

# CITY OF WOODBURN

## CITY COUNCIL AGENDA

APRIL 13, 2020– 7:00 P.M.

ERIC SWENSON, MAYOR  
DEBBIE CABRALES, COUNCILOR WARD 1  
LISA ELLSWORTH, COUNCILOR WARD II  
ROBERT CARNEY, COUNCILOR WARD III  
SHARON SCHAUB, COUNCILOR WARD IV  
MARY BETH CORNWELL, COUNCILOR WARD V  
ERIC MORRIS, COUNCILOR WARD VI

CITY HALL COUNCIL CHAMBERS – 270 MONTGOMERY STREET

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

Announcements:

None.

Appointments:

**A. Budget Committee Appointment**

– Patty Soza, Position V

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4. COMMUNITY/GOVERNMENT ORGANIZATIONS

None.

5. PROCLAMATIONS/PRESENTATIONS

Proclamations:

None.

Presentations:

None.

6. COMMUNICATIONS

None.

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

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

**A. Woodburn City Council minutes of March 9, 2020**

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This facility is ADA accessible. If you need special accommodation, please contact the City Recorder at 503-980-6318 at least 24 hours prior to this meeting.

\*\*Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo.  
Com niquese al (503) 980-2485.\*\*

Recommended Action: Approve the minutes.

- B. Consent to Appointment of Finance Director**  
Recommended Action: Consent to the appointment of Anthony Turley as Finance Director. 5
- C. Liquor License Application for Metropolis LLC.** 6  
Recommended Action: Recommend that the OLCC approve the Liquor License Application for Metropolis LLC.
- D. Building Activity for March 2020** 9  
Recommended Action: Receive the report.

**9. TABLED BUSINESS**

None.

**10. PUBLIC HEARINGS**

None.

**11. GENERAL BUSINESS** – *Members of the public wishing to comment on items of general business must complete and submit a speaker's card to the City Recorder prior to commencing this portion of the Council's agenda. Comment time may be limited by Mayoral prerogative.*

- A. Council Bill No. 3123 – An Ordinance Amending Section 2.07.20 of the Woodburn Development Ordinance (WDO) to Remove Provisions Inconsistent with ORS 197.312 Related to Reasonable Design Regulations of Accessory Dwelling Units ("ADU") and Declaring an Emergency** 18  
Recommended Action: After a second reading (by title only if no objection), conduct a roll call vote on Council Bill 3123.
- B. Council Bill No. 3124 - An Ordinance Amending Ordinance 2415 (Building Code Ordinance) to Make Certain Additions to the Oregon Structural Specialty Code and Declaring an Emergency** 28  
Recommended Action: Adopt the Amendment to Ordinance 2415 (the Building Code Ordinance) to reinstate local regulatory authority over certain structures including communication towers, freestanding signs, and tanks.
- C. Community Development Block Grant (CDBG) Program: Woodburn Family Resource Center Needs Assessment** 31  
Recommended Action: Acknowledge the Woodburn Family Resource Center Needs Assessment as a supporting document to

the City's CDBG application and recognize the findings and recommendations.

12. **PLANNING COMMISSION OR ADMINISTRATIVE LAND USE ACTIONS** – *These are Planning Commission or Administrative Land Use actions that may be called up by the City Council.*
  - A. **Call-Up Briefing: Planning Commission Approval of a Design Review, Street Exception, Property Line Adjustment, and Variance for Grating Pacific at 2775 & 2785 N. Front Street (DR 2019-12, EXCP 2019-06, PLA 2019-09, & VAR 2019-09)** 93  
Recommended Action: 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.
  - B. **Call-Up Briefing: Planning Commission Approval of a Variance for Salud Medical Center at 1175 Mt Hood Ave (VAR 2019-10)** 95  
Recommended Action: 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.
13. **CITY ADMINISTRATOR'S REPORT**
14. **MAYOR AND COUNCIL REPORTS**
15. **EXECUTIVE SESSION**
16. **ADJOURNMENT**



## Agenda Item

March 25, 2020

TO: City Council

FROM: Eric Swenson, Mayor

SUBJECT: **Committee Reappointments**

The following reappointments are made, subject to the approval of the Council. Please forward any adverse comments to me prior to the Council meeting on Monday, April 13, 2020. No reply is required if you approve of my decision.

### **Woodburn Budget Committee**

Patty Soza – Position V

# **COUNCIL MEETING MINUTES**

## **MARCH 9, 2020**

**DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, MARCH 9, 2020**

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

### **ROLL CALL**

Mayor Swenson	Present
Councilor Carney	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Morris	Present – 7:05
Councilor Ellsworth	Absent
Councilor Cabrales	Present

**Staff Present:** City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Operations Director Stultz, Economic Development Director Johnk, Community Development Director Kerr, Engineering Director Liljequist, Police Chief Ferraris, City Recorder Pierson

### **APPOINTMENTS**

**Carney/Schaub...** appoint Frank Lonergan to the Woodburn Public Arts and Mural Committee. The motion passed unanimously.

### **PROCLAMATIONS/PRESENTATIONS**

Economic Development Director Johnk and City Administrator Derickson provided information on the next steps for the Community Development Block Grant application process.

### **CONSENT AGENDA**

- A.** Woodburn City Council minutes of February 24, 2020,
- B.** Woodburn Recreation and Park Board minutes of February 12, 2020,
- C.** Building Activity for February 2020.

**Carney/Schaub...** adopt the Consent Agenda. The motion passed unanimously.

### **PUBLIC HEARINGS**

A Public Hearing to consider input on the Woodburn Development Ordinance (WDO) Amendment Related to Accessory Dwelling Units (“ADU”). Mayor Swenson declared the hearing open at 7:14 p.m. for hearing public input on the Woodburn Development Ordinance (WDO) Amendment Related to Accessory Dwelling Units (“ADU”). Community Development Director Kerr provided a staff report. Mayor Swenson asked if anyone from the public would like to speak on this subject. No members of the public wished to speak in either support or opposition of the Woodburn Development Ordinance (WDO) Amendment Related to Accessory Dwelling Units (“ADU”). Mayor Swenson declared the hearing closed at 7:18 p.m.

**COUNCIL BILL NO. 3123 – AN ORDINANCE AMENDING SECTION 2.07.20 OF THE WOODBURN DEVELOPMENT ORDINANCE (WDO) TO REMOVE PROVISIONS INCONSISTENT WITH ORS 197.312 RELATED TO**

# **COUNCIL MEETING MINUTES**

**MARCH 9, 2020**

## **REASONABLE DESIGN REGULATIONS OF ACCESSORY DWELLING UNITS (“ADU”) AND DECLARING AN EMERGENCY**

**Carney** introduced Council Bill No. 3123. City Recorder Pierson read the bill twice by title only since there were no objections from the Council. On roll call vote for final passage, the vote was 4-1 with Councilor Morris voting no. Mayor Swenson announced that since the vote was not unanimous, the ordinance would need to come back for a second reading at the next City Council meeting.

## **FY 2020/21 FINANCIAL PLAN**

City Administrator Derickson provided a staff report. **Carney/Schaub...** adopt the attached FY 2020/21 Financial Plan (Budget Policies & Fiscal Strategy). The motion passed unanimously.

## **REQUEST FOR PLANNING ASSISTANCE FROM DLCD TO ADDRESS HB 2001 (MIDDLE HOUSING FOR HOUSING CHOICE) AND HB 2003 (HOUSING SUPPLY)**

Community Development Director Kerr provided a staff report. Mr. Kerr invited Councilors to attend LCDC's community roundtable in Salem, Oregon on Thursday March 19 at 11:30 am. **Carney/Schaub...** authorize mayor to sign application. The motion passed unanimously.

## **PLANNING COMMISSION OR ADMINISTRATIVE LAND USE ACTIONS**

Call-Up Briefing: Public Arts and Mural Committee Approval of the PIX Theatre (461 N First Street) and Dahlia Park (333 N. First Street) Murals

Call-Up Briefing: Planning Commission Approval of Design Review and Variance Applications for 5th Street Apartments at 1220 5th St (DR 2019-04 & VAR 2019-03)

Call-Up Briefing: Planning Commission Approval of Conditional Use, Design Review, Street Exception, and Phasing Plan Applications for Woodburn High School at 1785 N. Front St (CU 2019-07, DR 2019-13, EXCP 2019-07, & PP 2019-03)

The City Council declined to call-up any of these items.

## **CITY ADMINISTRATOR’S REPORT**

The City Administrator reported the following:

- The City conducted a meeting with other local partners to discuss the Corona Virus outbreak. The purpose of the meeting was to discuss how we will coordinate communication and how to be responsive to directives that come from the State of Oregon or Marion County Health Department. He noted that the Communications Coordinator will be creating a page on the City’s website that will provide up to date information.
- The City Council was invited to attend the Red Door Project, a play based discussion about race, scheduled for April 1 from 4:00 -8:00 pm. at the Oregon

# COUNCIL MEETING MINUTES

**MARCH 9, 2020**

Public Safety Academy.

- A joint meeting with the school district is being scheduled for April 7.

## **MAYOR AND COUNCIL REPORTS**

Councilor Cabrales provided an invitation to City Council to attend the International Women's Day Celebration at PCUN on March 13 from 4:00 p.m. to 8:00 p.m.

Councilor Morris asked if there was any more chatter on the train speed. City Attorney Shields answered that the City does not have the legal authority to prevent the railroad from increasing the rail speed. The concerns should be directed to your Congress people and Senators.

Mayor Swenson stated that he attended another meeting on fund development for the community center. He added that Woodburn Proud Clean-up day was very successful with many volunteers from the City. He noted that he also attended Senator Merkley's town hall at Valor and he just attended Representative Alonso Leon's Youth Forum. He reminded the City Council that the Distinguished Service Awards will take place March 13 and they will be honoring Outstanding Youth – Jose Sanchez Jimanez, Outstanding Educator – Benito (Bubu) Puente, Junior First Citizen – Laura Dix, and Senior First Citizen – Pastor Luis Molina. He added that another Census meeting recently took place and that Governor Brown will be at PCUN between 10:00 and 11:00 am April 1 to kick off Census day. He also noted that the League of Oregon Cities will have a conference coming up on April 23.

## **ADJOURNMENT**

**Morris/Schaub...** meeting be adjourned. The motion passed unanimously.  
The meeting adjourned at 8:02 p.m.

APPROVED \_\_\_\_\_

ERIC SWENSON, MAYOR

ATTEST \_\_\_\_\_

Heather Pierson, City Recorder  
City of Woodburn, Oregon



## Agenda Item

April 13, 2020

TO: Honorable Mayor and City Council  
FROM: Scott Derickson, City Administrator  
SUBJECT: **Consent to Appointment of Finance Director**

### **RECOMMENDATION:**

Consent to the appointment of Anthony Turley as Finance Director.

### **BACKGROUND/DISCUSSION:**

Section (C) 3, *Powers and Duties*, of the Woodburn City Charter provides: "The powers and duties of the administrator shall be as follows: He or she shall appoint and may remove a City Recorder, Police Chief, Fire Chief, Director of Finance, Director of Public Works, Library Director and Director of Recreation and Parks. Such appointment or removal shall be with the consent of the council..."

I am happy to report to the Council that at the conclusion of our interview process, Anthony Turley was selected to be Finance Director. My appointment of Mr. Turley to this position requires your consent pursuant to the above charter provision.

### **FINANCIAL IMPACT:**

None.



## Agenda Item

April 13, 2020

TO: Honorable Mayor and City Council through City Administrator  
THRU: James C. Ferraris, Chief of Police  
FROM: Andy Shadrin, Lieutenant  
SUBJECT: **Liquor License Application**

### **RECOMMENDATION:**

Recommend that the OLCC approve the **Liquor License Application** for Metropolis LLC.

### **BACKGROUND:**

Applicant: Noe Valenzuela-Valles  
855 Larch Street  
Canby OR, 97032  
503-989-2318

Point of  
Contact: Noe Valenzuela-Valles  
855 Larch Street  
Canby OR, 97032  
503-989-2318

Business: Metropolis Marketplace & Venue  
347 N. Front St., # 7  
Woodburn, OR 97071  
503-989-2318

Owner(s): Noe Valenzuela-Valles

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

License Type(s):

**Limited On-Premises** - Permits beer, wine, and cider sales and consumption on licensed premises. May sell beer, wine and cider in "growlers" for consumption off the licensed premises. May sell beer kegs for off premises consumption.

**Full On-Premises, Other Public Location** – Permits the sale of beer, wine, cider and liquor on licensed premises. May sell beer, wine and cider in "growlers" for consumption off the licensed premises.

On February 24, 2020, the Woodburn Police Department received an application for Limited On-Premises and Full On-Premises, Other Public Location sales liquor license for Metropolis Marketplace & Venue. The business will operate as a banquet hall and business venue rentals. Metropolis Marketplace and Venue is located at 347 N. Front St., # 7, in Woodburn, Oregon 97071. The hours of operation are from 7:00 AM to 12:00 AM, Sunday through Saturday. The business will have seasonal variations for banquet hours based on special events. The establishment will have recorded music, DJ music, dancing and pool tables for entertainment. DJ music will be limited to 4:00 PM to 1200 AM, Sunday through Saturday. The banquet hall contains seating for 322 persons. The business will have no outside seating. The Woodburn Police Department has not received any communication from the public or surrounding businesses in support of or against the proposed change.

#### **DISCUSSION:**

The Police Department has completed a background investigation on the subject listed on the OLCC application, Noe Valenzuela-Valles. Noe Valenzuela-Valles has several arrest and conviction cycles in his personal career criminal history check. The most recent arrest occurred on May 24, 2013, for a bench warrant for an original charge of DUI. On January 6, 2013, Noe Valenzuela-Valles was arrested and later convicted of misdemeanor criminal driving while suspended. On October 21, 2012, Noe Valenzuela-Valles was arrested and later convicted of DUI. On April 14, 2002, Noe Valenzuela-Valles was arrested for a theft, fraudulent use of a credit card and identity theft. There is no information available in the career criminal history check that the theft, fraudulent use of a credit card and identity theft charges concluded in a court conviction. According to the career criminal history check the most recent arrest was over six years ago. The theft and fraud arrest occurred over seventeen years ago. There were no other notable information in remaining database checks. Noe Valenzuela-Valles has a valid State of Oregon operator's license. Noe Valenzuela-Valles has a number of driving related

infractions on his driving record that have involved driving without a valid license, insurance and speeding, that occurred from 2012 through 2018. Noe Valenzuela-Valles was most recently reinstated in his driving privileges on July, 6, 2018.

**FINANCIAL IMPACT:**

None

# CITY OF WOODBURN

## Economic and Development Services Department

# MEMORANDUM

270 Montgomery Street

Woodburn, Oregon 97071

(503) 982-5246

**Date:** April 1, 2020

**To:** Chris Kerr, Community Development Director

**From:** Ted Cuno, Building Division



**Subject:** Building Activity for March 2020

	2018		2019		2020	
	No.	Dollar Amount	No.	Dollar Amount	No.	Dollar Amount
Single-Family Residential	7	\$1,542,503	1	\$225,501	3	\$740,714
Multi-Family Residential	0	\$0	0	\$0	0	\$0
Assisted Living Facilities	0	\$0	0	\$0	0	\$0
Residential Adds & Alts	7	\$486,219	1	\$10,000	4	\$69,816
Industrial	4	\$25,000	0	\$0	0	\$0
Commercial	8	\$3,159,612	2	\$61,000	6	\$8,917,078
Signs and Fences	0	\$0	0	\$0	0	\$0
Manufactured Homes	0	\$0	0	\$0	0	\$0
<b>TOTALS</b>	26	\$5,213,334	4	\$296,501	13	\$9,727,608
<b>Fiscal Year to Date (July 1 – June 30)</b>		<b>\$40,425,727</b>		<b>\$27,359,228</b>		<b>\$24,746,259</b>



## Permits Issued

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

www.ci.woodburn.or.us

3/1/2020 through 3/31/2020

Includes all valuations

building.dept@ci.woodburn.or.us

Record Types Selected: -All-

### Commercial Alarm or Suppression Systems

**971-20-000074-FIRE** Issued: 3/6/20 Fees: \$1,609.68 Valuation: \$40,000.00  
Address: 2919 TOM TENNANT DR, WOODBURN, OR 97071 Parcel: 052W12AC04400  
Owner: WOODBURN-DENN PROPERTIES LLC C/O DUSKIN DUSKIN CPAS ATTN: PAUL FOX  
Licensed Prof: HANSEN UTILITIES INC  
Category of Construction: Commercial Type of Work: Tenant Improvement  
Work Description: Underground Fire Service piping

Commercial Alarm or Suppression Systems	1 permits issued	\$1,609.68	\$40,000.00
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### Commercial Mechanical

**971-20-000081-MECH** Issued: 3/6/20 Fees: \$583.21 Valuation: \$17,700.00  
Address: 2979 N PACIFIC HWY, WOODBURN, OR 97071 Parcel: 051W05D 03600  
Owner: WOODBURN PARTNERSHIP DBA ATTN LEONARD SHAPIRO  
Licensed Prof:  
Category of Construction: Commercial Type of Work: Addition  
Work Description: Install (1) heat pump, (2) indoor ducted air handlers, (4) bathroom exhaust fans with venting.

Commercial Mechanical	1 permits issued	\$583.21	\$17,700.00
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# Permits Issued:

## Commercial Structural

<b>971-19-000403-STR</b>		<b>Issued:</b> 3/18/20	<b>Fees:</b> \$25,999.46	<b>Valuation:</b> \$1,330,900.00
<b>Address:</b> 440 PARR RD NE, WOODBURN, OR 97071				
<b>Owner:</b> WOODBURN SCHOOL DIST #103				
<b>Licensed Prof:</b>				
<b>Category of Construction:</b> Commercial		<b>Type of Work:</b> Addition		
<b>Work Description:</b> Site Circulation Improvements including reconfiguration of existing parking lot and landscaping.				
4 Classroom addition to existing annex building.				
Interior renovation of main school.				
<b>971-19-000416-STR</b>		<b>Issued:</b> 3/5/20	<b>Fees:</b> \$178,698.03	<b>Valuation:</b> \$7,256,500.00
<b>Address:</b> 1041 N BOONES FERRY RD, WOODBURN, OR 97071				
<b>Owner:</b> WOODBURN SCHOOL DISTRICT 103				
<b>Licensed Prof:</b>				
<b>Category of Construction:</b> Commercial		<b>Type of Work:</b> Addition		
<b>Work Description:</b> Renovation of interior spaces in existing elementary school (No change of use proposed). Proposed addition of two story classroom wing and site upgrades.				
<b>971-19-000476-STR</b>		<b>Issued:</b> 3/26/20	<b>Fees:</b> \$2,452.29	<b>Valuation:</b> \$100,000.00
<b>Address:</b> 120 E LINCOLN ST, WOODBURN, OR 97071				
<b>Owner:</b> CHEMEKETA COMMUNITY COLLEGE				
<b>Licensed Prof:</b> clarity Construction, Inc.				
<b>Category of Construction:</b> Commercial		<b>Type of Work:</b> Tenant Improvement		
<b>Work Description:</b> Expansion of existing work room and expansion of existing conference room. Relocation of interior window to the second floor.				
<b>971-19-000478-STR</b>		<b>Issued:</b> 3/26/20	<b>Fees:</b> \$3,671.09	<b>Valuation:</b> \$180,000.00
<b>Address:</b> 120 E LINCOLN ST, WOODBURN, OR 97071				
<b>Owner:</b> CHEMEKETA COMMUNITY COLLEGE				
<b>Licensed Prof:</b> Clarity Construction, Inc.				
<b>Category of Construction:</b> Commercial		<b>Type of Work:</b> Tenant Improvement		
<b>Work Description:</b> An interior remodel to open office W230 on the second floor. We are changing the large space into two classroom areas with an operable partition that separates the rooms.				
<b>971-20-000072-STR</b>		<b>Issued:</b> 3/5/20	<b>Fees:</b> \$762.03	<b>Valuation:</b> \$17,299.96
<b>Address:</b> 1001 ARNEY RD NE, 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> Installation of BOH Mobile & Static shelving				

# Permits Issued:

## Commercial Structural

**971-20-000085-STR** **Issued:** 3/24/20 **Fees:** \$955.16 **Valuation:** \$32,379.00  
**Address:** 469 N FRONT ST, WOODBURN, OR 97071 **Parcel:** 051W18AB04000  
**Owner:** CITY OF WOODBURN  
**Licensed Prof:**  
**Category of Construction:** Commercial **Type of Work:** Replacement  
**Work Description:** remodel based on plans and moving store front around.

<b>Commercial Structural</b>	<b>6 permits issued</b>	<b>\$212,538.06</b>	<b>\$8,917,078.96</b>
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## Residential 1 & 2 Fam Dwelling (New Only) Limited

**971-20-000067-DWL** **Issued:** 3/31/20 **Fees:** \$3,188.56 **Valuation:** \$224,140.32  
**Address:** 961 N 1ST ST, WOODBURN, OR 97071 **Parcel:** 051W07DC04500  
**Owner:** WAITE,MATTHEW JOHN  
**Licensed Prof:**  
**Category of Construction:** Single Family Dwelling **Type of Work:** New  
**Work Description:** Replace old house with new home  
 (PSA 3-31-2020; addition 296 sqft fee \$399.60 for CET).

**971-20-000069-DWL** **Issued:** 3/19/20 **Fees:** \$20,657.19 **Valuation:** \$258,798.75  
**Address:** 590 TROON AVE, WOODBURN, OR 97071 **Parcel:** 051W06DD03900  
**Owner:** STUMPTOWN BUILT LLC  
**Licensed Prof:**  
**Category of Construction:** Single Family Dwelling **Type of Work:** New  
**Work Description:** New residential family construction

**971-20-000070-DWL** **Issued:** 3/19/20 **Fees:** \$20,593.70 **Valuation:** \$257,775.21  
**Address:** 602 TROON AVE, WOODBURN, OR 97071 **Parcel:** 051W06DD04000  
**Owner:** STUMPTOWN BUILT LLC  
**Licensed Prof:**  
**Category of Construction:** Single Family Dwelling **Type of Work:** New  
**Work Description:** New single family residential construction.

<b>Residential 1 &amp; 2 Fam Dwelling (New Only) Limited</b>	<b>3 permits issued</b>	<b>\$44,439.45</b>	<b>\$740,714.28</b>
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# Permits Issued:

## Residential Mechanical

971-20-000075-MECH		Issued: 3/3/20	Fees: \$100.80	Valuation: \$0.00
Address: 1678 ECOLA WAY, WOODBURN, OR 97071				
Owner: BRANCH,REA K				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Replacement	Parcel: 052W12AD08400
Work Description:	REPLACE GAS FURNACE			
971-20-000077-MECH		Issued: 3/4/20	Fees: \$100.80	Valuation: \$1,979.00
Address: 1635 SALLAL RD, WOODBURN, OR 97071				
Owner: SPRINGER,RODGER IVAN & SPRINGER,DEBRA ANN				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Replacement	Parcel: 052W12AD02800
Work Description:	Remove/replace gas water heater			
971-20-000079-MECH		Issued: 3/4/20	Fees: \$100.80	Valuation: \$4,872.00
Address: 889 MEADOWVALE LN, WOODBURN, OR 97071				
Owner: LAWRENCE B & VERONICA HAGEN FAM TR & HAGEN,VERONICA TRE				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Alteration	Parcel: 051W18DB05800
Work Description:	Installing Gas Furnace			
971-20-000080-MECH		Issued: 3/4/20	Fees: \$100.80	Valuation: \$4,237.00
Address: 378 MONTGOMERY ST, WOODBURN, OR 97071				
Owner: DIXON,DONNA				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Alteration	Parcel: 051W18BA06600
Work Description:	Installing Gas Furnace			
971-20-000082-MECH		Issued: 3/6/20	Fees: \$100.80	Valuation: \$6,146.00
Address: 390 STARK CT, WOODBURN, OR 97071				
Owner: VELASCO,REEDY HUMBERTO				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Alteration	Parcel: 051W18AC05900
Work Description:	Install gas furnace & air conditioner			
971-20-000084-MECH		Issued: 3/10/20	Fees: \$100.80	Valuation: \$4,928.00
Address: 634 FAIRWOOD CRESCENT DR, WOODBURN, OR 97071				
Owner: FINLAYSON,ARLENE A				
Licensed Prof:				
Category of Construction:	Single Family Dwelling	Type of Work:	Alteration	Parcel: 051W06DD01800
Work Description:	Gas Fireplace to Existing Gas			

# Permits Issued:

## Residential Mechanical

<b>971-20-000086-MECH</b>	<b>Issued:</b> 3/11/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$9,325.00
<b>Address:</b> 139 S SETTLEMIER AVE, WOODBURN, OR 97071		<b>Parcel:</b> 051W18BB00600	
<b>Owner:</b> WILLIAMSON,KEN			
<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 & AC			
<b>971-20-000088-MECH</b>	<b>Issued:</b> 3/13/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$5,500.00
<b>Address:</b> 2739 ROANOKE ST, WOODBURN, OR 97071		<b>Parcel:</b> 051W06CD07300	
<b>Owner:</b> BARAJAS,JOSE A GUTIERREZ & DURAN,CECILIA AVILA			
<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 and air conditioner			
<b>971-20-000090-MECH</b>	<b>Issued:</b> 3/16/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$0.00
<b>Address:</b> 863 HARVEST WAY, WOODBURN, OR 97071		<b>Parcel:</b> 052W13 00103	
<b>Owner:</b> DETOM GENERAL PARTNERSHIP C/O PARR ACRES MHP			
<b>Licensed Prof:</b> ADVANTAGE HEATING AND AIR CONDITIONING LLC			
<b>Category of Construction:</b> Manufactured Dwelling	<b>Type of Work:</b> Addition		
<b>Work Description:</b> heat pump - Sp. 18 Rye St			
<b>971-20-000091-MECH</b>	<b>Issued:</b> 3/16/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$9,013.00
<b>Address:</b> 1600 COUNTRY CLUB CIR, WOODBURN, OR 97071		<b>Parcel:</b> 051W07BB19400	
<b>Owner:</b> CZMOWSKI,RICHARD L			
<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 & AC			
<b>971-20-000092-MECH</b>	<b>Issued:</b> 3/17/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$0.00
<b>Address:</b> 1394 PRINCETON RD, WOODBURN, OR 97071		<b>Parcel:</b> 052W12AA11400	
<b>Owner:</b> DEWITT,PAUL F & DEWITT,DONNA			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Replacement		
<b>Work Description:</b> replace air conditioner			
<b>971-20-000094-MECH</b>	<b>Issued:</b> 3/17/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$15,000.00
<b>Address:</b> 1420 NEWBERG HWY, WOODBURN, OR 97071		<b>Parcel:</b> 051W07CB08000	
<b>Owner:</b> WOODBURN EVANGELICAL CHURCH OF NORTH AMERICA C/O RANDALL ADAMS			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Other	<b>Type of Work:</b> Alteration		
<b>Work Description:</b> Convert full bath to a commercial style Single User Toilet Rm.			

# Permits Issued:

## Residential Mechanical

<b>971-20-000095-MECH</b>	<b>Issued:</b> 3/18/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$17,000.00
<b>Address:</b> 595 S SETTLEMIER AVE, WOODBURN, OR 97071		<b>Parcel:</b> 051W18BC04500	
<b>Owner:</b> HERRERA,MATILDA LOPEZ			
<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 and air handler			
<b>971-20-000097-MECH</b>	<b>Issued:</b> 3/23/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$3,520.00
<b>Address:</b> 1219 PRINCETON RD, WOODBURN, OR 97071		<b>Parcel:</b> 052W12AD11100	
<b>Owner:</b> HUNTER,PATRICIA A			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Addition		
<b>Work Description:</b> Install air conditioner			
<b>971-20-000099-MECH</b>	<b>Issued:</b> 3/24/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$10,405.00
<b>Address:</b> 384 GATCH ST, WOODBURN, OR 97071		<b>Parcel:</b> 051W18AD02900	
<b>Owner:</b> DENHAM,KATHERINE B			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Replacement		
<b>Work Description:</b> 80 to 90 Gas furnace replacement. Replace air conditioner and water heater			
<b>971-20-000100-MECH</b>	<b>Issued:</b> 3/27/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$0.00
<b>Address:</b> 585 GRANT ST, WOODBURN, OR 97071		<b>Parcel:</b> 051W07CD07700	
<b>Owner:</b> STAACK,ROBERT W & STAACK,SONYA J			
<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 INSTALL AIR CONDITIONER			
<b>971-20-000101-MECH</b>	<b>Issued:</b> 3/27/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$0.00
<b>Address:</b> 863 HARVEST WAY, WOODBURN, OR 97071		<b>Parcel:</b> 052W13 00102	
<b>Owner:</b> DETOM LLC			
<b>Licensed Prof:</b> ADVANTAGE HEATING AND AIR CONDITIONING LLC			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Replacement		
<b>Work Description:</b> Installation of an air handler/ heat pump 483 Rye			
<b>971-20-000109-MECH</b>	<b>Issued:</b> 3/30/20	<b>Fees:</b> \$100.80	<b>Valuation:</b> \$11,956.00
<b>Address:</b> 3246 NEKIA ST, WOODBURN, OR 97071		<b>Parcel:</b> 052W01CC04700	
<b>Owner:</b> LEMAN,MICHAEL A & HANSEN,CARRIE K			
<b>Licensed Prof:</b>			
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Alteration		
<b>Work Description:</b> Install Heat Pump and Air Handler			

**Permits Issued:****Residential Mechanical****18 permits issued****\$1,814.40****\$103,881.00****Residential Structural**

<b>971-20-000068-STR</b>	<b>Issued:</b> 3/9/20	<b>Fees:</b>	\$336.00	<b>Valuation:</b>	\$15,316.00
<b>Address:</b> 1825 HARDCASTLE AVE, WOODBURN, OR 97071		<b>Parcel:</b> 051W08DC03400			
<b>Owner:</b> GRASSHAM,TIMOTHY A & GRASSHAM,WENDI S					
<b>Licensed Prof:</b>					
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Alteration				
<b>Work Description:</b> INSTALLATION OF SOLAR SYSTEM 6.9 kW DC PHOTOVOLTAIC SOLAR ARRAY ROOF TYPE: Comp Shingle MODULES: (23) SolarWorld 295 INVERTER(S): Enphase IQ7 Microinverters,---- RACKING: Unirac SFM Infinity					
<b>971-20-000078-STR</b>	<b>Issued:</b> 3/5/20	<b>Fees:</b>	\$336.00	<b>Valuation:</b>	\$6,000.00
<b>Address:</b> 1309 MULBERRY DR, WOODBURN, OR 97071		<b>Parcel:</b> 051W06CC00500			
<b>Owner:</b> SCHENEWERK,RAYMOND L & WEAVER,VALETA C					
<b>Licensed Prof:</b>					
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Other				
<b>Work Description:</b> 6.0 kW AC Solar PV array prescriptive roof mount installation					
<b>971-20-000089-STR</b>	<b>Issued:</b> 3/18/20	<b>Fees:</b>	\$590.72	<b>Valuation:</b>	\$33,500.00
<b>Address:</b> 700 GATCH ST, WOODBURN, OR 97071		<b>Parcel:</b> 051W18AA00500			
<b>Owner:</b> WILKERSON,NATHAN A					
<b>Licensed Prof:</b>					
<b>Category of Construction:</b> Single Family Dwelling	<b>Type of Work:</b> Alteration				
<b>Work Description:</b> Remodel Kitchen and Bathroom					
<b>971-20-000093-STR</b>	<b>Issued:</b> 3/20/20	<b>Fees:</b>	\$327.14	<b>Valuation:</b>	\$15,000.00
<b>Address:</b> 1420 NEWBERG HWY, WOODBURN, OR 97071		<b>Parcel:</b> 051W07CB08000			
<b>Owner:</b> WOODBURN EVANGELICAL CHURCH OF NORTH AMERICA C/O RANDALL ADAMS					
<b>Licensed Prof:</b>					
<b>Category of Construction:</b> Other	<b>Type of Work:</b> Alteration				
<b>Work Description:</b> Convert full bath to a commercial style Single User Toilet Rm.					

**Residential Structural****4 permits issued****\$1,589.86****\$69,816.00**

**Permits Issued:**

**33 permits issued**

**\$262,574.66**

**\$9,889,190.24**



## *Agenda Item*

April 13, 2020

TO: Honorable Mayor and City Council through City Administrator

FROM: Heather Pierson, City Recorder

SUBJECT: **Legislative Amendment to the Woodburn Development Ordinance (WDO) Related to Accessory Dwelling Units ("ADU") Required Pursuant to HB 2001 (LA 2019-03)**

### **RECOMMENDATION:**

After a second reading (by title only if no objection), conduct a roll call vote on Council Bill 3123.

### **BACKGROUND/DISCUSSION:**

On March 9, 2020, the City Council held a public hearing to consider input on the Woodburn Development Ordinance (WDO) Amendment Related to Accessory Dwelling Units ("ADU"). Following the public hearing Council Bill 3123, which is an ordinance, was introduced by the Council President and read twice by title only by the City Recorder. A roll call vote was taken and the result was four Councilors in favor and 1 Councilor opposed.

Chapter VIII of the City Charter provides that ordinances must be read in open council meetings on two separate days. Ordinances may be enacted at a single meeting, however, if they are passed by a unanimous vote. As the subject ordinance was not passed unanimously, it is before the City Council for a second reading and final decision.

### **FINANCIAL IMPACT:**

None.

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

**COUNCIL BILL NO. 3123**

**ORDINANCE NO. 2579**

**AN ORDINANCE AMENDING SECTION 2.07.20 OF THE WOODBURN DEVELOPMENT ORDINANCE (WDO) TO REMOVE PROVISIONS INCONSISTENT WITH ORS 197.312 RELATED TO REASONABLE DESIGN REGULATIONS OF ACCESSORY DWELLING UNITS ("ADU") AND DECLARING AN EMERGENCY**

**WHEREAS**, the Woodburn Development Ordinance (WDO) establishes the standards that development is required to meet and that clarity of those standards is critical as the community continues to grow and prosper; and

**WHEREAS**, in 2019, the Oregon Legislature amended ORS 197.312 to stipulate that "reasonable local regulations" of ADUs may not include owner occupancy requirements or provisions to provide of additional off-street parking; and

**WHEREAS**, the WDO was found to be inconsistent with the state statute as it relates to accessory dwelling units; and

**WHEREAS**, Section 4.10.09 of the WDO requires the City Council to initiate the consideration of any potential legislative amendments to the WDO by resolution; and

**WHEREAS**, on September 9, 2019, the Council in conformance with the WDO 4.01.09A., initiated the amendment via Resolution No. 2139; and

**WHEREAS**, on January 9, 2020, the Planning Commission, in conformance with WDO 4.01.09B. and 4.01.10B. held a public hearing and recommended approval of the amendment; and

**WHEREAS**, on March 9, 2020, the City Council held a public hearing and now must enact this Ordinance in order to make the necessary amendment (LA 2019-03) required by Oregon state law; **NOW, THEREFORE**,

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

**Section 1.** For purposes of this ordinance amendment, all new text is shown as underlined (i.e. new text) and all deleted text is shown as stricken (i.e. ~~deleted text~~). After this ordinance amendment is adopted, the Community Development Director shall correct the WDO to incorporate all revisions contained herein.

**Section 2.** The WDO is amended as specified in Exhibit A which is attached hereto.

**Section 3.** The legislative action taken by the Ordinance is explained and justified by the findings and analysis attached hereto and incorporated herein as Exhibit B.

**Section 4. Emergency Clause.** This ordinance being necessary for the immediate preservation of the public peace, health and safety so that the City can make its best efforts to comply with the January 1, 2020 effective date of HB2001 (2019), an emergency is declared to exist and this ordinance shall take effect immediately upon passage and approval of the Mayor.

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

### **Strikethrough-and-Underlined Amending Text**

#### 2.07.20      Accessory Dwelling Units

##### A.      Applicability:

1.    Accessory dwelling units shall be subject to all applicable development standards of the WDO except as provided for in this Section.
2.    One accessory dwelling unit per each single-family detached dwelling—the primary dwelling— may be approved if the applicant shows compliance with the following criteria and standards.

B. Siting: Accessory dwelling units may be detached and freestanding from the primary dwelling, located within or attached to the primary dwelling, or attached to an accessory structure garage.

C. Architecture: The exterior of the proposed accessory dwelling unit shall match the architectural design of the dwelling or garage if attached to a garage, in terms of finish materials, roof pitch, trim, and window proportion.

D. Accessory dwelling units shall be subject to the site development standards of the underlying zoning district, except:

1.    Lot coverage: Accessory dwelling units are not subject to the rear yard lot coverage limitation for Accessory Structures.
2.    Building height. Accessory dwelling units shall not exceed the height of the principal dwelling unit.
3.    Density: Accessory dwelling units are not included part of the density calculation for the underlying zone.

E. Floor Area: The gross floor area of the accessory dwelling unit shall not exceed 50 percent of the primary dwelling, or 725 square feet, whichever is less. The garage area shall be excluded from calculation of the floor area.

F. Separation: There shall be a minimum six foot separation between detached accessory dwelling units and all other structures on the site.

G. Vehicles: Structures/vehicles licensed by the Oregon Department of Motor Vehicles shall not be permitted as accessory dwelling units.

H. Entrance: An accessory dwelling unit attached or located within a primary dwelling shall not result in any new door entrance being located on an exterior wall facing a front property line.

~~I. Parking: One off street parking space is required in addition to that which is required for the primary dwelling unit. This additional space is not subject to the location requirements of WDO Section 3.05.02.D.3.~~

J. I. Non-conformities: Legally non-conforming accessory structures located on residentially zoned land may be converted to an accessory dwelling unit in accordance with the requirements of Section 1.04.

~~K. Owner Occupancy Requirement. The owner or an appointed immediate family member of the owner must occupy either the primary residence or accessory dwelling unit on the property as its principal legal residence, except for bona fide temporary absences.~~

~~If the "owner" is a legal entity or trust, the following persons shall be considered eligible owner occupants under this section: (a) for a trust, the trustees and beneficiaries; (b) for a corporation, the corporate shareholders; (c) for a limited liability company, the members; and (d) for a partnership, the partners.~~

## Analyses & Findings

This attachment to the staff report analyzes the application materials and finds, through the statements below, how the legislative amendment relates to and meets applicable provisions.

Symbols aid locating and understanding categories of findings:

<i>Symbol</i>	<i>Category</i>	<i>Indication</i>
✓	Requirement (or guideline) met	No action needed
✗	Requirement (or guideline) not met	Correction needed
⊖	Requirement (or guideline) not applicable	No action needed
⚠	Other special circumstance benefitting from attention	Revision needed

Section references are to the [Woodburn Development Ordinance \(WDO\)](#).

# Legislative Amendment Provisions

## Background

The procedures for legislative amendments are found in WDO 4.01. Oregon law requires that these amendments regulations be consistent with local Comprehensive Plans, the Statewide Goals and any State Statues (ORS) or applicable Administrative Rules (OAR's).

## Legislative Amendment Provisions

### 4.01 Decision-Making Procedures

**4.01.02E. Type V Decisions (Legislative):** Type V decisions involve legislative actions where the City Council enacts or amends the City's land use regulations, comprehensive plan, Official Zoning Map or some component of these documents. Type V decisions may only be initiated by the City Council. The Planning Commission holds an initial public hearing on the proposal before making a recommendation to the City Council. The City Council then holds a final public hearing and renders a decision. Public notice is provided for all public hearings (Section 4.01.14). The City Council's decision is the City's final decision and is appealable to LUBA within 21 days after it becomes final.

### 4.01.09 Initiation of a Legislative Proposal

**A.** The City Council may initiate the consideration of a legislative decision by resolution.

**B.** Actions initiated by the Council shall be referred to the Planning Commission for a public hearing and recommendation to the Council.

### 4.01.17 Types of Decisions

**Type V Legislative Decisions (Legislative):** Type V decisions involve legislative actions where the City Council enacts or amends the City's land use regulations, comprehensive plan, Official Zoning Map or some other component of any of these documents where changes are such a size, diversity of ownership or interest as to be legislative in nature under State law. Large-scale annexations are included, as well as adopting or amending the Comprehensive Plan or the Woodburn Development Ordinance. The Planning Commission holds an initial public hearing on the proposal prior to making a recommendation to the City Council. The City Council then holds a final *de novo* public hearing and makes the City's final decision. Public notice is provided for all public hearings. The City Council's decision is the City's final decision and is appealable to LUBA within 21 days after it becomes final.

A legislative amendment to the WDO is a Type V decision.

The Council initiated consideration of the proposed legislative amendment on September 9, 2019 via Resolution 2139.

Staff completed the required public notices for the Planning Commission and City Council hearings, specifically a newspaper ad in the *Woodburn Independent* and mailed notice to select agencies. This amendment is not specific to any property or properties, so a greater degree of public notice is not required, including Ballot Measure 56, because it does not limit or prohibit land uses previously allowed in the affected zone notice.

✓ The provisions are met.

## **Comprehensive Plan Policies, OAR's & Statewide Planning Goals**

Staff identifies below applicable Comprehensive or "Comp" Plan policies and Statewide Planning Goals to guide Commission deliberation.

### **Comprehensive Plan Policies**

**B-2. Woodburn shall coordinate with affected state agencies regarding proposed comprehensive plan and land use regulation amendments, as required by state law.**

All state, county and regional entities were notified pursuant to state law. Draft code language was forwarded to Marion County and the Department of Land Conservation and Development (DLCD), as required. No responses were received.

**D-2. The housing goal of the City is to ensure that adequate housing for all sectors of the community is provided.**

Allowing Accessory Dwelling Units (ADUs) can help to ensure that housing opportunities for a specific sector of the community (family/elderly) can be accommodated. These amendments effectively reduce regulations on ADUs, which should result in them becoming more prevalent.

**D-2.2 It is the policy of the City to encourage a variety of housing types to accommodate the demands of the local housing market.**

These amendments are an excellent example of providing a unique housing type, addressing that demand in the local housing market. These targeted amendments effectively reduce regulations on ADUs, which should result in them becoming more prevalent.

**D-2.3 To ensure that new concepts in housing are not restricted unduly by ordinances, the City shall periodically review its ordinances for applicability to the current trends in the housing market.**

These amendments are an excellent example of amending our WDO in order to provide a unique housing type, addressing a demand in the local housing market. These targeted amendments effectively reduce regulations on ADUs, which should result in them becoming more prevalent.

**G-1.2 Woodburn will encourage the optimum use of the residential land inventory providing opportunities for infill lots, intensifying development along transit corridors, and application of minimum densities.**

These amendments will help to ensure that the optimum use of the City's residential housing supply is being utilized. It will add housing in areas (lots) that already accommodate development. These specific amendments effectively reduce regulations on ADUs, which should result in them becoming more prevalent.

## **Statewide Planning Goals**

Out of 19 Statewide Planning goals, City staff cites relevant goals:

### **Goal 1 Citizen Involvement [Oregon Administrative Rules 660-015-0000(1)]**

**To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.**

Staff confirms that the proposal does not interfere with existing means of land use public notice that span the existence, structure, and purview of the Commission itself to case-specific required mailings, newspaper ads, and sign postings.

### **Goal 10 Housing [OAR 660-015-0000(10)]**

**To provide for the housing needs of citizens of the state.**

The proposal allows the City to further the intent of this goal by effectively reducing regulations on ADUs, which should result in them becoming more prevalent.

**Goal 14 Urbanization [OAR 660-015-0000(14)]**

**To provide for an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities.**

Staff confirms that the proposal does not interfere with the City meeting this goal. The City has undergone Comp Plan periodic review, leading to the 2015 adoption of the Urban Growth Boundary (UGB) expansion, which was acknowledged by the Department of Land Conservation and Development (DLCD). These amendments will help to ensure that the optimum use of the City's residential housing supply is being utilized. It will add housing in areas (lots) that already accommodate development.

**Oregon Administrative Rules:**

**660-008-0015 Clear and Objective Approval Standards Required**

**(1) Except as provided in section (2) of this rule, a local government may adopt and apply only clear and objective standards, conditions and procedures regulating the development of needed housing on buildable land. The standards, conditions and procedures may not have the effect, either in themselves or cumulatively, of discouraging needed housing through unreasonable cost or delay.**

The proposal is necessary in order to provide clear and objective standards for ADUs.

**HOUSE BILL 2001**

**ORS 197.312**

The impetus for these Code amendments was the adoption of HB 2001. The Bill, codified in ORS 197.312, specifically prohibits owner-occupancy and off-street parking requirements for ADU's. These amendments have been drafted for the express purpose of meeting the requirements of the recent change in the law.

✓ The legislative provisions are met. Staff recommends approval of the proposal.



## Agenda Item

March 6, 2020

TO: Honorable Mayor and City Council through City Administrator

FROM: Chris Kerr, Community Development Director  
Ted Cuno, Building Official

SUBJECT: **Amendment to Oregon Structural Specialty Code reinstate local regulatory authority over certain structures**

### **RECOMMENDATION:**

Adopt the Amendment to Ordinance 2415 (the Building Code Ordinance) to reinstate local regulatory authority over certain structures including communication towers, freestanding signs, and tanks.

### **BACKGROUND:**

During the last code adoption cycle, the Oregon Legislature narrowed the scope of the Oregon Structural Specialty Code to omit a number of items that were historically regulated, reviewed, and inspected. Many of the omitted items became optional building regulations, to be decided by each jurisdiction in deference to local conditions.

Communication towers, freestanding signs and tanks are structures regulated by Woodburn before the most recent statewide code adoption (Oct 2019). In order for Woodburn to continue regulating these structures, it is necessary to amend the Building Code Ordinance to specifically reference them.

### **DISCUSSION:**

The City of Woodburn Community Development Department believes that it is in the best interest of the community to amend the Building Code Ordinance to reinstate communication towers, freestanding signs, and tanks as structures that can still be regulated by Woodburn under the regulatory authority of the Oregon Structural Specialty Code.

### **FINANCIAL IMPACT:**

None.

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

**COUNCIL BILL NO. 3124**

**ORDINANCE NO. 2580**

**AN ORDINANCE AMENDING ORDINANCE 2415 (BUILDING CODE ORDINANCE) TO MAKE CERTAIN ADDITIONS TO THE OREGON STRUCTURAL SPECIALTY CODE AND DECLARING AN EMERGENCY**

**WHEREAS**, the City of Woodburn is organized to employ and operate a Building Department to enhance public safety;

**WHEREAS**, the Building Department administers and enforces the Oregon State and local building codes;

**WHEREAS**, on October 1, 2019, the Oregon Building Codes Division issued a 2019 version of the Oregon Structural Specialty Code ("OSSC") to replace the 2014 version, with the new code being effective January 1, 2020;

**WHEREAS**, the newly adopted State Code creates a change in scope that includes a list of twenty-six (26) types of construction that the State Building Codes Division now believes are outside the purview of the Division to regulate, pursuant to the authority granted in ORS 455.020;

**WHEREAS**, the newly adopted State Code provides local municipalities the option under the authority of ORS 455.020(4) to establish administrative procedures by local ordinance to regulate the now exempt construction activities; and

**WHEREAS**, the City of Woodburn has determined that the health, safety and welfare of the community is best served by exercising the local option to subject certain now exempt construction activities eligible for local regulation to the operable provisions of the 2018 International Building Code, which specifically regulates these activities and is the basis for the 2019 OSSC; **NOW THEREFORE**,

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

**Section 1.** Ordinance 2415 is amended, to add a new Subsection 2.A.11 to read as follows:

11. The following categories of construction activities listed in Section 101.2 as outside of the authority of the Oregon Structural Specialty Code, but within the authority of municipalities to regulate by local ordinance, shall be subject to the relevant construction

standards contained in the 2018 International Building Code: (i) tanks that are located exterior to and not attached to or supported by a regulated building; (ii) cellular phone, radio, television, and other telecommunication and broadcast towers that are not attached to or supported by a regulated building; and (iii) signs not attached to or supported by a regulated building.

**Section 2. Effective Date of Adoption of the Code.** The Oregon Structural Specialty Code adopted by reference under Section 2.A of Ordinance 2415 is as adopted and in effect on January 1, 2020.

**Section 3. Emergency Clause.** This ordinance being necessary for the immediate preservation of the public peace, health, and safety since it is in City's interest to have a local regulatory process in place for the identified structures, an emergency is declared to exist and this ordinance shall take effect immediately upon passage by the Council and approval by the Mayor.

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

April 13, 2020

TO: Honorable Mayor and City Council through City Administrator

FROM: Jamie Johnk, Economic Development Director

SUBJECT: **Community Development Block Grant (CDBG) Program: Woodburn Family Resource Center Needs Assessment**

**RECOMMENDATION:**

Acknowledge the Woodburn Family Resource Center Needs Assessment as a supporting document to the City's CDBG application and recognize the findings and recommendations.

**BACKGROUND:**

On August 12, 2019, the Woodburn City Council held a public hearing and approved Resolution 2137 that authorized the City to apply for, and if awarded, accept Community Development Block Grant ("CDBG") funding from Business Oregon for the purpose of acquiring real property that would serve as a Woodburn Family Resource Center.

The City of Woodburn and Love INC contracted with Marketek to analyze the potential demand for the proposed Woodburn Family Resource Center (FRC).

**DISCUSSION:**

The goals of this Needs Assessment are to build an accurate picture of the needs of Woodburn's low-to-moderate income (LMI) community and determine gaps in service that could be filled by service providers locating at the FRC. With the understanding that the Family Resource Center will serve as a one-stop service center with over a dozen providers enabling low income Woodburn families to easily access a wide range of services and resources, and that Love INC will be the designated nonprofit that anchors and manages this proposed resource hub and coordinating services of the provider organizations.

The approach used to gather the information for the Assessment and to determine local needs included interviews and surveys to local service providers, nonprofits, agencies, and the school district. This outreach included 24 organizations and more than 40 individuals sharing information about the Woodburn clients they serve.

Through their own data-gathering, professional observations and efforts to provide responsive programming, organizations were clear on the priority needs of Woodburn's LMI community. All organizations directly serve at least one (and often, several) of the presumed benefit clientele targeted by the CDBG requirements.

**FINANCIAL IMPACT:**

The contract for Marketek's services is \$7,500 of which City is funding 50% (\$3,750) and Love INC is funding 50% (\$3,750).

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March 16, 2020

TO: Ms. Jamie Johnk, Economic Development Director  
City of Woodburn, Oregon  
Mr. Curt Jones and Mr. Bill Park, Co-Executive Directors  
Love, Inc.

FROM: Ms. Mary Bosch, Principal

RE: Woodburn Family Resource Center Needs Assessment: *Executive Summary*

The City of Woodburn and Love, Inc. contracted with Marketek to analyze the potential demand for the proposed Woodburn Family Resource Center (FRC). This memo highlights the research conclusions and is followed by a detailed report of findings.

### **Project Overview**

As envisioned, the Family Resource Center will be a one-stop service center with over a dozen service providers enabling low income Woodburn families to easily access a wide range of services and resources from basic needs to mental health. Love, Inc. will be the designated nonprofit that anchors and manages this proposed resource hub and coordinating services of the provider organizations. The goals of this gap assessment are to:

- Build an accurate picture of the needs of Woodburn's low-to-moderate income (LMI) community; and
- Determine gaps in service that could be filled by service providers locating at the FRC.

### **Methodology**

The approach to gathering information and determining local needs was through interview and survey outreach to local service providers—nonprofits, agencies and the school district. HIPAA privacy rules restrict direct information gathering from individuals. Instead, 24 organizations and over 40 individuals shared information about the Woodburn clients they serve. Through their own data-gathering, professional observations and efforts to provide responsive programming, organizations were clear on the priority needs of Woodburn's LMI community. All organizations directly serve at least one (and often, several) of the presumed benefit clientele targeted by the CDBG requirements. None provide services to the general public.

### **Findings**

Throughout the research and assessment, several themes were prevalent around growing and complex needs, disjointed services and insufficient services to meet local demand. As Woodburn's population and employment base grow, so too does its LMI and immigrant community. As this occurs, the service needs and pressures increase across the board – starting with very basic needs like safe and affordable housing and language translation, transitioning to higher level needs like immigration services, child care and mental health counseling to help families make the sometimes traumatic transition to a new culture, lifestyle and way of belonging.

The stresses are frequently overwhelming and lead to drug, alcohol and physical abuse and increasing insecurity. Many organizations who can address these issues do not have a physical location in Woodburn and are not connected to other providers who may be helping clients overcome parallel challenges. Service fragmentation and inadequate communication are among the themes the FRC will address. Further, many LMI residents simply do not have the wherewithal and ability to seek out distant service providers. Without a doubt, the Family Resource Center will be a highly productive, one-stop service center not only enabling a high degree of collaboration among delivery organizations, but also excellent access as both a service and community hub to the growing Woodburn population. Highlights of the needs assessment appear below.

- Organizations identified the three most critical needs or service gaps of Woodburn's LMI population as: 1. Homelessness/Houselessness, 2. Mental Wellness and Counseling, and 3. Health Care/Dental Services. Five other needs categories were also highly ranked: Life Skills/Translation Services, Transportation, Basic Needs (food, clothing, shelter), Domestic Violence and Child Advocacy/Abuse Services.
- Service providers expressed a high degree of interest and enthusiasm for a *one-stop*, collaborative service center like the FRC in Woodburn. The center will bring together under one roof many of the social service, nonprofit and government agencies already working together through the Woodburn Taskforce. The result will be increased coordination of referrals, service delivery and overall productivity among organizations.
- Given that Transportation among Woodburn's LMI population is a key challenge, another important benefit of the Family Resource Center is the one-stop nature of having ten or more providers in one place reducing the travel barrier for clients who would otherwise have to drive to Salem or metro Portland for services. The creation of a local service hub or cluster for the Woodburn community dramatically reduces the pressure on the LMI population to travel long distances, as well as on service providers—many of whom do not have dedicated, secure space in Woodburn to meet with clients when they make weekly (or more often) trips.
- Other barriers for the LMI population to receive service include: lack of awareness about the services, available time and time off work to travel distances (often with family members), long waiting lists to receive services (high demand – inadequate supply) and a stigma associated with services particularly related to addressing domestic abuse.

#### **Presumed Benefit Clientele**

- Multiple FRC partner organizations serve all eight HUD-designated categories of Presumed Benefit Clientele with at least eight organizations providing services to the following populations: abused children, migrant farmworkers and illiterate adults.

#### **Family Resource Center Tenants**

- To date, nine organizations have committed to being tenants of the FRC, anchored by Love, Inc. They are: Love, Inc., A Ray of Hope, Today, Capstone Counseling, Mid-Willamette Valley Community Action, Woodburn Task Force, Liberty House, Center for Hope & Safety, Neighbors Serving Under-Sheltered Neighbors and Safety Compass

## Woodburn Family Resource Center Needs Assessment

### 1.0 Introduction

As part of the due diligence research to analyze the potential demand for the proposed Woodburn Family Resource Center (FRC), Marketek has prepared a Needs Assessment. The purpose was to:

- Build an accurate picture of the needs of Woodburn's low-to-moderate income (LMI) community; and
- Determine gaps in service that could be filled by service providers potentially locating at the FRC.

As envisioned, the Family Resource Center will be a one-stop service center with over a dozen service providers enabling low income families to easily access a wide range of services and resources from basic needs to mental health. Love, Inc. will be the designated nonprofit that anchors and manages the proposed resource hub and coordinating services of the provider organizations. Love, Inc. North Marion County currently works with over 18 community partners and 70 services agencies to provide assistance to Woodburn's low-income families. Their mission is *to connect families in need with the service organizations, government agencies, community programs and local resources and initiatives that can help them.*

### Methodology

Marketek collaborated with City staff to gather information about services, programs and gaps from over 24 well-respected agencies and organizations serving Woodburn's LMI population. Focus groups, personal interviews, telephone interviews and online research were the primary methods used to gather the first-hand information appearing in the needs assessment that follows. A 16-question survey/interview form guided both quantitative and qualitative information-gathering about local service needs. The sample questions below reflect the nature of the info-gathering. Completed questionnaires for each organization appear in Appendix A.

- How many low-income individuals/families does your organization serve throughout the year or monthly? What portion of your clientele is from Woodburn?
- What are the services or resource you most often hear your client's express interest in or that you observe a need for from your interaction? What local organizations do clients seek needed services from? If they do not seek services, why not?
- What types of service/program/resources are missing here in Woodburn and would be well-supported if they existed?

This document is organized by three major sections:

1. Priority Service Gaps in the Woodburn LMI community- *What are the top gaps in Woodburn?*
2. Presumed Benefit Clientele of organizations expected to participate in the Family Resource Center- *Who will locate at or be an FRC resource to meet the needs/gaps of presumed benefit clientele?*
3. Tenants and Services of the Family Resource Center-- *How are FRC providers going to fill the identified gaps?*

## 2.0 Priority Service Gaps in the Woodburn LMI community

Twenty-four organizations participated in the needs assessment survey and many more shared insights and observations. Organizational and survey details appear in Appendix A. Fifteen categories of LMI population needs were identified by the Love, Inc. and City of Woodburn project team and appear as the top row in the exhibit on the next page. A snapshot of the top priority service gaps or needs identified by service providers appears in the exhibit that follows with the final row tallying the number of times each need category was identified as a priority. The tally reveals the top priority needs or challenges as:

1. Basic Needs (food, clothing, shelter) -10 votes
2. Domestic Violence – 10 votes
3. Child Advocacy/Abuse Services – 10 votes
4. Homelessness/Houselessness – 15 votes
5. Mental Wellness and Counseling – 17 votes
6. Health Care/Dental Services – 11 votes
7. Life Skills/Translation Services – 10 votes
8. Transportation – 10 votes

In the exhibit that follows, the eight categories above are depicted as follows: the top three needs identified by service providers are highlighted in green, followed by the next five most often identified needs appearing in gold.

## Priority Needs Identified

Service Providers: <i>Top Needs for Woodburn LMI Population</i>	Basic Needs (food, clothing)	Child Advocacy/ Abuse	Domestic Violence	Mental Wellness & Counseling (including suicide prevention)	Family Counseling (parenting, children, youth)	Early Childhood Education	Homelessness/ Affordable Hsg.	Addiction Services	Health Care/ Dental Services	Employment Services	Legal Services	Life Skills/ Language/ Translation Services	Senior Services	Transportation	Human Trafficking
A Ray of Hope, Today: <i>Neighbors Serving Under- Sheltered Neighbors</i>	2		√	3			1		3 (tie)						
AWARE Food Bank	1						2		3	5		4			
Capstone Counseling		3	√	2	1									4	
Catholic Community Services: <i>Fostering Hope</i>		4		3		4 (tie)	1		3 (tie)				2		
Center for Hope & Safety			1	3 (tie)	3 (tie)		2 (tie)				3			2 (tie)	1 (tie)
Family Building Blocks	√	√	√	√	√	√	√	√	√	√		√		√	
Heritage Elementary School					4	2	1		3			5 (tie)		5 (tie)	
Legal Aid Services of OR				3 (tie)			2		3 (tie)		1 (tie)	1 (tie)			
Liberty House		1	2	3											
Love, Inc.	1			4			2	5	5			3	6		
Marion County Health & Human Services		1		2	3			5				4			
Marion Housing Authority	2						1								
Marion/Polk Early Learning Hub					2	1									

<b>Service Providers: Top Needs for Woodburn LMI Population</b>	<b>Basic Needs (food, clothing, shelter)</b>	<b>Child Advocacy/ Abuse</b>	<b>Domestic Violence</b>	<b>Mental Wellness &amp; Counseling (including suicide prevention)</b>	<b>Family Counseling (parenting, children, youth)</b>	<b>Early Childhood Education</b>	<b>Homeless/House- lessness</b>	<b>Addiction Services</b>	<b>Health Care/ Dental Services</b>	<b>Employment Services</b>	<b>Legal Services</b>	<b>Life Skills/ Language/ Translation Services</b>	<b>Senior Services</b>	<b>Transportation</b>	<b>Human Trafficking</b>
Mid-WV Community Action Agency	3	5					1						4	2	
NW Senior & Disability Services				1			3		2		4		1 (tie)	5	
OR Child Development Coalition (OCDC)	3	√	5	2	4 (tie)	1 (tie)	1 (tie)		5		4 (tie)	4 (tie)		√	
OR Human Development Corp (OHDC)			4	3			1	5				2			
Salem Health-Woodburn				2					1					3	
Woodburn Senior Center	2	√	1	1	2	√	1	√	√	√	2	2	√	√	1
Woodburn Senior Estates	4			3				2					1		
Woodburn Police Department		2	1	3											
Woodburn School District	1 - 2	√	3	3 (tie)	4 (tie)	√	1 - 2			5	3 (tie)	4		√	
<b>Total # of times identified</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>17</b>	<b>9</b>	<b>7</b>	<b>15</b>	<b>6</b>	<b>11</b>	<b>4</b>	<b>6</b>	<b>10</b>	<b>6</b>	<b>10</b>	<b>2</b>

What follows is a synopsis of facts, anecdotes and observations shared by service providers validating the collective top needs identified. To arrive at these priorities, organizations/agencies surveyed or interviewed reviewed the list of 15 common needs in the Woodburn area and ranked the top-most pressing needs/gaps. Representatives responded to open ended questions about their programs, Woodburn clientele (characteristics/size), their or others' capacity to meet local needs and perceived unmet needs. Details are provided for six priority categories.

### **Priority Service Need - Basic Needs (Food, Clothing, Shelter)**

<b>Priority Service Needs for Woodburn LMI</b>  Nearly half of all service providers participating in the Woodburn Family Resource Center (FRC), needs evaluation identified Basic Needs as a top priority for Woodburn's LMI population.	
<b>Presumed Benefit Clientele</b> <ul style="list-style-type: none"> <li>• Homeless Persons</li> <li>• Migrant Farm Workers</li> <li>• Elderly Persons</li> <li>• Severely Disable Persons</li> </ul>	
<b>Evidence</b> <ul style="list-style-type: none"> <li>• Many organizations interviewed identified food, clothing and shelter as concerns heard daily from clientele. This is especially true for those serving the growing migrant farmworker population.</li> <li>• AWARE Food Bank serves an estimated 1,323 persons a month from their downtown Woodburn location and recent growth is exponential—a 67% increase in 2018 and 87% increase in 2019 for food resources.</li> <li>• Love, Inc serves over 4,300/year from their Woodburn location and reports an increase of clients between 200% to 400% per year over the last 3 years. 90% of clients reach out to Love, Inc. with Basic Needs – food, clothing and shelter. <i>'We simply don't have enough space to provide for everyone that comes through our doors.'</i></li> </ul>	
<b>Existing Service Providers</b> <ul style="list-style-type: none"> <li>• Love, Inc.</li> <li>• AWARE Food Bank</li> <li>• St. Luke's</li> <li>• Aware</li> <li>• Marion-Polk Food Share (Salem)</li> </ul>	<b>Capacity to Serve Woodburn 'Basic Needs' GAPS</b> <ul style="list-style-type: none"> <li>• Love, Inc. is open only 12 hours a week and is in a very small, cramped space.</li> <li>• FRC will enable comprehensive service offerings and significantly expanded service hours.</li> </ul>
<b>Service Providers to Locate in FRC</b> <ul style="list-style-type: none"> <li>• Love, Inc.</li> <li>• Low-Income Home Energy Assistance Program (LIHEAP)</li> <li>• St. Vincent de Paul (potential)</li> </ul>	<b>New or Expanded Services to be provided to meet need</b>  With a Family Resource Center one-stop location, Love, Inc. will be able to consolidate and expand services and connect clients immediately to service providers who can help with wide ranging life challenges. LIHEAP's physical presence will directly enhance Woodburn LMI residents' ability to access and afford heat and electricity.

## Priority Service Need - Domestic Violence

<b>Priority Service Needs for Woodburn LMI</b>  Of the 24 service providers interviewed for the Woodburn Family Resource Center (FRC), Domestic Violence was ranked among the top 3 most critical needs by 8 organizations.	
<b>Presumed Benefit Clientele</b> <ul style="list-style-type: none"> <li>Battered Spouses</li> <li>Migrant Farm Workers</li> <li>Homeless Persons</li> </ul>	
<b>Evidence</b> <ul style="list-style-type: none"> <li>School district representatives identified abuse as a very significant issue that is under reported and women are definitely underserved. <i>"There is a big stigma associated with receiving battered women's services."</i></li> <li>Domestic violence is on the rise according to the Woodburn Police Department. There were 201 reported cases in 2019 up from 164 in 2017 and 162 in 2018.</li> <li>Salem-based Center for Hope and Safety reports several calls a week from Woodburn. <i>'Just today, I met with 3 different women from Woodburn.'</i> <i>'We have no consistent meeting place in Woodburn and have to borrow rooms at the police station or from SALUD. We need our own space that is private and safe.'</i></li> <li>Capstone Counseling identified domestic violence as a key driver of their rising case load in Woodburn. The City's population growth is a contributor as well. <i>'Demands and stressors on families are increasing. Trauma and violence often result.'</i></li> </ul>	
<b>Existing Service Providers</b> <ul style="list-style-type: none"> <li>Center for Hope and Safety (Salem)</li> <li>Capstone Counseling</li> </ul>	<b>Capacity to Serve Woodburn and/ or GAPS</b> <ul style="list-style-type: none"> <li>Challenging because they must secure a meeting space each time to see clients; the FRC would solve this problem.</li> </ul>
<b>Service Providers to Locate in FRC</b> <ul style="list-style-type: none"> <li>Center for Hope and Safety (pt. time)</li> </ul>	<b>New or Expanded Services to be provided to meet need</b>  Center for Hope and Safety anticipates using an office at the FRC at least 2-3 days a week and can 'fill it with clients.'

## Priority Service Need - Child Advocacy/Abuse Services

### Priority Service Needs for Woodburn LMI

Of approximately 24 service providers interviewed for the Woodburn Family Resource Center (FRC), 10 identified child advocacy and services to address child abuse as a priority need. While several organizations address parts of the children and youth service needs, they are physically dispersed and not coordinated. The Family Resource Center would provide a badly needed central coordinated location to serve the many needs of LMI children.

### Presumed Benefit Clientele

- Abused Children
- Migrant Farm Workers

### Evidence

- School district personnel revealed that many recent immigrant families are seeking asylum and they arrive in Woodburn as incomplete families until they go through due process. Fathers with children are very common and the kids are not getting the care and attention they need. The children become victims of stress and many experience abuse. Many fear reporting the abuse as it could worsen the situation.
- The Woodburn Police Department reports child abuse cases are on the rise, up to 41 reported in 2019 from 21 in 2017. *"Unfortunately, these Child Abuse numbers are VERY conservative. We likely had many more, but because these cases come under all sorts of call types, there is no single way of tracking it."*
- Family Building Blocks (FBB) serves over 75 Woodburn families with strong demand for services. FBB notes the common stressors as: single parenthood, poverty, high stress, social isolation, low self-esteem, teen parenthood, food supply deficiency, unemployment, limited education, no reliable transportation, housing insecurity, homelessness, depression, adult victim of child abuse, drug and alcohol history, history of mental illness, and criminal history. *"We have a need to increase awareness for our services among parents, who are the prime contact for services. FRC would enable that to happen."*
- *Fostering Hope* provides direct and referral services to children and families on a wide range of services to support healthy and safe family life. Most clients are farmworker families and the needs are very high for face-to-face support, language and referral services.
- Salem-based *Liberty House Child Assessment and Therapy* serves at least 37 children from Woodburn each year. Transportation to Salem is a barrier to seeing more Woodburn clients. The numbers of calls are increasing as awareness and outreach grows. In addition, anger/rage issues are on the rise and that correlates to child abuse.
- Center for Hope and Safety reports that child custody cases are huge—dozens of cases that cannot be met by Legal Aid.
- Early childhood learning resource gaps are reportedly very high, according to Early Learning Hub of Marion/Polk. Of 800 pre-schools kids in Woodburn, only 550 are enrolled in a public pre-school program. Regarding infants and toddlers, Woodburn has an estimated 1,200 and only 60 are receiving services. Another critical need is to encourage school attendance. Over 31% of Woodburn kindergarteners missed 90% or more days of school last year.

### Existing Service Providers

- Oregon Child Development Coalition (OCDC)
- Liberty House
- Marion Polk Early Learning Hub

### Capacity to Serve Woodburn and/ or GAPS

- Family Building Blocks (FBB) presently serves >100 children

<ul style="list-style-type: none"> <li>• Family Building Blocks (FBB), Woodburn</li> <li>• Fostering Hope (Catholic Services)</li> <li>• Options Counseling and Family Services</li> </ul>	<ul style="list-style-type: none"> <li>• Options Counseling is over-capacity with reportedly very long waiting lists of people in need</li> </ul>
<b>Service Providers to Locate in FRC</b> <ul style="list-style-type: none"> <li>• Family Building Blocks</li> <li>• Fostering Hope</li> <li>• Center for Hope and Safety</li> <li>• Liberty House would like to have a resource/referral desk at FRC</li> </ul>	<b>New or Expanded Services to be provided to meet need</b> <ul style="list-style-type: none"> <li>• Over 100 additional children</li> <li>• 'We can easily fill 2 days a week with a Woodburn FRC location (Hope &amp; Safety)'</li> </ul>

## Priority Service Need - Homelessness/Houselessness

### Priority Service Needs for Woodburn LMI

Of the 24 service providers interviewed for the Woodburn Family Resource Center (FRC), 14 identified Homelessness/Houselessness services as a top priority need of the local LMI population. All but one rated it as the #1 or #2 need. This need was expressed by a cross-section of organizations from schools to Legal Aid to the Child Development Coalition and senior center. While there is a chronic need for affordable housing and shelter, the FRC will not be providing housing services. However, as a resource center, the FRC will offer housing referral services.

### Presumed Benefit Clientele

- Homeless Persons
- Migrant Farm Workers
- Elderly Persons
- Severely Disable Persons

### Evidence

- Many organizations interviewed specifically noted there was no information source or referral organization in Woodburn.
- Oregon Human Development Corporation and multiple providers reported it was a highly common practice for 2 and 3 migrant farmworker families to be living together in one apartment or home designed for one family. Providers also noted this was an 'economic necessity' and not a choice. Comments also included, *"Crowded homes lead to abuse, mental health problems and other negative social consequences."*
- A Ray of Hope reports that abuse and addiction are very common reasons for people living on the street
- Over 90% of the 4,300 individuals served annually by Love, Inc. are in need of basic shelter, food and clothing. Woodburn's critical housing shortage and lack of shelters for homeless persons puts the need for shelter at the top of the list.
- The Woodburn School District reports that 271 children of 5657 district students identified as homeless in the 2019-2020 school year. However, school district personnel report that shelters can be scary for children and spouses as family members are most often separated.
- Ray of Hope (Neighbors Serving Under-sheltered Neighbors initiative) provides assistance to between 25 and 30 houseless people on the streets of Woodburn each week. Volunteers report that homeless individuals and families are highly anxious about their situation and feel abandoned and hopeless about where to turn.
- Fostering Hope Initiative reports that over 50% of the families they serve (50/month) are in need of housing. Wait lists at local affordable complexes are very long (over 70 people for 2BR and 40 people for 3BR) and many have actively stayed on the list for over 1 year. In the meanwhile, they stay with friends.
- Marion Housing Authority notes that the waiting list for Section 8 housing at the County is between 2 and 7 years.
- Several OCDC staff interviewed for this project consistently noted that a critical need exists for a shelter, migrant camps and overall affordable housing. Clients routinely ask for help with housing above all other services.

<b>Existing Service Providers</b> <ul style="list-style-type: none"> <li>• Marion Housing Authority (MHA)</li> <li>• A Ray of Hope Today: <i>Neighbors Serving Under-Sheltered Neighbors</i></li> <li>• Love, Inc.</li> </ul>	<b>Capacity to Serve Woodburn and/ or GAPS</b> <ul style="list-style-type: none"> <li>• MHA does not have a physical office in Woodburn but has low-income apartment communities. Resource and referral services require phone or transportation. <i>"We receive only about 10 applications a week from Woodburn residents (in person.) We know the number would be much, much higher if we had a location there."</i></li> <li>• Without a physical location, A Ray of Hope Today must work to serve the homeless from where they are 'on the streets.</li> <li>• Love, Inc. is open limited hours and can only serve a portion of demand for housing referrals</li> </ul>
<b>Service Providers to Locate in FRC</b> <ul style="list-style-type: none"> <li>• A Ray of Hope Today: <i>Neighbors Serving Under-Sheltered Neighbors</i></li> <li>• ARCHES</li> </ul>	<b>New or Expanded Services to be provided to meet need</b> <ul style="list-style-type: none"> <li>• Staffing at least 8 hours or more a day</li> <li>• Hands-on assistance to support individual transition from homelessness to stable housing</li> </ul>

## Priority Service Need - Mental Wellness & Counseling

<b>Priority Service Needs for Woodburn LMI</b>  Of the 24 service providers interviewed for the Woodburn Family Resource Center, 13 identified Mental Wellness & Counseling services as a top priority need of the local LMI population. Several noted that local service delivery was 'poor,' for this need.	
<b>Presumed Benefit Clientele</b> <ul style="list-style-type: none"> <li>Abused Children</li> <li>Battered Spouses</li> <li>Migrant Farmworkers</li> <li>Elderly Persons</li> </ul>	
<b>Evidence</b> <ul style="list-style-type: none"> <li>The newly opened Salem Health Medical Clinic reported that mental health services are high need services for the Woodburn population.</li> <li>Multiple providers reported clients with trauma-related issues, high anxiety, PTSD from domestic and other violence/abuse, depression.</li> <li>Focus group participants from Woodburn School District noted that many newcomers to Woodburn are seeking asylum and are under heightened stress from their recent past and the many cultural barriers of relocation.</li> <li>Love, Inc reports of the 4,100 individuals from Woodburn served in 2019, 20% (or 820 people) have immediate need for mental health services. Their client base has increased 400% since 2017.</li> <li>Capstone Counseling sees 15 low-income clients a week (with one solo practitioner) and reports <i>significant demand</i> for more providers to serve this population with mental health services.</li> <li>Marion Health &amp; Human Services has a Woodburn client load of 300+ at any given time and the numbers are growing.</li> <li>Ray of Hope provides assistance to between 25 and 30 houseless people on the streets of Woodburn each week. Volunteers report that mental health issues are the #1 cause of houselessness ranging from sexual and domestic violence, addiction and complete hopelessness.</li> </ul>	
<b>Existing Service Providers</b> <ul style="list-style-type: none"> <li>Two service providers: Capstone Counseling and Options</li> <li>Salem Health clinic is considering offering limited services at Woodburn location 1-2 days a week.</li> </ul>	<b>Capacity to Serve Woodburn and/ or GAPS</b>  Existing service providers are at capacity and turn away clients
<b>Service Providers to Locate in FRC</b>  Capstone Counseling	<b>New or Expanded Services to be provided to meet need</b>  Add up to 2 counselors to provide mental health and wellness services

## Priority Service Need - Senior Services

Although **Elderly/Senior Services** did not surface as a top priority need, many organizations serve seniors and are eager to expand services. As such we have included synopsis below.

- About half dozen service organizations interviewed have a sizable low-income senior population. Only a few senior-serving organizations have a physical presence in Woodburn: Woodburn Senior Center, Love, Inc. and Aware Food Bank.
- Senior service needs identified as priorities include: homelessness/affordable housing referrals, health and wellness care and in-home services, mental wellness and counseling, disabled services, transportation and legal services. In addition, Latino seniors have high needs but often do not know how or are unable to access services.

### Presumed Benefit Clientele

- Homeless Persons
- Migrant Farm Workers
- Elderly Persons
- Severely Disable Persons

### Evidence

- Fostering Hope Initiative reports that they are witnessing an increasing number of seniors – 50+ in need of services and that support for Woodburn seniors is very limited. *“We need community support groups, help with navigating legal services and general social support for all seniors.”*
- The Woodburn Senior Center serves about 400 people a month (most with transportation) and these are a small fraction of seniors (especially low-income) who would benefit from their services emphasized that many senior services (from health care to employment) for low income seniors may exist but they are in Salem or Portland. As a whole, the Woodburn senior community does not have any or adequate transportation to access these services.
- MWV Community Action Agency identified senior services *for Latinos* as a very important need. Service needs range from health care to housing stability and socialization/mental health.

### Existing Service Providers

- Woodburn Area Senior Center
- NW Senior and Disability Services (Salem)
- Love, Inc.
- Aware Food Bank

### Capacity to Serve Woodburn and/ or GAPS

- Senior Center has very limited hours and funding

### Service Providers to Locate in FRC

- Love, Inc.
- Aware Food Bank (office)

### New or Expanded Services to be provided to meet need

Although the Senior Center is unlikely to relocate or have an office at the FRC, they believe with additional resources, twice as many Woodburn seniors could be served

### 3.0 Presumed Benefits Clientele

Federal Department of Housing and Urban Development (HUD) requirements for Community Development Block Grants (CDBG) to local governments include four possible ‘tests’ to document that beneficiaries of limited clientele facilities are principally low and moderate income. A key test for the Woodburn Family Resource Center (FRC) is demonstration that the facility is designed for and used by one or more of seven limited clientele groups who will benefit from the services of this community facility.

The Woodburn FRC is intentionally being designed as a limited clientele facility to serve Woodburn’s Low-to-Moderate Income (LMI) population and benefit all the following clientele:

- Abused Children
- Migrant Farm Workers
- Illiterate Adults
- Elderly Persons
- Battered Spouses
- Homeless Persons
- Severely Disabled Adults
- Persons Living with AIDS

The table on the following page lists the FRC’s anticipated partner/tenants (15) and the target clientele for their services. Many agencies/organizations serve multiple target populations with virtually every group serving Migrant Farm Workers and many serving Abused Children and Illiterate Adults.

NOTE: none of the partnering organizations serve the general public, but rather have specific (presumed benefits) clientele for whom they are funded to serve. Further details on organization missions, programs and target populations are provided in Appendix A.

## Presumed Benefit Clientele

Pending Partners & Target Clientele	Abused Children	Migrant Farm Workers	Illiterate Adults	Elderly Persons	Battered Spouses	Homeless Persons	Severely Disabled Adults	Persons Living with Aids
A Ray of Hope, Today <i>Neighbors Serving Under-Sheltered Neighbors</i>	✓	✓	✓	✓	✓	✓ 100%	✓	✓
AWARE Food Bank		✓	✓	✓		✓	✓	
Capstone Counseling	✓	✓			✓			
Catholic Community Services: <i>Fostering Hope Initiative</i>	✓	✓	✓			✓	✓	
Center for Hope & Safety		✓			✓ 100%	✓		
Family Building Blocks	✓	✓	✓					
Legal Aid Services of OR		✓	✓	✓				
Liberty House	✓	✓						
Love, Inc.	✓	✓	✓	✓	✓	✓	✓	✓
Marion/Polk Early Learning Hub	✓	✓						
Marion County Health & Human Services	✓	✓						
MWV Community Action Agency: <i>Arches Project &amp; Energy Services</i>	✓	✓	✓			✓		
NW Senior & Disability Services		✓	✓	✓		✓	✓	
OR Child Development Coalition (OCDC)	✓	✓ 100%						
OR Human Development Corp (OHDC)		✓ 100%						

## 4.0 Tenants and Services of the Family Resource Center

Community and organization support for the proposed Family Resource Center is very high based on the interviews and focus groups conducted for this assessment. Unsolicited testimonials from organizations serving Woodburn's LMI population appear below:

*I think the FRC project would be very beneficial to Woodburn. If we had a space where we could all come together and serve more people in the comm GREAT. Right now, we know each other but we don't know what we all provide. We could be Stronger Together.... Serve more people.*

Fostering Hope

*We don't have a list of all the different service providers or know who they are. We need this every day! A coordinated clearing house and resource hub like the proposed Family Resource Center would be very valuable to our community.*

Woodburn Police Department

*As an OCDC employee and as a mother of three I'm very interested in seeing the resource center being accomplished. The City Woodburn is growing and it will be WONDERFUL to see what we can accomplish. Another area we didn't touch was the fun stuff! Like sports and activities for the children so we can keep children from getting into trouble.*

Oregon Child Development Coalition

*The one-stop shop of many providers co-located at a Family Resource Center would be very beneficial for clients to access services and organizations to work together.*

Capstone Counseling

*There is a real need for a gathering space like what FRC could provide—multi-age, multi-cultures—a place for people to socialize in a safe and welcoming environment. It will provide a real opportunity for community-building.*

Oregon Legal Aid (Woodburn)

*We would love to be able to send our clients to a one stop shop to meet with all of our collaborating resources that exist in this town or would be available to have a space to exist to fill all the unmet needs.*

AWARE, Inc.

*The FRC would be a great asset for the community!!!*

Marion County Health and Human Services

The following table shares a list of 12 organizations eager and read to locate at the Woodburn Family Resource Center, the local service gaps they will fill, services they will provide and the staffing they anticipate. This information is accurate as of 03.16.20.

## Woodburn Family Resource Center Tenants/Partners and LMI Population Gaps to be Filled

Partner	Gap to be filled	Service(s)	Anticipated Staffing	Comments
<b>Love, Inc.</b>	Basic family needs – food, clothing, shelter	Fills basic needs and resources for Woodburn’s families in poverty and distress; will help coordinate client needs and partner services	3-5 staff up to 5d/week, managing and delivering basic services	Love, Inc. will anchor FRC and co-manage/coordinate Center services and activities w/ MWVCAA
<b>A Ray of Hope, Today!</b>	Coordinated connection/link among service & resource providers	Focused on ensuring high level collaboration among service providers and initiating programming for systemic change	1 staff member to be housed FT at FRC	Outcomes: relief, rehab & development of the impoverished, distressed & underprivileged
<b>Capstone Counseling</b>	Mental health & family counseling; healing from domestic violence	Comprehensive counseling services for individuals & families; Healing Attachment Loving Options - HALO project	1 FT staff	Office will relocate to FRC
<b>ARCHES Project</b>	Homelessness resources & path to self-sufficiency	ARCHES program promotes housing opportunities & transitions individuals/families from homelessness to stable housing;	1 FT staff	A division of Mid-Willamette Valley CAA; currently a Salem-based organization
<b>Woodburn Task Force</b>	Nonprofit Service Integration	70 organizations connected to central hub at FRC for improved linking, coordinating & managing service delivery	1 FT staff	Existing coordinating group will have dedicated space for improved visibility & community access
<b>Liberty House</b>	Child abuse services	Prevention/education services & referrals to assessment/therapy services in Salem	1 PT staff	Salem loc provides anonymity & safe environment; Woodburn loc will focus: educ & referral
<b>Center for Hope &amp; Safety</b>	Domestic violence	Education, awareness, coaching & referral to safe environment for survivors of domestic violence, sexual assault & human trafficking	1 PT staff	Discretion is of utmost importance for clients
<b>Neighbors Serving Under-Sheltered Neighbors</b>	Homelessness	Basic needs, hands-on resources & referrals for Woodburn’s homeless population	1 PT staff	
<b>Safety Compass</b>	Human Trafficking	Services for survivors of sex exploitation & trafficking; education of & advocacy w/ law enforcement	1 PT	Currently Portland-based, but eager to have Woodburn presence

<b>Low-Income Home Energy Assistance Program (LIHEAP)</b>	Basic family needs (power and heat)	Assists low-income individuals/families (= $\leq$ 60% of Oregon median hh income) with home energy/heating bills from variety of sources	1 FT staff	A division of Mid-Willamette Valley CAA; currently a Salem-based organization
<b>North Marion Action Council</b>	Catalyze long term, systemic change across Woodburn's social service delivery network among public, private and nonprofit sectors.	Collaborative action teams working across disciplines and sectors to effect policy and programs that help people exit poverty	1 PT staff	Recently formed Woodburn-based council of 80 organizations focused on innovative and united solutions
<b>Mid-Willamette Valley Community Action Agency (MWVCAA)</b>	Family Resource Center management services and partner coordination in collaboration w/ Love, Inc.	Provide FRC tenaning/property management services; work w/ Love, Inc. to connect clients to service organizations and coordinate FRC partners. CAA will also help Woodburn clients access all of their programs from early learning and childcare to youth services and nutrition	1 PT staff	Currently a Salem-based organization with 18 program divisions

## Appendix 1: Service Organization/Agency Survey Responses

Marketek and the City of Woodburn gathered information for this gap analysis from organizations and agencies serving the LMI community of Woodburn. Information on each organization, clientele served and unmet needs in Woodburn are detailed in this appendix.

Gap Analysis Interview/Survey Participants
AWARE Food Bank
Capstone Counseling
Center for Hope and Safety
Community Action
Family Building Blocks
Fostering Hope
Heritage Elementary – Russian Demographic
Legal Aid
Liberty House
Love Inc.
Marion and Polk Early Learning Hub
Northwest Senior and Disability Services
Oregon Childhood Development Coalition (OCDC) – Guadalupe Madrigal
Oregon Childhood Development Coalition (OCDC) – Main Document
Oregon Childhood Development Coalition (OCDC) – Mayra Saldivar
Safety Compass
Woodburn School District – Lilia Brizuela
Woodburn School District – Lina Perez Naite
Woodburn Senior Center

**Partner and Service Organizations Needs Survey  
for the Future Woodburn Family Resource Center**

**Overview**

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**AWARE Food Bank**

**awarefoodbank.org**

Woodburn location where clients are served. If more than one location, list Main office + other sites:  
**152 Arthur St, Woodburn, Or 97071**

Executive Director and Program Services Manager (if relevant)-*Name and contact info:*  
**Gabby Pena 503-981-5828, [gpena@marionpolkfoodshare.org](mailto:gpena@marionpolkfoodshare.org)**

Mission Statement:  
**Lead the fight to end hunger in the Woodburn area**

Primary Services:  
**Providing Food for low income**

Does the organization have a full or part time client service location in Woodburn? How does it serve Woodburn residents? Do they need to travel for service? How far? Is this perceived as a barrier?  
**AWARE is located in the heart of Woodburn that is open to the public Mon – Fri 9am – 12 pm. AWARE serves the community of Woodburn and the surrounding North Marion areas by providing fresh produce, bread, frozen meat, dairy and dry goods.**

**Population Served** (please provide any data available)

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Total # of clients served annually/monthly \_\_\_\_\_  
**15,880 annually and 1323 monthly**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?  
**AWARE has seen an increase of client numbers in the past two years up by 67% in 2018 and 87% in 2019**

What percentage of your client base is low-income individuals/families? How is this determined?  
**It is our understanding that 100% of our clients is low-income. We do not verify income but each our clients signs a form stating that they are in fact low income.**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?  
**We do not track age but we do serve all age categories.**

What portion of your clients are Woodburn residents? **Majority of our clients are Woodburn residents.**

## Client Needs / Unserved Needs

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

- 1 Basic Needs (food, clothing, shelter) (3)**
- 2 Houselessness/Affordable Housing (2)**
- 3 Health Care/Dental Services (4)**
- 4 Translation/Interpretation Services (3)**
- 5 Employment Services (2)**

From your selected services, how would you rate the adequacy/availability of existing services? (with 1 being very poor-inadequate or not available at all and 5 being excellent). *Please write the rating to the right of the service.*

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?

**I believe that our clients are seeking services from local nonprofits as well as some other agencies whether that be government or for profit. I have seen a lot of our own clients resistant to such help due to fear from the current political climate.**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**It has been expressed to me that there is a consistent need for affordable housing in our local area. Unfortunately, many of our neighbors fall into the low-income and less than low-income category and struggle to find affordable housing.**

### **Potential Location at One-Stop Family Resource Center - 970 Cascade Drive**

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How well is your organization able to meet the needs of Woodburn residents? *(on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well). Explain.*

**4, our hours of operation could stand to change to aid those that are working during that time.**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

☒ **X** **Yes** ☐ **No** ☐

Any plans for expansion?

☒ **X** **Yes** ☐ **No** ☐

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

☐ **Yes** ☐ **No** ☒ **Maybe**

Is there interest in exploring a Woodburn site? ☐ **Yes** ☐ **No** ☒ **X** **Maybe**

Explain the Family Resource Center concept. Ask about level of interest, commitment and support and providing a letter to that effect. Who should we follow up with?

**AWARE has a prime location for the community of Woodburn but we understand our community partners that aid in the help of our neighbors are scattered across the city. We would love to be able to send our clients to a one stop shop to meet with all of our collaborating resources that exist in this town or would be available to have a space to exist if we were able to bring in more useful resources. I would follow up with Frances Alvarado from OHDC here in Woodburn, Or.**

### Overview

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#### Capstone Counseling – Johnnie Burt

Capstonecounseling.net

Woodburn location where clients are served. If more than one location, list Main office + other sites  
**354. N. Pacific Hwy, Woodburn, OR 97071**

Executive Director and Program Services Manager (if relevant)-*Name and contact info*

**Johnnie Burt – [johnnie@capstonecounseling.net](mailto:johnnie@capstonecounseling.net), 503-980-5322**

Primary Services

**Counseling for children, adults and families who have suffered from trauma and uses LENS therapy, EMDR and Sandy Tray Therapy.**

#### Population Served *(please provide any data available)*

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Total # of clients served annually/monthly

**30 people are seen per week (that number is on the rise).**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**Half of the client base are low income.**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?

**Ages 3 to 62 are seen.**

#### Client Needs / Unserved Needs

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction?

**Transportation**

#### Potential Location at One-Stop Family Resource Center - 970 Cascade Drive

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Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

☒ Yes ☐ No

## Overview

### Center for Hope & Safety

[www.hopeandsafety.org](http://www.hopeandsafety.org)

Woodburn location where clients are served. If more than one location, list Main office + other sites  
**CHS is in the Woodburn DHS office once a week. We also offer a support group once a week at Immanuel Lutheran Church. We take calls from Woodburn on our 24-hour crisis line in Spanish and English and staff come up to Woodburn as needed and meet with survivors in coffee shops, the library, schools, Salud and other medical offices, police station, etc.**

Executive Director and Program Services Manager (if relevant)-*Name and contact info*  
**Jayne Downing, 503-378-1572, [jayne@hopeandsafety.org](mailto:jayne@hopeandsafety.org)**

#### Mission Statement

**To provide a safe environment for survivors of domestic violence, sexual assault, stalking, and human trafficking and to educate the public regarding victimization.**

#### Year Founded

**1973**

#### Primary Services

**24-hour crisis line (in English, Spanish & 140 additional languages through the Language Line), crisis intervention, safety planning, emergency confidential shelter (with emergency transportation from throughout Marion & Polk Counties), six support groups (in English & Spanish in Salem & Woodburn with childcare provided at no cost), walk-in advocacy in downtown Salem, Co-located Advocates in DHS offices in Marion & Polk Counties, assistance with protection orders and accompaniment to court, Prison Rape Elimination Act response to all the youth & adult corrections facilities in Marion County and the women's correctional facility in Wilsonville, community education for youth and adults throughout Marion & Polk Counties.**

Does the organization have a full or part time client service location in Woodburn? How does it serve Woodburn residents? Do they need to travel for service? How far? Is this perceived as a barrier?  
**Our program does not have a full-time service location in Woodburn. Currently, we serve Woodburn survivors through the crisis line and as noted above, in the DHS office at least once a week. At times, Advocates are at the Woodburn DHS Office more than once a week, if they are called by DHS staff. Once a week, our staff provide a support group in Spanish in Woodburn. Our staff respond to the area when we need to transport individuals and families to shelter. Our bilingual Youth Advocate provides services in the schools (training and crisis response), as requested. We try, as much as possible, to eliminate the barrier of travel for survivors, but we know this is still a challenge for many.**

#### **Population Served** *(please provide any data available)*

Total # of clients served annually/monthly

**30,000 contacts a year (not an unduplicated count). We know many survivors access our services more than one time. We do not require they give us their name or identifying demographics, unless they come into our shelter.**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**Our contacts have increased each of the last three years. Total contacts three years ago were 22,419. Two years ago, they were 26,526. Last fiscal year they were 30,964. This is due to an increase in the number of Advocates available, expansion of services, and outreach to rural areas of Marion and Polk Counties. Our staff leave brochures in different languages and formats all over different rural communities. Information in Woodburn has been distributed to social services, medical offices, police station, laundromats, bakeries, schools, attorney's offices, Legal Aid, and migrant farm camps.**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**\*\*See answer below**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?

**\*\*See answer below**

What portion of your clients are Woodburn residents?

**We do not require callers to identify where they are calling from, so our numbers will be low compared to the true number. Of those victims that did share their location, we provided services to 467 survivors from Woodburn.**

**\*\*Since we do not require survivors to give us their name or other demographics, unless they come into shelter, we can only give you solid stats on socioeconomic or age for shelter residents. Of those in shelter, 99% are very low-income. It is important to note, we hear from people of all socioeconomic backgrounds and work with people of all ages that call our crisis line or walk in our Advocacy Office (last year more than 10,000 people walked through our doors).**

**We serve all ages in shelter, so I am not sure I can give you an average age. We do serve less individuals over 60 years old in shelter (it can be difficult to come to a shelter when older, but we do serve them on the crisis line).**

### **Client Needs / Unserved Needs**

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

**X Domestic Violence (Rating: 4 - even though we offer a wide array of services, we are always working to improve our services)**

**X Human Trafficking (Rating: 3 - HT survivor services are extremely complicated and there are only 2-3 programs nationwide that can likely say they are even coming close to meeting the full needs for survivors)**

**1 Domestic Violence (crisis intervention, advocacy, safety planning)**

**2 Sexual Assault/Human Trafficking**

**3 Emergency Confidential Shelter**

**4 Support Groups**

**5 Transitional or long-term housing**

**6 Legal Services**

What portion of your client base is in need of these services? *(Estimate. For every 10 clients, how many need these services?)*

**95% of all need crisis intervention, advocacy, etc. regarding domestic and/or sexual violence**

**About 49% speak with us about shelter (this could be our shelter or getting to another one somewhere else)**

**About 25% speak with us about support groups**

**About 17% about the Housing Authority (Note: we have only been tracking contacts directly related to the Housing Authority, so this number does not truly represent the number of survivors speaking with us about housing issues. We know it is much higher!)**

**About 17% speak with us in regard to legal services**

**According to the Center for Disease Control, 37% of women in Oregon have been victims of domestic violence, sexual assault, or stalking. While not all survivors seek out our services, it is clear there are potentially thousands of women in the Woodburn area that may benefit from our services. Our program also provides services to men and individuals from the LGBTQ community.**

From your selected services, how would you rate the adequacy/availability of existing services? (with 1 being very poor-inadequate or not available at all and 5 being excellent). *Please write the rating to the right of the service.*

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?

**Victims call our 24-hour crisis line, walk in our office, meet us at DHS, connect with us through community partners. The reasons survivors may not seek services include things like fear of escalated or further abuse, fear of the system, lack of knowledge about services, denial or minimization of abuse, etc.**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**I think this is better answered by the folks living in Woodburn. We do hear service providers would like for us to have a larger presence in the area and we would like to be able to provide this in the future.**

What agencies/organizations might be well-suited to provide these services?

**When it comes to domestic and sexual violence, we hope we would be seen as the organization most well-suited to provide the support. For other types of services, such as those regarding legal issues, it would be Legal Aid or attorneys willing to provide pro bono or low-cost services. Possibly, Catholic Charities for low-cost immigration-related legal services.**

### Potential Location at One-Stop Family Resource Center - 970 Cascade Drive

How well is your organization able to meet the needs of Woodburn residents? *(on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well). Explain.*

**Rating: 3. While we work very hard to meet the needs of victims in Woodburn, we know there are always improvements that can be made. More than 35% of our staff are bicultural/bilingual and speak Spanish. Some of our staff live in Woodburn. We provide a support group in Spanish and bilingual advocacy services in the DHS office. We transport clients when necessary to access our services to help them stay connected with their community when it is safe. We drive survivors to Portland when necessary to connect them with legal immigration services.**

**Having access to a safe location in Woodburn would potentially make a big difference in increasing access to our services.**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

☐ Yes ☐ No ☐

**See answers above.**

Any plans for expansion? ☒ Yes ☐ No ☐

**We have dreamed of having a satellite location in Woodburn. We often have to get creative to find a place to meet victims, if DHS is not an option. It would be wonderful to have a safe location for victims to meet with us on a regular basis in Woodburn.**

**Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)**

☐ Yes ☐ No

**We are interested in discussing the possibility. It will not be a relocation but could be a satellite office (depending on costs and safe accessibility).**

Please estimate how many more clients could be served with a Woodburn location?

**It is difficult for us to know, but once we are established there, it would likely mean a significant increase in victims coming in for services.**

Is there interest in exploring a Woodburn site? ☒ Yes ☐ No ☐ Maybe *Please explain your response.*

**We are very interested in discussing it. The feasibility will depend on costs, availability of staffing, and access to a safe location (will everyone see a victim coming into our office at the one-stop shop or is there an ability to provide a more private access point for individuals coming in to see us?).**

Explain the Family Resource Center concept. Ask about level of interest, commitment and support and providing a letter to that effect. Who should we follow up with?

**The Center for Hope & Safety is very interested and happy to provide a letter of support. We cannot make a formal commitment until we know about the financial obligations and how safe the location would be for survivors. The best person to follow up with is Jayne Downing, the Executive Director (contact information above).**

## Overview

### Mid-Willamette Valley Community Action Agency (ARCHES Project and Energy Services)

mwvcaa.org

Woodburn location where clients are served. If more than one location, list Main office + other sites  
**Energy Service had partnered with PGE to utilize their conference room at the Woodburn community office to conduct appointments for eligibility of energy assistance. PGE will be closing their community offices around Oregon and Energy is seeking space to conduct eligibility interviews for low income residents. ARCHES works one day a week at Love Inc. office.**

Executive Director and Program Services Manager (if relevant)-*Name and contact info*

**Jimmy Jones, ED, [jimmy.jones@mwvcaa.org](mailto:jimmy.jones@mwvcaa.org)**

**Traia Campbell, Energy Director, [traia.campbell@mwvcaa.org](mailto:traia.campbell@mwvcaa.org)**

**Shiana Weaver, ARCHES Program Manager, [Shiana.Weaver@mwvcaa.org](mailto:Shiana.Weaver@mwvcaa.org)**

Mission Statement

**Empowering people to change their lives and exit poverty by providing vital services and community leadership.**

Year Founded

**1967**

Primary Services

**Preschool, early learning, weatherization and utilizes, housing/homelessness services, child care resources, reentry, youth services**

Does the organization have a full or part time client service location in Woodburn? How does it serve Woodburn residents? Do they need to travel for service? How far? Is this perceived as a barrier?

**Yes, one is closing though and one is very part-time. Woodburn residents have little access to our programs. This is a barrier because they have to see us only when we are there or travel to see us.**

### Population Served *(please provide any data available)*

Total # of clients served annually/monthly\_\_\_\_

**ARCHES 1 person per month in Woodburn and Energy is completing around 50 appointments per month in Woodburn (but Energy's location is closing)**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**Increase for Energy Assistance because the need is greater, people are having a harder time paying their bills, and Energy has had a steady location at PGE for the last 15 years. ARCHES has declined due to no longer having our regular space at Chemekata to serve Woodburn. The agency also has dropped the ball on supporting Woodburn for a couple years and are looking to turn things around.**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**100%, using federal numbers**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?  
**For Energy, I don't have the average or percentage but in 2019 they served 5000 children under six and over 4700 adults over 60. For ARCHES, about 10% are over 60. But serve mostly young families.**

What portion of your clients are Woodburn residents?

**ARCHES has only served 6 Woodburn residents since July 2019. For Energy, about 10% are Woodburn residents.**

### Client Needs / Unserved Needs

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

- 1 Houselessness/Affordable Housing**
- 2 Transportation**
- 3 Basic Needs (food, clothing, shelter)**
- 4 Senior Services *for Latinos***
- 5 Child Advocacy/ Abuse-related issues**

What portion of your client base is in need of these services? (*Estimate. For every 10 clients, how many need these services?*)

**Don't have this**

From your selected services, how would you rate the adequacy/availability of existing services? (with 1 being very poor-inadequate or not available at all and 5 being excellent). *Please write the rating to the right of the service.*

**3... Need more funding for services expansion**

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?

**Love Inc., OHDC & DHS, Community Action Energy @ PGE**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**Collaborative resource centers, increased housing stability services, vulnerable youth services, services for Latino seniors**

What agencies/organizations might be well-suited to provide these services?

**Community Action Agency, NWSDS, Family Building Blocks, Love Inc**

### Potential Location at One-Stop Family Resource Center - 970 Cascade Drive

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How well is your organization able to meet the needs of Woodburn residents? (*on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well*). *Explain.*

**4. We have funding and a staff person to designate to Woodburn but don't have the location**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_

**Sometimes at Love Inc for ARCHES and part time for Energy but the location is closing**

Any plans for expansion?

**\_X\_ Yes** \_\_\_\_ No \_\_\_\_

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location) **\_X**

**Yes** \_\_\_\_ No

Please estimate how many more clients could be served with a Woodburn location?

**50 or more a year**

Is there interest in exploring a Woodburn site? **\_XYes** \_\_\_\_ No \_\_\_\_ Maybe *Please explain your response.*

**We want to be part of a colocation model in Woodburn**

Explain the Family Resource Center concept. Ask about level of interest, commitment and support and providing a letter to that effect. Who should we follow up with?

**I believe we have already provided letters of support**

## Overview

### Family Building Blocks

<https://www.familybuildingblocks.org/>

Woodburn location where clients are served. If more than one location, list Main office + other sites:

**Woodburn Place-950 N. Boones Ferry Rd Woodburn, OR 97071**

Executive Director and Program Services Manager (if relevant)-*Name and contact info:*

**Executive Director: Patrice Altenhofen (503) 566-2132; Therapeutic Early Childhood Program Director: Tanya Hamilton (503) 798-4744; Woodburn Site Supervisor: Gabriela Estrada (971) 701-0076**

Mission Statement:

***"Keeping families safe and together"***

Year Founded:

**1997**

Primary Services:

**Home based-visits, Therapeutic Classroom**

Does the organization have a full or part time client service location in Woodburn?

**Full time**

How does it serve Woodburn residents?

**Providing home visits, classroom, socializations and parenting pllasses to first time parents or parents that have children 0-3 yrs.**

Do they need to travel for service? **Parents that participate in classroom or parenting classes.** How far? **To the Woodburn site** Is this perceived as a barrier? **Depending if a family lacks transportation.**

**Population Served** *(please provide any data available)*

---

Total # of clients served annually/monthly

**1205 children; 787 families for both Marion/Polk Co.**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**Increase 3% in families 5% in children**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**92% It is based on screening eligibility.**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?

**We serve 0-5 yrs. of age**

What portion of your clients are Woodburn residents?

**103 children 67 families**

**Client Needs / Unserved Needs**

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

- X Basic Needs (food, clothing, shelter)-3
- X Child Advocacy/ Abuse-related issues-2
- X Domestic Violence-2
- X Mental Wellness and Counseling (including suicide prevention)-3
- X Family Counseling (parenting, children, youth)-2
- X Early Childhood Education-4
- X Houselessness/Affordable Housing-3
- X Addiction Services-2
- X Health Care/Dental Services-4
- X Employment Services-3
- X Legal Services-2
- X Adult Education-3
- X Translation/Interpretation Services-2
- X Transportation-3

What portion of your client base is in need of these services? *(Estimate. For every 10 clients, how many need these services?)*

**We work with families that have stressors due to the lack of knowledge/access to these resources mentioned below. Around 95% of families will be in need of a resource while we provide our services.**

From your selected services, how would you rate the adequacy/availability of existing services? (with 1 being very poor-inadequate or not available at all and 5 being excellent). *Please write the rating to the right of the service.*

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?

**Home visitors usually provide info that our Family Link coordinator gathers from N. Marion meetings such as the Service Integration Meetings. Otherwise, home visitors offer resources primarily located in the Salem area. Our program is parent driven, if a parent chooses not to follow up on a service, then we let it be until they express they are ready to do so.**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**All the above marked. We know that certain services exist, and have started to build a relationship with a few, but we would like families to have more awareness that there are resources out there because there's direct exposure from each resource within the community.**

What agencies/organizations might be well-suited to provide these services?

**Marion-Polk Food Share, Center for Hope and Safety, WorkSource Oregon, PCUN, Nuevo Amanecer, Early Learning HUB, Salud Medical, Housing Authority, Family Building Blocks, Community Action, Love Inc., New Perspectives, Mid Valley Counseling**

### **Potential Location at One-Stop Family Resource Center - 970 Cascade Drive**

How well is your organization able to meet the needs of Woodburn residents? *(on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well). Explain.*

**(3.5-4) We do our part in meeting with community agencies, learning about their services and sharing about ours. We then take the info to the families we service and highly encourage them to reach out to get connected to those resources. Our program is parent-driven, so it can be successful if a parent has follow through.**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

☒ Yes ☐ No

Any plans for expansion?

☒ Yes ☐ No

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

☒ Yes ☐ No

Please estimate how many more clients could be served with a Woodburn location?

**A little over 100**

Is there interest in exploring a Woodburn site? \_\_\_\_ Yes \_\_\_\_ No   X   Maybe *Please explain your response.*

**We have been stakeholders in the 8-acre project for the past two years. We would move ideally to a place that can meet safety standards for our therapeutic classroom. Meanwhile, the 8-acre project is still not ready to go.**

Explain the Family Resource Center concept. Ask about level of interest, commitment and support and providing a letter to that effect. Who should we follow up with?

**Tanya Hamilton & Gabriela Estrada**

### Overview

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#### **Fostering Hope Initiative - Salem, Independence, Woodburn**

**Part of Catholic Community Services**

<https://ccswv.org/fostering-hope-initiative/>

Woodburn location where clients are served. If more than one location, list Main office + other sites  
**1245 E. Lincoln St., Woodburn, OR 97071**

Executive Director and Program Services Manager (if relevant)-*Name and contact info*

**Erica Chavez**

Mission Statement

**Strengthening families and neighborhood partnerships**

Vision

**Every child and adult in every neighborhood lives in a safe, stable, nurturing home, is healthy, succeeds in school or work, and enjoys financial sufficiency.**

Primary Services

- **Assist families to access services to meet family's needs, provide information and resources related to childcare, clothing, counseling, dental services, education, employment, financial literacy, food, health and wellness, housing, legal, medical services, pregnancy, transportation and utilities**
- **Assist family's to enroll and/or maintain enrollment in the Oregon Health Plan**
- **Act as a liaison with schools, social services and medical providers**
- **Facilitate and/or refer to classes and workshops on advocacy, managing chronic health conditions, mindfulness/mediation, nutrition and exercise and parenting**

Does the organization have a full or part time client service location in Woodburn? How does it serve Woodburn residents? Do they need to travel for service? How far? Is this perceived as a barrier?

**Erica is in Woodburn 5 days a week.**

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#### **Population Served** *(please provide any data available)*

Total # of clients served annually/monthly\_\_\_\_\_

**We see about 50 people a month by referral. Most clients are farmworkers.**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**Clients served has stayed the same.**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**NA**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?

**Our referrals are usually for kids and their parents. It's hard to see their parents in summer due to their long hours.**

### **Client Needs / Unserved Needs**

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

**1 Houselessness/Affordable Housing - There is usually a long waiting list (up to 1 year, 70 people for a 2 bedroom and 40 on a list for a 3 bedroom)**

**2 Senior Services – other than the Estates I don't find a lot of support for seniors. We don't have a 50 plus center like in Salem, we are in need of more!!**

**3 Health Care/Dental Services**

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?

**They do not exist.**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**For Woodburn, something like Liberty House is really needed or wrap around services for domestic violence.**

### **Potential Location at One-Stop Family Resource Center - 970 Cascade Drive**

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Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

☐ Yes ☐ No

**We are open to using a part-time space.**

Explain the Family Resource Center concept. Ask about level of interest, commitment and *support and providing a letter to that effect. Who should we follow up with?*

**I think project would be very beneficial to Woodburn. If we had a space where we could all come together and serve more people in the community would be great! Right now, we know each other but we don't know what we all provide. We could be stronger together and serve more people.**

#### ADDITIONAL COMMENTS:

- There is a large need for housing in general but mainly affordable housing. Most people seen are being put on a waiting list. Fostering help can only help with the application but nothing outside of that.
- Identified needs: language, cultural adaption, literacy, translation for certain Guatemalan and Honduran dialects
- Mental health is a large need. When referring families it is hard to find providers because OHP does not qualify for counseling and families cannot pay for out of pocket services.
- Fostering hope does a lot of community cafes for support (mom groups).
- There is a need for senior support groups

#### Overview

##### **Heritage Elementary (Home School Division, Russian demographic focused)**

<http://www.woodburnsd.org/heritage-elementary-school/>

Woodburn location where clients are served. If more than one location, list Main office + other sites

**Home School Contact: Monicka Tapia – 503.981.2600**

Mission Statement:

**Mission: Our promise is to engage, inspire, and prepare all students to learn, lead, and contribute toward a just community, both local and global.**

**Vision: Woodburn School District is an exceptional, equitable, and multilingual district, where all students are motivated, empowered, and prepared to succeed.**

Values:

- Accountability
- Civic Responsibility
- Cultural Diversity
- Equity
- Family and Community Partnerships
- Learning
- Multilingualism

Year Founded:

**1997**

Primary Services:

**Assist with backpacks, school supplies, clothes/Jackets/Shoes (if available), Child Care Scholarships (if available), Transportation to and from school if family is identified as homeless and in STEP (Students in Transition Education Program).**

Does the organization have a full or part time client service location in Woodburn?

**N/A**

How does it serve Woodburn residents?

**We serve only currently enrolled students and families.**

Do they need to travel for service? **N/A** How far? **N/A** Is this perceived as a barrier? **N/A**

**Population Served** (please provide any data available)

---

Total # of clients served annually/monthly

**158 Russian/Ukrainian Families**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**Remained the same.**

What percentage of your client base is low-income individuals/families? How is this determined?

**<1%**

**Meeting directly with parent and assessing need.**

What portion of your clients are Woodburn residents?

**90%**

**Client Needs / Unserved Needs**

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

**Affordable Housing, lack of basic needs (food, clothing, shelter)**

**1** Houselessness/Affordable Housing **5** Basic Needs (food, clothing, shelter)

**2** Early Childhood Education

**3** Health Care/Dental Services **5** Child Advocacy/ Abuse-related issues

**4** Domestic Violence

**4** Mental Health and Counseling (including suicide prevention)

**4** Family Counseling (parenting, children, youth)

**5** Translation Services

**5** Transportation

What portion of your client base is in need of these services? (Estimate. For every 10 clients, how many need these services?)

**Unknown, we have many students in the Russian community who are exposed to domestic violence & alcohol abuse, etc., but again they do not reach out for help**

Where do clients currently go to receive these services (top agencies, local organizations)? If they do not seek services, why not?

**Culturally, they are very private and I imagine seek our help privately or within their community.**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**We need an emergency long term or short term shelter for families.**

What agencies/organizations might be well-suited to provide these services?

N/A

**ADDITIONAL COMMENTS:**

- Families rarely reach out for help; help is usually initiated based on teacher concern.
- 28 students are identified as homeless. This is not a true reflection of homelessness in our school. Many families have declined to be identified as living in a doubled-up situation.

**Overview**

**Oregon Legal Aid**

<https://lasoregon.org>

Woodburn location where clients are served. If more than one location, list Main office + other sites  
Executive Director and Program Services Manager (if relevant)-*Name and contact info:*

**Laurie Hoefer (has served Woodburn for 15 years)**

**Mission Statement**

**Legal Aid Services of Oregon (LASO) is an effective, high-quality legal services program with a mission to achieve justice for the low-income communities of Oregon. LASO emphasizes areas of law where these needs are greatest and where representation and advocacy can have the most impact for vulnerable Oregonians.**

**Primary Services**

**The Farmworker Program of Legal Aid Services of Oregon helps migrant and seasonal farmworkers with employment, housing, unemployment, and tax benefits problems.**

**Most employment and housing problems are related to payment of wages, unauthorized pay deductions, poor living conditions in labor camps, retaliation for asserting legal rights, poor health and safety conditions on the job, pesticide problems, and discrimination.**

**The Woodburn Office of the Farmworker Program also gives information and referral for other kinds of legal programs.**

**Population Served** (please provide any data available)

Total # of clients served annually/monthly\_\_\_\_\_

**Woodburn serves about 40 clients per week and also serves farm worker camps throughout the state.**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**A slight decrease in services as we do not provide notarization services.**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**All low income**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?

**All ages--- teens to 70-80 years**

**1 Houselessness/Affordable Housing-- *-quality, affordable housing, resource & referral, and a larger issue in terms of the supply***

**1 Translation/Interpretation Services**

**2 Life Skills Training and Mentoring (including language skills) *we deal with indigenous languages speakers (not just Spanish), translation can be hard due to the amount of dialects of Spanish***

**3 Mental Wellness and Counseling (including suicide prevention) -- *many people that would benefit struggle with trauma and culturally competent services***

**\*Other areas that we focus our services on:**

**Reading and filling out applications**

**Our primary focus areas are 1/3 mental health, 1/3 language, 1/3 basic help (ex. Forms, referrals)**

**There is a large gap in receiving services because there is no access to health care at all**

### **Potential Location at One-Stop Family Resource Center - 970 Cascade Drive**

How well is your organization able to meet the needs of Woodburn residents? *(on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well). Explain.*

**We need a space to gather both socially and culturally (multi-age and multi-cultural). A good example is Mano a Mano in Salem. We need FRC – to feel safe and welcoming for all (it is very important this is done carefully). We also need classes on financial literacy and other common needs.**

### **ADDITIONAL INFORMATION:**

**Others in need or that would benefit from receiving services: Mujeres Adelantes in Forest Grove, PCUN, CAA Services, Farmworker Housing CDC**

**Identified Service areas needed: landlord and tenant help, workers comp**

### **Overview**

#### **Liberty House**

<https://www.libertyhousecenter.org/>

Woodburn location where clients are served. If more than one location, list Main office + other sites

Children and families are served at our Salem campus.;

**385 Taylor St NE, Salem, OR**

Executive Director and Program Services Manager (if relevant)-*Name and contact info*

**CEO: Alison Kelley JD**

Mission Statement:

**Excellence in the assessment, treatment, and prevention of child abuse, neglect, trauma, and grief in order to promote health and hope in children, youth, families and communities.**

Year Founded:

**1999**

Primary Services:

**Child abuse assessment services (medical evaluation, forensic interview and family support services).**

**Trauma informed counseling services for children and adults.**

Does the organization have a full or part time client service location in Woodburn? How does it serve Woodburn residents? Do they need to travel for service? How far? Is this perceived as a barrier?  
**Children and Families must travel to Salem for an assessment or therapy services. Transportation can be a barrier.**

**Population Served** (please provide any data available)

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Total # of clients served annually/monthly:

**1,000 per year**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**The numbers of cases fluctuate from year to year. But the average is around 1,000 children each year. As our prevention department expands and more trainings are available to caregivers and medical providers it is expected that the need for our services will increase as awareness increases.**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands:*

**82% of the children served qualified for Medicaid or were uninsured. We do not charge for assessment services but do bill insurance for medical assessment when possible.**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?

**We serve children ages 0-18. We don't have information about ages of adults receiving counseling services but the majority of clients at Hope & Wellness are between 2-18.**

What portion of your clients are Woodburn residents?

**In 2019 we provided services to children from Woodburn in the following manner:**

**Full Assessment services: 25 children with 28 appointments**

**Remote Consultations: 2 children**

**Therapy Services: 10**

**Liberty House served at least 37 children from Woodburn (average of 3 per month which made up at least 3% of our caseload in 2019)**

**Client Needs / Unserved Needs**

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What are the services or resources you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

**100% Child Advocacy/ Abuse-related issues**

**X Domestic Violence - Family Support sometimes needs to provide referrals for these services**

**X Mental Wellness and Counseling (including suicide prevention) - We provide this on site.**

**X Family Counseling (parenting, children, youth) - We provide this on site**

**X Human Trafficking - We encounter this abuse increasingly.**

**X Translation/Interpretation Services - We have Spanish bilingual/bicultural staff on site. If another language is needed, we provide a medically certified translator**

**X Transportation - This can be a barrier for assessments and therapy.**

Comment:

\_\_\_ Legal Services - **Those served are almost already in “the system” with law enforcement and DHS being a Multidisciplinary Team Partner.**

From your selected services, how would you rate the adequacy/availability of existing services? (with 1 being very poor-inadequate or not available at all and 5 being excellent). *Please write the rating to the right of the service.*

**5 – We strive for excellence**

### **Potential Location at One-Stop Family Resource Center - 970 Cascade Drive**

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How well is your organization able to meet the needs of Woodburn residents? *(on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well). Explain.*

**5 Very well – with the restriction of transportation being the one barrier.**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

\_\_\_ Yes **X No**

Any plans for expansion? \_\_\_ Yes **X Not at this time**

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

**\_x\_ Yes \_\_\_ No We are certainly interested in exploring it.**

Please estimate how many more clients could be served with a Woodburn location?

**Unknown**

Is there interest in exploring a Woodburn site? \_\_\_ Yes \_\_\_ No **\_x\_ Maybe** *Please explain your response.*

**Our assessment model is expensive. Forensic Interview need complicated sound and recording equipment. A medical assessment could be conducted if we had providers available to travel to Woodburn. Therapy Services could also be explored.**

**One challenge is privacy. Our clients have generally experienced trauma that is very personal and private. Families can be affected. We strive provide a safe environment by not being in locations that draw a lot of attention.**

### **Overview**

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**Love Inc. of North Marion County**

[www.loveincnmc.org](http://www.loveincnmc.org)

Woodburn location where clients are served. If more than one location, list Main office + other sites  
**1560 Hardcastle Ave., Woodburn, OR**

Executive Director and Program Services Manager (if relevant)-*Name and contact info*

**Curt Jones 503-705-3713 Bill Park 503-730-7650**

## Mission Statement

**At Love INC, our mission is to connect families in need with the service organizations, government agencies, community programs, and local resources and initiatives that can help them. We believe serving people and demonstrating unconditional love in tangible and practical ways leads to the transformation of lives, of families, and of our community.**

## Primary Services

**Serving families and individuals in need.**

Does the organization have a full or part time client service location in Woodburn? How does it serve Woodburn residents? Do they need to travel for service? How far? Is this perceived as a barrier?

**We are open 3 days a week/4 hours a day at the above address. We also serve families from Aurora, Donald, Hubbard, Gervais, Mt. Angel and Silverton.**

## Population Served *(please provide any data available)*

Total # of clients served annually/monthly

**4,316**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**There has been an increase.**

**2017/2018 = 209%      2018/2019 = 206%      2017/2019 (3 years) = 432%**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**Close to 100%**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?

**31 years      26% of our clientele is over 60**

What portion of your clients are Woodburn residents?

**95%**

## Client Needs / Unserved Needs

What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

**1 Basic Needs (food, clothing, shelter)    5 (food and clothing), 1 (housing)**

**2 Houselessness/Affordable Housing    1 (housing 25%), 3 (utility 75%)**

**3 Life Skills (including language and translation help)**

**4 Mental Wellness and Counseling (including suicide prevention)      2**

**5 Employment Services 2**

**6 Addiction Services      3**

**7 Senior Services      2**

From your selected services, how would you rate the adequacy/availability of existing services? (with 1 being very poor-inadequate or not available at all and 5 being excellent). *Please write the rating to the right of the service.*

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?

**We have a list of resources for all but #3 however, not all are able to serve them completely.**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**There are currently no mentoring services. I think the rest are here in some form but not adequate, For instance, mental health. Some need to be in at least a group home.**

### **Potential Location at One-Stop Family Resource Center - 970 Cascade Drive**

How well is your organization able to meet the needs of Woodburn residents? (on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well). *Explain.*

**4 – We do not have enough space.**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

☒ Yes ☐ No

Any plans for expansion? ☒ Yes ☐ No

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

☒ Yes ☐ No

Please estimate how many more clients could be served with a Woodburn location?

**N/A**

Is there interest in exploring a Woodburn site?

☒ Yes ☐ No ☐ Maybe

### **Overview**

**Marion/Polk Early Learning Hub - Kiera Yoder (Kyoder@EarlyLearningHub.org)**

<https://parentinghub.org/>

Woodburn location where clients are served. If more than one location, list Main office + other sites

**16 hubs around the state and mandated by legislature.**

**Main Office: 2995 Ryan Drive SE, Suite 100, Salem, OR 97301**

Executive Director and Program Services Manager (if relevant)-*Name and contact info*

**Lisa Harnisch 503-967-1185 lharnisch@earlylearninghub.or**

Mission Statement

**To convene, collaborate and catalyze action in our hub region to better align services and resources for children and families.**

#### Primary Services

- The early childhood system is aligned, coordinated and family centered.
- Children are supported to enter school ready to succeed.
- Families are stable and attached.

We work with preschool and kindergarten teachers, help with the transition from preschool to kinder, and provide social and emotional training for teachers (in public and private).

#### Client Needs / Unserved Needs

---

What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

##### 1 Early Childhood Education

##### 2 Life Skills (including language and translation help)

##### 3 Mental Wellness and Counseling (including suicide prevention)

##### 4 Basic Needs (food, clothing, shelter) – *Food Insecurity is still strong; Accessibility is limited*

##### 5 Senior Services

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?

**Family University (very good)....via Woodburn School District—not always accessible....**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**Bi-lingual, bi-cultural is missing from Love Inc. 25% are monolingual (Spanish and very young)**

#### Potential Location at One-Stop Family Resource Center - 970 Cascade Drive

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Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

☐ Yes ☐ No

**It is really important to have a resource center and to connect with people there. Physical space would be valued along with a meeting space for 20 or more people.**

#### ADDITIONAL COMMENTS

- Learning Hub promotes parenting classes but does not do the training.
- Mental health services got better when Options Counseling opened a location there, but it is still not enough.
- Literacy is needed to succeed.
- Pre-school is directly linked to success in school all the way through high school.
- There are not enough preschool available in Woodburn, not enough spots available.
- Need spots for 80% of preschoolers and 2,000 more slots are needed in Woodburn.
- Kindergarten attendance rates are poor in Woodburn, only 30% of kids attend school 90% of the time.

## Overview

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### Northwest Senior and Disability Services

Information from: Orlando Bravo

[WWW.NWSDS.ORG](http://WWW.NWSDS.ORG)

#### Mission Statement

**Mission: Promote dignity, independence, and health; honor choice and empower people.**

**Vision: To be an innovative, nationally recognized leader.**

**Core Values: Integrity, professionalism, service, compassion**

#### Primary Services

**Deliver services to seniors and adults with physical disabilities.**

Does the organization have a full or part time client service location in Woodburn? How does it serve Woodburn residents? Do they need to travel for service? Is this perceived as a barrier?

**Yes, we have a Woodburn office. We assist consumers who are aged and/disabled with getting set up with SNAP (food stamp) benefits as well as Medicaid, Medicaid Long-Term Care (in-home services, care based facility placement, etc.). We also work with Adult Protective Services and make referrals to programs that are offered through the Older American Act (i.e. Money Management, Senior Peer Mentoring, & Health and Wellness Programs).**

**We do as much as possible to avoid from having our consumers drive to our office to request or apply for benefits. Much of the initial process can be done over the phone. Our Case Managers and Eligibility Specialists have the ability to drive to consumer's homes to complete interviews if the consumers prefer a face to face interaction and they cannot come to the office.**

#### Population Served *(please provide any data available)*

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Total # of clients served annually/monthly

**1450**

Please check all clientele below that you serve and *estimate percent* of total clients as appropriate

- ☐ *Abused Children*
- ☐ *Migrant Farm Workers*
- ☐ *Illiterate Adults*
- ☒ ***Elderly Persons***
- ☐ *Battered Spouses*
- ☒ ***Homeless Persons***
- ☒ ***Severely Disabled Adults***
- ☐ *Persons Living with AIDS*

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**90%**

**We determine financial eligibility based on monthly gross income and resources. Financial eligibility for our programs run from 100% of federal poverty level (FPL) to 250% of FPL, depending on the program a consumer is applying for. When consumers request Medicaid services, income cannot exceed 300% of FPL.**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**Average age is greater than 60 +.**

### Client Needs / Unserved Needs

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

**X Mental Wellness and Counseling (including suicide prevention)**

**X Houselessness/Affordable Housing**

**X Health Care/Dental Services**

**X Legal Services**

**X Transportation**

### Potential Location at One-Stop Family Resource Center - 970 Cascade Drive

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How well is your organization able to meet the needs of Woodburn residents? *(on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well). Explain.*

**4. Our agency's target population is seniors and adults with disabilities, our target demographics do not include those that are under the age of 60 or who are not determined disabled per social security. However, often times our consumers have other issues that they come into our office for that unfortunately we are unable to assist with (i.e. housing, utility assistance, etc.).**

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

☐ Yes ☐ No **Maybe**

Is there interest in exploring a Woodburn site?

☐ Yes ☐ No ☒ **Maybe**

### Overview

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#### **Oregon Child Development Coalition**

Information obtained from Guadalupe Madrigal

[www.ocdc.net](http://www.ocdc.net)

Woodburn Location where clients are served. If more than one location, list Main office + other sites

**Center: 540 N Settlemier Ave, Woodburn, OR 97071**

**Admin Office: 1014 Newberg Hwy, Woodburn, OR 97071**

Executive Director and Program Services Manager (if relevant)-*Name and contact info*

**Donalda Dodson** [donalda.dodson@ocdc.net](mailto:donalda.dodson@ocdc.net) 503-570-1110 9140

**SW Pioneer Ct Ste E, Wilsonville, OR 97070**

#### Mission Statement

**Oregon Child Development Coalition (OCDC) is dedicated to improving the lives of children and families by providing early childhood education, care and advocacy with unique and supportive services to enhance family growth and community success.**

#### Year Founded

**1971**

#### Primary Services

**OCDC has many programs, and they work together to help young children and their families grow, learn, and succeed. Many of our services support migrant and seasonal farm workers and their young children.**

**Other programs are open to families living at or below the federal poverty level. Our child care and early education programs serve infants through five year olds, and our parent programs are open to all parents that have children enrolled in our programs. (Family Advocates connect families with community resources as needed and Education Coordinators refer children to ESD services as needed as well)**

Does the organization have a full or part time client service location in Woodburn? **Yes** How does it serve Woodburn residents? **Educational Services** Do they need to travel for service? **Depending on how far they are located from our center.** How far? Is this perceived as a barrier? **Yes, for some, because sometimes families only have one or no vehicle.**

#### **Population Served** (please provide any data available)

---

Total # of clients served annually/monthly

**Annually: 200 Oregon Prekinder, 37 Preschool Seasonal, 37 Infant/Toddler Seasonal, and 145 total preschool and infant/toddler migrant**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**Migrant children shows a decrease while seasonal children have increased. For our low-income pre-kinder aged children, it has remained about the same in the last three years.**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**About 70% of our children/families are considered low-income. Their income is calculated based off of the Federal Poverty Guidelines.**

What is the average age of your clientele? **Children 6 weeks of age to 5 years of age, and pregnant women.** What percent of individuals you serve are >60 years of age? **100%**

What portion of your clients are Woodburn residents?

**About 60% are Woodburn residents**

## Client Needs / Unserved Needs

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? **Housing and transportation** Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

- 1 Houselessness/Affordable Housing 1
- 2 Mental Health and Counseling (including suicide prevention) 1
- 3 Basic Needs (food, clothing, **shelter**, translation) 3
- 4 Legal Services 3
- 5 Life Skills Training and Mentoring (including language skills) 1
- ☒ Child Advocacy/ Abuse-related issues 3
- ☒ Domestic Violence 1
- ☒ Family Counseling (parenting, children, youth) 2
- ☒ Adult Education 3

What portion of your client base is in need of these services? (*Estimate. For every 10 clients, how many need these services?*)

**Out of 10 clients, about 4-5 are in need of some type of service.**

From your selected services, how would you rate the adequacy/availability of existing services? (with 1 being very poor-inadequate or not available at all and 5 being excellent). *Please write the rating to the right of the service.*

Where do clients currently go to receive these services (agencies, local organizations)? **Love Inc., Marion Polk Food Share @ St Luke Church, AWARE Food Bank, Salud Medical/Dental, Marion County Health Department** If they do not seek services, why not? **Transportation and language barriers are two of the biggest issues.**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**Housing (especially for our migrant population), liasons outside of the school districts, and a wider range of clothing/furniture, interpreters/translators, transportation service guidance**

What agencies/organizations might be well-suited to provide these services?

**Free and/or sliding scale services**

## Potential Location at One-Stop Family Resource Center - 970 Cascade Drive

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How well is your organization able to meet the needs of Woodburn residents? (*on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well*). *Explain.*

**4, this is due to staff having contacts and relationships with outside resources, families, and providing from their personal items.**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

☒ Yes ☐ No ☐

Any plans for expansion?

\_\_\_\_ Yes \_\_\_\_ **No** **✓** \_\_\_\_

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

\_\_\_\_ Yes **✓** **No Only because we provide direct services at our Head Start locations**

Is there interest in exploring a Woodburn site?

\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Maybe **N/A**

### Overview

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#### **Oregon Childhood Development Center**

Information obtained from Mayra Saldivar

[www.ocdc.net](http://www.ocdc.net)

Woodburn Location where clients are served. If more than one location, list Main office + other sites

**1014 Newberg Hwy, Woodburn, OR 97071**

Executive Director and Program Services Manager (if relevant)-*Name and contact info*

**Donna LeDoux 503-981-3001 Ext 2453**

Mission Statement

**Oregon Child Development Coalition (OCDC) is dedicated to improving the lives of children and families by providing early childhood education, care and advocacy with unique and supportive services to enhance family growth and community success.**

Year Founded

**1971**

Primary Services

**Head Start, Childcare, Home Base program, Oregon Pre Kindergarten, Preschool promise .**

Does the organization have a full or part time client service location in Woodburn? **Yes, We have both.**

How does it serve Woodburn residents? **We provide reliable childcare and programs for infants, toddlers and preschoolers, cost free.** Do they need to travel for service? **Depending the area they are applying for and if transportation is not available.** How far? **Depends where they live and the center they apply for.** Is this perceived as a barrier? **Many times it is! Due to the lack of transportation parents cannot send their children to our premises, and if they don't drive they barrier is bigger.**

#### **Population Served** (please provide any data available)

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Total # of clients served annually/monthly\_

**700 yearly**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**An increase on the Preschool and decrease on Migrant families, various reasons like immigration Status .**

What percentage of your client base is low-income individuals/families? **70%** How is this determined?  
**Families will provide us they yearly income.**

What is the average age of your clientele? **23 and up** What percent of individuals you serve are >60 years of age?  
**Rare**

What portion of your clients are Woodburn residents?  
**85-90%**

### **Client Needs / Unserved Needs**

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

**The need of affordable housing, interpretation, and extended child care, also clothing and food. We really need a Shelter and a Migrant Camp.**

- 1 Houselessness/Affordable Housing**
- 2 Basic Needs (food, clothing, shelter, translation)**
- 3 Domestic Violence**
- 4 Family Counseling (parenting, children, youth)**
- 5 Legal Services**
- 6 Life Skills Training and Mentoring (including language skills)**

What portion of your client base is in need of these services? (*Estimate. For every 10 clients, how many need these services?*)  
**50-60%**

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?  
**Many time do to the distance since we not always have the services locally like a shelter or legal services or housing.**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?  
**Housing for all, interpretation, legal aid to fill forms all in one place to go.**

What agencies/organizations might be well-suited to provide these services? All in one building place to go.  
**Legal Services, Child care applications, food Share program, OHP program, Counseling.**

### **Potential Location at One-Stop Family Resource Center - 970 Cascade Drive**

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How well is your organization able to meet the needs of Woodburn residents? (*on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well*).  
**4 Explain. We just need more slots and space .**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

☒ **X** **Yes** ☐ **No** ☐

Any plans for expansion? ☒ **X** **Yes** ☐ **No** ☐

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

☒ **X** **Yes** ☐ **No**

Please estimate how many more clients could be served with a Woodburn location?

**I Have no idea but a think a lot of them ! if we work together for it .**

Is there interest in exploring a Woodburn site? ☒ **X** **Yes** ☐ **No** ☐ **Maybe** *Please explain your response.*

**It would be great to see where we can locate in one place all this services.**

Explain the Family Resource Center concept. Ask about level of interest, commitment and support and providing a letter to that effect. Who should we follow up with?

**Mayra Saldivar 503-981-3001 and my Supervisor Guadalupe Madrigal 503-981-3001.**

#### Overview

#### **Oregon Childhood Development Coalition**

Information obtained from Irene Perez 503.981.3001 ext. 2465 [Irene.perez@ocdc.net](mailto:Irene.perez@ocdc.net)

[WWW.OCDC.net](http://WWW.OCDC.net)

Woodburn Location where clients are served. If more than one location, list Main office + other sites

**Woodburn Center 540 N Settlemier Ave, Woodburn, Or 97071**

**Silverton Center 707 Mc Claine St Silverton, Oregon 97381**

**Brooks Center 5035 Rockdale St NE Brooks, Oregon 97305**

**Mulino Center 13700 S Freeman Rd Mulino, Oregon 97042**

**Administrative Office 1014 Newberg HWY Woodburn, Oregon 97071**

Executive Director and Program Services Manager (if relevant)-*Name and contact info*

**Director: Donna LeDoux 503.981.3001 ext. 2453 [Donna.LeDoux@ocdc.net](mailto:Donna.LeDoux@ocdc.net)**

**Program Manager: Robert Reyna 503.981.3001 ext.2457 [Robert.Reyna@ocdc.net](mailto:Robert.Reyna@ocdc.net)**

#### Mission Statement

**Oregon Child Development Coalition (OCDC) is dedicated to improving the lives of children and families by providing early childhood education, care and advocacy with unique and supportive services to enhance family growth and community success.**

#### Year Founded

**We are Oregon Child Development Coalition, a non-profit organization established in 1971.**

#### Primary Services

**OCDK works together to help young children and their families grow, learn, and succeed. Many services support migrant and seasonal farm workers and their young children. Other programs are open to families living at or below the federal poverty level. Child care and early education programs serve infants through five year olds, and our parent programs are open to all parents that have children enrolled in our programs. Other services: parent, family and community engagement, education, inclusion and special education, mental health services, family and health services, nutrition, transportation and kindergarten assistance.**

Does the organization have a full or part time client service location in Woodburn?

**Oregon Pre-Kindergarten- ½ days Mon-Thursday**

**Homebased program-At home**

**Seasonal Migrant Head Start- Full days Mon-Fri**

**Migrant Head Start Full days Mon-Fri**

**R12 Early Head Start- Full days Mon-Fri**

How does it serve Woodburn residents?

**Our Home Based program provides home visits and education for low-income families with infants or toddlers as well as pregnant women. The home visiting program helps connect families to resources they need to ensure their child's healthy development. Our Migrant and Seasonal Head Start and Early Head Start programs provide comprehensive child development services to economically disadvantaged children and families. Migrant and Seasonal Head Start are for children of migrant and seasonal farm workers. This program cares for children while parents are working in the fields, and helps preschoolers develop the language, reading and math skills they need to be successful in school.**

Do they need to travel for service?

**No and yes**

How far?

**For some reason we can't provide transportation to and from school, families are asked to bring children. Usually families live in town or outside of Woodburn. If we have space and families live out of our services they have to provide their own transportation.**

Is this perceived as a barrier?

**Sometimes it is, we have seen families come in with Taxi because they need the child care.**

#### **Population Served** *(please provide any data available)*

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Total # of clients served annually/monthly?

**Estimated 306 monthly, 757 annually. Once a child drops a program we have 30 days to re-enroll another child, so we serve more children throughout the year.**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**Decreased for the migrant population in the summer due to no housing.**

What percentage of your client base is low-income individuals/families? How is this determined?

**When we complete applications for the programs we have, we ask for income and depending what's the family size we base it from the Federal Poverty Guidelines. We do serve over income families, but they are placed in a waiting list until we serve all al low-income families.**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?

**We serve from maternal to 5 years old. No over 60.**

What portion of your clients are Woodburn residents?

**All clients are from Woodburn, some from Salem.**

### **Client Needs / Unserved Needs**

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

**1 Basic Needs (food, clothing, shelter, translation) 3**

**2 Houselessness/Affordable Housing 1**

**3 Health Care/Dental Services 3**

**3 Family Counseling (parenting, children, youth) 1**

**4 Legal Services 2**

**5 Mental Health and Counseling (including suicide prevention) 3**

What portion of your client base is in need of these services? *(Estimate. For every 10 clients, how many need these services?)*

**I think it depends in what program we are running, for example in summer we run the Migrant program and the families we receive are all from California they are in need in more resources, like housing, and food. Our families who live in Woodburn they seek medical, clothing, counseling and more resources that we try to connect them with.**

From your selected services, how would you rate the adequacy/availability of existing services? (with 1 being very poor-inadequate or not available at all and 5 being excellent). *Please write the rating to the right of the service.*

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?

**Love INC, AWARE Food Bank. Our families worry about their legal status and language barrier.**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**Services are here but there is barriers for the families. Language, transportation, legal status and hours of operation. It will be awesome to have a center where clients will be able to get all there resources at in one visit.**

What agencies/organizations might be well-suited to provide these services?

**LOVE INC, Hope & Safety, Pediatric clinic and maybe Catholic Charities.**

### Potential Location at One-Stop Family Resource Center - 970 Cascade Drive

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How well is your organization able to meet the needs of Woodburn residents? *(on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well). Explain.*

**3, Depending on our Director.**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

XYes \_\_\_\_\_ No \_\_\_\_\_

Any plans for expansion?

XYes \_\_\_\_\_ No \_\_\_\_\_ **Brooks Center**

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

XYes \_\_\_\_\_ No \_\_\_\_\_

Please estimate how many more clients could be served with a Woodburn location?

**We will be able to reach out to the clients that don't have transportation or those who don't feel comfortable going to unfamiliar offices.**

Is there interest in exploring a Woodburn site? XYes \_\_\_\_\_ No \_\_\_\_\_ Maybe *Please explain your response.*

Explain the Family Resource Center concept. Ask about level of interest, commitment and support and providing a letter to that effect. Who should we follow up with?

**As an OCDC employee and as a mother of three I'm very interested in seeing the resource center being accomplished. The City Woodburn is growing and it will be WONDERFUL to see what we can accomplish. Another area we didn't touch was the fun stuff! Like sports and activities for the children so we can keep children from getting into trouble.**

### Overview

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#### Safety Compass

[Safetycompass.org](http://Safetycompass.org)

#### Mission Statement

**Our mission is to offer support for survivors of commercial sexual exploitation and sex-trafficking navigating the criminal and social justice systems in the mid-Willamette Valley, Oregon.**

#### Primary Services

- We offer in-person support for survivors, specialized training for professionals and community members, and advocacy during law enforcement interviews. We believe that public education increases awareness, resulting in increased victim identification and better intervention outcomes. We are committed to collaboration with law enforcement and social services providers, believing collaboration is the most effective method to achieving criminal and social justice.
- We offer both 24/7 crisis intervention and on-going victim advocacy that is culturally specific and responsive. We exist to support the survivor, and believe they know what is best for themselves as they take steps on the path toward safety and healing.

- Safety Compass offers highly specialized training on advocating for commercial sexual exploitation survivors within the criminal justice and social service systems. Our trainers are nationally recognized and have developed methods of intervention that are culturally specific and sensitive to the unique and complex trauma experiences of CSE survivors. We work from a multi-disciplinary perspective and welcome training requests from professionals from any role that interfaces with this crime category.

## Overview

### Woodburn School District

Information obtained from Lilia Brizuela

<https://www.woodburnsd.org/>

Executive Director and Program Services Manager (if relevant)-*Name and contact info*

**Bill Rhoades 503-981-9555**

Mission Statement

**Mission:** Our promise is to engage, inspire, and prepare all students to learn, lead, and contribute toward a just community, both local and global.

**Vision:** Woodburn School District is an exceptional, equitable, and multilingual district, where all students are motivated empowered, and prepared to succeed.

**Values:** Accountability, Civic Responsibility, Cultural Diversity, Equity, Family and Community Partnerships, Learning, Multilingualism and Safety.

### Population Served *(please provide any data available)*

Total # of clients served annually/monthly

**14 Students from Guatemala**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**There has been an increase. We are seeing more new comers form Guatemala and not as many from Mexico or any other Central American Country.**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**All are low income.**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?  
**11-15 years of age.**

What portion of your clients are Woodburn residents?

**They are all Woodburn residents.**

## Client Needs / Unserved Needs

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

**Basic needs, legal services, housing, life skills**

**1 Houselessness/Affordable Housing**

**2 Mental Wellness and Counseling (including suicide prevention)**

**2 Legal Services**

**3 Life Skills (including language and translation help)**

**4 Adult Education**

**5 Basic Needs (food, clothing, shelter)**

What portion of your client base is in need of these services? (*Estimate. For every 10 clients, how many need these services?*)

**100%**

From your selected services, how would you rate the adequacy/availability of existing services? (with 1 being very poor-inadequate or not available at all and 5 being excellent). *Please write the rating to the right of the service.*

**3**

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?

**Love Inc., food banks, schools**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**Shelters, low income housing, legal services**

What agencies/organizations might be well-suited to provide these services?

**Love Inc., Liberty House, DHS**

## Potential Location at One-Stop Family Resource Center - 970 Cascade Drive

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How well is your organization able to meet the needs of Woodburn residents? (*on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well*). *Explain.*

**3 – Not enough services available to meet their needs.**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

☒ **x** **Yes** ☐ **No** ☐ (part-time)

Any plans for expansion?

☐ **Yes** ☐ **No** ☒ **x**

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

☒ Yes ☐ No

Is there interest in exploring a Woodburn site?

☒ Yes ☐ No ☐ Maybe

Explain the Family Resource Center concept. Ask about level of interest, commitment and support and providing a letter to that effect. Who should we follow up with?

**Reach out to Bill Rhoades, the school board and Eric Swenson (Mayor of Woodburn)**

## Overview

### Woodburn School District

Information obtained from Linda Perez Naite

<https://www.woodburnsd.org/>

Executive Director and Program Services Manager (if relevant)-Name and contact info

**Bill Rhoades 503-981-9555**

Mission Statement

**Mission: Our promise is to engage, inspire, and prepare all students to learn, lead, and contribute toward a just community, both local and global.**

**Vision: Woodburn School District is an exceptional, equitable, and multilingual district, where all students are motivated empowered, and prepared to succeed.**

**Values: Accountability, Civic Responsibility, Cultural Diversity, Equity, Family and Community Partnerships, Learning, Multilingualism and Safety.**

### Population Served (please provide any data available)

Total # of clients served annually/monthly \_\_\_\_\_

**14 Residents/Guatemalans**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**Increase. It's been a large shift from students from Mexico to students from Guatemala.**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**All low income. It is based off of income that is given to us.**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?

**11 to 15 years of age. We don't serve 60 years of age.**

What portion of your clients are Woodburn residents?

**All are Woodburn residents.**

## Client Needs / Unserved Needs

---

What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

**Affordable housing, basic needs, legal services, life skills, domestic violence.**

**1 Houselessness/Affordable Housing**

**2 Basic Needs (food, clothing, shelter)**

**3 Domestic Violence** \_\_\_ Child Advocacy/ Abuse-related issues

**3 Legal Services**

**4 Life Skills (including language and translation help)**

**5 Employment Services**

What portion of your client base is in need of these services? (*Estimate. For every 10 clients, how many need these services?*)

**All 14 clients**

From your selected services, how would you rate the adequacy/availability of existing services? (with 1 being very poor-inadequate or not available at all and 5 being excellent). *Please write the rating to the right of the service.*

**3**

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?

**Love Inc., Liberty House, Chemeketa**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**Shelter, low income, legal services**

What agencies/organizations might be well-suited to provide these services?

**Love Inc., Liberty House, DHS**

## Potential Location at One-Stop Family Resource Center - 970 Cascade Drive

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How well is your organization able to meet the needs of Woodburn residents? (*on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well*). *Explain.*

**I don't think there are enough services to meet the needs.**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

**\_\_x\_\_part-time\_\_Yes** \_\_\_No \_\_\_

Any plans for expansion?

\_\_\_Yes \_\_\_No **\_\_x\_\_**

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

☒ Yes ☐ No

Please estimate how many more clients could be served with a Woodburn location?

**All of them.**

Is there interest in exploring a Woodburn site? ☒ Yes ☐ No ☐ Maybe

*Please explain your response.*

**We don't have a location for services at this time.**

Explain the Family Resource Center concept. Ask about level of interest, commitment and support and providing a letter to that effect. Who should we follow up with?

**Eric Swenson (Mayor of Woodburn), Bill Rhoades (Super Intendent)**

### Overview

**Woodburn Area Senior Center**

[woodburnseniorcenter@gmail.com](mailto:woodburnseniorcenter@gmail.com)

Woodburn location where clients are served. If more than one location, list Main office + other sites:

**700 N. Cascade Dr. (South side of Woodburn United Methodist Church)**

Executive Director and Program Services Manager (if relevant)-*Name and contact info:*

**Beverlee Koutny, Pres., 503-982-4531**

Mission Statement:

**Be a facility that creates a healthy and stimulating environment for adults 50 years of age or better by providing access to programs and resources with a focus on dignity and independence.**

Year Founded:

**2015**

Do they need to travel for service? **YES.** How far? **10-15 miles** Is this perceived as a barrier?

**Sometimes.**

### Population Served *(please provide any data available)*

Total # of clients served annually/monthly

**100 weekly, 400 monthly**

Has there been an increase or decrease in clients served? Please explain. Percentage of change in the last 3 years?

**It is growing.**

What percentage of your client base is low-income individuals/families? How is this determined? *Note: we may need to share LMI income bands*

**50% low income seniors, we don't ask.**

What is the average age of your clientele? What percent of individuals you serve are >60 years of age?  
**65-90**

What portion of your clients are Woodburn residents?  
**65%**

### **Client Needs / Unserved Needs**

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What are the services or resource you *most often* hear your clients express interest/need or that you observes/identified as a need for from your client interaction? Please select 5 priorities from the list below in order of importance (if possible) OR select as many as you feel are critically needed to serve clients.

- 1 Domestic Violence-2**
- 1 Houselessness/Affordable Housing-3**
- 1 Mental Wellness and Counseling (including suicide prevention)-3**
- 1 Human Trafficking**
- 2 Legal Services-2**
- 2 Life Skills Training and Mentoring (including language skills)**
- 2 Basic Needs (food, clothing, shelter)-3**
- 2 Family Counseling (parenting, children, youth)-2**
- 3 Addiction Services-2**
- 3 Child Advocacy/ Abuse-related issues-2**
- 3 Adult Education-3**
- 4 Health Care/Dental Services-4**
- 4 Employment Services-3**

From your selected services, how would you rate the adequacy/availability of existing services? (with 1 being very poor-inadequate or not available at all and 5 being excellent). *Please write the rating to the right of the service.*

Where do clients currently go to receive these services (agencies, local organizations)? If they do not seek services, why not?

**Most services missing are available in Salem or Portland – not Woodburn. However, transportation is an issue.**

What types of service/program/resources are missing in Woodburn and would be well-supported if they existed?

**Affordable housing – addiction services – employment services**

What agencies/organizations might be well-suited to provide these services?

**Employment agencies – senior services**

### **Potential Location at One-Stop Family Resource Center - 970 Cascade Drive**

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How well is your organization able to meet the needs of Woodburn residents? *(on a scale of 1 to 5 with 1 being Not Very Well and 5 being Very Well). Explain.*

**(3)**

(Recheck) - Does your organization have a full or part time client service location in Woodburn?

☒ Yes ☐ No ☐ **Part time 3 days a week**

Any plans for expansion?

☒ Yes ☐ No ☐ **We are growing**

Any interest in being part of a one-stop service center in Woodburn? (relocating or satellite location)

☐ Yes ☒ No

Please estimate how many more clients could be served with a Woodburn location?

**Twice as many**

Is there interest in exploring a Woodburn site? ☐ Yes ☐ No ☒ Maybe

*Please explain your response.*

Explain the Family Resource Center concept. Ask about level of interest, commitment and support and providing a letter to that effect. Who should we follow up with?

**NW Seniors and disabilities has most of their services in Salem.**

**We are not part of a closed community.**

**Senior Estates – Tukwila and other housing units only allow their residents to access their facilities.**

April 13, 2020

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, Street Exception, Property Line Adjustment, and Variance for Grating Pacific at 2775 & 2785 N. Front Street (DR 2019-12, EXCP 2019-06, PLA 2019-09, & VAR 2019-09)**

## **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 Woodburn Planning Commission held a public hearing on March 12, 2020 and unanimously approved the application package with the conditions recommended by staff through the staff report published March 5, except that the Commission modified one condition per the applicant's testimony submitted via email prior to and presented during the hearing.

The modified condition defers construction of a sidewalk along the frontage of the property. The applicant will enter into an agreement with the City to construct the sidewalk when N. Front Street right-of-way (ROW) improvements are scheduled in the Capital Improvement Plan or when the adjacent frontage to the south constructs a sidewalk.

No parties testified in opposition to the proposal.

The subject properties are 2775 & 2785 N. Front Street, along the northern edge of City limits and located in the Light Industrial (IL) zone. Each lot is improved with an existing building, both of which are occupied by Grating Pacific, an industrial manufacturing company.

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

The applicant sought to consolidate the lots, construct an 18,750 square foot (sq ft) expansion on the west end of the building currently occupying Tax Lot 1902 (2775 N. Front Street), and install a fixed canopy over the loading area in-between the two buildings.

The application package included a Variance request to decrease the landscaping requirements associated with parking/loading areas. The package also included an Exception to Street Right-of-Way and Improvement Requirements ("Street Exception") application, requesting to dedicate the right-of-way (ROW) deficit and public utility easement (PUE) but maintain the rural road as it exists. The road has shoulders and stormwater swales but no curb or sidewalk.

April 13, 2020

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 Variance for Salud Medical Center at 1175 Mt Hood Ave (VAR 2019-10)**

## **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 Woodburn Planning Commission held a public hearing on March 12, 2020 and unanimously approved the application package with the conditions recommended by staff through the staff report published March 5. No parties testified in opposition to the proposal.

The subject property, 1175 Mt Hood Avenue, is within the Commercial Office (CO) zoning district and occupied by Salud Medical Center. The applicant requested multiple Variances relating to permanent signage allowances in the CO zone.

The applicant's Variance requests included:

1. Allowing a maximum of two monument signs on a single frontage,
2. Allowing a maximum monument sign area of 50 square feet (sq ft), and
3. Allowing changing-image components as part of monument signs, up to 50 percent of the total sign area.