



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: December 4, 2023		Subject: Resolution No. 3100 Sole Source Selection – Backyard Habitat Certification Program	
		Staff Member: Kerry Rappold, Natural Resources Manager	
		Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt of the Consent Agenda.			
Recommended Language for Motion: I move to adopt the Consent Agenda.			
Project / Issue Relates To:			
<input checked="" type="checkbox"/> Council Goals/Priorities: Protect Wilsonville’s environment and increase access to sustainable lifestyle choices.	<input type="checkbox"/> Adopted Master Plan(s):	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

Authorize the sole source selection of the Backyard Habitat Certification Program (BHCP), over a three-year period covering FY 2023-2024 through FY 2025-2026, to provide assistance and incentives to residents with small lots (an acre or smaller) who seek to restore native wildlife habitat in their backyards.

EXECUTIVE SUMMARY:

Since 2018, the City has partnered with the BHCP. In 2020, the City Council approved a three-year sole source selection of BHCP. The authorization of a new multi-year agreement will provide the Backyard Habitat Certification Program with the stability necessary for engaging property owners in the long-term goal of restoring native wildlife habitat.

The City may sole-source procurements without competition when it is determined that one of four (4) criteria outlined in ORS 279B.075 are met based on written findings. In this case two (2) of the criteria are met;

(2)(a) That the efficient utilization of existing goods requires acquiring compatible good or services.

Finding: As described in further detail below, the BHCP provides the City a unique opportunity to engage the community in the restoration of native wildlife habitat, and an array of assistance is available through the program that could not be replicated with another organization.

(2)(d) Other findings that support the conclusion that the goods or services are available from only one source.

Finding: The BHCP is the only organization that provides a certification program for small property owners and a unique combination of technical assistance and incentives that enable residents to restore native wildlife habitat.

Columbia Land Trust and Portland Audubon co-manage the BHCP, which provides technical assistance, incentives, resources, and recognition to private property owners to restore native wildlife habitat, control priority noxious weeds, reduce pesticides, and manage stormwater. The program is designed to increase effective management of privately held lands by partnering with communities and by leveraging the time, labor and skills of volunteers and program participants. Started in 2009, the program currently serves properties within most urban and suburban areas of Multnomah and Clackamas counties with future expansion slated for Washington and Clackamas counties.

To date, the BHCP partners with more than 10,000 program participants, whose yards span more than 2,500 urban and suburban acres. Columbia Land Trust and Portland Audubon launched the expansion of the BHCP into the city of Wilsonville in 2018. The BHCP corresponds with many of the existing “Bee Stewards” and “Bee City USA” program initiatives, such as creating pollinator habitat, reducing the use of pesticides, and raising community awareness and participation in pollinator conservation.

EXPECTED RESULTS:

Selecting the BHCP will allow the City to continue an effective and beneficial partnership. In Wilsonville, over the last five years, seventy-five property owners have enrolled in the program and sixteen properties have been certified.

TIMELINE:

City Council to review the sole source selection of the Backyard Habitat Certification Program on December 4, 2023. The sole source notice will be posted in the Daily Journal of Commerce after Resolution No. 3100 is approved and before the agreement is signed with the BHCP.

CURRENT YEAR BUDGET IMPACTS:

The Natural Resources Program planned for the Backyard Habitat Certification Program during the Fiscal Year 2023-2024 budget cycle and funds are available to cover the fee of \$9,650. The Natural Resources Program will budget \$10,300 in FY 2024-2025 and \$10,609 FY 2025-2026. The total cost of the three-years is \$30,559.

COMMUNITY INVOLVEMENT PROCESS:

The BHCP engages the community through various outreach activities, which includes direct mailings, tabling at events, and electronic and social media.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

Property owners are inspired to contribute to a healthy regional ecosystem through participation in the program. They receive tips for natural gardening, information on the benefits of weed removal and native plantings, on-site stormwater management, and how each of these works together to keep our water and air clean, while providing crucial habitat for wildlife.

ALTERNATIVES:

The City could choose not to partner with the BHCP, or only contract on a yearly basis. Staff does not recommend an annual contracting basis as the BHCP needs the multi-year stability necessary to effectively engage with property owners, and would also result in increased cost and staff time to implement the program.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 3100
 - A. Backyard Habitat Certification Program Scope of Work for FY 23-24 through FY 25-26