



**OREGON
CITY**



Metro

**Oregon City-Metro Enhancement Grant
Application for Funds
July 1, 2015 through June 30, 2016**

APR 29 2015

2:19 pm
AS

Before filling out this form, please read the Oregon City-Metro Enhancement Grant Application Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications must be received by **5:00 pm on Wednesday, April 29, 2015** to be considered 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 Community Patio and Renovation

Organization Willamette Falls Media Center

Is this a Non-Profit Organization? Yes No

Non-Profit Federal tax exempt ID Number 80-0762454

Address 1101 Jackson St

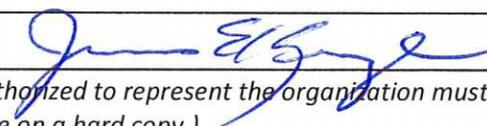
City, State, Zip Oregon City, Or 97045

Project Coordinator Melody Ashford Phone 503-650-0275

Email Melody@wfmstudios.org

Chairperson of Governing Board (If Applicable) James Kunze

Phone 503-760-7143

Signature  WFMC Board CHAIR

(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:	\$14,350
+ Matching Funds (Cash):	\$0
+ In-Kind Matching Funds:	\$7,400
= Total Cost of Project:	\$21,750

Proposal Information

1. Is this your first grant application to the Oregon City-Metro Enhancement Committee?

Yes No

2. Have you received an Oregon City-Metro Enhancement Grant in the last 3 years?

Yes No

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

3. If you received an Oregon City-Metro 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.

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

WFMC's grant proposal outlines a renovation and enhancement project that transforms a neglected, unsightly community walk-through, into an attractive outdoor gathering and meeting place. The renovation addresses potential safety hazards, such as broken cement pathways, stonework, and stairways that have deteriorated over time. It revitalizes the existing architectural structures and develops the area into a usable community patio space.

The proposed patio area measures approximately 1,344 sq ft. The design enhances and compliments the historical aesthetics of the building and includes, revitalizing the existing stairway and arch embellishments on the building, resurfacing the patio area with durable paving stones, and fixing the stairway leading to the sidewalk. The patio will be bordered on two sides by a short retaining wall and native plants and shrubbery.

In support of our organization's mission, the project will also serve as a young adult educational opportunity. Under professional instruction of a master stone mason, volunteers between ages 18-21, will receive hands on, introductory training in the masonry trade. The entire project will be documented and aired on our community channels and website to support a more inclusive audience.

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

WFMC elected to propose a community patio renovation project for this grant opportunity, as this project supports multiple objectives. This project will address potential safety issues have been noted in the area and will visually enhance the historical building and local community, which aligns with the City of Oregon City's future economic development strategic plan to enhance the appeal and attractiveness of the community. This project also directly supports our organizations mission, which is to strengthen the community through educational opportunities. The changes detailed in our grant request benefits local homeowners, students attending classes at the Jackson Campus, and foot traffic that use the walk-through to access the shared parking lot and multiple nearby community facilities. We believe that by revitalizing the landscape of the 100 year old building, we can help to promote the historical footprint that is unique to our area.

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

<input checked="" type="checkbox"/>	1. Increase attractiveness/market value of residential, commercial or industrial areas.	<input type="checkbox"/>	6. Increase recycling efforts to provide a reduction in solid waste.
<input type="checkbox"/>	2. Enhance new or existing wildlife, riparian, wetlands, forests or river areas.	<input type="checkbox"/>	7. Increase employment or economic opportunities for City residents.
<input type="checkbox"/>	3. Preserve or increase recreational areas and programs within the City.	<input type="checkbox"/>	8. Rehabilitate or upgrade the market value of housing or commercial property.
<input type="checkbox"/>	4. Improve safety within the City.	<input checked="" type="checkbox"/>	9. Provides work or training opportunities to benefit youth, seniors and low-income residents.
<input type="checkbox"/>	5. Result in significant improvement in the cleanliness of the City.	<input type="checkbox"/>	10. Enhance art and culture within the City.

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

*Goal 1, Increase attractiveness/market value of residential, commercial or industrial areas.
This project renovates the neglected landscape of a historical structure, transforming it into a multi-functional community space. Restoring the original aesthetics of the building and complimenting the architecture with a visually appealing patio space, not only benefits the local residents, but also the surrounding neighborhood public facilities and schools.*

*Goal 9, To provide training opportunities to youth.
The secondary objective of our proposal supports this goal with the help of Chris Crawford, an English Master Stone Mason. Chris has over 4 decades of experience and will be leading the construction and training for this project. He is a licensed contractor (CCB#195123), key speaker, and masonry trainer for "Passing on the Trades", his non-profit. Chris is a past masonry instructor at NW College of Construction and is certified by the National Center for Construction Education and Research. He is also the owner of THE ROCK GUY CONSTRUCTION, LLC, a successful masonry business in the Pacific Northwest. Chris provides an impressive professional knowledge and background in both masonry and education that we feel strongly supports the leaning aspect of the project.*

8. Project Period: approximately 5 weeks
 (Number of months in duration)
 Beginning Date: July 13, 2015
 Ending Date: September 11, 2015

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

Willamette Falls Media Center, located at 1101 Jackson St. Oregon City, leases the facility from the Oregon City School District. The lease building, also referred to as "the art building" or "the Jackson annex", is the location of the proposed project. Specifically, the outdoor space on the corner of 11th St and J Q Adams St., which is the Northwest side of the property.

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

The proposed improvement project focuses on completing two main objectives. The first objective is the renovation portion, which includes correcting safety hazards, restoring original stonework and building embellishments, and transforming the area into a small multi-functional community patio and walk-through. The second objective is to offer young adults, ages 18-21, a unique training opportunity. Working in tandem with a Master Stone Mason, the volunteers will gain hands on experience and valuable training in the masonry trade. By capturing the process, this project supports our goal of producing an inclusive educational program. The completed program will be aired on the community channels, the WFMC website, and through additional social media outlets. These multiple outlets expand the potential audience that is able to benefit from this project exponentially. WFMC estimates this project will benefit approximately 20 to 30 daily users, however, this number is based on the average walk-through traffic, such as direct neighborhood residents and patrons utilizing WFMC's facility. The students and staff with Clackamas Academy of Industry and Science, patrons of the Oregon City Swimming Pool, and community members accessing the other facilities and events held at the Jackson Campus, such as football games and special education services, will also make up a large segment of beneficiaries, but are not included in our projected number. We also forecast an large number of secondary beneficiaries made up program viewers through our multiple media outlets. The desired outcome from this project is to provide a safe area for the community to use, compliment the historic qualities and aesthetics of the building, increase the attractiveness of the surrounding neighborhood, and provide a unique learning opportunity for young adult volunteers.

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 School District, which owns the building and property, and the McLoughlin Neighborhood Association, where the facility is located, have provided letters of support for the renovation project. We will be utilizing community volunteers for the hands on training and don't foresee additional community services that would be needed to successfully complete this project.

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

Project Coordinator, Melody Ashford, has over 20 years managing numerous media production projects, which focus heavily on stringent time lines and precise budgetary requirements. She also has working experience successfully coordinating building and renovation projects. In 2010, Melody oversaw the construction project that renovated WPMC's facility from an open 4000 sq ft space into two professional studios, three editing suites, a kitchen, and administrative offices. Additionally, Melody coordinated the addition of an ADA accessible ramp. This project was supported through a community grant.

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

The milestones and projected completion dates of the project are:

- 1. 7/20/15 - Build retaining walls*
- 2. 7/27/15 - Regrade and prep the area for resurfacing*
- 3. 8/3/15 - Fit, cut and install stone pavers*
- 4. 8/10/15 - Repair and restore existing stairways and arch embellishments*
- 5. 9/4/15 - Complete the educational production and air the final program.*

14. An exit report will be included as part of the OC-MEC 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 measurements used to track and assess the effectiveness of this project are 1. the number of repairs and improvements completed, 2. the number of volunteer participants, and 3. the completion and airing of the educational piece. The successful completion of the first objective will enhance the historical building and visually revitalize the surrounding neighborhood. It also gives the community with a usable outdoor space.

The success of the projects second objective, providing a training opportunity for local young adults, will be measured by meeting the number of anticipated volunteers, and the third is based on the completion of the final media program. The anticipated result of this objective is providing the volunteers and viewers with a valuable learning experience.

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, use \$22.55. (This is the value of volunteer labor time as of 1/10/15, according to the Independent Sector and The Bureau of Labor Statistics).

Item	Source of Support	Estimated Value (\$)
<i>Building Materials</i>	<i>Chris Crawford</i>	<i>\$1,350</i>
<i>Professional Labor</i>	<i>Chris Crawford</i>	<i>\$3,000</i>
<i>Volunteer Labor</i>	<i>Youth Volunteers</i>	<i>\$1,550</i>
<i>Project Coordinator</i>	<i>WFMC Studios</i>	<i>\$1,500</i>

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

There are no other grants supporting this project. The commitments that have been confirmed at this time are the in-kind labor and material donations, as listed above.

17. What is the percentage of OC-MEC funds to be used for personnel services or administrative costs? 3 %

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) OC-MEC Grant Dollars	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration) <i>Project Coordinator</i>			\$1,500	\$1,500
<i>Videographer</i>	\$2,000			\$2,000
Project Administration costs (clerical, advertising, graphics, printing, postage) <i>Clerical</i>	\$500			\$500
				\$0
Materials <i>Patio & Repair Materials</i>	\$5,350		\$1,350	\$6,700
				\$0
Equipment/Supplies	\$500			\$500
				\$0
Construction Costs <i>Prof. Instruction & Labor</i>	\$6,000		\$3,000	\$9,000
<i>Volunteer Labor & Training</i>			\$1,550	\$1,550
Event Costs				\$0
				\$0
Transportation Costs				\$0
				\$0
Insurance Costs (if needed)				\$0
Additional Costs (List)				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
Totals	\$14,350	\$0	\$7,400	\$21,750



Oregon City Public Schools

Learning to be our Best

P.O. Box 2110 (1417 12th St.), Oregon City, Oregon 97045-5010
Wesley Rogers, Director of Operations • Telephone: (503) 785-8426 • FAX: (503) 657-2492

April 24, 2015

Michele Beneville
Metro Enhancement Grant
City of Oregon City
625 Center Street
Oregon City, OR 97045

This letter is to communicate our full support and partnership with Willamette Falls Media Center (WFMC) for their Metro Enhancement Grant application. Oregon City School District is excited to participate both financially and educationally with WFMC to improve facilities at our Jackson Campus – Art Building located at 11th and Jackson Streets. The building and equipment improvements will allow the District to further its programming partnership with WFMC by providing additional capabilities for student and staff productions. In addition, beautification of the property will benefit the appearance of the local neighborhood and provide a safer, more attractive building for the community. I am confident that this project is worthy of the Metro Enhancement Committee's support. Please feel free to contact me if there are any questions. The District is very appreciative of Metro Enhancement Grant support for our past projects.

Sincerely,

A handwritten signature in black ink, appearing to read "Wes Rogers", is written over a light blue horizontal line.

Wes Rogers
Director of Operations
Oregon City School District
PO Box 2110
Oregon City, OR 97045
503-785-8426

M c L O U G H L I N



N E I G H B O R H O O D
A S S O C I A T I O N

April 28, 2015

Melody Ashford, Executive Director
Willamette Falls Television
1101 Jackson Street
Oregon City, Oregon 97045

RE: Grant application for
Landscape & Masonry Improvements
At the Oregon City High School Arts Building

Dear Melody,

Thank you for talking with me about the proposed improvements at the historic Oregon City High School, 1914. We can support the concept of what you would like to accomplish. The area proposed for upgrade could use some TLC and the concept plan would make that happen.

I want to take the opportunity to invite you to an upcoming neighborhood meeting to present the plan beyond the concept stage. The McLoughlin Neighborhood Association would be very interested in reviewing the plan and giving you some feedback.

We look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script that reads "Denyse C. McGriff".

Denyse C. McGriff, chairperson

4-28-2015

To Whom It May Concern:

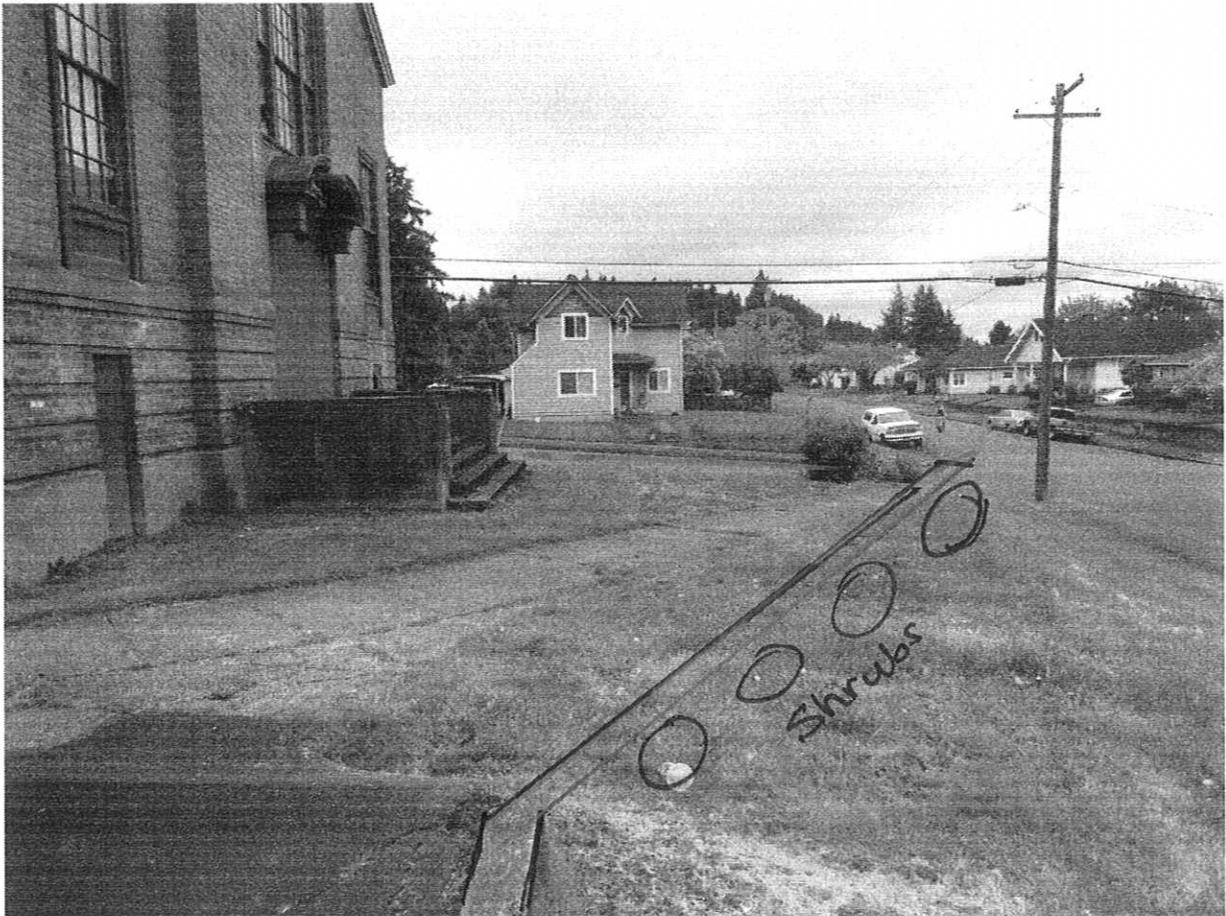
My name is Ray Butcher. I live at 1107 JQ Adams St. which is located directly behind Willamette Falls Television Studio. I am in full support & would appreciate any improvements made to the building and property surrounding the facility.

Thank you,



Ray Butcher





US Geologic Hazards Permit Exemption - 1101 Jackson St Patio, Retaining Wall & Landscaping (OCMC 17.44)

Aleta Froman-Goodrich <afroman-goodrich@ci.oregon-city.or.us>

Wed 4/29/2015 8:12 PM

Inbox

To: Melody Ashford <Melody@wfmstudios.org>;

1 attachment (3 MB)

1101 Jackson St_Landscape Patio RetainWall.pdf;

Hello Melody,

The proposed project located at 1101 Jackson St for a new patio area with short 32" to 36" retaining wall and landscaping is exempt from the US Geologic Hazards permit as regulated by Oregon City Municipal Code (OCMC) 17.44.

For reference attached are photos and maps showing the area and location of the proposed patio, retaining wall and landscaping.

Thanks,
Aleta

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pg@01C9ADF
B.2325B4C0

Aleta Froman-Goodrich, P.E.

City Engineer

Public Works Department

City of Oregon City

PO Box 3040

625 Center Street

Oregon City, Oregon 97045

Email: afromangoodrich@orccity.org

503.496.1570 Direct dial

503.657.0891 City hall

503.657.7892 fax

Website: www.orcity.org | webmaps.orcity.org | Follow us on: [Facebook!](#) | [Twitter](#)

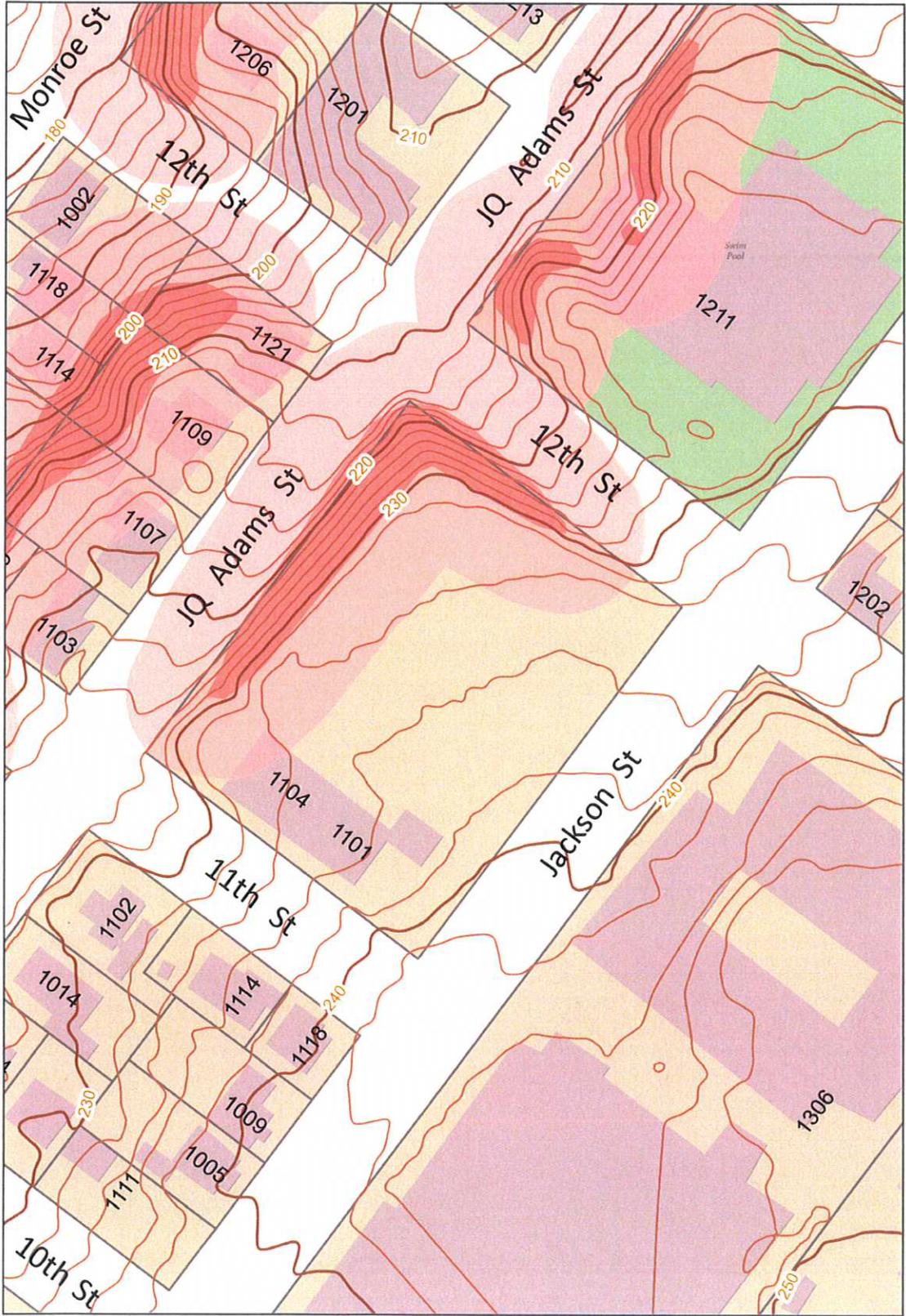
Think GREEN before you print.

Public Works/Engineering Counter hours at City Hall, 625 Center Street, are Monday through Thursday, 9 AM to 4 PM.

The counter is closed each Friday to walk-in customers.

City Hall hours remain Monday through Friday, 8 AM to 5 PM (except holidays).

Oregon City GIS Map

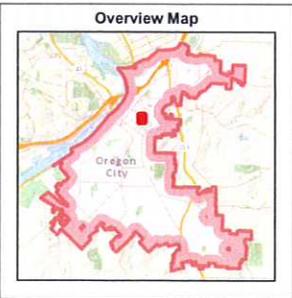


Legend

- Contours (2ft) - 1:3,600 and clc
 - 10 foot
 - 2 foot
- Taxlots
- Taxlots (Outside UGB)
- Unimproved ROW
- Geologic Hazards - Slopes
 - Slopes > 25%
 - Buffered (50ft)
- City Limits
- UGB
- Basemap

Notes

1101 Jackson (fka 1104 JQ Adams)



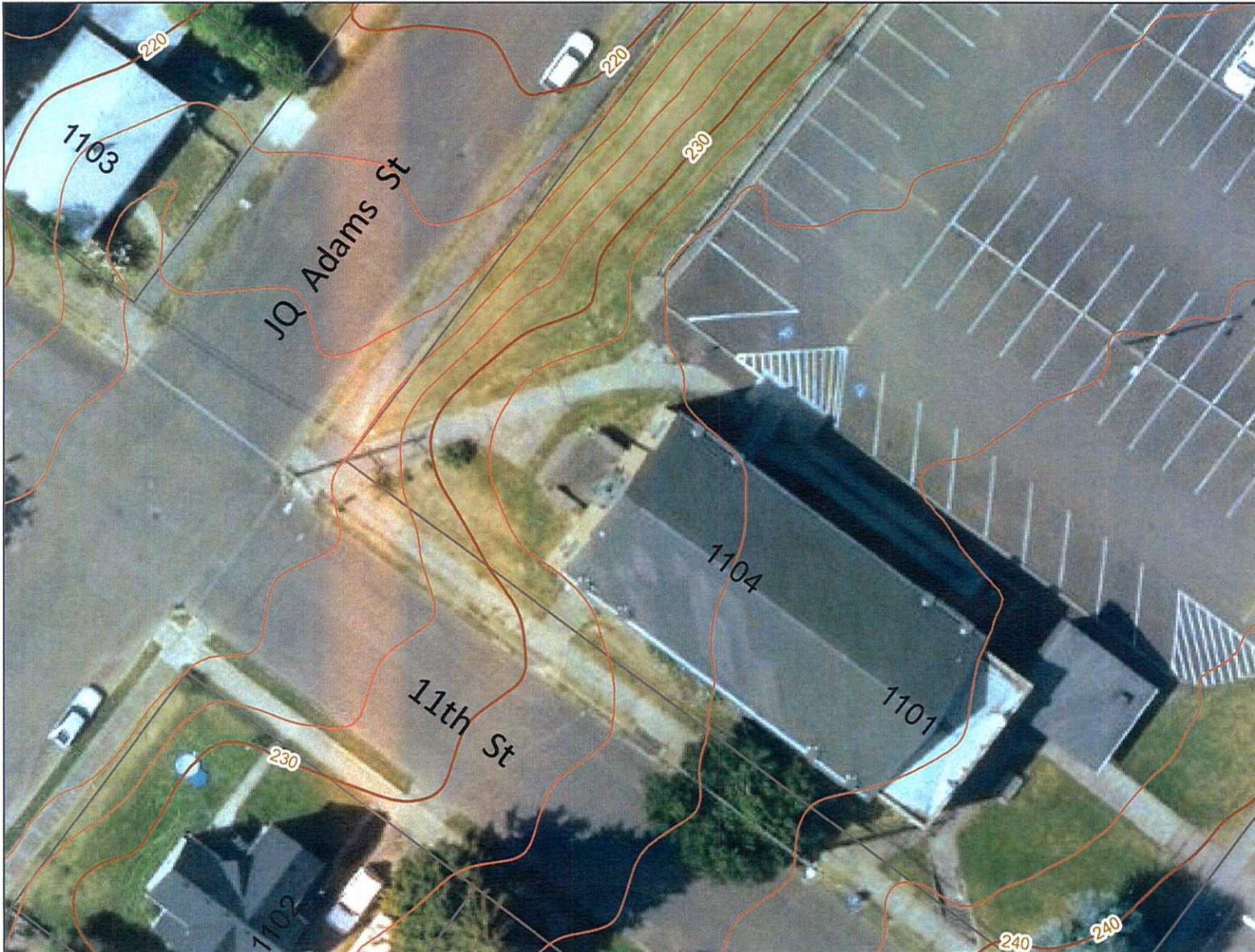
The City of Oregon City makes no representations, express or implied, as to the accuracy, completeness and timeliness of the information displayed. This map is not suitable for legal, engineering, surveying or navigation purposes. Notification of any errors is appreciated.



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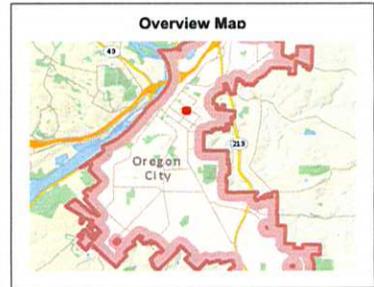
Oregon City GIS Map



Legend

- Contours (2ft) - 1:3,600 and closer
 - 10 foot
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- Taxlots
- Taxlots (Outside UGB)
- Unimproved ROW
- City Limits
- UGB
- Aerial Photos - 2013
- Basemap

Notes



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0 35 70 Feet



1: 418

Map created 4/28/2015

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