

# 2023 Transportation Growth Management Grant Application

## Instructions

Be sure to download and review the [2023 Application Packet](#) and [2023 Application Instructions](#) before filling out this grant application.

You can save your progress and revisit this form at any time by clicking the "Save" button at the bottom of the page.

***Applications must be received by July 27, 2023 at 11:59 p.m. (PDT)***

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## Applicant information

*Instructions:* Complete this information for the applicant. Provide both a designated contact and an authorized representative (if different than the designated contact) for your entity.

**Response instructions are on page 3 of the 2023 Application Instructions.**

**Primary applicant jurisdiction**

City of McMinnville

**Mailing address**

Community Development Center, 231 NE Fifth Street, McMinnville, Oregon, Oregon 97128

**Website**

<https://www.mcminnvilleoregon.gov>

**Contact person name**

Heather Richards

**Contact person title**

Community Development Director

**Contact phone**

(503) 474-5107

**Contact email**

Heather.Richards@mcminnvilleoregon.gov

**Name of person empowered to sign the agreement with ODOT, if different from the applicant contact**

Jeff Towery

**Title of above named person**

City Manager

**Phone**  
(503) 434-7302

**Email**  
Jeff.Towery@mcminnvilleoregon.gov

## List co-applicants (if a joint project)

List co-applicants (if a joint project)	Providing match?
-----------------------------------------	------------------

Upload your resolution, minutes or authorized letter from governing body of applying jurisdiction(s) here:

RES 2023-46.pdf

## Project information

Response instructions are on page 4 of the 2023 Application Instructions.

**Project title**

McMinnville Transportation System Plan Update

**Project area:** Using either of the two fields below, attach a map of the project area or describe the area your project is located in.

**Option 1: Project area map**

Comp\_Plan83\_Revised September 2022.pdf

**Option 2: Project area description**

McMinnville Urban Growth Boundary

**ODOT region (1-5)**

Region 2

[ODOT Region Map](#)

**Type of grant**

Category 1: Transportation System Planning

**Summary description of project**

This is an update to the McMinnville Transportation System Plan necessitated by several significant land use changes in the past couple of years. McMinnville's Transportation System Plan was adopted in 2010 to serve an urban growth boundary that was appealed by 1000 Friends to the Court of Appeals and eventually remanded back to the City for further analysis. Due to that remand, the urban growth boundary has since changed significantly, and this project will update the existing transportation system plan to reflect those boundary changes that were approved and acknowledged in April 2021, providing the necessary transportation planning to facilitate the development of 662 gross buildable acres of housing and employment land. The update will also incorporate McMinnville's recently adopted McMinnville Transit Plan (December 2021), the Oregon 99W Active Trans Plan (December 2021), and the Three Mile Lane Area Plan (November 2022).

## Project cost table

Response instructions are on page 5 of the 2023 Application Instructions.

<b>TGM funds requested for the work identified in Criterion 3</b>	<b>Consultant</b> \$225,000.00	<b>Local reimbursement</b>	<b>Total TGM funds requested</b> \$225,000.00
<b>Local match</b>		<b>Minimum Match (Calculated)</b> \$25,752.26	

Local governments that are on the [Distressed Communities](#) list are eligible for a partial match waiver.

Click yes if your local government is on the Distressed Communities list and you need to receive a waiver.

Yes

<b>Match to be provided</b>	<b>Labor, supplies and services during project</b>	<b>Payment when Intergovernmental Agreement is signed</b> \$225,000.00
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## Award criteria

### Criterion 1: Proposed project addresses a need and supports TGM objectives (up to 40 points)

The project clearly and effectively addresses a local or regional transportation or transportation-related land use issue, problem, need, or opportunity and will achieve one or more of the TGM objectives.

Response instructions are on page 10 of the 2023 Application Instructions.

**Explain how your proposed project addresses a need and supports TGM objectives**  
McMinnville needs to update its Transportation System Plan for a variety of reasons including:

1) Becoming compliant with Oregon Revised Statutes and Administrative Rules associated with growth planning and transportation. McMinnville recently amended its UGB to expand by 662 acres of buildable land for housing and employment that has not yet been planned for transportation facilities. Additionally the current TSP reflects an UGB that was appealed by 1000 Friends to the Court of Appeals and overturned, resulting in hundreds of acres of land that were removed from the UGB.

2) Facilitating housing supply, job creation and economic development to meet demand and future growth

projections by identifying the necessary transportation network that needs to be developed to support the adequate movement of goods, services and people to and from McMinnville, and throughout the community, connecting neighborhoods, activity centers and employment districts. Transportation network should serve vehicular, bicycle, pedestrian and mobility devices both on-street and off-street. (Achieving TGM Objectives - Provide Transportation Choices 1.1, 1.2, and Support Economic Vitality and Growth 3.1, 3.2, 3.3)

- 3) Increasing transportation capacity, quality and connectivity for all users of McMinnville's transportation system, including vehicles, pedestrians, bicyclists, transit, mobility devices, freight and other users by increasing efficiency, choices and connections of roads, sidewalks, bicycle infrastructure, multi-use paths and transit options, etc. (Achieving TGM Objectives Provide Transportation Choices 1.1, 1.3, and Save Public and Private Costs 4.1, 4.2)
- 4) Developing a transportation system that ensures safety for all users by reducing conflicts and maximizing safe routes within and between neighborhoods and throughout the community. Designing and building facilities that maximize safety for all users, utilizing best practices and not just minimum standards. (Achieving TGM Objectives Provide Transportation Choices 1.1, 1.3)
- 5) Protecting McMinnville's livability, ensuring equity and access by evaluating deficiencies and inequities in the system for all users, especially underrepresented populations. (Achieving TGM Objectives Provide Transportation Choices 1.3)
- 6) Stewardship of the environment with a transportation system that strives to minimize impacts on natural features, air and water quality and promote energy efficiency and the reduction of carbon emissions/greenhouse gases. (Achieving TGM Objectives Promote Environmental Stewardship 5.1)
- 7) Coordinating and partnering with other public and private capital improvement projects, and local/regional transportation planning initiatives to leverage limited resources in the most effective and productive manner.
- 8) Adopting a comprehensive funding and implementation plan ensuring that needed transportation projects and programs are adequately funded; investment priorities are transparent, understandable and supported by the community; the implementation plan delivers benefits to all users equitably.
- 9) Identifying performance measures and benchmarks to assess progress towards transportation goals.
- 10) Committing to a process to adjust and update the plan as needed that is efficient, streamlined, and reflective of public engagement.

This plan will address the following TGM Objectives in the following ways:

1. Provide Transportation Choices - a hallmark of this TSP update will be to expand McMinnville's transportation choices for all users, by focusing on alternative mobility infrastructure, investing in a Bicycle and Pedestrian Master Plan, incorporating the Yamhill County Transit Plan, and the OR 99W Active Trans Plan into the larger system, promoting healthy transportation alternatives and improving efficiencies in the entire network.
3. Support Economic Vitality and Growth - this project will support economic vitality and growth by planning for and supporting housing and employment development in the City's recently expanded UGB with a multi-pronged transportation network, as well as improving connectivity and capacity on the existing system, identifying freight routes for the industrial park on the east side and supporting higher density employment opportunities in the Three Mile Lane Area plan.

4. Save Public and Private Costs - this TSP update will support the recent Three Mile Lane Area Plan effort that identified opportunities for higher density housing and employment development on the frontage of Highway 18 while still preserving the mobility standards of the highway and the local network by refining the identified transportation improvements and incorporating them into the TSP.
5. Promote Environmental Stewardship - as McMinnville grows, it needs to become more thoughtful and mindful about how development impacts the environment, protecting limited natural features and reducing carbon emissions. This plan will help achieve that by connecting neighborhoods, activity centers and employment areas with a network of alternative transportation infrastructure encouraging increased non-vehicular mobility.

## **Criterion 2: Proposed project is timely and urgent (up to 25 points)**

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 or lack of growth, changes in land-use patterns or changes in available funding
- build on, complement or take a necessary step toward completing or implementing other high priority community initiatives, including Governor's Regional Solutions Team priority
- 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

**Response instructions are on page 12 of the 2023 Application Instructions.**

### **Explain how your proposed project is timely and urgent**

This project is timely and urgent for the following reasons:

1) The current TSP is not compliant with Oregon Revised Statutes and Administrative Rules. In its current state, the current Transportation System Plan does not meet Oregon Revised Statutes as it plans for urban transportation facilities in lands that are not part of the city's urban growth boundary due to an appeal by 1000 Friends to the Court of Appeals that remanded the state approved urban growth boundary back to the City for further consideration and evaluation after the development and adoption of the current TSP. That court remand resulted in a different urban growth boundary. The current TSP does not have compliant land-use findings for the urban transportation facilities identified on rural county lands.

2) The City needs to plan the infrastructure to support housing development in the new UGB lands as soon as possible to alleviate its current housing crisis. 662 acres of buildable land in the new urban growth boundary does not yet have an approved transportation plan identifying the necessary infrastructure to support housing and employment development on the future growth lands. And since it took McMinnville 26 years to successfully amend its UGB, the City's current developable land supply for housing is very constrained leading to inequitable housing supply and demand which is displacing middle and lower-income households from the city limits. Historically the City issued 200 - 225 housing permits per year. In the past 13 years, the City has averaged 100 - 125 housing permits per year, creating a housing deficit of approximately 1000 housing units. This limited supply has raised housing prices in McMinnville by

approximately 55% in the past five years. Middle- and lower-income households can no longer afford housing within the City. There is considerably more out-migration of people 20 - 30 years old than in-migration, businesses are reporting challenges with recruiting and retaining workforce, and the school district is experiencing diminishing enrollment in the elementary schools all due to the current housing crisis. The demographics of McMinnville are gentrifying. It is imperative that McMinnville complete the necessary public facility planning for the new UGB land as soon as possible to support new housing development, or the community demographics could change permanently.

- 3) The City recently adopted several significant land use and transportation plans that need to be incorporated into the TSP, the capital improvement program, and the funding methodology, including the Three Mile Lane Area Plan, the Oregon 99W Active Trans Plan, and the Yamhill County Transit Plan. All three plans respond to pressing land use needs for housing, employment, and alternative mobility, and are impactful to the transportation network.
- 4) Preservation of Highway 18 for mobility standards. Most of the developable land for housing and employment within the city limits is located on the Highway 18 corridor. The City received a TGM grant in 2017 to develop an area plan for this land and evaluate the impact of the land use on Highway 18. The Three Mile Lane Area Plan identified the need for several significant transportation improvement projects to support the high-density employment and housing development envisioned for this area while preserving the mobility of Highway 18. This plan was adopted in November 2022 as a supplemental document to the McMinnville Comprehensive Plan, but the transportation improvements have not yet been refined and incorporated into the McMinnville Transportation System Plan.

### **Criterion 3: Proposed project approach supports policy decision (up to 20 points)**

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

**Response instructions are on page 13 of the 2023 Application Instructions.**

## **Tasks and deliverables table**

### **What are your proposed tasks and deliverables**

Task 1: Project Management. The project will be managed by a project management team (PMT) comprised of project managers from the consultant team and the City for project oversight and implementation. The project will start with a PMT kick-off meeting and an agreed upon project charter outlining goals for project management as well as a project schedule. The consultant will provide brief meeting notes memorializing decisions made and next step tasks needed as well as who is responsible for accomplishment of the tasks.

Public Engagement: None.

Deliverables: Project Charter, Project Schedule, PMT meeting minutes.

Task 2: Public Engagement. This plan will emphasize public involvement and engagement, both in terms of sharing information and gathering input. City will identify a Project Advisory Committee comprised of representative community stakeholders for a Citizen Advisory Committee (CAC) and

technical advisors for a Technical Advisory Committee (TA). It will be important to populate the TAC with someone with ADA experience, and the CAC with diverse representation of incomes, generations, special interests and ethnicity. PAC will meet to review and inform deliverables for each project milestone. The consultant will develop and maintain a project website. City will maintain a social media program.

Public Engagement: PAC Meeting.

Deliverables: Public Involvement Plan, Project Website, Project Logo, Marketing Materials, Visuals, Videos, Flyers, PAC Meeting Minutes, Spanish Translation

**Task 3: Plans and Policy Review:** The consultant will review all relevant plans including but not limited to the 2010 McMinnville Transportation System Plan, 2020 the Yamhill County Transit Plan, 2022 OR 99w Active Trans Plan, 2022 Three Mile Lane Area Plan, 2022 McMinnville Growth Management and Urbanization Plan, 2023 DEI Public Facility Plan and the McMinnville Comprehensive Plan. Project analysis methodology, goals and objectives will be developed.

Public Engagement: PAC Meeting.

Deliverables: Memorandum - Plans and Policy Framework; Memorandum - Analysis Methodology and Assumptions, Memorandum - Project Goals and Objectives.

**Task 4: Existing Conditions and Needs Analysis.** Consultant will conduct an existing conditions inventory and analysis for all modes of transportation - vehicular, bicycle, pedestrian, transit, mobility devices. Consultant and City will reach out to gather input from community and underrepresented populations on perceptions of existing conditions with open houses, online input and surveys and neighborhood community conversations. The data from the 2023 DEI Public Facility Planning project will be incorporated into the existing conditions analysis.

Public Engagement: Open House #1, PAC Meeting, Joint Meeting #1 with City Council and Planning Commission, 3 Community Conversations, Online Survey

Deliverables: Public Engagement Materials - Visual Boards, Maps, Online Map and Survey, Power Point for Joint Meeting, Memorandum - Existing Conditions and Needs Analysis

**Task 5: Future Conditions and Alternatives Development and Analysis.** Consultant utilizing the City's adopted McMinnville Growth Management and Urbanization Plan will analyze future conditions and develop three alternatives for the PAC and community to consider and choose a preferred alternative. Alternatives should include detailed analysis of all modes of transportation, including vehicular, bicyclist, pedestrian, transit and mobility devices, etc.

Public Engagement: Open House #2, PAC Meeting, Joint Meeting #2 with City Council and Planning Commission, 3 Community Conversations, Online Survey

Deliverables: Public Engagement Materials - Visual Boards, Maps, Online Maps and Survey, Power Point for Joint Meeting, Memorandum - Future Conditions and Analysis; Memorandum - Alternatives Analysis;

**Task 6: Preferred Alternative and Cost-Constrained Alternatives.** Develop preferred alternative and cost-constrained alternatives as a reflection of the preferred alternative with alternative mobility targets.

Public Engagement: PAC Meeting, Open House #3, Online Engagement Tools (Invest in the Infrastructure Interactive Exercise) Joint Meeting #3 with City Council and Planning Commission

Deliverables: Visuals for Open House and Online Engagement Tool; Power point for Joint Meeting; Memorandum - Preferred Alternative and Transportation Improvements Analysis; Memorandum - Memorandum - Cost Constrained Alternatives Analysis with Alternative Mobility Targets

Task 7: Three Mile Lane Area Plan. Refine transportation improvements and costs analysis of the Three Mile Lane Area Plan for incorporation in the Transportation System Plan.

Public Engagement: Land Owner Focus Group, Community Tabling Event, PAC Meeting

Deliverables: Memorandum - Three Mile Lane Area Plan Transportation Improvements

Task 8: Capital Improvement Program and Funding. Develop recommended capital improvement program, and funding implementation plan.

Public Engagement: Open House #4, PAC Meeting

Deliverables: Memorandum - Capital Improvement Program; Memorandum - Funding Implementation

Task 9: SDC Methodology.

Public Engagement: PAC Meeting, City Council Work Session

Deliverables: Memorandum - Recommended SDC Methodology

Task 10: Draft TSP and Findings. Development of public hearing-ready draft TSP and Findings Document. Proposed Comprehensive Plan and McMinnville City Code amendments as necessary.

Public Engagement: PAC Meeting, City staff will host a Planning Commission Work Session and 3 Hybrid Information Sessions

Deliverables: Draft TSP with a Vehicular Master Plan, Bicycle Master Plan, Pedestrian Master Plan, Transit Plan - McMinnville, Active Trans Plan, CIP, Funding, and Implementation Plan; Memorandum - Public Engagement Summary; Implementing Ordinances; and Findings Document

Task 11: Plan Adoption. Consultant and City staff will lead public hearing process at both the Planning Commission and City Council. City staff will facilitate the process and consultant will provide expert testimony and power point materials as necessary.

Public Engagement: Planning Commission Public Hearing; City Council Public Hearing

Deliverables: Adopted TSP, Comprehensive Plan and McMinnville Municipal Code Amendments and TSP Summary

### **How will the project approach lead to a successful project?**

This project approach incorporates significant public engagement (both traditional and non-traditional) at each major decision-making milestone, with the goal of engaging representatives of all users of the transportation system in an equitable manner, ensuring that the project is transparent, thoughtful and intentional each step of the process. The approach also includes several joint work sessions with the Planning Commission and City Council so that the decision-makers feel well informed and are providing policy direction throughout the process, with data and input from the public.

### **If adoption hearings will be held as part of a larger project, when will that be and as part of what**

### **project? (optional)**

The McMinnville Transportation System Plan update will be adopted via an ordinance as part of the McMinnville Comprehensive Plan at the conclusion of the project through a public hearing process with the Planning Commission and City Council and sent to DLCD.

### **Criterion 4: Proposed project has community support (up to 5 points)**

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

**Response instructions are on page 15 of the 2023 Application Instructions.**

#### **Upload letters of support from stakeholders here**

Chamber of Commerce Letter of Support.pdf

MEVLC TGM Grant Letter of Support.pdf

Visit McMinnville.pdf

MDA Letter of Support.pdf

MEDP Letter of Support.pdf

Affordable Housing Committee Letter of Support.pdf

### **Criterion 5: Proposed project sponsor is ready and capable (up to 10 points)**

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 and complete the project. The application demonstrates, if applicable, successful performance on previous TGM projects.

**Response instructions are on page 16 of the 2023 Application Instructions.**

#### **Explain how proposed project sponsor is ready and capable**

Updating the McMinnville Transportation System Plan is a priority planning project for the City of McMinnville and has been adopted as part of the work plan for the City's fiscal year 2023/2024 and 2024/2025 for both the Community Development Department and the Engineering Division work programs. Both staff capacity and local financial resources have been authorized and dedicated to support the project for the next two years. Heather Richards, McMinnville's Community Development Director, will serve as the City's Project Manager. Anne Pagano, McMinnville's Public Works Director, and James Lofton, McMinnville's City Engineer also plan to dedicate staff time and resources to the project.

Heather Richards has significant experience leading large long-range planning projects including the recent approval of McMinnville's Growth Management and Urbanization Plan, an urban growth boundary amendment that had been challenged and appealed for many years, as well as the recent adoption of McMinnville's Three Mile Lane Area Plan, the City's most recent TGM funded effort. Heather Richards is comfortable leading transportation dialogues and engagement in public settings with both the general public and decision-making bodies, navigating complex transportation planning issues both in her past role as the Community Development Director for the City of Redmond (2007 - 2016) and her role with the City of McMinnville (2016 - present). She has experience working with Region 2 ODOT personnel, TPAU

personnel, and transportation consultant teams.

The City has already started soliciting volunteers to serve on a Citizen Advisory Committee and Technical Advisory Committee, including representatives and advocates for accessibility, active transportation mobility, and minority populations. Additionally, the City recently completed a DLCD-funded Public Facility Planning Diversity, Equity, and Inclusion project in McMinnville's ten lowest-income and diverse neighborhoods to engage the City's under-represented populations in a survey of public facility deficiencies and inequities. That project identified the needed multi-modal transportation infrastructure in the neighborhoods.

**If applicable, list local jurisdiction's TGM projects within last 10 years and their status**

**If applicable, list local jurisdiction's TGM projects within last 10 years and their status**

TGM File Code	Project Title	Status
2A-17	Three Mile Lane Overlay / Area Plan Update	Adopted by McMinnville City Council via Ordinance No. 5126 on November 8, 2022, as a supplemental document to the McMinnville Comprehensive Plan.

## Bonus points: Housing (up to 10 points)

Response instructions are on page 7 of the 2023 Application Instructions.

**How will the adoption of the final document(s) address barriers to a broad range of housing types and affordability or works to link the location of future workforce housing to walkable/bikeable areas with good transit?**

The updated TSP will identify the necessary infrastructure to serve McMinnville's 662 buildable acres of land in the recent UGB amendment that is predominantly set aside for housing. Since the UGB amendment was challenged and delayed for so long, McMinnville no longer has land supply for new housing development, which is creating an inequitable supply and demand model displacing middle- and lower-income households from housing opportunities. This project will support housing development in an efficient and timely manner providing much needed housing for all income levels and generations.

## Required forms

**Title VI: Racial & Ethnic Impact Statement form**  
Racial-Ethnic-Impact-Statement - McMinnville TSP  
Update.pdf

[Download the Racial & Ethnic Impact Statement form here](#)

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# Certifications

**Response instructions are on page 8 of the 2023 Application Instructions.**

**Eligibility criteria**

This application demonstrates a clear transportation relationship

This application demonstrates adoption of products to meet project objectives

This application demonstrates the support of local officials

**Preparation of application**

This application was prepared by staff of the primary applicant or staff of one of the involved jurisdictions

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**Would you like to receive TGM news and updates?**

Yes

**Today's date**

7/27/2023

**If you encounter any issues with the submittal process, please contact:**

Rachael Levasseur

Planning Section Web Coordinator

[Rachael.LEVASSEUR@odot.oregon.gov](mailto:Rachael.LEVASSEUR@odot.oregon.gov)

## RESOLUTION NO. 2023-46

A Resolution authorizing city staff to apply for a Transportation Growth Management grant to help fund updating the McMinnville Transportation System Plan.

### RECITALS:

**Whereas**, the City of McMinnville amended its Urban Growth Boundary (UGB) in April, 2021, adding 662.40 gross buildable acres to the UGB; and

**Whereas**, the City of McMinnville is currently engaged in a growth planning process for the planning horizon of 2021 - 2041; and

**Whereas**, the most recent McMinnville Transportation System Plan was adopted in 2010 for the planning horizon of 2003 – 2023; and

**Whereas**, the City of McMinnville has enacted several major land-use changes since the McMinnville Transportation System Plan was adopted; and

**Whereas**, Oregon Administrative Rule 660-012-0045 encourages local jurisdictions to update their Transportation System Plan to meet new land use need; and

**Whereas**, Oregon Department of Transportation and the Department of Land Conservation and Development offer Transportation and Growth Management grants to help fund transportation system plan updates;

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF McMinnville, OREGON, as follows:**

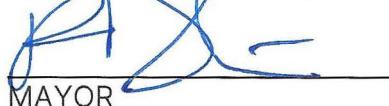
1. That the City Council is supportive of a McMinnville application to the 2023 – 2025 Transportation and Growth Management grant program for \$225,000 to help fund a McMinnville Transportation System Plan update.
2. That this resolution shall take effect immediately upon passage and shall continue in full force and effect until modified, revoked, or replaced.

Adopted by the Common Council of the City of McMinnville at a regular meeting held the 25th day of July 2023 by the following votes:

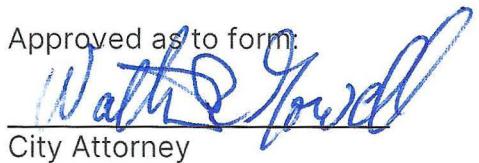
Ayes: Chenoweth, Garvin, Geary, Menke, Peralta

Nays: \_\_\_\_\_

Approved this 25<sup>th</sup> day of July, 2023.

  
MAYOR


Approved as to form:

  
City Attorney

Attest:

  
City Recorder

# City of McMinnville Comprehensive Plan





319 NE 5th Street  
McMinnville, OR 97128

Office Phone: (503) 472-6196  
Chamberinfo@mcminnville.org  
mcminnville.org

July 25, 2023

Subject: Letter of Support for the TGM Grant

To David Helton, Region 2, ODOT,

We are writing to express our support for the City of McMinnville's TGM grant application to update the McMinnville Transportation System Plan. As we continue to plan for growth in our community to support our future residents and businesses, transportation infrastructure will be a critical element of contributing to the high quality of life that we enjoy in McMinnville and a vital element in helping to support business prosperity and growth.

We look forward to partnering with the City of McMinnville on this effort over the next two years, collaborating with them on business focus groups and planning workshops.

Please support their grant request to help fund the McMinnville Transportation System Plan update.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Mike Morris'.

Mike Morris  
Executive Committee Member  
McMinnville Chamber of Commerce

## ***MCMINNVILLE ECONOMIC VITALITY LEADERSHIP COUNCIL***

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July 25, 2023

**Re: City of McMinnville TGM Grant Application –McMinnville TSP Update**

To David Helton, Region 2, ODOT:

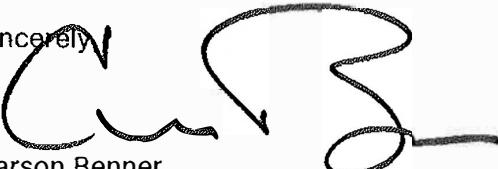
The McMinnville Economic Vitality Leadership Council is writing this letter of support for the City of McMinnville's application for Transportation and Growth Management Funds to update the McMinnville Transportation System Plan, as it is a vital planning program for our community's economic future.

The McMinnville Economic Vitality Leadership Council is a committee comprised of two members each from the McMinnville Chamber of Commerce, McMinnville Economic Development Partnership, McMinnville Downtown Association, and Visit McMinnville, as well as a representative from the McMinnville School District, McMinnville Water and Light, McMinnville Urban Renewal Advisory Committee, Linfield University and the general business community at large. Our role is to serve as a leadership think tank to help advance McMinnville's economic development efforts. We are appointed by the McMinnville City Council to implement the MAC Town 2032 Economic Development Strategic Plan. Our mission is to provide economic opportunity for all residents through sustainable growth across a balanced array of traditional and innovative industry sectors, from steel manufacturing to technology to tourism. Transportation is a critical component of our mission in terms of moving freight and goods to and from our businesses, providing the necessary infrastructure for our employee workforce to commute to work, and supporting a high quality of life for our employees and residents.

McMinnville is currently undertaking a growth planning program to ensure that we have the necessary land supply and public facility plans to support a growing population and economy through 2041. Transportation infrastructure serving all types of modal mobility is vital to that effort. With limited land supply for housing and new industrial development that is currently served with infrastructure, it is critical that we complete this needed public facility planning in a timely manner to support our businesses and workforce needs.

We are writing to express our support for the City of McMinnville's TGM grant application to update the McMinnville Transportation System Plan. We look forward to partnering with the City on this effort over the next two years. Please support their grant request to help fund the McMinnville Transportation System Plan update.

Thank you for your consideration.

Sinceley  
  
Carson Benner,

Chairman, McMinnville Economic Vitality Leadership Council

# Visit McMinnville

July 23<sup>rd</sup> 2023

To David Helton, ODOT, Region 2,

We are writing to express our support for the City of McMinnville's TGM grant application to update the McMinnville Transportation System Plan. As we plan for growth in our community to support our future residents and businesses, transportation infrastructure will be a critical element in contributing to the great quality of life that we enjoy in McMinnville and supporting our businesses to prosper and grow.

As an economic development partner, working with increased visitor impacts, we understand the importance of strong, forward-thinking transportation plans.

We look forward to partnering with the City on this effort over the next two years, working with them on business focus groups and planning workshops.

Please support their grant request to help fund the McMinnville Transportation System Plan update.

Sincerely,



Jeff Knapp  
President/CEO  
Visit McMinnville  
[jeff@visitmcminnville.com](mailto:jeff@visitmcminnville.com)



July 24, 2023

David Helton  
Region 2  
Oregon Department of Transportation

To Mr. Helton:

I am writing on behalf of the McMinnville Downtown Association (MDA) to express our enthusiastic support for the City of McMinnville's TGM (Transportation Growth Management) grant application aimed at updating the McMinnville Transportation System Plan. As an organization dedicated to the advancement and betterment of our community, we wholeheartedly endorse this initiative to ensure that our city's transportation infrastructure aligns with our growing needs, supporting a high quality of life for residents and fostering a prosperous environment for businesses.

The MDA firmly believes that a well-planned transportation system is central to fostering a vibrant and thriving downtown district. As our city grows, it is essential that our downtown area remains accessible, attractive, and conducive to economic prosperity. Upgrading the Transportation System Plan will provide an opportunity to incorporate thoughtful design principles that prioritize the needs of pedestrians, cyclists, and public transportation, thus making downtown McMinnville an even more inviting destination for residents and visitors alike.

We are excited about the prospects of this grant application and the potential it holds for the future of McMinnville. The MDA is committed to working closely with the City over the next two years, offering our expertise and participation in business focus groups and planning workshops. By collaborating with key stakeholders, we can ensure that the Transportation System Plan is comprehensive, effective, and reflective of the unique needs of our community.

In conclusion, we extend our support to the City of McMinnville in securing the TGM grant for updating the Transportation System Plan. We firmly believe that this investment will not only contribute to the continued success of our city but also pave the way for a prosperous and sustainable future.

Thank you for considering support of this grant request, and we eagerly look forward to contributing to this significant effort.

Sincerely,

A handwritten signature in blue ink that reads "Dani Chisholm".

Dani Chisholm  
MDA Board President



ECONOMIC DEVELOPMENT  
PARTNERSHIP

July 25, 2023

David Helton  
Oregon Department of Transportation  
Region 2

Regarding: Transportation and Growth Management (TGM) - Planning Grant for City of McMinnville

Dear David Helton, ODOT, Region 2,

On behalf of the McMinnville Economic Development Partnership (MEDP), please accept this letter in support of the City of McMinnville's TGM grant application to update the McMinnville Transportation System Plan.

As we plan for growth in our community to support our future residents and businesses, transportation infrastructure will be a critical element of contributing to the great quality of life that we enjoy in McMinnville and to support businesses to prosper and grow. We look forward to partnering with the City on this effort over the next two years, working together on developing business focus groups and planning workshops.

Please support this grant request to help fund the McMinnville Transportation System Plan update. Thank you for your consideration.

Sincerely,

Patty Herzog  
Executive Director  
McMinnville Economic Development Partnership  
[patty@mcminnvillebusiness.com](mailto:patty@mcminnvillebusiness.com)



**City of McMinnville**  
**Community Development**  
231 NE Fifth Street  
McMinnville, OR 97128  
(503) 434-7311  
[mcminnvilleoregon.gov](mailto:mcminnvilleoregon.gov)

July 26, 2023

David Helton, Lead Grant Manager  
ODOT Region 2  
2080 Laura St.  
Springfield, OR 97477

**Re: Letter of Support for City of McMinnville Grant Application  
for Transportation System Plan Update**

Dear Mr. Helton:

On behalf of the City of McMinnville's Affordable Housing Committee, I offer this letter of support for McMinnville's grant application to update the Transportation System Plan. This letter offers support for the grant application from the perspective of the City's affordable housing needs. In addition, affordable workforce housing has also become an economic development issue.

The City of McMinnville and Yamhill County recently adopted an expansion of McMinnville's Urban Growth Boundary (UGB), which has been acknowledged by DLCD. This followed a previous effort to amend the Urban Growth Boundary, which was lengthy and litigious, lasting more than two decades. During that previous effort, the UGB expansion was approved by both DLCD and LCDC before ultimately being remanded by the Court of Appeals. As a result, the City has faced an increasingly constrained buildable land supply which has impacted the ability to address McMinnville's housing needs.

Accordingly, there is urgency to complete the remaining planning work necessary to guide and support growth of the areas which were recently added to the UGB. The TSP update is a critical component of the City's planning work to ensure these lands are serviceable and eligible for annexation and development.

The City has already initiated work on other plan updates which are necessary prerequisites to annexation and development of these lands. Work already underway includes updates to public facility plans, including water, sanitary sewer, and parks and open space, as well as area plans, natural resource plans, and natural hazards plans.

The Transportation System Plan update is the remaining critical planning project needed to prepare these lands for annexation and development. Approval of the grant would provide the remaining funding needed for the City to initiate work on the TSP update.

The Affordable Housing Committee urges approval of the grant application to help address McMinnville's critical affordable housing needs.

Respectfully submitted,

A handwritten signature in blue ink that reads "Kellie Menke".

Kellie Menke, Chair  
McMinnville Affordable Housing Committee

## RACIAL AND ETHNIC IMPACT STATEMENT

**This form is used for informational purposes only and must be included with the grant application.**

[Chapter 600 of the 2013 Oregon Laws](#) require applicants to include with each grant application a racial and ethnic impact statement. The statement provides information as to the disproportionate or unique impact the proposed policies or programs may have on minority persons<sup>1</sup> in the State of Oregon if the grant is awarded to a corporation or other legal entity other than natural persons.

1. The proposed grant project policies or programs could have a disproportionate or unique positive impact on the following minority persons:

Indicate all that apply:

Women	Asians or Pacific Islanders
Persons with Disabilities	American Indians
African-Americans	Alaskan Natives
Hispanics	

2. The proposed grant project policies or programs could have a disproportionate or unique negative impact on the following minority persons:

Indicate all that apply:

Women	Asians or Pacific Islanders
Persons with Disabilities	American Indians
African-Americans	Alaskan Natives
Hispanics	

3. The proposed grant project policies or programs will have no disproportionate or unique impact on minority persons.

**If you checked numbers 1 or 2 above**, please provide below the rationale for the existence of policies or programs having a disproportionate or unique impact on minority persons in this state. Further provide evidence of consultation with representative(s) of the affected minority persons.

*By checking this box, I hereby certify the information contained on this form is true, complete, and accurate to the best of my knowledge.*

**Dated:**

Printed Name:

Title:

Agency Name:

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<sup>1</sup> "Minority person" are defined in SB 463 (2013 Regular Session) as women, persons with disabilities (as defined in ORS 174.107), African Americans, Hispanics, Asians, or Pacific Islanders, American Indians and Alaskan Natives.