



RESOLUTION 2014-028

AUTHORIZING THE CITY MANAGER TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH WASHINGTON COUNTY REGARDING A JOINT INDUSTRIAL SITE READINESS AND PLANNING GRANT BENEFITING SHERWOOD'S TONQUIN EMPLOYMENT AREA

WHEREAS, Washington County and the City of Sherwood each applied for separate Community Planning and Development Grants from Metro to conduct industrial site assessments and planning; and

WHEREAS, Metro identified that combining the two grants would allow for efficiencies while also generally achieving the desired work products of both grants; and

WHEREAS, Metro awarded Washington County and the City of Sherwood the requested grants on the condition that they be combined and reduced the amount funded from \$371,455 as requested to the funded amount of \$255,000; and

WHEREAS, the County and the City have collaboratively created a combined scope of work and budget that can be accomplished with the funds available and generally achieves the scope originally conceived for the two separate project proposals; and

WHEREAS, part of the combined scope of work identified the need to have one entity responsible for overall project management and it was determined that the County was the best suited to perform that duty; and

WHEREAS, an agreement is needed to document Washington County and City of Sherwood's mutual understanding and agreement regarding scope of work, responsibility, staff support required and management and distribution of funds and the draft MOU included as Exhibit 1 achieves this purpose.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The Sherwood City Council hereby authorizes the City Manager to sign the MOU, attached as Exhibit 1.

Section 2. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 6th day of May 2014.


Bill Middleton, Mayor

Attest:


Sylvia Murphy, MMC, City Recorder

MEMORANDUM OF UNDERSTANDING

Between

The Washington County Dept. of Land Use and Transportation
Washington County, Oregon

And

The City of Sherwood Community Development Department
City of Sherwood, Oregon

This memorandum of Understanding (“MOU”) is entered into as of the ___ day of _____, 2014 between Washington County Department of Land Use and Transportation (“DLUT”) Washington County, Oregon (the “County”) and the City of Sherwood Community Development Department, Sherwood, Oregon (the “City”). The purposes of this MOU are to:

- A. Assign to the County the responsibility and authority to administer the grant funding received from Metro through the Community Planning and Development Grant program.
- B. Set forth the scope of work for both agencies under the grant prior to obtaining funding.

Recitals:

1. Both the County and the City applied for Community Planning and Development Grants from Metro to conduct industrial site assessments and planning. Washington County proposed preparing detailed site assessments of fifteen large industrial sites throughout the county. Sherwood proposed preparing a detailed marketing and implementation study for the Tonquin Employment Area site.
2. Metro identified that both grant applications sought to conduct industrial readiness site assessments and planning, so therefore instructed the County and the City to combine their grant applications, and conditionally funded the combined effort in the amount of \$255,000.
3. The County and the City have collaboratively created a combined scope of work and budget for a project titled Industrial Site Assessments and Planning.
4. In order to most efficiently combine the two grant proposals, the combined scope of work gives Washington County primary project management responsibility.
5. This Memorandum of Understanding (MOU) will be included as an attachment to the Intergovernmental Agreement (IGA) signed with Metro for the grant.

Terms:

Based on the various recitals, the Washington County DLUT and City of Sherwood Community Development Department understand and agree to the following terms:

1. The County and the City will enter into a joint IGA with Metro for the grant which will include an “Exhibit A” documenting the scope of work and milestones
2. The County will receive grant funding from Metro according to the milestones schedule established in Exhibit A to the IGA.
3. The County will fund the City in the total amount of \$25,446 from the grant in order to support project work for Sherwood’s planning site. Funds will be released according to the milestones schedule established in Exhibit A to the IGA.

4. The City will fund \$2,000 to the County as a financial match for the site assessment phase of the project.
5. The County will contract with the project consultant(s) directly.
6. The County will submit project deliverables to Metro.
7. Sherwood will provide technical support to project consultant in preparing the detailed marketing and implementation study for the Tonquin Employment Area and present final result to the Sherwood City Council.

Based upon the foregoing, the parties hereto have set their hands as of the dates below written.

WASHINGTON COUNTY:

CITY OF SHERWOOD:

By: Andrew Singelakis

By: Julia Hajduk

DLUT Director

Community Development Director

Date:

Date:

Approved:

Approved:

By: Robert (Bob) Davis

By: Joseph Gall, ICMA-CM

County Administrator

City Manager

Date:

Date: