



Wilsonville-Metro Community Enhancement Committee

DRAFT MEETING SUMMARY Thursday, September 30, 2021 Zoom Virtual Meeting

1. Call to Order; Welcome & Overview of the Meeting

Amy Day, Chair welcomed everyone and called the meeting to order at 6:00pm.

Chair Day asked staff to call the roll.

City Councilor Joann Linville, Amy Day, Jordan Snyder, Sageera Oravil Abdulla Koya, Natasha Hancock and Metro Councilor Gerritt Rosenthal were present. (Councilor Ben West and Natasha Hancock were absent.)

2. Consent Agenda

Joann Linville made a motion to approve the consent agenda including the minutes from July 14, 2021. The motion was seconded by Jordan Snyder. The motion passed unanimously.

3. Conflict of Interest

Staff walked the committee through conflict of interest training, which is required by the latest Intergovernmental Agreement with Metro to participate in the Community Enhancement program. The committee makes a recommendation to the City Council for funding opportunities so it is important to disclose and conflicts of interest (perceived or actual). A conflict of interest would generally be related to any potential personal financial gain. Committee members should disclose any conflicts before a discussion begins. When there is a conflict, the committee member should recuse themselves from the conversation and vote. Staff is available to discuss any conflicts prior to any committee meeting.

4. Wilsonville-Metro Community Enhancement Program Update

Staff provided a progress update on all of the projects that were allocated funds from 2019- 2021.

2019 Projects:

Willamette Way/Graham Oaks --- COMPLETE

BFP Stormwater Education ---- Extension Granted (12/31/21)

Historical Society- Digital Archive --- COMPLETE
Street Tree Infill --- COMPLETE
SMART Flower Baskets --- COMPLETE

<u>2020 Projects:</u>
SMART Flower Baskets -- Not started
Higher Education in Prison – Underway
Historical Society Photo Archive --- Not started/ Underway (Extension granted 12/31/22)
Nature Play Playground – Nearly Complete
Make the Quake – Not Started
BCP Watershed Management – Not Stated
Compost Buckets -- Underway
Bee Friendly Garden --- Nearly Complete

<u>2021 Projects:</u>
Historical Society Oral History – Not started
Little League Bleachers – Not started
Friends of Trees -- Underway
City Stump Grinding -- Underway
Arbor Villebois Clean Up– Not started
Al Kader Shriner – Not Started
Rivergreen HOA -- COMPLETE

Staff expects the program to continue to receive about \$80,000 annually.

5. Community Enhancement Process Proposal

Staff discussed the proposed timeline for the 2022 project cycle and discussed the proposed program updates for the committee's consideration. Staff outlined the proposed changes including:

1. *Project grant requests shall not exceed \$20,000*

2. *Preference will be given to projects which:*

- *Meet more than one goal*
- *Provide a 10% financial match*
- *Benefit people of diverse backgrounds*

The committee discuss these ideas and generally liked the concept of meeting more than one goal. The Committee did not want to exclude projects over \$20,000 so they made it a preference. They also were open to projects with a matching being preferred but preferred the clarity of any financial or in-kind match. The committee wanted the final preference “*Benefit people of diverse backgrounds*” to be rewritten as they did not think it was clear. After thoughtful discussion, the committee revised the language to say “*Benefit diverse or traditionally underserved populations*”. The committee also requested that two additional questions be added to the application:

1. How does the project serve diverse or traditionally underserved populations.
2. Does this project serve a specific cultural or ethnic group in Wilsonville? If so, please specify.

As the committee discussed the preferences, it was clarified that these are preferences for applications, and the committee can still select projects that meet the program goals but may not meet any out the new preferences.

Motion: Amy Day made a motion to update the community enhancement program by adding that preference will be given to projects which, grant requests that do not exceed \$20,000, meet more than one goal, projects including a financial or in kind match, and/or benefit diverse or traditionally underserved populations. The motion was seconded by Gerritt Rosenthal and passed unanimously.

There was also interest in updating the letter to identify that it is a reimbursement program as well as make it clearer that a pre-application meeting with staff is required.

7. Adjourn

Chair Day adjourned the meeting at 7:14pm.

Next Meeting: TBD

Respectfully submitted by Zoe Mombert on November 8, 2021.