



CITY OF OREGON CITY ENHANCEMENT GRANT PROGRAM COMMITTEE AGENDA

Virtual Meeting
Thursday, February 11, 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

DECLARATION OF A QUORUM

PUBLIC COMMENTS

GENERAL BUSINESS

1. Community Enhancement Grant Reform Package

ECONOMIC DEVELOPMENT MANAGER'S REPORT

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

Staff Report

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

To: Enhancement Grant Program Committee **Agenda Date:** 02/11/2021
From: Economic Development Manager James Graham

SUBJECT:

Community Enhancement Grant Reform Package

STAFF RECOMMENDATION:

Approve the program reform package as presented.

EXECUTIVE SUMMARY:

In years past, program funding from Metro has been projected. Nevertheless, such revenue projections have been virtually predictable except for the year of 2020. During that year, the impact of the pandemic on the economy reduced Metro's contribution to the Community Enhancement Grant Program, thereby, forcing Oregon City to reduce the total available funding for all potential community projects during FY 2020.

In addition, project extensions have been readily permitted, thereby, freezing funds in the pipeline that could have been made available for other projects. Furthermore, Metro is slated to relocate its Oregon City-based Transfer Station out of Oregon City and with it, grant funding that would be typically available to the Oregon City Community.

In an effort to enhance the impact of the Metro Community Enhancement Program on the community of Oregon City; to ensure the accuracy of available funds for future projects; and to streamline the grant award process, staff presents a program reform package.

BACKGROUND:

METRO COMMUNITY ENHANCEMENT FUNDING AVAILABILITY (Cash Basis vs Accrual Basis)

In years past, program funding for projects have been based on projected revenue from Metro. In addition, extensions for projects have been readily permitted, thereby, freezing funds in the pipeline that could have otherwise been made available for other projects.

In addition, funding from the Metropolitan Service District has been virtually predictable except for year of 2020. The impact of the pandemic on the economy reduced Metro’s contribution to the Community Enhancement Program thereby forcing Oregon City to reduce the total available funding for all potential community projects for FY 2020.

Furthermore, Metro is slated to relocate its Oregon City-based Transfer Station out of Oregon City and with it, grants that would be typically available to the Oregon City Community. Therefore, to ensure the accuracy of available funds for future projects, staff is recommending that funding made available for community projects be based on actual cash available instead of projected funding that has been dependent on various scenarios.

In order to implement the cash basis approach, staff suggests a gradual movement toward this objective that will eventually setup the program to award projects based on actual cash on-hand. It will require the following actions:

- 1. staff work with grant awardees to limit the number of extensions;
- 2. staff be in contact with grant awardees on a quarterly basis to stay informed on project progress and to work to mitigate requests for extensions; and
- 3. Metro Enhancement Committee limit the amount of total available funding to levels less than the total projected revenue available.

Total Available Program Funding

It is projected that that total available funding for fiscal year 2021 stands at \$283,000, with certain assumptions included. Staff is recommending that the total funding available be maintained at fiscal year 2021 level of \$200,000 and beyond until the program is fully on a cash basis status.

Community Enhancement Grant Program
Funding Summary
February 4, 2021

Projected Beginning Balance - July 1, 2020	\$233,000
Projected Revenue (2020-21)	\$300,000
June 25, 2020 Grant Meeting	
Advertised Revenue (2020-21)	\$200,000
Program Management (2020-21)	<u>50,000</u>
Projected Ending Balance - June 30, 2021	<u><u>\$283,000</u></u>

FOCUSED COMMUNITY IMPACT

Recipients of the Metro Community Enhancement Grant have typically been represented by an array of organizations aspiring to address many varied different causes. Due to the wide diversity of the projects across the community it is unclear as to the aggregated impact on the Oregon City Community. No doubt, some projects are designed to address a particular issue, or an infrastructure need of the group seeking funding.

The pandemic has clearly uncovered many vulnerabilities within our society and economies. While some issues were troubling prior to COVID-19, they have been made worse during the virus' spread. Hence, to help the Oregon City Community address vital issues that impact it more broadly, staff is recommending a theme approach to funding projects. For FY 2022, it suggested that Metro Community Enhancement Grant funding be limited to the issues of Childcare and Workforce Development. Both topics are "big picture issues" that impact the entire community.

It is important that the Metro Community Enhancement Grants are awarded in amounts that can help the grantee make significant impact on the issues cited in this report. Due to the specificity of the challenges proposed to be addressed utilizing Metro Grants, it is expected that fewer applicants will be involved in the program. Hence, it is recommended that grants be awarded up to \$60,000.

All applicants seeking assistance through the Metro Community Enhancement Grant would be required to address at least one of these topics in their programming.

SCORING OF PROJECTS

Although each Metro award grantee is required to submit an application that includes a project description; nevertheless, it is usually helpful to obtain a short oral briefing from each grantee. Therefore, it is suggested that committee members conduct scoring after each presentation and not before.

OPTIONS:

1. Approve the program reform package in its entirety.
2. Approve parts of the program reform package.
3. Do not approve the program reform package.

BUDGET IMPACT:

Amount: \$200,000

FY(s): 2021-2022

Funding Source(s): Metro Community Enhancement Grant

Enhancement Project Evaluation Sheet

Project Title: _____ Subject Matter (check one): Childcare ___ Workforce Dev. ___

Committee Member's Name (Print) _____ Signature: _____ Date: _____

<u>ORGANIZATION'S BACKGROUND/STANDING</u>	Poor	Fair	Satisfactory	Good	Excellent
<u>RATING</u>	0 pts	Up to 3 pts	Up to 5 pts	Up to 7 pts	Up to 10 pts
Does the organization provide a clear narrative about its history or experience in supporting initiatives and/or issues related to the subject matter?					

<u>IMPLEMENTATION STRATEGY</u>	Poor	Fair	Satisfactory	Good	Excellent
<u>RATING</u>	0 pts	Up to 3 pts	Up to 5 pts	Up to 7 pts	Up to 10 pts
Does the implementation strategy in the proposed project or program directly address the goals and objectives cited in the organization's overall plan?					
Does the applicant address specific steps or program specifics, and measurables?					

<u>ORGANIZATION'S CAPACITY</u>	Poor	Fair	Satisfactory	Good	Excellent
<u>RATING</u>	0 pts	Up to 3 pts	Up to 5 pts	Up to 7 pts	Up to 10 pts
Does the application clearly describe the organization's capacity to implement its strategy (i.e., resources and staffing)?					
Do the biographies of program management demonstrate expertise in conducting the work related to the subject matter?					

COMMUNITY ENHANCEMENT GOALS	Poor	Fair	Satisfactory	Good	Excellent
<u>RATING</u>	0 pts	Up to 3 pts	Up to 5 pts	Up to 7 pts	Up to 10 pts
Considering the applicant’s background and strategies cited, how likely will the project increase employment or economic opportunities for city residents?					
Does proposed project provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population?					
Does the proposed project provide work, training opportunities, or other benefit to youth, seniors and low-income persons or underserved population?					