



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b> May 4, 2026	<b>Subject: Resolution No. 3268</b> Authorizing the City Manager to sign the Community Enhancement Grant Program Intergovernmental Agreement between Metro and the City of Wilsonville to accept Community Enhancement Fees and Community Investment Fees through December 31, 2030. <b>Staff Member:</b> Zoe Mombert, Assistant to the City Manager <b>Department:</b> Administration	
<b>Action Required</b> <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda	<b>Advisory Board/Commission Recommendation</b> <input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b>	
<b>Staff Recommendation:</b> Staff recommends Council adopt the Consent Agenda.		
<b>Recommended Language for Motion:</b> I move to adopt the Consent Agenda.		
<b>Project / Issue Relates To:</b> Wilsonville – Metro Community Enhancement Program funding.		
<input type="checkbox"/> Council Goals/Priorities	<input type="checkbox"/> Adopted Master Plan(s)	<input checked="" type="checkbox"/> Not Applicable

**ISSUE BEFORE COUNCIL:** Authorizing the City Manager to sign the Community Enhancement Grant Program Intergovernmental Agreement (IGA) between Metro and the City of Wilsonville to accept Community Enhancement Fees (CEF) and Community Investment Fees (CIF).

## **EXECUTIVE SUMMARY:**

The City has been participating in the community enhancement program since 2015 through an Intergovernmental Agreement (IGA) with Metro.

The City of Wilsonville receives funds through Metro to offset the impacts of the waste processing plant, Republic Services, operating in the City. The City receives \$1 per ton of waste processed at the Wilsonville Republic Services location. The Wilsonville-Metro Community Enhancement Committee (CEC) meets annually to discuss the project nominations and make a recommendation to City Council.

City Resolution No. 2543 (July 2015) that created the Community Enhancement Program (CEP) provided for City Council approval of the project recommendations made by the Wilsonville-Metro Community Enhancement Committee. Since the program began, over 50 projects have been funded, of which 42 are complete. Over \$600,000 has been received from Metro, and allocated CEP projects. The funded community enhancement programs and projects vary in scope but they all make a positive impact in Wilsonville.

The Community Enhancement Program funding is used for “enhancing the host community of the facility from which the fees have been collected” to fund projects that “rehabilitate and enhance the area within the city.” Eligible projects can improve the appearance or environmental quality of the community, increase reuse and recycling opportunities, or improve recreational areas and programs.

### **Goals for community enhancement projects include:**

- a) Improve the appearance or environmental quality of the community.
- b) Reduce the amount or toxicity of waste.
- c) Increase reuse and recycling opportunities.
- d) Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
- e) Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forestlands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.
- f) Result in improvement to, or an increase in, recreational areas and programs.
- g) Result in improvement in safety and community emergency preparedness.
- h) Benefit youth, seniors, low-income persons or underserved populations.
- i) Foster and enhance community enrichment through educational programming, arts and cultural projects.

The City extended the program through June 30, 2026, with the adoption of Resolution 2897 in May 2021 to continue to receive Community Enhancement Fees which currently funds the Community Enhancement Grant Program. As part of Metro's tonnage allocation program, Willamette Resources Inc., doing business as Republic Services, may elect to collect an additional Solid Waste Community Investment Fee on waste not otherwise subject to the Solid Waste Community Enhancement Fee. In January 2023, the City Council adopted Resolution 3033 to allocate Community Investment Fee funds as part of the Wilsonville–Metro Community Grant Program.

The proposed intergovernmental agreement would extend the program through December 31, 2030, and includes several modifications from the previous agreement.

The agreement end date would change from June 30 to December 31 to align with Metro Code requirements that intergovernmental agreements and transfer station authorization renewals follow the same timeline. Additional language has been included incorporating Community Investment Fees into the agreement. Reporting deadlines would change from October 30 to July 10 to better align with Metro's fiscal year reporting requirements. The agreement also incorporates Metro Administrative Rule language stating that funds awarded to a local government may not exceed 15 percent of the annual grant funding budget, along with a provision allowing committee recommendations to exceed this threshold if City staff coordinate with Metro staff to obtain approval for the exceedance via email. Language regarding committee membership has been revised to align with Administrative Rules, which require three citizen representatives on the committee.

City staff reviewed the proposed changes and discussed them with Metro staff. The timeline adjustments to align with Metro Code requirements and fiscal year reporting will not impact program administration. Including Community Investment Fees in the agreement ensures these funds will continue to be allocated to the Community Enhancement Program, provided Republic Services continues to participate in the optional program.

City staff regularly coordinate with Metro staff due to the number of Community Enhancement Projects managed by the City. This approach is common in smaller communities, where local nonprofit organizations may have limited capacity to manage additional projects. The City will continue to promote the program on an annual basis. The revised committee membership language will not impact the City, as the Wilsonville–Metro Community Enhancement Committee already includes more than three community member representatives.

In summary, the proposed changes will not affect the City's ability to successfully administer the program.

**EXPECTED RESULTS:**

Approving the resolution will continue the Wilsonville – Metro Community Enhancement Program until June 30, 2030.

**TIMELINE:**

CEF and CIF payments will be sent to the City quarterly. The City's Community Enhancement Committee will allocate the Community Enhancement funds to qualifying projects annually.

**CURRENT YEAR BUDGET IMPACTS:**

The Wilsonville- Metro Community Enhancement Program is funded through an existing agreement and the City expects to receive about \$80,000 in Fiscal year (FY) 2025-26. The CIF payments are expected to be about \$40,000 each quarter based current revenues.

**COMMUNITY INVOLVEMENT PROCESS:**

The Community Enhancement Committee is made up of four community members, two city councilors, and a Metro Councilor. The committee holds public meetings to conduct committee business, and agendas are posted for each of the committee meetings. There appears to be positive feedback regarding the program, although no public outreach was conducted regarding this IGA.

**POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY:**

The community benefits from all the projects funded by the Community Enhancement Program in different ways such as; education, increased street trees, public art and community beautification.

**ALTERNATIVES:**

The City Council could direct staff not to sign the IGA and not continue to receive CEF and CIF funds.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 3268
2. Community Enhancement Grant Program Intergovernmental Agreement between Metro and the City of Wilsonville