



STAFF REPORT

Meeting Type: City Council
Meeting Date: October 20, 2025
From: Kelly O'Neill Jr., Development Services Director
Subject: Letter of Support: 2025-27 Technical Assistance Grant for Economic Development

DECISION TO BE MADE:

Whether to authorize a letter of support (Exhibit A) for a \$75,000 Technical Assistance (TA) grant for economic development purposes.

APPLICABLE COUNCIL GOAL:

- **Goal 9.1:** Supplement staff capacity to implement the Economic Development Strategic Plan to create more living wage jobs, support local business growth, and support a strong local economy.

BACKGROUND / CONTEXT:

The City Council and staff recognize the importance of developing commercial and light industrial uses along 362nd Drive and Bell Street. The Department of Land Conservation and Development (DLCD) announced a grant deadline of October 10, 2025, for a Technical Assistance (TA) grant. Two program priorities for the 2025-2027 grant cycle were to promote economic development and to update a local government plan for public facilities needed to serve existing development and future projected growth. This was the same grant source that provided \$50,000 to the City of Sandy to assist with the Envision Sandy 2050 Comprehensive Plan.

As noted in the City's Economic Opportunities Analysis under "public facilities and services", "one of the primary considerations about developing a site is whether it has infrastructure to or near the site". Creating maps and related KMZ/CAD files is important to identify utilities (water, sanitary sewer, storm, PGE electric, NW Natural gas lines, SandyNet fiber, etc.) and their relative pipe/transmission sizes, and to identify constraints (slopes over 25%, wetland buffers, creek buffers, BPA transmission lines, etc.).

KEY CONSIDERATIONS / ANALYSIS:

The City would use the grant funds to hire a consultant to develop an infrastructure utility map and related KMZ/CAD files, thus helping the City of Sandy in preparing prime sites for new employers, advanced manufacturing, and local workforce expansion.

The grant application (Exhibit B) was submitted on October 9, 2025, to meet the October 10th deadline.

The grant application must include a resolution or letter (Exhibit A) from the governing body of the city, county, district, or tribe demonstrating support for the project. The application will not be complete if it does not include this item. The letter of support may be received by DLCDD after the application submittal deadline, but it must be received before a grant is awarded.

BUDGET IMPACT:

The City is requesting \$75,000 in grant funds; a \$25,000 match would be required if the grant is awarded. The \$25,000 can be accommodated in the City's current budget.

RECOMMENDATION:

Authorize the Mayor to sign the letter of support for the Technical Assistance (TA) grant on behalf of the City Council.

SUGGESTED MOTION LANGUAGE:

"I move to authorize the Mayor to sign the letter of support for the Technical Assistance (TA) grant application, as included in the meeting packet."

LIST OF ATTACHMENTS / EXHIBITS:

- Exhibit A. Draft Letter of Support
- Exhibit B. TA Grant Application