CITY OF DUNDEE
CITY COUNCIL MEETING
Fire Hall Community Room

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The Mission of City Government is to provide essential, quality public services in support of the livability, safety and viability of the Dundee community.

JANUARY 5, 2016 7 - 9 PM.

Times printed are estimates. Actual time may vary.

1. Open Regular City Council Meeting

2. Pledge of Allegiance

3. Amendments to the Agenda, if any

4. Public Comment: Each speaker will be allowed up to 5 minutes to speak after being recognized by the Mayor. Out of courtesy for the speaker, please refrain from talking.

5. Presentations:
   - 5.1 Ryan Pasquarella, CPA – Annual Audit Review
   - 5.2 Marlena Bertram – Yamhill County Mediators

6. Consent Agenda: The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member (or a citizen through a Council member) so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Agenda.

6.1 City Council Minutes, December 1, 2015	Pages 1 - 6
6.2 Financial Report Ending November 30, 2015	Pages 7 – 28
6.3 OLCC Liquor License Application, Rizzo Winery	Pages 29 - 40
Action Required: Motion to Accept the Consent Agenda	

7. Old Business:

7.1 Urban Renewal Feasibility Study	Pages 41 - 86
Discussion	
7.2 Basin 3 Storm Water Improvements	Pages 87 - 108
Discussion	
7.3 Ordinance No. 544-2016, Sign Code Amendments	Pages 109 - 118
Action Required	

8. New Business:

8.1 WWTP Overflow Event	
Discussion	
8.2 Riverside District Zone	Pages 119 - 162
Action Required	
8.3 Planning Commission Appointments	Pages 163 - 164
Action Required	
8.4 Tourism Committee Appointments	Pages 165 - 166
Action Required	

9. Council Concerns & Committee Reports

10. Mayor's Report

11. City Administrator Report

12. Public Comment: Each speaker will be allowed up to 5 minutes to speak after being recognized by the Mayor. Out of courtesy for the speaker, please refrain from talking.

13. Executive Session: In accordance with ORS 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

14. Adjourn

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Pending Business:

1. Public Works
   - 1.1 Water Master Plan Update
   - 1.2 Highway 99W Sidewalk/Streetscape
   - 1.3 Inflow & Infiltration Program

2. Planning/Land Use
   - 2.1 Dundee Riverside Master Plan – Future Actions
   - 2.2 Exterior Lighting – Code Update/Street Light Standards
   - 2.3 Industrial Zone Standards
   - 2.4 Sign Regulations Amendment
   - 2.5 Marijuana Facilities

3. City Council
   - 3.1 Update SDC Methodologies
   - 3.2 LID 2013-01 Final Assessment Ordinance
   - 3.3 Urban Renewal Feasibility Study
   - 3.4 Marijuana Dispensary Licensing

4. Parks & Trails
   - 4.1 Viewmont Greenway Park Improvement
   - 4.2 Harvey Creek Trail Property Rehabilitation
   - 4.3 WWTP Nature Park Grant Application

5. Next Available Ordinance & Resolution No's.
   - 5.1 Ordinance No. 545-2016
   - 5.2 Resolution No. 2016-01

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 the Assistant City Recorder at City Hall (503) 538-3922.

CITY COUNCIL MEETING
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City of Dundee
City Council Meeting Minutes
December 1, 2015

Call to Order
Mayor Russ called the meeting to order at 7:00 P.M.

Council and Staff Attendance
Present: Mayor David Russ, Councilors Jeannette Adlong, Ted Crawford, Doug Pugsley, Kristin Svicarovich, and Tim Weaver. Excused Absence: Councilor Nelson. Staff members: Rob Daykin, City Administrator, Shelby Rihala, City Attorney, Jim Jacks, Interim Planner, John Stock, Fire Chief, Michael Humm, City Engineer, and Debra Manning, Assistant City Recorder.

Public Attendance
Reed Langdon, Principal Dundee Elementary School, and Mark Cullington, Kennedy/Jenks Consultants.

Agenda Changes:
With the Council's consent, item 6 Presentations: Dundee Elementary School Improvement Plan was relocated ahead of item 4 Public Hearing.

Presentation:
Dundee Elementary School Improvement Plan
Reed Langdon, Principal, presented a PowerPoint on the Dundee Elementary School Improvement Plan. He relayed the desire for the school and the city to work together to make a difference in the community. The school is a common core school with the goal to prepare students for college or a career. Staff is looking to improve the student's test scores in English language arts and math. Students are scoring well in science. Staff will focus on: 21st Century Learning (addressing creativity, critical thinking, collaboration, communication and citizenship), vocabulary in math, and real life learning experiences such as the students helping the city with the plantings on the Viewmont Greenway last year. Langdon asked how the school can partner with the city to involve the students in community projects. Councilor Weaver inquired if students are included from outside of the city limits. Langdon confirmed there are students with Newberg addresses. Councilor Crawford asked the percentage of students with English as the second language. Langdon estimated 7%. Councilor Adlong questioned the program for talented and gifted students. Langdon advised that gifted students cannot be identified until third grade when they test the cognitive ability of the top three percent of the students. Usually there are one or two students identified for the special program which is handled in the classroom using harder work; not more work. Councilor Svicarovich questioned after school programs. Reed informed the music teacher holds music activities before and after school and Chehalem Parks and Recreation District (CPRD) provides after school programs. C. Adlong expressed concern that Fifth Street downhill traffic trying to access Highway 99W is stopped for long periods of time by parents trying to drop off students in the school's parking lot. She inquired if this issue has been addressed with parents. Langdon replied there have been discussions. He relayed that the Newberg/Dundee Police Department reviewed the situation and did not find any solutions. C. Svicarovich shared that her company has worked with students at a Beaverton school on how to make their parking lot design work better. The project worked well and also provided a way to address the issues with parents. C. Crawford asked if there are any plans to build a new school. Langdon replied nothing is planned. Daykin relayed conversation with Claudia Stewart, Communications Coordinator for the Newberg School District stated pupil enrollment growth has

been flat throughout the district and that a new Dundee school will not be built until there is population growth on the Dundee riverside.

Public Hearing: LURA 15-12, Sign Regulation Amendments

Mayor Russ called the hearing to order at 7:26 P.M. for the continued hearing from the November 17th Council meeting to consider amendments to the Dundee Sign Code. The staff recommendation is to direct staff to bring back an ordinance adopting the amendments to the sign regulations.

Mayor Russ questioned if nits (candelas per square meter) are easier to measure than footcandles. Interim Planner Jacks reviewed the footcandles approach, which compares the amount of light received with the sign on and off to check for compliance with the standard over ambient light. The nits method measures the luminance, or brightness, from the sign; has different maximum standards for night versus daytime. The sign will need to have the ability to adjust the luminance automatically to account for varying ambient light conditions. Russ questioned how we will determine compliance. Jacks informed there are nit meters which can be purchased for $3,800. Staff would need to be trained and the meter would need to be calibrated once a year. Another option is to contract a lighting engineer to take the measurements. Daykin noted the sign application will include a certification from the vendor that the sign meets the city's standards (packet page 5).

C. Crawford questioned sign regulations not being able to address copy (packet page 1). City Attorney Rihala responded that the city cannot look at the content of the sign under Oregon law. Under the First Amendment the standard asks if the regulation is rationally related to a legitimate government purpose.

The hearing was closed at 7:39 P.M.

The motion was made and seconded to direct staff to prepare an ordinance based on the staff recommendation for the sign code. **The motion** passed unanimously. An ordinance will be brought to the Council.

Public Comment:

None.

Consent Agenda

The motion was made and seconded to approve the Consent Agenda. Mayor Russ noted a correction to packet page 12: The Urban Renewal Project Committee will meet *November* 30th. Item 7.2 OLCC Liquor License Application, Fox Farm Vineyard, LLC was added to the Consent Agenda. **The motion** was amended and seconded to approve Consent Agenda items, 7.1 City Council Minutes, November 17, 2015 as amended and 7.2 OLCC Liquor License Application, Fox Farm Vineyard, LLC. **The motion** passed unanimously.

Old Business

Biosolids Plan Proposal

Michael Humm, Kennedy Jenks, introduced Mark Cullington who will be involved developing the biosolids management plan. The scope of work will include a technical memorandum to evaluate the options and costs of land application and delivery to a landfill. This will be brought to the Council to help determine the direction for the engineers to proceed with the biosolids management plan and the land authorization piece.

Cullington stated that solids accumulate in the two facultative sludge lagoons; they are designed to have the solids removed several times a decade. Costing is the first task of the scope of work. The engineers will look for alternatives for a management plan which would be feasible and integrate with the existing permits. This could involve dewatering the solids to be hauled to a landfill or land application at a local farm. He noted there are local farmers under contract with transportation haulers, who will take the solids for their nutrient value.

C. Pugsley questioned the length of a contract. Cullington suggested contracting for an initial harvesting; than the city would have the site under the permit and could use the site again. Many municipalities, including Portland, Salem, and Clackamas County, haul biosolids to eastern Oregon; this is not recommended for Dundee due to high cost of transportation.

C. Adlong inquired the types of farm for land application. Cullington replied non-food crops such as grass, hay and pasture. The Department of Environmental Quality (DEQ) has a beneficial reuse policy; it is not a requirement.

C. A. Daykin inquired if the engineers know of agencies that own land and lease it to farmers. Cullington confirmed that happens; the majority has a partnership with a local landowner/farmer. Daykin asked if it would be cost effective for the city to consider purchasing property for the long term. Cullington cautioned it could be cost effective if you could secure property which would not have future growth near it that would result in compatibility conflicts.

Mayor Russ questioned the acreage the city would need. Cullington estimated twenty-five to thirty acres of land with an application of three dry tons per acre. Russ questioned the amount of waste in the lagoon. Humm estimated sixty dry tons currently over almost a three year period. He advised they will consider both short and long term plans. One option could be to complete a smaller harvest now, using the Waste Water Treatment Plant (WWTP) grounds for application and an offsite venue for the long run. Russ estimated we would need about seven acres per year if we harvested every year. Cullington confirmed that was a good rough estimate; this option will be included in the scope of work. There are contractors who will do an annual harvest. The City of Scappoose contracts a harvest every year. He stated the regulatory requirements are not as strict for application on WWTP lands. Mayor Russ asked if a study would be required by DEQ prior to land application. Cullington advised a Biosolids Management Plan is required to take solids out of a lagoon and a site authorization letter advising which parcel will receive the solids. A management plan is good for the life of the WWTP's permit; you renew the management plan when you renew your permit. A new site authorization letter would be required when you add new land. Having the WWTP staff monitor the process is part of the permit requirements; which includes testing for nine metals and four or five nutrients. Russ asked if the proposal includes a management plan. Humm stated the direction of a Biosolids Management plan and site authorization are dependent on Council's direction after receipt of the technical memorandum. Kennedy/Jenks Consultants will rescope and amend the budget at that point.

The motion was made and seconded to accept the proposal for engineering services for Biosolids management planning from Kennedy/Jenks Consultants in the amount of $37,028. C. Svicarovich inquired if the limits on metals delineates how often you need to change the land application site. Cullington estimated that current characteristics of Dundee's sludge could be applied two to three hundred years before the accumulation of metals becomes a limitation; mostly it is nitrogen limited. Any crop on city property has to be removed or discounted off of the next year's land application. Sheep and goats can be grazed on the site thirty days after application. **The motion** passed unanimously.

New Business

Transportation System Development Charge

C. A. Daykin inquired if the Council wanted to develop a Transportation System Development Charge (SDC) and hire a consultant for the process. The majority consensus was to move forward. C. Pugsley supports possible funding methods (packet page 19) of a Transportation SDC and a local gas tax of 2% during the summer. C. Adlong noted that gas tax revenues have been declining. She expressed concern for an additional $10 per month per meter street utility fee; noting the current cost of utilities. C. Crawford suggested a transportation bond to let the voters decide. Daykin noted some of the projects could be included in Urban Renewal if the city moves ahead with that project. He expressed concern to capture the opportunity for development fees to fund infrastructure improvements required with development. Daykin relayed Mr. Lindquist advised that he would be unable to develop his riverside property until the city builds the north/south collector connection (the bridge over the ravine connecting the property to the north of the WWTP with the property to the south of the WWTP). Lindquist proposed a Local Improvement District (LID) to construct the improvement to be paid by assessments against properties in the riverside district. The Council consensus is against the city taking the risk of developing infrastructure prior to riverside development. Staff will place a request for proposal to develop a Transportation SDC and bring the response back for Council's consideration. Daykin advised that SDCs improvements have to be reviewed separately to determine the increase in capacity providing for new development and how much should be recovered through SDCs. Engineering services will required and may be contracted out as Engineer Eaton's services are fully engaged with the City of Milwaukie and Engineer Reid is involved with the Transportation Enhancement projects. C. Pugsley suggested DKS Associates.

Resolution No. 2015-14, Budget Transfers

The resolution transfers the contingency in the General Fund and the pending transfer for future fire apparatus to the Equipment Reserve Fund to the Fire Station Construction Fund for the increased appropriations for professional services and legal fees for the initial investigations on the Fire Station. C. A. Daykin will be reviewing supplemental budgets for further funding. Staff met with the contractor, City Attorney and a representative from Pinnell Busch. Baldwin General Contracting is denying workmanship is the issue. There will additional meetings with representatives from Mackenzie and Premier SIPs invited. **The motion** was made and seconded to approve Resolution No. 2015-14, a resolution transferring budget line item amounts within a department or fund, and authorizing an appropriation transferred from the General Fund for fiscal year 2015-2016. **The motion** passed unanimously.

Locust Street Improvements

CPRD acquired property on Locust Street and built Fortune Park subject to a condition of approval for street improvements along the park frontage. This was deferred; partially because Locust Street needs to be regraded to remove a hump in the roadbed. The property across the street has been sold to a development company who wants to develop it into six lots. Other improvements needed include a sewer line and a new waterline. Street improvements can be made through a LID applied to the corner property at Eighth and Locust Streets (zoned Light Industrial), the six lots, and Fortune Park. CPRD acknowledges their obligation. An engineer's report is needed for a LID. Daykin inquired Council's direction. C. Pugsley questioned the cost of an engineering report. Daykin estimated $5,000. Staff's expectation is to bring the issue back to the February 2nd Council meeting. **The motion** was made and seconded to declare the Council's intention to initiate street and utility improvements to Locust Street and to direct the city engineer to prepare a report as described in the Dundee Municipal Code section 3.16.020. **The motion** passed unanimously.

Council Concerns and Committee Reports

C. Crawford updated interest in the Façade program by Dundee Garden Art, who would like to replace their chain link fencing with wrought iron fencing. Mr. Nies has offered to complete the improvements; saving the cost of a contractor. The Committee would like to receive the renderings from the architect to present to the businesses under consideration before releasing funds. Crawford suggested bringing the Committee's recommendation for Dundee Garden Art to the Council the first of the year if the Architect's renderings have not been received.

Mayor's Report

None.

City Administrator's Report

C.A. Daykin referred to the handout on Planning Commission Appointments. In 2012 the council provided applicants sample interview questions. There are four members with expiring terms; one has advised he will not be reapplying. Appointments will be on the January 5th agenda. The council was asked if the questions should be included with the applications. The majority consensus supported the use of the questions.

There will not be a Council meeting on December 15th; the Employee Recognition Event will be held at 5:00 P.M. at the Fire Hall. There will be a dessert contest.

Public Comment:

None.

The meeting was adjourned at 8:39 P.M.

David Russ
Mayor

Attest:

Debra L. Manning, MMC
Assistant City Recorder

CITY OF DUNDEE

Statement of Activities

From 7/1/2015 Through 11/30/2015

	General Fund	Street Fund	Street CIP Fund	Street Reserve Fund	State Revenue Sharing Fund	Equipment Reserve Fund	Parks Fund	Tourism Fund	Fire Station Constr Fund	Bonded Debt	Water Fund	Water CIP Fund	Sewer Fund	Sewer CIP Fund	Storm Water Fund	Storm Water CIP Fund	Total
Revenue																	
Taxes	480,355	17,899	-	-	-	-	-	28,030	-	103,380	-	-	-	-	-	-	629,664
Franchise Fees	29,267	-	19,048	-	-	-	-	-	-	-	-	-	-	-	-	-	48,315
Licenses & Permits	7,516	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,516
Intergovernmental Revenue	30,904	81,154	-	-	12,230	-	-	-	-	-	-	-	-	-	-	-	124,288
Charges for Services	106,469	-	-	-	-	-	-	-	-	-	355,280	5,112	511,779	-	37,901	-	1,016,541
Fines & Forfeitures	27,532	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	27,532
Miscellaneous Revenue	5,049	133	252	94	22	1,436	17	41	28	125	719	1,779	126	1,199	62	87	11,169
Total Revenue	687,092	99,186	19,300	94	12,252	1,436	17	28,071	28	103,504	355,999	6,891	511,905	1,199	37,962	87	1,865,025
Expenditures																	
Personnel	211,332	24,650	-	-	-	-	-	-	-	-	64,693	-	60,849	-	14,787	-	376,310
Materials & Services	332,358	34,001	-	-	3,123	-	20	2,391	48,846	-	104,009	-	114,279	-	11,467	-	650,492
Capital Outlay	846	-	33,624	-	-	49,105	31,404	-	1,012	-	5,841	317,319	2,174	2,228	452	13,187	457,190
Debt Service	-	-	-	-	-	29,314	-	-	-	-	-	61,545	-	364,691	-	-	455,549
Total Expenditures	544,536	58,650	33,624	-	3,123	78,418	31,424	2,391	49,858	-	174,542	378,863	177,301	366,919	26,706	13,187	1,939,542
Excess (defiency) of Revenue over Expenditures	142,557	40,536	(14,324)	94	9,129	(76,983)	(31,407)	25,681	(49,830)	103,504	181,457	(371,973)	334,605	(365,720)	11,257	(13,100)	(74,516)
Other Financing Sources (Uses)	42,134	-	-	-	-	-	-	-	-	-	(16,554)	-	(255,580)	230,000	-	-	-
Net Changes to Fund Balance	184,690	40,536	(14,324)	94	9,129	(76,983)	(31,407)	25,681	(49,830)	103,504	164,903	(371,973)	79,025	(135,720)	11,257	(13,100)	(74,516)
Beginning Fund Balance	405,400	49,504	161,106	42,458	12,378	737,747	15,843	22,245	38,406	30,512	111,766	1,003,744	17,658	611,126	5,552	63,058	3,328,503
Ending Fund Balance	590,090	90,040	146,782	42,552	21,507	660,764	(15,564)	47,926	(11,424)	134,017	276,669	631,771	96,683	475,406	16,809	49,958	3,253,987

City of Dundee

Statement of Revenues & Expenditures

01-General Fund

From 11/1/2015 Through 11/30/2015

(In Whole Numbers)

****UNAUDITED****

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	445,797	480,355	592,900	-19%	(112,545)
Franchise Fees	10,592	29,267	143,600	-80%	(114,333)
Licenses & Permits	2,709	7,516	58,600	-87%	(51,084)
Intergovernmental Revenue	8,257	30,904	157,600	-80%	(126,696)
Charges for Services	39,041	106,469	210,500	-49%	(104,031)
Fines & Forfeitures	3,683	27,532	52,000	-47%	(24,468)
Miscellaneous Revenues	470	5,049	5,300	-5%	(251)
Total REVENUES	510,548	687,092	1,220,500	-44%	(533,408)
EXPENDITURES					
General Govt	35,434	149,418	330,700	55%	181,282
Court	1,473	7,487	20,700	64%	13,213
Community Development	10,323	33,283	122,200	73%	88,917
Police Services	81,192	198,437	473,300	58%	274,863
Fire Services	53,732	155,911	372,700	58%	216,789
Total EXPENDITURES	182,154	544,536	1,319,600	59%	775,064
Excess (deficiency) of Revenue Over Expenditures	328,394	142,557	(99,100)	-244%	241,657
OTHER FINANCING SOURCES (USES)					
Transfers In	8,196	42,134	88,300	-52%	(46,166)
Transfers Out	0	0	(57,000)	-100%	57,000
Other Uses	0	0	(40,000)	0%	40,000
Total OTHER FINANCING SOURCES (USES)	8,196	42,134	(8,700)	-584%	50,834
NET CHANGE IN FUND BALANCE	336,590	184,690	(107,800)	-271%	292,490
BEGINNING FUND BALANCE	253,500	405,400	410,200	-1%	(4,800)
ENDING FUND BALANCE	590,090	590,090	302,400	95%	287,690

CITY OF DUNDEE

Statement of Revenues and Expenditures
01 - Admin / Finance
001 - General Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	12,759	63,835	153,800	58 %	89,965
Personnel Benefits	6,133	30,479	76,200	60 %	45,721
Total Personnel Services	18,892	94,314	230,000	59 %	135,686
Materials & Services					
Supplies	544	1,562	4,000	61 %	2,438
Professional Services	7,008	28,420	48,300	41 %	19,880
Contractual Services	110	551	0	0 %	(551)
Travel & Training	323	5,445	10,000	46 %	4,555
Insurance	6,822	6,822	7,300	7 %	478
Regulatory Requirements	300	775	1,300	40 %	525
Utilities	388	2,784	6,400	56 %	3,616
Repairs & Maintenance	627	3,237	9,200	65 %	5,963
Other Materials & Services	419	5,078	13,000	61 %	7,922
Total Materials & Services	16,541	54,674	99,500	45 %	44,826
Capital Outlay					
	0	430	1,200	64 %	770
Total EXPENDITURES	35,434	149,418	330,700	55 %	181,282

CITY OF DUNDEE

Statement of Revenues and Expenditures

02 - Court

001 - General Fund

From 11/1/2015 Through 11/30/2015

(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	688	3,434	8,500	60 %	5,066
Personnel Benefits	479	2,384	6,100	61 %	3,716
Total Personnel Services	1,167	5,818	14,600	60 %	8,782
Materials & Services					
Supplies	0	0	300	100 %	300
Professional Services	0	0	400	100 %	400
Contractual Services	272	1,360	3,300	59 %	1,940
Travel & Training	0	0	900	100 %	900
Other Materials & Services	34	309	1,200	74 %	891
Total Materials & Services	306	1,669	6,100	73 %	4,431
Total EXPENDITURES	1,473	7,487	20,700	64 %	13,213

CITY OF DUNDEE

Statement of Revenues and Expenditures
03 - Community Development
001 - General Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	860	4,292	10,700	60 %	6,408
Personnel Benefits	648	3,227	8,200	61 %	4,974
Total Personnel Services	1,508	7,519	18,900	60 %	11,381
Materials & Services					
Supplies	0	193	1,100	82 %	907
Professional Services	6,298	20,114	42,500	53 %	22,386
Contractual Services	2,480	5,342	36,000	85 %	30,658
Travel & Training	0	0	1,100	100 %	1,100
Other Materials & Services	38	115	22,600	99 %	22,485
Total Materials & Services	8,815	25,764	103,300	75 %	77,536
Total EXPENDITURES	10,323	33,283	122,200	73 %	88,917

CITY OF DUNDEE

Statement of Revenues and Expenditures
04 - Police Dept
001 - General Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Materials & Services					
Contractual Services	81,192	198,437	473,300	58 %	274,863
Total Materials & Services	81,192	198,437	473,300	58 %	274,863
Total EXPENDITURES	81,192	198,437	473,300	58 %	274,863

CITY OF DUNDEE

Statement of Revenues and Expenditures
05 - Fire Dept
001 - General Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	21,932	79,115	166,600	53 %	87,485
Personnel Benefits	6,632	24,566	79,400	69 %	54,834
Total Personnel Services	28,564	103,682	246,000	58 %	142,319
Materials & Services					
Supplies	1,677	7,201	18,500	61 %	11,299
Professional Services	0	337	2,000	83 %	1,663
Contractual Services	5,807	15,020	28,600	47 %	13,580
Travel & Training	58	598	2,200	73 %	1,602
Insurance	16,161	16,161	15,600	(4)%	(561)
Regulatory Requirements	0	315	9,200	97 %	8,885
Utilities	707	4,595	16,800	73 %	12,205
Repairs & Maintenance	755	7,539	13,600	45 %	6,061
Other Materials & Services	3	47	700	93 %	653
Total Materials & Services	25,168	51,814	107,200	52 %	55,386
Capital Outlay	0	416	19,500	98 %	19,084
Total EXPENDITURES	53,732	155,911	372,700	58 %	216,789

CITY OF DUNDEE

Statement of Revenues and Expenditures

110 - Street Fund

From 11/1/2015 Through 11/30/2015

(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes					
	3,576	17,899	38,000	(53)%	(20,101)
Intergovernmental Revenue					
	15,712	81,154	183,300	(56)%	(102,146)
Miscellaneous Revenues					
	32	133	100	33 %	33
Total REVENUES	19,320	99,186	221,400	(55)%	(122,214)
EXPENDITURES					
Personnel Services					
	4,471	24,650	62,400	60 %	37,750
Materials & Services					
Supplies	298	1,725	4,300	60 %	2,575
Professional Services	172	2,802	7,200	61 %	4,398
Travel & Training	11	11	500	98 %	489
Insurance	1,448	1,448	1,600	9 %	152
Regulatory Requirements	35	86	100	15 %	15
Utilities	1,894	9,716	24,000	60 %	14,284
Repairs & Maintenance	2	5,879	36,100	84 %	30,221
Interfund Services	2,467	12,333	29,600	58 %	17,267
Other Materials & Services	0	0	200	100 %	200
Total Materials & Services	6,327	34,001	103,600	67 %	69,599
Total EXPENDITURES	10,799	58,650	166,000	65 %	107,350
Excess (deficiency) of Revenue over Expenditures	8,521	40,536	55,400	(27)%	(14,864)
OTHER FINANCING SOURCES (USES)					
Transfer Out					
	0	0	(83,200)	(100)%	83,200
Other Uses					
	0	0	(5,000)	(100)%	5,000
Total OTHER FINANCING SOURCES (USES)	0	0	(88,200)	(100)%	88,200
NET CHANGE IN FUND BALANCE	8,521	40,536	(32,800)	(224)%	73,336
BEGINNING FUND BALANCE					
	81,519	49,504	41,500	19 %	8,004
ENDING FUND BALANCE	90,040	90,040	8,700	935 %	81,340

CITY OF DUNDEE

Statement of Revenues and Expenditures
111 - Street CIP Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Franchise Fees	9,975	19,048	44,700	(57)%	(25,652)
Intergovernmental Revenue	0	0	1,265,500	(100)%	(1,265,500)
Miscellaneous Revenues	55	252	200,800	(100)%	(200,548)
Total REVENUES	10,030	19,300	1,511,000	(99)%	(1,491,700)
EXPENDITURES					
Capital Outlay	5,048	33,624	1,869,700	98 %	1,836,076
Debt Service	0	0	10,000	100 %	10,000
Total EXPENDITURES	5,048	33,624	1,879,700	98 %	1,846,076
Excess (deficiency) of Revenue over Expenditures	4,982	(14,324)	(368,700)	(96)%	354,376
OTHER FINANCING SOURCES (USES)					
Debt Proceeds	0	0	76,000	(100)%	(76,000)
Transfers In	0	0	70,000	(100)%	(70,000)
Other					
Interfund Loan	0	0	200,000	(100)%	(200,000)
Total Other	0	0	200,000	(100)%	(200,000)
Total OTHER FINANCING SOURCES (USES)	0	0	346,000	(100)%	(346,000)
NET CHANGE IN FUND BALANCE	4,982	(14,324)	(22,700)	(37)%	8,376
BEGINNING FUND BALANCE	141,800	161,106	177,700	(9)%	(16,594)
ENDING FUND BALANCE	146,782	146,782	155,000	(5)%	(8,218)

CITY OF DUNDEE

Statement of Revenues and Expenditures
112 - Street Reserve Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenues					
	17	94	200	(53)%	(106)
Total REVENUES	17	94	200	(53)%	(106)
EXPENDITURES					
Capital Outlay					
	0	0	42,600	100 %	42,600
Total EXPENDITURES	0	0	42,600	100 %	42,600
Excess (deficiency) of Revenue over Expenditures	17	94	(42,400)	(100)%	42,494
NET CHANGE IN FUND BALANCE	17	94	(42,400)	(100)%	42,494
BEGINNING FUND BALANCE	42,535	42,458	42,400	0 %	58
ENDING FUND BALANCE	42,552	42,552	0	0 %	42,552

CITY OF DUNDEE

Statement of Revenues and Expenditures
122 - State Revenue Sharing Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue					
	6,197	12,230	26,000	(53)%	(13,770)
Miscellaneous Revenues					
	5	22	100	(78)%	(78)
Total REVENUES	6,202	12,252	26,100	(53)%	(13,848)
EXPENDITURES					
Materials & Services					
Professional Services	538	794	19,200	96 %	18,406
Contractual Services	1,300	2,328	7,600	69 %	5,272
Other Materials & Services	0	0	1,500	100 %	1,500
Total Materials & Services	1,838	3,123	28,300	89 %	25,177
Total EXPENDITURES	1,838	3,123	28,300	89 %	25,177
Excess (deficiency) of Revenue over Expenditures	4,364	9,129	(2,200)	(515)%	11,329
OTHER FINANCING SOURCES (USES)					
Transfer Out					
	0	0	(10,000)	(100)%	10,000
Total OTHER FINANCING SOURCES (USES)	0	0	(10,000)	(100)%	10,000
NET CHANGE IN FUND BALANCE	4,364	9,129	(12,200)	(175)%	21,329
BEGINNING FUND BALANCE					
	17,143	12,378	12,200	1 %	178
ENDING FUND BALANCE	21,507	21,507	0	0 %	21,507

CITY OF DUNDEE

Statement of Revenues and Expenditures
127 - Equipment Reserve Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenues					
	263	1,436	3,500	(59)%	(2,064)
Total REVENUES	263	1,436	3,500	(59)%	(2,064)
EXPENDITURES					
Capital Outlay					
	0	49,105	755,600	94 %	706,495
Debt Service					
	0	29,314	58,700	50 %	29,386
Total EXPENDITURES	0	78,418	814,300	90 %	735,882
Excess (deficiency) of Revenue over Expenditures	263	(76,983)	(810,800)	(91)%	733,817
OTHER FINANCING SOURCES (USES)					
Transfers In					
	0	0	133,100	(100)%	(133,100)
Total OTHER FINANCING SOURCES (USES)	0	0	133,100	(100)%	(133,100)
NET CHANGE IN FUND BALANCE	263	(76,983)	(677,700)	(89)%	600,717
BEGINNING FUND BALANCE					
	660,501	737,747	677,700	9 %	60,047
ENDING FUND BALANCE	660,764	660,764	0	0 %	660,764

CITY OF DUNDEE

Statement of Revenues and Expenditures
131 - Parks Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	0	31,500	(100)%	(31,500)
Miscellaneous Revenues	0	17	4,100	(100)%	(4,083)
Total REVENUES	0	17	35,600	(100)%	(35,583)
EXPENDITURES					
Materials & Services					
Professional Services	0	0	2,500	100 %	2,500
Repairs & Maintenance	0	20	1,000	98 %	980
Total Materials & Services	0	20	3,500	99 %	3,480
Capital Outlay	28,601	31,404	54,500	42 %	23,096
Total EXPENDITURES	28,601	31,424	58,000	46 %	26,576
Excess (deficiency) of Revenue over Expenditures	(28,601)	(31,407)	(22,400)	40 %	(9,007)
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	10,000	(100)%	(10,000)
Total OTHER FINANCING SOURCES (USES)	0	0	10,000	(100)%	(10,000)
NET CHANGE IN FUND BALANCE	(28,601)	(31,407)	(12,400)	153 %	(19,007)
BEGINNING FUND BALANCE	13,037	15,843	13,200	20 %	2,643
ENDING FUND BALANCE	(15,564)	(15,564)	800	(2,045)%	(16,364)

CITY OF DUNDEE

Statement of Revenues and Expenditures
151 - Tourism Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes					
	4,827	28,030	32,900	(15)%	(4,870)
Intergovernmental Revenue					
	0	0	10,000	(100)%	(10,000)
Miscellaneous Revenues					
	10	41	100	(59)%	(59)
Total REVENUES	4,837	28,071	43,000	(35)%	(14,929)
EXPENDITURES					
Materials & Services					
Contractual Services	0	2,391	40,500	94 %	38,110
Total Materials & Services	0	2,391	40,500	94 %	38,110
Total EXPENDITURES	0	2,391	40,500	94 %	38,110
Excess (deficiency) of Revenue over Expenditures	4,837	25,681	2,500	927 %	23,181
NET CHANGE IN FUND BALANCE	4,837	25,681	2,500	927 %	23,181
BEGINNING FUND BALANCE					
	43,089	22,245	16,600	34 %	5,645
ENDING FUND BALANCE	47,926	47,926	19,100	151 %	28,826

CITY OF DUNDEE

Statement of Revenues and Expenditures
201 - Fire Station Construction
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenues					
	0	28	0	0 %	28
Total REVENUES	0	28	0	0 %	28
EXPENDITURES					
Materials & Services					
Professional Services	23,829	48,215	5,000	(864)%	(43,215)
Other Materials & Services	0	632	0	0 %	(632)
Total Materials & Services	23,829	48,846	5,000	(877)%	(43,846)
Capital Outlay					
	0	1,012	17,300	94 %	16,288
Total EXPENDITURES	23,829	49,858	22,300	(124)%	(27,558)
Excess (deficiency) of Revenue over Expenditures	(23,829)	(49,830)	(22,300)	123 %	(27,530)
OTHER FINANCING SOURCES (USES)					
Transfers In					
	0	0	5,000	(100)%	(5,000)
Total OTHER FINANCING SOURCES (USES)	0	0	5,000	(100)%	(5,000)
NET CHANGE IN FUND BALANCE	(23,829)	(49,830)	(17,300)	188 %	(32,530)
BEGINNING FUND BALANCE					
	12,405	38,406	17,300	122 %	21,106
ENDING FUND BALANCE	(11,424)	(11,424)	0	0 %	(11,424)

CITY OF DUNDEE

Statement of Revenues and Expenditures
310 - Bonded Debt
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes					
	102,739	103,380	130,500	(21)%	(27,120)
Miscellaneous Revenues					
	55	125	300	(58)%	(175)
Total REVENUES	102,794	103,504	130,800	(21)%	(27,296)
EXPENDITURES					
Debt Service					
	0	0	150,200	100 %	150,200
Total EXPENDITURES	0	0	150,200	100 %	150,200
Excess (deficiency) of Revenue over Expenditures	102,794	103,504	(19,400)	(634)%	122,904
NET CHANGE IN FUND BALANCE	102,794	103,504	(19,400)	(634)%	122,904
BEGINNING FUND BALANCE					
	31,223	30,512	30,400	0 %	112
ENDING FUND BALANCE	134,017	134,017	11,000	1,118 %	123,017

CITY OF DUNDEE

Statement of Revenues and Expenditures
431 - Water Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	55,222	355,280	595,400	(40)%	(240,120)
Miscellaneous Revenues	308	719	800	(10)%	(81)
Total REVENUES	55,530	355,999	596,200	(40)%	(240,201)
EXPENDITURES					
Personnel Services	12,683	64,693	163,900	61 %	99,207
Materials & Services					
Supplies	1,561	6,013	12,600	52 %	6,587
Professional Services	2,185	5,519	10,000	45 %	4,481
Contractual Services	839	6,841	10,000	32 %	3,159
Travel & Training	336	583	1,800	68 %	1,217
Insurance	4,289	4,289	4,600	7 %	311
Regulatory Requirements	7,370	7,911	4,200	(88)%	(3,711)
Utilities	2,841	19,420	42,800	55 %	23,380
Repairs & Maintenance	1,033	18,647	39,800	53 %	21,153
Interfund Services	6,467	32,333	77,600	58 %	45,267
Other Materials & Services	597	2,454	5,900	58 %	3,446
Total Materials & Services	27,518	104,009	209,300	50 %	105,291
Capital Outlay	0	5,841	19,400	70 %	13,559
Total EXPENDITURES	40,201	174,542	392,600	56 %	218,058
Excess (deficiency) of Revenue over Expenditures	15,330	181,457	203,600	(11)%	(22,143)
OTHER FINANCING SOURCES (USES)					
Transfer Out	(2,563)	(16,554)	(247,800)	(93)%	231,246
Other Uses	0	0	(20,000)	(100)%	20,000
Total OTHER FINANCING SOURCES (USES)	(2,563)	(16,554)	(267,800)	(94)%	251,246
NET CHANGE IN FUND BALANCE	12,766	164,903	(64,200)	(357)%	229,103
BEGINNING FUND BALANCE	263,903	111,766	79,100	41 %	32,666
ENDING FUND BALANCE	276,669	276,669	14,900	1,757 %	261,769

CITY OF DUNDEE

Statement of Revenues and Expenditures
432 - Water CIP Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services					
	5,112	5,112	25,200	(80)%	(20,088)
Miscellaneous Revenues					
	250	1,779	4,000	(56)%	(2,221)
Total REVENUES	5,362	6,891	29,200	(76)%	(22,309)
EXPENDITURES					
Capital Outlay					
	107,615	317,319	923,000	66 %	605,681
Debt Service					
	61,545	61,545	62,500	2 %	955
Total EXPENDITURES	169,159	378,863	985,500	62 %	606,637
Excess (deficiency) of Revenue over Expenditures	(163,797)	(371,973)	(956,300)	(61)%	584,327
OTHER FINANCING SOURCES (USES)					
Transfers In					
	0	0	176,000	(100)%	(176,000)
Other					
Interfund Loan	0	0	(290,000)	(100)%	290,000
Total Other	0	0	(290,000)	(100)%	290,000
Total OTHER FINANCING SOURCES (USES)	0	0	(114,000)	(100)%	114,000
NET CHANGE IN FUND BALANCE	(163,797)	(371,973)	(1,070,300)	(65)%	698,327
BEGINNING FUND BALANCE					
	795,569	1,003,744	1,106,000	(9)%	(102,256)
ENDING FUND BALANCE	631,771	631,771	35,700	1,670 %	596,071

CITY OF DUNDEE

Statement of Revenues and Expenditures
441 - Sewer Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	112,655	511,779	1,187,000	(57)%	(675,221)
Miscellaneous Revenues	33	126	100	26 %	26
Total REVENUES	112,689	511,905	1,187,100	(57)%	(675,195)
EXPENDITURES					
Personnel Services	12,231	60,849	156,400	61 %	95,551
Materials & Services					
Supplies	552	9,644	24,300	60 %	14,656
Professional Services	(40)	8,920	8,500	(5)%	(420)
Contractual Services	0	180	700	74 %	520
Travel & Training	586	1,061	1,800	41 %	739
Insurance	15,720	15,720	16,000	2 %	280
Regulatory Requirements	233	4,091	7,200	43 %	3,109
Utilities	6,138	28,144	82,100	66 %	53,956
Repairs & Maintenance	856	13,483	20,800	35 %	7,317
Interfund Services	6,175	30,875	74,100	58 %	43,225
Other Materials & Services	369	2,159	5,700	62 %	3,541
Total Materials & Services	30,590	114,279	241,200	53 %	126,921
Capital Outlay	0	2,174	2,400	9 %	227
Total EXPENDITURES	42,821	177,301	400,000	56 %	222,699
Excess (deficiency) of Revenue over Expenditures	69,868	334,605	787,100	(57)%	(452,495)
OTHER FINANCING SOURCES (USES)					
Transfer Out	(63,133)	(255,580)	(762,400)	(66)%	506,820
Other Uses	0	0	(20,000)	(100)%	20,000
Total OTHER FINANCING SOURCES (USES)	(63,133)	(255,580)	(782,400)	(67)%	526,820
NET CHANGE IN FUND BALANCE	6,735	79,025	4,700	1,581 %	74,325
BEGINNING FUND BALANCE	89,948	17,658	10,700	65 %	6,958
ENDING FUND BALANCE	96,683	96,683	15,400	528 %	81,283

CITY OF DUNDEE

Statement of Revenues and Expenditures
442 - Sewer CIP Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	0	0	26,500	(100)%	(26,500)
Miscellaneous Revenues	186	1,199	3,000	(60)%	(1,801)
Total REVENUES	186	1,199	29,500	(96)%	(28,301)
EXPENDITURES					
Capital Outlay	2,058	2,228	600,000	100 %	597,773
Debt Service	0	364,691	684,900	47 %	320,209
Total EXPENDITURES	2,058	366,919	1,284,900	71 %	917,982
Excess (deficiency) of Revenue over Expenditures	(1,871)	(365,720)	(1,255,400)	(71)%	889,680
OTHER FINANCING SOURCES (USES)					
Debt Proceeds	0	0	600,000	(100)%	(600,000)
Transfers In	57,500	230,000	690,000	(67)%	(460,000)
Total OTHER FINANCING SOURCES (USES)	57,500	230,000	1,290,000	(82)%	(1,060,000)
NET CHANGE IN FUND BALANCE	55,629	(135,720)	34,600	(492)%	(170,320)
BEGINNING FUND BALANCE	419,778	611,126	586,900	4 %	24,226
ENDING FUND BALANCE	475,406	475,406	621,500	(24)%	(146,094)

CITY OF DUNDEE

Statement of Revenues and Expenditures
451 - Storm Water Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	7,706	37,901	93,800	(60)%	(55,899)
Miscellaneous Revenues	3	62	100	(38)%	(38)
Total REVENUES	7,709	37,962	93,900	(60)%	(55,938)
EXPENDITURES					
Personnel Services	2,718	14,787	35,600	58 %	20,813
Materials & Services					
Supplies	139	821	2,200	63 %	1,379
Professional Services	127	2,082	5,900	65 %	3,818
Travel & Training	6	6	400	99 %	394
Insurance	126	126	200	37 %	74
Regulatory Requirements	18	36	100	64 %	64
Utilities	17	212	600	65 %	388
Repairs & Maintenance	316	1,121	2,400	53 %	1,279
Interfund Services	1,408	7,042	16,900	58 %	9,858
Other Materials & Services	0	21	400	95 %	379
Total Materials & Services	2,156	11,467	29,100	61 %	17,633
Capital Outlay	0	452	500	10 %	48
Total EXPENDITURES	4,874	26,706	65,200	59 %	38,494
Excess (deficiency) of Revenue over Expenditures	2,835	11,257	28,700	(61)%	(17,443)
OTHER FINANCING SOURCES (USES)					
Transfer Out	0	0	(27,000)	(100)%	27,000
Other Uses	0	0	(5,000)	(100)%	5,000
Total OTHER FINANCING SOURCES (USES)	0	0	(32,000)	(100)%	32,000
NET CHANGE IN FUND BALANCE	2,835	11,257	(3,300)	(441)%	14,557
BEGINNING FUND BALANCE	13,973	5,552	3,900	42 %	1,652
ENDING FUND BALANCE	16,809	16,809	600	2,701 %	16,209

CITY OF DUNDEE

Statement of Revenues and Expenditures
452 - Storm Water CIP Fund
From 11/1/2015 Through 11/30/2015
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services					
	0	0	12,000	(100)%	(12,000)
Miscellaneous Revenues					
	16	87	200	(56)%	(113)
Total REVENUES	16	87	12,200	(99)%	(12,113)
EXPENDITURES					
Capital Outlay					
	5,800	13,187	512,500	97 %	499,313
Total EXPENDITURES	5,800	13,187	512,500	97 %	499,313
Excess (deficiency) of Revenue over Expenditures	(5,784)	(13,100)	(500,300)	(97)%	487,200
OTHER FINANCING SOURCES (USES)					
Debt Proceeds					
	0	0	350,000	(100)%	(350,000)
Transfers In					
	0	0	15,000	(100)%	(15,000)
Other					
Interfund Loan	0	0	90,000	(100)%	(90,000)
Total Other	0	0	90,000	(100)%	(90,000)
Total OTHER FINANCING SOURCES (USES)	0	0	455,000	(100)%	(455,000)
NET CHANGE IN FUND BALANCE	(5,784)	(13,100)	(45,300)	(71)%	32,200
BEGINNING FUND BALANCE					
	55,742	63,058	46,100	37 %	16,958
ENDING FUND BALANCE	49,958	49,958	800	6,145 %	49,158

OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

RECEIVED
DEC 28 2015
CITY OF DUNDEE

Application is being made for:

LICENSE TYPES

- ☐ Full On-Premises Sales ($402.60/yr)
  - ☐ Commercial Establishment
  - ☐ Caterer
  - ☐ Passenger Carrier
  - ☐ Other Public Location
  - ☐ Private Club
- ☐ Limited On-Premises Sales ($202.60/yr)
- ☐ Off-Premises Sales ($100/yr)
  - ☐ with Fuel Pumps
- ☐ Brewery Public House ($252.60)
- ☒ Winery ($250/yr)
- ☐ Other: _____

ACTIONS

- ☐ Change Ownership
- ☐ New Outlet
- ☐ Greater Privilege
- ☐ Additional Privilege
- ☒ Other Second Loc

90-DAY AUTHORITY

☐ Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

APPLYING AS:

☐ Limited Partnership ☐ Corporation ☒ Limited Liability Company ☐ Individuals

CITY AND COUNTY USE ONLY

Date application received: 12-28-15

The City Council or County Commission: Dundee (name of city or county)

recommends that this license be: ☐ Granted ☐ Denied

By: _____ (signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: OLCC

Date: 12/17/2015 CW

90-day authority: ☐ Yes ☒ No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]
   ① Woodpecker Haven LLC ③ ~~N&K Holdings LLC~~
   ② ~~Henry Morgan~~ ④ ~~David Rizzo~~
2. Trade Name (dba): Rizzo Winery
3. Business Location: 992 SW Hwy. 99, Dundee, Oregon 97115 (number, street, rural route) (city) (county) (state) (ZIP code)
4. Business Mailing Address: 11245 SW Davies Rd. #916 Beaverton, Oregon 97007 (PO box, number, street, rural route) (city) (state) (ZIP code)
5. Business Numbers: (503) 577-5741 (phone) (fax)
6. Is the business at this location currently licensed by OLCC? ☐ Yes ☒ No
7. If yes to whom: David Rizzo Type of License: Bonded Winery
8. Former Business Name. _____
9. Will you have a manager? ☑ Yes ☐ No Name: David Rizzo (manager must fill out an Individual History form)
10. What is the local governing body where your business is located? Dundee, Yamhill County (name of city or county)
11. Contact person for this application: David Rizzo (503) 577-5741 (name) (phone number(s))
    11245 SW Davies Road #916, Beaverton OR 97007 (address) (fax number) (503) 577-5741 (e-mail address)

RECEIVED
OREGON LIQUOR CONTROL COMMISSION
DEC 17 2015
SALEM REGIONAL OFFICE

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① David Rizzo Date 12-1-15 ③ [signature] Date 12-1-2015

② Henry Morgan Date 12/1/15 ④ _____ Date _____

OREGON LIQUOR CONTROL COMMISSION

LIMITED LIABILITY COMPANY QUESTIONNAIRE

Please Print or Type

LLC Name: Woodpecker Haven LLC Year Filed: 2005

Trade Name (dba): Rizzo Winery

Business Location Address: 992 SW Hwy 99W

City: Dundee ZIP Code: 97115

List Members of LLC:	Percentage of Membership Interest:
1. Henry Morgan (managing member)	27.5%
2. N&K Holdings LLC (members)	27.5%
3. David Rizzo	45%
4.	
5.	
6.	

(Note: If any LLC member is another legal entity, that entity must also complete an LLC, Limited Partnership or Corporation Questionnaire. If the LLC has officers, please list them on a separate sheet of paper with their titles.)

Server Education Designee: David Rizzo **DOB:** 12/12/1954

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Signature: David Rizzo (name) Member (title) **Date:** 12/2/2015

1-800-452-OLCC (6522)

www.olcc.state.or.us

(rev. 8/11)

OREGON LIQUOR CONTROL COMMISSION

LIMITED LIABILITY COMPANY QUESTIONNAIRE

Please Print or Type

LLC Name: N & K Holdings, LLC Year Filed: 2010

Trade Name (dba): —

Business Location Address: 15945 SW Shearwater Ct.

City: Beaverton, OR ZIP Code: 97007

List Members of LLC:	Percentage of Membership Interest:
1. Habib Matin (managing member)	10%
2. Nazaneen Matin (members)	90%
3.	
4.	
5.	
6.	

(Note: If any LLC member is another legal entity, that entity must also complete an LLC, Limited Partnership or Corporation Questionnaire. If the LLC has officers, please list them on a separate sheet of paper with their titles.)

Server Education Designee: David Rizzo **DOB:** 12/12/1954

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Signature: Habib Matin, Managing Member **Date:** 12/10/2015
(name) (title)

1-800-452-OLCC (6522)
www.olcc.state.or.us

(rev.)

OREGON LIQUOR CONTROL COMMISSION

INDIVIDUAL HISTORY

1. Trade Name Rizzo Winery 2. City Salem

3. Name Rizzo (Last) David (First) Paul (Middle)

4. Other names used (maiden, other) NONE

5. *SSN 077-46-0250 6. Place of Birth New York (State or Country) 7. DOB 12/12/1954 (mm) (dd) (yyyy) 8. Sex M ☑ F ☐

*SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you sign below.

OSP/DMV Search Completed DEC 15 2015

Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC§ 552(a). If you consent to these uses, please sign here:

INITIALS: MH

Applicant Signature:

9. Driver License or State ID # 8885328 10. State OR

11. Residence Address 11245 SW Davies #916 Beaverton OR 97007 (number and street) (city) (state) (zip code)

12. Mailing Address (if different) (number and street) (city) (state) (zip code)

13. Contact Phone 503-577-5741 14. E-Mail address (optional) lilolewinemaker@comcast.net

15. Do you have a spouse or domestic partner? ☑ Yes ☐ No
If yes, list his/her full name: Grace B. Rizzo

16. If yes to #15, will this person work at or be involved in the operation or management of the business?
☐ Yes ☑ No

17. List all states, other than Oregon, where you have lived during the past ten years:
N/A

18. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of driving a car with a suspended driver's license or driving a car with no insurance?
☐ Yes ☑ No ☐ Unsure If yes, list the date(s), or approximate dates, and type(s) of convictions. If unsure, explain. You may include the information on a separate sheet.

19. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of a misdemeanor or a felony ? ☐ Yes ☑ No ☐ Unsure
If yes, list the date(s), or approximate dates, and type(s) of convictions. If unsure, explain. You may include the information on a separate sheet.

20. Trade Name Rizzo Winery 21. City Salem OR

22. Do you have any arrests or citations that have not been resolved? ☐ Yes ☑ No ☐ Unsure
If yes or unsure, explain here or include the information on a separate sheet.

23. Have you ever been in a drug or alcohol **diversion program** in Oregon or any other state? (A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense.) ☐ Yes ☑ No ☐ Unsure
If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

24. Do you, or any legal entity that you are a part of, **currently hold** or **have previously held** a liquor license in Oregon or another US state? (Note: a service permit is not a liquor license.) ☑ Yes ☐ No ☐ Unsure
If yes, list the name(s) of the business, the city (or cities) and state (or states) where located, and the date(s) of the license(s). If unsure, explain. You may include the information on a separate sheet.
Rizzo Winery 13005 Jerusalem Hill Rd. NW, Salem OR 97304 Since 2006

25. Have you, or any legal entity that you are a part of, ever had an application for a license, permit, or certificate **denied or cancelled** by the OLCC or any other governmental agency in the US?
☐ Yes ☑ No ☐ Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

Questions 26 and 27 apply if you, or any legal entity that you are part of, are applying for a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license. If you are not applying for one of those licenses, mark "N/A" on Questions 26 & 27.

26. Do you have any ownership interest in any other business that makes, wholesales, or distributes alcohol? ☐ N/A ☑ Yes ☐ No ☐ Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.
Rizzo Winery

27. Does, or will, a maker, wholesaler, or distributor of alcohol have any ownership interest in your business?
☐ N/A ☑ Yes ☐ No ☐ Unsure If yes or unsure, explain:
Rizzo Winery

Question 28 applies if you, or any legal entity that you are part of, are applying for a Brewery, Brewery-Public House, Distillery, Grower Sales Privilege, Warehouse, Wholesale Malt Beverage & Wine, or Winery license. If you are not applying for one of those licenses, mark "N/A" on Question 28.

28. Do you, or any legal entity that you are part of, have any ownership interest in any other business that sells alcohol at retail in Oregon? ☐ N/A ☑ Yes ☐ No ☐ Unsure If yes or unsure, explain:
Rizzo Winery

You must sign your own form (you can't have your attorney or a person with power of attorney sign your form).

I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: David Rizzo Date: 12-1-2015

OREGON LIQUOR CONTROL COMMISSION

INDIVIDUAL HISTORY

1. Trade Name RIZZO WINERY 2. City SALEM, OR

3. Name MORGAN (Last) HENRY (First) LEE (Middle)

4. Other names used (maiden, other) NONE

5. *SSN 494 - 60 - 6448 6. Place of Birth TEXAS (State or Country) 7. DOB 02 / 21 / 1952 (mm) (dd) (yyyy) 8. Sex M☒ F ☐

*SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you sign below.

OSP/DMV Search Completed DEC 15 2015

Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC§ 552(a). If you consent to these uses, please sign here: INITIALS: HH

Applicant Signature:

9. Driver License or State ID # 5967157 10. State OR

11. Residence Address 436 E 14th STREET (number and street) LAFAYETTE (city) OR (state) 97127 (zip code)

12. Mailing Address (if different) SAME (number and street) (city) (state) (zip code)

13. Contact Phone 503-860-1211 14. E-Mail address (optional) henry@RizzoWinery.com

15. Do you have a spouse or domestic partner? ☒ Yes ☐ No
If yes, list his/her full name: KATHY A. MORGAN

16. If yes to #15, will this person work at or be involved in the operation or management of the business?
☐ Yes ☒ No

17. List all states, other than Oregon, where you have lived during the past ten years:
NONE

18. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of driving a car with a suspended driver's license or driving a car with no insurance?
☐ Yes ☒ No ☐ Unsure If yes, list the date(s), or approximate dates, and type(s) of convictions. If unsure, explain. You may include the information on a separate sheet.

19. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of a misdemeanor or a felony ? ☐ Yes ☒ No ☐ Unsure
If yes, list the date(s), or approximate dates, and type(s) of convictions. If unsure, explain. You may include the information on a separate sheet.

20. Trade Name Rizzo Winery 21. City Salem, OR.

22. Do you have any arrests or citations that have not been resolved? ☐ Yes ☒ No ☐ Unsure
If yes or unsure, explain here or include the information on a separate sheet.

23. Have you ever been in a drug or alcohol **diversion program** in Oregon or any other state? (A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense.) ☐ Yes ☒ No ☐ Unsure
If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

24. Do you, or any legal entity that you are a part of, **currently hold** or **have previously held** a liquor license in Oregon or another US state? (Note: a service permit is not a liquor license.) ☐ Yes ☒ No ☐ Unsure
If yes, list the name(s) of the business, the city (or cities) and state (or states) where located, and the date(s) of the license(s). If unsure, explain. You may include the information on a separate sheet.

25. Have you, or any legal entity that you are a part of, ever had an application for a license, permit, or certificate **denied or cancelled** by the OLCC or any other governmental agency in the US?
☐ Yes ☒ No ☐ Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

Questions 26 and 27 apply if you, or any legal entity that you are part of, are applying for a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license. If you are not applying for one of those licenses, mark "N/A" on Questions 26 & 27.

26. Do you have any ownership interest in any other business that makes, wholesales, or distributes alcohol? ☐ N/A ☒ Yes ☐ No ☐ Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.
Rizzo Winery

27. Does, or will, a maker, wholesaler, or distributor of alcohol have any ownership interest in your business?
☐ N/A ☒ Yes ☐ No ☐ Unsure If yes or unsure, explain:
Rizzo Winery

Question 28 applies if you, or any legal entity that you are part of, are applying for a Brewery, Brewery-Public House, Distillery, Grower Sales Privilege, Warehouse, Wholesale Malt Beverage & Wine, or Winery license. If you are not applying for one of those licenses, mark "N/A" on Question 28.

28. Do you, or any legal entity that you are part of, have any ownership interest in any other business that sells alcohol at retail in Oregon? ☐ N/A ☒ Yes ☐ No ☐ Unsure If yes or unsure, explain:
Rizzo Winery

You must sign your own form (you can't have your attorney or a person with power of attorney sign your form).

I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Henry T Morgan Date: 12/2/2015

OREGON LIQUOR CONTROL COMMISSION

INDIVIDUAL HISTORY

1. Trade Name N.K. Holding LLC, 2. City Salem

3. Name Matin (Last) Nazaneen (First) (Middle)

4. Other names used (maiden, other) N/A

5. *SSN 543-35-5223. Place of Birth Oregon, USA (State or Country) 7. DOB 11 / 10 / 1987 (mm) (dd) (yyyy) 8. Sex M ☐ F ☑

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OSP/DMV Search Completed DEC 13 2015

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Applicant Signature: Nazaneen Matin INITIALS: NM

9. Driver License or State ID # F32571648 10. State CA

11. Residence Address 15945 SW Shearwater CT. Beaverton, OR 97007 (number and street) (city) (state) (zip code)

12. Mailing Address (if different) (number and street) (city) (state) (zip code)

13. Contact Phone 310-562-6773 14. E-Mail address (optional)

15. Do you have a spouse or domestic partner? ☐ Yes ☑ No
If yes, list his/her full name: N/A

16. If yes to #15, will this person work at or be involved in the operation or management of the business?
☐ Yes ☐ No

17. List all states, other than Oregon, where you have lived during the past ten years:
California

18. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of driving a car with a suspended driver's license or driving a car with no insurance?
☐ Yes ☑ No ☐ Unsure If yes, list the date(s), or approximate dates, and type(s) of convictions. If unsure, explain. You may include the information on a separate sheet.

19. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of a misdemeanor or a felony ? ☐ Yes ☑ No ☐ Unsure
If yes, list the date(s), or approximate dates, and type(s) of convictions. If unsure, explain. You may include the information on a separate sheet.

20. Trade Name N & K Holding LLC City Salem

22. Do you have any arrests or citations that have not been resolved? ☐ Yes ☑ No ☐ Unsure
If yes or unsure, explain here or include the information on a separate sheet.

23. Have you ever been in a drug or alcohol **diversion program** in Oregon or any other state? (A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense.) ☐ Yes ☑ No ☐ Unsure
If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

24. Do you, or any legal entity that you are a part of, **currently hold** or **have previously held** a liquor license in Oregon or another US state? (Note: a service permit is not a liquor license.) ☐ Yes ☑ No ☐ Unsure
If yes, list the name(s) of the business, the city (or cities) and state (or states) where located, and the date(s) of the license(s). If unsure, explain. You may include the information on a separate sheet.

25. Have you, or any legal entity that you are a part of, ever had an application for a license, permit, or certificate **denied or cancelled** by the OLCC or any other governmental agency in the US?
☐ Yes ☑ No ☐ Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

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26. Do you have any ownership interest in any other business that makes, wholesales, or distributes alcohol? ☐ N/A ☐ Yes ☑ No ☐ Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

27. Does, or will, a maker, wholesaler, or distributor of alcohol have any ownership interest in your business?
☐ N/A ☐ Yes ☑ No ☐ Unsure If yes or unsure, explain:

Question 28 applies if you, or any legal entity that you are part of, are applying for a Brewery, Brewery-Public House, Distillery, Grower Sales Privilege, Warehouse, Wholesale Malt Beverage & Wine, or Winery license. If you are not applying for one of those licenses, mark "N/A" on Question 28.

28. Do you, or any legal entity that you are part of, have any ownership interest in any other business that sells alcohol at retail in Oregon? ☐ N/A ☐ Yes ☑ No ☐ Unsure If yes or unsure, explain:

You must sign your own form (you can't have your attorney or a person with power of attorney sign your form).

I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [signature] Date 12/12/2015

OREGON LIQUOR CONTROL COMMISSION

INDIVIDUAL HISTORY

1. Trade Name N & K Holding LLC City Salem

3. Name MATIN HABIB
(Last) (First) (Middle)

4. Other names used (maiden, other) — N/A

5. *SSN 540-11-5439 6. Place of Birth Tehran, Iran (State or Country) 7. DOB 09/21/1957 (mm) (dd) (yyyy) 8. Sex M ☒ F ☐

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OSP/DMV Search Completed DEC 15 2015

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If you consent to these uses, please sign here: INITIALS: MH

Applicant Signature: [signature]

9. Driver License or State ID # 4142732 10. State Oregon

11. Residence Address 15945 SW Shearwater Ct. OR 97007
(number and street) (city) (state) (zip code)

12. Mailing Address (if different) Same as above
(number and street) (city) (state) (zip code)

13. Contact Phone (503) 781-8226 14. E-Mail address (optional) habib.emerald@comcast.net

15. Do you have a spouse or domestic partner? ☒ Yes ☐ No
If yes, list his/her full name: Pari Samani

16. If yes to #15, will this person work at or be involved in the operation or management of the business?
☐ Yes ☒ No

17. List all states, other than Oregon, where you have lived during the past ten years:
— N/A

18. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of driving a car with a suspended driver's license or driving a car with no insurance?
☐ Yes ☒ No ☐ Unsure If yes, list the date(s), or approximate dates, and type(s) of convictions.
If unsure, explain. You may include the information on a separate sheet.

19. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of a misdemeanor or a felony ? ☐ Yes ☒ No ☐ Unsure
If yes, list the date(s), or approximate dates, and type(s) of convictions. If unsure, explain. You may include the information on a separate sheet.
— N/A

20. Trade Name: N & K Holding LLC 21. City Salem

22. Do you have any arrests or citations that have not been resolved? ☐ Yes ☒ No ☐ Unsure
If yes or unsure, explain here or include the information on a separate sheet.

23. Have you ever been in a drug or alcohol **diversion program** in Oregon or any other state? (A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense.) ☐ Yes ☒ No ☐ Unsure
If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

24. Do you, or any legal entity that you are a part of, **currently hold** or **have previously held** a liquor license in Oregon or another US state? (Note: a service permit is not a liquor license.) ☒ Yes ☐ No ☐ Unsure
If yes, list the name(s) of the business, the city (or cities) and state (or states) where located, and the date(s) of the license(s). If unsure, explain. You may include the information on a separate sheet.

Underwood Parker Hodge LLC

25. Have you, or any legal entity that you are a part of, ever had an application for a license, permit, or certificate **denied or cancelled** by the OLCC or any other governmental agency in the US?
☐ Yes ☒ No ☐ Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

Questions 26 and 27 apply if you, or any legal entity that you are part of, are applying for a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license. If you are not applying for one of those licenses, mark "N/A" on Questions 26 & 27.

26. Do you have any ownership interest in any other business that makes, wholesales, or distributes alcohol? ☐ N/A ☐ Yes ☒ No ☐ Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

27. Does, or will, a maker, wholesaler, or distributor of alcohol have any ownership interest in your business?
☐ N/A ☐ Yes ☒ No ☐ Unsure If yes or unsure, explain:

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28. Do you, or any legal entity that you are part of, have any ownership interest in any other business that sells alcohol at retail in Oregon? ☐ N/A ☐ Yes ☒ No ☐ Unsure If yes or unsure, explain:

You must sign your own form (you can't have your attorney or a person with power of attorney sign your form).

I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [signature] Date: 12/12/2015

OREGON LIQUOR CONTROL COMMISSION

BUSINESS INFORMATION

Please Print or Type

Applicant Name: David Rizzo / Woodpecker Haven LLC Phone: 503-577-5741

Trade Name (dba): Rizzo Winery

Business Location Address:

City: Dundee OR ZIP Code:

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday	11	to	6
Monday	11	to	6
Tuesday	11	to	6
Wednesday	11	to	6
Thursday	11	to	6
Friday	11	to	6
Saturday	11	to	8

Outdoor Area Hours:

Sunday	11	to	6
Monday	11	to	6
Tuesday	11	to	6
Wednesday	11	to	6
Thursday	11	to	6
Friday	11	to	6
Saturday	11	to	8

The outdoor area is used for:

- ☐ Food service Hours: ____ to ____
- ☑ Alcohol service Hours: 11 to 8
- ☐ Enclosed, how Patio

The exterior area is adequately viewed and/or supervised by Service Permittees.

_____ (Investigator's Initials)

Seasonal Variations: ☐ Yes ☐ No If yes, explain:

ENTERTAINMENT

Check all that apply:

- ☐ Live Music
- ☐ Recorded Music
- ☐ DJ Music
- ☐ Dancing
- ☐ Nude Entertainers
- ☐ Karaoke
- ☐ Coin-operated Games
- ☐ Video Lottery Machines
- ☐ Social Gaming
- ☐ Pool Tables
- ☐ Other: _____

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday		to	
Monday		to	
Tuesday		to	
Wednesday		to	
Thursday		to	
Friday		to	
Saturday		to	

SEATING COUNT

Restaurant: _____ Outdoor: _____

Lounge: _____ Other (explain): _____

Banquet: _____ Total Seating: _____

OLCC USE ONLY

Investigator Verified Seating: ____(Y) ✓(N)

Investigator Initials: CH

Date: 12/17/2015

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [signature] **Date:** 12-2-2015

1-800-452-OLCC (6522)

www.oregon.gov/olcc

(rev. 12/07)

REPORT

To: Mayor Russ and City Council

From: Rob Daykin, City Administrator

Date: December 29, 2015

Re: Urban Renewal Feasibility Study

The Urban Renewal Feasibility Study advisory committee completed their review on November 30 and Jennie Messmer, Mid-Willamette Valley Council of Governments, will present the final draft to the Council at the January 5 meeting. For the purpose of this study, two concept maps were prepared to define a minimum and maximum urban renewal plan area boundary consisting of primarily commercial and industrial lands along the Highway 99W corridor. These maps comply with the maximum land area and assessed values for the formation of such district permitted under state law. Also, the committee selected the boundaries that would have the greatest effect in completing public improvements that are needed to support new development and facilitate the elimination of blight. This study demonstrates that urban renewal may be an effective tool to leverage developer investment and augment City utility and street revenues to realize the City's 2022 vision for the Business District[1]. The study also estimates the tax revenues forgone by the taxing districts, including the City of Dundee, until such time the urban renewal district is closed. Although not analyzed as part of this study, it is surmised that a portion of the forgone revenue would not have been realized if not for the urban renewal projects stimulating new development.

If the Council determines that forming an urban renewal district is appropriate, then the next step involves adopting an ordinance to establish an urban renewal agency and start the process for preparing an urban renewal plan. Typically, a consultant is hired to assist with the preparation of the plan to ensure compliance with state law and facilitate the extensive public input process. However, in the case of Dundee there are additional steps involving voter approval described in Chapter XI of the Dundee City Charter. The city attorney reviewed Chapter XI and found ambiguities regarding the multiple public votes required and whether taxes derived from assessed value on new development

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[1] **DUNDEE, A VISION FOR OUR FUTURE - BUSINESS DISTRICT**- The business district has been expanded and redesigned to encourage leisurely pedestrian movement throughout the shopping area. Strategically located, the city center provides a gathering place for small-scale artistic performances. A reputation for its fine shops and restaurants has contributed to Dundee having become a destination location for visitors, while at the same time bringing beneficial amenities for the enjoyment of local residents.

Because State Highway 99 W was re-routed to the Newberg-Dundee Bypass, Dundee now has its own local main street. The redesigned traffic patterns enhance and support the local economy with its visually attractive landscaping and accessible parking areas. The City has assisted in redevelopment efforts throughout the community.

may be included as revenue for the district. The city attorney recommended that the City seek voter approval to amend and clarify Chapter XI.

I researched charters of other cities, but I found only eight examples (see attached) that have provisions on urban renewal. (Note: It appears Corvallis, similar to Dundee, has a charter provision on urban renewal, but does not have an active existing urban renewal plan) Possible amendments the City Council may consider include the following:

1. Repeal Chapter XI	Pursuant to ORS 457 each city is presumed to be an urban renewal agency and adoption of an ordinance (without an emergency clause) is all that is needed to activate its authority. This ordinance may still be subject to a public vote if sufficient number of electors (ten percent of the number of votes cast for the office mayor at the preceding mayoral election - 806) signs a referendum petition that is filed with the city recorder within 30 days of enactment of the ordinance. ORS 457 has comprehensive provisions defining the authority of an urban renewal agency, requiring specific elements to be included in an urban renewal plan, providing public hearing and notice requirements, and provides for the division of taxes. The vast majority of cities does not have a charter provision that limits the authority provided by ORS 457 or require a separate public vote.
2. Impose Limitations	Replace the existing Chapter XI with modest limitations on urban renewal, for example the City of Salem limits the amount of outstanding revenue bonds backed by the tax increment to $5 million. Another example could be a limit on the plan's maximum indebtedness, such as a percent (3% for example) of the City's total real market value. Other limits could include restricting the area size or area AV currently allowed under state law.
3. One Public Vote	Amend Chapter XI to require one public vote for approval of an urban renewal plan, similar to Beaverton or Gresham. Or consider a less restrictive measure that would require a public vote only for the issuance of bonded indebtedness by the urban renewal agency of the City it exceeds a specified term (a twist on Oregon City's charter provision), for example 7 years. (Note: Many banks are willing to lend funds at least 7 years for infrastructure improvements)

The next available election for placement of a measure is May 17, 2016. The last day for the Council to file the ballot measure, including the ballot title (prepared by the city attorney) is February 26. Once the ballot measure is filed, City resources may not be used to promote the measure. (This restriction does not apply to the individual actions of the Mayor and Council) The Council may file an explanatory statement if the county publishes a voters' pamphlet, if filed by March 17. In order to meet these tight timelines, staff needs to know the direction the Council wishes to take regarding an amendment to Dundee City Charter Chapter XI so that a draft resolution may be prepared for the February 2, 2016 council meeting.

Sample City Charter Provisions on Urban Renewal

Albany

Section 43.1 Urban Renewal Citizen Right to Vote.

Voter Approval of Urban Renewal. A City urban renewal agency shall not be activated or authorized to exercise additional powers without the approval of the City electors at a general election.

Every new urban renewal plan, or substantial change to an existing plan which would authorize new Urban Renewal Indebtedness shall be referred to City electors for their approval at a primary or general election.

Voter Notification. Whenever an election required by this Section is conducted the City shall determine the information required to complete the public notice statements A-D of this section.

Public Notice Statements shall be posted on the City web site at least 45 days in advance of the election and mailed to City electors no more than ten days in advance of distributing ballots.

(A) "ATTENTION VOTER: IMPORTANT INFORMATION ABOUT (insert local measure number)."

(B) "If approved, this measure will authorize new Urban Renewal Indebtedness (URI). Repayment of such debt may significantly reduce the amount of property tax revenues that would be otherwise available for public schools, police, fire, library and other public services within Albany City for (insert maximum duration of URI, listed in years and months)."

(C) "The maximum amount of new Urban Renewal Indebtedness permitted by this measure is (insert the maximum new URI permitted by proposed plan or amendment)."

(D) "The maximum amount of interest payable for this debt is (insert the maximum amount of interest payments for the new URI over the life span of the debt)."

Public Notice Statements do not need to be mailed to the City electors if included within the beginning of the explanatory statement of the proposed measure within the County Voter's Pamphlet.

Approvals by Ordinance. The City shall not approve or amend a plan by any means other than by ordinance. Non-substantial changes to any plan may be approved by non-emergency ordinance of the City Council. Any ordinance approved by the Council shall not go into effect until voter approval is obtained.

Termination. Upon the retirement of all urban renewal indebtedness authorized by the City urban renewal plans, a City urban renewal agency will cease and it shall be terminated. Any continuing obligations or rights of a terminated agency shall be assumed by the city.

Definitions as used in this Section.

Urban Renewal plan" and "plan" have the same meaning given those terms in ORS Chapter 457 as it now exits or may hereafter be amended, or a similar plan adopted under any other provision of law.

Substantial change" means any change proposed to be made to an existing urban renewal plan that:

(A) Expands the boundary, duration or borrowing authority of any plan; or,

(B) Alters the basic purpose, engineering or financing principles of a voter-approved plan.

"Urban Renewal Indebtedness" and "URI" mean debt incurred pursuant to an urban renewal plan where repayment is pledged from ad valorem taxes assessed within the City limits of Albany.

Implementation. This Section shall become immediately effective upon passage by the electors. Therefore the City may not use or pledge additional City revenues for repayment of URI unless the use of those City revenues:

(A) was pledged by the City prior to the passage of this Chapter;

(B) was approved by electors for that purpose; or,

(C) is mandated by operation of law.

Prior to any public hearing to consider legislation that would conflict with provisions of this Chapter or prevent them from operating the City must provide at least two weeks notice of the proposed legislation and hearing date to all City electors. Any legislation passed in violation of this provision shall be void.

If any provision of this Chapter is barred from operation by superior law, the other provisions shall remain unaffected. (Ord. 5805, 4-10-2013)

Beaverton

Section 44. LIMITATION OF POWERS OF THE GOVERNING BODY OF THE CITY OF BEAVERTON IN REGARDS TO URBAN RENEWAL.

Section 1. The Governing Body of the City of Beaverton shall not approve any Urban Renewal Plan unless approved by a majority vote in the City of Beaverton at a November or May election. Further, any urban renewal agency shall not be comprised exclusively of members of the City Council. (Amendment approved by the voters November 4, 2008)

Corvallis

Section 57. Urban Renewal Plan. Any Urban Renewal Plan or amendment approved by the City Council shall contain the following provisions:

1. Any collection or use of tax increment funds for any purpose whatsoever must be approved in advance by a majority vote at a City election.
2. Any collection or use of tax increment funds shall be considered a Substantial Change in the Plan.

Gresham

Section 36A. URBAN RENEWAL

(a) As used in this Section:

(1) "Urban renewal plan" and "plan" have the meaning given those terms in ORS Chapter 457 as it now exists or may hereafter be amended, or a similar plan adopted under any other provision of law.

(2) "Substantial change" means any change proposed to be made to an existing urban renewal plan which deals with any matter other than (A) correction of typographical errors, (B) clarification of language or procedures or (C) minor modifications in details which will not change the basic planning, engineering or financing principles of the plan.

(b)

(1) The council shall refer to the electors any ordinance adopted after November 1, 1986, approving an urban renewal plan or a substantial change in such a plan.

(2) A non-substantial change in an existing plan shall be approved by the council by an ordinance which shall be subject to a referendum ordered by the people.

Estacada

Chapter XII
VOTER APPROVAL OF URBAN RENEWAL
Section 46. An urban renewal agency shall not be activated or authorized to exercise additional powers without the approval of electors at a general election. Every new urban renewal plan, or substantial change to an existing plan, shall be referred to electors for their approval at a primary or general election.
Section 47. Whenever an election required under this Chapter would permit additional Urban Renewal Indebtedness, the City Attorney shall calculate the information required to complete the public notice statements A-D in this section. Public Notice Statements shall be posted on the official City website at least 45 days in advance of the election and mailed to electors no more than ten days in advance of distributing ballots.
(A)"ATTENTION VOTER: IMPORTANT INFORMATION ABOUT [insert local measure number]."
(B) "If approved, this measure will authorize new Urban Renewal Indebtedness. Repayment of such debt may significantly reduce the amount of property tax revenues that would be otherwise available for public schools, police, fire, library and other public services for [insert maximum duration of URI, listed in years and months]."
(C)"The maximum amount of new Urban Renewal Indebtedness permitted by this measure is [insert maximum new URI permitted by proposed plan or amendment]."
(D)"The maximum amount of interest that may be assessed against this debt is [insert maximum amount of interest payments for new URI over lifespan of debt]."
Public Notice Statements do not need to be mailed to electors if they are included within the beginning of the explanatory statement of the proposed measure in the Voter's Pamphlet.
Section 48. The City shall not approve or amend a plan by any means other than by ordinance. Non-substantial changes to any plan may be approved by non-emergency ordinance. Unless reauthorized by voters at a general election, an urban renewal agency of the city shall be terminated upon the retirement of all urban renewal indebtedness. Any continuing obligations or rights of a terminated agency shall be assumed by the City.
Section 49. Definitions of terms used in this Chapter:
"Urban renewal plan" and "plan" have the meaning given those terms in ORS Chapter 457 as it now exists or may hereafter be amended, or a similar plan adopted under any other provision of law.
"Substantial change" means any change proposed to be made to an existing urban renewal plan that:
(A) Expands the boundary, duration or borrowing authority of any plan; or,
(B) Alters the basic purpose, engineering or financing principles of a voter-approved plan.
"Urban renewal indebtedness" and "URI" mean debt incurred pursuant to an urban renewal plan where repayment is pledged from ad valorem taxes assessed within the city limits of Estacada.
Section 50. Implementation.
This chapter shall become immediately effective upon passage. Thereafter, the City may

not use or pledge additional city revenues for repayment of URI unless the use of those city revenues:
(A) was pledged by the City prior to the passage of this chapter;
(B) was approved by electors for that purpose; or,
(C) is mandated by operation of law.
If a provision of this chapter is barred from operation by superior law, the other provisions shall remain unaffected.

Oregon City

- **Section 59 - Urban Renewal Agency.**

The urban renewal agency of the city (the "Agency") shall not issue bonded indebtedness after the effective date of this section unless the bonded indebtedness complies with the restrictions of this section. The commission shall not approve any amendment to an urban renewal plan after the effective date of this section unless the plan requires that bonded indebtedness issued to carry out the plan be issued in compliance with the restrictions of this section.

A. Bonded indebtedness issued by the Agency after the effective date of this section shall either:
   (i) Be approved by the voters of the city;
   (ii) Be issued to refund lines of credit, bonds or other borrowings that were executed before the effective date of this section; or,
   (iii) Be issued to finance written commitments of the Agency that were entered into before the effective date of this section.
B. Each urban renewal plan of the Agency that exists on the effective date of this section is hereby amended to add the following provision: "No bonded indebtedness shall be issued under this plan except in compliance with the requirements of the Charter of the City of Oregon City. Any amendment of the preceding sentence must be approved by a non-emergency ordinance of the city."
C. For purposes of this section "bonded indebtedness" has the meaning defined for that term in ORS 310.140(3), as that section of the statutes exists on the date this section of the charter is approved by the voters of the city. That statute defines "bonded indebtedness" to mean "any formally executed written agreement representing a promise by a unit of government to pay to another a specified sum of money, at a specified date or dates at least one year in the future."
D. This section shall not limit the Agency's rights or obligations under any lines of credit, bonds or other borrowings that were executed prior to the effective date of this section.

Salem

Section 53. Urban Renewal Revenue Bonds. The council may, for the purpose of assisting in the planning or the undertaking and carrying out of an urban renewal or redevelopment project, issue from time to time revenue bonds of the City of Salem, to be paid to the extent permitted, or to be permitted by law, solely from the following sources: (1) revenues from an urban renewal or redevelopment project; or (2)

from the sales of property involved in an urban renewal or redevelopment project; or (3) from tax revenues attributable to the increased valuation of improvements existing or subsequently constructed on property in an urban renewal or redevelopment project; or (4) from tax revenues exceeding a specified level within such project to the extent that such is permitted by law; or (5) from any combination of such methods of repayment; and to that end, the council may, to the extent permitted or to be permitted by law, pledge such tax revenues or other revenues, as hereinbefore mentioned; provided, however, that not more than $5 million face value of such revenue bonds shall be outstanding at any one time. Such bonds shall be issued by the council in accordance with the procedures established by law and as the council may prescribe by ordinance, and shall bear the facsimile signatures of the mayor and director of finance and be known as "Urban Renewal Bonds or Redevelopment Bonds."

Tigard

RENEWAL CITIZENS RIGHT TO VOTE
Section 45.
The voters of the City of Tigard, exercising their powers as the ultimate governing body of the City as reserved to them by the ordinances of the City and by the Constitution and laws of the State of Oregon, do hereby find and determine that there no longer exists a need for an urban renewal agency in the City. Therefore, the Tigard Urban Renewal Agency, as established or activated, by Ordinance No. 81-91, adopted in December, 1981, is terminated. The facilities, files and personnel (if any) of the Tigard Urban Renewal Agency shall be forthwith transferred to the City. The termination shall not affect any outstanding legal actions, contracts or obligations of said agency, and the City shall be substituted for said agency in respect thereto. If, at the time this section is adopted, termination of the Tigard Urban Renewal Agency is legally prohibited by any mandatory provision of controlling state law, the termination shall be postponed until such legal impediment has been removed and shall then automatically become effective; and, in the interim pending the effective date of such termination, the City shall not authorize, approve or assist in the incurring of any new debt or obligation or in the performance of any portion of the urban renewal plan.

Section 46.
Section 45 is and shall be deemed to be an ordinance of the City within the meaning of ORS 457.075. Therefore, Section 45 may be amended or repealed by non-emergency ordinance adopted by the City Council. The City Council may in the future activate, create, reactivate or recreate an urban renewal agency in the City in the manner provided for by law, subject to the limitations of Sections 47 and 48 concerning the methods for financing the activities of such an agency.
Section 47.
After November 6, 2013, the City shall not approve an urban renewal plan or an amendment of an urban renewal plan that initiates the use of tax increment financing as a permissible method of paying the debts and obligations of the agency unless, prior to the activation and implementation of such tax increment financing, such method is approved by the voters of the City at a regular or special City election held in May or November. The City Center Urban Renewal Plan dated December 6, 2005,

initiated the use of tax increment financing and is deemed to be approved in its entirety for purposes of this Section 47. (Measure 34-207, November 5, 2013, election).

Section 48.

Any urban renewal plan or amendment thereof hereafter proposed or adopted shall require that the plan, including the method of financing same, shall be approved by the voters at a regular or special City election in May or November, if such plan or amendment permits the City or the Agency to impose additional property taxes on properties outside the urban renewal area to pay the debts or obligations to be incurred in carrying out the plan. Notwithstanding the foregoing, separate approval at an election is not required for:(1) Expenditures by the City, as distinguished from the urban renewal agency, which have been duly identified and included in a duly adopted City budget; or (2) Issuance of Bancroft bonds (ORS 223.205 to 223.295) in connection with assessments for local improvement districts, if such issuance is otherwise authorized by law. (Measure 34-207, November 5, 2013, election)

Section 49.

As used in Sections 45, 46, 47 and 48:

(1) "City" means the City of Tigard, Washington County, Oregon.

(2) "Urban Renewal Agency" means an agency created or existing under ORS Ch. 457 as it now exists or may hereafter be amended, or a similar agency with similar powers and purposes created under any other provision of law.

(3) "Urban Renewal Plan" means a plan as defined in ORS 457.010 (11) as it now exists or may hereafter be amended, or a similar plan adopted under any other provision of law.

(4) "Tax Increment Financing" means the method of financing described and referred to in ORS 457.420 to 457.460, or a similar method of financing provided for under any other provision of law.

Section 50.

If any section or portion of this Charter amendment (Sections 45 through 49) is determined unconstitutional or unlawful, the remaining portions and sections shall be severable and shall remain in effect. (Measure 51, September 20, 1983 election).

Table 3.1 Urban Renewal Excess Value Used and Revenue for FYs 2013-14 and 2014-15 by Urban Renewal Plan Area

Agency	Plan Area	County	Excess Value Used		Revenue from Excess Value		Revenue from Special Levies		Total Revenue		
			FY 2013-14	FY 2014-15	FY 2013-14	FY 2014-15	FY 2013-14	FY 2014-15	FY 2013-14	FY 2014-15	% CH
City of Philomath Agency	Philomath UR Plan Area	Benton	29,678,936	30,781,622	482,110	496,071	0	0	482,110	496,071	2.9
City of Estacada Agency	Estacada Plan Area	Clackamas	14,954,418	14,153,864	233,670	230,161	0	0	233,670	230,161	-1.5
Clackamas County Agency	N Clackamas Revitalization UR Plan Area	Clackamas	119,950,829	141,731,246	1,696,068	1,989,738	0	0	1,696,068	1,989,738	17.3
City of Gladstone Agency	Gladstone 1 UR Plan Area	Clackamas	56,149,177	58,624,873	897,097	815,836	0	0	897,097	815,836	-9.1
City of Lake Oswego Agency	East End Lake Oswego UR Plan Area	Clackamas	208,543,091	220,642,967	3,578,130	3,726,093	0	0	3,578,130	3,726,093	4.1
City of Lake Oswego Agency	Lake Grove Village Center UR Plan Area	Clackamas	23,001,886	28,865,562	335,715	416,200	0	0	335,715	416,200	24.0
City of Oregon City Agency	Oregon City Downtown/N. End UR Plan Area	Clackamas	122,583,947	128,141,127	2,154,233	2,254,016	0	0	2,154,233	2,254,016	4.6
City of Wilsonville Agency	Wilsonville Yr2000 UR Plan Area	Clackamas	303,000,000	303,000,000	4,268,525	4,427,450	0	0	4,268,525	4,427,450	3.7
City of Wilsonville Agency	Wilsonville West Side UR Plan Area	Clackamas	247,915,216	296,303,413	3,491,518	4,328,792	0	0	3,491,518	4,328,792	24.0
City of Sandy Agency	Sandy UR Plan Area	Clackamas	78,614,479	85,394,146	1,347,052	1,472,456	0	0	1,347,052	1,472,456	9.3
City of Canby Agency	Canby UR Plan Area	Clackamas	145,031,743	149,261,677	2,463,198	2,530,866	0	0	2,463,198	2,530,866	2.7
City of Molalla	Molalla UR Plan Area	Clackamas	19,252,332	20,272,774	275,527	299,285	0	0	275,527	299,285	8.6
City of Astoria Agency	Astoria East UR Plan Area	Clatsop	16,963,327	18,613,638	304,220	333,560	0	0	304,220	333,560	9.6
City of Astoria Agency	Astoria West UR Plan Area	Clatsop	31,159,338	34,546,631	558,999	619,469	0	0	558,999	619,469	10.8
City of Seaside Agency	Greater Seaside UR Plan Area	Clatsop	70,920,720	74,257,472	832,847	865,684	429,196	455,628	1,262,042	1,321,312	4.7
City of Warrenton	Warrenton UR Plan Area	Clatsop	54,333,847	52,179,015	519,858	497,892	0	0	519,858	497,892	-4.2
City of Rainier Agency	Rainier Waterfront UR Plan Area	Columbia	16,193,906	16,848,365	276,949	282,413	0	0	276,949	282,413	2.0
Columbia County Agency	Port Westward UR Plan Area	Columbia	214,339,161	297,179,573	2,457,268	3,021,055	0	0	2,457,268	3,021,055	22.9
Coos County Agency	Coos County North Bay UR Plan Area	Coos	14,612,309	10,832,675	130,769	96,359	147,141	108,447	277,909	204,806	-26.3
City of Bandon Agency	Bandon 1 UR Plan Area	Coos	28,555,364	29,391,137	279,196	289,580	0	0	279,196	289,580	3.7
City of Bandon Agency	Bandon 2 UR Plan Area	Coos	15,185,670	14,817,600	148,411	145,836	0	0	148,411	145,836	-1.7
City of Coos Bay Agency	Coos Bay Downtown UR Plan Area	Coos	66,582,055	65,564,358	1,016,895	999,870	0	0	1,016,895	999,870	-1.7
City of Coos Bay Agency	Coos Bay Empire UR Plan Area	Coos	42,841,165	46,372,572	654,070	706,972	0	0	654,070	706,972	8.1
City of North Bend Agency	North Bend Downtown UR Plan Area	Coos	24,871,495	27,336,775	366,125	401,912	212,093	233,683	578,219	635,595	9.9
City of Coquille Agency	Coquille UR Plan Area	Coos	17,194,144	17,610,188	284,100	290,121	0	0	284,100	290,121	2.1
City of Brookings Agency	Brookings Downtown UR Plan Area	Curry	51,797,412	44,255,124	545,115	451,478	0	0	545,115	451,478	-17.2
City of Redmond Agency	Redmond Downtown UR Plan Area	Deschutes	134,565,143	145,085,911	2,085,542	2,241,386	0	0	2,085,542	2,241,386	7.5
City of Bend Agency	Bend Juniper Ridge UR Plan Area	Deschutes	76,990,799	79,182,528	936,986	941,334	0	0	936,986	941,334	0.5
City of Bend Agency	Murphy Crossing UR Plan Area	Deschutes	10,560,465	20,829,622	134,904	267,603	0	0	134,904	267,603	98.4
City of Sisters Agency	Sisters Downtown UR Plan Area	Deschutes	13,120,277	8,601,495	188,351	124,563	0	0	188,351	124,563	-33.9
City of Roseburg Agency	North Roseburg UR Plan Area	Douglas	228,774,731	236,148,150	3,444,500	3,553,438	0	0	3,444,500	3,553,438	3.2
City of Winston	Winston Division UR Plan Area	Douglas	5,486,749	5,891,970	92,613	99,633	0	0	92,613	99,633	7.6
City of Reedsport	Reedsport Urban Renewal Division	Douglas	5,522,274	5,145,500	86,519	79,410	0	0	86,519	79,410	-8.2
City of Hood River Agency	Columbia Cascade/H.R. UR Plan Area	Hood River	68,806,975	74,781,664	841,535	913,197	0	0	841,535	913,197	8.5
City of Hood River Agency	Waterfront UR Plan Area	Hood River	17,100,430	25,118,601	208,695	306,454	0	0	208,695	306,454	46.8
City of Hood River Agency	Hood River Heights Business District	Hood River	5,444,599	7,684,080	66,096	93,219	0	0	66,096	93,219	41.0
Hood River County Agency	Windmaster UR Plan Area	Hood River	12,391,272	13,710,706	125,344	138,003	0	0	125,344	138,003	10.1
City of Medford Agency	Medford City Center UR Plan Area	Jackson	209,805,088	227,154,169	2,733,551	3,086,620	2,677,208	2,770,034	5,410,759	5,856,654	8.2
City of Talent Agency	Talent UR Plan Area	Jackson	50,996,702	55,383,757	739,604	823,850	434,589	442,072	1,174,194	1,265,922	7.8
City of Jacksonville Agency	Jacksonville UR Plan Area	Jackson	26,124,311	30,541,959	266,561	328,135	0	0	266,561	328,135	23.1
City of Phoenix Agency	Phoenix UR Plan Area	Jackson	20,163,252	20,142,328	308,077	316,948	0	0	308,077	316,948	2.9
City of Central Point	Downtown & East Pine ST Plan Area	Jackson	403,858	7,728,500	6,589	126,944	0	0	6,589	126,944	1826.6
City of Culver Agency	City Of Culver UR Plan Area	Jefferson	2,120,850	2,327,999	33,246	36,104	0	0	33,246	36,104	8.6
City of Madras Agency	Madras City UR Plan Area	Jefferson	21,112,484	22,317,792	331,526	334,836	0	0	331,526	334,836	1.0

Table 3.1 Urban Renewal Excess Value Used and Revenue for FYs 2013-14 and 2014-15 by Urban Renewal Plan Area

Agency	Plan Area	County	Excess Value Used		Revenue from Excess Value		Revenue from Special Levies		Total Revenue		
			FY 2013-14	FY 2014-15	FY 2013-14	FY 2014-15	FY 2013-14	FY 2014-15	FY 2013-14	FY 2014-15	% CH
City of Klamath Falls Agency	Klamath Town Center UR Plan Area	Klamath	12,859,437	12,499,308	N/A	176,656	0	0	N/A	176,656	N/A
City of Klamath Falls Agency	Klamath Falls Downtown UR Plan Area	Klamath	24,732,353	24,459,210	N/A	346,405	89,892	0	N/A	346,405	N/A
City of Klamath Falls Agency	Lakefront UR Plan Area	Klamath	8,691,824	7,644,645	N/A	107,683	0	0	N/A	107,683	N/A
City of Eugene Agency	Eugene Downtown UR Plan Area	Lane	134,700,092	141,006,848	1,921,334	2,009,246	0	0	1,921,334	2,009,246	4.6
City of Eugene Agency	Riverfront UR Plan Area	Lane	67,177,238	72,252,493	1,267,018	1,322,616	0	0	1,267,018	1,322,616	4.4
City of Veneta Agency	Veneta Downtown UR Plan Area	Lane	39,815,160	43,572,270	673,551	736,433	0	0	673,551	736,433	9.3
City of Coburg Agency	Coburg Industrial Park UR Plan Area	Lane	13,307,292	20,001,174	215,099	313,133	0	0	215,099	313,133	45.6
City of Springfield (SED)	Glenwood UR Plan Area	Lane	53,202,801	61,138,564	738,686	844,447	0	0	738,686	844,447	14.3
City of Springfield (SED)	Springfield Downtown UR Plan Area	Lane	18,969,848	29,809,008	276,132	422,729	0	0	276,132	422,729	53.1
City of Springfield (SED)	Florence UR Plan Area	Lane	24,385,105	26,557,328	297,188	325,783	0	0	297,188	325,783	9.6
City of Waldport Agency	Waldport 2 UR Plan Area	Lincoln	3,261,680	3,869,510	42,424	50,551	0	0	42,424	50,551	19.2
City of Lincoln City Agency	Lincoln City Yr2000 UR Plan Area	Lincoln	209,335,185	42,704,378	2,936,545	597,685	0	0	2,936,545	597,685	-79.6
City of Newport Agency	Newport South Beach UR Plan Area	Lincoln	135,875,197	136,869,617	1,901,836	1,918,203	0	0	1,901,836	1,918,203	0.9
City of Yachats Agency	Yachats UR Plan Area	Lincoln	20,688,685	24,633,805	196,429	233,910	0	0	196,429	233,910	19.1
City of Depoe Bay	Depoe Bay Plan Area	Lincoln	11,816,550	14,756,830	120,959	150,721	0	0	120,959	150,721	24.6
City of Lebanon Agency	NW Lebanon 2 UR Plan Area	Linn	154,651,249	154,657,047	2,535,343	2,556,645	0	0	2,535,343	2,556,645	0.8
City of Lebanon Agency	Lebanon 3 UR Plan Area	Linn	16,133,107	20,061,618	290,303	356,266	0	0	290,303	356,266	22.7
City of Lebanon Agency	North Gateway UR Plan Area	Linn	16,093,793	24,105,695	264,154	399,409	0	0	264,154	399,409	51.2
City of Harrisburg Agency	Harrisburg UR Plan Area	Linn	18,342,125	18,533,725	235,707	237,216	54,987	54,991	290,694	292,207	0.5
City of Albany Agency	Central Albany UR Plan Area	Linn	135,999,495	147,927,166	2,445,945	2,401,243	0	0	2,445,945	2,401,243	-1.8
City of Keizer Agency	North River Road UR Plan Area	Marion	81,431,960	92,808,000	1,164,800	1,245,385	0	0	1,164,800	1,245,385	6.9
City of Salem Agency	Fairview UR Plan Area	Marion	0	0	0	0	0	0	0	0	N/A
City of Salem Agency	Mcgilchrist UR Plan Area	Marion	31,082,809	32,152,441	501,634	495,672	0	0	501,634	495,672	-1.2
City of Salem Agency	Riverfront/Downtown UR Plan Area	Marion	227,723,302	239,473,887	3,702,926	3,716,887	2,468,200	2,822,609	6,171,126	6,539,496	6.0
City of Salem Agency	Mill Creek UR Plan Area	Marion	46,364,798	47,130,169	750,467	726,247	0	0	750,467	726,247	-3.2
City of Salem Agency	South Waterfront UR Plan Area	Marion	9,829,099	14,679,510	154,893	224,435	0	0	154,893	224,435	44.9
City of Salem Agency	North Gateway UR Plan Area	Marion	157,966,154	158,918,474	2,566,875	2,465,877	1,464,826	1,622,673	4,031,701	4,088,549	1.4
City of Salem Agency	West Salem UR Plan Area	Polk	50,624,307	54,259,634	881,921	940,894	0	0	881,921	940,894	6.7
City of Woodburn Agency	Woodburn UR Plan Area	Marion	34,507,601	34,948,705	610,891	610,737	0	0	610,891	610,737	0.0
City of Silverton Agency	Silverton UR Plan Area	Marion	26,252,906	29,230,729	394,667	425,980	0	0	394,667	425,980	7.9
Central Boardman Agency	Central Boardman UR Plan Area	Morrow	2,375,170	2,418,800	41,027	40,645	0	0	41,027	40,645	-0.9
Central Boardman Agency	West Boardman UR Plan Area	Morrow	N/A	1,086,340	N/A	18,035	N/A	0	N/A	18,035	N/A
City of Portland (PDC)	Downtown UR Plan Area	Multnomah	323,507,815	332,313,262	6,647,962	6,910,076	3,274,013	3,560,828	9,921,975	10,470,904	5.5
City of Portland (PDC)	42nd Avenue UR Plan	Multnomah	3,723,747	7,768,582	41,900	109,627	0	0	41,900	109,627	161.6
City of Portland (PDC)	Cully Blvd UR Plan	Multnomah	4,870,550	8,907,120	69,801	134,183	0	0	69,801	134,183	92.2
City of Portland (PDC)	Parkrose UR Plan	Multnomah	0	3,050,294	0	39,831	0	0	0	39,831	0.0
City of Portland (PDC)	82nd & Division UR Plan	Multnomah	49,055	4,352,305	0	59,635	0	0	0	59,635	0.0
City of Portland (PDC)	Division-Midway UR Plan	Multnomah	2,520,678	8,166,278	36,985	129,370	0	0	36,985	129,370	249.8
City of Portland (PDC)	Rosewood UR Plan	Multnomah	3,353,630	5,974,000	40,848	89,720	0	0	40,848	89,720	119.6
City of Portland (PDC)	Education UR Plan	Multnomah	64,004,449	103,665,590	1,081,880	1,789,612	0	0	1,081,880	1,789,612	65.4
City of Portland (PDC)	South Park Blocks UR Plan Area	Multnomah	237,490,821	243,955,002	4,876,122	5,072,573	2,567,122	2,848,423	7,443,244	7,920,996	6.4
City of Portland (PDC)	Central East Side UR Plan Area	Multnomah	354,036,136	372,895,947	6,157,104	6,560,143	0	0	6,157,104	6,560,143	6.5
City of Portland (PDC)	Airport Way UR Plan Area	Multnomah	117,341,649	121,636,850	2,154,105	2,255,739	3,572,360	3,850,170	5,726,464	6,105,909	6.6
City of Portland (PDC)	Convention Center UR Plan Area	Multnomah	240,595,201	247,136,829	4,952,060	5,139,843	4,139,249	3,630,813	9,091,309	8,770,656	-3.5

Table 3.1 Urban Renewal Excess Value Used and Revenue for FYs 2013-14 and 2014-15 by Urban Renewal Plan Area

Agency	Plan Area	County	Excess Value Used FY 2013-14	Excess Value Used FY 2014-15	Revenue from Excess Value FY 2013-14	Revenue from Excess Value FY 2014-15	Revenue from Special Levies FY 2013-14	Revenue from Special Levies FY 2014-15	Total Revenue FY 2013-14	Total Revenue FY 2014-15	% CH
City of Portland (PDC)	Lents Town Center UR Plan Area	Multnomah	599,867,032	650,846,315	12,003,544	13,229,750	0	0	12,003,544	13,229,750	10.2
City of Portland (PDC)	River District UR Plan Area	Multnomah	1,577,036,857	1,424,799,374	32,611,621	29,808,527	0	0	32,611,621	29,808,527	-8.6
City of Portland (PDC)	Macadam UR Plan Area	Multnomah	603,130,306	626,124,703	12,445,067	13,063,419	0	0	12,445,067	13,063,419	5.0
City of Portland (PDC)	N Interstate Corridor UR Plan Area	Multnomah	928,040,273	1,075,480,078	19,182,013	22,520,068	0	0	19,182,013	22,520,068	17.4
City of Portland (PDC)	Gateway UR Plan Area	Multnomah	202,760,459	213,423,949	3,755,819	4,044,318	0	0	3,755,819	4,044,318	7.7
City of Portland (PDC)	Willamette Industrial UR Plan Area	Multnomah	71,165,175	N/A	1,215,332	N/A	0	0	1,215,332	N/A	N/A
City of Gresham (GRC)	Rockwood/W Gresham UR Plan Area	Multnomah	207,260,079	225,995,571	3,427,274	3,688,006	0	0	3,427,274	3,688,006	7.6
City of Troutdale	Troutdale Riverfront UR Plan Area	Multnomah	8,570,290	10,515,210	150,653	181,425	0	0	150,653	181,425	20.4
City of Wood Village	Wood Village UR Plan Area	Multnomah	2,735,650	3,900,960	43,846	61,732	0	0	43,846	61,732	40.8
City of Independence Agency	Independence UR Plan Area	Polk	27,123,682	28,129,956	407,130	420,260	0	0	407,130	420,260	3.2
City of Dallas Agency	Dallas UR Plan Area	Polk	10,109,923	10,765,510	125,973	132,324	0	0	125,973	132,324	5.0
City of Monmouth Agency	Monmouth UR Plan Area	Polk	16,264,626	17,214,059	227,062	237,783	0	0	227,062	237,783	4.7
City of Garibaldi Agency	Garibaldi UR Plan Area	Tillamook	4,028,428	4,769,837	43,955	51,233	0	0	43,955	51,233	16.6
City of Tillamook Agency	Tillamook UR Plan Area	Tillamook	23,359,662	25,633,492	243,573	263,346	0	0	243,573	263,346	8.1
City of Milton-Freewater Agency	Milton-Freewater UR Plan Area	Umatilla	39,945,127	N/A	583,787	N/A	0	0	583,787	N/A	N/A
City of Pendleton Agency	Pendleton UR Plan Area	Umatilla	39,737,018	43,738,510	698,190	744,661	0	0	698,190	744,661	6.7
City of Hermiston Agency	Hermiston UR Plan Area	Umatilla	N/A	1,073,854	N/A	17,900	N/A	0	N/A	17,900	N/A
City of La Grande Agency	La Grande UR Plan Area	Union	64,001,851	68,829,452	1,012,055	1,083,135	0	0	1,012,055	1,083,135	7.0
City of The Dalles Agency	Columbia Gateway Downtown UR Plan Area	Wasco	72,499,213	76,855,699	1,362,176	1,433,437	0	0	1,362,176	1,433,437	5.2
City of Sherwood Agency	Old Town UR Plan Area	Washington	204,412,301	190,000,000	3,891,961	3,561,323	0	0	3,891,961	3,561,323	-8.5
City of North Plains Agency	North Plains UR Plan Area	Washington	8,220,998	11,938,683	103,767	144,629	0	0	103,767	144,629	39.4
City of Tigard Agency	Tigard UR Plan Area	Washington	26,998,566	29,010,331	340,161	360,196	0	0	340,161	360,196	5.9
City of Hillsboro	Downtown Hillsboro UR Plan Area	Washington	28,940,341	59,130,182	376,231	744,184	0	0	376,231	744,184	97.8
City of Beaverton Agency	Central Beaverton UR Plan Area	Washington	18,125,492	50,465,617	297,947	801,120	0	0	297,947	801,120	168.9
City of Carlton	Carlton UR Plan Area	Yamhill	3,610,473	4,446,352	51,867	63,760	0	0	51,867	63,760	22.9
City of McMinnville	McMinnVille UR Plan Area	Yamhill	N/A	6,475,329	N/A	87,552	N/A	0	N/A	87,552	N/A
Total for all Plans			10,871,350,101	11,268,307,135	190,667,916	197,253,052	21,530,877	22,400,370	212,198,792	219,653,422	3.5

NOTES: N/A indicates either the plan did not divide tax that year or that the information was unavailable.
Klamath County was not able to provide information on revenue from excess value for specific agencies or districts for 2013-14. The statewide total for 2013-14 includes the total amount of division of tax reported by Klamath.
West Salem UR is reported in Polk County rather than Marion as the urban renewal plan area resides within Polk county. Some previous publications reported West Salem in Marion County.

Urban Renewal Feasibility Report for the City of Dundee, Oregon

November 30, 2015

Prepared by
Mid-Willamette Valley
Council of Governments

INTRODUCTION

Dundee is located on Highway 99W, between Portland and McMinnville in the heart of Oregon's wine country. Dundee was initially settled by immigrant farmers and the city was named for Dundee, Scotland, the home town of William Reid who came to Oregon in 1874.

The economy of Dundee has always had ties to surrounding agricultural land and Dundee was historically known for its production of prunes, walnuts and hazelnuts. Since about the 1970s, vineyards have replaced many of the nut and prune orchards and Dundee is now home to award-winning wineries that draw visitors from around the world.

Due to its close proximity to larger urban areas, Dundee has increasingly become a "bedroom" community for those working in the McMinnville, Newberg, Salem and Portland areas. The 2014 population of Dundee is listed as 3,180 persons, an increase of 23% between 2000 and 2014.

Strip commercial development along Highway 99W was identified as a concern in the 1977 Dundee Comprehensive Plan and improving the corridor continues to be a priority. The community also completed a visioning project for Highway 99W in 2011 to identify urban design recommendations for the highway corridor. Recent construction of the Newberg-Dundee Bypass by the Oregon Department of Transportation is anticipated to reduce congestion and improve safety and overall community livability. Priorities for the Highway 99W corridor and surrounding lands that were identified by the city Urban Renewal Area Feasibility Study Committee include making needed infrastructure improvements to encourage investment in key properties, streetscape improvements to make the highway corridor more attractive, and improving safety for motorists and pedestrians as they travel through and use the downtown core.

PROJECT DESCRIPTION

Through discussions with the Mid-Willamette Valley Council of Governments (MWVCOG), the City of Dundee began considering whether an Urban Renewal program would be an appropriate tool to encourage investment in underdeveloped commercial and industrial areas. The City contracted with MWVCOG to complete the analysis and develop a report of conclusions in order to guide the City's next steps.

On June 23, 2015, MWVCOG staff provided an overview on Urban Renewal to the City Council. On September 1, 2015, the Dundee City Council appointed an

Urban Renewal Feasibility Study Advisory Committee to work with MWVCOG staff to study the feasibility of using Urban Renewal as a development tool in Dundee. The committee met with the consultants on September 10th and 23rd. Discussion at the meetings centered on: the role and purpose of the committee, how Urban Renewal works for communities the size of Dundee, identifying the most critical capital improvement needs, and next steps. Discussion also focused on possible boundaries for the Urban Renewal Area that would encompass various sites in the downtown core and along Highway 99W that are good candidates for redevelopment, potential catalyst projects or sites, and/or projects that would help spur investment in the area.

PURPOSE OF URBAN RENEWAL FEASIBILITY STUDY

The purpose of this study is to examine the local conditions and key elements necessary for the creation of an Urban Renewal District, and to determine whether an Urban Renewal District in Dundee would be:

- In accordance with Oregon Revised Statute, ORS 457, the statute governing formation and operation of an Urban Renewal District.
- Feasible from a financial and policy standpoint.
- Adequate to address needs (both capital improvements and redevelopment) within the preliminary boundaries.
- A good fit for potential redevelopment using 'tools' available through an Urban Renewal program.

The following is the list of items covered through this project to determine the legal and practical feasibility of an Urban Renewal District for the City of Dundee. They include:

- Creation of a preliminary boundary for an Urban Renewal District.
- Determine if the property within the preliminary boundary meets the necessary conditions outlined in state statute (ORS 457 limits the area within the Urban Renewal boundaries, of communities with less than 15,000 population, to no more than 25% of the total land area or assessed value).
- Determine if the needs of Dundee are consistent with the allowable project activities under state statutes for Urban Renewal.
- Determine if there would be sufficient revenues under the preliminary boundaries to carry out project activities.
- Determine the potential to finance projects through bonds.

This feasibility report has no legal status as an Urban Renewal Plan as defined in ORS 457. The report is meant to meet the requirements of the feasibility report which is required to accompany an Urban Renewal Plan under ORS 457.085(3).

The City of Dundee will be required to take additional procedural steps, in conformance with the City of Dundee Charter and ORS 457, in order to adopt an Urban Renewal Plan and create an Urban Renewal District.

UNDERSTANDING URBAN RENEWAL

The following section is a summary of Urban Renewal, including definitions, requirements, processes and procedures. It is taken from a white paper written by Jeff Tashman, principal of Tashman Johnson, LLC, an Oregon Urban Renewal specialist.

I. URBAN RENEWAL DEFINED

The purpose of Urban Renewal is to improve specific areas of a city that are poorly developed or underdeveloped. These areas can have deteriorated buildings, bad streets, inadequate utilities, or the areas can lack streets and utilities altogether. Urban Renewal provides three types of authority that are not otherwise available to local governments.

- First, it allows for the use of tax increment financing (explained below) to finance improvement projects.
- Second, it allows for special powers to buy and assemble sites for development or redevelopment, if that is desired.
- And third, it allows for special flexibility in working with private parties to complete development projects.

For a city to use Urban Renewal it must establish an Urban Renewal Agency and it must adopt an Urban Renewal Plan.

A. What is an Urban Renewal Agency?

Urban Renewal Agencies are created by state law (ORS Chapter 457) but are specifically "activated'" by the City Council. The agencies are separate legal bodies from the council, but the Urban Renewal Agency board can be composed of members of the City Council.

B. What are Urban Renewal Plans?

To complete Urban Renewal projects with tax increment financing, the projects must be authorized in an Urban Renewal Plan. The Plan applies to a specific geographic area of the city, which is called the Urban Renewal Area. In adopting the Plan, the City Council must find that the area is eligible for Urban Renewal because of existing "blight" which is defined as conditions such as deteriorated buildings and lack of adequate infrastructure.

C. How is an Urban Renewal Plan Adopted?

According to ORS 457, to adopt an Urban Renewal Plan, the City Council or Urban Renewal Agency decides that it wants to consider an area for a possible plan. This decision is usually in response to interest in the community in revitalizing the area. Then the eligibility and feasibility of the area as an Urban Renewal Area is studied. This "feasibility study" includes information about property values, development conditions, availability and condition of streets and utilities and other key factors.

If the area is found eligible by the Council and it wishes to proceed with Urban Renewal, an Urban Renewal Plan and report is prepared. The process must involve citizens at every stage, and especially when it comes to determining what projects and activities are to be undertaken.

An Urban Renewal Plan must be presented to the Planning Commission for a recommendation and then must be adopted by the City Council after a public hearing is held. Notice of the public hearing must be sent to each individual household in the city.

In Dundee, there are some extra steps outlined in the Dundee City Charter, Chapter IX Urban Renewal. In Section 53: Authorization, the Council is required to refer the determination of the need for and activation of an Urban Renewal District and Agency. This referral must happen during a general election and must declare that a blighted area(s) exist(s) which impairs the economic values and tax revenues. The referral asks voters to approve the City using Urban Renewal as a solution to address the blighted conditions. In Section 55: Urban Renewal District Boundaries, it requires the boundaries for the Urban Renewal District to be submitted to the voters as part of the Urban Renewal District and Agency formation referral.

In Section 54, it requires that the City Council, by ordinance, establish an Urban Renewal Agency "after approval in a general election." At that point, the Agency is authorized to develop an Urban Renewal Plan. The Urban Renewal District Board may add no more than ten percent (10%) additional area to the District than initially approved by the voters.

The City's Charter in Section 58: Tax Increment Financing also requires that if the District wishes to issue debt to finance Urban Renewal projects and to be paid with tax increment financing, the authorization to issue the debt must be referred to the voters at a general election.

The last Charter provision that will affect the feasibility of Urban Renewal in Dundee is Section 59: Termination of Agency which states "A District shall terminate ten (10) years from the date of voter approval, or when all voter approved debt has been repaid through tax increment financing or other means." If the City chooses to use a pay-as-you-go strategy rather than issuing debt, the district will only be allowed to exist for 10 years.

The City has sought the advice of the City Attorney with regard to implementing the current Charter provisions regarding Urban Renewal. The attorney recommends that if the City Council determines that Urban Renewal is feasible for Dundee, the City "seek voter approval to amend and clarify Chapter XI" of the City Charter.

D. What Can Happen Under An Urban Renewal Plan?

Urban Renewal agencies can do certain projects or activities under an adopted Urban Renewal Plan. These activities include:

1. Construction or improvement of streets, utilities and other public uses.

The most common type of Urban Renewal project is infrastructure development, including streets and utilities. Urban Renewal also commonly funds parks, plazas and pedestrian facilities.

2. Rehabilitation or conservation of existing buildings

An Urban Renewal Agency can assist in rehabilitation projects of any type (residential, commercial, industrial) typically through loans and grants to private property owners.

3. Acquisition and improvement of property

An Urban Renewal Agency can acquire property, typically for re-sale for private development or a combination of public/private development. This can be done either through purchase from a willing seller for any purpose outlined in the Urban Renewal Plan. The agency has the power of eminent domain (condemnation) for redevelopment purposes for public projects.

The agency must identify properties to be acquired in the Urban Renewal Plan. Properties must be acquired at fair market value. Once acquired, Urban Renewal Agencies can clear and improve the properties prior to resale or lease. Any persons or businesses displaced by agency acquisition are entitled to relocation assistance.

4. Re-sale or lease of property

An Urban Renewal Agency can sell or lease property it owns for redevelopment. Unlike cities and counties, the agency can legally sell for less than fair market

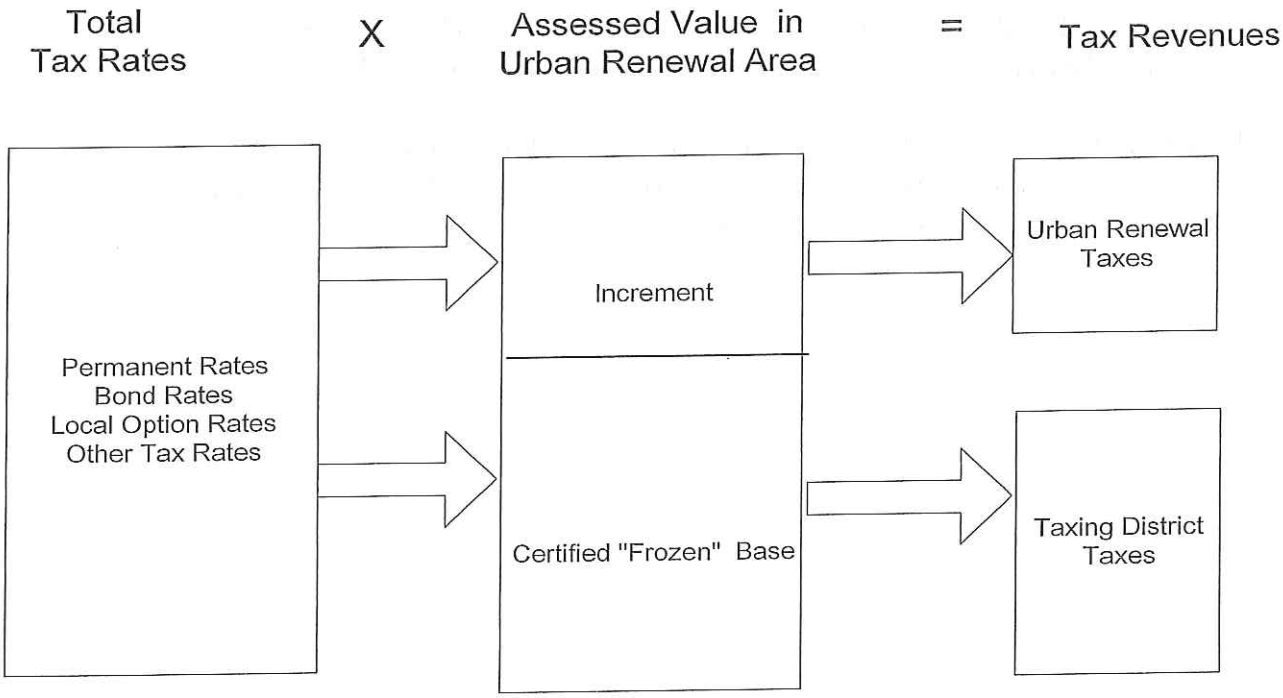
value. Property can be sold for its "fair re-use value" which is the value for a specified use required in the Urban Renewal Plan.

E. How are Urban Renewal Plans Financed?

Urban Renewal is unique in that it can be financed by Urban Renewal taxes or tax increment financing. Urban Renewal taxes are the taxes generated by the *increase* in total assessed values in the Urban Renewal Area from the time the Urban Renewal Area is first established. The assessed value of an Urban Renewal Area at the time the plan is adopted is called the "frozen base". Growth above the base is called the "increment."

The diagram below shows how this works.

Urban Renewal Taxes for New Urban Renewal Plans



DISTRICT BOUNDARY, ACREAGE AND ASSESSED VALUE LIMITATIONS

Preliminary Boundary

This report contains two maps indicating preliminary Urban Renewal Area boundaries for two Urban Renewal Area options for Dundee. The two options are shown on the next two pages (with larger, more detailed versions in the Appendix). The preliminary boundaries were developed by the advisory committee in consultation with City staff and elected officials. They represent an initial look at two options for an Urban Renewal District, one conservatively developed to include only the most critical areas in the downtown/Hwy. 99 corridor and a second, developed with an expanded boundary to include more of the blighted properties in the downtown/Hwy. 99 corridor. Because the proposed boundary is required to be referred to the voters in Dundee along with the authorization to form an Urban Renewal District, this feasibility report will include a recommendation on the preferred Urban Renewal boundary to be considered by the City Council. As outlined in the City Charter, the Urban Renewal Board has the ability to adjust the voter approved boundary by up to ten percent (10%) in a final Urban Renewal Plan. The City will undergo a broader, community based process to evaluate and adjust the area encompassed by a potential Urban Renewal District if the voters authorize formation of a district. For this report, we are exploring the potential of two areas to show the level of redevelopment that can be funded and the projected impacts Urban Renewal could have on other taxing districts for each scenario.

The preliminary areas are irregularly shaped which is not unusual. The boundaries are based upon land uses, development patterns and development opportunities within the City of Dundee.

Exhibit 1

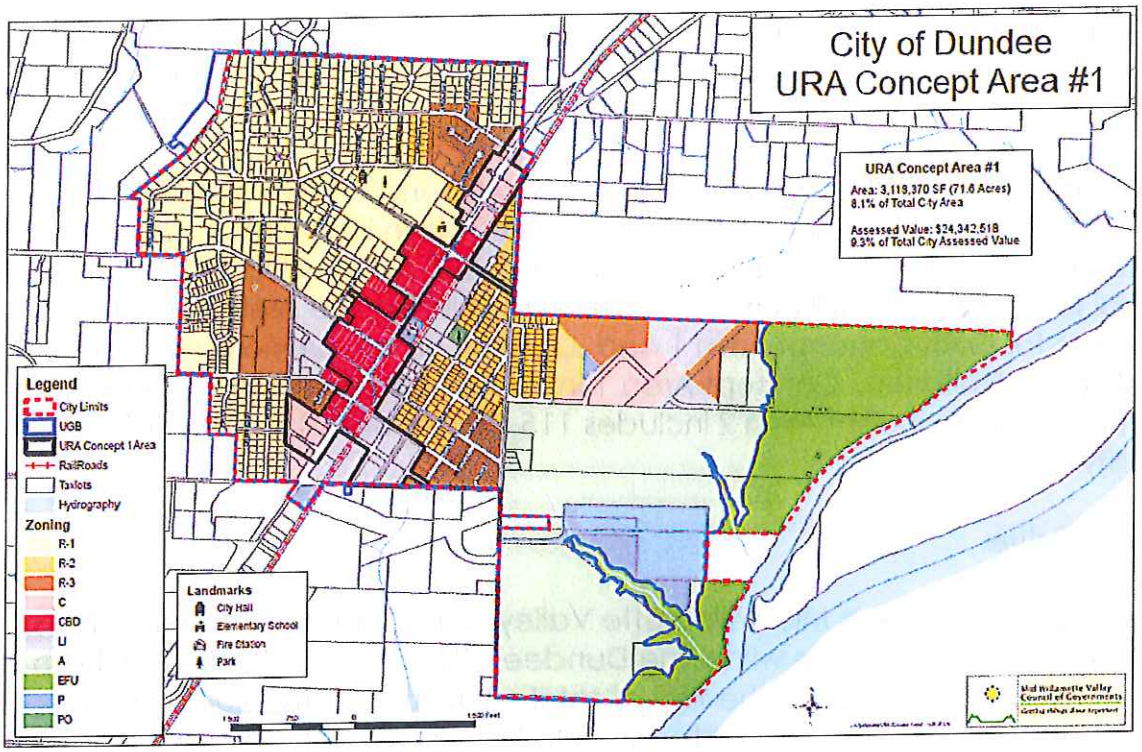
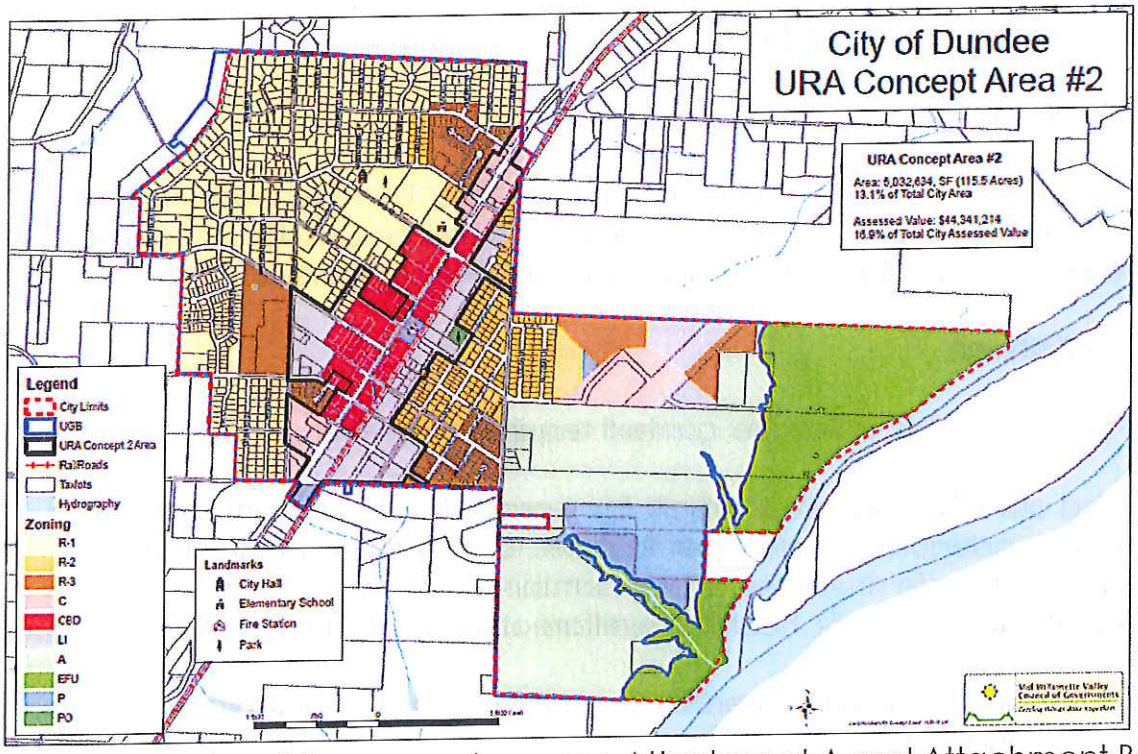


Exhibit 2



For larger copies of the maps above see Attachment A and Attachment B.

Acreage

Oregon Urban Renewal law limits the total acreage in Urban Renewal areas to 25% of the total acreage within a City with a population of 50,000 or less (ORS 457.420).

GIS data provided by the Mid-Willamette Valley Council of Governments shows that Dundee contains approximately 884.5 acres within its city limits. This would allow the City of Dundee to have approximately 220 acres within an Urban Renewal boundary and still be within the required limits. The preliminary boundaries for both Concept Area 1 and 2, shown on the previous page, fall well within this limitation. Concept Area 1 includes 71.6 acres or 8.1% of the total area in the City. Concept Area 2 includes 115.5 acres or 13.1% of the total area in the city.

Assessed Value

GIS data provided by the Mid-Willamette Valley Council of Governments shows that the total assessed value within the Dundee City Limits is $262,609,168. Both Concept Areas fall well within the 25% of total value in the City. For Concept Area 1, the assessed value, according to GIS data, is $24,342,518 or 9.3% of the City's total assessed value. For Concept Area 2, the value is $44,341,214 or 16.9% of the City's total assessed value.

STUDY AREA CONDITIONS OF BLIGHT

Oregon Revised Statutes (ORS) Requirements

In order to form an Urban Renewal District, the City of Dundee must find that blighted areas exist within the Urban Renewal boundary. ORS 457.010 defines "blighted areas" and blighting conditions in the following manner.

457.010 Definitions:

As used in this chapter, unless the context requires otherwise:

1) "Blighted areas" means areas which, by reason of deterioration, faulty planning, inadequate or improper facilities, deleterious land use or the existence of unsafe structures, or any combination of these factors, are detrimental to the safety, health or welfare of the community.

   A blighted area is characterized by the existence of one or more of the following conditions:

a) The existence of buildings and structures, used or intended to be used for living, commercial industrial or other purposes, or any combination of those uses, which are unfit or unsafe to occupy for those purposes because of any one or a combination of the following conditions:
   (A) Defective design and quality of physical construction;
   (B) Faulty interior arrangement and exterior spacing;
   (C) Overcrowding and a high density of population;
   (D) Inadequate provision for ventilation, light, sanitation, open spaces and recreation facilities; or
   (E) Obsolescence, deterioration, dilapidation, mixed character or shifting of uses.
b) An economic dislocation, deterioration or disuse of property resulting from faulty planning;
c) The division or subdivision and sale of property or lots of irregular form and shape and inadequate size or dimensions for property usefulness and development;
d) The laying out of property or lots in disregard of contours, drainage and other physical characteristics of the terrain and surrounding conditions;
e) The existence of inadequate streets and other rights of way, open spaces and utilities;
f) The existence of property or lots or other areas which are subject to inundation by water;
g) A prevalence of depreciated values, impaired investments and social and economic maladjustments to such an extent that the capacity to pay taxes is reduced and tax receipts are inadequate for the cost of public services rendered;
h) A growing or total lack of proper utilization of areas, resulting in a stagnant and unproductive condition of land potentially useful and valuable for contributing to the public health, safety, and welfare; or
i) A loss of population & reduction of proper utilization of the area, resulting in its further deterioration and added costs to the taxpayer for the creation of new public facilities and services elsewhere.

Blighting Conditions within the Preliminary Urban Renewal Boundary:

Numerous properties along Highway 99W in Dundee exhibit indicators of blight as defined by ORS 457. The feasibility study reveals the following conditions that constitute "blight" exist within the preliminary boundary:

- Multiple properties within the proposed area boundaries remain undeveloped, including significant sections of property with frontage on Highway 99W. The lack of development on larger vacant parcels with frontage on Highway 99W can be attributed in part to the high

cost to install or upsize public facilities such as water and storm sewer facilities.

- In the commercially zoned areas along Highway 99W, there are several vacant storefronts and many vacant and underused parcels along the NW side of Highway 99W. In addition, some of the buildings require light to major renovation. These conditions reflect a degree of obsolescence and deterioration within the proposed URA.
- The absence of a city center performing to its full potential leads to a reduction of proper utilization of the area, and results in the need to create new public facilities and services in less central locations.
- Obsolescence and deterioration, dilapidation, mixed character or shifting of uses is evident in some sections along the NW side of Highway 99W, particularly between 7th Street and 9th Street. Several residential dwellings also remain in use on commercially zoned lots that front onto Highway 99W.
- The small sizes of some commercial properties along Highway 99W that exhibit obsolescence and deterioration may inhibit redevelopment of these parcels with commercially allowed uses because there is not sufficient area to accommodate parking and other amenities.
- There are multiple substandard streets in the area, including those which lack sidewalks and/or crosswalks.

ELIGIBLE URBAN RENEWAL ACTIVITIES

The activities that can be undertaken with Urban Renewal funds will need to meet the following criteria:

- They must be activities permitted by Urban Renewal statute. In general, this means that projects must be of a capital improvement nature, or basic "brick and mortar" activities.
- They must be consistent with goals and policies set forth in the City's Comprehensive Plan, and other adopted policy documents.
- The activities must be located within the Urban Renewal Area boundary.

Potential Renewal Project Activities

At the time this feasibility report was prepared, there was no formal list of project activities for an Urban Renewal project area. However, according to the Dundee Development Code, as properties in the city are developed, the developer pays the cost of bringing a substandard street up to current standards. The City calls this requirement three quarter street improvements and the expectation is that the development would pay for two travel lanes, parking or bike lane on the development side of the street, curb and sidewalk. A

developer may also be required to construct new streets to serve the development and improve access and connectivity per the requirements of the Dundee Transportation System Plan. In addition, if the water, sewer or storm water facilities serving the development are inadequate, the developer would pay to bring them up to the size needed to serve the development. In the Urban Renewal Plan area for Dundee, the storm water system is not well developed. Building out the storm water system may allow for new businesses to more fully use their property by alleviating the need for more extensive on-site storm water detention facilities.

The cost of adding this infrastructure can be a barrier to adding new businesses and industry in the Highway 99W Core outlined in the Urban Renewal Area. If the City decides to create an Urban Renewal District, tax increment revenues could be used to share the cost of these improvements and make development more attractive in the Urban Renewal Area.

In a series of meetings with City of Dundee staff and the Urban Renewal Feasibility Committee a list of potential projects has been created. Projects that may be considered in the final Urban Renewal Plan would fall within the following categories:

1. Street and Sidewalk Improvements
    a. Improvement of substandard streets
    b. Construction of new streets to increase connectivity to undeveloped properties
2. Water Line Improvements
    a. Upsizing existing inadequate water lines
    b. Adding new water lines to undeveloped properties along new streets
3. Storm Water Line Improvements
    a. Upsizing existing inadequate storm water facilities
    b. Adding new storm water lines where they do not currently exist
4. Sewer Line Improvements
    a. Adding new sewer lines where they don't currently exist
5. Other Improvements
    a. Expanding the facade grant program
    b. Undergrounding overhead utilities (Development Code requirement)
    c. Community Plaza
    d. Acquiring and consolidating undersized, underdeveloped properties
    e. Public parking facilities
    f. Walking trails

A listing of potential improvements in the proposed Urban Renewal Area that have been identified in city planning documents has been provided as an example (See Attachment C). While the list is extensive, Urban Renewal funds could be used to leverage other available funds to complete some of these projects to trigger development in the Urban Renewal Area.

Eligible Activities Summary

The categories of project activities listed above meet the requirements of ORS 457 and will help to remove the deficient conditions found within the preliminary Urban Renewal Areas. The improvement projects listed are similar to those typically undertaken in other Urban Renewal Districts around Oregon.

FINANCIAL ANALYSIS

Statutes require that an Urban Renewal Plan be accompanied by a "financial analysis with sufficient information to determine feasibility." A feasibility analysis typically estimates the tax increment resources that will be available to carry out the proposed activities, estimates when the resources will be available, and how long the plan duration must be to cover the cost of proposed activities. Determining financial feasibility relies largely on common sense and financial prudence. The estimates of project costs and timing, and the estimates of revenues (including sources other than tax increment) needed to pay for project costs should be reasonable. Important assumptions should be documented to help with 'institutional memory' that will be critically important over the long haul.

Estimate of Revenues to Pay for Plan Activities

The tax increment revenues to pay for project activities will be generated by the growth of assessed values within the preliminary area boundary. Under Ballot Measure 50, growth of assessed values can occur in two ways:

- A maximum of 3% growth in value per year from the previous years' assessed value.
- The assessed value from new construction or major renovation projects in the area, termed by the assessor as "exception values".

Therefore, even if there is no new construction within a Urban Renewal Area, overall values could still increase up to the 3% per year as allowed by Ballot Measure 50. For purposes of providing an estimate of potential Urban Renewal revenues, the consultant has made the following assumptions:

- The duration of the Urban Renewal Plan will be 20 years, assuming Tax Increment Financing Debt is issued. According to the current Dundee Charter, an Urban Renewal District can only be in effect for ten years unless debt is issued.
- A frozen base assessed value of $24,342,518 for URA Concept 1 and $44,341,214 for URA Concept 2 boundary (2015 rates provided by the Yamhill County Assessor's Office through the County's GIS data).
- An annual growth rate of 3% in assessed values in the area.
- A combined tax rate of $11.1180 for the property within Dundee's city limits used to calculate tax increment revenue (breakdown shown below-2015 rates provided by the Yamhill County Assessor's Office.)

Yamhill County	2.5775
Yamhill Co. Ext. Svc.	0.0449
Yamhill Co. Soil & Water	0.0354
SD 29J - Newberg	4.6616
City of Dundee	2.3115
Chehalem Parks & Rec.	0.9076
Portland CC	0.5855
Total	**11.1180**

The following tables show projected Urban Renewal revenues for the two Urban Renewal District Concept Areas. For each area, two scenarios for calculating Urban Renewal revenues are shown: 1) no new development (3% assumed incremental increases only, and 2) the amount of annual collection using the 3% incremental increases plus an additional average growth rate (new development) of 3% beginning in 2019. The revenues projected below have not been adjusted for the discounts allowed for taxpayers who pay their taxes in full by November 15th each year.

Concept Area 1

Tables 1 through 4 on the following pages show the analysis of projected tax increment revenues for each concept area using two different growth scenarios. Applying the "no new development" assumption to Concept Area 1, Table 1 shows the estimated revenues that would be projected over a twenty year period with a 3% annual incremental growth in property values. The cumulative tax increment revenues that would be generated are shown at the bottom of each year. As you can see, the projected cumulative tax increment revenues under this scenario for Concept Area 1 are projected to be $2,129,523. Table 2 on the following pages applies the moderate growth rate of 3% in addition to the annual incremental growth, beginning in 2019. The total projected cumulative tax increment revenues with this scenario is $3,741,688 after 20 years.

Concept Area 2

Tables 3 and 4 apply the same assumptions as in Concept Area 1 to Concept Area 2. The total incremental revenues projected to be collected at the end of 20 years, assuming "no new development" (Table 3) is $3,784,397. Table 4 shows the projected revenues over a 20 year period assuming a growth rate of 3% from new development beginning in 2019. The total after 20 years for Concept Area 2 with moderate growth is $8,304,823.

Table 1

Cumulative Total Collected

No New Development

FY Ending June 30	Base Year 2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Total Assessed Value	$24,951,081	$25,699,613	$26,470,602	$27,264,720	$28,082,661	$28,925,141	$29,792,896	$30,686,682	$31,607,283	$32,555,501	$33,532,166
Appreciation Percent		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Appreciation Amount		$748,532	$770,988	$794,118	$817,942	$842,480	$867,754	$893,787	$920,600	$948,218	$976,665
New Development											
Frozen Base	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081
Assessed Value of Increment		$748,532	$1,519,521	$2,313,639	$3,131,580	$3,974,060	$4,841,815	$5,735,601	$6,656,202	$7,604,420	$8,581,085
Tax Rate per $1000 AV		11.1181	11.1181	11.1181	11.1181	11.1181	11.1181	11.1181	11.1181	11.1181	11.1181
Tax Increment Revenue, Gross		$8,322	$16,894	$25,723	$34,817	$44,184	$53,832	$63,769	$74,004	$84,547	$95,405
Cumulative Total Collected		**$8,322**	**$25,216**	**$50,940**	**$85,757**	**$129,941**	**$183,773**	**$247,542**	**$321,546**	**$406,093**	**$501,498**
FY Ending June 30		**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**
Total Assessed Value		$34,538,131	$35,574,275	$36,641,504	$37,740,749	$38,872,971	$40,039,160	$41,240,335	$42,477,545	$43,751,872	$45,064,428
Appreciation Percent		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Appreciation Amount		$1,005,965	$1,036,144	$1,067,228	$1,099,245	$1,132,222	$1,166,189	$1,201,175	$1,237,210	$1,274,326	$1,312,556
New Development											
Frozen Base		$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081
Assessed Value of Increment		$9,587,050	$10,623,194	$11,690,423	$12,789,668	$13,921,890	$15,088,079	$16,289,254	$17,526,464	$18,800,791	$20,113,347
Tax Rate per $1000 AV		11.1181	11.1181	11.1181	11.1181	11.1181	11.1181	11.1181	11.1181	11.1181	11.1181
Tax Increment Revenue, Gross		$106,590	$118,110	$129,975	$142,197	$154,785	$167,751	$181,106	$194,861	$209,029	$223,622
Cumulative Total Collected		**$608,088**	**$726,198**	**$856,173**	**$998,370**	**$1,153,155**	**$1,320,905**	**$1,502,011**	**$1,696,872**	**$1,905,901**	**$2,129,523**

Table 2

Incremental Assessed Value Projections - Concept Area 1

Moderate New Development

FY Ending June 30	Base Year 2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Total Assessed Value	$24,951,081	$25,699,613	$26,470,602	$28,058,838	$29,742,368	$31,526,910	$33,418,525	$35,423,636	$37,549,055	$39,801,998	$42,190,118
Appreciation Percent		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Appreciation Amount		$748,532	$770,988	$794,118	$841,765	$892,271	$945,807	$1,002,556	$1,062,709	$1,126,472	$1,194,060
New Development (3%)				$794,118	$841,765	$892,271	$945,807	$1,002,556	$1,062,709	$1,126,472	$1,194,060
Frozen Base	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081
Assessed Value of Increment		$748,532	$1,519,521	$3,107,757	$4,791,287	$6,575,829	$8,467,444	$10,472,555	$12,597,974	$14,850,917	$17,239,037
Tax Rate per $1000 AV		11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118
Tax Increment Revenue, Gross		$8,322	$16,894	$34,552	$53,270	$73,110	$94,141	$116,434	$140,064	$165,112	$191,664
Cumulative Total Collected		**$8,322**	**$25,216**	**$59,768**	**$113,038**	**$186,148**	**$280,289**	**$396,723**	**$536,787**	**$701,900**	**$893,563**
FY Ending June 30		**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**
Total Assessed Value		$44,721,525	$47,404,816	$50,249,105	$53,264,052	$56,459,895	$59,847,488	$63,438,338	$67,244,638	$71,279,316	$75,556,075
Appreciation Percent		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Appreciation Amount		$1,265,704	$1,341,646	$1,422,144	$1,507,473	$1,597,922	$1,693,797	$1,795,425	$1,903,150	$2,017,339	$2,138,379
New Development		$1,265,704	$1,341,646	$1,422,144	$1,507,473	$1,597,922	$1,693,797	$1,795,425	$1,903,150	$2,017,339	$2,138,379
Frozen Base		$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081	$24,951,081
Assessed Value of Increment		$18,504,740	$19,846,386	$21,268,531	$22,776,004	$24,373,925	$26,067,722	$27,863,147	$29,766,297	$31,783,636	$33,922,015
Tax Rate per $1000 AV		11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118
Tax Increment Revenue, Gross		$205,736	$220,652	$236,464	$253,224	$270,989	$289,821	$309,782	$330,942	$353,370	$377,145
Cumulative Total Collected		**$1,099,299**	**$1,319,951**	**$1,556,414**	**$1,809,638**	**$2,080,627**	**$2,370,448**	**$2,680,231**	**$3,011,172**	**$3,364,543**	**$3,741,688**

Table 3

Incremental Assessed Value Projections - Concept Area 2

No New Development

FY Ending June 30	Base Year 2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Total Assessed Value	$44,341,214	$45,671,450	$47,041,594	$48,452,842	$49,906,427	$51,403,620	$52,945,728	$54,534,100	$56,170,123	$57,855,227	$59,590,884
Appreciation Percent		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Appreciation Amount		$1,330,236	$1,370,144	$1,411,248	$1,453,585	$1,497,193	$1,542,109	$1,588,372	$1,636,023	$1,685,104	$1,735,657
New Development											
Frozen Base	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214
Assessed Value of Increment		$1,330,236	$2,700,380	$4,111,628	$5,565,213	$7,062,406	$8,604,514	$10,192,886	$11,828,909	$13,514,013	$15,249,670
Tax Rate per $1000 AV		11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118
Tax Increment Revenue, Gross		$14,790	$30,023	$45,713	$61,874	$78,520	$95,665	$113,325	$131,514	$150,249	$169,546
Cumulative Total Collected		**$14,790**	**$44,812**	**$90,525**	**$152,400**	**$230,919**	**$326,584**	**$439,909**	**$571,423**	**$721,671**	**$891,217**
FY Ending June 30		**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**
Total Assessed Value		$61,378,610	$63,219,969	$65,116,568	$67,070,065	$69,082,167	$71,154,632	$73,289,271	$75,487,949	$77,752,587	$80,085,165
Appreciation Percent		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Appreciation Amount		$1,787,727	$1,841,358	$1,896,599	$1,953,497	$2,012,102	$2,072,465	$2,134,639	$2,198,678	$2,264,638	$2,332,578
New Development											
Frozen Base		$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214
Assessed Value of Increment		$17,037,396	$18,878,755	$20,775,354	$22,728,851	$24,740,953	$26,813,418	$28,948,057	$31,146,735	$33,411,373	$35,743,951
Tax Rate per $1000 AV		11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118
Tax Increment Revenue, Gross		$189,422	$209,894	$230,980	$252,699	$275,070	$298,112	$321,844	$346,289	$371,468	$397,401
Cumulative Total Collected		**$1,080,639**	**$1,290,533**	**$1,521,513**	**$1,774,213**	**$2,049,283**	**$2,347,394**	**$2,669,239**	**$3,015,528**	**$3,386,996**	**$3,784,397**

Table 4

Incremental Assessed Value Projections - Concept Area 2

Moderate New Development

FY Ending June 30	Base Year 2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Total Assessed Value	$44,341,214	$45,671,450	$47,041,594	$49,864,090	$52,855,935	$56,027,291	$59,388,929	$62,952,264	$66,729,400	$70,733,164	$74,977,154
Appreciation Percent		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Appreciation Amount		$1,330,236	$1,370,144	$1,411,248	$1,495,923	$1,585,678	$1,680,819	$1,781,668	$1,888,568	$2,001,882	$2,121,995
New Development				$1,411,248	$1,495,923	$1,585,678	$1,680,819	$1,781,668	$1,888,568	$2,001,882	$2,121,995
Frozen Base	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214
Assessed Value of Increment		$1,330,236	$2,700,380	$5,522,876	$8,514,721	$11,686,077	$15,047,715	$18,611,050	$22,388,186	$26,391,950	$30,635,940
Tax Rate per $1000 AV		11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118
Tax Increment Revenue, Gross		$14,790	$30,023	$61,403	$94,667	$129,926	$167,300	$206,918	$248,912	$293,426	$340,610
Cumulative Total Collected		**$14,790**	**$44,812**	**$106,216**	**$200,882**	**$330,808**	**$498,109**	**$705,026**	**$953,938**	**$1,247,364**	**$1,587,974**
FY Ending June 30		**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**
Total Assessed Value		$79,475,783	$84,244,330	$89,298,990	$94,656,929	$100,336,345	$106,356,526	$112,737,917	$119,502,192	$126,672,324	$134,272,663
Appreciation Percent		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Appreciation Amount		$2,249,315	$2,384,273	$2,527,330	$2,678,970	$2,839,708	$3,010,090	$3,190,696	$3,382,138	$3,585,066	$3,800,170
New Development		$2,249,315	$2,384,273	$2,527,330	$2,678,970	$2,839,708	$3,010,090	$3,190,696	$3,382,138	$3,585,066	$3,800,170
Frozen Base		$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214	$44,341,214
Assessed Value of Increment		$35,134,569	$39,903,116	$44,957,776	$50,315,715	$55,995,131	$62,015,312	$68,396,703	$75,160,978	$82,331,110	$89,931,449
Tax Rate per $1000 AV		11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118	11.118
Tax Increment Revenue, Gross		$390,626	$443,643	$499,841	$559,410	$622,554	$689,486	$760,435	$835,640	$915,357	$999,858
Cumulative Total Collected		**$1,978,600**	**$2,422,243**	**$2,922,084**	**$3,481,494**	**$4,104,048**	**$4,793,534**	**$5,553,969**	**$6,389,608**	**$7,304,966**	**$8,304,823**

Estimate of Time Needed to Carry Out Plan Activities

ORS 457 imposes no time restrictions on carrying out an Urban Renewal Plan. As a policy question, however, there is an issue regarding how long the plan might operate before it generates sufficient revenue to pay off estimated project indebtedness, and return the values in the area to the tax rolls. The revenue projections shown in the tables above arbitrarily imposed a 20 year limit on the collection of tax increment revenue. That is the most common time frame for recent Urban Renewal Plans. Because most Urban Renewal Plans build revenues slowly, and gain revenue momentum in later years, communities with a lengthy or expensive project list may choose a longer plan duration to cover those costs. The plan duration is a local policy choice.

Estimate of Maximum Indebtedness to Carry Out Plan Activities

With the passage of Ballot Measure 50, ORS 457 requires that a "maximum indebtedness" figure be put into the Urban Renewal Plan. This figure represents the limit of the tax increment revenue that the city may take in to cover project costs, excluding interest on debt. ORS 457 imposes no restrictions on the maximum amount of indebtedness that can be inserted into an Urban Renewal Plan. The maximum indebtedness is based on good faith estimates of costs and inflation. No maximum indebtedness figure needs to be established at this feasibility stage. Projects and project costs should be defined through the public process in developing an Urban Renewal Plan, and at that time the maximum indebtedness for the plan will be established.

TAX IMPACTS OF CARRYING OUT A PLAN

As a result of Ballot Measure 50, the financial impacts of carrying out an Urban Renewal Plan have undergone radical change. Prior to the passage of this measure, Urban Renewal revenues were raised by a form of levy imposed on all property owners in the city that initiated the Urban Renewal Program. Thus, Urban Renewal resulted in an increase in total taxes paid by property owners.

Under Oregon's tax rate based system of property taxes, total tax rates will not change as a result of adopting an Urban Renewal program. Thus, there will be no effect on taxpayers resulting from establishment of an Urban Renewal District. Instead, the potential revenues raised by taxing bodies will be affected. New values created within the Urban Renewal Area after the formation of the Renewal District (these values are called "incremental" or "excess" values) will not be available to other taxing bodies for raising property tax revenues. The revenues from those incremental values will instead be directed to the Renewal Agency for purpose of paying off indebtedness to carry out project activities. The effects of this foregone revenue will vary with the size of the tax bodies, tax

rates, and the cumulative level of incremental values in the Urban Renewal Area.

Local Impacts

Taxing districts are understandably concerned about the impact of urban renewal on their future tax revenues. During the operation of an Urban Renewal Plan, the taxing districts will forego any increase in property taxes within the Urban Renewal Area. The reason for pursuing Urban Renewal is to increase the value of properties in the Urban Renewal Area, thereby increasing the property tax revenues. At the termination of an Urban Renewal Agency, taxing districts will receive the benefit of the use of Urban Renewal, if the Urban Renewal Agency was successful at increasing the taxable assessed value.

To the extent that urban renewal investment is successful in stimulating new taxable development, not all of the foregone revenues should truly be categorized as impacts to taxing districts. Successful urban renewal areas cause new development to occur, above and beyond the level that would have occurred without urban renewal within the same time period. In these situations, the increase in property taxes due to new development would not have existed, but for the Urban Renewal Agency, so even though these tax revenues show up as Tax Increment Financing, and as foregone revenues, they really should not be counted as a negative impact to taxing districts. The analysis in this feasibility study was not conducted at the detailed level required to estimate the portion of Tax Increment Revenue in the proposed new Urban Renewal District that would likely be generated by new development dependent upon urban renewal investment.

In general, the city that forms the Urban Renewal Agency tends to have the largest share of the overall tax rate, and therefore will sustain the most revenue foregone. It is important to note that, under present funding formulas for Oregon K-12 schools, establishing an Urban Renewal District does not impact the per-student revenue for schools. The funding per student is derived from a complex formula that establishes a uniform statewide per student funding level. The amount of funds received by the Newberg School District is determined by this formula, not by the amount of property taxes raised locally. (There may be an aggregate impact of tax increment financing statewide on the total funds available for all K-12 School Districts and ESD's but it is difficult to measure.) Yamhill County and other taxing districts receiving taxes from citizens in the proposed boundary/district areas. Efforts will need to be made to discuss those impacts with these taxing districts.

Table 5

20-Year Tax Revenues Foregone by Taxing Districts

Affected by the Proposed Dundee Urban Renewal District

Concept Area 2 - Moderate Growth

	Yamhill County		Yamhill Co. Extension		Yamhill County Soil & Water		Newberg School District*		Willamette ESD		City of Dundee		Chehalem Parks & Recreation		Portland Community College	
Year	Tax Rate	Revenue Foregone	Tax Rate	Revenue Foregone	Tax Rate	Revenue Foregone	Tax Rate	Revenue Foregone	Tax Rate	Revenue Foregone	Tax Rate	Revenue Foregone	Tax Rate	Revenue Foregone	Tax Rate	Revenue Foregone
2016	2.5775	$0	0.0449	$0	0.0354	$0	4.6616	$0	0.2967	$0	2.3115	$0	0.9076	$0	0.2828	$0
2017	2.5775	$3,429	0.0449	$60	0.0354	$47	4.6616	$6,201	0.2967	$395	2.3115	$3,075	0.9076	$1,207	0.2828	$376
2018	2.5775	$6,960	0.0449	$121	0.0354	$96	4.6616	$12,588	0.2967	$801	2.3115	$6,242	0.9076	$2,451	0.2828	$764
2019	2.5775	$14,235	0.0449	$248	0.0354	$196	4.6616	$25,745	0.2967	$1,639	2.3115	$12,766	0.9076	$5,013	0.2828	$1,562
2020	2.5775	$21,947	0.0449	$382	0.0354	$301	4.6616	$39,692	0.2967	$2,526	2.3115	$19,682	0.9076	$7,728	0.2828	$2,408
2021	2.5775	$30,121	0.0449	$525	0.0354	$414	4.6616	$54,476	0.2967	$3,467	2.3115	$27,012	0.9076	$10,606	0.2828	$3,305
2022	2.5775	$38,785	0.0449	$676	0.0354	$533	4.6616	$70,146	0.2967	$4,465	2.3115	$34,783	0.9076	$13,657	0.2828	$4,255
2023	2.5775	$47,970	0.0449	$836	0.0354	$659	4.6616	$86,757	0.2967	$5,522	2.3115	$43,019	0.9076	$16,891	0.2828	$5,263
2024	2.5775	$57,706	0.0449	$1,005	0.0354	$793	4.6616	$104,365	0.2967	$6,643	2.3115	$51,750	0.9076	$20,320	0.2828	$6,331
2025	2.5775	$68,025	0.0449	$1,185	0.0354	$934	4.6616	$123,029	0.2967	$7,830	2.3115	$61,005	0.9076	$23,953	0.2828	$7,464
2026	2.5775	$78,964	0.0449	$1,376	0.0354	$1,085	4.6616	$142,812	0.2967	$9,090	2.3115	$70,815	0.9076	$27,805	0.2828	$8,664
2027	2.5775	$90,559	0.0449	$1,578	0.0354	$1,244	4.6616	$163,783	0.2967	$10,424	2.3115	$81,214	0.9076	$31,888	0.2828	$9,936
2028	2.5775	$102,850	0.0449	$1,792	0.0354	$1,413	4.6616	$186,012	0.2967	$11,839	2.3115	$92,236	0.9076	$36,216	0.2828	$11,285
2029	2.5775	$115,879	0.0449	$2,019	0.0354	$1,592	4.6616	$209,575	0.2967	$13,339	2.3115	$103,920	0.9076	$40,804	0.2828	$12,714
2030	2.5775	$129,689	0.0449	$2,259	0.0354	$1,781	4.6616	$234,552	0.2967	$14,929	2.3115	$116,305	0.9076	$45,667	0.2828	$14,229
2031	2.5775	$144,327	0.0449	$2,514	0.0354	$1,982	4.6616	$261,027	0.2967	$16,614	2.3115	$129,433	0.9076	$50,821	0.2828	$15,835
2032	2.5775	$159,844	0.0449	$2,784	0.0354	$2,195	4.6616	$289,091	0.2967	$18,400	2.3115	$143,348	0.9076	$56,285	0.2828	$17,538
2033	2.5775	$176,293	0.0449	$3,071	0.0354	$2,421	4.6616	$318,838	0.2967	$20,293	2.3115	$158,099	0.9076	$62,077	0.2828	$19,343
2034	2.5775	$193,727	0.0449	$3,375	0.0354	$2,661	4.6616	$350,370	0.2967	$22,300	2.3115	$173,735	0.9076	$68,216	0.2828	$21,256
2035	2.5775	$212,208	0.0449	$3,697	0.0354	$2,915	4.6616	$383,795	0.2967	$24,428	2.3115	$190,308	0.9076	$74,724	0.2828	$23,283
2036	2.5775	$231,798	0.0449	$4,038	0.0354	$3,184	4.6616	$419,224	0.2967	$26,683	2.3115	$207,877	0.9076	$81,622	0.2828	$25,433
Total		**$1,925,318**		**$33,539**		**$26,443**		**$3,482,080**		**$221,626**		**$1,726,623**		**$677,951**		**$211,243**

* School District revenues foregone are backfilled by State.

SUMMARY OF URBAN RENEWAL FEASIBILITY FINDINGS

The previous sections of this analysis have provided information on each of the key issues that should be evaluated in making the decision to proceed with an Urban Renewal Plan. In summary, the feasibility findings are as follows:

- There are limitations in the existing City Charter to completing the process of establishing an Urban Renewal Agency. The City Council should either build the necessary elections into the timeframe for the process or look at whether to ask the voters if they want to modify the City Charter to facilitate the implementation of Urban Renewal in Dundee. A thorough and open public process is the correct path to developing a successful plan.

- Both proposed concept areas are within the acreage and total value limits established by ORS 457.

- Both concept areas proposed contain blight conditions as defined by ORS 457.

- The potential project activities appear to be eligible for Urban Renewal funding.

- The assumptions used in estimating Urban Renewal revenues appear to be conservative, good faith estimates.

- The duration needed to carry out plan activities is initially estimated at twenty years, and is typical of the duration usually required for newly adopted Urban Renewal Plans.

- The potential revenues appear adequate to meet typical Urban Renewal Plan objectives. Decisions on the use of resources will be made annually in the City's budget process.

- The level of possible plan activities that can be accomplished will depend on which concept area the Council decides to use for the ultimate Urban Renewal District if it is created.

On this basis, it appears there are no technical or legal obstacles to the feasibility of establishing an Urban Renewal Plan for either concept area shown on the boundary maps. Proceeding with an Urban Renewal Plan is a policy matter for the City Council to decide. However, based on the recommendation of the City Attorney, it is advisable to clarify and/or amend the current language in the City Charter before attempting to proceed with the development of an

Urban Renewal District and Plan. (See Attachment D for complete letter from the City Attorney.)

DOES URBAN RENEWAL MAKE SENSE FOR DUNDEE?

The findings in the report show that under 'no growth' and 'moderate growth' scenarios, the revenues from an Urban Renewal District would be between the $2.1 – $3.7 million range for Concept Area 1 - - which is not a lot of money when weighed against the costs of some of the proposed projects. For Concept Area 2, the range would be in the $3.7 – $8.3 million which would allow the city more flexibility in funding projects. That said, either boundary would provide additional funds for making improvements in the City of Dundee/Highway 99W core. The funds can be used to help fill project gaps; to help assemble property for redevelopment; and as a tool to help facilitate new development.

In addition to its value as a 'tool', having an Urban Renewal District in place is also a signal to developers that the community is actively planning for the redevelopment of blighted or underutilized areas of town.

In considering whether or not to pursue an Urban Renewal District, it should be kept in mind that Urban Renewal is not a fix-all but a valuable tool for redevelopment. It is also important to remember that if a city adopts an Urban Renewal District, then the real success (and higher Urban Renewal revenues) comes when redevelopment goes beyond the 'no growth' or 'moderate growth' scenarios and results in a much higher level of redevelopment activity.

END NOTE

This feasibility report does not have legal status as an Urban Renewal Plan. It is prepared for information purposes. The City of Dundee would have to take numerous procedural steps, all in conformance with ORS 457 and the City's Charter, in order to create an Urban Renewal District and an Urban Renewal Plan.

Attachment A

City of Dundee URA Concept Area #1

URA Concept Area #1

Area:3,969,922 SF (91.1 Acres)
10.3% of Total City Area

Assessed Value: $29,644,466
9.2% 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

N W E S

r:/city/dundee/URA Concept 1.mxd 9/10/15 LH

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Attachment B

City of Dundee URA Concept Area #2

URA Concept Area #2

Area: 5,646,403 SF (129.6 Acres)
14.7% of Total City Area

Assessed Value: $50,470435
15.6% 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

N W E S

r:/city/dundee/URA Concept 2.mxd 9/10/15 LH

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Attachment C

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	825,000	TSP P2
			12,460,000	
	Water Lines:			
18	Hyw 99W 400 ft of 10" Upgrade 4"	1st - 2nd	80,000	2009 Water Plan Update
19	Hyw 99W 300 ft of 10" Upgrade 4"	South of 5th	60,000	2009 Water Plan Update
20	Hyw 99W 150 ft of 10" Upgrade 4"	North of 11th	30,000	2009 Water Plan Update
21	Hyw 99W 400 ft of 10" Upgrade 4"	12th - 13th	80,000	2009 Water Plan Update
22	Hyw 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	224,000	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	150,000	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	600,000	2011 Vision Project
			1,030,000	

Attachment D

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LEGAL MEMORANDUM

TO: Rob Daykin

FROM: Peter Watts

DATE: July 1, 2015

RE: **Process For Adopting an Urban Renewal Agency and Plan**
File No. 50249-37340

PRIVILEGED AND CONFIDENTIAL
ATTORNEY-CLIENT COMMUNICATION

Question Presented

You have asked us to summarize the process and timeline for adopting an urban renewal Agency and a plan under the provisions in the Charter, identify the state law changes that have been made since the current Charter provisions were adopted and recommend changes to streamline the process for adopting an urban renewal Agency or plan.

Timeline and Issues

Chapter XI, Urban Renewal, is drafted in a way that will make it incredibly difficult, and time consuming, for the city to utilize Urban Renewal, even if there is wide community support. While it is not unusual to have a voter approval requirement, to authorize the use of Urban Renewal, I am not familiar with any other city that has voter requirements similar to the requirements found in Chapter XI. I suspect that some of the issues, and ambiguity, in this chapter were unintentional, though it's possible that they were by design. Regardless of the intent of the drafters, the word choices that they made have very real consequences, and ambiguous terms with the potential for multiple reasonable interpretations could create substantial legal risk for the city.

Section 53, requires voter determination that a need exists because there are "blighted areas" existing in Dundee and that the "solution" is through "an Urban Renewal District and Agency." This vote is specified to occur at a "general election." A general election is defined in ORS 254.056, which reads, the "general election shall be held on the first Tuesday after the first Monday in November of each even-numbered year." As a result of this the voter "need"

determination, could next be on the ballot in November of 2016. The section also specifies that such determination "shall be without an emergency clause." Practically speaking, ordinances with emergency clauses, cannot be referred, and go into effect immediately, and ordinances without emergency clauses can be referred and go into effect 30 days after enactment. By not allowing an emergency clause to be used, the section makes the decision to refer the question, regarding "need", referable to voters, and also impacts the timing of adoption of the ordinance. For instance, if the City Council passed the Ordinance in early July, a resident could submit a petition to refer it, and would then have 90 days (early October) under state law, to collect the signatures. Thus, regardless of whether the referral was successful, the city would have missed the submission deadline, and would need to wait two years.

Section 54, covers the next steps if a "need" is found. If voters find a "need," the city council is authorized to establish an Urban renewal agency, after voter approval at a general election." While it is not entirely clear, one possible interpretation is that the voter approval requirement is the vote required in Section 53, however this is countered by the language in Section 55. Ultimately, this is an interpretation that council will need to make, and there are multiple plausible interpretations under the Charter. Given the level of ambiguity, and the fact that there do not appear to be any minutes related to the drafting or adoption of this Charter Chapter, council has very little guidance beyond the language in the Charter itself.

Assuming the Agency is established, Under Section 54, it is authorized "to develop an Urban Renewal District plan describing the adopted district boundaries, activities within, financing plan, general operations, resources, annual reports, and proposed results." Practically speaking, the Agency will have little autonomy to make determinations regarding the district boundaries, as Section 55 provides: "Urban Renewal District Boundaries shall be those lines drawn on a map and **submitted to the voters as part of the District and Agency formation.** The Urban Renewal District Board of Directors may add no more than ten (10%) additional area to the District than initially approved by the voters." *Emphasis added.*

Practically speaking, many of the tasks delegated to the Agency would regularly be determined prior to the formation of district boundaries, because it is those decisions that would drive the formation of a district. However, the plain language of Section 55 specifies district boundaries are established at the same time, as agency authorization. In the event that the city council interpreted the Charter Provision, to authorize the Agency to do the planning to develop the District plan first, it would push the district boundary vote to November of 2020.

Section 56 specifies that "upon creation of the Agency there is established an Urban Renewal District Board of Directors consisting of the City Council." The Section further specifies that "City Council may choose to appoint five (5) additional directors whose terms shall be no more than two years." This gives the City Council the choice of appointing five additional directors, or not appointing five additional directors. However, appointment of the five additional

directors will create an even number of Directors, which could result in tie votes, with no tie-breaker specified.

Section 58, establishes which funds are available, and again, the word choices cause some interesting outcomes and ambiguity. Section 58 provides, "Property value added **as a result of actions by the Urban Renewal District** or through property value appreciation shall be used as the basis for calculating the tax increment available to the District." *Emphasis added.* Practically, the bulk of Urban Renewal funds are generated through private sector new construction, not due to the actions of the District, or through property value appreciation. While the infrastructure or amenities, built by the Urban Renewal Agency, may make it more attractive to the private sector, those amenities in and of themselves, probably will not generate much in the way additional funds. If the district is unable to capture the increased taxes, paid by new development, and instead needs to rely on annual appreciation, capped statutorily at 3%, the overall of effectiveness will be compromised.

It is possible that the city council could interpret Section 58 to mean that taxes generated by new construction, were part of the funds available for district projects. While the city council is entitled to broad discretion on code/charter interpretation issues, a determination counter to the plain language of the text of the Charter does expose the city to legal risk, and risk of litigation. Because decisions coming out of that interpretation involve the spending of money, or authority to spend money, it is particularly important that the city proceed with caution. In the event, that the city council was to make the "new construction tax revenue is available" determination, I would strongly suggest that the city council file a legal action under ORS 33.710 and ORS 33.720 to get prior judicial examination and determination of the interpretation. Although, ORS 33.710 is designed to occur on an expedited basis, the current litigation I am involved in under ORS 33.710 has been going on for in excess of 14 months.

Section 58 also provides that "[i]f the Urban Renewal District Plan includes tax incremental financing of District indebtedness, the Board of Directors shall refer to the voters, at a regular election, the question of authorizing such debt." "Regularly scheduled elections" are defined in ORS 221.230 as "[t]he second Tuesday in March; [t]he third Tuesday in May; [t]he third Tuesday in September; **or** [t]he first Tuesday after the first Monday in November." *Emphasis in the original.* The voter referral requirement for "tax incremental financing of District indebtedness" could create huge issues, since the voter approval is not limited to "bonded indebtedness." The term "District indebtedness" could easily be interpreted to require voter approval of all spending decisions involving the use of "tax increment financing." Again, because this question involves the authority to spend money, I would strongly recommend the city council file an ORS 33.710 action and get judicial interpretation and determination, prior to taking action.

Finally, although the Agency is authorized to adopt a "financing plan" under Section 54, if each spending decision needs to be authorized by the voters, then the plan will have little utility.

Recommended Course of Action

Tax Increment Funding, and the use of Urban Renewal in Oregon, is an incredibly complex financing tool, and it is difficult to explain all of the nuances. There are strong opponents of Urban Renewal, who oppose cities ability to use it as a financing tool. Currently, the city has had preliminary discussion regarding studying the feasibility of Urban Renewal as a financing tool, but no determination has been made regarding feasibility. Setting aside the issues related to Chapter XI, if a study is done and it is determined that Urban Renewal is not a feasible option, then there is no urgency to address the drafting issues related to Chapter XI. Proceeding with a preliminary feasibility study will not trigger the Chapter XI, process.

If a study is done, and it is determined that Urban Renewal is feasible, then I strongly recommend that the city seek voter approval to amend and clarify Chapter XI. What that looks like, and how many voter authorizations are needed is a decision for you as policy makers, not for me as city attorney. If the intent of the drafters is to require a vote on Urban Renewal then there are undoubtedly ways that can be achieved, through the amendment of Chapter XI. But, until the ambiguities related to available funds, authority to spend those funds, and need for voter approval of each spending decision, are clarified, I cannot in good faith recommend that the city proceed with even the initial "need" vote under the current Chapter XI. There is simply too much legal risk. And, the cost of litigation, if there is litigation, will be prohibitively high.

CITY of DUNDEE Oregon

To: **Dundee City Council**

From: **Greg Reid, City Engineer**

Date: **12/30/2015**

Re: **Basin 3 Storm Drainage Issues at Fir Court and Charles Street**

During recent and past heavy rain events deficiencies in the storm drainage systems in the vicinity of Fir Court and Charles Street have resulted in high water and flooding that has affected several properties including one house being flooded along the southern end of Charles Street. In response to the past flooding event, the City requested Kennedy/Jenks (KJ) to perform a capacity analysis for the Fir Court and Charles Street storm drainage systems. See the attached Memo from Kennedy/Jenks dated October 20, 2014.

Kennedy/Jenks Findings

The KJ analysis identified the following four primary deficiencies that contribute to the drainage issues in this area.

1. 11th Street Culvert located East of Falcon Crest Drive: This culvert allows water from the land on the north side of 11th Street to drain beneath 11th Street and then to the south across the existing orchard towards the back of the properties on the west side of Fir Court. The 2006 Storm Water Master Plan indicated that improvements were needed to capture this flow and drain it to the 30" system extending down 11th Street to Alder which has not been completed.

2. An apparent ditch exists along the back side of the Fir Court properties that is inadequate to convey the water and allows the flow from the orchard and water from the 11th Street culvert to drain to the backyards of the houses in this area. Private inlets have been installed that convey a portion of this flow to the Fir Court drainage system that discharges down 13th Street to Myrtle Street. This additional flow contributes to downstream capacity issues that appear to also contribute to the flooding at Charles Street.

3. The 13th Street drainage system is under capacity due to relatively flat pipe slopes which reduces the conveyance capacity.

4. The conveyance system at the south (lower) end of Myrtle Street at Niederberger appears to be bottlenecked by an undersized pipe and shallow slopes. This appears to be creating a downstream backwater affect that could back up into the Charles Street system and contribute to the flooding.

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Site Observations

A site visit after the recent flooding event revealed a significant volume of water flowing through the 11th Street culvert towards the back side of Fir Court. This water is partially diverted to the south down 13th to Myrtle where it contributes to the backwater issues affecting the Charles Street drainage capacity. The remaining flow continues to the southeast towards a private collection system along the back (west) side of the Charles Street properties. The private collection system discharges to Charles Street where it contributes to the backwater and capacity issues. During the recent flooding event, the capacity of the private system was exceeded (and/or backwater affects reduced the flow capacity) and surface flow was observed around the residences and into Charles Street where it flooded the lower residence on the east side of Charles Street.

Public Works observations during the storm event also identified capacity issues along the ditch on the north side of Niederberger. It appears that the flow in the ditch exceeds the capacity of the driveway culvert for the residence on the NW corner of Niederberger and Charles which causes the flow to jump the ditch and flow across the driveway into Charles and further contribute to the flooding issues.

Recommendations

Upon review of the KJ analysis and considering the site observations, it is my recommendation to prioritize the diversion of the 11th Street culvert flows to the 30" pipe down 11th Street to Alder. It appears that this flow contributes to all of the capacity issues identified within the KJ analysis and appears to likely be the primary contributor to the flooding and capacity issues on Charles Street. Although KJ recommended a 12" pipe be installed to convey these flows to the 30" pipe, it is my recommendation to consider a 24" pipe to accommodate the significant existing flows observed during the last flooding event and to accommodate future development in this area. It is also worth noting that an overflow basin exists along 11th Street that is connected to the 30" pipe that PW staff has not observed to have filled with water which further adds to the ability of the 30" pipe system to accommodate the additional flows. The estimated cost of the 24" pipe (~160 feet) and a ditch inlet that is anticipated to be needed to divert this flow is $38,260.

Although diversion of the 11th Street flows should help to reduce the frequency of flooding and improve the capacity of the systems in this area, it is recommended that the flow capacity issues at the south end of the Myrtle Street and along the Niederberger ditch continue to be monitored and evaluated. A means of diverting these flows across Niederberger should be considered to further help relieve the capacity issues at Charles Street and possibly eliminate the need to upgrade the pipes along Myrtle and 13th Streets.*

*Note: Following preparation of this memo I was contacted by Ray Doyle, 1491 SW Charles Street to discuss the flooding issues in the Charles Street/Neiderberger area. Mr. Doyle's property has been subjected to flooding on multiple occasions during significant storm events. The City Engineer and I plan on meeting with Mr. Doyle to gather more information on the surface water flow patterns from outside the city limits. We will update the Council on these additional findings at the January 5 meeting, which may include some modifications to the recommendations in this memo. Rob Daykin, City Administrator

20 October 2014

Memorandum

To: Rob Daykin, City Administrator

Charles Eaton, City Engineer

From: Michael Humm, P.E

Subject: Update to the Dundee Storm Drainage Master Plan, Basin 3
K/J 1291017*00/06

Introduction and Purpose

The City of Dundee, OR (City) has requested Kennedy/Jenks Consultants (Kennedy/Jenks) to provide stormwater capacity analysis for two discrete locations, SW Fir Court and Charles Street, which have recently experienced high water and localized flooding events. City Staff indicated these two locations are subject to flooding during rain events, likely due to insufficient downstream conveyance capacity. Given this information, the City has asked Kennedy/Jenks to evaluate these two existing systems, determine deficiencies, and provide recommended alternatives and costs to restore capacity.

Existing Stormwater Master Plan Background

The City currently operates the stormwater system based on the findings and recommendations presented in the 2006 Stormwater Master Plan. This Master Plan delineated six stormwater basins and presented findings and improvement projects based on two design storm events, the 50-Year Santa Barbara Urban Hydrograph (SBUH) or the 25-Year Rational Method. The City is currently in the process of revisiting their Public Works Standards and will be adopting the 25 Year SBUH as its design storm event. Therefore, the City has asked Kennedy/Jenks to use the 25 year SBUH event as the basis for recommendations resulting from this stormwater evaluation.

Description of Problem Area

SW Fir Court

The SW Fir Court stormwater system is comprised of curb and gutter with catch basins and hard piped conveyance. Surface flows are collected in catch basins at the northern, midpoint, and southern ends of SW Fir Court. The piping network consists of 12-inch (”), 24”, and 36” stormwater piping that conveys flows to the east along 13th Street to Myrtle Street where flows are directed south, ultimately crossing Niederberger Road (Niederberger) and discharging into open conveyance to the south.

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High water and flooding issues have manifested at the southern end of the cul-de-sac, specifically impacting parcels along the west side and south end of the street. City staff noted this area is particularly prone to water as the upstream fields have broken tile drainage systems that shed water into and towards this development. Additionally, an orifice restriction installed within the development's stormwater outlet pipe is thought to contribute to reduced conveyance capacity.

Charles Street

Charles Street stormwater system is comprised of curb and gutter, but only includes catch basins at the southern end of the street. Surface flows are collected along the gutter and conveyed south to the catch basin. The southern end of Charles Street is slightly elevated, resulting in a low spot at the catch basins. Flows, therefore, are isolated on Charles Street and piped east through a 12" pipeline from Charles Street to Myrtle Street in between parcels. This system ties into the Myrtle Street main line which is discharged into the roadside open conveyance on the north side of Niederberger, ultimately crossing Niederberger into the open conveyance to the south.

The Charles Street conveyance system experiences high water conditions along the south west end of the street. These parcels abut open property to the west and utilize backyard catch basins to provide stormwater collection and conveyance. This system is comprised of both 12" and 8" conveyance piping, ultimately tying into the Charles Street piped system.

Stormwater System Modeling Summary

The drainage basin under evaluation includes areas outside the limits of the existing Stormwater Master Plan. Therefore, Kennedy/Jenks completed additional stormwater modeling using the SBUH and the 25-Year flow event. Development of this modeling effort required basin delineation and characterization including a site visit to field verify City stormwater maps as well as sub-basin flow directions.

Flows developed through the modeling, coupled with the published SBUH 25-Year flow for future conditions provided in Appendix C of the Master Plan, were used to allocate flow throughout the basin. The existing piped system was surveyed to provide pipe slopes necessary to evaluate capacity as well as size proposed pipe improvements discussed below.

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Memorandum

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20 October 2014
K/J 1291017*00
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Findings

System modeling, existing pipe network size and slope, along with the field evaluation identified a number of deficiencies contributing to the problems along both SW Fir Court and Charles Street. It should be noted that while these are being described as two separate systems, issues upstream of Fir Court as well as some of the capacity issues along Fir Court contribute to the problems manifested at the Charles Street location. A summary of the key factors resulting in the capacity issues are described below and indicated on the existing deficiency figure.

11th Street Culvert: A 12" culvert north/south under 11th Street connects upland flows to the lower basin. The Master Plan indicates that flow from the basin north of 11th was expected to be diverted to the east along 11th Street, connecting into the existing 30" piped conveyance along 11th and subsequently discharging into the Alder Street open conveyance. The Master Plan analysis shows that this system has surplus flow capacity to convey what is currently passing through the 11th Street culvert. As the system currently functions, any flow that passes through the culvert is directly conveyed to the back side of the west Fir Court tax lots due to surface topography.

SW Fir Court Backyard Ditchline: A semblance of a ditch was field located along the backyard fenceline on the west side of the SW Fir Court properties. A rocked path parallel the fencelines resembled a ditch; however, was found to be quite shallow and in most cases at grade with the bottom of the fences. Without a more defined cut-off ditch, topography allows surface flows to be directed into the backyard properties along the west side of SW Fir Court.

13th Street Conveyance: Pipe inverts provided by the survey indicate the 13th Street conveyance system is shallowly sloped. While the pipelines appear to be relatively large, the minimal slope along the alignment significantly impairs conveyance capacity. The existing system is undersized for current flow conditions.

Niederberger Roadway Conveyance: The conveyance system at the lower end of Myrtle Street and along Niederberger appears to be bottlenecked by undersized pipe and shallow slopes. Staff have noted that backwater effects at Myrtle Street and Niederberger routinely develop. While unconfirmed by the field reconnaissance during dry weather, this type of backwater indicates a downstream restriction is likely. Additionally, while the Charles Street conveyance system was found to be generally sized appropriately for expected flows, it appears this downstream backwater could be the cause of reduced capacity along Charles Street.

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Options

Four options were developed to address the basin wide deficiencies noted above, with the following three improvement locations being the same for all three options:

- Redirect the 11th Street culvert to prevent stormwater from north of 11th Street from flowing into the Fir Court area. Redirecting the flow into the 11th Street system is inline with the recommendations within the current Master Plan.
- Provide additional conveyance capacity to the system at the south end of Myrtle Street and north side of Niederberger by redirecting flow to the south side of Niederberger.
- Redefine an existing ditch along the backside of the west Fir Court tax lots to intercept surface runoff from the adjacent field and convey south along the property lines.

Option 1 and 1b generally consist of increased pipe conveyance along existing conveyance alignments, namely across 13th Street. The intention of this strategy is to move collected water though the stormwater system as efficiently as possible, thereby increasing capacity for large storm events. These options include the following improvements:

- Installation of hard pipe conveyance from backside of Fir Court to the existing conveyance system on the east side of Fir Court.
- Replacement of pipe along 13th Street.
- *1(a)* Installation of a new pipe on 13th Street between Myrtle Street and Alder Street, and new pipe down Alder Street to intercept existing system.
- *1(b)* Replacement of pipe along Myrtle Street to Niederberger Road.

Option 2 consists of routing flow south along private property to the south of Fir Court. This alignment decreases flows entering the Fir Court collection system and provides additional capacity across Niederberger. The improvements would consist of the following:

- Installation of hard pipe conveyance system from west side of Fir Court properties down property line to Niederberger Road.
- Installation of pipe under Niederberger Road.
- Installation of pipe and replacement of culverts along south side of Niederberger Road.

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Memorandum

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20 October 2014
K/J 1291017*00

Option 3 is similar to option 2, but flows are routed down the property line behind the west Charles Street parcels. This option would also move stormwater to the south side of Niederberger; however, it would allow for collection of stormwater from the existing conveyance system at the south end of Fir Court and along the west side of Charles Street. The improvements would consist of the following:

- Pipe along south side of Fir Court to the property line on the west side of Charles Street.
- Installation of pipe under Niederberger Road.
- Installation of pipe and replacement of culverts along south side of Niederberger Road.

Proposed Improvement Costs

The cost estimates presented were prepared using similar assumptions provided in the Master Plan. Costs presented in the Master Plan are presented in 2006 dollars, so the Construction Cost Index was used to translate presented costs into 2014 dollars. The Engineer's opinion of probable costs at this conceptual design level of detail includes a 30 percent (%) construction contingency. The estimate level of accuracy is -20%/+30% and the detailed Cost Estimate is included in Attachment 3. Costs presented below include both the estimated Construction Cost and the estimated Project costs which incorporate a 20% engineering, legal, and administration markup.

Estimated Construction Costs

Alternative	Construction Cost	Project Cost
Option 1	$ 310,000	$ 372,000
Option 1b	$ 280,000	$ 336,000
Option 2	$ 290,000	$ 348,000
Option 3	$ 290,000	$ 348,000

Note:
Presented costs do not include necessary property easements associated with Options 2 and 3.

Other Considerations

We understand the City is interested in phasing these improvements and is interested in a near term project, likely completed by City staff. Of the improvements necessary, the installation of additional capacity across Niederberger or the redirection of the 11th Street culvert are two components of the overall recommended solution that could be well suited. Both of these will have immediate impacts; however, the quantification of this benefit is somewhat difficult to determine. Providing additional capacity across Niederberger will relieve the open conveyance along Niederberger and would help eliminate the backwater effects reaching upstream towards

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the Charles Street system. Additionally, redirecting flow out of the basin and into the 11th Street collection system, as recommended by the Master Plan, will help reduce the flows developing further downstream in the basin.

Recommended Option

While options 2 and 3 provide viable alignments, in addition to being nominally more costly, both require the City to secure permanent easements on private property, costs currently not included in overall Project Costs presented.

While typically Kennedy/Jenks would recommend a single option, both Options 1 and 1b are being recommended for City consideration. Option 1b is the least costly of the options presented however; Option 1 includes installation of a 48" pipeline along Alder street between node "I" and "J" that could be installed as part of future development. The Master Plan had identified this Alder Street 48" pipe to replace the open conveyance and the southern portion recommended by the Master Plan was installed during the development of the Red Hills Inn property. Therefore, the City could weigh the desired timing of the stormwater improvement project against potential development timing. The 48" pipeline in question is estimated to cost approximately $70,000 construction cost (inclusive of markup).

Enclosures:

- Current Deficiency Figure
- Option 1 Figure
- Option 1b Figure
- Option 2 Figure
- Option 3 Figure
- Cost Estimate
- Flow Capacity Calculations

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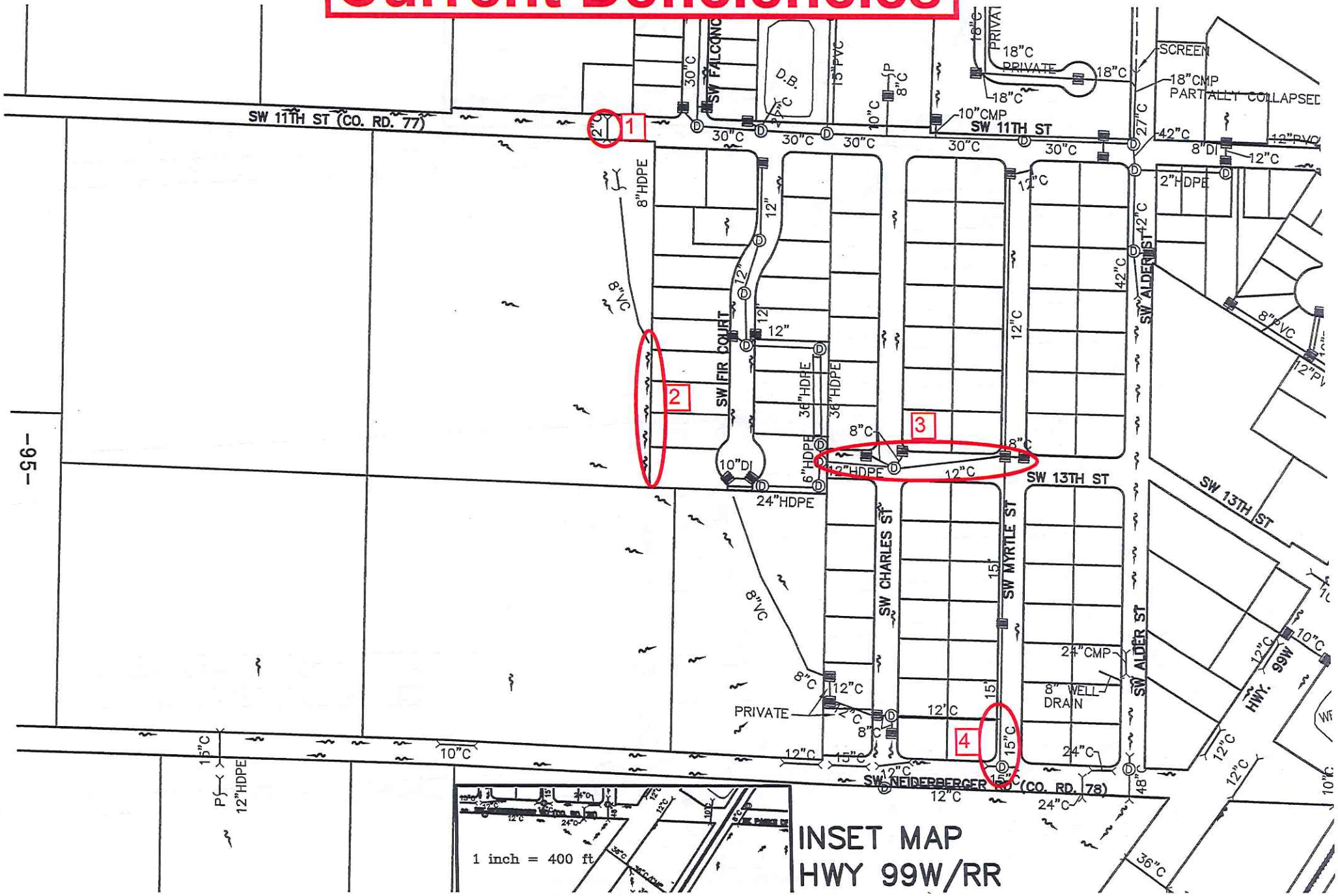
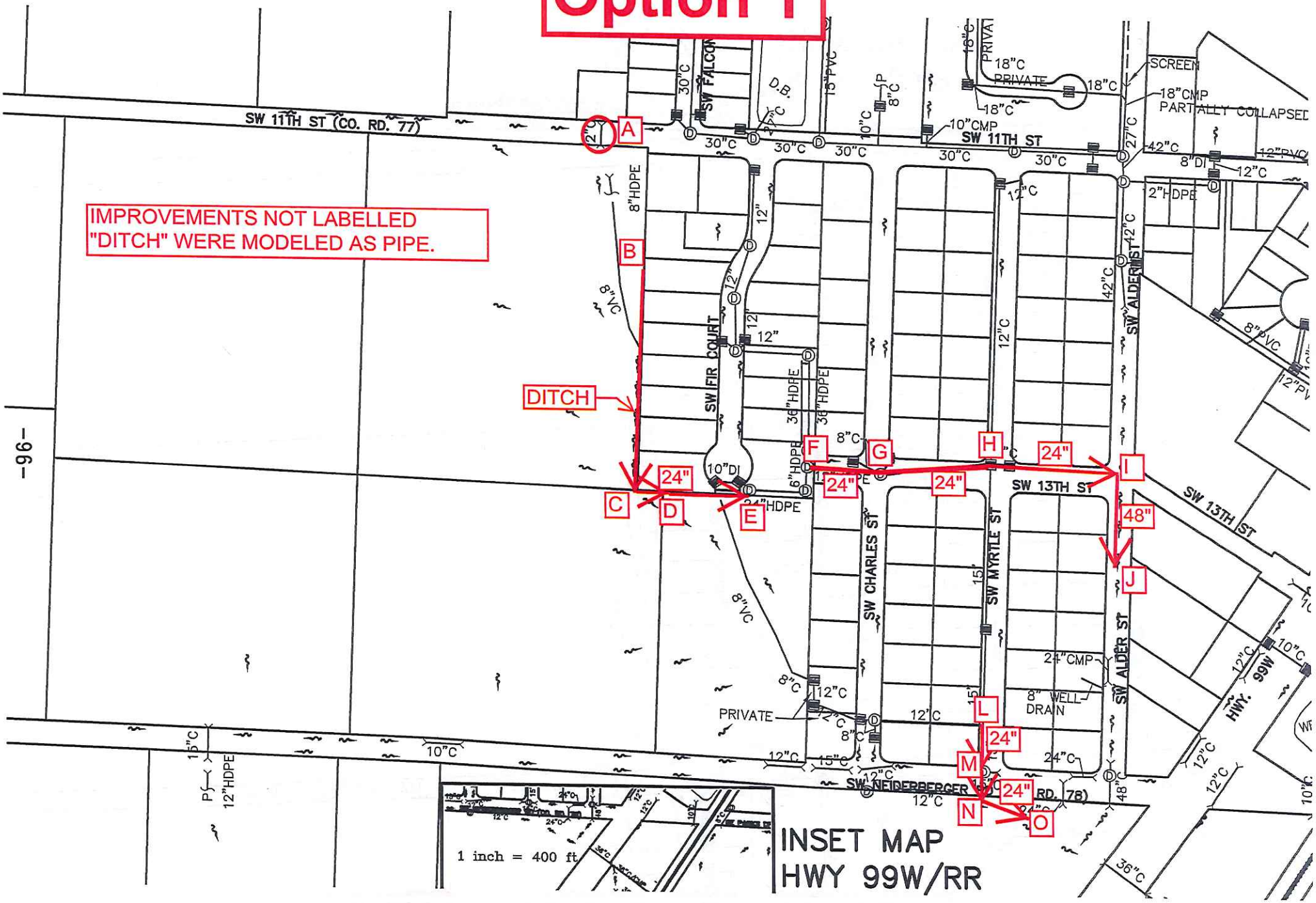
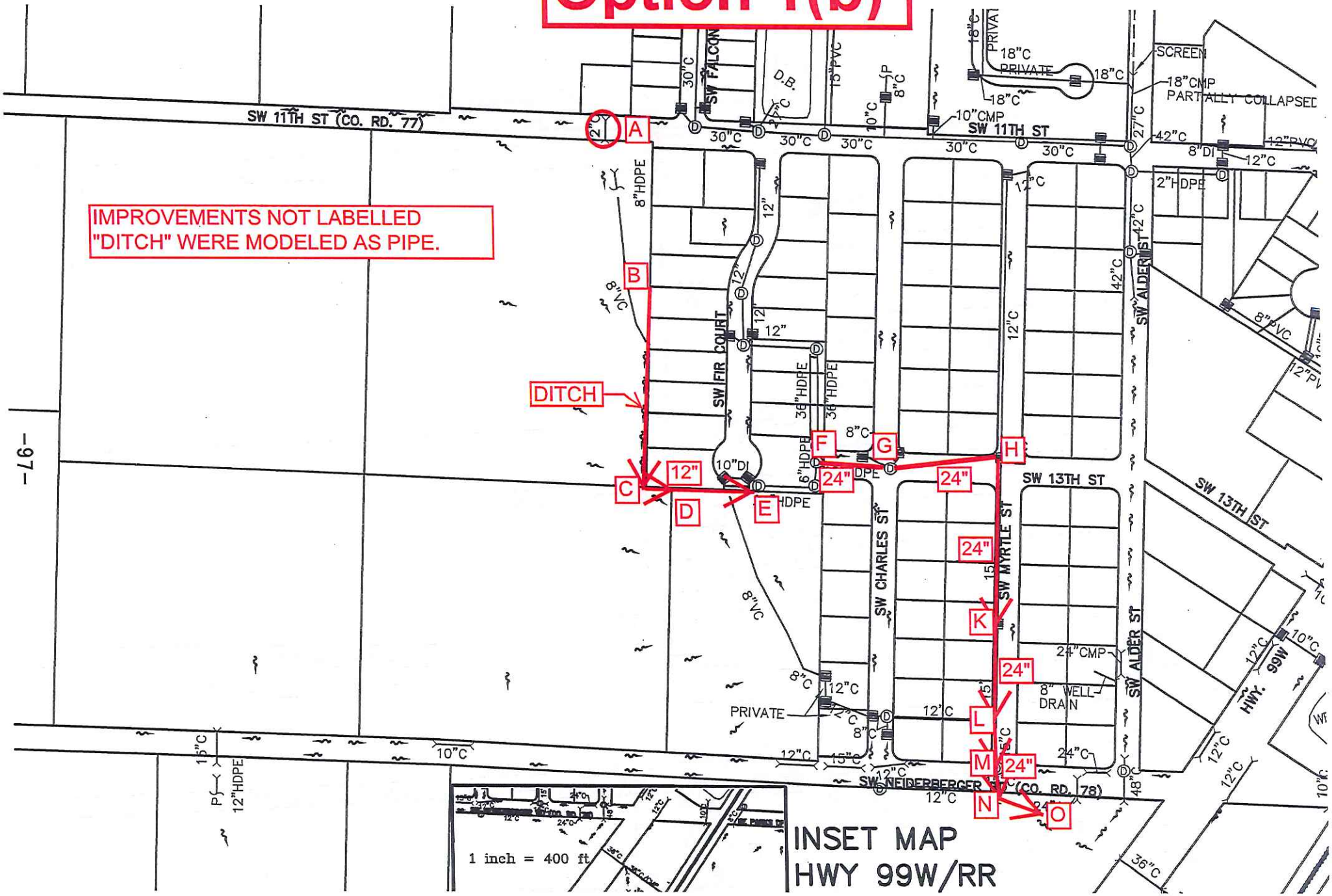
Current Deficiencies



Option 1


IMPROVEMENTS NOT LABELLED "DITCH" WERE MODELED AS PIPE.
SW 11TH ST (CO. RD. 77)
SW 11TH ST
SW 13TH ST
SW NEIDERBERGER RD. (CO. RD. 78)
SW FALCON
SW FIR COURT
SW CHARLES ST
SW MYRTLE ST
SW ALDER ST
HWY. 99W
DITCH
A
B
C
D
E
F
G
H
I
J
L
M
N
O
24"
48"
PRIVATE
SCREEN
18"CMP PARTIALLY COLLAPSED
24"CMP
8" WELL DRAIN
1 inch = 400 ft
INSET MAP
HWY 99W/RR

Option 1(b)


IMPROVEMENTS NOT LABELLED "DITCH" WERE MODELED AS PIPE.
SW 11TH ST (CO. RD. 77)
SW FALCON
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SW MYRTLE ST
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SW NEIDERBERGER ST (CO. RD. 78)
HWY. 99W
DITCH
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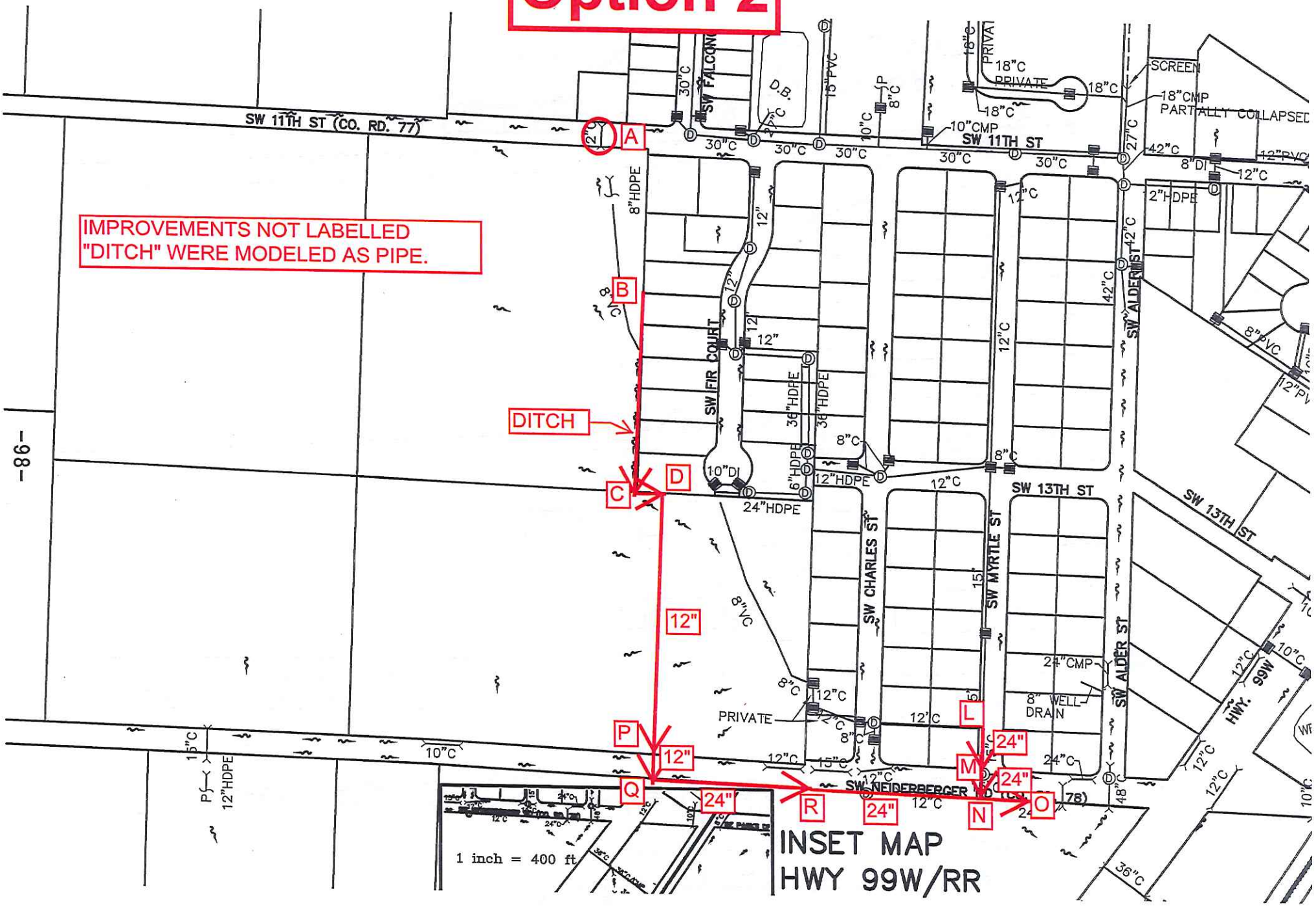
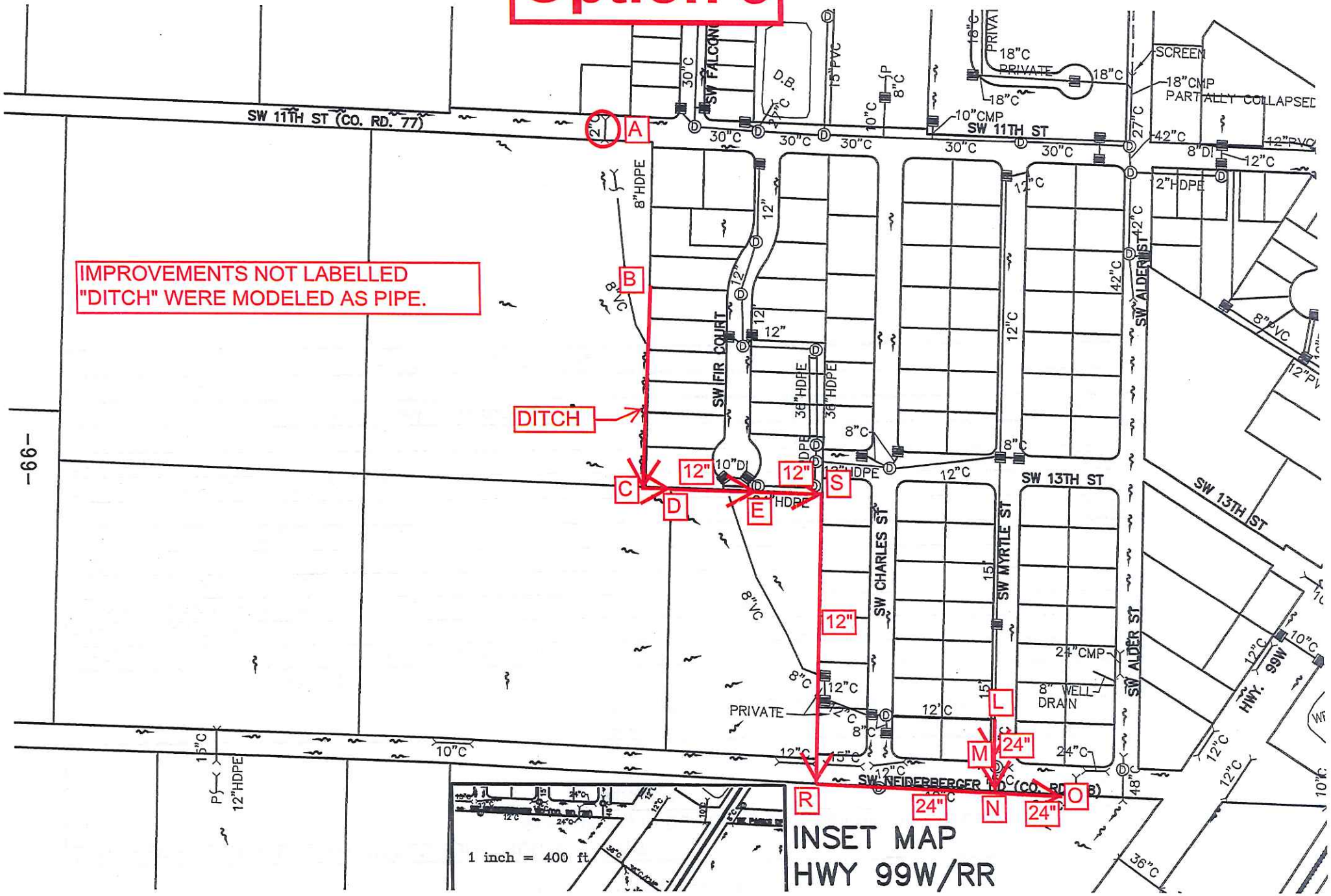
12"
24"
PRIVATE
SCREEN
18"CMP PARTIALLY COLLAPSED
10"CMP
24"CMP
8" WELL DRAIN
INSET MAP
HWY 99W/RR
1 inch = 400 ft

Option 2



IMPROVEMENTS NOT LABELLED "DITCH" WERE MODELED AS PIPE.
DITCH
SW 11TH ST (CO. RD. 77)
SW 11TH ST
SW FIR COURT
SW CHARLES ST
SW MYRTLE ST
SW ALDER ST
SW 13TH ST
SW NEIDERBERGER RD (CO. 78)
HWY. 99W
SCREEN
18"CMP PARTIALLY COLLAPSED
PRIVATE
24"CMP
8" WELL DRAIN
24"HDPE
12"HDPE
8"HDPE
8"PVC
12"PVC
10"CMP
10"DI
8"DI
12"C
24"C
36"C
48"C
A
B
C
D
P
Q
R
L
M
N
O
12"
24"
1 inch = 400 ft
INSET MAP
HWY 99W/RR

Option 3


IMPROVEMENTS NOT LABELLED "DITCH" WERE MODELED AS PIPE.
DITCH
SW 11TH ST (CO. RD. 77)
SW 11TH ST
SW 13TH ST
SW FIR COURT
SW CHARLES ST
SW MYRTLE ST
SW ALDER ST
SW NEIDERBERGER RD (CO. RD. 3)
HWY. 99W
SCREEN
18"CMP PARTIALLY COLLAPSED
PRIVATE
24"CMP
8" WELL DRAIN
A
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N
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12"
24"
INSET MAP
HWY 99W/RR
1 inch = 400 ft

Table 1
Storm Drainage Project Estimated Costs

ENGINEER'S ESTIMATE OF PROBABLE CONSTRUCTION COST

Project: City of Dundee Basin 3 Stormwater Evaluation
Option 1

MDH
19-Oct-14

Description	Pipe Size (in)	Paved or Unpaved	Length (ft)	Cost/ft ($)	Construction Cost ($)	Project Total ($)
12-inch Pipe, 11th Street Culvert Redirection to Falcon/11th	12	Paved	160	$ 63	$10,080	$10,080
Reshaping Ditchline			275	$ 10	$2,750	$2,750
24-inch Pipe along southern edge of Fir Court	24	Unpaved	200	$ 129	$27,800	$27,800
24-inch Pipe along 13th Street	24	Paved	575	$ 129	$90,175	$90,175
48-inch Pipe, Alder Street	48	Unpaved	180	$ 251	$51,180	$51,180
24"-inch Myrtle to South of Neiderberger Rd.	24	Paved	120	$ 129	$17,480	$17,480
TOTALS						**$199,500**
Contractor Mobilization and GCs @			10%			$19,950
Contractor OH&P @			15%			$29,925
Contingency @			30%			$59,850
Estimated Construction Cost						**$310,000**
Engineering, Legal, Admin (20%)			20%			$62,000
Estimated Project Costs						**$372,000**

Table 1
Storm Drainage Project Estimated Costs

ENGINEER'S ESTIMATE OF PROBABLE CONSTRUCTION COST

Project: City of Dundee Basin 3 Stormwater Evaluation MDH

Option 1b 19-Oct-14

Description	Pipe Size (in)	Paved or Unpaved	Length (ft)	Cost/ft ($)	Construction Cost ($)	Project Total ($)
12-inch Pipe, 11th Street Culvert Redirection to Falcon/11th	12	Paved	160	$ 63	$10,080	$10,080
Reshaping Ditchline			275	$ 10	$2,750	$2,750
12-inch Pipe along southern edge of Fir Court	12	Unpaved	200	$ 56	$13,200	$13,200
24-inch Pipe along 13th Street	24	Paved	375	$ 129	$64,375	$64,375
24-inch Pipe, Myrtle Street	24	Paved	500	$ 129	$70,500	$70,500
24"-inch Myrtle to South of Neiderberger Rd.	24	Paved	120	$ 129	$17,480	$17,480
TOTALS						**$178,400**
Contractor Mobilization and GCs @			10%			$17,840
Contractor OH&P @			15%			$26,760
Contingency @			30%			$53,520
Estimated Construction Cost						**$280,000**
Engineering, Legal, Admin (20%)			20%			$56,000
Estimated Project Costs						**$336,000**

Table 1
Storm Drainage Project Estimated Costs

ENGINEER'S ESTIMATE OF PROBABLE CONSTRUCTION COST

Project: City of Dundee Basin 3 Stormwater Evaluation
Option 2

MDH
19-Oct-14

Description	Pipe Size (in)	Paved or Unpaved	Length (ft)	Cost/ft ($)	Construction Cost ($)	Project Total ($)
12-inch Pipe, 11th Street Culvert Redirection to Falcon/11th	12	Paved	160	$ 63	$10,080	$10,080
Reshaping Ditchline			275	$ 10	$2,750	$2,750
12-inch Pipe along southern edge of Fir Court	12	Unpaved	50	$ 56	$4,800	$4,800
12-inch Pipe along Taxlot	12	Unpaved	500	$ 56	$44,000	$44,000
12"-inch pipe under Neiderberger Rd.	12	Paved	70	$ 56	$5,920	$5,920
24"-inch pipe along south side of Neiderberger Rd.	24	Unpaved	750	$ 129	$98,750	$98,750
24"-inch Myrtle to South of Neiderberger Rd.	24	Paved	120	$ 129	$17,480	$17,480
TOTALS						**$183,800**
Contractor Mobilization and GCs @			10%			$18,380
Contractor OH&P @			15%			$27,570
Contingency @			30%			$55,140
Estimated Construction Cost						**$290,000**
Engineering, Legal, Admin (20%)			20%			$58,000
Estimated Project Costs						**$348,000**

Table 1
Storm Drainage Project Estimated Costs

ENGINEER'S ESTIMATE OF PROBABLE CONSTRUCTION COST

Project: City of Dundee Basin 3 Stormwater Evaluation
Option 3

MDH
19-Oct-14

Description	Pipe Size (in)	Paved or Unpaved	Length (ft)	Cost/ft ($)	Construction Cost ($)	Project Total ($)
12-inch Pipe, 11th Street Culvert Redirection to Falcon/11th	12	Paved	160	$ 63	$10,080	$10,080
Reshaping Ditchline			275	$ 10	$2,750	$2,750
12-inch Pipe along southern edge of Fir Court	12	Unpaved	320	$ 63	$22,160	$22,160
12-inch Pipe along Taxlot, backside of Charles St	12	Unpaved	500	$ 63	$47,500	$47,500
12-inch Pipe under Neiderberger	12	Paved	70	$ 63	$20,410	$20,410
24"-inch pipe along South side of Neiderberger Rd.	24	Unpaved	475	$ 129	$63,275	$63,275
24"-inch Myrtle to South of Neiderberger Rd.	24	Paved	120	$ 129	$17,480	$17,480
TOTALS						**$183,700**
Contractor Mobilization and GCs @			10%			$18,370
Contractor OH&P @			15%			$27,555
Contingency @			30%			$55,110
Estimated Construction Cost						**$290,000**
Engineering, Legal, Admin (20%)			20%			$58,000
Estimated Project Costs						**$348,000**

CITY OF DUNDEE - FIR COURT BASIN ANALYSIS

25-YEAR STORM; IMPROVEMENT CONDITIONS FOR FIR COURT SYSTEM

Option 1

System Labels			System Inventory									Hydraulic Calculations				
Station or MH No.	Spur	Design Discharge Q (cfs)	Invert Slope S (%)	Pipe Size D (in.)	Pipe Mat'l	Full Flow Capacity Qf (cfs)	Full Flow Velocity Vf (fps)	Length L (ft.)	Pipe Invert Elevations U/S (ft)	Pipe Invert Elevations D/S (ft)	Top of U/S MH Elev. (ft)	TW Elev. (ft)	Head Loss (grav.) (ft)	Head Loss (pres.) (ft)	HW Elev. (ft)	Surch. or Flood (ft)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
C	D	3.0	1.23	12	TBD	**4.0**	5.0	65	191.3	190.5	194.3	191.50	0.80	0.46	191.96	
D	E	3.0	1.86	12	TBD	**4.9**	6.2	145	190.5	187.8	193.5	188.80	1.37	1.03	190.17	
F	G	7.0	0.37	24	CON	**13.8**	4.4	135	187.0	186.5	190.0	188.50	0.24	0.13	188.74	
G	H	10.0	0.96	24	CON	**22.2**	7.1	230	186.5	184.3	189.5	186.43	0.69	0.45	187.12	
H	I	12.0	0.62	24	CON	**17.8**	5.7	260	184.3	182.7	187.3	185.70	1.07	0.73	186.43	
I	J	70.0	0.29	48	CON	**78.1**	6.2	170	182.7	182.2	185.7	186.20	1.13	0.40	186.60	
L	M	15.0	1.22	24	CON	**25.1**	8.0	90	173.3	172.2	176.3	174.20	0.93	0.40	175.13	
M	N	18.0	2.00	24	TBD	**32.1**	10.2	35	172.2	171.5	175.2	173.50	0.99	0.22	173.72	
N	O	20.0	1.50	24	TBD	**27.8**	8.8	100	171.5	170.0	174.5	172.00	1.73	0.78	172.78	

CITY OF DUNDEE - FIR COURT BASIN ANALYSIS

25-YEAR STORM; IMPROVEMENT CONDITIONS FOR FIR COURT SYSTEM

Option 1b

System Labels			System Inventory									Hydraulic Calculations				
Station or MH No.	Spur	Design Discharge Q (cfs)	Invert Slope S (%)	Pipe Size D (in.)	Pipe Mat'l	Full Flow Capacity Qf (cfs)	Full Flow Velocity Vf (fps)	Length L (ft.)	Pipe Invert Elevations U/S (ft)	Pipe Invert Elevations D/S (ft)	Top of U/S MH Elev. (ft)	TW Elev. (ft)	Head Loss (grav.) (ft)	Head Loss (pres.) (ft)	HW Elev. (ft)	Surch. or Flood (ft)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
C	D	3.0	1.23	12	TBD	**4.0**	5.0	65	191.3	190.5	194.3	191.50	0.80	0.46	191.96	
D	E	3.0	1.86	12	TBD	**4.9**	6.2	145	190.5	187.8	193.5	188.80	1.37	1.03	190.17	
F	G	7.0	0.37	24	CON	**13.8**	4.4	135	187.0	186.5	190.0	188.50	0.24	0.13	188.74	
G	H	10.0	0.96	24	CON	**22.2**	7.1	230	186.5	184.3	189.5	186.30	0.69	0.45	186.99	
H	K	12.0	1.43	24	CON	**27.1**	8.6	310	184.3	179.9	187.3	181.88	1.21	0.87	183.09	
K	L	14.0	2.92	24	CON	**38.8**	12.3	215	179.9	173.6	182.9	175.60	1.29	0.82	176.89	
L	M	16.0	1.22	24	CON	**25.1**	8.0	90	173.3	172.2	176.3	174.20	1.05	0.45	175.25	
M	N	18.0	2.00	24	TBD	**32.1**	10.2	35	172.2	171.5	175.2	173.50	0.99	0.22	173.72	
N	O	20.0	1.50	24	TBD	**27.8**	8.8	100	171.5	170.0	174.5	172.00	1.73	0.78	172.78	

CITY OF DUNDEE - FIR COURT BASIN ANALYSIS

25-YEAR STORM; IMPROVEMENT CONDITIONS FOR FIR COURT SYSTEM

Option 2

System Labels			System Inventory								Hydraulic Calculations					
Station or MH No.	DS MH	Design Discharge Q (cfs)	Invert Slope S (%)	Pipe Size D (in.)	Pipe Mat'l	Full Flow Capacity Qf (cfs)	Full Flow Velocity Vf (fps)	Length L (ft.)	Pipe Invert Elevations U/S (ft)	Pipe Invert Elevations D/S (ft)	Top of U/S MH Elev. (ft)	TW Elev. (ft)	Head Loss (grav.) (ft)	Head Loss (pres.) (ft)	HW Elev. (ft)	Surch. or Flood (ft)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
C	D	2.7	2.17	12	TBD	**5.3**	6.7	60	191.3	190.0	194.3	191.00	0.62	0.34	191.62	
D	P	2.7	0.83	12	TBD	**3.3**	4.2	540	190.0	185.5	193.0	186.50	3.37	3.10	189.87	
P	Q	2.7	3.33	12	TBD	**6.5**	8.3	30	185.5	184.5	188.5	186.26	0.45	0.17	186.44	
Q	R	20.0	0.86	24	TBD	**21.1**	6.7	290	184.5	182.0	187.5	184.00	3.21	2.26	186.26	
R	N	20.0	2.76	24	TBD	**37.7**	12.0	380	182.0	171.5	185.0	175.25	3.91	2.97	179.17	
L	M	16.0	1.22	24	CON	**25.1**	8.0	90	173.3	172.2	176.3	174.20	1.05	0.45	175.25	
M	N	18.0	2.00	24	TBD	**32.1**	10.2	35	172.2	171.5	175.2	173.50	0.99	0.22	173.72	
N	O	20.0	1.50	24	TBD	**27.8**	8.8	100	171.5	170.0	174.5	172.00	1.73	0.78	172.78	

CITY OF DUNDEE - FIR COURT BASIN ANALYSIS

25-YEAR STORM; IMPROVEMENT CONDITIONS FOR FIR COURT SYSTEM

Option 3

System Labels			System Inventory									Hydraulic Calculations				
Station or MH No.	DS MH	Design Discharge Q (cfs)	Invert Slope S (%)	Pipe Size D (in.)	Pipe Mat'l	Full Flow Capacity Qf (cfs)	Full Flow Velocity Vf (fps)	Length L (ft.)	Pipe Invert Elevations U/S (ft)	Pipe Invert Elevations D/S (ft)	Top of U/S MH Elev. (ft)	TW Elev. (ft)	Head Loss (grav.) (ft)	Head Loss (pres.) (ft)	HW Elev. (ft)	Surch. or Flood (ft)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
C	D	2.7	2.17	12	TBD	**5.3**	6.7	60	191.3	190.0	194.3	191.00	0.62	0.34	191.62	
D	E	2.7	3.21	12	TBD	**6.4**	8.2	140	190.0	185.5	193.0	186.50	1.08	0.80	187.58	
E	S	5.0	2.59	12	TBD	**5.8**	7.3	135	185.5	182.0	188.5	183.00	3.60	2.66	185.66	
S	R	10.0	0.69	24	TBD	**18.8**	6.0	580	182.0	178.0	185.0	180.00	1.37	1.13	181.37	
R	N	20.0	1.71	24	TBD	**29.7**	9.4	380	178.0	171.5	181.0	175.25	3.91	2.97	179.17	
L	M	16.0	1.22	24	CON	**25.1**	8.0	90	173.3	172.2	176.3	174.20	1.05	0.45	175.25	
M	N	18.0	2.00	24	TBD	**32.1**	10.2	35	172.2	171.5	175.2	173.50	0.99	0.22	173.72	
N	O	20.0	1.50	24	TBD	**27.8**	8.8	100	171.5	170.0	174.5	172.00	1.73	0.78	172.78	

CITY OF DUNDEE
ORDINANCE NO. 544-2016

AN ORDINANCE AMENDING THE CITY'S SIGN REGULATIONS, RELATED REGULATIONS AND THE DUNDEE DEVELOPMENT CODE (LURA 15-12)

WHEREAS, The City Council initiated amendments to the City's sign regulations on January, 2015 to address needed revisions.

WHEREAS, The Dundee Planning Commission conducted public meetings on April 15, July 15 and August 19, 2015 wherein work sessions were held discussing sign issues and the proposed amendments to the City's sign regulations.

WHEREAS, The proposed amendments are necessary to ensure currency and consistency among the sign regulations, sign definitions and sign issues that may be the subject of a sign variance.

WHEREAS, The Planning Commission conducted a duly noticed public hearing on September 16, 2015, at which time the public was given full opportunity to be present and heard on the matter, considered the City staff report, the proposed sign amendments to the Dundee Development Code text, and passed a motion recommending the City Council approve the amendments, including deleting electronic signs as a permitted type of sign.

WHEREAS, The City Council conducted a duly noticed public hearing on October 20, 2015, at which time the public was given full opportunity to be present and heard on the matter, considered the City staff report, the Planning Commission's recommendation, the oral testimony by parties in attendance and the proposed amendments to the Dundee Development Code text.

WHEREAS, The City Council continued the October 20, 2015 hearing to November 17, 2015, at which time the public was given full opportunity to be present and heard on the matter, considered the November 17, 2015 City staff report, the oral testimony by parties in attendance and the proposed amendments to the Dundee Development Code text.

WHEREAS, The City Council continued the November 17, 2015 to December 1, 2015, at which time the public was given full opportunity to be present and heard on the matter, considered the December 1, 2015 City staff report, the oral testimony by parties in attendance and the proposed amendments to the Dundee Development Code text.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUNDEE HEREBY ORDAINS AS FOLLOWS:

Section 1. The October 20, 2015 staff report with its attached "mark-up" copy of the proposed amendments, the November 17, 2015 staff report, and the December 1, 2015 staff report with the revised "mark-up" copy of the Changeable Copy Sign standards are hereby adopted, and by this reference made a part hereof.

Section 2. The sign regulation amendments attached hereto as Exhibit "A" are hereby adopted and by this reference made a part hereof.

Section 3. Those certain finding of fact in support of the adoption of the sign regulation amendments attached hereto as Exhibit "B" are hereby adopted and by this reference made a part hereof.

ADOPTED by the Council this 5th day of January 2016.

Approved:

_____

David Russ, *Mayor*

Attest:

_____

Rob Daykin, *City Administrator/Recorder*

EXHIBIT "A"

ORDINANCE 544-2016

LURA 15-12 Sign Regulation Amendments

Chapter 17.306
SIGNS

17.306.010 Purpose.

[No change.]

17.306.020 Measurement standards.

[No change.]

17.306.030 Development standards.

[No change to the lead-in sentence to Section 17.306.030, or to Sections A, B, D and E.]

C. Design Standards.

SIGN DESIGN STANDARDS
These design standards apply to: All signs larger than six square feet in nonresidential zones. Institutional uses in residential zones if the use abuts Hwy 99W. All signs must incorporate at least two of the design elements below, except signs with internally illuminated faces must include at least three of the design elements.
1. At least 50 percent of the sign includes raised or engraved individual letters or graphics on a background wall or sign face (raised or engraved depth at least one-half inch). Letters or graphics made from neon tube lighting are one type of raised letters.
2. At least 50 percent of the outline or top of the sign frame (or the letters and graphics if no frame) is curved or nonrectangular.
3. The sign incorporates stone, masonry, sculpted metal, wrought iron, or natural wood as a frame or background (not plywood, particle board or other wood composite).

SIGN DESIGN STANDARDS
4. The sign is indirectly illuminated or non-illuminated.
5. If internally illuminated then no more than 50 percent of the face is light-colored.
6. Freestanding sign is no more than six feet tall.
7. For wall signs, total sign area is at least 20 percent below maximum allowed on that building frontage. For freestanding signs, sign area is at least 20 percent below the total area allowed for that sign.
8. Installing only one freestanding sign on a lot that qualifies for two or more freestanding signs.

17.306.040 Nonconforming signs.

[No change.]

17.306.050 Sign review procedures.

[A. No change.]

B. Adjustments and Variances. All applications for adjustments and variances regarding this chapter shall be submitted, reviewed and decided in accordance with the process and approval criteria for a variance. Adjustments shall not be permitted regarding the sign standards contained in this chapter.

17.306.060 Supplemental considerations.

[No change to Sections A, B, C or F.]

D. Changeable Copy. Changeable copy by non-electronic means may be utilized on any permitted sign, and is limited to a maximum of 25 square feet of sign face. A sign with changeable copy by electronic means is subject to the size limitations in Subsection 8, below, and shall be constructed, operated and continuously comply with the following provisions:

1. Lumination

    a. An electronic display sign may not have a nighttime (dusk to dawn) lumination intensity of more than 280 candelas per square meter (nits) and shall not have a daytime (dawn to dusk) lumination intensity of more than 140 candelas per square meter (nits) over ambient light conditions.

    b. The sign shall have a mechanism that automatically adjusts the lumination level to comply with the standards in Subsection 17.306.060, D, 1, a.

c. In addition to the standard of Subsection 17.306.060, D, 1, a, no electronic display sign shall be brighter than necessary for clear and adequate visibility, or of such brilliance or intensity as to present a hazard to persons traveling in the right-of-way. Upon notice by the City Administrator or designee that a sign is out of compliance with these standards, the owner or operator of an electronic display sign shall immediately adjust the lumination of the sign.

2. No sign shall be of such intensity or brilliance that it interferes with the effectiveness of an official traffic sign, device or signal.

3. The party owning or controlling an electronic display sign shall adjust the sign to meet the brightness standards in accordance with the determination of the City Administrator or designee.

   a. The adjustment shall be made within two (2) days of notice of non-compliance from the City Administrator or designee.

   b. The party owning or controlling the electronic display sign may appeal the determination of the City Administrator or designee to the Planning Commission, in accordance with the public hearing process for Type III actions set forth in Section 17.401.

4. Electronic display signs shall be equipped with a means to immediately turn off the display when it malfunctions. The party owning or controlling an electronic display sign shall turn off the sign or lighting within one (1) hour of being notified by the City Administrator or designee that it is not in compliance with the standards of this section.

5. An application for a sign permit shall include documents from the sign manufacturer showing the lumination standards in Subsections 1, a, b, and c, and 4, above, are met.

6. A sign with an electronic display greater than four (4) square feet shall be a freestanding monument sign only.

7. The message on an electronic display sign shall change no more than once every ten (10) seconds for signs with an electronic sign face of four square feet or less, and no more than once every ten (10) minutes for signs with an electronic sign face greater than four square feet. The change in message or copy may occur instantaneously or may fade or dissolve with a transition time of no more than two (2) seconds between each separate message or display.

E. Prohibited Signs. The following signs are prohibited:

[1 - 3. No change.]

4. Electronic changeable copy signs that exceed four (4) square feet of sign face, or where the sign is located on property owned by a unit of government, exceed eight (8) square feet of sign face.

[5 - 12. No change.]

17.501 Definitions

[Lead-in sentences. No change.]

[A - C. No change.]

D. "Animated sign" means a sign which has any visible moving part, flashing or oscillating lights, visible mechanical movement of any description, or other apparent visible movement achieved by any means that moves, changes, flashes, oscillates or visibly alters in appearance.

[E - K. No change.]

L. "Changeable copy sign" means a sign or portion thereof on which the copy or symbols change either automatically through electrical or electronic means or manually through placement of letters or symbols on a panel mounted in or on a track system.

[M - MM. No change.]

Chapter 17.406
VARIANCES AND ADJUSTMENTS

17.406.030 Adjustments.

A. Applicability. The planning official may authorize an adjustment when the request would result in a 20 percent change or less to a quantifiable standard, and where the criteria in subsection (B) of this section are met. Any request to change a quantifiable standard by more than 20 percent would require a variance application.

[B. No change.]

EXHIBIT "B"

ORDINANCE 544-2016

FINDINGS

LURA 15-12 SIGN REGULATION AMENDMENTS

1. The Dundee Development Code (DDC), Section 17.405.020, Procedure, Subsection A, states:

"A. Except for corrections, amendments to development code or comprehensive plan text are legislative actions. Text amendments can be initiated by the city council or planning commission."

Finding. LURA 15-12, Sign Regulation Amendments, proposes changes to the DDC text, therefore it is a Legislative amendment per DDC, 17.405.020, A. The City Council initiated the amendment process.

2. The DDC, Section 17.401.060, Type V (legislative review - city council decision), Subsection C, 3, states:

"3. At least 10 days before the scheduled city council public hearing date, public notice shall be published in a newspaper of general circulation in the city. "

Finding. Notice of the City Council hearing was published in the Newberg Graphic at least 10 days before the scheduled City Council public hearing on October 20, 2015.

3. The DDC, Section 17.405.020, Procedure, Subsection C, states:

"C. Proposals for a development code amendment must comply with applicable comprehensive plan goals and policies, statewide planning goals, and Oregon Administrative Rules."

Finding. The following findings address applicable comprehensive plan goals and policies, statewide planning goals, and Oregon Administrative Rules.

4. Applicable comprehensive plan goals and policies.

Finding. The Dundee Comprehensive Plan Goals and Policies were carefully reviewed and it is concluded none of the goals or policies apply to the proposed sign regulation amendments.

5. Statewide Planning Goals.

Goal 1 - Citizen Involvement.

Finding. The purpose of Statewide Planning Goal 1 is, "to develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process."

The City of Dundee Planning Commission discussed the proposed sign amendments in public meetings on April 15, July 15 and August 19. Citizens attending those meetings were allowed to comment on the proposed amendments. Oral and written comments by the public were received and considered at the September 16, 2015 Planning Commission public hearing and at the October 20, November 17, and December 1, 2015 City Council public hearings.

The proposed amendments meet Goal 1.

Goal 2 – Land Use Planning

Finding. The proposed amendments are based on inventory information and analyses of the information. The process leading to the proposed amendments considered alternatives and made conclusions based on the information, the analyses and alternatives. Goal 2 is met.

Goal 3 – Agricultural Resources.

Finding. Goal 3 does not apply because agricultural resources are not affected.

Goal 4 – Forest Resources.

Finding. Goal 4 does not apply because forest resources are not affected.

Goal 5 - Natural Resources, Scenic and Historic Areas, and Open Spaces.

Finding. Goal 5 does not apply because natural resources, scenic and historic areas and open spaces are not affected.

Goal 6 - Air, Water and Land Quality.

Finding. Goal 6 does not apply because air, water and land quality are not affected.

Goal 7 - Areas Subject to Natural Hazards.

Finding. Goal 7 does not apply because natural hazards are not affected.

Goal 8 - Recreational Needs.

Finding. Goal 8 does not apply because recreational needs are not affected.

Goal 9 – Economy.

Finding. Goal 9 does not apply because economic elements are not affected.

Goal 10 – Housing.

Finding. Goal 10 does not apply because housing resources are not affected.

Goal 11 - Public Facilities and Services.

Finding. Goal 11 does not apply because public facilities and services are not affected.

Goal 12 – Transportation.

Finding. Goal 12 does not apply because transportation resources are not affected.

Goal 13 - Energy Conservation.

Finding. Goal 13 does not apply because energy resources are not affected.

Goal 14 – Urbanization.

Finding. Goal 14 does not apply because the UGB is not affected.

6. Oregon Administrative Rules (OAR).

Finding. The Oregon Land Conservation and Development Commission OAR's are set forth in Division 660. The Division 660 OAR's were reviewed and it is concluded none of the Division 660 OAR's address sign regulations.

7. Conclusory Finding.

The proposed Sign Regulation amendments meet the approval criteria set forth in the Dundee Development Code for amendments to the Development Code per Section 17.405.030, Criteria.

Memorandum

TO:	Dundee City Council
FROM:	Jessica Pelz, AICP, Planner
CC:	Rob Daykin, City Administrator
DATE:	January 5, 2016
SUBJECT:	Initiation of Development Code Amendments for the Riverside District Zone

Dundee City Council adopted the Riverside District Master Plan (Plan) in 2011. Adoption of the Plan included a Comprehensive Plan text amendment for a new Riverside District designation and a Comprehensive Plan map amendment to apply the new Riverside District to all of the properties within the identified Plan area. Creation and adoption of a new Riverside District zone was deferred due to existing water constraints and other issues. The Plan details the additional land use steps required prior to development of the Riverside District area:

- Development Code text amendment to adopt new Riverside District Zone;
- Zone change(s) to apply the new Riverside District Zone;
- Detailed master plans (by subarea) to establish local street network, identify specific park sites and trail connections, lay out blocks, refine mix of land uses and set mix of housing types and lot sizes, establish phasing schedule, etc.
- Subdivision(s) to divide land in accordance with detailed master plans; dedicate local streets parks and trail and utility easements; install public and private improvements, etc.
- Potential site design review for multi-family and non-residential buildings, unless clear and objective design standards are adopted as part of the detailed master plan for a particular subarea.
- Traffic analysis will be required as part of a zone change or site design review to document that the proposed phase of development is consistent with the overall trip thresholds outlined in the Master Plan.

The Future Actions section of the Riverside Master Plan includes an action item for the City/Property Owners to "complete additional work to refine 3rd draft of Riverside District Zone and address PC/CC issues (particularly related to scale of commercial/light industrial uses and design standards) (Action #5)", and then to "Proceed with quasi-judicial or legislative zone changes when new Riverside District Zone is in place and adequate public facilities assured (Action #6)".

One of the property owners in the Riverside District has contacted the city about the possibility of working together to create the Riverside District Zone, and they have engaged a consultant planner to work on this project. Because the Plan indicates that these actions will be the responsibility of both the city and property owners, staff proposes that City Council authorize staff to coordinate with the property owner team to create a Riverside District zone. Our expectation would be that the property owner team would create the zone and write the findings of fact for adoption, and staff would coordinate with the team, review the work, and carry the proposed zone through the public hearing

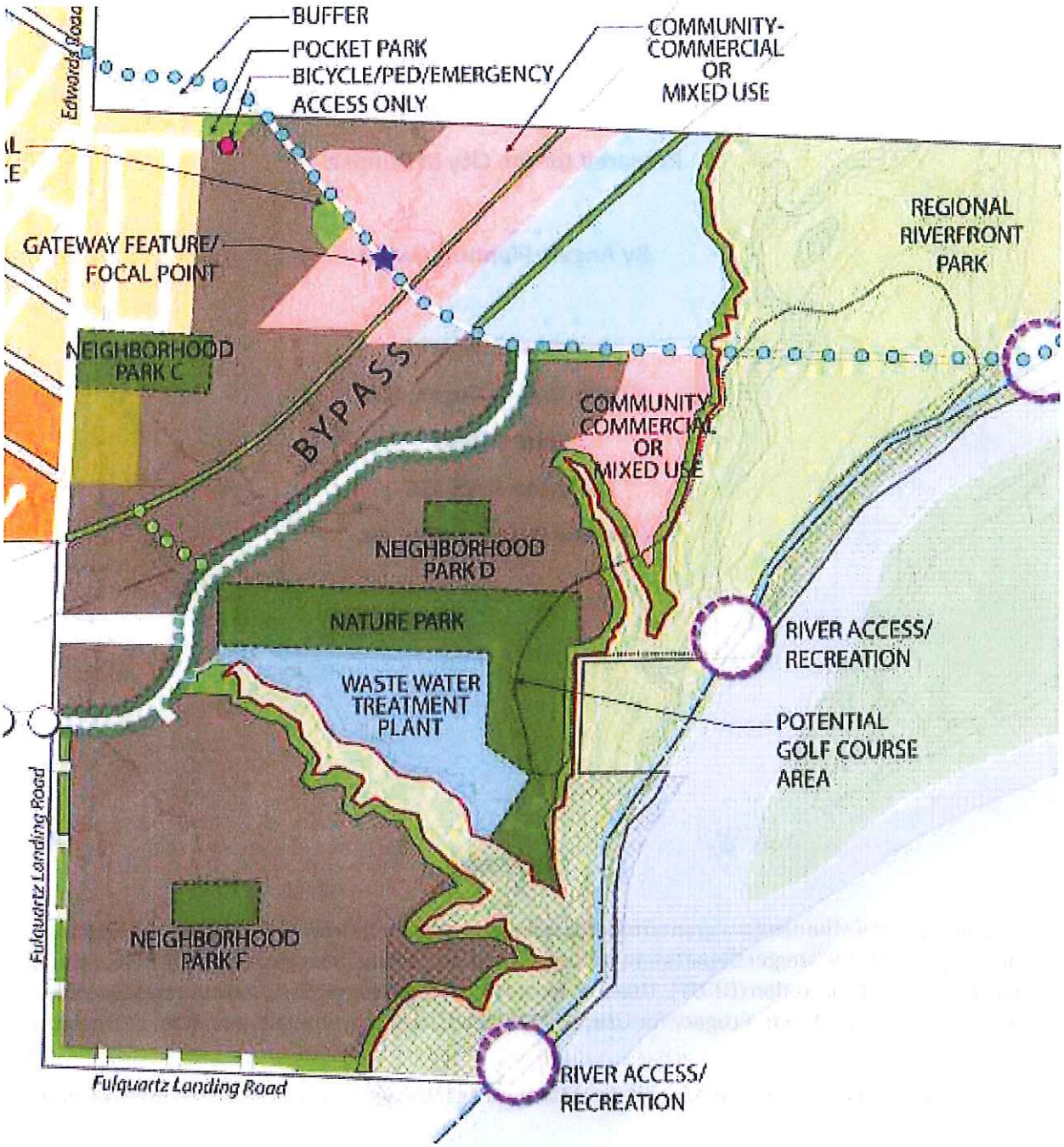
process. The new zone would include design standards and other details necessary to implement the Plan.

If initiated by Council, staff would work with the property owner team on creation of the Riverside District zone and other associated Development Code text amendments necessary to implement the new zone. The Development Code amendments would go to the Planning Commission for a public hearing and recommendation, and then to the City Council for a public hearing and a decision. By initiating this amendment, the Council does not commit to take any particular action on the amendment, but will consider potential amendments through a public hearing process.

Staff Recommendation:
Make a motion to initiate a proposed amendment to the Dundee Development Code for the new Riverside District Zone.

Attachments:
Riverside District Master Plan

Riverside District Master Plan



Prepared for the City of Dundee

June 2011

Riverside District Master Plan

Prepared for the City of Dundee

By Angelo Planning Group

In Association with

Cogan Owens Cogan, LLC

GreenWorks

Johnson Reid, LLC

Kittelson & Associates, Inc.

June 2011

This project is partially funded by a grant from the Transportation and Growth Management Program ("TGM"), a joint program of the Oregon Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT). This is financed in part by federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETY-LU), local government and State of Oregon funds.

The contents of this document do not necessarily reflect the views or policies of the State of Oregon.

Acknowledgements

City of Dundee City Council
Ted Crawford, Mayor
Doug Pugsley, President
Jeannette Adlong
Ivon Miller
Jennifer Munson
Storr Nelson
J. Randy Reddell

City of Dundee Planning Commission
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David Hinson, Vice-Chairman
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Executive Summary

The Riverside District Master Plan area is comprised of about 360 acres in the City of Dundee, Oregon. The planning area fronts the Willamette River for over 6,000 linear feet across from Ash Island in the Chehalem Valley area of Yamhill County. The planning area is primarily undeveloped with the exception of a few single family dwellings and the wastewater treatment plant. The planning area encompasses the majority of the city's buildable land inventory. The City of Dundee initiated the master planning process in 2010 to provide a more detailed land use and transportation plan to guide coordinated development of this special area. The project was funded by a grant from the Oregon Transportation and Growth Management (TGM) Program consistent with Statewide Planning Goals that require cities to plan for future growth, including providing adequate land and facilities to meet long term (20–year) growth projections.

The Riverside District planning area features a number of unique assets and opportunities:

- A relatively small number of property owners and large parcels of undeveloped land, making master planning easier;
- A prime location along the Willamette River, with outstanding views of the river and surrounding areas in addition to access to water-based recreation;
- Natural resources that provide intrinsic natural values as well as amenities to future residents and visitors; and
- Community support for a creative, sustainable master plan and planning process.

The adopted Riverside District Master Plan reflects substantial input from the public involvement process, including opportunities for input from the major property owners. The Master Plan will guide future development of the planning area with a coordinated mix of residential, commercial, tourism and open space and recreational uses that are cohesive and connected with Dundee's larger community vision. The adopted Master Plan provides more detail regarding future development than can typically be provided through basic comprehensive plan designations and zoning. The Dundee Comprehensive Plan includes a new Riverside District plan designation and policies to provide a framework to implement the Riverside District Master Plan. Text of the Riverside District Comprehensive Plan Chapter is included in Appendix A of this Master Plan.

Adoption of the Master Plan concludes the following steps in a multi-step process required prior to development in the Riverside District:

1. Amendment of the Dundee Comprehensive Plan text to include a new chapter and policies relating to the Riverside District.
2. Amendment of the Comprehensive Plan Map to change existing designations for the Master Plan area from Agricultural, Residential, Commercial, Light Industrial and Public to the Riverside Plan District.
3. Adoption of the Riverside District Master Plan by reference as a support document to the Dundee Comprehensive Plan.

The City had initially hoped to amend the Development Code and the Zoning Map to apply the new Riverside District Zone (with seven subareas) to implement the master plan. However, following consideration of a March 2011 memo from the City's consulting engineer (Murray, Smith & Associates, Inc.) that documented the severity of the constraints on the existing water supply, the City decided to defer adoption of the Riverside District Zone and rezoning land in the Riverside District until more detailed infrastructure and financial plans are prepared to support the master plan, with a specific emphasis on water supply improvements.

The City will retain existing zoning that applies within the new Riverside District Plan designation for an interim period. Existing zoning is considered consistent with the Riverside District plan designation because existing zones allow less intensive, lower density development than anticipated in the Riverside District Master Plan. Uses and development allowed under existing zoning regulations will be allowed in this interim period, consistent with the provisions of the Dundee Development Code, statewide administrative rules and statutes, policies in the Riverside District Comprehensive Plan chapter, and any conditions of prior zone change approvals.

Additional land use approvals will be required prior to development to the scale and density envisioned in this master plan, including but not limited to:

- Development Code text amendment to adopt new Riverside District Zone;
- Zone change(s) to apply the new Riverside District Zone;
- Detailed master plans (by subarea) to establish local street network, identify specific park sites and trail connections, lay out blocks, refine mix of land uses and set mix of housing types and lot sizes, establish phasing schedule, etc.
- Subdivision(s) to divide land in accordance with detailed master plans; dedicate local streets parks and trail and utility easements; install public and private improvements, etc.
- Potential site design review for multi-family and non-residential buildings, unless clear and objective design standards are adopted as part of the detailed master plan for a particular subarea.
- Traffic analysis will be required as part of a zone change or site design review to document that the proposed phase of development is consistent with the overall trip thresholds outlined in the Master Plan.

This Master Plan document is divided into four sections:

I. **Background** – This section summarizes background information for the planning area, including project goals, public involvement and land use alternatives.

II. **Plan** – This section includes the key maps, figures and tables, including the Comprehensive Plan Map designation, the Master Plan (with land uses), the Street and Trail Plan, the Riparian Corridors, and typical street and trail cross-sections.

    Section II also includes the additional Master Plan policies that will be used by staff and the Planning Commission to review future development proposals (refinement plans and subdivisions) after the Riverside District Zone is implemented.

III. **Future Actions** – This section includes an Action Chart that identifies the issues that are left undecided, tasks left to do, or analysis that is still needed and recommended to be pursued after the plan is adopted. The Action Chart identifies action items, responsible party, and tentative time frame.

IV. **Appendices**
    - Appendix A – Adopted Riverside District Comprehensive Plan Chapter
    - Appendix B1 through B9 – Supporting Documents, including meeting summaries, land use alternatives report, charrette report, transportation analysis, and other background documents.

I. Background

The Master Plan area was annexed to the City of Dundee in 1969. When the Dundee Comprehensive Plan was adopted in 1977, the planning area was designated for Agricultural use and placed in an Agricultural holding zone with policies stating that the land would be rezoned incrementally for residential use when need for the land was shown. In 2008, Dundee City Council approved a plan amendment and zone change affecting about 54 acres in the northerly portion of the planning area. However, the Council wanted to avoid incremental zoning of the larger area as called for in the Comprehensive Plan. As a condition of the plan amendment/zone change approval, the City Council required submittal and approval of a master plan prior to development of the subject property. During the public hearing process on the zone change, the City Council expressed interest in using the master planning process to ensure integrated planning and development of the Riverside Farms, LLC property and adjacent developable properties.

As described in the Executive Summary, the City initiated the master planning process in 2010 after receiving a grant from Oregon's Transportation and Growth Management Program. The master planning project was informed by an extensive community involvement process that included guidance from citizens and technical advisory committees, participation from property owners, public meetings, use of a project Web site (www.dundeeriverfront.net) and other means to inform community members about the process and public hearings associated with adoption of the plan. A key step in the planning process was a design charrette to identify land use and transportation plan alternatives for the Riverside District. The charrette, held October 10-14, 2010, resulted in the identification of a preferred land use and transportation concept for the planning area. A market study and a transportation analysis of the alternatives informed the selection of the preferred alternative. A report describing the charrette process and results is available on the project Web site and in Appendix B6.

A set of Master Plan goals and objectives was developed by the project management team and project advisory committees. These goals and objectives served as the criteria used to evaluate land use and transportation alternatives that were developed during the design charrette. The plan goals are presented below.

1. Conduct a fair and transparent master planning process.
2. Build on, enhance and communicate the unique characteristics of the planning area for the citizens of Dundee.
3. Allow for a mix of future land uses that meets the City's economic, housing and other needs.
4. Create an integrated land use and transportation system that is well-connected internally and to other parts of the city, incorporates a full range of ways to travel and is safe, efficient and sustainable.
5. Incorporate natural features and resources into the Master Plan in a way that protects key resources and enhances the value of the area for future residents.
6. Develop strategies for successful, efficient and cost-effective implementation of the Master Plan.
7. Address current and future public facility needs.

The Preferred Land Use and Transportation Alternative developed through this process forms the basis for the content of this Master Plan. The Master Plan elements are described in more detail in Section II. Existing conditions in the planning area have been presented in earlier reports and can best be summarized in terms of the general context of the planning area, existing zoning and land use, and natural resources and environmental conditions.

- **Planning area context.** The planning area is approximately 360 acres in size, located southeast of the developed portions of Dundee. It is almost as large as the rest of the city. It is approximately one-quarter mile east of OR 99W and bisected by the corridor for the planned Newberg Dundee Bypass. Overcrossings of the Bypass in the vicinity of 8th Street and Fulquartz Landing/Parks Street will provide connections between the developed area of Dundee and the riverfront area. However, the Bypass divides the planning area into several subareas and provides a barrier to greater connectivity.

- **Existing land use and zoning.** Most land in the planning area currently is in residential or agricultural use or is vacant. There are a total of 24 separate parcels in the area, ranging from 0.6 to 91 acres in size, with a total of nine dwellings. The city's municipal wastewater treatment facility is located roughly in the center of the planning area and includes a series of settling ponds and lagoons. A majority of the land in the planning area is currently zoned for agricultural use. In 2008, the city rezoned about 54 acres in the northern portion of the planning area for a combination of residential, commercial and light industrial uses.

- **Urban growth boundary and city limits.** Virtually the entire study area is included within the Dundee city limits. However, the Urban Growth Boundary (UGB) generally parallels the 150-foot elevation and about 97 acres abutting the Willamette River are located within the city limits but outside of the UGB. The area outside of the UGB is currently zoned for Exclusive Farm Use (EFU) on the Dundee zoning map, and some of the area is also within Greenway and Floodplain Overlays. Under Oregon's planning system, it is unusual to have land within the city limits but outside of the UGB.

- **Natural resources and environmental conditions.** The planning area features a variety of natural resources that provide value for Dundee residents and natural systems, while also representing restrictions to future use and development of some portions of the planning area. These include areas affected by flooding or the risk of floods, waterways such as streams and wetlands, steep slopes and unstable soil conditions.

  - Water Resources and Riparian Areas. The Willamette River is the dominant water feature adjacent to the planning area. Two main drainage swales extend from the Willamette River to the northwest into the Master Plan area. These two riparian areas are adjacent to current agricultural land uses and the wastewater treatment plant and have intermittent tree canopy.

  - Floodplains. The 100-year floodplain adjacent to the Willamette River is the principal water hazard related to flooding for the City of Dundee. The City's Development Ordinance regulates development within the floodplain and floodway.

  - Steep Slopes. Steep slopes often represent constraints to development, given the cost of addressing the hazards related to erosion and other soil movement and the resulting impacts on properties or resources below them. Much of the area is very flat, with slopes of less than 5%. However, there are sloped areas to the east of a ridge that is located at an elevation of about 150 feet. There also are sloped areas directly adjacent to the river and in the two drainage areas that extend northwest from the river.

A significant amount of information related to conditions within and related to the planning area is found in a separate Background Conditions report prepared for this project (Appendix B5) and available on the project Web site.

II. The Plan

This section of the Master Plan provides the maps and policies to implement the conceptual land use and transportation framework.

Rather than apply and modify existing zoning regulations for the Master Plan, a new Riverside District Zone has been proposed to tailor specific land uses, densities, and development and design standards to the unique characteristics of this area. The maps and policies in this section and the provisions of the new Riverside District Zone, when adopted, will be used by staff and the Planning Commission to evaluate future land use proposals such as detailed master plans, subdivisions and site development review applications within the Riverside District boundary. The zoning regulations will be tailored to seven distinct subareas (A through G). As described in Section I, existing zoning will be retained in the interim period before the Riverside District Zone is refined and adopted, and zone changes approved based on the criteria in Chapter 3.102 of the Dundee Code.

The following figures are adopted as part of the Riverside Master Plan:

Figure 1 – Riverside District Land Use Plan

Figure 2 – Riverside District Subareas

Figure 3 – Riverside District Transportation Framework Plan

Figure 4 – Standard Cross Sections for Local Streets

Figure 5 – Standard Cross Sections for Parkway Collector and Collector Streets

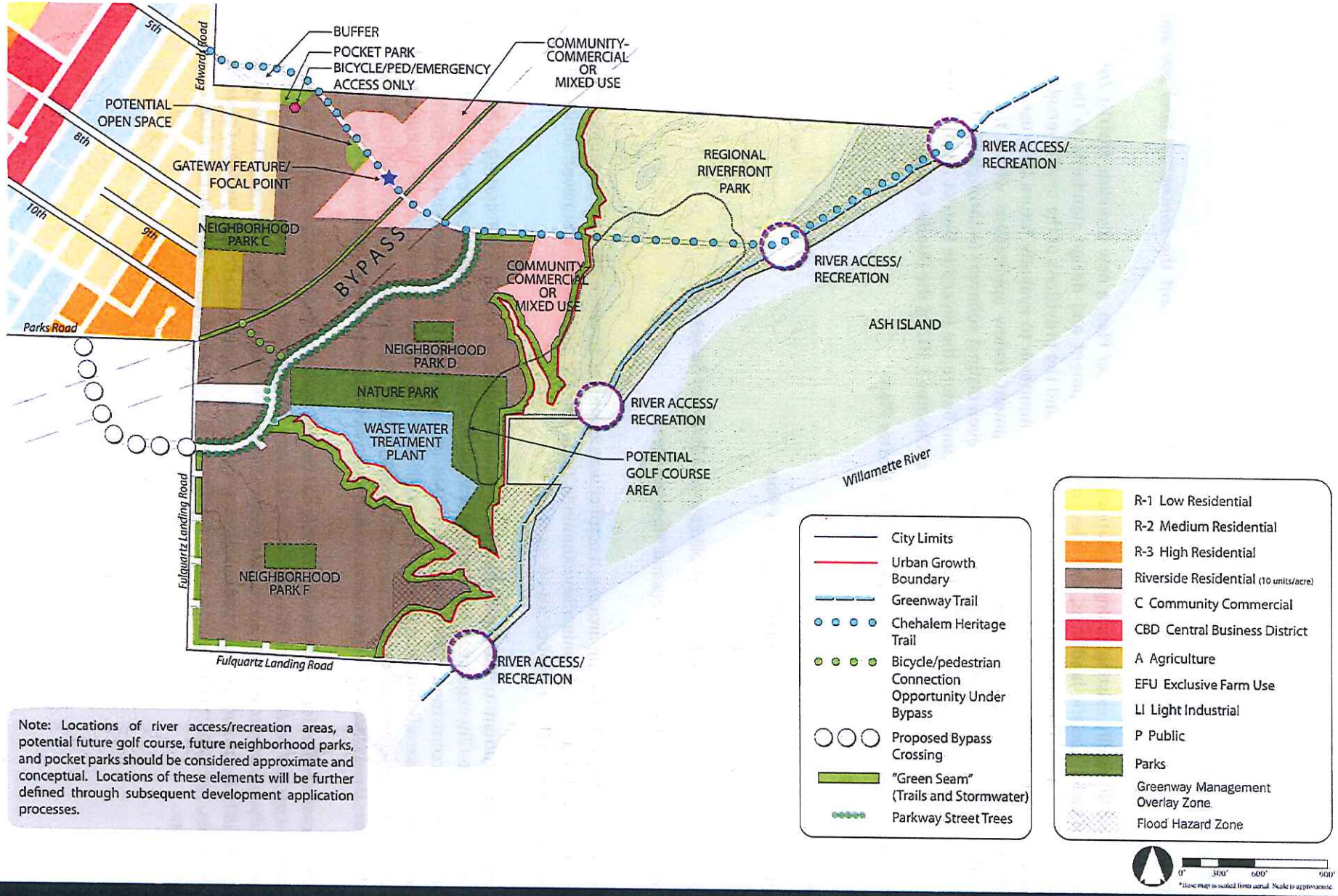
Figure 6 – Riverside District Natural Resources and Riparian Areas.

Through the Riverside District planning process, a conflict was identified between the cross-sections for Local Street I in the Dundee TSP and the Dundee Development Code. The TSP allows a 26-foot paved section while the Development Code requires a 28-foot paved section.

ODOT has made a commitment to the City of Dundee to fund an update of the city's TSP starting in 2011. Through that process, the City expects to consider options for local street cross-sections and will assure that TSP and Code provisions are consistent. After the TSP and Code are updated, future development in the Riverside District may be able to take advantage of a wider variety of local street cross-sections. At a minimum, street trees will be a required feature for all streets in the Riverside District. Residential streets will typically have landscape strips for street trees. Commercial areas may have wider streets with trees planted in tree wells.

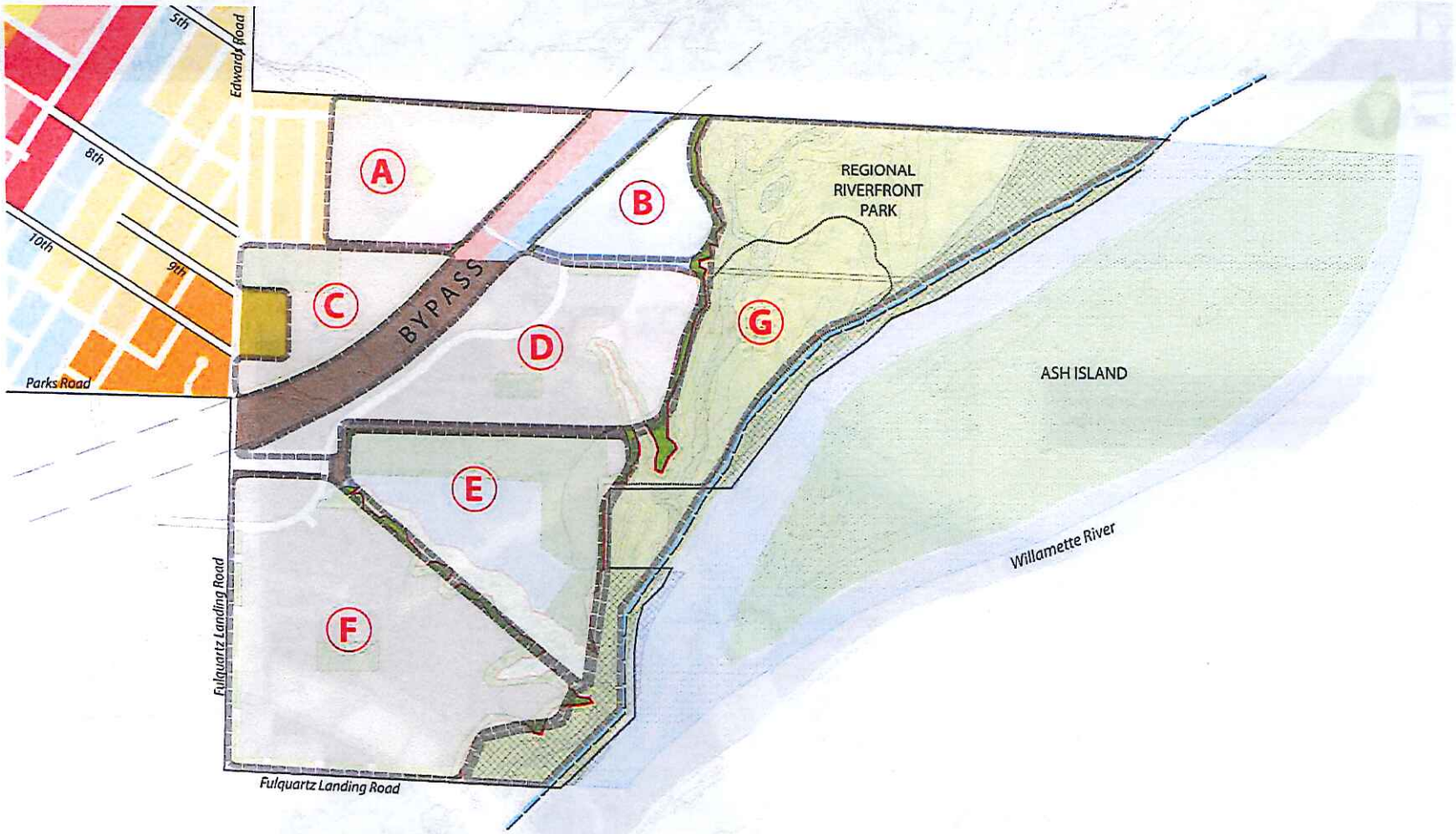
The established cross-section for the Parkway Collector in the TSP and Development Code will be maintained to help establish the special character for the collector road east of the Bypass that provides an important link between the two Bypass overcrossings and connectivity of several Riverside District Subareas. The "parkway" design features will help to reinforce the special character of the Riverside District. If the Parkway Collector parallels the Bypass, the wider multi-purpose path would only be required on one side adjacent to the development area.

Figure 1 - Riverside District Land Uses



Note: Locations of river access/recreation areas, a potential future golf course, future neighborhood parks, and pocket parks should be considered approximate and conceptual. Locations of these elements will be further defined through subsequent development application processes.

Figure 2 - Riverside District Subareas



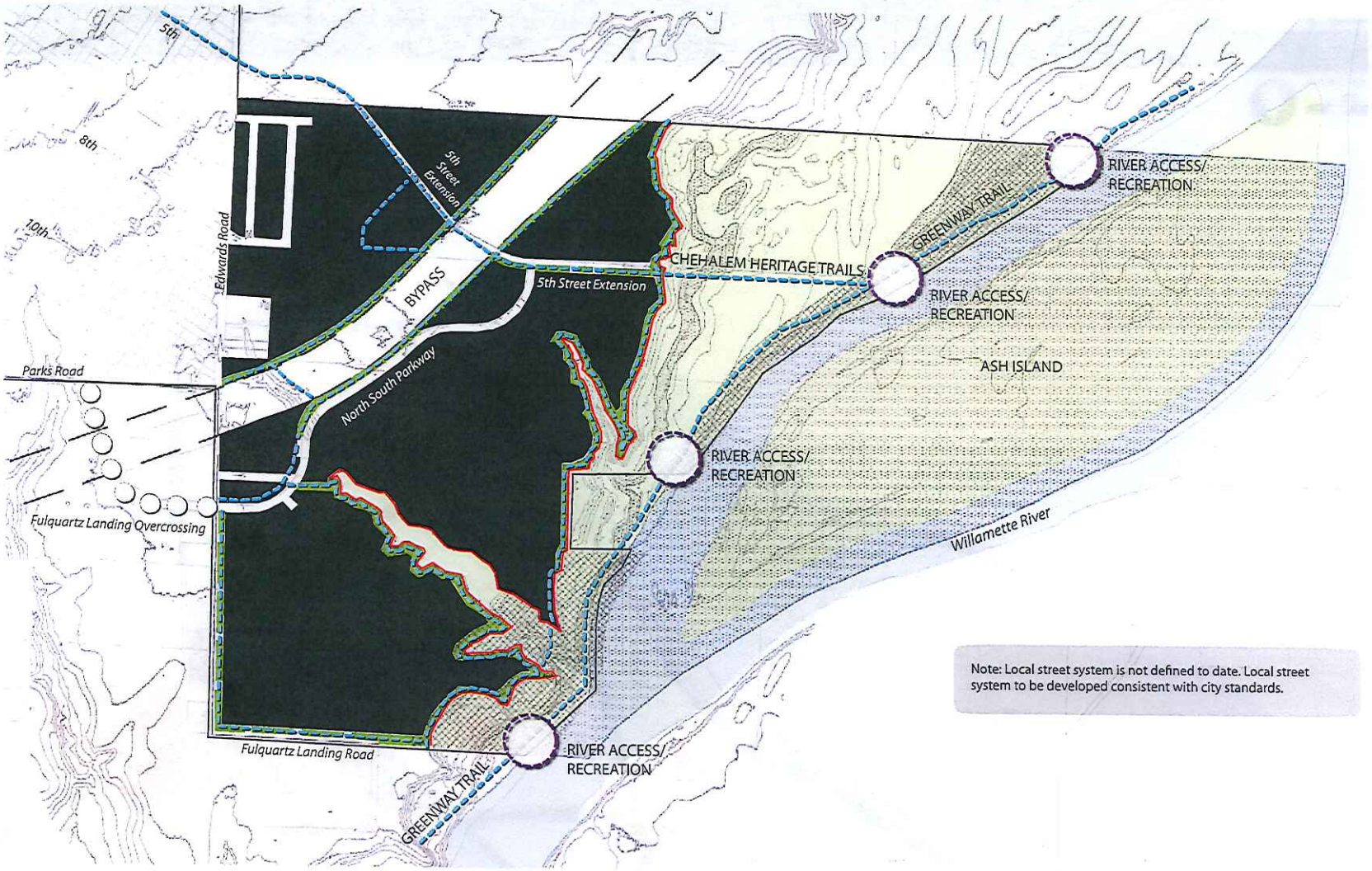
0' 300' 600' 900'
*Base map is scaled from aerial. Scale is approximate.

Master Plan Subareas

RIVERSIDE DISTRICT AND SUBAREAS MASTER PLAN - CITY OF DUNDEE

June 10, 2011

Figure 3 - Riverside District Transportation Framework Plan



0' 300' 600' 900'
*Base map is scaled from aerial. Scale is approximate.

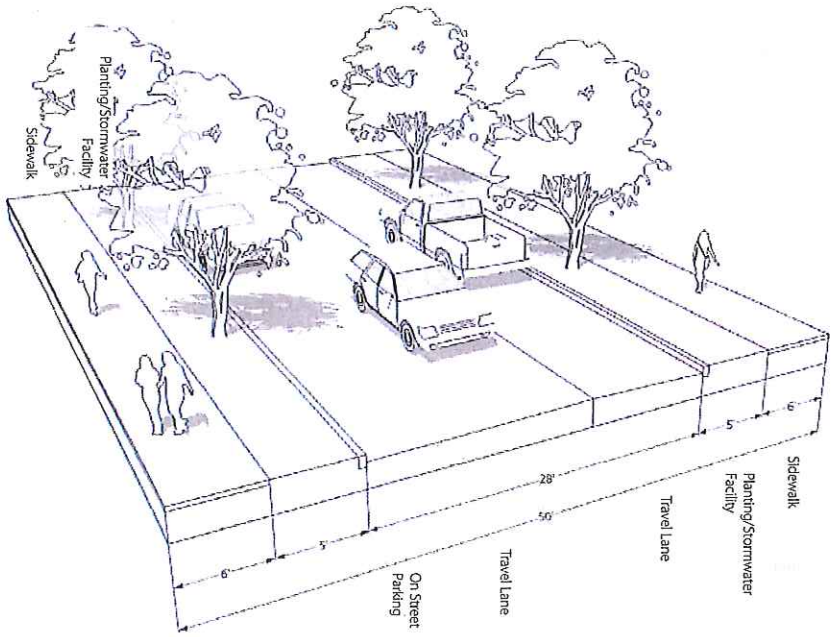
Master Plan Transportation Context

RIVERSIDE DISTRICT AND SUBAREAS MASTER PLAN - CITY OF DUNDEE

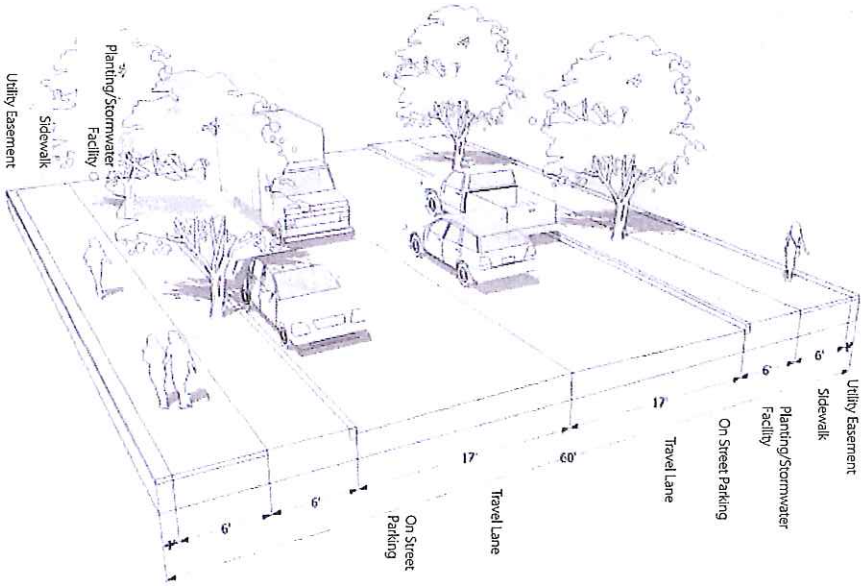
June 6, 2011

Dundee | Angelo planning group | GREENWORKS | KITTELSON & ASSOCIATES, INC.

Figure 4 - Standard Cross Sections for Local Streets

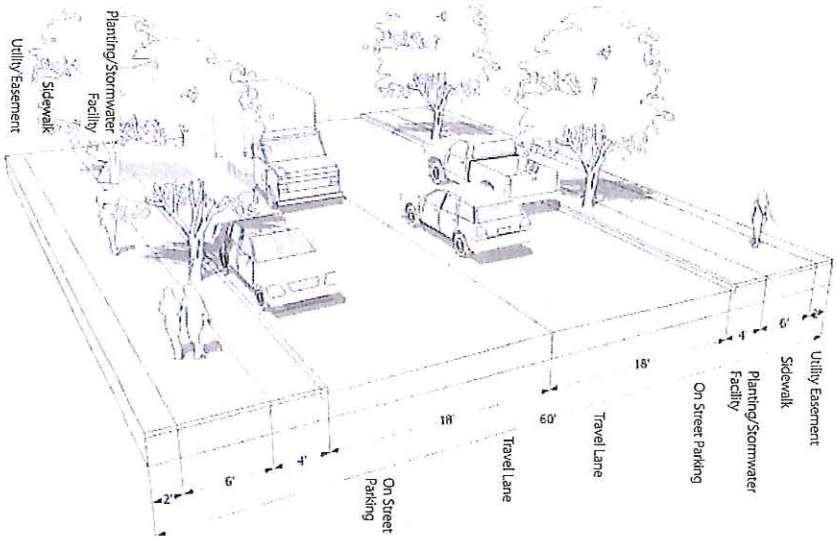


LOCAL STREET I - Two Travel Lanes with On-Street Parking on One side only

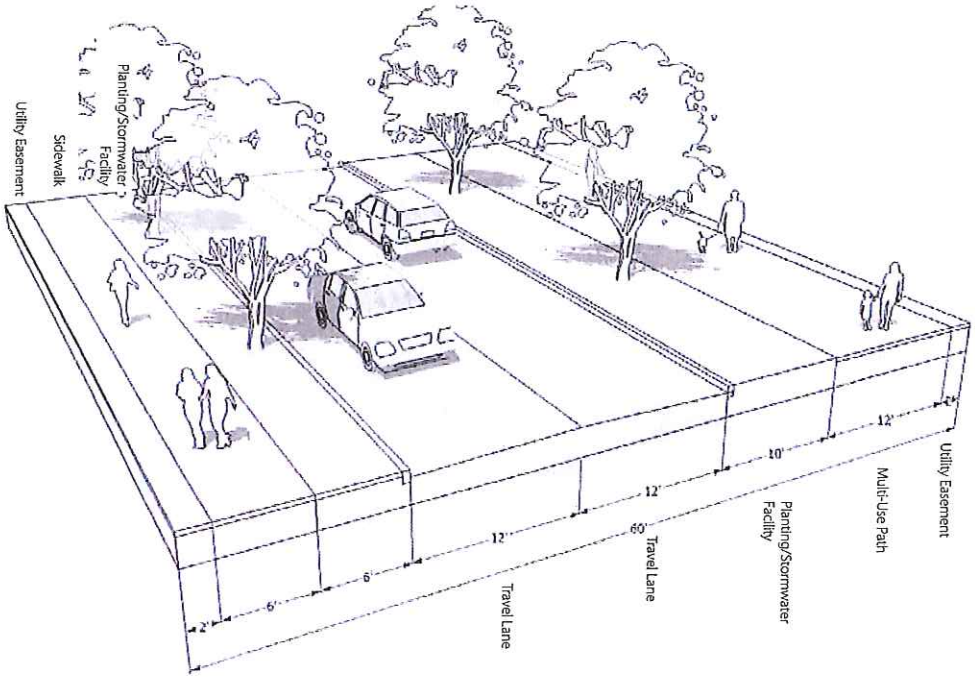


LOCAL STREET II - Two Travel Lanes with On-Street Parking on Both sides

Figure 5 - Standard Cross Sections for Parkway Collector and Collector Streets

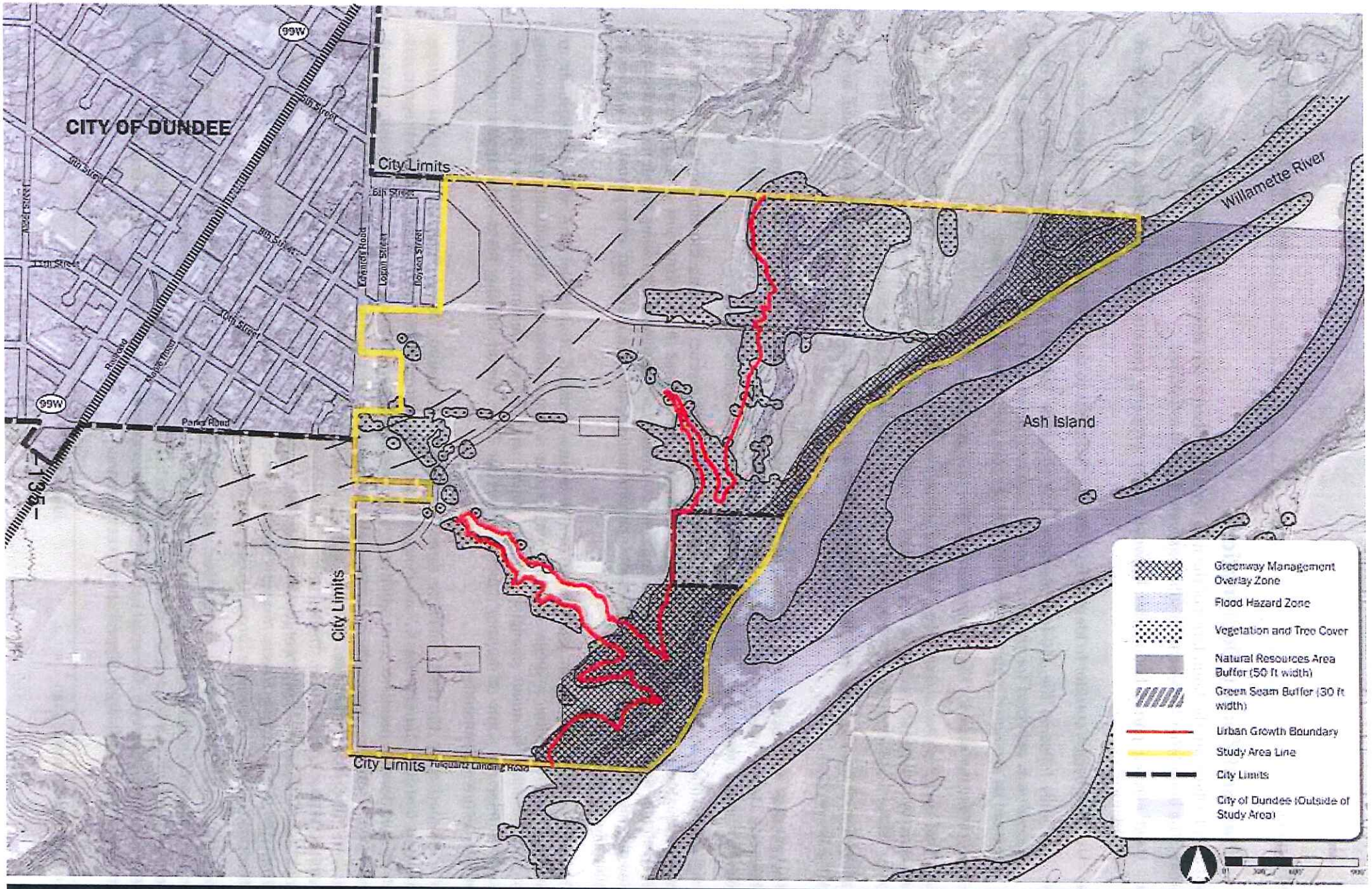


COLLECTOR - Two Travel Lanes with On-Street Parking Both Sides



PARKWAY COLLECTOR - Two Travel Lanes with no On-Street Parking

Figure 6 - Riverside District Natural Resources and Riparian Areas



Natural Resources and Riparian Areas - *Vegetated Buffers*

SOUTHEAST DUNDEE RIVERFRONT MASTER PLAN - CITY OF DUNDEE

June 6, 2011

A. Plan and Zoning Designations

Figures 1 and 2 illustrate the boundaries of the new Riverside District and identify the boundaries of the seven subareas. The boundaries between the subareas were defined as follows:

- Used existing parcel boundaries between major property owners (Edwards, Lindquist and City of Dundee);
- Used the bypass corridor to identify boundaries of subareas to the west and east of the bypass; and
- Generally followed the 150-foot elevation line to define Subarea G (outside of the UGB). The only exception is provided for the two riparian corridors which are currently outside of the UGB, but will instead be protected under the Riverside District plan policies and future zoning.

Figure 1 provides the basis for the Comprehensive Plan Map amendments.

Primary land uses have been planned by subarea within the Riverside District Master Plan area. The allocation of land uses by subarea (including target number of housing units and maximum non-residential floor area) is shown in Tables 1 and 2 and provided the basis for the Master Plan transportation analysis shown in Table 5.

The allocation of housing units and non-residential floor area to Riverside District Subareas was based on the following assumptions:

- The number of housing units is consistent with population and housing projections assumed for the Riverside District in other reports and plans, including the 1999 Buildable Lands Inventory and Housing Needs Analysis, Wastewater Master Plan and Transportation System Plan.
- Higher densities and levels of development in the Riverfront District will help the city implement needed water, wastewater and transportation improvements and spread those costs over a larger number of households, thereby reducing the cost burden on existing city residents. Allowing for more density and development in this area is also important to provide and pay for trails, parks and other amenities within the planning area.
- The Master Plan assumes an average residential density of about 10 units per acre, with the flexibility to average lot sizes within a single development or over a larger subarea or several subareas. By providing broad flexibility to meet changing housing needs and market demands, the Master Plan provides opportunities for a mix of housing types to meet the City's overall housing needs and support required infrastructure and amenities.
- As summarized in the 1999 Buildable Lands Inventory and Housing Needs Analysis, the actual average housing density in Dundee was 4.7 dwelling units per net acre from 1985-1998. As stated in that report, it is clear that Dundee needs to zone additional land to meet the need for more affordable housing types at increased densities – especially as Dundee takes steps to provide more local employment opportunities. To provide for more affordable housing opportunities, the Housing Needs Analysis recommended that additional land be zoned for smaller single family lot sizes, row houses, manufactured dwelling parks and multi-family housing. Therefore, the Riverside District Master Plan is consistent with the recommendations from the 1999 Housing Needs Analysis because the plan establishes a higher average density for the Riverside District and provides broad flexibility for a mix of housing types and lot sizes.
- For the non-residential areas, typical floor area ratios were assigned to the acres designated commercial, mixed use and light industrial to arrive at the maximum non-residential floor area. The maximum non-residential floor area is possible based on standard zoning assumptions relating to parking and landscape requirements. However, the actual non-residential development in the Riverside District could be at a much smaller sale and will largely depend on market demand.

- The acreage designated for Commercial (14 acres) and Light Industrial (13 acres) uses in the Master Plan is generally consistent with the zone change approved for the Edwards property in 2008. The Master Plan identifies one additional area for Commercial or Mixed Use (8 acres) in Subarea D that is currently in the Agriculture holding zone.

General land uses for each subarea are described below and illustrated on Figures 1 and 2 on the following pages. The allocation of housing units and non-residential floor area by subarea is shown in Table 2.

Subarea A, located west of the Bypass corridor and north of 8th Street, includes a mix of planned commercial and residential uses along with pocket parks. The land uses in Subarea A are generally consistent with the uses approved as part of the 2008 zone change for River Farms, LLC, with some refinements in the location of certain uses. General land use categories for Subarea A are summarized below.

- Permitted residential uses include a mix of single-family detached units on relatively small lots, single-family attached units (e.g., townhouses or rowhouses) and some multi-family uses. Lower density residential uses are planned at the west edge of Subarea A for compatibility with adjacent development. A broader mix of housing types and higher densities are accommodated in the central portion of the Subarea. The Master Plan targets development of up to 110 residential units in Subarea A.

- Commercial and Mixed uses are located in the easterly portion of Subarea A, abutting the Bypass and higher density residential uses. The commercial use category accommodates a variety of retail, service and office uses. Drive-through facilities will be prohibited to foster a village scale. The Riverside District Zone may limit the footprint of individual buildings, require conditional use approval for buildings over a certain size (such as 10,000 or 20,000 square feet) and impose design standards. The Commercial and Mixed Use areas will provide flexibility for vertical and horizontal mixed use, including upper story residential or office over ground floor commercial and live/work units. The Master Plan allows development of up to approximately 147,000 square feet of non-residential floor area in Subarea A, assuming typical floor area ratios for commercial development. The actual amount and scale of commercial development may be lower, based largely on market demand.

Subarea B, located east of the Bypass corridor and north of 8th Street, is designated for light industrial use. Permitted uses in this area include food and beverage production and sales activities, which could include a "Vintner's Village" of independent wine production and tasting facilities and indoor and outdoor event space. Other permitted uses include eating and drinking facilities. The Master Plan envisions that uses in Subarea B will have a synergy with tourist, open space and recreational uses that take advantage of the riverside location east of the Bypass. The Master Plan allows development of up to 204,000 square feet of non-residential floor area in Subarea B, assuming typical floor area ratios for this type of development. The actual amount and scale of development in Subarea B may be lower, based largely on market demand.

Subarea C, located west of the Bypass corridor and south of 8th Street, is designated for residential uses and a neighborhood park. Permitted residential uses include a mix of single-family detached units on standard and small lots, single-family attached units (e.g., townhouses or rowhouses) and some multi-family uses. Lower density residential uses are planned at the west edge of Subarea C for compatibility with adjacent development. Residential densities are higher closer to the Bypass. The Master Plan targets development of up to 64 residential units in Subarea C.

The Master Plan identifies the location of a neighborhood park in Subarea C that will be dedicated with development. The park location reflects the amenity value of specimen Oak trees and is based on neighborhood park size and location criteria from the Dundee Parks and Open Space Plan. The size and location of the neighborhood park is conceptual and the precise location and size will be determined as part of a future development application process.

Subarea D includes a mix of residential, commercial and mixed use designations, as well as a possible golf course that may be located in the eastern portion of this subarea and extend into Subarea G. A neighborhood park is also required with development of this Subarea. Master Plan designations in this subarea include the following:

- A mixture of residential housing types and lot sizes, including single-family detached units on small to medium sized lots, single-family attached units (e.g., townhouses or rowhouses), duplex or tri-plex units and multifamily units. The Master Plan targets development of up to 277 residential units in Subarea D.

An area is identified for commercial or mixed use development in the northeast portion of Subarea D. Permitted uses include lodging, restaurants and recreation related uses, including a golf club house. The Master Plan envisions that uses in this commercial/mixed use area of Subarea D will have a synergy with tourist, open space and recreational uses that take advantage of the riverside location east of the Bypass. The Master Plan allows development of up to about 91,500 square feet of non-residential floor area in Subarea D. The actual amount and scale of commercial/mixed use development in Subarea D may be lower, based largely on market demand.

- The Master Plan also allows development of a golf course in a portion of Subarea D. A golf course is considered an appropriate use, but conditional use review is required to identify public access around and through a golf course to the riverfront. Because a specific location has not been defined, the acreage associated with a potential 9-hole golf course has not been deducted from the overall land inventory.
- The Master Plan identifies the conceptual location of a neighborhood park in Subarea D that will be dedicated with development, based on neighborhood park size and location criteria from the Dundee Parks and Open Space Plan. The precise location and size of the neighborhood park will be determined as part of a future development application process.

Subarea E includes the city's wastewater treatment plant (WWTP), approved treatment plant facilities, and a new nature park. All uses that are permitted outright or with conditional use approval in the Public (P) zone will be permitted in Subarea E. The Public zone permits the public facilities and park uses. Private golf and related facilities (such as a driving range) are identified as conditional uses in the Public zone.

Subarea F is designated for residential uses and a neighborhood park. Permitted residential uses include a mix of single-family detached units on small to medium sized lots, single-family attached units (e.g., townhouses or rowhouses), duplex and tri-plex units and multi-family units. The Master Plan targets development of up to 519 residential units in Subarea F. The Master Plan identifies the conceptual location of a neighborhood park in Subarea F that will be dedicated with development, based on neighborhood park size and location criteria from the Dundee Parks and Open Space Plan. The precise location and size of the neighborhood park will be determined as part of a future development application process.

Subarea G is currently located within the city limits but outside of the UGB. The Master Plan designates Subarea G for mixture of agriculture, parks, open space and recreational uses, including a regional riverfront park and trails, a possible 9-hole golf course and other open space areas. This area will remain zoned for Exclusive Farm Use by the City of Dundee until such time as it is brought into the city's UGB. All of the planned uses in this area are allowed in Dundee's EFU zone as outright or conditional uses, including a golf course. The Master Plan does not identify any housing, commercial or employment uses in Subarea G.

In April 2011, the Department of Land Conservation and Development (DLCD) indicated that golf courses are not allowed on high value farmland under state statutes and rules, even if the use is allowed under the City's EFU zone. This comment was brought up late in the process, and a golf course has been considered an appropriate use throughout the master planning process and was expressly discussed at the October design charrette for the Riverfront District. No changes to Dundee's acknowledged EFU zone are proposed as part of this process. The City of Dundee will support efforts to expand the UGB to coincide with the existing city limits and provide more appropriate zoning to accommodate the urban park, open space and recreational uses identified in the Riverside District Master Plan. The waterfront open space and recreational uses are integral to and needed to support the

overall development and open space vision of the Master Plan. Additionally, Yamhill County has recommended a UGB amendment that would accommodate the uses shown in the master plan and remove the on-going confusion regarding land use jurisdiction.

The following table summarizes projected acres of development by land use type, as well as target dwelling units, and square footage of retail, commercial, and industrial development for the Riverside District.

Table 1 – Riverside District Land Uses

Locations/Designations	Acres	Percent[1]	Target Dwelling Units[3]	Maximum Floor Area of Development[4]
Inside urban growth boundary (UGB)				
Residential	100	38%	970	
Commercial	22	8%		239,000
Light Industrial	13	5%		204,000
Subtotal	*135*	*51%*	*970*	*443,000*
Neighborhood Park	8	3%		
Nature Park	24	10%		
Roads (excluding Bypass)	29	11%		
Trails/green seams	23	9%		
Newberg Dundee Bypass corridor	27	10%		
Wastewater treatment plant[2]	17	7%		
Subtotal (Inside UGB)	*263*	*73%*		
Outside UGB (open space or recreation)	97	27%		
Total Planning Area	**360**	**100%**	**970**	**443,000**

Notes

1. Percentages are as a total of land within the UGB except the Subtotal and land outside the UGB.

2. A small portion of the treatment plant acreage reflected in this number is outside the UGB; acreage does not include potential turtle habitat areas south of Lagoon #4 (Canyon Lake)

3. Assumes a mix of housing types and an overall average density of about 10 units/acre.

4. Assumes floor area ratios of 0.25 for commercial and mixed use and 0.35 light industrial and hotel uses.

Table 2 – Target Dwelling Units and Non-Residential Floor Area by Subarea and Land Use

Subarea	Land Use Designation	Acres	Target Dwelling Units	Max. Non-Residential Floor Area
A	Commercial	14	14	147,500
A	Residential	13	96	NA
B	Light Industrial	13	NA	204,000
C	Residential	11	64	NA
D	Commercial/Mixed Use	8	NA	91,500
D	Residential	23	277	NA
E	Public	41[1]	NA	NA
F	Residential	53	519	NA
G	Agricultural, Open Space and Recreation	97	NA	NA
TOTAL		**273[2]**	**970**	**443,000**

Notes

1. Acreage includes approximate area of WWTP and planned Nature Park

2. This total does not include the area estimated for neighborhood parks, trails, roads and the Bypass corridor, shown in Table 1.

B. Riverside District Policies

After the adoption and implementation of a new Riverside District Zone, the following policies will apply to Planning Commission review and approval of detailed master plan(s) and subdivision(s) of individual or consolidated subareas within the Riverside Master Plan District. The detailed master plan and subdivision reviews will be key steps in setting the stage for specific development of each subarea because they will:

- Establish and dedicate the local street system;
- Identify the specific location and size of neighborhood park(s) identified in the Master Plan and dedicate the planned park(s) in conjunction with the subdivision;
- Confirm that the number of residential lots is consistent with the overall target residential units;
- Layout infrastructure (particularly water and sewer) to accommodate the proposed subdivision and identify improvements needed to assure adequate public facilities; and
- Include a simple traffic analysis to assess the trips and required transportation improvements based on the overall transportation analysis completed for the Master Plan.

The policies will also apply to discretionary review of conditional uses, site design review and amendments of the Riverside District Master Plan. However, the policies will not apply to the review of individual building permits for development on platted lots that is consistent with the use tables and design standards of the Riverside District Zone once it is adopted.

Land Use

As shown in Figure 1, the Riverside District Master Plan envisions the long-term development of a cohesive district that includes a mix of land uses and housing types served by an interconnected of "complete" streets

with planter strips, street trees and sidewalks. A substantial portion of the Riverside District will be devoted to park, open space and a trail network that will serve both the Riverside District and the larger community and provide a unique amenity for development. Non-residential development is targeted to the northerly 1/3 of the Riverside District. It is envisioned that commercial uses to the west of the Bypass will be smaller-scale neighborhood commercial uses. Non-residential uses to the east of the Bypass are envisioned to be larger-scale "destination" uses such as wineries, event facilities, hotel, restaurants and related uses.

1. The Riverside District Master Plan identifies the approximate location and acres of general land use categories by subarea (See Figure 2 and Table 2). Through the detailed master plan and subdivision process, the applicant shall have the ability to propose minor changes between the boundaries of the use areas, consistent with the overall target housing units and non-residential floor area allocated to the subarea.

2. When a partition or subdivision application is submitted for a subarea, even if it only includes a smaller first phase of development, a detailed master plan shall be submitted for the entire subarea to show the layout of streets and more precise location of the neighborhood park (if a conceptual location is shown on the approved Master Plan for the Subarea). The detailed master plan will provide the tool to track the target housing units and maximum non-residential floor area consistent with the allocations by subarea in Table 2.

3. A mixture of different building types is encouraged within the residential areas (e.g. single family residential, duplex, attached single family residential, multi-family). Outside of the overall target number of housing units specific for each subarea, it is expected that the Riverside District Zone will provide broad flexibility for a mix of housing types and lot sizes. The detailed master plan shall identify lots intended for attached and multifamily housing. To ensure efficient use of land in the Riverside District, an average density of 10 units per acre is established. Lot sizes may be averaged and densities may be shifted between subareas to provide flexibility to meet changing housing and market needs.

4. Development within subareas designated for commercial, mixed use and light industrial uses in Subareas A, B and D shall be consistent with the standards included in the Riverside District Zone (when adopted), including limitations on certain uses, maximum building size and basic design standards.

5. The approved Master Plan assumed certain categories of commercial and light industrial uses would be appropriate in the Riverside District. While the Riverside District Zone will provide some flexibility for the City to allow "similar uses" through a Type I-B review, a major change in the list of permitted and conditional uses will require Type II Planning Commission approval or a Type IV Development Code text amendment.

6. The Master Plan identifies a conceptual location for a potential golf course. While a golf course is considered an appropriate use in the Riverside District, conditional use approval is required to review the layout of the golf course relative to public trails and access to the riverfront. Additionally, conditional use approval is required for any portion of the golf course located within Dundee's Exclusive Farm Use (EFU) zone. Through the conditional use review process, the City shall also encourage the use of recycled wastewater or on-site water sources for golf course irrigation to avoid pressure on the City's domestic water supply sources. Based on input from the Department of Land Conservation and Development, development of a golf course on Dundee's designated EFU land may require a goal exception or UGB amendment.

7. The City will support a future UGB amendment application to include Subarea G within Dundee's UGB to accommodate the open space and recreational uses identified in the Riverside Master Plan. The location of this subarea inside of the city limits but outside of the UGB complicates land use jurisdiction.

8. If the School District identifies a need for future school(s) within the Master Plan area, appropriate site(s) shall be identified consistent with the policies of the Dundee Comprehensive Plan and/or School District Facility Plan.

9. The Riverside District Master Plan does not designate potential school sites and the transportation analysis did not assume development of a school in any of the subareas. At a minimum, development of a public school within the Riverside District would require conditional use approval and a full traffic analysis.

Transportation

The main elements of the Riverside District transportation system are shown in Figure 3. This figure shows the approximate location of the two overcrossings of the Bypass that will be built by ODOT. The approximate location of the "Parkway Collector" is also shown to the east side of the Bypass. The local street system for the Riverside District will be defined as part of subsequent land use applications, based on established code standards for street connectivity and maximum block length.

1. The Riverside District Master Plan accommodates the development of the Bypass in the location shown in the Tier 2 Draft Environmental Impact Statement (Tier 2 DEIS) and the Dundee TSP. ODOT shall acquire all right-of-way needed for the Bypass and the overcrossings and construct the facilities.
2. The City and the affected property owners will continue to coordinate with ODOT on the location and design details for the overcrossings and landscaping of the berms. The City will advocate for a design that maximizes the developable area in the Riverfront District and reduces the visual impact of the Bypass.
3. An interconnected street system shall be provided within and between residential, commercial, and mixed use areas. Because local streets may be extended on an incremental basis in some subareas, it may be necessary to accept temporary dead-ends or "stub streets" that will be extended when future development occurs.
4. All streets shall be built to established standards for street connectivity and block length as set forth in Chapter 2.202 of the Development Code. Street standards in the Riverside District Zone shall supersede TSP or Development Code standards where they conflict.
5. The collector to the east side of the Bypass shall be developed to a "parkway" standard to integrate the subareas and help establish the overall design character of the Riverside District. In addition to providing internal connections east of the Bypass, construction of this road will ensure that all subareas east of the Bypass would have two ways to cross the Bypass, which is important for safety and emergency service reasons.
6. Street trees shall be required in all subareas of the Riverside District. Street trees shall be installed and maintained to the standards specified in the Development Code.
7. No private streets shall be allowed in the Riverside District.
8. Developers will be allowed and encouraged to construct green street features on local and collector streets to reduce the amount of stormwater entering local rivers and streams, reduce demand on the city's infrastructure and improve water quality. Modifications to street standards will be allowed without a variance at the subdivision phase if a developer proposes green street features that are approved by the City Engineer and Planning Commission.
9. Where cul-de-sacs are constructed, they shall comply with the maximum length standards in Section 2.202 of the City of Dundee Development Code. A pedestrian and bicycle connection may be required between the end of the cul-de-sac and the nearest local street to provide connectivity.
10. Sidewalks shall be provided along both sides of all streets. Where a wider multi-use path is provided (for example, on the side of the Parkway Collector adjacent to the Bypass or on the urban side of the Fulquartz Landing Road frontage), the multi-use path shall replace the required sidewalk.
11. A pedestrian/bicycle pathway shall be accommodated under the Bypass structure located near 10th Street to provide an ADA accessible connection between Dundee and the Riverside District. The City of Dundee may

pursue grants to fund construction of this undercrossing. ODOT has committed that the Bypass design will accommodate the pedestrian/bicycle pathway.

Water, Wastewater and Stormwater

Water, wastewater and stormwater facilities that are needed to support proposed development in the Riverside District will require further planning of needed improvements, updates of city system development charges (SDCs) and other fees, and coordination between the city and property owners regarding the timing and funding of infrastructure improvements. The types of improvements required to serve the Riverside District are described in more detail in the Land Use Alternatives Report in Appendix B7 and the Cost Estimates, Funding Strategies and Responsibilities document Appendix B9 (adopted by reference).

1. Public facilities for the Riverside District shall be planned, designed and constructed in accordance with adopted Public Facility Master Plans for water, wastewater and stormwater.
2. Each subdivision or development application shall show that its water, wastewater and stormwater requirements can be met adequately by infrastructure that is in place or will be in place at the time of occupancy. The City Engineer shall review and confirm the adequacy of infrastructure plans prior to City approval of the land use application. As a general policy, the City requires that developers bear the cost of infrastructure improvements required to support their project.
3. As authorized by ORS 94.504, the City may require City Council approval of Development Agreements as a condition of subdivision or development application approval to allow the city and an applicant to coordinate in the provision of facilities to serve the development. The Development Agreement may require specific performance conditions for development of the property. These performance conditions may include, but are not limited to, construction of public facilities, dedication or reservation of land for right-of-ways, easements, or parks, or other conditions proper for the development.
4. Planning for water use should incorporate techniques and systems for water reuse and conservation to the greatest degree practical, including potential reuse of wastewater for irrigation or other purposes.
5. The City will encourage natural stormwater drainage systems designed to manage and filter as much stormwater on site as reasonably possible and to incorporate natural drainage and management techniques. Examples and illustrations of low impact development approaches that may be appropriate in the Riverside District are included in the Background Conditions Report, Charrette Report, and Land Use Alternatives Report in Appendix B.

Parks, Open Space and Trails

Figure 1 illustrates the park and open space framework for the Riverside District, including planned neighborhood parks, a regional riverside park, a nature park, and a connected trail system to access the river and connect the various subareas. Figure 6 highlights natural resource and riparian areas and identifies the general location of the riparian buffer (50 foot width) and green seam buffer (30 foot width).

1. A minimum of three neighborhood parks shall be established within Subareas C, D, and F as shown in Figures 1 and 2 of the Riverside District Master Plan and based on the housing target of 970 dwelling units. The specific location and size of each neighborhood park shall be refined through the detailed master plan and subdivision process. However, each neighborhood park site shall be consistent with the location and size criteria in the adopted Dundee Parks and Open Space Master Plan and the Neighborhood park sites shall be developed in accordance with the provisions of the Parks and Open Space Zone (Chapter 2.111) of the Development Code. The City shall collaborate with Chehalem Parks and Recreation District (e.g. IGA) on Riverside District park and trail issues such as dedication, improvements, standards, maintenance, etc.

2. A regional riverside park is planned in Subarea G as shown on Figure 1. The existing sloped, wooded area within the riverside regional park area shall generally be protected in a natural state as part of future park development. This wooded area may contain trails or other passive recreational facilities (e.g., interpretive features).
3. Planning for the regional riverside park shall be coordinated between the City of Dundee and the Chehalem Park and Recreation District. Additionally, planning shall include coordination with the Oregon Department of Parks and Recreation to ensure opportunities to connect to a potential future state park on Ash Island, should such a park be developed.
4. Figure 1 of the Riverside Master Plan shows development of a "nature park" on city-owned property to the north of the wastewater treatment plant facilities. Development of this park should be consistent with the conceptual park plan approved by the City Council.
5. The Riverside District Master Plan establishes a buffer around the Canyon Lake Natural area, extending to approximately the 150-foot elevation line to the south and west of this area (see Figure 6). Within this area, human access and activity will be restricted to help protect habitat for two turtle species – the Western Painted and Western Pond Turtles. In addition, a secondary, additional riparian buffer of approximately 50 feet is established beyond the 150-foot elevation line, within which uses will be limited to natural resource protection, open space and passive recreation, such as walking and bicycling. A pedestrian and bicycle pathway may be constructed within this riparian buffer area.
6. The Riverside District Zone will protect riparian areas by using a regulatory approach consistent the State of Oregon's Goal 5 safe harbor approach (50 foot setback from top of bank), and by allowing developers (if they want an alternative to the safe harbor approach) to inventory riparian and other natural resources and identify alternative measures to protect them, consistent with the goals and requirements of the this Master Plan, as well as the city's Comprehensive Plan and Development Code.
7. A linked trail system shall be developed within the Riverside District and integrated with plans for the Willamette Greenway Trail and Chehalem Heritage Trail as shown on Figures 1 and 3. Through the subdivision and development permit process, the City of Dundee may require dedication or easements to accommodate the development of the trail system. In general, 30-foot wide easements will be adequate to accommodate 10-foot wide multipurpose trails. As noted above, a wider 50-foot easement will be required along the designated riparian corridors.
8. Locations of trail connections and associated riverfront recreational opportunity areas are conceptual and will be further detailed as future Action Items.
9. The City will support "green" development approaches, including co-location of stormwater swales in parks and along linear trail corridors to reduce land needs and costs and create opportunities for education, amenities, and recreational activities.

C. Implementation

Land Use and Development

Development of the Riverside District Master Plan is expected to occur over an extended period of time, given that land in the planning area represents a 20-year supply of buildable land based on future population projections for Dundee. Development of subareas A and C west of the Bypass is likely to occur first, given proximity to existing city transportation facilities and other municipal services. Development of a golf course in the eastern section of the planning area (portion of subareas D and G) could also occur earlier given that it would require limited public facilities in comparison to other land uses designated east of the Bypass corridor.

Development within the Master Plan area will be dependent on the ability to provide needed public infrastructure and services, including water, wastewater, stormwater and transportation facilities. General phasing objectives include the following, some of which are described in more detail in Section III Action Charts.

- A new Riverside District zone will be adopted to implement the Master Plan.
- When the Riverside District Zone is adopted, the City Council may condition approval of zone changes to the Riverside District Zone based on availability of adequate public facilities. A similar condition was attached to the 2008 approval of the plan amendment/zone change for Riverside Farms, LLC.
- Water, wastewater and stormwater facilities should be sized to accommodate projected total future levels of development. Reimbursement agreements, a Riverside District System Development Charge, development agreements or other mechanisms may be needed to ensure equitable arrangements for funding these facilities.
- Roads should be sized and constructed per the classifications and standards identified in this Plan and the City's TSP. Where development is proposed on only one side of a road, a half-street or three-quarter street improvement may be allowed if it provides adequate capacity and connectivity for automobile, bicycle and pedestrian travel.

Transportation Facilities and Improvements

Phasing of transportation facilities and improvements will be related to a number of factors, including coordination with construction of the Bypass; implementation of needed improvements to facilities outside the planning area, including OR 99W, Fulquartz Landing, Edwards and Parks Drives and 5th and 8th Streets; and construction of a new parkway collector road east of the Bypass corridor. The Phasing Analysis documented below provides the City and ODOT with traffic volume thresholds that will trigger transportation improvements. This phasing analysis is intended to facilitate the timely construction of transportation facilities as their need arises, thereby relieving the need to perform individual traffic studies for each component of development. The City may choose to monitor traffic on the major transportation facilities serving to access the Southeast Dundee area, so as to better understand the imminence of approaching transportation needs. Phasing requirements and issues include the following:

- To the extent that development in the Riverside District occurs prior to construction of the Bypass, it must not preclude or interfere with eventual construction of the Bypass.
- The 8th Street right-of-way may continue to be used as a means of connecting the portions of the Master Plan area on either side of the Bypass corridor, prior to construction of the Bypass.
- Implementation of the 5th Street Extension will require approval of a statewide exception to Goal 3 (Agricultural Lands) or a minor UGB amendment. Prior to or in lieu of the 5th Street Extension, a combination of 8th Street (east of Edwards Road), Edwards Road (north and south of 8th Street) and 5th Street are likely to be used as the primary routes from the northern portion of the planning area to OR 99W. Use of these roads will necessitate the following interim transportation improvements (or improvements to be made in lieu):
    - Improvements to Edwards Road to meet Collector Street standards, including the provision of sidewalks, will be needed when development in Subareas A-D results in approximately 250 net new trips along Edwards Road (north and south of 8th Street) during the weekday p.m. peak hour. (See Table 3-6 for more information). These improvements should be constructed as new development along Edwards Road occurs, consistent with section 2.206 of the Dundee Development Code.
    - Improvements to 5th Street to meet Collector Street standards between OR 99W and Edwards Road will be needed when development in Subareas A-D results in approximately 200 net new trips along 5th Street during the weekday p.m. peak hour (see Table 3-6 for more information).

- Addition of a westbound right turn lane at the intersection of OR 99W/5th Street ($100,000) will be needed if development in Subareas A-D results in approximately 24 net new trips at the intersection during the weekday p.m. peak hour prior to construction of the Newberg Dundee Bypass. If this threshold of 24 additional trips is not met prior to construction of the Bypass, this improvement will not be needed.

- Construction of the planned Bypass overcrossing connecting to the 5th Street Extension will require that local infrastructure be in place first. This could include implementation of the 5th Street Extension or the interim improvements described above, as well as the extension of 8th Street to the east of the Bypass.
- The 5th Street Extension or a connecting link to the Bypass overcrossing should be fully constructed when the Bypass is constructed.
- As development occurs within the Master Plan area, construction of the planned North/South Parkway Collector east of the bypass corridor must be phased in such a way as to provide adequate connectivity both within the Master Plan area and between areas east and west of the future Bypass facility. Phasing should be as follows:
  1. If this road is constructed before construction of the Bypass:
     a. The road shall be partially constructed as frontage development of the collector is complete; or
     b. The road shall be fully constructed when 100% of development in Subarea D is complete, or
  2. If the road is constructed after or during construction of the Bypass and the Bypass construction severs connections between Subarea D and access to either 5th Street, 8th Street or Parks Drive, then ODOT must have a temporary detour plan in place to provide access between Subarea D and these facilities (5th, 8th or Parks).
- If Subareas D or F are developed before the Bypass is constructed, traffic from those developments would utilize Fulquartz Landing and Parks Drives to access OR 99W.
- Improvement of Parks Drive to a collector street standard, including the provision of sidewalks, will be needed when developments in Subareas A-G result in approximately 275 net new trips along Parks Drive during the weekday p.m. peak hour (see Table 3-6 for more information).
- Construction of a new traffic signal at Parks Drive and OR 99W will be needed when full build-out of Subareas A-G occurs with or without development of the Bypass, or when warranted (all new traffic signals must be approved by the state traffic engineer).
- Railroad crossings:
  - Railroad crossing improvements along 5th Street will be needed when development in Subareas A-D result in approximately 200 net new trips along 5th Street during the weekday p.m. peak hour (see Table 3-6 for more information).
  - Railroad crossing improvements at Parks Drive will be needed when development in Subareas A-G result in approximately 275 net new trips on Parks Drive during the weekday p.m. peak hour (see Table 3-6 for more information).

  The threshold used to determine the phasing of these improvements relates to the point in time that traffic exceeds the volume guideline for a collector street, 3,000 vehicles per day (vpd), as defined in the Dundee TSP. (Note: A "Diagnostic Investigation", conducted in coordination with ODOT Rail, ODOT Highway, City, and rail providers, should be conducted in which these entities will establish the threshold for construction of rail improvements).

The following tables summarize the assumptions and analysis used to estimate thresholds for needed transportation improvements within and outside the study area. Proposed land uses have been translated into total numbers of trips by subarea or a combination of subareas. These trips have in turn been distributed and assigned to the study area roadways.

Table 3 – Riverside District Land Uses by Subarea

Land Use	Subarea A	Subarea B	Subarea C	Subarea D	Subarea E	Subarea F	Subarea G	Total
Single family residential (units)	96	0	24	222	0	415	0	757
Multifamily residential (units)	14	0	40	55	0	104	0	213
Commercial and retail (sq ft)	131,500[5]	0	0	91,500[3]	0	0	0	223,000
Golf course[4] (holes)	0	0	0	9	0	0	0	N/A
Light industrial[2] (sq ft)	0	204,000	0	0	0	0	0	204,000
Neighborhood park (acres)	4	0	0	2	0	2	0	8
Regional & nature park (acres)	0	0	0	0	25	0	30	55

[1] Golf course includes 9-holes and a club house/pro shop.
[2] Light Industrial includes wine tasting and production.
[3] Overall square-footage includes 50 hotel rooms.
[4] The clubhouse is located in Subarea D.
[5] The 14 multifamily residential units represent the remaining 16,000 square-feet of commercial and retail space shown in Table 2 above.

Table 4 – Trip Generation Rates

Land Use	ITE Code	Trip Rate (PM Peak Hour)	Percent In	Percent Out
Single family residential (units)	210	1.1	63%	37%
Multifamily residential (units)	230	0.78	67%	33%
Hotel use (rooms)	310	.59	53%	47%
Commercial and retail (sq ft)	820	3.73 (1,000 sq ft)	49%	51%
- Internal		*40% of trips*	*50%*	*50%*
- Pass by		*10% of trips*	*50%*	*50%*
Golf course[1]	430	2.78	45%	55%
Light industrial[2] (sq ft)	110	0.97/2[3] (1,000 sq ft)	12%	88%
Neighborhood park (acre)	412	0.59	35%	65%
Regional & nature park (acre)	417	0.26	44%	56%

[1] Golf course is assumed to include 9-holes and a club house/pro shop.
[2] Light Industrial is assumed to include wine tasting and production.
[3] It is assumed that this use will generate approximately half as many trips as traditional light industrial uses.

Table 5 shows the estimated weekday p.m. peak hour trips generated by each land use within subareas.

Table 5 – Estimated Riverside District Trip Generation – Weekday PM Peak Hour

Land Use	Subareas A			Subarea B			Subarea C			Subarea D			Subarea F			Total		
	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total
Single family residential	67	39	106	0	0	0	16	10	26	154	90	244	288	169	457	525	308	833
Multifamily residential	7	4	11	0	0	0	21	10	31	29	14	43	54	27	81	111	55	166
Hotel use	0	0	0	0	0	0	0	0	0	16	14	30	0	0	0	16	14	30
Commercial and retail	269	280	549	0	0	0	0	0	0	28	29	57	0	0	0	297	309	606
- Internal	*(110)*	*(110)*	*(220)*	*0*	*0*	*0*	*0*	*0*	*0*	*(11)*	*(11)*	*(22)*	*0*	*0*	*0*	*(121)*	*(121)*	*(242)*
- Pass by	*(16)*	*(16)*	*(32)*	*0*	*0*	*0*	*0*	*0*	*0*	*(2)*	*(2)*	*(4)*	*0*	*0*	*0*	*(18)*	*(18)*	*(36)*
Golf course[1]	0	0	0	0	0	0	0	0	0	11	14	25	0	0	0	11	14	25
Light industrial[2]	0	0	0	12	87	99	0	0	0	0	0	0	0	0	0	12	87	99
Neighborhood parks	1	2	3	0	0	0	0	0	0	0	1	1	0	1	1	1	4	5
Regional & nature parks[3]	0	0	0	3	4	7	0	0	0	3	4	7	0	0	0	6	8	14
Total	**218**	**199**	**417**	**15**	**91**	**106**	**37**	**20**	**57**	**228**	**153**	**381**	**342**	**197**	**539**	**840**	**660**	**1500**

[1] Golf course is assumed to include 9-holes and a club house/pro shop.
[2] Light Industrial is assumed to include wine tasting and production.
[3] The trip generation estimates for Subareas G and E are included in Subareas B and D, respectively. These parks generate a combined estimated 23 trips during the weekday p.m. peak hour.

Table 6 shows the estimated trip distribution of the weekday p.m. peak hour trips generated by each subarea shown in Table 5 onto the major roadways in the study area. The percent distribution (Dist.) represents the proportion of overall trips from each subarea expected to use the specified roadway with and without the 5th Street extension.

Table 6 – Estimated Trip Distribution by Subarea

Roadway	Subarea A		Subarea B[1]		Subarea C		Subarea D[1]		Subarea F		Total ADT
	Dist.	Trips	Dist.	Trips	Dist.	Trips	Dist.	Trips	Dist.	Trips	
5th Street via Edwards Road	50%	209	50%	53	50%	29	50%	191	0%	0	482
10th Street via Edwards Road	25%	104	0%	0	25%	14	0%	0	0%	0	118
Parks Drive via Fulquartz Landing	25%	104	50%	53	25%	14	50%	190	100%	539	900
Total	***100%***	***417***	***100%***	***106***	***100%***	***57***	***100%***	***381***	***100%***	***539***	***1500***

[1] The estimated trip distribution pattern for Subareas G and E were assumed to be consistent with Subareas B and D, respectively.

In addition to the trips shown in Table 6, approximately 25 percent of the trips from subareas A and C and 100 percent of the trips from subareas C and D are expected to use 8th Street to access Edwards Road. The remaining trips from subareas A and C are expected to access Edwards Road via the local street network.

III. Future Actions

Other Implementation and Phasing Issues and Actions

Additional implementation issues will need to be addressed by the city, property owners, and/or other local and state agencies and stakeholders to support development of the Riverside District. The following Action Chart highlights key actions, estimated time frame and lead and supporting parties. The Action Chart does not reflect City budget commitments but is intended to highlight the scope of some of the Action Items.

Table 7 – Riverside District Action Chart

Action #	Action Item Descriptions	Time Frame	Lead/Support
WATER SUPPLY AND WATER MASTER PLAN			
1	Obtain memo from Murray Smith & Associates regarding existing water supply capacity.	Include in hearing record prior to adoption of Master Plan – COMPLETE	City
2	Coordinate with City Attorney to define Riverside District Zone strategy relating to adequate public facilities (particularly water supply).	Define initial strategy prior to public hearing(s) for adoption of Plan – COMPLETE	City/City Attorney
3	Pursue interim measures to expand water supply to allow limited development.	1-2 years	City
4	Establish schedule, budget and scope to update Water System Master Plan.	1-2 years	City
5	Based on updated Water Master Plan, proceed with more detailed planning/design of water supply improvements (could include using water right to the Willamette River and construction of water treatment plant).	2-5 years	City
REFINE AND ADOPT NEW RIVERSIDE DISTRICT ZONE			
5	Complete additional work to refine 3rd Draft of Riverside District Zone and address PC/CC issues (particularly related to scale of commercial/light industrial uses and design standards).	6 months/1 year	City/Property Owners
6	Proceed with quasi-judicial or legislative zone changes when new Riverside District Zone is in place and adequate public facilities assured.	1-3 years	Property Owners/City
RIVERSIDE DISTRICT AREA SYSTEMS DEVELOPMENT CHARGE (SDC)			
7	Consider special study to evaluate an area-wide SDC for the Riverside District to assure equitable funding of required infrastructure (including water, wastewater, transportation and neighborhood parks and trails).	1-5 years	City/Property Owners/Consultant

Action #	Action Item Descriptions	Time Frame	Lead/Support
BYPASS			
8	Refine design of bridges over the Bypass in the Riverside District (cross-section, grade, etc.).	On-going	ODOT/City/Property Owners
9	Coordinate with ODOT on landscaping of berms adjacent to the Bypass (including maintenance).	1-3 years	ODOT/City/Property Owners
10	Acquire right-of-way for Bypass and related improvements.	1-5 years	ODOT/Property Owners
11	Construct Phase 1 of Bypass through Dundee.	3-7 years	ODOT
5th STREET EXTENSION			
12	Meet with DLCD Field Representative and Yamhill County planning staff to discuss options for a goal exception or minor UGB amendment to accommodate 5th Street Extension.	Within next year	City/County/DLCD
13	Meet with Columbia Empire Farms to explore willingness to allow or support the 5th Street Extension. If there is no support, refine alternative for primary access into the Riverside District within the existing UGB.	1-2 years	Affected Property Owners/City
14	If there is support, prepare land use application for a statewide goal exception or minor UGB amendment. If feasible, combine a UGB amendment to expand the UGB to the city limits boundary and also to accommodate the 5th Street Extension.	2-3 years	Property Owner
15	Include the 5th Street Extension (if approved)and the Riverside District Parkway and other Collectors in the update of the Dundee TSP.	2-5 years	City/ODOT
UGB EXPANSION (Without 5th Street Extension)			
16	Prepare application and/or consider UGB expansion to match the existing city limits boundary. Because this area (Subarea G) is identified for public open space and recreational uses, it might be a relatively simple application.	Following adoption of Master Plan	Property Owner(s)/City
PARKS & TRAILS			
17	Coordinate meeting and possible IGA to discuss Riverside District park & trail issues (dedication, improvement, standards, maintenance, etc.)	1-2 years	City/CPRD
18	Complete more detailed park and trial planning as neighborhood parks are dedicated and trail easements obtained.	5-20 years	City/CPRD/Developers
19	Evaluate funding options and pursue Nature Park improvements on the WWTP property.	1-10 years	City
20	Coordinate with other agencies and advocacy groups on park and trail development in the	On-going	City/CPRD/Oregon Parks/Park Advocacy

Action #	Action Item Descriptions	Time Frame	Lead/Support
	Riverside District.		Groups
STREET TREES & STREET SIGNS/LIGHTING			
21	Form an ad hoc committee to evaluate and propose appropriate street trees to require in the Riverside District; amend the Riverside District Zone to specify certain species if needed.	2-3 years	City/Property Owners
22	Based on *Framework Plan to Establish a Unique Visual Identity*, identify appropriate street lighting and street signs to tie in with past work and help establish a cohesive design character for the Riverside District. Amend the Riverside District Zone or Public Works Standards as needed.	2-3 years	City/Property Owners
SUSTAINABILITY			
23	Partner with public agencies, non-profit organizations, and Dundee residents and business owners to develop a city-wide sustainability plan to: • Require and/or promote water conservation and efficiency • Remove barriers and explore incentives to promote "low impact development" • Support green design standards for public and private development projects (through Development Code and/or Public Works Standards).	1-10 years	Citizens/Non-Profits/Advocacy Groups/City

Appendices

To be provided with final version

Appendix A – Comprehensive Plan Amendments – New Riverside District Chapter

Appendix B – Supporting Documents (Adopted by Reference)
Appendix B1 – Project Goals, Objectives and Evaluation Criteria
Appendix B2 – Meeting Summaries
Appendix B3 – Public Involvement Summary
Appendix B4 – Dundee Identity Framework Plan
Appendix B5 – Background Conditions Report
Appendix B6 – Charrette Report
Appendix B7 – Land Use Alternatives Report
Appendix B8 – Transportation Analysis
Appendix B9 – Cost Estimates, Funding Strategies and Responsibilities

Appendix A

Comprehensive Plan Amendments – New Riverside District Chapter

RIVERSIDE DISTRICT

GOAL: Adopt a new Riverside District comprehensive plan designation and master plan to provide a land use and transportation framework to guide long-term development of the Riverside District.

OBJECTIVES

1. Apply a new Riverside District comprehensive plan designation to the approximately 360 acre planning area within the city limits shown in Figure 1.

2. Adopt the Riverside District Master Plan (June 2011) by reference as a support document to the Dundee Comprehensive Plan.

3. Adopt comprehensive plan policies specific to the Riverside District.

4. Recognize that adoption of the comprehensive plan framework (text and map amendments) represents the first steps in a multi-step process required prior to development. Future actions will include, but not be limited to:

    - Preparation of more detailed infrastructure and financial plans to assure adequate public facilities and services to support the master plan;

    - Development Code text amendment to adopt new Riverside District Zone;

    - Zone Change(s) to apply the new Riverside District Zone;

    - Detailed master plans (by subarea) to establish local street network, identify specific park sites and trail connections, lay out blocks, refine mix of land uses and set range of densities, mix of housing types and lot sizes, establish phasing schedule, etc.

    - Subdivision(s) to divide land in accordance with detailed master plans; dedicate local streets, parks and trail and utility easements; install public and private improvements, etc.

    - Potential site design review for non-residential buildings, unless clear and objective design standards are adopted as part of the detailed master plan for a particular subarea.

EXISTING CONDITIONS

The Riverside District was annexed to the City of Dundee in 1969, prior to adoption of Senate Bill 100 and Oregon's statewide planning program. When the Dundee Comprehensive Plan was adopted in 1977, the majority of the Master Plan area was included in Dundee's Urban Growth Boundary (UGB). The city applied an Agriculture (A) holding zone to approximately 235 acres within the UGB and plan policies called for incremental rezoning of the agricultural land for residential use based on need.

Agricultural and undeveloped lands on the lower terrace near the Willamette River were not included in the 1977 UGB. The city applied an Exclusive Farm Use (EFU) zone to preserve approximately 125 acres within the city limits for farm uses.

The Riverside District is still largely undeveloped, with the exception of the wastewater treatment plant and a few single family dwellings. In 2008, Dundee City Council re-zoned about 54 acres in the northerly portion of the Riverside District from the Agriculture holding zone to a mix of residential (R-2 and R-3), commercial (CC) and light industrial (LI) zones. Conditions were attached to the zone change approval to limit certain uses, require submittal and approval of a master plan and assure adequate public facilities prior to development of the subject property. During the zone change process, the City Council expressed interest in using the master planning process to ensure integrated planning and development of the entire Riverside District instead of piecemeal rezoning.

Plans for the Newberg-Dundee Bypass also have significant implications for development in the Riverside District. After a lengthy federal environmental review process, Yamhill County and the cities of Newberg, Dundee and Dayton all approved the Bypass alignment and adopted comprehensive plan policies to support the Bypass. The Bypass alignment fragments the Riverside District. The Bypass will have full access control and ODOT will build two overcrossings in the vicinity of 8th Street and Fulquartz Landing Road/Parks Drive to provide connectivity across the Bypass and maintain access to the Willamette River.

The master plan document summarizes background information and existing conditions for the Riverside District planning area. A Background Conditions Report (August 2010) provides more detailed information on existing conditions.

FINDINGS OF FACT

The Riverside District encompasses the majority of the city's buildable land inventory. The City of Dundee initiated the master planning process in 2010 to provide a more detailed land use and transportation plan to guide coordinated development of this special area. The project was

funded by a grant from the Oregon Department of Transportation and Growth Management (TGM) Program.

The Riverside District features a number of unique assets and opportunities:

- A relatively small number of property owners and large parcels of undeveloped land, making master planning easier;
- A prime location along the Willamette River, with outstanding views of the river and surrounding areas in addition to access to water-based recreation;
- Natural resources that provide intrinsic natural values as well as amenities to future residents and visitors; and
- Community support for the master planning process.

The Riverside District master plan reflects substantial input from the public involvement process, including opportunities for on-going coordination with the major property owners. A key step in the planning process was a design charrette, held October 10-14, 2010, to identify land use and transportation plan alternatives for the Riverside District. A market study and a transportation analysis informed the selection of the preferred alternative.

A preliminary, planning-level analysis of public facilities and services needed to implement the preferred alternative was prepared and included in the Land Use Alternatives Report. However, that report was very clear that more analysis of costs and financing mechanisms and responsibilities will need to be conducted to implement the master plan.

On March 31, 2011, Murray, Smith & Associates, Inc. (MSA) presented a memorandum to the City Administrator to provide an estimate of the available capacity of the City of Dundee's existing water supply sources to serve additional development within the City's Urban Growth Boundary (UGB). The memorandum clearly documented the severity of the constraints on the existing water supply.

Following consideration of the water supply issue, the City decided to proceed with the first steps in the planning process (adoption of the Riverside District plan designation and this Comprehensive Plan chapter) and defer adoption of the Riverside District Zone and rezoning land in the Riverside District until adequate public facilities and services can be assured.

POLICIES

1. The policies in this Riverside District chapter shall replace and supersede any policies in the Dundee Comprehensive Plan that relate to the area within the new Riverside District plan designation.

2. The City will identify the boundaries of the Riverside District plan designation on the Comprehensive Plan Map as shown in Figure 1.

3. The City will retain existing zoning that applies within the Riverside District plan designation. Existing zoning shall be considered consistent with the Riverside District plan designation because existing zones allow less intensive, lower density development than anticipated in the Riverside District Master Plan. Uses and development allowed under existing zoning regulations will be allowed, consistent with the provisions of the Dundee Development Code, statewide administrative rules and statutes, all of these policies, and any conditions of prior zoning and development approvals.

4. The waterfront uses are integral to and needed to support the overall development and open space vision of the Master Plan. The City will support the concept of expanding the UGB to coincide with the existing city limits and provide more appropriate zoning to accommodate the urban park, open space and recreational uses identified in the Riverside District Master Plan.

5. The City will adopt the Riverside District Master Plan (June 2011) by reference as a supporting document to the Dundee Comprehensive Plan. The Master Plan is intended to identify a coordinated mix of residential, commercial, tourism and open space and recreational uses that are cohesive and connected with Dundee's larger community vision. The Master Plan includes additional policies that will be applicable to review and approval of future zone changes, detailed master plans and subdivisions within the Riverside District.

6. Because the Master Plan is considered a concept document, the City will consider refinements to the location and arrangement of land uses and other aspects of the Master Plan prior to or in coordination with implementation of Riverside District zoning. Any changes to the concept Master Plan must include the following limitations and components:

    - A maximum of 22 acres designated for Commercial uses.

    - A maximum of 13 acres designated for Light Industrial uses.

- A mix of housing types and densities, with a target of 970 units in the Riverside District.
- In areas where the Riverside District is adjacent to developed, lower density residential areas, the development standards of the lower density zone (maximum heights and setbacks) shall apply to new housing on abutting lots in the Riverside District.
- Neighborhood park sites shall be required based on the target of 970 dwelling units according to the standards of the Dundee Parks and Open Space Plan.
- A connected trail system shall be required to accommodate the Willamette River Trail, the Chehalem Heritage Trail, and connecting local trails within the Riverside District that link to the larger community trail system.
- Cross-sections for trail improvements shall accommodate linear stormwater quality facilities, particularly along the top of the bluff.
- A connected local street system with cross-sections specified to encourage sidewalks, planter strips, and street trees. Blocks shall not exceed a maximum length of 400 feet in commercial areas or 600 feet in residential areas.
- A parkway collector shall be required to provide a north-south link of development subareas to the east of the Bypass and connections to the two Bypass overcrossings. The cross-section for the parkway collector shall be consistent with the standards in the Dundee TSP.
- Riparian corridors shall be protected with a minimum 50-foot setback from the top of bank elevation.

7. Planning for water use should incorporate techniques and systems (e.g. "purple pipe") for water reuse and conservation to the greatest degree practical, including potential reuse of wastewater for irrigation or other purposes.

8. All development within the Riverside District shall be adequately supported by the required facilities and services, including parks, schools, transportation, water, stormwater and wastewater infrastructure. Implementing ordinances shall provide that:

    - Required facilities and services must be available concurrent with development; and

- No implementing zoning map amendment may be granted except upon a finding that all required facilities and services are available, or can be made available, concurrent with development.

IMPLEMENTATION

The Riverside District Master Plan includes an Action Chart that identifies implementation action issues that will need to be addressed by the city, property owners, and/or other local and state agencies and stakeholder to support development of the Riverside District. The Action Chart does not reflect City budget commitments but is intended to highlight the scope of some of the action items.

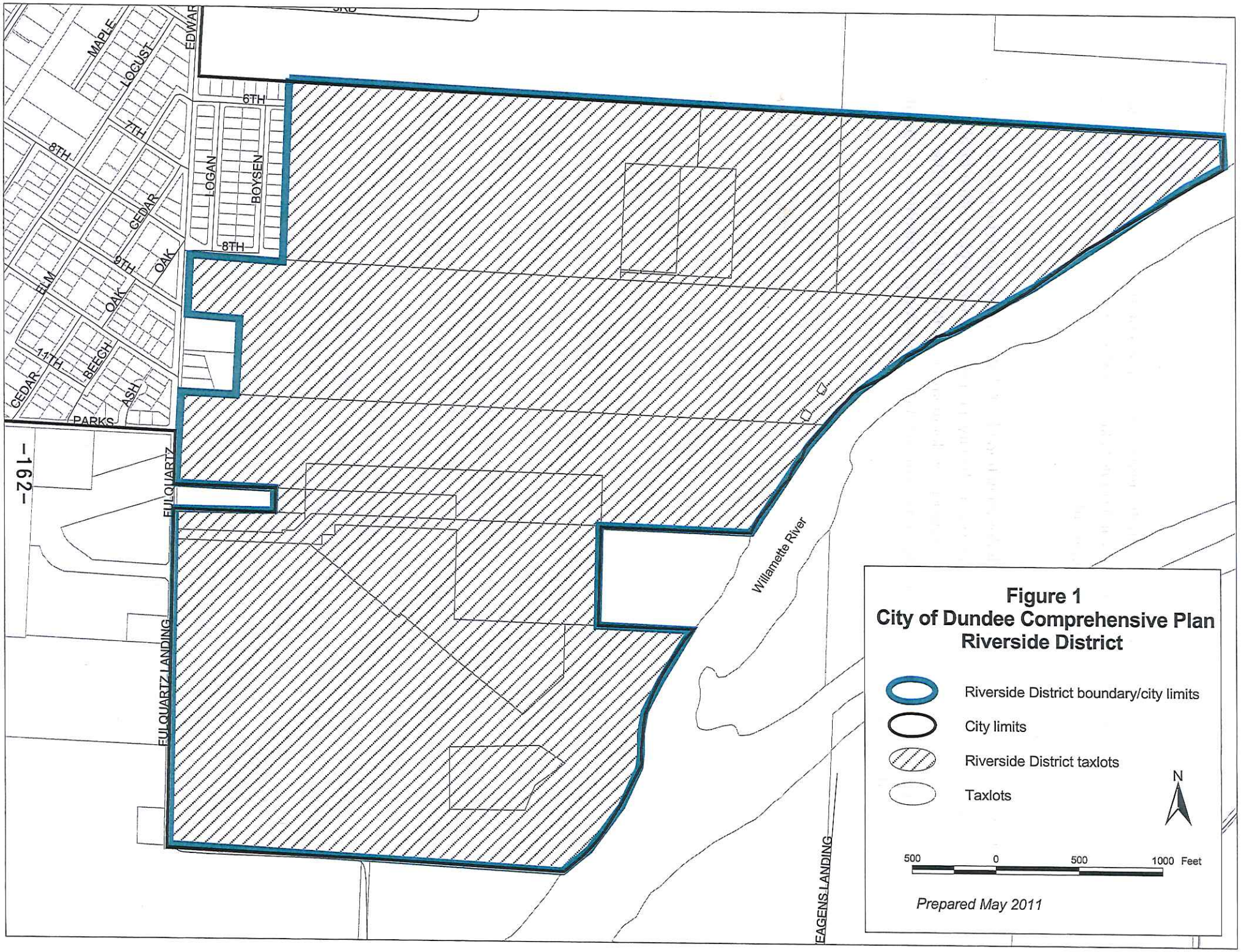


Figure 1
City of Dundee Comprehensive Plan
Riverside District

REPORT

To: Mayor Russ and City Council

From: Rob Daykin, City Administrator

Date: December 30, 2015

Re: Planning Commission Appointment

The terms for Planning Commission members Gerald Fiedler, David Hinson, Gary Rodney and Michelle Kropf expire December 31, 2015. Only Michelle Kroph affirmed her interest in re-appointment, leaving three potential vacancies. As of the date of this memo we have not received any other applications for the Planning Commission.

Section 2.16.020 of the Dundee Municipal Code provides for membership qualifications to the Planning Commission. Residency of at least one year is required, except one member may be a non-resident provided the member owns real property in the City at least one year prior to the appointment. No more than two members shall be engaged in the same kind of occupation, business, trade or profession.

The table below shows the occupation/terms of the current Planning Commission members:

Name	Residence	Occupation	Term Ending December 31
Isaiah Cox	860 SE Parks Drive	Product Developer Manager	2017
Francisco Stoller	420 NW 1st Street	Real Estate Broker	2017
Danny Sikkens	249 SW 9th Street	Executive Director	2017
Michelle Kropf	10970 NE Red Hill Road*	Business Manager/Buyer	2019
Vacant	---	---	2019
Vacant	---	---	2019
Vacant	---	---	2019

*Non-resident, co-owner of Red Hill Market at 155 SW 7th Street.

We will continue advertising the position until filled. Councilors are urged to contact prospective candidates and encourage them to apply. 2016 should be a busy year for the Planning Commission including review of marijuana facility regulations, industrial design standards and establishment of a new Riverside District zone.

Recommendation: Motion to appoint Michelle Kroph to the Dundee Planning Commission.

REPORT

To: Mayor Russ and City Council

From: Rob Daykin, City Administrator

Date: December 30, 2015

Re: Tourism Committee Appointments

The terms for Sheryl Kelsh, Joseph Buck, Myrna Miller and Valerie Cutz expire December 31, 2015. With the exception of Myrna Miller, these members expressed their desire to continue to serve on the Tourism Committee. Attached is an application from Robin Sikkens to fill the At-Large Resident position vacated by Myrna Miller. Mayor Russ requests the Council's consent of the appointments of Sheryl Kelsh, Joseph Buck, Valerie Cutz and Robin Sikkens to terms ending December 31, 2017.

The membership of the Tourism Committee is the following with the Mayor's appointments:

City Councilor, Chair	Ted Crawford	December 31, 2016
Chamber of Commerce	Sheryl Kelsh	December 31, 2017
Tourism Industry	Nancy Ponzi	December 31, 2016
Tourism Industry	Joseph Buck	December 31, 2017
At-Large Resident	Jennifer Sitter	December 31, 2016
At-Large Resident	Valerie Cutz	December 31, 2017
At-Large Resident	Robin Sikkens	December 31, 2017

Recommendation: Motion to accept the Mayor's appointments to the Tourism Committee.

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TOURISM COMMITTEE APPLICATION

The Mayor and City Councilors of the City of Dundee are seeking applications from individuals interested in serving on the Dundee Tourism Committee.

The duties of the Tourism Committee include:

1. Development of a long-range strategic plan aimed at promoting tourism in the city through the use of a transient room tax.
2. Recommendation to the council on programs for use of the fee and annual budget appropriations for the tourism fund.
3. Working with the city administrator on implementation of tourism promotion programs and development of tourism-related facilities.

Name: Robin Sikkens

Address: 249 SW 9th St.
Dundee OR 97115

Telephone No. 503-902-8052 Dundee Resident (Yes or No): Y

E-Mail Address: robin@vinooregon.com

Occupation: Self employed / Hospitality

Educational Background: WSU Grad - Major Business Management
Minor Hospitality
Certified Somm. aka (Wine geek)

State briefly your reasons for applying: I moved to Dundee to retire & I see so much potential & charm in this little town. I would like to help grow Dundee into even more of a destination (food/ wine/ B&B/cheese/ the river front/ Events/ walking or moped tours) so MUCH POTENTIAL !!!

Signature

12/29/15
Date