

Applicant Information

Project Title

Fuel Storage Transfer Switch

Applicant Name

Charbonneau Country Club

Registered Tax Exempt Number (if applicable)

Contact (Name)

Neil J. Kennedy

Title

Community Safety Coordinator

Project Duration: Start Date

05/01/2024

Estimated Completion Date

10/01/2024

Project Budget

Total Project Budget

\$ 4,250.00

Applicant Cash Match (a)

\$ 500.00

In-Kind Resources (b)

\$ 1,400.00

Total Applicant Match (a+b)

\$ 1,900.00

Grant Request

\$ 2,350.00

Project Narrative Questions

Provide a project description

Charbonneau Country Club (CCC) is seeking to install a transfer switch at the Charbonneau Golf Club (CGC) maintenance yard. This transfer switch will allow for the seamless connection of a portable generator to power the fuel storage pump during a power outage. The ability to pump fuel during these outages is critical for maintaining the operation of the Activity Center's large backup generator, which powers essential systems such as heating, cooling, and refrigeration. This project will also provide the potential to make emergency fuel available to the SpringRidge Senior Living Community, including assisted living and memory care units. These units rely on diesel-powered backup generators, which could run out of fuel in a prolonged outage, especially if transportation routes are disrupted, such as in the event of an ice storm or earthquake. The proposed transfer switch will allow Charbonneau to continue functioning with greater resilience during power outages, enhancing the ability to provide support to vulnerable populations. By ensuring that essential services can remain operational during a crisis, this project plays a vital role in minimizing the impact of catastrophic events, potentially reducing casualties and mitigating long-term disruptions in the community.

How does your project promote education, diversity, arts, civic engagement and/or provide entertainment and strengthen the community?

The Charbonneau Country Club's backup generator serves as a critical resource for the entire community, particularly during extended power outages. The Activity Center, which serves as a community hub, relies on this generator to maintain critical services such as heating, cooling, and refrigeration. Given that the average age of Charbonneau's residents is 70 years, this population is especially vulnerable to extreme weather conditions in an outage. Many residents also depend on refrigeration for critical medications, making the uninterrupted operation of the Activity Center even more essential in times of crisis.

This project will significantly strengthen the Charbonneau community by ensuring the ongoing functionality of the Activity Center, which is not only a place for essential services but also a space for community interaction and support. The installation of the transfer switch, enabling fuel pumping during power outages, will increase the resilience of Charbonneau in the face of natural disasters, such as an earthquake or ice storm. With the ability to pump fuel locally, Charbonneau will have access to a continuous fuel supply for its backup generators, increasing the capacity to provide for the community's needs.

The Charbonneau community is located on the outskirts of the city, south of the river, and is only accessible via the Boone Bridge. This isolation, combined with a high percentage of elderly and medically fragile residents, increases the vulnerability of the area during emergencies. By providing a reliable backup power solution, this project will reduce the risk faced by our most vulnerable members, including seniors and individuals with disabilities, and improve the community's overall ability to respond in times of crisis.

What are your organization's goals for this project? And, what population are you aiming to serve? (youth, seniors, families, underprivileged, persons with disabilities, etc..) Using measurable amounts whenever possible, consider the question: How will you know that you succeeded in your goals?

Our goal is to install the transfer switch at the Charbonneau Golf Club's maintenance yard, train relevant personnel in its operation, and conduct a functional exercise to test the equipment and process. This will ensure that, in the event of a power outage, we can efficiently use the portable generator to pump fuel and maintain the operation of our backup power systems.

The primary population served by this project is the Charbonneau community, with a special focus on seniors, individuals with disabilities, and those who are medically fragile. The average age of residents in Charbonneau is 70 years old, and many of them have health conditions that require reliable access to electricity for life-sustaining equipment. In the event of a prolonged outage, this project will allow us to keep a critical community asset running; the Activity Center, which houses emergency supplies and shelter.

Success will be measured by our ability to reliably pump fuel during a power outage, enabling continuous operation of backup generators. Additionally, we will measure success by the feedback and satisfaction from the Charbonneau community, particularly seniors and those with medical needs, as they will directly benefit from the enhanced resilience this project provides.

How are you/your organization suited to produce this project/program? Provide the community resources that will be used if applicable (volunteers, local vendors, local contributions, etc.)

Charbonneau Country Club (CCC) is well-positioned to implement this project due to our experience with emergency preparedness and our established community network. The Emergency Planning & Public Safety Committee (EPPS) has been actively involved in identifying and addressing critical needs within Charbonneau, particularly related to power outages.

Volunteers from this committee and CCC staff have already conducted extensive research to determine the best solution for ensuring fuel availability during outages.

CCC has successfully procured a portable generator, which is already capable of providing backup power to the Activity Center. Additionally, we have engaged local electricians to assess, acquire, and install the necessary transfer switch. We will continue to collaborate with local vendors to ensure that the equipment is installed according to code and will function reliably in an emergency.

Volunteers and staff will also develop training materials, processes, and resources to ensure that the transfer switch is operated smoothly during power outages. The combination of staff expertise, volunteer involvement, and local vendor support ensures that this project will be implemented efficiently and effectively, with minimal disruption to the community.

By leveraging local resources and expertise, we are confident that this project will strengthen Charbonneau's overall resilience, ensuring the safety and well-being of our residents, particularly our most vulnerable populations.

Signature and Certification Letter:

I hereby certify that all the facts, figures and representations made in this application, including all attachments, are true and correct. This application is made with the written approval of my board of directors, which is attached to this application.

I agree that all publicity, press releases, publications, materials and /or media advertising produced as a part of this proposed project will acknowledge the Grant Program as follows: "This project is made possible in part by a grant from the City of Wilsonville."

I agree to carry out this project as outlined within this application. Further, I understand that failure to do so will invalidate this agreement and necessitate the immediate return of all Community Opportunity Grant monies to the City of Wilsonville.

Signature

Neil J. Kennedy

Date Signed Thu 2/20/25

I Accept

Yes

Organization Budget

This budget shows how this project fits into your organization. The project should be shown as a line in this budget.

Fiscal Year: 1-Jan to #####

Income Sources	Amount
Emergency Preparedness Budget	\$10,416.00
Total Organization Income	\$10,890.00

Expenses	Amount
Communications	\$990.00
Medical Supplies & Training	\$2,750.00
Radio Equipment	\$3,800.00
Meeting Support	\$900.00
PPE	\$150.00
Promotions	\$1,000.00
Generator Support	\$1,300.00
Fuel Station Transfer Switch	\$2,350.00
Total Organization Expense	\$13,240.00

Project Budget

This budget provides the detail of the project that the grant funds will be applied to. This should include how the funds from this grant will be spent. Expenses must be explicitly defined. Please include in-kind and cash match.

Income Sources	Amount
CGC Fuel Tank Transfer switch -Unbudgeted project	\$0.00
Total Project Income	\$0.00

Expenses - Must be specifically itemized	Amount
Volunteer time on project 27hrs	
(Research, training, materials development)	\$900.00
Staff time on project 10hrs	\$500.00
Electrician (purchase/install transfer switch)	\$2,350.00
Portable Generator	\$500.00
Total Project Expense	\$4,250.00



CITY OF WILSONVILLE COMMUNITY GRANTS FINAL PROJECT REPORT

Funded by: ☒ Community Opportunity Grant ☐ Community Cultural Events and Programs Grant

Name of Project/Event: Community Emergency Radio Network

Project Contact Name: Neil Kennedy

Project Contact Email: neil@charbonneaucountryclub.com

Project Contact Phone: 503-694-2300

Project Date/Date Range: Complete by 10/1/2024

1. Please list the activities or elements of the program/project/event that took place:

Purchased 40 radios in June. We were able to purchase more units than planned by negotiating a bulk purchase! The radios were programmed by our team in July and distributed through August. In September we conducted several training sessions and expended the final allocated funds to purchase backup batteries. ShakeOut Functional Exercise was held on 9/16/24 with full radio communications, including simulated emergency dispatches from the CCC EOC.

2. Were the goals listed in your narrative achieved? How?

All goals were achieved. Radios were purchased, programmed and distributed. Training was completed and the equipment was tested functionally in a community wide exercise.

3. Who benefited from your project or event? How many? Where from?

The approximately 3100 residents of Charbonneau are the direct beneficiaries. By extension, all Wilsonville residents benefit as we improve our community resiliency, as we will be less of a draw on City of Wilsonville resources during an emergency, freeing them up to assist others.

4. Will this event or project be recurring? How do you anticipate funding the project in the future?

The radios are a durable good. They should last for years. We do need additional units as we are working to completely switch to this new platform. CCC has budgeted funds to double our quantity of BTECH GMRS-V2's in 2025.

Attach or provide a copy of your final financial income and expense statement for this event or project.

Attach or provide copies of any publicity or printed materials that include the statement acknowledging the source of funds.

Please keep a copy of this evaluation. You will be required to submit a copy should you apply for future grant funding.

If you have any questions, please contact:
Brian Stevenson, Parks and Recreation Program Manager
(503) 570-1523 - stevenson@ci.wilsonville.or.us

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Inside the Villager

Transportation
task force has
holiday wishes
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Program
assists youth
golfers
— Page 6

Looking
back at this
year's safety
improvements
— Page 10

Plus event calendar,
club reports and more!

Published by
Wilsonville
Spokesman



CITY ENVISIONS IMPROVEMENTS to French Prairie Road

The local government wants feedback on plans for project
to make roadway safer, more accessible — Page 4

A proposal would add a path for
pedestrians, bikes and golf carts
along the roadway.
STAFF PHOTO: JAMIE VALDEZ

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page 3

A10 December 2024

Charbonneau Village

EPPS

By NEIL KENNEDY

This year saw major improvements to public safety



As we close out 2024, it's an opportune moment to reflect on the evolution of the Charbonneau district's Emergency Planning/Public Safety (EPPS) program.

Looking back, 2022 marked the last full year without a dedicated security program, a time during which our community experienced 52 reported crimes, including a significant number of auto thefts and auto burglaries. In contrast, the year-to-date figures for 2024 show a marked improvement, with only 26 reported crimes as of this writing. This dramatic reduction serves as a testament to the positive impact of the security measures we've implemented since the program's inception.

We have worked throughout 2024 to

revitalize our Neighborhood Watch program. This effort has resulted in renewed engagement in some homeowners associations and entirely new networks in others! Being willing to watch out for each other is one of the things that facilitates a sense of community and makes living in Charbonneau feel so special.

Of those crimes, a number of them appear to be related to a domestic situation that poses no threat to the larger community. Another was a home burglary, in which Corporate Crime Control was instrumental in developing information that led to the identification of suspects and discovery of additional crimes in various jurisdictions. That case has been referred to the District Attorney for prosecution. In another case, vandalism and property damage was done to various businesses in the village, but the person responsible was identified and full restitution was made.

On the emergency planning side of the program, we have also seen some significant wins. In the spring we submitted a grant request to the city of Wilsonville to assist with the updating of our emergency radio system. These radios allow communication around the various HOAs and between the HOAs and our Emergency Operation Center if

the phones are out. Because of the city's generous grant, we were able to purchase 40 new radios with no additional impact to our budget (or dues!). We were able to exercise these radios during our ShakeOut drill in September. This year's ShakeOut was a success in its own right, with higher levels of participation than we have ever seen.

This year also saw a refinement in our back-up power generator operations, a successful EOC drill of our Incident Command Staff and improvements in the staff's disaster preparation and response. We also hosted a presentation by the State Office of Fire Marshall on Preparing for Wildfires, a clinic on Basic Preparedness for Residents and multiple First Aid and CPR classes.

Your EPPS Committee is excited to continue to build on these successes! We are actively working on additional grant funding opportunities and look forward to making more learning sessions available to our residents in 2025!

If you are interested in being a part of this, contact me (neil@charbonneau-countryclub.com), or one of your HOA captains. Remember that many hands make light work and, in a time of disaster, neighbors helping neighbors may be the only help you have for several days.

Mayor-elect shares vision for the city

O'Neil pledges to be 'accessible, transparent and accountable'

By KRISTA KROMS
Staff Reporter

Having emerged victorious in the Wilsonville mayoral race, Shawn O'Neil released a statement sharing gratitude and his goal to be inclusive of all residents in moving the community forward.

The lawyer ran against Glenn Lancaster and Rob Candrian to replace Mayor Julie Fitzgerald, who was unable to seek reelection due to term limits. In the latest results, which have yet to be finalized, O'Neil carried 48% of the vote compared to Lancaster's 29% and Candrian's 22%.

O'Neil wrote in his statement, released Wednesday, Nov. 13, that he

See MAYOR / A12

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Project Title: COMMUNITY EMERGENCY RADIO NETWORK

Total Project Budget: 3411.60

Applicant Cash Match: 1155.00

In Kind Resources: 00 (providing meeting space and electronic equipment for community meetings would have discernable cash value? What would you charge an outside group for a 2 hour meeting???)

Total Applicant Match: 1155.00 + any in-kind ?

Grant Request: \$2256.60

Provide a Project Description: (416 words)

The Emergency Preparedness/Public Safety (EPPS) Committee of the Charbonneau Country Club needs to purchase 33 BTECH GMRS 5-Watt radios to be used by our Disaster Preparedness Team. Since 2016, the EPPS Committee has worked with all Charbonneau homeowner associations (HOAs) to establish an effective and coordinated approach to help minimize the negative effects of potential disasters for the community. Communications during any emergency, including extended power outages, wildfires or an earthquake, is our single, most vital problem to address.

HOA Disaster Preparedness Teams consist of residents who are trained to prepare for an emergency situation by building and strengthening disaster readiness among neighbors. There are two (2) leaders within each HOA designated as "Key Captains" who have oversight of their HOA team and are the first point of contact with the Emergency Operations Center (EOC).

The EPPS Committee has established an emergency communications network using FRS radios with a maximum power of 1.5 Watts. These are distributed to most of the 120 trained Captains throughout our HOAs and the system is tested annually during a community-wide drill. Although these radios are effective, they have relatively low power causing 'dead spots' in transmission and the oldest models are reaching their useful life span. Experience has taught us that to fortify and preserve the integrity of the communications network, it is vital that we upgrade radios for the Key Captains in each HOA to GMRS radios with 5-watt capability.

The key difference of these new radios from those our Key Captains have been using for communications in an emergency, is wattage power. The higher wattage radios will provide a more consistent connection with our EOC base station and enhance our ability to report our status to the City of Wilsonville and Clackamas County Emergency Management. In a subduction zone earthquake, loss of the Boone Bridge will cut Charbonneau off from the City of Wilsonville and Clackamas County support, making communication vital.

Two base radios are located at the Charbonneau Activity Center with antennas on the roof, these radios transmit at 5 Watts. The Activity Center is the designated EOC and can run on backup generator power. There are two Dispatchers assigned to the EOC during an emergency, and their roles are to:

information to this population, to track emergency needs and report those to the respective agencies that might offer help.

MEASURABLE GOALS: Our Communications Team has tested the BTECH GMRS, 5-watt radio and confirmed that its superior power will conquer our “dead spots” issue. A community wide test of the network using the new radios would occur on 09/19/2024, during the Great Shake Out drill.

How are you/your organization suited to produce this project/program? Provide the community resources that will be used if applicable (volunteers, local vendors, local contributions, etc.)

The Emergency Preparedness/Public Safety (EPPS) Committee of the Charbonneau Country Club (CCC) has overseen the operations of our disaster preparedness efforts for more than 8 years. In 2023, CCC hired a Community Safety Coordinator, who brings full-time, professional oversight to those efforts. Our HOA teams consist of more than 125 volunteers, including those trained in emergency preparedness and a team of medically trained residents. Communications volunteers include engineers and HAM radio licensed operators.

From:

BTECH Radios

702N Industrial Ave

Arlington, SD 57212

sales@baofengtech.com

Invoice Number	BTECH-16138
Invoice Date	June 14, 2024
Total Due	\$0.00

To:

Charbonneau Country Club

32000 SW Charbonneau Dr

Wilsonville, OR 97070

Neil Kennedy

Community Safety Coordinator

503-694-2300

neil@charbonneaucountryclub.com

Hrs/Qty	Service	Rate/Price	Adjust	Sub Total
40	GMRS-V2	\$40.00	0.00%	\$1,600.00

Sub Total	\$1,600.00
Tax	\$0.00
Paid	-\$1,600.00
Total Due	\$0.00

ACH Payment:

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Account Number 8030959

Payment is due within 30 days from date of invoice. Late payment is subject to fees of 5% per month.

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