

Dundee Urban Renewal Agency
Board Meeting Agenda
August 16, 2016



7:00 pm **Fire Hall Community Room**
801 N. Highway 99W

- 1. Call to Order**
- 2. Amendments to the Agenda**
- 3. Public Comment:** Speakers will be allowed up to 5 minutes to speak after being recognized by the Chair.
- 4. Dundee URA July 19, 2016 Meeting Minutes**
- 5. Joint Agency/Advisory Committee Urban Renewal Plan Workshop**
 - a. Call Urban Renewal Advisory Committee meeting to order**
 - b. Nominate Advisory Committee Chair**
 - c. Role of Advisory Committee** (5 min)
 - d. Overview of urban renewal and 2015 Dundee Urban Renewal Feasibility Study** (10 min)
 - e. Overview of eligible urban renewal projects** (15 min)
 - f. Draft Urban Renewal draft goals and objectives** (20 min)
 - g. Review and Discussion of Agency guidance and direction to Advisory Committee on projects to be financed by urban renewal program** (30 min)
 - h. Review and Discussion on proposed District boundary** (15 min)
 - i. Project timeline and next steps** (10 min)
- 6. Agency Member Concerns**
- 7. Adjourn**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Rob Daykin, City Administrator at 503-538-3922.

Dundee Urban Renewal Agency Board Meeting Minutes

July 19, 2016

Call to Order

Chair Russ called the meeting to order at 8:58 PM. Present: David Russ, Storr Nelson, Ted Crawford, Tim Weaver, Doug Pugsley, and Kristen Svicarovich. Absent: Jeannette Adlong. Staff members: Rob Daykin, Executive Director and Shelby Rihala, Legal Counsel.

Amendments to the Agenda

None.

Public Comment

None.

Action Items

Resolution No. 2016-01, Adopt Bylaws

Executive Daykin reviewed in detail the proposed bylaws. Storr Nelson inquired about the public's involvement with regard to the Dundee Urban Renewal Agency (DURA) and preparation of an urban renewal plan. Daykin explained the process of preparing a plan in detail, including the role of Urban Renewal Advisory Committee thereafter, opportunities for public input, and the function of the Agency as it reviews and adopts the plan. Daykin indicated that adoption of a plan does not require a public vote per se, and advised that if a more robust public process is desired by Agency members that could be accomplished. Nelson clarified, and Daykin confirmed, that if the Agency is working on a large project in an adopted plan and if it is financed with a bond extending more than ten years the bond would go to the public for a vote. Daykin explained that it's likely once the draft plan has progressed to a certain point in the process, rather than hiring the Consultants to come to additional meetings, the committee and staff may host community meetings to increase public involvement. Nelson supported the idea of incorporating as much public involvement as possible, and Tim Weaver agreed with this as well. **The motion** was made and seconded to approve URA Resolution No. 2016-01, a resolution of the Dundee Urban Renewal Agency approving and adopting agency bylaws. **The motion** passed unanimously.

Appoint Legal Counsel

The motion was made and seconded to appoint the firm of Jordan Ramis, P.C. as legal counsel for the Dundee Urban Renewal Agency. **The motion** passed unanimously.

Resolution No. 2016-02, Establish Advisory Committee

The motion was made and seconded to approve URA Resolution No. 2016-02, a resolution of the Dundee Urban Renewal Agency establishing an advisory committee to assist in the preparation of an Urban Renewal Plan. **The motion** passed unanimously.

Appoint Advisory Committee Members

Executive Director Daykin and the Agency members discussed at length potential nominees for the Advisory Committee Members.

The consensus of the Dundee Urban Renewal Agency was to appoint the following nine (9) member Urban Renewal Advisory Committee:

Dundee Urban Renewal Agency Members: David Russ, Storr Nelson & Kristen Svicarovich
Planning Commission Member: Francisco Stoller
Tourism Committee Member: Joe Buck
Parks Advisory Committee Member: Nick Gilbert
Citizens at-large: Shannon Stueckle and David Ford
Dundee Business representative: Alan Holstein

The motion was made and seconded to appoint the above stated nine (9) member Urban Renewal Advisory Committee. **The motion** passed unanimously.

Select Next Meeting Date

Executive Director Daykin reviewed the fact that the next meeting would be a joint meeting consisting of the Dundee Urban Renewal Agency and the new Urban Renewal Advisory Committee together with the Consultants to review the goals and objectives. The consensus of the DURA was to replace the scheduled City Council meeting on August 16, 2016 with a DURA meeting.

Agency Member Concerns

None.

The Dundee Urban Renewal Agency meeting was adjourned at 9:22 PM.

David Russ, Chair

Rob Daykin, Executive Director

DURA AGENDA R E P O R T

To: Chair Russ and Board of Directors
Urban Renewal Advisory Committee

From: Rob Daykin, Executive Director

Date: August 10, 2016

Re: Joint Agency/Advisory Committee Urban Renewal Plan Workshop

In 2015 the City of Dundee completed a feasibility study to determine if urban renewal is appropriate for addressing blighted conditions in Dundee. Blighted conditions were found to be presented in the commercial and industrial zones that encompass the Highway 99 W corridor and include the following:

- Multiple properties that remain undeveloped which may be attributed to the cost of public facilities and improvements, such as water, storm sewers, and streets.
- Multiple properties with structures that are vacant or underused, and may require renovation.
- Absence of a city center performing to its full potential and general obsolescence, dilapidation and mixed character or incompatible uses may detract from private investment in the area from occurring.
- Small size and depth of parcels along Highway 99W may inhibit redevelopment.
- Multiple substandard streets in the area, including those which lack sidewalks.

Several concept area boundaries were used to test the feasibility of funding projects using urban renewal. While specific projects were not determined, the study indicated that urban renewal could fund gaps in project funding and be an important tool to help facilitate new development. However, concerns were raised by the City Attorney regarding the language in the Dundee Charter on urban renewal. Subsequently, the City Council placed a measure on the May 17 special election to modify the Dundee Charter which passed by an overwhelming majority. The amended Charter requires the City to comply with all State of Oregon laws regarding urban renewal and provides two restrictions: 1) The total amount of urban renewal indebtedness may not exceed 3% of the real market value of taxable properties in the City; and 2) bonded indebtedness issued by the urban renewal agency of the City shall not have a maturity greater than ten years unless approved by the voters. Note: The 3% limit on real market value in Dundee for FY 2015-16 is about \$10.27 million.

With voter approval of the Charter amendment, the City was able to activate an urban renewal agency and proceed with the development of an urban renewal plan. The City entered into an agreement with the Mid-Willamette Valley Council of Governments

(COG) to assist Dundee in the preparation of an urban renewal plan (Plan) that satisfies all of the requirements of State law. Also, an ad hoc Advisory Committee was appointed to work with the consultant in the preparation of the draft Plan. Two major issues that the committee will address are Plan boundaries and specific projects to be funded. Since only projects which are located within the Plan boundaries may be funded with urban renewal tax revenue and since a funding cap will be established which may require projects to be prioritized, the first meeting with the consultant was set up as a joint meeting of the Dundee Urban Renewal Agency and the Advisory Committee. At this joint meeting, Renata Wakeley, COG, will review the urban renewal process, eligible projects, draft goals and objectives, and facilitate discussion on projects to be financed by urban renewal.

Attached are the two concept maps from the feasibility study depicting boundaries of a proposed urban renewal area. Both of these maps comply with the State 25% maximum limits on acreage and assessed value. Concept Area #2 is the larger of the two, thus provides more opportunities for projects to be funded under the Plan and more potential for assessed value growth to fund projects. Note: Using assumptions to depict moderate growth, the feasibility study estimated Concept Area #2 to generate about \$7.4 million in tax revenue over twenty years to fund urban renewal projects, which is about double the amount that would be generated from Concept Area #1. Not all properties within the Plan area must be considered blighted, however, the boundaries may be determined in a logical manner that contains blighted areas to be addressed with specific projects. To assist with review of the boundaries, I included a map showing the zoning and existing uses as outlined in the boundaries of Concept Area #2.

Attachment C of the feasibility study identified possible urban renewal projects. Most of these projects were derived from the various facility plans (Streets/Water/Storm Sewer) adopted by the City and are not necessarily prioritized or recommended for funding. Included with this report is a map that identifies the specific street, water and storm water system improvements. Typically, these projects will be funded by private investment as a condition of land use application approval of new development. It is not uncommon for gaps to occur since other abutting properties are already developed or other circumstances exist to delay their development. An example of this is the development of the West End buildings at the intersection of Neiderberger and Highway 99W. The West End project completed street frontage improvements on three sides of the property, undergrounded the overhead existing utilities, upsized the water lines along its frontage, and installed a 48" diameter storm drain. However, since the developer was only responsible for three quarter street improvements on their side of Alder, the City contributed funds to fully complete the street improvements per the design standards of the City. Similar gaps may occur in other projects, such as construction of storm sewers that if not completed in full may not be fully utilized. Using urban renewal may supplement private investment to fully completing infrastructure projects provided necessity of those projects are tied to the objectives in the Plan. Also, new streets are proposed in the Dundee Transportation Plan (TSP) to serve development where right of way is lacking. Examples include: Downtown Connectivity – Linden, Maple Street Extension, and 10th Street Extension. The 10th Street Extension is particularly challenging since right of way would have to be obtained from four or more separate owners. Urban renewal could be used to acquire right of way to facilitate private development's requirement to construct the street improvements.

The Other Improvements category in Attachment C was established for projects that are not part of an adopted facility plan, but may be eligible for urban renewal funding. It is common for urban renewal plans to include a façade grant program for improving storefronts. Consideration should be given to support the Dundee Woman's Club (DWC) building restoration program, it being the only structure in Dundee that is listed on the National Register of Historic Places. Also, the DWC intends on building a new stage to host events that may contribute to the cultural interest and vitality of the downtown area. Regarding the undergrounding of overhead utilities crossing the highway, most of this involves the PGE electric service lines (\$200,000 was added as a placeholder – staff is working with PGE to obtain a more accurate cost estimate). Other undergrounding projects may include areas that would otherwise be the responsibility of new development to satisfy Development Code requirements. However, it is less cost effective to underground properties with smaller frontages which may be deferred (if under 300 feet in length) and gaps may remain where other properties are not causing that same requirement. One effective method to ensure the complete undergrounding involving multiple properties is via a local improvement district. Urban renewal could also be used for funding gaps, or supplementing local improvement district assessments, or picking up parts of an undergrounding project crossing a public street or highway. The community plaza and public parking facilities (Dundee Town Square) were derived from the 2011 Highway 99 Corridor Vision Project. Many urban renewal plans include public spaces and facilities to encourage public gatherings to revitalize commercial areas. Another example of a possible public gathering facility would be the development of a special purpose park on the five lots owned by the City on Alder Street. The Dundee Parks and Open Space Plan identified this future park to serve as a buffer between the commercial and residential uses, however, this property is not currently in either of the concept area boundaries. Another future park that may fit the goals of the Plan is the nut orchard property, about 6.7 acres next to Fifth Street, being acquired by Chehalem Park and Recreation District (CPRD). This property is also not included in the feasibility study maps. Acquisitions and Consolidations is in reference to the purchase of smaller lots, removing any distressed structures, and consolidating the property for new development. If affordable housing is determined to be a goal of the Plan, then another type of acquisition may include purchase of property and fund improvements required under the Development Code and then sell the property to Habitat for Humanity or another suitable agent for residential development. Finally, another type of acquisition may include the swale/riparian area identified in both the Parks and Open Space Plan and TSP. This natural feature may serve both as a recreation trail and storm water treatment facility. Included is a map showing locations of potential parks, undergrounding projects and property acquisitions that may be funded by urban renewal.

Following review of goals and objectives, the Agency will provide guidance to the Advisory Committee in preparing the list of projects to be funded through the urban renewal plan. The projects should be linked to specific objectives and goals developed for the Plan. Discussion around the feasibility study was mainly focused on projects that spur development. In addition to encouraging private investment, other related goals may include projects that:

- Create a pedestrian friendly downtown

- Create an attractive downtown with streetscape improvements
- Create civic gathering places to encourage human activity in the downtown
- Provide affordable housing opportunities
- Preserve historic buildings
- Provide adequate public facilities to support development and a thriving downtown

The accumulative total cost of the projects listed in Attachment C, plus any additional projects added to the list will likely greatly exceed the 20-year funding capacity of an urban renewal plan. However, as it was previously noted, many of these types of projects have been previously funded by developers and other sources. Other funding sources may include grants, local improvement district assessments, and system development charges. It seems urban renewal may be strategically used to fill funding gaps, complete essential projects that would otherwise languish due to timing of new development, or fund projects that are too costly for development to bear the full cost. The Advisory Committee will benefit hearing from the Agency on the types of projects that should be included in the Plan and to what extent those projects are to be funded by urban renewal versus other sources. The Advisory Committee will finalize the project list, including funding levels, for the draft plan at their next meeting.

Attachments:

URA Concept Area #1

URA Concept Area #2

Aerial Map with URA Concept Area #2

Attachment C – Possible Urban Renewal Funded Projects

Aerial Map with Street, Water and Storm Water Projects

Aerial Map with Undergrounding, Parks/Trails

Figure 4 – Vision for Town Center and Relationship to Highway 99W

URA Concept Area #1

Area: 3,118,370 SF (71.6 Acres)
8.1% of Total City Area

Assessed Value: \$25,454,882
7.9% of Total City Assessed Value

Legend

- City Limits
- UGB
- URA Concept 1 Area
- Taxlots
- Hydrography
- RailRoads

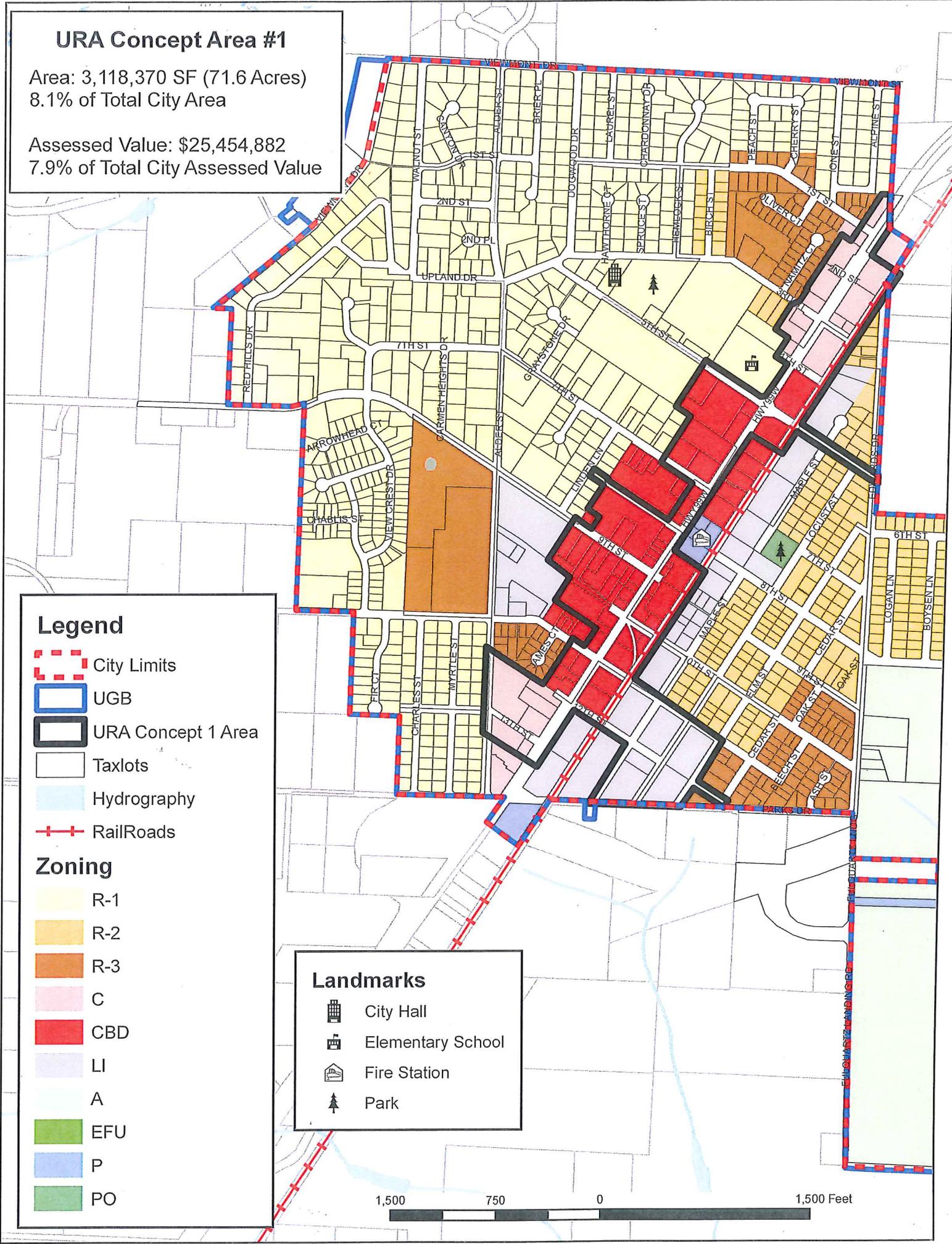
Zoning

- R-1
- R-2
- R-3
- C
- CBD
- LI
- A
- EFU
- P
- PO

Landmarks

- City Hall
- Elementary School
- Fire Station
- Park

1,500 750 0 1,500 Feet



URA Concept Area #2

Area: 5,032,634, SF (115.5 Acres)
13.1% of Total City Area

Assessed Value: \$46,224,672
14.3% of Total City Assessed Value

Legend

-  City Limits
-  UGB
-  URA Concept 2 Area
-  Taxlots
-  Hydrography
-  RailRoads

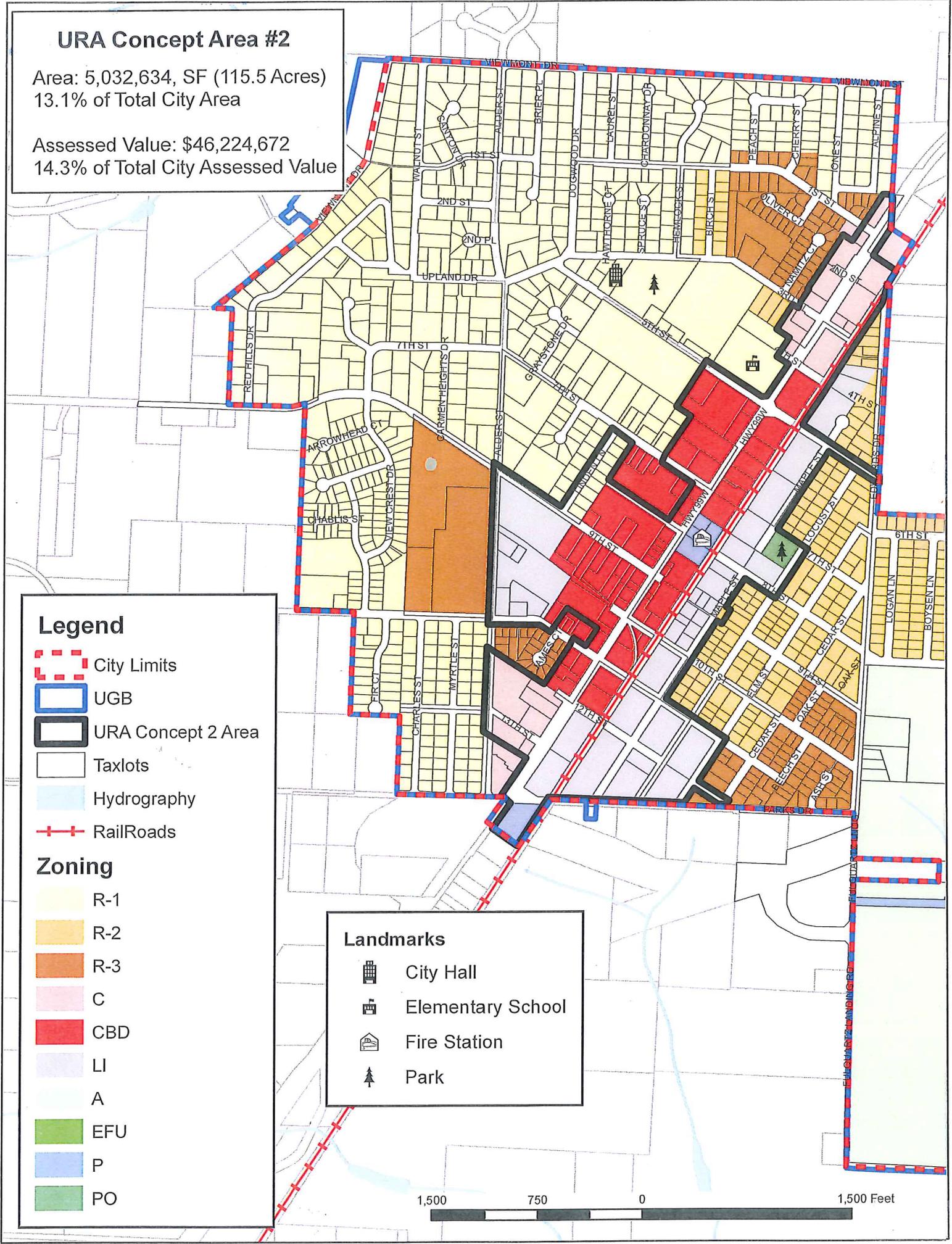
Zoning

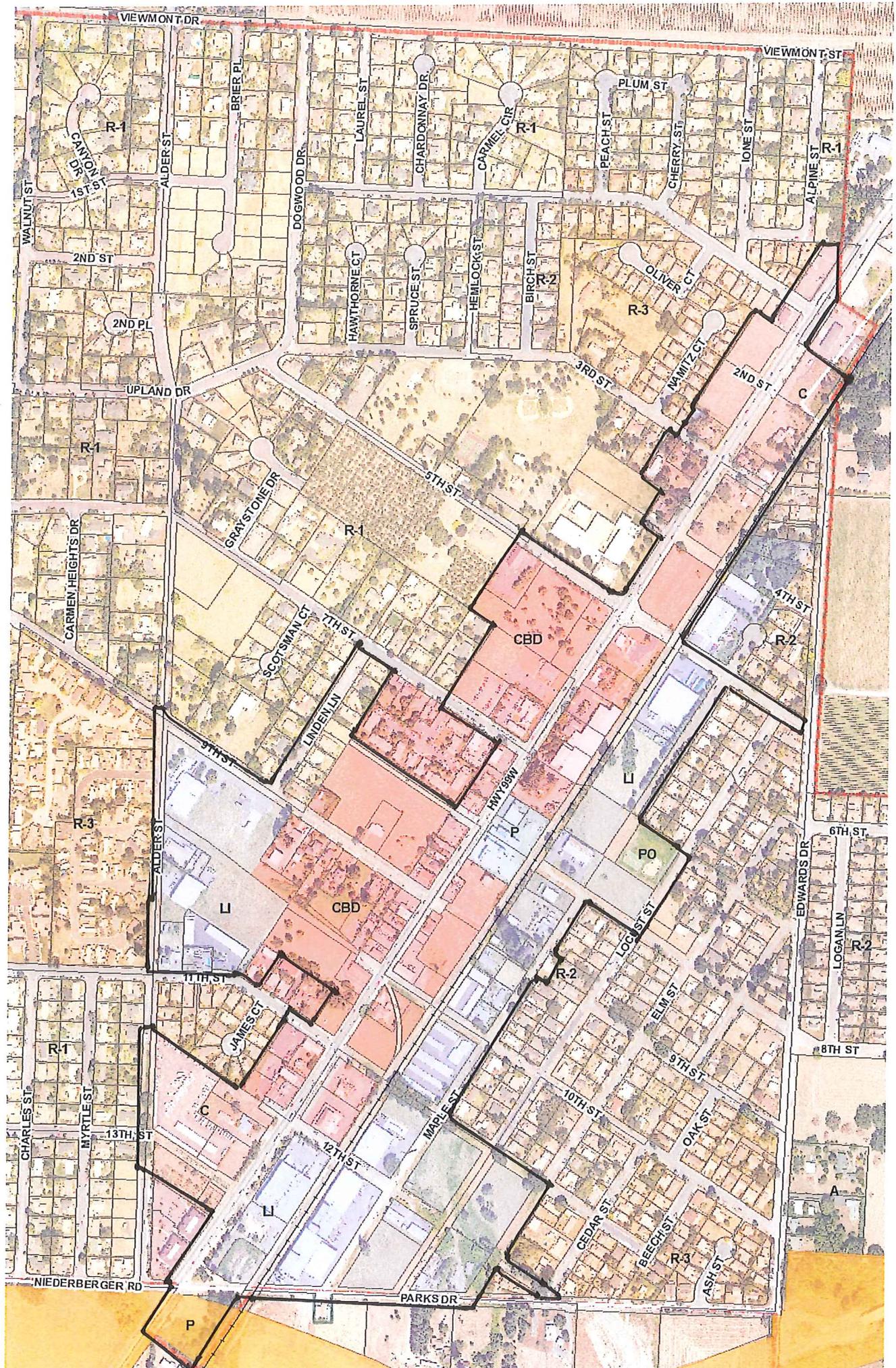
-  R-1
-  R-2
-  R-3
-  C
-  CBD
-  LI
-  A
-  EFU
-  P
-  PO

Landmarks

-  City Hall
-  Elementary School
-  Fire Station
-  Park

1,500 750 0 1,500 Feet





VIEWMONT DR

VIEWMONT ST

WALNUT ST

CANYON DR

1ST ST

R-1

ALDER ST

BRER PL

DOGWOOD DR

LAUREL ST

CHARDONAY DR

R-1

CARMEL CIR

PLUM ST

PEACH ST

CHERRY ST

IONE ST

R-1

ALPINE ST

2ND ST

2ND PL

R-1

UPLAND DR

HAWTHORNE CT

SPRUCE ST

HEMLOCK ST

R-2

BIRCH ST

R-3

OLIVER CT

3RD ST

MAHITZ CT

2ND ST

C

R-1

CARMEN HEIGHTS DR

R-1

GRAYSTONE DR

R-1

5TH ST

R-1

SCOTSMAN CT

7TH ST

LINDEN LN

R-1

5TH ST

CBD

3RD ST

4TH ST

R-2

R-3

R-3

9TH ST

ALDER ST

LI

CBD

7TH ST

LI

CBD

MYRTLE ST

P

L

PO

R-2

6TH ST

EDWARDS DR

R-2

LOGAN LN

R-1

R-1

11TH ST

CHARLES ST

MYRTLE ST

13TH ST

C

JAMES CT

LI

CBD

11TH ST

R-2

LOCK ST ST

ELM ST

9TH ST

8TH ST

R-2

LOGAN LN

NIEDERBERGER RD

PARKS DR

10TH ST

CEDAR ST

BEECH ST

OAK ST

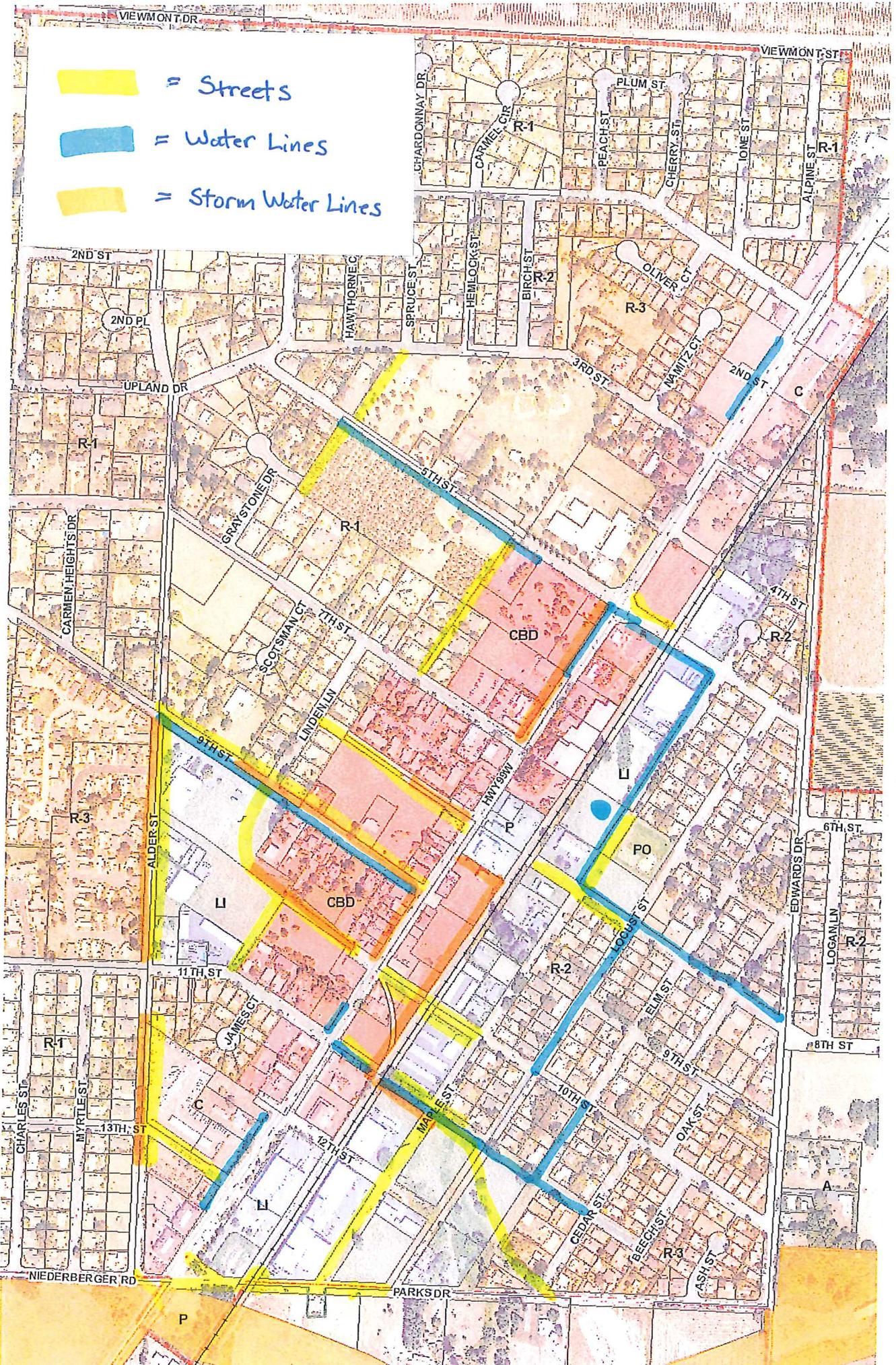
ASH ST

A

Possible Urban Renewal Funded Projects

Project	Location	Total Cost	Reference
Streets/Sidewalks:			
1	Downtown Connectivity - Linden	9th to 11th	1,075,000 TSP DC02
2	Downtown Connectivity - 11th St	Hwy - Parks	2,710,000 TSP DC02
3	5th Street Right Turn Lane	RR - Hwy	640,000 TSP I6
4	Tenth Street Sidewalk	Hwy - Maple	273,000 TSP W11 Partial
5	Alder Street Extension	11th - 13th	705,000 TSP D5
6	9th Street Sidewalks	Hwy - Alder	568,000 TSP W6 Partial
7	Alder Street Sidewalks	9th to 11th	425,000 TSP W7
8	Parks RR Crossing Gates	Parks/RR	300,000 TSP R1
9	8th Street Extension/Parking	Hwy - Linden	750,000 TSP P1
10	Maple Street Extension	8th to 7th	430,000 TSP D3
11	13th Street - New	Hwy - Alder	445,000 TSP D4
12	8th Street Reconstruction	RR - Locust	619,000 TSP D10 Partial
13	Parks Collector St Improvements	Hwy - Locust	896,000 TSP D15 Partial
14	Niederberger/Parks Alignment	Hwy 99W	760,000 TSP D17
15	Maple Street Reconstruction	Parks - 11th	820,000 TSP D18
16	Parks Drive Sidewalks	Hwy - Maple	219,000 TSP W12 Partial
17	10th Street Extension/Parking	Hwy - Linden	<u>825,000</u> TSP P2
		12,460,000	
Water Lines:			
18	Hwy 99W 400 ft of 10" Upgrade 4"	1st - 2nd	80,000 2009 Water Plan Update
19	Hwy 99W 300 ft of 10" Upgrade 4"	South of 5th	60,000 2009 Water Plan Update
20	Hwy 99W 150 ft of 10" Upgrade 4"	North of 11th	30,000 2009 Water Plan Update
21	Hwy 99W 400 ft of 10" Upgrade 4"	12th - 13th	80,000 2009 Water Plan Update
22	Hwy 99W 12" Crossing	5th Street	144,000 2009 Water Plan Update
23	11th Street 800 ft of 12"	Hwy - Locust	192,000 2009 Water Plan Update
24	9th Street 1400 ft of 8" Upgrade 4"	Hwy - Alder	<u>224,000</u> 2009 Water Plan Update
		810,000	
Storm Water Facilities:			
25	9th Street - 500 ft of 18" Pipe	West of Hwy	59,840 2006 Storm Master Plan
26	9th Street - 450 ft of 15" Pipe	Linden Lane	49,980 2006 Storm Master Plan
27	10th Street - 700 ft of 15" Pipe	West of Hwy	77,520 2006 Storm Master Plan
28	8th Street - 340 ft of 15" Pipe	West of Hwy	38,216 2006 Storm Master Plan
29	Alder Street - 350 ft of 21" Pipe	North of 11th	51,000 2006 Storm Master Plan
30	Alder Street - 600 ft of 18" Pipe	South of 9th	78,336 2006 Storm Master Plan
31	Alder Street - 600 ft of 42" Pipe	11th - 13th	152,709 2006 Storm Master Plan
32	W-side RR - 350 ft of 36" Pipe	12th - 11th	82,500 2015 Revision
33	W-side RR - 350 ft of 36" Pipe	11th - 10th	82,500 2015 Revision
34	W-side RR - 600 ft of 36" Pipe	10th - 8th	144,000 2015 Revision
35	Hwy 99W Crossing - 15" Pipe	North of 7th	<u>150,000</u> 2015 Revision
		966,601	
Other Improvements:			
36	Façade Grant Program	Businesses	60,000 2015 Program
37	Undergrounding Overhead Utilities	Hwy 99W Crossings	200,000 2014 Council Goal
38	Community Plaza	8th - 9th, Hwy West	120,000 2011 Vision Project
39	Acquisitions/Consolidations	Various Locations	50,000 Net Cost after Resale
40	Public Parking	8th - 9th, Hwy West	<u>600,000</u> 2011 Vision Project
		1,030,000	

-  = Streets
-  = Water Lines
-  = Storm Water Lines



-  = Undergrounding
-  = Parks/Trails
-  = Rezone LI to R3
-  = Storm Water Treatment

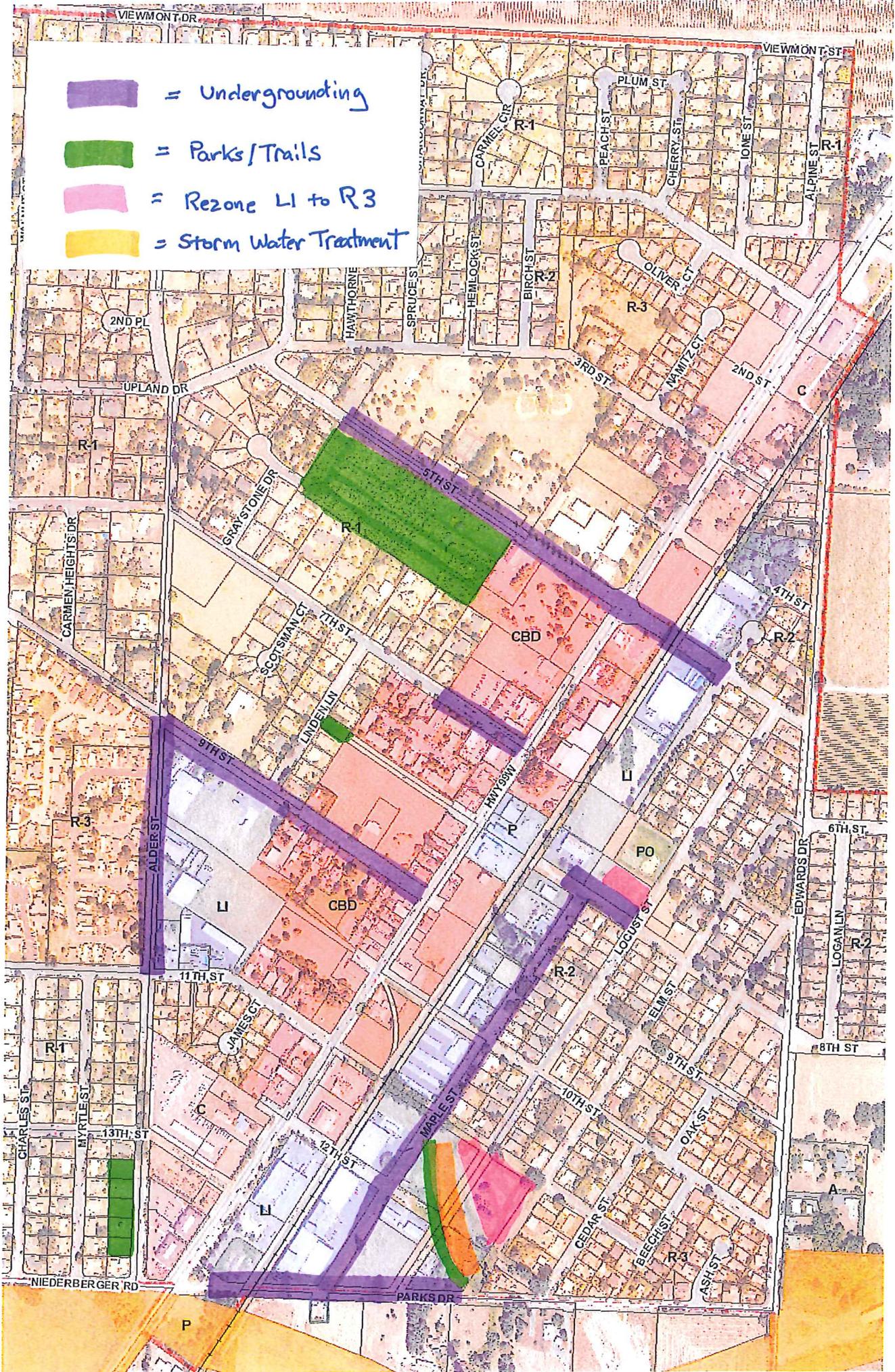


Figure 4 - Vision for Town Center and Relationship to Highway 99W

