RECOVERD FOR OTHER AGENCY	2	2	0	4	1	2	0	0	0	0	0	0	11
WARRANT ARREST OUR AGENCY (No longer being used	0	0	0	0	0	0	0	0	0	1	0	0	1
WEAPON - CARRY CONCEALED	0	0	0	0	0	1	0	1	0	0	0	0	2
WEAPON - EX FELON IN POSSESSION	1	1	1	2	0	1	1	0	1	0	0	1	9
WEAPON - POSSESS ILLEGAL	5	1	0	6	2	3	2	3	0	1	0	6	29
WEAPON - SHOOTING IN PROHIBITED AREA	1	0	0	0	0	0	0	0	2	0	1	0	4

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2021 Total	173	97	81	272	134	173	207	132	171	108	141	111	1,800
2020 Total	161	139	105	133	149	153	109	144	138	115	135	122	1603
2019 Total	178	115	157	146	172	174	231	172	134	172	149	151	1951



Woodburn Police Department

MONTHLY CRIMINAL OFFENSES

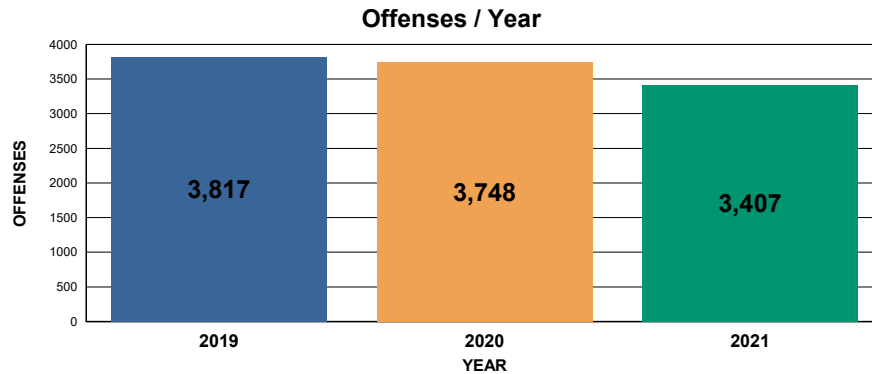
2021 Year to Date

CHARGE DESCRIPTION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
AGGRAVATED ASSAULT	2	3	1	7	5	9	13	6	4	2	4	3	59
ANIMAL CRUELTY	0	0	1	0	1	1	0	1	0	0	0	0	4
ANIMAL ORDINANCES	1	0	0	1	1	0	1	1	3	3	0	0	11
ARSON	1	0	0	0	0	0	1	1	1	1	0	0	5
ASSAULT SIMPLE	10	7	9	10	16	12	16	12	20	18	14	12	156
ATTEMPTED MURDER	0	1	0	0	0	0	0	0	0	0	0	0	1
BURGLARY - BUSINESS	1	4	3	2	1	1	4	1	1	3	0	4	25
BURGLARY - OTHER STRUCTURE	0	3	0	4	2	1	2	1	3	3	1	4	24
BURGLARY - RESIDENCE	2	4	1	1	7	9	0	2	2	2	5	3	38
CHILD NEGLECT	0	0	0	0	0	1	0	2	2	2	0	0	7
CITY ORDINANCE	0	0	0	0	0	0	0	0	0	0	1	0	1
COMPUTER CRIME	0	0	0	1	0	0	0	0	0	0	0	0	1
CRIME DAMAGE-NO VANDALISM OR ARSON	5	10	12	18	6	7	11	3	9	10	8	13	112
CRIMINAL MISTREATMENT	1	0	0	0	0	1	0	0	0	1	0	0	3
CURFEW	1	0	1	0	1	1	0	0	0	0	0	0	4
CUSTODIAL INTERFERENCE	0	1	0	0	0	0	0	0	0	0	0	0	1
CUSTODY - MENTAL	8	3	3	3	1	3	5	3	4	3	6	2	44
DISORDERLY CONDUCT	5	4	4	5	7	7	2	7	5	5	9	5	65
DRIVING UNDER INFLUENCE	10	7	12	9	11	17	38	24	18	10	9	10	175
DRUG LAW VIOLATIONS	6	3	1	2	3	1	1	0	3	1	0	5	26
DWS/REVOKED - FELONY	0	0	1	1	1	0	0	0	0	2	0	0	5
DWS/REVOKED-MISDEMEANOR	3	4	7	2	2	4	8	2	3	3	3	3	44
ELUDE	2	2	3	4	5	4	2	4	3	3	3	1	36
ESCAPE FROM YOUR CUSTODY	0	0	1	0	0	0	0	0	0	0	0	0	1
EXTORTION/BLACKMAIL	1	1	0	2	0	1	0	0	0	1	0	0	6
FAIL TO DISPLAY OPERATORS LICENSE	0	1	1	0	0	2	3	0	0	1	0	0	8
FAILURE TO REGISTER AS SEX OFFENDER	1	0	1	1	0	0	0	0	0	0	0	0	3
FORCIBLE RAPE	2	2	3	2	2	2	1	0	0	4	1	1	20
FORGERY/COUNTERFEITING	2	0	3	2	1	3	5	1	2	1	1	0	21
FRAUD - BY DECEPTION/FALSE PRETENSES	2	1	4	4	6	4	3	6	3	3	3	6	45
FRAUD - CREDIT CARD/AUTOMATIC TELLER MACHINE	1	4	1	1	3	1	3	2	2	0	1	1	20
FRAUD - IMPERSONATION	0	0	0	0	0	0	0	0	1	0	0	0	1
FRAUD - OF SERVICES/FALSE PRETENSES	0	0	0	1	0	0	0	0	1	0	0	0	2
FRAUD - WIRE	0	0	0	0	0	0	0	1	0	0	0	0	1
FUGITIVE ARREST FOR ANOTHER AGENCY	33	26	27	28	19	32	27	19	26	20	25	19	301
FURNISHING	0	0	0	0	0	1	0	1	0	0	0	0	2
GARBAGE LITTERING	0	0	0	0	0	1	1	0	0	0	0	0	2
HIT AND RUN FELONY	1	0	1	2	1	1	4	2	3	2	1	2	20
HIT AND RUN-MISDEMEANOR	15	13	14	15	18	25	20	17	27	22	17	14	217
IDENTITY THEFT	2	2	4	0	3	5	3	4	2	2	4	1	32
INTIMIDATION /OTHER CRIMINAL THREAT	3	1	1	5	5	8	5	3	5	3	4	2	45
INVASION OF PERSONAL PRIVACY	0	0	0	0	0	1	0	0	0	0	0	0	1
KIDNAP - FOR ADDITIONAL CRIMINAL PURPOSE	2	0	0	2	0	4	0	0	0	1	0	1	10
MINOR IN POSSESSION	0	2	1	0	2	2	0	1	2	0	0	0	10
MISCELLANEOUS	10	19	22	21	20	14	22	17	25	22	18	16	226
MOTOR VEHICLE THEFT	9	6	14	12	15	14	15	11	14	15	23	23	171
NON CRIMINAL DOMESTIC DISTURBANCE	9	10	11	8	8	2	0	1	0	1	0	0	50
OTHER	5	4	3	4	1	4	4	7	2	3	6	3	46
PROPERTY - FOUND LOST MISLAID	4	3	2	1	1	1	3	0	2	0	1	1	19
PROPERTY RECOVER FOR OTHER AGENCY	2	1	1	3	1	1	0	0	0	0	0	0	9
RECKLESS DRIVING	1	3	3	7	7	12	23	11	7	11	6	6	97
RESTRAINING ORDER VIOLATION	1	0	2	1	5	4	3	0	0	4	1	1	22
ROBBERY - BUSINESS	1	1	0	0	0	2	0	1	0	2	0	1	8
ROBBERY - CAR JACKING	0	0	0	0	2	0	1	1	0	0	0	0	4
ROBBERY - CONV.STORE	0	1	0	0	0	0	0	1	0	0	0	0	2
ROBBERY - OTHER	0	0	1	1	0	1	1	1	0	1	2	0	8
ROBBERY - RESIDENCE	1	0	0	0	0	0	0	0	0	0	0	0	1

Woodburn Police Department

MONTHLY CRIMINAL OFFENSES 2021 Year to Date

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
RUNAWAY	2	1	1	0	2	2	2	2	4	4	4	1	25
SEX CRIME - CONTRIBUTE TO SEX DELINQUENCY	0	1	0	0	0	2	0	0	0	0	3	1	7
SEX CRIME - EXPOSER	0	0	0	0	1	0	0	2	2	0	0	0	5
SEX CRIME - FORCIBLE SODOMY	1	0	1	1	0	0	0	0	0	0	0	0	3
SEX CRIME - MOLEST (PHYSICAL)	1	1	1	1	2	1	0	0	1	2	2	3	15
SEX CRIME - NON-FORCE RAPE	0	0	0	1	0	2	0	0	1	0	1	0	5
SEX CRIME - OBSCENE PHONE CALL	0	0	0	0	1	1	0	0	0	0	0	0	2
SEX CRIME - OTHER	0	0	0	0	1	0	0	0	0	0	0	1	2
SEX CRIME - PORNOGRAPHY/OBSCENE MATERIAL	1	0	0	1	0	0	0	0	0	0	0	0	2
SEX CRIME - SEXUAL ASSAULT WITH AN OBJECT	1	0	1	0	1	0	0	1	0	2	0	0	6
STALKER	0	0	1	1	1	2	1	1	0	1	0	1	9
STOLEN PROPERTY - RECEIVING,BUYING,POSSESSING	1	0	1	1	0	0	1	0	2	1	0	2	9
SUICIDE	0	0	0	0	0	0	0	0	0	0	1	1	2
THEFT - BICYCLE	1	0	0	0	0	2	5	2	1	0	1	2	14
THEFT - BUILDING	2	0	1	2	1	3	0	2	2	3	3	2	21
THEFT - FROM MOTOR VEHICLE	8	8	7	14	6	10	9	12	14	14	15	16	133
THEFT - MOTOR VEHICLE PARTS/ACCESSORIES	6	1	6	3	9	1	3	7	2	0	5	4	47
THEFT - OTHER	12	12	12	10	10	17	14	3	11	12	16	15	144
THEFT - PICKPOCKET	0	0	0	0	0	0	0	3	0	1	0	1	5
THEFT - PURSE SNATCH	0	0	0	0	1	1	0	1	0	0	1	2	6
THEFT - SHOPLIFT	15	11	14	11	16	16	23	24	24	14	26	24	218
TRAFFIC VIOLATIONS	10	1	14	3	1	8	3	4	11	5	1	4	65
TRESPASS	3	6	2	4	5	7	3	3	7	4	12	9	65
UNAUTHORIZED ENTRY INTO MOTOR VEHICLE	2	0	1	0	1	0	2	0	6	8	3	0	23
VANDALISM	18	9	10	8	14	13	17	20	24	22	27	22	204
VEHICLE RECOVERD FOR OTHER AGENCY	6	3	2	3	2	3	0	0	0	2	4	2	27
WEAPON - CARRY CONCEALED	0	0	0	0	0	2	0	0	0	0	0	0	2
WEAPON - EX FELON IN POSSESSION	0	1	1	1	0	1	1	0	1	0	0	1	7
WEAPON - POSSESS ILLEGAL	2	1	1	3	6	8	3	3	1	3	1	4	36
WEAPON - SHOOTING IN PROHIBITED AREA	1	0	0	1	2	1	0	2	3	2	2	6	20
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2021 Total	259	213	257	262	273	330	338	270	322	291	305	287	3,407
2020 Total	307	322	249	278	361	376	336	329	332	283	301	274	3,748
2019 Total	330	235	325	297	371	374	352	346	282	336	268	301	3,817



Woodburn Police Department

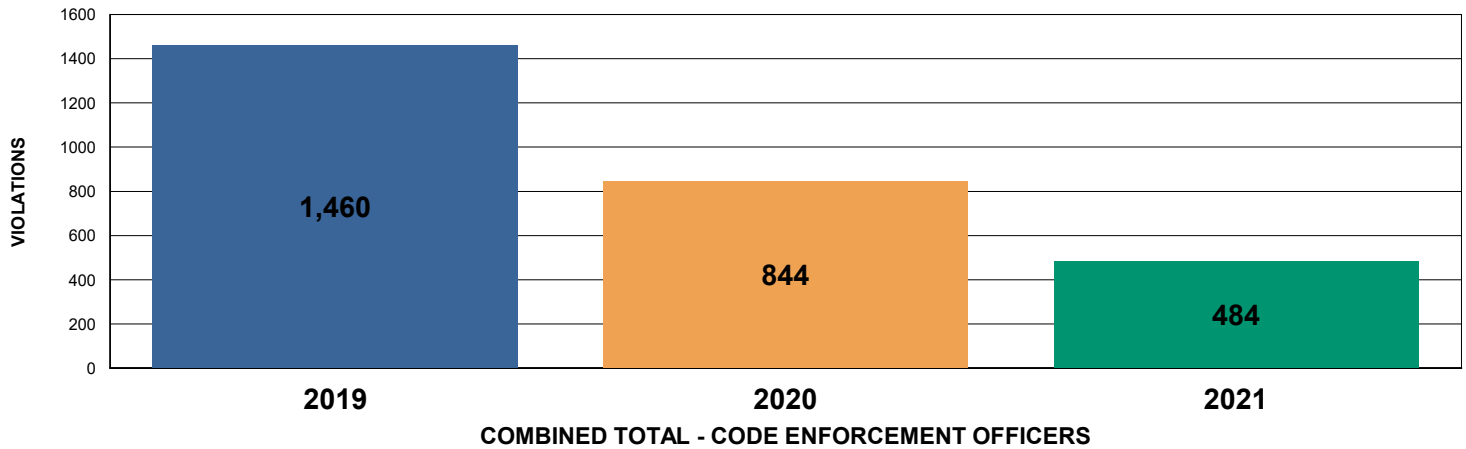
ORDINANCE VIOLATIONS

2021 Year to Date

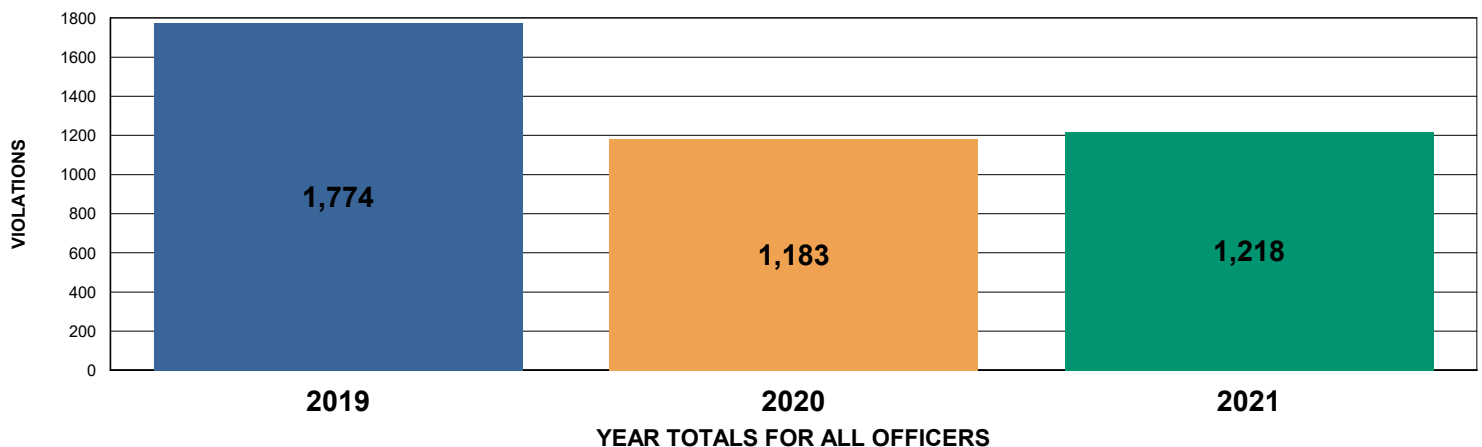
1/13/2022

Ordinance Discription	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Animal Complaint	18	32	41	47	41	46	38	48	62	53	31	28	485
Ordiinance - Abate/Nuisances	2	0	0	0	0	0	0	0	0	1	0	3	6
Ordinance - Abandoned Vehicles	16	22	26	26	30	19	40	23	27	19	44	32	324
Ordinance - Abate Graffiti	0	0	2	4	0	1	2	3	6	3	14	11	46
Ordinance - Land Use Violations	1	0	1	1	0	1	0	0	1	1	0	1	7
Ordinance - Oth Violation	14	12	13	18	27	21	21	25	26	35	38	45	295
Ordinance - Tall Grass	0	0	0	0	17	13	19	4	2	0	0	0	55
2021 Total	51	66	83	96	115	101	120	103	124	112	127	120	1,218
2020 Total	109	121	97	80	156	123	114	90	79	96	63	55	1,183
2019 Total	141	99	148	116	205	197	173	207	144	145	111	88	1,774

Ordinance Violations / Code Enforcement Officers



Ordinance Violations / Year





January 24, 2022

TO: Honorable Mayor and Council through City Administrator

FROM: Anthony Turley, Finance Director

SUBJECT: **FY 2021-2022 Supplemental Budget Request for the Impact to the Building Fund of Increased Commercial Building Permit Activity.**

RECOMMENDATION:

Adopt the Resolution authorizing increasing the Operating Revenue in the building inspection fund and Operating Expenditures by \$2,900,000 to account for increased activity in construction within the city.

BACKGROUND:

Every year, after Council budget adoption, circumstances arise that were either unforeseen, unquantifiable, or discovered as errors. Oregon Budget Law, ORS 294.471(1) provides for changes to adopted budgets through a transfer resolution or supplemental budget process that notices the proposed changes. Transfers in excess of 15 percent of any fund’s total expenditures, or supplemental budget changes in excess of 10 percent of any fund’s total expenditures, require a public hearing to accept public testimony on the item under consideration.

Like the adopted budget, supplemental budget requests must be balanced; in other words, net revenue and net expense for the request must be equal. This can be accomplished by budgeting additional revenue or by reducing another expenditure category (such as contingencies).

DISCUSSION:

This supplemental budget request is necessary to address the increased building permit revenue associated with the uptick in construction that is occurring in the City. Based on the latest projections, Staff recommends adding an additional \$2,900,000 to the Building Departments FY 2022 budget. The anticipated revenue and operating expenses incurred by this increase in construction will specifically impact building permit revenues, construction excise taxes (“CET”), and state surcharges.

For background purposes, the City collects a CET at the time of permit issuance on behalf of the Woodburn School District. The City then forwards this tax revenue to the School District on a monthly basis. The School District is

required to use this tax revenue on capital improvements necessary to address the new development that is occurring. The State Surcharge is a fee applied by the State to all building permits in Oregon. The City is responsible for the collection of this fee at the time of permit. The City then forwards this revenue to the State for their administration of the State Building Code. The State surcharge and CET are essentially 'pass-through' accounts and the monies must be identified as both incoming revenue and outgoing expenses in the budget.

FINANCIAL IMPACT:

If the resolution is approved, the following changes will be made:

SUMMARY OF PROPOSED BUDGET CHANGES							
AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED							
Building Fund 123							
Resource	Original	Change	Revised	Requirement	Original	Change	Revised
1 Revenue	7,175,710	2,900,000	10,075,710	1 Operating Expenses	7,175,710	2,900,000	10,075,710
Revised Total Fund Resources			10,075,710	Revised Total Fund Requirements			10,075,710
<i>Comments: Increase in revenue & expense due to high building activity affecting Building Permits, Construction Excise Tax, and State Surcharges</i>							

COUNCIL BILL NO. 3172

RESOLUTION NO. 2182

A RESOLUTION APPROVING TRANSFERS OF FY 2021-2022 APPROPRIATIONS AND APPROVING A SUPPLEMENTAL BUDGET

WHEREAS, ORS 294.463(1) permits “transfers of appropriations” within any fund “when authorized by official resolution or ordinance of the governing body”; and

WHEREAS, ORS 294.463(2) limits “transfers of general operating contingency appropriations to no more than fifteen (15) percent of the total appropriations of the fund” unless adopted pursuant to a supplemental budget; and

WHEREAS, transfers made pursuant to any of the above must state the need for the transfer, the purpose for the authorized expenditure, and the amount of the appropriation transferred; and

WHEREAS, ORS 294.471(1)(a) permits supplemental budgets when “an occurrence of condition which had not been ascertained at the time of the preparation of a budget for the current year or current budget period which requires a change in financial planning”; and

WHEREAS, ORS 294.473 requires the governing body to hold a public hearing on the supplemental budget when the estimated expenditures contained in the supplemental budget for fiscal year or budget period differ by ten (10) percent or more of any one of the individual funds contained in the regular budget for that fiscal year; and

WHEREAS, the transfers contained herein are made pursuant to ORS 294.463; and

WHEREAS, the supplemental budget contained herein is made pursuant to ORS 294.471; and

WHEREAS, a public hearing was held January 24, 2022 on the supplemental budget changes, **NOW, THEREFORE**,

THE CITY OF WOODBURN RESOLVES AS FOLLOWS:

Section 1. That pursuant to the applicable ORS provisions cited above, the City Council hereby approves the transfers of appropriations and supplemental budget for FY 2021-22 in the amounts shown in the summary.

SUMMARY OF PROPOSED BUDGET CHANGES								
AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED								
Building Fund 123								
Resource	Original	Change	Revised	Requirement	Original	Change	Revised	
1 Revenue	7,175,710	2,900,000	10,075,710	1 Operating Expenses	7,175,710	2,900,000	10,075,710	
Revised Total Fund Resources			10,075,710	Revised Total Fund Requirements			10,075,710	
<i>Comments: Increase in revenue & expense due to high building activity affecting Building Permits, Construction Excise Tax, and State Surcharges</i>								

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



Agenda Item

January 24, 2022

TO: Honorable Mayor and City Council through City Administrator

FROM: Jamie Johnk, Economic Development Director

SUBJECT: **Community Development Block Grant (CDBG) Request for Additional Funds – AWARE Food Bank**

RECOMMENDATION:

Authorize staff to proceed with an application to Business Oregon requesting additional CDBG COVID-relief funds for the AWARE Food Bank project.

BACKGROUND:

On July 9, 2021, the City of Woodburn was awarded a \$250,000 CDBG grant for the AWARE Food Bank to support its endeavors during the COVID 19 pandemic. The grant was specifically intended to support additional AWARE staff, purchase food, and to install a generator and a walk-in freezer in their building as part of responding to the expanded need for services.

In August 2021, the Food Bank building fell victim to arson, rendering the building unusable and requiring the Food Bank to relocate into another building. AWARE is now faced with the need to either rebuild the existing building or construct a new facility. The decision on whether to build new or rebuild the existing building will be determined by the organization's ability to raise funds.

DISCUSSION:

The City of Woodburn is proposing to submit an application to amend the original CDBG grant award, thereby requesting additional funds in the amount of \$500,000 to assist AWARE Food Bank with the rebuild or new construction of their facility.

FINANCIAL IMPACT:

The original CDBG award already received for the AWARE Food Bank is \$250,000; if this request for additional funds of \$500,000 is awarded, the total fiscal impact would be \$750,000.

The City's costs associated with the grant application and award are staff time. There is no financial match requirement for award.

Agenda Item Review: City Administrator City Attorney Finance



Agenda Item

January 24, 2022

To: Honorable Mayor and City Council through City Administrator
From: Chris Kerr, Community Development Director *CK*
Subject: **Call-Up Briefing: Planning Commission approval of a Design Review and Variance application package for 550 N. 1st Street (DR 21-11 and VAR 21-05)**

RECOMMENDATION:

Staff recommends no action and briefs the Council on this item pursuant to Woodburn Development Ordinance (WDO) Section [4.02.02](#). The Council may call up this item for review if desired and, by majority vote, initiate a review of this decision.

BACKGROUND:

The Planning Commission held a public hearing via the GoToMeeting teleconference platform on January 13, 2022 and unanimously approved the Design Review (DR) and Variance (VAR) application package with the conditions recommended by staff through the staff report. No public testimony was received, only the applicant spoke during the hearing.

The subject property is the historic Old City Hall building at 550 N. 1st Street, within the Downtown Development and Conservation (DDC) zoning district. Old City Hall was decommissioned as a public building in 1977. It sat unoccupied until the 1990s when a restaurant operated out a portion of the building, however the restaurant closed in the late 1990s and it has been vacant ever since.

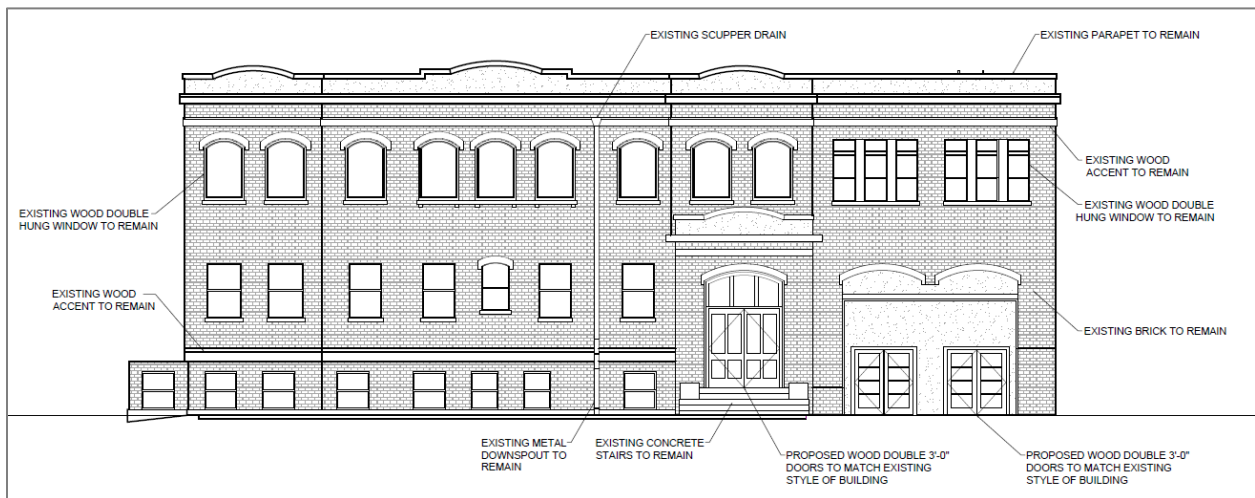
Agenda Item Review: City Administrator ___x___ City Attorney ___x___



Street view of Old City Hall (photo taken 12/30/2021)

The project approved by the Planning Commission is to renovate the Old City Hall building and convert it into a 25-unit residential care facility. The renovation work is focused primarily inside the building; minor restoration work is proposed to the exterior (replacing some windows and entryways) but the existing historic architectural façade will be maintained. The applicant has been working with both the State Historic Preservation Office (SHPO) and the Oregon Department of Human Services (DHS) to ensure the project complies with applicable state requirements.

The applicant included a single variance request to exceed the maximum density allowed for care facilities in the Downtown Development & Conservation (DDC) zone, which the Planning Commission approved.



Front elevation plan