



A place where families and businesses thrive.

Urban Renewal Agency Meeting

Monday, January 22, 2018
8:45 p.m., Community Auditorium

***Minutes are unofficial until approved by the Urban Renewal Agency.
Urban Renewal Agency approved minutes as presented May 29, 2018.***

1. **CALLED TO ORDER AND ROLL CALL:**

Peter Truax, Urban Renewal Agency (URA) Director Chair, called the regular URA meeting to order at 9:00 p.m.

ROLL CALL: URA DIRECTORS PRESENT: Thomas Johnston, Vice Chair; Timothy Rippe; Ronald Thompson; Malynda Wenzl; and Peter Truax, Chair. **URA DIRECTORS ABSENT:** Adolph “Val” Valfre and Elena Uhing, excused.

STAFF PRESENT: Jesse VanderZanden, Executive Director; Paul Downey, Administrative Services Director; Bryan Pohl, Community Development Director; Dan Riordan, Senior Planner; and Anna Ruggles, City Recorder.

2. **CITIZEN COMMUNICATIONS:** None.

3. **CONSENT AGENDA:**

A. *Approve Urban Renewal Agency Regular Meeting Minutes of September 11, 2017.*

B. *Approve Urban Renewal Agency Work Session (URA Updates) Meeting Minutes of January 8, 2018.*

MOTION: Director Wenzl moved, seconded by Director Thompson, to approve the Consent Agenda as presented. **ABSENT:** Directors Valfre and Uhing.
MOTION CARRIED 5-0 by voice vote.

4. **ADDITIONS/DELETIONS:** None.

5. **PRESENTATIONS:**

5. A. **Urban Renewal Agency (URA) Plan Goals and Objectives**

Riordan and Pohl presented a PowerPoint presentation overview on the goals and objectives contained in the URA Plan, noting the Plan was established by Ordinance No. 2014-07 and contains the following five Goals:

- Goal 1: Provide opportunities for public participation in the preparation and

adoption of the urban renewal plans, plans amendments and policies.

- Goal 2: Adopt a prudent annual budget to minimize financial risk to the URA and the City.
- Goal 3: Improve the local investment climate by reducing financial barriers to development and redevelopment within the URA area.
- Goal 4: Promote a vibrant Forest Grove Town Center through strategic urban renewal investments.
- Goal 5: Promote commercial and mixed-use redevelopment of sites along the Pacific Avenue corridor.

In addition, the Plan establishes seven project/program categories to address the goals and objectives of the Plan as follows:

1. Acquisition of redevelopment opportunity sites from willing sellers (Plan identifies types of projects for land acquired by the URA);
2. Redevelopment project assistance (reduced project construction costs, system development charges, project financing costs, or pre-development costs);
3. Exterior building improvement program (Storefront Improvement Grant Program);
4. Interior building improvement program (costs associated with meeting building code compliance);
5. Sustainability financial incentive program (encourage use of raw materials from local sources);
6. Funds for matching grant opportunities (budget funding to meet funding match requirements); and
7. Program administration (reimburse City for use of City facilities and costs associated with carrying-out the urban renewal program)

The URA Board collectively concurred prioritizing the goals and objectives of the Plan as follows: Goal 4; Goal 3; Goal 2; Goal 5; and Goal 1. In conclusion of the above-noted presentation, Riordan and Pohl addressed various inquiries and scenarios posed by the Board pertaining to the URA Financial Prospectus, property acquisition, current projects and discussed potential objectives for the B Street property (remaining in Times Litho site), which the City still owns, noting a request for proposal, along with specific interest by the Board, could be made for the site.

6. URA RESOLUTION NO. 2018-01 OF THE CITY OF FOREST GROVE URBAN RENEWAL AGENCY TRANSFERRING APPROPRIATIONS WITHIN THE FOREST GROVE URBAN RENEWAL AGENCY FOR STOREFRONT IMPROVEMENT GRANTS FOR FISCAL YEAR 2017-18

Staff Report:

Downey presented the above-proposed resolution for Board consideration, noting the proposed resolution is transferring appropriations within the URA for Storefront

Improvement Grant (SIG) Program for Fiscal Year 2017-18. Downey reported staff met with the Board in work session on January 8, 2018, to discuss increasing the SIG Program by an additional \$40,000 to \$60,000 to accelerate the pace of the improvements. Downey noted the Board approved \$20,000 for grants in Fiscal Year 2017-18, with a maximum allowable grant of \$7,500. The URA has received 11 grant applications since the program began on July 1, 2017, totaling \$76,100, noting two grants have been awarded (Valley Art for \$7,500 and Heirloom Antiques for \$5,857) and other applications are being processed in the order received. In conclusion of the above-noted staff report, Downey advised staff is recommending the URA adopt the proposed resolution, attached as Exhibit A, noting there is no fiscal impact to the URA as revenue is higher than projected and funds are being reclassified from another budget line item.

Before proceeding with Board discussion, Director Chair Truax asked for a motion to adopt URA Resolution No. 2018-01.

VanderZanden read URA Resolution No. 2018-01 by title.

MOTION: Director Wenzl moved, seconded by Director Thompson, to adopt URA Resolution No. 2018-01 of the City of Forest Grove Urban Renewal Agency Transferring Appropriations within the Forest Grove Urban Renewal Agency for Storefront Improvement Grants for Fiscal Year 2017-18.

Board of Directors Discussion:

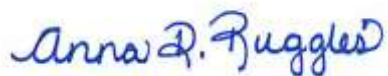
Hearing no discussion from the Board, Director Chair Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Directors Johnston, Rippe, Thompson, Wenzl, and Mayor Truax. NOES: None. ABSENT: Directors Valfre and Uhing. MOTION CARRIED 5-0.

7. ADJOURNMENT:

Director Chair Truax adjourned the URA regular meeting at 9:50 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder