

2024 Transportation Growth Management Grant Application

Instructions

Be sure to download and review the [2024 Application Packet](#) 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 31, 2024 at 11:59 p.m. (PDT)

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 9 of the 2024 Application Packet.

Primary applicant jurisdiction

City of Lafayette

Mailing address

486 3rd Street

Address Line 1

P.O. Box 55

Address Line 2

Lafayette

City

Oregon

State

97132

Zip Code

Website

<https://www.ci.lafayette.or.us/>

Contact person name

Branden

First

Dross

Last

Contact person title

City Administrator

Contact phone

(503) 864-2451

Contact email

brandend@ci.lafayette.or.us

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

First

Last

Title of above named person

Phone

Email

List co-applicants (if a joint project)

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

Upload your resolution or authorized letter with associated meeting minutes from the governing body of applying jurisdiction(s) here:

8-a cc 6-18-2024.pdf

PDFs only. Max 2mb per file.

Project information

Response instructions are on page 10 of the 2024 Application Packet.

Project title

Lafayette TSP Update

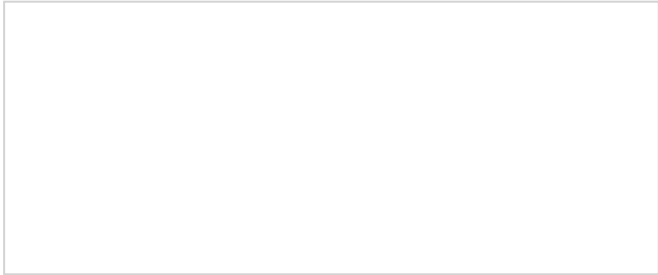
Project area: Using either of the two fields below, attach a map of the project area or describe the area your project is located in.

Option 1: Project area map

LafayetteZoning2023.pdf

PDFs only, 1 file maximum, 2mb file size limit.

Option 2: Project area description



ODOT region (1-5)

[ODOT Region Map](#)

Region 2

Refer to the region map if you are unsure of your region.

Type of grant

Category 1: Transportation System Planning

Summary description of project

The 2003 Lafayette Transportation System Plan (TSP) is out of date due to population increases greater than projected in the 2003 TSP. There are numerous transportation needs that are not addressed by the current TSP.

A corridor design plan is needed for improvements to N. Bridge St, a designated collector from 2nd St, crossing 99W (3rd St) to the north UGB. The south portion does not have curbs, gutters, bicycle lanes, or adequate sidewalks. The TSP update would also include incorporation of the Yamhill County Transit Plan, a review of the Policies, trip counts to support analysis of traffic operations and functional classifications, CIP update, and other elements.

The updated TSP will address the problem of an out of date TSP. The corridor design will address the need to improve N. Bridge Street for ped/bike use and safe and efficient vehicle use.

Describe the purpose of your project and how the expected outcomes will address a transportation problem, need, opportunity, or issue. (Maximum characters: 750)

Project cost table

Response instructions are on page 11 of the 2024 Application Packet.

TGM funds requested for the work identified in Criterion 3	Consultant	Local reimbursement	Total TGM funds requested
	\$180,000.00	\$0.00	\$180,000.00

Local match	Minimum Match (Calculated)
	\$20,601.81

Approximately 11.5% of requested funds

Match to be provided

Labor, supplies and services during project

\$20,601.81

Payment when Intergovernmental Agreement is signed

Total Match to be Provided
\$20,601.81

Award criteria

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

The application demonstrates the proposed 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 13 of the 2024 Application Packet.

What is the transportation or transportation-related land use issue, problem, need, or opportunity the proposed project will address?

Our city has rapidly grown into one of Oregon's top 15 most densely populated areas, yet our traffic management system is struggling to keep pace. Updating our TSP is crucial for developing effective traffic mitigation strategies, implementing smarter subdivision regulations, and providing a baseline of future conditions for planning needed to accommodate growth over the next 20 years

Our current traffic issues are evident in daily congestion on Bridge Street, ongoing concerns about intersection operations on OR 99W, and the strain commercial and transient traffic places on our aging infrastructure. These problems are exacerbated by insufficient funding for maintenance.

By updating the TSP, we can proactively address these challenges and build a sustainable future for our city.

Maximum characters: 3,000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

What are the proposed Project Objectives? How will the Project Objectives achieve one or more of the TGM Objectives?

Project Goal: Update the outdated 2003 Transportation System Plan (TSP) to accommodate rapid population growth and evolving transportation needs.

Population Growth: The city's population has surged 45% from 2000 to 2010 and an additional 18% from 2010 to 2020, driven in part by a 60-acre subdivision development. This trend is ongoing.

Transportation Planning: The updated TSP must integrate the Yamhill County Transit Plan to create a comprehensive, equitable, and accessible transportation network. Additionally, a robust bicycle and pedestrian plan is essential, considering the region's growing tourism and recreational cycling popularity.

Infrastructure Improvement: A critical component of the TSP update is developing a design for North Bridge Street to enhance safety, connectivity, and overall economic development. The current condition of North Bridge Street is hindering the city's growth potential as this street provides access to areas with most of the City's remaining vacant land for residential growth.

TGMO 1.1, 1.2, 1.3, 1.4, 3.1, 3.2, 3.3.

Maximum characters: 3,000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

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 local conditions or in federal regulations, state requirements, or regional plans
- 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 15 of the 2024 Application Packet.

Why is it important to do the proposed project in this grant cycle?

The city's transportation infrastructure is in dire need of an overhaul. The 2003 TSP is woefully inadequate to address the dramatic population growth and subsequent development that Lafayette has experienced. A staggering 45% increase in population between 2000 and 2010, followed by an additional 18% growth in the subsequent decade, has far exceeded the plan's projections.

The expansion of the Urban Growth Boundary (UGB) in 2016 and the subsequent development of a large residential subdivision have compounded the issue. These changes have placed immense strain on the city's transportation network, leading to increased traffic congestion, safety hazards, and diminished quality of life for residents.

A recent visit by Congresswoman Andrea Salina highlighted the severity of the problem, as she observed heavy traffic volumes and a high number of commercial trucks on Highway 99W. This major thoroughfare, crucial for both local and regional transportation, is now operating at capacity, with detrimental effects on travel times, air quality, and public safety.

To rectify this situation, a comprehensive update of the TSP is essential. This document must serve as a roadmap for the city, outlining strategies to improve mobility, reduce congestion, enhance safety for all users, and create a more sustainable transportation system. By investing in public transit, expanding pedestrian and bicycle infrastructure, and optimizing traffic flow, Lafayette can build a future where residents have efficient and reliable transportation options.

Maximum characters: 2,500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

What local actions are needed to move the proposed project forward? Have these actions been taken and if so, when? If those efforts are underway, when will they be completed?

The city council and staff have consistently expressed a strong commitment to improving transportation infrastructure within the community. Their vocal support for this TSP update signifies a shared vision for enhancing accessibility, mobility, and overall quality of life for residents.

By prioritizing this project, the city demonstrates a proactive approach to addressing the transportation challenges posed by rapid growth. The local government recognizes that a comprehensive and updated transportation plan is essential to maintaining Lafayette's momentum and ensuring its future prosperity. Extensive community engagement surrounding transportation planning has underscored the public's desire for improved mobility options and a safer, more efficient transportation network. It is evident that the community is eager to see tangible progress in this area, and expediting the TSP update is crucial to meeting these expectations.

Maximum characters: 1000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

How does the proposed project relate to other planning efforts, developments, or initiatives? Which of those are completed, underway, or waiting on the completion of this project?

The City is currently initiating an update of the Parks Master Plan, with a substantial focus on Terry Park. Recognized by many residents as a significant community gathering space and access point to the Yamhill River, Terry Park will be a key component of the forthcoming TSP update, given its proximity to a primary city entry point.

For the Parks Master Plan Update, a comprehensive sixty-day community survey is planned to gather public input, followed by a formal presentation of the findings to the Planning Commission. Subsequent to this, a virtual public forum will be convened to facilitate in-depth community engagement. The anticipated timeline for City Council approval of the updated TSP is February or March 2025.

Maximum characters: 1000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

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 16 of the 2024 Application Packet.

Tasks and deliverables table

What are your proposed tasks and deliverables

1. Project Management (Months 1-24)

1.1 Initial meeting with consultant and staff to consider scope of work, deliverables and timelines

1.2 Project Management Team (PMT) will determine the appropriate PMT meeting frequency. For meetings consultant will prepare agenda, deliverables with assignments and due dates. City staff will assist the consultant.

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

2 Community Engagement and Stakeholder Participation (Months 2 - 20).

2.1 The consultant will prepare an engagement plan with input from city staff. Engagement meetings will include advisory committee meetings, and outreach to local businesses, school district, the local public transit agency, and bicycling organizations that are local or are from out of the area, but cycle in the area. The engagement plan can include interviews, public open houses, online participation, flyers, mailers, and social media sites. Consultant to provide translation service.

2.2 Establishment of Advisory Committee. The city will advertise for advisory committee members who will represent the various interests in the community. Technical advisors, agency personnel, city staff and advisory committee will review the draft documents as well as the Planning Commission and City Council.

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update

and which entity or entities will need to take action to adopt them.

3. Transportation Systems Conditions and Needs Analysis (Months 10-14)

3.1 Consultant prepares assessment of existing conditions and needs analysis to include, but is not limited to:

- a. Community profile, demographics and commute patterns..
- b. Review and evaluate measures, practices and facility options for improved ped/bicycle safety.
- c. Inventory and assessment of intersections operations.
- d. Growth rates and projections.
- e. Speed management. Review current city practices and research of outside agency practices for determination of use.
- f. Assess electric charging station usage and need for units and how to incorporate them into the transportation network.
- g. Evaluate and assess parking availability and need.
- h. Create goals for lowering greenhouse gases and pollution reduction and draft policies

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

4. Transportation Projects and Funding Strategy (Months 15-20)

4.1 Consultant to prepare project list, with city staff assistance, and based on performance measures and identify new and existing funding sources. The city System Development Charges may be evaluated.

4.2 Consultant to develop financially constrained capital project list as required.

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

5. Draft TSP, Presentations, Draft Findings and Draft Ordinance (Months 20-22)

5.1 Draft TSP prepared.

5.2 Draft ordinances and draft findings prepared.

5.3 Draft TSP, Ordinance and Findings presented to Planning Commission and then to City Council by consultant. City staff will review and assist as needed.

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

6. TSP public hearings, findings and adoption (Months 22-24).

6.1 Consultant will attend all Planning Commission and City Council public meetings and hearings. The consultant will assist city staff with final adoption as needed.

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

How will the project approach support investment decisions for Safe Systems, Climate Action, and Equitable Outcomes?

The project's primary objectives are to advance Safe Systems and Equitable Outcomes. A cornerstone of achieving equity in transportation is expanding access to public transit. To this end, the City has initiated collaborative discussions with the Yamhill County Transit Agency (YCTA) to advocate for the establishment of additional bus stops along the residential Bridge Street corridor. This action is directly responsive to the needs of numerous community members who rely on public transit for daily commutes, appointments, and other essential activities. The current limited bus service, centered around a single stop at City Hall, presents significant challenges for individuals with mobility limitations. By increasing the frequency and accessibility of bus stops, the City can make substantial strides towards creating a transportation system that truly serves the needs of all community members.

Maximum characters: 1000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

If adoption hearings will be held as part of a larger project, when will that be and as part of what project? (optional)

Hearings for adoption of the TSP update will be held in Months 22-24 of the project. The City, with consultant support, will seek adoption of the TSP along with implementing ordinances by the Lafayette City Council.

Maximum characters: 500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

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 17 of the 2024 Application Packet.

Upload letters of support here

TGM Grant Support Letter_LDA.pdf

TGM Grant Support Letter_Wascher PTA.pdf

TGM Support Letter- SEDCOR.pdf

Letter of Support of Transportation Study Grant from Roger Webb.pdf

PDFs only. Max 2 mb per file.

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 18 of the 2024 Application Packet.

Describe the experience and availability of key staff

The City possesses a proven track record in grant administration and project management, particularly within the realm of public infrastructure. Our recent successes in securing and executing state grants for a new water reservoir, as well as our experience with the American Rescue Plan Act (ARPA) funds, have cultivated a robust skill set in navigating complex grant requirements and project timelines.

Key staff members are dedicated to the successful implementation of this project. The City Administrator and Public Works Director will provide executive oversight, with the potential involvement of the City Engineer, subject to state approval, in a technical advisory capacity. This experienced leadership team, coupled with the organization’s proven ability to manage complex initiatives, positions the City to effectively manage this grant and project.

Maximum characters: 1500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

Explain how the applicant has the capacity to scope the proposed project during the next 15 months and manage it to completion within 3 years

Building upon the momentum of our previous TSP update application, the City enjoys strong support from the community, governing body, and staff to ensure timely project completion. With a proven track record in delivering capital infrastructure projects within established timelines, the City is well-equipped to manage this endeavor. To maintain project momentum, regular monthly meetings will be held with all technical staff to guarantee the consistent achievement of key deliverables, aligned with both state requirements and city expectations.

Maximum characters: 1500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

If applicable, list applicant’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
<input type="text"/>	<input type="text"/>	<input type="text"/>

300 character limit.

Bonus points: Housing (up to 10 points)

Response instructions are on page 19 of the 2024 Application Packet.

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

The proposed TSP update directly addresses barriers to a broad range of housing types and affordability by prioritizing the creation of walkable, bikeable communities. By focusing on improving pedestrian and bicycle infrastructure, particularly in downtown Lafayette, the plan supports the development of mixed-use developments that can accommodate a variety of housing types, including affordable options.

Maximum characters: 500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

Required forms

Title VI: Racial & Ethnic Impact Statement form
Racial-Ethnic-Impact-Statement.pdf

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

PDFs only. Max 2 mb per file.

Certifications

Response instructions are on page 20 of the 2024 Application Packet.

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
 - This application was prepared by the following COMPENSATED consultant (indicate below)
 - This application was prepared by the following UNCOMPENSATED consultant (indicate below)
-

Would you like to receive TGM news and updates?

Yes No I am already subscribed

Clicking "Yes" authorizes us to add your email to our e-newsletter mailing list. You can unsubscribe at any time.

Today's date

7/29/2024

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

Rachael Levasseur
Planning Section Web Coordinator
Rachael.LEVASSEUR@odot.oregon.gov

City of Lafayette
City Council Meeting Minutes
Tuesday June 18, 2024, at 6:30 p.m.

1. **CALL TO ORDER:** Mayor Malcomson called the meeting to order at 6:35p.m.

2. **FLAG SALUTE:** Mayor Malcomson led the flag salute.

3. **ROLL CALL:** Kennedee Richardson called the Roll:

Present: Mayor Hilary Malcomson, Joseph Carswell, Jessica Kitt, Russell Burrows, Lee Gilgan, Kayla Paulsen

City Staff Present: Branden Dross, City Administrator; Kennedee Richardson, City Recorder; Tim Jech, Fire Chief; Chad Snyder, Public Works Director

Others: Christine Brungardt, Jeff Bosworth, Marilyn DuVall, Tom Reed, Sarah Horst; Joe Munger; Artemis Johnson, unnoted Lafayette and Carlton Fire personnel.

4. **CITIZEN INPUT ON NON-AGENDA ITEMS:**

Jeff Bosworth Lieutenant with Lafayette Fire and Carlton Fire Volunteer shares kind words about Fire Chief Jech. Bosworth presented Chief Jech with a gift from the volunteers. Chief Jech thanks the fire staff and volunteers who were present for their work with the departments.

Marilyn DuVall spoke on behalf of the LCAT committee to promote the new hot dog eating contest during the fourth of July festivities.

Tom Reed shares a concern about a potential conflict due to Council President Paulsen and Council Gilgan's assumed living situation and asks if one of the two of them planned to not run in the upcoming election. Councilor Gilgan does not comment on plans for the upcoming election and states that there is no legal conflict. Reed acknowledges that there is no legal issue although finds it may be unethical and has concerns of their ability to be objective. Councilor Gilgan states he appreciates the concern but encourages Reed to look at their voting record. Additional discussion regarding Reeds concerns is had.

Sarah Horst starts by thanking the Lafayette Fire Department for their support and protection of the school. Horst asks that the council discuss opening Terry Park for the summer. Mayor Malcomson asks that parks be added to the July agenda. City Administrator Dross states that at no time were motor vehicles allowed in Terry Park. Discussion is had about having a conversation regarding the Parks Plan. Horst addresses a concern regarding the perceived lack of maintenance of Water Street, City Administrator Dross states that Chad Snyder or himself would reach out to her regarding Water Street maintenance.

Mayor Malcomson reads a statement on behalf of resident Christine Brungardt who was unable to be present at the citizen input portion of the meeting. Discussion of how to address questions or concerns is had since the resident is not present, Councilor Gilgan suggests that questions or concerns should first go to City Administrator Dross as he

oversees the personnel. A member of Carlton Fire and volunteer with Lafayette Fire steps up show council his medical certification card. Councilor Carswell asks if this volunteer thinks there is enough medical coverage at the Lafayette station, the volunteer says there is enough medical coverage. Mayor Malcomson goes on record saying that “my main concerns was hearing a change in roster and there was satisfying supplemental other staff and volunteers that I did not feel that there was an emergency at that time to bring it to councils as an issue and I also will continue to talk to Branden and the Chief as needed to make sure I am hearing answers to any of my questions.”

Jeff Bosworth states there some inaccuracies in the statement by Mayor Malcomson on behalf of Christine Brungardt and provides clarifying comments regarding patients care. Bosworth addresses the concerns that there is a lack of medically certified volunteers. Bosworth states that there was an EMR class attended by some volunteers that ended abruptly and that a group of volunteers will be attending a future call in Arizona to become medically certified and that this class will be paid out of pocket.

Artemis Johnson, a member of the Lafayette Fire Department stated that they also have their emergency responders license and are getting an EMT certification in October.

Joe Munger a former Lafayette Fire Department volunteer states that Bosworth comments regarding the EMR class were inaccurate. Monger states that they were teaching that class and that the Lafayette volunteers enrolled had dropped out of the class.

5. ADDITIONS TO OR DELETIONS FROM AGENDA:

No additions or deletions.

6. PUBLIC HEARINGS:

a. Building Permit Fee Schedule

Mayor Malcomson opens the public hearing at 7:04pm, Councilor Gilgan announces a conflict, City Administrator Dross gives overview of the reason for the changes and explains the exhibits presented to the council. No public comment, Mayor Malcomson closed the public hearing at 7:06pm.

b. Fiscal Year 2024-2025 State Shared Revenues

Mayor Malcomson opens the public hearing at 7:06pm, City Administrator Dross explains where this revenue comes from and that it will be put in the Lafayette general fund. No public comment. Mayor Malcomson closed the public hearing at 7:07pm.

c. Fiscal Year 2024-2025 Budget

Mayor Malcomson opens the public hearing at 7:07pm, City Administrator Dross goes over major items within the budget. A resident asks the council about the cost of transferring the new meters and who was fiscally responsible for that cost. City Administrator Dross and Council Members answered the question. Mayor Malcomson closed the public hearing at 7:11pm.

7. APPROVAL OF MINUTES:

a. May 9, 2024 City Council Meeting

Councilor Gilgan notes a clerical error in Action item A. Council President Paulsen moves to approve the May 9, 2024 City Council Meeting Minutes with the noted changes, Councilor Kitt seconds. Motion passes unanimously.

8. ACTION ITEMS:

- a. *Ordinance 647 - First Reading - Repealing Building Inspection Operating Plan*
Councilor Gilgan announces a conflict. City Administrator Dross goes over the reason for repealing this building inspection operating plan. Mayor Malcomson does the first reading of ordinance 647.
- b. *Ordinance 646 - Second Reading - Amending the LMC Chapter 8, Building Code*
Councilor Gilgan announces a conflict. City Administrator Dross states that there are multiple items in chapter 8 that are no longer relevant to the city and therefore it needs to be revised. Mayor Malcomson does the second reading. Council President Paulsen moves to approve ordinance 646, Councilor Carswell seconds. Motion passes 4-0, Councilor Gilgan abstains.
- c. *Intergovernmental Agreement with Oregon Building Codes Division for e-Permitting*
Councilor Gilgan announces conflict. City Administrator provides clarification of the possible charge up to \$50,000 if a module is built and not utilized. Council President Paulsen asks City Administrator Dross about the language within the contract, discussion is had. After discussion and verification that the City Attorney has signed off on this contract Councilor Carswell moves to approve the IGA for e-permitting, Councilor Burrows seconds. Motion passes 4-0, Councilor Gilgan abstains.
- d. *Resolution 2024-04 Building Permit Fee Schedule*
Councilor Gilgan announces conflict. The City Administrator states that after first sharing this fee schedule and the State posting there have been no changes or comments. Councilor Burrows notes a clerical error on the drafted fee comparison spread sheet. Discussion is had on how this would change the workload and costs of working with Newberg. Councilor Carswell moves to approve resolution 2024-04 with the noted change, Councilor Burrows seconds. Motion passes 4-0, Councilor Gilgan abstains.
- e. *Resolution 2024-05 Amending the Water and Sewer Utility Rates*
The City Administrator goes over the utility rate changes approved by the budget committee. Mayor Malcomson and Councilor Gilgan confirm that the water rate increase was part of last year's water rate discussion. Councilor Burrows asks how many meters the city currently has and how many will be put in with new construction. City Administrator Dross states there are around 15,000 billable meters and confirms with the Public Works Director Chad Snyder that there are around forty meters that will be installed. Councilor Carswell moves to approve resolution 2024-05, Councilor Gilgan seconds. Motion passes unanimously.
- f. *Resolution 2024-09 Adjusting SDCs for Parks, Transportation, and Water Systems*

Councilor Gilgan announces conflict. City Administrator Dross explains that the SDC increase that had previously been mentioned needed to be approved by a resolution. Council President moves to approve resolution 2024-09, Councilor Burrows seconds. Motion passes 4-0, Councilor Gilgan abstains.

g. Resolution 2024-06 State Shared Revenues for FY 2024-2025

The City Administrator Dross reiterates the staff report stated in the public hearing. Councilor Carswell moves to approve resolution 2024-06, Councilor Burrows seconds. Motion passed unanimously.

h. Resolution 2024-07 City Budget Adoption for FY 2024-2025

The City Administrator Dross reiterates the staff report stated in the public hearing highlighting the big topic items in the budget. Councilor Carswell moves to approve resolution 2024-06, Council President Paulsen seconds. Motion passed unanimously.

i. Resolution 2024-08 Recreational Immunity

The City Administrator Dross explains the benefits of this resolution and acknowledges that it is not a perfect solution as this matter is still being discussed in the courts, but the City Attorney has reviewed the resolution and is in support. Additional discussion is had regarding when this issue will be resolved in the courts. Council President Paulsen moves to approve resolution 2024-08, Councilor Carswell seconds. Motion passes unanimously.

j. Transportation and Growth Management Grant Support for TSP Update

The City Administrator Dross explains that to apply for Transportation System Plan update (TSP) grant the city administrator needs to receive a show of support from the city council. Council President Paulsen thanks the City Administrator for applying for grants to help save the city money and moves to support city staffs grant application, Councilor Carswell seconds. Motion passes unanimously.

k. Resignation of Jeffrey Olson from the Budget Committee

Council President Paulsen moves to approve the resignation of Jeffery Olson from the Budget Committee, Councilor Gilgan seconds. Motion passes unanimously. Mayor Malcomson thanks Jeffery Olson for their time and energy serving and leading the meetings during their time on the Budget Committee.

9. DISCUSSION ITEMS:

a. Council Position Vacancy Update

Mayor Malcomson provides follow-up after the 30 days pause. At this time, the vacancy will not be filled as Lafayette is entering into the election season. Council President Paulson asks Mayor Malcomson for clarification that if new applications come in that the mayor will reach out to those new applicants.

b. Bridge Street Update

The City Administrator Dross provides an update of their efforts to address the issues on Bridge Street. The City Administrator Dross reads an email received

from Yamhill County regarding their ability to assist with the Bridge Street issues. Discussion is held to figure out possible next steps to mitigate the deterioration of Bridge Street.

10. DEPARTMENT REPORTS:

The City Administrator Dross reminds the council that he will be at OCCMA next week. City Administrator Dross hopes to have the infrastructure for the geographical information systems (GIS) complete by next month's meeting, Public Works Director Chad Snyder states that the GIS will show roughly where the water service lines are located. Councilor Gilgan asks if the software can be updated to become more accurate as it is used, Snyder confirms it can be. City Administrator Dross publicly thanks the engineer from Holt Homes for providing plans for their water service lines. City Administrator Dross notifies council that the Auditors will be here at the August meeting to give a presentation of the Audit. City Administrator Dross shares has applied for the Safe Routes to School grant and thanks everyone who provided a letter in support. City Administrator Dross shares that he spoke at a meeting about the Portland General Electric (PGE) rate increases and he will find out if anything is to come of that.

a. Administration: Accounts Payable

No discussion.

b. Code Enforcement

No discussion.

c. Public Works

Public Works Director Chad Snyder addresses the wide variances of the consumption reports due to the billing system rounding the used cubic feet of water. Council President Paulsen suggests reaching out to former City Councilor and Water Committee member Dough Cook to find a solution. Public Works Director Chad Snyder also shares that the new leak detection device has proven to be a worthwhile investment for the city.

d. Fire Department

Mayor Malcomson allowed Lafayette resident Christine Brungardt to address the council with varies questions and concerns regarding the fire report, Brungardt provided suggestions for future fire staff reports. The council provided a directive to City Administrator Dross to have fire staff implement the recommended changes if software allows.

e. Yamhill County SO Report

No discussion.

11. COUNCILOR'S REPORTS:

No councilor reports.

12. MAYOR'S REPORT:

Mayor Malcomson shares that they are working to support LCAT with community events. Mayor Malcomson also shares that they have received a scholarship for the July Oregon Mayors Conference

13. ADJOURNMENT:

Council President Paulsen moved to adjourn; Councilor Carswell seconded the motion, which passed unanimously. No further discussion.

Minutes approved on the 11th day of July 2024.

CERTIFIED:

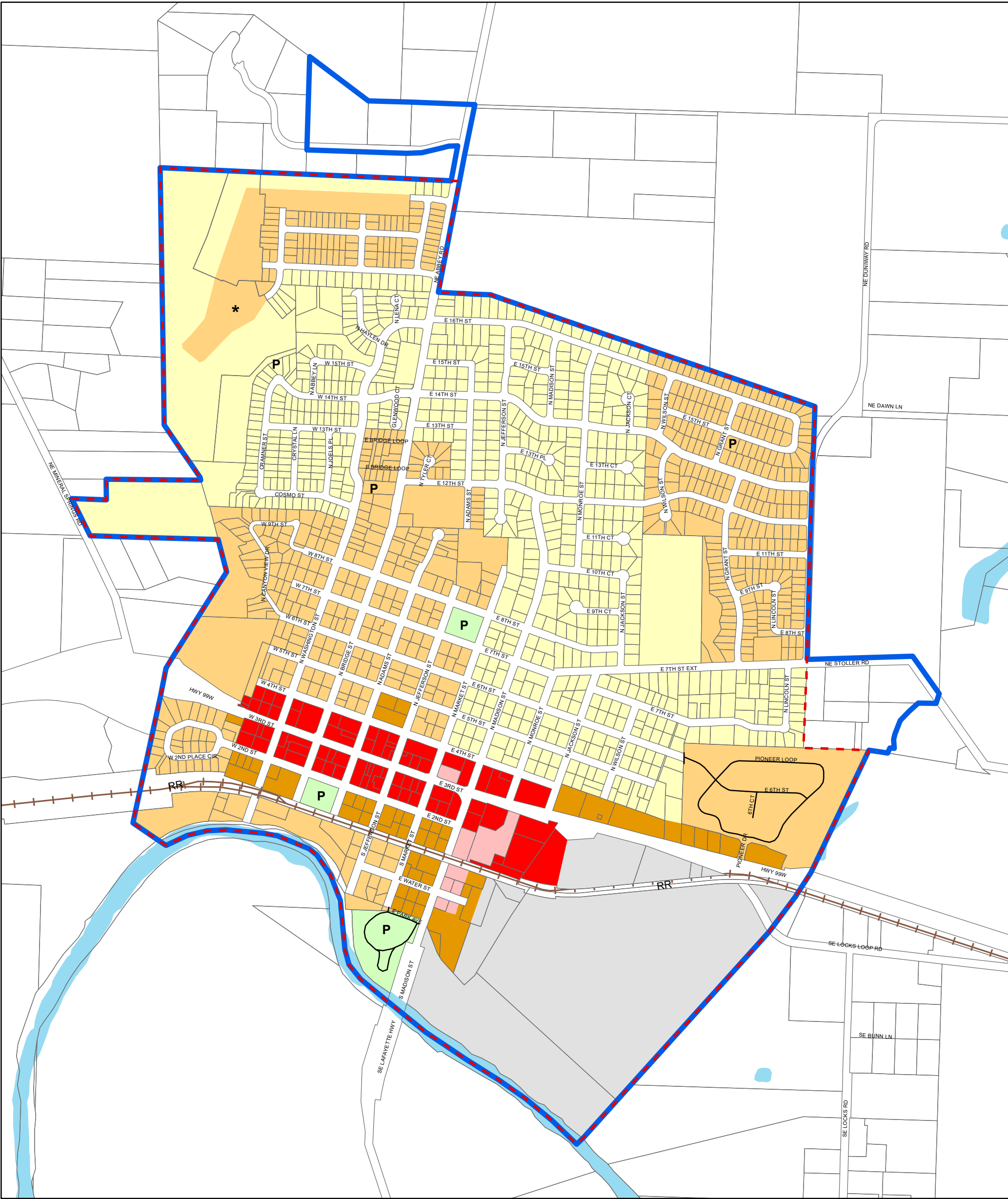
ATTESTED:

Hilary Malcomson, Mayor

Kennedee Richardson, City Recorder

DRAFT

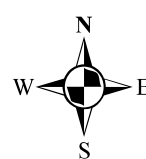
Lafayette Zone Map, 2023



** Location and alignment of zoning of Meadowbrook Subdivision are approximate.*

Legend

- City Limits
- UGB
- City Parks
- Private Roads
- Addressed_Roads
- Taxlots
- Railroads
- Hydrography
- R-1: Low-Density Residential
- R-2: Medium-Density Residential
- RC: Residential Commercial
- C-1: Commercial-Core
- C-2: Commercial-General
- I: Industrial
- P: Public/Semi-Public



790 395 0 790 Feet



Map Date	3/30/23
Author	LH
Approved By	Jim Jacks
r:/city/affy/LafayetteZoning2023.mxd	
Ordinance #637, June 11, 2020	

Hi Bill,

My name is Larry Strober and I am the Executive Director for the Lafayette Downtown Association (LDA). Recently with funding from the Ford Family Foundation, the LDA engaged Rural Development Initiatives to help organize a Lafayette Community Workshop to focus on the desires and needs of the Lafayette populace and put a plan in place to help revitalize the Lafayette Downtown Corridor.

The Workshop was held in February-March 2023 and was well-attended by citizens of Lafayette as well as members of the Lafayette City Council and representatives from Yamhill County and the State of Oregon. The workshop focused on the desires and concerns of the population.

The citizens want an eclectic, accessible, walk and bike-friendly downtown that currently does not exist. A main concern was the amount of traffic on 3rd Street and the general inability to cross streets and make left and right turns during most days and hours. It is dangerous for students to cross 3rd Street to attend Wascher Elementary School. It is also dangerous for customers of downtown businesses to do the same.

Lafayette is a hub in the ever-growing and popular wine region of Oregon and should not serve as a bottleneck to tourists and residents alike. The Downtown Association believes that it is important to start to develop plans to address the city's current and future transportation needs. We therefore are in support of a Transportation and Growth Management Planning Grant to enable the City of Lafayette to develop a workable downtown transportation and traffic plan.

Thanks for listening!

Larry Strober
Executive Director
Lafayette Downtown Association
(415) 720-8262

To Whom it May Concern,

The City of Lafayette is seeking a Transportation and Growth Management Planning Grant, this would be instrumental in helping the citizens, and specifically parents of Lafayette.

The last time the city did the transportation system plan was in 2003, and the population of the city has doubled since then. There have been many subdivisions built since 2003, where many families have moved in. In 2003 Wascher Elementary School had a population just above 300 students, now the enrollment is about 420 students. These students need a transportation plan in place that takes their safety into consideration.

With this population increase Bridge Street has become a main commuter road, with heavy traffic at different times of the day. Yet at these same times of the day, students are expected to cross this street to get to school unless their parents drive. This is a huge safety issue with the speed at which cars travel on this road and the lack of safe crosswalks. This is caused by our town being so small that these students do not receive bus services.

Another safety concern is the lack of sidewalks available in the older part of town for a safe walk to school. We are hoping that through this grant the city can help determine some safe walking paths to schools.

Our hope is to receive this grant so that we can address the population size and safety concerns for our children of Lafayette through the Transportation Plan.

Thank you for your consideration.

Sarah Horst

Wascher Elementary School PTA President



SEDCOR Strategic Economic Development Corporation

July 19, 2023

President

Erik Andersson

**2022-2023
Executive Council**

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Garrett Hemann Robertson

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Kate Schwarzler
Indy Commons

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Tim Murphy
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The Grand Hotel in Salem

Keith Stahley
City of Salem

Colm Wills
Marion County
Commissioner

Elizabeth Ledet
TGM Program Coordinator
Transportation Growth Management Program
Oregon Department of Transportation
555 13th Street NE
Salem, OR 97301

RE: Support for City of Lafayette Transportation System Planning

Dear Ms. Ledet,

On behalf of the Strategic Economic Development Corporation (SEDCOR), I am writing in strong support for the City of Lafayette's application for Transportation Growth Management funding for an updated Transportation System Plan.

The Strategic Economic Development Corporation (SEDCOR) is the regional economic development organization serving Marion, Polk, and Yamhill counties. SEDCOR serves as the lead recruitment entity for our region, submitting responses to business recruitment leads that we receive. The amount of available, "shovel-ready" industrial land for future development has become limited throughout the region. With so few industrial sites left it is increasingly difficult to compete in attracting new industrial employers to the area.

This planning effort will allow Lafayette to take the next steps in developing transportation facilities to serve the needs of this fast-growing community. Improvements to Highway 99W and Bridge Street will not only help ease traffic issues but also will improve access to the city's 47-acre industrial site, which will provide greater certainty to investors seeking to locate manufacturing operations there in the future. The site served by this project has high potential for economic development, with proper zoning in place, connectivity to the interstate highway system and easy access to the workforce of Yamhill County as well as other population centers like the Salem MSA and Portland Metro.

We believe this planning grant will allow the community to address current transportation infrastructure challenges and stand a much better chance of attracting new, high-quality jobs for its residents.

Sincerely,

Abisha Stone
SEDCOR - Yamhill County Economic Development Manager

Letter of Support of Transportation Study Grant from Roger Webb

I am writing today in support of the City of Lafayette's application for a Transportation Study Grant. Lafayette's transportation grid is in desperate need of help and the only way to properly understand the full scope of the issue and generate the data needed to draw the funding required to complete the projects needed is to complete a full transportation study.

Lafayette has grown rapidly in the last 25 years and is continuing to do so. The addition of 2 large subdivisions has dramatically increased the strain on our existing transportation grid. During the addition of these subdivisions, no connecting, cross town, roads were added or improved to handle the increased capacity. The situation has caused concern with residents of these neighborhoods. Being a "Bedroom Community", almost every resident who is employed needs to use these streets to get to work, groceries, school (post-grade school), entertainment and so on. Residents of Unincorporated Yamhill County and surrounding communities also have to pass through Lafayette, by the thousands. This increased traffic, along with the lack of clearly defined, established routes to transit through town, has resulted in many complaints about speed and increased traffic, which have been serviced by the addition of several stop-signs, turning this already overburdened grid of low-volume, low-speed streets into a grid of 4-way stop signs in an attempt to slow down and/or divert the traffic. Finally, the traffic congestion, from the school's pick-up and drop-off queues that block the roads for extended periods, to the stop signs that slow and divert travel, to the endless queue that develops at the stop-sign when entering the town from the south on Lafayette Highway, the traffic pattern forces me to make decisions that put my safety in jeopardy. Many of our kids in and around Lafayette go to Dayton Schools. When I have to get there to access those schools, I often have to go around Lafayette in a manner that causes me to have to cross OR-99 from a dead-stop where cars are moving at near highway speeds. Intersections leading out of Lafayette that cross this highway are the scene of multiple crashes that result in severe injury and death every year.

Beyond problem-solving, the city currently has many opportunities to expand transportation and recreation opportunities beyond city limits. Currently, several municipalities are collaborating with State agencies to develop recreation opportunities on the Yamhill River. Lafayette, via its Terry Park and the Lafayette Locks County Park, has

opportunities to connect to the water trail and develop opportunities for its residents to access the Locks via non-motorized means. Duniway Rd, in particular, is of interest to me as I drive it on a daily basis and have to navigate around the many pedestrians and cyclists who are using the road as a de-facto trail to access the open views north of town. Establishing usage patterns and rates would allow the City to collaborate with County and State entities to establish safer and more accessible means to access this popular walking “trail”. Duniway terminates near the entrance to the Red Hill Conservation Area owned by the Confederated Tribes of the Warm Springs Reservation. A Land Use Plan is in place that includes Public Access with a proposed Duniway Trailhead and connections to the roughly 1200 acre parcel owned by the Guadalupe Abbey which also features miles of hiking trails and access to the summit of the Dundee Hills. With a trail connection running along Dunway Rd, Lafayette residents would be able to enjoy a safer hiking experience and access the Public Access opportunities provided by the City’s northern neighbors under the terms of their Conservation Easements and Land Use Management Plans.

In summary, this Transportation Study Grant is desperately needed to help the City identify and quantify the issues facing our City and neighboring communities. The resulting data will help us in our efforts to pull in State, County and Federal resources to help address the regional transportation needs, increasing efficiency, and most importantly, safety for our citizens, students and commuters. Beyond problem solving, the City has some unique, once in a generation, opportunity to collaborate with surrounding municipalities, the County and the State to expand non-motorized transportation, recreation and tourism opportunities that citizens could enjoy for generations to come.

Roger Webb

Weeb.roger@gmail.com

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 persons¹ 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:

¹ “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.