**Exhibit A**

**IGA for Community Planning and Development Grants funded with CET**

**Wilsonville Town Center Master Plan Project**

**Milestone and Deliverables Schedule for Release of Funds**

|  |  |  |  |
| --- | --- | --- | --- |
| **Milestone** | **Deliverable** | **Date Due\*** | **Grant Payment** |
| 1 | **Execution of Wilsonville Town Center Grant IGA**.   1. Signed IGA document | March 2016 | $ 0 |
| 2 | **Project kick-off**   1. Consultant scope of work and schedule 2. Draft public involvement plan, including stakeholder engagement and advisory committee lists 3. Website / public involvement tools 4. Planning Commission, City Council briefing packets | August 2016 | $ 16,000 |
| 3 | **Identify key opportunities**   1. Existing conditions draft report 2. Draft market analysis 3. Advisory committee, Planning Commission, and City Council briefing packets 4. Event materials from public engagement events or workshops 5. Public comment summary 6. Key opportunities summary | December 2016 | $ 45,000 |
| 4 | **Establish goals and success measures**   1. Advisory committee, Planning Commission, and City Council briefing packets 2. Memo: Town Center goals 3. Public comment summary | March 2017 | $ 14,000 |
| 5 | **Community Design Charrette / Events**   1. Agenda(s) and materials from event(s) 2. Public comment summary 3. Mid-term progress report | July 2017 | $ 40,000 |
| 6 | **Land Use Plan Review**   1. Land Use map with circulation 2. Draft feasibility analysis 3. Initial trip / traffic analysis 4. Advisory committee, Planning Commission, and City Council briefing packets | September 2017 | $ 80,000 |
| 7 | **Community Event / Workshop**   1. Draft visualizations 2. Agenda and materials from event(s) 3. Public comment summary | December 2017 | $ 25,000 |
| 8 | **Master Plan Review**   1. Updated land use plan and trip analysis 2. Draft strategies & actions for implementation 3. Updated financial feasibility analysis 4. Advisory committee, Planning Commission, and City Council briefing packets | March 2018 | $ 40,000 |
| 9 | **Adopt Town Center Master Plan**   1. State, regional, & local consistency analysis 2. Final Master Plan document with analyses, maps and illustrations, and a phased implementation plan 3. Comprehensive plan map amendments (as identified through project) 4. Development code amendments (as identified through project) 5. Planning Commission hearing packet 6. City Council adoption packet 7. Final progress report with performance measures and method for sharing best practices / lessons learned | June 2018 | $ 60,000 |
| TOTAL REIMBURSABLE AMOUNT | | | $ 320,000 |

\*If the Grant contained any Funding Conditions, Grantee shall demonstrate satisfaction with those conditions at the applicable milestone or deliverable due dates.

\* Due dates are intended by the parties to be hard estimates of expected milestone completion dates. If the City anticipates that a due date cannot be met due to circumstances beyond its control, it shall inform Metro in writing no later than ten (10) days prior to the due date set forth above and provide a revised estimated due date; and Metro and the City shall mutually agree upon a revision to the milestone due dates set forth in this Agreement.

NOTE City of Wilsonville In kind-match = $100,000 (from city’s Urban Renewal funds to pay for city staff hours)