



**DAN JOHNSON**  
DIRECTOR

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
DEVELOPMENT SERVICES BUILDING  
150 BEAVERCREEK ROAD OREGON CITY, OR 97045

July 31, 2025

BCC Agenda Date/Item: \_\_\_\_\_

Board of County Commissioners  
Clackamas County

**Approval of a Grant Application to the Oregon Department of Transportation for the Transportation Growth Management Transit Development Plan 5-Year Update. Grant Value is \$269,190. Funding is through the Oregon Department of Transportation with a required match of \$30,810 through the County Road Fund. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	No Previous Action		
<b>Performance Clackamas</b>	Build a Strong Infrastructure		
<b>Counsel Review</b>	Yes	<b>Procurement Review</b>	No
<b>Contact Person</b>	Anthony De Simone	<b>Contact Phone</b>	503-742-4511

#### **EXECUTIVE SUMMARY:**

Department of Transportation and Development staff requests the Board approve a Resolution of Support and the request to apply to the Transportation Growth Management (TGM) program for \$269,190 in TGM funding for the Transit Development Plan 5-year Update. The TGM program requires a 10.27% percent match of \$30,810. The match will be provided through staff time funded by County Road Fund. The overall project cost is \$300,000.

Since the initial adoption of the County's Transit Development Plan (TDP) in 2021, many of the short-term service recommendations have been implemented. In addition, there have been significant changes to existing transit service within the TriMet district with the implementation of the Forward Together 1.0 plan. It is essential to update the TDP on a 5-year cycle because it is the primary planning document used for future funding requests through the State Transportation Improvement Fund. The TDP 5-year update will address changes the six transit providers in the County have made to their transit plans, review the baseline conditions (including population, employment and land use) and re-examine the short-, medium-, and long-

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term service recommendations. It will also explore new areas for potential first mile/last mile shuttle service, transit access projects, capital investment priorities, and overall implementation recommendations. This update will include coordination with all six transit providers in the Clackamas County to identify specific actions needed to improve transit that connects the rural communities to each other and to the urban area.

**RECOMMENDATION:** Staff respectfully recommends the Board approve a Resolution of Support and the Lifecycle form to apply to the Transportation and Growth Management (TGM) program for the Clackamas County Transit Development Plan 5-year Update.

Respectfully submitted,

*Dan Johnson*

Dan Johnson  
Director of Transportation & Development

# BEFORE THE BOARD OF COUNTY COMMISSIONERS

## OF CLACKAMAS COUNTY, STATE OF OREGON

In the Matter of Approval to Submit and  
Support for an Application for a  
Transportation and Growth Management  
(TGM) Grant to Update the Clackamas  
County Transit Development Plan



Resolution No.

*Page 1 of 2*

**Whereas**, the TGM Grant Program, administered by the Oregon Department of Transportation and the Department of Land Conservation and Development, provides funds to help local governments develop land use and transportation plans; and

**Whereas**, the Oregon Transportation Planning Rule (OAR chapter 660, division 12) requires cities and counties to promote the development of transportation systems adequate to serve statewide, regional, and local transportation needs; to provide a transportation system that serves the mobility and access needs of those who cannot drive and other underserved populations; and to include transit plan elements in Transportation System Plans; and

**Whereas**, since the *Clackamas County Transit Development Plan* was adopted in 2021, TriMet has enacted service changes via their Forward Together 1.0 plan and has planned additional changes via their Forward Together 2.0 plan; and

**Whereas**, transit needs, travel patterns, and community needs have changed since the adoption of the initial *Clackamas County Transit Development Plan*; and

**Whereas**, the *Clackamas County Transit Development Plan* requires that it be updated approximately every five years; and

**Whereas**, it would be in the best interest of Clackamas County to adopt this resolution, as required by the TGM Grant Program, supporting an application for a grant to update the *Clackamas County Transit Development Plan*;

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**BEFORE THE BOARD OF COUNTY COMMISSIONERS**

**OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Approval to Submit and  
Support for an Application for a  
Transportation and Growth Management  
(TGM) Grant to Update the Clackamas  
County Transit Development Plan



Resolution No.

*Page 2 of 2*

**NOW, THEREFORE, the Clackamas County Board of Commissioners does hereby  
resolve** to approve the submission of and to support an application for a TGM grant to update the  
*Clackamas County Transit Development Plan*.

**DATED** this \_\_\_\_ day of \_\_\_\_\_ 2025

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary

## Financial Assistance Application Lifecycle Form

Use this form to track your potential award from conception to submission.

Sections of this form are designed to be completed in collaboration between department program and fiscal staff.

**If renewal or direct appropriation, complete sections I, II, IV & V only. Section III is not required.**

**If Disaster or Emergency Relief Funding, EOC will need to approve prior to being sent to the BCC**

**\*\*CONCEPTION\*\***

### Section I: Funding Opportunity Information - To Be Completed by Requester

Direct Appropriation (no application)

Award type:

Subrecipient Award

Direct Award

Award Renewal?

Yes

No

Lead Fund # and Department:	
Name of Funding Opportunity:	

Funding Source: Federal – Direct Federal – Pass through State Local

Requestor Information: (Name of staff initiating form)	
Requestor Contact Information:	
Department Fiscal Representative:	
Program Name & Prior Project #: (please specify)	

Brief Description of Project:

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Name of Funding Agency:

Notification of Funding Opportunity Web Address:

**OR**

Application Packet Attached: Yes No

Completed By:

Date:

**\*\* NOW READY FOR SUBMISSION TO DEPARTMENT FISCAL REPRESENTATIVE \*\***

### Section II: Funding Opportunity Information - To Be Completed by Department Fiscal Rep

Competitive Application

Non-Competing Application

Other

Assistance Listing Number (ALN), if applicable:		Funding Agency Award Notification Date:	
Announcement Date:		Announcement/Opportunity #:	
Grant Category/Title		Funding Amount Requested:	
Allows Indirect/Rate:		Match Requirement:	
Application Deadline:		Total Project Cost:	
Award Start Date:		Other Deadlines and Description:	
Award End Date			
Completed By:		Program Income Requirements:	
Pre-Application Meeting Schedule:			

Additional funding sources available to fund this program? Please describe:

How much General Fund will be used to cover costs in this program, including indirect expenses?

How much Fund Balance will be used to cover costs in this program, including indirect expenses?

In the next section, limit answers to space available.

**Section III: Funding Opportunity Information - To Be Completed at Pre-Application Meeting by Dept Program and Fiscal Staff**

**Fiscal**

1. Are there other revenue sources required, available, or will be used to fund the program? Have they already been secured? Please list all funding sources and amounts.

2. For applications with a match requirement, how much is required (in dollars) and what type of funding will be used to meet it (CGF, In-kind, local grant, etc.)?

3. Does this grant/financial assistance cover indirect costs? If yes, is there a rate cap? If no, can additional funds be obtained to support indirect expenses and what are those sources?

4. Does the grant/financial assistance fund an existing program? If yes, which program? If no, what is the purpose of the program?

The long range planning program, an existing program, will manage the Transportation Development Plan project which is anticipated to be funded by this grant.

**Organizational Capacity:**

1. Does the organization have adequate and qualified staff? If no, can staff be hired within the grant/financial assistance funding opportunity timeframe?

2. Are there partnership efforts required? If yes, who are we partnering with and what are their roles and responsibilities?

3. If this is a pilot project, what is the plan for sun setting the project and/or staff if it does not continue (e.g. making staff positions temporary or limited duration, etc.)?

4. If funded, would this grant/financial assistance create a new program, does the department intend for the program to continue after initial funding is exhausted? If yes, how will the department ensure funding (e.g. request new funding during the budget process, supplanted by a different program, etc.)?

The funding will not create a new program. The long range planning program, an existing program, will manage the Transportation Development Plan project which is anticipated to be funded by this grant.

**Collaboration**

1. List County departments that will collaborate on this award, if any.

**Reporting Requirements**

1. What are the program reporting requirements for this grant/funding opportunity?

2. How will performance be evaluated? Are we using existing data sources? If yes, what are they and where are they housed? If not, is it feasible to develop a data source within the grant timeframe?

3. What are the fiscal reporting requirements for this funding?

**Mission/Purpose:**

1. How does the grant/funding opportunity support the Department and/or Division's Mission/Purpose/Goals?

2. Who, if any, are the community partners who might be better suited to perform this work?

3. What are the objectives of this funding opportunity? How will we meet these objectives?

Other information necessary to understand this award, if any.

Program Approval:

<div>Karen Bushrig</div>		
Name (Typed/Printed)	Date	Signature

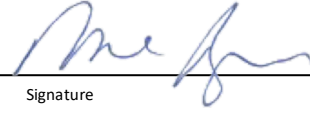
<b>** NOW READY FOR PROGRAM MANAGER SUBMISSION TO DIVISION DIRECTOR**</b>
<b>**ATTACH ANY CERTIFICATIONS REQUIRED BY THE FUNDING AGENCY. COUNTY FINANCE OR ADMIN WILL SIGN**</b>

#### Section IV: Approvals

DIVISION DIRECTOR (or designee, if applicable)

Mike Bezner

7/8/25



Name (Typed/Printed)

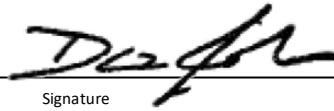
Date

Signature

DEPARTMENT DIRECTOR (or designee, if applicable)

Dan Johnson

7/17/25



Name (Typed/Printed)

Date

Signature

FINANCE ADMINISTRATION

Ethel Gallares

7/22/25



Name (Typed/Printed)

Date

Signature

EOC COMMAND APPROVAL **(WHEN NEEDED FOR DISASTER OR EMERGENCY RELIEF APPLICATIONS ONLY)**

Name (Typed/Printed)

Date

Signature

#### Section V: Board of County Commissioners/County Administration

(Required for all grant applications. If your grant is awarded, all grant **awards** must be approved by the Board on their weekly consent agenda regardless of amount per local budget law 294.338.)

**For applications \$150,000 and below:**

COUNTY ADMINISTRATOR	Approved:	Denied:
Name (Typed/Printed)	Date	Signature

**For applications up to and including \$150,000 email form to BCC staff at [CA-Financialteam@clackamas.us](mailto:CA-Financialteam@clackamas.us) for Gary Schmidt's approval.**

**For applications \$150,000.01 and above, email form with Staff Report to the Clerk to the Board at [ClerktotheBoard@clackamas.us](mailto:ClerktotheBoard@clackamas.us) to be brought to the consent agenda.**

BCC Agenda item #:

Date:

OR

Policy Session Date:

County Administration Attestation

County Administration: re-route to department at  
and  
Grants Manager at [financegrants@clackamas.us](mailto:financegrants@clackamas.us)  
when fully approved.

Department: keep original with your grant file.