



## SILVERTON URBAN RENEWAL AGENCY MEETING

Monday, July 1, 2024 – 8:00 p.m. or upon conclusion of City Council Meeting

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### Silverton High School Library – 1456 Pine St. and Zoom

*Americans with Disabilities Act* – The Silverton Urban Renewal Agency intends to comply with the A.D.A. The meeting location is accessible to individuals needing special accommodations such as a sign language interpreter, headphones, or other special accommodations for the hearing impaired. To participate, please contact the City at 503-874-2216 at least 48 hours prior to the meeting.

A copy of the full packet is available on the City's website at [www.silverton.or.us/agendacenter](http://www.silverton.or.us/agendacenter). In accordance with House Bill 2560 and City of Silverton Resolution 22-06, the meeting will be held in a hybrid format: in person, and electronically using the Zoom web conference platform. Please submit written comments to [publiccomment@silverton.or.us](mailto:publiccomment@silverton.or.us) by 3:00 p.m. on Monday, July 1, 2024. Comments received will be shared with Silverton Urban Renewal Agency and included in the record. If you wish to participate through the Zoom web conference platform, see meeting information below.

Zoom meeting link:


<https://us02web.zoom.us/j/81243138284>

Webinar ID: 812 4313 8284

## AGENDA

1. **OPENING CEREMONIES** – Call to Order and Roll Call
2. **PUBLIC COMMENT** – This is the only time for public comment during this business meeting of the Silverton Urban Renewal Agency (SURA) unless a public hearing is scheduled for a specific matter. The City values and welcomes public input. Please address the SURA Board as a whole and not individual Board Members. Do not address staff or members of the audience. Board action on items brought up in Public Comment is limited by the Oregon Open Meeting Law. The Board may direct staff to study the matter and reschedule it for further consideration later. Individuals are limited to three (3) minutes.
3. **ACTION ITEM**
  - 3.1 Resolution 24-03 – A Resolution of The Silverton Urban Renewal Agency Board Amending The Silverton Urban Renewal Plan to Amend Section 700 of the Plan – Cory Misley, Agency Director
4. **BOARD COMMUNICATIONS**
5. **ADJOURNMENT**

**SILVERTON URBAN RENEWAL AGENCY STAFF REPORT  
TO THE HONORABLE BOARD OF DIRECTORS**

	<b>Agenda Item No.:</b>	<b>Topic:</b>
	3.1	Resolution No. 24-03 - Adopting a Minor Amendment to the Silverton Urban Renewal Plan.
	<b>Agenda Type:</b>	
	Action Item	
<b>Meeting Date:</b>		
July 1, 2024		
<b>Prepared by:</b>	<b>Reviewed by:</b>	<b>Approved by:</b>
Jason Gottgetreu	Kathleen Zaragoza	Cory Misley

Recommendation:

Motion to adopt Resolution No. 24-03 adopting a minor amendment to the Silverton Urban Renewal Plan.

Background: The Silverton Urban Renewal Plan was adopted in 2004 and has a list of potential projects by category that has been periodically updated over the course of the Plan.

The Minor Amendment is to update the project list as we near the total Maximum Indebtedness (MI) to focus the remaining funds on high priority projects.

The projects would include the Main Street project, which would include streetscape elements such as new sidewalks, curbs, gutters, public utility improvements, possibly undergrounding overhead utilities, etc. The total cost of the project is not yet known, and unspent funds on the Main Street project could go toward additional streetscape enhancements in the Downtown.

The Parks line item is updated to include funds for the park that is identified to be south of the new City Hall, on the north side of Park Street.

The Pedestrian and Bike Improvements now also includes Transportation are anticipated to be used on yet to be identified safety projects.

The Gateway line item was revised to also include Downtown Beautification to add flexibility in where gateway enhancements could be located.

The administration line item would be utilized to reimburse the City the cost of the fund administration (forecasted \$30,000 for the next 5 years for City staff compensation), as well as \$100,000 to manage agency assets, such as looking at potentially facilitating additional lodging options to locate in Silverton, supporting consultants, and miscellaneous grants, etc.

Budget Impact	Fiscal Year	Funding Source
None	2024-2025	N/A

Attachments:

1. Resolution No. 24-03
2. Memo to SURA Dated June 7, 2024 from Elaine Howard
3. Memo to SURA Dated May 10, 2024 from Community Development Director

**SILVERTON URBAN RENEWAL AGENCY**  
**RESOLUTION**  
**24-03**

**A RESOLUTION OF THE SILVERTON URBAN RENEWAL AGENCY (SURA) BOARD  
AMENDING THE SILVERTON URBAN RENEWAL PLAN TO AMEND SECTION 700  
OF THE PLAN**

**WHEREAS**, the Silverton Urban Renewal Plan (“Plan”) was adopted by Ordinance No. 04-114 on November 29, 2004.

**WHEREAS**, The Plan has been amended over time as the Plan has been implemented.

**WHEREAS**, the SURA board has reviewed potential projects to be undertaken in the remaining life of the Plan.

**WHEREAS**, this review of projects identified that minor changes needed to be made to Section 700 of the Plan to clarify the projects to be undertaken.

**NOW THEREFORE, BE IT RESOLVED BY THE SURA BOARD, AS FOLLOWS:**

Section 1: The SURA Board hereby approves the minor amendment to the Plan attached as Exhibit ‘A’ to clarify projects to be undertaken in administering the Plan.

Section 2: That this resolution is and shall be effective after its passage by the SURA Board.

Resolution adopted by the Silverton Urban Renewal Agency, this 1<sup>st</sup> day of July 2024

\_\_\_\_\_  
Jason Freilinger, Chairman

ATTEST

\_\_\_\_\_  
Cory Misley, Urban Renewal Agency Director

## Exhibit 'A'

### 2024 Amendment to the Silverton Urban Renewal Plan

Additions are in *italics*, deletions are shown in ~~crossout~~.

#### 701 A Public Parks and Open Spaces

The Renewal Agency may participate in funding the design, acquisition, construction or rehabilitation of public spaces, or parks or public facilities within the urban renewal area.

Projects to be undertaken include:

- Improvements to Silver Creek Trail
- Coolidge-McClain Park Improvements
- Construction of an amphitheater
- *Construction of a downtown plaza south of the new city hall on the north side of Park Street*

#### 701B Gateway Projects, ~~and~~ Monuments, *and Beautification*

The Renewal Agency will participate in funding projects designating gateway or entryway points *and overall beautification* into the renewal area. Locations for ~~such~~ gateway projects include:

- North 1st Street
- ~~Cascade Avenue-Oak Street~~
- ~~Water Street near Barger~~
- E. Main Street

#### 701G Pedestrian, Bike, *Transportation* and Transit Improvements

These activities will include pedestrian, bicycle, *transportation* and transit connections and *safety improvements within and* between the renewal project area, and adjoining areas and attractors. Potential projects include:

- Improved connections to the Oregon Garden
- ~~Improved connections to Silver Falls~~

**Table 2 of the Report on the Urban Renewal Plan  
Project Activities and Estimated Cost**

	<b>Estimated Cost</b>
<del>Streetscape, Streets and curbs</del>	<del>\$2,401,575</del>
<del>Rehabilitation and Conservation</del>	<del>\$960,630</del>
<del>Redevelopment Through New Construction</del>	<del>\$1,056,693</del>
<del>Undergrounding of Utilities</del>	<del>\$1,440,945</del>
<del>Parks &amp; Open Space</del>	<del>\$1,921,260</del>
<del>Public Buildings and Facilities</del>	<del>\$2,401,575</del>
<del>Pedestrian &amp; Bike improvements</del>	<del>\$960,630</del>
<del>Gateway Projects</del>	<del>\$576,378</del>
<del>Public Utilities</del>	<del>\$500,000</del>
<del>Administration</del>	<del>\$480,314</del>
<b>Total</b>	<b>\$12,700,000</b>

	<b>Estimated Cost</b>
<i>Streetscape and Infrastructure</i>	<i>\$2,871,953</i>
<i>Rehabilitation and Conservation</i>	<i>\$946,820</i>
<i>Redevelopment Through New Construction</i>	<i>\$1,047,429</i>
<i>Undergrounding of Utilities</i>	<i>\$0</i>
<i>Parks &amp; Open Space</i>	<i>\$3,345,276</i>
<i>Public Buildings and Facilities</i>	<i>\$2,401,575</i>
<i>Pedestrian, Bike, &amp; Transportation Improvements</i>	<i>\$1,504,395</i>
<i>Gateway and Downtown Beautification Projects</i>	<i>\$287,695</i>
<i>Public Utilities</i>	<i>\$14,857</i>
<i>Administration</i>	<i>\$280,000</i>
<b>Total</b>	<b>\$12,700,000</b>

# MEMO

TO: Cory Misley, City Manager  
 Jason Gottgetreu, Community Development Director  
 FROM: Elaine Howard  
 RE: Minor Amendment to Silverton Urban Renewal Plan  
 DATE: June 7, 2024

The Silverton Urban Renewal Agency (SURA) hired Elaine Howard Consulting, LLC to assist SURA in evaluating projects to undertake as the Silverton Urban Renewal Plan (Plan) reaches its maximum indebtedness.

SURA reviewed and agreed on a projects list at their meeting on June 3, 2024. We have reviewed that list and prepared a minor amendment to the Plan to incorporate the projects discussed by SURA. Most of the changes are minor wording changes that clarify the projects to be undertaken.

The future projects are:

<b>Category</b>	<b>Project</b>
Streetscape and Infrastructure	Main Street
Pedestrian, Bike, & Transportation Improvements	(add safety Improvements)
Gateway and Beautification Projects	(add transportation, beautification)
Administration	
Parks and Open Space	Downtown Plaza Park Street

**Main Street:** The activities for the Main Street project are already in the Plan under sections 701 C, 701D and 701F. Individual streets are called out only in 701F. E Main Street is identified.

**Safety Improvements:** Pedestrian, Bike, & Transportation Improvements modified as shown in italics: These activities will include pedestrian, bicycle, *transportation* and transit connections and *safety improvements within and between* the renewal project area, and adjoining areas and attractors.

**Gateway and Beautification Projects** modified as shown in italics: The Renewal Agency will participate in funding projects designating gateway or entryway points *and overall beautification* into the renewal area. Locations for such gateway projects include:

Administration is authorized in Section 705 of the Plan.

Downtown Plaza Park: The downtown plaza project is not specifically identified in the Plan. We have reviewed the Plan to see where it should be added and under what amendment type. No one in my firm is an attorney, so this is general consulting and best practices advice and not legal advice.

We believe the downtown plaza project fits under the category of 701 A Public Parks and Open Spaces. We have proposed adding it to the project list to make it clear that there is authority to spend funds on this project. The added language is shown in *italics*.

### **701 A Public Parks and Open Spaces**

The Renewal Agency may participate in funding the design, acquisition, construction or rehabilitation of public spaces, or parks or public facilities within the urban renewal area. Projects to be undertaken include *but are not limited to*:

- Improvements to Silver Creek Trail
- Coolidge-McClain Park Improvements
- Construction of an amphitheater
- *Construction of a downtown plaza south of the new city hall on the north side of Park Street*

We believe *Section 1100 Plan Amendments* of the Plan allows this change to be made as a minor amendment as shown below in *Section 1100 Plan Amendments, C. Minor Amendments*, item 1. To come to this recommendation, we looked at the verbiage under the Council approved amendments. *Section 1100 Plan Amendments of the Plan subsection B. Other Amendments requiring Council approval* requires two conditions to be present to require a Council Amendment:

Section 1100. Plan Amendments

#### **B. Other Amendments requiring Council approval**

1. The following Plan amendments will require approval per ORS 457.095 but will not require notice as provided in ORS 457.120.1. The following Plan amendments will require approval per ORS 457.095 but will not require notice as provided in ORS 457.120.
  - a. The addition of improvements or **activities which represent a substantial change in the purpose and objectives of this Plan, and which cost more than \$500,000**. The \$500,000 amount will be adjusted annually from the year 2004 according to the "Engineering News Record" construction cost index for the Northwest area.

We believe the downtown plaza does not represent a substantial change in the purpose and objectives of the Plan. The goals of the Plan are in Section 400. Relationship to Local Objectives of the Plan. Goals 2 and 6 relate to public spaces.

2. Improve streets, improve and enhance public open spaces and improve livability
6. Maintain, remodel, and construct public parks and open spaces, public facilities, and public safety facilities, to maintain and enhance safety in the renewal area, and to increase public utilization of the renewal area.

We further reviewed the Plan language on Minor Amendments.

### **C. Minor Amendments.**

Minor amendments may be approved by the Renewal Agency in resolution form. Such amendments are defined as:

1. Amendments to clarify language, add graphic exhibits, make minor modifications in the scope or location of improvements authorized by this Plan, or other such modifications **which do not change the basic planning or engineering principles of the Plan.**
2. Acquisition of property for purposes specified in Section 800B of this plan.
3. **Addition of a project substantially different from those identified in Sections 700 of the Plan or substantial modification of a project identified in Section 700 if the addition or modification of the project costs less than \$500,000 in 2002 dollars.**
4. Increases in the urban renewal area boundary not in excess of one percent (1%).

The addition of the downtown plaza does not change the basic planning or engineering principles of the Plan as shown above on the analysis of Section 400. Relationship to Local Objectives of the Plan. In addition to the downtown plaza project fitting under the goals and objectives of the Plan, it fits under the category of parks identified in the Plan:

#### 701 A. Public Parks and Open Spaces

The Renewal Agency may participate in funding the design, acquisition, construction or rehabilitation of public spaces, or parks or public facilities within the urban renewal area. Projects to be undertaken include:

- Improvements to Silver Creek Trail
- Coolidge-McClain Park Improvements
- Construction of an amphitheater

Although the downtown plaza was not specifically identified, it fits under the general language of this category and fits under the goals and objectives of the Plan.



**City of Silverton**  
**Community Development Department**  
 306 South Water Street  
 Silverton, OR 97381  
 (503) 874-2212  
[Jgottgetreu@silverton.or.us](mailto:Jgottgetreu@silverton.or.us)



# MEMO

**DATE:** May 10, 2024  
**FROM:** Jason Gottgetreu, Community Development Director  
**TO:** Silverton Urban Renewal Agency  
**RE:** Urban Renewal Projects Update

The Urban Renewal Plan established a maximum indebtedness of \$12,700,000. The local goals and objectives of the plan are to:

1. Assist private development
2. Improve streets, improve and enhance public open spaces and improve livability
3. Create Gateways into the city within renewal district boundaries
4. Improve & repair utilities to allow efficient and aesthetic redevelopment of area
5. Enhance transportation linkages and opportunities between the renewal district and outlying areas and attractions such as Silver Falls and Oregon Garden
6. Maintain, remodel, and construct public parks and open spaces, public facilities, and public safety facilities, to maintain and enhance safety in the renewal area, and to increase public utilization of the renewal area.
7. Assist in promoting a program of arts within the renewal district
8. Improve access to Silver Creek

The Plan has a list of potential projects by category that has been periodically updated over the course of the Plan. Currently, the list is as follows:

Urban Renewal	Total	Spent	Unspent	% Spent
Streetscape, Streets and curbs	\$2,401,575	\$697,442	\$1,704,133	29%
Rehabilitation and Conservation	\$960,630	\$946,820	\$13,810	99%
Redevelopment Through New Construction	\$1,056,693	\$1,047,429	\$9,264	99%
Undergrounding of Utilities	\$1,440,945	\$0	\$1,440,945	0%
Parks & Open Space	\$1,921,260	\$1,845,276	\$75,984	96%
Public Buildings and Facilities	\$2,401,575	\$2,401,575	\$0	100%
Pedestrian & Bike improvements	\$960,630	\$4,395	\$956,235	0%
Gateway Projects	\$576,378	\$37,695	\$538,683	7%
Public Utilities	\$500,000	\$14,857	\$485,143	3%
Administration	\$480,314	\$30,000	\$450,314	6%
<b>Totals</b>	<b>\$12,700,000</b>	<b>\$7,025,489</b>	<b>\$5,674,511</b>	<b>55%</b>

The Agency is looking to update the project list as we near the total Maximum Indebtedness (MI) to focus the remaining funds on high priority projects. The proposed updated project list below allocates the remaining unspent funds (\$5,674,511). This is meant to show the proposed use of the remaining funds absent the already spent funds for clarity. The total combined funds assuming the proposed changes are incorporated in the final table.

The projects would include the Main Street project, which would include streetscape elements such as new sidewalks, curbs, gutters, public utility improvements, possibly undergrounding overhead utilities, etc. The total cost of the project is not yet known, and unspent funds on the Main Street project could go toward additional streetscape enhancements in the Downtown.

The Parks line item is updated to include funds for the park that is identified to be south of the new City Hall, on the north side of Park Street.

The Pedestrian and Bike Improvements now also includes Transportation are anticipated to be used on yet to be identified safety projects.

The Gateway line item was revised to also include Downtown Beautification to add flexibility in where gateway enhancements could be located.

The administration line item would be utilized to reimburse the City the cost of the fund administration (forecasted \$30,000 for the next 5 years for City staff compensation), as well as \$100,000 to manage agency assets, such as looking at potentially facilitating additional lodging options to locate in Silverton, supporting consultants, and miscellaneous grants, etc.

Urban Renewal	Total Proposed	Spent	Unspent	% Spent
Streetscape and Infrastructure				
Main Street	\$2,174,511	\$0	\$2,174,511	0%
Rehabilitation and Conservation				
		\$0	\$0	100%
Redevelopment Through New Construction				
		\$0	\$0	100%
Undergrounding of Utilities				
		\$0	\$0	100%
Parks & Open Space				
Downtown Plaza Park Street	\$1,500,000	\$0	\$1,500,000	0%
Public Buildings and Facilities				
		\$0	\$0	100%
Pedestrian, Bike, & Transportation Improvements				
Safety Improvements	\$1,500,000	\$0	\$1,500,000	0%
Gateway and Downtown Beautification Projects				
	\$250,000	\$0	\$250,000	100%
Public Utilities				
		\$0	\$0	100%
Administration				
Manage Agency Assests	\$250,000	\$0	\$250,000	0%
Totals	\$5,674,511	\$0	\$5,674,511	0%

The below table combines the proposed changes with the existing spent funds table.

<b>Urban Renewal</b>	<b>Total</b>	<b>Spent</b>	<b>Unspent</b>	<b>% Spent</b>
Streetscape and Infrastructure	\$2,871,953	\$697,442	\$2,174,511	24%
Rehabilitation and Conservation	\$946,820	\$946,820	\$0	100%
Redevelopment Through New Construction	\$1,047,429	\$1,047,429	\$0	100%
Undergrounding of Utilities	\$0	\$0	\$0	100%
Parks & Open Space	\$3,345,276	\$1,845,276	\$1,500,000	55%
Public Buildings and Facilities	\$2,401,575	\$2,401,575	\$0	100%
Pedestrian, Bike, & Transportation Improvements	\$1,504,395	\$4,395	\$1,500,000	100%
Gateway and Downtown Beautification Projects	\$287,695	\$37,695	\$250,000	13%
Public Utilities	\$14,857	\$14,857	\$0	100%
Administration	\$280,000	\$30,000	\$250,000	11%
<b>Totals</b>	<b>\$12,700,000</b>	<b>\$7,025,489</b>	<b>\$5,674,511</b>	<b>55%</b>