

**Charbonneau
Community
Foundation**

**French Prairie
Corners
Enhancement
Project**

Wilsonville-Metro Community Enhancement Program

Project Assessment by City Staff

Project Title Charbonneau Country Club

Reviewed By Dan Pauly, Chris Neamtzu, Zach Weigel, Kerry Rappold, Kelsey Lewis, Brian Stevenson, Kris Ammerman
Date: March 11, 2025

Assessment Summary

Based on the Assessments of Project Compared to the Program Eligibility Criteria and Program Goals, the project appears to be:

☒ **Eligible:** Meets both eligibility criteria and program goals; ☐ **Ineligible:** Does not meet both criteria and goals.

Based on the assessment of additional issues for consideration, the project appears to be:

☒ **Appropriate:** The project appears to be of community value and is supported by staff as appropriate.*

☐ **Inappropriate:** The project appears not to be of community value and is not supported by staff as appropriate.

1. Assessment of Project to Program Eligibility Criteria (Metro Code 5.06.070)

Bold * items are required eligibility criteria for all projects; if asterisked criteria not met, project is ineligible.

- (a) ☒* The project location is in the city limits of the City of Wilsonville
-
- (b) If program funds are to be used by other than City, then the project sponsor/contractor is either (*check only one*):
- ☐ A non-profit organization, a neighborhood association or charitable organization with IRS 501 (c)(3) tax-exempt status; or
 - ☐ A school or institution of higher learning; or
 - ☐ A local government, local-government advisory committee, department or special district provided that they include documented support from the local government executive officer.
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- (c) ☐* The project funds do not replace any other readily available source of federal, state, local or regional funds.
- (d) ☐* The project must not promote or inhibit religion.
- (e) ☐* The project must not discriminate based on race, ethnicity, age, gender or sexual orientation.
- (f) ☐ For a project located on private land, project establishes a clear public benefit and documents landowner permission. (*These areas are owned by City – is there support*)

2. Assessment of Project to Program Goals (Metro Code 5.06.080)

An eligible project must meet at least one of the goals listed below.

- (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 IRS 501(c)(3) tax-exempt status.
- (e) ☐ Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve public awareness and opportunities to enjoy them.
- (f) ☐ Result in improvement to, or an increase in, recreational areas and programs.
- (g) ☐ Result in improvement in safety.

3. Assessment of Additional Issues for Consideration

Additional criteria to evaluate a project.

Issue 1 Does the project demonstrate a clear community benefit?

Response *The project enhances the beautification of the Charbonneau neighborhood, which is one of the largest neighborhoods in the community.*

Issue 2 Is the cost estimate realistic? Is the project scalable? Is there a match or contribution from the applicant?

Response *Based on the information provided this estimate appears to be low. Staff has requested additional information to better understand what went into this estimate. It might be possible to scale the project since there are multiple locations. The applicant has provided a match for this project.*

Issue 3 What kind of on-going maintenance needs might be required by project?

Response *This project will require ongoing landscape maintenance.*

Issue 4 What impact might the project have on nearby homes and businesses?

Response *N/A*

Issue 5 Does the project appear to have community support?

Response *It is unclear, if is this supportive by Charbonneau community. This would be helpful information.*

Issue 6 Is the project consistent with existing planning documents (master plans, strategic plans, etc)?

Response *This project will need to be consistent with Charbonneau's Memorandum of Understanding (MOU) with the City.*

4. Does the applicant have any active Community Enhancement Grant projects, if applicable, and do they require an exemption? N/A

Staff Comments:

- *Staff noted that Charbonneau is working on an irrigation replacement and improvements. Is this a part of this project?*
 - *Irrigation – looking for a solution and need to communicate the partnership.*
- *Will this require a modification of MOU?*

Visual changes needed may require updates.
- *Charbonneau to confirm that this project will not be replacing existing funds.*
- *Needs to be on City right of way (ROW) or property owner approval is needed if private. If this is private, is there property owner approval? Provide additional information.*

****Staff support is contingent on this following the MOU and additional information about the funding sources and estimate.***

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Submission information

Form: [2025 Project Nomination Form–Community Enhancement Program](#) ^[1]
Submitted by Visitor (not verified)
Fri, 02/28/2025 - 11:33am
73.96.41.153

Applicant Information

Sponsor:

Charbonneau Community Foundation

Tax ID#

33-1389869

Contact Person:

Dave Mauk

Daytime Phone:

206-920-4442

Email Address:

charbonneaufund@gmail.com

Address:

31160 SW Country View Loop

City:

Wilsonville

State:

Oregon

Zip code:

97070

Type of Organization:

A non-profit organization, a neighborhood association or charitable organization with IRS 501 (c)(3) tax-exempt status

Project Information

Project Title:

French Prairie Corners Enhancement Project

Amount Requested:

\$ 10,000

Mark all of the goals below which your project meets and explain how in the boxes below:

- Improve the appearance or environmental quality of the community
- Result in improvement in safety
- Benefit youth, seniors, low income persons and/or underserved populations

How project meets 'Improve the appearance or environmental quality of the community' (be clear & specific)

The current appearance of the corner landscapes are unattractive, muddy, weed-filled, with exposed soil, that causes excessive erosion & is visually unappealing. Landscaping the corners along this section of French Prairie Road with drought tolerant & native plants enhances its appearance & improves its environmental quality.

How project meets 'Result in improvement in safety' (be clear & specific)

These corners are along the busiest roadway in the Charbonneau District of Wilsonville, with substantial vehicle & pedestrian use, & numerous crosswalks across French Prairie Road. Having landscapes at these intersections designed & maintained for pedestrian & driver safety is a marked improvement over current conditions.

How project meets 'Benefit youth, seniors, low income persons and/or underserved populations' (be clear & specific)

Senior citizens comprise 80% of the Charbonneau community being served by this project, where the average age is 70 years old.

Brief Project Description and Explanation of how the CEP funds will be used, include project start and end dates:

The project consists of landscaping five corners intersecting French Prairie Road to adjacent residential streets to the East/SE side of French Prairie Road, at the second, eastern-most entrance to Charbonneau. Parts of two intersections have been completed as pilot projects, which upon completion, demonstrated the merits & benefits of enhancing the other corners which is the subject of this project. The start date for the project would be July, 2025, & the end date is projected to be October, 2025.

Where would the project be located and who owns the property if applicable?

The property on which the project would take place is 100% owned by the City of Wilsonville by virtue of it's 30' easement along the East/SE side of French Prairie Road at the locations for the project. The Memorandum of Understanding between the City of Wilsonville & Charbonneau County Club dated June 1, 1998, states that 'Charbonneau Country Club is responsible for ground cover maintenance /replacement activities in planting strips adjacent to French Prairie Road,' which is referred to as 'commonly maintained landscape areas.'

For a project located on private or other public land (property not owned by the City of Wilsonville), written documentation from the landowner that gives the project sponsor and City permission for the project to occur on the land is required. Indicate here if the project is located on private or other public land (property not owned by the City of Wilsonville) and indicate if written permission from the landowner is to be submitted.

N/A

What impact might the project have on nearby homes and businesses?

None

What kind of on-going maintenance needs and costs might be required by the project?

Very little, as a goal of the project is sustainability, which by planting drought tolerant landscapes, minimizes maintenance. The city owned property where the project is located is maintained by Charbonneau as stated in the 1998 Memorandum of Understanding.

Who will benefit if this project is funded? Estimate how many Wilsonville residents will benefit if this project is funded.

The French Prairie Roadway is used by thousands on a daily basis. These users are comprised of local residents in hundreds of homes, who drive & walk along it, & visitors to the community, including families & friends of residents, workers in the community, & those who pass along it to play over 72,000 rounds of golf further down French Prairie Road from the project.

How does the project serve diverse or traditionally underserved populations?

If seniors fit this definition, they are served by the scenic enhancement of the project in the enjoyment they feel living, walking & driving by the project.

Does this project serve a specific cultural or ethnic group in Wilsonville? If so, please specify.

No

Project Budget

Upload project budget sheet available at www.ci.wilsonville.or.us/cep [2]

Upload Budget:

[fp_project_budget_worksheet.pdf](#) [3]

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Actual costs are from the pilot project, quotes & estimates for this specific project in consultation with the landscape contractor & property manager.

Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

Yes, funds are included in the approved budgets of the Charbonneau HOA & community neighborhood group, as well as a firm grant commitment from the sponsor.

Will the project be completed with the proposed funding or will future funding be necessary?

The project, as described & whose budget is included, completes the entirety of the project.

Funds are available for projects after July 1, 2024. Is this project compatible with that timing? How and when might this project be implemented?

Yes, the sponsor & other funding partners will pay for design & site preparation costs from their budgets if they are incurred prior to July 1, 2025. Landscape improvements will not be undertaken until project grant funds from this application are approved.

Identify if the project is included in an adopted Master Plan or Strategic Plan. (City of Wilsonville, school district, non-profit, etc.)

This is not part of a master plan.

Project Management**Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task:**

March 1: funding applications submitted (foundation); April 1-June 30: landscape design & materials list finalized, (contractor, neighborhood committee, property manager); July 1-October 31: project construction (contractor); Nov. 1: project completion sign-off (city, contractor, committee, property manager, sponsor).

Describe prior experience managing similar projects. Include prior Community Enhancement Projects:

The president of the sponsor has significant landscape management experience, as does the property manager, & chair of the neighborhood committee overseeing the project. This committee was responsible for the pilot project preceding this application, which was successfully completed & serves as the model for this project.

Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

Yes, coordination with the property manager of Charbonneau Country Club, a (501(c)(4) organization, is ongoing & critical for dealing with the landscape contractor for the project. The property manager, who has deep expertise & experience in this subject matter, has been instrumental in project quotes & assessments of the pilot project, on which this project is based.

If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application:

N/A

Do you currently have an active CEP grant?

No

If yes, will you be seeking an exception?

No, an exception is not needed or requested.

Project Certifications:

- This project will not promote or inhibit religion in any way.
- This project will not discriminate based on race, ethnicity, age, gender or sexual orientation in any way.

Signature:

Dave Mauk

Date Signed: Fri 2/28/25

Electronic signature agreement. By selecting the "I Accept" button, you are signing this agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement. By selecting "I Accept" you consent to be legally bound by this Agreement's terms and conditions. You further agree that your use of a key pad, mouse or other device to select an item, button, icon or similar act/action, or in accessing or making any transaction regarding any agreement, acknowledgement, consent terms, disclosures or conditions constitutes your signature (hereafter referred to as "E-Signature"), acceptance and agreement as if actually signed by you in writing. You also agree that no certification authority or other third party verification is necessary to validate your E-Signature and that the lack of such certification or third party verification will not in any way affect the enforceability of your E-Signature. You also represent that you are authorized to enter into this Agreement for all persons who own or are authorized to access any of your accounts and that such persons will be bound by the terms of this Agreement.

I accept: Yes**Source URL:**<https://www.wilsonvilleparksandrec.com/node/129062/submission/64581>**Links**

[1] <https://www.wilsonvilleparksandrec.com/bc-mce/webform/2025-project-nomination-form%E2%80%93community-enhancement-program> [2] <http://www.ci.wilsonville.or.us/cep> [3] https://www.wilsonvilleparksandrec.com/system/files/webform/fp_project_budget_worksheet.pdf

Project Budget: French Prairie Corners Enhancement Project					
	CEP	Neighborhood	Charbonneau	Sponsor:	Total
		Committee	HOA	Foundation	
Professional Services	0	0	0	0	0
Supplies	0	0	0	0	0
Capital	0	0	0	0	0
Materials	4,000	1,000	500	1,000	6,500
Landscape Contractor	6,000	1,000	500	1,000	8,500
Total Project Cost	10,000	2,000	1,000	2,000	15,000
Total Project Funding	10,000	2,000	1,000	2,000	15,000
% of Total Budget	66.7%	13.3%	6.7%	13.3%	100%

MOLLALA BEND

N

pilot project
(completed)



S



ARMITAGE

N



S



COUNTRY VIEW LANE (SE END)

N

pilot project
(not completed)



S



ARBOR LAKES DR

N

(Largest Site)
(plants to be removed
& relocated to other sites)



S



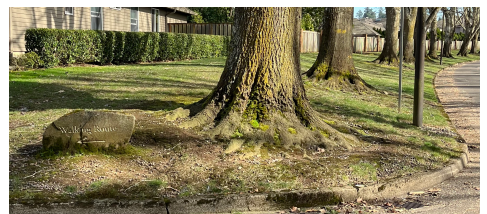
COUNTRY VIEW LANE (NW END)

N

pilot project
(completed)



S



French Prairie Corners Landscape Enhancement

<u>Location</u>	<u>Status</u>	<u>Pilot Project</u> - \$	<u>Grant Project</u>	<u>Budget</u> - <u>Grant</u> - <u>Actual</u>
Mollala Bend				
S	GP		✓	500
N	PP/C	✓		
Armitage				
S	GP		✓	2,000
N	GP		✓	2,000
Country View Lane I				
S	GP		✓	2,000
N	PP/GP	✓	✓	1,000
Arbor Lakes Dr - * CCE Sign				
S	GP		✓	500
N *	GP		✓	6,000
Country View Lane II				
S	GP		✓	1,000
N	PP(C)	✓		
Totals		<u>3</u>	<u>4,500</u>	<u>8</u> <u>15,000</u>

* Sign space substantially larger square footage

PP - Pilot Project GP - Grant Project C - Completed