

DUNDEE URBAN RENEWAL AGENCY MEETING

Board Meeting Agenda

Dundee Fire Station Community Room
801 N. Highway 99W
Dundee, OR 97115

TELECONFERENCED MEETING OPEN TO THE PUBLIC IN-PERSON OR VIA ZOOM

Join Zoom Meeting:

<https://us02web.zoom.us/j/83396746421>

Or Via Phone: +1-301-715-8592

Meeting ID: **833 9674 6421**

May 7, 2024

8:00 PM*

1. Call to Order

2. Public Comment: Speakers will be allowed up to 3 minutes to speak after being recognized by the Chair.

3. Approval of Minutes

Urban Renewal Agency Minutes, January 2, 2024

Urban Renewal Agency Minutes, March 5, 2024

4. Executive Session: Executive Session: In accordance with ORS 192.660 (2) (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

5. Agency Member Concerns

6. Adjourn

*Or immediately following City Council meeting.

**Dundee Urban Renewal Agency
Board Meeting Minutes
January 2, 2024**

Call to Order

Chair David Russ called the meeting to order at 7:31 P.M.

Attendance

Agency Member Attendance:

Chair, David Russ. Agency Members: Bruce Starr, Tim Weaver, and David Hinson. Via Zoom: City Councilors Storr Nelson and David Ford (7:12 P.M.). Absent: Councilor Jeannette Adlong.

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

Public Attendance

Alex Chiper, 520 SW Fifth Street; Jonas Biery, D.A. Davidson, Saj Jivanjee, 32230 NE Old Parrett Mtn Road.

Amendments to the Agenda

None.

Public Comments

None.

Approval of Minutes

3.1 October 17, 2023

3.2 November 21, 2023

ACTION: Motion to approve October 17, 2023, and November 21, 2023, minutes.

Motion: C. Starr

Second: C. Weaver

Vote: Unanimous in favor

Review of Loans Received

C.A. Dahl asked Jonas Biery to clarify the summary of bids received from Cashmere Valley Bank and JP Morgan Chase. Biery clarified that the bids received had an open-ended questionnaire to get a better understanding of the banks and how they manage their loans. He went into detail about the summary sheet provided in the agenda packet. Chair Russ asked questions about each bank loan and Biery provided helpful answers to understand the credit structure of the bids. Biery pointed out the estimated total costs for the two bids, was their calculation of what the city would pay in total interest cost, the cost of the bank and bank council, if needed. He then explained the funding and payment options for each. C.A. Dahl suggested using Cashmere Valley Bank and he provided his thoughts about why. Discussion transpired about each loan. The consensus of the committee was to use Cashmere Valley Bank. Biery confirmed that he would start the process of closing.

Review of Funding Request

C.A. Dahl highlighted a specific line item of what SoFar, LLC is requesting in the agenda packet. Doug Rux approached the committee and explained the urban renewal fund request. Rux further explained the proposal provided, starting on page seven of the agenda packet. Bruce Starr asked the timeline of the project, to which Saj Jivanjee approached to explain the timeline and funding of the project. Discussion ensued about the financial disbursements coinciding with projects. C.A. Dahl asked the committee for an approval on the requested dollar amount and asked if there were any specific concerns or details in the agreement. C. Russ asked about the current estimate on when the funds would be available, to which C.A. Dahl answered that it would be at least five years, more than likely before then. Starr voiced his support for negotiating a deal to bring back for approval. Discussion ensued about the property, any structural aspects, and the requested proposal. The consensus of the committee was to review the contract.

Agency Member Concerns

None.

The Dundee Urban Renewal Agency meeting was adjourned at 8:20 P.M.

David Russ, Chair

Steve Dahl, Executive Director

**Dundee Urban Renewal Agency
Board Meeting Minutes
March 5, 2024**

Call to Order

Chair Storr Nelson called the meeting to order at 7:44 P.M.

Attendance

Agency Member Attendance:

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

Staff Attendance: Steve Dahl, City Administrator; Melissa Lemen, Administrative Assistant; and Kenzie Nagel, Administrative Assistant / Assistant City Recorder. Via Zoom: Matthew Kahl, City Attorney.

Public Attendance

Saj Jivanjee, 32230 NE Old Parrett Mtn Rd and Bubba King, President, Chehalem Chamber of Commerce.

Amendments to the Agenda

None.

Public Comments

None.

Approval of Contract for Grant Award

C.A. Dahl mentioned that there would no contract to look at this time but explained that he has emailed everyone about this contract and motioned that if there are any questions or concerns to let him know. He also explained that he will need to confirm if there are any concerns or changes to then speak with the county to then develop the contract for approval.

Saj Jivanjee spoke from the audience about an agreement for his most recent project. He then went into further explanation about getting an agreement put together sooner rather than later.

C. Hinson inquired about clarification on specific verbiage from the agreement about the city paying all costs. C. Atty Kahl confirmed that this agreement was not finalized and was more of a conversation starter for Jivanjee and then would go back and formalize the agreement.

Discussion of Expanding Urban Renewal Area

C.A. Dahl brought up the conversation of the school property and Billick Park. He explained that the city can change the plan with either a substantial or minor amendment. Discussion ensued about the amendments, acreage, and zones of the property. C. Hinson asked about the budget for the \$20,000 proposed in the agenda packet, to which C.A. Dahl explained the how the much the price would be covered in the plan.

ACTION: Move to commence the process for a substantial amendment to the Dundee Urban Renewal Plan expanding the Dundee Urban Renewal Area Boundary to include the four parcels encompassing the Dundee Elementary School and Dundee Billick Park.

Motion: C. Starr
Second: C. Weaver
Vote: Unanimous in favor

Agency Member Concerns

None.

The Dundee Urban Renewal Agency meeting was adjourned at 8:02 P.M.

Storr Nelson, Chair

Steve Dahl, Executive Director