



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: October 2, 2023		Subject: Resolution No. 3079 Council Support of Oregon Department of Land Conservation and Development (DLCD) Grant Application for the Housing Our Future Project Staff Members: Kimberly Rybold, AICP, Senior Planner Daniel Pauly, AICP, Planning Manager Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt the Consent Agenda.			
Recommended Language for Motion: I move to adopt the Consent Agenda.			
Project / Issue Relates To:			
<input checked="" type="checkbox"/> Council Goals/Priorities: Increase housing opportunities for all	<input checked="" type="checkbox"/> Adopted Master Plan(s): Comprehensive Plan	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

A Resolution supporting a grant application to the Oregon Department of Land Conservation and Development (DLCD) to fund consultant costs and a portion of City staff costs for Phase 3 of the Housing Our Future Project.

EXECUTIVE SUMMARY:

Since January 2023 the Planning Staff has been working on the Housing Our Future project, which will analyze Wilsonville's housing capacity and need followed by creating strategies to meet housing needs. Planning staff last discussed the project with the Council during an August 7 work session. The project is divided into three phases based on timing related to sources of funding:

- **Phase 1:** Preliminary Housing Needs and Capacity Analysis (HNCA) completed in mid-June 2023 under a DLCD project grant awarded in 2021. Information on Phase 1 was presented in the August 7, 2023 work session.
- **Phase 2:** Initial public engagement for the project, starting in August 2023 through late 2023. This included outreach during the August 24 Party in the Park and will include a community event currently scheduled for November 8. This phase is funded by the City to fill a gap between available DLCD grant funding.
- **Phase 3:** Completion of the HNCA and development of the Housing Production Strategy (HPS), starting in late 2023 and completed by mid-2025. This phase is planned to be funded through a second grant from DLCD. The City has received a preliminary notice of award, with finalization of the grant agreement later in 2023 contingent on Council support.

City Council's support via Resolution No. 3079 will allow the project to move forward to Phase 3 to meet State requirements as well as future Council goals related to housing.

EXPECTED RESULTS:

Council support of a grant from DLCD to support Phase 3 of the Housing Our Future Project.

TIMELINE:

City staff submitted the grant at the end of June and the City has been noticed that the project is being funded. However, a Resolution of Support is still required prior to finalizing the grant award and grant agreement. Phase 3 of the project will begin once the grant agreement is finalized, which is anticipated before the end of 2023.

CURRENT YEAR BUDGET IMPACTS:

General Planning overhead covered the cost of preparing the grant application. Project expenditures and grant reimbursement will occur consistent with the approved fiscal year 2023-2024 budget. Note the consultant working on the project will be paid directly by DLCD rather than DLCD reimbursing the City. DLCD will also reimburse the City for City staff time spent on the project.

COMMUNITY INVOLVEMENT PROCESS:

The project includes a community involvement plan using a variety of methods to reach a diverse cross-section of the community. The grant will help fund community involvement.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The grant funds will allow completion of the State-required Housing Our Future project while minimizing the financial impact to the City. The Housing Our Future Project will be an important step in the City's ongoing effort to provide for a variety of housing needs.

ALTERNATIVES:

Not utilizing the grant would require the City to cover the project costs or seek alternative funding.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 3079
2. Grant Application Submitted June 28, 2023
3. Notice of DLCD Housing Planning Assistance Grant Award September 8, 2023