

**Wilsonville Tourism
Promotion
Committee
Enhancing
Wilsonville's Biking
Infrastructure**

Submission information

Form: [2026 Project Nomination Form–Community Enhancement Program](#) [1]
Submitted by Visitor (not verified)
Fri, 01/09/2026 - 11:37am
143.244.98.165

Applicant Information

Sponsor:

City of Wilsonville Tourism Promotion Committee

Tax ID#

Contact Person:

Brian Stevenson

Daytime Phone:

5035701523

Email Address:

stevenson@wilsonvilleoregon.gov

Address:

7965 SW Wilsonville Road

City:

Wilsonville

State:

Oregon

Zip code:

97070

Type of Organization:

A local government, local-government advisory committee, department or special district provided that the agency includes documented support from the local-government executive officer.

Project Information

Project Title:

Enhancing Wilsonville's Biking Infrastructure

Amount Requested:

\$ 5,944

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

Result in improvement to, or an increase in, recreational areas and programs

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

This project will provide Wilsonville community members, and those visiting the Wilsonville community, an opportunity for basic bike repair at two locations within the City.

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

The City's Tourism Promotion Committee (TPC) is currently advancing the recently adopted Tourism Development Strategy. Action 1.2 of the strategy is "Evaluate needs and fund bicycle amenities such as maintenance stops, route maps, and bike route signage". The overall goal is to create bicycle infrastructure that enhances Wilsonville's connectivity and attractiveness as a cycling destination. The TPC discussed the opportunity to apply for a community enhancement grant and unanimously voted to request funding for two bike repair stations at their December 9, 2025 committee meeting.

The CEP funds would be used to purchase and install two bike maintenance stations. They would be installed in the community near regional parks or trails to support bike infrastructure, making the City a more attractive destination for bike enthusiasts.

City Parks and Recreation staff have researched possible stations. Based on research and reviews of other local jurisdictions, they have recommended the Dero Fixit Pro. This product is a stand-alone bike repair station allowing two bikers to repair their bikes at a time. The repair station also has a bike tire inflation pump.

'Explore Wilsonville' branding and access to bike or park maps would also be part of the stations.

The project is expected to begin July 2026 and be completed by November 2026.

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

Location 1: Murase Plaza, near the intersection of Wilsonville Road, Memorial Drive and Town Center Loop East. This location is also near existing bike racks, water fountain, a shade structure and restrooms. Station will be mounted to existing concrete.

Location 2: Tivoli Park, near the intersection of Barber Street and Coffee Lake Drive. This site requires the installation of a concrete pad to place the Fixit station.

Both locations are within City parks and were chosen with intentionality to ensure equitable access for both east and west side users.

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 project will provide nearby homes and businesses an opportunity for basic bike repair.

No negative impacts are expected.

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

Minimal ongoing maintenance will be required. Replacing lost or broken tools/parts will be handled as part of routine park maintenance. The wire cables that hold each individual tool appear to hold up well and tool loss is not expected to be a major issue.

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

The actual number of residents served is yet to be determined. It is the hope that community members riding their bikes along the Ice Age Tonquin Trail in Villebois and biking around the Town Center/Memorial Park area will find value in access to specific bike repair tools they may not have with them or have access to in their own homes.

How does the project serve diverse or traditionally underserved populations?

The project will provide no cost access to bike repair tools providing everyone in the Wilsonville community with the opportunity to make simple bike repairs at no cost.

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

While not serving a specific cultural or ethnic group, everyone in the community has the opportunity to benefit from this project.

Upload Optional Supplemental Materials:

[supplemental_materials.pdf](#) [2]

Project Budget

Upload project budget sheet available at www.ci.wilsonville.or.us/cep [3]

Upload Budget:

[project_budget_worksheet.xlsx](#) [4]

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

A direct quote was acquired from the vendor.

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. The concrete pour and installation will be included in the ongoing Parks Maintenance operations budget.

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

Yes

Funds are available for projects after July 1, 2026. Is this project compatible with that timing? How and when might this project be implemented?

July 2026: Funds become available

July 2026: Order Dero Fixit Pro stations

August/September 2026: Dero Fixit Pro stations arrive

October/November 2026: Dero Fixit Pro stations installed by Parks and Rec staff and ready for use

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

Project is included in the 2025-2035 Explore Wilsonville Tourism Development Strategy. Specifically, Objective 2: "Accelerate Sports and Recreation", Strategy 1.2 "Evaluate needs and fund bicycle amenities such as maintenance stops, route maps, and bike route signage."

Additionally, in the 2018 Comprehensive Parks and Recreation Master Plan, "Objective 1.6: Upgrade convenience and customer service amenities to existing facilities."

Project Management

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

July 2026: Funds become available

July 2026: Order Dero Fixit Pro stations

August/September 2026: Dero Fixit Pro stations arrive

October/November 2026: Dero Fixit Pro stations installed and ready for use

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

Parks and Recreation staff have experience in a wide range of project management and installation of recreation-related products.

Successful completion of past Community Enhancement projects include:

- Completion of Memorial Park Disc Golf Course
- Relocation of Memorial Park Dog Park
- Memorial Park Nature Play Playground
- Murase Plaza Musical Instruments
- Installation of the HeARTs of Wilsonville Public Art Display

Current Community Enhancement Project, "Memorial Park Wayfinding/Trail Project" has an expected completion by May 2026.

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

No

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?

Yes

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:

Brian Stevenson

Date Signed: Fri 1/9/26

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.wilsonvilleoregon.gov/node/129493/submission/67576>

Links

[1] <https://www.wilsonvilleoregon.gov/bc-mce/webform/2026-project-nomination-form%E2%80%93community-enhancement-program> [2] https://www.wilsonvilleoregon.gov/system/files/webform/supplemental_materials.pdf [3] <http://www.ci.wilsonville.or.us/cep> [4] https://www.wilsonvilleoregon.gov/system/files/webform/project_budget_worksheet.xlsx

Kaylee Edwards

From: Zoe Mombert
Sent: Thursday, April 23, 2026 9:47 AM
To: Kaylee Edwards
Subject: FW: Wilsonville - Metro Community Enhancement Grant Application Follow up

For the packet

Kind regards,

Zoe Mombert
(she/her/hers)
Assistant to the City Manager
City of Wilsonville

Disclosure Notice: Messages to and from this e-mail address may be subject to the Oregon Public Records Law.

From: Brian Stevenson <stevenson@wilsonvilleoregon.gov>
Sent: Friday, March 20, 2026 3:31 PM
To: Zoe Mombert <mombert@wilsonvilleoregon.gov>
Subject: RE: Wilsonville - Metro Community Enhancement Grant Application Follow up

The intention was to apply as the Tourism Promotion Committee.

Let me know if you need anything further.

Thanks

Brian Stevenson, CPRP, CYSA
Program Manager
Wilsonville Parks and Recreation

503.570.1523
WilsonvilleParksandRec.com



Community Center
7965 SW Wilsonville Road, Wilsonville, OR 97070

From: Zoe Mombert <mombert@wilsonvilleoregon.gov>
Sent: Friday, March 20, 2026 2:17 PM
To: Brian Stevenson <stevenson@wilsonvilleoregon.gov>
Subject: Wilsonville - Metro Community Enhancement Grant Application Follow up

Hello Brian,

I hope you are well and looking forward to spring! I met with city staff to review the Wilsonville – Metro Community Enhancement grant applications in preparation for the April 30, Wilsonville – Metro Community Enhancement Committee grant review meeting. Staff had the following questions and feedback:

- Are you applying on behalf of the Tourism Promotion Committee or Parks and Recreation Department?
- If you are applying on behalf of the Parks and Recreation Department, additional information about the current Wayfinding Project progress and exemption request will be needed.

If you have an opportunity to provide additional information to me via email by April 15, that would be appreciated.

As a reminder, the Wilsonville – Metro Community Enhancement Committee will meet on April 30, 2026, 6:00pm in the City Council Chambers at City Hall. Your grant presentation can up to 5 minutes long and the committee may also ask you questions about your proposed project. Please let me know if you have any questions and I look forward to learning more about your grant proposal.

Kind regards,

Zoe Mombert

(she/her/hers)

Assistant to the City Manager

City of Wilsonville/ Explore Wilsonville

503.570.1503

mombert@wilsonvilleoregon.gov

www.ci.wilsonville.or.us

www.ExploreWilsonville.com

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