

2024 Transportation Growth Management Grant Application

Instructions

Be sure to download and review the [2024 Application Packet](#) before filling out this grant application.

You can save your progress and revisit this form at any time by clicking the "Save" button at the bottom of the page.

Applications must be received by July 31, 2024 at 11:59 p.m. (PDT)

Applicant information

Instructions: Complete this information for the applicant. Provide both a designated contact and an authorized representative (if different than the designated contact) for your entity.

Response instructions are on page 9 of the 2024 Application Packet.

Primary applicant jurisdiction

City of Dundee

Mailing address

PO BOX 220

Address Line 1

620 SW 5th Street

Address Line 2

CITY OF DUNDEE

City

Oregon

State

97115

Zip Code

Website

https://DundeeCity.org

Contact person name

Steve

First

Dahl

Last

Contact person title

steve.dahl@dundeecity.org

Contact phone

(503) 538-3922

Contact email

steve.dahl@dundeecity.org

Name of person empowered to sign the agreement with ODOT, if different from the applicant contact

First

Last

Title of above named person

Phone

Email

List co-applicants (if a joint project)

List co-applicants (if a joint project)

Providing match?

Upload your resolution or authorized letter with associated meeting minutes from the governing body of applying jurisdiction(s) here:

20240717075211125.pdf

PDFs only. Max 2mb per file.

Project information

Response instructions are on page 10 of the 2024 Application Packet.

Project title

Dundee Transportation System Plan Update

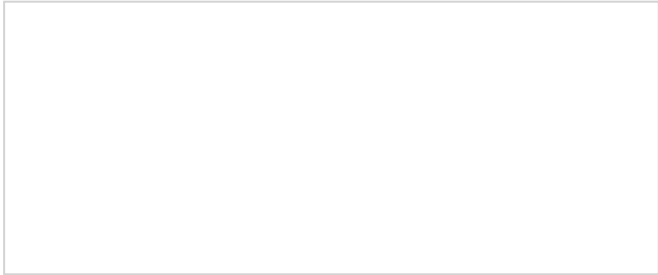
Project area: Using either of the two fields below, attach a map of the project area or describe the area your project is located in.

Option 1: Project area map

Dundee Map.pdf

Option 2: Project area description

PDFs only, 1 file maximum, 2mb file size limit.



ODOT region (1-5)

[ODOT Region Map](#)

Region 2

Refer to the region map if you are unsure of your region.

Type of grant

Category 1: Transportation System Planning

Summary description of project

This project will update the 2015 TSP and provide data and direction for the City of Dundee transportation routes to handle major commercial and residential development within the city, the relocation of the city's elementary school from one part of the city (Northwest) to a different side of the city (Southeast). Finally, develop a long-term plan that includes a location for traffic on the Newberg-Dundee bypass to get into and out of Dundee, so the city can start planning changes to Dundee's street infrastructure to mitigate changes in traffic patterns.

Describe the purpose of your project and how the expected outcomes will address a transportation problem, need, opportunity, or issue. (Maximum characters: 750)

Project cost table

Response instructions are on page 11 of the 2024 Application Packet.

TGM funds requested for the work identified in Criterion 3	Consultant \$212,530.93	Local reimbursement \$0.00	Total TGM funds requested \$212,530.93
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Local match	Minimum Match (Calculated) \$24,325.12 <i>Approximately 11.5% of requested funds</i>
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Match to be provided	Labor, supplies and services during project	Payment when Intergovernmental Agreement is signed \$27,469.07
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Total Match to be Provided

\$27,469.07

Award criteria

Criterion 1: Proposed project addresses a need and supports TGM objectives (up to 40 points)

The application demonstrates the proposed project clearly and effectively addresses a local or regional transportation or transportation-related land use issue, problem, need, or opportunity and will achieve one or more of the TGM Objectives.

Response instructions are on page 13 of the 2024 Application Packet.

What is the transportation or transportation-related land use issue, problem, need, or opportunity the proposed project will address?

It has been ten years since the City of Dundee completed a Transportation System Plan (TSP) and since the time of the last TSP update the city has gone through multiple changes and needs to address the transportation issues these changes have brought. The first issue is that the Newberg-Dundee bypass has been partially completed. The route that takes semi-trucks and through traffic around downtown Newberg and Dundee has been completed but the final entrance and exit of the bypass into and out of Dundee has not been finalized. There have been two locations suggested by the Oregon Department of Transportation (ODOT) to get traffic in and out of the City of Dundee. Neither of these two suggestions appear to be viable. One assumes to go through property that recently had a RV Resort constructed. The other entrance would put traffic in a location where the local roadway infrastructure would cost millions to upgrade to satisfy the traffic requirements that would be put on them.

The second issue that a new TSP would review would be the new location for the Dundee Elementary School. Until the end of the 2023-2024 school year the Dundee Elementary School was located on the corner of 99W and SW 5th Street in Dundee. A new elementary school has been built .7 miles from the old school in a residential area in the southeast part of town within the Riverside District Master Plan area. This will be changing the traffic patterns both around 99W and the corner of SE 8th Street and SE Edwards Drive. A study of the new traffic flow at the new school site will be beneficial for the long-term growth of the area. The location is near the overpass of what is scheduled to be the "Riverside District" of Dundee. The "Riverside District" is a master planned area that will provide multiple housing options to the community. This includes single family homes, triplexes, townhouses, and apartments. It is hoped that the "Riverside District" will see building construction within the next three years.

The third issue that the new TSP will review will be the commercial and housing development on or around 99W. Currently there are two "resort" hotels being planned within the City of Dundee. These hotels will add approximately 150 new hotel rooms within the city, along with new restaurants, shopping, and tourism related activities. There are also new shopping locations being planned for the area around the old elementary school and on the east edge of town. In this area there is an active proposal that will bring ninety apartments to rent just off 99W. These apartments range from three bedroom to studio apartments. Developing effective traffic flows is essential to the viability of the area.

Finally, just outside of the city limits is 100 acres of land that the owners and hopefully the city will be able to bring into the city and rezone from agricultural to industrial. The TSP needs to review the best way to get into and out of this property for the zone change.

Maximum characters: 3,000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

What are the proposed Project Objectives? How will the Project Objectives achieve one or more of the TGM Objectives?

Updating the City of Dundee TSP would meet the following TGM Objectives. 1) Provide transportation choices to support communities with balanced and interconnected transportation networks necessary for mobility, equity, and economic growth. By developing an efficient and effective way to get in and out of the City of Dundee you will provide a safe way to get goods and services in and out of the community and Yamhill County. By developing traffic patterns on a developed 99W you will be able to build on the work ODOT did putting in sidewalks and upgrading 99W a couple of years ago and the work around the new school will be crucial for developing safe walking and biking routes to the new elementary school.

2) Create Communities composed of vibrant neighborhoods and lively centers linked by accessible transportation. Receiving the TMG grant will allow the city to build on work it is currently doing by providing connections between the distinct parts of the city. As you may know having a State Highway go through your community can function as a split between neighborhoods. By reviewing the potential developments around 99W and the "Riverside District" we will be able to figure out and develop active links between the different areas of Dundee, so one person can walk from their house to school or public transportation or for a nice dinner at one of the new restaurants or old favorites. The TGM grant will work with recent studies that Dundee has done to make the community more ADA friendly and works with the accepted Destination Dundee: a tourism plan to better create a friendly community environment.

3) Support economic vitality and growth by planning for land uses and movement of people and goods. The City of Dundee is on the brink of exceptional growth. Not only is the city looking at massive growth in tourism, housing, and commercial endeavors. It also has the potential to add one hundred acres of industrial land just outside the Portland Metro Region. An area deft of large areas of industrial land. That could provide hundreds of jobs to rural Yamhill County.

4) Save public and private costs with compact land uses and well-connected transportation patterns. By have a TSP in place the city can work with developers and the state to effectively build a transportation system where developers are not left to rebuild the city, making development no longer cost effective, or leaving the city the development costs that it cannot afford in the timeline of potential development. The city would also be able to partner with ODOT to make sure that major infrastructure investments would meet the current and future needs of the region.

5) Promote environmental stewardship through sustainable land use and transportation planning. By developing a transportation plan that includes walking and biking routes we would encourage people to walk to work or school or to the local parks and restaurants, which would reduce air pollution and greenhouse gas emissions.

Maximum characters: 3,000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

Criterion 2: Proposed project is timely and urgent (up to 25 points)

The application demonstrates timeliness and urgency. The project is needed now to:

- address pressing local transportation and land use issues
- make amendments to local plans or regulations necessitated by changes in local conditions or in federal regulations, state requirements, or regional plans
- build on, complement or take a necessary step toward completing or implementing other high priority community initiatives, including Governor's Regional Solutions Team priority
- resolve transportation or land use-related issues affecting the project readiness of local, regional or

state transportation projects for which funding is expected to be obligated within the near future

Response instructions are on page 15 of the 2024 Application Packet.

Why is it important to do the proposed project in this grant cycle?

It is important to update the City of Dundee TSP in this grant cycle because the growth is coming to the community whether we have it or not and it would be better for everyone involved to have an overarching plan to effectively develop the transportation needs for the long-term health of the community. If we have an updated TSP the city will be able to collaborate with developers to create a transportation system that will meet the current needs of Dundee. Currently when the city talks to developers, we are using a plan that no longer makes sense for the long term needs of the community. For example, the current TSP calls for the development of a road that goes from the east side of Dundee to the west side of Dundee that requires purchase of land, breaking up of possible developments, and small winding streets to solve the issue of 99W being backed up every weekend with people going to and from the coast. Now that the Newberg Dundee Bypass is in operation the street connecting east and west Dundee may no longer be needed. This will save developers time and money and the city issues with developers.

The city also needs to start planning for the long-term growth of the area. With the need for housing in the City of Dundee and Yamhill County the ability to plan for the most efficient traffic patterns for getting in and out of the "Riverside District" will allow for multiple residences to be developed that would not cause traffic and mobility problems for the area. The city also needs to start the long-term planning for industrial industries to come to the community. Yamhill County offers the potential to provide multiple agricultural products that can be sent around Oregon if not the world. It would be beneficial to the state and community to be able to have the value-added processing and packaging of the agricultural output within the local community.

Maximum characters: 2,500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

What local actions are needed to move the proposed project forward? Have these actions been taken and if so, when? If those efforts are underway, when will they be completed?

The City of Dundee has accepted the Riverside District plan in 2019 and has been working to develop an acceptable set of costs for the development of the district. These costs include estimated water, sewer, storm water, and transportation needs. This project would help solve one of the key issues that has been slowing down the development of the district. The city has also been updating the storm water needs and plans to do the water and sewer master plans in the coming two fiscal years. The planning commission and city council will accept all of these.

The City of Dundee has just finished a tourism masterplan that calls for upgrades to 99W and other streets to make it easier for tourists to get around town and make the area more appealing to those passing through and living in the community. Finally, the city is just finishing an ADA and parking study of the community to look at issues that make moving around Dundee difficult for people who have disabilities.

Maximum characters: 1000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

How does the proposed project relate to other planning efforts, developments, or initiatives? Which of those are completed, underway, or waiting on the completion of this project?

The City of Dundee has multiple building projects happening within the city. The first one that is nearing completion is the new elementary school. This will change how people move around 99W and the residential area around the school. There are two resort hotels coming into town that are located on 99W and a ninety unit-apartment complex about a block from 99W. There is also three lots that have been purchased recently where developers will be looking to add retail shops and wine tasting rooms. The city is also in the process of updating their water, sewer, and stormwater masterplans. These plans will allow for the review of the planning and development of the “Riverside District” which will add nine hundred +/- housing units to the City of Dundee.

Maximum characters: 1000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

Criterion 3: Proposed project approach supports policy decision (up to 20 points)

The application demonstrates a clear approach to achieving the expected outcome and includes consideration for adoption. Where substantial coordination with other local, regional, and state planning efforts will need to occur, the mechanisms and responsibilities for the coordination are clear.

Response instructions are on page 16 of the 2024 Application Packet.

Tasks and deliverables table

What are your proposed tasks and deliverables

The first goal of this project will be to update the City of Dundee’s Transportation System Plan. The city’s responsibility for this project will be developing the scope of the project, making recommendations of what areas should be studied and then taking the plan that is developed through the planning process. The contractor hired for the project will take the city parameters, take new counts of traffic through the community, and create a plan that will meet the coming needs for transportation throughout the city. These needs will highlight the southeast area of the city around the new school and will include suggested routes to and from school and a priority list of projects to make walking and biking around the area easier and safer.

Secondly, the city needs to figure out how the Newberg-Dundee Bypass can be developed that will allow for a cost-effective way to enter and exit Dundee

For each project task, describe the major deliverables and who is responsible for its preparation, decisions to be made, and expected timeline. Clearly identify which local plans or regulations the final document(s) will create, amend or update and which entity or entities will need to take action to adopt them.

How will the project approach support investment decisions for Safe Systems, Climate Action, and Equitable Outcomes?

The City of Dundee's updated TSP will meet the Oregon Transportation Planning Rule in the following ways. It will encourage the development of walkways and biking paths, encouraging visitors and citizens of Dundee to not use their cars when traveling around the city and walking or biking around town reducing greenhouse gas emission. It will provide ways to move around the community without traffic stoppages, adding to the flow of commerce in and out of and through Dundee. It will also add a framework to work with both Yamhill County and ODOT to work together to develop traffic management plans around the Dundee community. It will provide for the construction and implementation of multi-modal improvements, and services necessary to support the comprehensive plan. Finally, it will provide safe passage to all the citizens of Dundee along with the visitors from around the world the come to Dundee.

Maximum characters: 1000 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

If adoption hearings will be held as part of a larger project, when will that be and as part of what project? (optional)

The updated Transportation System Plan will be taken through the planning process for the City of Dundee. The plan will be brought before the City of Dundee Planning Commission for review and approval. The plan will then be brought before the City Council of Dundee for approval. These will take place in an open meeting with the entire community invited to review and make recommendations on the plan. This will be a part of the updating of the city's masterplans.

Maximum characters: 500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

Criterion 4: Proposed project has community support (up to 5 points)

The application demonstrates that there is local support for project objectives, a commitment to participate, and a desire to implement the expected outcome.

Response instructions are on page 17 of the 2024 Application Packet.

Upload letters of support here

ODOT Grant Letter of Support bethany.pdf

PDFs only. Max 2 mb per file.

Criterion 5: Proposed project sponsor is ready and capable (up to 10 points)

The application demonstrates that the local government is ready and able to begin the project within the TGM timetable and that there is local commitment and capability to manage and complete the project. The application demonstrates, if applicable, successful performance on previous TGM projects.

Response instructions are on page 18 of the 2024 Application Packet.

Describe the experience and availability of key staff

There are three key staff who will be working and available for this project. They are Steve Dahl the City Administrator. Mr. Dahl has over ten years of City Management experience and has worked on multiple grants. He has used these grants to develop masterplans, economic development projects, and supplemental payroll for fire fighters and public works staff.

Greg Reid has worked for the City of Dundee for over eight years and has been a full-service engineer for the city. He has developed the plans for the improvement on SW 9th Street in Dundee, he is familiar with water and sewer master plans. He is currently working on the storm water master plan for the city.

Although he was not part of the development of the "Riverside District" plan he is familiar with the plan.

Doug Rux has just semi-retired from the City of Newberg where he was the Community Development Director. While there he was worked on multiple Transportation Growth Management Grants, such as the Newberg Downtown Improvement Plan and Newberg Riverfront Master Plan. As part of his responsibilities as the Community Development Director for Newberg he also did some of the planning for the City of Dundee. He was instrumental in doing the planning for the New Dundee Elementary School and is familiar with the history of Dundee planning challenges. He also has experience managing TSP development and updates in Tualatin and Newberg.

Maximum characters: 1500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

Explain how the applicant has the capacity to scope the proposed project during the next 15 months and manage it to completion within 3 years

The three people mention above will be the main contacts for the City of Dundee. They will be the best people to work with the contractor hired for the project. Working with the project contract will be one of their highest priorities.

Maximum characters: 1500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

If applicable, list applicant’s TGM projects within last 10 years and their status

If applicable, list local jurisdiction’s TGM projects within last 10 years and their status

TGM File Code	Project Title	Status
C1D4-16	Riverside Zoning Code Assistance	<p>This project was closed out with adoption by Order by the Planning Commission, accepted by the City Council, and the Title IV Report submitted to ODOT on September 5, 2019.</p> <p>300 character limit.</p>
C1A3-13	Code Assistance, City of Dundee Code Update	<p>This project was closed out.</p> <p>300 character limit.</p>

Bonus points: Housing (up to 10 points)

Response instructions are on page 19 of the 2024 Application Packet.

How will the adoption of the final document(s) address barriers to a broad range of housing types and affordability or work to link the location of future workforce housing to walkable/bikeable areas with good transit?

This project will allow the city to build a ninety-unit apartment complex and help develop the road infrastructure for a 600-acre area of land to build multiple housing types, from single family starter homes to duple-triplex's and town houses as outlined in the Dundee Riverside District Master Plan.

Maximum characters: 500 | (Text box automatically expands. Click and drag right-hand corner of text box to manually expand it.)

Required forms

Title VI: Racial & Ethnic Impact Statement form
Racial-Ethnic-Impact-Statement.pdf

[Download the Racial & Ethnic Impact Statement form here](#)

PDFs only. Max 2 mb per file.

Certifications

Response instructions are on page 20 of the 2024 Application Packet.

Eligibility criteria

- This application demonstrates a clear transportation relationship
- This application demonstrates adoption of products to meet project objectives
- This application demonstrates the support of local officials

Preparation of application

- This application was prepared by staff of the primary applicant or staff of one of the involved jurisdictions
 - This application was prepared by the following COMPENSATED consultant (indicate below)
 - This application was prepared by the following UNCOMPENSATED consultant (indicate below)
-

Would you like to receive TGM news and updates?

Yes No I am already subscribed

Clicking "Yes" authorizes us to add your email to our e-newsletter mailing list. You can unsubscribe at any time.

Today's date

7/31/2024

If you encounter any issues with the submittal process, please contact:

Rachael Levasseur

Planning Section Web Coordinator

Rachael.LEVASSEUR@odot.oregon.gov

CITY OF DUNDEE
RESOLUTION 2024-11

A RESOLUTION SUPPORTING AN APPLICATION TO THE TRANSPORTATION AND GROWTH MANAGEMENT PROGRAM FOR A CODE ASSISTANCE GRANT TO UPDATE THE CITY OF DUNDEE'S TRANSPORTATION SYSTEM PLAN AND ADDRESS ISSUES CONCERNING NEW DEVELOPMENT WITHIN THE CITY.

WHEREAS: The Oregon Transportation and Growth Management (TGM) program offers assistance to help local government to develop and update their transportation system plan (TSP), and.

WHEREAS: it has been nearly ten years since the City of Dundee has developed and updated their (TSP) and.

WHEREAS: The City of Dundee is currently seeing rapid development along Highway 99W with the intended building of two resort hotels, a ninety-unit apartment complex, and multiple retail outlets, and.

WEREAS: The Dundee Elementary School is in the process of moving from the corner of 99W and 5th Street to a different location within the city. Changing the traffic patterns around 99W and the new location, and.

WHEREAS: The 99W Bypass has not officially developed a location to get off the bypass and effectively get into and out of the City of Dundee, and.

WHEREAS: It is recommended to the City Council of Dundee that the city should apply for a TGM TSP grant to help the city effectively update the city's TSP to develop a plan to effectively solve these issues. If selected, TGM funding would become available in October of 2024.

THE CITY OF DUNDEE RESOVES AS FOLLOWS:

The City Council supports an application to the Transportation and Growth Management Program for a Transportation System Plan grant to develop and update the City of Dundee's Transportation System Plan. The City Administrator is authorized to negotiate and execute necessary contracts associated with any resulting awards from the grant application.

Passed this 16th day of July 2024.

Approved:



David Russ, Mayor

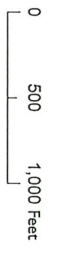
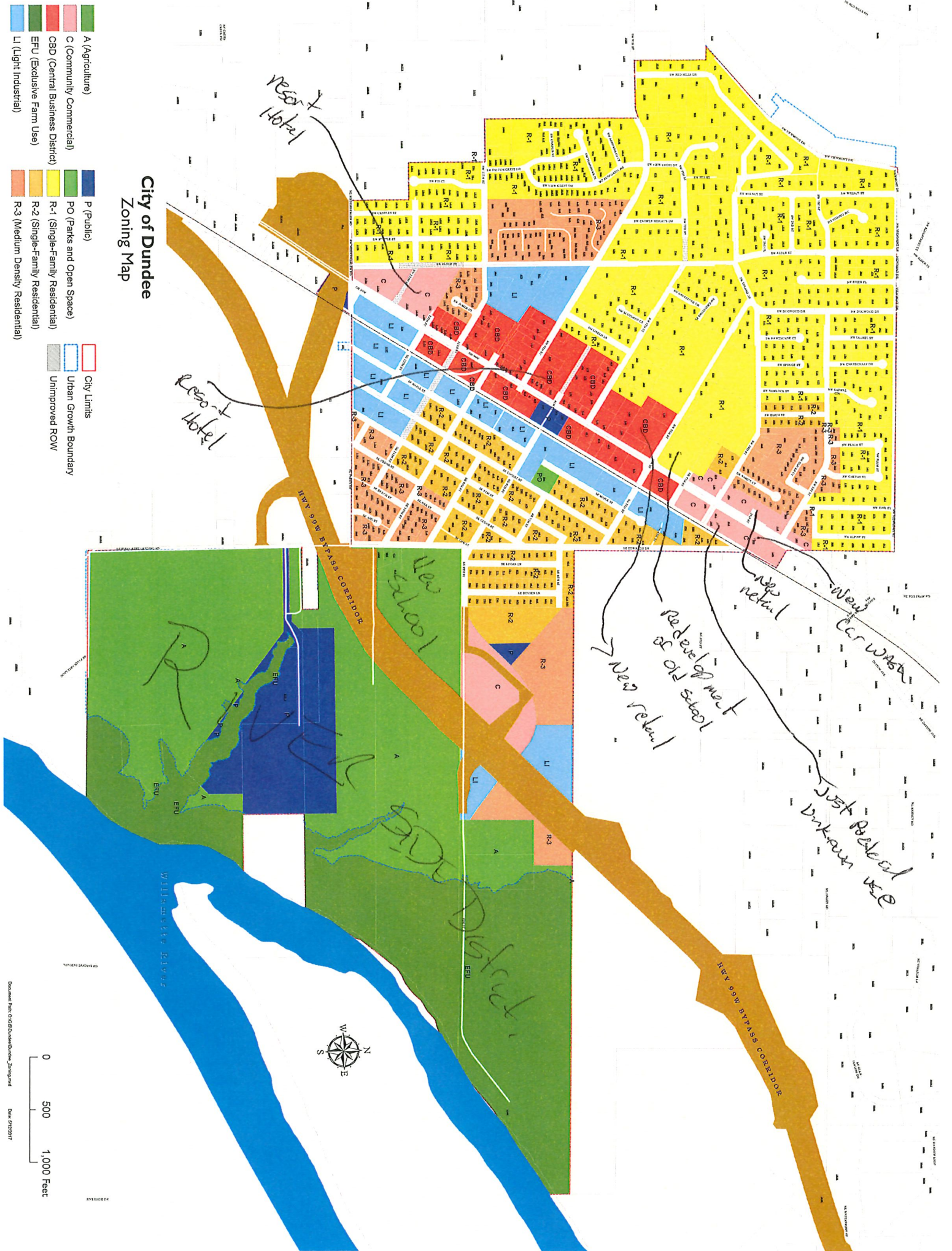
Attest:



Steve Dahl, City Administrator

City of Dundee Zoning Map

- A (Agriculture)
- C (Community Commercial)
- CBD (Central Business District)
- EFU (Exclusive Farm Use)
- LI (Light Industrial)
- P (Public)
- PO (Parks and Open Space)
- R-1 (Single-Family Residential)
- R-2 (Single-Family Residential)
- R-3 (Medium Density Residential)
- City Limits
- Urban Growth Boundary
- Unimproved ROW



David Helton

Department of Land Conservation and Development

635 Capital Street NE 150

Salem, Oregon 97301

Dear Mr. Helton,

I am writing to express my enthusiastic support of the City of Dundee's application for the Transportation Management Grant. Dundee is a growing community, with increased transportation demands. I feel that the timing of these funds will be of critical importance with the opening of our new elementary school, and the new challenges that we will face with the rerouting of school traffic. As a mother of elementary school children, home owner and business owner, in this community, seeing safer routes for walking, driving and cycling are of utmost importance. The City of Dundee has demonstrated a commitment to strong growth, and responsible planning, and I hope will be considered for this grant.

Thank you for your consideration,

Bethany Caruso
179 SW 9th Street
Dundee, OR 97115

RACIAL AND ETHNIC IMPACT STATEMENT

This form is used for informational purposes only and must be included with the grant application.

[Chapter 600 of the 2013 Oregon Laws](#) require applicants to include with each grant application a racial and ethnic impact statement. The statement provides information as to the disproportionate or unique impact the proposed policies or programs may have on minority persons¹ in the State of Oregon if the grant is awarded to a corporation or other legal entity other than natural persons.

1. The proposed grant project policies or programs could have a disproportionate or unique positive impact on the following minority persons:

Indicate all that apply:

Women	Asians or Pacific Islanders
Persons with Disabilities	American Indians
African-Americans	Alaskan Natives
Hispanics	

2. The proposed grant project policies or programs could have a disproportionate or unique negative impact on the following minority persons:

Indicate all that apply:

Women	Asians or Pacific Islanders
Persons with Disabilities	American Indians
African-Americans	Alaskan Natives
Hispanics	

3. The proposed grant project policies or programs will have no disproportionate or unique impact on minority persons.

If you checked numbers 1 or 2 above, please provide below the rationale for the existence of policies or programs having a disproportionate or unique impact on minority persons in this state. Further provide evidence of consultation with representative(s) of the affected minority persons.

By checking this box, I hereby certify the information contained on this form is true, complete, and accurate to the best of my knowledge.

Dated:

Printed Name:

Title:

Agency Name:

¹ “Minority person” are defined in SB 463 (2013 Regular Session) as women, persons with disabilities (as defined in ORS 174.107), African Americans, Hispanics, Asians, or Pacific Islanders, American Indians and Alaskan Natives.