

TGM 2019 Grant Application

Transportation and Growth Management Program grant application for the year 2019.

Be sure to download and review the [2019 application packet](#) before filling out this grant application. Additional resources and examples of successful applications can be found on the [TGM planning grants page](#).

You can save your progress by clicking the "Save" button at the bottom of the form.

Type of grant

Category 1: Transportation System Planning

ODOT region (1-5):

2

Primary applicant jurisdiction:

City of Jefferson

Project title:

City of Jefferson Transportation System Plan

Mailing address:

1400 Queen Avenue SE, Suite 205, Albany, Oregon 97322

Contact person name:

Dana Nichols

Contact person title:

Transportation Planner

Contact phone:

(541) 924-4548

Contact email:

dnichols@ocwcog.org

List other local jurisdictions providing match:

Albany Area Metropolitan Planning Organization

Summary description of project:

The City of Jefferson is applying for Transportation and Growth Management funding to develop a new Transportation System Plan. The current TSP is nearing the 20-year planning horizon, and all planned improvements and projects have been completed. Further, many changes have occurred in the Jefferson area that affect the City's transportation system, including membership in the Albany Area MPO, a recent annexation, and availability of transportation funding.

Ideal outcomes of the TSP process include: plan for upgrades to the downtown core, develop a management plan for cut-through traffic and work towards jurisdictional transfer of Highway 164, and increase opportunities for walking, biking, and transit. Also, with assistance from the MPO, the document will have a clear focus on regional connectivity.

Project cost table

TGM funds requested

Consultant:

\$ **Consultant**
130,000

Local reimbursement:

\$ **Local Reimbursement**

Total TGM funds requested

\$ Total TGM Funds Requested
130,000

Local match

12% minimum (calculated)

\$ 12% Minimum
17,727

Match to be provided

Labor, supplies and services during project:

\$ Labor, supplies and services during project
17,727

Payment when Intergovernmental Agreement is signed:

\$ Check at time of IGA signing

Certifications

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

Consultant name (if applicable):

Untitled

By checking this box, I certify that my organization listed above supports the proposed project, has the legal authority to pledge matching funds, and has the legal authority to apply for Transportation and Growth Management funds. I further certify that matching funds are available or will be available for the proposed project. I understand that all State of Oregon rules for contracting, auditing, underwriting (where applicable), and payment will apply to this project.

Date

6/5/2019

Eligibility requirements

The following three eligibility requirements are reviewed on a pass/fail basis. Applications found to not meet each of these requirements will not be scored against the award criteria and will not be awarded a grant.

1. Clear transportation relationship

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

1. Clear Transportation Relationship

The city is applying for a Transportation System Plan that will follow the style of others created for communities across the state. The TSP development process will engage citizens in conversations around the existing facilities and systems, while encouraging them to consider future needs and priorities as the city continues to grow. The outcomes of the TSP process will include a set of shared goals, and analysis of the existing system, a clear path for project implementation, and a plan for acquiring funding and other needed resources.

Jefferson is affected by traffic patterns from I-5 and State Highways 99 and 20. This project will address some of the major concerns of congestion that occurs on the city's main streets when back-ups on any of these highways occurs. Further, Jefferson is not currently served by transit, nor does it have a complete bike grid or complete sidewalk system. The TSP will help find a clear path forward for implementation of these types of improvements.

2. Adoption of products to meet project objectives

A proposed project must include preparation of an adoption-ready product or products that lead to a local policy decision and that directly address the project objectives, such as a transportation system plan, comprehensive plan amendment, land use plan, code amendment, implementation program, or intergovernmental agreement. Projects are expected to include adoption hearings (or equivalent) by the governing body or to prepare products which will be adopted as part of a larger project.

2. Adoption of Products to Meet Project Objectives

The expected final product of the project is a Transportation System Plan that can be adopted by the City of Jefferson. This may or may not require subsequent updates of the development code and comprehensive plan. Public hearings for these changes can be scheduled in conjunction with those for the Transportation System Plan. The Planning Commission and City Council will be intimately involved in the TSP development process and are prepared to adopt a final product that delivers a list of projects to be implemented by the city, with support from the MPO and the state.

3. Support of local officials

A proposed project must clearly demonstrate that local officials, both the primary applicant and any co-applicants, understand the purpose of the grant application and support the project objectives. A resolution of support, meeting minutes, or authorized letter from the governing body of all applicants (e.g. City Council, Board of Commissioners, or Transit Board) must be submitted with the application to meet this requirement.

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

City of Jefferson_Mayor Letter.pdf

Award criteria

Applications will be scored on the following criteria. Instructions for responding to these criteria can be found in the [application packet](#).

TGM may award up to 10 bonus points for innovation.

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.

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

The Albany Area Metropolitan Planning Organization (AAMPO), staffed by Oregon Cascades West Council of Governments, is preparing this application on behalf of the City of Jefferson to develop a new Transportation System Plan (TSP). The City of Jefferson is located in Marion County and is a member of the Mid-Willamette Valley Council of Governments, and is the only city completely east of I-5 served by the MPO.

This project will achieve the following objectives:

- **Provide Transportation Choices:** Currently, the City of Jefferson is primarily accessed by personal vehicles and trucks. Roads without sidewalks or bike lanes are abundant, and there is no transit within, or connecting, Jefferson. However, the City has made great strides with limited resources over the past 20 years, and the future is bright for additional growth and change. This TSP will identify transit projects that could be funded through the addition of Statewide Transportation Improvement Funds (STIF), sidewalk and bike improvements around schools that could be funded through the Safe Routes to School infrastructure program, and other gaps in the system that can be funded by MPO and local dollars. Providing transit services and facilities for walking and biking is essential to allow the citizens of Jefferson to choose transportation options beyond motorized vehicles.
- **Create Community:** Jefferson is a city where the highway runs through it, often funneling traffic from I-5 to Highway 164 and stifling the downtown economic centers. One of the major needs identified by the City of Jefferson is to address current traffic patterns that plague Highway 164 through a partnership with the Oregon Department of Transportation. Currently ODOT retains control of the road, which is in poor condition. The City of Jefferson would like to get a project into the TSP to repave the road and regain control of the main thoroughfare through jurisdictional transfer. Not only would this be a move towards local responsibility, but also a better management practice to mitigate downtown congestion. This will hopefully help preserve the rural charm and character of Jefferson, while allowing traffic to flow through the city's economic core. Substantial bike and pedestrian infrastructure is also needed to develop reasonable facilities that provide alternative modal growth and increase safety on the roadway for all users. In a town so geographically constrained and relatively dense, which is also anticipating regional population and economic growth, adding facilities that alleviate the need to use cars for trips a mile or less can assist in the effort to sustain current traffic levels even as the city grows.
- **Support Economic Vitality and Growth:** Many rural city centers are seeing moderate economic revitalization, however the composition of travel choices makes a difference in how city centers are able to grow. Jefferson has both a historic Main Street, as well as more commercial frontage along Highway 164, however parking is constrained to what currently exists. The city could also benefit from an update to their historic downtown as many of the sidewalks are crumbling and storefronts empty. Using the TSP to focus revitalization efforts on the downtown could spark new economic growth in an area somewhat forgotten and develop a plan for parking as the areas grows. Buildings along 164 have already started revitalizing, with the recent construction of the City Library and reconstruction of City Hall. Additional improvements are needed to ensure that adequate sidewalks exist due to somewhat limited parking in this area. Once downtown or along Highway 164, shops and services are easy to walk to, allowing someone to park once and walk to each destination. This stretch of pavement is also a connection to the grade school and middle/high school. The gaps in sidewalk infrastructure here make it potentially unsafe and difficult for kids to walk and bike to school.
- **Save Public and Private Costs:** With new funding sources available to the City of Jefferson with their inclusion in the Albany Area Metropolitan Planning Organization, and with the passage of HB2017, funding and planning resources are available now that were not originally planned for in the current TSP.

The City of Jefferson uses the planning resources of Mid-Willamette Valley COG, in addition to receiving the small city allotment for small transportation projects. As the City continues to grow, the TSP will become an essential document to guide growth and to ensure that transportation options are multi-modal in nature and connect Jefferson to the important economic centers around the region.

- **Promote Environmental Stewardship:** Jefferson has expressed an interest in developing both transit lines and improved bicycle and pedestrian facilities that will increase the likelihood of using more environmentally friendly methods of travel. As Jefferson grows, the intention is not to become a bedroom community, but rather a highly livable city with access to great employment centers in Albany, Millersburg, and Salem. Jefferson, as part of AAMPO, is a participant in a regional Strategic Assessment in partnership with the Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT). ODOT and DLCD are using a scenario planning model that will evaluate the effectiveness of potential policy changes to achieve desired regional outcomes (greenhouse gas emissions, congestion, land use development, etc.). This project develops regional inputs and outputs, primarily transportation and housing focused, that will then be plugged into a model for sensitivity testing. The final product will provide the region with future scenarios (2040) that will help policy makers understand how the decisions of today will affect our world tomorrow. These policies may be used to help guide development of the TSP.

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 supporting a 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.

2. Proposed project is timely and urgent (up to 25 points)

The City of Jefferson has applied for TGM funding for the past few years because the current document is outdated and ineffective. Jefferson's current TSP was developed in 2001, is rapidly approaching its sunset date, and most, if not all, of the projects listed in the plan have been completed. Moreover, the City of Jefferson is now part of the MPO and has access to different funding sources than when the TSP was originally developed. The region is expecting to see both population and employment growth, and Jefferson, in particular, needs to develop transit as an alternative mode to support and take advantage of this growth.

At this time, it is important for Jefferson to update their TSP. The city is growing and has access to different funding sources than were available during the initial development of the plan. While many of the goals will stay the same moving into the future, new research, changing regional dynamics, and new land annexations drive the need for an update now. Regional planning is continuing to evolve as Jefferson joins in on conversations with AAMPO, and the intercity connections are becoming increasingly important as the economy continues to shift away from natural resources.

Prior to applying for this grant funding, OCWCOG approached DLCD on behalf of Jefferson about participating in the TSP assessment. However, after conversations with Bill Holstrom and Ali Turiel, the existing TSP seems to require a full overhaul rather than a simple update. In addition to having a completed project list, the existing TSP lacks the content regarding transit, bike and pedestrian facilities, regional connectivity, and developing infrastructure adequate to serve future needs.

3. Proposed project approach is reasonable (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.

3. Proposed project approach is reasonable (up to 20 points)

Public Engagement

- Use the services of the AAMPO to manage the Transportation and Growth Management funding.
- Include robust and equitable public involvement process that engages citizens and provides an opportunity for iterative review and feedback. The public engagement process meets needs of Statewide Planning Goal 1 and engages Title VI populations in our community. The process includes stakeholder interviews, community meetings, and engagement with the City Council and Planning Commission, as well as involvement with the Albany Area MPO.
- Form technical advisory committee to oversee the process and include representatives from: City, Albany Area MPO, ODOT, MWVCOG, members of the public, and any other agencies or groups that request representation.
- Develop a plan consistent with the AAMPO Regional Transportation Plan.

Goal Setting

- Review local, regional, and statewide planning documents for existing goals, policies, and identified projects of regional importance.
- Focus efforts on accessibility and regional connectivity, community and economic vitality in the downtown core, safety and health of citizens of all ages, and land use and transportation integration to ensure the transportation needs of the community are being met as the city grows.
- Develop a goal setting process that evaluates criteria for project selection in a logical prioritization system. Projects will be selected based on the goals, but will also be evaluated by the advisory committee to prioritize needs over time.
- Investigate community interest in providing for transportation options that provide alternatives to single-occupancy vehicle trips, potentially reducing greenhouse gas emissions, and providing safe and convenient mode choices

Existing Conditions

- Inventory existing conditions of facilities as dictated by the Transportation Planning Rule: (1) Air; (2) Bicycle; (3) Marine; (4) Pedestrian; (5) Pipeline; (6) Rail; (7) Roadway; (8) Transit; (9) Truck Freight, if applicable.
- Identify major trip generators and unmet transportation needs of the population, including potential safe routes to schools.
- Analyze existing conditions to determine deficiencies and future need. The goals and objectives will be used to evaluate opportunities for improvement and project identification.

Funding

- Analyze the existing City budget to understand opportunities and constraints.
- Identify resources that may be available in the future: urban renewal, MPO funds, Statewide Transportation Improvement Funds, Safe Routes to School funds, federal or other state funds.

-Develop potential future funding scenarios to help determine the number and type of projects that can reasonably be accommodated within the time frame.

Analyze Future Conditions

- Document existing conditions and gaps in modal equity or access.
- Use population and employment forecasting to determine future capacity needs for all elements identified in the existing conditions inventory.
- Use existing comprehensive plan and land use maps, as well as population and employment forecasts, to determine future travel demand needs.
- Use the information gleaned in the existing conditions inventory to determine future deficiencies and needs for all applicable transportation elements.
- Develop or enhance GIS layers for transportation, including populations and employment forecasting, for use in both the TSP and in future transportation planning processes.

Project Evaluation

- Examine gaps and deficiencies in transportation elements: Solutions should adhere to local, regional, and state goals, objectives, and policies, and should also be reasonable in nature and reflect the rural character of the community.
- Evaluate projects for financial reasonableness: A fiscally-constrained set of projects, reasonably expected to be completed in the next 20 years, should be included, with identified potential funding source.
- To assist in future funding applications, projects selected for the TSP that do not have the potential for local funding support should include a grant-ready project description as well as other information that may be important in a future process.

Final Plan

- The final plan will be adopted by the Jefferson City Council. The Comprehensive Plan and Development Code will be updated simultaneously to reflect adopted policies, maps, figures, tables, and images.
- The Albany Area MPO will review the plan for consistency with the Regional Transportation Plan with formal acknowledgment.

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.

4. Proposed project has community support (up to 5 points)

The City of Jefferson and the Albany Area Metropolitan Planning Organization have been collaborating to develop this application. There is widespread support from members of the MPO, as well as from organizations throughout the City of Jefferson. Both the City and the MPO are committed to participate in the process and provide support wherever possible to the consultant. The MPO Policy Board is motivated to have transportation projects for the City of Jefferson as their membership in the MPO now makes them eligible for additional project funding. The Oregon Cascades West Council of Governments also provides Safe Routes to school support for the City of Jefferson, and projects identified by the TSP near to a school will be of utmost importance to the continuance of SRTS programming.

Upload letters of support from stakeholders here:

Jefferson TSP_AAMPO_Signed.pdf

Jefferson Cafe_Letter of Support.pdf

School Dist_Letter of Support.pdf

5. Proposed project sponsor readiness and capacity (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.

5. Proposed project sponsor readiness and capacity (up to 10 points)

With support from the MPO, the City of Jefferson is ready and able to begin the project within the time constraint provided by the Transportation and Growth Management program. Both Staff and members of the Albany Area MPO, as well as Staff, Council, and Planning Commission are committed to the project and are capable of managing and participating in the development of a new Transportation System Plan.

The Albany Area MPO has one full-time staff person who will assist the City of Jefferson in managing the grant process. The MPO is housed at the Oregon Cascades West Council of Governments, which has additional transportation and planning Staff that can assist when needed. While the City of Jefferson has a limited number of employees, the City Recorder, as well as members of the City Council have been intimately involved with compiling this application and will be integral to the public process, and the development and adoption of the Transportation System Plan.

Upload supplemental application materials

Project area map (optional):

Map of Jefferson.pdf

Title VI: Racial & Ethnic Impact Statement form

Racial-Ethnic-Impact-Statement_FINAL.pdf

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

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

Abigail Erickson

Planning Section Web Coordinator

Abigail.ERICKSON@odot.state.or.us



150 N. 2nd St./PO Box 83
Jefferson, OR 97352
Ph: 541.327.2768
Fax: 541.327.3120

June 3, 2019

To Whom This May Concern:

The Jefferson City Council would like to extend support for the Transportation and Growth Management funding application for a new Transportation System Plan for the City of Jefferson. The current plan is nearly 20 years old, and with most of the projects listed in the plan complete, the City is ready to take on the challenge of reimagining their future.

Many changes have occurred over the past twenty years, including a recent annexation of 15 acres, inclusion in the Albany Area Metropolitan Planning Organization, and population growth exceeding 2 percent. The City of Jefferson has made many investments in infrastructure and upgrades to city buildings, and is ready to take the next step in improve roadways, sidewalks, bike lanes, and opportunities for transit. In addition, there is a great need to address the congestion issues on Highway 164 that occur when I-5 backs up.

Plans are needed to address the quality and design of street infrastructure in the City's economic areas, both along historic Main Street and the more commercial Highway 164. Without adequate roads and sidewalks, and without addressing opportunities to improve connections within and outside of Jefferson for employees, the city's economy will not thrive the way it should. A new TSP will help guide future investment to both improve living conditions for current residents and make Jefferson more appealing to those looking to move here.

We thank you for your consideration of this application and hope that you find merit in our funding request. Please accept this letter as our most sincere declaration that the effort to apply for Transportation and Growth Management funding is fully supported by the City of Jefferson.

Kind regards,

Michael D. Myers
Mayor



Albany Area Metropolitan Planning Organization

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County •
Benton County • Oregon Department of Transportation

June 5, 2019

David Helton, Lead Grant Manager - TGM
Oregon Department of Transportation, Region 2
2080 Laura Street, Springfield, OR 97477

RE: Letter of Support – Jefferson TGM Application

Dear Mr. Helton,

The Albany Area Metropolitan Planning Organization's Policy Board would like to express support for the effort to develop a new Transportation System Plan (TSP) in the City of Jefferson. As a board, we recognize the regional importance of inclusive and holistic planning for transportation services and this cannot occur unless we are all working with the most up-to-date information. Jefferson has the oldest TSP of any of our member jurisdictions (2001). Not only is the document old, but it is no longer an effective tool for the City to leverage funds to improve transportation to and from, and within, the city.

As part of the MPO, Jefferson has access to funding sources for transportation projects that cover transit, bike and pedestrian, and other roadway needs. The majority of projects in the City's current TSP have been completed, and there is no mechanism in place for the development of new projects that address current needs. While we may think our cities feel the same they did 20 years ago, we know that major changes have occurred that warrant an update to our guiding transportation document. A new TSP is needed to determine opportunities that exist for Jefferson to continue to thrive as it does today.

Thank you for the opportunity to provide our most sincere support for this application. The Transportation and Growth Management funding for this TSP is integral to our regional planning work and our ability to serve all residents within the MPO boundary. We thank you for your consideration and hope you find merit in the application.

Sincerely,

Dana Nichols, Staff, on behalf of Albany Area MPO Policy Board

June 6, 2019

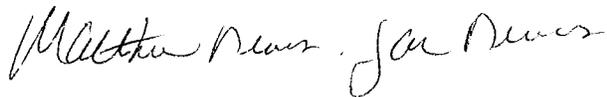
To Whom This May Concern:

As a local business owner in Jefferson, I am pleased to write this letter of support for the Albany Area Metropolitan Planning Organization's application for Transportation and Growth Management funding for a new Transportation System Plan for the City of Jefferson.

We own the Jefferson Station Café, which is positioned along-side Highway 164. Movement around and in and out of the City of Jefferson is of the utmost importance to our business. Without employees, visitors, and shoppers, our downtown economic core will suffer. The Transportation System Plan should address the congestion issues that occur on Highway 164 during peak traffic times on I-5 or when accidents occur, and should also make an effort to enhance the streetscape along Main Street to make it more welcoming.

We consider our transportation system to be an integral part of our community and see a need to make improvements that keep us competitive with surrounding communities. Our economic system relies heavily on how easily we are able to get around, and we support any effort to move in that direction. Thank you for the opportunity to provide our support for this application. Please consider funding this project that will help shape the future of Jefferson.

Respectfully,

A handwritten signature in cursive script that reads "Matt & Michelle Nunes".

Matt & Michelle Nunes
Local Business Owners
& Jefferson residents

To Whom This May Concern:

On behalf of the Jefferson School District, I am pleased to write this letter of support for the Albany Area Metropolitan Planning Organization's application for Transportation and Growth Management funding for a new Transportation System Plan for the City of Jefferson.

Jefferson School District 14J manages the elementary, middle, and high schools. There are no sidewalks or bike lanes that provide safe access for students to get to the middle and high schools, and the sidewalks and bike lanes around the elementary school could be improved with additional safety features for crossing the road. We are supportive of an application that will make it easier and safer for students and their families to travel within Jefferson and are hopeful that changes will be made that benefit both our school system and our community as a whole.

Please accept this letter as the School District support for the City's application. Thank you for your consideration.

Respectfully,



Brad Capener
Superintendent

Jefferson, Oregon



164

Willamette R



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.