



1 Department of Land Conservation and Development

2019-21 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 October 1, 2019.**

Date of Application: October 1, 2019

Applicant: City of Pendleton

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

Street Address: 500 S.W. Dorion Ave.

City: Pendleton

Zip: 97801

Contact name and title: George Cress, City Planner

Contact e-mail address: George.cress@ci.pendleton.or.us

Contact phone number: (541) 966 - 0203

Grant request amount (in whole dollars): \$30,000

Local Contribution (recommended but not required): \$14,039 (2018)

Project Title:

Pendleton Local Wetland Inventory Completion

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

To complete the LWI, three aspects of the LWI deliverable as determined by DSL require revisions to work previously conducted by both Winterbrook and Associates (2013) and ESA (2018), 1) GIS geodatabase, 2) reporting (and results), and 3) mapping. DSL has identified several revisions they need in order to report the result complete.

Project Description & Work Program

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

A. Goals and Objectives.

The City of Pendleton is currently without an adopted Local Wetland Inventory. Preliminary work was done by Winterbrook (211-2013) and ESA (2018). The most recent work was completed by ESA under Grant No. PR-19-191. Specifically, Attachment F, which is DSL's 2013 Checklist. The City paid ESA \$14,039 in 2018 for their work on Attachment F. No Technical Assistance Grant funds were released for their work to date. ESA coordinated with DSL and identified and received most current versions of the LWI report, maps, and geodatabase, as

well as the LWI checklist (dated October 8, 2018). DSL has identified several revisions they made in order to consider the report and results complete.

The City is seeking funding assistance to complete the LWI so that we can adopt the report and submit it to DLCD for final acknowledgement.

B. Products and Outcomes.

DSL provided the City with an eight page detailed list of questions or requests that are necessary to complete the LWI. This grant will enable the City to bring on a consultant to complete the mapping, data base, and report for local adoption and submittal to DLCD for acknowledgement. This will allow the City to administer wetland permits, rather than relying on DSL.

C. Work Program, Timeline & Payment.

1. Tasks and Products:

1. Task Title – Completion of Local Wetland Inventory

Steps to complete task –

DSL has identified several revisions they need made in order to consider the report and results complete – this is the most significant portion of the required LWI revisions. The revisions to the report will resolve inaccuracies or complete data gaps in the 2013/2018 deliverable. The needs can be generalized as the following:

Task 1 – Hire contractor and settle on scope of work

Task 2 – Reporting

- Reconciling wetlands that have no data plots
- revising incomplete or inaccurate databases
- make determinations on probable wetlands vs. currently identified wetland or non-wetland
- add probable wetlands identified by DSL (using aerials, topo, limited field assessment)
- add NWI layer, include features currently not shown, and map as probable wetland/wetland
- add methods to the report
- verify data exists identifying tax lots that were/were not accessed during field work

The contractor will complete all aspects of the reporting portion of the LWI, including fillings any data gaps, to meet established by DSL. Contractor will use the existing report as a basis for producing the revised report for submittal to DSL.

Deliverable:

- Revised LWI map-set (digital format)

Task 3 - Mapping

Once data gaps are filled, inaccuracies are revised, and the geodatabase is updated, a final map-set will be produced in a digital format. The revisions necessary for the mapping deliverable will include:

- Mapping water resource features properly, per-OAR requirements
- Including an index map and associated detail maps at appropriate scales

Including appropriate and accurate map labeling

Contractor will complete all aspects of the production of maps using guidance provided by DSL through discussions, and as described in the Oregon Wetland Mapping Standard publication.

Deliverable:

- Revised LWI map-set (digital format)
2. **Timeline:** - The City expects to contract with the consultant who did the previous work on the LWI and to commence work upon award of grant. The work program is already known, as it is identified in the DSL question/request list from 2018. This should allow the City, consultant and DSL to start work upon signing a contract with consultant. Work should be completed by spring of 2021. Public Hearings and adoption will also take place within this time frame.
 3. **Payment Schedule:** The City will work with the consultant to develop an acceptable schedule. The scope of the project is already established. Staff anticipates the following schedule for payment:
 - Half to consultant upon submittal of (Task 2)
 - Second half upon submittal of correct and updated draft for adoption (Task 3)

Task 2 of the original Periodic Review Work Program included the following:

Goal 5 – review and Update the Goal 5 element of the Comprehensive Plan and applicable sections of implementing code:

Product 1: Draft local wetland inventory: draft riparian corridor inventory and draft wildlife habitat inventory all consistent with work task.

Product 2: Public Workshop to include Planning Commission and City Council consistent with work task.

Product: Adopt amendments to the Comprehensive Plan and implementing code consistent with work studies and inventory documents.

- 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.

The City will work closely with the consultant, DSL, and DLCD staff to ensure that the final LWI meets all applicable State and Federal requirements. Locally, the City will work with Umatilla County and Confederated Tribes of the Umatilla Indian Reservation (CTUIR) staff to ensure that the work sufficiently addresses other local government concerns. The City has a Joint Management Agreement with Umatilla County for administration of lands within the UGB; this will require coadoption of any adopted materials by Umatilla County.

F. Advisory Committees.

The City formed an Advisory Committee in 2018 to review existing materials to date and new work conducted by ESA. The Committee is comprised of local officials from the City, DSL, DLCD, and a member of the CTUIR's Department of Natural Resources. The Committee will meet in 2020 to review new work prepared by consultant.

G. Cost-Sharing and Local Contribution.

The City will contribute staff time dedicated to completion of this project. Previously, The City paid \$14,032 to ESA Consultant's in 2018 as part of PR-19-191 grant phase.

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

Local Official Support

This application includes a letter of support signed by the Mayor on behalf of the City Council, expressing their support for this application and the completion/adoption/acknowledgement of all Periodic Review work.

Product Request Summary

Product	Grant Request	Local Contribution	Total Budget
1	\$ <u>30,000</u>	\$ <u>14,039</u>	\$ <u>44,039</u>
2	\$ _____	\$ _____	\$ _____
3	\$ _____	\$ _____	\$ _____
4	\$ _____	\$ _____	\$ _____
5	\$ _____	\$ _____	\$ _____
6	\$ _____	\$ _____	\$ _____
7	\$ _____	\$ _____	\$ _____
8	\$ _____	\$ _____	\$ _____
TOTAL	\$ <u>30,000</u>	\$ <u>14,039</u>	\$ <u>44,039</u>

Submit your application with all supplemental information to:

Gordon Howard, Community Services Division Manager

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: 503-503-934-0034

APPLICATION DEADLINE: October 1, 2019

**2019-2021 Technical Assistance Grant Application
City of Pendleton
Completion of Local Wetland Inventory**

A. Goals and Objectives.

The City of Pendleton is currently without an adopted Local Wetland Inventory. Preliminary work was done by Winterbrook (211-2013) and ESA (2018). The most recent work was completed by ESA under Grant No. PR-19-191. Specifically, Attachment F, which is DSL's 2013 Checklist. The City paid ESA \$14,039 in 2018 for their work on Attachment F. No Technical Assistance Grant funds were released for their work to date. ESA coordinated with DSL and identified and received most current versions of the LWI report, maps, and geodatabase, as well as the LWI checklist (dated October 8, 2018). DSL has identified several revisions they made in order to consider the report and results complete.

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- B.** DSL provided the City with an eight page detailed list of questions or requests that are necessary to complete the LWI. This grant will enable the City to bring on a consultant to complete the mapping, data base, and report for local adoption and submittal to DLCD for acknowledgement. This will allow the City to administer wetland permits, rather than relying on DSL.

C. Work Program, Timeline and Payment.

1. Task Title – Completion of Local Wetland Inventory

Steps to complete task –

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G. Cost-Sharing and Local Contribution.

The City will contribute staff time dedicated to completion of this project. The City paid \$14,032 in 2018 as part of the previous PR-19-191 grant phase for work conducted by ESA consultants of Checklist F.

Local Official Support

This application includes a letter of support signed by on behalf of the City Council, expressing support for this application and the completion/adoption/acknowledgement of all Periodic Review work.