



CITY OF OREGON CITY URBAN RENEWAL COMMISSION AGENDA

**Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Wednesday, January 04, 2023 at 6:00 PM**

Ways to participate in this public meeting:

- *Attend in person, location listed above*
- *Register to provide electronic testimony (email recorderteam@orcity.org or call 503-496-1509 by 3:00 PM on the day of the meeting to register)*
- *Email recorderteam@orcity.org (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)*
- *Mail to City of Oregon City, Attn: City Recorder, P.O. Box 3040, Oregon City, OR 97045*

CALL TO ORDER

ROLL CALL

CITIZEN COMMENTS

DISCUSSION ITEM

1. Election of Chair and Vice Chair for 2023
2. Urban Renewal Agency Ballot Measure to Authorize Borrowing of Funds to Implement Urban Renewal Projects
3. Draft Minutes of the December 17, 2022 Urban Renewal Commission Meeting

COMMUNICATIONS

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the City Recorder. When the Mayor/Chair calls your name, proceed to the speaker table, and state your name and city of residence into the microphone. Each speaker is given three (3) minutes to speak. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the City Commission does not engage in discussion with those making comments.

Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the Oregon City's website at www.orcity.org and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Urban Renewal Commission
From: City Recorder Jakob Wiley

Agenda Date: 01/04/2023

SUBJECT:

Election of Chair and Vice Chair for 2023

STAFF RECOMMENDATION:

Staff recommends the Commission elect a Chair and Vice Chair for 2023.

EXECUTIVE SUMMARY:

At the beginning of each year the Urban Renewal Commission elects a Chair and Vice Chair to serve the entire year.

BACKGROUND:

Resolution No. UR12-03 sets guidelines for the Urban Renewal Commission related to the election of its Chair and Vice Chair. Below are excerpts from the bylaws to provide guidance related to the election.

ARTICLE III – OFFICERS AND PERSONNEL

Section 1. Officers: The officers of the Urban Renewal Commission shall be a chair and vice chair. Officers, who may be members of the City Commission except that the Mayor may not be an officer. At least one of these officers during any given term should not be a City Commissioner.

Section 2. Chair: The chair shall be elected by the Board members of the Urban Renewal Commission and shall preside at all meetings of the Agency Board. Except as otherwise authorized by Board Members, the chair shall sign all contracts, deeds, and other instruments made by the Agency.

Section 3. Vice Chair: The vice chair shall be elected by the Board members of the Urban Renewal Commission and shall perform the duties of the chair in the absence of incapacity of the chair; and in case of resignation or death of the chair, the vice chair

shall perform such duties as are imposed on the chair until such time as the Board shall elect a new chair.

Section 4. Executive Committee: The Mayor, the Chair, and Vice Chair shall comprise the Executive Committee of the Urban Renewal Commission. They shall assist and advise the City Manager where requested in Urban Renewal Commission business matters, Urban Renewal Commission briefings, project review, and agenda preparation. The Executive Committee shall perform such other duties and functions as may from time to time be required by the Urban Renewal Commission or by the by-laws or rules and regulations of the Agency.

Section 5. Election or Appointment: The chair and vice chair shall be elected annually by the Board members at the first regular meeting of the Urban Renewal Commission each year, and shall hold office for one year or until their successors are elected and qualified.

OPTIONS:

1. Elect a Chair and Vice Chair for 2023.

Urban Renewal Commission Resolution No. UR12-03

Resolution of the Oregon City Urban Renewal Commission Approving and Adopting Urban Renewal Commission By-Laws

WHEREAS, the Oregon City Urban Renewal Commission acting by and through the City of Oregon City, Oregon, pursuant to the provisions of Chapter 457 of the Oregon Revised Statutes is the duly appointed Urban Renewal Commission of the City of Oregon City, Oregon:

WHEREAS, the Urban Renewal Commission wishes to adopt a set of by-laws to govern the conduct and business of the Urban Renewal Commission;

NOW, THEREFORE, BE IT RESOLVED by the Oregon City Urban Renewal Commission that:

ARTICLE I -AUTHORITY

Section 1. Name: The name of the Urban Renewal Agency shall be the Oregon City Urban Renewal Commission hereinafter referred to as "Urban Renewal Commission."

Section 2. Office: The office of the Urban Renewal Commission shall be the City Hall of the City of Oregon City, Oregon, or as mutually agreed to by the City Commission of Oregon City and the Oregon City Urban Renewal Commission.

Section 3. Powers and Duties of the Commission: The powers and duties of the Urban Renewal Commission shall be as provided by Chapter 457 of the Oregon Revised Statutes and Oregon City Charter and as authorized by the Oregon City Commission in accordance with Ordinance No. 08-1005, adopted by the City Commission of Oregon City as amended on March 19, 2008, and as further amended by Ordinance No. 12-1005 on July 18, 2012.

ARTICLE II -BOARD MEMBERS

Section 1. Urban Renewal Commission Membership: The Board of the Urban Renewal Commission will be composed of (7) voting Urban Renewal Commission members. Five (5) Urban Renewal Commission members shall be members of the City Commission of Oregon City and two (2) Urban Renewal Commission members shall be citizen representatives appointed by the City Commission from the electors of the City on an at-large basis:

Section 2. Terms of Citizen Members: Citizen members of the Urban Renewal Commission will serve a term of four years, except that the term of the first citizen member appointed to the seven member Urban Renewal Commission shall be for two years to ensure that terms will be staggered. Any board member, with the exception of a City Commission member, may be removed by a majority vote of all members of the Urban Renewal Commission.

Section 3. Lack of Participation: Any Board member, with the exception of a City Commission member, may be removed by a majority vote of all members of the Urban Renewal Commission for non-participation, which shall be defined as absence from three consecutive meetings without notice to the chair or vice-chair.

ARTICLE III -OFFICERS AND PERSONNEL

Section 1. Officers: The officers of the Urban Renewal Commission shall be a chair and vice chair. Officers, who may be members of the City Commission except that the Mayor may not be an officer. At least one of these officers during any given term should not be a City Commissioner.

Resolution No. UR12-03
Effective Date: August 1, 2012
Page 1 of 3

Section 2. Chair: The chair shall be elected by the Board members of the Urban Renewal Commission and shall preside at all meetings of the Agency Board. Except as otherwise authorized by Board Members, the chair shall sign all contracts, deeds, and other instruments made by the Agency.

Section 3. Vice Chair: The vice chair shall be elected by the Board members of the Urban Renewal Commission and shall perform the duties of the chair in the absence or incapacity of the chair; and in case of resignation or death of the chair, the vice chair shall perform such duties as are imposed on the chair until such time as the Board shall elect a new chair.

Section 4. Executive Committee: The Mayor, the Chair and Vice Chair shall comprise the Executive Committee of the Urban Renewal Commission. They shall assist and advise the City Manager where requested in Urban Renewal Commission business matters, Urban Renewal Commission briefings, project review and agenda preparation. The Executive Committee shall perform such other duties and functions as may from time to time be required by the Urban Renewal Commission or by the by-laws or rules and regulations of the Agency.

Section 5. Election or Appointment: The chair and vice chair shall be elected annually by the Board members at the first regular meeting of the Urban Renewal Commission each year, and shall hold office for one year or until their successors are elected and qualified.

Section 6. Vacancies in Office: Should the offices of the chair or vice chair become vacant, the Board shall elect a successor from its members at the next regular meeting and such election shall be for the unexpired term of such office.

Section 7. Personnel: The City Manager of Oregon City will be the executive director for the Urban Renewal Commission. The Executive Director or appointed designate shall keep the records of the Agency, record all votes, keep a record of the proceedings of the Commission, and perform all duties incident to the office and other duties and functions as may from time to time be required by the Commission, by-laws or rules and regulations of the Agency.

ARTICLE IV -MEETINGS

Section 1. Regular Meetings: Regular meetings shall be in accordance with ORS Chapter 192. All meetings shall be held in the City Commission Chambers in Oregon City, or at such other place as the chair shall determine. The Urban Renewal Commission shall meet on the first Wednesday of each month beginning at 5:00 p.m., when necessary. The Executive Director shall determine whether sufficient business exists for a meeting and notify each member through email of the meeting as well as arrange for official public notice of the meeting.

Section 2. Special Meetings: The Executive Director or Executive Committee of the Urban Renewal Commission may call a special meeting of the Commission to be held between regular meetings if a need exists for Commission action. Special Meetings may also be held at any time by the unanimous consent of all members of the Urban Renewal Commission.

Section 3. Quorum: A quorum of the Urban Renewal Commission will consist of four (4) members. Except as otherwise provided by law or in these bylaws, all decisions of the Urban Renewal Commission will require a simple majority of a Commission quorum.

Section 4. Open Meetings: All Meetings shall be open to the public, except that any portion of a meeting may be held in Executive Session if such session is in conformity with ORS Chapter 192.

Section 5. Decorum: All rules of order not herein provided for or provided for by resolution shall be determined in accordance with Roberts Rules of Order, Newly Revised.

ARTICLE V - FINANCIAL

Section 1. Separate Fund: A separate fund or funds of the City of Oregon City shall be established for the Commission. All disbursements from these funds shall follow the regular disbursements procedures of the City of Oregon City.

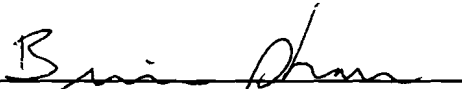
Section 2. Budget: Budget procedures shall be in compliance with state budget laws.

Section 3. Audit: An annual audit of the fund or funds of the Urban Renewal Commission shall be performed by the auditor of the City of Oregon City using the same procedures as are used for all other funds of the City and in accordance with state audit laws.

ARTICLE - AMENDMENTS

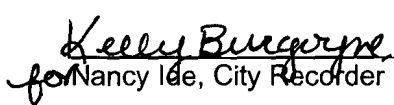
Section 1. Amendment to By-Laws: The by-laws of the Urban Renewal Commission shall be amended only with the approval of a majority of all members of the Urban Renewal Commission at a regular or special meeting.

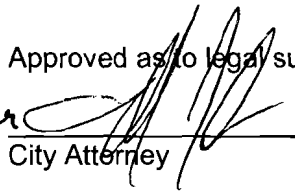
Adopted, signed and approved this 1st day of August 2012.


Chair of the Urban Renewal Commission

Attested to this 1st day of August 2012:

Approved as to legal sufficiency:

 *Keely Burgoyne* *asst. city Recorder*
for Nancy Lee, City Recorder


City Attorney



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Urban Renewal Commission
From: Executive Director Tony Konkol

Agenda Date: 1/4/2023

SUBJECT:

Urban Renewal Agency ballot measure to authorize borrowing of funds to implement urban renewal projects

STAFF RECOMMENDATION:

Staff recommends that the Urban Renewal Commission ("URC") review and finalize Commission input on the proposed ballot measure to authorize the borrowing of funds to implement the urban renewal projects identified in the plan.

EXECUTIVE SUMMARY:

The Urban Renewal Commission reviewed and discussed the example ballot measure language at the December 21, 2022 meeting. The proposed version in this staff report incorporates the recommended changed from that meeting. More information regarding the election schedule can be referred to in the December 21, 2022 meeting packet.

BACKGROUND:

Once the Urban Renewal Commission approved the ballot measure, the legal review will commence. The ballot measure will be sent to the City Commission for approval at their regularly-scheduled meetings on February 1, 2023, and February 15, 2023. Additional meetings may be scheduled as necessary.

The proposed redlined ballot measure is:

Caption: Authorize the Urban Renewal Agency to borrow funds for projects (10/10 words)

Question: Shall Urban Renewal by authorized to borrow up to \$~~4435~~ million to complete projects identified in the Urban Renewal Plan? (20/20 words)

Summary: The Oregon City Urban Renewal Plan has identified projects that ~~will~~ meet the goals and objectives of the plan to improve livability, increase tourism and recreation opportunities, and provide for infrastructure investment on blighted

properties in ~~downtown~~ Oregon City. The Urban Renewal Commission has identified three priority projects, the Rossman Landfill cleanup and redevelopment, development and mitigation projects at the Cove, and redevelopment of the ~~old~~ Stimson Property on Washington ~~Street~~Avenue. The remaining projects identified in the Urban Renewal Plan are improvements and investments in the County Court House, the End of the Oregon Trail Interpretive Center, a downtown railroad crossing Quiet Zone and new development on the publicly owned 12th and Main Street property.

This measure would authorize the Urban Renewal Agency to borrow up to \$~~44~~35 million to complete as many of the ~~priority~~ projects identified in the Plan as funding allows. The Urban Renewal Agency expects to repay the borrowed money over ~~20-to-30~~ years with existing tax increment revenues currently being collected by the urban renewal district. This measure will not result in additional property taxes. (175/175 words)

OPTIONS:

1. Staff recommends that the Urban Renewal Commission review the revised ballot measure and finalize Commission input on the language regarding the proposed ballot measure.



CITY OF OREGON CITY

URBAN RENEWAL COMMISSION

MINUTES

Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Wednesday, December 07, 2022 at 6:00 PM

CALL TO ORDER

Chair O'Donnell called the meeting to order at 6:02 PM.

ROLL CALL

PRESENT: 7 - Commissioner Adam Marl, Commissioner Shawn Cross, Commissioner Rocky Smith, Commissioner Mike Mitchell, Commissioner Denyse McGriff, Commissioner Doug Neeley, Commissioner Frank O'Donnell

STAFFERS: 7 - City Manager Tony Konkol, City Recorder Jakob Wiley, Economic Development Manager James Graham, Human Resources Director Patrick Foiles, Community Development Director Aquilla Hurd-Ravich, Public Works Director John Lewis, Assistant City Recorder Angelique Nomie

CITIZEN COMMENTS

Paul Edgar, citizen of Oregon City, expressed concern about the return on investment of funds dedicated to Urban Renewal. He suggested that these funds could otherwise have been invested in causes such as education, social services, and public safety, and that therefore it is vital that the Urban Renewal Commission (URC) use their funds on projects that benefit the community as much as those other departments do.

DISCUSSION ITEM

1. Update the Urban Renewal Plan – Project Choices

Tony Konkol, City Manager, presented a project list for the updated URC Plan, which included cost estimates and draft descriptions for projects under consideration. The proposal discussed the following projects: development of the Rossman Landfill site; the Clackamette Cove area; the Stimson property; the County Courthouse; ~~the~~ End of the Oregon Trail Interpretive Center; and the Quiet Zone project.

Commissioner O'Donnell asked whether staff were aware of any private individuals interested in developing properties contained within the proposal. Mr. Konkol said that there was an individual who was interested in the Stimson property, but that the URC had chosen not to accept unsolicited development proposals until establishing their own goals for these properties in the new URC plan.

Commissioner O'Donnell invited Seth Henderson of Portland, who was present at the meeting, to discuss the Rossman Landfill site proposed project. Mr. Henderson emphasized that his organization, Summit Development, had not simply asked for \$30 million, but rather up to \$30 million; it is the URC's prerogative to decide how much they would choose to invest in the project. Mr. Henderson also explained that funds received would be spent on remediating the environmental conditions of the site and on geological research.

Commissioner Neeley clarified that the Stimson property is located on a floodplain, and for that reason Urban Renewal funds would be vital in making it a buildable site.

Commissioner Neeley asked a question about the funding sources for the Quiet Zone project. Mr. Konkol clarified that part of the funding came from the City and part from the Federal Government.

Commissioner Mike Mitchell expressed his priorities among the proposed URC projects, giving highest priority to the Rossman landfill development project, followed by the Courthouse, Stimson, and Quiet Zone projects.

Commissioner McGriff asked James Graham, Economic Development Manager, to review the URC Plan process up to the current point, and he did so, summarizing discussion since August on narrowing down project choices, and maintaining decision-making authority on projects and developers.

Commissioner O'Donnell asked how the Stimson and Cove projects would progress if approved, since they currently did not have proposals attached. He suggested that meetings ought to be pursued to discuss proposals. Commissioner McGriff said that the URC Plan needed to be amended first in order to solicit proposals.

Mr. Konkol explained that the purpose of the current meeting was to reach agreement on which projects to pursue, and at what range of investment, in order to give that information to voters as a ballot measure.

Commissioner Neeley asked whether all the proposed projects were to be offered on the same ballot measure. Mr. Konkol explained that the exact content and verbiage of the ballot measure were a matter for future discussion.

There was discussion about pros and cons of accepting proposals from private individuals for development of URC properties in the interest of saving money.

Motion made by Commissioner Shawn Cross, seconded by Commissioner McGriff, to approve the updated URC Plan Project List as proposed. The motion passed by the following vote:

Yea: 7 – Commissioner McGriff, Commissioner Cross, Commissioner Marl, Commissioner Neeley, Commissioner O'Donnell, Commissioner Smith, Commissioner Mitchell.

Commissioner Marl asked a question about how long it would take to prepare a measure for the May ballot. Mr. Konkol offered to obtain that information for the next meeting.

2. Minutes of the July 6, 2022 Urban Renewal Commission Meeting

Motion made by Commissioner McGriff, seconded by Commissioner Cross, to approve the Minutes of the July 6, 2022, August 9, 2022, and September 7, 2022 Urban Renewal Commission Meetings as corrected. The motion passed by the following vote:

Yea: 6 – Commissioner Marl, Commissioner Cross, Commissioner Smith, Commissioner McGriff, Commissioner Neeley, Commissioner O'Donnell

Abstain: 1 – Commissioner Mitchell

3. Minutes of the August 9, 2022 Urban Renewal Commission Retreat

4. Minutes of the September 7, 2022 Urban Renewal Commission Meeting

COMMUNICATIONS

Commissioner McGriff clarified that funds allocated to the Urban Renewal District came from a different source than funds allocated to education, and that that these various allocations were the decisions of the

State, not the City. Commissioner McGriff emphasized the importance of Urban Renewal funding, and that it was not taking away from potential education funding.

ADJOURNMENT

Chair O'Donnell adjourned the meeting at 6:53 PM.

Respectfully submitted,

Jakob S. Wiley, City Recorder