

MEMORANDUM

TO: Mayor and City Council

FROM: Eric Mongan, City Planner

SUBJECT: RESOLUTION AUTHORIZING SUPPORT AND REQUIRED 20% CONTRIBUTION FOR AN ECONOMIC DEVELOPMENT ADMINISTRATION ECONOMIC ADJUSTMENT ASSISTANCE PROGRAM GRANT APPLICATION

DATE: August 12, 2022

Background

At the January 10th, 2022 City Council Meeting, Council adopted Resolution No. 2059 (attached), pledging support for the City's application to the Economic Development Administration (EDA) for an EDA Competitive Economic Adjustment Assistance Grants under the FY 2021 American Rescue Plan Economic Adjustment Assistance Grant Notice of Funding Opportunity (NOFO) (ARPA EAA NOFO).

The City's application was completed and submitted to the EDA on February 1, 2022. In the period since submitting our application staff has been in regular contact with representatives from the EDA to make minor amendments to our application including one shown in the attached correspondence dated February 14, 2022, this increased the City's contribution to \$1,250,000.00 from the original \$1,000,000.00. On August 11, 2022, staff received an email from the EDA asking the City to update or adopt a new Resolution to include the increased 20% match requirement of \$1,250,000.00 as a final curing request.

The EDA Economic Adjustment Assistance grant request will be for \$5 million, towards a total project cost of \$6.25 million. The City match of 20% will be in the form of in kind and cash contributions totaling \$1.25 million. The additional \$250,000.00 will come out of the street fund and utility reserve funds from FY 22-23 and FY 23-24.

It is necessary at this time that the City Council adopt a resolution to authorize support for the submittal of a grant application to the EDA and acknowledge its required 20% contribution should the grant be awarded to the City.

Recommendation

That the Resolution be adopted.

Cost

If awarded the City's obligation will be 20% of the grant award (\$1,250,000.00).


Richard Meyers, City Manager


Eric Mongan, City Planner

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING SUPPORT
FOR AN ECONOMIC DEVELOPMENT ADMINISTRATION
COMPETITIVE ECONOMIC ADJUSTMENT ASSISTANCE APPLICATION

WHEREAS, the Economic Development Administration (EDA) is accepting applications for EDA Competitive Economic Adjustment Assistance Grant under the FY 2021 American Rescue Plan Act Notice of Funding Opportunity (NOFO) (ARPA Economic Assistance NOFO); and

WHEREAS, the City of Cottage Grove desires to participate in this grant program to fund capital improvements for East Main Street in historic downtown. The improvements will improve and enhance accessibility to historic downtown supporting economic development and creation of new jobs in the center of the city; and

WHEREAS, the City of Cottage Grove holds title and ownership of all the property necessary to construct the improvements to East Main Street in historic downtown; and

WHEREAS, the City of Cottage Grove desires to support the businesses and the National Historic District, which is in keeping with the City's adopted Main Street Refinement Plan (2015) in the hopes of spurring economic development by developing a resilient downtown core; and

WHEREAS, the proposed improvements are part of the Main Street Refinement Plan adopted by Council in 2015, as part of an effort to establish a vibrant and resilient downtown business core that is accessible to all people; and

WHEREAS, the reconstruction of East Main Street from 8th Street to the Coast Fork Willamette River as proposed for this project will include the placement of high-speed fiber to support the economy of the future; and

WHEREAS, the proposed project includes the planting of street trees, installation of street furnishings and ADA facilities, while using best practices of environmentally responsible design and development; and

WHEREAS, the City Council of Cottage Grove has available local matching funds, with \$800,000 coming from local street funds, \$350,000 from Utility Reserve Funds and \$100,000 from in-kind contributions with the staffing and capacity to fulfill its 20% share of obligation related to this grant application should the grant funds be awarded.

NOW, THEREFORE, BE IT RESOLVED that the City Council supports the submittal of a grant application to the Economic Development Administration's (EDA) Competitive Economic Adjustment Assistance Program to fund the reconstruction of East Main Street in Historic Downtown Cottage Grove; 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 15TH DAY OF AUGUST, 2022.

APPROVED:

Jeffrey D. Gowing, Mayor

Date: _____

ATTEST:

Richard Meyers, City Manager

Date: _____

RESOLUTION NO. 2059

A RESOLUTION AUTHORIZING SUPPORT
FOR AN ECONOMIC DEVELOPMENT ADMINISTRATION
COMPETITIVE ECONOMIC ADJUSTMENT ASSISTANCE APPLICATION

WHEREAS, the Economic Development Administration (EDA) is accepting applications for EDA Competitive Economic Adjustment Assistance Grant under the FY 2021 American Rescue Plan Act Notice of Funding Opportunity (NOFO) (ARPA Economic Assistance NOFO); and

WHEREAS, the City of Cottage Grove desires to participate in this grant program to fund capital improvements for East Main Street in historic downtown. The improvements will improve and enhance accessibility to historic downtown supporting economic development and creation of new jobs in the center of the city; and

WHEREAS, the City of Cottage Grove holds title and ownership of all the property necessary to construct the improvements to East Main Street in historic downtown; and

WHEREAS, the City of Cottage Grove desires to support the businesses and the National Historic District, which is in keeping with the City's adopted Main Street Refinement Plan (2015) in the hopes of spurring economic development by developing a resilient downtown core; and

WHEREAS, the proposed improvements are part of the Main Street Refinement Plan adopted by Council in 2015, as part of an effort to establish a vibrant and resilient downtown business core that is accessible to all people; and

WHEREAS, the reconstruction of East Main Street from 8th Street to the Coast Fork Willamette River as proposed for this project will include the placement of high-speed fiber to support the economy of the future; and

WHEREAS, the proposed project includes the planting of street trees, installation of street furnishings and ADA facilities, while using best practices of environmentally responsible design and development; and

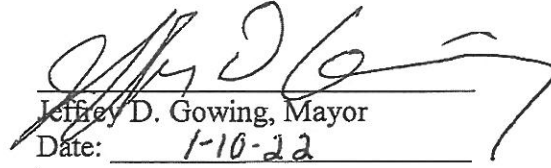
WHEREAS, the City Council of Cottage Grove will have as of July 1, 2022 for the 2022-2023 fiscal year available local matching funds, with \$500,000 coming from local street funds, \$400,000 from Utility Reserve Funds and the General Reserve Fund, and \$100,000 from in-kind contributions with the staffing and capacity to fulfill its 20% share of obligation related to this grant application should the grant funds be awarded.

NOW, THEREFORE, BE IT RESOLVED that the City Council supports the submittal of a grant application to the Economic Development Administration's (EDA) Competitive Economic Adjustment Assistance Program to fund the reconstruction of East Main Street in Historic Downtown Cottage Grove; and

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


22nd PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS DAY OF JANUARY, 2022.

APPROVED:



Jeffrey D. Gowing, Mayor
Date: 1-10-22

ATTEST:



Richard Meyers, City Manager
Date: Jan 10, 2022



February 14, 2022

U.S. Department of Commerce
Economic Development Administration

RE:

The City of Cottage Grove submitted an application to the Economic Development Administration's FY 2021 American Rescue Plan Act Economic Adjustment Assistance funding opportunity with the title "City of Cottage Grove Main Street Revitalization Project."

Per the NOFO:

The applicant must document that the matching share will: (i) be committed to the project for the period of performance, (ii) be available as needed, and (iii) not be conditioned or encumbered in any way that may preclude its use consistent with the requirements of EDA investment assistance. To meet these requirements, applicants must submit for each source of the matching share a commitment letter, board resolution, or equivalent document signed by an authorized representative of the organization providing the matching funds.

Additional documentation may be requested by EDA to substantiate the availability of the matching funds.

The application included a Resolution from the Cottage Grove City Council committing local funds to match federal funding in the form of both cash and in-kind contribution.

The following table demonstrates the City's staffing plan listing staff duties, schedule, salary, and name in provision of additional documentation for the in-kind match portion. The match share contribution is:

(i) be committed to the project for the period of performance, (ii) be available as needed, and (iii) not be conditioned or encumbered in any way that may preclude its use consistent with the requirements of EDA investment assistance.

Summary of City match (two fiscal years):

<i>City dollars committed from the street fund</i>	<i>\$800,000</i>
<i>City dollars committed from the following: fiber, storm drainage and sanitary sewer funds.</i>	<i>\$350,000</i>
<i>Staff time for engineering\design, coordinating with businesses, scheduling, etc.</i>	<i>\$100,000</i>
<i>Subtotal of City committed funds:</i>	<i>\$1,250,000</i>

City staff time committed to the project (two fiscal years):

<i>Name</i>	<i>Position</i>	<i>Project responsibilities</i>	<i>Salary/Hr.</i>	<i>Hours</i>	<i>Subtotal Cost</i>
Faye Stewart	Public Works Director	Coordination with businesses & citizens	\$ 86.78	180	\$ 15,620.40
Ron Bradsby	City Engineer	Contract administration, project inspections, coordination with businesses & citizens	\$ 63.21	300	\$ 18,963.00
Ryan Sisson	Civil Engineer	Contract administration, project inspections, coordination with businesses & citizens	\$ 69.22	1000	\$ 69,220.00
Greg Griswell	Public Works Supervisor	Coordinating staff and the Contractor	\$ 61.81	100	\$ 6,181.00
PW Crew	Public Works maintenance staff	Coordinating with the Contractor on utility field research	\$ 46.20	122	\$ 5,636.00
Total Staff Cost:					\$ 100,000.00

We thank you for your consideration.

Sincerely



Ryan Sisson, PE
Civil Engineer