



PARKS AND RECREATION ADVISORY BOARD AGENDA

October 10, 2024 at 6:00 PM

Wilsonville City Hall & Remote Video Conferencing

PARTICIPANTS MAY ATTEND THE MEETING AT:

City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon

Zoom: <https://us02web.zoom.us/j/85722021810>

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with Wilsonville Parks and Recreation:

PRAB@ci.wilsonville.or.us or 503-783-7529

Individuals may submit comments by 12:00 PM on the day before the meeting date via email to the address above, or may mail written comments to:

Wilsonville Parks and Recreation Department
29600 SW Park Place, Wilsonville, OR 97070

CALL TO ORDER

1. Roll Call

CONSENT AGENDA

2. [Approval of Minutes: 03.07.2024 and 07.11.2024](#)

CITIZEN INPUT

COMMUNITY OPPORTUNITY GRANT REVIEW

3. [City of Wilsonville Arts, Culture and Heritage Commission - Speaker and Performance Series \(\\$5,000\)](#)
4. [City of Wilsonville Diversity, Equity and Inclusion Committee - Mobi-Mat Pilot Project \(\\$8,215\)](#)
5. [Ginger and Russell Fitch - Free Movie Screenings and Community Speaker Series \(\\$10,500\)](#)
6. [Wilsonville Robotics Team 2025 - Student Team Scholarships \(\\$2,000\)](#)

PARKS AND RECREATION DEPARTMENT UPDATES

REVIEW PROGRESS ON BOARD GOALS

7. [Upcoming Events & Programs](#)

BOARD COMMENTS

ADJOURN

NEXT MEETING

Thursday, January 9, 2024 6:00 PM

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting the Parks and Recreation Department at 503-783-7529 or PRAB@ci.wilsonville.or.us: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo. Comun quese al 503-783-7529.



PARKS AND RECREATION ADVISORY BOARD MINUTES

May 2, 2024 at 6:00 PM

Wilsonville City Hall & Remote Video Conferencing

PARTICIPANTS MAY ATTEND THE MEETING AT:

Wilsonville City Hall - Council Chambers, 29799 SW Town Center Loop E, Wilsonville, Oregon

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with Wilsonville Parks & Recreation:

parksandrec@ci.wilsonville.or.us or 503-783-7529

Individuals may submit comments by 12:00 PM on the day before the meeting date via email to the address above, or may mail written comments to:

Wilsonville Parks & Recreation Department
29600 SW Park Place, Wilsonville, OR 97070

CALL TO ORDER

Chair Barnes called the meeting to order at 6:04 pm.

1. Roll Call

PRESENT

Chair Amanda Harmon
Vice-Chair James Barnes
Member Daniel Christensen
Member Keith Gary
Member Paul Diller
Member Bill Bagnall
Member Amanda Aird

CITY STAFF PRESENT

Kris Ammerman, Parks and Recreation Director
Brian Stevenson, Program Manager
Laura Ruggles, Program Coordinator

COMMUNITY MEMBERS PRESENT

Neil Kennedy, Charbonneau Country Club
Brian Clark, Wilsonville Little League
Austin Barnes, Wilsonville Skate Jam Association

CONSENT AGENDA

2. Approval of Minutes: 03.07.2024

Motion made by Member Christensen, Seconded by Vice-Chair Barnes.

Voting Yea: Chair Harmon, Vice-Chair Barnes, Member Diller, Member Bagnall, Member Aird, Member Christensen

CITIZEN INPUT

There was no citizen input.

COMMUNITY OPPORTUNITY GRANT REVIEW

3. Charbonneau Country Club – Community Emergency Radio Network (\$2,256.60)
4. Wilsonville Little League – Little League Eagle Scout Dugout Renovation (\$10,000)
5. Wilsonville Skate Park Association – Skate Jam 2024 (\$3,000)

The advisory board discussed the submissions.

Vice-Chair Barnes suggested rounding the Charbonneau County Club application to an even \$2,257.

Chair Harmon moved to support Charbonneau Country Club's request of \$2,257, Wilsonville Little League's request of \$10,000 and Wilsonville Skate Park Association's request of \$3,000.

Motion made by Chair Harmon, Seconded by Member Werts.

Voting Yea: Chair, Harmon, Vice-Chair Barnes, Member Christensen, Member Diller, Member Bagnall

Director Ammerman distributed all the paperwork to the grant awardees.

PARKS AND RECREATION DEPARTMENT UPDATES

Program Manager Stevenson gave an update on the first and second grade Mini Hoopers basketball program, noted that programming at the Community Center is in full swing, and gave an update on the progress of the Korean War Memorial Interpretive Center.

Recreation Coordinator Behler gave an update on the Community Egg Hunt, which was a great event. Behler noted that WERK Day is on May 18th and asked board members to attend if possible and spread the word. Course registration for summer programming opens April 8th.

Program Coordinator Ruggles gave updates on shelter season, field reservations, gearing up for 2024 special events and corporate volunteer groups.

Director Ammerman acknowledged Vice-Chair Barnes and Member Christensen for their service on the board and noted both of their terms would be ending at the end of the calendar year.

REVIEW PROGRESS ON BOARD GOALS

5. Upcoming Events & Program

BOARD COMMENTS

There were no additional board member comments.

ADJOURN

Chair Harmon adjourned the meeting at 7:04 pm.

NEXT MEETING

Thursday, July 11, 2024 4:00 PM

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting Laura Ruggles, Program Coordinator at 503-783-7529 or ParksandRec@ci.wilsonville.or.us: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

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PARKS AND RECREATION ADVISORY BOARD - SPECIAL SESSION MINUTES

July 11, 2024 at 4:00 PM

Remote Video Conferencing

CALL TO ORDER [4:00 PM]

Chair Harmon called the meeting to order at 4:01 pm.

1. Roll Call

PRESENT

- Chair – Amanda Harmon
- Vice- Chair James Barnes
- Member Amanda Aird
- Member Keith Gary
- Member Bill Bagnall
- Member Paul Diller

ABSENT

- Member Daniel Christensen

EX OFFICIO MEMBERS/CITY STAFF PRESENT

- Kris Ammerman, Parks and Recreation Director
- Brian Stevenson, Program Manager
- Dustin Schull, Parks Supervisor
- Erica Behler, Recreation Coordinator
- Natalie Tomaszewski, Program Coordinator
- Kelly Rappold, Natural Resources Program Manager
- Jim Cartan, Environmental Specialist

OTHER ATTENDEES

- Ian Christie, Lauren Smith, Emily Martin – Ash Creek Representative

BEE CITY USA & NATURAL AREAS MANAGEMENT PRESENTATION

2. Natural Areas Management Presentation - Ash Creek Representatives

Representatives from Ash Creek, Ian, Lauren and Emily gave a presentation on natural area management. This included project objectives, planning approach and strategies, issues and

threats to the City's natural areas, proposed prioritization framework and project deliverables, along with a public outreach and engagement plan.

Member Bagnall recommended on-site signage about the project with a QR code; Emily Martin stated they would look into that idea.

3. Kerry Rappold - City of Wilsonville Natural Resources Manager

Kerry Rappold, City of Wilsonville Natural Resources Manager, gave a presentation on what Bee City USA is and what the role of the Parks and Recreation Advisory Board is within the program.

Member Aird asked about the oak borer beetle and the aggressive response to the removal of the trees; Kerry stated they have treated trees in hopes of preventing losses but the trees they removed were not salvageable.

PARKS AND RECREATION DEPARTMENT UPDATES

Recreation Coordinator Behler shared that summer camps are up and running. The first Movie in the Park, Barbie, is showing tomorrow evening. Behler also shared the summer intern is working until hopefully September and Party in the Park is schedule for August 22. She also thanked the advisory board members that made it to the 4th of July laser light show.

Program Manager Stevenson shared that this summer is probably our most diverse and has the most offerings. He gave kudos to Recreation Coordinator Behler and shared the opening of the Korean War Memorial Interpretative Center.

Parks Supervisor Schull shared that the parks team is busy with water features. Larger projects are coming up for trails and the playground construction at Boones Ferry Park.

Parks and Recreation Director Ammerman didn't have anything to add.

BOARD COMMENTS

There were no additional board member comments.

ADJOURN

Chair Harmon adjourned the meeting at 5:20 pm.

NEXT MEETING

Thursday, October 10, 2024 6:00 PM

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting the Parks and Recreation Department at 503-783-7529 or

Parks and Recreation Advisory Board - Special Session

PRAB@ci.wilsonville.or.us: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

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DRAFT

Submission information

Form: [Community Opportunity Grant Application](#) [1]
Submitted by [evalentine](#) [2]
Thu, 09/19/2024 - 10:24am
143.244.98.165

Applicant Information

Project Title

Arts, Culture, and Heritage Speaker/Performance Series

Applicant Name

City of Wilsonville - Arts, Culture, and Heritage Commission (ACHC)

Registered Tax Exempt Number (if applicable)

Applicant Street Address

29799 SW Town Center Loop E

City

Wilsonville

State

OR

Zip

97070

Contact (Name)

Erika Valentine

Title

Arts and Culture Program Coordinator

Applicant Telephone

503-570-1629

Applicant Email

evalentine@ci.wilsonville.or.us

Project Duration: Start Date

January 23, 2025

Estimated Completion Date

June 30, 2025

Project Budget

Total Project Budget

\$ 5,000.00

Applicant Cash Match (a)

\$ 0.00

In-Kind Resources (b)

\$ 0.00

Total Applicant Match (a+b)

\$ 0.00

Grant Request

\$ 5,000.00

Budget Summary

Download the [Project Budget worksheet and Organization Budget worksheet here](#) ^[3] (under supporting documents), complete the worksheets, and submit below.

Project Budget [project_budget_updated_achc.xlsx](#) ^[4]

Organization Budget [organization_budget_achc.xlsx](#) ^[5]

Project Narrative Questions

Provide a project description

We, the Arts, Culture, and Heritage Commission (ACHC) are asking for support to host two to three separate events, in order to engage the Wilsonville community with local artists, diverse cultures/Performers, and Wilsonville's rich heritage. As the ACHC, we advise the City Council on matters relating to arts, culture and heritage, oversee implementation of recommendations outlined in the Arts Culture & Heritage Strategy.

Each event would be approximately two hours and occur seasonally; beginning in the winter of 2025. The events would be free to the public and widely promoted to encourage the participation of all members in our community. Events will include presentations/performances to educate, promote discussion and civic interest; to entertain; and to share the many cultural traditions that can be found in Wilsonville. We envision a bit of a hybrid event, part Speaker Series and part Performance, with some hands-on and audience participation element. Our goal is to build stronger relationships within the City and increase Wilsonville's identity as a great place to live. We want to work cooperatively within the City to enrich these events. There is no other organization providing this opportunity at this time.

We are looking to utilize the Old Church at McMenemy's as the facility rental because of the rich history that space has with the City and Cultural Arts and Heritage Community. There are amenities such as sound system and stage which is conducive to performance. There's also food and drink available, making the event more social. The Old Church used to host wonderful community events that brought everyone together, and we'd like to bring back those types of events to the Community.

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

Bringing people together to learn and explore strengthens ties between neighbors and a sense of community identity. Speakers/Performers will educate and showcase local talent and knowledge. Performances will be active and entertaining. Hands-on activities, such as an art activity or learning a dance demo, will immerse participants in art, culture, and heritage. We will explore partnerships with local schools, the Community center, and other groups, with the goal to extend learning. Celebrations of the diversity and talents of our neighbors will build appreciation and relationships. Civic engagement is inspired through greater awareness of what our city has and what it needs.

While speakers/performers have not been booked until funding is secured, A few ideas include:

Multicultural Performance Night

- A Performance Series from multiple local dance or music groups, showcasing dance/music from their respective cultures
- Presentations about the dance or music performance (i.e. what is the meaning? Significance? Where is it usually performed? etc.) Information on their various Cultural Traditions
- Learning a dance via demonstration

Local Wilsonville Visual Artists Night

- 2 – 3 Local Wilsonville Fine Artists of various mediums talking about their inspiration, process, and work – and bringing examples of their work to show. Wilsonville is home to MANY talented local artists from painters to sculptors.
- Artist Q &A
- Art activity or prompt

Quilting/Fiber Arts and/or Heritage Night:

- A presentation about Wilsonville's Heritage Quilts and Quilters Group, and the history of quilting
- Cultural Fiber Arts – featuring other cultural artists and their work
- Additional speakers from the Historical Society on various topics

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

Our goal for this project is to strengthen and share the rich art, culture, and heritage that exists in our city, to enrich personal lives, and strengthen a sense of community and shared identity.

We want our events to be inclusive. Some events may lend themselves more to families, some to adults; but our events will seek out diversity in all its aspects. We want anyone interested in the subject matter to feel more than welcome to attend. We will make this intent clear through marketing and personal invitation. To measure our success and improve in the future, we will have on-site evaluations cards and an accurate count of participation numbers. We will also take community suggestions for future themes/presenters, should the event continue annually. Based on the space capacity, we are targeting approximately 100 attendees per event, which we think we can get to with proper marketing and spreading the word.

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

The ACHC mission is to cultivate knowledge, interest, and increased opportunities to engage in local arts, culture and heritage. Each member of our nine person commission is passionate about the bounty of artists, interesting cultures, and fascinating heritage in our city. Many of us

have long been involved with local nonprofits and have a collective list of contacts for presenters, volunteers, contributors, and vendors as well as significant experience planning and executing special events. We will also work alongside our staff liaison, Erika Valentine, Arts & Culture Program Coordinator who works in the Parks & Recreation Department. We want to collaborate with other local groups (City Committees, Nonprofits, schools, etc.) to enhance our efforts. There is so much we can do by coordinating our efforts to enrich personal lives and the community as a whole.

Signature and Certification Letter:

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

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

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

Signature

Erika Valentine

Date Signed Thu 9/19/24

I Accept

Yes

Final Report From Previously Awarded Grant (if applicable)

Source URL:<https://www.wilsonvilleparksandrec.com/node/101151/submission/63529>

Links

- [1] <https://www.wilsonvilleparksandrec.com/parksrec/webform/community-opportunity-grant-application> [2] <https://www.wilsonvilleparksandrec.com/users/evalentine> [3] <http://www.wilsonvilleparksandrec.com/parksrec/page/grant-programs-0> [4] https://www.wilsonvilleparksandrec.com/system/files/webform/project_budget_updated_achc.xlsx [5] https://www.wilsonvilleparksandrec.com/system/files/webform/organization_budget_achc.xlsx

Organization Budget

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

Fiscal Year: 24 to 25

Income Sources	Amount
Wilsonville - Metro Community Enhancement Project Grant	\$29,000.00
Opportunity Grant - Speaker/Performance Series (TBD)	\$5,000.00
Total Organization Income	\$34,000.00

Expenses	Amount
Metro Grant Project - Hearts Public Art Project	\$29,000.00
Opportunity Grant - Speaker/Performance Series (TBD)	\$5,000.00
Total Organization Expense	\$34,000.00

Submission information

Form: [Community Opportunity Grant Application](#) [1]
Submitted by Visitor (not verified)
Wed, 08/14/2024 - 12:29pm
143.244.98.165

Applicant Information

Project Title

Town Center Park Mobi -Mat Pilot Project

Applicant Name

City of Wilsonville Diversity, Equity and Inclusion Committee

Registered Tax Exempt Number (if applicable)

Applicant Street Address

29799 SW Town Center Loop E

City

Wilsonville

State

Oregon

Zip

97070

Contact (Name)

Zoe Mombert

Title

Assistant to the City Manager

Applicant Telephone

5035701503

Applicant Email

mombert@ci.wilsonville.or.us

Project Duration: Start Date

November 1, 2024

Estimated Completion Date

January 31, 2025

Project Budget

Total Project Budget

\$ 8,215.33

Applicant Cash Match (a)

\$ 0.00

In-Kind Resources (b)

\$ 0.00

Total Applicant Match (a+b)

\$ 0.00

Grant Request

\$ 8,215.33

Budget Summary

Download the [Project Budget worksheet and Organization Budget worksheet here](#) ^[2] (under supporting documents), complete the worksheets, and submit below.

Project Budget [project_budget_dei_lmobi_mats.xlsx](#) ^[3]

Organization Budget [organization_budget_dei_committee.xlsx](#) ^[4]

Project Narrative Questions

Provide a project description

The City of Wilsonville's Diversity, Equity and Inclusion (DEI) Committee has been working to increase accessibility to programs, services and increase opportunities to better understand diverse cultures and create a sense of belonging for all. The committee has observed that Town Center Park has an opportunity to be more inclusive. The park has an existing stage which is surrounded by a large grassy area. This provides a lot of opportunity for a diverse mix of events although it makes it challenging for individuals in mobility devices or need solid ground to safely to participate in these events.

The DEI Committee would like to purchase Mobi – mats to increase access to community events in Town Center Park including their Juneteenth Celebration. The specific mats would allow an individual to join in the festivities that occur within the grassy area at Town Center park and allow individuals an opportunity to directly view the stage. Currently, individuals in a mobility device can only view the stage at town center park from the paved sidewalks along the perimeter.

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

The project will allow individuals with mobility challenges to more effectively participate in community events held at Town Center Park, thereby making the park more accessible to all. The Committee intends to make city events more inclusive with the purchase of the Mobi-mats

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

The DEI Committee has established a strategic plan; Objective 1: Community Engagement Creating a voice for underrepresented people in Wilsonville & effectively engaging the community includes an action item to provide recommendations regarding event accessibility. The committee is not only recommending this project advance but also working to make Town Center more accessible with the addition of Mobi-mats.

This project will serve families, seniors, individuals with mobility challenges and those who attend Town Center Park events with these groups of people. The project will not only make events at Town Center park more accessible, they will increase a sense of belonging for all members of the community at community events, regardless of mobility. Making marginalized communities feel welcome and have the ability to participate in community events is the goal of this project.

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

The DEI Committee staff liaison will manage the procurement of the Mobi-mats and work with the Parks staff to store and deploy the mats at the events in Town Center Park. Parks staff met with Lincoln City staff to better understand the staff capacity required to setup the mats and what is required to store the mats. The staff liaison has managed many projects and events for the City and is able to support the DEI Committee in this request.

Because the mats are mobile, Parks Staff can make them available at any community event on uneven surfaces in the future such as Rotary Concerts, Party in the Park and possibly the Harvest Festival at Murase Park.

Signature and Certification Letter:

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

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

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

Signature

Zoe Mombert

Date Signed Wed 8/14/24

I Accept

Yes

Final Report From Previously Awarded Grant (if applicable)

[community_grants_final_report_revised_4.22.22.pdf](#) [5]

Source URL:<https://www.wilsonvilleparksandrec.com/node/101151/submission/63169>

Links

[1] <https://www.wilsonvilleparksandrec.com/parksrec/webform/community-opportunity-grant-application> [2]

<http://www.wilsonvilleparksandrec.com/parksrec/page/grant-programs-0> [3]

https://www.wilsonvilleparksandrec.com/system/files/webform/project_budget_dei_lmobi_mats.xlsx [4]

https://www.wilsonvilleparksandrec.com/system/files/webform/organization_budget_dei_committee.xlsx [5]

https://www.wilsonvilleparksandrec.com/system/files/webform/community_grants_final_report_revised.22.22_0.pdf

Item 4.

Organization Budget

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

Fiscal Year: 24 to 25

Income Sources	Amount
Juneteenth Sponsorships (TBD)	\$8,000.00
Opportunity Grant - Mobi Mat	\$8,215.33
Total Organization Income	\$16,215.33

Expenses	Amount
Juneteenth Event	\$8,000.00
Mobi Mat	\$8,215.33
Total Organization Expense	\$16,215.33

Project Budget

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

Income Sources	Amount
Opportunity Grant	\$8,215.33
Staff support to store the mats	in kind
Staff support to deploy the mats at events	in kind
Staff support to inform the community about this resource	in kind
Total Project Income	\$8,215.33

Expenses - Must be specifically itemized	Amount
Mobi Mat - 50ft- 5ft wide mat x 2	\$4,578.00
Mobi Mat - 16.5ft- 5ft wide mat x 3	\$2,577.00
Shipping to Wilsonville	\$1,060.33
Staff support to store the mats	\$0.00
Staff support to deploy the mats at events	\$0.00
Staff support to inform the community about this resource	\$0.00
Total Project Expense	\$8,215.33

Submission information

Form: [Community Opportunity Grant Application](#) [1]
Submitted by Visitor (not verified)
Thu, 09/19/2024 - 4:41pm
73.37.21.227

Applicant Information

Project Title

Free Movie Screenings and Community Speaker Series

Applicant Name

Ginger Fitch and Russell Fitch

Registered Tax Exempt Number (if applicable)

Applicant Street Address

City

Wilsonville

State

Oregon

Zip

97070

Contact (Name)

Russell Fitch

Title

Community Member

Applicant Telephone

Applicant Email

Project Duration: Start Date

Jan 2025

Estimated Completion Date

Dec 2025

Project Budget

Total Project Budget

\$ 10,500.00

Applicant Cash Match (a)

\$ 0.00

In-Kind Resources (b)

\$ 0.00

Total Applicant Match (a+b)

\$ 0.00

Grant Request

\$ 10,500.00

Budget Summary

Download the [Project Budget worksheet and Organization Budget worksheet here](#) ^[2] (under supporting documents), complete the worksheets, and submit below.

Project Budget [project_budget_updated_completed.xlsx](#) ^[3]

Organization Budget [organization_budget_completed.xlsx](#) ^[4]

Project Narrative Questions

Provide a project description

Our project, Free Movie Screenings and Community Speaker Series, will take place at the Wilsonville High School Performing Arts Center. This project is designed to provide free entertainment through a series of family-friendly movie screenings, as well as educational and engaging speaker sessions on topics relevant to our community. By doing so, we aim to recreate the sense of community that was lost with the closure of the local Regal Cinema, while also fostering educational and civic opportunities through the speaker series.

The free movie screenings will include films appropriate for all age groups, ensuring inclusivity for families, youth, and seniors. The speaker series will feature local and regional experts discussing opportunities and advancements in the arts, health and sciences, and engineering. This dual approach of entertainment and education will strengthen the sense of connection within Wilsonville.

The grant funds will be used to cover renting the Performing Arts Center, movie licensing, speaker honorariums, and promotional materials. We expect the project to run from January 2025 to December 2025, with a planned schedule of 3 movie screenings and 3 speaker sessions.

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

The Free Movie Screenings and Community Speaker Series promotes civic engagement, diversity, and education by offering free public events that encourage participation across

different age groups and demographics. The movie screenings will provide an opportunity for family-friendly entertainment, creating an inclusive space for residents of all backgrounds to come together and enjoy cinema at no cost. This fosters a stronger sense of community and belonging.

The speaker series will focus on topics that encourage education and personal growth. By featuring speakers who can share their knowledge on topics such as recent advancements in Space Engineering, we aim to foster a deeper understanding and engagement within the community. The series will also encourage dialogue between attendees and speakers through Q&A sessions, helping to build a more connected and informed community. Speakers will be sought from local industry as well as Wilsonville graduates. Topics for the speaker series may be able to coincide with the career and technological education areas the school district is advancing.

We will select films and speakers that reflect the diverse cultural and social fabric of Wilsonville, making sure that the project represents a broad range of perspectives and voices.

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

The primary goals of this project are to provide accessible entertainment and educational opportunities to the Wilsonville community. Our movie screenings aim to serve families, youth, and seniors by providing no-cost entertainment that can be enjoyed by everyone. We estimate that initially each movie screening will attract approximately 100 attendees.

The speaker series will serve adults, students, and local community members interested in learning and participating in discussions on relevant topics. We aim to host 3 speaker events, each initially drawing an estimated audience of 50 people. Success will be measured by event attendance and post-event surveys to gather feedback from participants.

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

We have built strong relationships in the community over two decades. We have the organizational skills needed for planning and implementation of this project. We are familiar with existing community organizations and school-associated organizations that can make this successful. We intend to create partnerships to sustain this project beyond the initial year. We represent two different generations, expanding the ability to reach both with topic selection and publicity. We have 11 years of combined higher education between us and the motivation to share the love of learning with your community. We both have experience running our own businesses here in Wilsonville. We have been planning this project request since the passage of the WLWV School District Bond Measure that provided the funding for the Performing Arts Center.

Signature and Certification Letter:

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

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

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

Item 5.

Signature

Russell Fitch

Date Signed Thu 9/19/24

I Accept

Yes

Final Report From Previously Awarded Grant (if applicable)

Source URL:<https://www.wilsonvilleparksandrec.com/node/101151/submission/63537>

Links

[1] <https://www.wilsonvilleparksandrec.com/parksrec/webform/community-opportunity-grant-application> [2]

<http://www.wilsonvilleparksandrec.com/parksrec/page/grant-programs-0> [3]

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https://www.wilsonvilleparksandrec.com/system/files/webform/organization_budget_completed.xlsx

Submission information

Form: [Community Opportunity Grant Application](#) [1]
Submitted by Visitor (not verified)
Wed, 09/18/2024 - 10:24pm
24.21.179.252

Applicant Information

Project Title

Student Team Scholarships 2025

Applicant Name

Tom Sommerville

Registered Tax Exempt Number (if applicable)

26-1354007

Applicant Street Address

6800 SW Wilsonville Road c/o Wilsonville High School

City

Wilsonville

State

OR

Zip

97070

Contact (Name)

Tom Sommerville

Title

Mentor

Applicant Telephone

Applicant Email

Project Duration: Start Date

09/01/2024

Estimated Completion Date

08/31/2025

Project Budget

Total Project Budget

\$ 5,000.00

Applicant Cash Match (a)

\$ 3,000.00

In-Kind Resources (b)

\$ 0.00

Total Applicant Match (a+b)

\$ 3,000.00

Grant Request

\$ 2,000.00

Budget Summary

Download the [Project Budget worksheet and Organization Budget worksheet here](#) ^[2] (under supporting documents), complete the worksheets, and submit below.

Project Budget [2024-25_project_budget_wilsonvilleroobotics.pdf](#) ^[3]

Organization Budget [organization_budget_wilsonvilleroobotics_2024-25.pdf](#) ^[4]

Project Narrative Questions

Provide a project description

The Wilsonville High School robotics FRC Team 1425 gives students the opportunity for workforce development in STEM and business skills. We offer real-life and hands-on experience through building and programming a robot, developing a business plan, and fundraising. We strive to make sure that any student who wants to become a member of the team can join, no matter what their economic situation may be during the academic school year. As such, we offer partial and full scholarships to students who may not be in a financial situation to afford the team's yearly fees. The expense per academic year is \$200, which includes full membership to the team, its resources, and mentors. In addition to our yearly fees, our travel expenses are also costly. On average, we travel to two competitions a season with at least 30 team members in attendance. That being said, the cost of team accommodations, nourishment, along with transportation for a team of our size is extensive. With a recently developed necessity for partial and/or full scholarships, we are requesting \$2,000 to cover the scholarships for at least 5 students and support our team's travel needs.

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

Our team promotes education by being structured much like a tech startup, with different departments (known as "sub-teams") sharing tasks and working together to create a well-rounded and collaborative final product. Working with mentors, our seven sub-teams include electrical, business, mechanical, scouting, software, strategy, and design. Using computer systems to create the robot, developing budgets, writing grant requests, working within a defined deadline to create a final product, and working collaboratively with multiple sub-teams are only a

few of the experiences students are given. Sub-team leads are similar to managers, they serve as student mentors and guides for new team members. Some of our past students who have been given scholarships have also been sub-team leads. The six FIRST Core Values (discovery, innovation, impact, inclusion, teamwork, and fun) remain central to our entire team's efforts. On Team 1425, we are proud to be a student-led and mentor-driven team. By building robots, we are building the next generation of STEM innovators.

The FIRST Robotics Competition (FRC) season runs from January through April of each year. The competition kick-off is during the first weekend of January when the new game is announced. Kickoff is followed by a six-week design and robot build season, where the team meets at least 5 days per week. In March, the competition season begins where teams gather at district events to compete with their robot to score ranking points and win matches with randomly assigned alliance partners. The competition events include networking with other teams and speaking with judges to potentially win technical or attribute awards; these awards include team spirit, entrepreneurship, industrial design, engineering innovation, gracious professionalism, creativity, and many others. All sub-teams play a vital part in the robot's success at competitions and in accomplishing our greater mission of "Building Robots, Building People".

One of the ways Team 1425 works to contribute back to the community of Wilsonville is that we host an annual off-season event in the fall at the Wilsonville High School, called Girls Gen. This regional event keeps PNW team members engaged year-round and brings over 25 FRC high teams into the Wilsonville area. Then, in March, our team hosts an annual PNW district event, called the Wilsonville District Competition. This two-day event brings in over 35 FRC teams and 1,500 visitors to the city of Wilsonville, which helps give the city more recognition and supports many local businesses, especially lodging and eating establishments.

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

The goals of this project are two-fold. One is based on achieving Team 1425's mission of "Building Robots, Building People". Students on Team 1425 learn the importance of teamwork, communication, leadership, and other valuable life skills. The other is to be an inclusive team where students from every economic situation can be welcomed, successful, and contributing members. While our short-term goal each FRC season is to build the most successful robot, our long-term goal is to enable students to develop interpersonal skills, leadership abilities, personal accountability, and self-confidence. By building robots, we also build the next generation of Science, Technology, Engineering, and Math (STEM) innovators.

We measure this by the level of engagement of the student during the build season. That can be gauged by the projects the student takes on as a member of a particular sub-team and by their attendance at meetings. The mentors are always available to guide, answer questions, and be a resource for any students.

Other measures of success include the sustainability of the team year-to-year such that Team 1425 can continue to achieve its mission for as many students as possible. Team 1425 does annual outreach activities to recruit middle school students and incoming freshmen to join our robotics team at Wilsonville High School. Our team also welcomes home-schooled and other local high school students to be a part of Team 1425. Our team works hard to provide a welcoming environment to any student interested in joining, regardless of where they attend school.

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

contributions, etc.)

We always strive for the full participation and engagement of every student and adult volunteer. We value the transfer of knowledge, both through hands-on learning and through teaching. This is provided through mentor demonstrations and student leadership. With the help of our mentors who are professionals in their field and experienced student leads, students have someone for guidance as we progress through the year.

Almost all of our mentors have graduated college from science, technology, engineering, arts, and mathematics (STEAM) and business fields, some receiving advanced degrees. They bring a variety of skills and expertise to students and volunteer countless hours of their time. Without the help of our mentors, the students would not have as many opportunities to learn the technical and business skills needed to build a competitive robot. On Team 1425, we value the assistance of our mentors to teach our students valuable real-world skills and inspire students to go on to STEAM career paths.

Participation in Team 1425 instills several social and leadership skills in our members. When asked what their favorite part of being on the team was, common responses included “learning and working with other people”, “showing the rookies how to use the machines at the shop”, and “working together and collaborating with amazingly creative and genius minds!”. Team 1425 strengthens more than just technical knowledge. We are also fostering management skills, problem-solving techniques, communication strength, working collaboratively, leadership ability, and personal and genuine Gracious Professionalism.

Signature and Certification Letter:

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

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

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

Signature

Thomas I Sommerville Jr

Date Signed Wed 9/18/24

I Accept

Yes

Final Report From Previously Awarded Grant (if applicable)

[2023-24_wv_grant_final_report_combined.pdf](#) ^[5]

Source URL: <https://www.wilsonvilleparksandrec.com/node/101151/submission/63521>

Links

[1] <https://www.wilsonvilleparksandrec.com/parksrec/webform/community-opportunity-grant-application> [2]

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https://www.wilsonvilleparksandrec.com/system/files/webform/2024-25_project_budget_wilsonvilleroobotics.pdf [4]

https://www.wilsonvilleparksandrec.com/system/files/webform/organization_budget_wilsonvilleroobotics_2024-25.pdf [5]

https://www.wilsonvilleparksandrec.com/system/files/webform/2023-24_wv_grant_final_report_combined.pdf

Organization Budget

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

Fiscal Year: 2024 to 2025

Income Sources	Amount
Lam Research (applied)	\$1,000.00
Lam Research (mentor hours matching award)	\$8,000.00
Xerox (anticipated)	\$5,000.00
TE Connectivity	\$2,000.00
City of Wilsonville Grant (applied)	\$2,000.00
other (anticipated awards through FIRST, student fundraising, etc)	\$15,000.00
Student Fees	\$10,000.00
Total Organization Income	\$43,000.00

Expenses	Amount
Mechanical team (robot builds and other projects)	\$16,510.00
Electrical team	\$3,861.00
Software team	\$350.00
Scouting team	\$279.00
Business/Marketing team	\$3,488.60
Student Scholarships	\$2,000.00
Student Travel Scholarships	\$3,000.00
Other (mentor travel, FIRST registration, team meals, etc)	\$25,220.00
Total Organization Expense	\$54,708.60

Project Budget

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

Income Sources	Amount
Team Funds	\$3,000.00
City of Wilsonville Grant	\$2,000.00
Total Project Income	\$5,000.00

Expenses - Must be specifically itemized	Amount
5 Student Scholarships @ \$200	\$1,000.00
20 Student Travel Scholarships @ \$200 (Cheney, WA)	\$4,000.00
Total Project Expense	\$5,000.00



2024 Board Goals & Action Items

- Each board member comes up with an idea for a new class offering and presents that idea at an upcoming Board meeting
- Support a department event by volunteering to set-up, table at, and take-down at the event
- Free class pass – attend and provide feedback to one recreation activity
- Identify a minor park improvement (e.g. bench, table, trash receptacle, dog waste station, etc.)

Upcoming Programs and Events

- Harvest Festival: Saturday, October 19 at the Stein-Boozier Barn | 10:00 am-1:00 pm
- Daffodil Planting Volunteer Event: Sunday, October 20 at the Park at Graham Oaks and Park at Merryfield | 9:00 am-12:00 pm
- Toy Drive: November 1-December 8 at the Community Center
- Community Tree Lighting: Thursday, December 5 | 5:30 pm-7:00 pm
- Lunch at the Community Center: Monday, Wednesday, and Friday at 12:00 pm
- Learn more about upcoming Parks and Recreation offerings in our Activity Guide: https://www.wilsonvilleparksandrec.com/sites/default/files/fileattachments/parks_and_recreation/page/8591/fall.winter_2024_final_web2.pdf