

**TRANSPORTATION AND GROWTH MANAGEMENT PROGRAM
GRANT APPLICATION FORM
2014
APPLICATIONS DUE 4:00 p.m. June 13, 2014**

Type of Grant:
Please indicate Category 1
or Category 2

PROJECT TITLE: _____

**PRIMARY APPLICANT
JURISDICTION:** _____

MAILING ADDRESS: _____
CITY: _____
ZIP: _____

CONTACT PERSON: _____

OTHER JURISDICTIONS INVOLVED IN THE PROJECT	MATCH	
	Yes	No

TELEPHONE: _____
FAX: _____
EMAIL: _____
ODOT REGION (1 - 5): _____

SUMMARY DESCRIPTION OF PROJECT: This section must be completed. Do not refer to text within the application form. In 2 or 3 sentences, explain what will be done and what the expected outcome is. (For example: The project will result in an access management plan for Black Spot Highway. The plan will be developed in partnership with ODOT based on an analysis of needs, along with input from community workshops and one-on-one contact with property owners along the highway.)

SUMMARY OF PROJECT BUDGET

PROJECT TITLE:

JURISDICTION:

	TGM Funds Requested	Local Match*	Total Project Cost
Eligible Grantee Expenses [Labor (salary plus benefits) and Direct Expenses]			
Consultant Personal Services			
TOTAL			

* This amount should be a minimum of 12 percent of the total project budget.

We will be providing a cash local match Yes No

I understand that, if used, consultant selection will follow the policies and requirements of the ODOT Procurement Office: <http://www.oregon.gov/ODOT/CS/OPO/>

Initial _____

Initial one of the following statements.

This application was prepared by staff of the primary applicant or staff of one of the involved jurisdictions listed on page 1.

Initial _____

This application was prepared by the following compensated consultant:

Consultant Name _____

Initial _____

Authorized Signature

Title

Printed Name



TRANSPORTATION AND GROWTH MANAGEMENT (TGM) 2014 GRANT APPLICATION FORM

Please read the Application Packet carefully before completing this application. You must submit your complete application both electronically and via postal mail.

Examples of successful applications are available on the TGM Grants and Incentives page on the Web: egov.oregon.gov/LCD/TGM/grants.shtml.

Please limit application to 10 pages.

The answer fields below will expand as you type.

ORGANIZATION NAME City of Newport	PHONE 541-574-0626
CONTACT PERSON NAME AND TITLE Derrick I. Tokos, AICP	CONTACT PERSON E-MAIL d.tokos@newportoregon.gov
PROJECT TITLE LEVERAGING LOCAL IMPROVEMENT DISTRICTS AS A TRANSPORTATION FUNDING TOOL	

Section One: GRANT ELIGIBILITY REQUIREMENTS

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 amendment. 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.

Applications are reviewed on a pass/fail basis on each of the following criteria. Applications found to not meet each of these eligibility requirements will not be scored against the award criteria and will not be awarded a grant. *Provide a brief statement of how you meet each requirement.*

1. Clear Transportation Relationship

A proposed project must have a clear transportation relationship and produce transportation benefits. A project must entail research, analysis, evaluation of alternative scenarios, development of implementation measures, or public involvement that results in a transportation plan, land use plan, or other product that addresses a transportation problem, need, opportunity, or issue of local or regional importance.

Developing strategies to secure financing to pay for planned transportation system improvements is a critical piece of a Transportation System Plan (TSP), since without the funding the plan is nothing more than the paper it is written on and the effort and resources used to develop the plan will have been wasted. Unfortunately, this is the component of the plan that often gets the least attention. Newport’s TSP provides little in the way of direction or guidance for how the City should fund transportation improvements. Nonetheless, the City has been creative in developing local funding sources (e.g. urban renewal, local gas taxes, room taxes, etc.) and actively leverages available state and

federal resources. These resources though fall well short of being able to adequately fund needed transportation projects.

An area of financing that the City has been hesitant to explore is the use of Local Improvement Districts (LIDs) to finance transportation projects. This is in part due to the perceived complexity of implementing an LID program and the real concern that if done poorly, an LID program could compromise the City's overall financial position. There is also a general lack of understanding amongst the public, staff, and policy makers about what is involved in forming an LID and how this financing tool can be a cost effective solution to funding transportation projects. Consequently, Newport has only basic LID enabling legislation on its books and has not initiated an LID in many years.

This project will evaluate how LID, land use, and transportation codes can be integrated for the purpose of making LIDs a more effective and publicly acceptable financing tool for needed transportation system improvements. The product of this effort will be model language that is drafted in a manner that is readily adaptable by the City for adoption into its Comprehensive Plan, ordinances, and administrative regulations. This will position the City of Newport so that it can update its codes (likely at the same time) while also providing a product that is readily transferable to other jurisdictions.

The project will involve research into how LIDs are commonly used by local jurisdictions to fund transportation system improvements. Model policy language will then be developed using that research to identify (a) the types of transportation system improvements that should be targeted for LID funding (b) how potential projects should be prioritized and (c) factors policymakers should consider that will increase the likelihood of a successful outcome when deciding whether or not to proceed with forming a district. Newport has collected remonstrance agreements over the years for various transportation improvements without policy guidance for how those agreements should be acted upon. That question will be addressed with this work.

A second component of the project will evaluate alternative scenarios for funding an LID program with an emphasis on making it cost effective to the public without compromising a jurisdiction's operational funds. This includes evaluating different financing strategies that can be pursued and techniques that can be employed to minimize administrative costs so that smaller jurisdictions, such as Newport, with limited staff resources can reasonably implement an LID program. This "cookbook" of financing strategies and approaches to structuring an LID program will be formatted such that it can be readily adopted as an appendices to a Transportation System Plan.

A third element of the project involves development of model code language for integrating LID financing strategies into land use and transportation codes. This will address how LIDs can be offered as a tool for financing subdivision improvements, and under what circumstances remonstrance agreements can be used as an alternative to requiring a developer install transportation improvements. The city's land division, transportation and LID codes would be reviewed as part of this process and model language would be crafted in a manner that would allow the City to readily incorporate it as part of an ordinance update. City's remonstrance agreements will be reviewed and a template for remonstrance agreements will be developed.

A fourth element of the project is the development of informational materials that can be used to educate the public about the benefits, costs, and mechanics of forming an LID. Materials will be formatted such that they can be accessed electronically or plotted onto boards, and are to be structured so that they can be used each time the City pursues formation of an LID.

Lastly, a final element of the project will involve case studies of two demonstration areas within Newport that the City has identified as candidate areas for using LIDs to fund transportation improvements. An action plan will be developed to establish viability and to lay out specific implementation steps, drawing from the above work.

2. Adoption of Products to meet Project Objectives

A proposed project must include preparation of an adoption-ready product or products that directly address the project objectives, such as a transportation system plan, comprehensive plan amendment or element, land use regulation, or intergovernmental agreement. Projects that will primarily do outreach, research, study an issue, or compile data are not eligible.

Adoption-ready products will include model policy language that can be adopted into the City of Newport's TSP that (a) identifies the types of transportation system improvements that should be targeted for LID funding (b) how potential projects should be prioritized and (c) factors policymakers should consider that will increase the likelihood of a successful outcome when deciding whether or not to proceed with forming a district. In addition to this policy language, a "cookbook" of financing strategies and approaches to setting up an administrative structure for an LID program will be formatted such that it can be readily adopted as an appendices to the City's TSP, and model language will be developed for incorporation into the City's land division, transportation and LID codes to address how LIDs can be offered as a tool for financing subdivision improvements, and under what circumstances remonstrance agreements can be used as an alternative to requiring a developer install transportation improvements.

3. Support of Local Officials

A proposed project must clearly demonstrate that local officials understand the purpose of the grant application and support the outcomes of the project. A letter or resolution of support from the governing body of the applying jurisdiction is required to be submitted with the application to meet this requirement.

A resolution of support is being presented to the Newport City Council for adoption at its June 16, 2014 regular meeting. The resolution not only supports the concepts outlined in this grant proposal but affirms the City's intent to incorporate the resulting product into its plans and ordinances. A copy of the resolution will be forwarded after it has been adopted.

AWARD CRITERIA

Applications are scored on a range of criteria and receive up to 100 points. Projects are selected primarily based on the points scored; 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.

1. Proposed Project Addresses a Need and Supports TGM Objectives

The project clearly and effectively addresses a local or regional transportation or transportation-related land use issue, problem, need, or opportunity through achieving one or more of the following TGM objectives (as listed on page 11 of the Application Packet).

Up to 40 points: Provide a statement of project purpose and transportation relationships and benefits, and related them to TGM objectives. You must list the specific objective(s) your project supports. Projects that address an issue, problem, need, or opportunity with a clear expected outcome will receive more points. Projects that meet one or several TGM objectives in a substantial, integral way will receive more points than projects that meet one or more TGM objectives superficially. If applying to update your Transportation System Plan and you asked TGM to perform a TSP Assessment, what were the key Assessment recommendations and how do they relate to your proposed project?

This project will develop model language to allow the City to integrate its LID, land use, and transportation codes in a manner that makes LIDs a more effective and publicly acceptable financing tool for needed transportation system improvements. The City's TSP, last updated in 2012, contains a range of bike/pedestrian, street and transit projects that are intended to support TGM objectives. These projects provide transportation choices through a balanced and interconnected transportation network; facilitate the creation of healthy communities by providing convenient linkages between housing and commercial areas; support economic vitality by ensuring transportation facilities are well located and accessible to industrial and employment areas; and promote compact and energy efficient land use patterns.

However, this only happens if funding is available to construct the facilities.

The Newport TSP provides little guidance in how to develop an adequate funding program, and financing of public improvements has always been an aspect of planning for an integrated land use and transportation planning that has not received adequate attention. This proposal offers the TGM program an opportunity to not only assist the City of Newport in developing a robust and creative strategy for fully utilizing LIDs as a funding source, but to create a template for use by other jurisdictions that are struggling to cobble together resources needed to adequately fund their transportation systems.

2. Proposed Project is Timely and Urgent

The application demonstrates timeliness and urgency. The project is needed now to:

- *address pressing local transportation and land use issues;*
- *make amendments to local plans or regulations necessitated by changes in federal regulations, state requirements, or regional plans;*
- *make amendments to local plans or regulations necessitated by changes that were not anticipated in previous plans including growth, changes in land use patterns, or changes in available funding;*
- *build on, complement, or take a necessary step toward completing other high priority community initiatives, including supporting a Governor's Regional Solutions Team priority; or*
- *resolve transportation- or land use-related issues affecting the project readiness of local, regional, or state transportation projects for which funding is expected to be obligated within the near future.*

Up to 25 points: To explain why it is important to do the project at this time, describe what the project will accomplish and how it relates to other initiatives. Projects that match well with the TGM grant timeline will receive more points. Projects or project elements that are not clearly timely or urgent will receive fewer points.

Jurisdictions throughout the state are working under fiscal constraints that are of historic magnitude. Traditional funding sources are drying up and jurisdictions are having to look to creative funding sources, or in the case of LIDs sources that have been neglected due to perceived challenges in implementing them. This makes this project particularly timely as it will afford the TGM program an opportunity to position itself as an organization that not only provides resources to develop innovative transportation plans but one that assists jurisdictions in developing financing strategies to make those plans a reality.

With respect to Newport, the City's Urban Renewal District has funding programmed as a match to buy down the cost of forming LIDs to improve the street system in the City's South Beach neighborhood. However, the City cannot currently facilitate the creation of such districts as it does not have a policy and administrative framework in place to effectively manage an LID program. The District's second project phase wraps up in 2016, and the final phase of projects will wrap up in 2020. After that the district will no longer be able to provide a financial match, so if the City does not have a workable LID program by that time then the opportunity for match funds will be lost. Further, the City has been recently approached by the Oregon Museum of Science and Industry and a local church, both of which are seeking the City's assistance in forming LIDs so that they can finance street system improvements they need to access their planned developments. While both of these projects will likely proceed even if an LID option is not available, they may do so at a reduced level of development which will have an economic impact on the community. These two projects also demonstrate that developers are also looking for creative ways to finance transportation infrastructure needed to support their projects and if the City cannot position itself to offer LIDs as a financing option then it may lose out on future economic development opportunities.

3. Proposed Project Approach is Reasonable

The application demonstrates a clear approach to achieving the expected outcome and results in consideration for adoption. Where substantial coordination with other local, regional, and state planning efforts occurs (or will need to occur), the mechanisms and responsibilities for the coordination are clear.

Up to 15 points: *Describe the major project tasks and expected timeline. Consider data and analysis needs and elements of a public involvement process. If a consultant will be used, what are the likely roles of consultant and staff? How will coordination with other initiatives be handled? If TGM funds are proposed to leverage another outside source of funding for the project, identify discrete tasks that TGM will fund that will be completed within the TGM timetable. Project approaches will receive more points if they clearly address the project need, are achievable considering scope, objectives, and benefits of the project, and are at a level of detail appropriate to the community.*

1. Project kick-off. This task will include confirmation of project scope, the formation of a technical advisory committee, city tour to familiarize the consultant with Newport's transportation system, and an initial meeting with the advisory committee. Technical advisory committee membership will include neighborhood representatives, developers, a Planning Commission member, lenders, the City Finance Director, and City Public Works Director.

Timeline - Winter 2015

2. Develop Policies on Use of LIDs. With this task consultant will research statutory authority and common usage of LIDs, conduct interviews with elected officials and subject area experts, and compile results with preliminary recommendations on model policy language. Draft language will specifically address (a) the types of transportation system improvements that should be targeted for LID funding, (b) how potential projects should be prioritized, and (c) factors policymakers should consider when deciding whether or not to proceed with forming a district. This initial draft will be provided to City staff for comment and then vetted with the advisory committee. Consultant will then take the feedback and finalize the model policy language. A follow-up meeting(s) will be held with the advisory committee to confirm the changes before the draft is finalized.

Timeline - Winter to Spring 2015

3. Develop "Cookbook" of Financing Strategies and Approaches to Administering LIDs. Consultant will take prior research and supplement as needed to prepare a draft report outlining different methods jurisdictions may employ to finance and administratively structure LIDs along with the relative strengths and weaknesses of each. Emphasis shall be given to approaches that minimize administrative costs over the long term and that are conducive to application by smaller jurisdictions with limited staff resources. Consultant will conduct one-on-one interviews with technical experts, and a draft of the "cookbook" is to be distributed for review by staff and the advisory committee before being finalized in a format suitable for adoption as a TSP appendices.

Timeline - Spring to Summer 2015

4. Develop Model Language for Integrating LID Financing into Transportation and Land Use Codes. Consultant will review Newport and other city LID, subdivision, land use codes, and remonstrance agreements to develop an understanding of how the component pieces are woven together. They will then prepare draft model code language with alternative options where appropriate. Language should focus on achieving results that will offer a cost effective solution to participants and provide clear direction for when transportation improvements are to be made or remonstrance agreements accepted. A model remonstrance agreement will be prepared as part of this process. Draft materials are to be provided to staff for review and are to be vetted with the advisory committee. Consultant will take resulting feedback and finalize the draft.

Timeline - Spring to Summer 2015

5. Develop Informational Materials and Prepare Case Study Assessments. City staff will provide consultant with preliminary design, cost estimate, and remonstrance information for two (2) pilot areas. Consultant will update the planning level estimates, confirm design details, and prepare an action plan for forming an LID for each area considering the model policy and code language. Consultant will further prepare generalized public outreach materials for public engagement purposes and will obtain feedback from staff and the advisory committee. The action plan and outreach materials will be refined and a public open house conducted for the pilot areas. Feedback will be solicited on the accuracy and usefulness of the plan and outreach materials. Consultant will then debrief with staff and finalize the documents.

Timeline - Summer to Fall 2015

6. **Finalize Report.** Consultant will compile prior work tasks into a final report for presentation to the Newport Planning Commission and City Council. As noted below, City intends to piggyback these presentations with parallel hearings on targeted amendments to its Transportation System Plan and Municipal Code that draw from this work. A copy of the final report will be provided to the TGM program.

Timeline - Summer to Fall 2015

This grant proposal is structured to produce an end product that is readily transferrable to other local jurisdictions, while at the same time positioning the City so that it can make informed decisions on how best to update its LID policies and codes so that this financing strategy can be effectively used to fund transportation system improvements. It is City’s intent to take model policy and code language developed through this process and craft it into updates to the Newport Transportation System Plan and Municipal Code. These revisions will run parallel with the tasks outlined above with hearings concurrent with those where the model code will be presented to the Newport Planning Commission and City Council. This proposal does not include adoption of these code changes as deliverables; however, City is open to working the updates into the project scope if that is more consistent with TGM priorities.

City anticipates that it will take 9-12 months to complete the project, with 6-8 technical advisory committee meetings along with progress reports to the Planning Commission and City Council. The public outreach meeting on the two “pilot areas” and formal meetings with the Commission and Council will occur in the fall of 2015.

To help us understand your project, provide an estimated budget breakdown for the major tasks. If a consultant will be used, separate the costs for local staff and consultant. ***This budget breakdown will not be scored.***

TASK	LOCAL COSTS	CONSULTANT COSTS
1. Project kick-off (<i>confirm project scope, form technical advisory committee, city tour, advisory committee kickoff meeting</i>)	\$1,000	\$2,100
2. Develop Policies on Use of LIDs (<i>research common usage of LIDs, conduct interviews with elected officials and subject area experts, review analysis with advisory committee, develop model policy language, vet draft language with advisory committee, finalize draft</i>)	\$4,000	\$17,000
3. Develop “cookbook” of financing strategies and approaches to administering LIDs (<i>prepare draft strategies and relative strengths and weaknesses of each, conduct one-on-one interviews with technical experts, review with advisory committee, finalize in format suitable for adoption as appendices to TSP</i>)	\$2,000	\$11,000
4. Develop model language for integrating LID financing into transportation and land use codes (<i>review city LID, subdivision, land use codes, and remonstrance agreements; prepare draft model code language with alternative options where appropriate; obtain feedback on model language from advisory committee; finalize draft</i>)	\$2,200	\$13,400

5. Develop Informational Materials and Prepare Case Study Assessments (<i>Obtain preliminary design, cost estimate, and remonstrance information from City for pilot areas; update planning level costs and prepare action plan in line with model policy and code language, prepare generalized public outreach materials; solicit feedback from advisory committee; conduct public open house in pilot areas; finalize documents</i>)	\$3,000	\$16,200
6. Finalize Report (<i>Compile results of prior tasks into a final report, present to Planning Commission and City Council with City to pursue parallel code amendments, distribute final document to TGM</i>)	\$1,800	\$6,300
Totals:	\$14,000	\$66,000

The tasks and budget outlined above are preliminary, and a more detailed breakdown of the budget for each item is enclosed. City of Newport proposes that the total budget for the project be set at \$80,000 to ensure adequate resources for consulting services. Of this amount, City will contribute \$15,000 and city staff has capacity to take on the listed tasks without reimbursement.

4. Proposed Project has Community Support

The application demonstrates that there is local support for the project objectives, a commitment to participate, and a desire to implement the expected outcome.

Up to 5 points: *Projects with written support from stakeholders including partner jurisdictions, community institutions, or businesses will receive more points. Letters of support should demonstrate a clear understanding of the project. A letter of support will score higher if it shows independent understanding of the project by the signer and is not identical in text to others that are submitted for a project.*

Letters and resolutions of support may be submitted separately from the application through June 27, 2014. *Those submitted after June 13, 2014 must be submitted electronically to the ODOT FTP TGM Applications folder.*

SOURCE	ATTACHED	EXPECTED
1. Resolution of Support from the Newport City Council	<input type="checkbox"/>	<input checked="" type="checkbox"/>

A draft copy of the resolution is attached. A signed copy of the resolution will be provided prior to the June 27th deadline.

5. Proposed Project Sponsor Readiness and Capacity

The application demonstrates that the local government is ready and able to begin the project within the TGM timetable and that there is local commitment and capability to manage the project considering the complexity of the project, the size of the jurisdiction, and performance on previous TGM projects. Where substantial coordination with other local, regional, and state planning efforts occurs (or will need to occur), all of the partners are ready and able to begin the project within the TGM timetable.

Up to 5 points: *Projects with a clear description of the jurisdiction’s capabilities and experience relative to the complexity of the proposed project will receive more points. Projects that lack a clear description of how the projects will be managed will receive fewer points. Applicants with prior TGM grant awards must list previous TGM projects and their performance. [If you are unsure what previous TGM grant awards your jurisdiction has received, contact Cindy Lesmeister at cindy.l.lesmeister@odot.state.or.us]*

Derrick I. Tokos, AICP, City of Newport Community Development Director, will be the City’s project manager. His duties will include providing technical feedback/assistance to consultant, setting up and coordinating advisory committee meetings, reviewing draft documents and preparing policy and code revisions for adoption. Mr. Tokos has been a practicing land use planner for over 20 years and possesses extensive experience in transportation system planning and financing of transportation improvements. He has been with the City of Newport for close to 5 years, and has worked closely with ODOT and DLCD staff on a number of projects, including a 2012 update to the City’s TSP that put in place an alternate mobility standard in South Beach. Mr. Tokos also oversees the implementation of the Newport Urban Renewal District. The City’s Finance and Public Works Directors will also assist with the project in an advisory capacity. Both have extensive experience in administering and implementing Local Improvement Districts in other jurisdictions. The City contracts legal services with the law firm of Speer Hoyt out of Eugene, and has budgeted funds anticipating their assistance in reviewing ordinances to update the City’s TSP and Municipal Code. City has administrative staff capable of preparing meeting notices, minutes, and other materials needed to support this project.

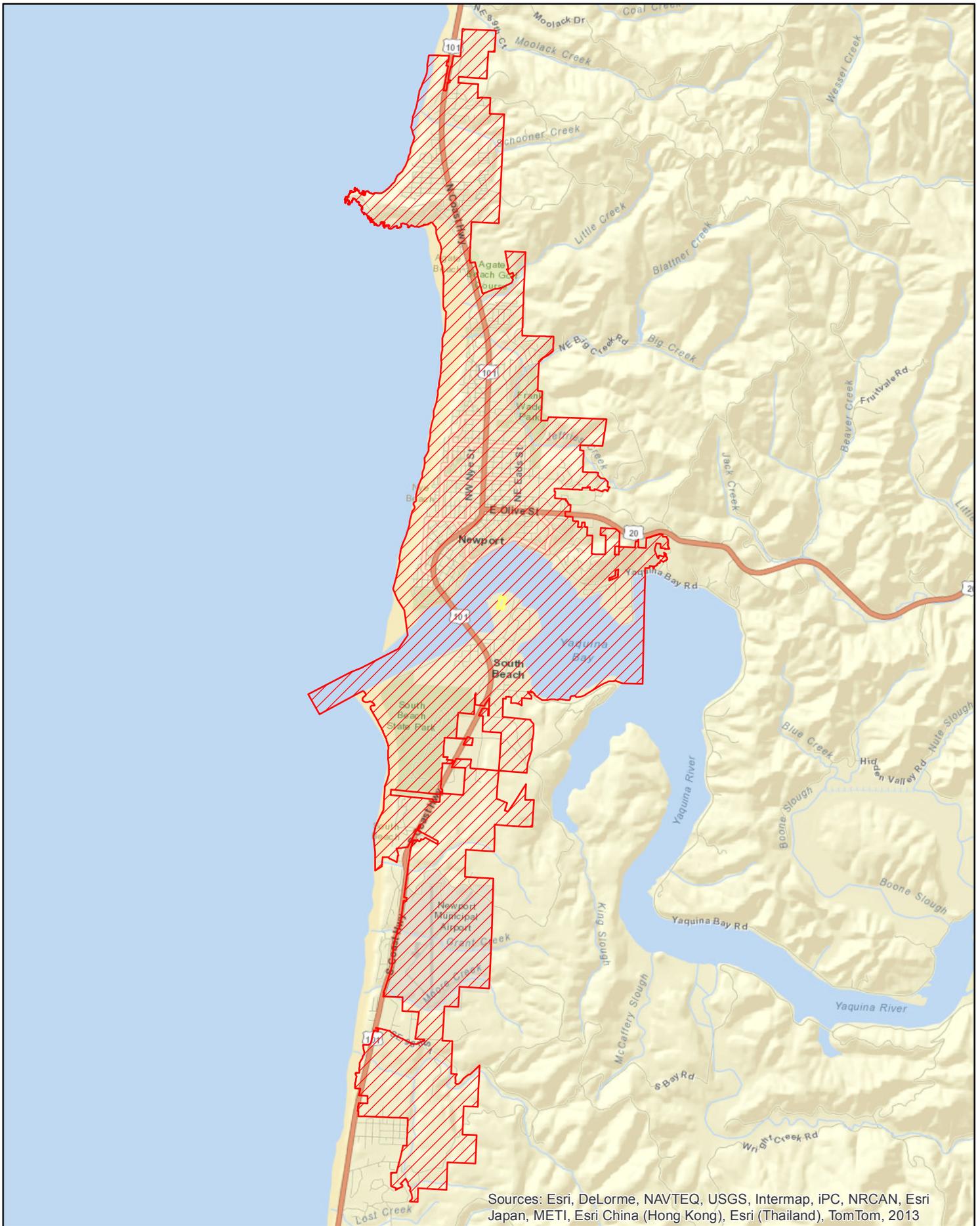
The City of Newport secured a TGM grant in 2005 to update its Transportation System Plan and that work was completed. It also secured a TGM quick response grant in 2010 for a refinement plan to identify transportation improvements needed to support the new NOAA facility in South Beach. That plan was completed on budget and the recommended improvements have been constructed.

6. Proposed Project is Innovative

The application demonstrates that the project will be innovative in its subject matter, approach, or expected outcomes. For example, the project will use health impact assessments or economic impact analysis as part of the evaluation of transportation alternatives.

Up to 10 points: *By the nature of this criterion, most projects will not receive any points. Projects may receive some points for innovative project elements. Projects with innovative subject matter will receive more points.*

The proposed project is innovative in that it delves into the financing side of transportation system planning, which traditionally has not received the attention it deserves, producing model policy and code language that will give the City of Newport and other jurisdictions the tools they need to make LIDs a meaningful part of their strategy for funding transportation system improvements. It meets Newport’s immediate need to develop a workable LID program for funding street system improvements while providing a product that is transferable to other cities. The approach is also holistic, producing not just policy and code language but all of the tools a jurisdiction will need in order to put together an LID program. This additional work to develop outreach materials and prepare a “cookbook” of strategies for structuring and financing LID programs will allow jurisdictions to put together an approach that fits their needs and will help demystify the perceived complexity of using LIDs to fund street system improvements.



Sources: Esri, DeLorme, NAVTEQ, USGS, Intermap, iPC, NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, 2013



City of Newport
Community Development Department
 169 SW Coast Highway
 Newport, OR 97365
 Phone: 1.541.574.0629
 Fax: 1.541.574.0644

Vicinity Map of the City of Newport
"Levering LIDs as a Transportation Funding Tool"
2014 TGM Grant Application



This map is for informational use only and has not been prepared for, nor is it suitable for legal, engineering, or surveying purposes. It includes data from multiple sources. The City of Newport assumes no responsibility for its compilation or use and users of this information are cautioned to verify all information with the City of Newport Community Development Department.

RESOLUTION NO. 3678

**A RESOLUTION REQUESTING A TRANSPORTATION
AND GROWTH MANAGEMENT GRANT FOR INTEGRATING
LOCAL IMPROVEMENT DISTRICT FINANCING STRATEGIES
WITH CITY LAND USE AND TRANSPORTATION STANDARDS**

FINDINGS:

1. The Oregon Department of Transportation and the Department of Land Conservation and Development, which jointly administer a Transportation and Growth Management Program, are accepting applications for the 2014 grant funding cycle; and
2. City of Newport desires to participate in this grant program to the greatest extent possible to develop effective policy language for how the City can best utilize Local Improvement Districts (LIDs) as a financing tool for funding planned transportation improvements; preparing recommended code changes to ensure the City's LID financing strategies are properly integrated with the land use and transportation standards it uses to evaluate new development; develop a framework for cost effective administration of an LID program; and for conducting financial analysis of not more than four "case study" candidate areas to position them for future LID financing; and
3. Further, City of Newport seeks to leverage these grant funds to effectively engage local stakeholders and focus groups on the proper use of LIDs and to create informational materials to educate the public on the benefits, costs, and mechanics of forming an LID; and
4. Newport City Council has identified developing an effective LID ordinance, and integrating that ordinance with its land use and transportation planning standards, as a high priority need in the City of Newport; and
5. The City of Newport possesses sufficient funds to fulfill its share of obligation related to this grant request should the Transportation and Growth Management Program award the grant.

THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

Section 1. The Community Development Director of the City of Newport is authorized to apply for a grant from the Transportation and Growth Management Program for code assistance in integrating its LID, land use, and transportation planning standards as specified above; and

Section 2. The effective date of this resolution is June 16, 2014.

Adopted by a _____ vote of the Newport City Council on _____, 2014.

Signed on _____, 2014.

Sandra Roumagoux
Mayor

ATTEST:

City Recorder

**PRELIMINARY BUDGET
TASKS FOR CITY OF NEWPORT
LID INTEGRATION PROJECT**

Tasks	Personnel Services						Reimbursables Cost	Totals Cost
	City Admin		City Planner		Consultant			
	Time	Cost	Time	Cost	Time	Cost		
Project Team Kick-off								
Review project scope and expectations with city staff	0.0	\$0.00	2.0	\$120.00	2.0	\$240.00	\$150.00	\$510.00
Form technical advisory committee	1.0	\$36.00	4.0	\$240.00	0.0	\$0.00	\$50.00	\$326.00
City tour	0.0	\$0.00	4.0	\$240.00	8.0	\$960.00	\$50.00	\$1,250.00
Kick-off meeting with advisory committee	4.0	\$144.00	4.0	\$240.00	4.0	\$480.00	\$250.00	\$1,114.00
Total	5.0	\$180.00	14.0	\$840.00	14.0	\$1,680.00	\$500.00	\$3,200.00
Develop Policies on Use of LIDs								
Research common usage of LIDs	0.0	\$0.00	20.0	\$1,200.00	40.0	\$4,800.00	\$0.00	\$6,000.00
Conduct interviews with elected officials and agencies that actively use LIDs	0.0	\$0.00	10.0	\$600.00	10.0	\$1,200.00	\$150.00	\$1,950.00
Review analysis with advisory committee	4.0	\$144.00	6.0	\$360.00	10.0	\$1,200.00	\$0.00	\$1,704.00
Develop model policy language	0.0	\$0.00	10.0	\$600.00	50.0	\$6,000.00	\$0.00	\$6,600.00
Obtain feedback on draft policies from advisory committee	4.0	\$144.00	6.0	\$360.00	10.0	\$1,200.00	\$150.00	\$1,854.00
Finalize model policies and supporting materials in format suitable for adoption as an update to finance section of a TSP	0.5	\$18.00	5.0	\$300.00	20.0	\$2,400.00	\$100.00	\$2,818.00
Total	8.5	\$306.00	57.0	\$3,420.00	140.0	\$16,800.00	\$400.00	\$20,926.00
Develop "cookbook" of financing strategies and approaches to administering LIDs								
Prepare draft of "cookbook" from strategies identified through research and identify relative strengths and weaknesses	0.0	\$0.00	10.0	\$600.00	50.0	\$6,000.00	\$0.00	\$6,600.00
Conduct one-on-one interviews with technical experts to confirm viability	0.0	\$0.00	10.0	\$600.00	10.0	\$1,200.00	\$150.00	\$1,950.00
Review draft with advisory committee, vet against model policies, and refine	4.0	\$144.00	6.0	\$360.00	10.0	\$1,200.00	\$0.00	\$1,704.00
Finalize "cookbook" in format suitable for adoption as appendices to TSP	0.5	\$18.00	5.0	\$300.00	20.0	\$2,400.00	\$100.00	\$2,818.00
Total	4.5	\$162.00	31.0	\$1,860.00	90.0	\$10,800.00	\$250.00	\$13,072.00
Develop model code language for integrating LID financing strategies with land use and transportation codes								
Review City LID, subdivision, and land use codes and remonstrance agreements	0.0	\$0.00	10.0	\$600.00	30.0	\$3,600.00	\$0.00	\$4,200.00
Prepare draft model language with callout where alternative options are available	0.0	\$0.00	10.0	\$600.00	50.0	\$6,000.00	\$100.00	\$6,700.00
Obtain feedback on model language from advisory committee	4.0	\$144.00	6.0	\$360.00	10.0	\$1,200.00	\$150.00	\$1,854.00
Finalize model code language in format suitable for use in an ordinance amendment	0.5	\$18.00	2.5	\$150.00	20.0	\$2,400.00	\$100.00	\$2,668.00
Total	4.50	\$162.00	28.50	\$1,710.00	110.00	\$13,200.00	\$350.00	\$15,422.00
Develop Informational Materials and Prepare Case Study Assessments								
Obtain preliminary design, cost estimate and remonstrance information from city for pilot areas	0.0	\$0.00	5.0	\$300.00	10.0	\$1,200.00	\$0.00	\$1,500.00
Update costs, and prepare action plan in line with model policy and code language	0.0	\$0.00	10.0	\$600.00	40.0	\$4,800.00	\$150.00	\$5,550.00
Prepare generalized public outreach and informational materials	0.0	\$0.00	10.0	\$600.00	40.0	\$4,800.00	\$200.00	\$5,600.00
Obtain feedback from advisory committee	4.0	\$144.00	6.0	\$360.00	10.0	\$1,200.00	\$150.00	\$1,854.00
Conduct public open house on pilot areas	4.0	\$144.00	10.0	\$600.00	10.0	\$1,200.00	\$150.00	\$2,094.00
Finalize action plan and informational materials	0.5	\$18.00	2.5	\$150.00	20.0	\$2,400.00	\$100.00	\$2,668.00
Total	8.5	\$306.00	43.5	\$2,610.00	130.0	\$15,600.00	\$750.00	\$19,266.00
Final Report								
Compile results into a final report	0.0	\$0.00	2.0	\$120.00	20.0	\$2,400.00	\$0.00	\$2,520.00
Present materials to the Planning Commission	4.0	\$144.00	10.0	\$600.00	10.0	\$1,200.00	\$150.00	\$2,094.00
Address feedback	0.0	\$0.00	2.0	\$120.00	5.0	\$600.00	\$0.00	\$720.00
Present report to City Council	1.0	\$36.00	10.0	\$600.00	10.0	\$1,200.00	\$150.00	\$1,986.00
Distribute completed document to TGM	0.5	\$18.00	1.0	\$60.00	5.0	\$600.00	\$100.00	\$778.00
Total	5.5	\$198.00	25.0	\$1,500.00	50.0	\$6,000.00	\$400.00	\$8,098.00
Grand Total	36.5	\$1,314.00	199.0	\$11,940.00	534.0	\$64,080.00	\$2,650.00	\$79,984.00