



Department of Land Conservation and Development

2015-17 TECHNICAL ASSISTANCE GRANT APPLICATION

Please complete each section in the form below. Type or write requested information in the spaces provided. Submit completed applications **by September 30, 2015**.

Application Date: September 30, 2015

Applicant: Washington County

(If council of governments, please also include the recipient jurisdiction name if applicable)

Address: 155 N First Ave, Suite 350

City: Hillsboro

Zip: OR

Phone: 503-846-3876

Contact name and title: Erin Wardell, Senior Planner

Contact e-mail address: erin_wardell@co.washington.or.us

Grant request amount (in whole dollars): \$50,000.00

Local Contribution (recommended but not required): \$20,000.00

Project Title:

Washington County South Industrial Area Infrastructure Study

Project summary: (Summarize the project and products in 50 words or less)

To support economic development in the County's south industrial area, this grant will identify funding sources for infrastructure, prioritize infrastructure investments, evaluate phasing for annexation, and quantify the economic benefits of development. This project will be led by the county, and conducted in partnership with Sherwood, Tualatin, and Wilsonville.

Project Description & Work Program

Please describe the proposed project, addressing each of the following in an attachment.

A. Goals and Objectives. State the goals or overall purpose of the project. Describe particular objective(s) the community hopes to accomplish. Please indicate whether this is a one-biennium, stand-alone project or is part of a longer multi-biennium program. If it is the latter, describe subsequent phases and expected results, any previous work completed, and how work beyond this project will be funded.

B. Products and Outcomes. Clearly describe the product(s) and outcome(s) expected from the proposed project. Briefly describe any anticipated significant effect the project would have on development, livability, regulatory streamlining, and compliance with federal requirements, socioeconomic gains, and other relevant factors.

C. Work Program, Timeline & Payment.

1. Task(s) and Product(s): List and describe the major tasks and subtasks, with:

- The title of the task
- Steps to complete task
- The interim and final product(s) for each task

2. Timeline: List all dates for the project including tentative start date after the contract is signed, task completion dates, progress milestone(s), and project completion date. If the project is part of a multi-year program, provide an overview of the expected timeline(s) in sequence of expected start dates and completion date for each and describe subsequent phases to be completed.

3. Payment Schedule: Develop a requested payment schedule showing amount of interim and final payments. Include the products that will be provided with each payment request. The payment schedule should generally include no more than two payments – an interim and final payment.

D. Evaluation Criteria. Include a statement in the narrative that addresses the program priorities and evaluation criteria presented in the application instructions (“Eligible Projects and Evaluation Criteria”).

E. Project Partners. List any of the following that will participate in the project: federal agencies, state agencies, council of governments, city and county governments, special districts, and other entities. Briefly describe the role of each (*e.g.*, will perform work under the grant; will advise; will contribute information or services, etc.).

F. Advisory Committees. List any advisory committee or other committees that will participate in the project to satisfy the local citizen involvement program, if any.

G. Cost-Sharing and Local Contribution. DLCD funds are only a part of overall project costs; please identify sources and amounts of other funds or services that will contribute to the project’s success. Cost-sharing (match) is not required, but could be a contributing factor to the success of the application.

Will a consultant be retained to assist in completing grant products? Yes No

Local Official Support

The application *must include* a resolution or letter from the governing body of the city, county, district, or tribe demonstrating support for the project. If the applicant is a council of governments on behalf of a city, a letter or resolution from the city council supporting the application must be included. *The application will not be complete if it does not include this item.*

Product Request Summary

Product	Grant Request	Local Contribution	Total Budget
1	\$ <u>50,000</u>	\$ <u>20,000</u>	\$ <u>70,000</u>
2	\$ _____	\$ _____	\$ _____
3	\$ _____	\$ _____	\$ _____
4	\$ _____	\$ _____	\$ _____
5	\$ _____	\$ _____	\$ _____
6	\$ _____	\$ _____	\$ _____
7	\$ _____	\$ _____	\$ _____
8	\$ _____	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____	\$ _____

Submit your application with all supplemental information to:

Larry French, Grants Administrative Specialist

E-mail (preferred): DLCD.GFGrant@state.or.us

Mail: Department of Land Conservation and Development
635 Capitol Street N.E., Suite 150
Salem, OR 97301

Phone: 503-934-0054

APPLICATION DEADLINE: September 30, 2015

Project Description and Work Program

A. Goals and Objectives

The objective of this study is to identify the cumulative economic impact, infrastructure needs, funding priorities and potential funding sources for Washington County's South Industrial area. This area, comprised of approximately 1800 acres of industrial land, is the largest new industrial area in the County and will be annexed to the respective city (Sherwood, Tualatin, or Wilsonville) prior to development. This grant would give the County and cities the opportunity to assess the costs and benefits of infrastructure investments for the study area as a whole, so that efforts to implement plans compliment the whole area and potential funding partnerships are identified. Each jurisdiction has completed, or is in the process of developing, a concept plan for their anticipated annexation areas. The County recently completed the Industrial Site Readiness project, which included several large sites within the area. Combining the information from these plans will provide the base land use assumptions.

The Industrial Site Readiness project identified that infrastructure and annexation are the two largest barriers to development of these sites. The new extension of 124th Avenue will make the area more attractive for investment, and there are other significant transportation needs identified. The County is partnering with the Tualatin Valley Water District on aligning the 124th Avenue road project with the Willamette Water Supply pipeline investment, and has identified other opportunities to align investments cost-effectively. Investing in the transportation system of this area will impact the economic vitality of the entire region. New roads and other projects like improved signal timing will facilitate the commutes of future employees and goods, as well the commutes and movement of goods from the already established employment area, to I-5 and other destinations. Understanding the future needs of the area as a whole is a key step prioritizing infrastructure investments.

An important goal of this study is to develop a list of potential funding sources for the infrastructure projects that are identified. The results of this project will position the jurisdictions to develop finance plans and apply for assistance to pay for the projects. Through the project partnership, this project can also identify how funding can be shared amongst the jurisdictions.

This will be a one-biennium project.

B. Products and Outcomes

The products that will result from this project are:

- Statistics on projected jobs and the economic benefits of developments in the study area
- A list of the cumulative infrastructure needs for the area, particularly transportation needs
- Identification of partnership opportunities for the jurisdictions involved with other public and private entities to deliver infrastructure projects
- Identification of funding sources, including different financing and grant opportunities, as well as a feasibility assessment for securing funds from these sources
- A consolidated map and other graphics to illustrate the study area, future jurisdictional boundaries, and identified projects

The outcome of the project will be a 'roadmap' to infrastructure delivery through strong partnerships to support economic development in the study area. The project team expects that this work will lead to applications for funding through both public and private sources. The products will be used to develop future grant applications and scope projects. The transportation needs identified through this project may be used to update local and regional Transportation System Plans.

C. Work Program, Timeline & Payment

1. Task(s) and Product(s):

Task 1: Consolidated economic development and infrastructure needs document

This task will combine plan documents into one statement of existing conditions and identified needs. Information from the Coffee Creek Master Plan and ancillary documents, the Southwest Concept Plan, the Tonquin Employment Area Concept Plan, the Basalt Creek Concept Plan (in progress), the Washington County Industrial Site Readiness Reports, local Economic Opportunity Analysis Plans, and regional and local Transportation System Plans will be compiled. Quantified economic development statistics (jobs, tax revenue, etc) and infrastructure needs will be combined and edited into a consolidated document. Information gleaned from these plan documents will be used to inform other project tasks.

Product: A report summarizing the relevant economic development and infrastructure needs information from all the documents. Final report will contain quantitative information about future jobs, tax revenue, and the economic benefits of development.

Task 2: Transportation project list

This task will identify transportation projects related to need for freight mobility and multi-modal commutes. It will require an understanding of the types of employers who will locate in this area and the workforce they will require. The employers will have

needs for goods mobility so this task will identify freight routes, new road projects, and ITS improvements (such as signal optimization) necessary to move goods as the area develops. This task will also consider how employees will commute to jobs in the area. The study area is in close proximity to the SW Corridor study area and analysis of how transit and active modes will serve this area is necessary. This task will be informed by the land use assumptions from the first task, by the transportation projects identified in the local and regional Transportation Plans, and by local jurisdiction knowledge. The project will also be informed by the results of the Washington County Transportation Futures Study, a long term look at transportation needs. That project is underway and will have identified and modeled a variety of projects by the time this grant work is initiated. Freight mobility and multi-modal commute options will enhance the development potential of the study area and the livability of the region.

Product: Identification of transportation projects that will facilitate goods movements and multi-modal commute trips.

Task 3: Identify barriers and opportunities for annexation

Almost all of the study area is located in Unincorporated Washington County. In order to develop and receive urban services from a city, the properties need to be annexed. The Regional Industrial Site Analysis found that site annexation moves up the development timeframe for a site by 3 months, which could facilitate development in the area. Each city has a future city limit boundary (or is in the process of developing a boundary, in the case of the Basalt Creek area between Tualatin and Wilsonville) and unique requirements for property annexation in the study area. This task will result in an understanding of the different jurisdictional requirements and opportunities for annexation in order to facilitate site development. Based on information about the study area sites gleaned from Task 1 and the jurisdictional requirements, a phasing plan for annexation of the study area will be developed.

Product: A document describing annexation requirements by jurisdiction and a proposed phasing plan for annexation of the study area

Task 4: Create study area map

This task will create a base map that partners can use for future work in the study area. This map should show city limits, future city annexation areas, the urban growth boundary, and the locations of potential infrastructure projects. The map should also delineate the Regional Significant Industrial Areas because they have specific development requirements.

Product: A map showing all elements contained in task description

Task 5: Identify funding sources and partnership opportunities for infrastructure needs

This task will identify a range of financing tools that could be utilized to fund transportation infrastructure in the study area. Opportunities include public financing tools utilized by local jurisdictions (SDCs, Special Districts, Bonding, Urban Renewal) to grant opportunities (TIGER, Federal EDA grants) to partnerships with other government agencies to access public infrastructure funding (Business Oregon). The task will result in a list of potential funding opportunities, feasibility for securing competitive funds, and information about partnerships required.

Product: A table tracking the identified sources, potential amounts, feasibility (for competitive grants), and project types to which they could be applied

2. Timeline:

This project will take place in the 2015-2017 biennium. This timeline is preliminary and will be reviewed once the grant has been awarded, and again once a consultant is hired.

Project Initiation: Develop scope of work and tasks based on this document and the grant amount awarded.

- Draft RFP for consultant services (January 2016)
- Distribute RFP (February – mid-March 2016)
- Review responses (March 2016)
- Retain consultant (April 2016)
- Finalize scope of work with selected consultant (May 2016)

Task 1: Consolidated Economic Development and Infrastructure Needs Document

- Collect and review relevant plan documents (June 2016)
- Draft combined document (July 2016)
- Jurisdiction staff review draft (early August 2016)
- Consultant delivers final document (late August 2016)

Task 2: Transportation Project List

- Consultant uses information from reviewed plans to identify freight mobility and commute mode needs (July – August 2016)
- Consultant develops draft list of priority projects and how they serve the needs identified by the first task (August 2016)
- Jurisdiction staff review draft list (early September 2016)
- Consultant delivers final list (late September 2016)

Task 3: Identify Barriers and Opportunities for Annexation

- Consultant uses information from reviewed plans and documents and community development codes to identify annexation procedures and challenges (September 2016)
- Consultant prepares draft document describing annexation opportunities and challenges (late September 2016)
- Jurisdiction staff review draft document (early October 2016)

- Consultant delivers final document (late October 2016)

Task 4: Create study area map

- Consultant prepares draft map (October 2016)
- Jurisdiction staff review draft map (early November 2016)
- Consultant delivers final map (late November 2016)

Task 5: Identify funding sources and partnership opportunities for infrastructure needs

- Consultant researches funding sources and partnership opportunities for infrastructure needs identified in Task 2 (September – October 2016)
- Consultant prepares draft table describing funding sources (late October – November 2016)
- Jurisdiction staff review draft document (late November 2016)
- Consultant delivers final table (mid December 2016)

3. Payment Schedule:

Interim payment: 50% of contract on or about October 2016

Product: Final products for Tasks 1, 2, and 3

Third payment: 50% of contract on or about December 2016

Product: Final products for Tasks 4 and 5

D. Evaluation Criteria

Quantifying cumulative economic impact of development, infrastructure financing, and annexation phasing to support development of a regionally important industrial area are relevant to the Evaluation Criteria priorities 1 (Economic Development) and 4 (Provide infrastructure financing plans for urbanizing areas) for DLCD's Technical Assistance Grant. In addition, the grant application states that DLCD will give extra consideration for proposals from multiple jurisdictions that address regional issues, and this project will be a multi-jurisdictional partnership between Washington County and the cities of Sherwood, Tualatin, and Wilsonville. Projects that result in a product that will benefit other jurisdictions is the second criteria for which grants are given extra consideration. The infrastructure financing table that results from Task 3 of this project may be useful for other jurisdictions within Washington County and the greater Portland region as they seek funding for developing industrial areas.

E. Project Partners

Washington County will serve as the coordinating agency and project manager, and this project will be conducted in partnership with the cities of Sherwood, Tualatin, and Wilsonville.

Additional technical expertise may be sought from Business Oregon, the Department of State Lands, DLCD, Infrastructure Finance Authority, Metro, and ODOT.

F. Advisory Committees

N/A

G. Cost-Sharing and Local Contribution

List financial and in-kind contributions committed by partners:

Washington County: \$5,000 match, in-kind contribution of project manager's staff time

City of Sherwood: \$5,000 match, in-kind contribution of staff time

City of Tualatin: \$5,000 match, in-kind contribution of staff time

City of Wilsonville: \$5,000 match, in-kind contribution of staff time

ATTACHMENTS:

Letter of Support from Washington County Administrator

Letter of Support from Washington County Board of Commissioners

Letter of Support from City of Sherwood

Letter of Support from City of Tualatin

Letter of Support from City of Wilsonville