

MEMO



To: Wilsonville- Metro Community Enhancement Committee

From: Zoe Mombert, Assistant to the City Manager

Date: May 15, 2023

RE: Project Proposals 2023

Overall Program

The city received a total of five Community Enhancement Applications totaling \$78,164. Staff budgeted \$70,000 for this grant cycle based on revenue projections (\$1 for every one ton of wet waste processed at Republic Services and unspent funds from the previous fiscal year.

In January 2023, the City of Wilsonville entered into an intergovernmental agreement (IGA) with Metro to accept Community Investment Fee funds, which are required to be allocated through the City's Community Enhancement Grant process. We anticipate receiving about \$20,000 a quarter or \$80,000 a year. There will be adequate funds available to award to projects this fiscal year. Updated budget information will be provided at the May 22, 2023 Community Enhancement Committee Meeting.

As a reminder, the committee is not required to fund any projects. The committee is encouraged to review each application request and only fund projects that clearly do not have another funding source, project managers have the capacity to complete the project, the project is achievable, and the project has a clear comments from staff on each application and questions/responses from applicants. The committee will be able to ask questions of the applicants at the May 22, 2023 meeting. There are a variety of proposed grant projects in this cycle that meet various program goals. This memo outlines the requests and items to consider with each project.

CEP Project Nominations 2023

	Project Title	Sponsor	Eligible	Appropriate	Project Cost
1	Heart of the City Storefront	Grace Chapel	X	*	\$ 20,000.00
	Improve storefront to be more welcoming and improve safety				
2	Library Book Bike	Friends of the Library	X	X	\$ 6,250.00
	Electric bike to create a portable library				
3	Memorial Park Skate Park Mural	ACHC	X	X	\$ 20,000.00
4	Murase Arboretum	Parks & Recreation Dept.	X	X	\$ 13,000.00
5	Watching Wilsonville's Wildlife	Natural Resources Dept.	X	X	\$ 18,914.00
	Total				\$ 78,164.00
	*Additional information is being evaluated.				

Heart of the City Storefront

Project Overview:

The Heart of the City building storefront and safety project is intended to improve the space to create a clear storefront that is welcoming to clients and safe for volunteers. This is intended to provide a waiting room to allow additional potential clients to access the building, even when volunteers may be assisting another client. Currently, there is not a clear entrance to the building nor a defined space for potential clients to wait or a space for volunteers to work. By redesigning the space it will allow for Heart of the City to recruit more volunteers and be open more regularly to individuals seeking services. The Heart of the City service is sponsored by and operates in a space owned by Grace Chapel. There are no expectations or requirements for community members seeking assistance from The Heart of the City to participate in, affiliate with, or attend religious meetings to receive our services. We do not and shall not discriminate based on race, color, religion, gender, gender expression, age, national origin, disability, marital status, sexual orientation, or military status in any of its activities or operations.

Community Impacts/ Benefits and support:

This project is intended to help Heart of the City provide additional services to community members in need of assistance with temporary rent, basic human services, community resources and professional counseling.

Project Management/ Scope:

The Heart of the City staff and volunteers will work with a contractor to design, permit and make the needed renovations. The application identifies a need for \$41,000 - \$42,000 for the project and bid for \$20,000 plus contingency and general contractor costs. It is not clear to staff if the budget includes permit fees or if the applicant's contractor has discussed the project with the Building and Planning departments to ensure there are not unexpected requirements or costs required for this project.

Requested Amount:

\$20,000

Preferences Met:

X	<i>Grant requests that do not exceed \$20,000</i>
	<i>Meet more than one goal</i>
X	<i>Projects including a financial or in kind match</i>
X	<i>Benefit diverse or traditionally underserved populations</i>

Library Book Bike

Project Overview:

This Wilsonville Friends of the Library are seeking funds to purchase an electric bike to broaden access to books, activity sets and encourage library card sign ups. The Friends group would own the bike but it would be program, displayed, stored and maintained by the Wilsonville Library.

Community Impacts/ Benefits and support:

The project is intended to bring library services to the community and increase outreach efforts. The Friends hope to reach new residents, preschools and schools in addition to reaching Spanish speakers and reduce socioeconomic barriers that could dissuade community members from using library services.

Project Management/ Scope:

The Friends team will communicate with other libraries with similar programs and manage the procurement of the bike. The library team has extensive experience managing diverse outreach activities.

Requested Amount:

\$6,250.00

Preferences Met:

X	<i>Grant requests that do not exceed \$20,000</i>
	<i>Meet more than one goal</i>
X	<i>Projects including a financial or in kind match</i>
	<i>Benefit diverse or traditionally underserved populations</i>

Memorial Park Skate Park Mural

Project Overview:

The Arts, Culture and Heritage Commission (ACHC) is seeking funding for a new mural at the Memorial Park Skate Park. The commission will use the funds to commission an artist or team of artists, selected through and request for qualifications process, to paint a mural on the outward or side facing walls visible by all traffic to the skate park. The funding would be used for the design proposal, supplies and artist stipend to enhance the park.

Community Impacts/ Benefits and support:

The mural is intended to liven up the parks space, create a greater sense of community and improve the appearance of the space. The ACHC will work with the local skate community and Diversity, Equity and Inclusion Committee to select the artist their design proposal.

Project Management/ Scope:

The Parks and Recreation Department, which directly supports the ACHC, has successfully completed numerous community enhancement projects.

Requested Amount:

\$20,000

Preferences Met:

X	<i>Grant requests that do not exceed \$20,000</i>
X	<i>Meet more than one goal</i>
X	<i>Projects including a financial or in kind match</i>
	<i>Benefit diverse or traditionally underserved populations</i>

Murase Arboretum

Project Overview:

The City of Wilsonville Parks Department will install an arboretum in Murase Plaza in Memorial Park to create a new urban forest in an area that is currently a grass field. The proposed arboretum will include the installation of new trees and educational signs. The parks team will seek community input to select two of the tree species. The parks staff plans to use this as a starting point for the program and then add new trees in the future through a community process.

Community Impacts/ Benefits and support:

This project will enhance the City's urban forest and provide an outdoor classroom opportunity for the community.

Project Management/ Scope:

The Wilsonville Parks team has successfully managed multiple Community Enhancement projects.

Requested Amount:

\$13,000

Preferences Met:

X	<i>Grant requests that do not exceed \$20,000</i>
X	<i>Meet more than one goal</i>
X	<i>Projects including a financial or in kind match</i>
	<i>Benefit diverse or traditionally underserved populations</i>

Watching Wilsonville Wildlife

Project Overview:

The Natural Resources Department would contract with Samara Group to purchase and install six new cameras, monitor the footage and submit reporting. Building on the existing partnership between the City, Portland State University and Samara Group, the intent of the project is to extend wildlife monitoring in the community and provide a learning opportunity for community members. The new motion detect cameras will likely be installed on city owned and school district properties such as Memorial Park, Boones Ferry Park, Boeckman Creek corridor, Boones Ferry Primary School, and Boeckman Creek Primary School. This project would require a one-year extension allowing the project to be completed in a two-year period of time.

Community Impacts/ Benefits and support:

This information will be available to the community and schools to provide a nature based learning opportunity.

Project Management/ Scope:

The Wilsonville Natural Resources department has successfully managed multiple Community Enhancement projects.

Requested Amount:

\$18,914

Preferences Met:

X	<i>Grant requests that do not exceed \$20,000</i>
X	<i>Meet more than one goal</i>
	<i>Projects including a financial or in kind match</i>
	<i>Benefit diverse or traditionally underserved populations</i>