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#### Submission information

Form: [2024 Project Nomination Form–Community Enhancement Program](#) [1]  
Submitted by Visitor (not verified)  
Thu, 01/11/2024 - 2:48pm  
73.240.210.7

#### Applicant Information

**Sponsor:**

Friends of Trees

**Tax ID#**

93-0999999

**Contact Person:**

Michelle

**Daytime Phone:**

Yasutake

**Email Address:**

michelley@friendsoftrees.org

**Address:**

3117 NE Martin Luther King Jr Blvd

**City:**

Portland

**State:**

OR

**Zip code:**

97212

**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:**

Tranquil Park Stewardship & Community Engagement

**Amount Requested:**

\$ 19,929

**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 the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them
- Result in improvement to, or an increase in, recreational areas and programs
- Result in improvement in safety

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

In its current state, Tranquil Park is overrun with invasive Himalayan Blackberry and English Ivy. This project aims to restore one acre of the park by removing the invasive species and planting over 1,000 native plants. Not only will this project improve the appearance of the community park, but it will also result in many environmental benefits for both humans and wildlife, including improved soil structure, erosion control, storm water management, and improved habitat and food sources for wildlife and pollinators.

**How project meets 'Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them' (be clear & specific)**

This project will directly result in the enhancement of forest lands through the removal of invasive species and planting of beneficial native species. Additionally, we will improve the public awareness of Tranquil Park and opportunities to enjoy it through hosting two public volunteer events at the park.

**How project meets 'Result in improvement to, or an increase in, recreational areas and programs' (be clear & specific)**

Tranquil Park is a community hub for hikers and bird watchers. The restoration of this park will improve the recreational space by creating a safer, healthier trail system for people to walk, and improving habitat for birds and other wildlife.

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

Currently, the presence of invasive species throughout the park is a threat to the existing tree canopy. When left to grow untended, English Ivy can climb trees and over time, this growth can weaken the health of the tree, making it more susceptible to disease, breakage, and even falling. As Tranquil Park is an active recreation area for community members, this poses a significant safety risk to park-goers. Through this project, we aim to kill and/or remove all ivy that is growing throughout the project area which will improve the health of the existing tree canopy.

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

The Community Enhancement Program (CEP) funds will be utilized to support the "Tranquil Park Stewardship & Community Engagement Project." The 4.5 acre park currently faces challenges associated with invasive plant species, particularly Himalayan Blackberry and English Ivy. This initiative aims to restore one acre of Tranquil Park where previous restoration efforts have occurred. This project will focus on community engagement and the revitalization of native plants and trees, with a special emphasis on those crucial for pollinator habitat.

The funds will be allocated to cover the costs associated with site preparation by a contractor, including invasive species removal, and any necessary landscaping activities. Additionally, a significant portion of the budget will be dedicated to community engagement and education efforts. This involves hosting two key volunteer events over the course of one year.

The first event will be a volunteer planting event, where community members will actively participate in planting native plants and trees throughout the project area. The second event will be a volunteer stewardship event, focusing on the ongoing care and maintenance of the project

area. These events are designed not only to physically contribute to the restoration of the site, but also to educate and raise awareness about the importance of preserving native plant species and creating habitat for pollinators. Volunteers will have the opportunity to learn about proper planting and care practices, the benefits of trees and native shrubs and their long-term care, safety in the outdoors, and how to be a community steward.

Through this comprehensive approach, the Tranquil Park Stewardship & Community Engagement Project aims to enhance the environmental quality of the park, foster a sense of community involvement, and educate residents on the significance of preserving biodiversity and supporting pollinator species in the local ecosystem. The CEP funds will play a crucial role in making this initiative a reality and ensuring its success.

The project will begin in July of 2024, with site preparation by contractors. We anticipate multiple visits by contractors during the latter half of 2024 to ensure the site is ready for planting, with the goal of hosting both volunteer events in the Spring of 2025. We will continue maintenance through June of 2024 funded by this project, and coordinate with the City to ensure the project continues to be maintained beyond the duration of the grant.

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

Tranquil Park; City of Wilsonville

**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?**

This initiative is expected to have several positive impacts on local homes and businesses:

**Community Engagement and Social Cohesion:** The volunteer events and educational programs associated with the project can foster a sense of community engagement and social cohesion. FOT aims to recruit residents throughout the neighborhood surrounding Tranquil Park to engage them in the project and inspire them to steward their community space together. A connected and engaged community often contributes to a positive local environment, making it an attractive place for businesses and residents alike.

**Educational Opportunities:** The educational component of the project can lead to increased environmental awareness within the community. This heightened awareness can translate into more environmentally-conscious practices among residents and businesses, potentially influencing sustainable practices and eco-friendly initiatives. Further, the emphasis on pollinator plants within the project provides an opportunity to educate the community about the critical role of pollinators in the environment. As Wilsonville is designated as a Bee City, increasing the awareness can lead to a greater understanding of the interdependence between plant and animal species, fostering a sense of environmental stewardship among local residents.

**Environmental Benefits:** The restoration of native plants and trees, along with the removal of invasive species, can have many positive environmental effects that benefit area residents. Improved biodiversity and healthier ecosystems can contribute to better air and water quality, creating a more sustainable and desirable living and working environment for local residents and businesses. Native plants help enhance soil structure, reduce erosion, promote better water retention, and improve uptake of toxins from runoff. This contributes to the overall health of Tranquil Park's ecosystem and can have positive downstream effects on water quality.

**Recreational Opportunities:** A restored Tranquil Park can become a more inviting space for recreational activities for area residents. This could attract more visitors, potentially benefiting local businesses such as cafes, restaurants, and shops in the area that cater to park-goers.

Initiatives that improve the quality of local green spaces and foster community engagement generally have positive ripple effects on the surrounding residential and business areas. By creating a habitat that supports pollinators, the project promotes biodiversity, ecosystem resilience, and environmental sustainability. These environmental benefits extend beyond the park boundaries, positively impacting the broader community and contributing to a healthier and more sustainable local ecosystem.

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

In order to ensure successful establishment of planted trees and shrubs, the planting area will require follow up maintenance. Through our volunteer stewardship event in the spring of 2025, volunteers will help set the plants up for success through their first summer in the ground by applying mulch and hand-pulling invasive re-growth throughout the project area. During summer 2025, FOT staff will coordinate with contractors and NYC crews to support our site maintenance efforts. While we select plants that are hardy and have high survival rates and design site preparation to minimize future competition, there will still be significant competition from weedy species and likely a need for infill planting in future years. To be able to ensure a higher success rate and improve the return on investment, some vegetation management treatments may be required, including manual cutting of invasive vegetation around established plants. We intend to work with the City to find supplementary funding sources in order to continue this work into the future.

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

Volunteers, local residents, and the Wilsonville community at large will benefit from this project. FOT aims to engage 100-150 volunteers across two public events. At these events, attendees will have the opportunity to connect with fellow neighbors and community members while learning about how to properly plant and care for trees and native shrubs, the benefits of trees and native shrubs and their long-term care, safety in the outdoors, and how to be a community steward. Additionally, there are approximately 100 residences within 250' of the park, and many more within walking distance. Residents within walking distance will experience benefits associated with restoration projects such as a more enjoyable place to hike and improved mental and physical health, in addition to the many environmental benefits of a healthy, diverse natural area. Lastly, this project will bring greater awareness about this park to the larger Wilsonville community and invite people from outside the immediate neighborhood to enjoy this community space.

**How does the project serve diverse or traditionally underserved populations?**

As a community-centered organization, our programming is designed to serve diverse or traditionally underserved populations in several ways. Through this project, we aim to foster inclusivity and break down barriers that have historically prevented access to healthy green spaces and their benefits for historically marginalized people. One such way we plan to do so is through making our programming more accessible for individuals who speak English as a second language. Information and communication about the project will be made accessible in English and in Spanish to ensure that language barriers do not hinder community members from understanding and participating in the volunteer events. As 14% of Wilsonville residents identify as Hispanic, and 13% of households report more than one language spoken at home (data from census.gov), this promotes engagement among those with diverse linguistic backgrounds. Many of our crew leaders and some of our Green Space staff have experience or proficiency in languages besides English, which will facilitate further inclusion during the course of the volunteer events.

Additionally, Tranquil Park is walking distance from at least 5 large apartment complexes, several smaller apartment buildings and a mobile home park. Of these complexes, at least one provides affordable housing and another serves seniors aged 62 or more earning no more than 60% of the area median income. People who live in apartment complexes tend to have limited access to outdoor spaces and the benefits they provide due to the lack of private yards. Access to green spaces has been linked to improved mental and physical health. Physical health benefits include a reduction of airborne pollutants and a reduction in pollutants in run-off. This may, in turn, help improve the quality of surface waters in the area. Not only will this project help improve a valuable neighborhood resource for individuals who live in these complexes, but they will also have the opportunity to engage in the project during the public events and foster a sense of community stewardship together.

FOT also recognizes that historically, our outreach methods may not always reach our desired audiences. Through this project, FOT is committed to connecting directly with culturally diverse groups in the area with the goal of forming connections with them and engaging them in our work. We are committed to creating inclusive spaces where people of all identities feel safe and comfortable working together in the outdoors.

Through intentionally considering and incorporating these aspects into the project design and implementation, this project strives to be inclusive, ensuring that the benefits of the initiative are accessible and meaningful to all members of the community, particularly those who may have been historically underserved or marginalized.

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

This project does not serve a single specific cultural group. Ideally all groups with access to the park will benefit. However, Friends of Trees plans to reach out to multiple cultural groups with the goal of forming relationships and engaging them in the volunteer events. We ensure that all of our outreach materials are available in both English and Spanish, so that a wider audience is reached.

**Project Budget**

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

**Upload Budget:**

[fot\\_project\\_budget\\_worksheet.pdf](#) [3]

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

FOT has managed many similar projects to this in the past across the Portland Metro region. The costs included in this bid are estimated based on the time and materials needed to coordinate and implement two community events, in addition to developing site plans and coordinating site preparation. The billable rate is the standard rate used for FOT staff working on this type of project, and the additional cost covers tools, plants, outreach materials, contractor services, rentals, educational handouts, and other event supplies.

**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?**

Friends of Trees' share of the total costs is provided by individual donations and corporate sponsorship funds, as well as in-kind donations for event day.

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

The scope outlined in this proposal will be completed with the proposed funding. However, additional funding will be needed in the future to actively maintain the project area and prevent regrowth of undesirables, as well as to expand the project into other areas of the park.

**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, this project is compatible with that timeline. Site preparation efforts will begin as soon as possible, likely in July 2024. Between July 2024 and January 2025, contractors will visit the site multiple times to perform site preparation activities, including the use of manual and chemical methods to reduce weed competition near areas that are to be planted. Also during that time, FOT staff will be performing community outreach to recruit volunteers and connect with residents in the area ahead of the public events. Planting will occur in March 2025, and a follow up stewardship event in April of 2025 will focus on plant care and weed management to ensure enhanced survival of native plants. Maintenance efforts will continue through the end of this funding period by FOT staff.

## Project Management

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

The implementation of this project will consist of the following phases: initial project planning, site preparation, community outreach, event coordination, event implementation and follow up maintenance.

**Initial Project Planning (July 2024):** In July 2024, FOT will coordinate with the City and independent contractors to develop a more comprehensive project plan and timeline of activities for the year. FOT will work with the City to schedule both volunteer events, which will occur in the winter/early spring of 2025.

**Site preparation (July 2024 to January 2025):** This phase of the project will be conducted between July of 2024 and January of 2025. It will be completed by a local contractor over the course of multiple visits, and will consist of manual and chemical treatments to reduce weed competition near areas that are to be planted.

**Community Outreach (August 2024 to March 2025):** FOT will spend the fall and winter leading up to the event engaging with the community. Outreach could include canvassing the immediate neighborhood, attending local HOA meetings, tabling at community events, and/or sending postcards. All public volunteer events will be listed on FOT's online planting calendar, and FOT will coordinate with the City to advertise through their social networks. The goals of these engagement strategies will be to recruit volunteers, as well as to educate the community about the benefits of healthy, diverse natural areas and community stewardship.

**Event Planning (August 2024 to March 2025):** During the months leading up to the first event, FOT will coordinate with the City on all aspects of event preparation and logistics. FOT will develop a species list and site design plan in accordance with City goals for the park, with a specific emphasis on pollinator-friendly plants. Once species lists are approved, FOT will oversee plant procurement. FOT will lead on all other event logistics, including restroom procurement, snacks and refreshments, educational materials, and tools/supplies.

**Event Implementation (March 2025 to April 2025):** FOT will host two volunteer events, one planting in March 2025 and one stewardship event in April 2025. FOT will have at least one program staff at each event to ensure volunteer needs are being met and the event is facilitated on time. FOT will provide trained, volunteer Crew Leaders to manage the volunteer pool in

smaller subgroups to ensure all participants safely and properly install plant material. Attendees will have the opportunity to connect with fellow community members while engaging in stewardship activities and learning about the benefits of a diverse native plant assemblage and the importance of pollinator habitat. At the planting event, volunteers will learn about proper planting practices while helping plant over 1,000 native trees and shrubs. At the stewardship event, volunteers will learn about how to care for their newly planted plants while performing stewardship activities, including applying mulch to every new native plant and hand pulling the regrowth of any undesirable weeds.

Follow Up Maintenance (April 2025 and beyond): Following the completion of the volunteer events, FOT will continue to actively maintain the project area for the duration of the funding period. If scheduling allows, FOT will coordinate with a Northwest Youth Corps crew to perform maintenance activities before the end of June 2025. Additionally, if there is funding remaining in their budget, FOT may schedule an additional contractor treatment to spot treat any regrowth areas. Beyond the funding period, FOT will coordinate with the City to continue to maintain the project area, and potentially identify additional funding to expand into other areas of the park in future years.

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

Friends of Trees has over twenty years of experience managing similar projects within the City of Wilsonville, the most notable being natural area enhancement and pollinator garden construction within the City's Memorial Park. FOT is well known throughout the region for our educational, safe and inclusive community based events, wherein we prioritize meaningfully engaging community members and encouraging community stewardship. We work alongside over 4,000 volunteers annually to implement over 70 community planting and stewardship events. Our Green Space Program, which works specifically to enhance parks and natural areas, plants over 35,000 trees and native plants annually and manages many projects similar to this one. This year, we are actively planting in 22 parks and natural spaces throughout the greater Portland Metro area, and maintaining several more.

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

This project will require coordination with the City of Wilsonville, as well as private contractors to complete site preparation at the park. FOT has permission from the City to pursue this project, and FOT plans to maintain frequent contact with City partners once the project is underway. FOT will coordinate with the City on all aspects of project planning and implementation, including species list development and site plan, volunteer recruitment, and day-of event logistics.

FOT will also maintain frequent contact with the private contractors hired to complete site preparation. FOT has received a bid from Ash Creek Forest Management to complete the required work. FOT and Ash Creek will develop the treatment plan together, and Ash Creek will keep FOT apprised of their plans and status of the park as the project progresses.

Lastly, FOT also plans to coordinate with community members in the area once the project begins. Not only do we want to make sure they are aware of the project, but we want to engage them in the planting and throughout the process. We plan to do so through various means, including attending Neighborhood meetings, canvassing, and posting outreach materials throughout the park.

**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:**

Michelle Yasutake

**Date Signed:** Thu 1/11/24

**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.ci.wilsonville.or.us/node/127436/submission/61380>

**Links**

[1] <https://www.ci.wilsonville.or.us/bc-mce/webform/2024-project-nomination-form%E2%80%93community-enhancement-program> [2] <http://www.ci.wilsonville.or.us/cep> [3] [https://www.ci.wilsonville.or.us/system/files/webform/fot\\_project\\_budget\\_worksheet.pdf](https://www.ci.wilsonville.or.us/system/files/webform/fot_project_budget_worksheet.pdf)



Friends of Trees: Wilsonville CEP Proposal 2024  
Tranquil Park Stewardship Community Engagement

<b>Project Budget</b>				
	CEP	Sponsor	Other #1	Other #2
<b>Personal Services</b> <i>Personnel time coordinating and implementing the project, including partner coordination, site design, community engagement and volunteer recruitment, and event implementation</i>	\$ 9,809.00	\$ 2,500.00		
<b>Supplies</b> <i>Planting supplies, including tools, stakes, event snacks and refreshments</i>	\$ 500.00	\$ 500.00		
<b>Capital</b>				
<b>Materials</b> <i>Plants &amp; mulch</i>	\$ 2,950.00			
<b>Other - Rentals</b> <i>Restroom rentals for two volunteer events</i>	\$ 700.00			
<b>Other - Contractor Services</b> <i>Ash Creek site preparation services</i>	\$ 5,970.00			
Total	\$ 19,929.00	\$ 3,000.00	\$ -	\$ -

**Total Estimated Cost**                     \$             **22,929.00**

% of Total Budget provided by Sponsor                                     13.08%

Wilsonville-Metro Community Enhancement Program

**Project Assessment by City Staff**

**Project Title** Tranquil Park

**Reviewed By** Dustin S, Erika V, Shasta S, Mark O, Kelsey L, Chris N, Dan P, Brian S, Zach W, Zoe M  
Date 1/30/24

**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

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- (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.

**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.

(h)  Benefit youth, seniors, low income persons or underserved populations

**3. Assessment of Additional Issues for Consideration**

***Additional criteria to evaluate a project.***

Issue 1 Does the project demonstrate a clear community benefit?

Response *Yes, a portion of the park would be improved which has often gone without needed maintenance.*

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

Response *It appears to be reasonable.*

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

Response *The area will require ongoing maintenance.*

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

Response *This will improve the walking trail for nearby residents.*

Issue 5 Does the project appear to have community support?

Response *The community generally supportive of this type of project.*

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

Response *N/A*

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

*No.*

*Supported by staff.*

*Staff concerns?*

*Residents in this area have participated in the past – in other events.*

*Trail network only – no other activities (1 acre of 4 acre parcel)*

*Walkable/ near apartments and near low income living areas*

*Continued work would be needed*

*Removing invasives, prep work and spraying back – allows for more control over time and planting will help.*

*Marketing is needed – can add into Wilsonville media (BFM, Activity Guide, etc) aware of project*

*Reasonable cost, could the project be increased in size*

## Zoe Mombert

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**From:** Michelle Yasutake <michelley@friendsoftrees.org>  
**Sent:** Wednesday, February 21, 2024 12:33 PM  
**To:** Zoe Mombert  
**Subject:** Re: Community Enhancement Grant Follow Up and Next Steps - Response Requested

[This email originated outside of the City of Wilsonville]

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Hi Zoe,

Thanks for touching base. Apologies for the delay, I've been sick with COVID and am just catching up on emails. Below are responses to your questions:

*Continued work would be needed, how will this be achieved?* Restoration is a multi-year process. Beyond the scope of this grant period, FOT will need to conduct regular visits over the following couple of years to the site to address the regrowth of undesirable species (primarily Himalayan Blackberry and English Ivy). We plan to work with City partners and seek additional funding sources in following years so that we are able to continue protecting this investment as well as expand our work throughout the rest of the park.

*Marketing is needed to ensure community member participation – can add into Wilsonville media (BFM, Activity Guide, etc) aware of project. Will this be done?* Yes! We plan to utilize City networks to advertise this project and recruit community involvement.

*Reasonable cost, could the project be increased in size (only 1 acre out of 4 acre site)?* Given the one year time limit on the grant and the significant blackberry and ivy growth throughout the site, we cannot confidently commit to more than one acre. The restoration of this park will need to be tackled in a multi-year, multi-phase effort in order to ensure successful establishment and mitigate the regrowth of undesirable species. This grant will help us achieve phase one of the project while we work to secure additional funds for future years.

Please let me know if you have any other questions! I look forward to seeing you next week at the meeting.

Best,



Michelle Yasutake (*she/her/hers*)  
Green Space Program Manager  
O (503) 467-2520 | C (925) 550-4547

On Mon, Feb 12, 2024 at 3:14 PM Zoe Mombert <[mombert@ci.wilsonville.or.us](mailto:mombert@ci.wilsonville.or.us)> wrote:

Hello Michelle,

Thank you for submitting your Community Enhancement application. Staff reviewed your application and we have some questions before we advance the application to the committee for review. Overall, we need to ensure that all of the projects serve the community, the budget is reasonable and realistic, the timeline and scope are realistic and the project can be completed on time and on budget. Please send me a response to the questions below by Tuesday, February 20.

Staff Questions and Concerns:

*Continued work would be needed, how will this be achieved?*

*Marketing is needed to ensure community member participation – can add into Wilsonville media (BFM, Activity Guide, etc) aware of project. Will this be done?*

*Reasonable cost, could the project be increased in size (only 1 acre out of 4 acre site)?*

Additionally, the Community Enhancement Committee will be meeting on February 27 at 6:30pm in the City Council Chambers (City Hall - 29799 SW Town Center Loop E) to hear program updates and review the applications. Each applicant will have 3 minutes to present their proposal before answering committee member's questions. Please focus your presentation on explaining the specific project you are applying for, timeline, budget, scope and community benefits. The committee may or may not make a recommendation to City Council that evening. The meeting agenda and packet will be posted at <https://www.ci.wilsonville.or.us/bc-mce/page/wilsonville-%E2%80%93-metro-community-enhancement-committee-4> next week.

Please contact me with any questions or concerns.

Kind regards,

**Zoe Mombert**  
Assistant to the City Manager

(she/her/hers)

City of Wilsonville/ Explore Wilsonville

503.570.1503  
[mombert@ci.wilsonville.or.us](mailto:mombert@ci.wilsonville.or.us)

[www.ci.wilsonville.or.us](http://www.ci.wilsonville.or.us)

[www.ExploreWilsonville.com](http://www.ExploreWilsonville.com)

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29799 SW Town Center Loop East, Wilsonville, OR 97070

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