

## MEMORANDUM

TO: Mayor and City Council

FROM: Eric Mongan, City Planner

SUBJECT: A RESOLUTION DEMONSTRATING A COMMITMENT TO SUPPORT A GRANT APPLICATION FOR A DLCD TECHNICAL ASSISTANCE GRANT SEEKING FUNDING FOR AN ECONOMIC OPPORTUNITIES ANALYSIS, BUILDABLE LANDS INVENTORY, AND AN UPDATED HOUSING NEEDS ANALYSIS AS PREPARATORY WORK A COMPREHENSIVE PLAN UPDATE

DATE: September 20, 2023

### Background:

The Oregon Department of Land Conservation & Development (DLCD) is now accepting grant applications for Technical Assistance with long-range planning requirements. The City of Cottage Grove has been notified via the attached email that we are due for an Economic Opportunities Analysis (EOA) as the current document is 14 years old. Staff has been interested for some time in applying for this grant to get an updated EOA, but due to COVID and the proposed Preliminary Flood Maps an application has not been submitted. With the recent notice from DLCD regarding the age of the City's EOA and the positive response from FEMA regarding the Flood Map revisions staff believes it is appropriate timing for the City to apply for the funding.

In addition to requesting funding for the EOA staff intends to request funding for a Buildable Lands Inventory and an update to our 2018 Housing Needs Analysis. Following discussions with DLCD staff believes that an application for funding to conduct these studies will be approved.

Upon completion of these studies the City will be well positioned to begin the process of completing a Comprehensive Plan Update.

The Technical Assistance Grant Program through DLCD does not require a monetary match though it is encouraged. That match can be made via in-kind contribution, such as, staff time, printing and advertising costs, and other miscellaneous expenses.

### Recommendation:

That the City Council adopt the attached draft Resolution demonstrating its support of the City's application for funding to complete an Economic Opportunities Analysis, Buildable Lands Inventory, and to update the 2018 Housing Needs Analysis.

Cost:

Staff time.

  
Richard Meyers, City Manager

  
Eric Mongan, City Planner



Eric Mongan <planner@cottagegrove.org>

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## DLCD TA Grant - Economic Development

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WINGARD Patrick \* DLCD <Patrick.WINGARD@dlcd.oregon.gov>

Wed, Sep 6, 2023 at 5:12 PM

To: Eric Mongan <planner@cottagegrove.org>

Hi Eric,

I received a note from management today regarding key performance measures for the department and economic opportunity analyses (EOAs) for communities over 10k population.

Here's part of Gordon Howard's email to DLCD Regional Reps:

Hello all, We have completed our Key Performance Measures for 2023 and once again we are just under our goal for 75% of cities in the state above 10,000 population to have EOAs adopted 10 years ago or less.

Economic Development is the #1 priority for our [TA grant program](#), and the following cities have stale EOAs. I have included the regional rep as well. There are a couple of other cities that don't currently meet the standard, but have EOAs in progress, so I didn't include them:

|               |                 |
|---------------|-----------------|
| Ashland       | Josh Lebombard  |
| Coos Bay      | Hui Rodomsky    |
| Cottage Grove | Patrick Wingard |
| Hermiston     | Dawn Hert       |
| La Grande     | Dawn Hert       |
| Ontario       | Dawn Hert       |
| Pendleton     | Dawn Hert       |
| Independence  | Melissa Ahrens  |
| Monmouth      | Melissa Ahrens  |
| Silverton     | Melissa Ahrens  |

|            |              |
|------------|--------------|
| Prineville | Angie Brewer |
| The Dalles | Angie Brewer |
| St. Helens | Laura Kelly  |

In addition, here are cities that are nearing 10,000 population that have stale EOAs:

|             |                |
|-------------|----------------|
| Florence    | Hui Rodomsky   |
| Hood River  | Angie Brewer   |
| Eagle Point | Josh LeBombard |

---X---

In short, if the city of Cottage Grove were to apply for an economic development-focused [TA grant](#) (application deadline is October 2, 2023), funding seems likely. The TA grant program is typically oversubscribed 3:1, applications to funds available.

Would you have time to chat on this opportunity sometime next week, maybe?

Thanks!

Patrick

## **Patrick Wingard**

Southern Willamette Valley Regional Representative | Community Services Division

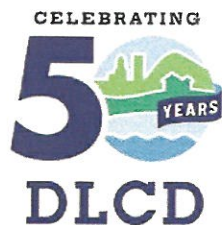
Pronouns: He/His

Oregon Department of Land Conservation and Development

635 Capitol Street NE, Suite 150 | Salem, OR 97301-2540

Cell: 541-393-7675 | Main: 503-373-0050

[patrick.wingard@dlcd.oregon.gov](mailto:patrick.wingard@dlcd.oregon.gov) | [www.oregon.gov/LCD](http://www.oregon.gov/LCD)



RESOLUTION NO. \_\_\_\_\_

A RESOLUTION DEMONSTRATING A COMMITMENT TO SUPPORT A GRANT APPLICATION FOR A DLCD TECHNICAL ASSISTANCE GRANT SEEKING FUNDING FOR AN ECONOMIC OPPORTUNITIES ANALYSIS, BUILDABLE LANDS INVENTORY, AND AN UPDATED HOUSING NEEDS ANALYSIS AS PREPARATORY WORK A COMPREHENSIVE PLAN UPDATE

WHEREAS, the City of Cottage Grove last completed an Economic Opportunities Analysis (EOA) in 2009 and has been notified by DLCD that there is funding available to support completing an updated EOA; and

WHEREAS, to maximize the value of completing an EOA it is appropriate to complete concurrent Buildable Lands Inventory and Housing Needs studies to inform the true state of the City's economic opportunities; and

WHEREAS, the DLCD Technical Assistance Grant application requires an adopted Resolution demonstrating the support of the City Council for the requested project funding; and

WHEREAS, the City of Cottage Grove has not completed a full update of its Comprehensive Plan adopted in 1981 and upon completion of the EOA, BLI, and HNA will be well positioned to initiate and complete a Comprehensive Plan update; and

WHEREAS, there is not a required monetary match requirement for Technical Assistance Grants, though it is encouraged and can be met via in-kind contribution of staff time and printing and advertising costs; and

WHEREAS, the deadline for grant application submission is October 2, 2023 and it is recommended by staff that the City apply for the necessary funding to complete the necessary studies allowing for a full Comprehensive Plan Update.

NOW, THEREFORE, BE IT RESOLVED that the City Council demonstrates its commitment to support an application for a DLCD Technical Assistance Grant to fund an Economic Opportunities Analysis, Buildable Lands Inventory, and Housing Needs Analysis to prepare for a full Comprehensive Plan Update via Voluntary Periodic Review by allowing the City Manager to sign the necessary documents and allow the use of staff time and other in-kind contributions to increase the likelihood of funding approval; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its passage.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS 25<sup>TH</sup>  
DAY OF SEPTEMBER, 2023.

APPROVED:

\_\_\_\_\_  
Candace Solesbee, Mayor

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Richard Meyers, City Manager

Date: \_\_\_\_\_