



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b> June 20, 2022		<b>Subject: Resolution No. 2984</b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Execute An Amendment To The Professional Services Contract With Moore Iacofano Goltsman, Inc. For Frog Pond East And South Master Planning.  <b>Staff Member:</b> Daniel Pauly, AICP, Planning Manager  <b>Department:</b> Community Development	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends that Council adopt the consent agenda.			
<b>Recommended Language for Motion:</b> I move to adopt the consent agenda.			
<b>Project / Issue Relates To:</b>			
<input checked="" type="checkbox"/> Council Goals/Priorities: Expand home ownership	<input type="checkbox"/> Adopted Master Plan(s):		<input type="checkbox"/> Not Applicable

**ISSUE BEFORE COUNCIL:** Council to decide whether to approve a contract amendment with MIG for professional services for the Frog Pond East and South Master Plan to incorporate additional funding from a State grant.

**EXECUTIVE SUMMARY:**

The City continues work on the Frog Pond East and South Master Plan. The \$540,000 master-planning effort was initially funded by a combination of a Metro grant of \$350,000 and a City contribution of \$190,000. The Metro and City-funded scope of this master-planning project includes three specific housing affordability components: an affordable housing needs assessment and production strategy for the area, exploring methods to encourage more Accessory Dwelling Units (ADU) and exploring variable rate System Development Charges (SDC) to reduce costs for smaller housing units. Approximately \$127,000, or 23.5%, of the total project cost are dedicated to these project components.

City staff saw budget constraints affecting these important affordable housing project components, as they need to be balanced with other project requirements. Accordingly, with City Council support via Resolution No. 2912 in July 2021, City staff applied for additional State funding dedicated to these project components that would enable the City to enhance the amount of research, analysis, and targeted outreach for the work. Gratefully, the State saw the benefit of the request and awarded the grant to the City in the amount of \$81,000. If adopted by Council, Resolution No. 2984 will approve an amendment to the existing \$350,000 consultant contract to add \$57,000 funded by the grant. The remaining \$24,000 of the State grant will cover City staff time. City Council approved the original contract with Angelo Planning Group via Resolution No. 2888 in March 2021. The City Manager signed a First Amendment to the Professional Services Agreement in January for \$12,000 to cover the affordable housing component of the State grant. This resolution authorizes a Second Amendment to the Professional Services Agreement for \$45,000 to cover the SDC rate exploration portion of the grant.

**EXPECTED RESULTS:**

Council approval of a contract amendment funded by State grant funds to support additional work on the Frog Pond East and South Master Plan.

**TIMELINE:**

The work under the existing contract is underway. The additional work will be incorporated into the current project timeline. Adoption of the Frog Pond East and South Master Plan is planned at the end of 2022.

**CURRENT YEAR BUDGET IMPACTS:**

The additional contract amount is fully funded by a grant from the Oregon Department of Land Conservation and Development (DLCD).

**COMMUNITY INVOLVEMENT PROCESS:**

The enhancement of certain project components includes an increase in community involvement.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

The additional grant-funded work will allow improvement of important components of the Frog

Pond East and South Master Plan that relate to the City's housing affordability efforts and Equitable Housing Strategic Plan priorities.

**ALTERNATIVES:**

The alternative is to not pursue the additional work and return the funds to the State.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 2984
  - A. Contract amendment including updated project scope