



RESOLUTION
(27 - 2019)

A RESOLUTION OF THE FAIRVIEW CITY COUNCIL AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN IGA WITH METRO FOR A COMMUNITY PLANNING & DEVELOPMENT GRANT TO COMPLETE THE MAIN STREETS ON HALSEY SITE READINESS AND CODE UPDATE PROJECT

WHEREAS, the City has had a long-standing goal of encouraging economic development, and

WHEREAS, in 2017 the Fairview City Council adopted Resolution 37-2017, adopting the Main Streets on Halsey: Strategic Economic Action Plan and creating the Halsey Community Collaborative Compact (HC3) to solidify the commitment of each City and Multnomah County with a strategic alliance and committee to implement the Main Streets Plan; and

WHEREAS, the cities of Fairview, Wood Village, and Troutdale, applied for a Metro 2018 Community Development and Planning Grant to advance implementation of the Main Streets Plan through development readiness actions; and

WHEREAS, Metro awarded the City of Fairview a Community Development and Planning Grant in the amount of \$200,000 including \$27,569 for Fairview staff time and \$160,965 for consultant services, and the City of Fairview has committed to \$6,000 of additional in-kind staff time; and

WHEREAS the City of Fairview is committed to the Main Streets on Halsey Site Readiness and Code Update Project to remove development barriers on key opportunity sites and provide a code framework that supports the desired development forms in each community and reinvestment in the Halsey Street corridor.

NOW, THEREFORE, BE IT RESOLVED BY THE FAIRVIEW CITY COUNCIL AS FOLLOWS:

Section 1 The Fairview City Council authorizes the City Administrator to sign the IGA accepting the Metro Community and Development and Planning Grant the Main Streets on Halsey Site Readiness and Code Update project in the amount of \$200,000, as attached hereto as Exhibit A.

Section 2 This resolution is and shall be effective from the day of its passage.

Resolution adopted by the City Council of the City of Fairview, this 15th day of May 2019.

Mayor, City of Fairview
Brian Cooper

ATTEST:

Recorder, City of Fairview
Devree Leymaster

Date of Signing

**2040 PLANNING AND DEVELOPMENT GRANT
INTERGOVERNMENTAL AGREEMENT
Metro – City of Fairview
Main Streets on Halsey Site Readiness and Code Update**

This 2040 Planning and Development Grant Intergovernmental Agreement (this “Agreement”) is entered into by and between Metro, a metropolitan service district organized under the laws of the state of Oregon and the Metro Charter, located at 600 Northeast Grand Avenue, Portland OR, 97232 (“Metro”), and the City of Fairview, a municipal corporation, located at 1300 NE Village St., Fairview, OR, 97204, (the “City”). Metro and the City may be jointly referred to herein as the “Parties” or each, individually as a “Party”.

RECITALS

WHEREAS, Metro has established a Construction Excise Tax (“CET”), Metro Code Chapter 7.04, which imposes an excise tax throughout the Metro regional jurisdiction to fund regional and local planning that is required to make land ready for development after inclusion in the Urban Growth Boundary; and

WHEREAS, the CET is collected by local jurisdictions when issuing building permits, and is remitted to Metro pursuant to Intergovernmental Agreements to Collect and Remit Tax entered into separately between Metro and the local collecting jurisdictions; and

WHEREAS, the City has submitted a 2040 Planning and Development Grant Request attached hereto as Exhibit A and incorporated herein (the “Grant Request”) for the Main Streets on Halsey Site Readiness and Code Update (the “Project”); and

WHEREAS, Metro has agreed to provide 2040 Planning and Development Grant Funds to the City for the Project in the amount of \$200,000 subject to the terms and conditions set forth herein (the “Grant Funds”), to be matched by a contribution of \$28,374 from the City and its partners, and the Parties wish to set forth the timing, procedures and conditions for receiving the Grant Funds from existing CET funds for the Project.

AGREEMENT

NOW THEREFORE, the Parties hereto agree as follows:

1. **Metro Grant Award.** Metro shall provide the Grant Funds to the City for the Project as described in the Grant Request, subject to the terms and conditions specified in this Agreement and subject to any specific funding conditions recommended by the Metro Chief Operating Officer and adopted by the Metro Council in Resolution No. 18-4902.
2. **Project Management and Coordination.** The Parties have appointed the staff identified below to act as their respective Project Managers with the authority and responsibility described in this Agreement:

For the City:	Sarah Selden City of Fairview 1300 NE Village Street Fairview, OR 97024 seldens@ci.fairview.or.us 503-674-6242
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For Metro: Jeffrey Raker
 Investment Areas Project Analyst
 Metro
 600 NE Grand Avenue
 Portland, OR 97232
 Jeffrey.Raker@oregonmetro.gov
 503-797-1621

In the event the City needs to assign a new Project Manager other than the individual named above, the City will present in writing to Metro the qualifications and experience of the proposed new Project Manager. Metro shall have the opportunity to review the qualifications and may reject a proposed Project Manager who Metro deems unqualified.

3. Mutual Obligations of both the City and Metro. The Parties and their respective Project Managers will collaborate to oversee the successful implementation of the Project as follows:

(a) Selection of Consultants. The Project Managers will work together to identify consultants best qualified to perform the scope of work described in the Request for Qualifications, attached hereto as Exhibit B. The Project Managers and any additional reviewers selected by the Parties will jointly review proposals from consultants and select a mutually agreeable consultant team to perform the work required to successfully complete the Project.

(b) Schedule of Milestones. The Parties have agreed to a preliminary schedule of milestones for completion of the Project, which are attached hereto as Exhibit C (the "Milestones"). After the Project Managers have selected a consultant team as described in subsection 3(a), the Parties expressly delegate authority to the Project Managers to prepare a revised schedule of Milestones that will provide more detailed performance timelines for the Project ("Revised Milestones"), including specific consultant and/or City deliverables for each Revised Milestone, and establishing the amount of Grant Funds to be disbursed by Metro upon satisfactory completion of each Revised Milestone. The Parties agree that the Revised Milestones will replace the Milestones, and will become the final and binding Exhibit C to this Agreement ("Revised Exhibit C"), unless and until it is later amended as allowed under paragraph 9 of this Agreement. This IGA will be incorporated by reference into the contract between the City and the consultants hired for the Project.

(c) Project Committee(s). The Project Managers will jointly determine the role of the Project steering/technical/advisory committee(s), if any, and the composition of such committees or other bodies. Metro's Project Manager will participate as a member of any such committee.

4. City Responsibilities. The City shall perform the Work on the Project described in the Grant Request, attached as Exhibit A, and as specified in the Revised Milestones, subject to the terms and conditions specified in this Agreement and subject to any funding conditions recommended by the Metro Chief Operating Officer and adopted by the Metro Council in Resolution No. 18-4902. The City shall obtain all applicable permits and licenses from local, state or federal agencies or governing bodies related to the Project.

(a) Use of Grant Funds. The City shall use the Grant Funds it receives under this Agreement only for the purposes specified in the Grant Request and to achieve the Revised Milestones as set forth in this Agreement. In the event that unforeseen conditions require adjustments to the Project scope, approach, or schedule, the City shall obtain Metro's prior written approval before implementing any revisions to the Project.

(b) Consultant Contract(s). After the Project Managers have selected the consultant team and completed a schedule of Revised Milestones as described above in section 3, the City shall enter into a contract(s) with the selected consultant team to complete the Work as described in the Revised Milestones. The contract(s) entered into by the City shall reference this Agreement, including the schedule of Revised Milestones set forth in Revised Exhibit C.

(c) Submittal of Grant Deliverables. Within 30 days after completing each Revised Milestone, the City shall submit to Metro all required deliverables for the Revised Milestone, accompanied by an invoice describing in detail its expenditures. Deliverables must be submitted to Metro separately and sequentially; the City shall not submit additional deliverables and invoices to Metro for later milestones until Metro has reviewed and approved all prior deliverables under paragraph 5 of this Agreement.

5. Metro Responsibilities. Metro's funding commitment set forth in this Agreement shall be fulfilled solely through CET funds; no other funds or revenues of Metro shall be used to satisfy or pay any CET grant commitments. Metro shall facilitate successful implementation of the Project and administration of Grant Funds as follows:

(a) Review and Approval of Grant Deliverables. Within 15 days after receiving the City's submittal of deliverables as set forth in Revised Exhibit C, Metro's Project Manager shall review the deliverables and either approve the submittal, or reply with comments and/or requests for further documentation or revisions that may be necessary. Metro shall have sole discretion in determining whether the deliverables submitted are satisfactory in meeting the grant objectives and requirements.

(b) Payment Procedures. Upon Metro Project Manager's approval of deliverables, invoices and supporting documents, subject to the terms and conditions in this Agreement, Metro shall reimburse the City for its eligible expenditures for the applicable deliverable as set forth in Revised Exhibit C within 30 days.

6. Project Records. The City shall maintain all records and documentation relating to the expenditure of Grant Funds disbursed by Metro under this Agreement, as well as records and documentation relating to the financial match being provided by the City for the Project. Records and documents described in this section shall be retained by the City for three years from the date of completion of the project, expiration of the Agreement or otherwise required under applicable law, whichever is later. The City shall provide Metro with such information and documentation as Metro requires for implementation of the grant process. The City shall establish and maintain books, records, documents, and other evidence in accordance with generally accepted accounting principles, in sufficient detail to permit Metro or its auditor to verify how the Grant Funds were expended, including records demonstrating how City matching funds were expended. Metro and its auditor shall have access to the books, documents, papers and records of the City that are directly related to this Agreement, the Grant Funds provided hereunder, or the Project for the purpose of making audits and examinations.

7. Audits, Inspections and Retention of Records. Metro and its representatives shall have full access to and the right to examine, during normal business hours and as often as they deem necessary, all City records with respect to all matters covered by this Agreement. The representatives shall be permitted to audit, examine, and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls and other matters covered by this Agreement. All documents, papers, time sheets, accounting records, and other materials pertaining to costs incurred in connection with the Project shall be retained by the City and all of their contractors for three years from the date of completion of the Project, or expiration of the Agreement, whichever is later, to facilitate any audits or inspection.

8. Term. Unless otherwise terminated under paragraph 9, this Agreement shall be effective on the last date it is executed by the parties below, and shall be in effect until all milestones and deliverables have been completed, all required documentation has been delivered, and all payments have been made as set forth in Revised Exhibit C.

9. Termination. Metro may terminate this Agreement and cancel any remaining Grant Fund payments upon a finding by the Metro Chief Operating Officer that the City has abandoned its work on the Project or is otherwise not satisfying its obligations under this Agreement regarding the requirements of the grant.

10. Amendment. This Agreement may be amended only by mutual written agreement of the Parties.

11. Other Agreements. This Agreement does not affect or alter any other agreements between Metro and the City.

12. Waiver. The Parties hereby waive and release one another for and from any and all claims, liabilities, or damages of any kind relating to this Agreement or the Grant Funds.

13. Authority. City and Metro each warrant and represent that each has the full power and authority to enter into and perform this Agreement in accordance with its terms; that all requisite action has been taken by the City and Metro to authorize the execution of this Agreement; and that the persons signing this Agreement have full power and authority to sign for the City and Metro, respectively.

Metro

City of Fairview

By: _____
Andrew Scott
Acting Chief Operating Officer

By: _____
Nolan Young
City Administrator

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

By: _____
Nathan Sykes
Acting Metro Attorney

By: _____
City Attorney

Date: _____

Date: _____

- Attachments:
- Exhibit A – City’s Grant Request
 - Exhibit B – Request for Qualifications
 - Exhibit C – Schedule of Milestones

**METRO CONTRACT 935486
EXHIBIT A**

Project: Main Streets on Halsey Site Readiness and Policy and Code Development

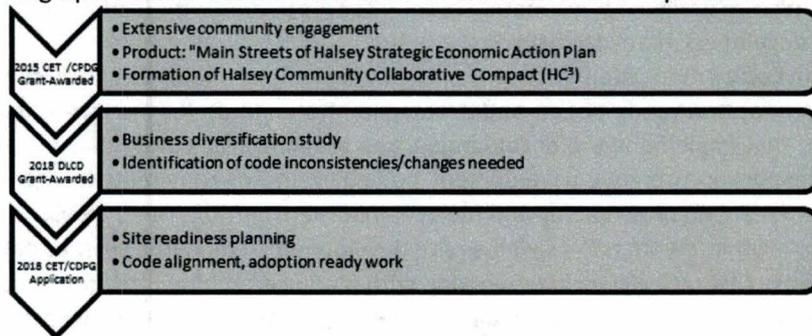
**Funding Requested: \$ 200,000 Matching Contributions: \$ 6,000(Fairview);
\$11,366 (Wood Village) and \$11,000 (Troutdale) Cash and In-Kind**

Note to applicants: All questions and headings are to remain in their current locations in this document. In the space provided after each question, you may use text, bullet lists, tables or other formatting as desired or appropriate to improve the clarity and legibility of your response. Please be succinct; is not necessary to use all of the space provided. Please use 11 point black text, and limit your response to the space allotted for each question. Refer to the evaluation criteria on page 4 of the Handbook, also in ZoomGrants in the “Library” tab.

Clear development outcomes

1. Clearly describe the proposed project and the specific goals to help facilitate development in your community. *(Limit your response to page 1.)*

The NE Halsey Corridor is an east/west minor arterial connector that links businesses, neighborhoods, and communities between northeast Portland and Troutdale. This project focus is on the 2.8-mile portion of the corridor that passes through the cities of Fairview, Wood Village, and Troutdale – between Fairview Parkway and the Historic Columbia River Highway. The Main Streets on Halsey Site Readiness and Policy and Code Development project builds on the work started in the adopted *2017 Main Streets on Halsey Strategic Economic Action Plan (Main Streets Plan)*, funded by a 2015 Metro Planning Grant. This plan identified 21 opportunity sites along the corridor. Willing land owners ready to invest in near and long-term projects within the Corridor, but face barriers to development like environmental constraints, infrastructure deficiencies and development standards that are difficult to navigate and inconsistent between the three cities. Currently, a \$41,000 Department of Land Conservation and Development (DLCD) grant is helping to fund work on a business diversification study, marketing plan and evaluation of codes affecting the study area and opportunity sites. The graphic below describe the order of work done and in process.



Specific development opportunity sites to be studied for mitigation and site readiness under this grant are:

Opportunity Site	Issues
1. Fairview: North of NE Halsey/ 223rd/Arata Rd.	Wetlands, Pedestrian Improvements needed
2. Fairview/Wood Village: South of Halsey, 223 rd , Arata Rd.	Stormwater Detention & Access
3. Wood Village: North side of NE Halsey/238th	Slopes
4. Troutdale: NE Halsey at 257th to Columbia Gorge Hwy.	Transportation improvements needed

The intent of this project is to meet goals of the *Main Streets Plan*, Statewide and Metro planning goals related to housing, transportation and employment. This Metro grant will focus on these distinct actions:

- 1) Assessing and facilitating site readiness work, including strategies to overcome development barriers, and marketing of specific parcels; and,
- 2) Aligning and creating adoption-ready consistent, clear and relevant land use and urban design codes across the three jurisdictions to facilitate future development.

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2. Provide a high-level description of the scope of work and general timeframe to complete the project. What are the project elements, the deliverables you envision, and the outcomes you seek to achieve? (*Limit your response to page 2.*)

The scope of work will entail the collaboration of the three jurisdictions, Fairview, Wood Village and Troutdale in working with their already-established steering committee, the Halsey Community Collaborative Compact (HC³), to engage property owners and community members in taking the next steps in implementing the Main Streets of Halsey Strategic Economic Action Plan. The HC³ is composed of nine City Council and local business representative members (and alternates), along with seven ex-officio city manager/administrator and staff members, and representatives from partner agencies including Metro Councilor Craddick, County Commissioner Stegman, Multnomah County Land Use and Transportation, TriMet, and the West Columbia Gorge Chamber.

Task 1: Site Analysis. Convene the HC³, staff, consultants and property developers to identify and analyze development constraints and barriers on key opportunity sites identified in the *Main Streets Plan* to create shovel-ready parcels.

Timeline: January - March 2019

Deliverables:

- 1) Consultant and staff meetings with opportunity site property owners and partner agencies (e.g., Multnomah County, DSL) to identify development barriers, site-readiness conditions and other actions needed for development to occur.
- 2) Report on development constraints and outline of necessary actions for each opportunity site.

Task 2: Environmental, Infrastructure, and Market Solutions

Timeline: April – December 2019

Deliverables:

- 1) Preliminary plans, draft incentives, and budgets, for identified barrier remediation including identifying permits and/or agency approvals for opportunity site properties ready for development.
- 2) Strategies to address any potential displacement of residents or businesses
- 3) A marketing plan to implement economic activity for properties with identified engaged, motivated owners and developers ready to build.

Task 3: Development Code Amendments. Based on the code analysis and code concepts prepared through the DLCDC grant, draft adoption-ready design and development standards for the three cities of Fairview, Wood Village and Troutdale that implement the development and urban design vision for the corridor and each community within the corridor; remove development code barriers to, and create incentives for, desired land uses; make the codes clear and predictable, and more unified between the three cities. This may involve changes to the zoning district standards, as well as site development standards such as parking and landscaping regulations. This task will include working with land use/architecture/urban design consultants, property owners, the public and other stakeholders to seek input, and presenting the proposed changes for work sessions with each jurisdiction's Planning Commission.

Timeline: April 2019 through December 2019

Deliverables:

1. Draft code language and graphics for public engagement for each city.
2. A community engagement and action plan,
3. Community engagement meeting(s) or other outreach as identified in (2) above, including public outreach and technical review by architecture and development professionals.
4. A comprehensive report summarizing the code amendments for each city, ready for the adoption process.
5. Final, adoption-ready land use and other code amendments for each city, reflecting the results of the public outreach process.

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3. How will you know if the project is successful? *(Limit response to top half of page 3)*

With the proposed project grant, staff, the HC³ and participating owners/developers and other stakeholders will achieve the following if successful:

- A. Prepare analyses, identify plans and strategies for four of the 21 opportunity site properties including mitigation and permitting requirements so they can be made shovel-ready for development.
- B. Adopt aligned land use, urban design and other codes, consistent with the desires of stakeholders and community members.
- C. Increase the number of development permits applied for and approved for projects within the Halsey Corridor study area.
- D. Increase the number of successful projects completed along the Halsey Corridor, contributing to the economic health, aesthetics and livability of the communities of Fairview, Wood Village and Troutdale.

This will be evidenced by:

- i. Increases in median and average household income;
- ii. income and poverty by race and geography;
- iii. the number of new housing starts/permit data;
- iv. the number and types of housing affordable to a variety of residents; housing cost;
- v. reductions in travel times;
- vi. increases in alternative transportation use;
- vii. increases in the number of new business starts;
- viii. increases in the number of jobs; and,
- ix. the number of new minority, women, and veteran-owned businesses.

Advances and complements regional goals and policies

4. Describe how the project will help to advance racial equity in the metro region. *(Limit response to bottom of page 3)*

East County is recognized as an area of under-represented and under-served populations. This project will provide the platform for an equitable distribution of economic growth and stimulus that could benefit the entire area. The 2014 American Community Survey (ACS) identified 37% of the study area population as nonwhite as compared to 28% in Multnomah County. Median household income in the study area was \$45,080 compared to \$52,845 in Multnomah County. The study area has a 58% renter/42% owner mix, compared to Multnomah County's 46%/54% mix. Fairview is home to the largest subsidized housing development in the Metro area. According to 2014 ACS numbers, only 1,005 workers both lived and worked in the area cities. There has been a housing vacancy rate of approximately 3.3 percent in the Halsey Corridor area leading to steady increases in rents since the 2008 recession.

Housing affordability, job availability and jobs/housing balance are key barriers to racial equity in the Halsey Corridor planning area. By removing barriers and increasing the land available for development, there is opportunity to attract new housing, businesses and jobs to the area to serve existing residents provide opportunity for new residents to settle in the Fairview-Wood Village-Troutdale area. This Metro grant will help facilitate new housing opportunities as identified in the *Main Streets Plan*, including a variety of housing types and densities. On page 70, of the *Main Streets Plan*, Table 3 shows market demand for between 50-100 units of new owner-occupied attached units; and 200-400 new apartments and condos, thereby increasing housing choice and, potentially, affordability over the next 10 years. That table also shows between 60,000 and 120,000 square feet of retail could be supported. Through mixed use and commercial development, space for new, small, local-serving businesses could be built.

As part of the grant implementation, the HC³ will review and build upon past broad-based community input and embark on a meaningful community engagement process, including outreach and engagement with underrepresented community members and stakeholders, to ensure that the proposed grant projects are on target and meet the equity goals, desires and needs of the three communities along the Halsey Corridor.

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5. Describe how this project will help to facilitate development while advancing established regional planning and development goals and outcomes. Consider how the project will help to implement the 2040 Growth Concept, its alignment with the Urban Growth Management Functional Plan, and the Six Desired Outcomes stated in the Regional Framework Plan. *(Limit your response to the top half of page 4.)*

2040 Growth Concept: The purpose of this grant project is to help the three cities of Fairview, Wood Village and Troutdale, as well as Multnomah County, fulfill the objectives of the designations of Corridors (Fairview/Halsey) and Town Centers (Wood Village, Fairview and Troutdale). By providing shovel ready sites and consistent, clear standards for development of infrastructure, mixed use, housing and commercial sites, the cities can achieve the goals as identified on the 2040 Growth Concept Map.

Urban Growth Management Functional Plan: The proposed grant will help to satisfy the requirements of Titles 1,3, 4, 6, and 7. Identification and resolution of identified environmental, transportation and infrastructure constraints; provision of housing at appropriate urban densities and increasing employment opportunities therein are all addressed by the proposed projects in the Halsey Corridor.

Six Desired Outcomes of the Regional Framework Plan: The three cities have worked toward the vision of the Halsey Street Corridor being the focus of coordinated public investment, increased transportation choices and services, efficient utilization of existing infrastructure, protection of environmental resources, destinations for new businesses and creating a sense of community. In this next step, by removing the barriers to development of the corridor and aligning the development codes of the three jurisdictions, the proposed grant-funded projects will facilitate movement toward achieving the six outcomes of the Regional Framework Plan. The projects will provide opportunities to mitigate barriers that currently prevent use of identified lands for additional mixed use development, housing at varying densities and types and commercial sites that will help provide for everyday needs and efficiently and effectively take advantage of infrastructure improvements and transportation options. Compact, quality urban design and development within the Halsey Corridor can capture the economic vitality necessary to improve the disparate incomes and equitably share the opportunities and burdens seen in east Metro. Quality urban design and consistent codes will provide certainty to waiting developers so they can proceed to build communities of the future that meet the goals and outcomes identified in the Regional Framework Plan.

Aligns with local goals/maximizes community assets

6. How will the project create opportunities to accommodate your jurisdiction's expected population and employment growth? *(Limit your response to the bottom half of page 4.)*

In part, the proposed projects fulfill the ongoing work started as part of the *Main Streets Plan* and implement the Housing and Economic Development chapters of each city's Comprehensive Plan. The Metro 2040 Household Distributed Forecast estimates the three cities will add the following new households from 2015-2040: Fairview (472), Troutdale (887), and Wood Village (190). In the 2010 Census, populations were already at 8,920, 3,878, and 15,595, respectively. Population growth is on-track or exceeding forecasts, necessitating forward movement of the planning process and projects to accommodate it.

Employment forecasts leave more room for growth. Based on the Metro 2040 Employment Distributed Forecast, between 2015 and 2040, Fairview is estimated to add 3,261 jobs, Troutdale 6,381, and Wood Village 1,963. Together, employment would nearly double in the three-city area. Based upon Metro's 2014 *Employment Baseline Medium Growth Scenario*, East Multnomah County will need the following employment acres to accommodate growth. Only the categories in the Halsey Corridor are shown.

Subarea Total: 684 Corridors: 39 Town Center: 18 Employment: 50 Other: 285

Job growth is on track in the study area. This project will help kick start the needed improvements to build out the Halsey Corridor and provide needed housing and commercial sites.

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7. Describe why you propose to take on this particular project at this time. How does the project relate to previous actions, goals, policies or strategies already identified or implemented by your jurisdiction or other project partners? *(Limit your response to top half of page 5.)*

As shown in the graphic in Question #1, the proposed projects carry forward the work in the Metro-funded 2017 *Main Streets of Halsey Plan*, and the *East Metro Connections Plan* (2012) and the follow-on work through a current DLCD grant to implement these plans. The timing for this Metro grant is crucial as there are currently willing land owners and a need for additional housing, especially affordable housing, and jobs in the Metro area. The cities are concurrently working with Multnomah County to implement needed transportation improvements, which will be essential to accomplishing the development goals on most of the opportunity sites. These include bike, pedestrian and other improvements on the County's schedule on Halsey from NE 223rd to NE 238th Avenues and Arata Road and in downtown Troutdale.

Having the applicable development codes in place that will facilitate such development is an important factor so that each city's identity is recognized and acknowledged; yet part of a consistent design narrative throughout the Halsey Corridor. Adoption of the codes and incentives will dictate the timing of future development, for which partners are waiting in the wings.

8. How would the project leverage aspects of the existing community fabric such as key development sites or urban form? How would it complement existing assets, facilities, or amenities such as historic districts, employment centers, natural features, parks or transit? *(Limit your response to bottom half of page 5.)*

The projects take advantage of several key development sites and the locational advantage of the Halsey Corridor to the Columbia River Gorge and Interstate 84. The Wood Village Town Center site, partially owned by the Grand Ronde Tribe is slated to be a regional attractor. As are the existing McMenamin's Edgefield Lodge, Historic Downtown Troutdale as "The Gateway to the Gorge", Blue Lake Regional Park and Chinook Landing. Fairview Village, the Veterans Administration Clinic, and the Columbia River Outlet Mall are also destinations. The industrial areas north of Halsey Street house several large employers such as Townsend Farms, Knight Transportation, NAACO Materials Handling, Fed Ex, the new Amazon Fulfillment Center and several other businesses. Troutdale is home to a regional airport. The right marketing and branding of the Halsey Corridor for regional, local and tourism businesses would benefit existing and future residents. There are significant transportation improvements that have taken place over the past several years which, if improved further, could provide more robust transportation options, particularly for bikes and pedestrians. New housing and mixed use development located along the corridor could take advantage of the transportation options, including TriMet service (Lines 77, 21, 81), bike lanes, and pedestrian improvements needed for safe walking to nearby services, schools and parks. Multnomah County has some scheduled improvements along Halsey between NE 223rd and 238th Avenues and downtown Troutdale.

Team roles and capacity

9. Complete the table to clearly describe the roles and responsibilities of the applicant and each of the key project partners to accomplish the goals of the project. Also include consultant expertise needed. *(Add or adjust rows as needed but please limit table to page 6.)*

Jurisdiction or partner (include lead staff names)	Project role and responsibilities
Nolan Young, City Administrator, City of Fairview	Project manager for the three jurisdictions. He will lead the TAC and HC ³ , be responsible for management of all contracts, project and budgetary reporting.
Allan Berry, Public Works Director, City of Fairview	TAC member, responsible for environmental, engineering and infrastructure assessment and coordination, stakeholder coordination, consultant contract oversight and community engagement planning.
Sarah Selden, Senior Planner & Economic Development Coordinator City of Fairview	TAC member, responsible for code amendment project coordination, community engagement, meeting support
Chris Damgen, Community Development Director, City of Troutdale	TAC member, responsible for Troutdale stakeholder relations, code amendment coordination, community engagement planning, contract compliance and project reporting
Bill Peterson, City Manager, City of Wood Village	TAC member, responsible for Wood Village stakeholder relations, community engagement planning, code amendment coordination, contract compliance, project reporting
Greg Dirks, Records Manager, HR Specialist, City of Wood Village	TAC member alternate for Mr. Peterson, responsible for stakeholder relations, community engagement, consultant management, project reporting

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10. Describe the skills, experience and availability of the lead staff person who will manage all aspects of the grant project and oversee the project team's collaboration and consultant work. (Limit your response to top half of page 7.)

Nolan Young will serve as overall project manager for this grant. He has been the City Administrator for the City of Fairview for over two years. Prior to Fairview, he was City Manager for the City of The Dalles for 18 years. He has a total of 38 years of experience in public administration, 35 of them as a City Manager/Administrator. He has overseen several grant projects and is skilled in working with multiple jurisdictions and teams to reach common goals. He has 10-15 percent availability to meet the time commitments for this grant.

Likelihood of implementation

11. What governing bodies or private parties will have to act to ultimately implement the project, and what is the extent of their authority to make policy or commit investments? Describe the roles the key project partners will have to play over time in order to fully and successfully implement the project in order to realize the envisioned development benefits in your community. (Limit your response to bottom half of page 7.)

The following governing bodies will have authority to implement the projects: Cities of Fairview, Wood Village and Troutdale through their Planning Commissions and City Councils, Metro, and the Multnomah County Board of Commissioners on transportation project planning and implementation.

Key partners are the Halsey Community Collaborative Compact (HC³), Multnomah County Transportation Planning Department, East Multnomah County Soil and Water Conservation District, Oregon Division of State Lands, Oregon Department of Environmental Quality, Oregon Department of Land Conservation and Development, Home Forward, West Columbia Gorge Chamber of Commerce, East Multnomah Economic Alliance, Work Systems, Mt. Hood Community College, ODOT, TriMet, Small Business Development Center, among others. The HC³ will be the convening body for stakeholder and community engagement. The State and local agencies will assume roles in the investigatory efforts related to land constraints, as well as advisory roles for crafting strategies and potentially code requirements. Home Forward will be asked to participate in community engagement efforts.

Property owner partners on board to date include Dean Hurford, Cities of Fairview and Wood Village, Williams Dame and Associates, and Fairview Springs LLC. Staff is actively engaging other Halsey Corridor property owners and anticipates additional opportunities for collaboration will arise.

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12. Identify and describe the potential opportunities and threats that could affect the successful implementation of this project. *(Limit your response to top half of page 8.)*

Opportunities that could affect this project are:

- The timing of transportation improvements to be done by/with Multnomah County along the Halsey Corridor. These would help several properties.
- Increased interest in new development opportunities related to new businesses and tourism
- Successful, timely completion of the DLCD grant, for a business diversification study, branding and marketing strategies, and code research and evaluation.
- Completion of the Amazon Fulfillment Center and Gresham Vista and their estimated 6,000 new jobs, potentially increasing the need for additional housing and commercial services.

Threats that may impact the projects are:

- The possibility of an economic downturn, dissuading development
- Results of the business diversification study that don't support additional commercial development.
- Changes to priorities or policies by transportation agencies
- Withdrawal of private partners from key opportunity sites

Public involvement

13. What community members or stakeholders will be most affected by the implementation of the project's development outcomes? Discuss how the public (including neighbors, businesses, property owners and other key stakeholders) and historically marginalized communities (including low-income and minority populations) will be involved in the project. Be specific about the practices or methods you intend to use. *(Limit your response to bottom half of page 8.)*

There was extensive community outreach conducted on the *Main Streets Plan*, the *Wood Village Town Center Master Plan and Transportation Plan Update (2017)* and the *Troutdale Town Center Plan update (currently in progress)*. Building upon the previous engagement work, we would reach out to those who have previously participated, and the general public, with an emphasis on traditionally marginalized community members. We would hire a consultant with specialized experience in engaging multicultural communities to help develop and execute a community engagement plan with the staff. As part of the plan, the appropriate level of engagement will be determined.

The HC³ team would serve as the Technical and Community Advisory Committee (TAC/CAC) for these projects, with an additional 5-9 member subcommittee [Community Engagement Committee (CEC)] of general and underrepresented community members would be asked to engage with the HC³ for the proposed projects.

The community engagement team would focus outreach and engagement efforts on direct and culturally-relevant strategies to reach the most prevalent underrepresented communities. The team would hold or attend outside community meetings to inform and engage the community members, and design a multilingual open house and materials to engage these members. Focus would be to include at least the following:

- Ukrainian and Hispanic populations, through churches and residential communities. The Ukrainian and Slavic Churches, the Wood Village Baptist Church, Home Forward and Multnomah County Health Program (STRIVE).
- Schools: Reynolds School District, Alternative High School (AIM) and Mt. Hood Community College
- Business associations: East Metro Economic Alliance, Columbia Corridor Association, West Columbia Gorge Chamber of Commerce, and Small Business Development Center (SBDC) , West Columbia Gorge Chamber of Commerce
- Community organizations such as the Urban league, IRCO (Somali network), Portland African American Leadership Forum, The Street Trust, Community Alliance of Tenants, Multnomah County Office of Equity and Inclusion

METRO CONTRACT 935486

EXHIBIT A

14. Identify any committees that will be engaged in the project. Describe how the committee members will be selected, the extent of their involvement and their scope of authority for making decisions regarding project goals, process, or implementation. *(Limit your response to top half of page 9.)*

The Halsey Community Collaborative Compact (HC³) will be the primary community advisory committee (CAC). They are also serving this role for the DLCD grant work. They will be responsible for listening and sharing community input with the jurisdictions. They will be the body to direct feedback to the staff and decision-makers of each community.

A separate 5-9 member Community Engagement Committee (CEC) would be established to provide representation from the general public and underrepresented community members, not necessarily associated with businesses, agencies or jurisdictions. This committee would be advisory to the HC³. The HC³ would be the convening body for community engagement activities.

The staff identified in Question # 9 will be included on Technical Advisory Committee (TAC) along with staff from partner agencies that are part of the HC³.

15. Describe how the public process and both the committee and/or community input will be used to strengthen the project outcomes and increase likelihood of implementation. *(Limit your response to bottom half of page 9.)*

Through the community engagement plan, the cities and consultant will establish the most effective level of engagement needed for these Metro-funded projects. Given the extensive outreach already conducted on the *Main Streets Plan*, these projects are follow-on ones that should involve previous participants as well as newly interested ones. Having an already established CAC, with additional general community representation from the CEC, will provide the opportunity for multiple levels of feedback, especially on the development code project.

Since there are multiple stakeholders, including motivated land owners, it is important to have each committee represent itself at the time of the adoption process for code revisions. Coordination of general community input with that of the HC³ will be beneficial to provide an opportunity for potentially varying testimony. This coordination gives each committee the chance to hear the concerns or congruencies of each other, which could help iron out differences prior to Planning Commission or City Council hearings.

METRO CONTRACT 935486
EXHIBIT A

Jurisdiction track record

16. Describe any similar planning and development projects (CET/CPDG or other) that have been implemented in your jurisdiction in the last 5 years and how that experience will be applied to this project. How successful have these projects been in delivering the proposed outcomes? *(Limit your response to top half of page 10.)*

The three cities of Fairview, Wood Village and Troutdale applied jointly for a CET/CPDG grant in 2015. That grant is almost all successfully completed, resulting in the *Main Streets on Halsey Strategic Economic Plan*. The last step of that grant is to have Multnomah County adopt the final plan, which they are scheduled to do on April 26, 2018. The outcomes and recommendations of that plan are now at the implementation stage, and hence, the application for the DLCDC grant and this 2018 Metro grant to further the *Main Streets Plan* vision:

“The neighborhoods connected by Halsey will prosper from improved mobility, access to growing economic opportunity, and new development and reinvestment that result in jobs and new housing.”

The City of Wood Village successfully changed and adopted their Town Center Master Plan update in July 2017. The Troutdale Town Center Plan update is in process now. All three jurisdictions continue to work closely through the HC³ and other joint projects such as the Columbia Cascade Enterprise Zone and Vertical Housing Zone efforts. Wood Village and Fairview have collaborated on a recreation program for K-8 children and the three city councils meet once or twice a year to discuss common issues. The cities have successfully proven that they can work collaboratively to achieve this vision.

17. What project management lessons learned or best practices will be applied to this project? *(Limit your response to bottom half of page 10.)*

- The lessons learned from the previous Metro grant and to be applied to this one are to clearly articulate all timelines, tasks and deliverables in contracts with Metro and consultants, i.e. “one hour of project planning saves 10 hours of backtracking.”
- We learned that more inclusive community engagement resulted in a better planning process. Methods we used included paying community leaders to engage their specific groups, ensuring that people attended meetings and that their interests were incorporated into the plans.
- Working together collaboratively has brought about benefits to the Centers and Corridor, including pooling of financial and staff resources. We are able to accomplish more together than separately. This will again be the case as we pursue this Metro grant.

METRO CONTRACT 935486
EXHIBIT A

18. If implementation of any prior CET/CPDG grant projects has not been successfully completed, please describe why. If your organization has never received a CET or CPDG grant, please state “not applicable.” *(Limit your response to top half of page 11.)*

The 2015-16 CET/CPDG “Main Streets on Halsey” was successfully completed.

Replicable best practices

19. Consideration will be given to applications that demonstrate best practices that can be easily replicated elsewhere. Discuss how lessons learned from the project could be applied to other projects in your community or in other parts of the region. *(Limit your response to bottom half of page 11.)*

The best practices that were learned from the previous Metro grant were:

- The early coordination of staff on identifying the goals and tasks for the grant, and later for the consultant contract(s).
- There is a need to engage all segments of the community and agencies that may have an interest in the project, and especially key land owners and marginalized communities.
- Having a forum to engage and implement suggestions from the community.

As we move forward with the implementation of the Main Street Plan we are more cognizant of being clear with our scopes of work and outreach efforts.

Grant leverage and project budget

Budget templates

Use the two Excel spreadsheet templates provided to outline the estimated project costs and committed matching funds for the project. Indicate estimated costs for hours of work directly related to your project for applicant personnel, consultants, and personnel of any key project partners. Also indicate other direct project expenses and overhead/indirect project costs. You may leave blank any rows that do not apply, and add more specific line item descriptors as needed.

Budget narrative

For each category of personnel costs, explain the tasks each is expected to complete (i.e. design development, construction estimates, public involvement, technical research, code analysis). Use actual salaries for staff. Use market averages or bid estimates for consultant services. Clearly describe methodologies used for estimating all other costs.

(If necessary, applicants may use up to three pages for the budget narrative, for a total of 14 pages overall. Depending on the complexity of the project and level of staffing, most applicants will likely be able to provide the requested information regarding the budget methodology in just a page or two.)

The proposed projects are broken down into three distinct tasks to be completed by December 2019. As a collaborative effort, each jurisdiction will have its own timeline as it works with property owners and Planning Commissions. However, working jointly, the public engagement, draft and final recommendations and decision-making processes by HC³ and regional bodies, such as Metro and Multnomah County will be prepared for and presented simultaneously.

Project Approach

After grant award, the project kickoff will entail the cities’ staff refining the scope of work and formulating RFPs for the three tasks. After consultant selection, further scope refinement will take place to ensure that the project tasks and deliverables succinctly address the goals of the grant and are within budget.

METRO CONTRACT 935486

EXHIBIT A

Project Management

Nolan Young, the Fairview City Administrator will act as the overall project manager for all three cities. He will be responsible for solicitation by RFP's of consultants, contract management and overall grant management. We anticipate soliciting consultants to perform work in the following areas: Wetlands Biologist, Environmental, Stormwater/Civil Engineering, Traffic/Transportation Engineering, Community Engagement, and Land Use Planning/Urban Design/Graphics.

Tasks

Task 1: Site Analysis

This task will involve gathering information from previous projects and studies and narrowing down the issues, barriers and constraints to be addressed on the four specific properties identified herein. Next, there will be a report on development constraints and outline of necessary actions for each opportunity site.

Task 2: Environmental, Infrastructure and Market Solutions

After selecting the properties and constraints, further analysis and reconnaissance will be conducted to determine what specific actions are needed to make the site shovel-ready for development and marketed as such. In addition, strategies to address potential displacement of residents and/or businesses will be developed. A written report that outlines the needs and steps toward mitigation or remediation and marketing strategy for the properties will be produced.

Task 3: Adoption-ready Code Amendments

It should be noted that Tasks 1 and 3 will take place simultaneously. Task 3 will involve taking the code analysis research done under the DLCD grant and preparing draft code language that will be consistent across the three jurisdictions, yet allow for urban design that reflects the desires of each community to be incorporated. A community engagement plan will be established in consultation with a public involvement (PI) firm or practitioner with specialized expertise in working with underrepresented communities and stakeholders. The majority of visioning work was done with the public during the *Main Streets Plan* and the proposed project is the next step toward implementation. The types and level of engagement, such as open houses, meetings and outreach materials will be developed with the PI firm to ensure that those who previously participated and new community members have a chance to weigh in, but not have a redundant process. There will be a need for funds for food, childcare, translation services, graphics and printing, as well as modest stipends for engaging marginalized community members and getting them to participate.

The code amendments will be reviewed by planning and urban design professionals to ensure that they are appropriate to each city and can be implemented without significant hardship to developers. The final products will be adoption-ready codes to be carried through work sessions with the Planning Commissions of each city. From there, outside the scope of this grant, the plan is that each city and the County will go through the full formal adoption process.



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Metro
Planning and Development
2040 Planning and Development Grants (Cycle 6 - 2018)

Fairview

Main Streets on Halsey Site Readiness and Policy-Code Development

Provide a high-level summary describing the project, anticipated work to be completed, and desired outcomes.

The scope of work will entail the collaboration of the three jurisdictions, Fairview, Wood Village and Troutdale in working with their already-established steering committee, the Halsey Community Collaborative Compact (HC3), to engage property owners and community members in taking the next steps in implementing the Main Streets of Halsey Strategic Economic Action Plan.

The intent of this project is to meet goals of the Main Streets Plan, Statewide and Metro planning goals related to housing, transportation and employment. This Metro grant will focus on these distinct actions:

- 1) Assessing and facilitating site readiness work, including strategies to overcome development barriers, and marketing of specific parcels; and,
- 2) Aligning and creating adoption-ready consistent, clear and relevant land use and urban design codes across the three jurisdictions to facilitate future development.

What is the location and/or geographic reach of the project? Provide a brief description.

The NE Halsey Corridor is an east/west minor arterial connector that links businesses, neighborhoods, and communities between northeast Portland and Troutdale. This project focus is on the 2.8-mile portion of the corridor that passes through the cities of Fairview, Wood Village, and Troutdale – between Fairview Parkway and the Historic Columbia River Highway.

Provide demographic information including ethnicity, age, and income of the neighborhood or community that will benefit from the project. Include the data source, and describe how the project geography relates to the data provided.

Based on the 2014 American Community Survey, the study area* includes the following:

Ethnicity: 63% White, 4% Black, 22% Hispanic/Latino, 5% Asian, 6% Other. 37% of the study area is non-white.

Age: 27% <17, 26% 25-39, 20% 40-54, 12% 55-69, 5% 70+

Median Household Income: \$45,080

*The study area encompasses the NE Halsey Corridor between Fairview Parkway and Historic Columbia River Highway. It runs through the cities of Fairview, Wood Village and Troutdale. The Corridor runs roughly parallel to I-84, about 1/3 of a mile to its south. A map is included in the grant documents.

METRO CONTRACT 935486
EXHIBIT A



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2040 Planning and Development Grants (Cycle 6 - 2018)

Fairview

Main Streets on Halsey Site Readiness and Policy-Code Development

Prior CPDG/Equitable Housing/2040 Planning and Development Grant Awards

	Project title/purpose	Grant amount	Date initiated (mm/yyyy)	Date completed (mm/yyyy)	Still underway?
1.	Main Streets On Halsey Strategic Economic Action Plan, Adopted 6/2017, waiting on Mult. Co. adoption	\$100,000	09/2015	06/2017	<input type="checkbox"/> Yes
2.		\$			<input type="checkbox"/> Yes
3.		\$			<input type="checkbox"/> Yes
4.		\$			<input type="checkbox"/> Yes
5.		\$			<input type="checkbox"/> Yes
6.		\$			<input type="checkbox"/> Yes
7.		\$			<input checked="" type="checkbox"/> Yes
8.		\$			<input type="checkbox"/> Yes
9.		\$			<input type="checkbox"/> Yes
	Total	\$100,000			

**METRO CONTRACT 935486
EXHIBIT A**

Project budget summary				
PERSONNEL COSTS	Financial match	In kind match	2040 Grant funds	TOTAL
Consultants			160965	160965
Applicant staff	6000		27569	33569
Partner staff	3000	19374		22374
Other, add rows as needed				
Total for planning services	9000	19366	188534	216900
OTHER PROJECT COSTS				
Direct costs, please list in narrative			5420	5420
<i>Translation, interpretation, food, stipends, childcare</i>				
Overhead/indirect costs				
Total for other costs			5420	5420
TOTAL PROJECT COSTS			193954	222320

METRO CONTRACT 935486

2018 Metro CFT/CPDG
EXHIBIT A
 Budget/Breakdown

Breakdown of costs by project milestones					
PROJECT MILESTONE (Phase, element, deliverable, etc.)	Grant applicant personnel costs	Partner(s) personnel costs	Consultant fees	Other project costs	TOTAL
Task 1 Project Set up and Site Analysis	5235	5700	11979		22914
RFP Solicitation, hiring					
Project Kickoff					
Report on priority sites					
Task 2 Environmental, Infrastructure, Transportation Work/Marketing Plan	15000	4500	64646	1355	85501
Assessment of environmental, transportation, other constraints					
Report on mitigation/remediation strategies w/project list					
Marketing plan for shovel-ready sites					
Task 3 Adoption-ready Code Alignment	20000	5500	84340	4065	113905
Public Engagement Plan					
Community Meetings (up to 4)					
Code drafts with graphics for each city					
Draft and final staff reports for each city					
Planning Commission work sessions					
TOTAL COSTS	40235	15700	160965	5420	222320
Overhead/Indirect					
GRAND TOTAL					222320

**METRO CONTRACT 935486
EXHIBIT A**

Breakdown of applicant and partner(s) matching contributions					
Complete this table only if lead applicant has other key partners contributing matching resources.					
Applicant jurisdiction or partner organization	In kind contributions: personnel costs	Financial Contributions personnel costs	In kind contributions: other costs	Financial Contributions other costs	TOTAL
City of Fairview				6000	6000
City of Wood Village		8366		3000	11366
City of Troutdale	11008				11008
TOTAL MATCH COMMITTED	11008	8366		9000	28374



METRO CONTRACT 935486
EXHIBIT A

April 19, 2018

Metro
Lisa Miles
Metro 2040 Grants Manager
600 NE Grand Avenue
Portland, OR 97232-2736

RE: Community Planning & Development Grant, Cycle 6 –2018: Main Streets on Halsey Site Readiness and Policy/Code Development

Dear Ms. Miles:

The Cities of Fairview, Wood Village and Troutdale, with the support of our City Councils, propose the “Main Streets on Halsey Site Readiness and Policy and Code Development” projects. Each city has committed funds and staff to the proposed projects, for a total match of \$28,374. We are requesting \$200,000 to complete our projects.

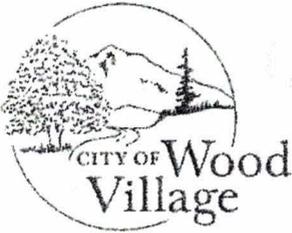
The projects are follow-on from the 2015 CET/CPDG Cycle 4 *Main Streets on Halsey Strategic Economic Development Plan (2017)*. We are applying for the Cycle 6 grant to work on site readiness and overcoming physical and code-related barriers to development.

The three cities have worked successfully on many projects and are now working with property owners and the community to bring about the vision embodied in the *Main Street Plan*. We hope to bring about additional housing and economic development, producing more of a jobs/housing balance and cohesive urban design aesthetic in the Halsey Corridor. This grant will help achieve that goal.

We look forward to working with our partners and, especially Metro, to enhance the Halsey Corridor and create a thriving and vibrant East County.

Sincerely,

Nolan Young,
City Administrator
City of Fairview



METRO CONTRACT 935486

EXHIBIT A

Mayor
Timothy Clark

Council President
Scott Harden

Councilors
Patricia Smith

Bruce Nissen

Mark Clark

Lisa Miles
2040 Grants Program Manager
Metro
600 NE Grand Avenue
Portland, OR 97232

April 19, 2018

Dear Ms. Miles:

The City of Wood Village and its City Council fully supports and endorses the grant application for site readiness and policy development along Halsey street in the communities of Fairview, Wood Village, and Troutdale. The City adopted the Main Streets and Halsey plan in 2017, and endorses all efforts to refine and implement the plan. Specifically, the City is matching this grant application with \$3,000 in cash, and in-kind staff support valued around \$8,000. It is our hope that you will help in our collective effort to make the Main Streets on Halsey plan a reality.

Sincerely,

Greg Dirks
City of Wood Village

EXHIBIT A
CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"



Mayor

Casey Ryan

City Council

David Ripma
Randy Lauer
Larry Morgan
Glenn White
Rich Allen
Zach Hudson

City Manager

Ray Young

Date: April 19, 2018

To: All Interested Parties

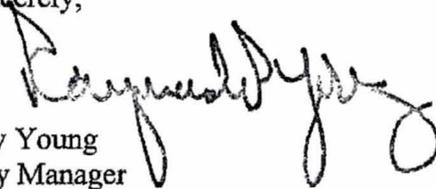
Re: City of Troutdale Support for Metro 2040 Grant Application

On behalf of the City Council and Staff at the City of Troutdale, I offer this correspondence in full agency support of the Metro 2040 Grant Application as submitted by the cities of Troutdale, Wood Village, and Fairview.

Supporting the tri-city efforts that have stemmed from the Main Streets on Halsey Plan coordination has been a continued City objective and Council Goal since 2015. For this application, the City has been actively engaged in the considering and drafting of formal proposal of the project scope. Troutdale will be committing Staff time, expertise and resources as an in-kind contribution to support this effort should the application be awarded.

Please contact me or our Community Development Director Chris Damgen if you have any questions.

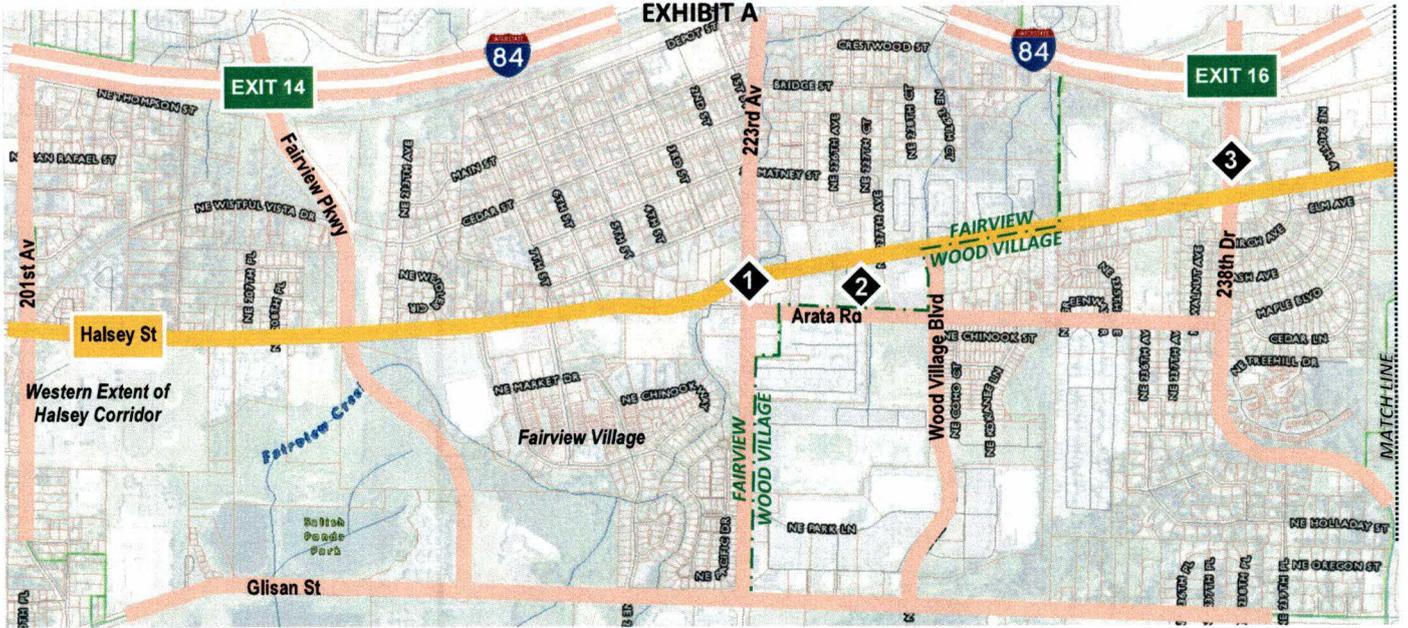
Sincerely,



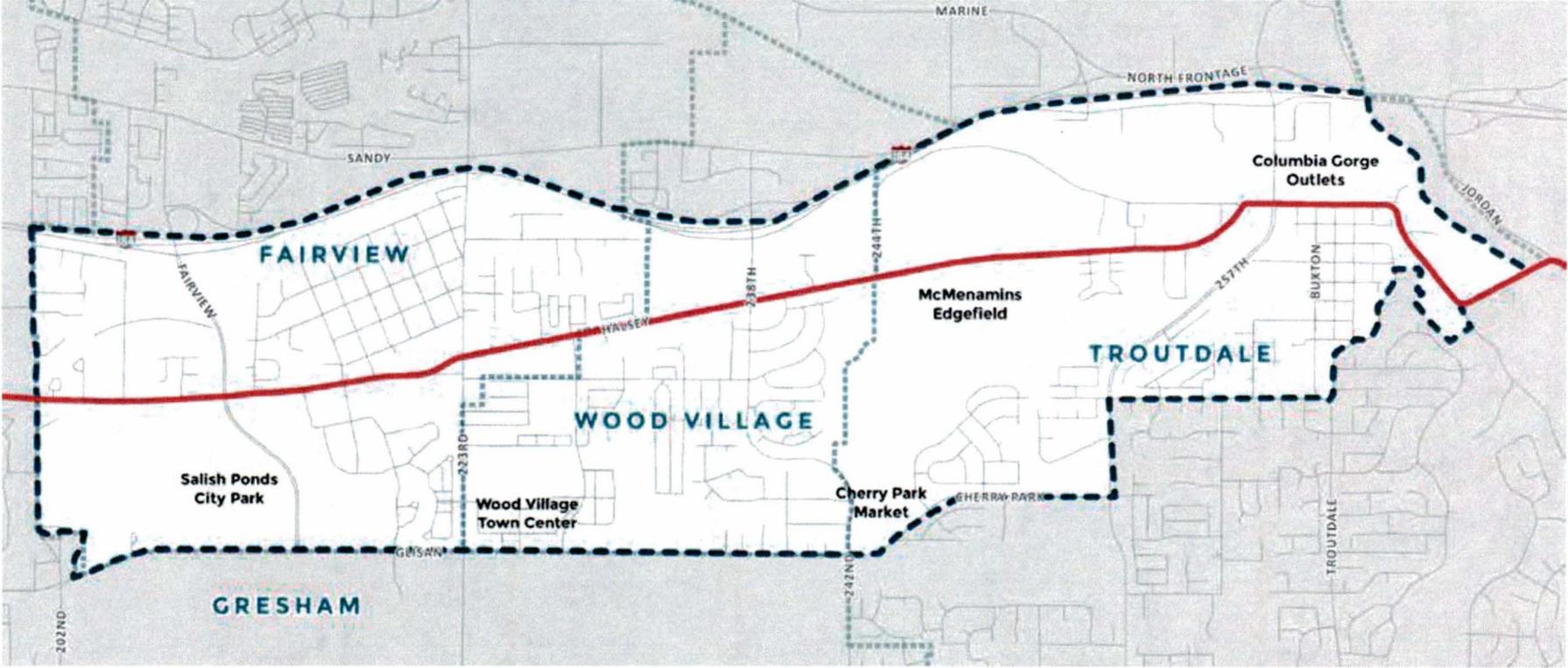
Ray Young
City Manager

METRO CONTRACT 935486

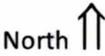
EXHIBIT A

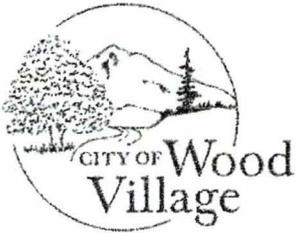


METRO CONTRACT 935486
EXHIBIT A



Main Streets on Halsey Study Area





METRO CONTRACT 935486
EXHIBIT A

Mayor
Timothy Clark

Council President
Scott Harden

Councilors
Patricia Smith

Bruce Nissen

Mark Clark

Lisa Miles
2040 Grants Program Manager
Metro
600 NE Grand Avenue
Portland, OR 97232

April 11, 2018

Dear Ms. Miles:

The City of Wood Village owns, and is in the process of selling about 5.5 acres of land at the intersection of 238th and Halsey. The City has a signed development agreement with a developer, Williams Dame and Associates, to construct about 8,600 of retail space along Halsey, and about 160-200 multi-family units on the remainder of the site. The long-term vision for Halsey and the community is to have active and vibrant retail along the Halsey frontage.

We have understood from the developer and others who were interested in the site that retail is difficult to finance. Not only is that portion of the project harder to finance, but other developers walked away from the site once they found out that some retail would be required. The potential purchaser, Williams Dame, has indicated that they are having difficulty getting pre-lease agreements in place for the retail. The site is development ready except for having identified economic uses related to code requirements that can work in harmony with existing uses in and around this corridor. It is our intent to enable and create new opportunities and synergy for Main Streets on Halsey with this new development.

Thank you for your consideration of this grant request to further refine the Main Streets on Halsey Strategic Economic Action Plan to help us create a vibrant corridor for generations to come.

Sincerely,

Greg Dirks
City of Wood Village

METRO CONTRACT 935486
EXHIBIT A

Lisa Miles
2040 Grants Program Manager
Metro
600 NE Grand Avenue
Portland, OR 97232

April 16, 2018

Dear Ms. Miles:

As the owner of a vacant approximate four-acre parcel along Halsey Street, we actively support a Metro grant application to remove development barriers along the Halsey corridor.

We have for the past many years invested considerable time and effort jointly with the City of Fairview, Multnomah County and State of Oregon Department of State Lands to fully develop this parcel. The property has multiple development constraints which include: access issues from NE Halsey Street, an existing drainage ditch that runs across the property and low value wetlands. The City and County had proposed a public private venture which would occur at the same time as the fully funded rebuilding of NE Arata Road. The proposal was to utilize a portion of the site for flood control purposes which would have involved realignment of the drainage and mitigation of the wetlands. This would also have provided us the property owners, an at grade level building site. After preliminary engineering was completed (see attached), the County was informed by the Federal Government that the flood control feature was not applicable to the road improvement project.

Since this opportunity was not feasible, we have continued to work with the City of Fairview, Multnomah County, and representatives of the Confederated Tribes of the Grand Ronde, to investigate coordinated solutions to managing storm water and addressing the wetland on our site. Addressing these environmental constraints will maximize the redevelopment potential of our site, which we hope will help to enliven the corridor with new housing, jobs, and commercial services for the community.

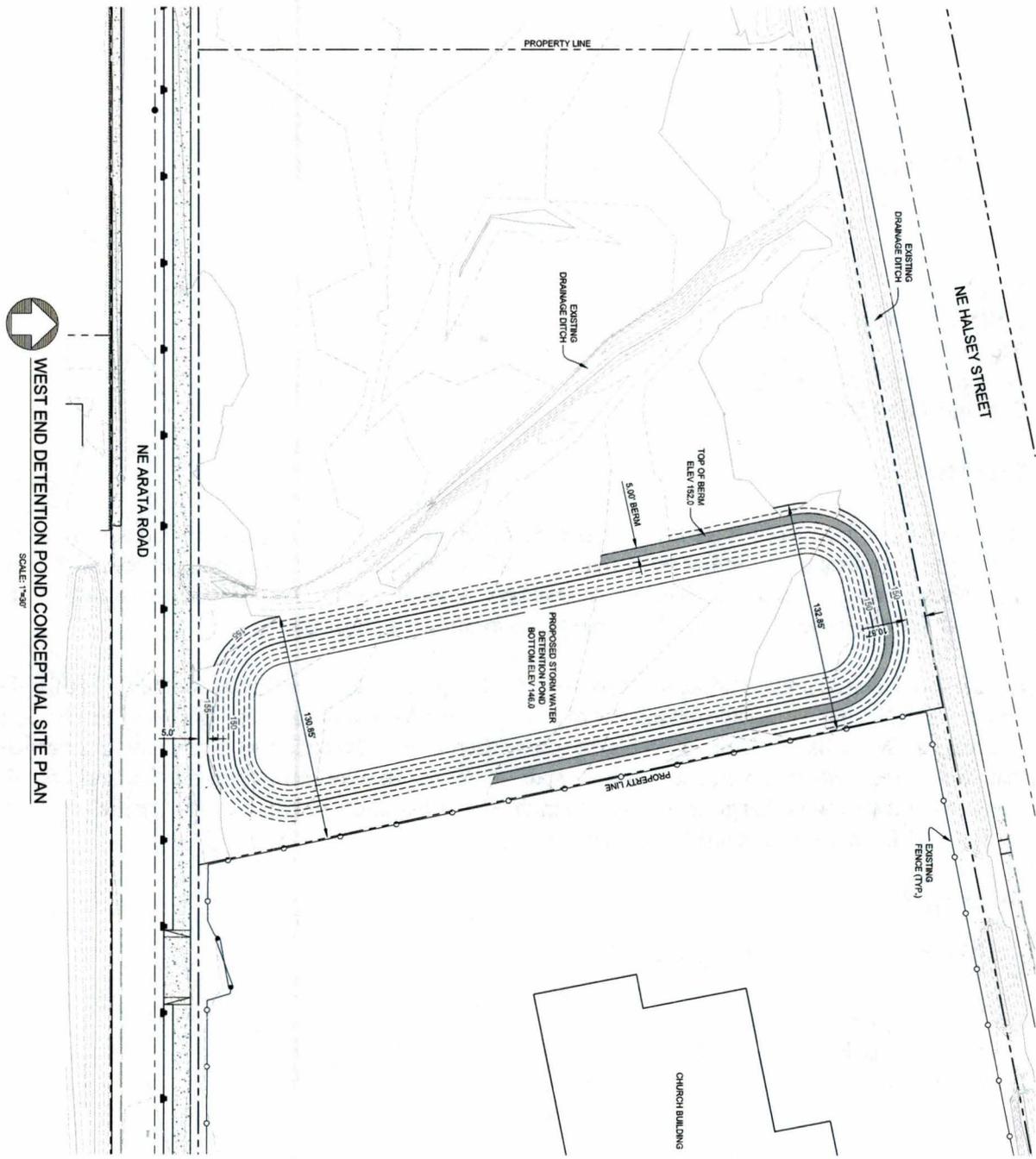
We believe a coordinated approach to resolving the environmental constraints on our site will also benefit adjacent property owners in Fairview and Wood Village, and create environmental benefits for the community. Assistance from Metro as a regional partner will help to address the complex nature of water resources, with multiple property owners and agencies affected.

We look forward to continuing to partner with local agencies and property owners realize the full potential of our site and this key section of the Halsey Street corridor.

Sincerely,
Fairview Springs, LLC


Mark Hush
Member
503-708-4011


Dan Slevin
Member
503-260-1833



WEST END DETENTION POND CONCEPTUAL SITE PLAN
SCALE: 1"=50'

REVISIONS	
DATE:	

28

DESIGNED BY:
SLF
DRAFTED BY:
RFD
CHECKED BY:
BSV

MULTNOMAH COUNTY
DEPARTMENT OF COMMUNITY SERVICES
LAND USE AND TRANSPORTATION PROGRAM
1620 S.E. 180th AVE.
PORTLAND, ORE. 97233-5999

BRIAN S. VINCENT P.E. COUNTY ENGINEER

INTERSECTION DETAILS
NE ARATA ROAD
FROM NE 223RD AVENUE TO NE 238TH DRIVE
STREET IMPROVEMENTS

DATE: OCTOBER 2013 SCALE: 1"=10' HORIZ 1"=1' VERT

METRO CONTRACT 935486
EXHIBIT A


WILLIAMS/DAME & ASSOCIATES, INC.

April 11, 2018

Lisa Miles
2040 Grants Program Manager
Metro
600 NE Grand Avenue
Portland, OR 97232

Dear Ms. Miles:

As potential purchasers of a large lot on Halsey St. in Wood Village, we actively support and endorse a Metro grant application to further refine the economic opportunities and development potential along the Halsey Corridor. Removing development barriers for all new and redevelopment in the area will be essential to having specific and viable economic opportunities in this corridor to.

In addition, having similar entitlement provisions will not only enable a similar look and feel for the Halsey Corridor, but will enable developers to efficiently work on multiple projects across jurisdictional boundaries. While there will undoubtedly be some differences in the code provisions, any time barriers that can be reduced or eliminated will help spur additional development opportunities and growth. Again, we fully support this grant application in the hopes that it not only helps our specific project to be successful, but the entire corridor as well.

Sincerely,



James L. Atkins, P.E.
Principal

DEMOGRAPHICS

Figure 2. Comparison of race distribution in the study area and the County

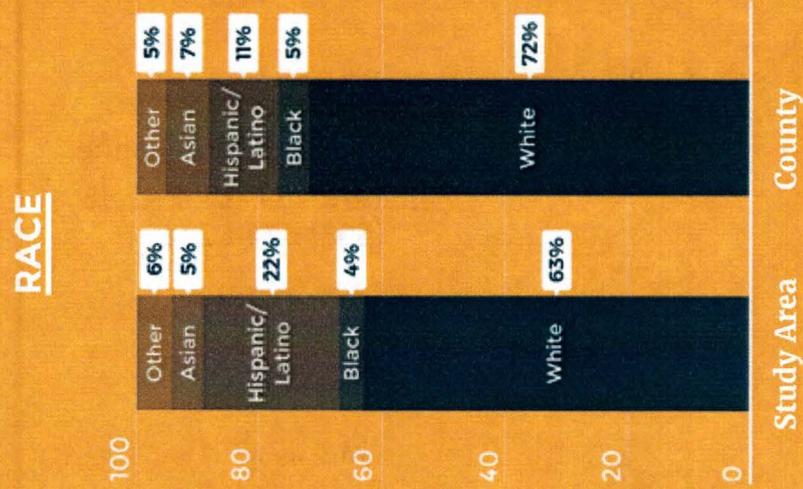
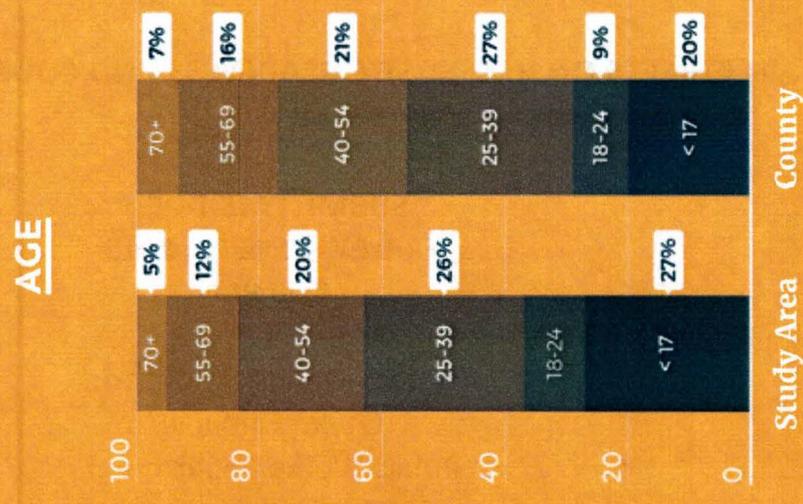


Figure 3. Comparison of age distribution in the study area and the County



MEDIAN HOUSEHOLD INCOME

\$45,080
Study Area

\$52,845
County

CITIES OF FAIRVIEW, WOOD VILLAGE, AND TROUTDALE

**REQUEST FOR QUALIFICATIONS (RFQ)
No. X-2019**

MAIN STREETS ON HALSEY SITE READINESS AND CODE UPDATE PROJECT

**SUBMITTALS DUE:
FRIDAY, JUNE 21, 2019
4:00 PM**

SUBMIT QUALIFICATIONS TO:
City of Fairview
Public Works Department
1300 NE Village Street
Fairview, OR 97024
ATTN: Sarah Selden, Senior Planner

CONTACT INFORMATION:
Sarah Selden, Senior Planner
seldens@ci.fairview.or.us
(503) 674-6242

MAY 17, 2019

METRO CONTRACT 935486
EXHIBIT B

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METRO CONTRACT 935486
EXHIBIT B

1. SUMMARY

In July, 2018, the Metro Council awarded the City of Fairview a 2040 Planning and Development Grant (CPDG) to advance the collaborative planning and economic development efforts for the stretch of Northeast Halsey Street connecting Fairview, Wood Village and Troutdale. This project will build upon the 2017 Main Streets on Halsey Strategic Economic Action Plan (Main Street Plan) and 2019 economic opportunities study, with a focus on two development readiness actions: developing and implementing strategies to remove development barriers on key opportunity sites, and providing adoption-ready code updates that support the economic and design vision for the East County Halsey Main Street. **The total budget for consultant services is \$169,965.**

The Cities of Fairview, Wood Village and Troutdale are seeking qualified multidisciplinary consultant teams (hereinafter referred to as Consultants), with demonstrated experience working on commercial, mixed-use and multi-family sites, and with expertise in the following areas:

- Project management, scoping, budgeting, scheduling
- Development code writing
- Architecture, site planning, and urban design
- Wetland biology, mitigation and permitting
- Engineering: civil, transportation, environmental
- Real estate development, financing, public-private partnership negotiations, and marketing
- Community and business engagement with a focus on engaging diverse communities
- Public investment analysis, fiscal impact, tax revenue projections
- Cost estimating

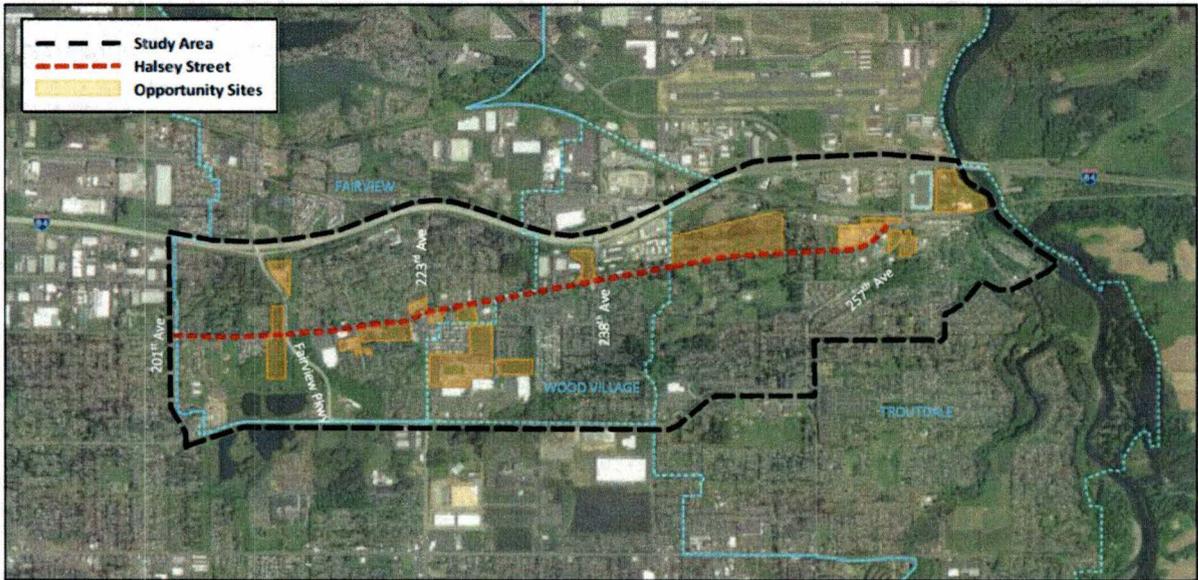
2. BACKGROUND

The three Cities, Multnomah County and Metro have identified the Halsey Street corridor as a strategic area for growth as a Metro 2040 Growth Concept Main Street. Crossing east-west through the three communities and connecting designated 2040 Town Centers at Wood Village, Fairview and Troutdale, the minor arterial road under Multnomah County's jurisdiction serves as a key transportation corridor for a diverse and growing population, a key link to nearby industrial job centers, and a gateway to the Columbia River Gorge. The street has been addressed in a number of transportation planning efforts over the last fifteen years, which has resulted in changes to the roadway design classification, local and regional partnerships, and growing momentum around the idea of a coordinated main street investment strategy.

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Main Streets on Halsey Plan

In 2015, the City of Fairview together with Wood Village, Troutdale and Multnomah County, received a separate Metro Planning and Development Grant to create an economic development strategic plan for the four mile Halsey Street corridor stretching from NE 201st to the Sandy River.



SOURCE: Google Earth, Metro, JOHNSON ECONOMICS

The study area encompasses land on either side of Halsey from I-84 on the north to NE Glisan Street and Cherry Park Road to the south.

Through this planning process, the three communities came together to outline a vision for the future of the corridor that includes multi-modal transportation improvements, new jobs, additional housing options, community amenities and destinations, and urban design that creates a strong sense of place and community identity.

From this vision, the Main Streets Plan recommends seven strategic actions, identifies 21 development/redevelopment opportunity sites, and outlines 21 transportation investments focused on making the street safer and more welcoming for all people.

At the conclusion of the Main Streets planning effort, the Halsey Community Collaborative Compact (HC3) was created to solidify the commitment of each City and Multnomah County with a strategic alliance and committee to implement the Main Streets Plan.

Project Purpose

The current Site Readiness and Code Update Project will build upon two specific actions recommended the Main Streets Plan: (1) removing development barriers for key opportunity sites, and (2) implementing regulatory revisions to create a more unified urban form within the corridor, while increasing clarity and ease of use.

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The aim of this project is to encourage private investment and high quality development along the Halsey Main Street corridor that creates a thriving main street and distinct sense of place. New investments will bring needed housing, commercial destinations and job opportunities that will serve area residents, employees and visitors.

There are currently willing land owners who are ready to invest in near- and long-term projects within the Halsey corridor, but they face barriers to development due to environmental, transportation, and regulatory constraints. The three Cities want to support near-term development of these vacant parcels, as opportunities to implement the Halsey Main Street vision, contribute to the vitality of the corridor, and catalyze additional private investment.

Other Implementation and Related Planning Efforts

Since adoption of the Main Streets Plan, the three Cities, Multnomah County and other partners have been working on implementation efforts to continue advancing the vision:

Economic Opportunities, Branding, and Land Use Regulation Report

The Site Readiness and Code Update Project will also build upon a follow-up economic diversification, branding and code analysis project funded through a Technical Assistance Grant from the Oregon Department of Land Conservation and Development. This study has identified the commercial categories with strongest potential in the study area (eating and drinking establishments), and made recommendations on viable commercial development forms, branding, streetscape and gateway features to enhance the main street's appeal to residents and visitors. The analysis also includes a code review of the zoning districts in each city that will provide a starting point for the Code Update component of this project.

Fairview Urban Renewal Area

In November 2018, the City of Fairview created an urban renewal area that includes most of Halsey Street and all of the opportunity sites identified along the corridor. Halsey Street projects identified in the Urban Renewal Plan include right-of-way improvements, gateway enhancement, roundabout feasibility and design, and development of a transit, bike hub and park site. Other programs that may assist the main street effort include property acquisition, public art, and private development grants and SDC assistance programs.

Troutdale Town Center Plan Update

As Halsey meets NE 257th it merges with the East Historic Columbia River Highway, extending through downtown Troutdale to the Sandy River. This area is included in the Halsey Main Street study area, and lies within the Troutdale Town Center. An update of the 1998 Troutdale Town Center Plan is currently underway, which will include an updated vision and land use framework to guide design and development of the town center, including the urban renewal site between the outlet center and Sandy River. Creation of a Main Street program is also being addressed as part of this planning effort.

3. COLLABORATION WITH STAFF/COMMUNITY PROCESS

One of the most significant outcomes of the Main Streets on Halsey project is the collaborative partnership that has grown among public agencies and community members who are excited about the future of the corridor and committed to implementing the Main Street vision.

Since the adoption of the Main Streets Plan by the three Cities and Multnomah County, the Halsey Community Collaborative Committee (HC3) has been meeting monthly to advance the Main Streets Plan recommendations. The HC3 is composed of elected officials from all three cities, Multnomah County and Metro; business representatives; partner agencies including the West Columbia Gorge Chamber of Commerce and TriMet; and staff from the three cities, County and Metro.

The HC3 will serve as the convening body for stakeholder and community engagement, responsible for listening to broader community input solicited through the project's community engagement efforts, and providing feedback to staff and the Consultant team.

A Community Engagement Subcommittee will also be convened to help conduct outreach to typically under-represented community members, with the goal of ensuring that public input is representative of the diverse cultures, economic backgrounds, ages, and interests in the three cities.

This project will also use a Technical Advisory Committee (TAC) composed of staff from the three Cities, Multnomah County, Metro and partner agencies, charged with advising the Consultant team. TAC members will review Consultant work before deliverables are presented to the HC3, and be responsible for coordination with their respective agency.

The City of Fairview will serve as the project manager for the grant, responsible for the overall consultant contract and grant management, with specific project responsibilities shared among staff from the three local jurisdictions.

The Consultant will hold an introductory meeting with the TAC and HC3 to kick off and present an overview of the scope of work and project approach. The Consultant will be expected to participate in person in meetings with the TAC and HC3, and with community partners, property owners and agencies participating in the site readiness work. The Consultant may also present at key junctures to the Planning Commissions and City Councils

4. PRELIMINARY SCOPE OF SERVICES

Consultant teams will possess the qualifications necessary to complete three overall tasks to support the site readiness and code update project. Additional background can be found in the Metro grant proposal (Exhibit A). A final scope of work will be developed with the selected consulting team prior to execution of the contract.

Task 1: Site Analysis

From the 21 opportunity sites identified in the Main Street Plan, the three Cities will focus on approximately four (4) key sites for development readiness. Sites will be selected for the following characteristics:

- The site provides a significant redevelopment opportunity due to its size and location, and may serve as a catalyst for development in the corridor.
- Development is challenged by environmental, regulatory, ownership and market constraints that have and will likely continue to prevent development in the near-term.

The goal of the Site Analysis is to identify the potential and desired development types for each site, to create a detailed analysis of constraints that are preventing each site from being developed, and to outline actions needed to remove constraints. This task will also identify any regulatory barriers that should be addressed in Task 3.

Task 2: Environmental, Infrastructure, and Market Solutions

Following the Site Analysis, the Consultant will work with the property owners and relevant agencies to implement the identified actions needed to remove development constraints, tailored to the needs of each site.

Task 3: Development Code Amendments

The Consultant will draft adoption-ready design and development standards for zoning districts along the Halsey corridor in Fairview, Wood Village and Troutdale. The goal of the code amendments is to implement the development and urban design vision for the corridor and each community within the corridor; ensure high-quality design that creates a sense of place; remove code barriers and create incentives for desired land uses; make the codes clear and predictable; and create more unified standards between the three cities. This may involve changes to the site development standards such as parking and landscaping regulations, in addition to zoning district standards.

5. EVALUATION CRITERIA (100 POINTS TOTAL)

The Cities are seeking written statements of qualifications that demonstrate the team's solid technical skills, creative problem solving, successful past work experience, and an ability to work collaboratively with multiple agencies and stakeholders with different perspectives. The successful applicant will demonstrate outstanding competence and experience relating to the criteria discussed below.

Evaluation Procedure:

Submittals of qualifications will be evaluated on the thoroughness and responsiveness to selection criteria. Submittals received that conform to the RFQ instructions will be evaluated. The initial evaluation will take place using the evaluation criteria A-C identified below. The Cities may request interviews with the highest ranked proposers prior to final selection of firm(s). Interviews are intended to allow selected teams to clarify or further explain their qualifications and will be worth 25 points.

Award will be made to the highest ranked team according to the evaluation criteria and interview score, if interviews are conducted. If contract negotiations are unsuccessful with the highest ranked team, the City of Fairview reserves the right to enter into negotiations with the next highest ranked team.

A. Qualifications (30 points)

Describe how your team as a whole is uniquely qualified for the tasks at hand based on individual and firm experience and ability to work successfully together. Describe how your consultant team will work internally to ensure a high level of coordination and collaboration, and creative problem solving amongst consultant firms, and how your project manager will ensure strong communication and collaboration with agency staff on the project management team. Describe methods typically utilized by your firm to manage complex projects with multiple partners, and the specific practices you employ to ensure that project work is accomplished within the contracted timeframe and project budget.

Identify the day-to-day project manager and consultant team members who will be assigned to the project. Resumes may be included in the appendix. Please also describe the following for each of your team members:

- Role in the project, area of expertise and relevant work experience in response to the list of expertise on page 2.
- Capacity to conduct the site analysis and develop adoption-ready design and development standards by August 2020.
- Billing rate.

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B. Similar Projects and Outcomes (30 points)

Demonstrate your team's experience with similar work conducted for other municipalities and private clients. For each of the projects listed, please provide references, identify persons on your proposed project team who worked on the project and their respective roles, and indicate any key sub-consultants who served on the project team. In describing relevant experience, please demonstrate how your team has brought innovative and practicable approaches to tackle complex and multi-jurisdictional planning and development issues.

In the project examples, respond to the questions and information under each key task. Work samples may be attached to demonstrate capabilities such as graphic communications, site analysis, code graphics, and development outcomes.

Site Readiness Task

- Provide examples of your team's experience in developing commercial and mixed-use sites, with an emphasis on downtown and main street locations in small cities and suburbs.
- Provide examples of how your team addressed site-readiness challenges, the timeframe for accomplishing this work, lessons learned, and the resulting development that has occurred.
- Provide examples your team's work on the development of sites with delineated wetlands. What innovative approaches have you brought to the table? How has your team worked collaboratively with property owner teams, the Department of State Lands, and the local jurisdiction to make the site shovel-ready and/or integrate natural resources into the development?
- Provide examples of your team's real estate marketing expertise. How has your team helped to market properties for development, and helped to attract targeted businesses to the development?
- Describe your team's experience working with complex development projects that include public-private partnerships, and coordination of multiple public partners on financing and regulations.

Code Update Task

- Provide examples of your team's experience drafting code amendments for mixed-use town center and commercial zones. Describe the problems and desired outcomes of each project, time it took from concept to adoption, and graphics used to communicate the code concepts, and lessons learned. Include projects that resulted in code amendments adopted by multiple jurisdictions. Where possible, provide examples of development completed under the revised code.
- Describe your team's experience working with communities to develop implementing standards and regulations to carry out an urban design vision.

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Community Engagement

Community and business engagement will be focused on the Code Update task. For each project example:

- Provide examples of your team’s past experience implementing an outreach strategy that is racially, culturally and socioeconomically inclusive.
- Provide project examples that included targeted engagement methods your team employed to gain feedback from typically under-represented community members and business owners including people of color, non-native English speakers, low-income residents, and young people.
- Provide examples of projects where your team successfully communicated and obtained input on urban design and development options. How has your team communicated technical information in an easy-to-understand manner, and helped community members and decision-makers to consider trade-offs and make informed decisions?

C. Racial Equity and Diversity (15 points)

Explain how well the team will advance racial equity and diversity through:

- The inclusion of COBID Certified Businesses,
- Overall diversity of the lead firm and subcontractors
- Inclusion and engagement of other partners or methods, and/or
- Approaches to implement the work plan that engage underrepresented communities.

The use of minority-owned businesses, woman-owned businesses, businesses owned by service-disabled veterans, and emerging small businesses is encouraged to the maximum extent practical. Indicate if your firm or any subcontractors are COBID or DBE Certified Businesses, describe the diversity of demographics of the team including subcontractors (if applicable), and identify any proposed methods or approaches to include underrepresented communities.

D. Interviews (25 points)

Highest ranked proposers will be invited to in-person interviews as described under the Evaluation Procedure on page 7. Interviews will provide an opportunity for teams to clarify and expand upon their experience and capabilities.

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6. SUBMISSION REQUIREMENTS AND SCHEDULE

All submittals in response to this RFQ are due by **4:00 p.m. PST on Friday, June 21.**

Submit **8 hard copies and one PDF** of the written submittal of qualifications. Submittals must be clearly marked "Request for Qualifications for Halsey Site Readiness and Code Update". Submittals should be printed double-sided and submitted without binders or folders.

Applicants are encouraged to provide succinct submittals that clearly articulate their qualifications and demonstrate strong communication skills. Submittals shall include: **1) Cover Letter, 2) A written response addressing the evaluation criteria (not to exceed 12 pages), and 3) Work samples and resumes.**

Schedule:

RFQ Available to the Public	May 17, 2019
Written Submittals Due	June 21, 2019 (4 pm)
Consultant Teams Selected for Interviews and Notified of Time Slot	June 26, 2019
Consultant Interviews Conducted	June 28, 2019
Selected Team Notified	July 8, 2019
Complete Contract Scope of Work	July 31, 2019
Contract Approval by Fairview Council	August 7, 2019 (tentative)
Project Kickoff	August 14, 2019
Project Completion	August 2020

An evaluation committee that includes staff from all three cities, Multnomah County and Metro, along with two community representatives, will review written proposals, interview candidates, and choose the successful consultant team. The selection decision for the selected team will be made by July 8, 2019 after interviews are conducted.

Upon notification, the scope and contract negotiation with the selected team will begin immediately. Contract negotiations will be completed one week prior to the City Council contract award (tent. August 7, 2019).

Notifications to teams who were not selected will be completed by August 8, 2019.

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7. SUBMITTAL GUIDELINES

This Request for Qualifications represents the requirements for an open and competitive process. Submittals will be accepted until 4:00 p.m. PST (Friday, June 21, 2019). Any submittals received after this date and time will be returned to the sender. All submittals of qualifications must be signed by an official agent or representative of the company submitting.

If the organization submitting qualifications must outsource or contract any work to meet the requirements contained herein, this must be clearly stated, with the name and description of the organizations being contracted.

Contract terms and conditions will be negotiated upon selection of the qualified team. All contractual terms and conditions will be subject to review by the legal staff and will include scope, deliverables, budget, schedule, and other necessary items pertaining to the project.

8. EXHIBITS

- A. Metro 2040 Planning and Development Grant Proposal
- B. Main Streets on Halsey Plan
- C. City of Fairview Standard Personal Services Contract

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Main Streets on Halsey Site Readiness and Code Update

Project Milestones, Deliverables, and Disbursement of Grant Funds

Project milestone and specified grant deliverables		Date due*	Matching contributions	Estimated Grant payment
1	Execution of grant IGA a) Preparation of project documents and negotiations b) Signed IGA document	May. 31, 2019	Fairview staff: \$ 500	
2	Project consultants and contract scoping a) Determine RFQ reviewers who will select consultant b) Select consultant team c) Finalize consultant scope and contract d) Establish revised milestones and deliverables	Feb. 28, 2019	Fairview staff: \$ 1,000	
3-7+	Project milestones to be determined		Fairview staff: \$ 4,500 Troutdale staff: \$11,008 Wood Village staff: \$8,366 Wood Village cash: \$3,000	Fairview staff: \$ 16,069 Consultants: \$ 160,965 Direct costs : \$ 11,466
8	Council hearings and action			Fairview staff: \$ 11,500
GRANT PROJECT COMPLETION <ul style="list-style-type: none"> • All grant project deliverables submitted by grantee and approved by Metro • All required fiscal documentation submitted or retained on file as appropriate • Final reporting on grant performance measures submitted and approved by Metro 			Total Grantee Match	Total Grant Funding
			Project staff: \$ 25,374 Cash: \$ 3,000 TOTAL: \$ 28,374	Consultants: \$ 160,965 Staff: \$ 27,569 Direct costs : \$ 11,466 TOTAL: \$ 200,000

Exhibit C

Continued

NOTE: Due dates are intended by the parties to be hard estimates of expected milestone completion dates. If the City anticipates that a due date cannot be met due to circumstances beyond its control, it shall inform Metro in writing no later than ten (10) days prior to the due date set forth above and provide a revised estimated due date. Metro and the City shall mutually agree upon revisions to the milestone due dates set forth in this agreement.