



# OREGON CITY

## Community Services Department

625 Center Street | Oregon City OR 97045

Ph (503) 657-0891

May 19, 2017

City of Oregon City Community Enhancement Grants  
Review Committee Members  
Oregon City, OR 97045

Board Members:

I am delighted to offer the City of Oregon City Community Services Department's strong commitment to the Latourette Park Core Team in the Community Enhancement Grant application. The Latourette Park project is the epitome of building community through collaboration and partnerships. Members of the community formed the Latourette Park Core Team when playground equipment was removed from a nearby school which left a void for recreational opportunities in the neighborhood. Latourette Park has seen minimal investment for decades and does not meet the current needs of our community.

The Latourette Park Core Team has built an impressive coalition of partners to begin the much needed work at Latourette Park. Project partners include Oregon City Parks, National Parks Service, Depave, CAIS and Oregon City High School. The benefit of this grant will be to turn an asphalt slab into a natural play area and turn an underutilized park into a revitalized community asset.

We are excited for future opportunities at Latourette Park and are amazed by the continued energy and commitment of the Core Team to achieve our goals of creating an engaging community space for our all citizens.

Warmest Regards,

Phil Lewis, CPRP | Director  
City of Oregon City Community Services



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**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 Phase 1 - Latourette Park Revitalization Project Implementation

Organization Latourette Park Core Team and OC Parks Dept.

Is this a Non-Profit Organization? Yes ☐ No ☒

Non-Profit Federal tax exempt ID Number \_\_\_\_\_

Address 1416 9th St

City, State, Zip Oregon City, OR 97045

Project Coordinator Karen Buehrig Phone 503 709 3412

Email kj\_buehrig@hotmail.com

Chairperson of Governing Board (If Applicable) Karen Buerhig

Phone same as above

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:	\$	24,900
+ Matching Funds (Cash):	\$	
+ In-Kind Matching Funds (See question #15):	\$	25,961
= Total Cost of Project:	\$	50,861

## 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.

McLoughlin Neighborhood Girl Scout Troop 45064 hosted a "Planning for the Park" weekend workshop involving neighbors and city leaders. A vision for revitalizing Latourette Park emerged as a framework to guide future improvements to the park. The community is interested in revitalizing Latourette Park back into a gathering place for the community. Since the City is committed to many other park planning projects at this time, they cannot focus on this project now, but they have acknowledged that there is a strong need to do something at Latourette Park.

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

The project was completed with the assistance of the City Repair staff. We have a design that has allowed us to move forward with guidance and cooperation.

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.

We realize this revitalization project requires several more steps. The Latourette Park Core Team will be working with the National Park Service (NPS) River Trail and Conservation Assistance (RTCA) Program to complete a Conceptual (or Master) Plan that can meet city requirements, honoring our city's Comprehensive Plan. The Conceptual Plan will include a Phasing component and steps to complete all aspects of the Park as the details are worked out. This funding request will allow us to fund Phase 1. We anticipate the need for additional assistance in the next few years as we move forward.

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

Phase 1 of the Latourette Park Revitalization Project:

Work closely with both the staff of the National Park Service RTCA and city staff, along with community volunteers, to ----

1-Remove handball wall on upper hard court.

2-Remove asphalt of upper hard court.

3-Create holes in lower tennis court for basketball hoops

4-Transfer basketball hoops from upper hard court to lower tennis area to create a full court for basketball.

5-Lay down engineered wood chips where asphalt was removed from upper hard court.

6-Install low elevation nature play structures (logs, boulders, etc.)

7-Place 2 picnic tables & planters on the concrete terrace.

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

At the conclusion of the Planning for the Park weekend event with City Repair, the Latourette Park Core Team was formed. The Latourette Park Core Team is made up of neighbors and other community members dedicated to sheparding change at Latourette Park. We fully acknowledge that, over time, the initial park design will experience additional consensus-building and adjustments to meet a variety of needs and requirements. Our goal in this application is to fund a timely movement forward of Phase 1 that will keep the momentum and enthusiasm moving forward as we begin the long design and implementation process. Since we will be working closely with the NPS RTCA and Parks and Recreation staff, our hope is to be able to make some small investments in the Park over the course of the next year. Phase 1 will begin to create a more usable and meaningful gathering place for our families. It will also provide an opportunity for the youth of Oregon City (CAIS and the Oregon City High School construction team) to continue to be involved in their neighborhood.

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 an improvement to the appearance or environmental quality of the area/neighborhood.
- ☐ 2. Result in the reduction in the amount or toxicity of waste, or increase reuse and recycling opportunities.
- ☐ 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.
- ☐ 4. 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.
- ☒ 5. Result in improvement to, or an increase in, recreational areas and programs.
- ☒ 6. Result in improvement in the safety of the area.
- ☒ 7. Result in projects that benefit youth, seniors, low-income persons or underserved populations.
- ☒ 8. Result in significant improvement in the cleanliness of the City.
- ☐ 9. Result in increased employment or economic opportunities for City residents.
- ☒ 10. Result in increased attractiveness or market value residential, commercial or industrial areas.

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

1. This project will result in the improved appearance and functionality of Latourette Park. Presently the park is dominated by asphalt and is very unattractive. This project will remove a portion of the pavement, add bark chips as well as a few low intensity play elements.

5. This will increase recreational programs by making an investment in a city park.

6. Safety will improve in the area by making the park a more appealing community space for families to gather.

7. The project will benefit youth in the area because we will be partnering with the CAIS on the project, who have experience working with DePave on other projects. The students will be involved in the removal of asphalt on the site.

8. The project will improve cleanliness of the city by making investments in a community park, creating a psychological investment not currently present. People will be more likely to visit the park.

10. Increased attractiveness in the residential area surrounding Latourette Park will occur. It will become a gathering place for the neighborhood.

8. Project Period: Between September 2017 - May 2018

(Number of months in duration)

Beginning Date: While the project will likely only take one month to construct, depending on weather,

Ending Date: there will be a need to work with CAIS, DePave and city staff to finalize Phase 1.

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

Latourette Park is located between Madison and Monroe Streets, and 10th and 11th Streets in the McLoughlin Historic Conservation District of Oregon City.

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

The community will benefit because this is a citizen-led community-building process. Since the city has not been actively involved in improving the park for many years, the neighbors have come together to make sure that some type investment occurs. Due to a long-term lack of funding for our Parks and Recreation department, the city has been required to focus on park development in our new housing developments. We believe that it will take a grass roots effort to realize a positive change at this historic park.

The ultimate goal is to create a gathering place that is welcoming to families of all ages, a place where people from throughout Oregon City want to come to with their children to both recreate and enjoy the outdoors.

Considering the prior participation of neighbors and other city residents in both the Party in the Park (the event hosted by Troop 45064) in March 2016 as well as the City Repair "Planning for the Park" event, it is anticipated that between 50-75 people will participate in this Phase 1 implementation.

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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)?

Latourette Park will be improved using these funds. We will partner with city staff and city leaders to make necessary refinements starting this year, and we expect they will aid us in promoting and participating in the activities.

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

Troop 45064 hosted the "Party in the Park" in March of 2016, a community-wide event that collected information from the neighbors to see what kinds of improvements they would like to see at Latourette Park. We prepared informational booths, activities to collect ideas, provided food through donations, and held a raffle to encourage people to attend. Despite a rainy day, we had very good attendance!

The troop then received a Community Enhancement Grant to pay City Repair to facilitate the Planning for the Park event. Over 50 people participated in that event. Since that time, the Latourette Park Core Team has been meeting monthly to continue pursuing investment in the 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).

A potential overall schedule is:

July/August/September - Work with the NPS RTCA staff, neighbors and other interested parties to finalized the details of Phase 1.

September/October - Receive approval from the City to proceed with the project.

Nov./Dec./Jan./Feb. - Work with DePave, CAIS and Oregon City High School on the the details of deconstruction and construction of the elements in Phase 1.

Spring 2018 - Implement Phase 1 with DePave, CAIS, neighbors and other youth from Oregon City.

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 types of measures of success that will be used in the exit report include documentation of participation, along with completion of Phase .

Ultimately, the goal is for the community to be involved throughout the process described above. This provides the opportunity for the neighbors to become invested in their park and begin to see change in their community while further design and approval processes take place over additional years .

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 (\$)
See Attached		

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

NPS RTCA Program Application for Community Assistance delivered in May 2017. In addition, our Oregon City Parks Foundation has committed to supporting this project by utilizing their 501c3 designation for a variety of assistance (i.e., banking assistance for funds).

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 4.7 %

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.*



Question 15		
Item	Source of Support	Estimated Value (\$)
<b>Personnel Services (salaries, administration)</b>		
Latourette Park Core Team Project Management (100 hrs)	Latourette Core Team	\$2,356
<b>Project Administration costs (clerical, advertising, graphics, printing, postage)</b>		
OC Parks and Rec (printing/event advertising)	OC Parks and Rec Department	\$400
<b>Materials</b>		
lumber and materials for ramp	Acquired Donation	\$600
Nature play elements installation	CAIS / OC HS Students, Latourette Core Team, City Park Staff	\$3,000
Engineered fiber wood chips, geotextile fabric, and installation	OC Parks Department	\$4,800
Lumber for tables	Donation	\$500
Basketball hoop installation and court striping	OC Parks Department	\$1,200
<b>Equipment and Supplies</b>		
<b>Construction Costs</b>		
dePaving labor: 125 x 4hr 23.56	CAIS / OC HS Students, Latourette Core Team	\$11,780
Construction of tables (4 people / 8 hours / 23.56 per hour)	CAIS / OC HS Students, Latourette Core Team	<b>\$754</b>
<b>Event Costs</b>		
Food	Acquired Donation	\$100
Labor for set up and taking down and hosting (4 people / 5 hours / 23.56 per hour)	Latourette Core Team	\$471
Totals		\$25,961

Proposed Budget				
	(A) Grant Dollars Requested	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
<b>Personnel Services (salaries, administration)</b>				
DePave: Site Prep and Event Dev	\$2,400			\$2,400
Latourette Park Core Team Project Management (100 hrs)			\$2,356	\$2,356
<b>Project Administration costs (clerical, advertising, graphics, printing, postage)</b>				
OC Parks and Rec (printing/event advertising)			\$400	\$400
City Permit Fees	\$1,200			\$1,200
Required Permit Signage	\$300			\$300
<b>Materials</b>				
lumber and materials for ramp	\$500		\$600	\$1,100
Engineered fiber wood chips, geotextile fabric & installation(4120 sq ft)			\$4,800	
Drainage	\$4,500			
Nature play elements (\$9,000) & installation (\$3000)	\$9,000		\$3,000	
Lumber for Tables			\$500	
Basketball hoop installation and court striping			\$1,200	
<b>Equipment and Supplies</b>				
saws, blades, transport, gas	\$1,200			\$1,200
asphalt hauling and disposal	\$2,000			\$2,000
<b>Construction Costs</b>				
dePaving labor: 125 x 4hr 23.56			\$11,780	\$11,780
gravel and excavation disposal	\$3,000			\$3,000
Construction of tables (4 people / 8 hours / 23.56 per hour)			\$754	\$754
<b>Event Costs</b>				
Food	\$400		\$100	\$500
Labor for set up and taking down and hosting (4 people / 5 hours / 23.56 per hour)			\$471	\$471
<b>Transportation Costs</b>				
Insurance Costs (if needed)	\$400			\$400
<b>Additional Costs (List)</b>				
<b>Suggested List (not inclusive)</b>				
<b>Totals</b>	<b>\$24,900</b>		<b>\$25,961</b>	<b>\$50,861</b>