



URBAN RENEWAL AGENCY MEETING AGENDA
MONDAY, OCTOBER 25, 2021
9:00 PM – ZOOM WEBINAR
COMMUNITY AUDITORIUM, 1915 MAIN STREET

Zoom Video Conferencing
Public Webinar ID: 863 3538 2145
Pass Code: 102521
Click Link:

<https://us06web.zoom.us/j/86335382145?pwd=V1R3L2kyMml0THBvcnNGZDISa2lQQT09>

9:00 PM URBAN RENEWAL AGENCY REGULAR MEETING

During the pandemic, all public meetings are held in a “hybrid” format allowing the public to attend meetings both virtual and in-person. The Community Auditorium is open and has limited availability and social distancing measures. The public can observe the meetings **LIVE** on **Zoom Webinar** or on television on Tualatin Valley Community Television (TVCTV) Government Access Programming or **LIVE Channel 30** on their website: <http://208.71.205.11/CablecastPublicSite/?channel=15>.

PETER B. TRUAX, DIRECTOR BOARD CHAIR

Malynda H. Wenzl, Director Board President
Donna Gustafson, Director
Kristy L. Kottkey, Director

Timothy A. Rippe, Director
Elena Uhing, Director
Mariana Valenzuela, Director

All regular meetings of the Urban Renewal Agency are open to the public and persons are permitted to attend any meeting except as otherwise provided by ORS 192. The public may address the Urban Renewal Agency Board as follows:

Public Hearings: Hearings are held on each matter required by state law or City policy. Sign in before the meeting on the Public Hearing form posted in the foyer. The presiding officer will review the hearing instructions prior to testimony. The presiding officer will call the individual or group by the name given on the sign-in form. When addressing the Board, please use the witness table (center front of the room), provide your full name and please limit your remarks to three (3) minutes unless the presiding officer grants an extension. Written or oral testimony is heard prior to any Board action. All testimony is electronically recorded. Written testimony may be submitted by 3:00 p.m. the day of the meeting to: CityCouncilors@forestgrove-or.gov.

Public Comment: This is a time provided for anyone wishing to speak to the Board on an item not on the agenda or on the agenda, and not scheduled for a public hearing. Sign in before the meeting on the form posted in the foyer. The presiding officer will review the instructions prior to public comment. The presiding officer will call the individual or group by the name given on the sign-in form. When addressing the Board, please use the witness table (center front of the room), provide your full name. Please limit your comments to two (2) minutes unless the presiding officer grants an extension. All testimony is electronically recorded. Written comments may be submitted by 3:00 p.m. the day of the meeting to: CityCouncilors@forestgrove-or.gov.

Accommodations: In accordance with the Americans with Disabilities Act, the City of Forest Grove will make reasonable accommodations for participation in the meeting. Request for assistance can be made by contacting City Recorder's Office, aruggles@forestgrove-or.gov, 503-992-3235, at least 48-hours advance notice of the meeting.

FOREST GROVE URBAN RENEWAL AGENCY AGENDA
OCTOBER 11, 2021
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- 9:00 1. **URBAN RENEWAL AGENCY REGULAR MEETING:**
Call to Order and Roll Call.
2. **PUBLIC COMMENT:** Anyone wishing to speak to the Board on an item not on the agenda or on the agenda but not scheduled for a public hearing may be heard at this time. **Please limit comments to two (2) minutes.** Written comment may be submitted by 3:00 p.m. the day of the meeting to: CityCouncilors@forestgrove-or.gov.
- **Zoom Attendees:** Please use the "Raise Hand" option. Please introduce yourself and ask your question or provide your comment. Click the "Chat" tab to type a question or comment.
3. **CONSENT AGENDA:** Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Board members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the remaining Consent Agenda item(s).
- A. Approve Urban Renewal Agency Meeting Minutes of September 13, 2021.
4. **ADDITIONS/DELETIONS:**
- *Executive Director*
 - *Proposed by Directors*
5. **PRESENTATIONS:** None.
- 9:05 6. **URA RESOLUTION NO. 2021-04 AUTHORIZING**
10mins **APPROVAL OF AMENDMENT NO. 2 TO EXCLUSIVE**
NEGOTIATING AGREEMENT (ENA) WITH
WELSHCORP, D.B.A. FRESHFOODS AND MFF
PROPERTIES, LLC, (DEVELOPER), FOR PROPERTY
KNOWN AS SITE B AND AUTHORIZING EXECUTIVE
DIRECTOR TO EXECUTE AGREEMENT ON BEHALF OF
URBAN RENEWAL AGENCY; TO AUTHORIZE
DEVELOPER TO DEVELOP A GROCERY STORE ON
SITE B; AND, TO DESIGNATE STAFF TO NEGOTIATE A
DISPOSITION AND DEVELOPMENT AGREEMENT WITH
DEVELOPER
- 9:15 7. **ADJOURNMENT:**

Paul Downey, Assistant City
Manager/Finance Director
Jesse VanderZanden, City Manager



**Urban Renewal Agency Work Session Minutes
Festival Street & Streetscape Project Update**

**Monday, September 13, 2021
9:00 p.m., Zoom Community Auditorium**

Minutes are unofficial until approved by the Urban Renewal Agency.

1. CALLED TO ORDER AND ROLL CALL:

Peter Truax, Urban Renewal Agency (URA) Director Chair, called the URA work session to order at 9:00 p.m. via Zoom Webinar Video Conference.

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the work session was conducted in a "hybrid" format allowing the public to attend both virtual and in-person in the Community Auditorium as spaced allowed. Members of the public could observe the meeting **LIVE on Zoom Webinar** or on television on Tualatin Valley Community Television (TVCTV) Government Access Programming Channel 30.

ROLL CALL: URA DIRECTORS PRESENT ATTENDED BY ZOOM WEBINAR:

Kristy Kottkey; Timothy Rippe; Mariana Valenzuela; Malynda Wenzl, Vice Chair; and Peter Truax, Chair. **URA DIRECTORS ABSENT:** Donna Gustafson and Elena Uhing.

STAFF PRESENT ATTENDED BY ZOOM WEBINAR: Jesse VanderZanden, City Manager; Paul Downey, Assistant City Manager/Finance Director; Bryan Pohl, Community Development Director; Dan Riordan, Senior Planner; and Anna Ruggles, City Recorder.

ZOOM ATTENDEES: 2

2. WORK SESSION: FESTIVAL STREET & STREETScape PROJECT UPDATE

Pohl and VanderZanden facilitated the work session, noting the purpose of the work session was to address URA Goal 4, Objective 4.3 to select a preferred alternative for the Festival Street, between A Street and College Way, identify funding, and complete the design on the preferred alternative. Staff gave a presentation to Council on October 12, 2020, and presented the results of the concept analysis for the proposed festival street. Staff held a work session with the URA Board on April 12, 2021, and gave an overview of the preliminary Design Concepts for 21st Avenue, between A Street and College Way, Shared-Use Festival Street and Town Center Streetscape. Pohl reported staff met with business owners in May, 2021, and presented the preliminary Design Concepts. Pohl introduced Alex Dupey and Melissa Erickson, MIG Consulting, who presented a PowerPoint presentation

overview pertaining to several design concepts of similar projects with a downtown streetscape and gave an overview of the Design Concepts for 21st Avenue, between A Street and College Way, Shared-Use Festival Street and Town Center Streetscape. The consultants presented slides showing aerial descriptions of the existing conditions and Design Concept Street Zones and vehicular traffic circulation: two-way; one-way and hybrid options, noting the preferred Design Concept Option was the one-way multi-directional with angled vehicular parking as shown in the slide presentation. In addition, the consultants referenced the probable construction costs and potential funding sources for Phase 1 and 2.

URA Board Discussion:

Director Chair Truax opened the floor and roundtable discussion ensued pertaining to the preferred Design Concept Option Phase 1 and 2 as shown in the slide presentation. Pohl and consultants addressed inquiries pertaining to parking impacts (seek partnerships for increasing off-street parking opportunities and offsetting potential loss of some off-street parking spaces); vehicular parking (angled versus parallel); and traffic circulation and access (two-way west of Main Street and one-way between Main Street and College Way). In conclusion of the above-noted Board discussion and at the request for the Board, VanderZanden concurred staff will continue outreach with downtown businesses and property owners, refine parking management and identify funding package recommendations and come back to the Board for further consideration at a later date.

The URA Board took no formal action nor made any formal decisions during the work session.

3. ADJOURNMENT:

Director Chair Truax adjourned the URA work session meeting at 9:55 p.m.

Respectfully submitted,

Anna D. Ruggles, CMC, City Recorder



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: 6.
MEETING DATE: 10/25/2021
FINAL ACTION: URA RESO
2021-04

URBAN RENEWAL AGENCY STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager/Executive Director of URA*

MEETING DATE: *October 25, 2021*

PROJECT TEAM: *Paul Downey, Assistant City Manager/Finance Director*

SUBJECT TITLE: *Site B Status and City/URA Resolutions*

ACTION REQUESTED:

☐	☐	☒	☐	☐	☐	☐	☐
	Ordinance	Order	X	Resolution		Motion	Informational

X all that apply

ISSUE STATEMENT:

This staff report is for the City resolution and the Urban Renewal Agency (URA) resolution. On October 11, 2021, the URA Board gave consensus direction that Site B could be developed as an approximate 20,000 square-foot fresh foods grocery store. The developer is working on finalizing the grocery store design and is hoping to start construction in Spring, 2022.

Staff is asking the URA Board to formalize the consensus from the October 11, 2021, work session, extend the Exclusive Negotiating Agreement (ENA) with the URA to give staff and the developer time to finalize the terms of the project, and to authorize certain staff to negotiate the Disposition and Development Agreement (DDA) on behalf of the URA and the City. A URA resolution and a City resolution have been prepared to do the above items.

BACKGROUND:

The Forest Grove URA signed an ENA and Amendment No. 1 to the ENA, which expires on October 31, 2021, with WelshCORP LLC (Developer) to give the Developer time to explore developing a project for the URA-owned Site B on the corner of "B" Street and Pacific Avenue which is the vacant property next to the Jesse Quinn Apartments. The original proposed project was an approximate 20,000 square-foot grocery store with up to 20 affordable-housing apartments above the grocery store. After 15 months of due diligence, the developer requested the URA to approve developing a grocery store on Site B with no housing. The URA Board gave consensus direction to approve the revised concept. The URA resolution formalizes that consensus.

Now that the project concept has been decided, staff and the developer need to negotiate a DDA for the development of the property. The DDA describes the specifics of the project, the terms by which the property will be sold to the developer, and the obligations of the developer, the City, and the URA for the project. Even though the property is owned by the URA, the City needs to be

included in the DDA as the City may need to approve certain aspects of the project as part of the process. The City resolution and the URA resolution designate the staff authorized to negotiate the ENA on both entities' behalf.

As mentioned above, Amendment No. 1 to the ENA expires on October 31, 2021. In order to negotiate the DDA, staff is requesting a final extension of the ENA to February 28, 2022, to give staff and the developer sufficient time to finalize the DDA for City Council and URA Board approval. Staff will conduct an Executive Session with the Board and Council when initial financial terms are presented. The URA resolution approves Amendment No. 2 to the ENA.

FISCAL IMPACT:

The fiscal impact to the URA and the City is not yet fully known and will be negotiated in the DDA. The developer may be requesting some URA and/or City assistance to develop the project. Any request for assistance is expected within the next few weeks and will be discussed with the Board and Council. Upon completion, the project will go on the tax rolls for the URA for and the City.

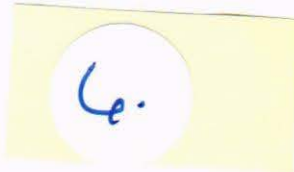
STAFF RECOMMENDATION:

Staff recommends the City Council approve the attached City resolution. At the URA meeting, staff recommends that the URA Board approve the attached URA resolution.

ATTACHMENT(s):

1. City: Resolution Designating Staff to Negotiate a Disposition and Development Agreement (DDA) With Welshcorp, D.B.A. Freshfoods and MFF Properties, LLC, (Developer), for the Development of a Grocery Store on Urban Renewal Agency Property.
2. URA: Resolution Authorizing Approval of Amendment No. 2 to the Exclusive Negotiating Agreement (ENA) with Welshcorp, D.B.A. Freshfoods and MFF Properties, LLC, (Developer), for the Property Known as Site B and Authorizing the Executive Director to Execute the ENA on Behalf of the Urban Renewal Agency; and, to authorize the Developer to develop a Grocery Store on Site B; and, to Designate Staff to Negotiate a Disposition and Development Agreement with the Developer.

URBAN RENEWAL AGENCY OF THE CITY OF FOREST GROVE



URA RESOLUTION NO. 2021-04

RESOLUTION AUTHORIZING APPROVAL OF AMENDMENT NO. 2 TO THE EXCLUSIVE NEGOTIATING AGREEMENT (ENA) WITH WELSHCORP, D.B.A. FRESHFOODS AND MFF PROPERTIES, LLC, (DEVELOPER), FOR THE PROPERTY KNOWN AS SITE B AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT ON BEHALF OF THE URBAN RENEWAL AGENCY; TO AUTHORIZE THE DEVELOPER TO DEVELOP A GROCERY STORE ON SITE B; AND, TO DESIGNATE STAFF TO NEGOTIATE A DISPOSITION AND DEVELOPMENT AGREEMENT WITH THE DEVELOPER

WHEREAS, the developer has proposed a final concept of the development on the Urban Renewal Agency (URA)-owned property known as Site B; and

WHEREAS, City staff and developer have signed an Exclusive Negotiating Agreement (ENA) extension expiring on October 31, 2021, in order for the developer to complete pre-development design with the ultimate goal of negotiating a Disposition and Development Agreement (DDA) between the developer and the City/URA subject to final approval of the URA Board; and

WHEREAS, the URA Board of Directors gave consensus on October 11, 2021, that a grocery store without housing would be an acceptable development project: and

WHEREAS, due to timing of finalizing the financing for the project now that the scope of the project is known, the developer and the URA need more time to enter into the DDA; and

WHEREAS, staff is recommending an extension of time until February 28, 2022, to allow for time for the approval processes to be completed.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE URBAN RENEWAL AGENCY AS FOLLOWS:

Section 1. The URA approves the attached Amendment No. 2 to the ENA granting an extension of time for the ENA until February 28, 2022.

Section 2. That the URA Board of Directors authorize the URA Executive Director to sign the amendment in a form substantially akin to that attached to this resolution as Exhibit A.

Section 3. Subject to the successful negotiation of a DDA, the URA approves the development of a grocery store of approximately 20,000 square-feet on Site B.

Section 4. The URA designates Jesse VanderZanden, URA Executive Director and Paul Downey, Assistant City Manager/Finance Director, to negotiate the DDA on behalf of URA.

Section 5. This resolution is effective immediately upon its enactment by the Urban Renewal Agency Board.

PRESENTED AND PASSED this 25th day of October, 2021.

Jesse VanderZanden
Urban Renewal Agency Executive Director

APPROVED by the Urban Renewal Agency of the City of Forest Grove at a regular meeting on this 25th day of October, 2021, and filed with the Forest Grove City Recorder this date.

Peter B. Truax
Urban Renewal Agency Board Chair

Exclusive Negotiating Agreement Amendment #2

Amendment #2 to Exclusive Negotiation Agreement (the “Agreement”) between Forest Grove Urban Renewal Agency (“Agency”) and WelshCorp, d.b.a. FreshFoods and MFF Properties, LLC (together the “Developer”).

Original Agreement Dated July 28, 2020

Amendment #2 to the Agreement – Developer is working to finalize the project on Site B at the corner of Pacific Avenue and “B” Street in Forest Grove. On October 11, 2021, The URA Board gave consensus approval to for the Developer to develop a grocery store with no housing on Site B. Staff and the Developer now need to negotiate a Disposition and Development Agreement (DDA) for that specific development. Staff and the Developer recognize the need for a final extension of the ENA to give both parties sufficient time to negotiate the terms of the DDA.

Agency hereby agrees to grant an extension of time for the Agreement until February 28, 2022, for the parties to complete the DDA. All other terms of the original agreement remain in effect.

SIGNED AND DATED THIS _____ day of _____ 2021, by

FOREST GROVE URBAN RENEWAL AGENCY

DEVELOPER

BY: _____
Title: Executive Director

BY: _____
Title: President and Owner, WelshCORP

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