Dundee Urban Renewal Agency Meeting
Tuesday, January 17, 2017
Dundee Fire Station Meeting Room

Call to Order
Chair David Russ called the meeting to order at 6:02 P.M.

Attendance
Four Dundee Urban Renewal Advisory Committee (URAC) members were in attendance and, though a quorum of the Committee was not met, Andy Parks, Leland Consulting Group, led a discussion and presentation of Dundee Urban Renewal Agency (DURA) Financial Analysis.

Dundee Urban Renewal Agency Member Attendance: David Russ, Tim Weaver, Kristen Svicarovich, Jeannette Adlong, Storr Nelson (6:50pm), Ted Crawford (7:05pm), and Doug Pugsley (7:23pm).

Dundee Urban Renewal Advisory Committee Attendance: David Russ, Storr Nelson (6:50pm), Kristen Svicarovich, and Shannon Stueckle. Absent: Francisco Stoller, Joseph Buck, Nick Gilbert, David Ford and Allen Holstein.

Staff Attendance: Renata Wakeley, MWVCOG, Rob Daykin, City Administrator; Greg Reid, City Engineer; Melissa Lemen, Administrative Assistant; and Andy Parks, Leland Consulting Group.

Public Attendance: Clark Hoss, Franziska Haus Bed & Breakfast.

Amendments to the Agenda
None.

Public Comment
None.

Approval of Minutes
The motion was made and seconded approving the August 16, 2016 Dundee Urban Renewal Agency Board Meeting Minutes. **The motion** passed unanimously.

Joint Agency/Advisory Committee Urban Renewal Plan Workshop

Draft Urban Renewal Plan

Renata Wakeley, Community Development Director, Mid-Willamette Valley Council of Governments (MWVCOG), advised that they have been consulted to assist with preparation of the Urban Renewal Plan. Ms. Wakeley also introduced Andy Parks, Leland Consulting Group, and advised that he is the Financial Staff Consultant with regard to the project and has provided the report on the Dundee Urban Renewal Plan. Ms. Wakeley informed that the COG also assisted with the Feasibility Study. She also

advised that they will provide an overview of aspects of the Plan. The group was referred to the Draft Urban Renewal Plan in their agenda packets, and an overview of the Plan was provided by Ms. Wakeley.

Ms. Wakeley reviewed that in 2015 the City of Dundee, working with the MWVCOG, completed an urban renewal feasibility study; the results of this study were discussed. Additional information pertaining to the history, origination and preparation of the Dundee Urban Renewal Plan, Dundee Urban Renewal Agency, and Dundee Urban Renewal Advisory Committee were also reviewed, as presented on page 5-6 of the Dundee Urban Renewal Plan. Ms. Wakeley informed that the purpose of the Dundee Urban Renewal Advisory Committee is to provide recommendations and advice to the Urban Renewal Agency. Ms. Wakeley pointed out that as part of the ORS rules for adoption of an Urban Renewal Plan, the Agency is required to present the Draft Urban Renewal Plan to the Planning Commission who then makes a recommendation to the City Council. It is also required that consultation with the taxing districts occurs; Staff has scheduled a consultation meeting with the taxing districts on February 7, 2017.

Ms. Wakeley provided an overview of what urban renewal is and how it works, as reflected in her Powerpoint presentation. She also reviewed that the current schedule as adopted would allow the 2016 fiscal year taxable assessed value to be locked in. Ms. Wakeley informed they are anticipating adoption of the Plan to be in the summer of 2017, and informed that it's not until the later part of the year that the assessor would be updating those numbers for 2017. Ms. Wakeley reviewed the process for adoption of the Urban Renewal Plan. She reviewed that per Dundee City Charter the maximum amount of indebtedness for the urban renewal agency is limited to three percent (3.0%) of the real market value of taxable properties within the City. Assuming the urban renewal plan is adopted in fiscal year 2016-2017, the maximum amount of indebtedness is $11,337,831, which is 3.0% of the City's real market value in fiscal year 2017 of $377,927,708. Detailed conversation ensued.

Ms. Wakeley led a detailed discussion with regard to the impacts on taxing districts. She informed that without urban renewal, many improvements which are barriers to development would not occur. Ms. Wakeley also pointed out that under the current school funding law, the school district would receive substantially the same revenue per student as Oregon "equalizes" school funding, using a school funding formula that establishes statewide per student funding levels. She informed that a successful urban renewal program will lead to higher tax revenues to local taxing districts than would have otherwise occurred without urban renewal.

Ms. Wakeley referred to Appendix C and D within the provided Report on the Dundee Urban Renewal Plan as drafted. The low, moderate and high growth projection scenarios were discussed. She pointed out that the City's total bonded indebtedness can be no more than ten years unless approved by voters.

Ms. Wakeley reviewed that the goals and objectives of the Dundee urban renewal plan were worked on during four different meetings. Throughout the meetings projects were identified that could be considered eligible under the Plan, and the impacts of those projects were also reviewed. She informed that the Dundee Urban Renewal Advisory Committee first identified concerns with regard to the commercial business district corridor. The goals for establishing an urban renewal area were discussed. Ms. Wakeley reviewed that four different goals were identified; objectives of how to help the City address those goals were also developed as noted on pages 7-8 of the draft of the Dundee Urban Renewal Plan. She also explained the process by which the Urban Renewal Plan objectives align with the City's Development Code and Transportation System Plan. The four goals were reviewed in further detail.

Ms. Svicarovich pointed out that on page 8, under Section A, and on page 13 the Draft Dundee Urban Renewal Plan makes reference to seven different zoning districts identified in the Development Code, though there are actually eight. Ms. Wakeley made a note to check on this and also pointed out that the

map will be reviewed and discussed in greater detail. C.A. Daykin inquired as to when the legal description will be completed. Ms. Wakeley reviewed that the legal description is required for the ordinance and pointed out that they can take months to complete; she will leave this up to the City Staff to make a decision about. Discussion ensued regarding the map, and specific questions were addressed.

Ms. Wakeley pointed out that items A. through G. on pages 10-12 represent the types of projects that would be eligible under the Dundee Urban Renewal Plan as its currently written. With regard to infrastructure and utility improvements, she informed that additional information pertaining to this can be found in Appendix B beginning on page 23 of the report document in the agenda packet. Mr. Leland pointed out that the items on this list can be removed and projects can also be added. Detailed conversation ensued regarding the potential schedule of projects and how this impacts those within the urban renewal area and the taxing districts. Mr. Leland pointed out that at this point in time there are far more projects listed than will be able to be funded; there is a significant amount of flexibility in terms of which projects can be prioritized given the limited funds. Conversation ensued regarding some of the specific projects listed.

Ms. Wakeley explained that Public Facility Improvements (Item B) projects are intended to help spur and support private development within the urban renewal area. She reviewed that the urban renewal agency has the ability to determine to level or scale of adjustment with regard to the projects whether working with public or private entities. Ms. Wakeley discussed ideas for potential projects as outlined under public facilities improvements.

Ms. Wakeley reviewed items C-G, and briefly discussed the highlights of each. She advised that presently she does not believe that the City has downtown design standards. She informed that formulating those as another overlay would also be an option; funds could be used to develop that type of plan.

C.A Daykin referred to Appendix B at the bottom of page 24, and pointed out that most of the outlined undergrounding projects are what would otherwise be the responsibility of individual property owners as they develop their property. Most of these listed undergrounding projects are related to local streets with one exception being the 99W crossing. C.A. Daykin provided a detailed explanation with regard to the 99W crossing project. He informed that proper timing plays a big role in whether or not this eligible project will be able to be completed within the urban renewal plan. This was discussed in detail. He inquired as to whether or not the Agency considers urban renewal appropriate for the conduit work for under the sidewalks, or should the street funds cover these costs. C.A. Daykin pointed out that the City could be reimbursed for these funds depending on the timing. He noted that the City recently engaged a firm to assist in updating the Street Maintenance Plan. He pointed out that street dollars are always limited for maintenance issues as well as any kind of new infrastructure like sidewalks that may not be within the Plan area. Preserving the City's street dollars is important. The cost of the conduit work is approximately $260,000. The timing issue was discussed in detail. Mr. Leland expressed his support that likely this is an acceptable practice. Additional conversation ensued. Mr. Pugsley expressed his support of this being included in the urban renewal plan, and Mr. Crawford pointed out that undergrounding utilities is a key impediment in the development of the empty lots. Discussion regarding utilities available to the vacant lots ensued. C.A. Daykin pointed out that most of the vacant lots had sewer laterals that were preinstalled with the construction of the original collection system. He also advised that there are water lines on both sides of the highway, and if a property owner needs to tap into a water line a section of sidewalk would need cut out and replaced. C. Svicarovich expressed her support of installing the conduit. Additional discussion ensued.

Mr. Crawford pointed out that under Street Construction and Circulation Improvements improved multimodal amenities are mentioned, he noted that there is no mention of buses or bus stops. Ms. Wakeley noted that this would fall under these amenities, though a bus stop may not be specifically mentioned. The importance of providing safe bus stops on Highway 99W were discussed.

Ms. Wakeley referred to the urban renewal boundary area and referenced the maps provided. She explained that state statute establishes limitations on how large an urban renewal area can be and defines the percentage of the total assessed value of the City versus the urban renewal area; the total land area can be no more than 25% of the land area of the City, and no more than 25% of the assessed value of the City. Ms. Wakeley pointed out that the assessed value is 17% of the urban renewal area in Dundee as currently established. She also informed that there will be opportunities in the future for amendments by the Urban Renewal Agency but that is a process which would require public hearings and such to amend the Plan once it is done.

Ms. Wakeley informed that Mr. Leland and City Staff will next be meeting with representatives of taxing districts. An open house and Planning Commission information meeting has been scheduled for February 15, 2017. The Plan will also be taken to the County, and they are looking at March and April for hearings for Planning Commission. Final questions were answered

Mr. Crawford inquired as to why the Arco gas station was not included in the Dundee Urban Renewal Plan. C.A. Daykin pointed out that it was a carryover from the original Feasibility Study in which certain areas that were already fully developed wouldn't be included.

Ms. Adlong expressed concerns with regard to the urban renewal district boundaries going to Linden Lane, including the residential side of Linden, and then also off of Seventh Street – is that just for street improvements? C.A. Daykin informed that these were included to anticipate that if significant commercial development is seen in these areas, with increased traffic on Linden Lane, it would be nice if these streets in these areas could be improved so that there are no residential conflicts with the new increased commercial activity. In order to complete the projects, they must be included within the boundary.

Agency Member Concerns

None.

The Dundee Urban Renewal Agency meeting was adjourned at 7.02 PM.

David Russ, Chair

Rob Daykin, Executive Director