

Dundee Urban Renewal Agency Board Meeting Minutes March 21, 2023

Call to Order

Chair David Russ called the meeting to order at 9:05 P.M.

Attendance

Agency Member Attendance:

Chair David Russ; Agency Members: Jeannette Adlong; Storr Nelson; Tim Weaver; David Ford and Bruce Starr. Absent: David Hinson.

Staff Attendance: Steve Dahl, City Administrator; Matthew Kahl, City Attorney; and Melissa Lemen, Administrative Assistant.

Public Attendance

Thomas Cody, Manager, Outpost Holdings, LLC via Zoom.

Public Comments

None.

Approval of Minutes

A **motion** was made and seconded to approve the Dundee Urban Renewal Minutes from January 17, 2023. Ford discussed the importance of the meeting minutes being up to date and available to the public in a timely manner on the city website. C. Atty Kahl discussed the requirements for meeting minutes; a recording of the meeting is also available for reference. The Agency discussed updating the format for meeting minutes as well as providing brief summary minutes. C.A. Dahl offered to provide samples of minutes from other local municipalities for the next City Council meeting where this could be discussed in greater detail. **The motion** passed unanimously.

Urban Renewal Study

C.A. Dahl discussed the importance of developing a plan for future public parking in Dundee given the potential for growth and development on and near Highway 99W. C.A. Dahl could not recall any specific parking suggestions provided in the Traffic Master Plan. M. Russ discussed that there are specific parking rules outlined in the central business district (CBD) design standards. Discussion ensued and the benefits of designated public parking areas were reviewed. C.A. Dahl explained that the city doesn't own any land in the CBD at present that can be used for public parking. He discussed that urban renewal funds could potentially be used for a parking lot within the urban renewal district. Lengthy discussion ensued regarding a conducting study as well as thoughts and ideas around the topic of parking in Dundee. The consensus of Council was to complete current projects (Ninth Street) and not spend \$40,000 on a study at this time.

Updated Study of Urban Renewal Estimated Tax Availability

C.A. Dahl explained that this would be a study of the income received from urban renewal and the possible expansions happening to provide a new urban renewal base. The agency discussed the importance of expanding the urban renewal boundary to include the school property; making moderate adjustments to the urban renewal boundary seems an important task. The agency requested additional information provided to them regarding that process, the costs, etc., which C.A. Dahl indicated that he would provide.

Executive Session: Review of Grant Request

The Dundee Urban Renewal Agency entered into Executive Session at 9:28 P.M. in accordance with ORS 192.600 (2)(f) to consider information or records that are exempt by law from public inspection.

Executive Session ended at 9:51 P.M.

Review of Grant Request

Chair Russ reviewed that there has been a request for a grant in the amount of approximately \$1.5 million for a developer who is intending on completing some significant improvements for a development within the city. Nelson voiced support of the project but also expressed concern about the agency also being able to do this for other projects which may come before the agency. He reviewed aspects of the future development which he felt would provide a benefit to the City of Dundee as well as those he felt provided a benefit to the developer. Discussion ensued and Nelson explained how this same logic could be applied to future projects. Conversation ensued. Support was voiced for the project and the request; the location on Ninth Street where the city is making additional investments is a benefit as well. **A motion** was made and seconded to approve a grant request for \$1.5 million dollars for the project if it moves forward. Brief discussion ensued. **The motion** was modified and seconded to approve a grant request for \$1.5 million and direct staff to draft the appropriate documents for how and when the funds will be dispersed and under what conditions, and bring it back to the urban renewal agency for final approval. **The motion** passed unanimously.

Agency Member Concerns

None.

The Dundee Urban Renewal Agency meeting was adjourned at 10:05 P.M.



David Russ, Chair



Steve Dahl, Executive Director