



CITY OF OREGON CITY ENHANCEMENT GRANT PROGRAM COMMITTEE - REVISED AGENDA

Virtual Meeting
Thursday, June 10, 2021 at 5:30 PM

VIRTUAL MEETING INFORMATION

The public is strongly encouraged to relay concerns and comments to the Committee in one of three ways:

- *Email at any time up to 12 p.m. the day of the meeting to agriffin@orcify.org.*
- *Phone call to 503-974-5518 (Monday – Friday, 8 am – 5 pm), all messages will be relayed and/or citizens can register to provide in meeting over-the-phone testimony.*
- *Mail to City of Oregon City, Attn: Economic Development Coordinator, P.O. Box 3040, Oregon City, OR 97045.*

CALL TO ORDER

APPROVAL OF THE MINUTES

- [1.](#) March 8, 2021 DRAFT Meeting Minutes

CONFLICT OF INTEREST STATEMENT

FUNDING INFORMATION

- [2.](#) Financial Position and Projection for Metro Enhancement Grant FY 2022

REQUEST FOR EXTENSION

- [3.](#) Request for Metro Community Enhancement Grant Extensions

REVIEW AND DISCUSS GRANTS

- [4.](#) Applicant Presentations and Review of Grant Proposals

DETERMINE GRANT AWARD ALLOCATIONS

- [5.](#) Review and Discuss Grant Proposals

SUPPORTING MATERIALS

- [6.](#) Intergovernmental Agreement with Metro

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the City Recorder. When the Mayor/Chair calls your name, proceed to the speaker table, and state your name and city of residence into the microphone. Each speaker is given three (3) minutes to speak. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the City Commission does not engage in discussion with those making comments. Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the Oregon City's website at www.orcity.org and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.



CITY OF OREGON CITY ENHANCEMENT GRANT PROGRAM COMMITTEE MINUTES

**Virtual Meeting
Monday, March 8, 2021 at 5:30 PM**

VIRTUAL MEETING

This meeting will be held online via Zoom; please contact mweintraub@orcity.org to register to participate.

The public is strongly encouraged to relay comments to the Committee in one of three ways:

- *Email comments up until the day before the meeting to mweintraub@orcity.org.*
- *Phone call (Monday – Friday, 8 am – 5 pm) to 971-930-7613, all messages will be relayed and/or register for over-the-phone testimony.*
- *Mail to City of Oregon City, Attn: Economic Development Manager, P.O. Box 3040, Oregon City, OR 97045*

CALL TO ORDER

Chair Smith called the meeting to order at 5:33 PM

Present 8- Rocky Smith Jr, William Gifford, Denyse McGriff, Rachel Lyles Smith, Frank O'Donnell, Christine Lewis, Trieste Andrews, Liz Hannum.
Commissioner O'Donnell joined the meeting at xxxxx.

Staffers: 3 - James Graham, Ann Griffin, Matt Zook

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

Metro Commissioner Lewis made a motion to approve the minutes of the February 11, 2021, Enhancement Grant Program Committee meeting as presented. Commissioner Denyse McGriff seconded. The minutes were unanimously approved.

GENERAL BUSINESS

Metro Enhancement Grant Committee Scoring Sheet and Procedures

The Chair asked James Graham to continue with leading a discussion regarding the Grant Committee Scoring Sheet and Procedures. Graham displayed a prototype of the grant Scoring Sheet. William Gifford asked a question regarding the spreadsheet and Graham answered the question by showing the formula to calculate the percentage of total award funds granted.

Grant Review Criteria

McGriff asked a few questions about the grant criteria. She referenced the 12-point grant evaluation criteria provided by Metro. In particular, she asked about number 12, a review of the biographies of staff involved in the proposed project. She stated that proof of past experience and the ability to complete the project successfully could be documented in something other than a biography or resume. The group discussed what is typically found in a resume and what would be the best way to get the desired information. McGriff suggested changing “biographies” to resumes and expertise. Graham suggested the resume and expertise of the program manager. Commissioner Lyles Smith stated that what we really want to have is proof that they have a solid management plan and the expertise to manage the proposed project. Graham stated that he would rephrase the scoring sheet to reflect Committee input.

Scoring Sheet and Procedure

Graham stated that we will send the scoring sheet and all of the applications to the Committee before the award meeting. Applicants will be given 3 minutes to make a presentation at the award meeting. Committee members would then be allowed to change their vote if they wanted to after hearing the presentation.

Commissioner Lyles Smith asked about the scoring sheet showing a percent of the total award. Commissioners agreed that 5 minutes may be a more appropriate amount of time for presentations. They will be given 3-5 minutes. Matt Zook stated that the “total amount awarded” and “tentative award” columns could be removed from the scoring sheet. Graham asked the Committee if these two columns be eliminated. McGriff stated that they should not be eliminated entirely but be shown at the end. Gifford asked if everyone would see the columns or if the applicants would see them too.

Lyles Smith recognized that in the past the Committee has given more weight to projects that met more than one the evaluation criteria. Chair Smith acknowledged that this topic has been discussed multiple times before.

Discussion continued on the merits of showing the percentage of total grant amount to be awarded on the scoring sheet. O'Donnell stated that he didn't think it would be confusing. Graham stated that the format is flexible, and he will update the scoring sheet as the Committee agrees. Chair Smith asked if there was a consensus on the scoring sheet

format. O'Donnell suggested that a percentage of the total awarded be available as a useful tool. McGriff asked if that would happen as each individual application is viewed or only at the end. Graham replied that it would be shown at the end. Graham concluded that the scoring sheet will remain as it is.

METRO ENHANCEMENT GRANT ADMINISTRATIVE FEE

Zook stated that the administrative fee could be potentially lowered and he reviewed time required with staff. He recommended that the administrative fee be lowered from \$50,000 to \$40,000. The primary drivers of this cost is staff time. Zook has detailed calculations to demonstrate staff time costs associated with the administration of the grant. McGriff asked if he had more specific information that could document the fee allocation by department. Zook replied that he could do so.

Gifford made a motion that the administrative fee associated with the grant be amended to \$40,000. O'Donnell said that he did not have an issue with the amount of \$40,000, but that he would like to see additional detail as this is a high percentage of the total amount of funds available.

ADJOURNMENT

Chair Smith adjourned the meeting at 7:00 PM



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Enhancement Grant Committee
From: Finance Director Matt Zook

Agenda Date: 06/10/2021

SUBJECT:

Financial Position and Projection for Metro Enhancement Grant FY 2022

STAFF RECOMMENDATION:

Staff report presented for Committee Information.

EXECUTIVE SUMMARY:

The Metro Enhancement Grant funding is in good standing. The projected fund balance at June 30, 2021 is \$395,000. This balance recognizes all anticipated fund distributions on grants award previously awarded that will expire by June 30, 2021 without extension.

BACKGROUND:

In previous meetings, staff expressed the desire to award grants based on funds in hand rather than awarding grants based on anticipated revenue. Not only does this represent financial best practice, but it also recognizes the potential that the Metro Enhancement Grant could sunset in the future as Metro explores future locations that may lead to the elimination of the Oregon City funding.

With \$395,000 anticipated to begin fiscal year 2022, several activities would then reduced this balance. Approximately \$39,000 would be spent toward grants awarded prior to June 30, 2021 that may be approved for extensions. New awards for FY 2022 in the amount of \$200,000 are on the agenda for the June 10, 2021 meeting. Finally, there would be \$40,000 in Program Management expenses. The net of \$116,000 would remain on hand from the June 30, 2021 anticipated balance of \$395,000. The Metro Enhancement Grant committee could decide to safely award this additional amount toward FY 2022 new grants.

Finally, FY 2022 revenue is anticipated to be \$300,000. Staff recommends that this new revenue be held for future awards in FY 2023. This would allow the Metro Enhancement Grant one additional year to operate in the event the funding were to cease. Again, it also prevents the risk of awarding grants on FY2022 revenue that may

come in lower than anticipated. Of course, the Metro Enhancement Grant Committee has the option to assume a more aggressive position of awarding some or all of the anticipated FY 2022 revenue based on the risk tolerance of the Committee.

The financial position of the Metro Enhancement Grant program is provided in the attached worksheet. In addition to the financial position, the detail of the Program Management calculation is also provided per the request of the Committee in previous meetings.

Enhancement Grant Program - Fund Balance

(as of June 3, 2021)

Fiscal Year 2021 (July 1, 2020 to June 30, 2021)

Beginning Balance - July 1, 2020	\$ 398,535
Revenue	
Metro Franchise Dumping Fee:	
1st Quarter (July 20 - Sept 20)	79,782
2nd Quarter (Oct 20 - Dec 20)	85,369
3rd Quarter (Jan 21 - March 21)	83,072
4th Quarter (April 21 - June 21)	80,000
Metro Franchise Dumping Fee	328,224
	projected

Expense	Original Award	Paid in Prior Years	Paid in Current Year	Returned to Fund	Outstanding / Extension Requested
Grants:					
<u>Prior Year Awards</u>					
Village at the Falls - Accelerating the Launch			16		
Latourette Park Core Team/OC Parks & Recreation Phase II (18-19)	50,000	(13,504)			36,496
City of Oregon City Transportation - Molalla Ave Decorative Banner (19-20)	25,000	-			25,000 *
Clackamas Workforce Partnership - Connect to Careers	44,400	(11,000)	(11,100)		22,300
Downtown OC Assn - Placemaking	46,000	(22,000)	(11,000)		13,000
Ecumenical Ministries - Second Home	35,000	(16,131)	7,381		26,250
Latourette Park Core Team/OC Parks & Rec - Phase 3 Latourette Park	50,000	-			50,000
Total Carryover Prior Years	250,400	(62,636)	(14,703)		173,046
<u>Current Year Awards</u>					
City of Oregon City Cemetery - Veterans Memorial Plaza Restoration	25,000				25,000
Clackamas Community College - Internship Enhancement Program	23,218				23,218
Clackamas Historical Society - Stevens-Crawford Heritage House Porch Improvemen	3,250				3,250
ECO (Ecology in Classrooms and Outdoors) - Newell Creek: Service Learning & Plant	17,270		(4,318)		12,953
Ecumenical Ministries - Second Home	25,000		(6,250)		18,750
McLoughlin Neighborhood Assn - Conservation District Street Sign Toppers	9,400		(7,400)		2,000 *
Oregon City Chamber of Commerce - Business Enhancement Services	16,555		(4,139)		12,416 *
Oregon City Farmers Market - SNAP Match Program	10,691		(4,916)		5,775
Oregon City Police Department - Homeless Camp Cleanup	25,000				25,000
Rivers of Life - Youth Works Corps for Museums, Attractions, Public Facilities	25,000		(22,762)		2,238
Three Rivers Artist Guild - Storefront Art Galleries and Events	9,370		(7,028)		2,343
VFW Post 1324 - Tyrone S Woods Park Memorial	11,000			(11,000)	-
	200,754	-	(56,812)	(11,000)	132,942
 TOTAL Grants Paid in Current Year (thru June 3, 2021)			(71,515)		
 Grant Funding anticipated to be spent by June 30, 2021 for awarded grants			(221,053)		
Program Management			(39,352)		
Projected Ending Balance - June 30, 2021			\$ 394,839		

Fiscal Year 2022 (July 1, 2021 to June 30, 2022)

Projected Beginning Balance - July 1, 2021	\$ 394,839
Projected Expense (Fiscal Year 2022)	
Distribute grants awarded in FY 2020 and/or FY 2021 that requested extensions	(39,416) *
Distribute grants awarded in FY 2022	(200,000)
Program Management	(40,000)
Surplus funds in hand at end of FY 2022	\$ 115,423
Projected Revenue (Fiscal Year 2022)	300,000
Projected Ending Balance - June 30, 2022	\$ 415,423

**Cost Breakdown for Enhancement Program
6/30/2021**

Annual Staff Expenses:

	Economic Development Manager	Economic Development Coordinator	Senior Business Analyst	Deputy Finance Director	Senior Accountant	Total
Percent of Time	8%	25%	2.3%	0.5%	1.2%	
Salary	9,456	14,346	2,126	488	972	27,388
Benefits	3,026	4,591	852	248	568	9,285
Total	12,482	18,937	2,978	737	1,540	36,673
Overhead	620	1,937	215	47	112	2,931
						<u>39,604</u>

Other Metro Enhancement Related Expenses:

WF Media Recording	225	86%	33,975	Econ Dev D
Meals for Meetings	82	14%	5,629	Finance De
Audit Expenses	88		39,604	
	<u>395</u>			

Total Enhancement Program Expenses **40,000**



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Enhancement Grant Committee **Agenda Date:** 06/10/21
From: Economic Development Manager, James Graham

SUBJECT:

Request for Metro Community Enhancement Grant Extensions

STAFF RECOMMENDATION:

Review and Approve the Extension Requests

EXECUTIVE SUMMARY:

Three organizations have requested extensions for their Metro Community Enhancement Grant projects, as listed below. Each organization experienced project delays due to the pandemic.

The Molalla Ave Decorative Banner project and the McLoughlin Neighborhood Association project have both experienced delays due to difficulties contractors had in securing needed materials.

BACKGROUND:

Below are three projects that have requested extensions due to delays caused by the Coronavirus Pandemic. This is the second extension request on behalf of the Department of Public Works, for the Molalla Decorative Banner project. The original award was given in FY19-20.

McLoughlin NA Street Sign Toppers	\$9,400	\$4,350
OC Chamber of Commerce	\$16,555	\$12,466

OC Public Works - \$25,000 \$25,000
Molalla Ave Decorative
Banner

Total Extensions \$41,816

OPTIONS:

- 1. Approve 1-3 of the requested extensions
- 2. Deny 1-3 of the requested extensions

BUDGET IMPACT:

Amount: \$16,816 – FY21

FY(s): \$25,000 – FY20

Funding Source(s): Metro IGA – Budget number 100-160-6810

Rec'd. 6/1/21

Item #4.

Economic Development attn: Ann Griffin
625 Center Street
City of Oregon City
Oregon City, OR 97045

Auto-Tek Workforce Development
PO Box 67158
Portland, OR 97268

31 May 2021

Enhancement Grant Program Application

Please also find enclosed our application on behalf of Auto-Tek Workforce Development.

If there are any question please feel free to contact me on my phone number provided (971-373-3450)

On behalf of Auto-Tek Workforce Development

A handwritten signature in black ink, appearing to read 'Dustin Paulson', with a long horizontal flourish extending to the right.

Dustin Paulson

Director, Operations



Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project – “Two Interns on July 1st”

Organization - Auto-Tek Workforce Development DBA Bob’s Auto Café

Is this a Non-Profit Organization? Yes X No

Non-Profit Federal tax-exempt ID Number - 46-2539031


Address - 4275 SE Roethe Rd.

City, State, Zip - Oak Grove, OR 97267

Project Coordinator – Dustin Paulson Phone 971-373-3450

Email – dustin@bobsautocafe.com

Chairperson of Governing Board (If Applicable) Robert Harris - President Phone 503-806-1803

Signature -  Dustin Paulson - Director of Operations

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Grant Amount Requested:	\$	20,000
+ Matching Funds (Cash):	\$	20,000
+ In-Kind Matching Funds (See question	\$	0
= Total Cost of Project:	\$	40,000 = 2 Interns for 6 months

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes No

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes No

If yes, please describe the projects/programs for which you received funding.

3. If you received an Enhancement Grant last year, what is the status of the project?

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes No

If yes, please explain.

Auto-Tek Workforce Development is a 501c3 in our 6th year of teaching and helping members of our community. Originally named Bob's Auto Café and operationally providing full automotive services and training, we have decided to focus our efforts on intern training and benevolent care going forward.

Since 2016, our original intern training model has helped 17 young individuals grow in the field of automotive repair. Of our recent interns, 70% are currently employed full time, holding positions within the automotive industry.

As of December 31st, 2020 due to unforeseeable circumstances with our previous Landlord did not renew our lease. We used this time of transition to scrutinize the training operations. Out of this came several enhancements and improvements to our training model. We look forward to putting them to the test with our first two interns in 2021. This new program hopes for accreditation in 2022.

Our 18 month program parallels the Automotive Service Excellence (ASE) Education Foundation's model. Our interns will have the opportunity to achieve ten ASE certifications. We have added a 28 week life skills and safety program. This program includes; finance management, time management, and stress management. A basic first aid, CPR and stop the bleed course. Also included are industry Safety, SAIF, OSHA and Hazmat courses.

In summary, this grant targets helping fund the Intern Training Program. From July 1st, 2021 through December 31st, 2021 for two interns.

5. Briefly describe the project for which you are requesting funds.

As a faith-based Workforce Development organization with a belief that we can provide hope and dignity through a Career and Technical Education (CTE) based model and provide a pathway to living wage employment within the well-paying and much needed automotive industry.

We receive donated automobiles from the community and use them as training models for intern interns. Our interns learn the key skills to become certified technicians in the industry by working on these cars. Our curriculum is built around the Automotive Service Excellence (ASE) Education Foundation's model. Our interns will have the opportunity to achieve ten ASE certifications in an 18 month period. Additionally, they get to do all the bookwork (30 hours /month) while having a real car and real environment (120 hours /month) to reinforce what they are learning, the entire time they are with us.

With our automotive skills training, we also provide a life skills program which includes;

- Finance management
- Time management
- Stress management
- Basic first aid/CPR/stop the bleed courses.

There are also safety, OSHA and Hazmat courses integrated into the intern's 18 month internship program. Basic first aid and CPR classes will earn our interns another certification that will help them the rest of their lives.

The features which makes our model different are:

- *We pay our interns a full-time wage and cover all the costs of education.*
- We incentivize their hard work and dedication to the program with *a basic toolset and toolbox* that will make them hireable upon completion and certification.
 - If the intern completes everything on time and meet all program requirements, Auto-Tek gives this "achievement reward" for their hard work. It's proven to be a win, win.
- Our interns get real world, hands on automotive training.
- Real world life skills that will serve them forever.

Furthermore, the public gets a safe, reliable vehicle, free of needing repairs, at an affordable price. The public also gets another reliable technician serving the community with integrity and great work ethic.

We also maintain a community mission in which we commit to perform discounted and sometimes free work for our community's citizens that cannot afford "Retail Prices". These clients come to us through referring agencies we have existing relationships with. We target 11% of our monthly *gross revenue* from car sales and service revenue to benevolent work for our community.

Our previous model accomplished this by operating a small service department. The service revenue accounted for 60% of our revenue stream. The other 40% came from car sales and small individual donors. While relocating has been difficult, it allowed us to put focus on training curriculum. After 5 years, we now know what it takes and what it costs. From this data we can now focus on the interns because we can see what we need to do and how best we need to do it.

Our new model even brings with it our new name:

Auto-Tek Workforce Development

6. Describe why this project was selected and the community need(s) to which it will respond.

Auto-Tek Workforce development is turning a problem into an opportunity.

The automotive industry continues to have HIGH demand for knowledgeable technicians. Entry level and skilled positions are currently available at every auto dealership in the metro area. These full time positions start at \$20/hr and can provide benefits and overtime starting immediately. So why are people not taking these jobs? They don't have tools and lack knowledge on how a car works.

Our Intern Training Program can certify an intern in 78 weeks (80% hands on time) and they can exit the program debt free, and with the necessary tools to be employable.

Second opportunity addressed to provide affordable transportation for those under privileged in our community. The interns with Auto-Tek will also take part in benevolent vehicle repairs for clients in our family resource community. These repairs are typically free to the client but provide the experience of community service to our interns they cannot get anywhere else. It's humbling to see an intern accept a thank you from someone that is truly grateful for the help.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries. Indicate which of the following outcome(s) your project will achieve.

1. Result in significant improvement in the cleanliness of the City.
2. ***Increase reuse and recycling efforts or provide a reduction in solidwaste.***
3. Increase the attractiveness or market value of residential, commercial or industrial areas.
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
6. Preserve or increase recreational areas and programs within the City.
7. Improve safety within the City.
8. ***Increase employment or economic opportunities for City residents.***

9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.

10. Enhance art and culture within the City.

7b. Describe how the project meets the selected goal(s).

2. A main source of self-funding comes through the community donating broken cars to us. Not only does the recycling of these cars benefit the education of interns, they help to pay for the program. No car gets partially fixed, each car is certifiably repaired and problem free.

One broken donated used car equals; 8-40 hours of hands on training, \$2,500-\$8,000 in operating costs, 1 less car getting crushed, 1 more safe and reliable car available to the public rather than just another used up used car.

8. & 9. Auto-Tek Workforce Development’s entire model is built around enhancing our community’s vocational skills in the automotive industry. We want each location to be small and truly benefit 4-6 interns full time and year round. As a small shop is most likely their destination, that’s the environment we want them trained in. It also allows the Auto-Tek model to plant facilities in under-served communities and not just in commercial / retail high cost locations.

While our target population is the 18-32 year olds living in under-served communities, we do not say No to anyone entering the program except for industry exclusionary reasons.

8. Project Period: 6 months

(Number of months in duration)

Beginning Date: 1 July 2021

Ending Date: 31 December 2021

9. What is the geographic area of Oregon City where the project will take place?

- Auto-Tek intends to partner with Clackamas Academy of Industrial Sciences (CAIS) to explore a potential program relationship.
- We also look to connect with Oregon City High School (OCHS) for a future program recruitment relationship.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

Auto-Tek will market our program in Oregon City, through school outreach and digital communities relating to Oregon City. In our previous location we were a CE2 resource for Tigard High School, equivalent to OCHS and CAIS, and were privileged to mentor their interns for three consecutive years.

- 31 Dec: Intern#2021-01 and #2120-02 at week 24 completed workplace safety classes

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e., number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

We will track operations with the following:

Part 1 – Financial recording and reporting.

- All of the Intern Training Program Costs from 1Jul2021 to 31Dec2021 will be captured in our accounting software under the Project titled- “Two Interns on July 1st”.
- Every donated car fixed and sold will be recorded as a sub-project during this period.
- Benevolent care costs provided for families in Oregon City area.

Part 2 – Narrative recording and reporting

- Each Intern’s workbook and curriculum is manually tracked. They are required to hand write each days accomplishments in their calendar (classroom and shop).
- Our education material partner Cengage provides online homework modules and maintains intern test scores and homework grading.
- Four news postings on the interns within this program.
- Donated cars fixed and sold will be recorded in photo and story. Some will not be very exciting, but I can almost promise a couple will be. Teaching young men and women how to fix a car can be a lot of fun. Teaching them how to be a workplace professional and a Technician in their trade is way better than fun. There is always something to make a memory.

15. List sources of support for in-kind matching support (e.g., volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Cash Donation – Unrestricted	Steve Morasch – Morasch Meats	Cash Donation - \$5,000 (1 Time)
Cash Donation – Unrestricted	Ken Dixon – Board Member	Cash Donation - \$5,500 (1 Time)
Cash Donation – Unrestricted	Robert Harris – Board President	Cash Donation - \$5,000 (1 Time)
Cash Donation – Unrestricted	Dana Weihman	Cash Donation - \$3,000 (1 Time)

Cash Donation – Unrestricted	Beth-El Baptist Church	Cash Donation - \$450 (1 Time)
Cash Donation – Unrestricted	Latoya Hamilton	Cash Donation - \$50 (1 Time)
Cash Donation – Unrestricted	Len Carrasco	Cash Donation – Monthly \$100 = \$1,200
Cash Donation – Unrestricted	The Benevity Community Impact Fund	Cash Donation –Bi- Monthly \$80 = \$480
		Total YTD Donations = \$23,000
Stand up Digital Infrastructure 30 hours	Colin Hart – Board Secretary	In-Kind Value - \$750 (1 Time)
Make necessary accounting changes and prepare form 990	Colin Hart – Board Secretary	In-Kind Value - \$2,750 (1 Time)

16. List all grants applied for in support of this project and commitments confirmed to date.

No other grants have been applied for in support of this project at the time of application.

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 97.5 %

Most of the costs of this grant application is to fund two interns and trainer. There is only \$1000 in miscellaneous expenses for printing and insurance.

18. Will the administrator be a paid position? Yes X No _____

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

******These figures will be transferred to the table on the first page of this application.**

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total	(E) Baseline Budget	(F) Grand Total
Personnel Services (salaries inc taxes, no admin)	\$ 16,500	\$ 16,500	\$ -	\$ 33,000	\$ 42,000	\$ 75,000
Trainer/ Management Support	\$ 3,000	\$ 3,000		\$ 6,000	\$ (6,000)	\$ -
Project Administration costs (clerical, advertising, graphics, printing, postage)	\$ 100	\$ 100	\$ -	\$ 200	\$ 200	\$ 400
Materials				\$ -		\$ -
Equipment/Supplies	\$ 200	\$ 200		\$ 400	\$ 800	\$ 1,200
Construction Costs	\$ -	\$ -	\$ -	\$ -		\$ -
Event Costs	\$ -	\$ -	\$ -	\$ -		\$ -
Transportation Costs	\$ 100	\$ 100	\$ -	\$ 200	\$ 200	\$ 400
Insurance Costs	\$ 100	\$ 100	\$ -	\$ 200	\$ 4,000	\$ 4,200
Bank and Processing Fees				\$ -	\$ 2,000	\$ 2,000
Property (Rent and Utilities)	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
Computer Services				\$ -	\$ 2,000	\$ 2,000
Depreciation				\$ -	\$ 5,000	\$ 5,000
Property Taxes				\$ -	\$ 800	\$ 800
Professional Services				\$ -	\$ 3,000	\$ 3,000
Marketing Expenses				\$ -	\$ 1,000	\$ 1,000
Cost of Goods for donated vehicles (non labor)				\$ -	\$ 15,000	\$ 15,000
Totals	\$ 20,000	\$ 20,000	\$ -	\$ 40,000	\$ 100,000	\$ 140,000

Appendix

Supporting Data

DMV Key Facts - 2021

The first automobile arrived in Oregon in 1899. Soon after its arrival, in 1905, Driver and Motor Vehicle Services (DMV) began a process for registering vehicles. Oregon started requiring driver licenses in 1920, and DMV began drive tests for licensing in 1931.

Today in Oregon there are:

- About 4.1 million registered vehicles. Of those, about 3.2 million are passenger vehicles.
- Nearly 3.1 million licensed drivers.
- DMV provides direct services to customers by:
 - Serving over 13,000 customers every day through 60 local offices around the state.
 - Answering about 1.7 million customer phone calls per year.
 - Responding to more than 3 million record requests per year from businesses and the general public.
 - Fulfilling more than 60 million record requests by law enforcement per year.

Driver-related facts

Each year, DMV:

- Monitors the driving privileges of about 3.1 million drivers.
- Issues nearly 200,000 new drivers' licenses, and renews more than 350,000.
- Files nearly 100,000 accident reports.
- Verifies vehicle insurance information by random sampling vehicle owners.
- Reviews driver medical conditions and oversees re-testing on more than 4,000 drivers in our Medically At-Risk Driver Program.
- Suspends driving privileges nearly 450,000 times (some drivers receive multiple suspensions).
- Enters more than 400,000 driver convictions to driving records.
- Conducts more than 300,000 knowledge and 70,000 skills tests.

Vehicle-related Facts

Each year, DMV:

- Registers about 1.8 million vehicles.
- Issues about 850,000 titles.
- Issues nearly 400,000 plates for vehicles. There are nearly 50 different types of vehicle plate designs, in addition to specialty, or custom, license plates.

Dealers/Business-related Facts

Each year, DMV:

Regulates more than 3,000 motor vehicle-related businesses, including vehicle dealers, commercial driver training schools, commercial and non-commercial driver testing businesses, vehicle appraisers, vehicle dismantlers and others.

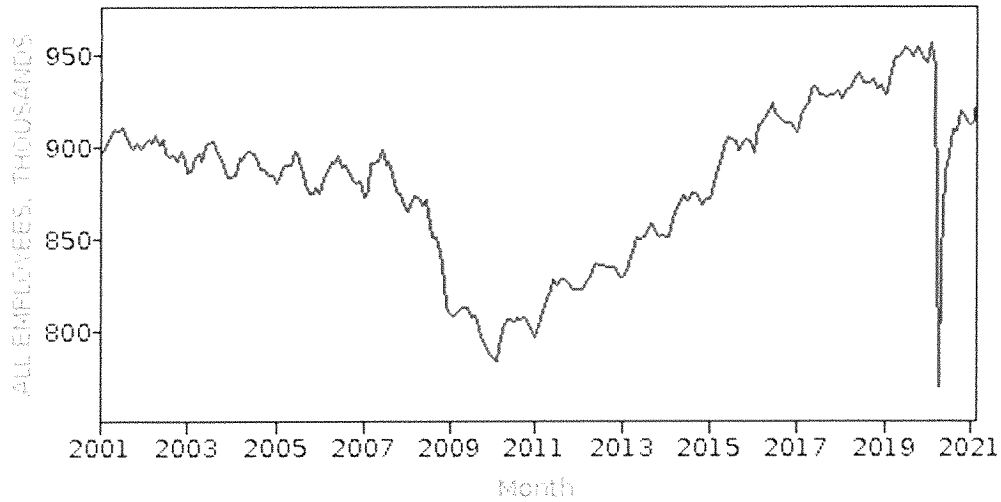
- Sanctions offenders and conducts formal administrative hearings.

Options: From: 2001 To: 2021

Data extracted on: May 30, 2021 (8:27:46 PM)

Employment, Hours, and Earnings from the Current Employment Statistics survey (National)

Series Id: CEU8081110001
Not Seasonally Adjusted
Series Title: All employees, thousands, automotive repair and maintenance, not seasonally adjusted
Super Sector: Other services
Industry: Automotive repair and maintenance
NAICS Code: 8111
Data Type: ALL EMPLOYEES, THOUSANDS



Download:  [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2001	897.2	898.9	904.7	906.6	909.7	909.1	911.1	905.1	902.2	899.7	902.4	899.7
2002	902.6	904.9	902.9	907.3	901.5	904.9	897.2	895.3	895.7	892.5	897.7	893.1
2003	886.1	887.6	894.7	896.6	892.7	901.8	902.3	903.5	897.6	892.6	890.4	884.3
2004	884.2	885.2	894.5	894.2	896.8	897.8	896.6	891.3	888.3	888.2	884.8	884.9
2005	881.2	886.3	889.7	891.0	890.9	897.8	896.7	889.4	880.7	875.0	875.4	879.2
2006	875.8	882.9	888.8	892.4	892.0	896.4	889.4	890.6	885.3	882.8	881.1	882.3
2007	872.9	877.6	891.9	891.4	892.8	899.5	890.1	892.4	885.8	876.5	875.4	869.1
2008	865.6	869.3	873.9	872.8	869.3	872.6	864.2	851.4	851.2	844.0	827.8	813.5
2009	809.9	809.4	811.2	813.3	813.0	813.8	808.1	808.8	802.5	797.1	794.5	788.0
2010	786.4	784.5	793.1	801.5	806.7	806.6	806.2	808.4	807.1	808.1	805.2	799.9
2011	797.2	803.5	810.8	817.4	823.0	828.6	825.0	828.8	828.2	826.7	823.0	823.4
2012	823.1	823.0	827.7	829.4	834.2	837.9	836.5	836.5	835.7	835.3	834.7	831.3
2013	829.8	832.6	837.9	843.4	852.0	849.9	851.6	855.0	858.7	854.9	851.4	852.7
2014	851.0	852.0	861.1	867.8	872.5	874.8	871.6	875.7	875.0	871.2	869.0	872.1
2015	872.7	881.0	888.2	891.3	899.9	905.4	905.1	903.5	897.9	903.0	904.4	904.1
2016	897.3	911.9	912.5	915.9	918.6	924.3	918.4	916.9	914.7	913.5	913.4	909.7
2017	907.8	916.6	922.1	924.7	932.0	932.8	928.2	928.2	927.4	929.1	928.1	931.3
2018	926.0	930.6	932.0	932.5	938.6	941.0	935.1	935.5	934.8	937.7	931.9	933.8
2019	929.1	930.4	941.8	949.5	949.4	952.1	955.2	953.0	949.7	955.1	951.7	947.8
2020	946.2	957.4	943.0	770.6	838.2	887.7	895.9	910.2	909.4	919.8	919.4	914.5
2021	912.4	915.0	928.2(P)									

P : preliminary

Rec'd. 5/28/21
10:09am

Item #4.

May 25, 2021

Enhancement Committee
City of Oregon City
625 Center St
Oregon City, Or 97045

Enhancement Committee:

The Bloomin Boutique is a 501c3 (ID # 83-2157929) located in Oregon City. We provide clothing, bedding and other items to children and young adults from infants to age 21 who need a helping hand. We support around 60 children each month.

The Boutique provides new clothing, new bedding, personal items and school supplies for children. We sponsor different programs for children and young adults.

- 1) Baby Boutique provides supplies for young mothers--clothing, diapers and speciality products;
- 2) Bloomin Boutique provides clothing, bedding, school supplies and personal items for students, grades PK-12;
- 3) Summer Camp Get Aways are provided for students who desire, but cannot afford the costs;
- 4) Cap and Gowns are provided to graduates whose families cannot purchase them;
- 5) Moving out of Foster Care young adults are assisted as well. We help set them up to attend colleges, training programs or first full time jobs.

The Boutique is proud to state that it uses only 5-6% of income to support administrative costs. All individuals are volunteers and donate nearly 7000 hours of their time monthly.

The goal of the Bloomin Boutique is to help children and young adults become confident, constructive members of the community.

Sincerely,

A handwritten signature in black ink that reads "Jim Jagers". The signature is written in a cursive, flowing style.

**Jim Jagers, Grant Writer
Bloomin' Boutique
matthieu5775@comcast.net
503-656-5775**

OREGON CITY Metro

Enhancement Grant Program Application

Title of Project Bloomin Beyond Foster Care

Organization Bloomin Boutique

Is this a Non-Profit Organization? Yes XXX No ___

Address 19376 Molalla Ave, Suite 160

City, State, Zip Oregon City, Or 97045

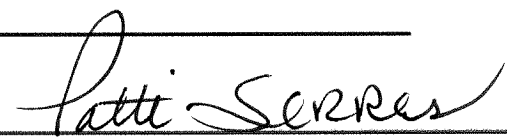
Project Coordinator Patti Serres Phone 503-320-0789

Email pattiserres@thebloominboutique.com

501c3 ID# 83-2157929

Chairperson of Governing Board (If Applicable) _____

Phone _____

Signature 

Person authorized to represent the organization must sign the application

Grant Amount Requested	\$20,000
Matching Funds (Cash)	\$ 5,350
In-Kind Matching Funds	\$15,196
Total Cost of Project	\$40,546

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee? Yes XXX No
2. Have you received an Enhancement Grant in the last 3 years?
Yes NO XXXXX

If yes, please describe the project/programs for which you received funding.

3. If you received an Enhancement Grant last year, what is the status of the project

Did not receive an Enhancement Grant last year.

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?
Yes XXXXX No

If yes,, please explain.

The purpose of the Bloomin Boutique is to improve the self esteem and confidence of the children we assist. A key goal of our program is to give young adults a chance for post high school education and training. We strive to help young people look as good to their peers as possible. We provide new clothing 2-3 times per year.

From 2018 to the present, the Bloomin Boutique has assisted 412 young people in Oregon City.

5. Briefly describe the project for which you are requesting funds.

Specifically, the grant request is for young adults leaving the Foster Care program at age 21. This program is designed to provide continuing assistance until: a) a college degree is earned; b) a training program/trade school is completed; or c) the young adult has obtained full time employment.

Several different areas of support are covered by this program:

- **Age 21 to 23 or 24;**
- **Clothing for employment or everyday use; provided under existing protocol of the Bloomin Boutique.**
- **Transportation passes; Matches state of Oregon allotments.**
- **Assistance with housing costs; Provides rent per month.**
- **Food purchases; Use of local food pantries.**
- **Phone for communication; Provides for basic services.**
- **Basic household needs; Pots, pans, kitchenware, basic furniture needs.**

6. Describe why this project was selected and the community need(s) to which it will respond.

Various Bloomin Boutique volunteers noticed that young people exiting the Foster Children program were not completing college programs and/or training programs. The project was identified as a need by a Bloomin Boutique Committee to prevent a gap in services for young adults--individuals forced to drop from college or specialized training due to lack of finances. That Committee consulted with DHS staff members and developed an outline of the project, including State of Oregon limitations.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item numbers below).

The proposed project meets item #8:

Increase employment or economic opportunities for Oregon City residents;

The proposed project meets item #9:

Provide work, training opportunities, or other benefits to youth, seniors and low-income persons or underserved population.

7b. List the item number from 7a and describe how the project meets each goal.

#8 The project will help provide well trained young adults for 21st Century employment opportunities. It will do this by helping the young adults achieve the necessary skills needed for success.

#9 The project's advanced training for young adults moving out of the public school system into the 21st Century workforce. These individuals will have the necessary skills for jobs in the 21st Century.

8. Project Period: 2021-2023 (24 months duration)

Beginning Date: May 15, 2021

Ending Date: May 15, 2023

The project is planned to become an ongoing program of the Bloomin Boutique. As planned, it fills a need for young adults that is currently not covered. On going evaluations of the program are planned.

9. What is the geographic areas of Oregon City where the project will take place.

The project covers any young adult residing within the City of Oregon City or the Oregon City School District.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcomes?

The project will help provide a cadre' of young adults trained for the 21st Century job market because it will support these young adults until training has been completed. The Bloomin Boutique estimated the actual number could be around 50-75 individuals who are ready to move into the work force over the next two years. This will keep them out of government support programs.

11. What community resources will be used as support for this project?

- Civic groups such as Rotary, Lions, and Kiwanis

- We expect a number of Oregon City Churches to continue their support of our programs
- Local businesses such as On Point Credit Union
- City and private departments for onsite training

12. Briefly describe prior experiences managing similar projects, including any past enhancement projects.

This is the first enhancement project applied for by the Bloomin Boutique.

The Boutique is currently managing 5 other programs designed to help the youth of the greater Oregon City area reach out for a chance to be successful. Those programs cover the following areas:

- a) Bloomin Baby for new younger mothers;**
- b) Summer Get Away for assistance to attend Camps;**
- c) Cape and Gown for High School graduates;**
- d) The Bloomin Boutique serves an average of 60 children each month by providing basic necessities.**

The Bloomin Boutique has built a strong relationship with many agencies to support its program and help the children.

13. List anticipated project milestones and dates.

- **Weekly meeting of volunteers now that the pandemic is ending.**
- **The Boutique sponsors several fundraisers which bring in around \$100,000 to support the various programs.**
- **No construction is planned. The Boutique has a strong rental agreement in place and all interior storage alterations are completed by volunteers.**
- **All Bloomin Boutique staff are volunteers.**

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness.

We are familiar with the exit report. Ours will include:

- a) Project goals and how they were met;**
- b) Report on total income and expenditures;**
- c) Support the Bloomin Boutique has provided to young adults;**
- d) How many young adults were in the program and how many completed training/education;**
- e) How many young adults in the program transitioned to full time employment.**

15. List sources of support for in-kind matching support (volunteer hours and donations).

ITEM	SOURCE OF SUPPORT	ESTIMATED VALUE
Volunteer Hours	240 hours pr year @ IRS 25.43 Volunteers	\$6,103.20
Cash Donations	\$500 per month	\$6,000
In Kind Donation	supporters of Bloomin Boutique	\$8,799

16. List all grants applied for in support of this project.

This is the first grant request for this project

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 0%

18. Will the administrator be a paid position? Yes_____ NoXXXX

19. Proposed budget--on the following page please complete the proposed budget. Modify line items as needed.

Proposed Budget

<u>List of Items</u>	(A) Grant Dollars requested	(B) Matching Funds (Cash)	(C) In-Kind Matching	(D) Total
Personal Services	0	0	0	0
Administrative	0	0	0	0
Materials--				
Clothing	\$1,000	\$300	0	\$1,300
Transportation	\$ 500	\$150	0	\$ 650
Housing	\$9,000	\$500	0	\$9,500
Food	\$3,000	\$200	0	\$3,200
Phone	\$1,000	\$200	0	\$1,200
Household	\$5,500	\$4,000	0	\$9,500
Equipment	0	0	0	0
Event	0	0	0	0
Construction	0	0	0	0
Insurance	0	0	0	0
TOTALS	\$20,000	\$5,350	0	\$25,350

Light Up Downtown

DOCA Light Info 2

DOCA Light Info

Light Up Downtown



2021-2022 Metro Enh



Downtown Oregon City Association
814 Main Street
Oregon City, OR 97045
503-802-1640



TO: Metro Enhancement Grant Committee
Oregon City, Oregon

Subject: Application for Metro Enhancement Grant 2021-22

Please accept this application on behalf of the Downtown Oregon City Association for the Metro Enhancement Grant. DOCA has accomplished a lot in the past 12 years including a National Main Street award, and much of it has been enabled by this grant. The next step in our beautification of downtown is a multi-purpose lighting project that will replace the tree lights that were destroyed in the 2021 ice storm.

This project will not only light up downtown, it will make it safer, cleaner, and more attractive to visitors and community members.

Thank you,

Liz Hannum
Executive Director
Downtown Oregon City Association

2021 Board

President
Zach Stokes

Vice President
Denyse McGriff

Treasurer
Ray Stobie

Secretary
Brian Slack

Board Members
Gene Gligorea
Stacia Hernandez
Kelli Upkes
Victoria Meinig

Executive Director
Liz Hannum

814 Main Street, Oregon City, OR 97045 | info@downtownoregoncity.org | p 503.802.1640
Taxpayer ID: 26-2907232

Downtown Oregon City Association is a 501(c)(3) non-profit that leads revitalization efforts of Oregon City's 175r-old downtown.



Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Light up Downtown

Organization. Downtown Oregon City Association

Is this a Non-Profit Organization? Yes X No

Non-Profit Federal tax-exempt ID Number 26-2907232

Address 814 Main Street

City, State, Zip Oregon City, OR 97045

Project Coordinator Liz Hannum Phone 503-802-1640

Email lizhannum@gmail.com

Chairperson of Governing Board (If Applicable) Zach Stokes

Phone 541-891-8778

Signature Elizabeth Hannum – Executive Director

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Grant Amount Requested:	\$	50,000
+ Matching Funds (Cash):	\$	117,606.40
+ In-Kind Matching Funds (See question #15):	\$	400
= Total Cost of Project:	\$	168,006.40

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes _____ No X _____

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes _____ No X _____

If yes, please describe the projects/programs for which you received funding.

- Clean & Safe 2019 – Service to pay an employee to clean downtown 20 hours/week
- Placemaking 2019 – Initially to put on more events in downtown, but modified to help create programming to encourage people to continue to frequent downtown businesses.
- Clean & Safe 2018 – See above
- Elevator Kiosk 2018 – Designing, Building, and Installing a tourism desk in the elevator observation deck.

3. If you received an Enhancement Grant last year, what is the status of the project?

NA, 2019 grant was extended through 2021 and that has been completed.

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes _____ No X _____

If yes, please explain.

5. Briefly describe the project for which you are requesting funds.

With the ice storm in February, we lost all 50 of the string lights on the trees downtown. This project would help us to replace the light with a more sustainable and less maintenance-intensive option to light up downtown. The light canopy will have café style lighting criss-crossed on Main Street and potentially 7th Street (we are currently working with ODOT to confirm) to recreate the small town charm feeling that we lost with the ice storm.

6. Describe why this project was selected and the community need(s) to which it will respond.

The loss of the tree lighting was devastating to the morale amongst downtown businesses in light of the tough year we have already had. This lighting project will be a physical manifestation of the type of community morale boost that we are working on as a larger campaign to welcome the

community back post-COVID. Not only does this project create a nostalgic feeling for the downtown, but decorative lighting has also been proven to increase sales and safety in regional communities. We have definitely seen an increase in petty crime in the downtown over the course of the pandemic and lighting an area has proven to decrease crime. This lighting will increase visibility and decrease safety issues after a year where businesses have taken a beating. Lighting will also help increase sales to counterbalance the lower sales in 2020 and 2021 so far. Areas and businesses that are well lit tend to attract customers because of the Fear Of Missing Out phenomenon - customers want to be where they see other people.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries. Indicate which of the following outcome(s) your project will achieve.

1. Result in significant improvement in the cleanliness of the City.
 - a. While this is not specifically cleaning the City, it is illuminating the downtown which encourages businesses and the community to keep their spaces clean. We have continued our clean and safe program, which is a staff person cleaning downtown 20 hours/wk, and this lighting will be a part of the coordinating program in order to build on the momentum we have created with this program.
2. Increase reuse and recycling efforts or provide a reduction in solid waste.
3. Increase the attractiveness or market value of residential, commercial or industrial areas.
 - DOCA is working with several City and County departments to increase the attractiveness of the public space downtown which ultimately increases property values. This project specifically will help to create a more attractive and “cute” downtown that will make it easier to recruit new businesses and retain existing ones.
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
6. Preserve or increase recreational areas and programs within the City.
 - We are replacing the broken tree lighting in order to preserve the small town charm and safety of the community. This may not be a traditional outdoor recreational area, but downtown is the living room of the City and people socialize, shop, eat, and exercise in our downtown. This project will make this location safer and brighter.
7. Improve safety within the City.
 - As mentioned above, lighting has been proven across the world to increase the safety of an area. We can do that without sacrificing any aesthetics.
8. Increase employment or economic opportunities for City residents.
 - Our goal with this project is to increase sales to businesses. That often leads to

increased employment, increased salary, higher rental property incomes, and/or new businesses.

9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.
10. Enhance art and culture within the City.
 - Not only are we adding to the small town charm culture in Oregon City with these lights, but the particular type of lighting that we are proposing has the ability to react to sound so we can choreograph the lights to music, change the colors to match holidays, etc. This means we get to use this light canopy as an interactive art installation.

7b. Describe how the project meets the selected goal(s).

See above.

8. Project Period: 4
 (Number of months in duration)
 Beginning Date: July 1, 2021
 Ending Date: Install by October 2021

9. What is the geographic area of Oregon City where the project will take place?

Downtown Oregon City from 99E-10th Street on Main Street and possibly 7th street to the elevator (pending approval from ODOT)

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

Everyone who comes downtown will be affected by the light canopy. But the most impacted will be the business owners in the downtown with a brighter, cleaner, and safer place to do business.

11. What community resources will be used as support for this project (i.e., community, city- owned property, city departments, transportation services, or other civic groups)?

This will go across Main Street so it is entirely dependent on City property. DOCA would also be willing to donate the lights to the City while continuing to work together to maintain them.

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

DOCA installed and maintained the string lights on the City trees downtown for four years with a Metro Enhancement grant for two of those years. We have also project managed several façade improvements on buildings in the downtown area as well as mural signs, lighting on Railroad Avenue, new awnings, and the design, build, and install of the elevator kiosk.

Our current Executive Director has also executed this exact project in a Main Street community in New Mexico.

13. List anticipated project milestones and dates (e.g., groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

July/August 2021:

- Confirm design with City departments, engineering and sustainability
- Secure permits for ROW and installation

September 2021

- Installation and test run
- Welcome Home Campaign

November 2021

- Small Business Saturday Ribbon Cutting & Reception

January 2022

- Survey to businesses about effectiveness of the lighting during the holiday shopping season
- Exit Report

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e., number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

One of the most important goals for this project is to increase foot traffic to businesses downtown. We will be asking for sales data from the businesses to compare pre-installation and how the lighting affects their business.

We will also collect qualitative data from word of mouth, social media, etc. about the effectiveness of the lights. We will also count earned news media segments on Oregon City, etc.

15. List sources of support for in-kind matching support (e.g., volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Ribbon Cutting Supplies	Chamber of Commerce	\$100
Social Media Support and Photography	Jolly Good Media	\$300

16. List all grants applied for in support of this project and commitments confirmed to date.

AARP Community Grant - \$55,000 ask – made it through the first round and will confirm commitment in early June.

Ask for ARPA funding through Clackamas County and City of Oregon City.

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 5 %

18. Will the administrator be a paid position? Yes. X _____ No _____

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

****These figures will be transferred to the table on the first page of this application.

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)	\$2,500			
Project Administration costs (advertising and social media marketing)		\$800	\$300	\$1,100
Materials (Poles, lighting, technology, and installation) (lights=\$24,071.28/block, poles=\$8,000/block)	\$47,500	\$112,856.40		\$160,356.40
Event Costs		\$150	\$100	\$250
Insurance Costs (if needed)		\$1,800		\$1,800
Additional Costs (Permits)		\$2,000		\$2,000
Totals	\$50,000	\$77,606.40	\$400	\$168,006.40



AURORA CANOPY

Limbic Media is a transdisciplinary team of artist-engineers with a passion for technology and the arts.

For the past 10 years, we have utilized a diverse set of technological and design skills to create unique and innovative installations and experiences.

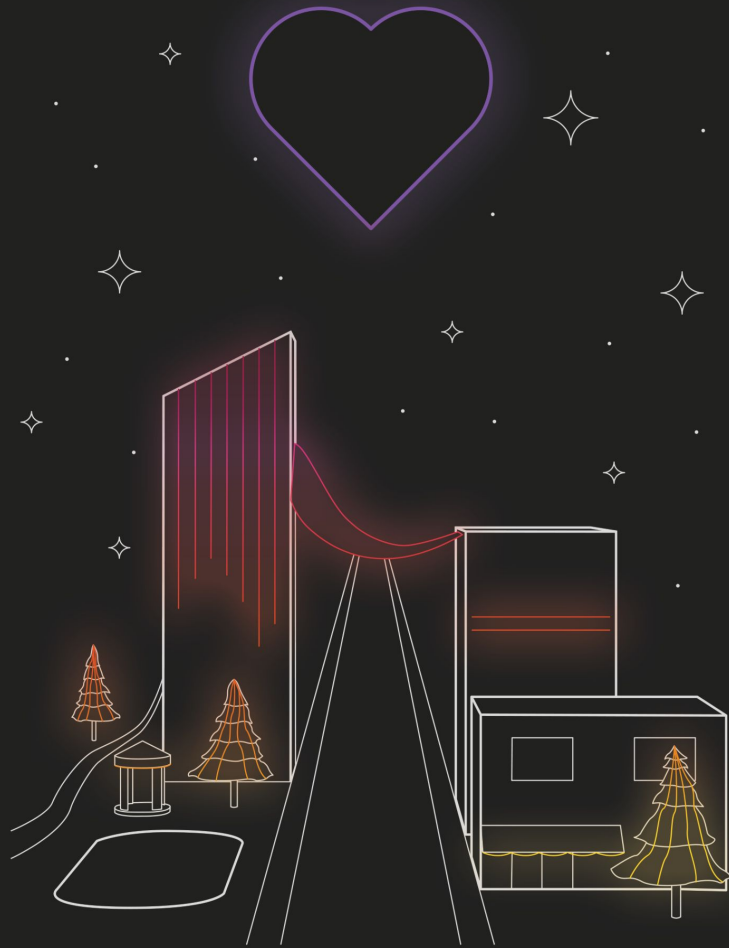
Limbic Media designs public art that is truly interactive - living, dynamic systems that are influenced by public participation.

Welcome to Art Against the Ordinary.

- 📍 #2-740 Discovery Street, Victoria BC, Canada
- 🌐 www.limbicmedia.ca
- ☎ 778-430-5123
- @ sales@limbicmedia.ca



LimbicMedia
INTERACTIVETECHNOLOGIES



Our Multisensory World

Most of what we experience, be it a walk in the park, our day-to-day work at the office, and even a trip to a restaurant, excites more than two of our senses.

Multisensory activities are based in whole-brain experience, which is the belief that the best way to create memorable experiences is by involving multiple areas in the brain.

The benefits of multisensory experience have been verified by contemporary research in cognitive science.



ABOUT AURORA CANOPY

Our interactive canopy can be custom-tailored to fit any space of your choosing.

Control the canopy via the user-friendly Aurora App and select from a wide array of colors and patterns. Make your canopy sound-reactive at the click of a button to engage your public helping increase dwell time as well as draw attention sparking social media engagement.

Align your canopy with current holidays, special events, and corporate colors to engage your public in a unique way boosting brand image. For example, St.Patrick's Day, Christmas, Valentine's day, & Pride seen within the video.



Item #4.

Page 52



Cathedral, Victoria, BC

“Limbic Media has revolutionized the experience of public art. This [Aurora] is such an exciting innovation! Skilled and creative entrepreneurs whose leadership has helped create an outstanding product.”

- Avery Brohman, Executive Director,
Victoria Hospitals Foundation



[Victoria, BC](#)



Waddington Alley, Victoria, BC

“Anybody can go online and order a color changing light bulb that connects to an app, but what about 500 of them suspended together that are sound responsive, interactive, frequency driven, percussive. That’s not something you get on Amazon, you need to work with real artists and real innovators to do that. We are really excited about what that says to the people we work with and what it provides them.”

- Dan Gunn, CEO Viatec

▶ VICTORIA, BC



TED, Vancouver, BC

“We worked with Limbic Media to install an Aurora lights activation at the opening night of TED2018. It was important to bring innovative and cutting-edge ideas to this crowd, and Limbic Media helped us to do this. The Aurora lights were a huge hit, wowing this VIP crowd as they changed color in time with the music and added an additional layer of immersion, as they rapidly change color coinciding with our fireworks display. As an added bonus, we love working with the Limbic team - their can-do attitude, amazingly creative ideas, and high customer service levels never disappoint.”

-Emma C. Parston, CMP, Partner, Connect Seven Group



VANCOUVER, BC



Skating Ribbon, Spokane, WA

“Great service and they stand behind their products. If there is ever a glitch, they take care of it without hesitation. We’ll be giving them a lot more of our business in the future.”

-Daniel Cowan, Festilights (distributor)

▶ SPOKANE, WA

TED


CAESARS
ENTERTAINMENT[®]

 **GAMES**

 **CUSHMAN &
WAKEFIELD**

Previous Clients

 **MACERICH[®]**

Budweiser

Coca-Cola

★ **Heineken[®]**



MUSIC



VOICE

RECOGNITION



SOCIAL MEDIA

& TEXTING



SENSORS

AURORA

The Aurora Canopy is only one possibility built on top of our powerful, Aurora lighting platform



Item #4.

Page 58



“Lighting is like a campfire, and people need more campfire.”

Roger Van De Heide

THANK YOU



#2 - 740 Discovery St.
 Victoria BC, V8T 1H2
 (778) 430-5123

QUOTATION

QTN-01080

Title Downtown Oregon City Association
Customer Name Downtown Oregon City Association
Date 05-27-2021

Sr	Item Code	Description	Quantity	Total
1	3945	Aurora SE Sound Responsive LED Controller	1	\$ 1,995.00
2	3405	Aurora/NDB Enclosure System	1	\$ 350.00
3	1010	Mic-in USB Audio Device (Pro and SE)	1	\$ 58.13
4	1017	Line-in USB Audio Device (SE)	1	\$ 52.80
5	1008	Outdoor Microphone	1	\$ 195.00
6	3833	Network Switch 5 Port Industrial Outdoor	5	\$ 560.00
7	3393	2 Ft Ethernet Cable, Black	5	\$ 60.00
8	2691	RGB+ NDB+ 16port Networked Sub-Controller	5	\$ 875.00
9	3388	22A 12V NDB Power Supply for indoor/outdoor use	5	\$ 898.25
10	3404	NDB Enclosure	4	\$ 560.00
11	5240	RGBW+ Festoon G50 String 1 ft spacing 25 lights per strand, CLEAR bulb, BLACK cable	10	\$ 1,255.60
12	5239	RGBW+ Festoon G50 String 1 ft spacing 10 lights per strand, CLEAR bulb, BLACK cable	5	\$ 251.15
13	5238	RGBW+ Festoon G50 String 1 ft spacing 5 lights per strand, CLEAR bulb, BLACK cable	5	\$ 125.55
14	5064	RGB+ 12V Pebble 2 Sided Outdoor 25 LIGHTS, 4 Inch Spacing, CLEAR Bulb, CLEAR Cable	50	\$ 6,172.00
15	5063	RGB+ 12V Pebble 2 Sided Outdoor 10 LIGHTS, 4 Inch Spacing, CLEAR Bulb, CLEAR Cable	50	\$ 2,469.00
16	5065	RGB+ 12V Pebble 2 Sided Outdoor 5 LIGHTS, 4 Inch Spacing, CLEAR Bulb, CLEAR Cable	50	\$ 1,234.50

Sr	Item Code	Description	Quantity	Total
17	5115	RGB+ T-Way	50	\$ 437.50
18	5102	RGB+ Leader Cable 10 Foot	10	\$ 168.80
19	5106	RGB+ Leader Cable 5 Foot	50	\$ 453.00
20	9999	Shipping and Handling	1,800	\$ 1,800.00
21	7320	Planning and Production Services: Wiring Diagrams, pre-configuration etc.	10	\$ 900.00
22	3411	Installation Support	40	\$ 3,200.00

Total \$ 24,071.28

Grand Total \$ 24,071.28

Rounded Total **\$ 24,071.28**

In Words USD Twenty Four Thousand
And Seventy One and Twenty
Eight Cent only.

TERMS AND CONDITIONS:

Validity: Terms, prices and delivery dates in the above quote are valid for thirty (30) days from the date of this quote.

Payment Terms: 50% deposit due upon receipt for orders over \$1000. Full payment required otherwise. Remainder due before final shipment.

Warranty: 2-year limited warranty on Aurora controllers and accessories, excluding typical damage / maintenance / operator error. Plus line RGB+ lights used for permanent installations have a 2-year limited warranty, otherwise lights have a 1-year limited warranty.

Financial Beginnings Oregon - Cover Letter

Financial Beginnings Oregon - CEGP Application

Financial Beginnings Oregon - Letter of Support

1 June 2021

Dear Committee Members,

Financial Beginnings Oregon is writing today to apply for the Community Enhancement Grant Program. Specifically, we are seeking \$5,000 from the City to support the delivery of our free financial education programs to historically disenfranchised youth, young adults, and adults throughout Oregon City.

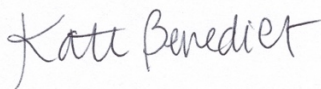
Celebrating our 16th year of operation, Financial Beginnings Oregon's mission is to empower youth and adults to take control of their financial futures. To accomplish this, we partner with schools and community-based organizations across the state to provide free financial education to the communities they serve, preparing participants of all ages to make daily financial decisions wisely and well. We focus on reaching historically disenfranchised communities with our programs, with a particular focus on low-income communities.

We have a long history of working in your beautiful community, and we are requesting the City's support to continue that work. Throughout the coming year, our goal is increase financial capability throughout Oregon City, providing historically disenfranchised communities with education and training that will help them understand fundamental personal finance concepts, make healthy, proactive financial choices, and set and achieve financial goals. To accomplish this, our objective is to provide free financial education to 400 Oregon City residents between 1 July 2021 and 30 June 2022.

Funds from Oregon City would be used for essential program-related costs, including: program promotion, marketing and advertising, program materials, program evaluation, volunteer recruitment, training, and management, and staff time. It costs us about \$42 to educate one participant, so funds from the City would directly support the education of 119 participants, a significant contribution to our goal.

We would be honored to partner with Oregon City as we help our communities navigate this challenging financial moment. Please let us know if you have any further questions, or need any additional information, and thank you for considering our request.

With gratitude,



Kate Benedict, Executive Director
(800) 406-1876 Ext.101
kate@finbegor.org

**Oregon City/Metro
Enhancement Grant Program Application**

Title of the Project

Creating Financial Education Opportunities for Oregon City Residents

Organization

Financial Beginnings Oregon

Is this a Non-Profit Organization?

Yes

No

Non-Profit Federal tax-exempt ID Number

81-4643539

Address

2705 E Burnside Street #214

City, State, Zip

Portland, OR 97214

Project Coordinator

Tom Moosbrugger

Phone

(800) 406-1876 Ext. 104

Email

tom@finbegor.org

Chairperson of Governing Board (If Applicable)

Amy Theuma

Phone

(503) 464-4496

Signature

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

A handwritten signature in black ink, appearing to read 'A Theuma', written in a cursive style.

Grant Amount Requested:	\$	5,000
+ Matching Funds (Cash):	\$	11,905
+ In-Kind Matching Funds (See question #15):	\$	0
= Total Cost of Project:	\$	16,905

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes
No

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes
No

If yes, please describe the projects/programs for which you received funding.

N/A

3. If you received an Enhancement Grant last year, what is the status of the project?

N/A

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes
No

If yes, please explain.

N/A

5. Briefly describe the project for which you are requesting funds.

Celebrating our 16th year of operation, Financial Beginnings Oregon’s mission is to empower youth and adults to take control of their financial futures. To accomplish this, we partner with schools and community-based organizations across the state to provide free financial education to the communities they serve, preparing participants of all ages to understand fundamental financial concepts, make healthy, proactive financial decisions, and set and achieve financial goals.

Over the last several years, we have had great success bringing our financial education programs to youth, young adults, and adults throughout Oregon City. In fact, since 2017 we have provided free financial education to more than 2,200 Oregon City residents.

In the coming year, we want to build on this success, continuing our work to improve financial capability throughout Oregon City. Our objective is to provide free financial education to 400 Oregon City residents between 1 July 2021 and 30 June 2022.

As part of our organizational commitment to equity, we will focus on working with historically disenfranchised communities, with a particular focus on residents from low-income backgrounds. More specifically, we expect 51-75% of our participants to qualify as low-income.

Our programs will reach community members through our partnerships with local schools and community-based organizations. Since 2017, we have worked with four schools and four community-based organizations in Oregon City. We expect to work with many of these same partners again, while also identifying and recruiting new partners throughout the grant period.

We will work with these new and existing partners to schedule programming, and, once scheduled, our staff will manage the entire process from start to finish. Our program team will coordinate scheduling and logistics, and ensure that each partner has everything they need on the day of the lesson, including learning materials for students, interactive activities, and a volunteer educator, whom we personally train and manage. We are currently delivering our programs remotely, though we hope to transition back to in-person presentations when it is deemed safe to do so.

6. Describe why this project was selected and the community need(s) to which it will respond.

For this project, most of the participants we will serve will be middle-school, high-school, and college students, and a majority will come from low-income backgrounds. These students are at a critical point in their lives, preparing to enter adulthood and confront the myriad financial decisions that now accompany financial independence. What's more, they are now also facing an economy and job market that have been devastated by the COVID-19 pandemic.

It is our conviction that financial education has an important role to play in helping these students thrive in financial independence. Among the many things that the pandemic has shown us is just how important it is that our most vulnerable communities are prepared to navigate complex financial situations. Now more than ever, it is critical that we provide young people with training that can help them make the challenging financial decisions ahead with confidence.

And, in fact, numerous studies support the conclusion that financial education helps communities become more economically self-sufficient. People exposed to financial education opportunities are more likely to, among other things: save for emergencies, have stable credit, avoid predatory financial services, and achieve important financial goals like attending college or buying a home.

Unfortunately, financial education opportunities in our community are scarce. In 1997, Oregon eliminated a longstanding requirement that public schools require financial education for students; as a result, very few Oregon schools teach personal finance. And while many community-based organizations are eager to provide financial education to the communities they serve, most lack the resources and expertise to do so.

Clearly, there is a need for free, easily accessible financial education programs in Oregon City, programs that can provide low-income residents with the education and training they need to understand important financial concepts, make healthy, proactive choices, and set and achieve long-term financial goals. Our programs provide just that, giving our participants an important opportunity to meet this challenging moment with confidence.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries. Indicate which of the following outcome(s) your project will achieve.

1. Result in significant improvement in the cleanliness of the City.
2. Increase reuse and recycling efforts or provide a reduction in solidwaste.
3. Increase the attractiveness or market value of residential, commercial or industrial areas.
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
6. Preserve or increase recreational areas and programs within the City.
7. Improve safety within the City.
8. Increase employment or economic opportunities for City residents.
9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.
10. Enhance art and culture within the City.

7b. Describe how the project meets the selected goal(s).

As mentioned, financial education opportunities in our community are scarce. By supporting our project, Oregon City is helping us provide a unique training opportunity for low-income youth, young adults, and adults throughout your city, helping them build financial acumen as they respond to and recover from the significant financial damage caused by the COVID-19 pandemic.

8. Project Period (Number of months in duration): 12 Months

Beginning Date: 1 July 2021

Ending Date: 30 June 2022

9. What is the geographic area of Oregon City where the project will take place?

Our programs will take place at locations provided by our school and community-based organization partners. As mentioned, since 2017, we have partnered with four schools and four community-based organizations in Oregon City. These partners are: Bridges to Independence, Clackamas Workforce Partnership, WorkSource Clackamas, WorkSource Oregon City, Clackamas Community College, North Clackamas Christian School, Ogden Middle School, and Oregon City High School. We expect to work at many of these locations again, while also working to identify and recruit new Oregon City partners throughout the grant period.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

For all of our programs, we expect both short- and long-term benefits for participants. In the short term (i.e. following each financial education lesson), we expect participants to leave with a strong grasp of the personal finance concepts presented to them. In the long term (i.e. six to twelve months following their participation), we expect participants to make one or more healthy, proactive changes to their financial behaviors. When we say “healthy, proactive” changes to financial behaviors, we are specifically looking for participants to: establish a financial safety net for emergencies; establish savings, retirement, and/or college-savings accounts, however minimally funded; establish or increase their credit score; create a household budget; set short- and long-term financial goals; reduce or eliminate the use of non-traditional financial products and services; and begin or increase the use of mainstream financial products and services.

More specifically, for this project, our desired outcomes are as follows: we expect 95% of surveyed participants to report a strong grasp of the personal finance concepts presented to them, and we expect 80% of surveyed participants to make one or more healthy, proactive changes to their financial behaviors. As mentioned, our goal is to educate 400 Oregon City residents, 51-75% of whom qualify as low income.

11. What community resources will be used as support for this project (i.e., community, city-owned property, city departments, transportation services, or other civic groups)?

Aside from asking our school and community-based organization partners to provide us with a location in which to provide our programs (when they are not being delivered virtually), Financial Beginnings Oregon will not require any community resources from Oregon City.

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

Financial Beginnings Oregon has been providing free financial education programs throughout Oregon for fifteen years. In that time, we have partnered with hundreds of schools and community-based organizations across the state, providing free financial education to more than 170,000 Oregonians, including more than 13,000 last year.

In addition to our substantial reach throughout Oregon, our programs also have a proven track record of positively impacting our participants. Each year, we evaluate our programs to ensure that they are having a real impact on the people we serve, and the results of these surveys demonstrate the enduring success of our programs. Of recently surveyed participants: 95% reported a strong grasp of the personal finance concepts presented to them, and 98% made one or more healthy, proactive changes to their financial behaviors. The most common behavior changes were: “I now think about how my financial decisions will affect my future,” “I set one or more financial goals for myself,” “I created a budget,” “I decided to save more money,” “I decided to cut expenses,” and “I decided to start building credit.”

An investment in Financial Beginnings Oregon, therefore, is an investment in an organization with a proven track record of creating meaningful financial education opportunities for historically disenfranchised communities.

13. List anticipated project milestones and dates (e.g., groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

We anticipate educating 400 Oregon City residents between 1 July 2021 and 30 June 2022. We deliver our financial education programs continuously throughout the year, so lessons will be happening on a regular monthly basis throughout the grant period.

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e., number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

We will consider this project a success if we reach our goal of providing free financial education to 400 Oregon City residents, 51-75% of whom qualify as low-income. The project will also be a success if we achieve our desired outcomes: in the short term, we expect 95% of our participants to report a strong grasp of the personal finance concepts presented to them; in the long term, we expect 80% to make one or more healthy, proactive changes to their financial behaviors.

To track our progress toward our participant goals, we will collect quantitative data throughout the grant period. These data include: the number of participants educated, the percentage of those participants that qualify as low-income, participant demographics, and the names and locations of our school and community-based organization partners. These data will be collected continuously throughout the year by our team.

Both short- and long-term outcomes will be measured through the use of surveys. Short-term outcomes are measured through a survey delivered by our volunteers at the conclusion of each financial education lesson. Long-term outcomes are measured through a survey delivered by our staff at the 6- and 12-month post-program mark.

15. List sources of support for in-kind matching support (e.g., volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
N/A	N/A	N/A

16. List all grants applied for in support of this project and commitments confirmed to date.
Confirmed commitments for this project are:

- \$5,000 Bank of America
- \$3,000 Clackamas Federal Credit Union
- \$2,000 The Standard
- \$1,905 Individual Donations

\$11,905 Total

17. What is the percentage of Enhancement will be used for personnel services or administrative costs?

87%

18. Will the administrator be a paid position?

Yes

No

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- **Column A:** Show grant monies needed for the program/project.
- **Column B:** Show cash matching funds.
- **Column C:** Show donations or in-kind volunteer labor (from question 15).
- **Column D:** Totals for each category.

Expense	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Employee Salaries	\$2,934	\$6,986	\$0	\$9,920
Payroll Taxes and Employee Benefits	\$777	\$1,850	\$0	\$2,627
Program Materials	\$271	\$644	\$0	\$915
Program Promotion	\$9	\$21	\$0	\$30
Program Evaluation	\$9	\$21	\$0	\$30
Marketing and Advertising	\$27	\$63	\$0	\$90
Volunteer and Recruitment, Training and Management	\$27	\$63	\$0	\$90
Meetings and Travel	\$27	\$64	\$0	\$92
Professional Services	\$286	\$680	\$0	\$966
Occupancy and Office Expenses	\$341	\$811	\$0	\$1,152
Insurance	\$19	\$45	\$0	\$64
Affiliate Dues	\$275	\$655	\$0	\$930
Total Expenses	\$5,000	\$11,905	\$0	\$16,905

To Whom It May Concern:

My name is Jan Filgas, and I'm writing today to offer my unconditional support of Financial Beginnings Oregon in their Community Enhancement Grant Program application.

I am a Program Manager at Clackamas Workforce Partnership. Working together with major local industries, we assess employment needs across the state and work to deliver meaningful workforce preparedness training in the community.

At Clackamas Workforce Partnership, we serve a broad, diverse range of individuals looking for help in their careers. Some of our participants are planning for their first jobs, and are looking for a place to start planning their career; some are looking for a change, and want guidance on how to make that transition wisely; some have been out of work for months or years, and are looking for something to get a leg up in the competitive market. Whatever their situation, our goal is to provide services that help our participants find work and keep it.

In our experience, effective programs meet individuals "where they are at". Our programs work because we interact with our participants as individuals, providing them with guidance and services that respond to their unique needs.

This is what attracted us to Financial Beginnings Oregon. Not only are their financial education programs professional and informative, but their staff are willing to work closely with us to ensure that the content of those programs is tailored to the individual circumstances of our participants. And, of course, they provide all of these services at no cost to our organization.

At Clackamas Workforce Partnership, we have been nothing but pleased with the work of Financial Beginnings Oregon. They have been exemplary partners, working with us every step of the way to help us provide meaningful services to the underemployed in our community. I strongly urge you to consider their proposal.

Sincerely,

Jan Filgas
Clackamas Workforce Partnership

FOT Cover Letter Oregon City Community Enhancement Grant.docx

FOT first page application_21-22_Oregon City

FOT application_21-22_Oregon City

FOT Metro Grant Support LTR OC Planning 6.7.2021

FOT 501(c)3

June 1st, 2021

Attn: Ann Griffin
City of Oregon City
625 Center Street
Oregon City, OR 97045

Dear Oregon City Community Enhancement Grant Review Committee:

Friends of Trees is thrilled to apply for the first time to the Oregon City Community Enhancement Grant for our **Oregon City Neighborhood Tree Care Program**. We have been increasing community engagement through tree planting in Oregon City for the past 7 years and feel that this is the right time to grow our programming to also include tree care, pruning, and education.

The City saw massive loss and damage to trees from the recent ice and wind storms and putting our energy into young trees will help prepare them for future extreme weather events. Trees provide benefits to our neighborhoods that go far beyond aesthetics such as cleaner air, shade for our homes and streets, habitat for native wildlife, and stormwater management. The health of Oregon City Neighborhoods is connected to the health of the urban tree canopy. When we fund trees, we are funding our future. This support will:

- Provide important pruning of 100-200 young trees free of cost to residents. This will help trees thrive as we face increasing extreme weather events
- Providing information and education to 75+ residents about their trees, the benefits they provide the community, and how to care for these trees as they grow.
- Providing tangible skills for participants and a meaningful project to participate in as they work towards a common goal.

Thank you for considering supporting this work. The community wants it and we are excited about the potential to offer it.

Please do not hesitate to reach out with any questions and thank you again for this opportunity.

Sincerely,

Whitney Dorer
Deputy Director
Friends of Trees
503-467-2521 (office) 781-248-4610 (cell)
WhitneyD@FriendsofTrees.org



Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Oregon City Neighborhood Tree Care Program

Organization Friends of Trees

Is this a Non-Profit Organization? Yes No

Non-Profit Federal tax-exempt ID Number 93-0999999

Address 3117 NE Martin Luther King Jr. BLVD

City, State, Zip Portland, Oregon, 97212

Project Coordinator Erica Timm Phone 503-467-2533

Email EricaT@FriendsofTrees.org

Chairperson of Governing Board (If Applicable) Phoebe Krueger, Board Chair

Phone 503-490-8170

Signature Electronic signature on the next page

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	\$	38,000
+ Matching Funds (Cash):	\$	159,900
+ In-Kind Matching Funds (See question #15):	\$	9,160
= Total Cost of Project:	\$	207,060

Phoebe King

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes No First application to Oregon City Enhancement

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes No

If yes, please describe the projects/programs for which you received funding.

Friends of Trees currently has funding from Metro Central Enhancement Grant to work with a youth Green Team in pruning and caring for over 200 trees in North Portland during the spring and summer of 2021. We are in the midst of working with 20 youth and they are excited about the skills that they are gaining in tree identification, tree care and pruning, and community engagement. Partners in this project include Portland Opportunities Industrialization Center and The Blueprint Foundation. Previous grants through the Metro Central Enhancement Grant included tree planting and outreach in NW industrial area and Cathedral Park Neighborhood in North Portland.

Previously, FOT was also awarded funds to plant trees in Industrial NW Portland and Linnton Neighborhood in addition to hosting Trees and Health lectures that highlighted work happening at the intersection of community health and green infrastructure in the region.

3. If you received an Enhancement Grant last year, what is the status of the project?

We are in the midst of the program funded by Metro Central Enhancement Grant and will complete work by the end of August, 2021. There is much excitement from partners, youth, and residents regarding the community tree care happening in the neighborhood!

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes No

If yes, please explain.

The impacts of climate change and urban heat island effect are only increasing. Friends of Trees is committed to growing our engagement and partnership with Oregon City to address these complex issues through a simple solution, planting and caring for urban trees. We hope to come to this granting body again in the future. There is huge potential to grow engagement with youth and schools, businesses, and residents. We have both heard a desire for programming to grow from our partners in the City as well as residents who receive and plant trees with Friends of Trees.

5. Briefly describe the project for which you are requesting funds.

The Oregon City Neighborhood Tree Care Program will focus on using hand tools to prune young trees to industry standards to address recent damage from wind and ice storms, as well as to improve resiliency for future extreme weather events. Preventative pruning while a tree is young will prevent costly maintenance down the road. This is important work in continuing to build a healthy urban tree canopy in Oregon City.

Friends of Trees will recruit from existing planting leaders to be trained by Friends of Trees certified arborists in proper tree pruning techniques at a fall workshop. Volunteers will use hand tools to prune young trees to industry standards. This is a skill that can be used time and time again.

We will first canvass the neighborhoods to identify 100-200 young trees eligible for pruning. Appropriate trees will be 3-5 years old, with a trunk diameter less than 6", and will have broken or dead branches, poor branching structure, or impede sidewalk or street travel, but the trees will otherwise be in good health. We will hang a tag on the trees, record the address and species, and leave behind educational information for residents to alert them of the free pruning offer and how to opt in or out of the free pruning.

All addresses and trees will be recorded into a spreadsheet and mapped into separate pruning routes for volunteer teams.

Volunteers and staff will meet in the neighborhood one week later to prune the trees for clearance, health, and structure. After pruning, a flyer will be left for the residents describing the work done to their trees and will include educational information on how to properly care for the trees moving forward. Friends of Trees acts as an ongoing resource for residents with any questions.

All properties identified with trees in need of care, including those who opt out, will receive an informational pamphlet about how to prune properly should they wish to conduct the work themselves and how to find a local Tree Care Company for local tree care specialists to prune larger, mature trees.

FOT will repeat this process for a total of five pruning events to equitably benefit residents across Oregon City.

We will also produce a short video that can be shared to all community members that focuses on how to find a local arborist, how to make some simple and safe pruning cuts to younger trees, and how to get further engaged in urban and community forestry.

6. Describe why this project was selected and the community need(s) to which it will respond.

Friends of Trees has conducted annual city-wide tree planting events since 2015 in Oregon City. FOT has canvassed several neighborhoods in Oregon City over those years to talk directly to residents about planting trees, and concerns about cost and maintenance is often identified as a primary barrier to planting. Residents will forgo the benefits of trees -- beauty, shade, cleaner air and water, among others -- out of fear of potential long-term costs.

In preparation for our April 2021 planting, residents shared emotional stories about how the recent ice storm devastated Oregon City's trees. Several residents had lost very significant trees on their properties, and others sent photos asking if their damaged trees could be saved.

At this time, there is no public program or funding to support the maintenance of the trees along Oregon City streets. Many surviving trees have broken branches and have responded by sending up weak or unsightly growth that should be removed or managed for aesthetic, structural or clearance concerns. In response to the storm, some residents pruned their trees with improper pruning techniques, such as topping. Improper pruning causes severe damage to trees, increases maintenance, and creates safety hazards.

Friends of Trees hopes to prevent improper pruning by demonstrating proper pruning in neighborhoods, training community members, and by distributing educational information directly to tree owners. The Oregon City Neighborhood Tree Care Program will provide residents the support and resources that they are seeking.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

1. Result in significant improvement in the cleanliness of the City.
2. Increase reuse and recycling efforts or provide a reduction in solid waste.
3. Increase the attractiveness or market value of residential, commercial or industrial areas.
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
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9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.*
10. Enhance art and culture within the City.

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FOT will focus on removal of damaged or broken tree limbs. Proactive removal of these branches will prevent future litter on city streets and sidewalks. Branches will be removed which impede access to street parking or sidewalk traffic.

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The wood removed from trees will be turned into compost/mulch and FOT recommends using wood chips for mulching to cool root system of trees, reduce the growth of weeds, and retain water in the soil

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Trees in front yards or along streets can increase a home's value between 3 percent and 15 percent, according to Kathleen L Wolf, PhD, University of Washington. Trees contribute more to market values when they are well-maintained.

6. Preserve or Increase recreational areas and programs within the City:

Friends of Trees will invite residents to engage with their neighbors and their communities in a new way -- by providing a means for community members to develop valuable knowledge and pruning techniques and to connect with their neighbors to share those skills. And by protecting and caring for the trees in the public right-of-way, volunteers will help restore and maintain a safe space on every street for pedestrians to commute, play, and exercise.

7. Improve safety within the City. By proactively providing proper pruning services to residents:

FOT will reduce or prevent future damage from ice and wind storms, or from improper pruning cuts from residents. In addition to pruning for tree health and structure, FOT will prune trees for street and sidewalk visibility for vehicles and street signage, and improving access for parked cars and pedestrians.

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By attending these pruning events, volunteers and residents will learn how to identify trees, how to identify common structural issues in trees, and how to address those issues with proper pruning techniques. FOT's certified arborists will be able to provide feedback to volunteers to better hone their pruning techniques. By providing this free pruning service to residents, Friends of Trees staff and volunteers will reduce the cost of tree maintenance and make the benefits of trees more available to residents of all incomes and physical abilities.

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(Number of months in duration)
Beginning Date: September 2021
Ending Date: June 2022

9. What is the geographic area of Oregon City where the project will take place?

The project would be completed in five phases, in five geographic neighborhoods across the city. By breaking the project into five parts, Friends of Trees will be able to leverage support from returning volunteers and neighbors throughout multiple events.

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- Rivercrest Neighborhood (Oct 2021)
- Tower Vista / Hazel Grove – Westling Farm (Dec 2021)
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- Barclay Hills / McLoughlin / Park Place Neighborhoods (Jun 2022)

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We anticipate that some residents will opt out of the pruning opportunity (approximately 25%) and even for those that opt out, there is still the tree pruning and care resources shared that will help benefit a healthier future urban forest. This program is addressing the needs of our urban forest and residents in the time of climate change.

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In addition to Friends of Trees' own outreach about the event, Neighborhood Associations and the Oregon City Community Development department will be invited to post on social media channels to notify all residents of the opportunities.

Friends of Trees has strong support from business partners as well and we are excited to connect with interested businesses who also want to sponsor and support this program.

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

Friends of Trees has partnered with the cities of Portland, Vancouver, Gresham, and Eugene to build a volunteer-powered pruning program to provide structural pruning for young street trees to promote long-term health for the trees, prevent future storm damage, and to provide clearance for pedestrians and vehicles. Since that time, we have pruned over 8,000 young street trees in the region to set them up as healthy, long-term assets to the community.

More recently, in May 2021 we piloted our first street tree pruning project in the McLoughlin neighborhood, where tree care volunteers trained by certified arborists pruned over 100 young street trees and front yard trees at more than 50 homes. Along with pruning trees at those homes, these volunteers also worked closely with residents to explain how to properly prune their trees in the future, and homeowners were left with materials explaining how to continue properly caring for their trees.

Friends of Trees has successfully worked on many projects funded through Metro Enhancement Grants including community tree care, planting, and education events. We are thrilled for the opportunity to work with Oregon City as we deepen our partnership and provide additional resources to residents throughout the city.

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

Fall 2021: Oregon City Pruning Team Training Workshop & Neighborhood Pruning Event

October - June 2021: 4 Neighborhood Pruning Events

June 2022: final reporting, surveying of participations, and preparations for future events

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

Friends of Trees will record the neighborhood, addresses, number of trees, species of trees, and location of the trees pruned (street or front yard). We will also record which type of pruning is conducted on each tree (i.e. sidewalk or street clearance, broken branch or dead wood removal, thinning or spacing of branches, etc.) and what percent of the canopy is removed. We will also track instances where property owners opt out from the program.

Friends of Trees has a volunteer database in place to record the number of individuals and the number hours contributed to each event as well as volunteer demographics.

Photos of participants and some trees and sites - before and after pruning -- will be collected for each event.

Residents will also be invited to complete an online survey to provide qualitative feedback.

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Volunteer Time	Pruning volunteers and residents	300 hours x 27.20/hr = \$8160
Food for events	local coffee and bakery businesses	100/ event x 5 events = \$500

16. List all grants applied for in support of this project and commitments confirmed to date.

City of Oregon City Tree Planting Partnership for 2021-2022 planting season: We have submitted an application and are confident to have some support from the City for tree planting, community engagement, and some tree care workshops. For the purposes of this proposal, we did not include these numbers in the budget as they have not been confirmed. The application is for \$156,000 for work from Fall, 2021 #4. Spring, 2023 in Oregon City. We should hear more about this funding by the end of June. The desire from the City to increase programming demonstrates a commitment to both trees and community and we know that the support will continue to grow as our neighborhoods feel the increasing effects of climate change in our region.

Friends of Trees does have some unrestricted support from individual donations and will support the match requirements if necessary.

Funding from Oregon City Enhancement Fund is critical for engaging residents around this important community tree care pruning work and leveraging the support from the City. The impacts of this program will be felt throughout the community and the tangible results will motivate others to support this work as well!

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 81 %

18. Will the administrator be a paid position? Yes x No _____

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

*****These figures will be transferred to the table on the first page of this application.*

It is important to note that this project can be scaled up or scaled down depending on the available funding. We feel strongly that at least one community tree pruning event is necessary to bolster the necessary community enthusiasm and support. A minimum dollar amount that we could scale down to would be \$7500.

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)	32,500	10,000	8160	50,160
Project Administration costs (clerical, advertising, graphics, printing, postage)	500	5000		5500
Materials	5000		500	5500
Equipment/Supplies				
Construction Costs				
Event Costs			500	500
Transportation Costs				
Insurance Costs (if needed)				
Additional Costs (List)				
Consultants/trainers				
Totals	38,000	15,000	9,160	62,160



Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Oregon City Neighborhood Tree Care Program

Organization Friends of Trees

Is this a Non-Profit Organization? Yes No

Non-Profit Federal tax-exempt ID Number 93-0999999

Address 3117 NE Martin Luther King Jr. BLVD

City, State, Zip Portland, Oregon, 97212

Project Coordinator Erica Timm Phone 503-467-2533

Email EricaT@FriendsofTrees.org

Chairperson of Governing Board (If Applicable) Phoebe Krueger, Board Chair

Phone 503-490-8170

Signature Electronic signature on the next page

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	\$	38,000
+ Matching Funds (Cash):	\$	15000
+ In-Kind Matching Funds (See question #15):	\$	9,160
= Total Cost of Project:	\$	62,160

Phoebe King

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes No First application to Oregon City Enhancement

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes No

If yes, please describe the projects/programs for which you received funding.

Friends of Trees currently has funding from Metro Central Enhancement Grant to work with a youth Green Team in pruning and caring for over 200 trees in North Portland during the spring and summer of 2021. We are in the midst of working with 20 youth and they are excited about the skills that they are gaining in tree identification, tree care and pruning, and community engagement. Partners in this project include Portland Opportunities Industrialization Center and The Blueprint Foundation. Previous grants through the Metro Central Enhancement Grant included tree planting and outreach in NW industrial area and Cathedral Park Neighborhood in North Portland.

Previously, FOT was also awarded funds to plant trees in Industrial NW Portland and Linnton Neighborhood in addition to hosting Trees and Health lectures that highlighted work happening at the intersection of community health and green infrastructure in the region.

3. If you received an Enhancement Grant last year, what is the status of the project?

We are in the midst of the program funded by Metro Central Enhancement Grant and will complete work by the end of August, 2021. There is much excitement from partners, youth, and residents regarding the community tree care happening in the neighborhood!

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes No

If yes, please explain.

The impacts of climate change and urban heat island effect are only increasing. Friends of Trees is committed to growing our engagement and partnership with Oregon City to address these complex issues through a simple solution, planting and caring for urban trees. We hope to come to this granting body again in the future. There is huge potential to grow engagement with youth and schools, businesses, and residents. We have both heard a desire for programming to grow from our partners in the City as well as residents who receive and plant trees with Friends of Trees.

5. Briefly describe the project for which you are requesting funds.

The Oregon City Neighborhood Tree Care Program will focus on using hand tools to prune young trees to industry standards to address recent damage from wind and ice storms, as well as to improve resiliency for future extreme weather events. Preventative pruning while a tree is young will prevent costly maintenance down the road. This is important work in continuing to build a healthy urban tree canopy in Oregon City.

Friends of Trees will recruit from existing planting leaders to be trained by Friends of Trees certified arborists in proper tree pruning techniques at a fall workshop. Volunteers will use hand tools to prune young trees to industry standards. This is a skill that can be used time and time again.

We will first canvass the neighborhoods to identify 100-200 young trees eligible for pruning. Appropriate trees will be 3-5 years old, with a trunk diameter less than 6", and will have broken or dead branches, poor branching structure, or impede sidewalk or street travel, but the trees will otherwise be in good health. We will hang a tag on the trees, record the address and species, and leave behind educational information for residents to alert them of the free pruning offer and how to opt in or out of the free pruning.

All addresses and trees will be recorded into a spreadsheet and mapped into separate pruning routes for volunteer teams.

Volunteers and staff will meet in the neighborhood one week later to prune the trees for clearance, health, and structure. After pruning, a flyer will be left for the residents describing the work done to their trees and will include educational information on how to properly care for the trees moving forward. Friends of Trees acts as an ongoing resource for residents with any questions.

All properties identified with trees in need of care, including those who opt out, will receive an informational pamphlet about how to prune properly should they wish to conduct the work themselves and how to find a local Tree Care Company for local tree care specialists to prune larger, mature trees.

FOT will repeat this process for a total of five pruning events to equitably benefit residents across Oregon City.

We will also produce a short video that can be shared to all community members that focuses on how to find a local arborist, how to make some simple and safe pruning cuts to younger trees, and how to get further engaged in urban and community forestry.

6. Describe why this project was selected and the community need(s) to which it will respond.

Friends of Trees has conducted annual city-wide tree planting events since 2015 in Oregon City. FOT has canvassed several neighborhoods in Oregon City over those years to talk directly to residents about planting trees, and concerns about cost and maintenance is often identified as a primary barrier to planting. Residents will forgo the benefits of trees -- beauty, shade, cleaner air and water, among others -- out of fear of potential long-term costs.

In preparation for our April 2021 planting, residents shared emotional stories about how the recent ice storm devastated Oregon City's trees. Several residents had lost very significant trees on their properties, and others sent photos asking if their damaged trees could be saved.

At this time, there is no public program or funding to support the maintenance of the trees along Oregon City streets. Many surviving trees have broken branches and have responded by sending up weak or unsightly growth that should be removed or managed for aesthetic, structural or clearance concerns. In response to the storm, some residents pruned their trees with improper pruning techniques, such as topping. Improper pruning causes severe damage to trees, increases maintenance, and creates safety hazards.

Friends of Trees hopes to prevent improper pruning by demonstrating proper pruning in neighborhoods, training community members, and by distributing educational information directly to tree owners. The Oregon City Neighborhood Tree Care Program will provide residents the support and resources that they are seeking.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

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7b. List by item number from 7a and describe how the project meets each goal.

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Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)	32,500	10,000	8160	50,160
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Materials	5000		500	5500
Equipment/Supplies				
Construction Costs				
Event Costs			500	500
Transportation Costs				
Insurance Costs (if needed)				
Additional Costs (List)				
Consultants/trainers				
Totals	38,000	15,000	9,160	62,160



June 7, 2021

Metro
600 NE Grant Ave
Portland, OR 97232

Re: Friends of Trees Pruning Young Trees with Residents in Oregon City

Dear Metro Central Enhancement Grant Review Committee:

Oregon City Community Development Department has partnered with Friends of Trees to plant 629 trees in planting strips and yards in neighborhoods at seven volunteer events across Oregon City since April 2015.

I would like to convey my support for Friends of Trees' (FOT) proposed project to engage Oregon City residents to provide structural pruning and tree care education to residents across the city. The proposed project will allow FOT and Oregon City residents to identify 1,000 young trees in parking strips and in front yards for structural pruning in Oregon City neighborhoods, to provide corrective and preventative pruning care for those young trees, and to advise residents on future tree care needs. This work will help to ensure trees planted through this partnership will have the opportunity to become long-term community assets and compliments future community forestry work we have planned through City funds.

Proper street tree maintenance will help provide adequate clearance for vehicles in travel and parking lanes, and for sidewalk users. Tree branches obstructing street signage should also be pruned to promote street safety for all road users. Proper pruning will also protect the health of our street trees and protect these valuable investments in our urban environment.

FOT recently conducted a small scale pilot for this project, through a contract with the Planning Division. Trained volunteers, staff and interns pruned more than one hundred street trees in the McLoughlin neighborhood, improving clearance and addressing structural health issues. Many residents were eager to learn about proper pruning techniques, and FOT provided next steps and future pruning advice to interested residents. Repeating this project throughout the City will make a significant impact on our neighbors and our streetscapes.

For these reasons I support Friends of Trees' application to Metro's Central Enhancement Grant this year and I look forward to seeing the benefits of this valuable work in my neighborhood and throughout Oregon City.

Sincerely,

Pete Walter, Senior Planner
Oregon City Planning Division

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
2 CUPANIA CIRCLE
MONTEREY PARK, CA 91755-7406

DEPARTMENT OF THE TRE

Item #4.

Date: , OCT 25 1994

FRIENDS OF TREES
P.O. BOX 40851
PORTLAND, OR 97240

Employer Identification Number:
93-0999999
Case Number:
954271035
Contact Person:
TYRONE THOMAS
Contact Telephone Number:
(213) 894-2289
Our Letter Dated:
October 05, 1990
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

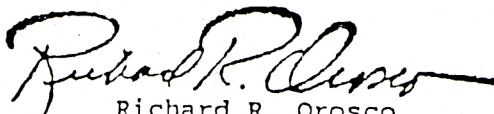
Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



Richard R. Orosco
District Director

Letter 1050 (DO/CG)

GOCWC cover letter

GOCWC Enhancement Proposal

GOCWC - Metro support

Watershed_Wealth - PRAC



June 1, 2021

Dear Community Enhancement Grant Program committee:

Please find attached an application for the *Watershed Wealth: Community-based Learning and Habitat Restoration in the Abernethy Creek Basin* project. This project, submitted by the Greater Oregon City Watershed Council and partners, represents an exciting effort to advance the work of the council and our supporters through stewardship of natural resources while growing youth involvement and community engagement.

This project has been developed to provide opportunities for habitat enhancement at two key locations within the Abernethy Creek basin where public outreach events will have a substantial impact in growing awareness of our work. Additionally, as invasive species are removed and native species planted, the restored habitat will provide values of cooling the headwaters and main flow of Abernethy Creek while improving other attributes of water quality.

Through this work, our hope as a council, is to advance our vision of “*a watershed where healthy streams support abundant native fish and other species.*”

We conduct this work to achieve the following outcomes:

- *Restoration of conditions within the streams and in the streamside habitat;*
- *Residents who are aware of and care about the creeks: people who spend time near the creeks, observing and connecting with the nature in their own backyards and on public lands, and who make sustainable choices that help support the health of the creeks and native fish. We recognize that for all residents to be able to focus on caring about and for our streams and wildlife, everyone’s basic human needs must first be met.*
- *Residents who support the Watershed Council as board members, volunteers, and donors.*
- *Partners and institutions who can contribute funds, technical assistance, and more to work with the watershed council on shared goals.*

Through the work of this project and with the support of our partners, we will advance the goals of the Community Enhancement program in Oregon City and serve the public in an efficient and innovative way to protect and restore the watershed.

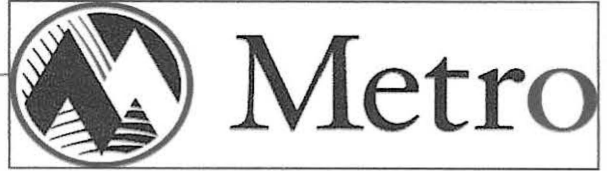
Please contact me at (503)374-8279 or tom.gaskill@gocwc.org if you have any questions or would like clarification regarding the work proposed in this application.

Best regards,

Tom Gaskill

Executive Director

Greater Oregon City Watershed Council



Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Watershed Wealth: Community-based Learning and Habitat Restoration in the Abernethy Creek Basin

Organization Greater Oregon City Watershed Council

Is this a Non-Profit Organization? Yes No YES

Non-Profit Federal tax-exempt ID Number 27-2507688

Address P.O. Box 927

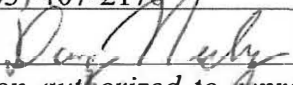
City, State, Zip Oregon City, OR 97045

Project Coordinator Tom Gaskill Phone (503) 374-8279

Email tom.gaskill@gocwc.org

Chairperson of Governing Board (If Applicable) Doug Neely

Phone (503) 407-2178

Signature 
(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	\$ 35,000
+ Matching Funds (Cash):	\$ 6,000
+ In-Kind Matching Funds (See question #15):	\$ 22,350
= Total Cost of Project:	\$ 63,350

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes _____ No X

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes _____ No X

If yes, please describe the projects/programs for which you received funding.

3. If you received an Enhancement Grant last year, what is the status of the project?

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes _____ No X

If yes, please explain.

Explain:

Briefly describe the project for which you are requesting funds.

In partnership with the City of Oregon City Parks and Recreation Department and the Clackamas Community College, the Greater Oregon City Watershed Council seeks grant funds through the Metro Enhancement Grant Program to advance community involvement in habitat restoration work along the Abernethy Creek and at the North Newell Creek headwaters. This project will work with the Rivers of Life Center and community volunteers to enhance learning opportunities through hands-on engagement in the work of invasive species removal and planting of native flora to improve habitat in two key public locations within the watershed.

The work of the Greater Oregon City Watershed Council (GOCWC) has been conducted since 2004 through a number of projects designed to assess and conduct habitat restoration and grow public understanding within the basins of Abernethy Creek, Beaver Creek, Parrot Creek various other small tributaries of the Willamette River in the vicinity of Oregon City. The council seeks to fulfill a vision of a watershed where healthy streams support abundant native fish and other species.

Projects will improve habitat near the headwaters of Newell Creek at Clackamas Community College's Environmental Learning Center, provide outreach and engagement for community members, and develop a new public low maintenance education and interpretation trail at Abernethy Creek Park along and near its confluence with Willamette River and Oregon City's North End District. Projects at the college will build upon previous efforts of Metro by establishing a diverse understory of native habitat and shading canopy structure.

Native plants will be established throughout existing tree canopies and new tree canopies of evergreen and deciduous plantings established to reduce and wherever possible eliminate invasive plant development. A project design consultant will present a design for review and provide insights for careers in natural resource planning to at risk youth crews.

Abernethy Creek Park improvements will provide nearly 2000 feet of accessible trails designed for ease of maintenance in a beautiful overlook not presently configured with public access. At risk youth from area schools will be guided and trained in the creation of best practices, trail installation, pruning and thinning techniques where good plantings exist and overall establishment of a new safe public and parks access trail system that will showcase the Lower Abernethy Watershed.

Up to 40 youth will have a chance to participate in this project and through existing nonprofits receive "Experiential Learning" and "Community Service Credits". Thus, participants will receive training opportunities, career exposure eligible for high school credit.

Outreach events will be held at each location at key points during the project to highlight the work of the watershed council and our partners in restoring habitat along Abernethy Creek and its tributaries. Community members will be invited to participate in these events as volunteers.

5. Describe why this project was selected and the community need(s) to which it will respond.

The work of the Greater Oregon City Watershed Council (GOCWC) has been conducted since 2004 through a number of projects designed to assess and conduct habitat restoration and grow public understanding within the basins of Abernethy Creek, Beaver Creek, Parrot Creek various other small tributaries of the Willamette River in the vicinity of Oregon City. The council seeks to fulfill a vision of a watershed where healthy streams support abundant native fish and other species. A critical element of public understanding and support for watershed protection and restoration is the ability to have visual access and experience with the creeks and waterways. Opportunities to gain this kind of engagement within the GOCWC basins is limited and as a result awareness of the watershed council's purpose and work within the community is lacking. Through partnerships with the Clackamas Community College, the Oregon City Parks and Recreation Department, and the Rivers of Life Project, we seek to expand awareness while engaging the community in habitat restoration work at two key locations.

Both projects' areas were selected due to the need for improvements for good public access, for improvements to bio-diversity and educational values that would come as each project moves forward. The Oregon City Watershed Counsel and other participating nonprofits have deep roots with natural resource agencies and organizations that serve Oregon. They also have involved professionals in past projects that can relate the value and approaches to natural resource education and careers for youthful participants. Clackamas Community College maintains the Environmental Learning Center and has an endowed maintenance fund that ensures that projects funded at this site will be properly stewarded.

There are many opportunities for onsite education while work is proceeding through the workforces. The Abernethy Watershed project will for the first time establish safe and effective public access and a maintenance trail that will assist Oregon City Parks and Recreation in long term maintenance.

That project will create a new visitor and community asset in Oregon City's developing North End District.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

- 1 Result in significant improvement in the cleanliness of the City.
(both sites need to be clean, have good access and encourage visitors and residents to respond to opportunities).
2. Increase reuse and recycling efforts or provide a reduction in solid waste.
(both projects will establish trails and plantings consuming over 200 cubic yards of wood waste and yard debris derived from city residents).
3. Increase the attractiveness or market value of residential, commercial or industrial areas.
(both sites are adjacent to homes and commercial areas and need to look accessible, safe and maintained).
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
(both sites will benefit from improved maintenance and enhanced habitat while providing attractive and educational public access.)
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
(both projects address wildlife corridors, riparian zones on both Newell and Abernethy watersheds; and both projects enhance, expand and or preserve city forest lands).
6. Preserve or increase recreational areas and programs within the City.
(passive recreation opportunities/ hiking, walking, birding and wildlife viewing will increase by nearly 8 acres through these two projects).
7. Improve safety within the City.
(both projects will provide safe, accessible and secure outdoor spaces in monitored sites of Oregon City).
8. Increase employment or economic opportunities for City residents.*
(over 20 youth from low-income settings will be employed throughout the course of this project; projects will enhance the targeted Beaver Creek Economic Corridor and Oregon City's North End District).
9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.*

(over 20 youth will be directly employed and up to 30 community volunteers will participate benefitting the city, the environment, youth and volunteer engagement).

10. Enhance art and culture within the City.

(signage and interpretive messaging being considered for project improvements will involve design and graphic professionals. Possible art forms encountered through the use of downed woody materials will be considered as opportunities for youth and design team engagement).

7b. List by item number from 7a and describe how the project meets each goal.
(please see 7a for all described answers).

8. Project Period: 12 months total duration

(Number of months in duration)

Beginning Date: July 1st, 2021

Ending Date: June 30th, 2022

9. What is the geographic area of Oregon City where the project will take place?

Oregon City's Hilltop District and the Beavercreek Concept plan area are targeted for 1 project/ Environmental Learning Center and Oregon City's North End District are targeted for the second project/ Abernethy Creek Park.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

Residents and visitors will see safer, fully vegetated and enhanced trail improvements at the Environmental Learning Center for both passive recreation uses and education by students and community of Clackamas Community College. A new trail will be established with educational outlooks in Oregon City's Abernethy Creek Park. Both areas have beautiful overlooks of water environments and both are supportive of "watchable wildlife". Both are visited by thousands of residents annually and serve a community purpose of educating and supporting at-risk-youth. Each of these locations will be used for outreach events held by the Greater Oregon City Watershed Council to highlight the projects and work conducted to achieve the vision of a watershed where healthy streams support abundant native fish and other species.

11. What community resources will be used as support for this project (i.e. community, city-owned property, city departments, transportation services, or other civic groups)?

Youth from Oregon City Senior Highschool and specifically youth from Oregon City Junior ROTC program will be combined with skilled members and trained youth leaders from Rivers of Life Center to complete project elements. All work will be conducted on college or city owned park lands with approvals by both entities now confirmed.

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

The Greater Oregon City Watershed Council has over a decade of experience in addressing local stream and watershed issues and enhancements. Youth under the direction of Rivers of Life Center and with assistance of the Oregon Youth Corp have over 25 years experience in addressing the needs and enhancements of all Clackamas County's 12 boat launch facilities; all Clackamas County park improvements, (Barton, Carver, Wilhoit, Hebb Parks), they have further worked in every city in Clackamas County during the 2 decades plus service in conduct of cleanups and execution of fish and wildlife habitat projects.

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

Grant initiated	July 1,2021
Evaluation plan implementation	August
Scoping meetings with partners	July 19 – 22, 2021
Develop contract with work crew	July 30, 2021
Community outreach asst. recruitment	August 20, 2021
Design development - college	August 24, 2021
Design development - city	August 26, 2021
Invasive species removal - ELC	September – October, 2021
Invasive species removal - Abernethy	September – October, 2021
Native planting - ELC	December 2021 – March 2022
Native planting - Abernethy	December 2021 – March 2022
Outreach event #1 - ELC	September 2021
Outreach event #2 - ELC	May 2022
Outreach event #1 - Abernethy	September 2021
Outreach event #2 - Abernethy	May 2022
Evaluation plan completed	June 24, 2022
Exit report submitted	June 30, 2022

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

Project goal	Outcome	Performance measure
Develop a collaborative site design for designated project area at Environmental Learning Center.	A site design incorporating native species to enhance stream shading and improve habitat for native wildlife.	Site design is completed.
Develop a collaborative site design for designated project area at Abernethy Creek Park.	A site design incorporating native species to enhance stream shading and improve habitat for native wildlife.	Site design is completed.
Environmental Learning Center - invasive species removal	Invasive species are removed from project site to enhance growth of native species.	>50% of invasives in project area are removed.
Environmental Learning Center - native species plantings	Native species are successfully planted according to site design.	Up to 300 native plants are successfully planted at site.
Abernethy Creek Park - invasive species removal	Invasive species are removed from project site to enhance growth of native species.	>50% of invasives in project area are removed.
Abernethy Creek Park - native species plantings	Native species are successfully planted according to site design.	Up to 300 native plants are successfully planted at site.
Environmental Learning Center - outreach event #1	Community members participate in learning about habitat restoration and engage in stewardship activities.	15 - 30 community members participate in event.
Environmental Learning Center - outreach event #2	Community members participate in learning about habitat restoration and engage in stewardship activities.	15 - 30 community members participate in event.
Abernethy Creek Park - outreach event #1	Community members participate in learning about habitat restoration and engage in stewardship activities.	15 - 30 community members participate in event.
Abernethy Creek Park - outreach event #2	Community members participate in learning about habitat restoration and engage in stewardship activities.	15 - 30 community members participate in event.
Provide area youth and community members with hands-on educational opportunities to enhance natural areas along waterways and advance understanding of the work of the Greater Oregon City Watershed Council.	Area youth and community members advance understanding of habitat restoration and native species in healthy watersheds.	> 75% of participants demonstrate an increase in knowledge and willingness to participate in habitat restoration work.

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Management time; additional maintenance activities; use of facilities for 2 outreach activities	Clackamas Community College	\$5,500
Trail base materials	McFarlane Bark Company	\$2,500
Materials and debris trucking	Creation Exploration Nursery	\$4,200
Youth training and safety	Oregon Youth Corp	\$1,500
Landscape tools/ equipment	Earth Crusaders	\$4,500
Personal Protective Equipment	Clackamas County	\$850
Crew/ volunteer transportation	Rivers of Life Center	\$1,800
Executive Director project management	Greater Oregon City Watershed Council	\$1,500

16. List all grants applied for in support of this project and commitments confirmed to date.

Clackamas Community College Confirmed \$4,000 hiring of volunteer coordinator for activities at ELC and \$500 for design consultant, \$5,500 in-kind services.

Oregon Youth Corp Confirmed \$1,500

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 18%

18. Will the administrator be a paid position? Yes No

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

*****These figures will be transferred to the table on the first page of this application.*

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds(Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries,administration)	\$3,000	\$1,500 Oregon Youth Corp; \$4,000 Clackamas Community College		\$8,500
Project Administration costs (clerical, advertising, graphics,printing, postage)	\$1,500		\$1,500 Watershed Council	\$3,000
Materials: trails, plants	\$6,000			\$6,000
Equipment/Supplies, tractor rent/mulches/amendments	\$4,500		\$2,500 McFarlane Bark; \$4,500 Earth Crusaders Equipment	\$11,500
Construction Costs	\$1,500		\$850 Clackamas County	\$2,350
Event Costs/ Debris and trucking			\$4,200 C.E. Nursery; \$5,500 Environmental Learning Center rental, management, and maintenance – Clackamas Community College	\$9,700
Transportation Costs	\$850		\$1,800 Earth Crusaders	\$2,650
Insurance Costs (if needed)				
Additional Costs (List) (Youth stipends)	\$17,000		\$1,500 Oregon Youth Corp	\$18,500
Consultants/trainers	\$650	\$500 Clackamas Community College		\$1,150
Totals	\$35,000	\$6,000	\$22,350	\$63,350

June 1, 2021

Metro Enhancement Grant Letter of Support

To Whom It May Concern:

In 2018, Clackamas Community College has successfully completed the four-acre restoration of the Newell Creek Headwater/Environmental Learning Center project. This major undertaking involved many local partners to vision, plan, construct, and plant this project. The facility provides indoor and outdoor classrooms, gathering spaces, and learning environments, along with passive recreation for the community.

The partnership and assistance of the Metro Enhancement Grant will continue to support some of the major improvements to waterways, vegetative cover, and trail improvements for the public, students, and special tour groups who will utilize this area. We have worked with Rivers of Life on many ELC related projects and their youth workers had opportunities to experience real environmental rehabilitation projects, while learning about plants, grading, excavation, and waterway improvements. We believe this and other areas of the site could benefit from this continued partnership for better public access, safety and importantly, for enhanced wildlife habitat and improved water quality.

I fully support the Greater Oregon City Watershed Council's grant application to Metro's Enhancement Grant Program.

Sincerely,



P. Robert Cochran, P.E.
Dean of Campus Services

Watershed Wealth: Community-based Learning and Habitat Restoration in the Abernethy Creek Basin

Dear Ann,

The Oregon City Parks and Recreation Advisory Committee (PRAC) met with Tom Gaskill the other night. We were impressed with his presentation and think the ideas he shared for the projects in the Abernethy Creek Basin will be beneficial for Oregon City, its residents and all who come to visit. Personally, I was impressed with the work this would provide for at-risk youth in our community and the help it would be to the Oregon City Parks Department, working on projects that need to be addressed but currently cannot due to budget constraints and lack of manpower.

Here are some of the other ideas Tom shared with PRAC:

- Projects will improve habitat near the headwaters of Newell Creek at Clackamas Community College's Environmental Learning Center, provide outreach and engagement for community members, and develop a new public low maintenance education and interpretation trail at Abernethy Creek Park along and near its confluence with Willamette River and Oregon City's North End District.
- Native plants will be established throughout existing tree canopies and new tree canopies of evergreen and deciduous plantings established to reduce and wherever possible eliminate invasive plant development. A project design consultant will present a design for review and provide insights for careers in natural resource planning to at risk youth crews.
- Abernethy Creek Park improvements will provide nearly 2000 feet of accessible trails designed for ease of maintenance in a beautiful overlook not presently configured with public access. At-risk youth from area schools will be guided and trained in the creation of best practices, trail installation, pruning and thinning techniques where good plantings exist and overall establishment of a new safe public and parks access trail system that will showcase the Lower Abernethy Watershed.
- Up to 40 youth will have a chance to participate in this project and through existing nonprofits receive "Experiential Learning" and "Community Service Credits". Participants will receive training opportunities, career exposure eligible for high school credit.
- Outreach events will be held at each location at key points of the project to highlight the work of the watershed council and our partners in restoring habitat along Abernethy Creek and its tributaries. Community members will be invited to participate in these events as volunteers.

We encourage your participation and support in *Watershed Wealth: Community-based Learning and Habitat Restoration in the Abernethy Creek Basin* as a beneficial program for Oregon City and surrounding communities.

Regards,



Troy Bolinger

Chair - The Oregon City Parks and Recreation Advisory Committee (PRAC)

coverletter HGF-FINAL

HGF APPLICATION-FINAL

ANDY HORDICHOK SUPPORT LETTER

SCOTT EAGLES SUPPORT LETTER

MUSIC PROJECT COSTS - FINAL - REVISED



Hannah Grace Family

Hannahgracefamily@yahoo.com

Hannahgrace.org

(503) 891-0158

1678 S Beaver Creek Rd. Suite #F, Oregon City, OR 97045

Mailing: P.O. Box 403, Oregon City, OR 97045

EIN: 82-2945261

From: **Jason and Tara Hood, Hannah Grace Family**

To: **Ann Griffin, Oregon City Community Enhancement Grant Program**

Hannah Grace Family (HGF) is pleased to enclose its' application for the above program's 2021-2022 grant. HGF has been an Oregon City non-profit since its inception in 2017. Our no-profit is focused on service to children and families that are in the state's foster care system, in danger of entering the program, graduates of the program and those underserved. HGF concentrates on areas not covered by traditional government and other programs. Its efforts include, but are not limited to:

- Weekly women's support groups
- Support from alcohol and drug abuse, as well as domestic violence. Each service promotes the wellbeing and health of the children and other family members
- Personalized mentoring sessions
- Hand-selected school clothing and supplies for the children
- Night-out babysitting to give single mothers and couples a break
- Christmas get together with gifts (to lighten the families' holiday financial burden)
- Family meetups to promote community and healthy friendships
- Partnership with a local dentist that provides services not covered by insurance or agencies
- Budgeting and aid in paying off debt and/or goal planning to help families obtain more essential items that might be higher in cost
- Providing everyday essential care packages to struggling families (toilet paper, clothing, groceries, games, and other items (particularly during the current Covid quarantine)
- 24/7 access to individual, family and/or group chats
- Crisis intervention
- Helping to build up resources to support mothers with grooming, clothing, and pampering

Instead of operating out of the Founder's home, HGF was recently successful in garnering a building as its main operation space in Oregon City. This move now enables us to expand our services to a wider clientele. We have learned through our experience that many, if not most, foster/underserved children suffer from a lack of confidence. This lack of value stems deeply from their varying adversity. Our new quarters now allow us to consider offering a program specifically aimed at restoring these children's confidence, through activities that build lifelong skills. It will be of great benefit to the community in offering a music program aimed at teaching foster/underserved children in the community (specifically to learn how to play a piano keyboard or guitar) a specialty performing arts skill that many do not have easy access to. Local music teachers and instructors in the community have explained how this skill has motivated disadvantaged youth, by giving them a tangible skill that they could call their own. We are confident that this will be an art that they will be able to continue to build on and use for their own family, friends and for community entertainment. The positive effect on these children's personal self-confidence is well documented. We feel that this program will be well accepted and easy to expand in the coming years. We sincerely hope that others see the likeminded value in restoring the confidence and enhancing the cognitive abilities of these receptive children. Thank you for allowing us this opportunity. We are very thankful to be a part of the Oregon City community that would consider joining with us in investing in lives that are sometimes forgotten.

Jason and Tara Hood, HGF Co-founders

"Restoring and cultivating hearts by redefining the value of life in children, mothers and families"

Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Music Project

Organization Hannah Grace Family

Is this a Non-Profit Organization? Yes X No _____

Non-Profit Federal tax-exempt ID Number 82-2945261

Address P. O. Box 403

City, State, Zip Oregon City, Oregon 97045

Project Coordinator Jason Hood

Email hoodjasontara@yahoo.com

Chairperson of Governing Board (If Applicable) Tara Hood

Phone (503) 891-0158

Signature

X

Ed DeWald
Treasurer

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

***Complete the budget sheet on page 7 first. Amount totals from that sheet will auto fill into this table

Grant Amount Requested: \$ \$24,900
+ Matching Funds (Cash): \$ \$0
+ In-Kind Matching Funds \$ \$14,958
(See question #15):
= Total Cost of Project: \$ \$39,857.64

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes X . No .

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes . No X .

If yes, please describe the projects/programs for which you received funding.

3. If you received an Enhancement Grant last year, what is the status of the project?

Not Applicable

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes No X .

If yes, please explain.

Our plan, at present, is to look for other available sources first for future expansion of the program.

Enhancement Grant Application Page - 2 -5.

Briefly describe the project for which you are requesting funds.

Hannah Grace Family (HGF) began with a married couple, Jason and Tara Hood, who took young foster children into their home to love and nurture. While loving the children, their hearts began to break for the parents of these children. They desired to reunite families and see parents regain custody of their children. In addition, they began personally investing into the lives of each parent. They began mentoring parents through counseling, finding homes, jobs, budgeting, transportation, providing necessities, aiding them in their recovery from drugs/alcohol and simply being their family when they needed one most. There has been a 100% return rate of children to the parents they have mentored. Over the past few years Jason and Tara have received letters of recommendation from a Clackamas County judge and lawyers. These individuals took notice of the lives being changed in a system of increasing need. They recognized the progress being made and realized the potential for a larger restoration of families. Hannah Grace Family is a continuation of the work the Hoods started and will now be able to operate on a larger scale due to the acquisition of permanent quarters.

The acquisition of the new facility now enables HGF to expand its services. It's generally recognized that underserved children and children that have been a part of the foster care system suffer heavily with a dysfunctional sense of security and lack of items to call their own. With the constant change of scenery between moving around with their birth families, foster families, relatives, and social infrastructures, they often have a lost sense of belonging. Often, they have been a part of families dealing with social and economic adversity, along with alcohol, drugs, various forms of abuse and other circumstances. Among other things, these children suffer from a lack of self-worth, fueled in part not only by the effect of the family status, but also from the change in their environment. As a result of these changes, children often experience an elevated loss of self-worth, declined attendance in school/other activities, lack of resources to participate in extracurricular activities, progressively detrimental habits, diminishing function in their schoolwork and a lack of positive personal achievement. The proposed project is a strong attempt to give these children something outside of their personal plight to which they can gravitate and experience personal enriching achievement. Additionally, aiding in the rehabilitation of their sense of worth with healthy and encouraging influences.

6. Describe why this project was selected and the community need(s) to which it will respond.

Background: As noted above, the project stems from HGF's and the Hoods experiences with providing meaningful services to foster children, their birth parents, and foster parents. There are many government and private services which provide shelter, financial and medical services, but the overall welfare of the children still falls either on the birth parents or foster parents (if the child is removed from the home). More often, the child caregiver uses personal or supplemental income for the basics in the child's life. HGF, which invests in the families and children 24/7, has noted that music often can be a very important element in the psychological well-being of a child. Additionally, if a child is given an opportunity to learn to play a musical instrument, that learned skill provides them with not only a sense of well-being, but also a skill that they can use both for their own entertainment and for many others in the years to come.

The Music Project HGF proposes to hold a regular program to introduce foster/underserved children to learn how to play either a digital piano keyboard or guitar. Using competent music instructors, classes for each will be regularly held at HGF's Oregon City facility. We plan to

teach 12 children by purchasing 9 keyboards and 6 guitars to use at these classes, as well as to take home for practice purposes. Children, 1) in the foster program, 2) on the verge of entering the foster program, or 3) graduates of the foster program, will be invited to join these classes. Any additional spots available will be offered to other disadvantaged children in the community.

Enhancement Grant Application Page - 3 -

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

1. Result in significant improvement in the cleanliness of the city.
2. Increase reuse and recycling efforts or provide a reduction in solid waste.
3. Increase the attractiveness or market value of residential, commercial, or industrial areas.
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
6. Preserve or increase recreational areas and programs within the City.
7. Improve safety within the City.
8. Increase employment or economic opportunities for City residents.*
9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.*
10. Enhance art and culture within the City.

7b. List by item number from 7a and describe how the project meets each goal.

9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.*

HGF serves both youth and underserved populations. Foster children fit into the definition of underserved. In many cases, family members are underserved and low-income. In addition to music training, HGF plans to provide academic tutoring to their students to increase their ability to do well in school. Both services are of immense benefit to the foster children by enriching their mind creatively and academically.

10. Enhance art and culture within the City.

By its very nature, music fits both art and income definitions. As noted earlier, the classes will be held in Oregon City. Most attendees will be residents. Also, it is well understood that promoting the learned music skills will not only enhance the child's confidence but enable them to use this skill in a variety of life circumstances as they grow and attain adulthood. Foster children will now have the financial means, safe space, and ability to be a part of the performing arts community as music contributors to Oregon City and the surrounding area.

Enhancement Grant Application Page - 4 -

8. Project Period:

(Number of months in duration) 12

Beginning Date: 07/01/21 Ending Date: 06/30/21

9. What is the geographic area of Oregon City where the project will take place?

1678 S Beavercreek Rd Suite # F, Oregon City, OR 97045

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

At the beginning, the project plans for 12 children. As a result, members of the children's extended family will see and feel the effects of the classes and the recitals, which will be advertised/ attended by those families and the community. Additionally, as the students will become adept, their sharing of their musical talents will reach many others, including schools, their orchestras, churches, and other community gatherings where music is present. Also, upon graduation, the students will be gifted with the keyboard or guitar that they trained with. This will serve as an additional incentive to take and complete those classes. It is anticipated that this initial project will be popular with both prospective students, parents, and the community as a whole. As a result, HGF expects to hold future classes with future raised donations and volunteer teachers.

11. What community resources will be used as support for this project (i.e. community, city-owned property, city departments, transportation services, or other civic groups)?

HGF's facility is located on S Beavercreek Road, a major thoroughfare served by rapid transit. We anticipate that local schools, community organizations, interested businesses and arts/music grant makers will not only be supportive of the project, but will commend and financially contribute to this effort.

Enhancement Grant Application Page - 5 -

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

- Security
- Utility, insurance, and related payments
- Janitorial and premises supplies
- Supervision of staff and volunteers
- Government and other agency reporting

HGF has been a volunteer agency since 2017. The Hoods are very experienced in recruiting and managing volunteer help within their own organizations and those in the community. The couple has received recommendations in verbal and letter form by Michael C. Wetzel, Clackamas County Circuit Court Judge and Roxanne Scott, Clackamas County Family Law Attorney. The Hoods have supervised volunteers and staff of HGF since its inception, including an extensive rehabilitation of HGF's current premises over the past several months. The results of the rehabilitation were outstanding.

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings, volunteers, public meetings, conferences, special activities and events).

The current plan calls for recitals to demonstrate skill accomplishment to be held every 4 months. These recitals will not only help measure the effect of the teaching and skill improvement, but as a source of entertainment for those families responsible for the children's welfare, as well as the community. Providing these recitals enables goal-oriented learning and a sense of personal pride in these children.

Enhancement Grant Application Page - 6 -

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

Noted in question 10, the plan calls for recitals at four-month intervals to demonstrate to the students, teachers, families, and community the extent of the students' increase in music skill. All data pertaining to the individuals participating and volunteering in this program will be recorded and easily accessible. Additionally, HGF will monitor and assess the paid instructors' teaching effectiveness to ensure maximum attainment of the project's goals.

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

As in the past, HGF will utilize the internet, Facebook, e-mail, brochures, mail and word-of-mouth to advertise the program. As this project proceeds, these methods will be used to solicit designated financial and volunteer teaching donations to this specific project, enabling HGF to fund further classes. The Covid pandemic thwarted HGF's ability to hold an in-person fundraising event in 2020 after a very successful one in 2019. As the pandemic wanes and in-person fundraising is allowed, this annual event will continue with the same successful results in the future.

Item Source of Support Estimated Value (\$)

16. List all grants applied for in support of this project and commitments confirmed to date. HGF just finished a fundraiser for the rehabilitation of its quarters. As a result, we have not yet solicited financial support for this project. We are hopeful, however, as noted in question 15, that we will garner financial support when the project is announced, as well as obtain the donation of music instructors' time and/or equipment for year 2 classes.

Enhancement Grant Application Page - 7 -

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 0.007%. (The cost of 3 recitals @\$100/each

18. Will the administrator be a paid position? No

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

****These figures will be transferred to the table on the first page of this application.

Grant Amount Requested: \$ \$24,900

+ Matching Funds (Cash): \$ \$0

+ In-Kind Matching Funds \$ \$14,958

= Total Cost of Project: \$ \$39,857.64

Enhancement Grant Application Page - 8 -

Additional Costs (List) Consultants/trainers \$0

Proposed Budget

Suggested List (not inclusive)

(A) Grant Dollars Requested Nil

(B) Matching Funds (Cash) Nil

(C) In-Kind Matching Support Nil

(D) Total \$0

Personnel Services (salaries, administration)

Project Administration costs (clerical, advertising, graphics, printing, postage)

Materials Nil

Equipment/Supplies Nil

Construction Costs Nil

Event Costs Nil

Transportation Costs Nil

Insurance Costs (if needed) Nil

Totals \$0

Enhancement Grant Application - Page - 9 -

To whom it may concern,

Music is a powerful entity that has had a profound impact on human life since the beginning of time. It is such a valuable "asset" for each and every person. I know in the education field it is well tooted that those who study music often perform better on standardized tests and/or perform in the top of their class. I do believe however, there is another area that music plays an important role.

Music has the ability to provide emotional therapy, bring self-confidence, and bring people together socially. I myself, a deaf music teacher, have been around music since I was 3 years old. It is without question that music has instilled confidence in me despite my hearing loss. Music has built a positive social network and a sense of belonging. I know music has helped mold me to be the person I am today and it is with great pleasure and joy that I get to share this passion on a daily basis to our young children, knowing the impact it will have on them.

I am always looking for ways to bring music to others and I believe it is important to be accessible to everyone regardless of their circumstances and life challenges. When I was approached by the nonprofit, Hannah Grace Family, to write something in support of their grant request to bring music to kids who may be in or out of foster care or just in difficult circumstances, I without hesitation would gladly support this cause and pray that they be considered for this amazing opportunity to provide to our children.

Please do not hesitate to reach out to me via email if you would like further information or have questions.

Blessings,

Andy Hordichok

Band instructor, North Clackamas Christian School

To whom it may concern,

Music can play an important role in the education of many of our students. I have been a 6th grade teacher at Gardiner Middle School for 8 years, and I have seen the impact that music has on some of my students. Music, like sports, can be a lynchpin that keeps a student interested and motivated in school. Opportunities to participate in music or band are becoming more difficult and expensive in our schools, so any opportunity to aid the students of our community will be welcomed.

Hannah Grace Families has plans to offer music lessons to underserved communities in Oregon City. Our community has sections of very poor families in our city. I have seen first hand students who could not afford to take band because of financial restraints. I know there is a need for music opportunities in our community, and I would promote any nonprofit that is working to help the youth of my city.

On a personal note, I have known the founders of Hannah Grace Families for over 25 years. I have seen their hearts and their dedication to the families they help. I have witnessed the successes of several families who have been working with Hannah Grace. Adding a music education program to their toolbox will only lead to more of that success.

Scott Eagles
6th Grade Math/Science
Gardiner Middle School

Sent from my iPad

CATEGORY	MUSIC PROJE				
	MONTH 1	MONTH 2	MONTH 3	MONTH 4	MONTH 5
KEYBOARDS	\$ 4,500.00				
GUITARS**	\$ 2,100.00				
TEACHERS#	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
TUTORING#	\$236	\$236	\$236	\$236	\$236
LEASE	\$303	\$303	\$303	\$303	\$303
JANITORIAL	\$471	\$471	\$471	\$471	\$471
ADMIN***	\$236	\$236	\$236	\$336	\$236
TOTAL	\$ 9,346.47	\$ 2,746.47	\$ 2,746.47	\$ 2,846.47	\$ 2,746.47

*18 keyboards @\$500

ORE CITY GR/

*** month 4, 8, and 12 show increased administrative costs for recitals\$100/each.

	HOURS/WK	\$/HR	WEEKS	TOTAL	\$/MONTH	
TUTORING	2		27.2	52	2828.8	235.73
LEASE	2		35	52	3640	303.33
JANITORIAL	2		27.2	52	2828.8	235.73
ADMIN***	2		27.2	52	2828.8	235.73
TEACHERS#	\$750/MONTH PER TEACHER					

ECT COSTS - FINAL

MONTH 6	MONTH 7	MONTH 8	MONTH 9	MONTH 10	MONTH 11	MONTH 12	TOTAL
							\$ 4,500.00
							\$ 2,100.00
\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$ 18,000.00
\$236	\$236	\$236	\$236	\$236	\$236	\$236	\$2,832
\$303	\$303	\$303	\$303	\$303	\$303	\$303	\$3,636
\$471	\$471	\$471	\$471	\$471	\$471	\$471	\$5,658
\$236	\$236	\$336	\$236	\$236	\$236	\$336	\$ 3,132
\$ 2,746.47	\$ 2,746.47	\$ 2,846.47	\$ 2,746.47	\$ 2,746.47	\$ 2,746.47	\$ 2,846.47	\$ 39,857.64

ANT***

\$ 24,900.00

(Includes keyboards, guitars, teachers and \$300 admin)

REQUIRED

ACTUAL

\$ 24,900.00

\$14,658

0.367749822

DONATED
DONATED
DONATED TOTAL
DONATED \$14,958

30%
| 37.53% |

OC Christian Church application

OC Christian Church construction documents

Item #4.

Rec'd. 5/28
12:30 pm

Item #4.

OREGON CITY Christian

May 28, 2021

Community Enhancement Grant Program Committee
City of Oregon City
Attn: Ann Griffin
625 Center Street
Oregon City, OR 97045

Dear Committee Members:

Attached please find our application for the Enhancement Grant Program, including a preliminary budget for our project and preliminary architectural drawings.

We have previously submitted our permit application, including all requirements, with Oregon City Building and Planning Departments, and are currently awaiting our building permits.

Our funding is from a capital campaign within the church body, with remaining funding coming from Columbia Bank. Liability insurance during the course of construction will be through Liberty Mutual Insurance Company.

Thank you for the opportunity to apply and be engaged with our city. We are excited to be embarking on our building project and seeing what the future holds for us within our community.

Sincerely,



Amy Hughes
Director of Operations



**OREGON
CITY**



Metro

Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Enhancement of Grounds with Construction of New Building

Organization Oregon City Christian Church

Is this a Non-Profit Organization? Yes X No

Non-Profit Federal tax-exempt ID Number 93-6000047

Address 1179 South End Road

City, State, Zip Oregon City, Oregon 97045

Project Coordinator Amy Hughes Phone 503-656-5585

Email amy@occchurch.org

Chairperson of Governing Board (If Applicable) Don Ramsey, Chairman of the Elders

Phone 503-201-1146

Signature 

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	\$	\$ 50,000
+ Matching Funds (Cash):	\$	\$ 163,610
+ In-Kind Matching Funds (See question #15):	\$	\$ 24,480
= Total Cost of Project:	\$	\$ 238,090

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes No

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes No

If yes, please describe the projects/programs for which you received funding.

N/A

3. If you received an Enhancement Grant last year, what is the status of the project?

N/A

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes No

If yes, please explain.

N/A

5. Briefly describe the project for which you are requesting funds.

Oregon City Christian Church (OCC) is building a 14,600 square foot recreation building, with construction beginning in July of 2021. It will include a small meeting and event space, two large classrooms, and a gym for public use.

Any funds received would help with the exterior improvements around the recreation building and new parking area. This includes all beautification and landscaping materials, plants, shrubs, and labor.

6. Describe why this project was selected and the community need(s) to which it will respond.

The project was undertaken to allow for more classroom space and youth programs. The addition of the gym in particular, will allow for a number of events and athletic programs, both for church use and community use.

We have always spent a great deal of effort to keep our grounds looking attractive and inviting to our community. This will remain of high priority to us as we add the new building.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

1. Result in significant improvement in the cleanliness of the City.
2. Increase reuse and recycling efforts or provide a reduction in solid waste.
3. Increase the attractiveness or market value of residential, commercial or industrial areas.
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
6. Preserve or increase recreational areas and programs within the City.
7. Improve safety within the City.
8. Increase employment or economic opportunities for City residents.*
9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.*
10. Enhance art and culture within the City.

7b. List by item number from 7a and describe how the project meets each goal.

#'s 3 and 4: Adding and maintaining new exterior improvements around the new building and parking area will upgrade the attractiveness of our property while also increasing its real estate value. This will benefit us as a nonprofit, and more importantly, as a community.

8. Project Period: 12 months
(Number of months in duration)
Beginning Date: June 2021
Ending Date: June 2022

9. What is the geographic area of Oregon City where the project will take place?

Oregon City Christian Church and its property are located in the South End neighborhood on 9 acres of what was previously an undeveloped field.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

Because of our location, our property is used by many for running dogs, skateboarding, parents teaching their kids to drive, and lots of other outdoor enjoyment.

The estimated number of people affected is unpredictable, however, we hope to have a positive influence on people throughout our community. Having safe, attractive grounds that welcome others to the property for personal use and events is important in keeping our city beautiful while building stronger bonds with individuals as well as businesses, school, and other non-profit services.

11. What community resources will be used as support for this project (i.e. community, city-owned property, city departments, transportation services, or other civic groups)?

None

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

The current church building was built in 2008/2009 on the same property. Over the last 12 years, the grounds have been continually maintained and enhanced to add or improve outdoor areas, particularly those commonly used by the public.

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

May 16, 2021 Commemorative Groundbreaking
July 1, 2021 Construction Begins
February 1, 2022 Parking Lot Clean Up and Finish Work
March 1, 2022 Landscaping Process Begins

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

Once the building is complete, we will be able to clearly see the physical improvements to our property - specifically the building, new parking lot area, a complete resealing of the existing parking lot, and inclusion of new landscaping as per architect's drawings.

Improvements and beautification of the property can be tracked through landscaping and building plans from the architect, as well as photos and visual assessment once complete.

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Property clean up from construction	Volunteer Hours	\$ 11,750.40
Landscaping & exterior improvement finalization	Volunteer Hours	\$ 9,139.20

16. List all grants applied for in support of this project and commitments confirmed to date.

None

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 0 %

18. Will the administrator be a paid position? Yes X No

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

*****These figures will be transferred to the table on the first page of this application.*

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)				
Project Administration costs (clerical, advertising, graphics, printing, postage)				
Materials				
Equipment/Supplies				
Construction Costs				
Event Costs				
Transportation Costs				
Insurance Costs (if needed)				
Additional Costs (List)				
Consultants/trainers				
Landscaping & Exterior Improvements	\$ 50,000	\$ 167,200	\$ 20,890	\$ 238,090
Totals	\$ 50,000	\$ 167,200	\$ 20,890	\$ 238,090



F&F STRUCTURES, INC.

ROUGH ORDER OF MAGNITUDE CONSTRUCTION
THIS ESTIMATE IS NOT A BID OR PROPOSAL TO PERFORM

ADDRESS

1300 John Adams Street, Suite 104
Oregon City, Oregon 97045

PHONE

503.969.3640

EMAIL

johnm@springmgt.com

OREGON CONTRACTOR'S LIC #

38613

CONSTRUCTION ESTIMATE IS CONFIDENTIAL INFORMATION

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Rough Order of Magnitude Estimate (Construction Hard Costs)

OREGON CITY CHRISTIAN CHURCH (RECREATION BUILDING)

1179 SOUTH END ROAD

OREGON CITY, OREGON 97045

PROJECT DATA:

BUILDING SQUARE FOOTAGE

Main Level (SF) 14608

PARKING STALLS

New Parking Stalls (#) 93

SITE AREA

Site Area (ACRES) 8.55

LEGEND:

Included on a per item basis	ea
Included by Lump Sum	inc
Included by Square Foot	sf
Included by Lineal Foot	lf
Included by Cubic Yard	cy
Included by Week	wk
Included by Month	mo
Not Included	nic
By Owner	bo
By Design Team (Architect, Engineers, Designers)	dt
Not Required	nr

Amount shall be adjusted to final amount of cost **Allowance**

CONSTRUCTION ESTIMATE BASED ON:

Architectural Drawings Dated 01/03/2020

Shoring and Underpinning		\$0	\$0.00
Shore Existing Walls	nic		
Underpin existing footings/ Slab	nic		

Pilings and Piers		\$0	\$0.00
Drilled Piers & Earth Anchors	nic		
Pilings	nic		

DIVISION 32 - EXTERIOR IMPROVEMENTS **\$238 090**

Asphalt Paving and Surfacing		\$142 706	\$3.91
Asphalt Paving - 3" over 8" base rock	sf		
Asphalt Repair / Seal Coating	nic		
Asphalt Patching / Trench Cutting / Trench Repair	nic		

Concrete Paving and Surfacing		\$35 248	\$0.97
Entry - Driveway Apron	nic		
24" Raised Planter - 14" Wide	ls-a		
Entry & Walkway w Turndown Curb -	sf		
Concrete Paving	nic		

Concrete Curbing		\$5 056	\$0.14
Extruded Concrete Curbing & Sawcut Existing	lf		
Precast Concrete Bumpers	ea		
Cast Curbing	lf		

Pavement Marking		\$4 520	\$0.12
Parking stall stripe	ea		
HC Logo/ Aisles	ea		
Pavement Traffic Arrows	ea		
HC Parking Signage	ea		
Truck stall stripe	nic		

Site Fencing and Gates		\$0	\$0.00
5' Chain Link Fencing (meet min. screening standard) - Site	nic		
Gates - 16' Cantilever / Bottom Track / Card/Key Control w Exit Loop	nic		
Gate Operators	nic		
Metal Frame/Metal Face- Trash Encl Gate	nic		
Metal Frame/ Metal Facing- Compressor Gate	nic		
Demo/ Reinstall Trash Enclosure	nic		

Partial Height Walls -		\$0	\$0.00
Block Walls / Footings	nic		

Site Furnishings-Bike Racks/ Site Signage		\$2 260	\$0.06
Bike Racks	ea		
Site Signage- HC sign/post	ea		
Site Signage- Directional signs/post	ea		
Site Signage-Monument & Building Signage	nic		

Landscaping and Irrigation		\$48 300	\$1.32
Landscaping Per Code / Auto Irrig - 14 Zones	sf		
Mulch Bark & Topsoil - Import / Place	cy		

DIVISION 33 - UTILITIES **\$72 220**

Site Water Distribution		\$14 500	\$0.40
--------------------------------	--	----------	--------

Domestic Water-Piping	If		
Fire Sprinkler Water- Vault/Valves	If		
Fire Sprinkler Water- Piping	inc		
Fire Hydrant Water- Piping- On site	inc		
Fire Hydrants -	ea		
Site Sanitary Sewer		\$6 300	\$0.17
Sanitary Sewer-Piping- Building	If		
Site Storm Drainage		\$39 600	\$1.08
Storm Sewer - Piping / Trenching / Backfill	If		
Storm Sewer - Catch Basins/Manhole/Vault/Oil/Water Separator	ea		
Storm Sewer - Pumping	nic		
Storm Sewer - Detention System	ls		
Site Gas Piping		\$4 250	\$0.12
Natural Gas Piping - By Gas Co.	Inc		
Natural Gas Sleeving	If		
Oil Tanks	nic		
Special Fuel - Propane Tanks & Distribution	nic		
Site Electrical Utilities-		\$7 570	\$0.21
Elect Service - Vault / Pad / Distribution	nic		
Elect Service - Conduit	If		
Elect-Site Lighting Conduit / Power Dist. -	If		
Spec - Gate operators	inc		
Power Lines - Relocation, Burial, Increase Line/Transmission Height	nic		
Cable / Phone / Satellite Service Wiring - By Service Provider	nic		
Low Voltage - PVC Conduit - Typically 6"	If		

SUBTOTAL		\$2 327 185	\$63.73	\$2 327 185
Contractor's Fee, General Liability Insurance & Overhead	x	\$279 262	\$7.65	\$279 262
Bond	nic	0	\$0.00	0
SUBTOTAL		\$2 606 448	\$71.38	\$2 606 448
Contingency	x	\$0		\$0
TOTAL - CONSTRUCTION COST - ESTIMATE		\$2 606 448	\$178.43	\$2 606 448

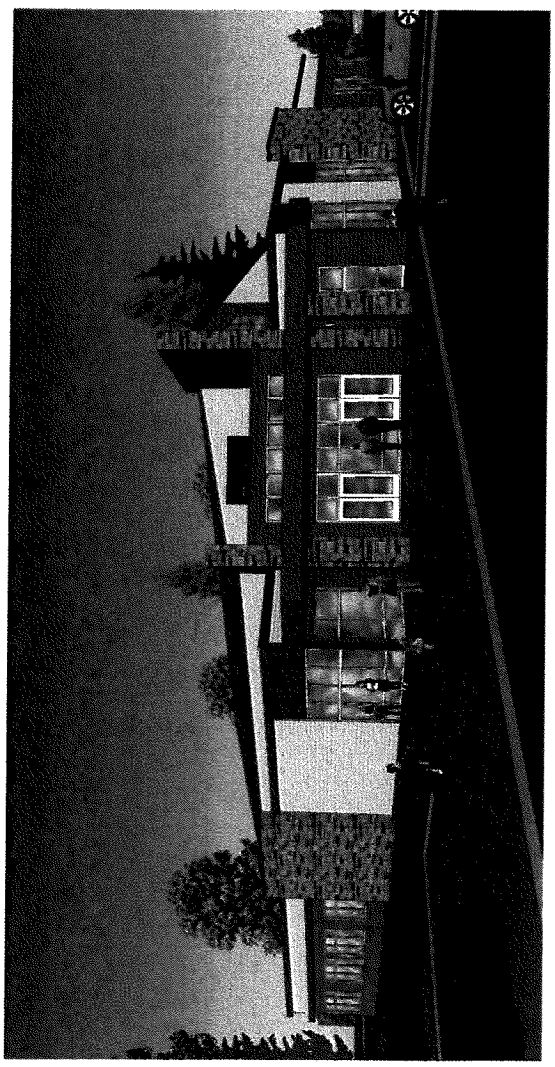


1307 Sawwath Street
 Oregon City, OR 97045
 www.iselinarchitects.com

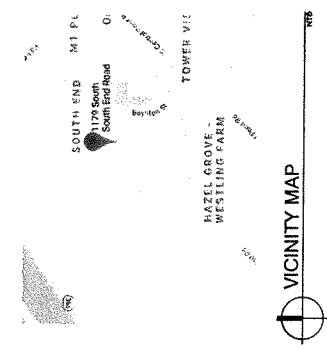
PRELIMINARY
 CONSULTATION
 NOT FOR

DRAWING INDEX

- COVER SHEET & GENERAL NOTES
- A1.0 SITE PLAN
- A1.1 FIRE & LIFE SAFETY PLAN
- A1.2 FLOOR PLAN & KEYNOTES
- A1.3 ENLARGED FLOOR PLANS & SCHEDULES
- A1.4 ROOF PLAN
- A1.5 REFLECTED CEILING PLAN
- A1.6 ELECTRICAL & LIGHTING PLAN
- A1.7 ELEVATIONS
- A2.1 ELEVATIONS
- A2.2 SECTIONS
- A3.1 INTERIOR ELEVATIONS
- A3.2 ARCHITECTURAL DETAILS
- A4.1 ARCHITECTURAL DETAILS
- A4.2 ARCHITECTURAL DETAILS
- A5.1 ARCHITECTURAL DETAILS
- A5.2 ARCHITECTURAL DETAILS
- A5.3 ARCHITECTURAL DETAILS
- A5.4 ARCHITECTURAL DETAILS
- A6.1 SPECIFICATIONS
- A6.2 SPECIFICATIONS
- A6.3 SPECIFICATIONS
- S0.1 STRUCTURAL NOTES
- S1.1 FOUNDATION PLAN
- S1.2 CEILING FRAMING PLAN
- S1.3 ROOF FRAMING PLAN
- S1.4 STRUCTURAL DETAILS
- S2.1 STRUCTURAL DETAILS
- S2.2 EXISTING CONDITIONS PLAN
- C1.0 GRADING CONTROL PLAN
- C2.0 UTILITY PLAN
- C3.0 CIVIL DETAILS
- C4.0 CIVIL DETAILS
- C4.1 EROSION CONTROL COVER SHEET
- ESC1.0 EROSION/SEDIMENT CONTROL PLAN
- ESC2.0 PAVING/FINAL STABILIZATION PLAN
- ESC3.0 EROSION CONTROL DETAILS
- L1.1 LANDSCAPE PLAN
- L1.2 LANDSCAPE PLAN
- L1.3 IRRIGATION PLAN
- L1.4 IRRIGATION PLAN



**OREGON CITY CHRISTIAN CHURCH
 RECREATION BUILDING**



PROJECT INFORMATION

PROJECT DESCRIPTION	NEW COMMUNITY RECREATION BUILDING (GYMNASIUM FOR OREGON CITY CHRISTIAN CHURCH)
PROPERTY LOCATION	179 SOUTH
ADDRESS	1179 SOUTH-END ROAD OREGON CITY, OR 97045
COUNTY	CLACKAMAS
ELEVATION	4-10
SITE AREA	4.4
CONSTRUCTION TYPE	4.4
BUILDING SQUARE FOOTAGE	14,699 S.F.
PARKING	100 SPACES
EXISTING RELIGIOUS USE	0.25-0.5 SPACES/ SEAT 4, 289 = 75,145 SPACES
NEW MEETING CLASSROOMS	0.25-0.5 SPACES/ SEAT 4, 338 = 85,170 SPACES
TOTAL REQUIRED	100 SPACES/ SEAT 4, 338 = 85,170 SPACES
EXISTING	100 SPACES
NEW	00 SPACES
TOTAL PROPOSED	100 SPACES
LANDSCAPING	11,400 S.F.
EXISTING PARKING LOT LANDSCAPING (10%)	5,000 S.F.
PROPOSED PARKING LOT LANDSCAPING (19%)	5,000 S.F.
SITE LANDSCAPING REQUIRED (15%)	5,000 S.F.
SITE LANDSCAPING PROPOSED (54%)	200,954 S.F.

RECREATION BUILDING FOR
OREGON CITY CHRISTIAN CHURCH
 1179 SOUTH END ROAD
 OREGON CITY, OR 97045

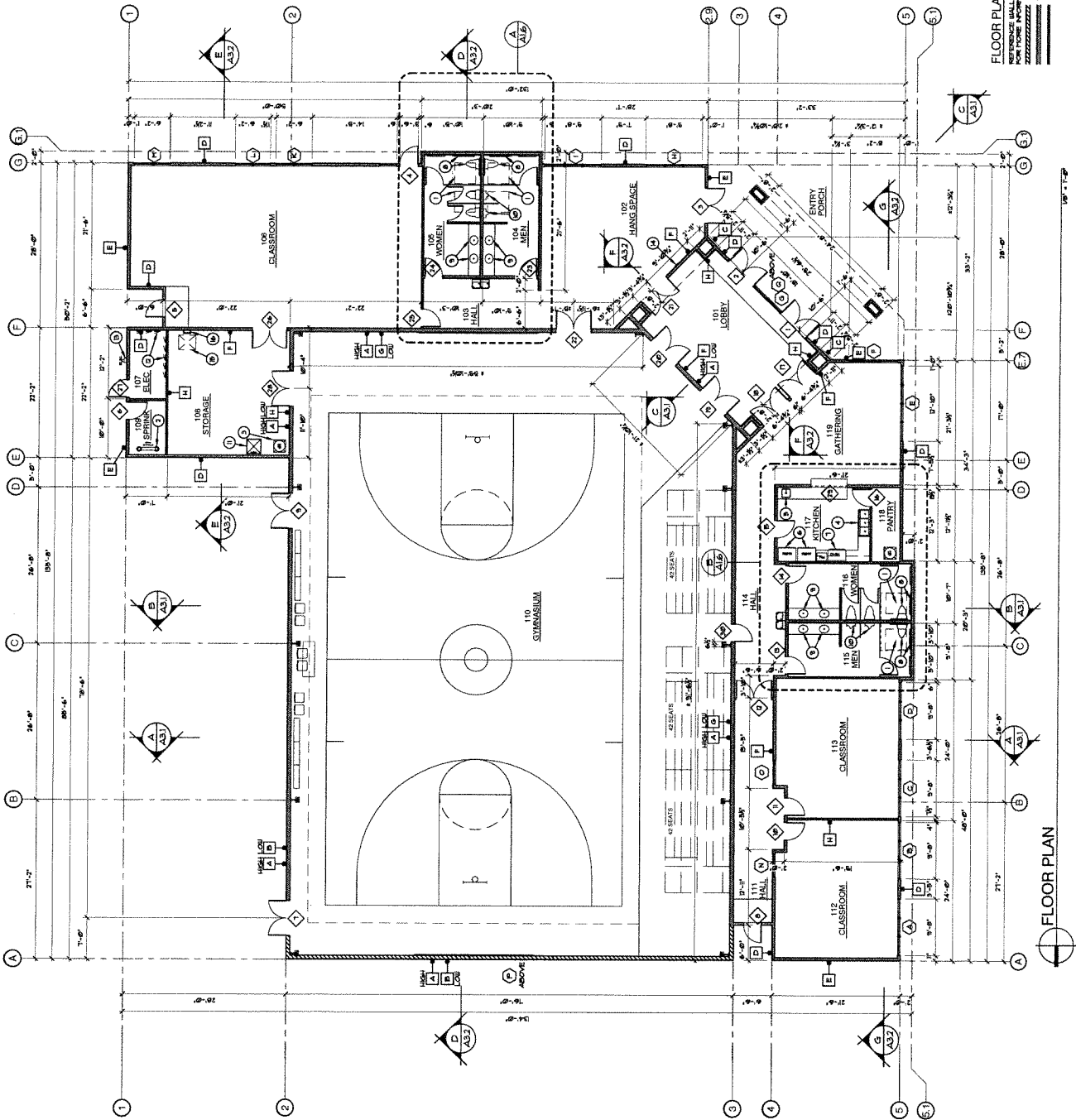
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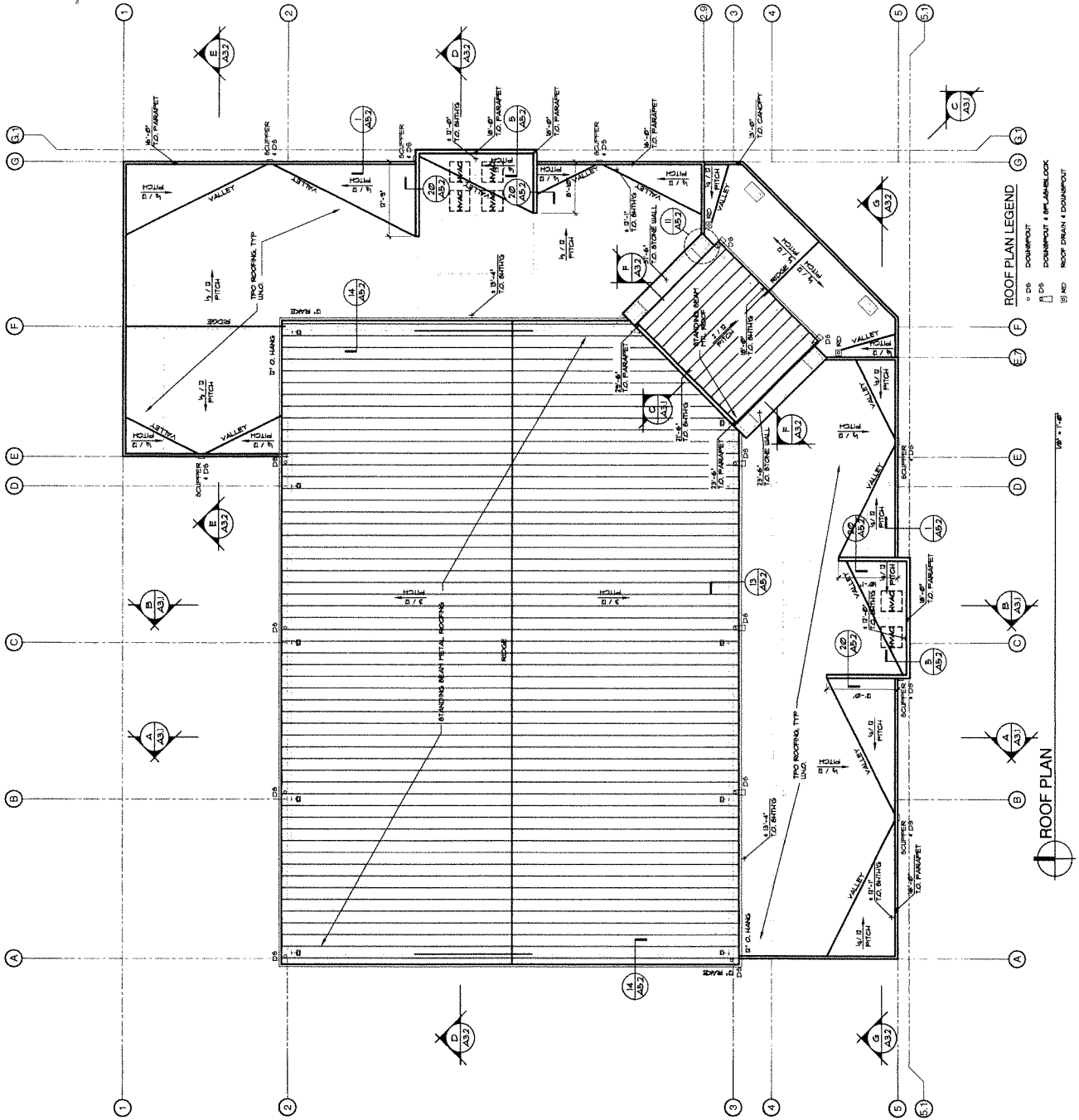
COVER SHEET

Item #4.

FLOOR PLAN LEGEND
 DASHED WALL WITH PERIODS FOR MORE INFORMATION
 DOTTED WALL WITH PERIODS FOR MORE INFORMATION
 PTL BUILDING WALL ABOVE END WALL
 END WALL

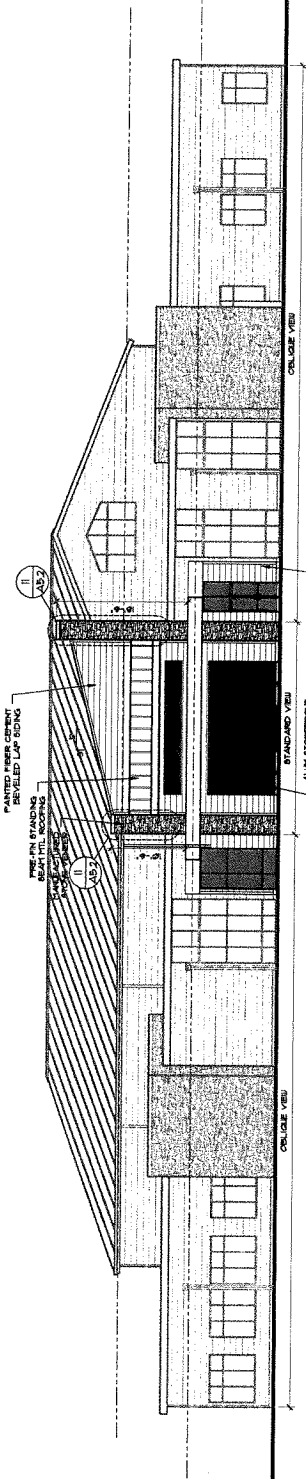


FLOOR PLAN

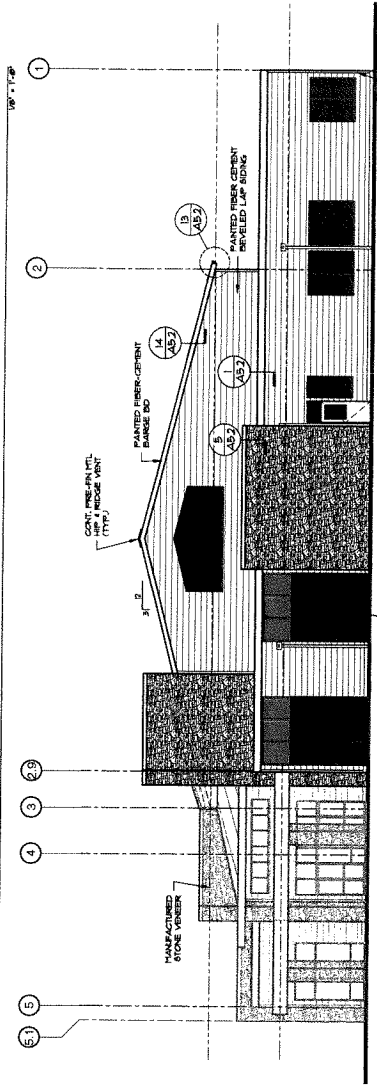


ROOF PLAN LEGEND
 ○ DS DOWNPOUT
 □ DS DOWNPOUT & SPLASHBLOCK
 ○ RD ROOF DRAIN & DOWNPOUT

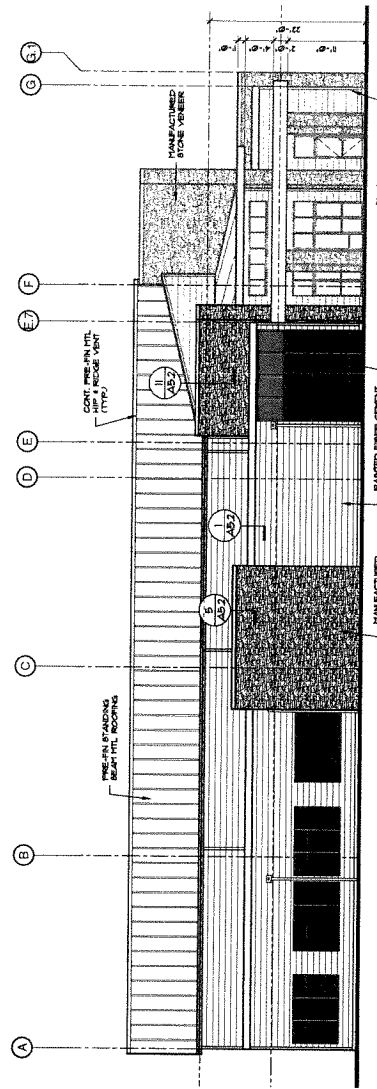




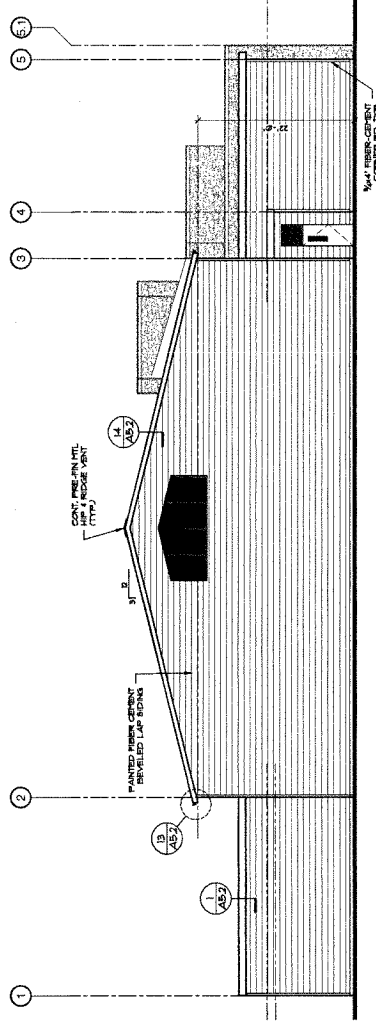
SOUTHWEST ELEVATION



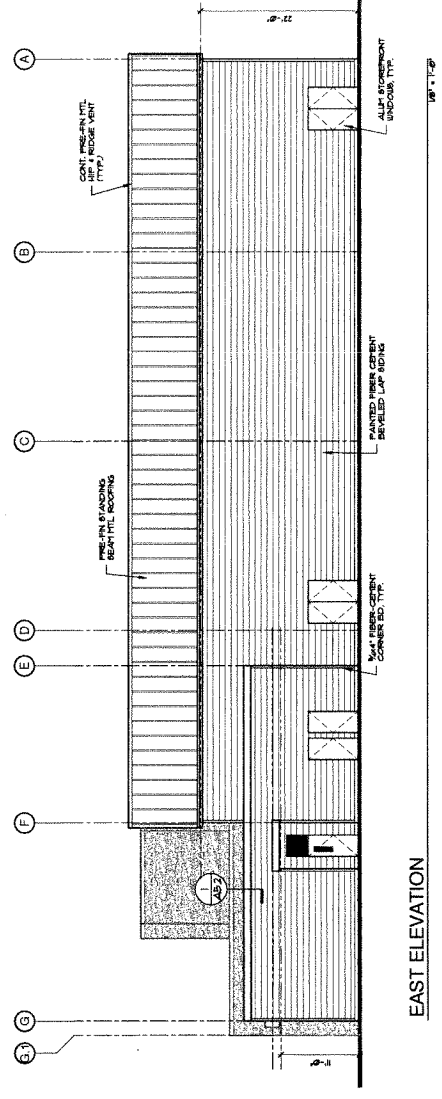
SOUTH ELEVATION



WEST ELEVATION

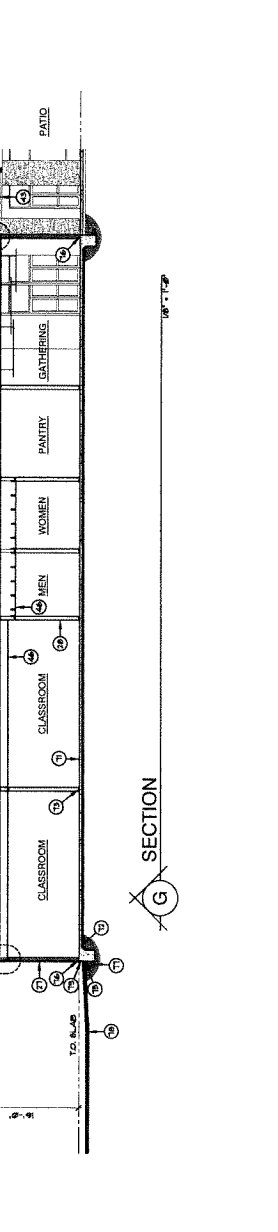
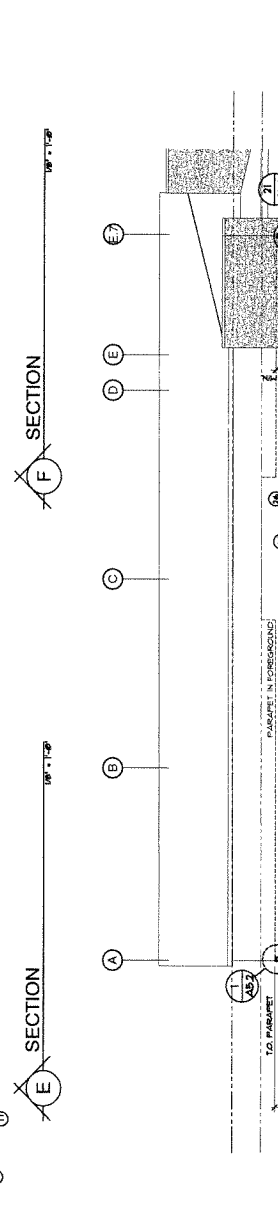
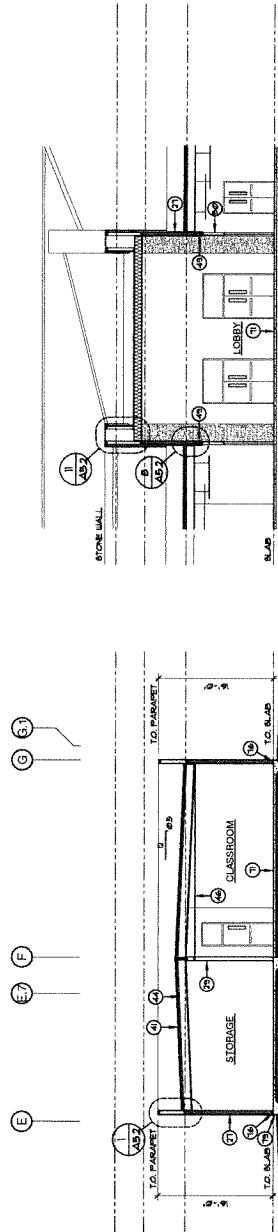
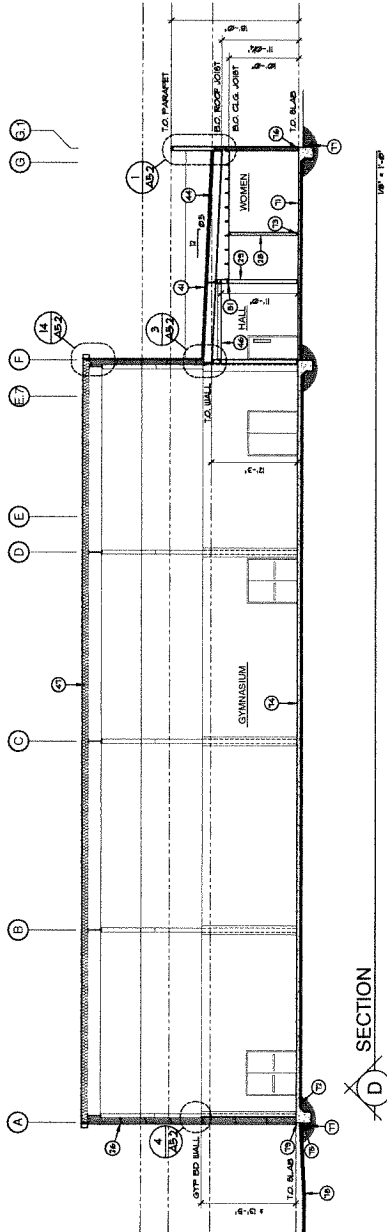


NORTH ELEVATION



EAST ELEVATION

- SECTION KEYNOTES**
76. METAL BUILDING BRACE GIRTS, PANS AND TRAPPING AS REQUIRED TO SUPPORT OPENINGS. OFFICERS, EXTERIOR WALLS AND ROOFING SHALL BE INSTALLED TO PROTECT EXTERIOR WALLS FROM TO PREVENT SUBSTITUTION OR MISAPPLICATION.
 77. TYPICAL WOOD FRAMED EXTERIOR WALL ASSEMBLY. SPACING PER ELEVATION OVER UNFINISHED BEATER ON 24" PILING AT 16" O.C. WITH R-7 BATT INSULATION AND 1/2" GYP BOARD FINISH AT INTERIOR.
 78. TYPICAL INTERIOR BEARING WALL ASSEMBLY. 2x6 STUDS @ 16" O.C. WITH UNFINISHED BEATER AS REQUIRED FOR POSITIVE DRAINAGE. 1" THICK ACTIVES 36" YEAR WARRANTY.
 79. TYPICAL INTERIOR BEARING WALL ASSEMBLY. 2x6 STUDS @ 16" O.C. WITH UNFINISHED BEATER AS REQUIRED FOR POSITIVE DRAINAGE. 1" THICK ACTIVES 36" YEAR WARRANTY.
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AAI ENGINEERING
 5025 SW 23RD AVE | SUITE 200 | BEAVERTON, OR 97005
 503.620.0320 | 503.629.5539 | FAX 503.629.5539 | WWW.AAI-ENG.COM

OREGON CITY CHRISTIAN CHURCH
 1179 SOUTH END RD.
 OREGON CITY, OREGON

CLEARING, EROSION AND SEDIMENT CONTROL PLAN
 DATE: 07/09/19
 DRAWN: DAR
 CHECKED: NMS
 REVISIONS:

THIS DOCUMENT IS THE PROPERTY OF AAI ENGINEERING. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.

ESC2.0

JOB NUMBER: 18250210

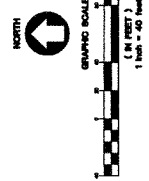
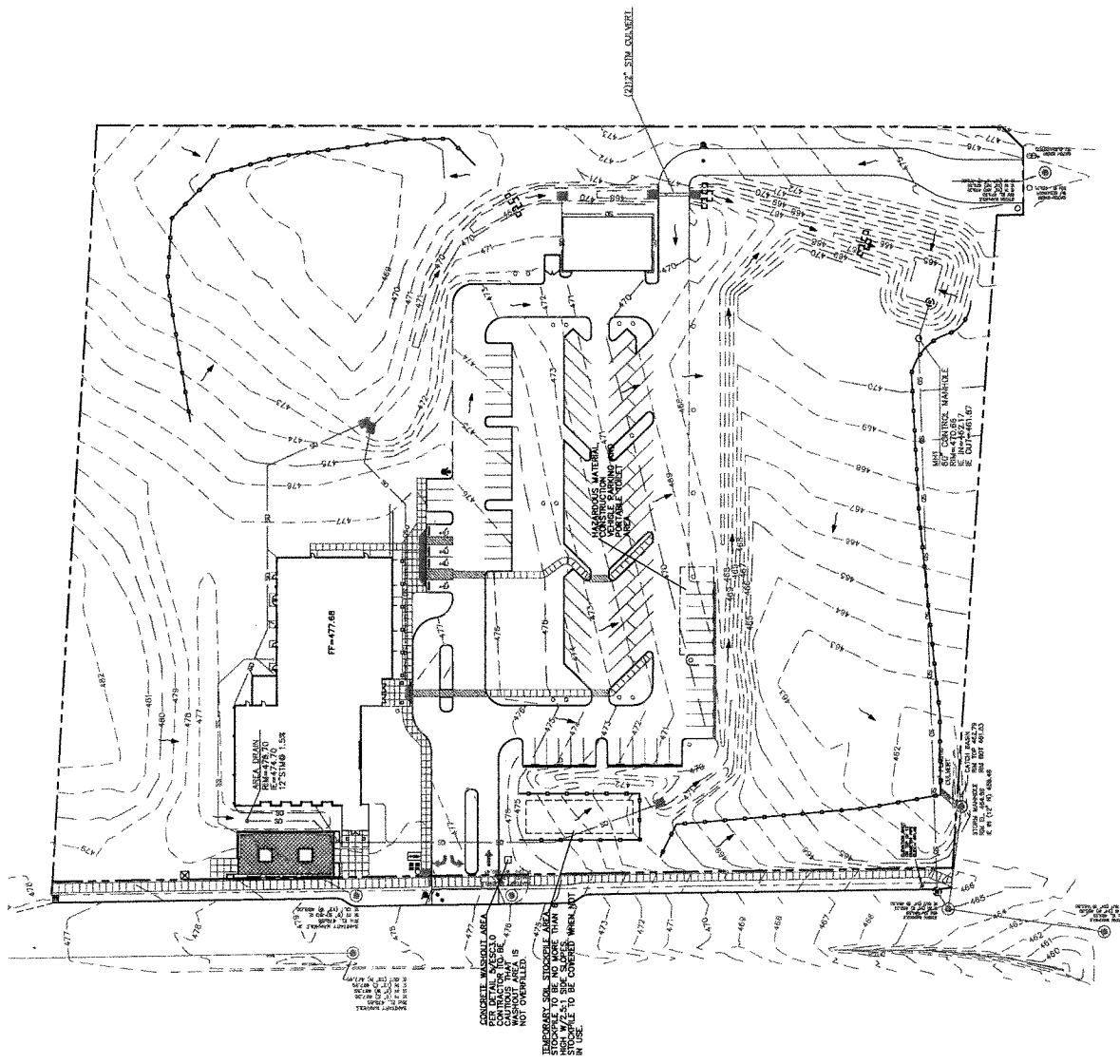
Item #4.

PRE-CONSTRUCTION CLEARING, AND DEMOLITION NOTES:

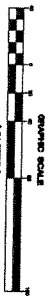
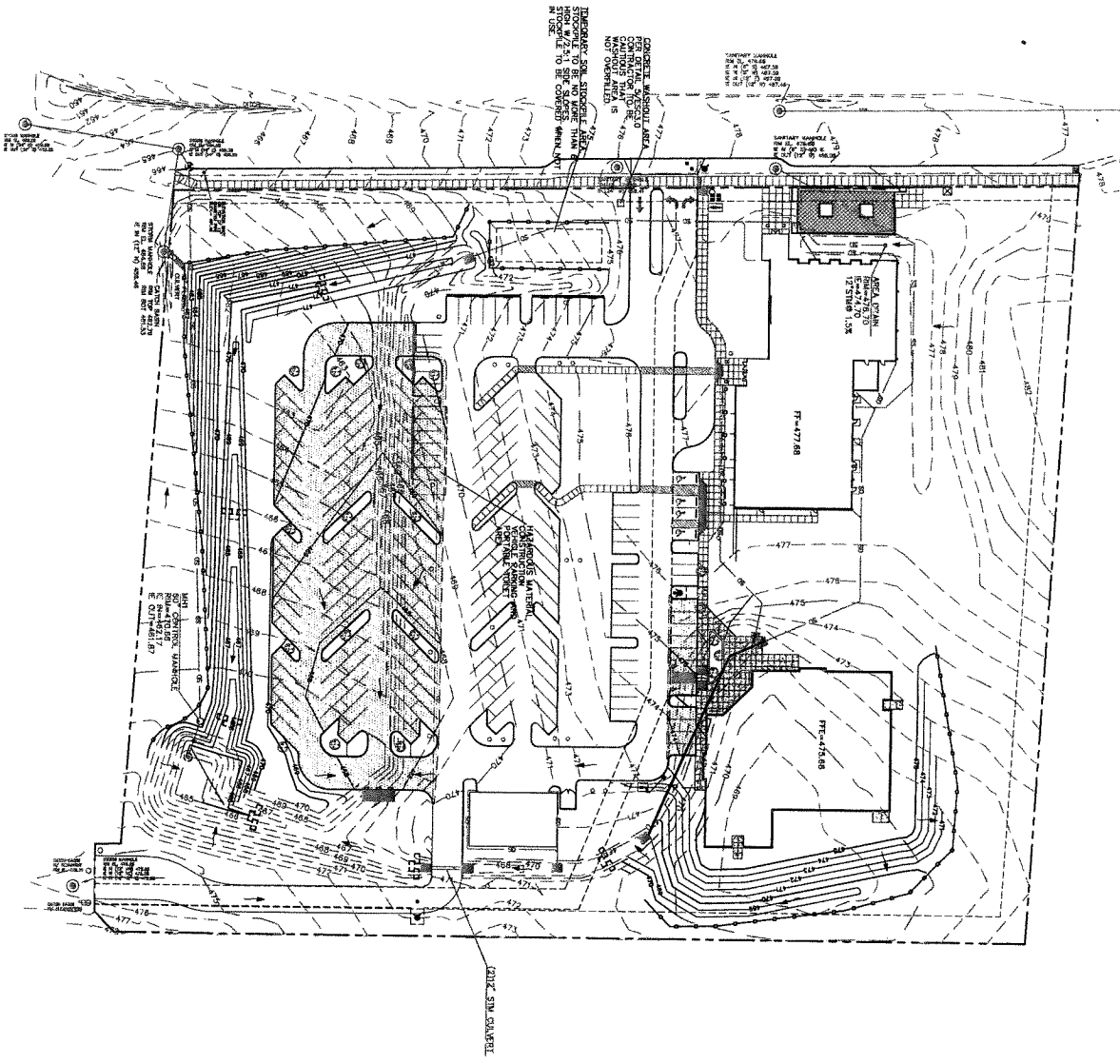
- ALL BASC ESC MEASURES (INLET PROTECTION, EROSION CONTROL, SEDIMENT CONTROL, AND SLOPE PROTECTION) MUST BE IN PLACE, FUNCTIONAL, AND APPROVED IN AN INITIAL MEETING WITH THE LOCAL AGENCY PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITIES.
- SEDIMENT BARRIERS APPROVED FOR USE INCLUDE SEDIMENT BENCE, BENSER, CONSTRUCTION BENCE, OR OTHER APPROVED EQUIVALENTS. STRAW MATTERS, OR OTHER APPROVED MATERIALS.
- SENSITIVE RESOURCES INCLUDING, BUT NOT LIMITED TO, TREES, WETLANDS, AND REPAIR PROTECTION AREAS SHALL BE IDENTIFIED AND PROTECTED PRIOR TO CONSTRUCTION OR CHAIN LINK FENCING IN A MANNER THAT IS CLEARLY VISIBLE TO ALL PERSONNEL AND THE PUBLIC. NO ACTIVITIES ARE PERMITTED TO OCCUR BEHIND THE PROTECTION BARRIER.
- CONSTRUCTION ENTRANCES SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED FOR THE DURATION OF THE PROJECT. ALL DRIVEWAYS AND VEHICLES INCLUDING, BUT NOT LIMITED TO, TRUCKS, TRAILERS, AND VEHICLES SHALL BE REQUIRED TO WASH THAT ALL PAVED AREAS ARE KEPT CLEAR FOR THE DURATION OF THE PROJECT.
- CONTRACTOR TO INSTALL AND MAINTAIN INLET AND CURB INLET PROTECTION IN ROADWAY SOUTH OF PROJECT AS NEEDED FOR THE DURATION OF THE PROJECT.

LEGENDS

- EXISTING CONTOUR MINOR
- EXISTING CONTOUR MAJOR
- SEDIMENT FENCE PER DETAIL 1/ESC2.0
- FLOW ARROW
- INLET PROTECTION PER DETAIL 4/ESC2.0
- STRAW BALE PER DETAIL 2/ESC2.0



10/21/2019 - 1200C SUBMITTAL



- PRE-CONSTRUCTION CLEANING AND DEMOLITION NOTES:**
1. ALL BASE EMBLEMERS, UNLIT PROTECTION, EMBLEMERS, SIGNAGE, CONCRETE, GRASS, DISTRIBUTION, AND IRRIGATION SYSTEMS MUST BE IN PLACE, FUNCTIONAL, AND APPROVED IN ALL RESPECTS PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITIES.
 2. SIGNAGE AND EMBLEMERS APPROVED FOR USE INCLUDE SIGNAGE, EMBLEMERS, CONSTRUCTION BARRIERS, AND SIGNAGE. SIGNAGE SHALL BE PLACED IN ACCORDANCE WITH THE CITY OF OREGON CITY, OREGON, SIGNAGE REGULATIONS.
 3. SENSITIVE RESOURCES INCLUDING, BUT NOT LIMITED TO, TREES, WETLANDS, AND PERMANENT OPEN SPACE SHALL BE PROTECTED WITH CONSTRUCTION BARRIERS OR SIGNAGE. SIGNAGE SHALL BE PLACED IN ACCORDANCE WITH THE CITY OF OREGON CITY, OREGON, SIGNAGE REGULATIONS.
 4. CONSTRUCTION BARRIERS SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED THROUGHOUT THE PROJECT. BARRIERS SHALL BE MAINTAINED THROUGHOUT THE PROJECT AND SHALL BE REMOVED PRIOR TO THE END OF THE PROJECT.
 5. SIGNAGE SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED THROUGHOUT THE PROJECT. SIGNAGE SHALL BE REMOVED PRIOR TO THE END OF THE PROJECT.
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- GRADING & UTILITY EROSION & SEDIMENT CONTROL NOTES:**
1. EROSION CONTROL MEASURES SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED THROUGHOUT THE PROJECT.
 2. EROSION CONTROL MEASURES SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED THROUGHOUT THE PROJECT.
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LEGEND

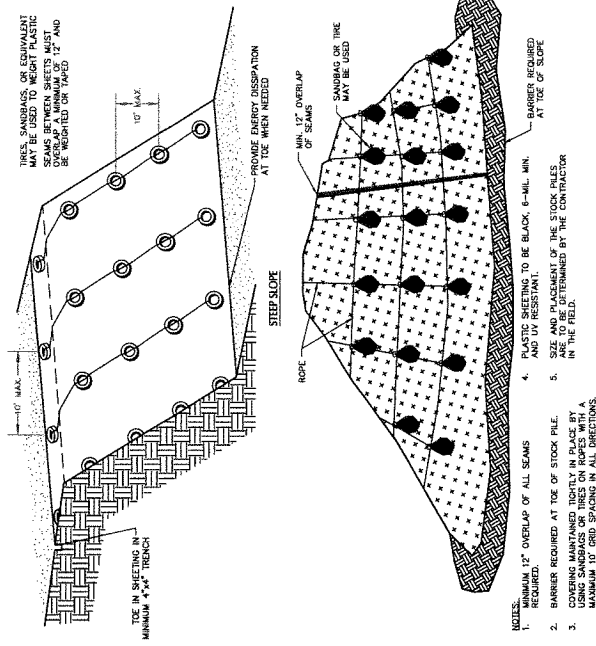
- EXISTING CONTOUR NUMBER
- EXISTING CONTOUR MAJOR
- SEDIMENT FENCE PER DETAIL 2/25/20
- FLOW ARROW
- PROPOSED CEMENT CONCRETE
- PROPOSED CONCRETE
- HAZARD PROTECTION PER DETAIL 4/25/20
- STRAW BALES PER DETAIL 2/25/20

UTILITY, PAVING AND FINAL STABILIZATION PLAN

DATE: 07/20/19
 DRAWN: LMS
 CHECKED: LMS
 REVISIONS:

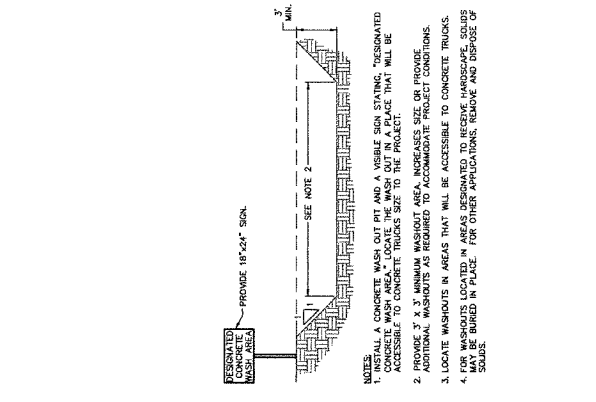
OREGON CITY CHRISTIAN CHURCH
 1179 SOUTH END RD.
 OREGON CITY, OREGON

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 4575 SW Griffin Drive | Suite 300 | Beaverton, OR | 97005
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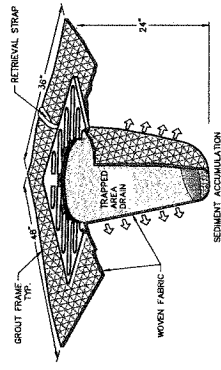
3 PLASTIC SHEETING
 SCALE: NTS

- NOTES:
1. MINIMUM 12" OVERLAP OF ALL SEAMS REQUIRED.
 2. BARRIER REQUIRED AT TOE OF STOCK PILE.
 3. COVERING MAINTAINED TIGHTLY IN PLACE BY A MAXIMUM 10' GRID SPACING IN ALL DIRECTIONS.
 4. PLASTIC SHEETS TO BE BLACK, 6-MIL. MIN. SIZE AND PLACEMENT OF THE STOCK PILES ARE TO BE DETERMINED BY THE CONTRACTOR IN THE FIELD.
 5. COVERING MAINTAINED TIGHTLY IN PLACE BY A MAXIMUM 10' GRID SPACING IN ALL DIRECTIONS.



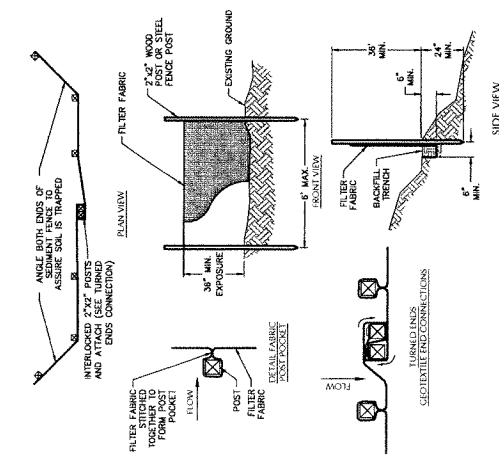
5 CONCRETE WASHOUT
 SCALE: NTS

- NOTES:
1. INSTALL A CONCRETE WASH OUT PIT AND A VISIBLE SIGN STATING "DESIGNATED CONCRETE WASH AREA". LOCATE THE WASH OUT IN A PLACE THAT WILL BE ACCESSIBLE TO CONCRETE TRUCKS DUE TO THE PROJECT.
 2. ADDITIONAL WASHOUTS MAY BE REQUIRED TO ACCOMMODATE PROJECT CONDITIONS.
 3. LOCATE WASHOUTS IN AREAS THAT WILL BE ACCESSIBLE TO CONCRETE TRUCKS.
 4. FOR WASHOUTS LOCATED IN AREAS ASSOCIATED TO RESIDE, LANDSCAPE, SOILS MAY BE BURIED IN PLACE. FOR OTHER APPLICATIONS, REMOVE AND DISPOSE OF SOLIDS.



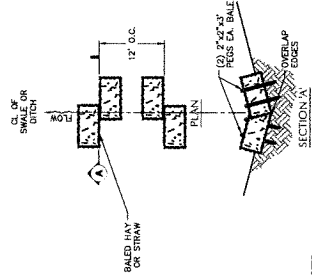
4 INLET SEDIMENT PROTECTION
 SCALE: NTS

- INSTALLATION NOTES:
1. CLEAN AND PREPARE GRATE.
 2. CLEAN DIRT AND DEBRIS FROM GRATE LEJDE.
 3. PLACE WOVEN FABRIC INSERT FILTER SACK/FILTER FABRIC U-SHAPED.
 4. REPLACE GRATE AT THE SAME TIME FINCH INSERT FABRIC BETWEEN GRATE AND FRAME. EXCESS FABRIC OFF AND LEAVE THREE TO FIVE INCHES OF FABRIC AROUND OUTSIDE SIDE OF GRATE IF INSERT IS REUSABLE.
- MAINTENANCE NOTES:
1. DETERMINE SEDIMENT ACCUMULATION BY PROBING WITH YARDSTOCK TO MEASURE DEPTH.
 2. RECOMMENDED: EMPTY AND REINSTALL WHEN UNIT IS APPROXIMATELY HALF FULL.
 3. RECOMMENDED: REGULARLY INSPECT INSERTS/BARRIERS/SOLES AND LOG OBSERVATIONS AS A BEST MANAGEMENT PRACTICE.



1 SEDIMENT FENCE
 SCALE: NTS

- NOTES:
1. THE FILTER FABRIC SHALL BE (3/8" MIN. MIN.) PURCHASED IN A CONTINUOUS LENGTH. JOINTS ARE NECESSARY. FILTER CLOTH SHALL BE SPUN TOGETHER ONLY AT A SUPPORT POST, WITH A MINIMUM 6-INCH OVERLAP, AND BOTH ENDS SECURELY TO THE POST, OR OVERLAP 2-4" POSTS AND ATTACH AS SHOWN ON DETAIL SHEET.
 2. THE FILTER FABRIC FENCE SHALL BE INSTALLED TO FOLLOW THE CONTOURS OF THE DISTURBED AREA. POSTS SHALL BE SPACED A MAXIMUM OF 8-FEET APART. THE FENCE SHALL HAVE A MINIMUM VERTICAL CLEARANCE OF 6-INCHES.
 3. THE FILTER FABRIC SHALL HAVE A MINIMUM VERTICAL CLEARANCE OF 6-INCHES. EXCAVATED MATERIAL FROM FILTER FABRIC INSTALLATION SHALL BE BACKFILLED AND COMPACTED, ALONG THE ENTIRE DISTURBED AREA.
 4. STANDARD OR HEAVY DUTY FILTER FABRIC SHALL HAVE MANUFACTURED BITCHED EDGES. THE BITCHES SHALL BE INSTALLED ON THE DOWN-SLOPE SIDE OF THE SLOPED AREA.
 5. FILTER FABRIC FENCES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR USEFUL PURPOSE, BUT NOT BEFORE THE UP-SLOPE AREA HAS BEEN PERMANENTLY PROTECTED AND STABILIZED.
 6. FILTER FABRIC FENCES SHALL BE INSPECTED BY CONTRACTOR IMMEDIATELY AFTER REQUIRED REPAIRS SHALL BE MADE IMMEDIATELY.



2 STRAW BALE SEDIMENT BARRIER IN DITCHES OR SWALES
 SCALE: NTS

- NOTES:
1. STRAW BALES 4" TO 6"
 2. DRIVE STAKES MINIMUM 12" INTO GROUND SURFACE.

SHEET NOTES

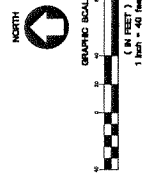
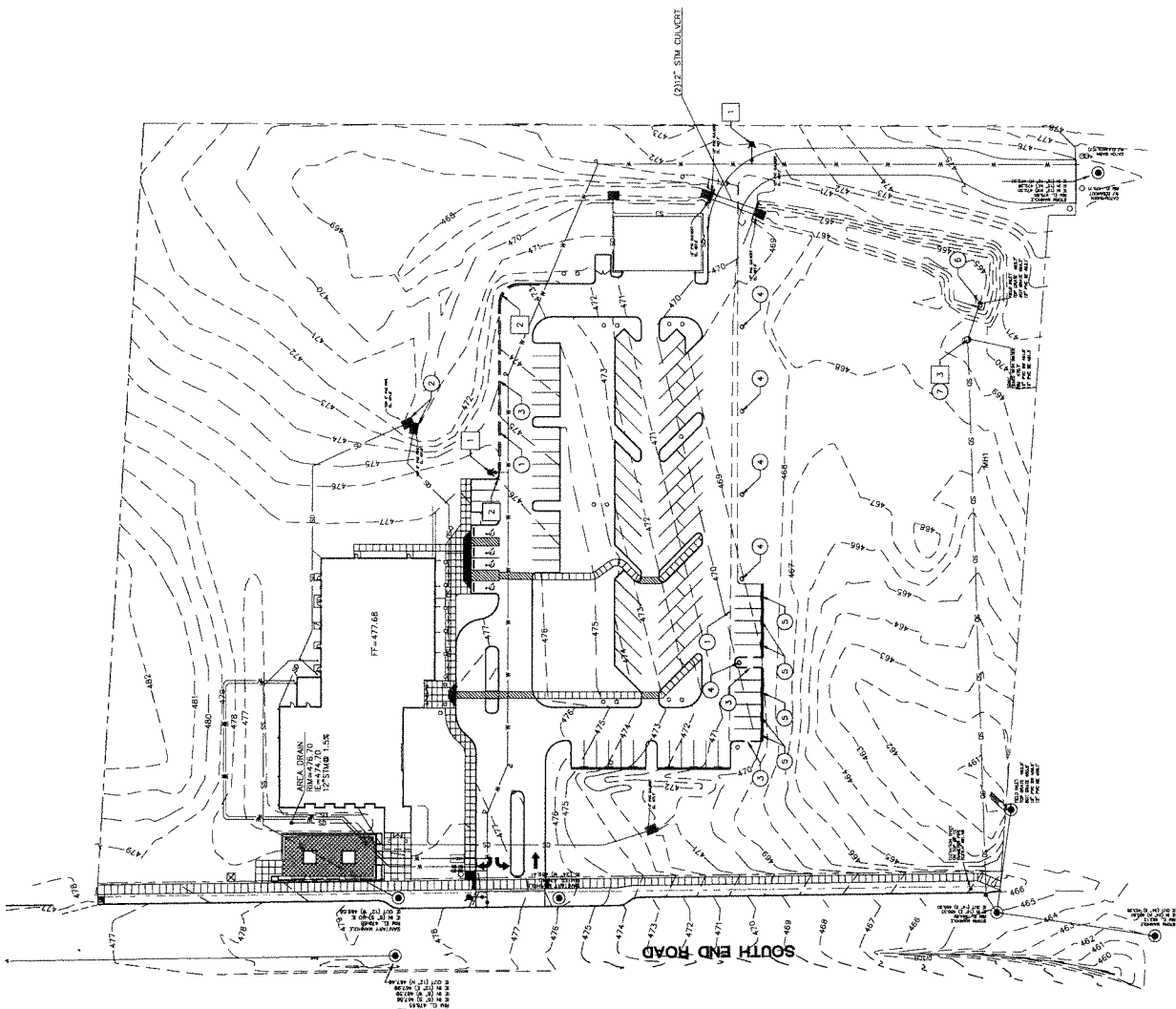
- SEE SHEET C0.1 FOR GENERAL SHEET NOTES.
- CONTRACTOR MAY STAGE WITHIN LIMITS OF DEMOLITION COMPONENTS AS REQUIRED IN THE SPECIFICATIONS.
- REMOVE ALL SITE COMPONENTS AND RECYCLE COMPONENTS AS REQUIRED IN THE SPECIFICATIONS.
- THE CONTRACTOR SHALL PRESERVE AND PROTECT FROM DAMAGE ALL EXISTING RIGHT-OF-WAY SURVEY DATA AND RECORDS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING AND PAYING FOR THE REPAIR OF ANY DAMAGE TO EXISTING UTILITIES OR DAMAGED OR REMOVED MONUMENTS.
- PROTECT ALL ITEMS ON ADJACENT PROPERTIES AND IN THE RIGHT-OF-WAY INCLUDING BUT NOT LIMITED TO TREES, STREET LIGHTS, CURBS, PAVEMENT AND SIGNS. RESTORE TO ORIGINAL CONDITION.
- PROTECT STRUCTURES, UTILITIES, SIDEWALKS, AND OTHER ADJACENT FEATURES FROM DAMAGE CAUSED BY SETTLEMENT, LATERAL MOVEMENT, UNDERMINING, WASHOUT AND OTHER HAZARDS.
- SAWOUT STRAIGHT LINES IN SIDEWALKS, AS NECESSARY.
- PROTECT EXISTING UTILITIES AND STRUCTURES AND MUD DURING THE DEMOLITION PERIOD AND DURING TRANSPORTATION OF DEMOLITION DEBRIS. ALL STREET SURFACES MUST BE REPAIRED AND KEPT CLEAN.
- PROTECT ALL EXISTING UTILITY STRUCTURES AND STRUCTURES TO REMAIN.
- PROTECT ALL EXISTING VEGETATION TO REMAIN.

PROTECTION NOTES

- PROTECT HYDRANT
- PROTECT CURB
- PROTECT FLOW-CONTROL MANHOLE STRUCTURE, LID, LADDER STEPS, AND INLET/OUTLET PIPES.

DEMOLITION NOTES

- SAWOUT AND REMOVE ASPHALT
- REMOVE RIP RAP
- REMOVE CURB
- REMOVE WHEEL STOP
- REMOVE DITCH INLET AND PORTION OF STORM PIPE
- REMOVE FLOW CONTROL TEE INSIDE MANHOLE ONCE NEW FLOW CONTROL TEE IS READY TO INSTALL



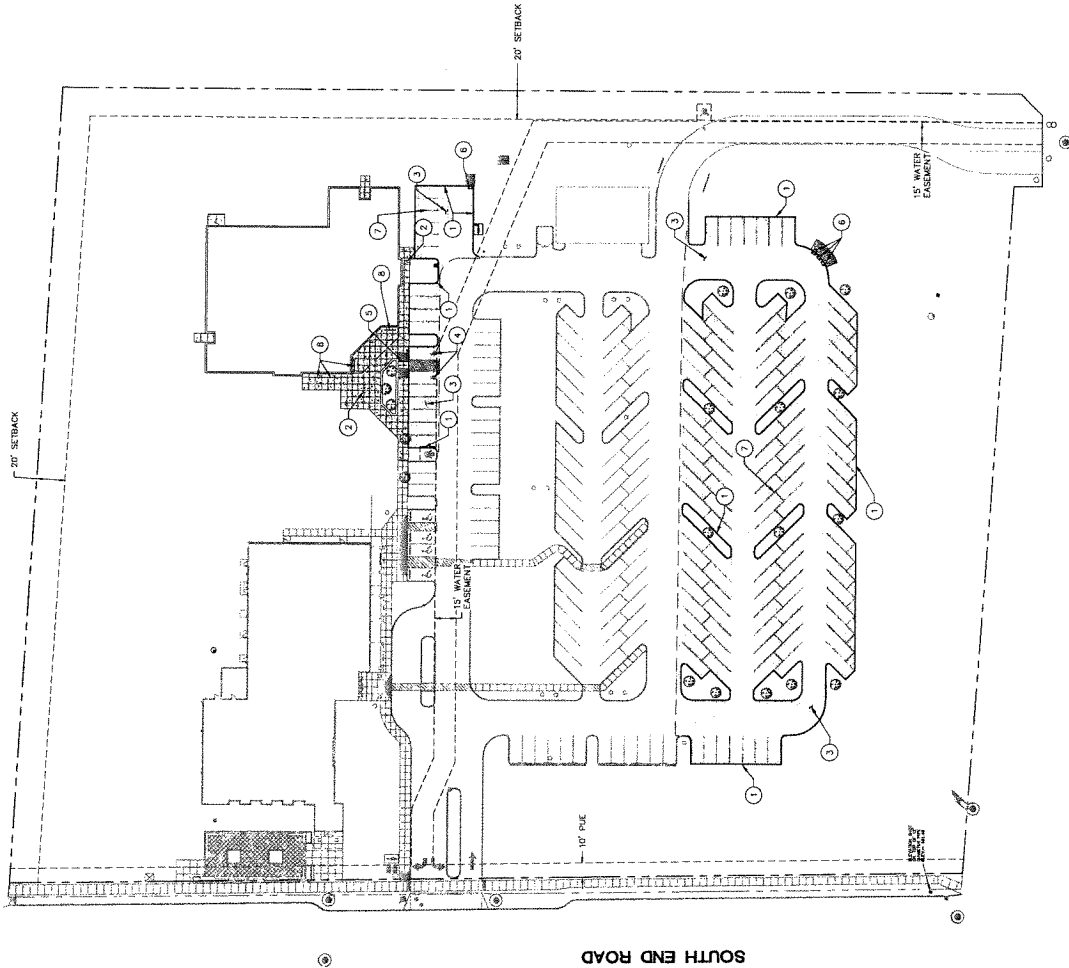


SHEET NOTES

1. SEE SHEET C01 FOR GENERAL SHEET NOTES.
2. SEE ARCHITECTURAL PLANS FOR ADDITIONAL SITE INFORMATION.
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT APPROVED CONSTRUCTION DOCUMENTS INCLUDING ADDENDA ON THE PROJECT SITE AT ALL TIMES.
4. THE CONTRACTOR SHALL KEEP THE ENGINEER AND FACILITATE SITE OBSERVATIONS AT REQUIRED INTERVALS. 24-HOUR NOTICE IS REQUIRED.

CONSTRUCTION NOTES

1. INSTALL CONCRETE CURB PER DETAIL 1/C4.0.
2. INSTALL SIDEWALK PER DETAIL 2/C4.0.
3. INSTALL ASPHALT PAVEMENT PER DETAIL 3/C4.0.
4. INSTALL ADA PARKING STALL PER DETAIL 4/C4.0.
5. INSTALL ADA RAMP PER DETAIL 5/C4.0.
6. INSTALL CURB CUT SPILLWAY PER DETAIL 7/C4.0.
7. FOR ADDITIONAL ARCHITECTURAL PLANS FOR ADDITIONAL INFORMATION.
8. INSTALL BIKE PARKING. SEE ARCHITECTURAL PLANS FOR ADDITIONAL INFORMATION.



GRAPHIC SCALE
 1" = 40' HORZ
 1" = 10' VERT



1537 Columbia Street
 Oregon City, OR 97045
 www.iselinarchitects.com



RECREATION BUILDING FOR
OREGON CITY CHRISTIAN CHURCH
 1179 SOUTH END ROAD
 OREGON CITY, OR 97045

PROJ. NO.: 1881
 FILE: 7/22/19
 DATE:

SHEET #
C2.0

GRADING PLAN

Item #4.

SHEET NOTES

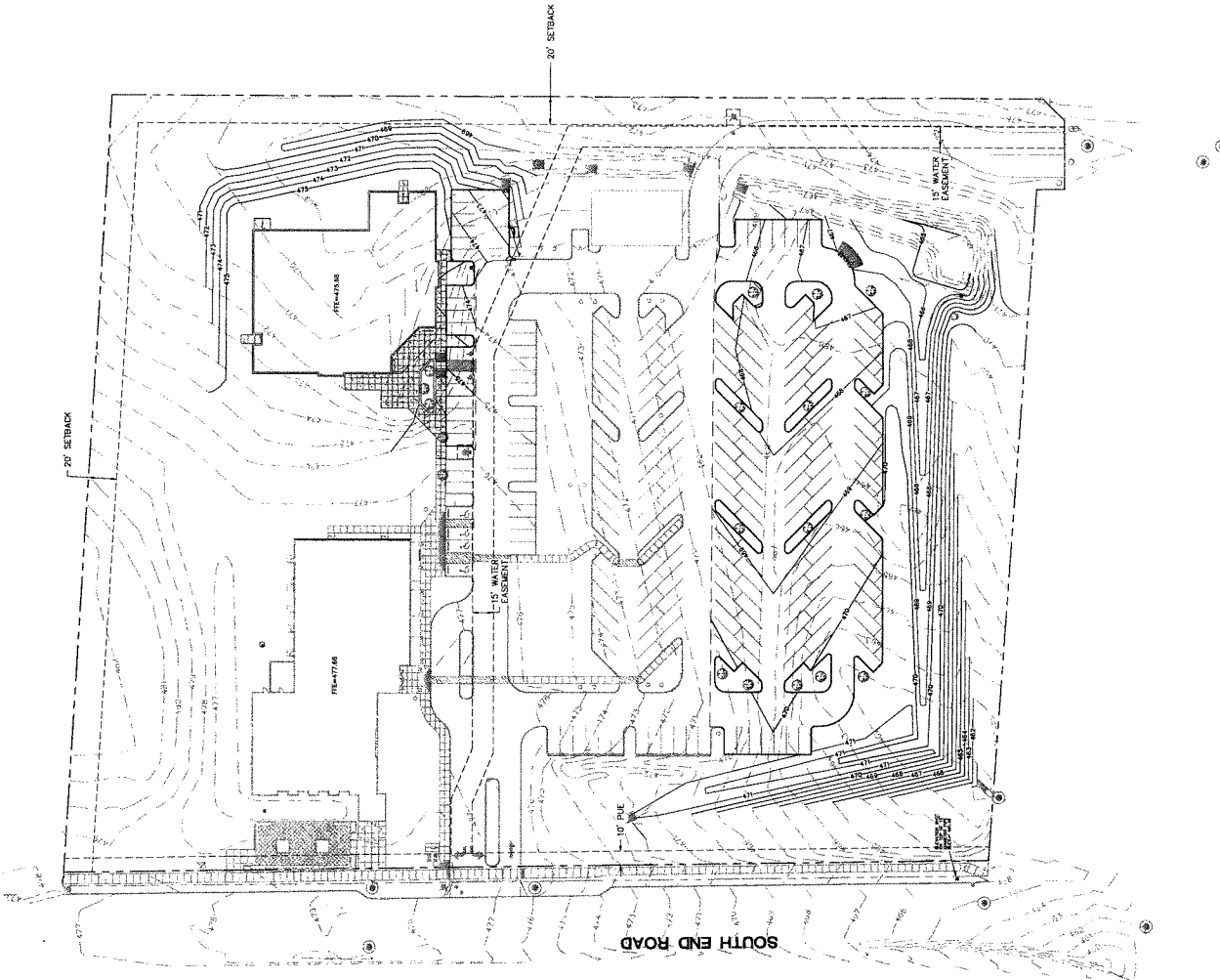
- SEE SHEET C01 FOR GENERAL SHEET NOTES.
- CURB HEIGHTS ARE 6" UNLESS NOTED OTHERWISE.
- LANDINGS ON ACCESSIBLE ROUTES SHALL NOT EXCEED 24" IN ANY DIRECTION.
- ACCESSIBLE ROUTES SHALL COMPLY WITH CURRENT ADA ACCESSIBILITY GUIDELINES FOR BUILDING AND FACILITIES (ADAA).
- ALL ACCESSIBLE ROUTES ARE DESIGNATED TO NOT INCLUDE HANDRAILS, BARRIERS, RAILS, OR SLOPES STEEPER THAN 1:10 AND LESS THAN 8:1:3X. GRADING SHALL BE SMOOTH TO THE TOUCH AND TO BE FINISHED WITH A 1/4" FINISH GRADE.
- FINISH GRADES ARE TO BE BELOW 108 IN. TO 110 IN TO FT OF THE GRADES SHOWN AT SURGRADE AND TO BE FINISHED WITH A 1/4" FINISH GRADE TO ALLOW FOR PLACEMENT OF REQUIRED TOPSOIL IN ROUGH GRADING.
- FINISH ELEVATIONS SHOWN ON SITE AND LANDSCAPE SHALL BE BASED ON THE FINISHED GRADE. CONTRACTOR SHALL VERIFY SOIL AMENDMENTS, ROCKERY AND REMOVE EXISTING GRADE TO BE FINISHED WITH A 1/4" FINISH GRADE TO ALLOW FOR PLACEMENT OF REQUIRED TOPSOIL IN ROUGH GRADING WITH BOTH EXCAVATION AND LANDSCAPE CONTRACTOR.

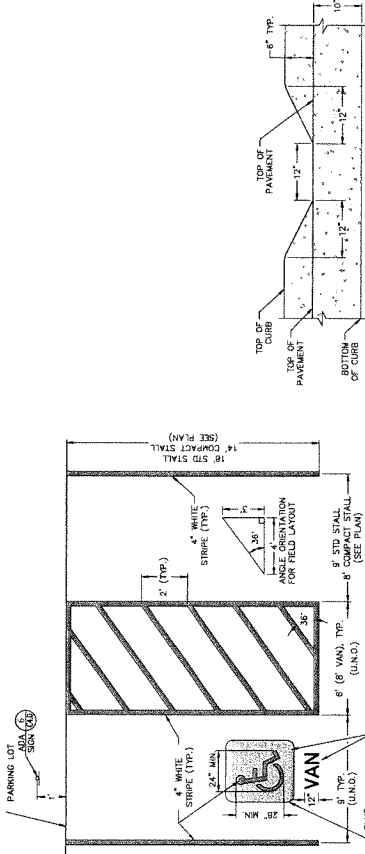
GRADING LABEL LEGEND

CALLOUT	DESCRIPTION
XXXX XX	SPOT ELEVATION
BS	BOTTOM OF STAIRS
BW	FINISHED GRADE AT BOTTOM OF WALL
EX	EXISTING GRADE
FG	FINISH GRADE
GA	GROUND
SW	TOP OF CURB
TC	TOP OF CURB
TS	TOP OF STAIRS
TW	FINISHED GRADE AT TOP OF WALL

LEGEND

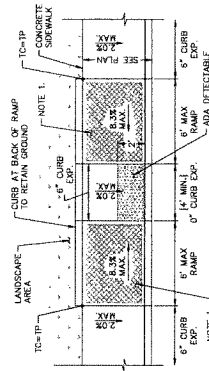
---	EXISTING CONTOUR MINOR
---	EXISTING CONTOUR MAJOR
---	PROPOSED CONTOUR MINOR
---	PROPOSED CONTOUR MAJOR





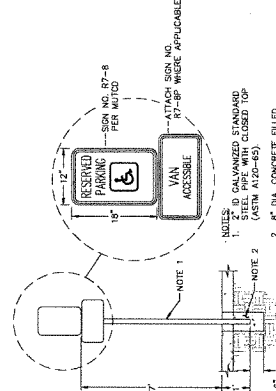
4 TYPICAL PARKING LAYOUT
 SCALE: NTS

7 CURB SPILLWAY - TYPE 1
 SCALE: NTS

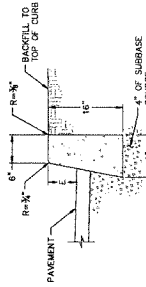


- NOTES
1. PROVIDE RAMP TEXTURING WITH AN EXPANDED METAL GRATE PLACED ON AND REMOVED FROM WET CONCRETE TO LEAVE A DIAMOND PATTERN. EACH DIAMOND SHALL BE 1/4" DIA. WITH 1/8" DIA. GROOVES. GROOVES SHALL BE PERPENDICULAR TO THE CURB. THE GROOVES SHALL BE 1/4" DEEP BY 1/4" WIDE.

5 CURB RAMP - TYPE 5
 SCALE: NTS

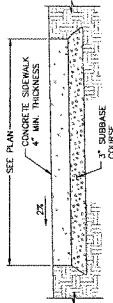


6 ADA PARKING SIGN - TYPE 1
 SCALE: NTS



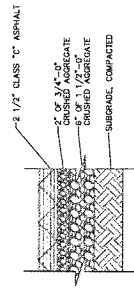
- NOTES
1. CURB EXPOSURE 'E' = 6", TYP. VARY AS SHOWN ON PLANS OR AS DIRECTED.
 2. CONSTRUCT CONTRACTION JOINTS AT 15' MAX SPACING AND AT RAMP, TANGENCY AND AT ENDS OF EACH DRIVEWAY, UNLESS NOTED OTHERWISE.
 3. TOPS OF ALL CURBS SHALL SLOPE TOWARD THE ROADWAY AT 2% UNLESS OTHERWISE SHOWN OR AS DIRECTED.
 4. DIMENSIONS OF JOINTS AND MAY VARY TO CONFORM WITH CURB MACHINE AS PROVIDED BY THE MANUFACTURER.

1 CONCRETE CURB - STANDARD
 SCALE: NTS

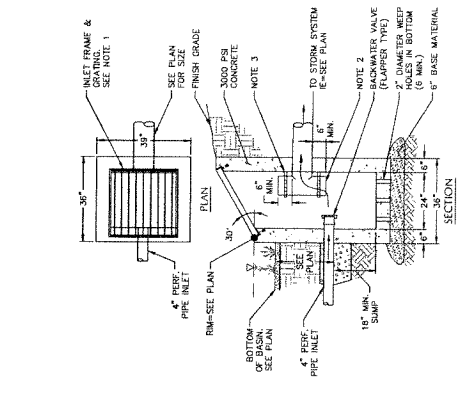


- NOTES
1. CONSTRUCT CONTRACTION JOINTS AT 15' MAX SPACING AND AT RAMP, TANGENCY AND AT ENDS OF EACH DRIVEWAY, UNLESS NOTED OTHERWISE.
 2. CONCRETE SHALL BE 3000 P.S.I. AT 28 DAYS, 6 SACK MIX, SLUMP RANGE OF 1-1/2" TO 3".
 3. PANELS SHALL BE 5 FEET LONG.
 4. EXPANSION JOINTS TO BE PLACED AT SIDES OF DRIVEWAY APPROACHES, UTILITY VAULTS, WHEELCHAIR RAMP, AND AT SPACING NOT TO EXCEED 45 FEET.
 5. FOR SIDEWALKS ADJACENT TO THE CURB AND ROUGHED AT THE SAME TIME AS THE CURB, THE JOINT BETWEEN THEM SHALL BE A TROWELED JOINT WITH A MINIMUM 1/2" RADIUS.
 6. SIDEWALK SHALL HAVE A MINIMUM THICKNESS OF 6 INCHES IF MOUNTABLE CURBSIDE SIDEWALK SHALL HAVE A MINIMUM THICKNESS OF 4 INCHES.
 7. DRAIN BLOCKOUTS IN CURBS SHALL BE EXTENDED TO BACK OF SIDEWALK WITH 3" DIA. PVC PIPE AT 2% SLOPE. CONTRACTION JOINT TO BE PLACED OVER PVC.

2 CONCRETE SIDEWALK
 SCALE: NTS

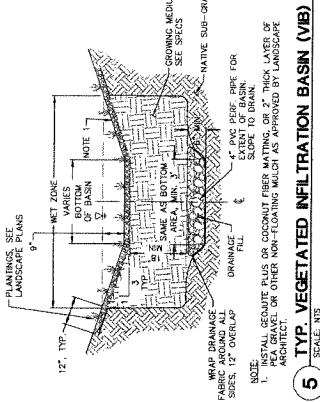


3 PARKING/DRIVE LANE (NO TRUCKS) ASPHALT SECTION
 SCALE: NTS



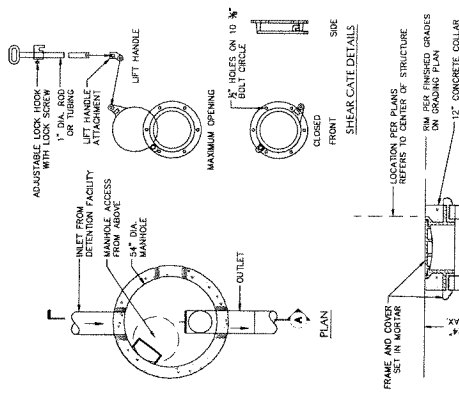
4 DITCH/OVERFLOW INLET
 SCALE: NTS

NOTES:
 1. GRATING AND FRAME SHALL BE GALVANIZED STEEL MEDIUM DUTY.
 2. OUTLET TEE OPEN ON TOP AND BOTTOM.
 3. SECURE OUTLET TEE WITH 5/8" BARS EMBEDDED 2" IN WALL (2) SUPPORTS.



5 TYP. VEGETATED INFILTRATION BASIN (VIB)
 SCALE: NTS

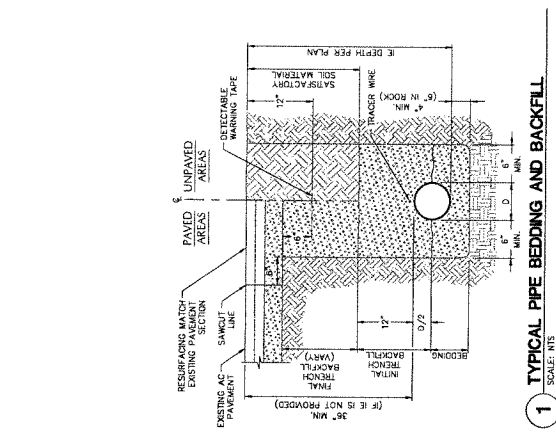
NOTE:
 1. INSTALL GEOTEXTILE PLUS OR COCONUT FIBER MATTING, OR 2" THICK LAYER OF GEOTEXTILE OR OTHER NON-FLOATING MESH AS APPROVED BY LANDSCAPE ARCHITECT.



3 FLOW CONTROL MANHOLE
 SCALE: NTS PER WSDOT STD. PLAN B-10-90-00

SECTION A

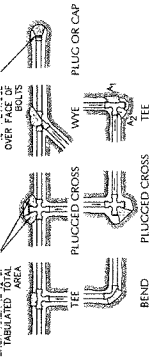
NOTES:
 1. LOCATION FOR MANHOLE REFERS TO CENTER OF STRUCTURE.
 2. 12" CONCRETE COLLAR AROUND FRAME, OR 6" MIN. THICKNESS WALKWAY TO CONCRETE WALKWAY.
 3. 5/8" S/A BOLT, TYP.
 4. OVERFLOW W/ER 12" DIA. 8.5" DIA. ORIFICE IE=465.17
 5. 12" DIA. (DC "B") FABRICATED SOLID WALL H/ER PER SOR 28 ASH B/P-RAP SOR 28 PIPE SIZE 12" I/P-C
 6. FLOW OUT=481.87"
 7. FLEXIBLE COUPLINGS NON SHRINK GROUT (TYP.) ENGINEERED FILL
 8. 6" MIN. BEDDING



1 TYPICAL PIPE BEDDING AND BACKFILL
 SCALE: NTS

2 TYPICAL OUTFALL RIP-RAP PROTECTION
 SCALE: NTS

NOTES:
 1. RIP-RAP SHALL BE 3/4" DIA. CLASS 50



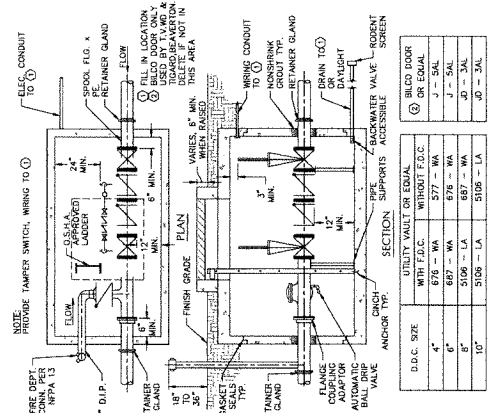
1. CONCRETE THRUST BLOCKING TO BE POURED AGAINST UNDISTURBED EARTH.
2. KEEP CONCRETE CLEAR OF JOINT AND ACCESSORIES.
3. THE REQUIRED THRUST BEARING AREAS FOR SPECIAL CONNECTIONS ARE SHOWN AND DIMENSIONS ARE GIVEN ON THE PLAN. 6-3 INDICATES 15 SQUARE FEET BEARING AREA REQUIRED.
4. IF NOT SHOWN ON PLANS REQUIRED BEARING AREAS AT FITTING SHALL BE AS INDICATED BELOW. ADJUST IF NECESSARY TO CONFORM TO THE TEST SPECIFICATIONS. DIMENSIONABLE SOIL BEARING STRESS (S₅) STATED IN THE SPECIAL SPECIFICATIONS.
5. BEARING AREAS AND SPECIAL BLOCKING DETAILS SHOWN ON PLANS TAKE PRECEDENCE OVER BEARING AREAS AND BLOCKING DETAILS SHOWN ON THIS STANDARD DETAIL.

BEARING AREA OF THRUST BLOCK IN SQUARE FOOT

PIPE SIZE	WYE BEARING AREA	PLUGGED CROSS BEARING AREA	45° BEND BEARING AREA	90° BEND BEARING AREA	180° BEND BEARING AREA
6	2.1	3.0	1.9	1.4	1.0
8	3.8	5.3	3.0	2.2	1.5
10	5.9	8.4	4.3	3.0	2.4
12	8.4	11.8	5.4	4.0	3.0

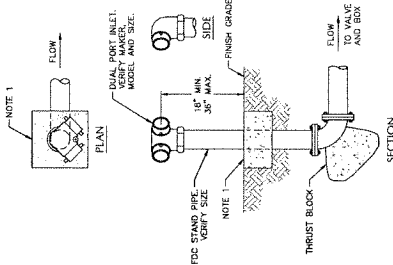
NOTE: ABOVE BEARING AREAS BASED ON TEST PRESSURE OF 150 P.S.F. AND AN ALLOWABLE SOIL BEARING STRESS OF 1.5 TONS PER SQUARE FOOT. USE DIFFERENT TEST PRESSURE AND SOIL BEARING STRESS. USE THE FOLLOWING FORMULA TO DETERMINE BEARING AREA = (TEST PRESSURE/150)(2000/ SOIL BEARING STRESS) (AREA OF THRUST BLOCK)

3 THRUST BLOCK
SCALE: NTS



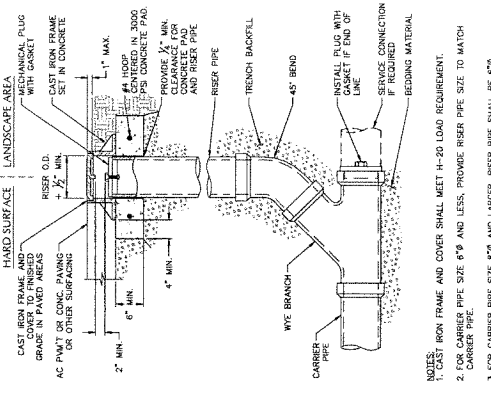
1. CONCRETE ANCHOR PAD TO BE 12"x12"x6" THICK, UNLESS NOTED OTHERWISE. ELIMINATE IF INSTALLED IN CONCRETE PAVED AREA.
2. USE FLANGE OR THREADED FITTINGS.
3. CONTRACTOR SHALL PROVIDE SINGLE CHECK VALVE AND BALL DRIP VALVE IN EXPOSED LOCATION INSIDE DROV VAULT. COORDINATE WITH PLUMBING CONTRACTOR.

1 DUAL PORT
SCALE: NTS



1. CONCRETE ANCHOR PAD TO BE 12"x12"x6" THICK, UNLESS NOTED OTHERWISE. ELIMINATE IF INSTALLED IN CONCRETE PAVED AREA.
2. USE FLANGE OR THREADED FITTINGS.
3. CONTRACTOR SHALL PROVIDE SINGLE CHECK VALVE AND BALL DRIP VALVE IN EXPOSED LOCATION INSIDE DROV VAULT. COORDINATE WITH PLUMBING CONTRACTOR.

1 DUAL PORT
SCALE: NTS



1. CAST IRON FRAME AND COVER SHALL MEET H-20 LOAD REQUIREMENT.
2. FOR CARRIER PIPE SIZE 8" AND LESS, PROVIDE RISER PIPE SIZE TO MATCH CARRIER PIPE.
3. FOR CARRIER PIPE SIZE 8" AND LARGER, RISER PIPE SHALL BE 6".
4. RISER PIPE MATERIAL TO MATCH CARRIER PIPE MATERIAL.

4 STANDARD CLEANOUT (COTG)
SCALE: NTS

2 DOUBLE DETECTOR CHECK FIRE SERVICE VAULT W/ DRAIN TO DAYLIGHT
SCALE: NTS

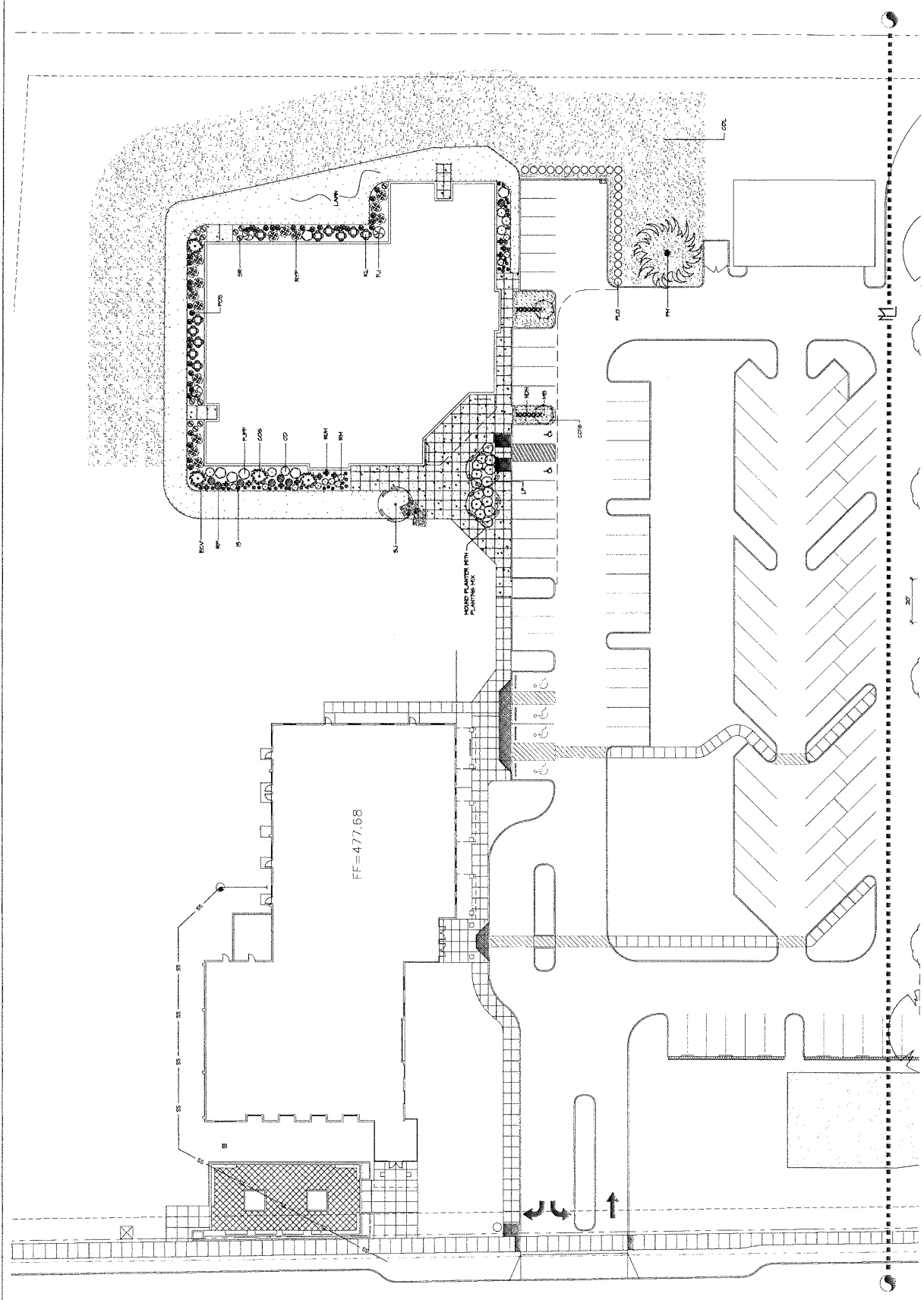
D.D.C. SIZE	UTILITY VAULT OR EQUAL WITH F.D.C.	WITHOUT F.D.C. OR EQUAL
4"	676 - WA	577 - WA
6"	687 - WA	676 - WA
8"	5109 - LA	687 - WA
10"	5108 - LA	5109 - LA

DATE:	12-28-19
PROJECT NO.:	X
DESIGNED:	DM
DRAWN:	DM
CHECKED:	DM
REVISIONS:	

RECREATION BUILDING FOR
OREGON CITY CHRISTIAN CHURCH
1 179 SOUTH END ROAD
OREGON CITY, OR 97045

REGISTERED ARCHITECT
Darrell Mulch
OREGON ARCHITECTS BOARD
No. 10000

MULCH
DARRELL MULCH
ARCHITECTURE
AND INTERIOR DESIGN
1715 S. EAST AVENUE, SUITE 100
PORTLAND, OREGON 97214
(503) 252-1414 FAX



L2 PLANTING PLAN



NOTES: 1. Owner has indicated that the site is to be landscaped by the Oregon City Public Works Department. The owner will be responsible for the cost of the site by calling the owner (Owner, as defined above) for the Oregon City Public Works Department (503) 251-1317.

Rec'd.
6/1/21

Item #4.



May 27, 2021

Dear Metro Enhancement Grant Committee,

Thank you in advance for taking the time to review our application for a Metro Enhancement Grant Award.

The Oregon City Farmers Market was so grateful to receive a Metro Grant for 2020. We saw such a tremendous response from our community who were experiencing food insecurity. Since the onset of COVID in early 2020 we saw our SNAP sales double from 2019. Your funding helped provide 10.00 additional dollars to 904 customers. Because of its positive impact on our residents and community, we feel it is important to apply for 2021, as well.

As you will see in our application, we used our 2020 grant funds to provide a SNAP match for our low-income customers. The demand for fresh, less handled food has increased substantially since COVID. In addition, we saw a larger SNAP demographic frequent our market, thanks to the 20.00 match program we offer. We are the only farmers market in Clackamas County that offers this amount.

Now that 2021 has arrived we have already surpassed our SNAP sales from 2020 by double. As unemployment, recovery from COVID, rebuilding from the fires and ice storms, loss of school lunch programs, school closures and fewer resources, the demand for healthy, fresh food continues to increase in our community.

The goal of our market is to be a hub for fresh food access and decrease the hunger gap in our community by providing resources to underserved populations. Grant funding is essential to our success in achieving this.

Farmers Markets have a responsibility to not only support our local farms, makers and growers by providing a space to sell but also to our community. Our market has been successful in operating as a local food access point because of the resources we offer for our SNAP patrons.

The SNAP match program offers a chance to further SNAP benefits, thus benefitting our customers, our farmers and keeping our dollars local. It enhances our local economy while at the same time enhancing the health of our Oregon City residents.

Thank you for your consideration of our application. We appreciate your goal of improving our community and we hope that you might allow us to continue the positive work in assisting food insecure folks.

Sincerely,
Jess Land


Market Manager/Executive Director
OC Farmers Market





**OREGON
CITY**



Metro

Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project SUPPLEMENTAL Nutrition Assistance Program Match

Organization Oregon City Farmers Market

Is this a Non-Profit Organization? Yes No

Non-Profit Federal tax-exempt ID Number 27-4094762

Address P.O. BOX 2931

City, State, Zip Oregon City, OR 97045

Project Coordinator JESS LAND Phone 503-734-0192

Email info@orcifyfarmersmarket.com

Chairperson of Governing Board (If Applicable) _____

Phone _____

Signature Jess Land

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.
Amount totals from that sheet will auto fill into this table**

Grant Amount Requested:	\$	10,691.00
+ Matching Funds (Cash):	\$	7,566.00
+ In-Kind Matching Funds (See question #15):	\$	11,700.00
= Total Cost of Project:	\$	29,957.00

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes _____ No X

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes X No _____

If yes, please describe the projects/programs for which you received funding.

Thanks to the 2020 Enhancement award grant we have been able to apply funds to our SNAP (supplemental nutrition assistance program) recipients. This has allowed customers the ability to receive an additional 10.00 match at the market which increases the amount of fresh food they can purchase.

3. If you received an Enhancement Grant last year, what is the status of the project?

Our funding ends June 30, 2021
Thus far, we have distributed 8,094.00 in match funds, thanks to our 2020 Enhancement grant.

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes X No _____

If yes, please explain.

As we see the long lasting benefits additional SNAP matches provide to underserved residents, our goal for reducing the hunger gap in our community becomes more attainable.

5. Briefly describe the project for which you are requesting funds.

The Oregon City Farmers Market is seeking funding for our SNAP (formerly known as Food Stamps) Match program to increase the assistance for low income customers in our community from 10⁰⁰ to 20⁰⁰ per person per market day.

Food insecure customers purchase market tokens with their SNAP card (same appearance as a Debit card) to spend on approved foods. The market (without this grant) matches up to 10⁰⁰ per customer per day. Our farmers market is requesting the funding to increase this match to 20⁰⁰ for 12 months.

6. Describe why this project was selected and the community need(s) to which it will respond.

This project was selected as the pandemic, fires and ice storm forced many out of work. We continue to see an uptick in SNAP shoppers at the market.

In 2019 our market had a total of 6,921⁰⁰ in SNAP sales. In 2020 our amount of SNAP sales increased to 18,769⁰⁰. Now that we are 2021 our SNAP sales to date are doubled from 2020. We continue on an upward trajectory.

#9.

As we continue to adapt to the ever changing community needs during COVID and beyond we continue to brace for additional SNAP Shoppers.

Item #4.

The Metro funding will help us keep nutritious food supplied to meet the evolving needs of our underserved population facing food insecurity.

By increasing the SNAP match program our low income shoppers can access up to 20.00 per market day! How wonderful to provide such a vital resource to so many families and seniors in our community.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

1. Result in significant improvement in the cleanliness of the City.
2. Increase reuse and recycling efforts or provide a reduction in solid waste.
3. Increase the attractiveness or market value of residential, commercial or industrial areas.
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
6. Preserve or increase recreational areas and programs within the City.
7. Improve safety within the City.
8. Increase employment or economic opportunities for City residents.*
9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.*
10. Enhance art and culture within the City.

7b. List by item number from 7a and describe how the project meets each goal.

#8. The funding would not only help underserved community members, but also have the added effect of supporting local farmers at a time when many have lost their restaurant accounts. It will help create a more resilient local food system with shorter supply lines. Currently 6 local farms participating in our market have Oregon City addresses and over 80% of all vendors are Clackamas County residents. The 'Multiplier Effect' will help keep funding local which help boosts our local economy

As local farms and Oregon City food businesses experience an increase in sales due to more shoppers using the SNAP Program, the local economy benefits.

8. Project Period: 12 Months
 (Number of months in duration)
 Beginning Date: JULY 1, 2021
 Ending Date: JUNE 30, 2022

9. What is the geographic area of Oregon City where the project will take place?

The Oregon City Farmers Market operates at the Red Soils Campus in Oregon City. We are located at 2051 Kaen Rd. We operate every Saturday from 9-2 May through October and every other Saturday from 10-2 Nov through April

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

During 2019 the market had 599 low income shoppers using the SNAP Match. 2020 that number increased to 904 shoppers. We are expecting to double that number once again since we have already doubled to date (as of May 23rd)

11. What community resources will be used as support for this project (i.e. community, city-owned property, city departments, transportation services, or other civic groups)?

Clackamas County provides free space for the Farmers Market to operate year round. Clackamas County DHS offices have offered support in addition to the American Heart Association in a Blueprint for a Healthy Clackamas County

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

The Oregon City Farmers Market has (since 2008) been able (by fundraising) to successfully offer a SNAP Match Program, which has involved keeping detailed reports of funding for many years for our sponsors, including end reports. The SNAP Match program is administered by the market as a completely separate program to other market income

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

We would continue the additional funding for the SNAP Match Program as soon ^{as} funding becomes available

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

Every SNAP customer who uses their card at the Market's Info Booth (the only way they can use their card at the market) to purchase SNAP tokens is tracked by the last 4 Digits of their card. SNAP Match funding issued at the same time is also tracked. A report is submitted to the bookkeeper after each market day noting number of SNAP customers, amount of SNAP tokens purchased and amount of SNAP Match issued. End reports are easily compiled.

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Support for Market Staff	78 Volunteer Hours	1983
Administration of project/Bookkeeping	Paid Market Manager + Bookkeeper	7800
On-site support of program, running Debit machine	Paid Assistant Site Manager	3900

16. List all grants applied for in support of this project and commitments confirmed to date.

Oregon City Farmers Market - 1600
 Farmers Market Fund - 6966
 2020 Metro Enhancement
 8,094.00 / 10,691.00 approved

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 10 %

18. Will the administrator be a paid position? Yes X No _____

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

******These figures will be transferred to the table on the first page of this application.***

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)			7800 ⁰⁰	7800 ⁰⁰
Project Administration costs (clerical, advertising, graphics, printing, postage)	550		3900 ⁰⁰	4450 ⁰⁰
Materials				
Equipment/Supplies Wooden tokens Processing costs	575			575 ⁰⁰
Construction Costs				
Event Costs				
Transportation Costs				
Insurance Costs (if needed)				
Additional Costs (List)				
Consultants/trainers				
Estimated cost of Reimbursement to vendors for SNAP match tokens over a 12 month period with a 20 ⁰⁰ match	9566	7566		17,132 ⁰⁰
Totals	10,691	7566	11,700	29,957

Grant Application - OCPD

1. EGP_21-22 - Cover Letter - OCPD
 3. EGP_21-22 - Letter of Acknowledgement - Finance
 3. EGP_21-22 - Letter of Acknowledgement - OCPD
- Exhibit A - ODOT Designation for Trespass Enforcement - expires 2026.02.19
- Exhibit B - OCPD Behavioral_Health_Unit Policy 335
- Exhibit C - Ordinance No. 20-1004 - Camping Prohibited - signed
- Exhibit D - Policy - Clean-up of Unauthorized Campsites on Public Property Policy
- Letter of Support - Father's Heart
- Letter of Support - Homeless Solutions Coalition of Clackamas County
- Letter of Support - Kevin Dahlgren



Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Homelessness Services and Camp Cleanup Program

Organization Oregon City Police Department and Code Enforcement Division

Is this a Non-Profit Organization? Yes No

Non-Profit Federal tax-exempt ID Number _____

Address 1234 Linn Avenue

City, State, Zip Oregon City, OR 97045

Project Coordinator Kelly Dilbeck Phone (503) 905-3513

Email kdilbeck@orcify.org

Chairperson of Governing Board (If Applicable) _____

Phone (503) 905-3513

Signature _____

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	\$	25,000
+ Matching Funds (Cash):	\$	45,216
+ In-Kind Matching Funds (See question #15):	\$	93,993
= Total Cost of Project:	\$	164,209

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes _____ No X _____

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes X _____ No _____

If yes, please describe the projects/programs for which you received funding.

The Oregon City Police Department (OCPD) and Code Enforcement Division were awarded \$25,000 from the Metro Community Enhancement Grant Committee for homeless camp cleanup efforts in FY20-21. The Oregon City Police Department and Code Enforcement Division contracted with homeless liaison consultant, Kevin Dahlgren, to assist homeless individuals receive outreach services coordination, C&R Reforestation for camp cleanups. The City's Parks Department did additional camp cleanups as well.

3. If you received an Enhancement Grant last year, what is the status of the project?

As of May 15, 86% grant fund expenditures were spent or contracted to be spent on homelessness services and cleanup efforts. In the remaining month and a half, as the weather continues to improve, the remaining funds will be spent on cleanup services provided by C&R Reforestation, Mr. Dahlgren's services, and police department Homeless Liaison Officer fuel costs. Since the grant's inception, numerous camps have been posted and cleaned even with the constraints of COVID-19 rules regarding limiting social contact and displacing homeless populations. In 2021, between Mr. Dahlgren and OCPD's Homeless Liaison Officer, 164 individual contacts were made to those experiencing homelessness, 51 accepted services and were placed into shelters or housing, 82 were referred to a variety of programs and services, and 12 camps were cleaned within the City.

In additional efforts, beyond the scope of the FY20-21 grant proposal, OCPD worked with ODOT on implementing an agreement to allow staff to enforce no trespass laws on ODOT-owned property identified as "Closed Areas" specifically designated along 99E, I-205 and Hwy 213. By doing so, OCPD can work to clear leftover debris from the vacated, unauthorized encampments. A copy of the Trespass Enforcement is included with this application (see Exhibit A).

The Police Department also established a Behavioral Health Unit (BHU) by hiring a Mental Health Specialist for the purpose of aiding officers in their interactions with people who are experiencing a mental health crisis, and to assist individuals and their families connect with appropriate services to reduce future law enforcement interventions and divert individuals from jails whenever possible. A copy of the OCPD BHU Policy is included with this application (see Exhibit B).

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes _____ No X _____

If yes, please explain.

The Oregon City Police Department was awarded \$25,000 during the FY20-21 Enhancement Grant cycle. Aware of the two-year consecutive application eligibility requirements for the grant, this will be OCPD's final grant fund application for this project.

This current application is to continue to provide assistance for the homeless community, who reside within the City limits, find services to help them live off the street, cleanup debris from vacated encampments, and restore natural areas for Oregon City residents to recreate.

5. Briefly describe the project for which you are requesting funds.

The requested Community Enhancement Grant Program (CEGP) funds will be used by the Oregon City Police Department and Code Enforcement Division to assist in expenses incurred by the contracted services for Homelessness Services and Homeless Camp Cleanup.

The cleaning of homeless encampments has been a regular program for the Oregon City Police Department's Code Enforcement Division for years but was dependent on the availability of cleaning crews. On March 4, 2020, an amendment to the City of Oregon City Ordinance 20-1004 (Title 12: Streets, Sidewalks, and Public Places; City of Oregon City Municipal Code, Section 12.16.040, Camping Prohibited) was approved by the City Commission. The amendment clarified the definition of "camp" or "camping" and what was determined to be "unauthorized camping." Additionally, a policy was created to outline a process to ensure the humane treatment of individuals during removal from camping sites on public property and the proper storage and disposal of property from unauthorized camps. Copies of the Ordinance and Policy are included with this application (see Exhibits C and D).

With clearer definitions and policies in place, the Police Department contracted with a homeless consultant and cleaning crew to partner on this ongoing effort to clean camps to enhance the livability, cleanliness, and safety within the City. The goals of this program are to provide services to the homeless community living in the City, so they are no longer living on the streets; and to have public areas cleaned on a regular basis to discourage and eliminate large encampments.

The anticipated scope of Homelessness Services includes, but are not limited to, working with every homeless citizen within the city limits of Oregon City to provide them services or housing options, posting cleanup notices on homeless camps, coordinating cleanups of all abandon and active camps, and creating profiles for every homeless citizen in the Clackamas County

Homeless Management Information System (HMIS). The Homeless Camp Cleanup services include initiation and management of illegal campsites and illegal dumping for an hourly rate plus any additional associated fees.

With the amendment of the Oregon City Municipal Code Ordinance 20-1004 and Cleanup of Unauthorized Campsites on Public Property Policy in 2020, the City implemented a cleanup program initiated by the Police Department. Both the Police Department and Code Enforcement Division incurred additional costs associated with program services. The FY20-21 grant award assisted in alleviating some of the expenses with the program efforts.

A recognized goal of the City's Commission for the 2021-23 biennium is to develop partnerships with other local and regional governments to develop solutions including the needs of the homeless population in our City. Teaming with Metro on this FY21-22 grant would be a great partnership opportunity to work together in finding solutions to this homelessness crises in our community. In an additional effort to continue this program, the Police Department also increased the budget for our Homeless Liaison Officer for the next biennium.

Metro Enhancement Grant funds will help support in the continuation of this program by specifically meeting eight of the 10 goals outlined in the Metro Enhancement Grant Criteria, listed below. The requested funds would assist in these continued efforts in enhancing our community. The City will be a cleaner and safer place for our citizens to live and work as well as increase the attractiveness or market value of residential, commercial, or industrial areas; thus, making it more attractive for citizens to move their residence or business to Oregon City. Additionally, tourists visiting will hopefully stay longer or return to the area to contribute to the economy through shopping, eating, and recreating.

The cleanup efforts were greatly reduced in 2020 due to CDC guidelines and state recommendations regarding social distancing for the pandemic. Coupled with the wildfires in September 2020 and the ice storm in February 2021, C&R Reforestation and Andres Landscaping services were unavailable. However, efforts have picked back up as restrictions are eased.

In 2021, the Police Department with our partners—C&R Reforestation and Kevin Dahlgren, homeless consultant—have cleaned 12 camps and dumped over 3,600 pounds of waste at the Metro South Station. Since January 2021, the Code Enforcement Division addressed 18 transient camps/debris and nine transient vehicles complaints. In 2020, the CE Division had 73 transient camp/debris-related complaints and 13 transient vehicle violations.

6. Describe why this project was selected and the community need(s) to which it will respond.

This cleanup program was selected because it specifically responds directly to goals set forth by the Enhancement Grant Program and aligns with the City of Oregon City Commission 2021-23 Biennium Goals. The homeless population is a large part of our community. By being able to

provide services to those who would not otherwise have access to housing and other various services helps individuals move off the streets, which then cleans up public property.

Every other year, Clackamas County does a Point In Time count of people who are unsheltered, as directed by Housing and Urban Development (HUD). Unsheltered is defined as sleeping outdoors, in camps, on the street, in vehicles, or abandoned buildings or sheds. The County conducted the Point In Time count in 2021 using data counted in the traditional “street count” from the Coordinated Entry system—which Mr. Dahlgren utilizes—rather than relying on the volunteer and community effort as in past years due to the COVID-19 pandemic. The 2021 data has not yet been released. The most recent count was done in January 2019, which revealed an increase of 9% from 2017 for those experiencing homelessness. Oregon City had the highest number of homeless at 306 and Clackamas had the second highest number of homeless with 138; less than half of the number of those living in Oregon City. With this outreach program, OCPD’s Homeless Liaison Officer (HLO) and Mr. Dalhgren have been able to contact most everyone experiencing homelessness in our community. By offering services such as shelter, mental health services, employment assistance, or treatment for addictions; we can make a difference in their lives.

In response to the influx of homeless individuals in our city, the Oregon City Police Department created the HLO position in 2017 to act as an outreach connection for the homeless community. Through the HLO’s networks and community relationships, the department has access to a variety of available services to support those homeless individuals willing to accept assistance. The officer spends his day contacting homeless individuals, identifying why they are homeless, what their individual needs are, and securing available services. He can offer services that fit their needs such as housing, employment, treatment, identification, etc. Additionally, some resources are in-kind or through community partners and citizen donations which allow the department to further help these individuals with their needs.

Furthermore, identifying many of the police calls regarding homelessness individuals were experiencing a mental health crisis, in late 2020, OCPD created a Behavioral Health Unit (BHU). A Behavioral Health Specialist (BHS) was hired for the purpose of aiding officers in their interactions with people who are experiencing a mental health crisis, to assist individuals and their families connect with appropriate services to reduce future law enforcement interventions and divert individuals from jails whenever possible. Additionally, the BHS acts as a liaison between the department and mental health organizations in the community and provides resources and provides trainings to department personnel and community members.

Homeless encampments are generally unhealthy for the individuals and for the community because of trash, feces, rodents, and other unhealthy and unsafe items are left in the illegally occupied or vacant camps which need to be removed. By establishing the Cleanup of Unauthorized Campsites on Public Property Policy, which ensures the humane treatment of individuals during removal from camping sites on public property and the proper storage and disposal of property from unauthorized camps, this is continued effort in improving the cleanliness of our city. OCPD’s HLO worked to have portable toilets placed in the City for individuals to use rather than defecating on the sidewalks and in business entrances. There are

currently four units positioned around town. Additionally, by having storage available for those who need it while receiving services, their items are not left unattended where they could be stolen. Finally, in contacting most of these individuals experiencing homelessness, the police department's Homeless Liaison Officer and Mental Health Specialist are aware of who the individuals are, where they are living, and the services they need. Ultimately, this makes for a safer community.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

- 1. Result in significant improvement in the cleanliness of the City.**
- 2. Increase reuse and recycling efforts or provide a reduction in solid waste.**
- 3. Increase the attractiveness or market value of residential, commercial, or industrial areas.**
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
- 5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.**
- 6. Preserve or increase recreational areas and programs within the City.**
- 7. Improve safety within the City.**
- 8. Increase employment or economic opportunities for City residents.**
- 9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.**
10. Enhance art and culture within the City.

7b. List by item number from 7a and describe how the project meets each goal.

In the past few years, the increase in the homeless population has affected Oregon City. These homeless individuals come to Oregon City for various government essential services (i.e., courthouse, jail, probation offices, mental health, social security, department of health and human services, unemployment office, and child welfare), which are located within the city limits. Additionally, Father's Heart Street Ministry, a local faith-based organization which provides food, clothing, basic medical services, and other day shelter amenities, is also in Oregon City. These facilities are excellent resources for homeless individuals, but also increase the City's homeless population. We have seen an influx of homeless from the metropolitan area and even out of state coming to Oregon City for resources.

While these services are necessary in assisting homeless individuals, it does not come without a price. As mentioned above, due to the increase in the homeless population in our city, OCPD created the Homeless Liaison Officer position. This officer is a dedicated position who can assist those individuals interested in receiving services. However, there are those who refuse services and enjoy living on their own. When individuals' homes are on the streets, they do not always

utilize the facilities provided for restrooms and trash. Their belongings go with them wherever they go, and illegal camps move into areas where other residents enjoy recreational activities. These illegal encampments bring trash, feces, and other unhealthy items which need to be removed and the site cleaned to be restored. By having services available to assist in posting illegal camps and cleaning up either occupied or vacant camps, there is a significant improvement in the livability and cleanliness of the City. (7a.1)

By working with our community partners and contracted service providers to reduce the number of homeless individuals and camps, the amount of solid and hazardous waste left on public land and greenspaces has decreased. (7a.2)

With a cleaner and safer city, it is inevitable by this gentrification, there will be an increase of attractiveness and market value of residential, commercial, and industrial areas. (7a.3)
Residents will want to move their homes or businesses to Oregon City not only for what the city already has to offer with its rich history and great location, but because it is a clean and safe environment to live and work.

Many of the City's public green spaces along the Willamette and Clackamas Rivers are natural areas where most of the transient activity occurs. The City has cleaned up the Clackamette Cove Trail & River Access Trail area and other riparian areas of unauthorized camps. These riparian areas can become destroyed by transient activity with solid and human waste left behind. Fewer camps and garbage in these areas increase the ability for the public to visit and recreate which reduces future encampments. Additionally, since the camps were removed and cleaned, the areas are going back to their natural state. (7a.5)

The largest draws to the City are the natural and riparian areas where people recreate. The Clackamas River Walking Trail, boat launches, moorage, parks, are locations citizens have stopped visiting due to the large transient population and the waste left behind. Per the Oregon City Code Enforcement Division, nearly all transient activity complaints come from citizens recreating. By cleaning up the unauthorized camps, people can once again enjoy the areas and use them for recreation. (7a.6)

Having dedicated positions, like the Homeless Liaison Officer, contacting individuals experiencing homelessness either offering services or informing them of the law; the Oregon City Police Department knows who these individuals are and where they are living. Thus, improving the safety within the City. (7a.7)

Clean and safe business communities have less vacancies resulting in higher employment rates overall. Business communities need to be safe to entice customers all days and hours. Bustling towns attract new and expanded businesses which increase property values and generate additional tax revenue for a variety of programs. The City of Oregon City also has a rich history and is enticing to many tourists. With an attractive downtown, waterfront, and historic neighborhoods; increased safety and walkability will bring travelers to our community to increase the tourism industry and revenue. (7a.8)

Finally, OCPD's HLO has found jobs for those interested in employment and has provided services to low-income or underserved homeless adults and youth. Also, the constant contact with each individual and providing necessary services addresses the underlying problems which has resulted in their homelessness. (7a.9)

8. Project Period: July 1, 2021 – June 30, 2022 (12 months)

(Number of months in duration)

Beginning Date: July 1, 2021

Ending Date: June 30, 2022

9. What is the geographic area of Oregon City where the project will take place?

The geographic area the Homeless Camp Cleanup Program will take place on all public property within the city limits of Oregon City.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

With the initiation of a policy and updated ordinance, the continued cleanup of unauthorized campsites on City of Oregon City public property will increase the current livability, cleanliness, and safety of our community, and allow for maintenance in the years to come. Oregon City residents are starting to see a change in their city where they are not having to look at unauthorized camps, vacated camps, trash, or watch for illegal items in public places where they once were, as well as will feel safer. Within the year of this program being implemented, camps in the city limits of Oregon City have been cleaned and riparian areas are returning to their natural state. Citizens are able to utilize public recreation areas again.

While we cannot estimate the total number of people affected by this outcome, we know Oregon City residents and business owners will also notice the differences of this program and the effects it has on the waterfront recreation areas, Main Street/downtown area, historic neighborhoods, and Hilltop business district.

What we do know is Homeless consultant, Mr. Dahlgren, and OCPD's HLO have met numerous individuals living on the streets in Oregon City in the past year. Since January 2021, 164 individuals have been contacted by Mr. Dalhgren, in partnership with The Father's Heart, and OCPD's HLO. Of those 164 individuals, 51 accepted shelter or housing, including eight have moved into Bybee Lakes Hope Center (including one child), two families (7 individuals total) have been placed in family shelter, one moved into an apartment. 82 individuals were referred to a variety of assistance programs and three received bus passes home.

11. What community resources will be used as support for this project (i.e., community, city-owned property, city departments, transportation services or other civic groups)?

The Oregon City Police Department and Code Enforcement Division will be the most highly utilized city departments. Although we will also rely on assistance from the Finance Department and the Parks Department with camp cleanup assists.

Outside City Departments, we work closely with many community partners such as the Father's Heart, Homeless Solutions Coalition of Clackamas County, local churches and non-profit organizations, Clackamas County Behavior Health, and the District Attorney's office including the Community Court.

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

The Police Department was awarded the Enhancement Grant in FY20-21. Quarterly reports, narratives, and expenditure receipts were sent to the City's Economic Development Coordinator.

Additionally, the Police Department has been formally managing expenditures, invoices, and vendor contracts related to the Homeless Camp Cleanup Program initiative since 2020. The department also manages multiple other state and federal grants.

13. List anticipated project milestones and dates (e.g., groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

There are no large events planned for this grant program as it is a continuing effort through the year. Due to COVID-related restrictions and situations this past year, unfortunately the mass cleanups and assistance programs and services have been limited. However, the Police Department did establish an agreement with ODOT for posting and cleaning their areas, which are highly visible; and hired a Mental Health Specialist to assist officers in contacting those individuals they encounter experiencing a mental health crisis. As COVID-related restrictions are eased and accommodations and services become more readily available, it is anticipated the efforts of this program will be more visible to the public.

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e., number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

We can assess the cleanup program’s effectiveness by reporting the number of camps cleaned, total area cleaned, number of homeless individuals’ items have been stored for, how much waste has been dumped in the Metro South Station. We will include any articles or emails written in support of the cleanup efforts.

In the month of April 2021, Mr. Dalhgren partnered with The Father’s Heart to connect with 16 individuals identifying as homeless. Four single adults accepted shelter, two moved into Bybee Lakes Hope Center and rents were paid (including one child), and 13 were referred to a variety of assistance programs. Three mass cleanups in April were conducted on ODOT property under the I-205 bridge at 99E and two areas near the Cove.

15. List sources of support for in-kind matching support (e.g., volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Staff salaries percentage— HLO: outreach/cleanup (100%) Business Manager: administrative grant management (2.5%)	Police Department	\$93,993

16. List all grants applied for in support of this project and commitments confirmed to date.

No additional grants have been applied for to go toward this project.

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 0 %

18. Will the administrator be a paid position? Yes _____ No X _____

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

*****These figures will be transferred to the table on the first page of this application.*

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)		\$31,508 Code Enforcement staff salaries (avg. 10 %) \$1,500 Parks staff salaries rate/cleanup	\$93,993 HLO (100%) and Business Manager staff salary (2.5%)	\$127,001
Project Administration costs (clerical, advertising, graphics, printing, postage)		\$500 Camp posting signage. Any additional signage costs		\$500
Materials				\$0.00
Equipment/Supplies		\$2,028 POD rental for homeless individual's personal property storage \$7,680 Porta-potty maintenance and cleaning		\$9,708
Construction Costs				\$0.00
Event Costs				\$0.00
Transportation Costs	\$2,000 Fuel			\$2,000
Insurance Costs (if needed)				\$0.00
Additional Costs (List)	\$20,000 Contract with Kevin Dahlgren, LLC			\$20,000
	\$3,000 C&R Reforestation and Andres Landscape cleanup services	\$2,000 C&R Reforestation and Andres Landscape cleanup services		\$5,000
Totals (estimates)	\$25,000	\$45,216	\$93,993	\$164,209



May 26, 2021

Re: Community Enhancement Grant Program – Homelessness Services and Camp Cleanup Program
Application
Cover Letter– Police Department and Code Enforcement Division

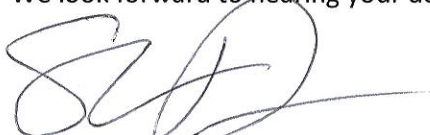
Dear Grant Review Committee,

The Oregon City Police Department (OCPD) is reapplying for and requesting an additional \$25,000 in grant funds to go toward a Homelessness Services and Camp Cleanup Program. Code Enforcement, a division of the police department, has regularly cleaned encampments for years, but the number of camps and times cleaned are highly dependent on the availability of cleaning crews. The requested funds will be used to assist in the expenses incurred by contracted services for Homelessness Services and Homeless Camp Cleanup. The goals of this program are to provide services to the homeless community living in the City, so they are no longer living on the streets, and have public areas cleaned on a regular basis to discourage and eliminate large encampments.

To assist in these efforts, on March 4, 2020, the City of Oregon City Commission approved Ordinance 20-1004, amending Oregon City Municipal Code Title 12, Section 12.16.040: Streets, Sidewalks, and Public Places; Camping Prohibited. This procedure clarifies the definition of “camp” or “camping” and what was determined to be “unauthorized camping.” Additionally, a policy was created to outline a process to ensure the humane treatment of individuals during the removal from camping sites on public property and proper storage and disposal of property from unauthorized camps. These procedures shall apply to all public property where camping is prohibited.

The City recognizes the social nature of the problem of individuals camping on public property and the need to develop a program to provide services and the safe removal of camps. In 2021, between OCPD’s Homeless Liaison Officer and our contracted partner, Mr. Dahlgren; 164 individual contacts were made to those experiencing homelessness, 51 accepted services and were placed into shelters or housing, and 82 were referred to a variety of programs and services. Additionally, in maintaining the progress made in the past 15 months, 12 large and visible encampments were cleaned. Funds from this grant opportunity further the efforts of this program and its continued success.

We look forward to hearing your decision,



Shaun Davis, Captain



Finance Department

625 Center Street | PO Box 3040 | Oregon City OR 97045
Ph (503) 496-1525 | Fax (503) 657-7026

May 20, 2021

Re: Community Enhancement Grant Program Letter of Acknowledgement
Oregon City Police and Code Enforcement

Dear Grant Review Committee,

This letter serves as acknowledgement that the Police and Code Enforcement departments of the City of Oregon City are the lead departments for homelessness services provided by the City.

The Oregon City Finance Department supports the Police and Code Enforcement departments pursuing this grant opportunity based on the belief that the restoration and ongoing maintenance of recently vacated and cleaned homeless camp areas will contribute to the safety and well-being of all Oregon City residents.

We also recognize the potential for this grant to contribute to the achievement of Goal 4 of the City Commission of the City of Oregon City for the upcoming 2021-2023 biennium, which is to adopt and implement a Homelessness Strategy for Oregon City.

Sincerely,

Ryan Bredehoeft, CPA
Deputy Finance Director
City of Oregon City

May 26, 2021

Re: Community Enhancement Grant Program – Homelessness Services and Camp Cleanup Program Application
Letter of Acknowledgement – Police Department and Code Enforcement Division

Dear Grant Review Committee,

This letter serves as acknowledgement the Oregon City Police Department (OCPD), with the Code Enforcement Division, will be the City department taking the lead for this Homelessness Services and Camp Cleanup Program grant application.

On March 4, 2020, the City of Oregon City Commission approved Ordinance 20-1004, amending Oregon City Municipal Code Title 12, Section 12.16.040: Streets, Sidewalks, and Public Places; Camping Prohibited. The purpose of this Ordinance (Exhibit C) is to amend the previous version and redefine Chapter 12.16.040 - Camping Prohibited. Additionally, ORS 203.077 requires all municipalities to develop and implement policies that address unauthorized camping on public property. The City recognizes the social nature of the problem of individuals camping on public property and the need to develop a policy for the removal of camps. The enclosed Policy (Exhibit D) outlines a process to ensure the humane treatment of individuals during removal from camping sites on public property and the proper storage and disposal of property from unauthorized camps. These procedures shall apply to all public property where camping is prohibited, and City officials shall incorporate them for departmental guidance in dealing with such circumstances.

To further the efforts of this program, in December 2020, OCPD developed a Behavioral Health Unit and hired a Behavioral Health Specialist for the purpose of aiding officers in their interactions with people who are experiencing a mental health crisis, and to assist individuals and their families connect with appropriate services to reduce future law enforcement interventions and divert individuals from jails whenever possible.

Since June 2020, our partners C&R Reforestation and homeless consultant, Kevin Dahlgren, have worked with OCPD's Homeless Liaison Officer and Code Enforcement to clean up a dozen camps and dump over 3,600 pounds of trash at the Metro South Station. The goals of this program are to provide services to the homeless community living in the City, so they are no longer living on the streets, and have public areas cleaned on a regular basis to discourage and eliminate large encampments.

Sincerely,



Shaun Davis, Captain

Enclosures



Oregon

Kate Brown, Governor

Item #4.

Department of Transportation

Transportation Region 1

123 NW Flanders St

Portland, OR 97209-4012

(503) 731-8200

DESIGNATION OF PERSON IN CHARGE FOR PURPOSES OF TRESPASS ENFORCEMENT

Expires February 19, 2026

City of Oregon City Police Department
1234 Linn Avenue
Oregon City, OR 97045

City of Oregon City Chief of Police,

The Oregon Department of Transportation (ODOT) owns and has jurisdiction over the property depicted in the attached Exhibit Map A ("Property"). ODOT has identified and designated certain areas of the Property as not open to, or available for use by, the general public as identified by white boundary lines on Exhibit Map A ("Closed Areas"). The ODOT Region 1 Maintenance and Operations Manager, as authorized by ODOT, hereby designates the City of Oregon City Police Department to act on the behalf of ODOT as a "Person in Charge" of the Property as defined by ORS 164.205(5) ("Designation"). "Person in Charge" includes officers of the City of Oregon City Police Department when acting as permitted in this Designation. This Designation does not reduce, limit or eliminate any authority ODOT has over such specified property.

The Person in Charge is authorized by this Designation to eject individuals who are in or upon the Closed Areas without authorization and may be ejected from the property. Notices shall be provided to such individuals by issuance of the "Notice of Areas Not Open to the Public- Pursuant to ORS 164.245." No other notice will be used without amendment of this Designation.

This Designation is solely for the purposes of enforcing trespass laws on and in the Closed Areas, including the removal of any persons as permitted by law. All other actions are considered outside the scope of this Designation, including but not limited to an action on areas not identified as Closed Areas or action by persons not defined as a Person in Charge, or Police Department officers acting outside the scope of their employment as officers.

DESIGNATION OF PERSON IN CHARGE
FOR PURPOSES OF TRESPASS ENFORCEMENT

Page 1 of 2

Page 192

This Designation shall begin immediately upon execution by the persons with authority signing below and shall be valid for a period of five years. ODOT and the City of Oregon City Police Department may renew this Designation by amendment or by entering into a new designation letter. ODOT may, at any time, withdraw this Designation or amend its terms, including the area identified as the Closed Areas. The City of Oregon City Police Department may also withdraw from this Designation. All notices specified in this paragraph must be provided within 30-days from the intended action.

The Region 1 Maintenance & Operations Manager, or a person appointed by such official, will respond to any and all subpoenas and subsequent Court appearances as required to prosecute any individuals arrested by officers of the City of Oregon City Police Department for committing criminal trespass in violation of Oregon law on the above described property.

The Region 1 Maintenance & Operations Manager, Ted Miller, or his successor or appointee, can be contacted by mail at the Region 1 office, 123 NW Flanders St, Portland Oregon 97209, and by phone at (503) 731-8200.

Ted Miller

2-18-2021

Ted Miller
Region 1 Maintenance & Operations Manager

Date

CC: Cory Hamilton, ODOT R1 District 2B Manager
Dan Bacon, ODOT R1 District 2C Manager
Stacy Posegate, Assistant Attorney General, Oregon DOJ

Jim Band, Chief of Police

City of Oregon City
Notice of Areas Not Open to the
Public - Pursuant ORS 164.245

OR-99E under bridge

Exhibit A

The public is not allowed to enter or remain in the areas on this map that are outlined by the white lines, other than to travel on the sidewalks, shared use pathways, and/or streets/highways that are within the white lined areas.

No se permite al publico ingresar o permanecer en las areas de este mapa delineadas con una linea blanca, a menos que sea para desplazarse por las aceras, calles y/o carreteras que se encuentran dentro de las areas marcadas por la linea blanca.

Item #4.



City of Oregon City
Notice of Areas Not Open to the
Public - Pursuant ORS 164.245

OR-99E 8th St - 10th St under viaduct

Exhibit A

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City of Oregon City
Notice of Areas Not Open to the
Public - Pursuant ORS 164.245

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Item #4.



OR-99E under Main St bridge



City of Oregon City
Notice of Areas Not Open to the
Public - Pursuant ORS 164.245

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Item #4.



OR-99E under Clackamas River Bridge, south side



Gladstone

East

Hwy

Pacific

Oregon City

Clackamas
County



City of Oregon City
Notice of Areas Not Open to the
Public - Pursuant ORS 164.245
I-205 under George Abernathy Bridge

Exhibit A

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Item #4.



City of Oregon City Notice of Exclusion/Trespass

Exhibit A

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Item #4.



I-205 under Main St overpass



City of Oregon City Notice of Areas Not Open to the Public - Pursuant ORS 164.245

Exhibit A

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I-205 under Washington St bridge north, east, and south of
OR-213 along I-205



City of Oregon City

Notice of Areas Not Open to the Public - Pursuant ORS 164.245

I205 under High Rocks bridge, south side

Exhibit A

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Behavioral Health Unit

335.1 PURPOSE AND SCOPE

The Oregon City Police Department added the Behavioral Health Unit (BHU) for the purpose of aiding officers in their interactions with people who are experiencing a mental health crisis, and to assist individuals and their families connect with appropriate services to reduce future law enforcement interventions and divert individuals from jail whenever possible.

335.2 POLICY

The Behavioral Health Specialist (BHS) will fulfill the program's purpose in the following manner:

- (a) By serving as a resource for the department personnel when working with individuals that are experiencing a mental health crisis.
- (b) By acting as a liaison between the department and other mental health organizations in the community.
- (c) By providing resources to the department personnel and to community members.
- (d) By assisting the Peer Support Team when appropriate.
- (e) By working collaborative with other agencies and jurisdictions.
- (f) By being part of community collaborations when deemed appropriate by the Chief of Police and/or the Support Captain.

335.3 REQUIREMENTS

The Behavioral Health Specialist shall meet the following requirements:

- (a) Possess a graduate level degree from an accredited university in either Counseling, Social Work, or other related Social Sciences.
- (b) Will have the ability to become a Qualified Mental Health Professional and meet the requirements from OAR 291-124-1030.
- (c) Shall maintain a valid professional license in the State of Oregon such as LCSW, LPC, or LMFT.
- (d) Shall be responsible to complete all required Continuing Education Credits to maintain their licensure.

335.4 DUTIES AND RESPONSIBILITIES

The duties of the Behavioral Health Specialist include, but are not limited to, the following:

- (a) Responding on-scene at the request of an officer.
- (b) Following-up on referrals provided by members of the department and/or community partners.
- (c) Reviewing all police reports that have a mental health component.
- (d) Assisting individuals and their families connect to services.

Behavioral Health Unit

- (e) Developing or secure trainings for the officers in consultation with the department's Training Sergeant.

335.5 CONFIDENTIALITY AND RECORDS DISCLOSURE

The BHS and the BHU are not exempt from the rules and requirements set by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"). Behavioral health information cannot be disclosed without the individual's consent, except when the disclosure of Personal Health Information (PHI) to Law Enforcement Officials is believed to prevent or lessen a serious and imminent threat to the health of an individual or the public.

Both the BHS and the Oregon City Police Department agree to follow rules and limitations set forth in **OAR 407-014-000 to 407-014-0070**.

335.6 COMMAND STRUCTURE

The Behavioral Health Specialist will report directly to the Support Captain.

335.7 OPERATIONAL GUIDELINES

The BHS is not a sworn officer, they are not trained in criminal procedures, they do not carry any weapons or defense devices, and are not able to detain or arrest individuals. While BHS works directly with officers in a collaborative manner and often respond to cases as a part of the team, they should not be counted as a second officer.

If the situation calls for additional officers to respond, the BHS should not be counted as an officer on scene and all regular police procedures should be followed.

All services provided by BHS are on a voluntary basis only, individuals cannot be required to engage in any of the services that are offered to them.

At this time, the services of the BHS are limited to the jurisdiction of the Oregon City Police Department. Assistance to other jurisdictions and/or agencies can be provided at the discretion of the Chief of Police or his designee.

ORDINANCE NO. 20-1004

AN ORDINANCE OF THE CITY OF OREGON CITY AMENDING THE MUNICIPAL CODE TITLE 12, STREETS, SIDEWALKS AND PUBLIC PLACES, SECTION 12.16.040, CAMPING PROHIBITED

WHEREAS, the City of Oregon City currently prohibits camping in public places, including in or upon any sidewalk, street, alley, lane, public right-of-way, public park, or other public place; and

WHEREAS, camping on public, as well as private, property continues to be a concern for the City and the City desires to address the health and safety issues created by continued camping within the City; and

WHEREAS, the City also recognizes that limited camping is appropriately regulated situations; and

WHEREAS, the City wishes to create a process to ensure camping is available in those limited situations.

NOW, THEREFORE, OREGON CITY ORDAINS AS FOLLOWS:

Section 1. Adoption. Oregon City Municipal Code Chapter 12.16.040 is amended as shown in Exhibit A to this Ordinance, with additions shown in underline and deletions shown as strikethrough.

Section 2. Severability. If any provision of this Ordinance, or its application to any person or circumstances is held to be unconstitutional or invalid for any reason, the remainder of this Ordinance or the application of the provisions to other persons or circumstances shall not be affected.

Read for the first time at a regular meeting of the City Commission held on the 19th day of February, and the City Commission finally enacted the foregoing Ordinance this 4th day of March 2020.

[Signature of Dan Holladay]
DAN HOLLADAY, Mayor

Attested to this 4th day of March 2020,

Approved as to legal sufficiency:

[Signature of Kattie Riggs]
Kattie Riggs, City Recorder

[Signature of Carrie Rich]
Carrie Rich
City Attorney

CLEAN-UP OF UNAUTHORIZED CAMPSITES ON PUBLIC PROPERTY POLICY

PURPOSE AND SCOPE

ORS 203.077 requires all municipalities to develop and implement policies that address unauthorized camping on public property. The City recognizes the social nature of the problem of individuals camping on public property and the need to develop a policy for the removal of camps. This policy outlines a process to ensure the humane treatment of individuals during removal from camping sites on public property and the proper storage and disposal of property from unauthorized camps. These procedures shall apply to all public property where camping is prohibited. City officials shall incorporate this procedure for departmental guidance in dealing with such circumstances. These procedures, including the summary at the end of this document, may be updated as needed with contact information, designated representatives, or minor revisions to timing to improve interdepartmental coordination, with approval by the City Manager or his/her designee.

AFFECTED PARTIES

This policy affects the following personnel performing work for the City:

- o City employees (permanent, temporary, limited term)
- o City volunteers, agents and contractors working on behalf of the City.

CITY CODE

12.16.040 - Camping prohibited.

A. Definitions.

(1) "Camp" or "Camping". To live, cook, sleep, or take overnight shelter in a temporary, motorized vehicle, or non-permanent structure or location, including but not limited to a shack, lean-to, storage shed, tent, travel trailer, recreational vehicle, boat, utility trailer or vehicle of any kind.

B. Unauthorized Camping.

(1) No person shall camp in or upon any sidewalk, street, alley, lane, public right-of-way, public park, or other public place, other than an area approved by the city for the permitted use and built for the purpose of camp-grounds or overnight parks.

(a) This prohibition shall not apply to camp hosts who are permitted to live in appropriate sites on city parks, and

(b) The City Manager is hereby authorized to adopt regulations under Section 12.16.020(B) to allow camping in city parks during special events. The regulations shall place limitations on the number of campers and duration of camping, as well as such other measures the City Manager determines are necessary to ensure the safe occupation of the campsite and protection of other city residents.

(2) No person in charge of property shall permit camping on such property unless it is occupied and approved as a residential use and the property owner has given written permission to camp, and in no event for more than 72 hours in a 30-day period. Exceptions may be granted under emergency conditions as determined by the manager.

(3) Violation of any provision of this section may be subject to a fine or penalty in the maximum amount of \$1,000. (Prior Ord. No. 13-1008, §1, 7-17-2013)

(Ord. No. 20-1004, 3-4-20)

DEFINITIONS

For purposes of this policy, the below list of activities and circumstances may be considered in determining whether a person has "camped" or is "camping" in violation of the City code.

1. Sleeping or making preparations to sleep, including the lying down of bedding for the purpose of sleeping.
2. Occupying a shelter out of doors. "Shelter" shall mean any cover or protection from the elements other than clothing, such as a tent, shack, sleeping bag, or other structure or material.
3. The presence or use of a campfire, camp stove or other heating source or cooking device.
4. Keeping or storing personal property.

Personal property: Items that are reasonably recognized as belonging to a person and that have apparent utility. Items with no apparent utility or are in an unsanitary condition shall be deemed debris.

Debris: For purposes of this policy, debris is any item that has no apparent utility or is in an unsanitary condition, including, but not limited to, camp structures, camping paraphernalia, and personal property that has no apparent utility or is in an unsanitary condition.

Unauthorized Camps: A location on public property where persons are camping in violation of the City code.

IDENTIFICATION AND CLEAN-UP OF UNAUTHORIZED CAMPS POLICY

The procedure developed below is established pursuant to ORS 203 .077-081. It is intended to address the identification, notification and removal of unauthorized camps on public property other than City-owned property not open to the public, while preserving as much as possible the dignity and respect all persons deserve.

I. Identification of Unauthorized Campsites; Notification to Designated City Officials

Upon notification that there may be an unauthorized campsite on City property subject to this Policy, the City shall forward the notification to the designated City official identified in the Summary- Unauthorized Camping Clean Up Procedures, set out below.

II. Post-Notification Procedures

1. The City shall verify whether an unauthorized camp is occupied and whether personal property or debris are present. If verified, the City shall notify occupants that they are not permitted to camp on public property and that the unauthorized camp will be removed. A designated City official shall then post a Notice of Unauthorized Campsite, written in English and Spanish.
2. The Notice shall state:
 - a) The activity is in violation of OCMC 12.16.040 and the City's unlawful camping policy.
 - b) Personal property and debris at the unauthorized camp will be removed not less than 24-hours after posting of the Notice, and personal property may be reclaimed at the place, dates and times designated on the Notice. The Notice shall include contact information for the storage facility; including, but not limited to its address and phone number.
 - c) Unclaimed personal property shall be disposed of after 30 days of retention.
3. After a Notice has been posted, the local agency and/or city department designated to deliver social services to homeless individuals may visit the camping site at their discretion to assess the need for social service assistance in arranging shelter and other assistance.

Nothing in this Policy shall preclude the designated agency or department from contacting and assisting homeless individuals before a Notice is posted.

III. Removal of Unauthorized Campsites from City Property; Clean Up of Personal Property and Debris

1. On the date designated by the City to remove personal property and/or debris from a posted unauthorized campsite, a designated City official or designee shall inspect the site to ensure the site is unoccupied.

2. If the site is occupied, the designated City official or designee shall contact the Oregon City Police Department for assistance. People who remain at the unauthorized campsite shall be asked to leave. People who decline to leave and who violate any other state or city code may be subject to applicable sanctions of Oregon Revised Statutes and Oregon City Municipal Codes.
3. The City or its designee shall collect personal property and store it for not less than 30 days. Personal property shall be made available to the person claiming ownership. Upon making a claim of ownership, the personal property shall be released to the person at no cost. Any personal property that remains unclaimed for over 30 days shall be disposed of. The term "shall be made available" includes providing a person transportation to the storage facility and back to a requested location within City limits upon request, if the personal property is stored outside of City limits.
4. During the process of clean up, any presence of weapons or firearms shall be immediately reported to the Oregon City Police Department and left undisturbed.
5. Any City employee or contractor designated to remove personal property and debris shall be trained in the use of Personal Protective Equipment and the handling of Hazardous Waste.
6. Following the removal of the campsite, designated City officials, local agency officials and outreach workers may meet to assess the notice and removal policy, discuss whether the removals are occurring in a humane and just manner, and to determine if any changes are needed in the policy.

IV. When 24-Hour Notice is Not Required

The 24-hour Notice required above shall not apply:

- a) When there are grounds for law enforcement officials to believe that illegal activities other than camping are occurring;
- b) In the event of an emergency, such as possible site contamination by hazardous or bio-hazardous materials or when there is immediate danger to human life, welfare or safety;
- c) To any unauthorized campsite located on public property designated as a day use recreational area or any Park (OCMC 12.16 – PUBLIC PARKS)

Note:

- 1) Personal property removed from an unauthorized campsite pursuant to this section shall be stored at a City or designee storage facility. A designated City official or its designee shall post a notice in a conspicuous spot stating that removed personal property may be reclaimed at the place, dates and times designated on the notice. The procedures set out in Section III(3) of this Policy shall apply to this section.

- 2) Unclaimed personal property shall be disposed of not less than 30 days after removal. Debris may be immediately discarded.
- 3) Following the removal of the unauthorized camp, designated city officials, local agency officials and outreach workers may meet to assess the notice and removal policy, discuss whether the removals are occurring in a humane and just manner, and to determine if any changes are needed in the policy.

V. Issuing Citations for Non-Compliance

1. Below are some of the state laws and City codes that, when violated, may result in a citation:

OCMC 9.12.030 - Obscene conduct.

OCMC 9.12.010 - Drinking in public places.

OCMC 12.16.020 – Park Regulations.

OCMC 12.16.070 - Park exclusions.

ORS 164.805 Offensive littering.

SUMMARY

Unauthorized Camping Clean Up Procedures

1. Complaint is Received

- A City representative receives a complaint or notice of unauthorized camping on Parks, Trails, Open Space, Property Open to Public, Private Property, or City owned property marked "No Trespassing"

2. Property Categories

- If private property, refer to Code Enforcement
- If City-owned property marked no trespassing, refer to Code Enforcement and/or Oregon City Police Department. Unauthorized persons can be excluded and arrested for trespass if they do not comply
- If Parks, Trails, or Open Space, Property open to the public, follow below procedures

3. Posting of Unauthorized Camp Notice

- Code Enforcement or Oregon City Police Department will visit the location, attempt to contact occupants, and post "Notice of Unauthorized Campsite"

- OCPD Homeless Liaison Officer (HLO) will offer available resources

4. Coordination of Clean Up

- Once the 24hr posting requirement has been met, Code Enforcement or HLO will arrange for Metro RID or a private contractor to clean up unauthorized campsite

- Clean up will be scheduled after the 24hr "Unlawful Camping" posting requirement has been met.

5. Clean Up

- Code Enforcement, designated city employee, or HLO will arrive at the site at the scheduled date and time to ensure the site is unoccupied.

- If the occupants of the camp are refusing to leave or become verbally or physically aggressive, OCPD will be contacted and will respond to the scene

- Metro RID or private contractor will arrive at the site to initiate clean up

- Personal property of value must be stored

- City employees or third-party contractors shall be trained in the use of Personal Protective Equipment and the handling of hazardous waste

- Metro or private contractor will notify Code Enforcement when the site is cleaned up

The Father's Heart Street Ministry



May 18, 2021

The Father's Heart Street Ministry
603 12th St.
Oregon City, OR 97045

Marty & Teri Gant
Founders

Jennifer Morris
Director of Programs

Office:
(503) 722- 9780

603 12th St.
Oregon City, OR
97045

To Whom It May Concern:

The Father's Heart agency has partnered closely with Oregon City Police Department (OCPD,) and Officer Dan Hanes the Homeless Liaison for Oregon City. Officer Hanes has been a valuable asset when working with this vulnerable community. His understanding of this population and the various barriers they present; shows empathy and builds trust when working with people experiencing homelessness.

The Father's Heart agency believes this grant will allow officer Hanes to further his work by conducting outreach services to those that could not be reached and camp clean-up, which will be a service to all of Oregon City residence, business, and community. The Father's Heart supports the efforts and services that OCPD and Officer Dan Hanes provides, and will continue to provide support to Officer Hanes whose working with this vulnerable population.

Blessings,

Jennifer Morris
Director of Programs

*"I was hungry ...
you gave me
something to eat,
I was thirsty ... you
gave me something
to drink,
I was a stranger ...
you invited me in,
I needed clothes ...
you clothed me,..."*
Matthew 25:35

His Hands Extended in Love
www.tfhstreetministry.com

HOMELESS SOLUTIONS COALITION OF CLACKAMAS COUNTY

1300 John Adams St. Suite 104, Oregon City, Or. 97045
503-880-8949 lynne@cedar-haven.net
lynne@cedar-haven.net



Board of Directors

- Dan Fowler – Pres
- Guy Bastiste
- Lynne Deshler
- Brandi Johnson
- Richard Howells
- Gary Majors
- Dave Morris
- Jay Pearce
- Beck Wilkerson

May 12, 2021

Kelly Dilbeck
Oregon City Police Dept

We write on behalf of Homeless Solutions Coalition of Clackamas County in the “Metro Enhancement Grant” being requested by the Police Department, Code Enforcement and Parks Department of Oregon City.


As a county-wide coalition, our purpose is to facilitate solutions to homelessness by collaborating with public and private providers, citizens, school districts, justice system and faith community. This grant application aligns with our goals by providing services, especially mental health services to the unsheltered community living in Oregon City with the aim to help them secure permanent housing as well as addressing the need to have public areas cleaned on a regular basis.

If awarded, we believe this grant will enable Oregon City to join other community partners in finding solutions to homelessness.

Our mission, vision and goals are significantly aligned with the intent of this grant application. We offer our support and assistance to the City in these endeavors.

We encourage funding of this grant request.

Sincerely,


Dan Fowler
HSCCC, President

To whom it concerns,

5/15/2021

I have been a homelessness consultant for Oregon City for a year and a half. I work closely with the Oregon City Police Department, non-profits, the County, and all other stakeholders. My job is to identify anyone that is unhoused and get them housing as fast as possible and to also connect them with other types of resources. I also identify and solidify key partnerships. Over the last year we have successfully helped over a 100 people in Oregon City off the streets. We have helped over 200 others get connected to other resources and providers, including mental health, physical health, chemical dependency, tickets home, insurance, vaccinations, IDs etc. We have also removed several tons of trash, including bio hazards such as needles, human waste and rotting food. In Oregon City there is definitely a noticeable difference our program has made.

We now have solid partnerships with near perfect care coordination. I can comfortably say anyone in Oregon City that requests a roof over their head will get one almost immediately. The people I work with in Oregon City are true innovators. I am impressed daily with their focus and drive.

Oregon City has recently applied for the Metro Enhancement Grant. I strongly support them in getting this grant so they can continue doing amazing work.

Please reach out to me anytime and I can talk to you in more detail about Oregon City's program. (503) 956 4574.

Sincerely,

Kevin Dahlgren, Homelessness Consultant

2021MetroGrantCoverLetter

2021-2022_grant_application_OCYS1

Item #4.



OREGON CITY YOUTH SPORTS

BASEBALL & SOFTBALL

Re: Oregon City Community Enhancement Grant 2021-2022

June 1, 2021

As the President of Oregon City Youth Sports (OCYS), I am asking for your consideration for the Oregon City Community Enhancement Grant for the 2021-2022 year for our youth baseball and softball program. OCYS is a 501(c)(3) non-profit organization (tax ID 93-0912648) that provides opportunities for children ages 5 – 14 to play baseball and softball on community teams. This year, OCYS supports 44 baseball and softball teams comprised of 506 players who reside mostly in the Beavercreek, Oregon City, and Redland areas. We serve the largest number of youth baseball/softball players in the state of Oregon.

We keep our registration costs affordable to provide opportunities for all youth in the area to play baseball and softball. We also offer needs-based scholarships, so kids aren't turned away if they can't afford the registration fees. Because of this, we don't have huge cash reserves for field improvements. Our registration fees are used to cover operating costs.

We are asking for a Community Enhancement Grant to install artificial turf on the fields at Wesley Lynn Park. For the 2021-2022 year, we will be doing phase one and installing turf on one field. We will install turf on the other field in a future phase.

Artificial Turf will be beneficial to our organization and to the City of Oregon City and the residents. In Oregon, we are often limited in the amount of time we can practice on fields due to the wet weather. Artificial turf on our fields will allow the youth in Oregon City more opportunities to be outside and stay active during the spring, summer and fall seasons. Artificial turf also requires less maintenance which will result in less time and money spent on the fields. By saving money on fields, OCYS will be able to continue to provide a quality baseball and softball program for our youth at an affordable price. In addition, artificial turf is safer for the kids in the community by providing a softer, more level field for playing baseball and softball.

We hope that you will support our organization and the youth of Oregon City by funding our project. Thank-you in advance for your consideration.

Sincerely,

George Lee

President of Oregon City Youth Sports (Baseball & Softball)



**OREGON
CITY**



Metro

Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Wesley Lynn Artificial Turf Project Phase One

Organization Oregon City Youth Sports (OCYS)

Is this a Non-Profit Organization? Yes X No

Non-Profit Federal tax exempt ID Number 93-0912648

Address PO BOX 878

City, State, Zip Oregon City, OR 97045

Project Coordinator George Lee Phone 503-528-6933

Email gjl917@hotmail.com

Chairperson of Governing Board (If Applicable) Valerie Lee

Phone 503-816-1973

Signature 

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	\$	44,999
+ Matching Funds (Cash):	\$	15,000
+ In-Kind Matching Funds (See question #15):	\$	14,999
= Total Cost of Project:	\$	74,998

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes _____ No X _____

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes X _____ No _____

If yes, please describe the projects/programs for which you received funding.

In 2017, Oregon City Youth Sports received funding for two wirelessly controlled electronic scoreboards at Wesley Lynn Park. With the funding, we used our volunteer manpower to install the scoreboards at both fields at Wesley Lynn.

3. If you received an Enhancement Grant last year, what is the status of the project?

We did not receive funding last year.

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes X _____ No _____

If yes, please explain.

This grant-funding request will be for phase one of a two phase project. With the grant funding this year, we will replace the dirt infield on one of the baseball/softball fields at Wesley Lynn with turf. With the future phase, we will replace the dirt infield on the second baseball/softball field at Wesley Lynn Park.

5. Briefly describe the project for which you are requesting funds.

OCYS is requesting funds to replace the dirt infield on one field at Wesley Lynn Park with artificial turf.

6. Describe why this project was selected and the community need(s) to which it will respond.

This project was selected to benefit the youth of our community in Oregon City and to reduce the time and money spent in maintenance on the baseball/softball fields. Replacing the current dirt infield with turf will create more playing opportunity for youth baseball and softball players in our community. Turf infields can be played on when wet unlike traditional dirt infields, allowing northwest baseball and softball players many more playing opportunities on days following heavy rain.

Weather and usage also requires continuous maintenance both during the playing season and the off season. Installing artificial turf will eliminate the money and time our non-profit must provide for this upkeep.

Artificial turf also looks beautiful year-round without water and requires and very little maintenance. In addition, it is a safer surface because it is a softer and smoother surface, and will reduce the risk of injury that is inherent from a hard dirt surface.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

1. Result in significant improvement in the cleanliness of the City.
2. Increase reuse and recycling efforts or provide a reduction in solid waste.
3. Increase the attractiveness or market value of residential, commercial or industrial areas.
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
6. Preserve or increase recreational areas and programs within the City.
7. Improve safety within the City.
8. Increase employment or economic opportunities for City residents.
9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.
10. Enhance art and culture within the City.

7b. List by item number from 7a and describe how the project meets each goal.

#4 – This project will be a significant upgrade for the baseball/softball fields at Wesley Lynn Park. These fields are primarily operated by OCYS which is a 501 (c)(3) Non-Profit Organization. Phase 1 of this project will install artificial turf on one field at Wesley Lynn Park and will provide a clean, beautiful, safe playing surface for the youth baseball and softball players of our community while allowing them to play sports and get exercise on more days than a traditional dirt infield.

#6 – This project will preserve the recreational baseball/softball fields at Wesley Lynn Park and allow for much easier maintenance, allow for many more playing days throughout the season that weather might otherwise not allow for, and reduce the field maintenance costs for OCYS and the City of Oregon City. This in-turn can allow for monies to be spent in other areas for our youth baseball and softball players and continue to keep our registration costs low to allow all the youth in Oregon City to participate.

#7 – Baseball and softball players, like all sports participants, assume some risk of injury while playing their sports. Dirt infields require constant maintenance to keep them level, playable and safe. Artificial turf is softer and stays level and even after installation, reducing injury risks to our youth.

8. Project Period: 3 months
 (Number of months in duration)
 Beginning Date: August 1, 2021
 Ending Date: November 1, 2021

9. What is the geographic area of Oregon City where the project will take place?

Wesley Lynn Park

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

Phase one of this project will affect hundreds of kids per year for the foreseeable future. For the Spring 2021 season, we have 506 kids registered in our programs. OCYS and visiting baseball/softball teams will be able to practice and play on a beautiful, well maintained safe field in a variety of weather conditions for many years to come. This project will also affect the parent/adult volunteers in the community and reduce the time and financial obligation to complete maintenance on the fields.

11. What community resources will be used as support for this project (i.e. community, city-owned property, city departments, transportation services or other civic groups)?

This project will be supported by community volunteers, primarily parent and family volunteers with children playing baseball/softball for OCYS. The City of Oregon City will be assisting in field prep before the turf is installed.

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

OCYS has previously managed the installation of the two scoreboards (one at each baseball/softball field) at Wesley Lynn Park. This previous project required coordination between OCYS, Oregon City Parks Officials, Electrical Contractors, and volunteers.

This project was completed in a timely manner, looks great and has provided two great attractions for the sports fields at Wesley Lynn Park.

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

N/A

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

The goal of this project will be to replace the dirt infield on one of the sports fields at Wesley Lynn Park with artificial sports turf. One of the goals of this project is to be able to use the field during wet weather. We will be able to measure the additional field usage we are able to get with the field and the additional hours the youth of Oregon City are able to play baseball and softball outside. The noticeable benefits will be outdoor baseball/softball practices occurring earlier in the season and less game rainouts or game cancellations due to poor field conditions because of weather.

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Labor	Volunteers	\$14,999
Monetary Contribution	OCYS	\$15,000

16. List all grants applied for in support of this project and commitments confirmed to date.

None

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 0 %

18. Will the administrator be a paid position? Yes _____ No X

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

****These figures will be transferred to the table on the first page of this application.

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)	\$0	\$0	\$0	\$0
Project Administration costs (clerical, advertising, graphics, printing, postage)	\$0	\$0	\$0	\$0
Materials	\$19,000	\$15,000	\$0	34,000
Equipment/Supplies	\$0	\$0	\$0	\$0
Construction Costs	\$25,999	\$0	\$14,999	\$40,998
Event Costs	\$0	\$0	\$0	\$0
Transportation Costs	\$0	\$0	\$0	\$0
Insurance Costs (if needed)	\$0	\$0	\$0	\$0
Additional Costs (List)				
Totals	\$44,999	\$15,000	\$14,999	\$74,998

May 27, 2021

Ms. Ann Griffin
Oregon City Community Enhancement Committee
625 Center Street
Oregon City, OR 97045

Dear Ann and the Oregon City Community Enhancement Grant Committee:

The Providence Willamette Falls Medical Foundation respectfully submits this application package for review by the Oregon City Community Enhancement Grant Committee. We are requesting a \$50,000 grant to help complete construction of the new Carol D. Suzuki Cancer Center on the campus of the Providence Willamette Falls Medical Center. We are specifically asking for funds to help frame out the walls of the Cancer Center.

The Cancer Center will serve the residents of Oregon City with cutting edge cancer treatment and supportive services close to home, saving them many long trips to and from inner Portland. This year nearly 2,000 people in Clackamas County will learn they have cancer – this includes hundreds in Oregon City. Most frequently it is breast cancer, colon cancer, or lung cancer. Many of these people will need immunotherapy or chemotherapy, and months if not years of follow care and support. The new Cancer Center will help ease their way during an especially vulnerable time.

As a hospital, patients and population health are always our first focus. The Cancer Center will, however, also help create dozens of new jobs for Oregon City. We believe it will also increase property value. The building shell (this part of the project is fully paid for by Providence) will have space available for lease, and attract new types of businesses to the area – indirectly creating even more jobs in Oregon City.



It would be my pleasure to tell you more about this project at the upcoming the Community Enhancement Grant Program Committee meeting on June 10th. We thank you for your consideration of our request and invite you to review the attached proposal.

Sincerely,



Tiffany Gillespie
Executive Director, Willamette Falls Medical Foundation
Tiffany.Gillespie@providence.org | 503-650-6809

Attachments: Full Proposal/Application, Letter of Support, Project Renderings, 501(c)(3) Letter



Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Providence Willamette Falls Cancer Center

Organization Providence Willamette Falls Medical Foundation

Is this a Non-Profit Organization? Yes

Non-Profit Federal tax-exempt ID Number 93-1003750

Address 1500 Division Street Attn: Foundation

City, State, Zip Oregon City, Oregon 87045

Project Coordinator Jennifer Narron (grantwriter) **Phone** 971-232-9757

Email Jennifer.narron@providence.org

Chairperson of Governing Board Tiffany Gillespie, ED Willamette Falls Foundation

Phone 503-650-6809

Signature 

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	\$	50,000.00
+ Matching Funds (Cash):	\$	4,901,896.00
+ In-Kind Matching Funds (See question #15):	\$	N/A
= Total Cost of Project:	\$	4,951,896.00

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes

2. Have you received an Enhancement Grant in the last 3 years? (Include past MetroEnhancement Grants)

No

If yes, please describe the projects/programs for which you received funding.

N/A

3. If you received an Enhancement Grant last year, what is the status of the project?

N/A

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

No

If yes, please explain.

N/A

5. Briefly describe the project for which you are requesting funds.

Providence believes in easing the way for our patients. That is why we are creating a new Cancer Center (officially, the Carol D. Suzuki Cancer Center) at the Providence Willamette Falls Medical Center in Oregon City. This new Cancer Center will expand the reach of the Providence Cancer Institute, which treats more people with cancer than anyone else in Oregon. Its Earle A. Chiles Research Institute is internationally recognized for developing innovative new treatments.

The new Cancer Center will:

- Provide nearly all our patients all the care they need – diagnosis, treatment, and follow-up, under one roof.
- Deliver more than 4,000 chemotherapy or immunotherapy treatments each year, more than double the previous capacity of the Clackamas Clinic (closest Providence cancer facility).
- Save thousands of trips to Portland for hundreds of patients, giving them and their families more time and energy for their regular activities.
- Make it easier for Oregon City residents to participate in innovative treatments and clinical trials bringing patients the very latest in cancer care.
- Comfort patients with warm designs and inspiring views of Mt. Hood

The Providence Willamette Falls Medical Foundation is respectfully asking Oregon City for a \$50,000 grant toward build-out of the Cancer Center (officially, the Carol D. Suzuki Cancer Center) at the Providence Willamette Falls Medical Center. Specifically, the funds will go toward the internal framing of the Cancer Center.

We would like to elevate that Providence is fulfilling the final \$16,000,000 of a \$55,000,000 multi-year promise to improve access to healthcare (especially specialty care) for Oregon City residents at the Willamette Falls campus through this project; specifically, Providence will be paying for the “shell” multi-story building, of which, the top floor will house the Cancer Center. We have \$400,000 yet-to-raise toward our \$3,000,000 goal to help construct the Cancer Center itself. Thank you kindly for your consideration of our request.

6. Describe why this project was selected and the community need(s) to which it will respond.

Clackamas County has seen more than our share of tough times recently: the pandemic, wildfires, and ice storm. For those newly diagnosed with cancer, 2021 will be no easier. Annually nearly 2,000 people in Clackamas County will learn they have cancer, most frequently breast cancer, colon cancer, or lung cancer. Hundreds of them will need to make dozens of trips for treatments. For several years, Providence Cancer Institute provided chemotherapy and immunotherapy infusions at its Clackamas Clinic. That clinic is now too small to meet needs when a regulatory change prevented it from accommodating infusion therapies. Today, most of our patients must travel to Providence Portland Medical Center (inner SE Portland) for those treatments. After treatment comes the long drive home. It is a heavy burden for patients and their families. They already have so much on their minds.

Providence cancer patient Kendra says she worries most about her children. “The worst days are when my mind starts racing and thinking, ‘If I die, what will their life be without me?’” A single mother of two, Kendra has metastatic breast cancer. Four years into her battle, she makes regular trips to downtown Portland to see her oncologists. “On a good day it takes 40 minutes to an hour each way,” she said. “On a bad day it’s an hour and a half.”

The new Cancer Center at Providence Willamette Falls Medical Center will bring world-class cancer care miles closer to patients like Kendra, allowing her to spend more time with her children. Chase is learning to play drums and Karley loves math and art. “I’m focused on progress in cancer research and on making sure that I will be here and ready for new treatments,” said Kendra.

We chose this project because of the broad impact it will have on the community. First, it will provide high-quality cancer care for area resident close to home. These are some of the most vulnerable residents of our community; we want to serve their needs and lower barriers to accessing care. Second, this project will provide jobs, both through the Cancer Center itself, and peripherally through satellite services. Finally, we believe this project will increase the property value in adjacent residential and mixed-use areas. (see our rationale in 7b.)

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

- *Increase the attractiveness or market value of residential, commercial, or industrial areas.*
- *Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.*
- *Increase employment or economic opportunities for City residents.*

7b. List by item number from 7a and describe how the project meets each goal.

- **Increase the attractiveness/value of residential, commercial, or industrial areas.**

We know that property value increases when a hospital is built or significant hospital improvements/expansions happen in a given area¹. It is desirable to have a home near a hospital, especially one with a full array of medical services. Hospitals also have ripple effects on local



economies. A new hospital or hospital service, such as cancer care, means more people will be visiting the area more often. This means shops, medical offices, restaurants, and other services near the hospital will also benefit. The structure will house not just the Cancer Center, but several spaces available for lease to medical or allied health professionals – see below answer.

- **Result in rehabilitation/upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.**

The Cancer Center will be housed within a brand-new structure on the Providence Willamette Falls Medical Center campus. One floor of the new structure will be reserved for the Cancer center, while the rest of the structure will be open for medical and other healthcare related offices. Note, Providence is fully paying for the building shell, this grant request is solely for the buildout of the Cancer Center within. We believe the

¹ [How Will A New Hospital Affect Property Values? | Daniel J. Alderman \(danalderman.com\)](https://danalderman.com)

structure to be architecturally interesting and responsive, focusing patients' eyes on views of Mt. Hood. The new Cancer Center is also designed to blend in with existing area structures as well as the Willamette Falls Hospital's distinct site. The Providence Willamette Falls Medical Center has 501(c)(3) status under the IRS.

- **Increase employment or economic opportunities for City residents.***

The Cancer Center will bring approximately 21 jobs to Oregon City. Jobs created will include physicians, nurses, technicians, medical assistants, administrative support, and clinic leaders. This number does not, however, count the impact on other existing campus departments that will see an increase in volumes due to this new service line on the hospital campus. This includes labs, diagnostic imaging, radiology, pulmonology, and others. It also does not include the impact on future tenants of the new medical office building in which the Cancer Center will be located. Over the next five years, the two other floors of the building in which the Cancer Center is housed, will be leased, and built out -likely by supportive medical services. These businesses will also create Oregon City jobs for various types of professionals.

8. **Project Period:** 15 months

Beginning Date: May 26th 2021 (groundbreaking)

Ending Date: September 1st 2022

9. **What is the geographic area of Oregon City where the project will take place?**

The Willamette Falls Medical Center, and this project, are all located within the McLoughlin neighborhood of Oregon City – specifically on the far east side of the neighborhood, on Division. The Medical Center is flanked by various non-Providence medical services on three sides and a more residential area across Division, with the direct area across Division being mixed use. The campus is exceptionally lovely, with a creek and a wetland area. The creek even runs right under the hospital. The area was originally a farm when it was purchased in the 50s. There are throngs of deciduous trees growing strong in the many reserved green spaces.



Since 1954, the Willamette Falls Hospital has served the area as a not-for-profit hospital. We were

built as a community hospital through philanthropy and the support of local government. We hope to continue that tradition with the Cancer Center build-out. We value our place within the central fabric of Oregon City, and commit to continued service and thoughtful development to meet the needs of our community.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

The new Cancer Center at Providence Willamette Falls Medical Center will provide treatment for residents of Oregon City (and the surrounding areas), close to home. The benefit is cutting edge care without a long trip to Portland several times per month. It is one way we can ease the way for our patients, allowing them to concentrate on healing and their families.

With the increased capacity at the Providence Willamette Falls Cancer Center, we will be able to deliver more than 4,000 chemotherapy or immunotherapy treatments each year, more than double the previous capacity of the Clackamas Clinic. Number of treatments is the best way to estimate impact. Patient panels will vary widely as some require ongoing infusions for life, some are over just a year or so and others are just a handful of infusions and then done. Most patients will be from Oregon City and surrounding communities, with a few from Washington County to our south and Multnomah County to our north. We know approximately 2,000 individuals in Clackamas County are diagnosed with cancer every year, with around 200 of those being Oregon City residents.

In addition to the patients treated at the new Cancer Center, we will provide community benefit via more jobs and increased property value (see details under question 7b).

11. What community resources will be used as support for this project (i.e. community, city-owned property, city departments, transportation services, or other civic groups)?

This project will be built on privately owned property (owned by Providence), but will require city permits. Patient and staff visiting the Cancer Center may use city transportation services. We have the full support of the Oregon City Business Alliance (see attached letter of support).

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

Providence Real Estate Strategy and Operations (RESO) has a vast portfolio of experience managing similar projects (over 50 years). The project manager for the effort sits on the RESO team. RESO has worked on various types of medical facilities and units over the years. Across Oregon, Providence operates eight hospitals with a varying number of beds, services, and specialties. RESO has been involved with all these endeavors and is familiar with, and adept at handling, very large-scale projects. Most notably:

- Providence Cancer Center Yamhill County – a multi-story medical office with functions very similar to the Willamette Fall project, including the creating of a new infusion clinic (for chemotherapy) and immunotherapy services.
- Providence’s Center for Medically Fragile Children – a 40 bed unit in Portland where children ages 18 months to 21 years live permanently and receive full time care by a team of clinicians.
- Providence Benedictine – a primary nursing center, short-stay skilled unit, assisted living facility, child development center and home health agency located in Mt Angel.

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

- 5/26/21 = Project groundbreaking (complete)
- 5/31/21 = Demolition officially begins
- 7/01/21 = Construction commences. City building permit for the shell (BCOMM 21-00076 for reference) is still under review with the city, though the final stages of review and approval is expected within a couple weeks.
- 3/31/22 = Shell construction complete
- 4/01/22 = Construction of the interior Cancer Center commences
- 6/30/22 = Interior framing Cancer Center complete (this is our specific grant request)
- 9/01/22 = Completion of Cancer Center construction and equipment installation
- 10/1/22 = Ribbon cutting and first patients arrive

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

Project goal: The overall goal is triple-fold: to increase access to cutting-edge cancer treatment or Oregon City residents, create jobs, and improve city livability/property values. We aim to reach this goal through a series of short-term (measurable within project period) and long-term (measurable 1-5 years after project completion) objectives.

Objective 1: Raise all funds needed to complete interior build-out by December 31st 2021.

Objective 2: Complete each phase of construction on time, final stage complete September 2022.

Objective 3: Provide a minimum of 4,000 chemotherapy or immunotherapy treatments within the projects first full operating year (measurable 1 year after project completion).

Objective 4: Add an additional 21 jobs to the Oregon City community through the Cancer Center itself (measurable 2 years after project completion).

Objective 5: Bring additional businesses and jobs to the Oregon City community as businesses lease space in spaces adjacent to the Cancer Center (measurable 5 years after project completion).

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

N/A, it would not be appropriate for volunteers to provide support to this construction project.

16. List all grants applied for in support of this project and commitments confirmed to date.

I am listing all grants, as well as other forms of support, secured and pending for the project thus far.

Donor Entity	Amount
Providence Health and Services of Oregon (secured)	\$ 1,951,896.00
Providence Willamette Falls Medical Foundation (secured)	\$1,500,000
Craig and Jilda Danielson (secured)	\$570,000
Eric and Gayle Johnston (secured)	\$100,000
Don and Debi Aughenbaugh (secured)	\$100,000
Pamela Bloom (secured)	\$25,000
Bob and Barbara McEahern (secured)	25,000
Additional individual donations (see list below) (secured)	\$280,000
Oregon City grant (pending)	\$50,000
Raskob Foundation grant (pending)	\$30,000
Individual fundraising efforts through 2021 (planned, including one event) (planned/pending)	\$320,000

Additional private donors and groups giving significant gifts toward the Cancer Center **(all secured)** include: Dennis and Gwen Marsh; Robert Suzuki, Carol Danielson Suzuki Family Trust; Oregon City Women’s Club; Jeff and Trang Sumpter, Lewis and Clark Bank; Mike and Alice Norris; Lee and Norma Barney; Tony and Pam Helbling/Wilson Construction; Gail and Eric Johnston, Troutdale Beverage Depot

Pending major gifts: Jo Crenshaw and Dan Fowler (we expect both these gifts to be six figure)

Planned gala (October 2nd 2021) with a goal of \$150,000 (will likely go over goal).

Total secured to date	= \$4,551,896
Total pending	= \$ 250,000
<u>Total planned</u>	<u>= \$ 150,000</u>
TOTAL	= \$4,951,896

(Note total project cost = \$4,951,896 – see next page)

17. What is the percentage of Enhancement will be used for personnel services or administrative costs?

0.54%* (This number 26K/4.9M reflects only the project manager employed by Providence to manage the multi-year initiative. We theorized this was the best answer to get at the intention of the question. There will be additional personnel employed, such as architects and construction staff. Those numbers are listed in throughout the budget.)

18. Will the administrator be a paid position? Yes

19. Proposed Budget—on the following page please complete the proposed budget. Modify lineitems as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

*****These figures will be transferred to the table on the first page of this application.*

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel/Project	\$0	\$ 402,762.00		\$ 402,762.00
Administration Services -				
Arch. Interiors \$ 273,904				
Proj. Man. (Prov.) \$26,778*				
Struc. Engineering \$ 5,000				
MEP Engineering \$ 84,000				
Acoustical \$ 11,300				
Fire Alarm \$1,780				
Equipment/Supplies (plus additional owner requirements)	\$0	\$ 568,183.00		\$ 568,183.00
Med Equipment \$ 249,015				
IT Equipment \$ 120,041				
Medical Record Equip \$ 128,037				
Structural Testing \$ 8,813				
Artwork and Signage \$ 36,277				
Pharmacy Consultant \$ 6,000				
Pharmacy Testing \$ 20,000				
Construction Costs	\$50,000.00	\$ 3,873,428.00		\$ 3,923,428.00
Interior Framing \$ 350,000	(to specifically go toward interior framing of the new cancer center)			
All other Const. \$ 3,181,906				
Gen. Con. Fee \$ 100,659				
Corp. Act. Tax \$ 20,838				
Cons. Insurance \$ 79,115				
Design Contingency \$ 63,637				
Cons. Contingency \$ 95,455				
Escalation \$ 31,818				
Additional Costs (listed)		\$0	\$57,523.00	
Plan Review (city) \$ 24,990				
Plan Review (state) \$ 13,310				
Permits \$ 19,223				
Event Costs N/A	-	-		
Transportation Costs N/A	-	-		
Insurance Costs (gen insurance costs not included)	-	-		
PROJECT TOTAL (interior buildout only)	\$50,000.00	\$ 4,901,896.00		\$ 4,951,896.00

Note the building shell will cost \$16,000,000. Providence is fully paying for this to fulfill a promise to Willamette Falls Hospital to invest \$55,000,000 (plus earnings, so \$87,000,000 total) back into the medical center at Willamette Falls by 2022 to increase community access to medical care – especially through specialty services. The \$16,000,000 will fulfill the last piece of that promise. Other projects that have been paid for/completed include electronic medical records investment, cardiac rehab center, child/adolescent behavioral health unit, and other specialized services.

May 21st, 2021

Re: Providence/Willamette Falls Hospital for their proposed Cancer Center

Ann Griffin
 City of Oregon City
 625 Center Street
 Oregon City, Oregon 97045

Re: Letter of Support

Dear Ann,

On behalf of the OC Business Alliance, I am submitting this letter of support for the economic development grant request being made by the Providence/Willamette Falls Hospital for their proposed Cancer Center. This new facility would provide our local citizens much needed medical services in the areas of diagnostic imaging, surgery, lab testing and rehabilitation treatments. The total building size will approximate 32,000 square feet of hospital space with the clinic occupying one floor of the structure. Future specialty services and expansion of existing facilities will now be available as the community grows and these additional medical services are needed.

Also, from an economic standpoint the new Carol Danielson Suzuki Cancer Center will create many family wage jobs for nurses, technicians, healthcare administrative support and physicians. This specialty service line will also be attractive for entry level employees to utilize their education benefits for certifications and advanced degrees that would qualify them to work within this new service. The new building will complement the existing medical office facility completed in 2018. The addition will offer an enhanced modern appearance for the entire medical center. By providing expanded services on the OC campus, they are allowing their patients to have fewer trips to Multnomah County/Portland to receive their treatments and exams. Many individuals do not have immediate and convenient access to transportation options so by providing the medical procedures closer to their homes we will make it more possible for them to get their services while reducing traffic congestion at the same time.

In summary, communities thrive when they have access to good quality healthcare. We at the OC Business Alliance believe our local community is deserving of these services. We strongly request your approval of the economic development grant for their new OC Cancer Center.

Sincerely,

Kent Ziegler
 President, OC Business Alliance

Oregon City Business Alliance
 PO Box 1088, Oregon City 97045
 Phone (503) 329-2774
www.ocBusinessAlliance.com









P O BOX 2350 ROOM 5127 ATTN: E.O.
LOS ANGELES, CA 900532350

Date: JUN. 4, 1990

WILLAMETTE FALLS HOSPITAL
FOUNDATION
1500 DIVISION STREET
OREGON CITY, OR 97045

Employer Identification Number:
93-1003750

Case Number:
950095188

Contact Person:
HOWARD, RANDY LEE

Contact Telephone Number:
(213) 725-6619

Accounting Period Ending:
JULY 31

Form 990 Required:
YES

Addendum Applies:
NO

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(3).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket pur-

-2-

WILLAMETTE FALLS HOSPITAL

chases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$10 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$5,000 or 5 percent of your gross receipts for the year, whichever is less. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

-3-

WILLAMETTE FALLS HOSPITAL

Sincerely yours,

A handwritten signature in black ink, appearing to read "Michael J. Quinn". The signature is written in a cursive style with a large initial "M" and a distinct "Q".

Michael J. Quinn
District Director



Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project "South Art Corner"

Organization Soulflags (Art Lit Community Center)

Is this a Non-Profit Organization? Yes No

Non-Profit Federal tax-exempt ID Number 83-2178648

Address 504 Main Street

City, State, Zip Oregon City, OR 97045

Project Coordinator Tima Carlson Phone 503-405-9776

Email soulflagsartlit@gmail.com

Chairperson of Governing Board (If Applicable) Heather Warren

Phone 503-405-9776

Signature *Tima Carlson*

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	\$	\$5,200
+ Matching Funds (Cash):	\$	\$520
+ In-Kind Matching Funds (See question #15):	\$	\$5,795
= Total Cost of Project:	\$	\$11,515

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes No

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes No

If yes, please describe the projects/programs for which you received funding.

3. If you received an Enhancement Grant last year, what is the status of the project?

N/A

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes No

If yes, please explain.

5. Briefly describe the project for which you are requesting funds.

Soulflags (Art Lit Community Center) would like to create an "Art Corner" at the south intersection of Hwy 99E and Main Street. The "Art Corner" would consist of painting the walls exposed along Hwy 99E at 504 Main Street and designating the area as the "Art Corner", installing mosaics, creating a "selfie-station" area to take photos and having access to art gallery(ies) and classes.

Soulflags will be working with Three River Artists Guild at the Festival of the Arts in August, coordinating and implementing the "kids corner". Soulflags will be working with youth to create mosaic murals, having students paint with glazes individual 6"x6" tiles of well-known famous paintings altered to reflect an Oregon City icon (ie. Starry Night with Oregon City Elevator in background, etc.). The individual tiles will be mortared onto 3' x 5' concrete backer board, creating a mosaic image of the well-known famous painting with a special, unique twist of adding a famous Oregon City landmark or image. The mosaics can be available for display but eventually being permanently placed on the building located at 504 Main Street. Soulflags will also paint the walls facing 99E supporting the mosaics design. The corner of the building will also have an area for "selfie station" on the exterior (butterfly wings) and interior to bring foot traffic onto the south side of Main Street.

6. Describe why this project was selected and the community need(s) to which it will respond.

This "Art Corner" was selected because the corner of 99E and Main Street, especially the south side, does not have as much foot traffic as the north side. There is no art or color displayed on the buildings as well. We want this area to be known as the "Art Corner" because this community needs an art center and Souflags strives to be that, offering a resource for all to access the arts. With the development of the Blue Heron Mill, we feel adding some color to the existing Main Street, especially the intersection of 99E and Main Street, will lift up and bring a new and much needed change beneficial for the community and intersection.

Murals, and in this instance mosaics, create vibrant neighborhoods that people want to visit, live in and take care of. Murals encourage people to slow down and admire their surroundings. They create important conversations and expand thought. They tell the communities story, create a unique experience, engage citizens, increase foot traffic and tourism, increase appreciation of the arts and artists and increase overall attractiveness of the city and surrounding area. The altering of famous works of art like Van Gogh, Monet, Andy Warhol, Alma Woodsey-Thomas to include well known landmarks/icons of Oregon City (Arch Bridge, Elevator, John McLoughlin, Willamette Falls), will create curiosity, excitement and understanding of artists and our community.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

- x 1 Result in significant improvement in the cleanliness of the City.
 - 2. Increase reuse and recycling efforts or provide a reduction in solid waste.
 - 3. Increase the attractiveness or market value of residential, commercial or industrial areas.
 - 4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
 - 5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
- x 6. Preserve or increase recreational areas and programs within the City.
 - 7. Improve safety within the City.
 - 8. Increase employment or economic opportunities for City residents.*
- x 9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.*
- x 10. Enhance art and culture within the City.

7b. List by item number from 7a and describe how the project meets each goal.

- 1. Creating this project on the existing plain blank walls will enhance the Main Street and 99E intersection by adding an area of urban art to visit, keeping surfaces free from vandalism and creating visual cues to residents that the place they call home is desirable. Existing blank walls within that intersection add to the drab industrial surroundings of the nearby Blue Heron Mill. Adding beauty to the building will in turn add beauty to the surrounding area and intersection.
- 6. Soulflags, a 501(c) 3 non-profit, offers an Art Lit Program to all within the community including school districts, providing the means to organize and implement a volunteer-based art program within the schools. Soulflags compiles the data/resources, provides training and assists with budgets, working with parent organizations to fund this program with a workable budget.

- 9. The mission of Soulflags is to promote artistic expression and entrepreneurship through our community workspace. We focus on creating an opportunity for youth and aspiring artists to be exposed to different art styles and art media. We strive to become a resource for the community, community organizations and schools a place to work and learn.
- 10. Creating the "Art Corner" will enhance the City by adding color and an artistic setting to a blank setting and surrounding area. Murals have the opportunity to tell the community's story, create a unique experience, engage citizens, increase foot traffic/tourism, appreciation for the arts and artist and increase overall attractiveness of the space and community.

8. Project Period: 10 months
 (Number of months in duration)
 Beginning Date: July 12, 2021
 Ending Date: June 30, 2022

9. What is the geographic area of Oregon City where the project will take place?
 Downtown along Main Street at the intersection of Hwy 99E and Main Street on the southeast corner.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?
 Bringing mosaic murals and an art corner to the community connects people, encourages people to participate. Art gives people an opportunity to express their feelings, relieve tension, creates culture, stimulates business, drives tourism, inspires young minds. Art Community Centers celebrate arts and culture, unite people together, provide entertainment and education and give people an outlet for their creativity. We estimate the entire city population of Oregon City will benefit by having this project and center, along with all the people who drive daily by the intersection of Hwy 99E and Main Street, seeing the beauty of art instead of blank walls.

11. What community resources will be used as support for this project (i.e. community, city-owned property, city departments, transportation services, or other civic groups)?
 The following community owned businesses will be used as support for this project:
 Georgie's, Valley View Ceramics, Sherwin Williams, Home Depot, etc.

In addition, Souflags will work closely with city departments in the instance permits of any sort are needed to create the "Art Corner".

Item #4.

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

Souflags lead volunteers were directly involved in the organizing, implementation and creation of several mosaic images and large size student projects within Holcomb Elementary School. Several projects included a large mural within the cafeteria setting where volunteers work with an Artist in Residence who created the design and volunteers worked with students to paint individual areas. Volunteers also worked with an Artist in Residence to create ceramic tiles and mosaic of Holcomb's school sign. Volunteers worked with students to create tiles out of ceramics, paint tiles with glazes, fired ceramics and organized/worked with Valley View Ceramics to assist in firing tiles, construction and installation on school walls.

13. List anticipated project milestones and dates (e.g. groundbreaking, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

July 12 - purchase of tiles

July 23-25 - drawing designs on tiles

August 14-15 - Festival of the Arts - community involvement painting of tiles with glazes

End of August - End of September - firing tiles on site and at Valley View Ceramics

September 2021 - March 2022 - creating mosaics

March 2022 - painting wall

April - June 2022 - installation

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

Soulflags will document/measure the number of community members and their approximate age groups of those that were involved in the creation/design, glazing at Festival of the Arts weekend event, firing, and installation of mosaics created by volunteers. Soulflags goal is to have several hundreds of community members, primarily youth, glaze the tiles at the Festival of the Arts weekend event. In addition, Soulflags will bring tiles for glazing at the Oregon City Saturday Market. These events will create excitement and marketing for the enhancement plan of the south "Art Corner" along Main Street.

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Exterior Paints	Sherwin Williams/Donation	\$1,000
Concrete Backer Board	Home Depot /Donation	\$50
Scissor Lift	Pioneer Rental /Donation	\$110
Painting	Volunteer	\$880
Glazing with Community	Volunteer	\$880
Creating Mosaic	Volunteer	\$1,100
Firing	Volunteer	\$1,100
Installation	Volunteer	\$110

16. List all grants applied for in support of this project and commitments confirmed to date.

On-Point Community Credit Union- applied for \$10,000 grant , no confirmation as of 6/1/21

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 7.7 %

18. Will the administrator be a paid position? Yes _____ No _____

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

*****These figures will be transferred to the table on the first page of this application.*

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)	\$1,500			\$1,500
Project Administration costs (clerical, advertising, graphics, printing, postage)	Poster for Festival of the Arts - \$250 Media = \$250		\$250	\$750
Materials	Bisque Tile - \$500 Mastic - \$500 Grout - \$500		Backer Board - \$50 Paints - \$1,000	\$2,550
Equipment/Supplies	Anchors - \$200 Wood - \$1,000	Spray Painter - \$120	Scissor Lift - \$110	\$1,430
Construction Costs	Valley View Firing - \$250		\$4,070 Internal Firing - \$250	\$4,570
Event Costs	\$250			\$250
Transportation Costs			\$65	\$65
Insurance Costs (if needed)		\$400		\$400
Additional Costs (List)				
Consultants/trainers				
Totals	\$5,200	\$520	\$5,795	\$11,515

* A letter of support from Three Rivers Artist Guild can be prepared upon request.



Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Oregon City Mural Project

Organization: Three Rivers Artist Guild

Is this a Non-Profit Organization? Yes X No

Non-Profit Federal tax-exempt ID Number 20-8808898

Address PO 2648

City, State, Zip Oregon City, OR 97045

Project Coordinator Trieste Andrews Phone 971-322-8610

Email trieste.andrews@gmail.com

Chairperson of Governing Board (If Applicable) Trieste Andrews, president of TRAG

Phone 971-322-8610

Signature *Trieste Andrews*

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Grant Amount Requested:	\$	18690
+ Matching Funds (Cash):	\$	2000
+ In-Kind Matching Funds (See question #15):	\$	6275
= Total Cost of Project:	\$	26965

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes _____ No X _____

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes X _____ No _____

If yes, please describe the projects/programs for which you received funding.

The Storefront Art Gallery and Event Project (SAGE) was designed to bring Art and exposure to vacant available space in Oregon City. The Grant application was two-fold: 1. Bring more exposure to vacant retail space by installing art pieces in windows and 2. hold pop up art events for the community to support local businesses and artists. Large pieces of art replaced vacant retail space windows that were either covered with brown paper, or empty. Originally TRAG had planned 4 pop up art events over the space of one year. Due to COVID, this was not possible, but we did hold one pop-up art event in May adhering to the OHA regulations for an outside marketplace and event.

3. If you received an Enhancement Grant last year, what is the status of the project?

We are nearing completion of the grant. The last storefront is being installed in June, and the Pop-Up Art Event was completed on May 8th. We installed 26 Art pieces on 9 different sites from September 2020 – June 2021. We have used all the grant money and will be requesting our last 25% with all required invoicing and reporting.

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes _____ No X _____

If yes, please explain.

Although this particular grant will fund 2 mural projects to completion, if allowed, TRAG may request more for murals in the future.

5. Briefly describe the project for which you are requesting funds.

TRAG is requesting funds for one mural restoration and one new mural in Oregon City. The mural code and process is still in its final stages. The Commissioners have voted in a new code to allow murals, and the process for murals is now being finalized. We have been told that it will be completed by late spring/early summer and our goal is to have some funding in place as soon as we receive permission to proceed.

In 2020 TRAG distributed a survey online to the public for support for murals. We received over a 100 positive responses which were then forwarded to the City commissioners. One of the questions was if they would be interested in having a mural on their place of business, and 18 responded yes. TRAG chose 2 sites for this grant that each have its own unique requirements. One is a restoration and the other is a new mural. We have received permission from each property owner to install a mural, have completed surveys for planning and budget, and have notified Aaron Parker from the City for possible additional permit requirements. If by chance we need to replace that site with another, it will be an easy process.

The Two Sites are:

A. The Restoration of the Don Pepe's Trolley Car mural at 705 Main Street.

The original mural is extremely deteriorated. It presents an eyesore on Main Street and was one of our priorities when deciding on what to choose for funding. It is the more difficult piece to complete but after careful surveying and discussing the project with a professional muralist, we have put the following plan together:

Prep work to repair the wall will be required before painting begins. Due to the height of the mural and the size of the sidewalk, a scissor lift or scaffolding will be required. The sidewalk will need to be shut down and a possible partial street incursion. Aaron Parker from City Public Works Engineering has been made aware of this for permit requirements. Cones, tape and permits will be included in costs. Other costs include wall repair materials, paint, brushes, UV protective coating and spray equipment. Artist, TRAG and owner will be responsible for insurance coverage as required.

Approximate timeline for prep, painting, and sealing will be one week.

B. The Trails End Saloon at 1320 Main Street

The Trails End Saloon site is a historical landmark of Oregon City. The saloon's original building was built around 1880 and was the city's first grocery store. It suffered a fire in 1905 and was rebuilt in 1910. In the ensuing years it operated as a grocery store, Chinese restaurant and several different saloons.

The Trails End has just reopened with new owner Jenny Andersen. Jenny is excited to have a mural installed that would act as an interactive site for visitors and tourists. The idea is to have a mural depicting a Blues/Music group that visitors could take a photo opportunity with. The mural would be installed on the front of the building facing Main Street. The traffic going to Corner 14 and the musical performances that the Trails End offers will give great exposure for Oregon City and tourism for our city.

After surveying and meeting with the Owner, it was determined that the current wall is not suitable to be painted directly on. The mural will be painted on 6 MDO panels and then

securely fastened over the existing wall. TRAG will work with the owner to determine supporting structures to adhere the panels on to. Owner will donate cost involved in providing additional supporting structure. Additional costs provided for through the grant include: 6 MDO panels, paint and brushes, UV/anti-graffiti coating with spray equipment, and mounting hardware. Aaron Parker from City Public Works has been notified regarding any potential permit requirements. Sidewalk requires a 4' wheelchair access space which it has so no City permits are required for this project. Wall is only 8' high so will not require scaffolding or a scissor lift. Artist, TRAG and owner will be responsible for insurance coverage as required. Because the mural will be painted on 6 boards off site, the timeline for the actual installation will only be a matter of hours. A reveal party will be planned for this mural.

6. Describe why this project was selected and the community need(s) to which it will respond. As noted above, the deteriorated mural at 705 Main Street presents an eyesore to Main Street, and the restoration of it would greatly benefit not only the space, but Main Street as well.

Also noted above, the Trails End is a historic landmark of Oregon City. The opportunity to highlight the space and give exposure to it would be benefit to the economy and tourism of Oregon City. Visitors could take selfies with the mural and given an incentive to post on social media that they are in Oregon City as the Trails End Saloon.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries. Indicate which of the following outcome(s) your project will achieve.

Highlighted in Blue:

1. Result in significant improvement in the cleanliness of the City.
2. Increase reuse and recycling efforts or provide a reduction in solid waste.
3. Increase the attractiveness or market value of residential, commercial or industrial areas.
4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
6. Preserve or increase recreational areas and programs within the City.
7. Improve safety within the City.
8. Increase employment or economic opportunities for City residents.
9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.
10. Enhance art and culture within the City.

7b. Describe how the project meets the selected goal(s).

As noted above, the restoration of the mural on Main Street, and a new mural at the Trails End will

offer an aesthetically pleasing appearance to Oregon City. It will increase the exposure for the two sites, and attract visitors to both the City and the businesses where they will be installed - A win-win for the local business owner and the City of Oregon City

8. Project Period: _____
 (Number of months in duration)
 Beginning Date: As soon as the mural code is finalized – hopefully summer of 2021
 Ending Date: 6/30/2022

9. What is the geographic area of Oregon City where the project will take place?

As noted above – 705 Main Street and 1320 Main Street

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

As noted above, it will draw visitors to both sites, and represents the beginning of reinstating murals back to Oregon City. A reveal party or even a space where the public can watch the mural in progress can be integrated into the project. All these ideas can be marketed on social media to draw more visitors to Oregon City and benefit tourism.

11. What community resources will be used as support for this project (i.e., community, city- owned property, city departments, transportation services, or other civic groups)?

TRAG has been working closely with Liz Hannum Director from Downtown Oregon City Association, Victoria Meinig CEO of the Chamber of Commerce, and Gail Yazzolino from the End of the Trail Interpretive Center in the planning and creation of murals in Oregon City. As noted above, our goal is to have funding in place as soon as the mural code and process is finalized. We are excited to have 18 people who stated that they would be like to have a mural installed at their place of business when we conducted the Mural survey. Back-up site for murals were considered when writing this particular grant. If there are changes to either of these sites, the figures and plans could easily be transferred to a different site.

Other Community support and partners include: James Graham Economic Developer, Matthew Weintraub Tourism Specialist and Laura Terway Community Development Director who were integral in bringing the Mural code revision to fruition; Aaron Parker Engineer from Public Works who helped us with code and permit information, and Jeff Jorgensen Facility Manager with Clackamas County who we contacted for a future mural for the wall at Liberty Plaza.

Additionally, we have been in discussions with various art organizations for their help and future

involvement. These include: Tammy Jo Wilson from Art in Oregon, Kevin Yell and Diane Alves from Clackamas County Arts Alliance, Paul Newman Executive Director from the Toppenish Chamber of Commerce, Katinka Bryk from Estacada Mural Committee, and Tiffany Conklin from Executive Director from the Portland Street Art Alliance.

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

TRAG has initiated and managed a variety of projects throughout Oregon City. These include: the Women's Heritage figures with the Clackamas Historical society where 9 life-size murals of women were created and distributed in Clackamas County, the Paint by Number Project, an interactive community mural project at the First City Celebration in 2019, the Spring Fling Art Festival this past May and the 5th annual Oregon City Festival of the Arts taking place this year on August 14 and 15.

More specifically, Cathy Rowe from TRAG has been an integral part in the planning and submission of this grant. Cathy has over 10 years of experience creating and managing murals in California, and conducted the surveys, created a plan, and created a budget for the two mural projects presented in this grant application.

13. List anticipated project milestones and dates (e.g., groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

List of Milestones:

- Upon notice of award, a meeting will take place to determine best time and order of completion for the restoration at 705 Main Street, and the new mural at Trails End Saloon
- For each of these sites, a timeline will be planned for Prep work, City notification for permits and potential sidewalk shutdowns, the mural itself, and a celebratory reveal at the end. The Owners of the properties will be involved in the planning and mural subject
- An artist will be selected
- Work will commence according to the timeline
- A Celebratory reveal or "Watch the Mural being painted" will be held in partnership with the owners.

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e., number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

- A picture of the mural will be professionally taken and archived for historical value
- Any required original plans and artwork for the mural will be preserved
- A "Lessons Learned" meeting will take place after the completion of each mural to document best practices for future murals

TRAG will count the number of people who attend the Reveal/Watch parties upon completion, and distribute surveys for community interaction and support. A questionnaire will be included on what the public would like to see for future murals.

15. List sources of support for in-kind matching support (e.g., volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Volunteer Hours – 200 Hrs@\$27.20 100 hrs per project	TRAG	5440
Construction for support frame	Owner	700
Events	Owner \$750 from Owner and \$1250 from TRAG	2000
Transportation of panels	Market Contractors	135

16. List all grants applied for in support of this project and commitments confirmed to date.

A financial grant of \$750 has been committed by Jenna Edginton, owner of 705 Main Street whose grandfather is depicted as the trolley car conductor in the mural that is being restored. An additional \$1250 will be funded by TRAG.

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 5% of the grant amount

18. Will the administrator be a paid position? Yes _____ No X

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

*****These figures will be transferred to the table on the first page of this application.*

Attachments to this Grant Application:

- Email correspondence with Aaron Parker regarding City permits and regulations for installations
- Support Letter from Liz Hannum, DOCA
- Support Letter from Jenna Edginton, Owner of 705 Main Street space
- Support Letter from Gail Yazzolino, End of the Oregon Trail Interpretive Center
- Support Letter from Victoria Meinig OC Chamber of Commerce

:

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars	(B) Matching Funds (Cash)	(C) In-Kind Matching	(D) Total
Personnel Services (salaries, administration) Artists' payments	\$4000 \$4800		\$5440 Volunteer Hours (200 x \$27.20)	\$14240
Project Administration costs (clerical, advertising, graphics, printing, postage)	\$1000 Admin \$750 advertising			\$1750
Materials	\$1000 \$3600			\$4600
Equipment/Supplies	\$2200 Scissor lift			\$2200
Construction Costs			\$700 Support frame	\$700
Event Costs	\$1,000	\$2000		\$3000
Transportation Costs			\$135 Transport Panels to and from artist	\$135
Insurance Costs (if needed)				
Additional Costs (List)	\$340 Permits			\$340
Consultants/trainers				
Totals	\$18690	\$2000	\$6275	\$26965

Possible permit requirements

4 messages

Trieste Andrews <trieste.andrews@gmail.com>

Thu, May 20, 2021 at 10:47 AM

To: Aaron Parker <aparker@orcitey.org>

Cc: Cathy Rowe <cathyrowe.art@gmail.com>

Hi Aaron - the Three Rivers Artist Guild is applying for funding for murals through the Metro Enhancement Grant. One of the requirements is to confirm possible permits for the proposed project. I realize that the mural code is still being finalized, and there may be additional permits for the mural itself, but I wanted to run the project by you to see if there is anything else we need to take into consideration. Here are the 3 sites:

New mural at Liberty Plaza - the wall behind the stage: 28w x 12' H

Scaffolding or lift will be required due to the height. However, it is out of the way of the public and will not be interfering with pedestrian or vehicle traffic..

Restoration of current mural at Don Pepe's 705 Main Street

A scissor lift will be required. Some sidewalk closures will be required, either partial or street parking incursion.

Trails End Saloon 1320 Main Street 24w x 8'H

The sidewalk almost seems double the ones on Main Street. Not sure if we will need to make any accommodations for pedestrian traffic as the mural is prepped and painted.

The grant deadline is June 1st. Let me know if you have any questions or need additional info. Thank you!

--

Trieste Andrews

971-322-8610

"Art enables us to find ourselves and lose ourselves at the same time."

Thomas Merton

Aaron Parker <aparker@orcitey.org>

Fri, May 21, 2021 at 9:36 AM

To: Trieste Andrews <trieste.andrews@gmail.com>

Cc: Cathy Rowe <cathyrowe.art@gmail.com>, Josh Wheeler <jwheeler@orcitey.org>

Hi Trieste,

Sidewalk closure to paint murals will require Right-of-Way General permits. As the work is downtown, you will need to provide a closure and detour plan. The plan needs to conform with the [ODOT Temporary Traffic Control Handbook for Operations of 3 Days or Less](#) and [MUTCD Chapter 6](#). I can provide more information on what we'll need to see in the sidewalk plan at the time of permitting. You will also complete the attached application form. The permits (per site) incur fees of \$340.

Thank you for working with Planning on any plan cases needed for the murals.

Thank you,



Aaron Parker, PE

Engineering Technician
II

aparker@orcity.org
503-496-1560 Direct
503-657-0891 City Hall

503-657-7026 Fax

City of Oregon City
Public Works
Engineering

625 Center Street
Oregon City, Oregon
97045

Website: www.orcity.org | webmaps.orcity.org | Follow us on: [Facebook!](#)[Twitter](#)

Think **GREEN** before you print.

The City of Oregon City is open for business and continues to offer services and programs online and virtually. Some City facilities are open to the public, find current openings here, we encourage visitors to wear a mask, practice physical distancing, and reschedule in-person visits if you are feeling unwell.

The City has installed additional shielding and is providing hand sanitizer as well as occupancy limits to ensure our staff and visitors have a safe, no touch experience. Our goal is to be responsive to our community throughout this pandemic; we appreciate your understanding and cooperation.

Engineering Development Services Public Counter Hours at City Hall at 625 Center Street are 9:00 AM to 4:00 PM Monday through Thursday. We are available for in-person discussions on Friday by appointment only.

***PUBLIC RECORDS LAW DISCLOSURE:** This e-mail is subject to the State Retention Schedule and may be made available to the public.*

[Quoted text hidden]

 **Right of Way Permit vers 2019-08-07 fillable.pdf**
330K

Trieste Andrews <trieste.andrews@gmail.com>

Fri, May 21, 2021 at 9:46 AM

To: Aaron Parker <aparker@orcity.org>

Cc: Cathy Rowe <cathyrowe.art@gmail.com>, Josh Wheeler <jwheeler@orcity.org>

Thanks Aaron - just to confirm - it looks like the only sidewalk we will need to close is the one at Don Pedros - 705 Main street. The Liberty Plaza and the Trails End Saloon both look like they would not affect pedestrians. Liberty Plaza for sure, and the sidewalk in front of Trails End looks about double the size than a standard downtown sidewalk and we do not require scaffolding for this.

Thank you!

[Quoted text hidden]

Aaron Parker <aparker@orcity.org>

Fri, May 21, 2021 at 9:54 AM

To: Trieste Andrews <trieste.andrews@gmail.com>

Cc: Cathy Rowe <cathyrowe.art@gmail.com>, Josh Wheeler <jwheeler@orcity.org>

Hi Trieste,

Thanks for the update. So long as pedestrians including ADA users can access the sidewalk at Trails End Saloon during painting without being impacted, no closure is required. Per ADA standards, a 4-foot-wide unobstructed path is required to be maintained. From what you described, the Liberty Plaza painting is on private (County) property and does not impact users of the public right-of-way (sidewalk) there. If this is all accurate, only one permit with closure and detour plan is required for the Don Pepe's mural.

[Quoted text hidden]



April 21, 2021

TO: Metro Enhancement Grant Committee
Oregon City, Oregon

Subject: Three Rivers Artist Guild's Mural Application

This letter is in support of the Mural project application from the Three Rivers Artist Guild for the Metro Enhancement Grant.

DOCA and TRAG have proven to be great partners for various events in Oregon City. Some of our past collaborations include: the Paint by Numbers project at First City Celebration, the Before I die... wall at Liberty Plaza, the incredible Thriller Flash Mob dance at the Halloween Crawl, Storefront Arts Gallery and Events Project, and the "She Flies with her Own Wings" women's heritage figures.

DOCA and TRAG met close to two years ago to discuss bringing murals back to Oregon City and how to proceed. DOCA, the Chamber of Commerce, and TRAG all distributed an electronic survey and support letter to their memberships, and over 100 support letters were collected with 18 sites that wanted a mural at their place of business. We were fortunate to have James Graham, Economic Development Manager and Matthew Weintraub, Tourism Specialist support this initiative with us.

Since hearing that murals can once again be installed in Oregon City, DOCA and TRAG have met numerous times to discuss potential locations and costs of completion. The restoration of the Trolley mural is the highest priority because of the state of its deterioration and a new installation at the Trails End Saloon can brighten up a corner of the City that has been neglected but it starting to come back to life. DOCA has been happy to share any needed information and contact information with TRAG for this project. Funding from the Metro Enhancement grant for these two murals would be a great asset for downtown, and we commit to an ongoing partnership with the Three Rivers Artist Guild to move this project forward.

Sincerely,
Liz Hannum
Executive Director
Downtown Oregon City Association

2021 Board

President

Zach Stokes

Vice President

Denyse McGriff

Treasurer

Ray Stobie

Secretary

Brian Slack

Board Members

Gene Gligorea

Stacia Hernandez

Kelli Upkes

Victoria Meinig

Executive Director

Liz Hannum

Jenna Edginton
5627 River Street
West Linn, OR 97068

May 25, 2021

To: Metro Enhancement Grant Committee
Oregon City, Oregon 97045

Subject: Three Rivers Artist Guild's Mural Application

To Whom It May Concern:

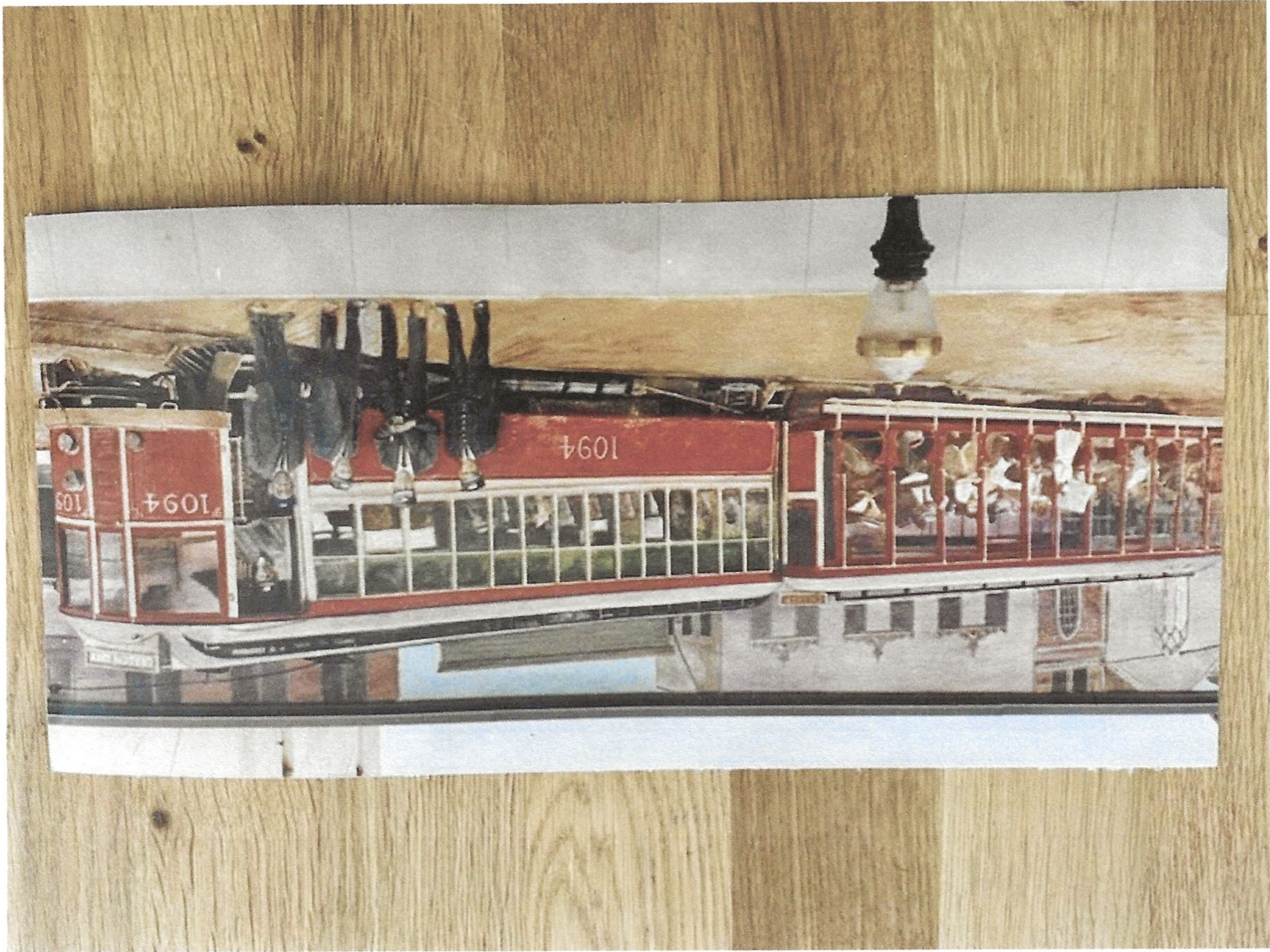
This letter is in support of the Mural project application from the Three Rivers Artist Guild for the Metro Enhancement Grant.

As owner of the space located at 705 Main Street, I am particularly excited about the potential restoration of the Trolley Car mural originally created in 1992. The mural actually depicts my grandfather as the Trolley car conductor and holds a special place in my family's history. Over the years, the piece has deteriorated and although I have inquired about funding in the past, sadly I have not been able to secure financing for a restoration. A city supported grant given to a non-profit arts organization to restore the mural would be a wonderful solution.

I have also given my support to the Three Rivers Artist Guild for a portion of the in-kind and cash donation required by the grant application. I am excited about the potential restoration and to see my grandfather once again smiling onto Main Street.

Thank you for your consideration,

Jenna Edginton
Owner, 705 Main Street
Oregon City, Oregon





End of the Oregon Trail Interpretive & Visitor Information Center

May 25, 2021

TO: Metro Enhancement Grant Committee
Oregon City, OR 97045

RE: Three Rivers Artist Guild's, TRAG, Metro Enhancement Grant Opportunity

Dear Metro Grant review board:

This letter is in support of TRAG Mural project, and application for Metro Enhancement Grant support.

TRAG and EOTC have partnered on various projects over the years; primarily the Oregon City Festival of the Arts which takes place every year at EOT. We keep each other up to date with our events, projects and any way we think we can collaborate. We share the value of Art, Culture and Heritage. Recently Trieste and I discussed a potential mural at Liberty Plaza. The vision was to have an inclusive diverse depiction of Oregon City's authentic history. I was excited about the opportunity to provide connections since my organization has been partners with the Confederated Tribes and Oregon's Black Pioneers for the last ten years. We are committed to telling the whole story related to the Westward Migration in the mid 1800's. We support and are hopeful all of Oregon City will tell the whole story that relates to their history and timeline.

Although the mural at Liberty Plaza could not be included in TRAG's application for the Metro Enhancement grant due to time constraints and insufficient matching donations, I am in full support for the two murals they are seeking funding for – the restoration of the Trolley car at 705 Main Street, and a new mural at the Trails End Saloon. I believe these two projects are a great start to kick off the installation of murals once again in Oregon City. I have hope that a unique creative mural will enhance the wall at Liberty Plaza, sometime soon.

Sincerely,

Gail Yazzolino
Executive Director

Dan Fowler
Clackamas Heritage Partners, Board Chair

End of the Oregon Trail Interpretive & Visitor Information Center
Historic Oregon City, Clackamas Heritage Partners
1726 Washington Street, Oregon City, OR 97045

PO Box 516
Oregon City OR 97045
503-656-1619
F: 503-656-2274
www.oregoncity.org



May 25, 2021

TO: Metro Enhancement Grant Committee
Oregon City, Oregon 97045

Subject: Three Rivers Artist Guild's Mural Application

To Whom It May Concern:

This letter is in support of the Mural project application from the Three Rivers Artist Guild for the Metro Enhancement Grant.

Murals in Oregon City have long been discussed and supported by the public. It is a documented fact that the installation of murals increase tourism to a location, boost business, provide social media tagging for business locations, and decrease costs of repainting and vandalism. There is even documentation that cities have seen up to 50% bumps in some annual business revenue due to the installation of murals.

It would be advantageous for Oregon City to have funding in place as soon as the mural code and process is finalized. The restoration of the historical Trolley Car at 705 Main Street and the new interactive public mural at the Trails End Saloon would be fully in line with the Metro Enhancement Grant's objective. The benefits of increased tourism and beautification for Oregon City would be met by this project.

Thank you,

A handwritten signature in black ink, appearing to read 'Victoria Meinig'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Victoria Meinig, CEO
Oregon City Chamber of Commerce

Unite Oregon Leadership Council

Metro LOS for Unite Oregon_ Oregon City CEG

Item #4.

June 1, 2021

RE: Oregon City Enhancement Grant Program Application

To Whom It May Concern:

Unite Oregon is pleased to submit an application to Oregon City's Enhancement Grant Program.

Unite Oregon is a racial and social justice nonprofit working to eliminate systemic inequities that lead to disparate outcomes in health, educational opportunity and economic security for Immigrants, Refugees, Black, Indigenous, People of Color (IR- BIPOC) and low- income Oregonians. Over the last 20 years, Unite has engaged thousands from diverse cultural, ethnic, and religious backgrounds, trained new leaders of color, produced hundreds of educational events and mobilized countless Oregonians to participate in civic life and advocate for systemic change. We have four chapters across the state: Clackamas County, Rogue Valley, Washington County, and Multnomah County. We have 22,000 members and supporters across the state.

We have been actively engaged and organizing in Oregon City for several years, and we would appreciate the opportunity to partner with Oregon City to more intentionally integrate immigrants, refugees, and Black, Indigenous, People of Color who live within the program boundaries, and train and support them to increase their civic engagement and on issues related to garbage and recycling services.

We look forward to discussing our application.

Sincerely,

Claudia Arana Colen
Grants Director
Unite Oregon
Email: claudia@uniteoregon.org



Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage maybe required. Limit answers to the space provided.

Title of Project Immigrant, Refugee, and BIPOC Leadership Development in Oregon City

Organization. Unite Oregon

Is this a Non-Profit Organization? Yes No

Non-Profit Federal tax-exempt ID Number _____

Address 3930 NE 20th Avenue

City, State, Zip Portland, OR 97233

Project Coordinator Jairaj Singh Phone 503-287-4117 ext 113

Email jairaj@uniteoregon.org

Chairperson of Governing Board (If Applicable) Manijeh Mehrnoosh

Phone 503-268-3595

Signature _____

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	\$	\$15,000
+ Matching Funds (Cash):	\$	\$15,000
+ In-Kind Matching Funds (See question #15):	\$	\$500
= Total Cost of Project:	\$	\$30,500

Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee? Yes No
2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)
Yes No
If yes, please describe the projects/programs for which you received funding.

N/A

3. If you received an Enhancement Grant last year, what is the status of the project?

N/A

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?
Yes No
If yes, please explain.

These funds will support Unite Oregon to launch a CLACKAMAS COUNTY LEADERSHIP COUNCIL, a leadership development program in Clackamas County that will build immigrant, refugee, and Black, Indigenous, People of Color capacity to inform decisions across the garbage and recycling system. Enhancement Grant funds will be used to support up to 2 community members who reside within the Oregon City boundary, to participate in the coalition. Funds from the Enhancement Grant will ensure representation from Oregon City community members. We will likely apply for a second year of funds from Enhancement Grant funding pool to ensure ongoing support for the Oregon City participants, and will look for other funding sources for Year 3 and beyond.

5. Briefly describe the project for which you are requesting funds.

PROJECT VISION: Funds will support Unite Oregon to launch a CLACKAMAS COUNTY LEADERSHIP COUNCIL, a leadership development program that will build IR-BIPOC capacity to inform decisions across the garbage and recycling system in Clackamas County. Enhancement Grant funds will be used to ensure at least 2 seats on the leadership development program are reserved for IR-BIPOC community members who live in Oregon City. Other program participants will be recruited from all areas of Clackamas County; **Enhancement Grant funds will ensure we have at least two (2) IR-BIPOC community members who reside in Oregon City represented on the Leadership Council.**

This program will increase representation of IR-BIPOC community members on local government solid waste advisory committees, and support development of a solid waste emergency management response and recovery messaging program that is accessible and culturally responsive. We also want to leverage this leadership cohort to organize the community to come up with various projects and priorities for the current Metro South site, or if the site expands, around that site as well. Finally, we wish to partner with Oregon City to determine how this leadership cohort can help foster economic opportunities for IR-BIPOC communities and others who have historically been left out of economic benefits of the garbage and recycling system.

PROJECT BACKGROUND: After years of organizing IR-BIPOC in Clackamas County, we were able to launch a Clackamas County Chapter in Summer of 2020. Thanks to partnerships with Metro South Recycling & Service Center, we were able to hire a Clackamas County Director and leverage our growing relationships with those community members to support Metro's efforts to engage historically underrepresented community members in the siting of the transfer station in the region. This effort has grown Unite's knowledge and understanding of regional solid waste system, laying the groundwork for us to continue to build community skills to better engage in those systems

Our goal is to launch Unite Oregon's inaugural Clackamas County Leadership Council in Fall of 2021, which will play a community advisory role on various garbage and recycling projects. This vision is grounded in our leadership development model, which seeks to connect community members most impacted by inequities to policy and systems change work via a leadership development pipeline. Through this project, we will focus on overcoming many of the barriers to civic engagement that our communities face, including accessible communications and training, familiarity and capacity building around climate justice, garbage and recycling systems, and opportunities to engage in equitable decision-making processes. Initially, training will be broadly focused on environmental justice agencies in the region in order to lay the groundwork for the committee to understand the breadth and depth of the environmental justice universe before focusing more deeply on garbage and recycling. We anticipate, however, preparing community members to begin joining various local government garbage and recycling advisory committees by the end of Year 1.

6. Describe why this project was selected and the community need(s) to which it will respond.

Unite's Clackamas Chapter staff have developed strong relationships with the Metro Solid Waste Community Advisory Group members and our Clackamas Climate Justice Committee; however, contracts funding that work will sunset in June 2021. It's imperative we have the funding and capacity in place to retain those relationships, especially given many community participants have expressed an eagerness to remain engaged and continue to receive training. This funding opportunity will allow us to build on the conversations related to garbage and recycling that we have already started with our communities.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

- 1 Result in significant improvement in the cleanliness of the City.
2. Increase reuse and recycling efforts or provide a reduction in solid waste.
3. Increase the attractiveness or market value of residential, commercial or

industrial areas.

4. Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
6. Preserve or increase recreational areas and programs within the City.
7. Improve safety within the City.
8. Increase employment or economic opportunities for City residents.*
9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.*
10. Enhance art and culture within the City.

Unite Oregon Response:

#8. Increase employment or economic opportunities for City residents.*

#9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.*

7b. List by item number from 7a and describe how the project meets each goal.

9. Provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population.*

Immigrant, Refugee, and Black, Indigenous People of Color communities in Oregon City are eager to share their wisdom and engage in issues directly impacting their lives. For example, many community members impacted by recent wildfires felt left out of the government response; this funding opportunity will ensure they are centered in future regional solid waste emergency management response and recovery efforts. Our engagement strategy will use tools like participatory budgeting (PB) and Participatory Action Research (PAR), which build civic leadership skills and knowledge in the areas of budgeting, organizing, meeting facilitation, project development, and voting. The community members we train will become experts in PB and PAR, and we'll ensure they have multiple opportunities to train and engage other local community members. And, we'll partner with Metro and Oregon City to ensure we're providing pathways for community members to participate in democratic processes, serve as leaders on Metro's boards and commissions, and engage in the issues that matter most to them. Our Clackamas County Leadership Council will be 100% Immigrant, Refugee, and Black, Indigenous People of Color, and at least two of those seats will be reserved for community members residing in Oregon City.

8. Increase employment or economic opportunities for City residents.*

Our long term goal is to inform the Leadership Council participants as to the employment and economic opportunities available within the garbage and recycling center. We anticipate partnering with regional agencies such as Metro and Oregon City to support these conversations. Our goal is for Leadership Council participants to lead outreach to our community communicating job and economic opportunities, creating an economic pipeline from the communities we serve to opportunities at Metro, Oregon City, and the garbage and recycling sector. While this is a 3-year program, we anticipate initiating these conversations in the first year of the program.

8. Project Period: 12 months

(Number of months in duration)

Beginning Date: July 1, 2021

Ending Date: June 30, 2022

9. What is the geographic area of Oregon City where the project will take place?

We intend to recruit community members from within Oregon City boundaries who identify as immigrant, refugee, and Black, Indigenous, People of Color. We would appreciate partnering with Oregon City to determine this project's more specific geographic boundary for recruitment.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

IR-BIPOC communities in Clackamas are eager to share their wisdom and engage in issues directly impacting their lives. For example, many community members impacted by recent wildfires felt left out of the government response; this funding opportunity will ensure they are centered in future regional solid waste emergency management response and recovery efforts. Our engagement strategy will use tools like participatory budgeting (PB) and Participatory Action Research (PAR), which build civic leadership skills and knowledge in the areas of budgeting, organizing, meeting facilitation, project development, and voting. The community members we train will become experts in PB and PAR, and we'll ensure they have multiple opportunities to train and engage other local community members. And, we'll partner with Oregon City to ensure we're providing pathways for community members to participate in democratic processes, serve as leaders on Oregon City's boards and commissions, and engage in the issues that matter most to them.

We anticipate having two (2) Oregon City community members participate in the leadership program; they in turn will engage an additional 20-30 diverse Oregon City community members in relevant garbage and recycling issues. Our long term outcome for this project is to see community members educated in environmental justice issues write large, garbage and recycling, and participatory action research; capacitated and supported as community organizers; and fully engaged as community partners of Oregon City. We believe this project will not only result in a meaningful and intentional community engagement process for Metro and Oregon City, but will also create a new cohort of leaders who are interested and able to serve on committees, advisory councils, and partner with Oregon City in key decision-making opportunities, such as budgeting, emergency planning, and economic opportunity building for IR-BIPOC communities within the solid waste system, etc.

11. What community resources will be used as support for this project (i.e. community, city- owned property, city departments, transportation services, or other civic groups)?

While we are not applying as a collaborative, we do intend to partner with Participatory Budgeting Oregon during project implementation. Participatory Budgeting (PB) is a process that was originally founded in southern Brazil, in which community members design and vote on projects to receive public funding. Given its inherent involvement with public funds, PB must have an active government partner to be implemented. In addition, any PB process must intentionally center IR-BIPOC and low-income communities if it is to be an effective tool for building equity and amplifying the voices of folks who are traditionally underrepresented in or explicitly excluded from conventional avenues of decision-making. Because this project intentionally centers IR-BIPOC communities and will be implemented in partnership with Metro and hopefully Oregon City, PB is a natural fit for this project. We anticipate building both community and government familiarity with PB during the grant period.

12. Briefly describe prior experience managing similar projects, including any past

enhancement projects.

We have many such examples and are sharing just a few here:

1. In 2020, Unite Oregon launched a partnership with Metro South Recycling & Service Center to organize Clackamas community members around the development of a new transfer station in the region. We successfully recruited a Community Advisory Group (CAG) made up of 14 participants speaking 7 languages. 100% of the CAG identify as self haulers, 80% identify as immigrant, refugee, or Black, Indigenous, People of Color, and 28% identify as youth ages 16-24. Unite is partnering with Metro to provide the CAG with ongoing training and support to inform decision-making about siting, design, services, community amenities, and operations while identifying local community priorities, needs and opportunities related to the garbage and recycling system, environmental sustainability, and more.
2. In 2019, we launched a no-cost leadership program in Washington County focused on advocating and organizing around affordable housing issues. After COVID-19, the cohort went to work supporting homeless youth, IR-BIPOC and low-income people of color walloped by the economic impacts of COVID-19. In May 2020, they wrote a collective letter to the WA County Commission and mayors of every city in the county to demand elected officials ensure that our communities can remain housed. In the wake of that letter, the County passed its eviction moratorium policy; committed to helping unhoused youth by providing vouchers to allow them to stay in hotels during the crisis; and promised no one would be turned away from a hotel simply because they are unhoused. More, the City of Beaverton agreed to dedicate over \$400,000 in emergency federal funding to community members in response to the COVID-19 crisis, while the City of Tigard and Beaverton committed to prioritizing language access.
3. In May and June 2019, we held community meetings at the Wichita Center in partnership with Clackamas County to inform the development of the County's implementation plan for Metro's Affordable Housing Bond. We exceeded our projected turnout of 80 community members total, with 40 individuals attending the first meeting, and 65 attending the second. Attendees included a diverse mix of individuals who spoke Spanish, Arabic, and Vietnamese.

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

QUARTER 1; July- September 2021

- Recruit 5-10 immigrant, refugee, and Black, Indigenous, People of Color community members to Clackamas Leadership Council, including up to two(2) community members who live in Oregon City
- Finalize Leadership Council work plan and curriculum
- Connect with Oregon City staff to strengthen Unite Oregon-Oregon City relationships

QUARTER 2: October- December 2021

- Launch Clackamas Leadership Council; host at least two Leadership Council training sessions
 - Provide trainings in Environmental Justice, Community Organizing, Government 101, Testimony 101, Participatory Budgeting, etc.
- Introduce Council to Oregon City advisory boards/commissions, with emphasis on solid waste systems

QUARTER 3: January- March 2022

- Host at least two Leadership Council training sessions
 - Provide trainings related to garbage and recycling systems, emergency preparedness, economic opportunities within systems for immigrants, refugees, Black, Indigenous People of Color.
- Connect Oregon City Leadership Council members to Oregon City boards and commissions, , with emphasis on solid waste systems

QUARTER 4: April- June 2022

- Host at least two Leadership Council training sessions
- Support Oregon City Leadership Council members to apply to at least one board or commission
- Leadership Council engages an additional 20-30 Oregon City community members on garbage and recycling issues
- Celebration of first year of training; invite Oregon City staff and decision makers to event

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

GOAL. Two (2) Oregon City immigrant, refugee, Black, Indigenous People of Color community members will participate in a Clackamas County-based leadership development program, stipend @\$50/person/meeting

BENEFITS. Oregon City community members will:

- Participate in one full year of leadership development training that is popular-education based and trauma-informed, and learn key community organizing tactics
- Develop new expertise on garbage and recycling system, and new relationships with local government staff and decision-makers
- Advise local government on best practices to develop culturally responsive solid waste emergency management response and recovery systems; ensure economic opportunities in the solid waste system benefit IR-BIPOC communities and business owners
- Apply for local government community advisory boards, committee or commissions, and support other community members to also apply
- Engage an additional 20-30 Oregon City community members on solid waste systems
- Be prepared to guide the work of Unite Oregon's new Clackamas County chapter, ensuring Unite's work remains rooted in the community

CHANGES.

- Two (2) Oregon City immigrant, refugee, Black, Indigenous People of Color community members will have the training and support to newly engage in Oregon City government processes, including but not limited to applying to Oregon City boards and commissions or other forms of civic engagement, with an emphasis on garbage and recycling systems.
- Two (2) Oregon City immigrant, refugee, Black, Indigenous People of Color community members will have the training and skills to engage an additional 20-30 Oregon City community members on solid waste systems
- Unite Oregon Clackamas County staff will create new relationships with Oregon City staff and decision makers, and explore opportunity to support the City to increase engagement with immigrant, refugee, Black, Indigenous People of Color community members
- Unite Oregon Clackamas County staff will develop new relationships with 20-30 new Oregon City community members

EVALUATION. We will evaluate the effectiveness of our leadership programs using the following tools:

- Pre and Post Surveys: Questionnaires capture participant knowledge before and after each training session or program
- Training Evaluations: Curriculum and training sessions are evaluated in group sessions or through surveys

- Evaluation of Actual Changes in Civic Participation: A longitudinal tool tracking levels of engagement among leadership development program graduates

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Cash donation	Individual Donors	\$500

16. List all grants applied for in support of this project and commitments confirmed to date

Metro Contract: Grant; \$12,000. Status: Committed
 Oregon Dept of Env Quality: \$3,000. Status: renewal

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 15%

18. Will the administrator be a paid position? Yes X No _____

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

*****These figures will be transferred to the table on the first page of this application.*

Proposed Budget

Suggested List (not inclusive)	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Tot al
Personnel Services (salaries, administration)	\$7,500	\$12,000		\$19,500
Project Administration costs (clerical, advertising, graphics, printing, postage)	\$2,250	\$2,250		\$4,500
Materials	\$500			\$500
Equipment/Supplies Zoom account costs, wifi, laptops, printer costs	\$500			\$500
Construction Costs	\$0			\$0
Event Costs Workshop fees; food and child care costs/ meeting	\$500			\$500
Transportation Costs	\$0			\$0
Insurance Costs (if needed)	\$250			\$250
Additional Costs (List) Stipends for Oregon City community engagement and Leadership Council members	\$2,500			\$2,500
Consultants/trainers Translation & Interpretation	\$1,000	\$750	\$500	\$2,250

Totals	\$15,000	\$15,000	\$500	\$30,500



June 3, 2021

To:
Community Enhancement Grant Committee
Oregon City

Subject:
Letter of Support for Unite Oregon Application to Oregon City Enhancement Grant Program
Application

Dear CEG committee:

As a representative of Metro, I am pleased to submit this letter of support on behalf of Unite Oregon.

Metro has partnered with Unite Oregon for several years on various projects. Currently, Metro's Garbage & Recycling project is partnering with Unite Oregon's Clackamas County Chapter to engage immigrant, refugee, and Black, Indigenous, People of Color in the region around the development of a new transfer station in the region. Unite Oregon has been a wonderful partner in this work, helping us engage a wide variety of diverse community members, and ensuring our sometimes complex work is accessible and relevant to the community. They've been instrumental in ensuring that our engagement with community members helps build long term relationships and build the capacity of community members.

We are aware that Unite Oregon is preparing to launch a Clackamas County Leadership Council this coming year and that some of their work will be focused on the solid waste system. We look forward to building on our partnership and would be excited to see Oregon City community representation on the Leadership Council.

Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Gloria Pinzon Marin".

Gloria Pinzon Marin

Community Engagement Lead
WPES Communications, Metro
gloria.pinzon@oregonmetro.gov
Ph. 971-865-0559



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Enhancement Grant Program Committee **Agenda Date:** 06/10/2021
From: Economic Development Manager James Graham

SUBJECT:

Review and Discuss Grant Proposals

STAFF RECOMMENDATION:

Review the grant applications and approve a disbursement of funds up to \$200,000 using project scoring matrix.

EXECUTIVE SUMMARY:

Oregon City received 16 applications of which 1 was deemed ineligible. Fifteen eligible applications are being submitted for the 2021-2022 Community Enhancement Grant Committee to review. The total amount requested is \$412,480. The total amount made available for funding is \$200,000.

BACKGROUND:

The following 15 eligible grant applications are being submitted:

Organization	Project	Amount Requested
Auto-Tek Workforce Development dba Bob's Auto Café	"Two Interns on July 1" - Automobile Training Program for Oregon City residents	\$20,000
The Bloomin Boutique	Bloomin Beyond Foster Care - Support services for young adults exiting Foster Care	\$20,000
Downtown Oregon City Assoc.	Light Up Downtown - Canopy lighting project	\$50,000

Financial Beginnings Oregon	Creating Financial Education Opportunities for Oregon City Residents	\$5,000
Greater Oregon City Watershed Council	Watershed Wealth: Community-based Learning and Habitat Restoration in the Abernethy Creek Basin	\$35,000
Oregon City Christian Church	Landscaping and exterior improvement for new recreation building	\$50,000
Oregon City Farmers Market	Supplemental Nutrition Assistance Program (SNAP) Match	\$10,691
Oregon City Police Department	Homeless Services and Camp Clean-Up Program	\$25,000
Oregon City Youth Sports	Wesley Lynn Artificial Turf Project Phase One	\$44,999
Providence Willamette Falls Medical Foundation	Providence Willamette Falls Cancer Center - Interior Framing	\$50,000
Soulflags - Art Lit Community Corner	South Art Corner (Hwy 99E and Main Street)	\$5,200
Unite Oregon	Immigrant, Refugee and BIPOC Leadership Development in Oregon City	\$15,000
Friends of Trees	Neighborhood Tree Care Program	\$38,000
Three Rivers Artist Guild	Oregon City Mural Project	\$18,690
Hannah Grace Project	The Music Project	\$24,900

OPTIONS:

1. Review all Grant Application, Score Them, and Reduce Grant Requests to Fund up to \$200,000 of Total Program Funding
2. Review all Grant Applications, Score Them and Choose Which Applications to Fund up to \$200,000

BUDGET IMPACT:

Amount: \$200,000

FY(s): Fiscal Year 2022

Funding Source(s): Metro IGA – Budget Number 100-160-6810



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Enhancement Grant Program Committee **Agenda Date:** 06/10/2021
From: Economic Development Manager James Graham

SUBJECT:

Intergovernmental Agreement with Metro

STAFF RECOMMENDATION:

Staff received the attached Intergovernmental Agreement (IGA) on June 4, 2021 and plan to return it to Metro for final authorization. This document is shared with the Committee for reference.

EXECUTIVE SUMMARY:

The current IGA between Metro and The City of Oregon City ends on June 30, 2021. The new agreement will be in effect for the next 5 years.

BACKGROUND:

The Intergovernmental Agreement between Metro and Oregon City governs the funding that Oregon City receives in exchange for hosting a regional transfer station. In particular, it describes the amount of funds to be issued for each ton of waste deposited at the transfer station and the general requirements for a community-based advisory committee.

OPTIONS:

1. No action required.



Community Enhancement Grant Program Agreement

Metro Contract No. 937320

Community Enhancement Grant Program Agreement

THIS AGREEMENT, entered into under the provisions of ORS Chapter 190, is between Metro, a Metropolitan service district organized under the laws of the State of Oregon and the Metro Charter, located at 600 NE Grand Avenue, Portland, Oregon 97232-2736, and the City of Oregon City (the "City") an Oregon municipal corporation, whose address is 625 Center Street, Oregon City, Oregon 97045.

Section 1: Purpose

The purpose of this Agreement is to implement the provisions of Metro Code Chapter 5.06 related to the establishment of a Solid Waste Community Enhancement Program ("program") for Metro South Transfer Station.

Section 2: Term

This Agreement begins on July 1, 2021 and terminates on June 30, 2026. The parties may agree to terminate this Agreement earlier. Metro may terminate this Agreement under Section 8. The parties may extend the term of the Agreement by written amendment.

Section 3: Collection and Distribution of Community Enhancement Fee Funds

- A. In accordance with Metro Code, Metro South Transfer Station ("facility") must collect and remit to Metro a solid waste community enhancement fee of \$1.00 on each ton of putrescible solid waste, including yard debris mixed with food waste, received at the facility. If the facility seeks to collect additional fees for community enhancement, the parties will amend this Agreement so the additional funds are distributed in compliance with the Agreement.
- B. Metro will send to the City the solid waste community enhancement fee funds ("funds") collected in A above on the first business day in February, May, August, and November of each year this Agreement is in effect.
- C. At the request of the City, Metro will provide quarterly reports of activity at the facility, including data on (1) the gross weight of solid waste received in vehicles that are weighed as they enter the facility; (2) the number of other vehicles assessed fees on an estimated volume basis; and (3) the tonnage of solid waste transferred from the facility.
- D. At the request of the City, Metro will assist with the establishment and implementation of the program.

Section 4: The City Obligations

- A. The City must establish and implement a program that complies with Metro Code Chapter 5.06 (Exhibit A), and Metro Administrative Procedures (Exhibit B). Exhibits A and B are incorporated into this Agreement and are binding on the City.



Community Enhancement Grant Program Agreement

Metro Contract No. 937320

- B. The City must establish a solid waste community enhancement program advisory committee (“committee”) that complies with Exhibit A and Exhibit B. The City will monitor the committee for compliance with its duties, including without limitation establishment of a solid waste community enhancement area boundary and compliance with Exhibits A and B. The committee membership must include the mayor or chief executive officer of the City /County, at least two citizens of The City appointed by the Mayor, and the Metro Councilor whose district includes The City. The City may include additional members at its discretion. **OR** The City and the Metro Councilor whose district includes the City must perform the functions of the committee. At the request of the City, Metro will support the City’s citizen member recruitment process and will provide best practices guidelines to the City. The best practices include recruitment of citizens who have experience with populations that are underserved by the community in terms of access to and participation in solid waste activities and benefits.

All committee members must disclose any conflict of interest before participating in a grant decision, and must sign a conflict of interest form provided by The City and approved by the attorney representing The City.

- C. The City must create a separate program account for deposit of the funds collected under Section 3. The City must ensure that only projects chosen by the committee receive these funds. The City must carry forward any funds not expended during a budget year to the following year. The City must not use the funds for general government purposes.
- D. The City must promote the program within the solid waste community enhancement program boundary area. The City must publish information about the program, including without limitation funding criteria, goals, application process, and timeline, on its website.
- E. The City must require the committee to provide an open public process for project review and selection.
- F. The City must require the committee to prepare an annual budget. The budget must identify the expected distribution of funds for projects during a fiscal year. The committee may propose that there be no distribution of funds during a fiscal year, for a maximum of three consecutive years.
- G. The City must ensure funding decisions are made by a majority vote of the committee.
- H. The City must provide all necessary support to administer the program. The City may charge the fund no more than 20% of the annual budget, not to exceed \$50,000, for the direct costs of administering the program. Direct costs include staff time and materials.
- I. No later than October 1 of each year, the City must provide a written report to Metro on the program that includes revenues and expenditures of the program funds and the fund balance carried forward, if any. The report also must include an accounting of any funds expended for program administration.



Community Enhancement Grant Program Agreement

Metro Contract No. 937320

- J. The City must maintain complete and accurate records related to the administration of the program and all funds expended and carried forward, and must make these records available to Metro for inspection, auditing and copying.
- K. The City staff who administer the Community Enhancement Grant Program will attend an annual grant-making best practices training hosted by Metro.

Section 5: Notices

Legal notice provided under this Agreement must be delivered personally or by certified mail to the following individuals:

For The City:

Office of the City: Counsel
City of Oregon City
625 Center Street
Oregon City, OR 97045

For Metro:

Office of Metro Attorney
Metro
600 NE Grand Avenue
Portland, OR 97232

Management of this Agreement will be conducted by the following designated Project Managers:

For The City:

James Graham
City of Oregon City
625 Center Street
Oregon City, OR 97045

For Metro:

Rob Nathan
Metro
600 NE Grand Avenue
Portland, OR 97232

The City may change the above-designated Project Manager by written notice to Metro. Metro may change the above-designated Project Manager by written notice to the City.

Section 6: Indemnification

Subject to the limits of the Oregon Constitution and Oregon Tort Claims Act, the City shall hold harmless Metro, its officers and employees from any claims or damages or property or injury to persons or for any penalties or fines, for the City's actions under this Agreement.

Section 7: Dispute Resolution

The parties will attempt to negotiate resolutions to all disputes arising out of this Agreement.



Community Enhancement Grant Program Agreement

Metro Contract No. 937320

Section 8: Termination

During the term of this Agreement, each party retains the right to terminate the Agreement by written notice delivered to the other party no later than 60 days prior to the anniversary date. Metro may terminate this Agreement at any time for nonperformance of any material term of the Agreement.

Section 9: Insurance

The City agrees to maintain insurance levels, or self-insurance in accordance with ORS 30.282, for the duration of this Agreement to levels necessary to protect against public body liability as specified in ORS 30.270. The City also agrees to maintain for the duration of this Agreement, Workers' Compensation Insurance coverage for all its employees as a self-insured employer, as provided by ORS chapter 656, or disability coverage under its Disability, Retirement and Death Benefits Plan.

Section 10: Integration and Amendment

This writing contains the entire Agreement between the parties, and may only be amended by written instrument, signed by both parties.

Section 11: Severability

If any portion of this Agreement is found to be illegal or unenforceable, this Agreement nevertheless remains in full force and effect and the offending provision will be stricken.

Section 12: Notice of Default

If Metro determines that a default exists, Metro must give thirty days' written notice to the City describing the nature of the default and will give the City an opportunity to cure the default before taking any further action.

The City

Metro

By: _____

By: _____

Print name and title

Print name and title

Date

Date

CHAPTER 5.06

SOLID WASTE COMMUNITY ENHANCEMENT PROGRAM¹

- 5.06.010 Policy and Purpose
- 5.06.020 Authority and Jurisdiction
- 5.06.030 Amount of Enhancement Fee
- 5.06.040 Enhancement Fee Requirements and Exemptions for Solid Waste Facilities
- 5.06.050 Establishment and Administration of a Solid Waste Community Enhancement Program
- 5.06.060 Solid Waste Community Enhancement Program Advisory Committee
- 5.06.070 Eligibility Criteria for Solid Waste Community Enhancement Projects
- 5.06.080 Goals for Solid Waste Community Enhancement Projects
- 5.06.090 Compliance and Dispute Resolution

Repealed

- 5.06.100 Administrative Procedures
[Repealed Ord. 19-1441]

¹ Formerly "Community Enhancement Programs"; Ord. 14-1344, Sec. 1.

5.06.010 Policy and Purpose

It is the policy of Metro to establish and implement a solid waste community enhancement program at all eligible solid waste facilities in the Metro region. The purpose of the program is to rehabilitate and enhance the area around the facility from which the fees are collected. [Ord. 14-1344.]

5.06.020 Authority and Jurisdiction

Metro's solid waste authority, including the authority to collect an enhancement fee and establish and implement a solid waste community enhancement program, is established under the Oregon Constitution, ORS Chapters 268 and 459, and the Metro Charter. [Ord. 14-1344.]

5.06.030 Amount of Enhancement Fee

Solid waste facilities subject to this chapter shall collect an amount not exceeding \$1.00 on each ton of putrescible solid waste delivered to the facility and remit the funds to Metro for use as a solid waste community enhancement fee. Eligible solid waste facilities may also collect an amount not exceeding \$1.00 on each ton of non-putrescible waste delivered to the facility when the Metro Chief Operating Officer and facility owner determines it is in the public interest. The Metro Council will set the enhancement fee amount for any solid waste facility subject to the fee. [Ord. 14-1344; Ord. 19-1439.]

5.06.040 Enhancement Fee Requirements and Exemptions for Solid Waste Facilities

- (a) Solid waste facilities that operate all or in part as disposal sites, transfer stations, reload facilities, compost facilities, and energy recovery facilities, as defined by Chapter 5.00, shall collect and remit an enhancement fee under this Chapter.
- (b) Where only a portion of a solid waste facility's operations qualify for collection of a fee under subsection (a), the facility shall collect and remit an enhancement fee only on the solid waste it accepts as an eligible facility.
- (c) Notwithstanding section (a) above, yard debris reload and yard debris composting facilities are not subject to the requirements of this Chapter. [Ord. 14-1344.]

5.06.050 Establishment of a Solid Waste Community Enhancement Program

- (a) Upon approval of a license or franchise application, the Metro Chief Operating Officer will inform a solid waste facility of the requirement to collect a solid waste community enhancement fee. The Metro Chief Operating Officer will require collection of the fee in the facility license or franchise.
- (b) The Metro Chief Operating Officer will inform the local government where the facility is located that a solid waste community enhancement fee will be collected by the facility and remitted to Metro.

- (c) The solid waste community enhancement program will be administered by (1) Metro directly or through a contract; or (2) the local government where the facility is located, so long as Metro and the local government agree on the terms of an intergovernmental agreement.
- (d) The Metro Councilor for the district where the facility is located shall be eligible to participate in the solid waste community enhancement program, including without limitation participation as a co-chair and voting member of the community enhancement committee, regardless of whether Metro or the local government, through an intergovernmental agreement, administers the program.
- (e) The Metro Chief Operating Officer will establish a timeline for implementation of a solid waste community enhancement program.
- (f) The funds collected and remitted to Metro shall be used for solid waste community enhancement projects chosen by a community enhancement committee and may include administrative costs in an amount set by the Metro Chief Operating Officer. [Ord. 14-1344.]

5.06.060 Solid Waste Community Enhancement Program Advisory Committee

A solid waste community enhancement program established under this section shall have a solid waste community enhancement committee. The committee is responsible for implementation of the program, including without limitation:

- (a) Establishment of the enhancement area boundary.
- (b) Creation of committee bylaws.
- (c) Development of a process for soliciting and selecting solid waste community enhancement projects.
- (d) Compliance with the eligibility criteria set forth in Section 5.06.070 and the goals set forth in Section 5.06.080 and creation of additional criteria and goals where needed.
- (e) Annually review enhancement program revenue estimates provided by Metro staff and propose how these funds will be allocated for the upcoming fiscal year or funding cycle.
- (f) Presentation of an annual report to the Metro Council on all projects approved for funding.
- (g) Maintenance of complete and accurate records related to the administration of the program, submitted to Metro annually. [Ord. 14-1344.]

5.06.070 Eligibility Criteria for Solid Waste Community Enhancement Projects

A solid waste community enhancement project must meet the following criteria to be eligible for funding. A solid waste community enhancement committee may apply more restrictive eligibility criteria:

- (a) The project must be located in the solid waste community enhancement area boundary as specified by the solid waste community enhancement committee or the project must benefit individuals or programs located inside the solid waste community enhancement area boundary.
- (b) The project applicant must be:
 - (1) A non-profit organization, including without limitation a neighborhood association or charitable organization with 501(c)(3) status under the Internal Revenue Service; or
 - (2) A school or institution of higher learning; or
 - (3) A local government, local government advisory committee, department or special district provided that they include documented support from the local government executive officer.
- (c) The project must not be used to replace any other readily available source of federal, state, local or regional funds.
- (d) The project must not promote or inhibit religion.
- (e) The project must not discriminate based on race, ethnicity, age, gender, or sexual orientation.
- (f) If the project is located on private land, the project application must establish a clear public benefit and must document landowner permission. [Ord. 14-1344.]

5.06.080 Goals for Solid Waste Community Enhancement Projects

Projects shall meet one or more of the following goals and solid waste community enhancement committees shall give priority to projects that best meet with goals. A solid waste community enhancement committee may adopt additional funding goals. The project will:

- (a) Improve the appearance or environmental quality of the community.
- (b) Reduce the amount or toxicity of waste.
- (c) Increase reuse and recycling opportunities.
- (d) Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.

- (e) Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.
- (f) Result in improvement to, or an increase in, recreational areas and programs.
- (g) Result in improvement in safety.
- (h) Benefit youth, seniors, low income persons or underserved populations. [Ord. 14-1344.]

5.06.090 Compliance and Dispute Resolution

The Metro Chief Operating Office is responsible for ensuring compliance with this Chapter. [Ord. 14-1344.]

5.06.100 [Repealed Ord. 19-1441; Effective February 19, 2020]



**SOLID WASTE
ADMINISTRATIVE PROCEDURES**

Published:

**Administration of Metro Code Chapter 5.06
Solid Waste Community Enhancement Program**

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**SOLID WASTE
ADMINISTRATIVE PROCEDURES**

**AP NO. 5.06
Section 1**

METRO

Policy and Legal Authority

1.1 Policy and Legal Authority.

- 1.1.1 Metro's solid waste planning and implementing authority is established under the Metro Charter, the Constitution of the State of Oregon, and ORS Chapters 268 and 459.
- 1.1.2 Metro's solid waste community enhancement program is established based on state law (ORS 459.280 and 459.284).
- 1.1.3 All solid waste administrative procedure shall be subject to the authority of all other applicable laws, regulations or requirements in addition to those contained in this administrative procedure and performance standard.
- 1.1.4 Administrative procedures are adopted, as necessary, to implement the provisions of Metro Code Chapter 5.06 Solid Waste Community Enhancement Program.
- 1.1.5 The purpose of these administrative procedures is to protect and preserve the health, safety and welfare of the Metro residents; to protect and preserve the local environment, to implement cooperatively a solid waste community enhancement fee program; and to reduce the volume and toxicity of waste disposed through source reduction, reuse, recycling, and composting.
- 1.1.6 These administrative procedures and performance standards are issued by the Metro Chief Operating Officer ("Metro COO") pursuant to Metro Code Section 5.06.100.



METRO

**SOLID WASTE
ADMINISTRATIVE PROCEDURES****AP NO. 5.06
Section 2**

Application and Purpose of Chapter 5.06**2.1 Application of Chapter 5.06**

- 2.1.1 Chapter 5.06 shall apply to all eligible solid waste facilities within Metro's jurisdictional boundary that are licensed or franchised by Metro pursuant to Metro Code Chapter 5.01.
- 2.1.2 Metro Code Chapter 5.06 shall apply to all eligible solid waste facilities within Metro's jurisdictional boundaries that are owned by Metro.

2.2 Purpose

- 2.2.1 Metro has long recognized that certain solid waste facilities may present economic, environmental, health or other impacts on local host communities.
- 2.2.2 Metro's solid waste community enhancement program provides funds that are used for community enhancement grant projects located in the vicinity of each eligible solid waste facility. Funds are to be used for the rehabilitation and enhancement of the area in and around the facility from which the fees are collected, as determined by each solid waste community enhancement committee established in accordance with Metro Code Chapter 5.06.



Program Exempt and Program Eligible Facilities

3.1 Exempt Facility Types and Ineligible Solid Waste Activities

3.1.1 The following types of facilities are not subject to Metro Code Chapter 5.06.

3.1.1.1 Reuse or recycling facilities that (A) exclusively receive non-putrescible source-separated recyclable materials and (B) reuse or recycle such materials, or transfer, transport or deliver such materials to a person or facility that will reuse or recycle them.

3.1.1.2 Material recovery facilities that (A) exclusively receive non-putrescible solid waste and conduct material recovery on such waste, and may also (B) receive non-putrescible source-separated recyclable materials and reuse or recycle such materials or transfer, transport or deliver such materials to a person or facility that will reuse or recycle them.

3.1.2 The following types of solid waste activities are not subject to Metro Code Chapter 5.06.

3.1.2.1 Yard debris reloading.

3.1.2.2 Yard debris composting.

3.1.2.1 Material recovery on non-putrescible waste, except as provided in Section 3.3.

3.1.2.2 Recycling or reuse of non-putrescible materials.

3.2 Program Eligibility by Facility Type and Solid Waste Activity

3.2.1 Eligible facility types include, but are not limited to, the following:

3.2.1.1 Disposal sites.

3.2.1.2 Transfer stations.

3.2.1.3 Reload facilities.

3.2.1.4 Energy recovery facilities.

3.2.1.5 Compost facilities.

3.2.2 Eligible solid waste activities include, but are not limited to, the following:

3.2.2.1 Processing, reloading or transfer of putrescible waste (includes food waste and yard debris mixed with food waste).

3.2.2.2 Composting or any other processing of putrescible waste (includes food waste and yard debris mixed with food waste).

3.2.2.1 Energy recovery (including anaerobic digestion of putrescible waste to include food waste and yard debris mixed with food waste).

3.2.2.2 Disposal (includes landfilling and incineration).

3.3 Special conditions related to non-putrescible waste activities at an eligible facility

3.3.1 Non-putrescible waste that is subject to material recovery and delivered to a transfer station or other eligible solid waste facility shall be subject to Metro Code Chapter 5.06 when a facility owner/operator and the Metro COO determines it to be in the public interest.

3.3.2 For the purpose of this section the public interest shall include, but is not limited to: A) the historical program relationship established between a facility and host local government or community (e.g. Metro Central Transfer Station and Metro South Transfer Station), or B) such conditions necessary to operate a new facility, or at an existing facility conducting a new solid waste activity that is subject to Metro Code Chapter 5.06 and Metro Code Chapter 5.01.



Establishing a Solid Waste Community Enhancement Program

The purpose of this section is to establish a general process for Metro and a host local government to implement and administer a solid waste community enhancement program at an eligible solid waste facility.

4.1 New Facilities Without a Solid Waste Community Enhancement Program

4.1.1. Notification to a host local government.

Upon receipt of a complete Metro license or franchise application for a new eligible solid waste facility that is subject to this chapter, or a new eligible solid waste activity at an existing facility, the Metro COO shall notify the host local government that it qualifies for the solid waste community enhancement program.

4.1.2 Coordination with Metro and the host local government.

- 4.1.2.1 As part of Metro's license and franchise review or renewal process, the Metro COO will notify the local government hosting an eligible solid waste facility that a solid waste community enhancement program shall be established.
- 4.1.2.2 The Metro COO shall provide the host local government with an opportunity to enter into an intergovernmental agreement to administer the program. As provided in Section 5.1, Metro and the local government may consider other approaches to administer the program if an intergovernmental agreement cannot be established.
- 4.1.2.3 A host local government shall not be excluded or limited from participating in Metro's solid waste community enhancement program for an eligible solid waste facility, nor shall Metro be limited in implementing a solid waste community enhancement program when a host local government adopts: (1) a tax or charge that imposes a fee on haulers of commercial solid waste or other users of the facility; (2) any tax duly adopted by the local government which is generally applicable for all persons doing business in boundaries of the local government; or (3) any franchise fee collected by the local government from haulers collecting solid waste within the boundaries of the local government,
- 4.1.2.4 Metro shall not establish a solid waste community enhancement program at a solid waste facility if the respective host local government has implemented and is actively administering a solid waste community enhancement program

for that solid waste facility under separate authority of ORS 459.284 and 459.290.

- 4.1.2.5 Prior to establishing a solid waste community enhancement program at an eligible solid waste facility, the Metro COO shall inform the Metro Council President and the Metro Councilor whose district hosts the solid waste facility of the decision to establish a solid waste community enhancement program and provide the Metro Councilor with the opportunity to chair, co-chair, or otherwise participate in the solid waste community enhancement committee at the option of the Metro Councilor.

4.2 Programs Established Prior to January 1, 2014

Solid waste community enhancement programs that were established prior to January 1, 2014 and are administered through an intergovernmental agreement with a host local government shall be updated and reissued with an effective date of July 1, 2015 to provide consistency with all applicable provisions in Metro Code Chapter 5.06 and these administrative procedures.

4.3 Existing Eligible Facility Without a Solid Waste Community Enhancement Program

The Metro COO shall notify a host local government of an existing eligible solid waste facility within its jurisdictional boundaries regarding a timeframe and process for the implementation and administration of a solid waste community enhancement program in accordance with this chapter.

4.4 Funding

- 4.4.1 Except as provided in Section 3.3, solid waste facilities subject to Metro Code Chapter 5.06 shall collect an amount not exceeding \$1.00 on each ton of putrescible solid waste delivered to the facility and remit the funds to Metro for use as a solid waste community enhancement fee.
- 4.4.2 Metro may periodically adjust the solid waste community enhancement fee based on the Consumer Price Index (CPI) up to the maximum amount set forth in ORS 459.284.
- 4.4.3 On a quarterly basis, Metro will remit the solid waste community enhancement funds to each host local government with a solid waste community enhancement program established by intergovernmental agreement with Metro in accordance with Metro Code Chapter 5.06.
- 4.4.4 Projects funded from a solid waste community enhancement fund will be made with the positive vote of a majority of the solid waste community enhancement committee created to administer such a program. Frequency of funding projects is also to be determined by the committee.



Establishing a Solid Waste Community Enhancement Committee

5.1 Establishing a Solid Waste Community Enhancement Committee

- 5.1.1 For the purpose of establishing a solid waste community enhancement committee, the Metro COO shall coordinate with the host local government and the Metro Councilor whose district hosts the eligible solid waste facility.
- 5.1.2 Metro may designate a solid waste community enhancement committee in accordance with Metro Code Chapter 2.19.
- 5.1.3 The Metro COO may enter into an intergovernmental agreement to designate the host local government as the solid waste community enhancement committee. Such a committee shall consist of at least five members and may include the Metro Councilor whose district hosts the solid waste facility (with the option to serve as co-chair to the committee), and three citizen representatives appointed by the mayor, city manager, or county administrator. In lieu of appointment of such a committee, the local government may designate itself and the Metro Council member representing the district that hosts the solid waste facility (with the option to serve as co-chair to the committee) to perform the function of such committee. The term for such intergovernmental agreements should be established to coincide with the term set forth in the subject facility's Metro license or franchise.
- 5.1.4 The Metro COO may enter into an agreement with a recognized non-profit community organization including, but not limited to, a neighborhood district coalition, neighborhood association, committee for citizen involvement or other similar community-based group having a legally constituted active board of directors. The designated solid waste community enhancement committee shall consist of at least five members, and may include the board of directors, the Metro Councilor whose district hosts the solid waste facility, and any number of citizen representatives appointed by the Metro Councilor whose district hosts the solid waste facility.
- 5.1.5 The Metro COO shall establish the terms and conditions of the agreements for the establishment and administration of a solid waste community enhancement committee as provided in Metro Code Chapter 5.06.

5.2 Administration

- 5.2.1 The administration and distribution of funds from a solid waste community enhancement program shall be subject to the approval of a solid waste community enhancement committee.

- 5.2.2 Each solid waste community enhancement committee or host local government shall promote, advertise, solicit and accept requests for proposals or projects to be funded from the solid waste community enhancement fund within its solid waste community enhancement program area boundary.
- 5.2.3 Either Metro or the host local government shall prepare and publish an annual budget for the solid waste community enhancement account. Each budget shall be subject to review and comment by the solid waste community enhancement committee and shall, at a minimum, identify the proposed allocation of grant funding and administrative costs for the upcoming fiscal year, except that a solid waste community enhancement committee may propose that there be no expenditure of funds during a fiscal year for up to a maximum of three consecutive fiscal years, or longer if approved by the Metro COO or the community enhancement committee.
- 5.2.4 Either Metro or the host local government shall segregate solid waste community enhancement funds by establishing a separate set of accounts for the revenues and expenditures of the solid waste community enhancement program to ensure that only committee-authorized plans, projects, and programs receive funding. Funds not expended during a budget year shall be carried forward to each subsequent year.
- 5.2.5 Each solid waste community enhancement committee or host local government shall publish and follow the project funding criteria in Section 6.1 and goals in Section 6.2 for selecting projects or programs to fund during the fiscal year. A solid waste community enhancement committee may request that Metro modify or change the criteria. A community enhancement committee may publish and follow more restrictive program funding criteria, and may adopt and publish additional goals and/or guidelines.
- 5.2.6 Each solid waste community enhancement committee or host local government shall, provide an annual written report to the Metro COO regarding all expenditures from the enhancement fund and shall itemize all enhancement fund expenditures including the amount of funds expended on each project under its jurisdiction including the funding balance by October 1 of each year.
- 5.2.7 Each solid waste community enhancement committee, upon request by the Metro COO, shall provide an oral presentation to the Metro Council at a time such presentation can be scheduled at a Metro Council meeting.
- 5.2.8 If administrative costs incurred by Metro or the host local government to administer the solid waste community enhancement program are reimbursed from the solid waste community enhancement funds as provided in Section 5.3. The annual report required in Section 5.2.6 shall include an accounting of the funds expended for program administration.
- 5.2.9 Each solid waste community enhancement committee will provide an open public process for project/program review and approval.

5.3 Administrative Cost Reimbursement

- 5.3.1 A solid waste community enhancement fund may be used to help defray the direct costs incurred to administer a solid waste community enhancement program by Metro or a host local government (e.g., staff time and materials necessary to set up and administer a solid waste community enhancement program).
- 5.3.2 No more than twenty percent (20%), and not more than \$50,000 of a solid waste community enhancement fund that is collected during a program funding cycle may be used to pay for costs directly associated with administering a solid waste community enhancement program. Administrative costs in excess of these amounts shall not be borne by the solid waste community enhancement fund.

5.4 Recordkeeping and Audits

- 5.4.1 Each solid waste community enhancement committee or host local government shall maintain complete and accurate records related to the administration of the program and funds expended under its jurisdiction. The committee shall make these records available to Metro for inspection, auditing, and copying.
- 5.4.2 Metro may require, at Metro's expense, that a solid waste community enhancement committee submit to an independent audit conducted by an auditor chosen by Metro. The audit shall address only those matters reasonably related to the solid waste community enhancement program fund and its administration.



**SOLID WASTE
ADMINISTRATIVE PROCEDURE**

**AP NO. 5.06
Section 6**

Eligibility Criteria and Goals

6.1 Eligibility Criteria for Funding Solid Waste Community Enhancement Projects

- 6.1.2 To qualify for funding, a proposed solid waste community enhancement project shall meet the following funding criteria. A designated solid waste community enhancement committee may adopt and publish more restrictive eligibility criteria.
- 6.1.2.1 Be within the solid waste community enhancement area boundaries specified by the designated solid waste community enhancement committee or benefit individuals or programs located inside the community enhancement area boundary.
 - 6.1.2.2 Be from non-profit organizations including, but not limited to, neighborhood associations or charitable organizations with 501(c)(3) status under the Internal Revenue Service, or
 - 6.1.2.3 Be from a school, or institution of higher learning, or
 - 6.1.2.4 Be from a local government, local government advisory committee, department or special district provided that they include documented support from the local government executive officer, and, as a guideline, the requested funding not exceed 15% of an annual solid waste community enhancement program budget or funding cycle, or more as otherwise provided in an intergovernmental agreement between Metro and a host local government.
 - 6.1.2.5 Not replace another readily available source of federal, state, regional or local funds.
 - 6.1.2.6 All applicants must go through the official application, review and approval process established by the solid waste community enhancement committee.
 - 6.1.2.7 Not promote or inhibit religion.
 - 6.1.2.8 Not fund organizations, projects or programs that discriminate based upon race, ethnicity, age, gender or sexual orientation.
 - 6.1.2.9 Be able show a clear public benefit if projects are on private land.

6.1.2.10 Have written landowner permission at the time of application.

6.2 Goals for Funding Solid Waste Community Enhancement Projects

- 6.2.1 Projects shall meet one or more of the following goals. Priority will be given to projects that best meet the goals and which offer benefits to the areas and populations most directly impacted by the solid waste facility. A designated solid waste community enhancement committee may adopt and publish additional funding goals. The order of the following listing does not imply ranking or weighting. Projects should:
- 6.2.1.1 Result in an improvement to the appearance or environmental quality of the area/neighborhood within the enhancement area boundaries.
 - 6.2.1.2 Result in the reduction in the amount or toxicity of waste, or increase reuse and recycling opportunities within the enhancement area boundaries.
 - 6.2.1.3 Result in rehabilitation, upgrading or direct increase in the real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code within the enhancement area boundaries.
 - 6.2.1.4 Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas within the enhancement area boundaries, and/or improve the public awareness and the opportunities to enjoy them.
 - 6.2.1.5 Result in improvement to, or an increase in, recreational areas and programs within the enhancement area boundaries.
 - 6.2.1.6 Result in improvement in the safety of the area within the enhancement area boundaries.
 - 6.2.1.7 Result in projects that benefit youth, seniors, low income persons or underserved populations within the enhancement area boundaries.



METRO

**SOLID WASTE
ADMINISTRATIVE PROCEDURE**

**AP NO. 5.06
Section 7**

Dispute Resolution

- 7.1 The Metro COO shall, in good faith, attempt to negotiate resolutions to all disputes arising out of the implementation and administration of Metro Code Chapter 5.06 and these administrative procedures. Disputes arising out of or relating to the implementation or administration of Metro Code Chapter 5.06 or these administrative procedures shall be resolved as follows:
- 7.1.1 The Metro COO will review the matter or dispute to determine if there is sufficient reason or cause to take action.
- 7.1.2 When warranted, the Metro COO will notify the host local government and the solid waste community enhancement committee, the Council President and the corresponding councilor whose district hosts the solid waste facility in writing of the dispute or alleged breach. The notice shall describe the nature of the dispute or alleged breach. The notice shall prescribe a resolution process and include a date by which the host local government or solid waste community enhancement committee must respond to the Metro COO's notice.
- 7.1.3 Within the period specified by the Metro COO, the host local government or solid waste community enhancement committee shall respond to the notice provided by the Metro COO regarding the dispute. Such response may include information that proves that the dispute or alleged breach has been resolved, or that diligent efforts to correct the dispute or alleged violation is being made and is likely to succeed in a reasonable period of time.
- 7.1.4 If the Metro COO determines that the dispute or alleged violation has not or cannot be resolved within the manner prescribed and in a reasonable period of time, the Metro COO may take further action, including the modification or termination of an intergovernmental agreement to ensure that the dispute or breach is resolved within a reasonable period of time.

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AMENDMENT NO. 1 TO METRO INTERGOVERNMENTAL AGREEMENT NO. 933296

This First Amendment amends the Intergovernmental Agreement (Agreement) with City of Oregon City.

In exchange for the promises and other considerations set forth in the Agreement, the parties agree as follows:

A. Purpose

The purpose of Contract Amendment No. 1 is to revise (1) Section 2: Term to change the Agreement termination date to June 30, 2021.

B. Provisions of the First Amendment

Amendment of termination date, Section 2: Term

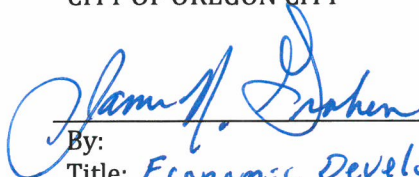
Section 2: Term of the Agreement is amended to extend the termination date from June 30, 2020 to June 30, 2021.


C. No Other Modifications

Except as modified herein, all other terms and conditions of the Agreement will remain in full force and effect. Any conflict between the provisions of this First Amendment, on the one hand, and the original Agreement, on the other hand, will be resolved by reference to and reliance upon this First Amendment.

CITY OF OREGON CITY

METRO


By: _____
Title: *Economic Development Mgr.*
6/1/2020
Date: _____


By: Roy W. Brower
Title: Director, Waste Prevention and Environmental Services
Date: 6/8/2020

Intergovernmental Agreement

METRO CONTRACT NO. 933296

INTERGOVERNMENTAL AGREEMENT

THIS AGREEMENT, entered into under the provisions of ORS Chapter 190, is between Metro, a Metropolitan service district organized under the laws of the State of Oregon and the Metro Charter, located at 600 NE Grand Avenue, Portland, Oregon 97232-2736, and the City of Oregon City (the "City") an Oregon municipal corporation, whose address is 625 Center Street, Oregon City, Oregon 97045.

Section 1: Purpose

The purpose of this Agreement is to implement the provisions of Metro Code Chapter 5.06 related to the establishment of a Solid Waste Community Enhancement Program ("program") for the Metro South Station, transfer station located at 2001 Washington Street, in Oregon City, Oregon.

Section 2: Term

This Agreement begins on July 1, 2015 and terminates on June 30, 2020. The parties may agree to terminate this Agreement earlier pursuant to Section 8. The parties may extend the term of the Agreement by written amendment. This Agreement replaces and supersedes Metro Contract No. 931035.

Section 3: Collection and Distribution of Community Enhancement Funds

- A. Metro requires the Metro South Station (the "facility") to collect and remit to Metro a solid waste community enhancement fee of \$1.00 per ton for all solid waste (putrescible and non-putrescible waste), including yard debris mixed with food waste, and food waste received at the facility.
- B. Metro will send to the City the solid waste community enhancement fee funds ("funds") collected in A. above by January 31, April 30, July 31, and October 31 of each year this Agreement is in effect.
- C. At the request of the City, Metro will provide quarterly reports of activity at the facility, including data on (1) the gross weight of solid waste received in vehicles that are weighed as they enter the facility; (2) the number of other vehicles assessed fees on an estimated volume basis; and (3) the tonnage of solid waste transferred from the facility.
- D. At the request of the City, Metro will assist with the establishment and implementation of the program.

Intergovernmental Agreement

- E. The Metro Councilor for the district where the facility is located shall have the option to serve on the community enhancement committee (as provided in Section 4B) including without limitation as: 1) a member of the committee with voting rights, 2) co-chair of the committee with voting rights, or 3) non-membership on the committee (with notification of committee meetings and actions only). The Metro Councilor may change their participation role by notifying the committee at the beginning of the calendar year. Whenever a new Metro Councilor is elected or appointed, they will indicate their preferred role to the committee within 90 days of taking office, or as soon as practicable.

Section 4: City Obligations

- A. The City shall establish and implement a program that complies with Metro Code Chapter 5.06 (Exhibit A), and Metro Administrative Procedures (Exhibit B). Exhibits A and B are incorporated into this Agreement.
- B. The City shall establish a solid waste community enhancement program advisory committee ("committee"). The City shall ensure that the committee fulfills its duties, including without limitation establishment of a solid waste community enhancement area boundary and compliance with Exhibits A and B. The committee membership shall include the mayor or chief executive officer of the City or appointee, three citizens of the City appointed by the Mayor, and the Metro Councilor (as provided in Section 3E) whose district includes the City. The City may include additional members at its discretion. Alternatively, the City and the Metro Councilor (as provided in Section 3E) whose district includes the City shall perform the functions of the committee.
- C. The City shall create a separate program account for deposit of the funds collected under Section 3. The City shall ensure that only projects chosen by the committee receive these funds. The City shall carry forward any funds not expended during a budget year to the following year. The City shall not use the funds for general government purposes.
- D. The City shall promote the program within the solid waste community enhancement program boundary area. The City shall publish information about the program, including without limitation funding criteria, goals, application process, and timeline, on its website and may also publish in the local newspaper.
- E. The City shall require the committee to provide an open public process for project review and selection.

600 NE Grand Ave.
Portland, OR 97232-2736
(503) 797-1700

Intergovernmental Agreement

- F. The City shall require the committee to review an annual budget. The budget shall identify the expected distribution of funds for projects during a fiscal year. The committee may propose that there be no distribution of funds during a fiscal year, for a maximum of three consecutive years.
- G. The City shall ensure funding decisions are made by a majority vote of the committee. Funding for projects or programs sponsored by the city, city advisory committees, departments or special districts shall be approved at the discretion of the committee, and shall not be limited by Metro Administrative Procedures section 6.1.2.4.
- H. The City shall provide all necessary support to administer the program. The City may charge the fund no more than 20% of the annual program budget, not to exceed \$50,000, for the direct costs of administering the program. Direct costs include staff time and materials.
- I. No later than October 1 of each year, the City shall provide a written report to Metro on the program that includes revenues and expenditures of the program funds and the fund balance carried forward, if any. The report also shall include a general accounting of any funds expended for program administration.
- J. The City shall maintain complete and accurate records related to the administration of the program and all funds expended and carried forward, and shall make these records available to Metro for inspection, auditing and copying.

Section 5: Notices

Legal notice provided under this Agreement shall be delivered personally or by certified mail to the following individuals:

For the City:

Office of the City Manager
City of Oregon City
625 Center Street
Oregon City, OR 97045

For Metro:

Office of Metro Attorney
Metro
600 NE Grand Avenue
Portland, OR 97232-2736

Management of this Agreement will be conducted by the following designated Project Managers:

For the City:

David Frasher, City Manager
City of Oregon City
625 Center Street
Oregon City, OR 97045
(503) 657-0891

For Metro:

Heather Nelson Kent
Metro
600 NE Grand Ave.
Portland, OR 97232
(503) 797-1739

600 NE Grand Ave.
Portland, OR 97232-2736
(503) 797-1700

Intergovernmental Agreement

The City may change the above-designated Project Manager by written notice to Metro. Metro may change the above-designated Project Manager by written notice to the City.

Section 6: Indemnification

Subject to the limits of the Oregon Constitution and Oregon Tort Claims Act, the City shall hold harmless Metro, its officers and employees from any claims or damages or property or injury to persons or for any penalties or fines, for the City's actions under this Agreement.

Section 7: Dispute Resolution

The parties shall attempt to negotiate resolutions to all disputes arising out of this Agreement.

Section 8: Termination or Modification

During the term of this Agreement, each party retains the right to terminate the Agreement as of any anniversary date by written notice delivered to the other party no later than 60 days prior to the anniversary date. The parties may terminate this Agreement at any time for nonperformance of any material term thereof.

Section 9: Insurance

The City agrees to maintain insurance levels, or self-insurance in accordance with ORS 30.282, for the duration of this Agreement to levels necessary to protect against public body liability as specified in ORS 30.270. The City also agrees to maintain for the duration of this Agreement, Workers' Compensation Insurance coverage for all its employees as a self-insured employer, as provided by ORS chapter 656, or disability coverage under its Disability, Retirement and Death Benefits Plan.

Section 10: Integration and Amendment

This writing contains the entire Agreement between the parties, and may only be amended by written instrument, signed by both parties.

Section 11: Severability

If any portion of this Agreement is found to be illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the offending provision shall be stricken.

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Intergovernmental Agreement

Section 12: Notice of Default

If a party determines that a default exists, that party shall give thirty days' written notice to the other party, which notice shall specify the nature of the default and shall give the other party an opportunity to cure the default before taking any further action.

City of Oregon City

Metro

By: David M. Frasher

By: Scott Rubin

David Frasher, City Manager
Print name and title

for Martha J. Bennett, Chief Operating Officer
Print name and title

4/30/15
Date

5/6/15
Date

BM:bj
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Exhibit A
 Metro Contract No. 933296

CHAPTER 5.06

SOLID WASTE COMMUNITY ENHANCEMENT PROGRAM

Section	Title
5.06.010	Policy and Purpose
5.06.020	Authority and Jurisdiction
5.06.030	Amount of Enhancement Fee
5.06.040	Enhancement Fee Requirements and Exemptions for Solid Waste Facilities
5.06.050	Establishment and Administration of a Solid Waste Community Enhancement Program
5.06.060	Solid Waste Community Enhancement Program Advisory Committee
5.06.070	Eligibility Criteria for Solid Waste Community Enhancement Projects
5.06.080	Goals for Solid Waste Community Enhancement Projects
5.06.090	Compliance and Dispute Resolution
5.06.100	Administrative Procedures

(Formerly Metro Code Chapter 5.06 "Community Enhancement Programs" repealed and replaced by Ordinance No. 14-1344, Sec. 1.)

5.06.010 Policy and Purpose

It is the policy of Metro to establish and implement a solid waste community enhancement program at all eligible solid waste facilities in the Metro region. The purpose of the program is to rehabilitate and enhance the area around the facility from which the fees are collected.

5.06.020 Authority and Jurisdiction

Metro's solid waste authority, including the authority to collect an enhancement fee and establish and implement a solid waste community enhancement program, is established under the Oregon Constitution, ORS Chapters 268 and 459, and the Metro Charter.

5.06.030 Amount of Enhancement Fee

Solid waste facilities subject to this chapter shall collect an amount not exceeding \$1.00 on each ton of putrescible solid waste delivered to the facility and remit the funds to Metro for use as a solid waste community enhancement fee. Eligible solid waste facilities may also collect an amount not exceeding \$1.00 on each ton of non-putrescible waste delivered to the facility

(Effective 1/28/15)

5.06 - 1 of 5

when the Metro Chief Operating Officer and facility owner determines it is in the public interest. Metro will set the rate of the enhancement fee under Metro Code Section 5.02.020.

5.06.040 Enhancement Fee Requirements and Exemptions for Solid Waste Facilities

(a) Solid waste facilities that operate all or in part as disposal sites, transfer stations, reload facilities, compost facilities, and energy recovery facilities, as defined by Chapter 5.00, shall collect and remit an enhancement fee under this Chapter.

(b) Where only a portion of a solid waste facility's operations qualify for collection of a fee under subsection (a), the facility shall collect and remit an enhancement fee only on the solid waste it accepts as an eligible facility.

(c) Notwithstanding section (a) above, yard debris reload and yard debris composting facilities are not subject to the requirements of this Chapter.

5.06.050 Establishment of a Solid Waste Community Enhancement Program

(a) Upon approval of a license or franchise application, the Metro Chief Operating Officer will inform a solid waste facility of the requirement to collect a solid waste community enhancement fee. The Metro Chief Operating Officer will require collection of the fee in the facility license or franchise.

(b) The Metro Chief Operating Officer will inform the local government where the facility is located that a solid waste community enhancement fee will be collected by the facility and remitted to Metro.

(c) The solid waste community enhancement program will be administered by (1) Metro directly or through a contract; or (2) the local government where the facility is located, so long as Metro and the local government agree on the terms of an intergovernmental agreement.

(d) The Metro Councilor for the district where the facility is located shall be eligible to participate in the solid waste community enhancement program, including without limitation participation as a co-chair and voting member of the community enhancement committee, regardless of whether Metro or the local government, through an intergovernmental agreement, administers the program.

(e) The Metro Chief Operating Officer will establish a timeline for implementation of a solid waste community enhancement program.

(f) The funds collected and remitted to Metro shall be used for solid waste community enhancement projects chosen by a community enhancement committee and may include administrative costs in an amount set by the Metro Chief Operating Officer.

5.06.060 Solid Waste Community Enhancement Program Advisory Committee

A solid waste community enhancement program established under this section shall have a solid waste community enhancement committee. The committee is responsible for implementation of the program, including without limitation:

- (a) Establishment of the enhancement area boundary.
- (b) Creation of committee bylaws.
- (c) Development of a process for soliciting and selecting solid waste community enhancement projects.
- (d) Compliance with the eligibility criteria set forth in Section 5.06.070 and the goals set forth in Section 5.06.080 and creation of additional criteria and goals where needed.
- (e) Annually review enhancement program revenue estimates provided by Metro staff and propose how these funds will be allocated for the upcoming fiscal year or funding cycle.
- (f) Presentation of an annual report to the Metro Council on all projects approved for funding.
- (g) Maintenance of complete and accurate records related to the administration of the program, submitted to Metro annually.

5.06.070 Eligibility Criteria for Solid Waste Community Enhancement Projects

A solid waste community enhancement project must meet the following criteria to be eligible for funding. A solid waste community enhancement committee may apply more restrictive eligibility criteria:

- (a) The project must be located in the solid waste community enhancement area boundary as specified by the solid waste community enhancement committee or the project must

benefit individuals or programs located inside the solid waste community enhancement area boundary.

(b) The project applicant must be:

- (1) A non-profit organization, including without limitation a neighborhood association or charitable organization with 501(c)(3) status under the Internal Revenue Service; or
- (2) A school or institution of higher learning; or
- (3) A local government, local government advisory committee, department or special district provided that they include documented support from the local government executive officer.

(c) The project must not be used to replace any other readily available source of federal, state, local or regional funds.

(d) The project must not promote or inhibit religion.

(e) The project must not discriminate based on race, ethnicity, age, gender, or sexual orientation.

(f) If the project is located on private land, the project application must establish a clear public benefit and must document landowner permission.

5.06.080 Goals for Solid Waste Community Enhancement Projects

Projects shall meet one or more of the following goals and solid waste community enhancement committees shall give priority to projects that best meet with goals. A solid waste community enhancement committee may adopt additional funding goals. The project will:

(a) Improve the appearance or environmental quality of the community.

(b) Reduce the amount or toxicity of waste.

(c) Increase reuse and recycling opportunities.

(d) Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.

(e) Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.

(f) Result in improvement to, or an increase in, recreational areas and programs.

(g) Result in improvement in safety.

(h) Benefit youth, seniors, low income persons or underserved populations.

5.06.090 Compliance and Dispute Resolution

The Metro Chief Operating Office is responsible for ensuring compliance with this Chapter.

5.06.100 Administrative Procedures

(a) The Metro Chief Operating Office may issue administrative procedures to implement this chapter.

(b) The Metro Chief Operating Officer shall issue or substantially amend the administrative procedures for this chapter only after providing public notice and the opportunity to comment on the proposed language.

(c) The Metro Chief Operating Officer may hold a public hearing on any proposed new administrative procedures or on any proposed amendment to any administrative procedure if the Metro Chief Operating Officer determines that there is sufficient public interest.

(Ordinance No. 14-1344, Sec. 1.)



**SOLID WASTE
ADMINISTRATIVE PROCEDURES**

**Published:
January 28, 2015**

**Administration of Metro Code Chapter 5.06
Solid Waste Community Enhancement Program**

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**SOLID WASTE
ADMINISTRATIVE PROCEDURES**

**AP NO. 5.06
Section 1**

Policy and Legal Authority

1.1 Policy and Legal Authority.

- 1.1.1 Metro's solid waste planning and implementing authority is established under the Metro Charter, the Constitution of the State of Oregon, and ORS Chapters 268 and 459.
- 1.1.2 Metro's solid waste community enhancement program is established based on state law (ORS 459.280 and 459.284).
- 1.1.3 All solid waste administrative procedure shall be subject to the authority of all other applicable laws, regulations or requirements in addition to those contained in this administrative procedure and performance standard.
- 1.1.4 Administrative procedures are adopted, as necessary, to implement the provisions of Metro Code Chapter 5.06 Solid Waste Community Enhancement Program.
- 1.1.5 The purpose of these administrative procedures is to protect and preserve the health, safety and welfare of the Metro residents; to protect and preserve the local environment, to implement cooperatively a solid waste community enhancement fee program; and to reduce the volume and toxicity of waste disposed through source reduction, reuse, recycling, and composting.
- 1.1.6 These administrative procedures and performance standards are issued by the Metro Chief Operating Officer ("Metro COO") pursuant to Metro Code Section 5.06.100.



**SOLID WASTE
ADMINISTRATIVE PROCEDURES**

**AP NO. 5.06
Section 2**

Application and Purpose of Chapter 5.06

2.1 Application of Chapter 5.06

- 2.1.1 Chapter 5.06 shall apply to all eligible solid waste facilities within Metro's jurisdictional boundary that are licensed or franchised by Metro pursuant to Metro Code Chapter 5.01.
- 2.1.2 Metro Code Chapter 5.06 shall apply to all eligible solid waste facilities within Metro's jurisdictional boundaries that are owned by Metro.

2.2 Purpose

- 2.2.1 Metro has long recognized that certain solid waste facilities may present economic, environmental, health or other impacts on local host communities.
- 2.2.2 Metro's solid waste community enhancement program provides funds that are used for community enhancement grant projects located in the vicinity of each eligible solid waste facility. Funds are to be used for the rehabilitation and enhancement of the area in and around the facility from which the fees are collected, as determined by each solid waste community enhancement committee established in accordance with Metro Code Chapter 5.06.



Program Exempt and Program Eligible Facilities

3.1 Exempt Facility Types and Ineligible Solid Waste Activities

3.1.1 The following types of facilities are not subject to Metro Code Chapter 5.06.

3.1.1.1 Reuse or recycling facilities that (A) exclusively receive non-putrescible source-separated recyclable materials and (B) reuse or recycle such materials, or transfer, transport or deliver such materials to a person or facility that will reuse or recycle them.

3.1.1.2 Material recovery facilities that (A) exclusively receive non-putrescible solid waste and conduct material recovery on such waste, and may also (B) receive non-putrescible source-separated recyclable materials and reuse or recycle such materials or transfer, transport or deliver such materials to a person or facility that will reuse or recycle them.

3.1.2 The following types of solid waste activities are not subject to Metro Code Chapter 5.06.

3.1.2.1 Yard debris reloading.

3.1.2.2 Yard debris composting.

3.1.2.1 Material recovery on non-putrescible waste, except as provided in Section 3.3.

3.1.2.2 Recycling or reuse of non-putrescible materials.

3.2 Program Eligibility by Facility Type and Solid Waste Activity

3.2.1 Eligible facility types include, but are not limited to, the following:

3.2.1.1 Disposal sites.

3.2.1.2 Transfer stations.

3.2.1.3 Reload facilities.

3.2.1.4 Energy recovery facilities.

- 3.2.1.5 Compost facilities.
- 3.2.2 Eligible solid waste activities include, but are not limited to, the following:
 - 3.2.2.1 Processing, reloading or transfer of putrescible waste (includes food waste and yard debris mixed with food waste).
 - 3.2.2.2 Composting or any other processing of putrescible waste (includes food waste and yard debris mixed with food waste).
 - 3.2.2.1 Energy recovery (including anaerobic digestion of putrescible waste to include food waste and yard debris mixed with food waste).
 - 3.2.2.2 Disposal (includes landfilling and incineration).
- 3.3 Special conditions related to non-putrescible waste activities at an eligible facility
 - 3.3.1 Non-putrescible waste that is subject to material recovery and delivered to a transfer station or other eligible solid waste facility shall be subject to Metro Code Chapter 5.06 when a facility owner/operator and the Metro COO determines it to be in the public interest.
 - 3.3.2 For the purpose of this section the public interest shall include, but is not limited to: A) the historical program relationship established between a facility and host local government or community (e.g. Metro Central Transfer Station and Metro South Transfer Station), or B) such conditions necessary to operate a new facility, or at an existing facility conducting a new solid waste activity that is subject to Metro Code Chapter 5.06 and Metro Code Chapter 5.01.



Establishing a Solid Waste Community Enhancement Program

The purpose of this section is to establish a general process for Metro and a host local government to implement and administer a solid waste community enhancement program at an eligible solid waste facility.

4.1 New Facilities Without a Solid Waste Community Enhancement Program

4.1.1. Notification to a host local government.

Upon receipt of a complete Metro license or franchise application for a new eligible solid waste facility that is subject to this chapter, or a new eligible solid waste activity at an existing facility, the Metro COO shall notify the host local government that it qualifies for the solid waste community enhancement program.

4.1.2 Coordination with Metro and the host local government.

- 4.1.2.1 As part of Metro's license and franchise review or renewal process, the Metro COO will notify the local government hosting an eligible solid waste facility that a solid waste community enhancement program shall be established.
- 4.1.2.2 The Metro COO shall provide the host local government with an opportunity to enter into an intergovernmental agreement to administer the program. As provided in Section 5.1, Metro and the local government may consider other approaches to administer the program if an intergovernmental agreement cannot be established.
- 4.1.2.3 A host local government shall not be excluded or limited from participating in Metro's solid waste community enhancement program for an eligible solid waste facility, nor shall Metro be limited in implementing a solid waste community enhancement program when a host local government adopts: (1) a tax or charge that imposes a fee on haulers of commercial solid waste or other users of the facility; (2) any tax duly adopted by the local government which is generally applicable for all persons doing business in boundaries of the local government; or (3) any franchise fee collected by the local government from haulers collecting solid waste within the boundaries of the local government,
- 4.1.2.4 Metro shall not establish a solid waste community enhancement program at a solid waste facility if the respective host local government has implemented and is actively administering a solid waste community enhancement program

for that solid waste facility under separate authority of ORS 459.284 and 459.290.

- 4.1.2.5 Prior to establishing a solid waste community enhancement program at an eligible solid waste facility, the Metro COO shall inform the Metro Council President and the Metro Councilor whose district hosts the solid waste facility of the decision to establish a solid waste community enhancement program and provide the Metro Councilor with the opportunity to chair, co-chair, or otherwise participate in the solid waste community enhancement committee at the option of the Metro Councilor.

4.2 Programs Established Prior to January 1, 2014

Solid waste community enhancement programs that were established prior to January 1, 2014 and are administered through an intergovernmental agreement with a host local government shall be updated and reissued with an effective date of July 1, 2015 to provide consistency with all applicable provisions in Metro Code Chapter 5.06 and these administrative procedures.

4.3 Existing Eligible Facility Without a Solid Waste Community Enhancement Program

The Metro COO shall notify a host local government of an existing eligible solid waste facility within its jurisdictional boundaries regarding a timeframe and process for the implementation and administration of a solid waste community enhancement program in accordance with this chapter.

4.4 Funding

- 4.4.1 Except as provided in Section 3.3, solid waste facilities subject to Metro Code Chapter 5.06 shall collect an amount not exceeding \$1.00 on each ton of putrescible solid waste delivered to the facility and remit the funds to Metro for use as a solid waste community enhancement fee.
- 4.4.2 Metro may periodically adjust the solid waste community enhancement fee based on the Consumer Price Index (CPI) up to the maximum amount set forth in ORS 459.284.
- 4.4.3 On a quarterly basis, Metro will remit the solid waste community enhancement funds to each host local government with a solid waste community enhancement program established by intergovernmental agreement with Metro in accordance with Metro Code Chapter 5.06.
- 4.4.4 Projects funded from a solid waste community enhancement fund will be made with the positive vote of a majority of the solid waste community enhancement committee created to administer such a program. Frequency of funding projects is also to be determined by the committee.



METRO

**SOLID WASTE
ADMINISTRATIVE PROCEDURES**

**AP NO. 5.06
Section 5**

Establishing a Solid Waste Community Enhancement Committee

5.1 Establishing a Solid Waste Community Enhancement Committee

- 5.1.1 For the purpose of establishing a solid waste community enhancement committee, the Metro COO shall coordinate with the host local government and the Metro Councilor whose district hosts the eligible solid waste facility.
- 5.1.2 Metro may designate a solid waste community enhancement committee in accordance with Metro Code Chapter 2.19.
- 5.1.3 The Metro COO may enter into an intergovernmental agreement to designate the host local government as the solid waste community enhancement committee. Such a committee shall consist of at least five members and may include the Metro Councilor whose district hosts the solid waste facility (with the option to serve as co-chair to the committee), and three citizen representatives appointed by the mayor, city manager, or county administrator. In lieu of appointment of such a committee, the local government may designate itself and the Metro Council member representing the district that hosts the solid waste facility (with the option to serve as co-chair to the committee) to perform the function of such committee. The term for such intergovernmental agreements should be established to coincide with the term set forth in the subject facility's Metro license or franchise.
- 5.1.4 The Metro COO may enter into an agreement with a recognized non-profit community organization including, but not limited to, a neighborhood district coalition, neighborhood association, committee for citizen involvement or other similar community-based group having a legally constituted active board of directors. The designated solid waste community enhancement committee shall consist of at least five members, and may include the board of directors, the Metro Councilor whose district hosts the solid waste facility, and any number of citizen representatives appointed by the Metro Councilor whose district hosts the solid waste facility.
- 5.1.5 The Metro COO shall establish the terms and conditions of the agreements for the establishment and administration of a solid waste community enhancement committee as provided in Metro Code Chapter 5.06.

5.2 Administration

- 5.2.1 The administration and distribution of funds from a solid waste community enhancement program shall be subject to the approval of a solid waste community enhancement committee.

- 5.2.2 Each solid waste community enhancement committee or host local government shall promote, advertise, solicit and accept requests for proposals or projects to be funded from the solid waste community enhancement fund within its solid waste community enhancement program area boundary.
- 5.2.3 Either Metro or the host local government shall prepare and publish an annual budget for the solid waste community enhancement account. Each budget shall be subject to review and comment by the solid waste community enhancement committee and shall, at a minimum, identify the proposed allocation of grant funding and administrative costs for the upcoming fiscal year, except that a solid waste community enhancement committee may propose that there be no expenditure of funds during a fiscal year for up to a maximum of three consecutive fiscal years, or longer if approved by the Metro COO or the community enhancement committee.
- 5.2.4 Either Metro or the host local government shall segregate solid waste community enhancement funds by establishing a separate set of accounts for the revenues and expenditures of the solid waste community enhancement program to ensure that only committee-authorized plans, projects, and programs receive funding. Funds not expended during a budget year shall be carried forward to each subsequent year.
- 5.2.5 Each solid waste community enhancement committee or host local government shall publish and follow the project funding criteria in Section 6.1 and goals in Section 6.2 for selecting projects or programs to fund during the fiscal year. A solid waste community enhancement committee may request that Metro modify or change the criteria. A community enhancement committee may publish and follow more restrictive program funding criteria, and may adopt and publish additional goals and/or guidelines.
- 5.2.6 Each solid waste community enhancement committee or host local government shall, provide an annual written report to the Metro COO regarding all expenditures from the enhancement fund and shall itemize all enhancement fund expenditures including the amount of funds expended on each project under its jurisdiction including the funding balance by October 1 of each year.
- 5.2.7 Each solid waste community enhancement committee, upon request by the Metro COO, shall provide an oral presentation to the Metro Council at a time such presentation can be scheduled at a Metro Council meeting.
- 5.2.8 If administrative costs incurred by Metro or the host local government to administer the solid waste community enhancement program are reimbursed from the solid waste community enhancement funds as provided in Section 5.3. The annual report required in Section 5.2.6 shall include an accounting of the funds expended for program administration.
- 5.2.9 Each solid waste community enhancement committee will provide an open public process for project/program review and approval.

5.3 Administrative Cost Reimbursement

- 5.3.1 A solid waste community enhancement fund may be used to help defray the direct costs incurred to administer a solid waste community enhancement program by Metro or a host local government (e.g., staff time and materials necessary to set up and administer a solid waste community enhancement program).
- 5.3.2 No more than twenty percent (20%), and not more than \$50,000 of a solid waste community enhancement fund that is collected during a program funding cycle may be used to pay for costs directly associated with administering a solid waste community enhancement program. Administrative costs in excess of these amounts shall not be borne by the solid waste community enhancement fund.

5.4 Recordkeeping and Audits

- 5.4.1 Each solid waste community enhancement committee or host local government shall maintain complete and accurate records related to the administration of the program and funds expended under its jurisdiction. The committee shall make these records available to Metro for inspection, auditing, and copying.
- 5.4.2 Metro may require, at Metro's expense, that a solid waste community enhancement committee submit to an independent audit conducted by an auditor chosen by Metro. The audit shall address only those matters reasonably related to the solid waste community enhancement program fund and its administration.



**SOLID WASTE
ADMINISTRATIVE PROCEDURE**

**AP NO. 5.06
Section 6**

Eligibility Criteria and Goals

6.1 Eligibility Criteria for Funding Solid Waste Community Enhancement Projects

6.1.2 To qualify for funding, a proposed solid waste community enhancement project shall meet the following funding criteria. A designated solid waste community enhancement committee may adopt and publish more restrictive eligibility criteria.

- 6.1.2.1 Be within the solid waste community enhancement area boundaries specified by the designated solid waste community enhancement committee or benefit individuals or programs located inside the community enhancement area boundary.
- 6.1.2.2 Be from non-profit organizations including, but not limited to, neighborhood associations or charitable organizations with 501(c)(3) status under the Internal Revenue Service, or
- 6.1.2.3 Be from a school, or institution of higher learning, or
- 6.1.2.4 Be from a local government, local government advisory committee, department or special district provided that they include documented support from the local government executive officer, and, as a guideline, the requested funding not exceed 15% of an annual solid waste community enhancement program budget or funding cycle, or more as otherwise provided in an intergovernmental agreement between Metro and a host local government.
- 6.1.2.5 Not replace another readily available source of federal, state, regional or local funds.
- 6.1.2.6 All applicants must go through the official application, review and approval process established by the solid waste community enhancement committee.
- 6.1.2.7 Not promote or inhibit religion.
- 6.1.2.8 Not fund organizations, projects or programs that discriminate based upon race, ethnicity, age, gender or sexual orientation.
- 6.1.2.9 Be able show a clear public benefit if projects are on private land.

6.1.2.10 Have written landowner permission at the time of application.

6.2 Goals for Funding Solid Waste Community Enhancement Projects

- 6.2.1 Projects shall meet one or more of the following goals. Priority will be given to projects that best meet the goals and which offer benefits to the areas and populations most directly impacted by the solid waste facility. A designated solid waste community enhancement committee may adopt and publish additional funding goals. The order of the following listing does not imply ranking or weighting. Projects should:
- 6.2.1.1 Result in an improvement to the appearance or environmental quality of the area/neighborhood within the enhancement area boundaries.
 - 6.2.1.2 Result in the reduction in the amount or toxicity of waste, or increase reuse and recycling opportunities within the enhancement area boundaries.
 - 6.2.1.3 Result in rehabilitation, upgrading or direct increase in the real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code within the enhancement area boundaries.
 - 6.2.1.4 Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas within the enhancement area boundaries, and/or improve the public awareness and the opportunities to enjoy them.
 - 6.2.1.5 Result in improvement to, or an increase in, recreational areas and programs within the enhancement area boundaries.
 - 6.2.1.6 Result in improvement in the safety of the area within the enhancement area boundaries.
 - 6.2.1.7 Result in projects that benefit youth, seniors, low income persons or underserved populations within the enhancement area boundaries.



METRO

**SOLID WASTE
ADMINISTRATIVE PROCEDURE**

**AP NO. 5.06
Section 7**

Dispute Resolution

- 7.1 The Metro COO shall, in good faith, attempt to negotiate resolutions to all disputes arising out of the implementation and administration of Metro Code Chapter 5.06 and these administrative procedures. Disputes arising out of or relating to the implementation or administration of Metro Code Chapter 5.06 or these administrative procedures shall be resolved as follows:
- 7.1.1 The Metro COO will review the matter or dispute to determine if there is sufficient reason or cause to take action.
- 7.1.2 When warranted, the Metro COO will notify the host local government and the solid waste community enhancement committee, the Council President and the corresponding councilor whose district hosts the solid waste facility in writing of the dispute or alleged breach. The notice shall describe the nature of the dispute or alleged breach. The notice shall prescribe a resolution process and include a date by which the host local government or solid waste community enhancement committee must respond to the Metro COO's notice.
- 7.1.3 Within the period specified by the Metro COO, the host local government or solid waste community enhancement committee shall respond to the notice provided by the Metro COO regarding the dispute. Such response may include information that proves that the dispute or alleged breach has been resolved, or that diligent efforts to correct the dispute or alleged violation is being made and is likely to succeed in a reasonable period of time.
- 7.1.4 If the Metro COO determines that the dispute or alleged violation has not or cannot be resolved within the manner prescribed and in a reasonable period of time, the Metro COO may take further action, including the modification or termination of an intergovernmental agreement to ensure that the dispute or breach is resolved within a reasonable period of time.

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It was moved by Spear, seconded by Wilson, to authorize the City Manager to do all acts necessary to implement the terms of the agreement between the City and Metro.

Roll call: Powell, Aye; Spear, Aye; Lemons, Aye; Wilson, Aye; Mitchell, Aye.

AGREEMENT

THIS AGREEMENT is entered into by and between the CITY OF OREGON CITY, OREGON, ("OREGON CITY"), and the METROPOLITAN SERVICE DISTRICT ("METRO"). The parties agree as follows:

A. METRO agrees to:

1. Subject to the limitations expressed elsewhere in this Agreement, pay to OREGON CITY an amount equal to 50 cents per ton for all solid waste received at the facility known as the Clackamas Transfer & Recycling Center (hereinafter "the FACILITY") except for source separated recyclable materials. This amount shall be referred to as the "total amount." Payments to OREGON CITY shall be made according to the following provisions and shall be made on a quarterly basis.
 - (a) As part of the total amount paid to OREGON CITY by METRO, an amount equal to the current millage rate assessed by OREGON CITY against all property located within the boundaries of OREGON CITY times the true cash value of the FACILITY, shall be paid by METRO directly to the OREGON CITY General Fund and be subject to expenditure at the discretion of the Oregon City Commission for general governmental purposes. Such amount shall be credited against the total amount payable by METRO. The true cash value of the FACILITY shall be determined by mutual agreement of the parties. If the parties fail to agree on what the true cash value is the question of true cash value shall be determined by binding arbitration pursuant to the rules of the American Arbitration Association. For the purpose of this section "FACILITY" shall include the entire real property and all improvements thereon.
 - (b) The balance of the total amount payable to METRO shall be deposited in a separate, dedicated fund for the purpose of rehabilitation and enhancement of the area around the transfer station within the city limits of Oregon City as determined by OREGON CITY pursuant to the terms of this Agreement.
2. Deliver to OREGON CITY monthly reports of activity at the FACILITY including data on the gross weight of solid waste received in vehicles that are weighed as they enter the FACILITY, the number of other vehicles assessed fees on an estimated volume basis, and the tonnage of solid waste transferred from the FACILITY.
3. Not exceed the volume limitation provided for in section B(5) hereof and to take every measure feasible to reduce tonnage at the FACILITY to 700 tons per day on a monthly average by January 1, 1991.
4. Request that the Court of Appeals dismiss METRO's appeal of the decision of the Circuit Court for Clackamas County in Case No. 87-5-295.

B. OREGON CITY will:

1. Appoint a citizens' advisory committee to recommend to the City Commission plans, programs and projects for the rehabilitation and enhancement of the area around the FACILITY. The committee shall include as members a member of the HOPP community, a member of the Oregon City Planning Commission, a member of the Oregon City Commission, and the Metro Council member representing the district which includes Oregon City.
2. The City Commission after receiving a recommendation from the citizens' committee shall determine the boundary of the area eligible for rehabilitation and enhancement.
3. Create a special fund and ensure that only plans, projects and programs determined by the City Commission to be suitable for the rehabilitation and enhancement are authorized for funding from such special fund.
4. Report annually to METRO on the expenditures of the special fund and fund balance no later than September 1 of each year.
5. Acting in its role as a quasi-judicial body, consider and process METRO's request consistent with applicable provisions of the Oregon City zoning ordinance the following request by METRO:

METRO requests that the current tonnage limitation at the FACILITY be increased effective July 1, 1988, to a monthly average of 1,200 tons per day for the months of July, August, September, October, May and June of each year, and 1,000 tons per day for the months of November, December, January, February, March and April. METRO further requests that upon the commencement date of this Agreement the tonnage limitations for each month shall be cumulative so that any amounts by which METRO does not meet or exceed the monthly tonnage allowance in any given month may be carried over and credited to the tonnage limitation in any future month at METRO's discretion during the term of this Agreement. METRO further requests that it not be in violation of the tonnage limitation if the total tonnage by which METRO may have exceeded the allowed tonnage during any one month (taking into account METRO's allowance for previous underutilized monthly tonnage as described above) does not exceed one-half the total monthly tonnage allowed for the month in which the excess has occurred; provided, however, that such excess tonnage shall not cumulatively exceed 18,600 tons over the life of this Agreement.

OREGON CITY may review the conditions contained in the Conditional Use Permit other than the tonnage limitations on an annual basis.

6. Remove from current consideration the proposed ordinance imposing a 50 cent per ton tax on commercial haulers of solid waste using the FACILITY. Further OREGON CITY agrees if during the term of this Agreement it adopts such a proposed tax or similar tax or charge that imposes a fee on haulers of commercial solid waste or other users of the FACILITY except as may be imposed by any tax duly adopted by OREGON CITY of general applicability to all persons doing business in Oregon City, then METRO shall have no further obligation to pay the sums provided for in paragraphs A 1. and 2. above and the tonnage limitations provided for in B 5. shall continued.

H. This Agreement is subject to specific enforcement by the courts at the request of either party.

I. Remedies.

1. A default of this Agreement by METRO shall result in reinstatement of the 700 ton per day limitation on operation of the FACILITY contained in the Conditional Use Permit conditions in effect on June 1, 1988. In addition, METRO shall continue to be liable for the payment of the fees provided for in section A 1. and A-2. above.

2. Default by OREGON CITY for failure to comply with its obligations in section B above (excepting those quasi-judicial actions which METRO is requesting of OREGON CITY), shall be grounds for METRO to seek specific enforcement of the terms of this Agreement allowing utilization of the FACILITY subject to the tonnage limitation provided herein and further shall be grounds for METRO withholding any further payments due to OREGON CITY pursuant to the terms of paragraph A above and OREGON CITY shall not be entitled to any payment from METRO for tonnage received during the period which the default exists. If at any time during the term of this Agreement, OREGON CITY, acting in a quasi-judicial or legislative capacity, changes any of the terms of the request by METRO contained in section B 5. above, then for the duration of any such change METRO shall not be obligated to make any payments under section A 1. of this Agreement.

3. Each party agrees to give thirty (30) days written notice to the other in the event that it determines a default exists specifying the nature of the default and giving the other party the opportunity during said 30-day period to cure the default before taking any further action.

J. This Agreement shall become effective upon execution by the parties after prior approval of the terms of this Agreement by Metro Council and Oregon City Commission.

DATED this _____ day of _____, 1988.

CITY OF OREGON CITY

METROPOLITAN SERVICE DISTRICT

By: _____
Kenneth Mitchell

By: _____
Rena Cusma

Title: Mayor

Title: Executive Officer

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Oregon City City Attorney

General Counsel

With regard to the letter addressed to Mr. Curtis, Lemons was adamantly against excluding Oregon City residents from the Committee noting that he wanted a situation of parity. Powell explained this is only an advisory committee; there were problems with HOPP and there will be public meetings wherein friends can be made. There was considerable discussion regarding the formation of the advisory committee. It was explained that there are problems with HOPP, the meetings will all be public wherein friends can be made. The Agreement was fine with the Mayor. Spear noted the power of the Commission. Lemons again stated he only desired one Oregon City resident to be on this committee. It was decided that three members from HOPP, one Commission

Attachment "A"

Oregon City-Metro Enhancement Committee

Sections:

- 1: Committee Purpose
- 2: Members and Term
- 3: Secretary; Meetings; Quorum; Staff
- 4: Rules
- 5: Powers; Functions; Duties

1: COMMITTEE PURPOSE:

The Oregon City-Metro Enhancement Committee has been created through an intergovernmental agreement between Oregon City and METRO, copy of which is attached, to recommend to the Oregon City-Metro Enhancement Committee plans, programs and projects for the rehabilitation and enhancement within the boundaries of the City of Oregon City.

2: MEMBERS AND TERM:

- A. The Committee shall consist of nine (9) members; the City Commission, one (1) METRO councilor and three (3) citizens at-large.
- B. The Mayor of Oregon City shall appoint three (3) of the non-Metro members. The Mayor will serve as committee chair. The METRO Council member shall be the representative of METRO District 2, which includes Oregon City. The Committee may elect from its membership any other officers it deems necessary.
- C. Effective January 1, 2007, each member shall serve a 4-year term with terms expiring as follow:
 - a. Mayor, Commission positions #1 and #4 expiring 12/31/2010
 - b. Commission positions #2 and #3 expiring 12/21/2008
 - c. Citizen at-large position #1 expiring 12/31/2007
 - d. Citizen at-large position #2 expiring 12/31/2008
 - e. Citizen at large position #3 expiring 12/31/2009
 - f. METRO Councilor position expiring 12/21/2010
- D. Prior to expiration, the Mayor shall appoint or reappoint members for the following term. Each subsequent term will be four (4) years.

3: SECRETARY; MEETINGS; QUORUM; STAFF:

The committee shall have a secretary who is a City staff member and is not a member of the Committee. Such secretary shall keep an accurate record of the proceedings of the Committee. Copies of all meeting minutes, correspondence and recommendations shall be provided to the Oregon City-Metro Enhancement Committee through the City Manager. The Committee shall hold a formal grant review meeting once a year. This date will be determined by the chair and City staff. Special meetings can be called, as may be needed, by the Chairperson. A quorum of any meeting shall consist of not less than four (4) members. The City Manager shall serve as advisor and the Finance Director shall serve as financial advisor to the Committee.

4: RULES:

The Committee shall establish and adopt its own rules of procedure consistent with the laws of the State of Oregon and the Ordinances of the City of Oregon City.

5: POWERS; FUNCTIONS; DUTIES:

- A. The Committee shall recommend the boundary of the area eligible for rehabilitation and enhancement.
- B. The Committee shall recommend plans, projects and programs for rehabilitation and enhancement within the eligible boundary. Such recommendations can be made at anytime, but shall at least be submitted annually to coincide with the City's budget process. Eligible projects include Planning, Engineering, Architectural and Marketing Services; sign, lighting and landscape construction; equipment acquisition; Public Works improvements, property acquisition, building construction, reconstruction or demolition; and other activities that are consistent with the Committee's purpose.
- C. The Committee shall not have budget or authority to make any expenditure on behalf of the City, or to obligate the City for payment of any sums of money, unless the City Commission has previously authorized such expenditure.
- D. The Committee shall have the power and authority to seek advice or testimony from any appropriate agency or individual to their purpose.
- E. The City Commission shall have sole authority to approve, reject or modify any recommendation and to appropriate funding.