

CITY OF SILVERTON
URBAN RENEWAL AGENCY SPECIAL MEETING MINUTES

Silverton Community Center – Council Chambers – 421 South Water St.

February 25, 2020 at 6:00 p.m.

I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance & Roll Call

Chairman Palmer called the meeting to order at 6:00 p.m.

Present	Absent	
X		Chairman Kyle Palmer
X		Jason Freilinger
X		Laurie Carter
X		Jim Sears
X		Dana Smith
X		Matt Plummer
X		Crystal Neideigh

Staff Present:

Agency Director, Christy Wurster; Assistant to the City Manager/HR Coordinator, Elizabeth Gray; and Assistant to the City Manager/City Clerk, Angela Speier

II. DISCUSSION ITEM

2.1 Fiscal Year 2020-2021 Goal Setting – John Morgan, Mid-Willamette Valley Council of Governments

Chairman Palmer welcomed John Morgan who will be leading the Urban Renewal Agency (URA) and the City Council in their goal setting tonight. Mr. Morgan explained his background and reviewed tools and a framework to help guide the members with the goal setting process. He explained a good framework for the goal process is to categorize goals into three different buckets: must, need, and want and then described the difference between categories. It is also important to take the capacity of the organization into account.

The URA reviewed each objective under Goal 1: Utilize Agency and Borrowing Power to Plan for and Implement Infrastructure Improvements for the District.

Objective 1.1

Agency Director Christy Wurster explained PGE will not provide an estimate for undergrounding the utilities in the downtown without a complete design. Members discussed the high cost of undergrounding utilities and decided to incorporate this objective into objective 1.2 with the other assessments and the Downtown Plan.

Objective 1.2 (now Objective 1.1)

Agency Director Wurster provided an overview of the completed studies and explained why the staff is recommending not abandoning the coal chutes in the downtown. The abandonment and maintenance of the coal chutes are the property owner’s responsibility. Members discussed enforcement mechanisms regarding the maintenance of the covers located on the sidewalks downtown. Member Freilinger would still like to see a RFP developed for the design of a downtown project. He further explained the urgency of

this project due to the timing of when the URA is set to be retired. He would also like to see the Agency review the current Downtown Plan. Member Smith asked if the water capacity study has been completed. Agency Director Wurster will follow up with the Public Works Director regarding the status of that study. Member Smith said these studies need to be completed prior to moving forward with a Downtown Plan. Member Carter provided a history of the Downtown Plan and how the replacement of the current street trees was a contentious issue at the time. Members Sears agreed this objective should stay on the goal list and the feasibility studies need to be completed before the URA can make a decision to move forward or not. The objective will be amended to remove the first bullet point regarding UST's and remove the language regarding coal chute abandonment under the fifth bullet point. The Agency would also like to add language regarding the development of a public involvement and outreach process.

Objective 1.3 (now Objective 1.2)

Keep as is.

Objective 1.4 (now Objective 1.3)

Keep as is.

Objective 1.5 (now Objective 1.4)

Keep as is.

Objective 1.6

This project has been completed and was removed from the list.

Objective 1.7

This project has been completed and was removed from the list.

Objective 1.8 (now Objective 1.5)

Keep as is.

Agency Director Wurster said staff would like to hold a meeting with both the Urban Renewal Advisory Committee (URAC) and the URA in order to prioritize the remaining urban renewal funding moving forward.

Member Carter would like to add a goal to expand the Urban Renewal Boundary to the Community Center on both sides of Water Street. The Agency members discussed this idea and did not agree with expansion, because the boundary was recently expanded and there is not a lot of money remaining for private projects and most of the public funding available will likely be used for the new Police Station/Civic Center. There was discussion about creating a new separate district. Mr. Morgan recommended creating a "parking lot" list for possible goals next year. This item will be placed on that list for discussion in 2021.

III. BOARD COMMUNICATIONS – None.

IV. ADJOURNMENT

Member Freilinger made a motion to adjourn. Member Sears seconded the motion and Chairman Palmer adjourned the meeting at 7:06 p.m.

Respectfully submitted by:

/s/Angela Speier, Assistant to the City Manager/City Clerk

CITY OF SILVERTON
~~2019-2020-2020-2021~~ SILVERTON
URBAN RENEWAL AGENCY GOALS



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Goal 1: Utilize Agency and Borrowing Power to Plan for and Implement Infrastructure Improvements for the District

	Objective	Time Frame	Progress to Date/Comments
1.1	<p>Determine cost of undergrounding utilities in the downtown core and develop a staging and financing plan that minimizes impact to businesses, takes into account the results of the infrastructure feasibility and scope studies in (1.2), and also identifies and minimizes cost impact to ratepayers/property owners.</p>	FY 2019-20	•
1.12	<p>Complete the following infrastructure feasibility and scope studies:</p> <ul style="list-style-type: none"> • Research the potential existence of UST's (\$0-\$5,000) • Perform a stormwater capacity study and assessment (\$35,000-\$40,000) • Water main condition assessment and capacity study (\$0-\$5,000) • Existing street condition assessment, including core sampling (\$5,000) • Sidewalk assessment, including coal chute abandonment assessment (20,000) • <u>Determine cost of undergrounding utilities in the downtown core and develop a staging and financing plan that minimizes impact to businesses and the cost impact to ratepayers/property owners</u> <p>Upon completion of the infrastructure feasibility and scope studies, develop a Request for Proposals to establish a formal work plan/design for the downtown infrastructure improvements identified in the studies. <u>Develop a public involvement and outreach process.</u></p>	<p>Begin Plan FY 2019-20FY 2020- <u>2021</u></p>	•

1.23	Identify, where feasible and appropriate, the URA's role in the City's redevelopment of the Eugene Field property.	FY 2019-2020 - 2021	•
1.34	Explore proportional allocation of funds of infrastructure improvements the Urban Renewal Agency can make in the extended Urban Renewal area, to include the north 2 nd Street improvements, traffic calming measures at 1 st and Jefferson.	FY 2019-2020 - 2021	•
1.45	Develop the scope of the redevelopment of the Westfield property, including possible use as affordable housing and/or assisted living.	FY 2019-2020 - 2021	•
1.6	Develop grant and loan program criteria in coordination with the advisory committee.	FY 2019-20	•
1.7	Conduct a traffic/circulation study in the URD to improve traffic patterns and reduce congestion.	FY 2019-20	•
1.58	Improve aesthetic appeal of city gateways within the URD.	FY 2019-2020 - 2021	•