

**RESOLUTION NO. 2018-84**

**RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING  
BETWEEN CITY OF CORNELIUS AND CITY OF FOREST GROVE  
RELATING TO THE EXTENSION OF N HOLLADAY STREET**

**WHEREAS**, the 2014 Forest Grove Transportation System Plan includes a conceptual extension of Holladay Street from the Forest Grove/Cornelius boundary to Highway 47; and

**WHEREAS**, 2018 Cornelius Transportation System Plan also includes a conceptual extension of N Holladay Street from N 4<sup>th</sup> Avenue to the Forest Grove/Cornelius boundary; and

**WHEREAS**, as properties are developed they are generally required to dedicate right-of-way needed to serve development; and

**WHEREAS**, a complementary alignment for Holladay Street where the street crosses the Forest Grove and Cornelius city boundary is needed to promote transportation connectivity for the mutual benefit of both communities; and

**WHEREAS**, the City of Forest Grove and City of Cornelius desire to enter into a Memorandum of Understanding to establish expectations and responsibilities for coordinated decisions related to the Holladay Street extension.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:**

**Section 1.** The Forest Grove City Council hereby approves the Memorandum of Understanding (attached as Exhibit A), between the City of Forest Grove and City of Cornelius relating to the future extension of N Holladay Street.

**Section 2.** The City Manager is hereby authorized to execute the Memorandum of Understanding on behalf of the City of Forest Grove.

**Section 3.** This resolution is effective immediately upon its enactment by the Forest Grove City Council.

**PRESENTED AND PASSED** this 22<sup>nd</sup> day of October, 2018.

  
\_\_\_\_\_  
Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 22<sup>nd</sup> day of October, 2018.

  
\_\_\_\_\_  
Peter B. Truax, Mayor

**EXHIBIT A**  
**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (MOU) is entered into by and between the City of Cornelius, a municipal corporation, and the City of Forest Grove, a municipal corporation.

- A. **Purpose.** The purpose of this MOU is to protect private property development potential while supporting transportation system connectivity between the industrial areas of the City of Cornelius and City of Forest Grove (hereinafter, ‘the Cities’). Specifically, this MOU establishes shared objectives and responsibilities to ensure alignment of North Holladay Street in Cornelius and Yew Street in Forest Grove, when future extensions of these streets occur.
- A. **Background.** The Cities share a municipal boundary which includes the area in Cornelius’ northwestern region and Forest Grove’s northeastern region; these areas are dominated by properties zoned for industrial uses. The Cities respectively contain adjoining vacant industrial parcels that abut the shared municipal boundary, the shared boundary measuring approximately 220 linear feet, and that have a high likelihood of private industrial development in the near future. The Tax Lot ID Nos. of these properties are 1N333CA00900 (Cornelius) and 1N332D000104 (Forest Grove).

As properties receive land use approvals for development, they are generally required to dedicate right-of-way and/or construct public street improvements to serve the development as well as contribute to overall system connectivity. The Cities’ staff have deemed it necessary to establish complementary alignments for future right-of-way dedications in the respective Cities and provide for future connectivity between the Cities’ industrial areas.

- B. **Terms of Agreement.** This MOU establishes an agreement as to the location and general conditions of a future connection between North Holladay Street from its existing western terminus at North 4<sup>th</sup> Avenue in Cornelius, and Yew Street at its existing northern terminus located approximately 300 feet north of its intersection with 24<sup>th</sup> Avenue in Forest Grove.
1. The street centerline location where the western extension of North Holladay Street and the eastern extension of Yew Street meet shall be at the shared City boundary line, approximately 110 feet south of the northwestern corner of TLID 1N333CA00900, or halfway between the northern and southern ends of the shared boundary of the abutting parcels (see Exhibit A). This location shall be deemed the ‘street connection point’ for the remainder of this agreement.
  2. The maximum street centerline curvature of the street on each side of the street connection point shall be 198 feet.
  3. If the Cities have different adopted standards for street right-of-way widths for these street extensions, each shall taper the right-of-way dedication width requirements to meet the other’s right-of-way width at the street connection point. The right-of-way width at

the street connection point shall be the mid-point between the two Cities' right-of-way standards for the respective street classifications.

4. It shall be the sole responsibility and authority of each City to determine street alignment between the respective existing street termini and the street connection point.
  5. It shall be the sole responsibility and authority of each City to relay the terms of this MOU to the respective owners of the abutting properties.
- C. **Term.** This MOU is at-will and shall become effective upon signature by the authorized officials from the Cities. The MOU shall remain in effect until modified or terminated by any one of the parties by mutual consent, or upon completion of construction and acceptance by the respective Cities of the street connection referenced herein. This MOU may be terminated by either party hereto by giving notice to the other party sixty (60) days in advance of the specified date of termination.
- D. **Cost.** Each City shall be solely responsible for implementation of the terms of this MOU within its respective municipal boundary.

CITY OF CORNELIUS

CITY OF FOREST GROVE

\_\_\_\_\_  
Rob Drake, City Manager

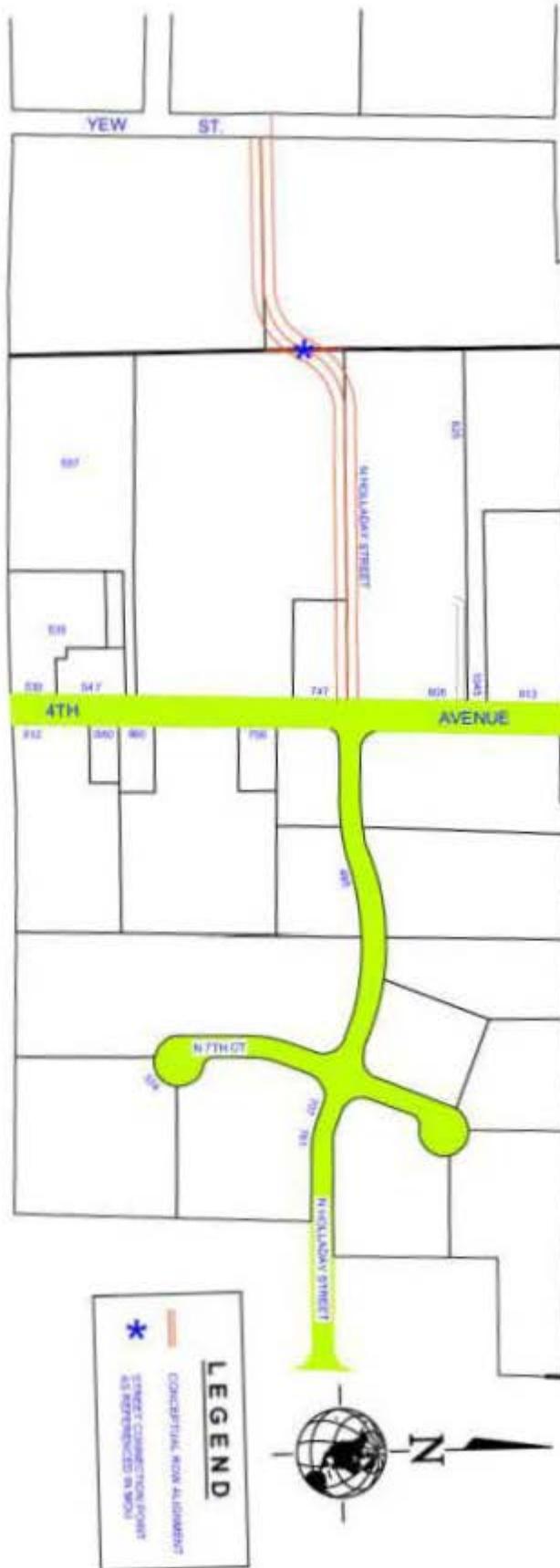
  
\_\_\_\_\_  
Jesse VanderZanden, City Manager

\_\_\_\_\_  
Date

October 22, 2018

\_\_\_\_\_  
Date

ATTACHMENT A





*A place where families and businesses thrive.*

CITY RECORDER USE ONLY:	
AGENDA ITEM #:	7.
MEETING DATE:	10.22.2018
FINAL ACTION:	RESO 2018-84

**CITY COUNCIL STAFF REPORT**

**TO:** *City Council*

**FROM:** *Jesse VanderZanden, City Manager*

**MEETING DATE:** *October 22, 2018*

**PROJECT TEAM:** *Daniel Riordan, Senior Planner; and Bryan Pohl, Community Development Director*

**SUBJECT TITLE:** *Resolution Approving a Memorandum of Understanding between City of Cornelius and City of Forest Grove for the Holladay Street Extension*

<b>ACTION REQUESTED:</b>	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Order	<input checked="" type="checkbox"/> X	<input type="checkbox"/> Resolution	<input type="checkbox"/> Motion	<input type="checkbox"/> Informational
--------------------------	------------------------------------	--------------------------------	---------------------------------------	-------------------------------------	---------------------------------	--

*X all that apply*

**ISSUE STATEMENT:**

The 2014 Forest Grove Transportation System Plan includes as a project the extension of Holladay Street from the Forest Grove/Cornelius boundary to Quince Street. The 2018 Cornelius Transportation System Plan also shows an extension of Holladay Street from its current terminus at North 4<sup>th</sup> Avenue to the Forest Grove city limits. Both TSPs only show conceptual alignments for the future roadway. More definition is needed to support local land use decisions particularly for required right-of-way dedication needed for the road. The attached memorandum of understanding (MOU) establishes expectations for the common connection point for Holladay Street at the Forest Grove/Cornelius boundary to facilitate transportation connectivity between the two cities and provide certainty in the development review process.

**BACKGROUND:**

The 2014 Forest Grove Transportation System Plan (TSP) identifies a future extension of Holladay Street from the Cornelius city limits to Highway 47 (Quince Street). TSP Figure 8-7 (Preferred Roadway Network) identifies a conceptual corridor for this roadway (Attachment A). The TSP recommends further refinement of the concept leading to a specific roadway alignment. The TSP indicates proposed solutions identified in the TSP in the Holladay Street/24<sup>th</sup> Avenue area are considered preliminary and may be modified. The current conceptual alignment for Holladay Street is intended to minimize non-freight traffic on 24<sup>th</sup> Avenue.

The City of Cornelius has current interest in development of a parcel adjacent to the City boundary potentially impacted by the Holladay Street extension. City of Cornelius staff approached the Forest Grove planning and engineering staff about the City's expectations for the future Holladay Street alignment. The City of Cornelius staff requested more detail from Forest Grove about the common connection point at the City boundary to inform development review and discussions about needed

right-of-dedication for Holladay Street. The attached MOU establishes expectations for the common connection point and probable street alignment. Establishing expectations for the common connection point will assist both cities with decisions related to development review process.

The MOU, if approved by both cities, will remain in effect until modified or terminated by any of the parties or upon completion of the Holladay Street connection. The MOU may be terminated with 60 days advance notice.

The MOU was reviewed by City planning and engineering staff. Staff recommends City Council adopt the proposed resolution approving the MOU and authorizing the City Manager to execute the MOU on behalf of the City.

The Cornelius City Council adopted its resolution on October 1, 2018, approving the memorandum of understanding.

**FISCAL IMPACT:**

Adopting the resolution has no direct fiscal impact to the City. Indirect fiscal impacts are unknown. Indirect impacts, if any, are related to the eventual alignment for Holladay Street and costs of construction.

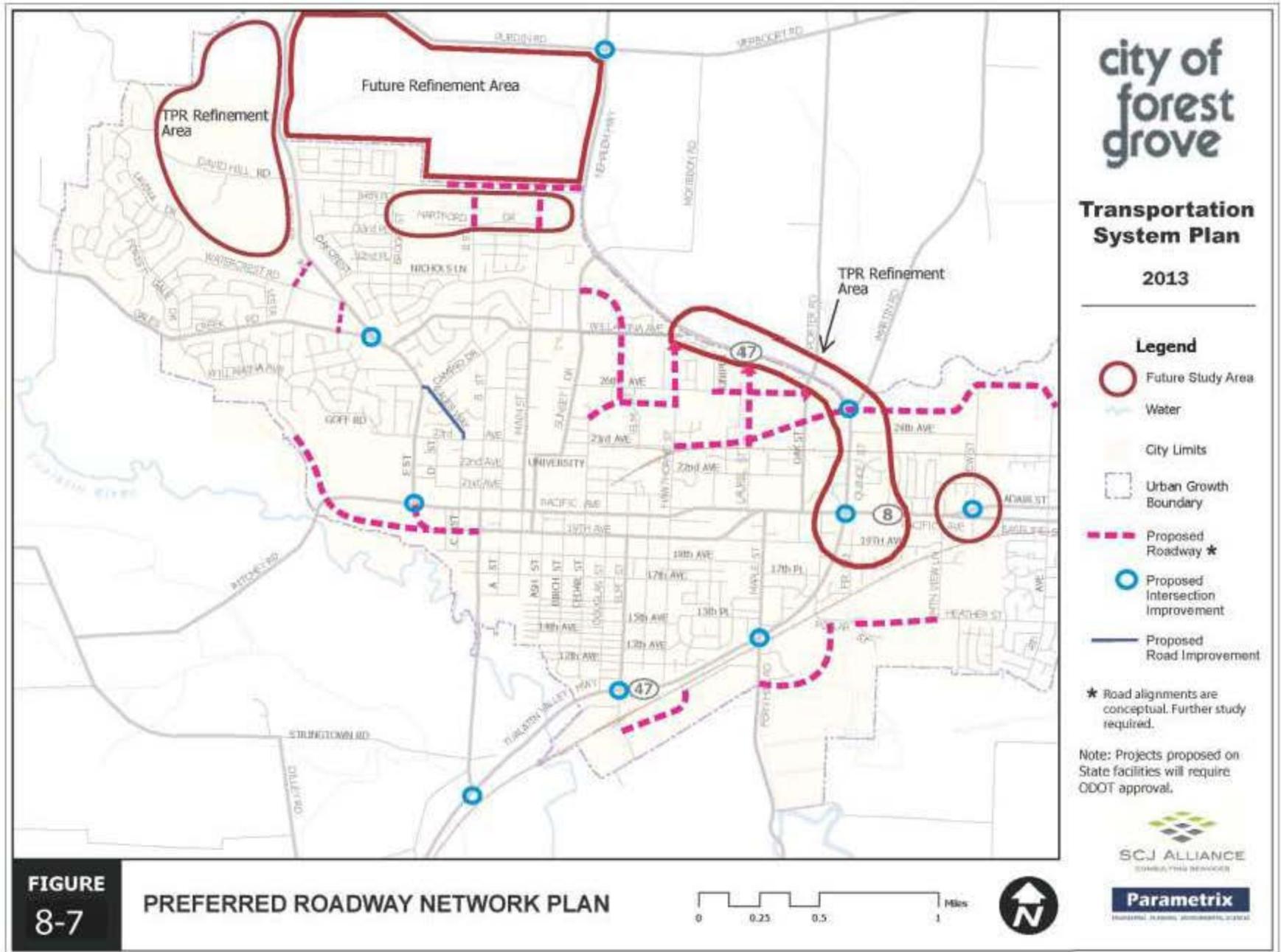
**STAFF RECOMMENDATION:**

Staff recommends Council adopt the attached resolution approving the MOU between the City of Forest Grove and City of Cornelius for the Holladay Street Extension and authorizing the City Manager to execute the MOU on behalf of the City.

**ATTACHMENT(s):**

1. Forest Grove 2014 Transportation System Plan Preferred Roadway Network Plan map.
2. PowerPoint
3. Resolution & Exhibit A

# Attachment A





# Resolution

## Holladay Street Memorandum of Understanding

Bryan Pohl, Community Development Director

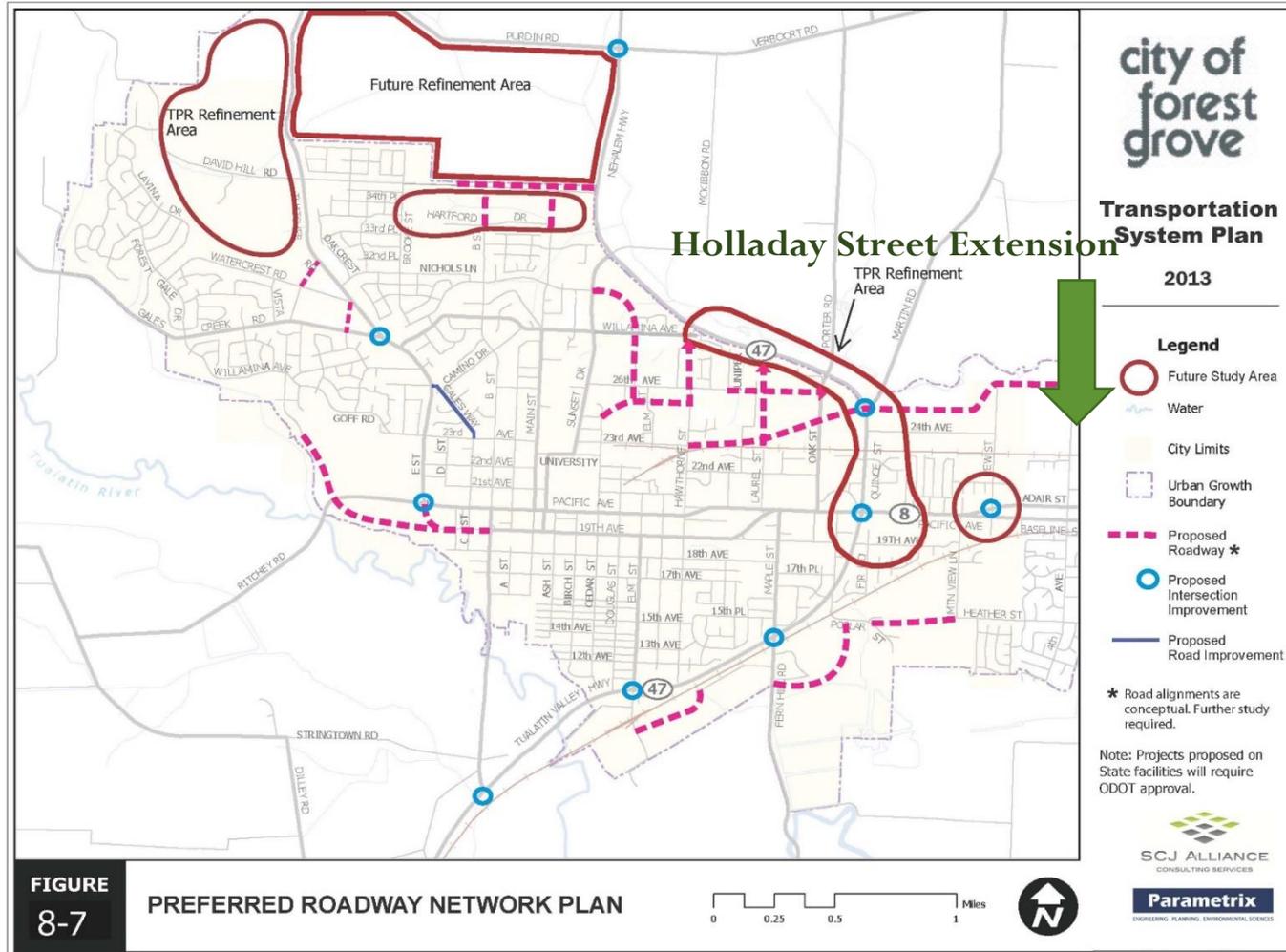
Daniel Riordan, Senior Planner

October 22, 2018

# Purpose

- The purpose of this agenda item is approval of a memorandum of understanding (MOU) between the City of Cornelius and City of Forest Grove related to the Holladay Street extension.
- The MOU provides a framework for coordination between both cities including identifying a location where the Cornelius and Forest Grove street segments will meet and probable alignment.
- This will help both the City of Cornelius and City of Forest Grove with development review decisions for required right-of-way dedication needed for the street.

# Transportation System Plan



# Background

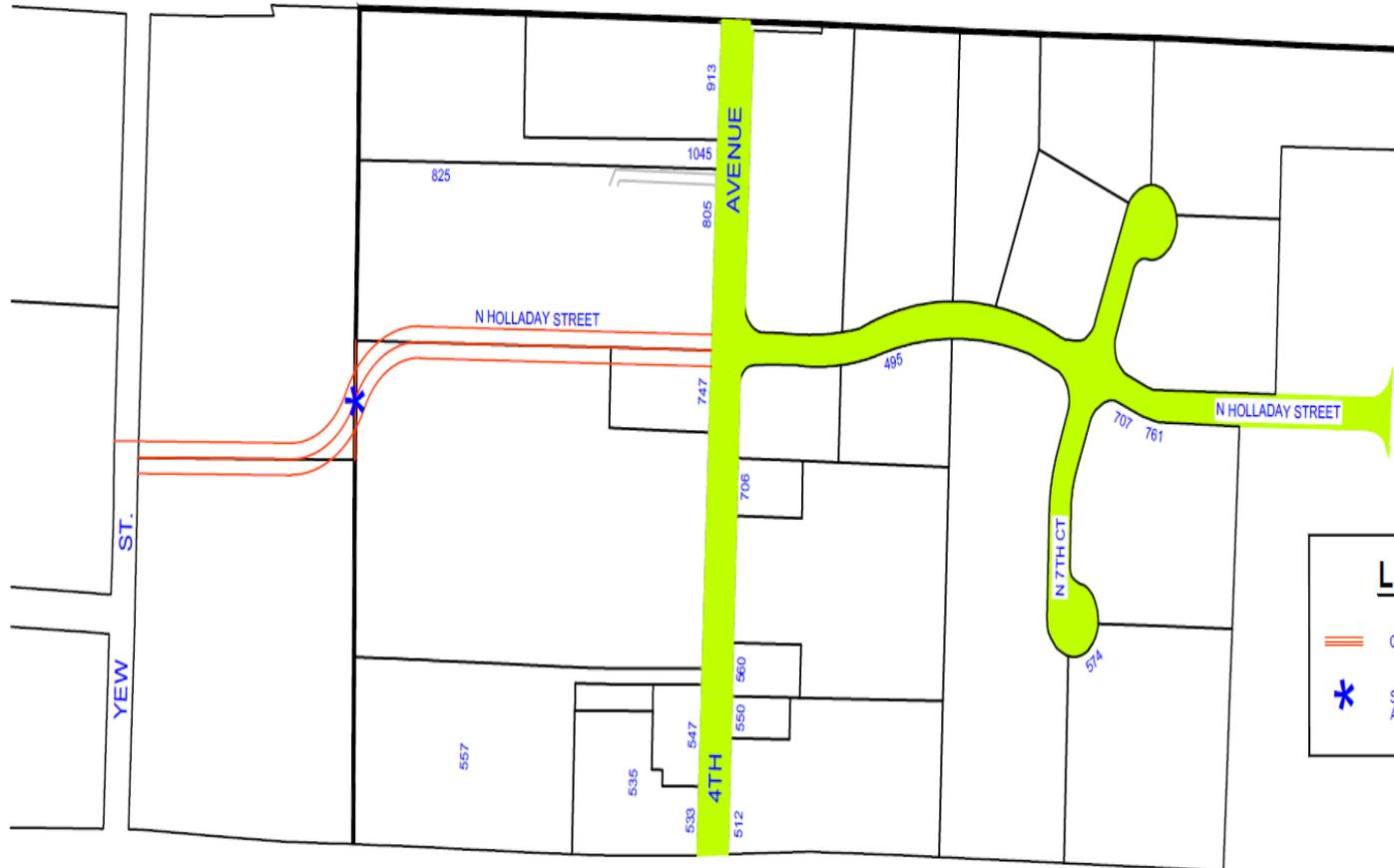
- Both the 2014 Forest Grove Transportation System Plan and 2018 Cornelius Transportation System Plan include conceptual alignments for the Holladay Street extension.
- The Holladay Street extension is needed to improve freight access to the 24<sup>th</sup> Avenue industrial area in Forest Grove and north industrial district in Cornelius.
- The City of Cornelius has interest in development of a parcel adjacent to the Forest Grove/ Cornelius boundary impacted by the Holladay Street extension.

# Background

- The MOU refines expectations for the street alignment and common connection point at the Forest Grove/ Cornelius boundary.
- Establishing expectations for the common connection point will assist Cornelius with decisions related to right-of-way dedication during the development review process.
- Approval of the MOU has no direct fiscal impact on the City. Any indirect costs would be due to the actual roadway alignment and cost to construct.

# Holladay Street Connection

Forest Grove/Cornelius Boundary



**LEGEND**

- CONCEPTUAL ROW ALIGNMENT
- STREET CONNECTION POINT AS REFERENCED IN MOU

# Recommendation

- The MOU, if approved by both cities, will remain in effect until modified or terminated by any of the parties or upon completion of the Holladay street connection.
- The MOU may be terminated with 60 days advance notice.
- The MOU was reviewed by the City planning and engineering staff and staff recommends:
  - Council adopt the proposed resolution approving the MOU and authorizing the City Manager to execute the MOU on behalf of the City.



The End