



# WILSONVILLE – METRO COMMUNITY ENHANCEMENT COMMITTEE MINUTES

October 25, 2022 at 6:30 PM

City Council Chambers at City Hall & Zoom (<https://us02web.zoom.us/j/87339122142>)

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## CALL TO ORDER

Meeting was called to order at 6:35 pm.

### 1. Roll Call

#### Present

Amy Day

Jordan Herron

Sageera Oravil Abdulla Koya

Councilor Linville

Metro Councilor Rosenthal

#### Absent

Natasha Hancock

Councilor West

#### Staff

Zoe Mombert

### 2. Approve March 29, 2022 Minutes

Jordan Herron made a motion to approve the March 29, 2022 Minutes. The motion was seconded by Metro Councilor Rosenthal. The motion passed unanimously.

## CONSENT AGENDA

### 3. Community Input – No community members were present.

## NEW BUSINESS

### 4. Select Committee Chair and Vice Chair

Councilor Linville made a motion to appoint Amy Day as Chair and Jordan Herron as Vice Chair of the Community Enhancement Committee. Metro Councilor Rosenthal seconded the motion. The motion passed unanimously.

## PROGRAM UPDATES & DISCUSSION

### 5. Program Update

Staff provided a program update starting with the budget. Staff explained that although the formula was adjusted by Metro and we received less funding in 2022, Metro has a new voluntary program that will be rolled into the Community Enhancement program. This is a

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voluntary program that Republic Services is participating. We expect to receive approximately \$20,000 every six months, as long as they participate. The funds will be allocated to the Community Enhancement program through 2024 and the City will need to sign an Intergovernmental Agreement. There should be \$100,000 - \$120,000 available to allocate in 2023 with this new funding source. The Program was advertised at \$80,000 but the committee can allocate the amount available.

Staff also informed the committee that Metro staff had informed Wilsonville staff that some project allocations were not in compliance with the program, specifically City projects. After further discussion with Metro staff, City sponsored programs that provide a community benefit and are not viewed as a public works project, are still acceptable. Projects considered public works project can only be awarded up to 15% of the total allocated budget.

Staff provided a list of ongoing projects that are set to expire at the end of calendar year 2022 and fiscal year 2022-2023.

## **6. Review 2023 Program Materials and Timeline**

Staff provided an updated timeline for the 2023 program. There are adjustments to accommodate for staff being out of the office in 2023. The program will still seek applications from November 1 – mid January. The committee was comfortable with the proposed timeline.

The committee was comfortable with the overall program materials. The committee discussed additional criteria to reduce the number applicants with multiple active projects. After much discussion and wordsmithing, the committee updated the requirements and added a question to the application.

*Amy Day made a motion to add the following requirement to the application packet:*

“Applicants may not have any previous Community Enhancement program grants that are active at the time of the CEC application review meeting. However, exceptions may be made based on project performance update and anticipated project completion schedule. (Project proposals seeking an exception should be prepared to provide the committee with this information at the CEC meeting.) Generally, all projects should be completed within the agreed upon project completion date of June 30, 2023.”

*Jordan Herron seconded the motion and it passed unanimously.*

*Herron made a motion to add the following language to the application:*

“Do you currently have an active CEP grant? If yes, will you be seeking an exception?”

*Councilor Linville seconded the motion and it passed unanimously.*

**Meeting Adjourned at 7:25 pm**

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**NEXT MEETING**

Monday, May 22, 2023 at 6:30pm

Tuesday, May 30, 2023 at 6:30pm (if needed)