

**COUNCIL MEETING MINUTES  
MARCH 25, 2024**

**DATE**     **COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, MARCH 25, 2024**

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

**ROLL CALL**

Mayor Lonergan	Present
Councilor Cantu	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Morris	Present
Councilor Cabrales	Present
Councilor Wilk	Present

**Staff Present:** City Administrator Derickson, City Attorney Granum, Assistant City Administrator Row, Police Chief Pilcher, Economic Development Director Johnk, Community Services Director Cuomo, Community Development Director Kerr, Special Projects Director Wakeley, City Recorder Pierson, Community Relations Manager Herrera, Community Outreach & Education Coordinator Uder

**ANNOUNCEMENTS**

Mayor Lonergan announced that it is spring break and reminded people to be careful.

**PROCLAMATIONS**

**Parkinson’s Awareness Month** – Mayor Lonergan read a proclamation declaring April 2024 as Parkinson’s Awareness Month.

**Child Abuse Prevention Month** – Councilor Schaub read a proclamation declaring April 2024 as Child Abuse Prevention Month.

**PRESENTATIONS**

**Woodburn Fire District** – Woodburn Fire Chief Joe Budge provided an overview of the fire district, an update on the bond expenditures from the 2021 bond and information on the levy renewal that will be on the May ballot.

**Community Outreach and Education Coordinator** – Community Services Director Cuomo reminded Councilor’s that the position of the Community Outreach and Education Coordinator was created to help find solutions to the behavioral issues being seen in some of the youth in the community. Community Outreach & Education Coordinator Uder stated that in partnership with Woodburn School District, Woodburn Police Department, and other nonprofits within the community, they have been working on providing more programming, bringing peer court program to Woodburn, implementation of a parent education series called, *It Takes a Village-Connecting Generations*, providing training on suicide prevention and safe gun storage. Elementary youth staff as well as secondary school staff will be trained on different topics around gang prevention, drug and alcohol use and other topics. She added that they are also working on a mentorship program between Chemeketa and the Woodburn School District. Casey Woolley with Woodburn School District thanked the City for their efforts and that in

## **COUNCIL MEETING MINUTES MARCH 25, 2024**

the short time that the district has been working with Zoraya she has been able to really help the district connect with programs and connect with people to build a structure that will last. Mayor Lonergan congratulated Casey Woolley for being recognized as Junior First Citizen at the Annual Distinguished Service Alma Awards.

**Community Center Project Website Update** – Community Services Director Cuomo provided a preview of the City’s Community Center project website.

### **BUSINESS FROM THE PUBLIC**

Anna Munson – 230 Idylwood Dr. SE, Salem, OR 97302, introduced herself and announced that she is running for Marion County Clerk. She provided a campaign flyer to the City Council.

Lydia Salinas – 20365 Willamette Dr., West Linn, stated that she would like the City to recognize the Latin American Club when advertising the Fiesta and she would also like to see the plaque recognizing the creation of the Fiesta in Legion Park to be moved. She provided a photo depicting the current location of the plaque.

### **CONSENT AGENDA**

- A. Woodburn City Council minutes of February 26, 2024,
- B. Liquor license application for Las Islas en Woodburn,
- C. Updated Intergovernmental Agreement (“IGA”) with the Oregon Building Codes Division (“BCD”) to allow for the continued use of the (“Acella”) e-permitting system and related services,
- D. Monthly Financial Report,
- E. Redflex Report – December 2023 - February 2024.

**Schaub/Wilk...** approve the consent agenda. The motion passed unanimously.

### **COUNCIL BILL NO. 3246 - A RESOLUTION INITIATING CONSIDERATION OF PROPOSED LEGISLATIVE AMENDMENTS TO THE WOODBURN COMPREHENSIVE PLAN MAP TO AMEND THE URBAN GROWTH BOUNDARY AND INCORPORATE THE PREVIOUSLY ESTABLISHED URBAN RESERVE AREA (URA)**

**Schaub** introduced Council Bill No. 3246. City Recorder Pierson read the bill by title only since there were no objections from Council. Special Projects Director Wakely and Community Development Director Kerr provided a staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3246 duly passed.

### **TRANSIENT OCCUPANCY TAX GRANT DISTRIBUTION AND PROPOSED FIVE-YEAR AGREEMENT WITH THE WOODBURN AREA CHAMBER OF COMMERCE**

City Administrator Derickson provided a staff report. John Zobrist, Director of Woodburn Area Chamber of Commerce, provided information on how the agreement with the City has benefited tourism in the area.

**Schaub/Cabrales...** authorize the renewal of a proposed five-year agreement, effective July 1, 2024, through June 30, 2029, with the Woodburn Area Chamber of Commerce. The motion passed unanimously.

### **APPROVE GRANT CONTRACT WITH BUSINESS OREGON FOR RURAL OPPORTUNITY INITIATIVE FUNDING**

City Attorney Granum provided a staff report. **Schaub/Cabrales...** approve the Contract with Business Oregon for the Rural Opportunity Initiative (ROI) grant award of \$90,000 and authorize the City

**COUNCIL MEETING MINUTES**  
**MARCH 25, 2024**

Administrator to sign. City Attorney Granum requested that the motion be amended to authorize the Assistant City Administrator to sign the agreement.

**Schaub/Cabrales...** approve the Contract with Business Oregon for the Rural Opportunity Initiative (ROI) grant award of \$90,000 and authorize the Assistant City Administrator to sign. The motion passed unanimously.

**CITY ADMINISTRATOR’S REPORT**

The City Administrator reported the following:

- Attended a Washington DC trip to lobby for the Community Center.

**MAYOR AND COUNCIL REPORTS**

Councilor Wilk gave a shout out to the City and the Chamber for reaching out and helping to represent all of Northern Marion County. He announced that he attended the open house for the overnight shelter on Hardcastle and that he was quite impressed.

Councilor Schaub added that she also attended the Washington DC trip and congratulated City Administrator Derickson on receiving his ALMA award.

Councilor Cabrales stated that she ran the Tulip Festivals 5k on Saturday and the tulips are beautiful.

Mayor Lonergan reported the following:

- Attended the overnight shelter open house and they did an excellent job with the building.
- Woodburn Chamber did a great job on the Alma Awards.
- New trophy case in the council chambers.
- Attended a trip to Washington DC with Scott Derickson, Renata Wakeley and Councilor Schaub and attended the National League of Cities conference. Had meetings to discuss Woodburn with Representative Salinas. Also met with the staff of Senator Merkely and Senator Wyden and discussed the community center and our public works and wastewater issues.

**ADJOURNMENT**

**Morris/Cabrales...** move to adjourn. The motion passed unanimously. Mayor Lonergan adjourned the meeting at 8:46 p.m.

APPROVED \_\_\_\_\_  
FRANK LONERGAN, MAYOR

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



# Agenda Item

April 8, 2024

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

FROM: Jim Row, Assistant City Administrator  
Renata Wakeley, Special Projects Director

SUBJECT: **Letter of Support for Energy Efficiency and Conservation Block Grant (EECBG) to Support EV Charging Network**

## **RECOMMENDATION:**

Authorize the Mayor to sign the enclosed Authorized Applicant Assurance Letter for the City's proposed Energy Efficiency and Conservation Block Grant (EECBG) application to support installation of an estimated five (5) to six (6) dual port public Electric Vehicle (EV) charging stations throughout the community, and designate Renata Wakeley as the program representative.

## **BACKGROUND:**

The Oregon Department of Energy (ODOE) is currently accepting grant applications for qualifying projects through its Energy Efficiency and Conservation Block Grant (EECBG) program. The funding is limited to Oregon municipalities with an estimated population under 35,000 persons to:

- Reduce fossil fuel emissions in a manner that is environmentally sustainable & maximizes benefits to communities.
- Reduce a community's total energy use.
- Improve energy efficiency in transportation, buildings, and other sectors.
- Build a clean and equitable energy economy that prioritizes disadvantaged communities and promotes equity and inclusion in the workforce opportunities and development activities.

The grant program opened on March 22, 2024, and closes on May 21, 2024, or when funds have been fully allocated, *whichever is sooner*.

If awarded, this project will provide the City with the resources necessary to purchase and install an estimated five (5) to six (6) dual port EV charging stations at publicly available locations throughout our community, including public parks

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

and public parking lots in the downtown core area. According to ODOE, award decisions are expected to be made no later than July 2024.

The City is currently looking into on-going maintenance and operation cost options and cost options to end users.

**DISCUSSION:**

Electric vehicles have progressed significantly over the years and are becoming more popular among the general public as they have been shown to have reduced operation and maintenance costs, relative to diesel or gasoline fueled vehicles, and can offer direct federal and state incentives to purchasers.

Public Works staff conducted a preliminary review of our electric service grid to determine the viability of installation of EV charging stations at city parks and public parking lots. The ODOE EECBG grant program also prioritizes community/partner involvement in project development and operations, including but not limited to surveys of the local community, attendance or participation at public meetings, and community ideas and recommendations incorporated into project plans. Staff proposes a small administrative fee to assist with outreach and feedback from residents, community partners, and service providers in order to identify public locations which have the greatest demand and service capacity within the city.

**FINANCIAL IMPACT:**

The minimum/maximum grant for this EECBG program is between \$50,000 to \$100,000. Final grant application costs are still being developed, but no match is required. The City will include the final grant application amount in the FY24/25 budget and, if awarded, the City must complete the project within 24 months of the grant award. In addition, staff will be expected to complete quarterly performance reporting requirements, as established by ODOE, during the grant period.



April 8, 2024

Authorized Applicant Assurance Letter

Department of Energy

Reference: Energy Efficiency and Conservation Block Grant - DE- FOA-0002882  
CDFA Number 81.128

To Whom It May Concern:

Please consider this letter as certification that the Woodburn City Council directs staff to submit a 2024 funding application to the Oregon Department of Energy (ODOE) Energy Efficiency and Conservation Block Grant (EECBG) and appoints Renata Wakeley, Special Projects Director, to represent the City of Woodburn and is the contact for the City of Woodburn, which is authorized to receive funds, and implement the Energy Efficiency and Conservation Block Grant Program for the above referenced grant.

The contact information is below:

NAME: Renata Wakeley, Special Projects Director  
EMAIL: [Renata.wakeley@ci.woodburn.or.us](mailto:Renata.wakeley@ci.woodburn.or.us)  
PHONE: 503-980-2415

Sincerely,

Frank Lonergan, Mayor  
City of Woodburn

Cc: Renata Wakeley, Special Project Director



# Agenda Item

April 8, 2024

TO: Honorable Mayor and City Council through City Administrator  
THRU: Marty Pilcher, Chief of Police  
FROM: Keith Kimberlin, Lieutenant  
SUBJECT: **Liquor License Application G & Z Mini Mart.**

**RECOMMENDATION:**

Recommend that the OLCC approve the Liquor License Application for G & Z Mini Mart.

**BACKGROUND:**

Applicant: Ashley Melissa Garcia  
979 Oakwood Street  
Keizer, OR 97303  
503-991-4082

Point of Contact: Ashley Melissa Garcia  
979 Oakwood Street  
Keizer, OR 97303  
503-991-4082

Business: G & Z Mini Mart  
1195 N. Pacific Highway  
Woodburn, OR 97071  
971-719-3697

Owner(s): Ashlie Melissa Garcia

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Agenda Item Review: City Administrator  City Attorney  Finance

License Type(s):

**Off Premises-** May sell and serve beer, wine, and cider for consumption off the licensed premises. May sell beer, wine, and cider in a securely covered “growler” for consumption off the licensed premises.

On March 24, 2024, the Woodburn Police Department received an application for Off-Premises liquor license for G & Z Mini Mart. The business will be opening as a New Outlet located at 1195 N. Pacific Highway in Woodburn, OR 97071.

The hours of operation are 5 AM to 3 AM Sunday to Saturday. There is no entertainment listed for the location. 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 G & Z Mini Mart, and the listed owner, Ashlie Melissa Garcia. They were ran through various police databases and business related databases. Ashlie holds a valid Oregon driver’s license and no other items of concern were located during the check. The application is for a New Outlet for G & Z Mini Mart.

**FINANCIAL IMPACT:**

None





# Agenda Item

April 8, 2024

TO: Honorable Mayor and City Council through City Administrator

FROM: Curtis Stultz, Public Works Director

SUBJECT: **Acceptance of Easements at 300 South Woodland Avenue (Tax Lot 052W110000106)**

**RECOMMENDATION:**

Authorize the acceptance of one Public Utility Easement (PUE) and one access easement granted by 300 Woodland Avenue, LLC, for real property at 300 South Woodland Avenue and identified as Tax Lot 052W110000106.

**BACKGROUND:**

Per the conditions of the Planning Commission's Land Use Final Decision for the Chick-fil-A Project, dated July 27, 2023, the developer is required to grant certain easements to the City.

**DISCUSSION:**

Two easements are under consideration: one PUE, and one access easement. The PUE varies from 10' to 5' in width and generally surrounds the subject site, totaling approximately 8,065 square feet. The public access easement is 6' in width and located at the northeast corner of the intersection of Woodland Avenue and Hillyer Lane. The access easement is approximately 619 square feet in area.

**FINANCIAL IMPACT:**

There is no cost to the City for these easements.

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

AFTER RECORDING RETURN TO:

Woodburn City Recorder  
City of Woodburn  
270 Montgomery Street  
Woodburn, OR 97071

**CITY OF WOODBURN, OREGON  
PUBLIC ACCESS EASEMENTS**

300 Woodland Avenue, LLC GRANTOR, grants to the CITY OF WOODBURN, OREGON, hereinafter called CITY, a permanent easement and right-of-way, including a grant of public access and unrestricted ingress and egress over and across GRANTOR's property on the following described land:

*See attached Exhibit "A" Legal Description of Permanent Easement and attached Exhibit "B" Sketch for Legal Description of Permanent Easement which are by this reference incorporated herein*

The subject property street address is 300 Woodland Avenue or 300 S. Woodland Avenue, and the streetside public access easements result from the land use final decision for Design Review DR 22-26 (July 27, 2023), for site redevelopment into a Chick-fil-A fast-food restaurant, that applied Woodburn Development Ordinance (WDO) 3.02.01B & F.2.

GRANTOR reserves the right to use the surface of the land for any purpose that will not be inconsistent or interfere with the use of the easement by CITY. No building, permanent structure, fence, or utility shall be placed upon, under, or within the property subject to the foregoing easement during the term thereof, however, without the written permission of CITY.

The CITY has no maintenance responsibilities for the easement granted herein, however, should it complete any maintenance or repair work that may result in disturbance to the surface of the easement area and any associated landscaping and vegetation, the CITY shall promptly restore the surface of the property and any associated landscaping and vegetation to its original condition.

The CITY hereby agrees to indemnify, defend and hold harmless GRANTOR from and against any liens, claims, liability and costs (including court costs and reasonable attorney and witness fees) arising from or in connection with entry onto or activities on the property pursuant to this easement by CITY or any party affiliated with CITY.

The true consideration of this conveyance is Zero (\$0), and other valuable consideration, the receipt of which is acknowledged by GRANTOR.

The Easement and all rights granted herein shall perpetually encumber the property.

*GRANTOR* covenants to *CITY* that *GRANTOR* is lawfully seized in fee simple of the above-granted premises, free from all encumbrances and that *GRANTOR* and their heirs and personal representatives shall warrant and forever defend the said premises and every part thereof to *CITY* against the lawful claims and demands of all persons claiming by, through, or under *GRANTOR*.

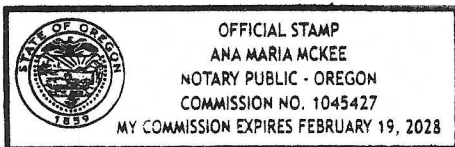
DATED this 25 day of March, 2024.

BY: *Travis Miller*  
Travis Miller / member

CORPORATE ACKNOWLEDGEMENT

STATE OF OREGON, County of Jane ) ss.

The foregoing instrument was acknowledged before me this 25<sup>TH</sup> day of March 2024 by Travis B Miller, as member of 300 Woodland Avenue, LLC a corporation and the foregoing instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors; and each of them acknowledged said instrument to be its voluntary act and deed.



*[Signature]*  
NOTARY PUBLIC FOR OREGON  
My Commission Expires: 02/19/2028

City of Woodburn  
270 Montgomery Street  
Woodburn, OR 97071

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(Grantee's Name and Address)

By Signature below, the City of Woodburn, Oregon, Approves and Accepts this Conveyance Pursuant to ORS 93.808.

City Recorder:

Heather Pierson

**EXHIBIT "A"**  
**PUBLIC BICYCLE, PEDESTRIAN AND ACCESS EASEMENT**

A PORTION OF PARCEL 1, PARTITION PLAT NO. 2003-033, MARION COUNTY PLAT RECORDS AND THAT TRACT OF LAND CONVEYED TO 300 WOODLAND AVE LLC, AN OREGON LIMITED LIABILITY COMPANY, PER DOCUMENT NO. 2021 00029799, REEL 4490 PAGE 122, MARION COUNTY DEED RECORDS, LOCATED IN THE SOUTHWEST ONE-QUARTER OF SECTION 12, TOWNSHIP 5 SOUTH, RANGE 2 WEST, WILLAMETTE MERIDIAN, CITY OF WOODBURN, MARION COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST WESTERLY SOUTHWEST CORNER OF SAID PARCEL 1, BEING ON THE EASTERLY RIGHT-OF-WAY LINE OF WOODLAND AVENUE (BEING 45.00' FROM CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO); THENCE ALONG SAID EASTERLY RIGHT-OF-WAY LINE, NORTH 00°06'12" WEST, 7.96 FEET; THENCE LEAVING SAID EASTERLY RIGHT-OF-WAY LINE, SOUTH 49°01'11" EAST, 44.15 FEET TO A POINT ON A 170.69 FOOT RADIUS NON-TANGENT CURVE CONCAVE NORTHERLY, A RADIAL LINE BEARS NORTH 04°01'11" WEST; THENCE EASTERLY 54.96 FEET ALONG THE ARC OF SAID 170.69 FOOT RADIUS CURVE, THROUGH A CENTRAL ANGLE OF 18°26'55" (THE LONG CHORD BEARS NORTH 76°11'40" EAST, 54.72 FEET); THENCE SOUTH 70°04'50" EAST, 8.64 FEET TO THE NORTHERLY RIGHT-OF-WAY LINE OF HILLYER LANE (BEING 30.00' FROM CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO) AND A POINT ON A 176.69 FOOT RADIUS NON-TANGENT CURVE, CONCAVE NORTHERLY A RADIAL LINE BEARS NORTH 25°04'52" WEST; THENCE WESTERLY 65.76 FEET ALONG THE ARC OF SAID 176.69 FOOT RADIUS CURVE AND SAID NORTHERLY RIGHT OF WAY LINE, THROUGH A CENTRAL ANGLE OF 21°19'22" (THE LONG CHORD BEARS SOUTH 75°34'49" WEST, 65.38 FEET) TO A POINT OF NON-TANGENCY; THENCE CONTINUING ALONG SAID RIGHT OF WAY LINE NORTH 49°01'11" WEST, 41.41 FEET TO THE POINT OF BEGINNING.

CONTAINS 619 SQUARE FEET OR 0.014 ACRES, MORE OR LESS.

SEE ATTACHED EXHIBIT "B", ENTITLED "PUBLIC BICYCLE, PEDESTRIAN AND ACCESS EASEMENT"

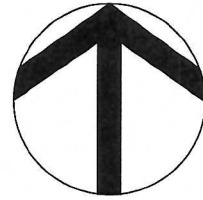
BASIS OF BEARINGS:  
OREGON COORDINATE REFERENCE SYSTEM, SALEM ZONE,  
RELATED TO NAD83-2011 (EPOCH 2010.0000)

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

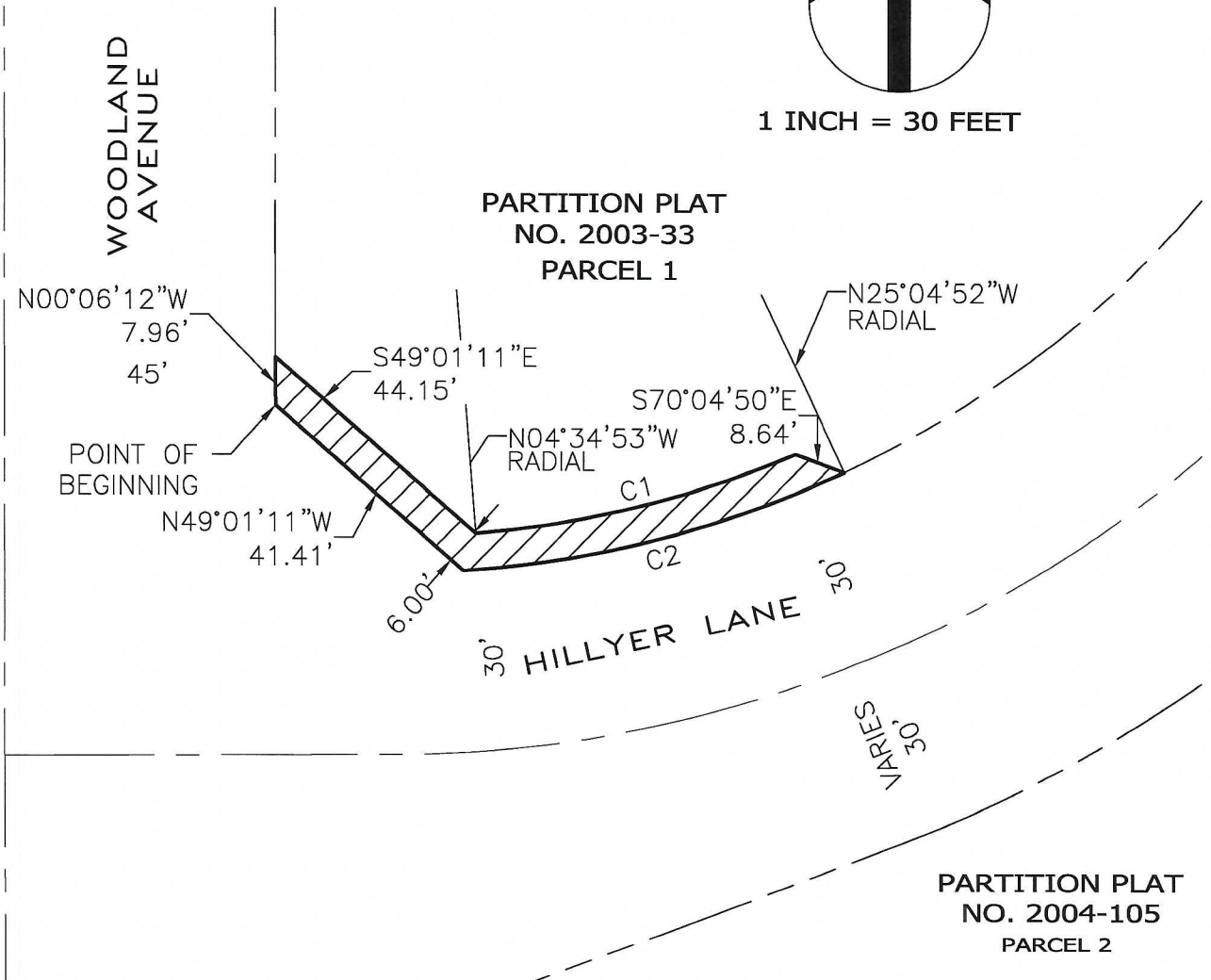
OREGON  
JUNE 13, 2008  
JERED MCGRATH  
79419 PLS

RENEWS: 12/31/2024

**EXHIBIT "B"**  
**PUBLIC BICYCLE, PEDESTRIAN**  
**AND ACCESS EASEMENT**




1 INCH = 30 FEET



CURVE TABLE					
CURVE NO.	DELTA	RADIUS	LENGTH	CHORD	CHORD LEN
C1	18°26'55"	170.69'	54.96'	N76°11'40"E	54.72'
C2	21°19'22"	176.69'	65.76'	S75°34'49"W	65.38'

**LEGEND:**

 AREA OF PUBLIC BICYCLE, PEDESTRIAN AND ACCESS EASEMENT  
 619 SQUARE FEET OR 0.014 ACRES,  
 MORE OR LESS

SEE ATTACHED LEGAL DESCRIPTION



Date: 3/6/2024

Proj No: 2201485

4905 SW SCHOLLS FERRY RD.,  
 PORTLAND, OR 97225  
 (503) 345-0328

AFTER RECORDING RETURN TO:

Woodburn City Recorder  
City of Woodburn  
270 Montgomery Street  
Woodburn, OR 97071

**CITY OF WOODBURN, OREGON  
PUBLIC UTILITY EASEMENTS**

300 Woodland Avenue, LLC GRANTOR, grants to the CITY OF WOODBURN, OREGON, hereinafter called CITY, a permanent easement and right-of-way, including the permanent right to install, construct, reconstruct, operate, inspect, repair, and maintain public utilities on and in the following described land:

*See attached Exhibit "A" Legal Description of Permanent Easement and attached Exhibit "B" Sketch for Legal Description of Permanent Easement which are by this reference incorporated herein.*

The subject property street address is 300 Woodland Avenue or 300 S. Woodland Avenue, and the streetside public utility easements result from the land use final decision for Design Review DR 22-26 (July 27, 2023), for site redevelopment into a Chick-fil-A fast-food restaurant, that applied Woodburn Development Ordinance (WDO) 3.02.01B & F.2.

GRANTOR reserves the right to use the surface of the land for any purpose that will not be inconsistent or interfere with the use of the easement by CITY. No building, permanent structures, fences, or utility shall be placed upon, under, or within the property subject to the foregoing easement during the term thereof, however, without the written permission of CITY.

CITY, its agents, and independent contractors, shall have the right of ingress and egress to the easement area for purposes connected to this easement. Upon completion of any construction, maintenance, or repair work by the CITY that may result in disturbance to the surface of the easement area and any associated landscaping and vegetation, CITY shall promptly restore the surface of the property and any associated landscaping and vegetation to its original condition.

CITY hereby agrees to indemnify, defend and hold harmless GRANTOR from and against any liens, claims, liability and costs (including court costs and reasonable witness fees) arising from or in connection with entry onto or activities on the property pursuant to this easement by CITY or any party affiliated with CITY.

The true consideration of this conveyance is Zero (\$0), and other valuable consideration, the receipt of which is acknowledged by GRANTOR.

The Easement and all rights granted herein shall perpetually encumber the property.

*GRANTOR* covenants to *CITY* that *GRANTOR* is lawfully seized in fee simple of the above-granted premises, free from all encumbrances and that *GRANTOR* and their heirs and personal representatives shall warrant and forever defend the said premises and every part thereof to *CITY* against the lawful claims and demands of all persons claiming by, through, or under *GRANTOR*.



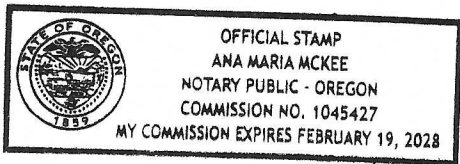
DATED this 25 day of March, 2024.

BY: [Signature]  
Travis Miller / member

CORPORATE ACKNOWLEDGEMENT

STATE OF OREGON, County of Jane ) ss.

The foregoing instrument was acknowledged before me this 25<sup>TH</sup> day of March 2024 by Travis B. Miller, as member of 300 Woodland Avenue, LLC a corporation and the foregoing instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors; and each of them acknowledged said instrument to be its voluntary act and deed.



[Signature]  
NOTARY PUBLIC FOR OREGON  
My Commission Expires: 02/19/2028

City of Woodburn  
270 Montgomery Street  
Woodburn, OR 97071

(Grantee's Name and Address)

By Signature below, the City of Woodburn, Oregon, Approves and Accepts this Conveyance Pursuant to ORS 93.808.

City Recorder:

Heather Pierson

**EXHIBIT "A"**  
**PUBLIC UTILITY EASEMENT**

A VARIABLE WIDTH STRIP OF LAND FOR PUBLIC UTILITY PURPOSES (PUE), BEING A PORTION OF PARCEL 1, PARTITION PLAT NO. 2003-033, MARION COUNTY PLAT RECORDS AND THAT TRACT OF LAND CONVEYED TO 300 WOODLAND AVE LLC, AN OREGON LIMITED LIABILITY COMPANY, PER DOCUMENT NO. 2021 00029799, REEL 4490 PAGE 122, MARION COUNTY DEED RECORDS, LOCATED IN THE SOUTHWEST ONE-QUARTER OF SECTION 12, TOWNSHIP 5 SOUTH, RANGE 2 WEST, WILLAMETTE MERIDIAN, CITY OF WOODBURN, MARION COUNTY, OREGON, THE SIDELINES OF SAID STRIP ARE MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**COMMENCING** AT THE MOST WESTERLY SOUTHWEST CORNER OF SAID PARCEL 1, BEING ON THE EASTERLY RIGHT-OF-WAY LINE OF WOODLAND AVENUE (BEING 45.00' FROM CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO); THENCE ALONG SAID EASTERLY RIGHT-OF-WAY LINE, NORTH 00°06'12" WEST, 7.96 FEET TO THE **POINT OF BEGINNING** WHICH POINT IS THE WESTERLY LINE OF A 5.00 FOOT WIDE STRIP OF LAND FOR PUBLIC UTILITY EASEMENT (PUE); THENCE CONTINUING ALONG SAID EASTERLY RIGHT-OF-WAY LINE, NORTH 00°06'12" WEST, 213.14 FEET TO A POINT; SAID POINT BEING ON THE NORTHERLY LINE OF A 10 FOOT WIDE STRIP OF LAND FOR PUE; THENCE NORTH 72°42'04" EAST, 33.74 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF HILLSBORO SILVERTON HWY (STATE HWY 214) (BEING 60.00' FROM CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO); THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE, NORTH 88°39'55" EAST, 406.87 FEET TO THE END OF THE NORTHERLY LINE OF THE 10.00 FOOT WIDE STRIP AND A POINT HEREINAFTER REFERRED TO AS POINT "A".

TOGETHER WITH THE FOLLOWING DESCRIBED 5.00 FOOT WIDE STRIP OF LAND:

**COMMENCING** AT AFOREMENTIONED POINT "A"; THENCE LEAVING SAID SOUTHERLY RIGHT-OF-WAY LINE, SOUTH 00°41'37" EAST, 46.47 FEET TO THE **POINT OF BEGINNING**, BEING ON THE NORTHWESTERLY RIGHT-OF-WAY LINE OF HILLYER LANE (BEING 30.00' FROM CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO) AND A POINT ON THE SOUTHERLY LINE OF SAID 5.00 FOOT WIDE STRIP OF LAND FOR PUE;

THENCE ALONG SAID NORTHWESTERLY RIGHT-OF-WAY LINE, SOUTH 89°18'25" WEST, 52.51 FEET TO A POINT OF CURVATURE; THENCE ALONG THE ARC OF A 243.25 FOOT RADIUS CURVE CONCAVE SOUTHEASTERLY, THROUGH A CENTRAL ANGLE OF 60°21'28" AN ARC DISTANCE OF 256.25 FEET (THE LONG CHORD OF WHICH BEARS SOUTH 59°07'41" WEST, 244.56 FEET); THENCE SOUTH 28°56'57" WEST, 5.01 FEET TO A POINT OF CURVATURE; THENCE ALONG THE ARC OF A 176.69 FOOT RADIUS CURVE CONCAVE NORTHWESTERLY, THROUGH A CENTRAL ANGLE OF 35°58'11" AN ARC DISTANCE OF 110.92 FEET (THE LONG CHORD OF WHICH BEARS SOUTH 46°56'02" WEST, 109.11 FEET) TO A POINT OF NON-

TANGENCY; THENCE LEAVING SAID NORTHERLY RIGHT OF WAY LINE OF HILLYER LANE NORTH 70°04'50" WEST, 8.64 FEET TO A POINT OF NON-TANGENT CURVATURE; THENCE ALONG THE ARC OF A 170.69 FOOT RADIUS CURVE CONCAVE NORTHERLY, THROUGH A CENTRAL ANGLE OF 18°26'55" AN ARC DISTANCE OF 54.96 FEET (THE LONG CHORD OF WHICH BEARS SOUTH 76°11'40" WEST, 54.72 FEET) TO A POINT OF NON-TANGENCY; THENCE NORTH 49°01'11" WEST, 44.15 FEET TO THE **POINT OF BEGINNING.**

THE SIDELINES OF SAID STRIP OF LAND SHALL LENGTHEN AND SHORTEN TO FORM A CONGRUENT STRIP OF LAND ADJACENT TO THE RIGHT OF WAY LINES AS NOTED.

CONTAINS 8,065 SQUARE FEET OR 0.185 ACRES, MORE OR LESS.

SEE ATTACHED EXHIBIT "B", ENTITLED "PUBLIC UTILITY EASEMENT"

**BASIS OF BEARINGS:**

OREGON COORDINATE REFERENCE SYSTEM, SALEM ZONE,  
RELATED TO NAD83-2011 (EPOCH 2010.0000)

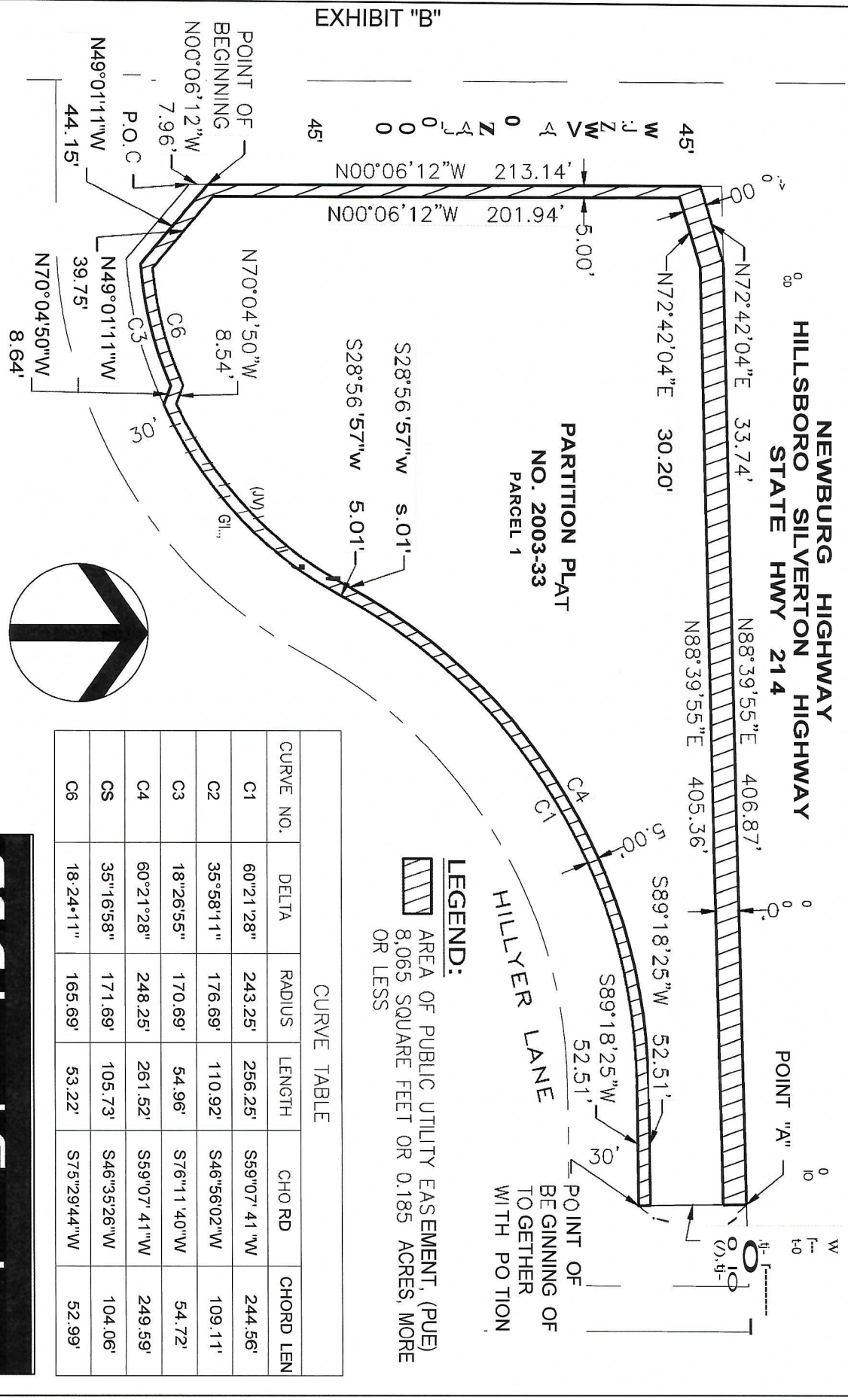
REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

OREGON  
JUNE 13, 2008  
JERED MCGRATH  
79419 PLS

RENEWALS: 12/31/2024

**EXHIBIT "B"**  
**PUBLIC UTILITY EASEMENT**

**NEWBURG HIGHWAY**  
**HILLSBORO SILVERTON HIGHWAY**  
**STATE HWY 214**



**PARTITION PLAT**  
**NO. 2003-33**  
**PARCEL 1**

**LEGEND:**  
 AREA OF PUBLIC UTILITY EASEMENT, (PUE)  
 8,065 SQUARE FEET OR 0.185 ACRES, MORE  
 OR LESS

**CURVE TABLE**

CURVE NO.	DELTA	RADIUS	LENGTH	CHORD	CHORD LEN
C1	60°21'28"	243.25'	256.25'	S59°07'41"W	244.56'
C2	35°58'11"	176.69'	110.92'	S46°56'02"W	109.11'
C3	18°26'55"	170.69'	54.96'	S76°11'40"W	54.72'
C4	60°21'28"	248.25'	261.52'	S59°07'41"W	249.59'
C5	35°16'58"	171.69'	105.73'	S46°35'26"W	104.06'
C6	18°24'11"	165.69'	53.22'	S75°29'44"W	52.99'

1 INCH = 60 FEET



**S&F Land Services**

SEE ATTACHED LEGAL DESCRIPTION

**Date:** 3/6/2024  
**Proj No:** 2201485  
 4905 SW SCHOLLS FERRY RD.  
 PORTLAND, OR 97225

**CITY OF WOODBURN**  
**Community Development Department**

**MEMORANDUM**

270 Montgomery Street

Woodburn, Oregon 97071

(503) 982-5246

**Date:** April 2, 2024

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

**From:** Melissa Gitt, Building Official

**Subject:** Building Activity for March 2024

	2022		2023		2024	
	No.	Dollar Amount	No.	Dollar Amount	No.	Dollar Amount
Single-Family Residential	40	\$12,677,455	1	\$303,655	22	\$7,594,504
Multi-Family Residential	3	\$3,150	0	\$0	0	\$0
Assisted Living Facilities	0	\$0	0	\$0	0	\$0
Residential Adds & Alts	6	\$67,324	27	\$390,846	11	\$117,717
Industrial	0	\$0	0	\$0	0	\$0
Commercial	2	\$176,050	5	\$635,954	7	\$559,472
Signs and Fences	0	\$0	0	\$0	0	\$0
Manufactured Homes	0	\$0	0	\$0	1	\$290,000
<b>TOTALS</b>	51	\$12,923,979	33	\$1,330,455	41	8,561,693
<b>Fiscal Year to Date (July 1 – June 30)</b>		<b>\$549,727,643**</b>		<b>\$82,706,047</b>		<b>\$92,351,412</b>

Totals calculated from permit valuation.

\*\*Project Basie (Amazon) permit valuation is \$451,339,834



# Agenda Item

April 8, 2024

TO: Honorable Mayor and City Council through City Administrator

FROM: Jamie Johnk, Economic Development Director  
Chris Killmer, Assistant City Attorney

SUBJECT: **Call-Up Briefing: Public Arts and Mural Committee Approval of the Placement of Public Art on the City Owned Property Located at 190 Garfield Street (PAMC #2023.01)**

## **RECOMMENDATION:**

Staff recommends no action and briefs the Council on this item pursuant to Public Arts and Mural Ordinance 2555 Section 9.C. The Council may call up this item for review if desired and, by majority vote, initiate a review of this decision.

## **BACKGROUND:**

The Public Arts and Mural Committee held a public hearing on March 27, 2024, and unanimously approved Application No. PAMC 2023.01 for the placement of a mural (public art) on the south side of the City Engineering Building (190 Garfield Street), as presented by staff.

The Public Arts and Mural Committee identified opportunities to install public art in locations that would support the committee's mission of facilitating *the creation, placement and funding of public art projects that inspire and delight the visitors and community members of Woodburn.*

The Committee provided concept direction to the artist on the design and style of public art, resulting in the mural as approved.

No testimony was received prior to the public hearing and there was no testimony at the public hearing.

**FINANCIAL IMPACT:**

The Urban Renewal Agency has allocated funding for public art through the Public Arts and Mural Committee for FY 2023-24. The cost of the proposed Mural is an amount not to exceed \$18,000.



**WOODBURN PUBLIC ART AND MURAL COMMITTEE**  
**PUBLIC HEARING**  
**WEDNESDAY – MARCH 27, 2024 @ 5:15 P.M.**  
**WOODBURN CITY HALL – COUNCIL CHAMBERS**  
**270 MONTGOMERY STREET**

**AGENDA**

**WELCOME:**

- Call meeting of the Public Art and Mural Committee to order.

**ROLL CALL**

**FLAG SALUTE**

**MINUTES:**

**BUSINESS FROM THE AUDIENCE** for items NOT on the Agenda.

**COMMUNICATIONS**

**PUBLIC HEARING:**

- To discuss the mural art proposed for installation in the City Engineering Building located at 190 Garfield Street by the Public Arts and Mural Committee.

**OTHER DISCUSSION ITEMS**

**UPDATES FROM STAFF**

**ADJOURN**





# Staff Report

**To:** Public Arts and Mural Committee

**From:** Chris Killmer, Assistant City Attorney  
Jamie Johnk, Economic Development Director

**Hearing Date:** March 27, 2024

**Item:** Public hearing to consider a new public mural on the south side of 190 Garfield Street (“**City Engineering Building**”)

**Address:** 190 Garfield Street

## Table of Contents

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<b>SELECTION CRITERIA.....</b>	<b>3</b>
<b>RECOMMENDATION .....</b>	<b>5</b>
<b>LIST OF ATTACHMENTS .....</b>	<b>6</b>

## Summary of Proposal

The City is proposing a mural on the south-facing wall of the City owned building located at 190 Garfield St. (City Engineering Building). The proposed mural will depict an illustrative portrayal of the unique characteristics and history of the Woodburn community and region.

The location proposed for the mural is on the south end of the Engineering building, adjacent to a public transit stop, across the street of the Library, AWARE Food Bank, and City Hall. Placement of a mural at this location is ideal for public viewing and interaction. In addition, the content of the mural provides a colorful display of Woodburn.

The Public Arts and Mural Committee released a Request for Proposal (RFP) in order to identify an artist to work with the Committee to design and propose a mural for the property. Through the RFP vetting process, the City contracted with artist Monica Milligan to complete the scope of the mural. The artist, working with the Committee, developed a final concept of the mural that represents the history of Woodburn as well as the rich colors and characteristics that make the community special.

The mural will be painted using industry standard spray paint materials with an application of anti-graffiti clear coat to help protect and preserve the finished mural.

As a product of the Public Arts and Mural Committee, the project will be funded through dedicated urban renewal funds. City staff will have project oversight and provide regular updates to the Public Arts and Mural Committee. Once complete, the mural will be maintained by the City Parks department.

Installation of the mural will begin in April 2024 (weather permitting). The artists estimate that it will take 2-4 weeks to complete the mural, however, has committed to completion no later than June 30, 2024.



*View looking north from Arthur Street*

## Public Arts and Mural Committee Role

Notwithstanding the fact that the Public Arts and Mural Committee is the applicant, the Committee is required to conduct a public hearing, review and apply the applicable selection criteria stipulated in Ordinance 2555, review any testimony received and reach a final decision on the proposal. After deliberation, and a vote, the Committee should direct staff to draft a Final Order containing findings for carrying out the Committee's decision.

## Selection Criteria

The criteria for the Committee to use is found in Section 8 of Ordinance 2555. It states that the Committee, "shall consider and apply the (following) criteria in selecting and acquiring public art murals". These criteria and staff findings and conclusions in response to the criteria are listed below.

1. Strength of artist's concept for, and originality of, proposed public art or mural;

STAFF FINDINGS: *The proposed mural represents the final iteration of numerous designs considered and discussed with the artist (Monica Milligan). The concept for the mural was derived from examples around the country where communities represent their unique characteristics and history through art. Staff conclude that this criterion has been met.*

2. Demonstrated craftsmanship and experience of the artist;

STAFF FINDINGS: *The artist, Monica Milligan, will be completing the work. Ms. Milligan's proposal response to the RFP reflects distinguished experience as an artist and in the completion and presentation of her art. Staff conclude that this criterion has been met.*

3. Demonstrated quality and enduring value of the public art or mural;

STAFF FINDINGS: *The mural will be painted using industry standard exterior spray paint materials with an application of anti-graffiti clear coat to help protect and preserve the finished mural. Staff conclude that this criterion has been met.*

4. Whether the artwork factors in historical, geographical, and/or cultural features of the community;

STAFF FINDINGS: *The intent of the mural is to depict the historical and cultural characteristics of the Woodburn community and its residents. The mural prominently displays the Woodburn Bison Antiquus, and a traditional Mexican dancer along with other important characteristics of Woodburn including Mt. Hood, tulips, berries, and hot air balloons, among others. These*

*elements come together on a piece that allows for artistic beauty as well public interaction. Accordingly, staff conclude that this criterion has been met.*

5. Site Selection Considerations:

- a. Appropriateness of scale of the public art or mural to the property/location on which the proposed art or mural will be installed;

*STAFF FINDINGS: The mural will be painted along the south side of the building where the wall has been prepared for the art. The overall dimension of the building is 44' x 19', which is an appropriate scale for the building. Staff conclude that this criterion has been met.*

- b. Appropriateness of the scale of the public art or mural to the surrounding neighborhood;

*STAFF FINDINGS: The mural is on a two-story building on a deep lot set back from the street and is adjacent to a public transit station downtown. Staff conclude that this criterion has been met.*

- c. Architectural, geographical, socio-cultural and/or historical relevance of the Public Art or Public Mural to the site;

*STAFF FINDINGS: The intent of design is to capture elements of the community that make it special and unique and to place those depictions in a colorful mural to share with the public. Staff conclude that this criterion has been met.*

- d. Whether the proposed public art or mural will be located on or within visual sightlines of a single-family dwelling, duplex, or multi-family dwelling; as used in this subsection, single family dwellings, duplexes, or multi-family dwellings does not include mixed-use buildings which contain a single-family dwelling, duplex, or multi-family dwellings;

*STAFF FINDINGS: The mural is not located in a housing/residential setting. Accordingly, this criterion has been met.*

- e. Whether the proposed public art or mural will be located in a manner that makes it readily visible to the public.

*STAFF FINDINGS: As mentioned above, the mural will be in a highly visible location, along major downtown thoroughfare. Thus, staff conclude this criterion has been met.*

6. General support/advocacy for the public art or mural from the property owner, surrounding neighborhood, adjacent businesses, and arts community;

*STAFF FINDINGS: The design concept was developed by the Public Arts and Mural Committee, which includes local community members. The final design of the mural was completed through collaboration between the Committee and the artist, Monica Milligan. Staff conclude that this criterion has been met.*

7. Ability to complete the proposed public art or mural;

STAFF FINDINGS: *As a project of the Public Arts and Mural Committee, the mural will be funded through dedicated urban renewal funds. City Staff will provide oversight and provide regular updates to the Committee. The artist, who has extensive experience painting murals of this type, expects she can complete the mural in 2-4 weeks with final completion no later than June 30, 2024. Thus, staff conclude that this criterion has been met.*

8. Whether the proposed public art or mural will contain electrical components, which generally will not be approved unless specially used in the design and/or placement of the art, including flashing or sequential lighting any automated method that causes movement or periodic changes in the appearance, image, or message of the public art or mural; and

STAFF FINDINGS: *Long-term maintenance of the mural will be provided by the City's Parks Department. The mural does not require or contain any electrical components. Thus, Staff conclude that this criterion has been met.*

9. The responsibility for maintenance of the public art or mural, including any extraordinary operations or maintenance costs associated with the public art or mural

STAFF FINDINGS: *Long-term maintenance of the mural will be provided by the City's Parks Department. No extraordinary operations or maintenance costs are anticipated for maintaining the mural. Staff conclude this criterion has been met.*

### Final Decision

After the conclusion of the public hearing, the Committee shall deliberate and make a final decision regarding the proposed public art mural. The final decision by the Committee shall be in written form and shall contain findings and conclusions, explaining how the public art mural selection criteria were applied to the application. Notice of the final decision shall be provided to the applicant and all persons who presented testimony or submitted written evidence at the public hearing.

### **Recommendation**

Staff recommends that the Commission consider the staff report and APPROVE the mural. If staff agree with this recommendation, a sample motion follows:

"I motion that the Committee approve the mural and direct staff to prepare a Final Order with appropriate findings and conclusions for approval and signature by the Committee Chair based on the recommendations contained in the staff report"

List of Attachments

ATTACHMENT A: Full Application Submittal

ATTACHMENT B: Final Order

# ATTACHMENT A



## CITY OF WOODBURN

File No: PAMC #2023.01

Economic Development Department  
270 Montgomery Street • Woodburn, Oregon 97071  
Phone: 503-981-6319 • Website: www.woodburn-or.us

### PUBLIC ARTS AND MURAL APPLICATION

(Reference Ordinance No: 2555)

Application Fee: \$100

#### General Information

Project Location: 190 Garfield - Engineering Building facing First St. and Aurthur	
Property Owner: City of Woodburn	Applicant: Woodburn Public Arts and Mural Committee
Mailing Address: 270 Montgomery Street, Woodburn	Mailing Address:
Telephone: 503-980-6319	Telephone:
E-mail: jamie.johnk@ci.woodburn.or.us	E-mail:

#### Required Attachments

- Illustration(s) of the public art or mural - with dimensions.
- Illustration(s) reflecting the scale of public art or mural on the property - with dimensions.
- Description of the public art or mural, what it represents, and the materials proposed for use.
- Statement regarding applicants ability to complete the Project.
- Narrative reflecting compliance with each of the selection criteria.
- Easement Agreement (only required for proposed projects sited on non-city-owned property)
- Maintenance plan for the life of the public art or mural
- Timeline for project installation and completion

#### Certification

I hereby declare that as the applicant or property owner, I have read the foregoing application and know the contents to be true.

Owner *Jim Row* Applicant *Sharon Schaub*

Print Name Jim Row Print Name Sharon Schaub

Date 3/13/24 Date 2/21/24

## Public Arts and Mural Selection Criteria

**The Woodburn Public Arts and Mural Committee shall consider and apply the following selection criteria in selecting and acquiring Public Art and Public Murals:**

1. Strength of artist's concept for, and originality of, proposed public art or mural.
2. Demonstrated craftsmanship and experience of the artist.
3. Demonstrated quality and enduring value of the public art or mural.
4. Whether the artwork factors in historical, geographical, and/or cultural features of the community.
5. Site Selection Considerations:
  - a. Appropriateness of scale of the public art or mural to the location on which the proposed art or mural will be installed;
  - b. Appropriateness of the scale of the public art or mural to the surrounding neighborhood;
  - c. Architectural, geographical, socio-cultural and/or historical relevance of the Public Art or Public Mural to the site;
  - d. Whether the proposed public art or mural will be located on a single family dwelling, duplex, or multi-family dwelling; as used in this subsection, single family dwellings, duplexes, or multi-family dwellings does not include mixed-use buildings which contain a single family dwelling, duplex, or multi-family dwellings;
  - e. Whether the proposed public art or mural will be located in a manner that is visible to the public;
6. General support/advocacy for the public art or mural from the property owner/user, surrounding neighborhood, adjacent businesses, and arts community;
7. Ability to complete the proposed public art or mural;
8. Whether the proposed public art or mural will contain electrical components, which generally will not be approved unless specially used in the design and/or placement of the art, including flashing or sequential lighting any automated method that causes movement or periodic changes in the appearance, image, or message of the public art or mural; and
9. The responsibility for maintenance of the public art or mural, including any extraordinary operations or maintenance costs associated with the public art or mural.



# CURRENT IMAGE





vents for existing mechanical units appear to be operational, but may be able to be replaced.

ENGINEERING BUILDING PUBLIC WORKS EXISTING BUILDING



# **ARTIST QUALIFICATIONS**

PROPOSAL:



Project Overview:

- The mural will prominently feature the word "Woodburn" in large font with a welcoming introduction.
- The design will incorporate key elements representing Woodburn's identity, including the Tulip Festival, soccer, abundant berries and nurseries, azalea production, native wildlife, and the cultural significance of the Woodburn Fiesta Mexicana.
- The mural will be set against a scenic backdrop of Woodburn's natural beauty.

Technical Details:

- The mural will be a full wall installation directly adhered to the surface.
- Quality grade spray paint will be the primary material, with minimal brush work for fine details (if necessary, using exterior acrylic paint).
- Dimensions: Approximately 44 feet in length, 19 feet in height.
- Completion Time: 13 days (weather permitting).
- Lower portion: 8 days (completed on flat foot, step stool, and extension ladder).

- Upper portion: 5 days (using a 34 ft Articulating Boom Lift Electric)

Material Budget:

- Spray paint, exterior acrylic paint, brushes, spray caps, drop cloths, and miscellaneous supplies such as tape, stencil: \$700.
- Rental of boom lift: \$1,000.

Maintenance and Upkeep:

- Artist offers maintenance for up to ten years while residing in Oregon, with reimbursement for travel expenses only.
- No additional fees for upkeep.
- Vandalism or tagging will be addressed on a case-by-case basis, with collaboration between the artist and appropriate city authorities to resolve.

Preservation and Alterations:

- Sealer is not required and is optional.

As a professional painter, I typically refrain from sealing spray painted works in order to facilitate touch-ups if necessary in the future. However, the decision to seal it will be determined by the client and remains an optional choice. Should the client opt for the mural to be sealed, an additional fee of \$300 will be added to the budget to cover this service.

Paints utilized for the mural will possess UV and weather-resistant properties.

-Before any party makes alterations, the cause of deterioration will be determined and corrected, with consultation from the original artist.

(This is to honor moral rights and ensure accurate preservation if for instance another party is asked to fix, change or add on to the mural.)

Total Cost Estimate:

- Mural Installation Fee: \$14,440

Breakdown: Artist time and labor at \$15 per sq foot x836 sq ft: includes high level of detail, many moving parts/ multiple subjects

- Materials: \$700
- Lift Rental: \$1,000
- Travel Expenses: \$200

(sealer not included in total installation fee)

Thank you for considering this proposal.

Letter of Interest:

Monica Milligan  
17853 SW Wakem St, Beaverton Or 97003  
mamilligan.artist@yahoo.com  
503-995-5773  
Sample work: inserted picture on google doc

I am writing to express my interest in the Annex mural opportunity. As a long-standing resident of Oregon, Woodburn offers a neighborly spirit with its natural beauty and diversity which I would love to highlight.

Having had the opportunity of experiencing various cultures and working within diverse community settings, I believe I bring a valuable perspective to this project. My background in creating large-scale mural artwork further enhances my qualifications for this project. I am confident that my passion for art and community, combined with my experience in mural creation, aligns with the objectives.

Thank you for considering my application. I look forward to the possibility of collaborating on this project and contributing to the continued enrichment of the city of Woodburn.

Sincerely, Monica

## Artist Statement:

Originally from the Midwest, my artistic journey has taken me from there to the beautiful state of Oregon. Along the way though, I've had the opportunity to immerse myself in the rich cultures of Costa Rica, the Philippines, and Singapore, thanks to family ties. These experiences have a major influence on my artistic perspective.

With over 25 years of personal art development and a decade of professional practice, my style is a fusion of bold, vibrant colors and intricate detailing. This blend creates works that offer depth and saturation that are eye-catching. I use my cultural influences in my art expression as well as nostalgic references from my childhood. I also enjoy painting people and nature. As my portfolio evolves, my mural work stems from a desire to leave a mark on communities through storytelling, hoping to inspire.

Also coming from a diverse background, I find a natural connection with individuals from different walks of life. Art I believe is a universal language with no boundaries, allowing meaningful connections. Currently, my focus is on leveraging my art as a means to give back, whether through mentorship, collaborative community endeavors, or nurturing our youth and fostering those experiences.



Resume:

Monica Milligan  
17853 SW Wakem St, Beaverton Or 97003  
mamilligan.artist@yahoo.com  
503-995-5773  
www.mamartworks.com

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Objective:

Dedicated and versatile visual artist with extensive experience in various painting techniques and styles, including aerosol spray paint, acrylic, sketch pencil, chalk pastel, and digital art. Experienced in portraiture paintings, abstract art, pop art, still life, surrealism, modern art. Proven track record of successful collaboration and mentorship in both community outreach, public works and educational settings.

Professional Experience:

Independent Painting Instructor and Event Coordinator for multiple partnered public and private venues.

Partnered Public Venues:

Tualatin Valley Estate Winery  
Forest Grove, Or  
2017-current

Additional Public Venues:

Malones Ale House  
Hillsboro, Or  
2018-current

Senet Game Bar  
Tigard, OR  
2023

CopperMountain Ale Works  
Tigard, 2023

Tigard Tap House  
2022

- Instructed and coordinated paint classes in public and private settings, demonstrating expertise in acrylic painting and other techniques.
- Mentored and taught painting to children in need, fostering their artistic development and self-expression.
- Collaborated with my son on community outreach projects, including mural work.

Exhibitions:

- Raw Artist
- Art Splash Tualatin
- Hillsboro Farmers Market
- Leaves and Laces Sneaker Week
- Pancake&Booze
- Trapxart
- Abby Creek Winery
- Tigard Art Walk Public Art Installation

Painting Class Highlights:

- SPARC 6 Week Canvas Painting Course, Five Oaks Middle School, Beaverton, OR (April - May 2017)
- Children's Miracle Network Fundraising Paint Night Event, Malones Ale House, Beaverton, OR (June 2019)
- Ascending Flow Foster Alumni Art Class, Portland, OR (2020)
- Positive Wave Feel Good Look Good Event for Young Men, Alberta Street Pub, Portland, OR (10/30/2021)
- Uplifting Youth Voices 8 Week Intro to Acrylic Canvas Painting and Mural Program, Portland, OR (June 2022)

Mural Highlights:

- "Water Wall," Foster Alumni Drop in Center, Mill Park Center, Portland, OR (Dec 2020)
- "World Trade Center Clean Up Project," Portland, OR (Summer 2020)
- "Good Neighbor Center Tree of Life," Resident mural for homeless families, Tigard, OR (Sept 2019)

- "Good Neighbor Center Outdoor Play Area," Tigard, OR (April 2021)
- "Old Man Winter," Tribute mural for public figure, Newport, OR (Aug 2021)
- "Braking Cycles," Mural project for at risk youth, Portland, OR (Oct 2021)
- "Uplifting Youth Voices" Mural Program, Portland, OR (June/July 2022)

Fundraisers/Charity Events:

- Baseball Beyond Borders Program Fundraiser, Seattle, WA (September 2017)
- Practice Facility Fundraising Event, Tigard, OR (Nov 2017, 2018)
- Canvas Painting Gifted to singer/song writer Garth Brooks for his contribution working with children in need with his Teammates for Kids foundation, Tacoma, WA (Dec 2017)

Apprenticeship/Education:

- Mandatory training PPS Contractor (2022-2024)
- Equity in the Arts Mural Program, Chattanooga, TN (2017)
- Cartooning & Caricatures under award-winning artist Alan Schmertzer, High School (2002)

References:

April Burgett

Havana Chamber of Commerce

217-722-3917

aburgett9801@gmail.com

(City of Havana mural grant program, city murals 2023,

<https://www.historichavanainllinois.com/public-art--downtown-murals.html>)

Selena

Tigard Downtown Alliance

503-679-0608

stumptownmama@gmail.com

[TDA@exploredowntowntigard.org](mailto:TDA@exploredowntowntigard.org)

(electrical boxes mural project for city of Tigard Art Walk 2023, Fanno Creek Trail city bench mural project 2023)

Dunja

Vibe PDX

503-320-5600

music@vibepdx.org

## Public Arts and Mural Selection Criteria Narrative

The Woodburn Public Arts and Mural Committee shall consider and apply the following selection criteria in selecting and acquiring Public Art and Public Murals:

1. Strength of artist's concept for, and originality of, proposed public art or mural.  
*The artist worked closely with the Public Arts and Mural Committee to develop the final design to represent the qualities and characters of the Woodburn community.*
2. Demonstrated craftsmanship and experience of the artist.  
*The artist's proposal reflects the broad array of skills and experience working on murals and public art.*
3. Demonstrated quality and enduring value of the public art or mural.  
*The artist will utilize appropriate materials to provide art that will reflect quality and longevity.*
4. Whether the artwork factors in historical, geographical, and/or cultural features of the community.  
*The proposed mural design provides a strong depiction of the history and culture of Woodburn and relays a compelling story of our community.*
5. Site Selection Considerations:
  - a. Appropriateness of scale of the public art or mural to the location on which the proposed art or mural will be installed;  
*The scale of the mural is apportioned to the dimensions of the Engineering Building and its visibility by the public.*
  - b. Appropriateness of the scale of the public art or mural to the surrounding neighborhood;  
*The scale of the mural is apportioned to the dimensions of the Engineering Building and its visibility by the public.*
  - c. Architectural, geographical, socio-cultural and/or historical relevance of the public art or public mural to the site;  
*The mural provides a strong depiction of the history and culture of Woodburn and relays a compelling story of our community.*
  - d. Whether the proposed public art or mural will be located on a single-family dwelling, duplex, or multi-family dwelling; as used in this subsection, single family dwellings, duplexes, or multi-family dwellings does not include mixed-use buildings which contain a single-family dwelling, duplex, or multi-family dwellings;  
N/A
  - e. Whether the proposed public art or mural will be located in a manner that is visible to the public;  
*The placement of the mural on the back side of the Engineering Building will provide for excellent public visibility.*

6. General support/advocacy for the public art or mural from the property owner/user, surrounding neighborhood, adjacent businesses, and arts community;  
*The mural design has received positive support and feedback from those engaged in the project.*

7. Ability to complete the proposed public art or mural;  
*The City has signed a Services Agreement with the artist ensuring completion of the mural in the timeline specified.*

8. Whether the proposed public art or mural will contain electrical components, which generally will not be approved unless specially used in the design and/or placement of the art, including flashing or sequential lighting any automated method that causes movement or periodic changes in the appearance, image, or message of the public art or mural; and *N/A*

9. The responsibility for maintenance of the public art or mural, including any extraordinary operations or maintenance costs associated with the public art or mural.  
*The City will be responsible for maintaining the artwork upon completion.*

# ATTACHMENT B

## Woodburn Public Arts and Mural Committee

Application No. PAMC 2023.01 )  
 )  
 ) FINAL ORDER  
 )  
\_\_\_\_\_ )  
 )

WHEREAS, an application was submitted by the City of Woodburn Public Arts and Mural Committee to use funds from the Woodburn Urban Renewal Agency to install a mural on south side of the City's Engineering Building located at 190 Garfield Street; and

WHEREAS, the Public Arts and Mural Committee reviewed the matter at a public hearing on March 27, 2024; and

WHEREAS, the Public Arts and Mural Committee considered the written and oral testimony presented by staff, the artist, and other interested persons; and

WHEREAS, the Public Arts and Mural Committee closed the hearing and deliberated on the matter; and

WHEREAS, the Public Arts and Mural Committee moved to approve PAMC 2023.01 and instructed staff to prepare findings and authorized the Committee Chair to sign this Final Order;

NOW, THEREFORE, it is hereby Ordered by the Committee:

**Section 1.** That Application No. PAMC 2023.01 is hereby approved, based on the findings and conclusions contained in Exhibit 1, which are attached hereto and incorporated herein by reference.

Date this \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
Sharon Schaub, Committee Chair