



# Oregon

Kate Brown, Governor

**Transportation & Growth Management Program**

555 13<sup>th</sup> Street, Suite 2

Salem, OR 97301-4178

FAX (503) 986-4174

<http://www.oregon.gov/lcd>

August 10, 2018

Laura Tschabold  
Yamhill County  
535 NE Fifth Street  
McMinnville, OR 97128

Re: Yamhill County  
Yamhelas Westsider Trail: Master Plan

Dear Ms. Tschabold:

We are pleased to inform you that the Transportation and Growth Management (TGM) Program has selected the Yamhelas Westsider Trail: Master Plan to move forward to the next stage of the grant award process. Our grant manager for the project will contact you within the next week to set a date for a first meeting and start developing a statement of work. Your grant manager is Michael Duncan (503-325-7224; [michael.w.duncan@odot.state.or.us](mailto:michael.w.duncan@odot.state.or.us)).

Michael will work with you over the next few months to negotiate a project statement of work (SOW) by January 10, 2019. We expect that the Intergovernmental Agreement (IGA) will be ready for your signature within three months of when the SOW is agreed to and submitted for consultant selection.

We asked for only a general approach in your grant application so that our staff can work directly with you to work out the project details. To aid in these discussions, here are specific issues we will need to resolve with you:

**Coordination with Connect Oregon:** There is mention in your application of the Connect Oregon project (Agreement #31632) for the design of three bridges and construction of one bridge along the trail. As part of returning the 2018 Grant Acceptance Form, please attach an explanation of the Connect Oregon project and how the TGM project will both coordinate and avoid duplication with the Connect Oregon project.

**TGM Work:** The application listed a number of activities in the Project Approach. At our first meeting, we will need to discuss:

- **Status Update:** Review the status of the items in the proposed Project Approach to be clear what items are completed or already underway.
- **Eligibility:** The project outcomes must include typical trail cross-sections and site specific local street connections to make them "project-ready." Preliminary, planning-level landscape, architectural, and engineering designs are eligible for TGM funds. Maintenance plans, detailed signage plans, and engineering activities are not eligible.
- **Coordination with Municipalities:** The application states that the trail is identified in the Transportation System Plans of Yamhill and Washington counties and the cities of Carlton and Gaston. Our expectation is that the SOW will include preparation of any needed additional

amendment language for these governments, as well as for the City of Yamhill. The project will need to include meaningful opportunities throughout the project for close coordination with key staff, officials, and advisory groups in these communities, as well as opportunities to engage the general public.

By September 14, 2018, return the attached Grant Acceptance Form indicating that you have read and understood the 2018 Grantee Packet, which outlines the process from grant award to contract and IGA execution. Please include the Connect Oregon response with the form.

Congratulations once again. We look forward to working with you on your project.

Sincerely,



Matthew Crall  
TGM Program Manager, DLCD



Michael Rock  
TGM Program Manager, ODOT

cc: Michael Duncan, TGM  
2.14 - 18/2D-18 File

Attachments

Grantee Acceptance Form  
2018 Grantee Packet