

RESOLUTION NO. 2832

A RESOLUTION OF THE CITY OF WILSONVILLE SUPPORTING THE 2020 TRANSPORTATION AND GROWTH MANAGEMENT PLANNING GRANT APPLICATION TO OREGON'S TRANSPORTATION AND GROWTH MANAGEMENT PROGRAM FOR THE BASALT CREEK DEVELOPMENT CODE IMPLEMENTATION PROJECT.

WHEREAS, in 2018, the City of Wilsonville ("City") adopted the Basalt Creek Concept Plan, which sets forth a framework for future industrial development in Wilsonville's Basalt Creek Planning Area; and

WHEREAS, in 2019, the City adopted amendments to its Comprehensive Plan to integrate the Concept Plan's recommendations for the Light Industrial, Craft Industrial, and High Tech Employment District land use designations along with Transportation System Plan amendments to integrate planned transportation improvements to support future development in the Basalt Creek Planning Area; and

WHEREAS, as part of the adoption of these amendments City Council expressed interest in applying form-based code, similar to standards approved in the Coffee Creek Industrial Area, with a focus on building and site design to foster multimodal connectivity for employees throughout the Basalt Creek Planning Area; and

WHEREAS, the City Council identified adoption of a form-based code for the Basalt Creek Planning Area as a component of a City Council goal for FY 2019-21 to ensure the area develops in the manner envisioned in the Basalt Creek Concept Plan; and

WHEREAS, City staff determined it prudent to seek state funds to support pursuit of this City Council goal through available grant programs; and

WHEREAS, Oregon's Transportation and Growth Management Integrated Land Use and Transportation Planning Grants support implementing measures, such as code amendments, that promote accessible communities focused on development supportive of walking, biking, and transit; and

WHEREAS, City staff intends to submit an application for a Planning Grant from Oregon's Transportation and Growth Management Program by the deadline of July 31, 2020; and

WHEREAS, the City's grant request is for \$125,000 to fund staff time and technical services to support the Basalt Creek Development Code Implementation Project; and


WHEREAS, the grant application includes \$15,000 in matching City funds, a which is included in the current FY 2020-2021 budget; and

WHEREAS, a requirement of the grant is to have “Support of Local Officials” of the grant application and this resolution serves that purpose for the City’s grant application.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:


1. Support for the Planning Grant application to Oregon’s Transportation and Growth Management Program for the Basalt Creek Development Code Implementation Project.
2. This resolution becomes effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 20th day of July 2020, and filed with the Wilsonville City Recorder this date.

DocuSigned by:

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Tim Knapp, Mayor

ATTEST:

DocuSigned by:

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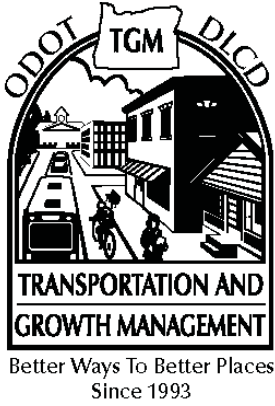
Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Knapp	YES
Council President Akervall	YES
Councilor Lehan	YES
Councilor West	YES
Councilor Lehan	YES

EXHIBIT:

- A. Transportation and Growth Management Program 2020 Application Packet (excerpt)



Transportation & Growth Management Program

2020 Application Packet

Application Deadline: 11:59 p.m. PDT on Friday, July 31, 2020

Apply at

<https://www.cognitofrms.com/ODOT2/2020TransportationGrowthManagementGrantApplication>

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TGM MISSION

Oregon’s Transportation and Growth Management Program supports community efforts to expand transportation choices. By linking land use and transportation planning, TGM works in partnership with local governments to create vibrant, livable places in which people can walk, bike, take transit, or drive where they want to go. <https://www.oregon.gov/lcd/TGM>

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Introduction

The Transportation and Growth Management Program (TGM) invites you to apply for funding in the 2020 grant cycle. The TGM Program provides long range planning resources to help Oregon communities address pressing transportation, land use, and growth management issues.

TGM is a joint effort of two state agencies: the Oregon Department of Transportation (ODOT) and the Oregon Department of Land Conservation and Development (DLCD). TGM is primarily funded by the federal transportation legislation, Fixing America’s Surface Transportation (FAST) Act, under an agreement with the Federal Highway Administration, with additional staff support and funding provided by the State of Oregon. Awarded projects are administered by TGM on behalf of a local jurisdiction according to state and federal requirements.

The mission of TGM is to support community efforts to expand transportation choices. By linking land use and transportation planning, TGM works with local governments to create vibrant, livable places in which people can walk, bike, take transit or drive where they want to go.

TGM Objectives

The TGM Program works in partnership with local governments and other stakeholders to accomplish the following interrelated goals and objectives:

- 1 **Provide transportation choices** to support communities with the balanced and interconnected transportation networks necessary for mobility, equity, and economic growth.
 - 1.1 A balanced, interconnected, and safe transportation system that provides a variety of transportation options and supports land uses.
 - 1.2 Appropriately sited, designed, and managed local, regional, and state transportation facilities and services that support the movement of goods and provide for services.
 - 1.3 Mobility choices for underserved communities and those with limited options.
 - 1.4 Safe and convenient walking, biking, and public transportation opportunities to support a healthy, active lifestyle.
- 2 **Create communities** composed of vibrant neighborhoods and lively centers linked by accessible transportation.
 - 2.1 Livable towns and cities with a mix of housing types, work places, shops, schools, and parks for people of all ages, incomes and abilities.
 - 2.2 Well-located activity centers, including schools and other government services, which are accessible to pedestrians, bicyclists, and transit users.
 - 2.3 A safe and appealing physical environment supportive of the social, cultural, and health needs of all the community residents.

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- 3 **Support economic vitality and growth** by planning for land uses and the movement of people and goods.
 - 3.1 Thriving existing neighborhoods and centers and well-planned new growth that accommodate existing and future residents, businesses, and services.
 - 3.2 Well-located and accessible industrial and employment centers.
 - 3.3 Housing with access to education, jobs, and services.
- 4 **Save public and private costs** with compact land uses and well-connected transportation patterns.
 - 4.1 Urban growth accommodated within existing communities, thus minimizing, delaying, or providing an alternative to an urban growth boundary expansion.
 - 4.2 Future transportation needs accommodated within the existing or improved system, thus minimizing, delaying, or providing an alternative to constructing additional major infrastructure projects.
- 5 **Promote environmental stewardship** through sustainable land use and transportation planning.
 - 5.1 Transportation systems and land use patterns that protect valuable natural resources, promote energy efficiency, and reduce emissions of air pollution and greenhouse gases.

Eligible Applicants

Eligible applicants include cities, counties, councils of government on behalf of a city or county, and tribal governments. Certain special districts are eligible, such as transportation districts, metropolitan planning organizations, ports, mass transit districts, parks and recreation districts, and metropolitan service districts. School districts, and public colleges and universities, may be eligible as part of a joint application with a local government for an otherwise eligible project. Eligible applicants may join together to propose a project, such as a multi-county TSP or multi-city or city-county corridor plan.

Eligible Projects

TGM grants are for planning work leading to local policy decisions. Projects should result in the development of an adoption-ready plan or land use regulation or amendments to an existing plan or land use regulation. Projects that primarily do research or outreach, study an issue, compile data, or inventory information are generally not eligible for grant funding. TGM grants also cannot fund preliminary engineering, engineering, or construction work. If in doubt, discuss with your [Region TGM planner](#) about whether your proposed work is eligible.

There are two categories of grants: Transportation System Planning and Integrated Land Use and Transportation Planning.

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Category 1- Transportation System Planning

Purpose

To help local governments develop and update transportation system plans (TSPs) and implementing measures that implement the Transportation Planning Rules (OAR 660-012-0045); implement the Oregon Transportation Plan and other statewide modal and topic plans; increase opportunities for walking, biking, and transit; or reduce reliance on the state highway for local travel needs.

Eligible Uses

Projects in this category will result in a transportation decision. Projects will plan for transportation facilities inside Urban Growth Boundaries (UGB's), in urban unincorporated communities, and along rural highway corridors. Projects proposed for areas being considered in a UGB amendment process may be eligible, but must demonstrate they are timely and reasonably achievable. Category 1 projects typically include preparation and adoption of:

- TSPs, including analysis to determine transportation needs, and planning for such elements as local street networks, bicyclists and pedestrians, safety including safe routes to school, transit, and freight.
- TSP updates, in whole or part, to address new needs, comply with new state or federal regulations, maintain consistency with a regional transportation plan, plan for areas newly brought into the UGB, reduce greenhouse gas emissions, or make the transportation system more resilient to the impacts of natural hazards.
- TSP implementation, such as streetscape plans, cost estimate refinement, capital improvement and other funding plans, and land use regulations required by the Transportation Planning Rule.
- TSP refinement, such as corridor plans, multimodal safety plans, interchange area management plans, or other planning to implement Oregon statewide modal and topic plans.
- Transit Development Plans that provide long term vision and policy for existing and future transit service.
- Other innovative transportation-related planning projects that are consistent with TGM Objectives.

Category 2- Integrated Land Use and Transportation Planning

Purpose

To help local governments develop integrated land use and transportation plans and implementing measures that encourage livable, affordable, and accessible communities for all ages and incomes; promote compact, mixed-use, walkable development to increase walking, biking, and transit; or support physical, social, and economic needs.

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Eligible Uses

Projects in this category will result in a land use decision. Projects will combine land use planning with supportive transportation facility planning inside UGBs, urban unincorporated communities, and urban reserve areas. Category 2 projects typically include preparation and adoption of:

- Specific area plans for land uses in a downtown, main street, commercial or employment area, neighborhood, corridor, or interchange.
- Land use and transportation concept plans for areas brought into a UGB.
- Transportation-efficient land use plans for an entire urban area, such as location efficiency of housing and employment or reducing greenhouse gas emissions from transportation.
- Implementing measures, such as code amendments, infill and redevelopment strategies, and intergovernmental agreements.
- Other innovative land use and transportation-related planning projects that are consistent with TGM Objectives.

If you are not sure if your project is eligible for a TGM grant, you can search the lists of TGM grants - <https://www.oregon.gov/lcd/TGM/Documents/TGM-Complete-Active-Projects.pdf> - and TGM final grant products - <https://www.oregon.gov/lcd/TGM/Pages/Final-Grant-Products>.

If your project is not eligible for a TGM grant, one of TGM's Community Assistance programs – Quick Response, Code Assistance, Education and Outreach, or TSP Assessment – may be able to help. See: <https://www.oregon.gov/lcd/TGM>.

Grant Basics

Grant Selection Overview

The TGM Program awards grants on an annual basis. TGM typically awards between \$2 and \$2.5 million per cycle. Projects are selected on a competitive basis within each of the five ODOT regions. The regional allocation – funds available for projects - is based on a formula that considers the number of cities and the population within a region. Award amounts generally range between \$100,000 and \$250,000.

Projects are selected primarily on the points scored under the grant award criteria; also considered are the grant amounts requested, the estimated amounts TGM believes may be required to complete a project, the amount of grant dollars available for award within a geographic region, and the balance of grant dollars between Category 1 and Category 2 projects. TGM consults with other state agencies to gain further insights about proposed projects. A consideration in scoring is ensuring a fair distribution of grant funds to smaller or economically distressed communities.

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Grant Project Overview

In September 2020, successful applicants will receive a grant award letter. The grantee and a TGM grant manager will work together to prepare a project statement of work, select a consultant (as appropriate), and complete an intergovernmental agreement (IGA).

Initial project statement of work negotiations must be completed within [TGM's timeline](#) or the grant award may be withdrawn. The grant award is not final until the IGA between ODOT and local grantee is signed by all parties.

Grants generally have two years after award to be negotiated, conducted, and completed; projects that will take longer than three years from award to completion are not suitable for TGM grant funds. Project extension is subject to available funding and continued project eligibility.

Use of Consultants

For projects using consultants, ODOT, rather than local grantees, will contract with consultants. Using ODOT policies and procedures that meet state and federal requirements, TGM staff will work with jurisdictions to select the project consultant that best fits the specific planning services needed.

Grantee Obligations

Match

TGM requires a local grant match of 12% of the total project cost. Grantees typically provide match in the form of cash or direct project costs, such as time and materials which are directly related to the project. Time that may be counted as project match includes that from grantee staff, grantee contract planners and engineers, or certain volunteers, such as project committee members. Communities defined as “distressed” by the Oregon Business Development Department may request a partial match waiver. The list of distressed communities is available online at: <http://www.oregon4biz.com/Publications/Distressed-List/>.

The ways to fulfill match requirements vary:

- Grantees not using consultants will bill TGM for eligible project costs, such as in-house staff labor or other eligible expenditures. TGM will reimburse the grantee for those costs, less the required match amount.
- Grantees using consultants and *not* being partially reimbursed for their own work will submit match reports that document eligible local project costs to meet the match requirement.
- Grantees using consultants and being partially reimbursed for their own work will bill all of their work and be reimbursed for those costs less the required match. Consultants will bill and be paid at 100%.
- Grantees have the option to send cash directly to TGM at IGA signing for the full match amount.

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Note: As an award condition, grantees with unmet match obligations from previous TGM projects must document that the match was provided or pay the balance of unmet match within three weeks of notice of new grant award, or the award will be withdrawn.

Eligible Costs

TGM grants and required match can be spent only on direct project-related costs. Eligible costs include salary of local government employees assigned to the project, postage, travel, supplies, and printing.

Equipment purchases and indirect costs, including general administrative overhead, are not eligible costs unless you have a federally approved indirect cost plan. Local expenses for persons or firms who contract with a local government to provide planning or other services are **not** eligible for reimbursement, but may be counted as match.

Costs incurred prior to signing an intergovernmental agreement are not eligible project costs. This includes costs of preparing the grant application, preparing a statement of work, and selecting a consultant.

Project Management

Local commitment is key to a successful project. As a condition of award, grantees will be asked to provide written commitment that they will meet all grantee obligations in a timely manner. Grantees must provide a project manager who has the time and the capability to oversee project work and will:

- serve as principal contact person for the project;
- help to develop a statement of work;
- monitor and coordinate work, including consultant work, to ensure completion of all work on time and within budget;
- review consultant work products and payment requests;
- make logistical arrangements and provide public notification for local meetings and public events;
- provide legal notice, including [post-acknowledgement plan amendments](#) notice;
- prepare progress reports, match reports, reimbursement requests, and the closeout report; and;
- keep local decision-makers informed about the project.

Note: As an award condition, grantees with unmet project management obligations from previously completed TGM projects must fulfill their obligations within three weeks of notice of new grant award, or the award will be withdrawn

Title VI/Environmental Justice/Americans with Disabilities

Awarded projects are expected to abide by [Title VI](#) and related authorities including [Executive Order 12898 \(Environmental justice\)](#) which prohibit discrimination on the basis of race, color,

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national origin, or income, and other demographic characteristics. They are intended to make planning and decision-making more inclusive and to more equitably share the impacts and benefits of projects that receive federal funding. The public involvement program must include specific steps to provide opportunities for participation by federal Title VI communities. In addition, grants that include planning for pedestrians must consider [Americans with Disabilities Act requirements](#).

Grant Timeline

July 31, 2020	Grant Applications due by 11:59 p.m.
August – September 2020	Application scoring and ranking
September 2020	Project award announcements
January – March 2021	Grantees must have agreed on a detailed statement of work sufficient to select a Consultant, or to prepare an IGA if no consultant will be used
June – July 2021	IGA and personal services contracts must be signed and projects underway
September 2022	Most 2020 TGM projects completed
January 2024	All 2020 TGM Projects must be completed

More Information

Download the required Racial and Ethnic Impact Statement at <https://www.oregon.gov/LCD/TGM/Pages/Planning-Grants>. Assistance documents and successful 2019 TGM application responses are also available.

For general questions about the application process, contact Elizabeth Ledet at 503-986-3205 or elizabeth.l.ledet@odot.state.or.us or Bill Holmstrom at 503-934-0040 or bill.holmstrom@state.or.us.

Contact Abigail Erickson at 503-986-4155 or Abigail.ERICKSON@odot.state.or.us for assistance with filling out the [online form](#).

Applicants are encouraged to familiarize themselves with the online platform well in advance of the deadline.

You can begin your application and save your progress by clicking the "Save" button at the bottom of the form; you will receive a link to return to your form to complete your submission.