



SANDY URBAN RENEWAL BOARD MEETING

Monday, May 20, 2024
Sandy City Hall and via Zoom

AGENDA

TO ATTEND THE MEETING IN-PERSON:

Come to Sandy City Hall (lower parking lot entrance) - 39250 Pioneer Blvd., Sandy, OR 97055

TO ATTEND THE MEETING ONLINE VIA ZOOM:

Please use this link: <https://us02web.zoom.us/j/84804132361>

Or by phone: (253) 215-8782; Meeting ID: 84804132361

Note: Urban Renewal Meeting will begin following City Council Meeting adjournment

ROLL CALL

APPROVAL OF MINUTES

1. [Approval of Minutes: February 20, 2024](#)

NEW BUSINESS

2. [Façade Grant Approval: All County Surveyors \(Project #23-004 FAC\)](#)
3. [Resolution 2024-13: Declaring the Intention to Collect Urban Renewal Tax Increment](#)

ADJOURN

Americans with Disabilities Act Notice: Please contact Sandy City Hall, 39250 Pioneer Blvd. Sandy, OR 97055 (Phone: 503-668-5533) at least 48 hours prior to the scheduled meeting time if you need an accommodation to observe and/or participate in this meeting.



SANDY URBAN RENEWAL BOARD MEETING

Tuesday, February 20, 2024 at 8:00 PM
Sandy City Hall and via Zoom

MINUTES

ROLL CALL

PRESENT

Chair Stan Pulliam
Board Member Chris Mayton
Board Member Laurie Smallwood
Board Member Rich Sheldon
Board Member Kathleen Walker
Board Member Carl Exner
Board Member Don Hokanson

ABSENT

Board Member Khrys Jones

APPROVAL OF MINUTES

1. Approval of Minutes: December 18, 2023

MOTION: Approve the December 18, 2023 minutes

Motion made by Board Member Walker, Seconded by Board Member Exner.

Voting Yea: Chair Pulliam, Board Member Mayton, Board Member Smallwood, Board Member Sheldon, Board Member Walker, Board Member Exner, Board Member Hokanson

MOTION CARRIED: 7-0

NEW BUSINESS

2. Tenant Improvement Grant: Sandy Underground (Project #23-002 TI)

The Development Services Director summarized the staff report, which was included in the agenda packet. Slides were presented; they are attached to these minutes for reference. Following a recap of previous grant funding provided to this property, the prospective business owner provided details on their lease to own arrangement with the property owner. The Board asked questions about whether items not attached to the building would be removed in the event the business discontinued. The Board also stressed to staff that contract language

needs to include language to protect investments made by the URA. The prospective business owner explained that their lease stipulates that permanent changes will stay with the building. Discussion ensued on ADA accessibility issues, including compliance of the downstairs area in contrast to the upstairs, and discussion of whether SURA investments should only be made in properties that are in, or will be brought into, compliance with ADA requirements. Finally, it was noted that health department review is currently underway and that the business owners have experience in such matters.

MOTION: Approve the Tenant Improvement Grants recommended in the staff report.

Motion made by Board Member Sheldon, Seconded by Board Member Mayton.

Voting Yea: Chair Pulliam, Board Member Mayton, Board Member Smallwood, Board Member Sheldon, Board Member Walker, Board Member Exner, Board Member Hokanson

MOTION CARRIED: 7-0

3. 39050 Pioneer Blvd Parking Lot Purchase

Note: Board Member Exner recused himself from participating in this matter.

The City Manager summarized the staff report, which was included in the agenda packet.

Board discussion ensued on the following topics:

- Whether ADA improvements are necessary
- Possible opportunities to install electric vehicle chargers
- Whether pay-to-park arrangements could/should be implemented, potentially only for special events
- Possible opportunities to establish a transit stop and/or park and ride
- Concerns about the deteriorated state of the Heritage Square lot
- Concerns about the cost of future Tupper Rd improvements and effects on potential resale value
- Emphasis on the need to prioritize utilization of the site

MOTION: Authorize the City Manager to move forward with the purchase of the two parcels located at 39050 Pioneer Blvd, pending the results of an environmental assessment, for an amount not to exceed \$525,000.

Motion made by Board Member Mayton, Seconded by Board Member Hokanson.

Voting Yea: Chair Pulliam, Board Member Mayton, Board Member Smallwood, Board Member Sheldon, Board Member Walker, Board Member Hokanson

MOTION CARRIED: 6-0

ADJOURN



Tenant
Improvement
Grant

Sandy Underground

Urban Renewal Board
February 20, 2024

Subject Building

Item # 1.



SANDY
WHERE INNOVATION MEETS ELEVATION

Background

Item # 1.

- The subject building used to be the Sandy VFW.
- The property was purchased by a private property owner and the exterior of the building was remodeled. The Urban Renewal Board provided a grant totaling \$27,850.
- The property currently does not have a tenant.

Proposed Tenant Improvements

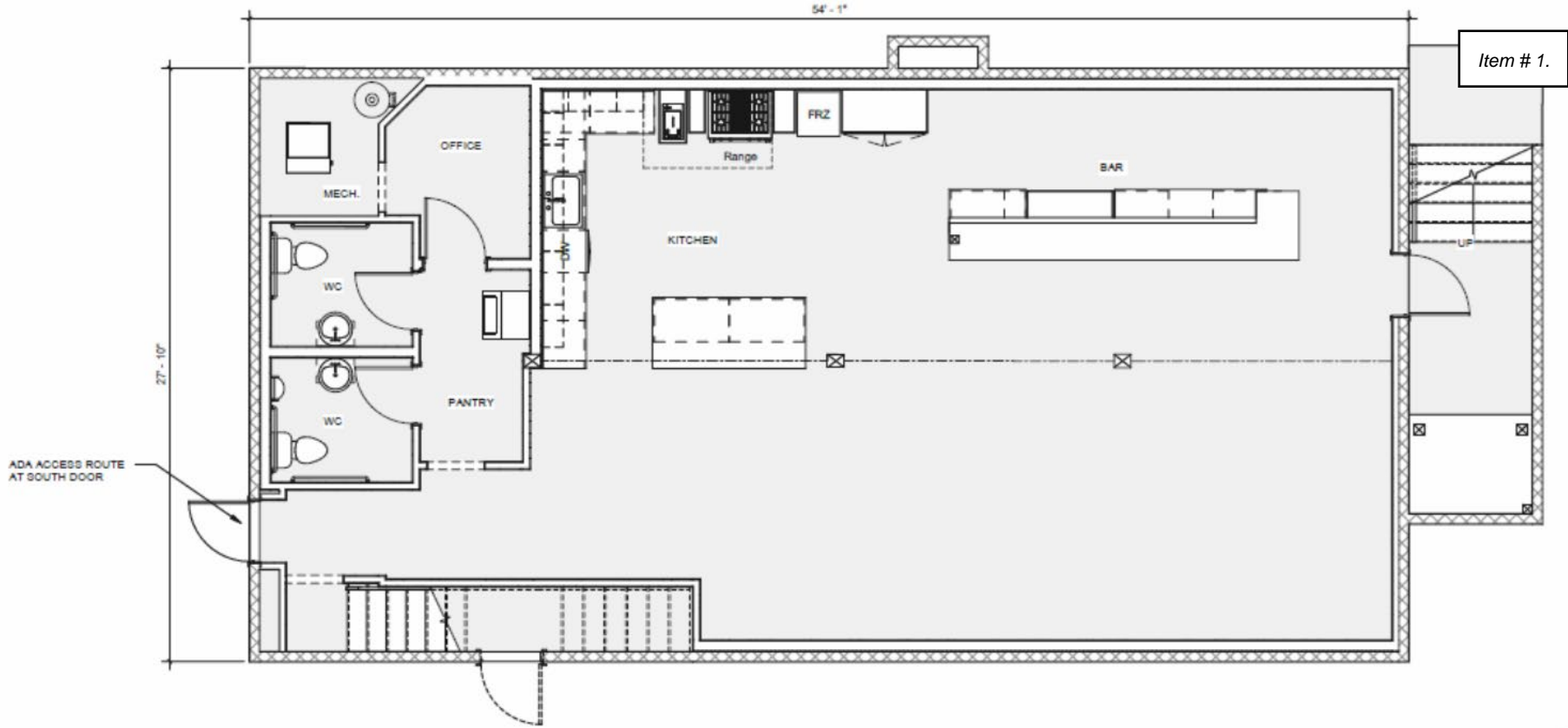
Item # 1.

- Demolition of the existing residential cabinetry, the existing porous wood surfaces at the bar, and the existing laminate flooring.
- Refinish the concrete flooring once the laminate flooring is removed.
- Refinish the walls in the kitchen area with a non-porous surface and installing stainless steel behind the cooking equipment.
- Installation of a wall to enclose the kitchen.
- Installation of a commercial hand sink, dishwasher, dish sink, and prep sink in the kitchen.

Proposed Tenant Improvements

Item # 1.

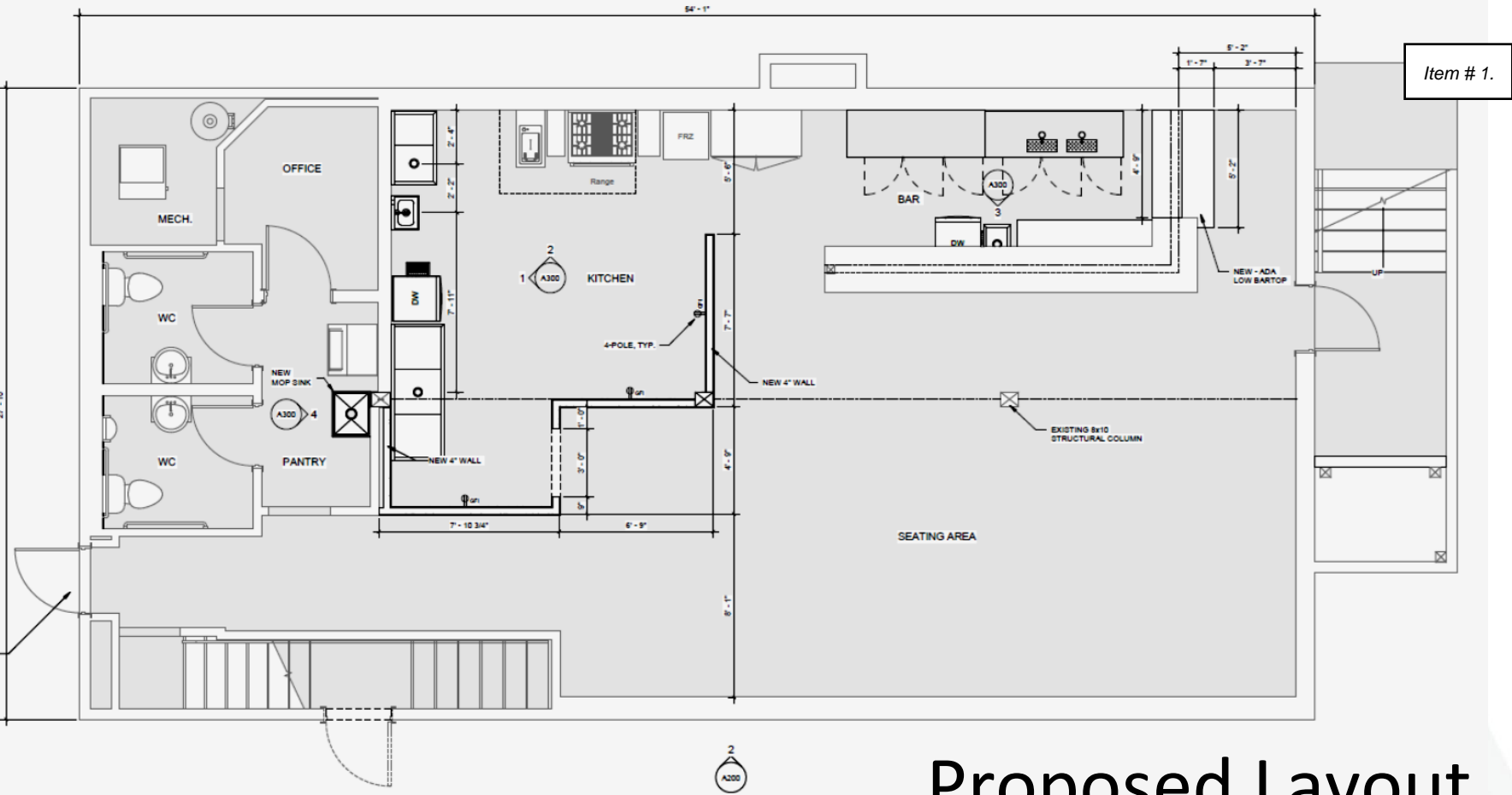
- Installation of a mop sink in the pantry.
- Installation of a hand sink, dish sink, dish sink, prep sink, and ice well in the bar.
- Installation of two floor drains.
- Installation of a grease trap interceptor and plumbing to the sinks and floor drains.
- Installation of a new and functional back-bar.
- Installation of a new bar surface, including an ADA accessible area at the bar.
- Repaint the interior, including all walls and the ceiling.



① EXISTING - FIRST FLOOR - BAR
 1/4" = 1'-0"



Existing Layout



Item # 1.

Proposed Layout

① NEW - FIRST FLOOR - BAR
3/8" = 1'-0"



Request

Item # 1.

\$30,000 (44.8 percent of the total project cost of \$66,977)

The biennium budget for 2023-2025 allocated \$400,000 to grant programs.

To date, the Sandy Urban Renewal Board has allocated **\$76,190.16** this biennium.

Recommendation

Item # 1.

Staff recommends approval of this tenant improvement grant for Sandy Underground as it creates another dining option for Sandy residents and visitors.



STAFF REPORT

Meeting Type: Sandy Urban Renewal Board
Meeting Date: May 20, 2024
From: Kelly O’Neill Jr., Development Services Director
Subject: Façade Grant Approval: All County Surveyors (Project #23-004 FAC)

DECISION TO BE MADE:

Whether to approve a Façade Grant for improvements to the All County Surveyors building.

BACKGROUND / CONTEXT:

This façade improvement grant was requested by the owner of All County Surveyors, Darren Clow. Mr. Clow is proposing building and site improvements to his office building at 39660 Pleasant Street. The proposed improvements include demolition and construction with the following items as the primary focus:

Element 1: Exterior Building Upgrades

- Demolish all existing siding, the existing sheetrock on the rear wall, and two existing windows, including hauling away debris and paying for disposal fees.
- Furnish and install 36-inches of cultured stone per approved elevations.
- Furnish and install two new 5-foot by 4-foot slider windows.
- Furnish and install new siding with lower 8-feet to be board and batten siding, a 2-inch by 12-inch cedar belly band, and lap siding (cement fiber) above the belly band. All corners and windows to be wrapped in 3.5-inch cedar trim.
- Paint two coats of Sandy Style approved paint on all siding and trim and stain all cedar braces.
- Furnish and install two porch covers and footings over the front and side doors.

Element 2: Parking lot and ADA upgrades

- Furnish and install pavement striping for one new ADA parking space, including the logo, and install an ADA access route to side door.
- Furnish and install all required ADA signs.
- Furnish and install ADA electric door assist and push button operator.

Three contractors, Even Better Homes, KLM Construction, and Trinity Building Group submitted bids for the project. The low bid from Even Better Homes totals \$96,430 (Exhibit C).

KEY CONSIDERATIONS / ANALYSIS:

Attached to this staff report are façade improvement elevations (Exhibit A) and site plan modifications (Exhibit B). The building and site modification were approved by the Planning Division on March 1, 2024, with [design review File No. 24-010 DR](#). Also attached to this staff report is bid information from KLM Construction (Exhibit D) and the Trinity Building Group (Exhibit E).

This site (39660 Pleasant Street) has never received a façade improvement grant. Awarding a facade improvement grant for All County Surveyors would not violate the grant provision that no property shall receive more than two facade improvement grants within a five (5) year period.

BUDGET IMPACT:

\$40,429 (41.9 percent of the total project cost of \$96,430)

The biennium budget for 2023-2025 allocated \$400,000 to grant programs. To date, the Sandy Urban Renewal District has allocated the following:

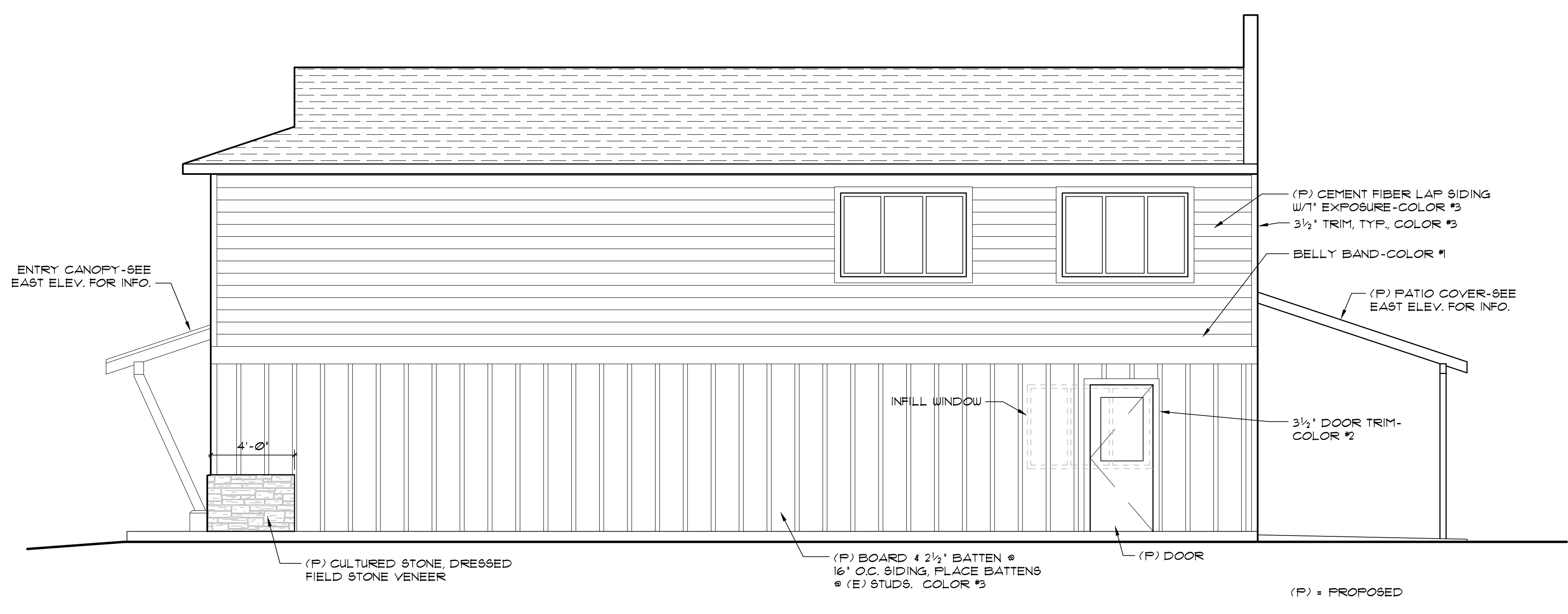
PREVIOUS 2023-2025 PROJECTS	COST
Sandbar BBQ ADA parking	\$9,660.00
Tollgate Inn Covered Structure renderings	\$850.50
Tollgate Inn Covered Structure	\$65,679.66
Tollgate Inn Covered Structure Change Order	\$13,135.94
Sandy Underground TI Grant	\$30,000.00
TOTAL = \$119,326.10	

RECOMMENDATION:

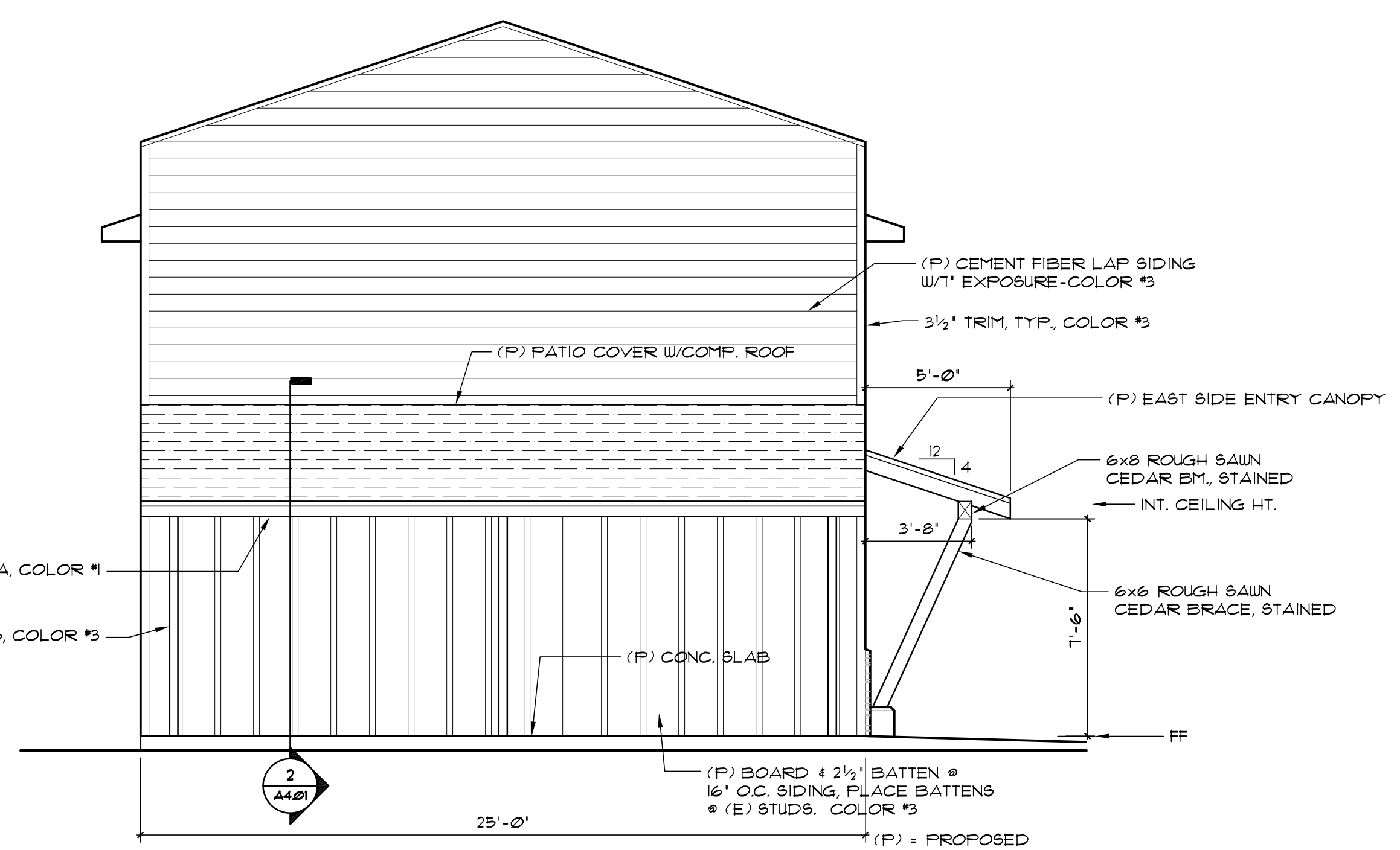
The Façade Grant Program Guidelines include the following review criteria: (A) Positive impact of the project on the aesthetic appearance of the building; (B) Positive impact of the project on the overall streetscape; and (C) Preservation and enhancement of the architectural integrity of the building. Staff believes all review criteria are met by this application. Approving this facade grant would create another Sandy Style building in downtown Sandy.

LIST OF ATTACHMENTS / EXHIBITS:

- Exhibit A. Façade Improvement Elevations
- Exhibit B. Site Plan Modifications
- Exhibit C. Bid from Even Better Homes
- Exhibit D. Bid from KLM Construction
- Exhibit E. Bid from Trinity Building Group

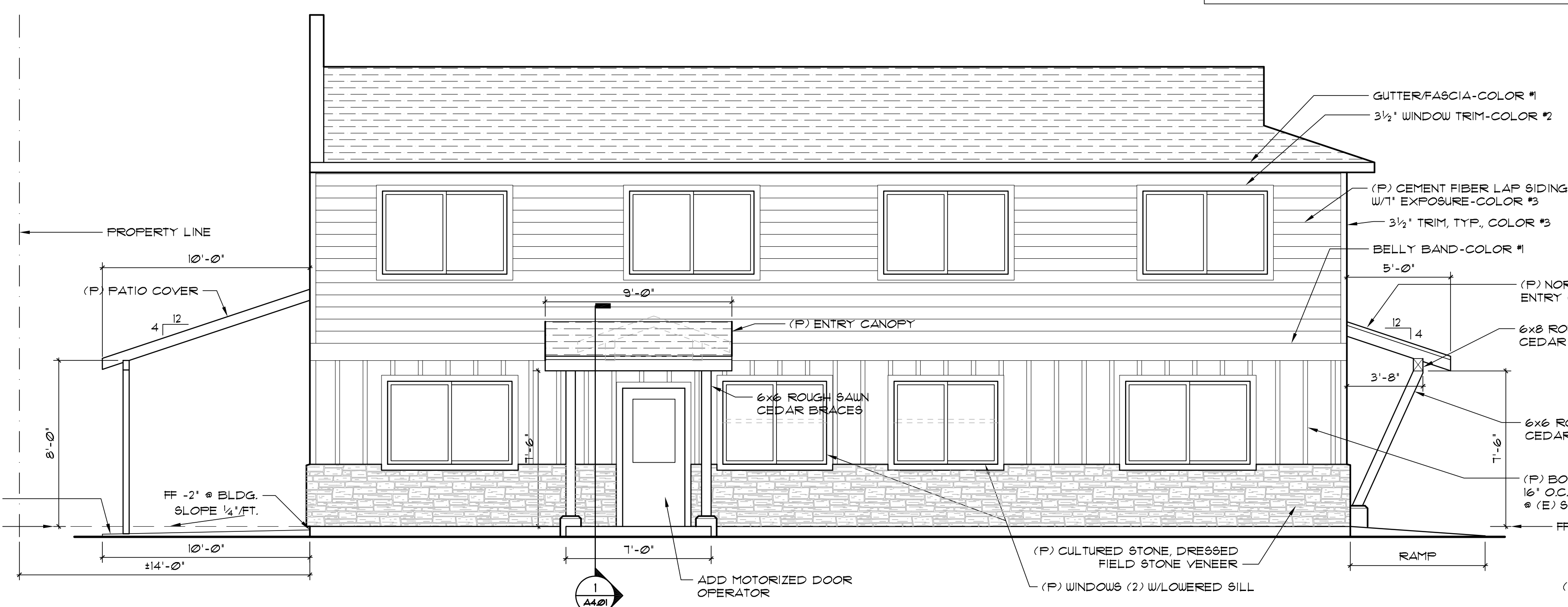


④ PROPOSED WEST ELEVATION
1/4" = 1'-0"

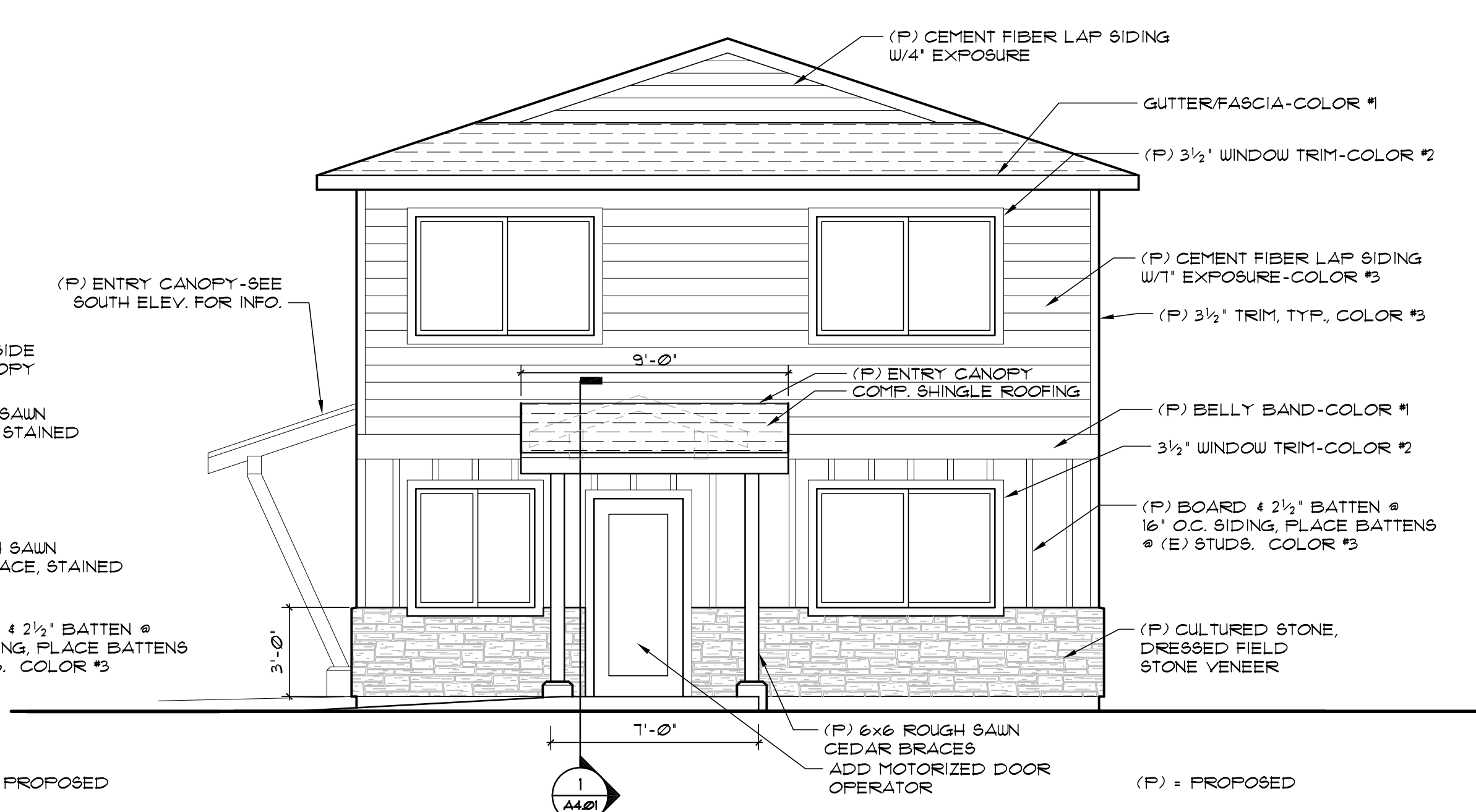


③ PROPOSED SOUTH ELEVATION
1/4" = 1'-0"

SHEET NOTES:
 1. SEE CIVIL FOR ENTRY SLABS AND RAMP INFO.
 2. COLOR NO. 1 = MILLER, MOSS GLEN
 3. COLOR NO. 2 = MILLER, MOSS GLEN
 4. COLOR NO. 3 = MILLER, FITCH PINE
 5. CEDAR BEAMS & POSTS = SIKKENS, NATURAL CEDAR
 6. STONE VENEER + CULTURED STONE, ALPINE LEDGESTONE, PHEASANT COLOR.
 7. ENTRY COVER ROOFING = MATCH EXISTING ROOFING



② PROPOSED EAST ELEVATION
1/4" = 1'-0"



① PROPOSED NORTH ELEVATION
1/4" = 1'-0"

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All County Surveyors & Planners
Facade Improvements
 KEYSTONE
 ARCHITECTURE PLANNING
 AND PROJECT MANAGEMENT
 12029 SE IDEYAN ROAD, PORTLAND, OR 97086
 PHONE: (503) 750-3293

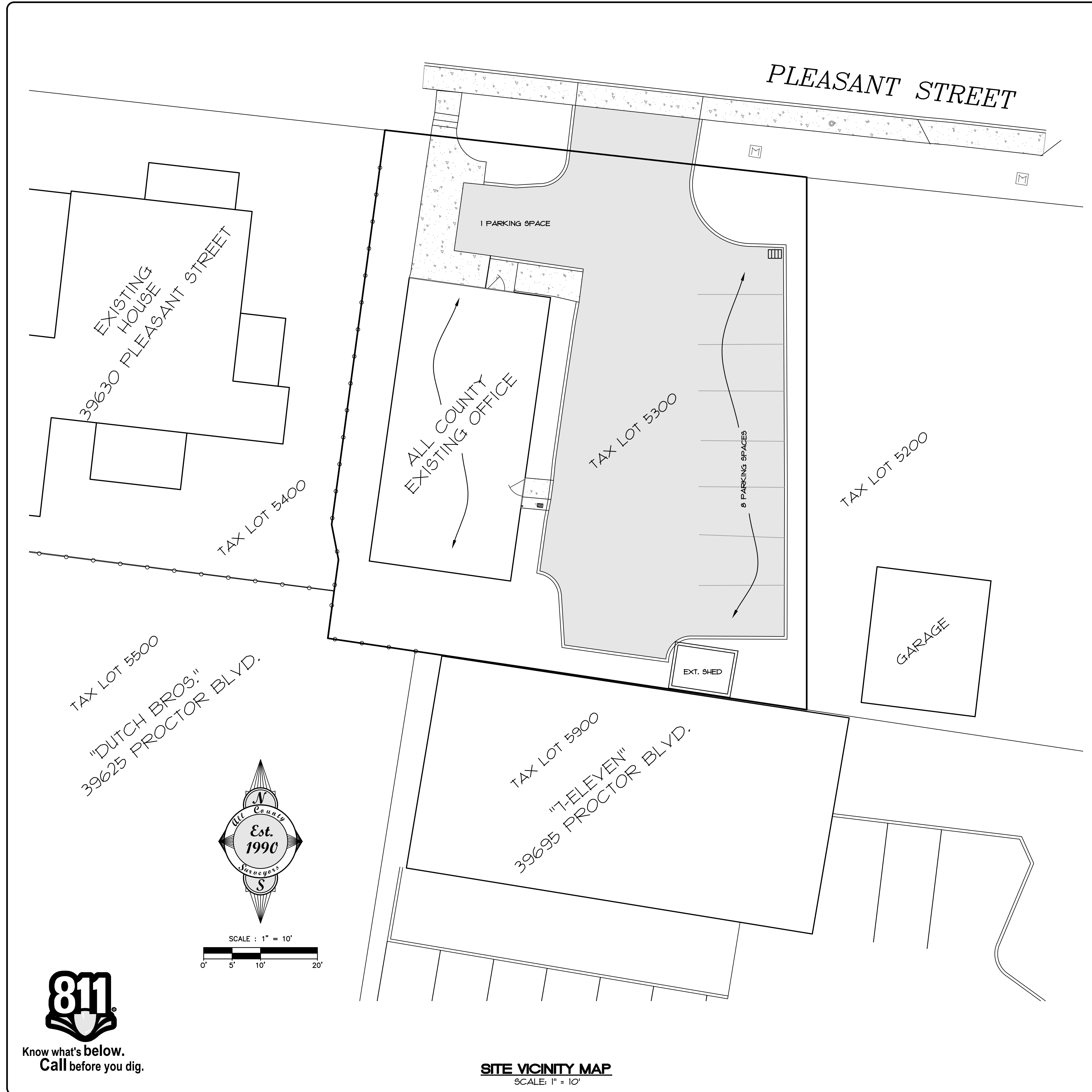
REVISION	DATE

APPROVED:
 DRAWN BY:
 SCALE: AS SHOWN
 DATE: 2/6/24
 JOB: 23-113
 FILE:

A3.01

ALL COUNTY - SITE IMPROVEMENT PLANS

ONSITE ADA IMPROVEMENTS
CITY OF SANDY, OR
FEBRUARY, 2024

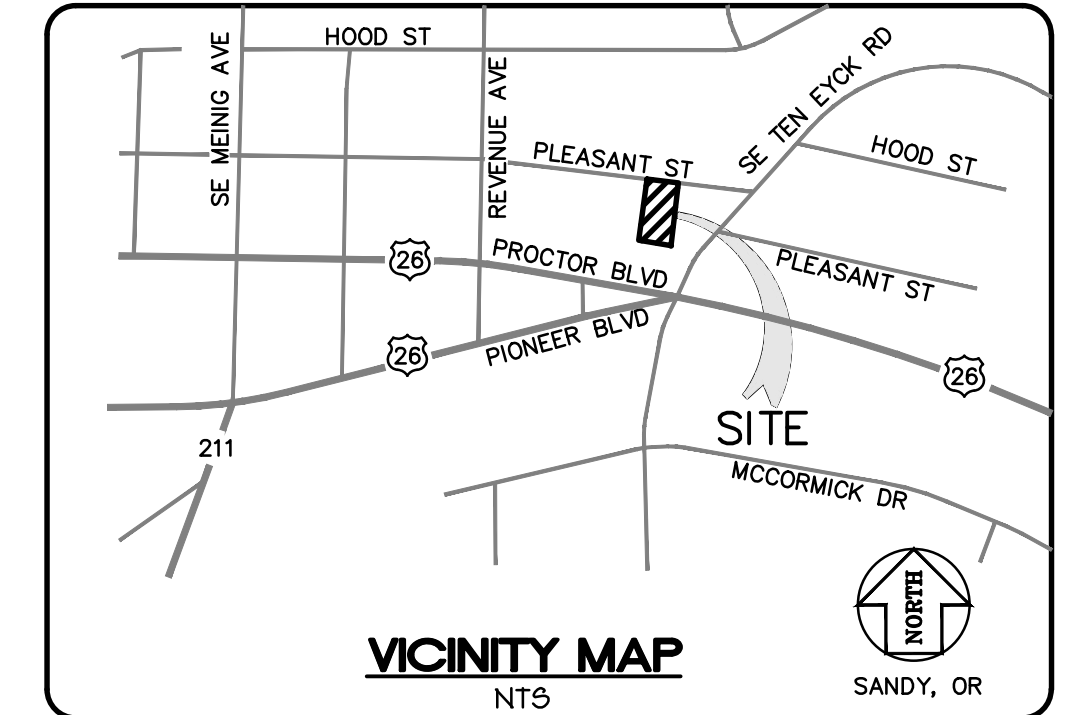


CLIENT

ALL COUNTY SURVEYORS
& PLANNERS, INC.
PO BOX 955 SANDY, OR 97055
PHONE: 503-668-3151

SURVEYOR, PLANNER AND ENGINEER

ALL COUNTY SURVEYORS
& PLANNERS, INC.
PO BOX 955 SANDY, OR 97055
PHONE: 503-668-3151



CONSTRUCTION NOTES

GENERAL

ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH UNIFORM PLUMBING CODE, UNIFORM BUILDING CODE AND CITY OF SANDY STANDARDS. CONTRACTOR SHALL PROTECT EXISTING MONUMENTS, BENCH MARKS, PROPERTY CORNERS GOVERNMENT MONUMENTS, AND SURVEY STAKES. REPLACEMENT OF THESE ITEMS SHALL BE AT THE CONTRACTOR'S EXPENSE.

ALL UTILITIES SHOWN HAVE BEEN LOCATED FROM THE BEST AVAILABLE INFORMATION. PRIOR TO ANY CONSTRUCTION THE CONTRACTOR SHALL VERIFY THE EXISTING UTILITIES AND WHEN ACTUAL CONDITIONS DIFFER FROM THOSE SHOWN ON THE PLANS, THE CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO PROCEEDING WITH CONSTRUCTION.

ROCKS LARGER THAN 12 INCHES IN DIAMETER, ROOTS, BRUSH AND REFUSE OF ANY KIND SHALL BE EXPORTED AND LEGALLY DISPOSED OF BY THE CONTRACTOR, UNLESS OTHERWISE DIRECTED BY THE ENGINEER, AT NO EXTRA COST TO THE OWNER.

CONTRACTOR SHALL OBTAIN ALL PERMITS AND LICENSES PRIOR TO CONSTRUCTION.

AREAS OF CONSTRUCTION SHALL BE STRIPPED BY REMOVING TOPSOIL, HUMUS, AND SOILS NOT SUITABLE FOR COMPACTION. STRIPPED MATERIALS SHALL NOT BE USED FOR ROADWAY EMBANKMENT OR STRUCTURAL FILL. ALL FILL SHALL BE CONSIDERED STRUCTURAL FILL. HOWEVER, TOPSOIL MAY BE PLACED AND SPREAD WHERE APPROPRIATE FOR LAWN AREAS.

CONTRACTOR SHALL DO ALL WORK SHOWN ON DRAWINGS AND ALL INCIDENTAL WORK NECESSARY TO COMPLETE THE PROJECT IN AN ACCEPTABLE MANNER.

CONTRACTOR AND/OR SUBCONTRACTOR(S) SHALL HAVE A MINIMUM OF ONE (1) SET OF APPROVED CONSTRUCTION PLANS ON THE JOB SITE AT ALL TIMES DURING CONSTRUCTION.

ALL EXCAVATORS SHALL COMPLY WITH ALL PROVISIONS OF ORS 151541 TO 151561 INCLUDING NOTIFICATION OF ALL OWNERS OF UNDERGROUND FACILITIES AT LEAST 48 BUSINESS DAY HOURS, BUT NOT MORE THAN 10 BUSINESS DAYS BEFORE COMMENCING ANY EXCAVATION. ONE CALL LOCATE NUMBER IS 246-6699.

ATTENTION: OREGON LAW REQUIRES THE CONTRACTOR TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH OAR 952-001-0020. COPIES OF THE RULES MAY BE OBTAINED BY CALLING THE CENTER. (OREGON UTILITY NOTIFICATION CENTER - (503) 232-1811) ANY NEW ELECTRICAL UTILITIES (PHONE, POWER AND CATV) SHALL BE INSTALLED UNDERGROUND.

THE CONTRACTOR SHALL TAKE NO ADVANTAGE OF ANY ERRORS OR OMISSIONS OR DISCREPANCIES IN THE PLANS. WHEN ERRORS, OMISSIONS OR DISCREPANCIES ARE FOUND, THE ENGINEER SHALL BE NOTIFIED. WORK PERFORMED BY THE CONTRACTOR AS A RESULT OF AN ERROR, OMISSION OR DISCREPANCY IN THE PLANS SHALL BE AT THE CONTRACTOR'S RISK WHEN SUCH ERROR, OMISSION OR DISCREPANCY HAS NOT BEEN BROUGHT TO THE ATTENTION OF THE ENGINEER.

SHEET INDEX

C1 - COVER SHEET AND NOTES
C2 - SITE PLAN

NOTES

- THIS IS NOT A BOUNDARY SURVEY. NO LIABILITY IS ASSUMED BY ALL COUNTY SURVEYORS AND PLANNERS FOR THE EXISTENCE OF ANY EASEMENTS, ENCUMBRANCES AND DISCREPANCIES IN BOUNDARY OR TITLE DEFECTS. 2) UNDERGROUND UTILITIES NOT SHOWN ON THIS SURVEY.
- UNDERGROUND UTILITY LOCATIONS MUST BE POTHOLED AND VERIFIED PRIOR TO CONSTRUCTION.
- SOME FEATURES ON THIS MAP MAY BE SHOWN OUT OF SCALE FOR CLARITY.
- THE ELEVATION DATUM IS ASSUMED WITH A BUILDING FINISHED FLOOR ELEVATION OF 100.00'



BY: _____	REVISION: _____	SHEET: C1
DATE: _____	NO. _____	OF 2
DESIGNED: RLM	DRAWN: RLM	CHECKED: DC
APPROVED: RLM		

PROFESSIONAL SURVEYOR
STATE OF OREGON
No. 12345
RENEWAL DATE: 12/31/2024

SCALE: _____	VERT: N/A	LEGAL: _____
HORIZ: 1"=5'	DATE: 2-15-24	TWP: _____
FILE: 23-069 - Office.dwg	RANGE: _____	SECTION: _____
	13A	2S
	4E	

PROJECT: **ALL COUNTY SITE IMPROVEMENT PLANS**

COVER SHEET AND NOTES

LOCATION: **39660 SE PLEASANT STREET, SANDY, OREGON**

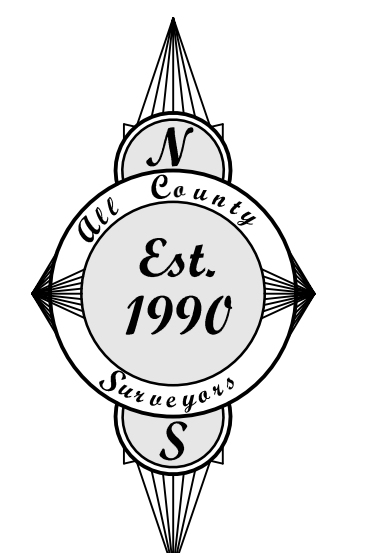
ALL COUNTY
SURVEYING | PLANNING | ENGINEERING

ALL COUNTY SURVEYORS & PLANNERS, INC.
CONTACT: ANDREW PELES
PO BOX 955 SANDY, OR 97055
PHONE: 503.668.3151

DATE OF PLOT: 2-15-24



SITE VICINITY MAP
SCALE: 1" = 10'



SCALE: 1" = 5'
0' 2.5' 5' 10'

PLEASANT STREET

LEGEND

(E) PROPERTY LINE
(E) LOT LINE
(E) 5' GROUND CONTOUR
(E) 1' GROUND CONTOUR
(E) BUILDING WALL
(E) AC PAVEMENT
(E) SIDEWALK/CONCRETE
(E) CURB
(E) CATCH BASIN
(E) WATER METER

- CONSTRUCTION KEY NOTES**
- ADA PARKING STALL W/ PAINTED PARKING SYMBOL AND SIGNS. INSTALL 4" WIDE "WHITE" PAINTED STRIPES AT 36 DEGREE ANGLE. CONFIRM WITH MOST CURRENT ADA REQUIREMENTS AND DETAIL 1 BELOW.
 - 8' x 20' ADA UNLOADING SPACE.
 - STRIPES 4" WIDE ADA ACCESS ROUTE AS SHOWN WITH 4" WIDE "WHITE" PAINTED STRIPES AT 36 DEGREE ANGLE.

DATE	NO.	REVISION	BY
DESIGNED:	RLM		
DRAWN:	RLM		
CHECKED:	DC		
APPROVED:	RLM		

SHEET **C2** OF **2**

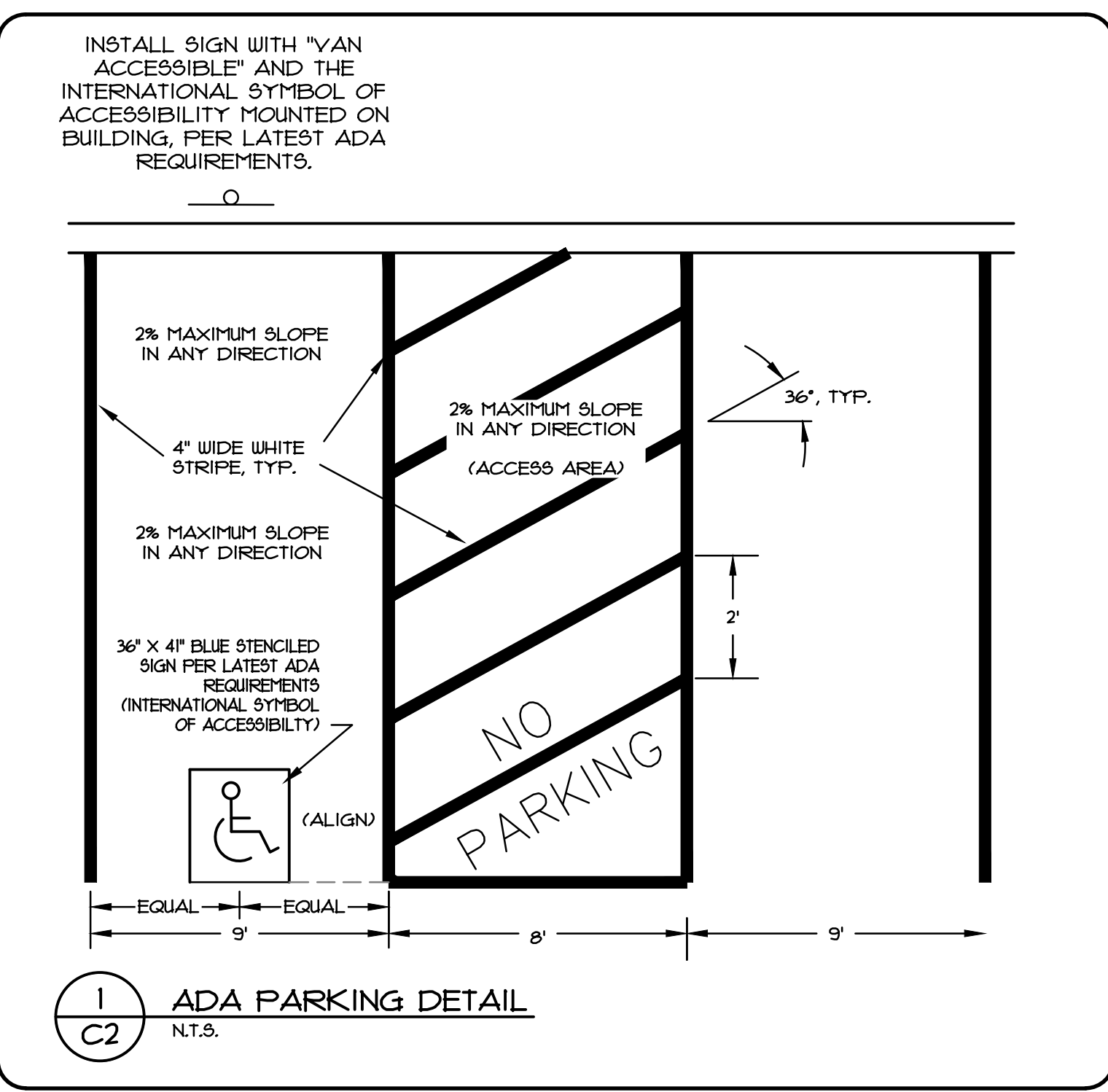
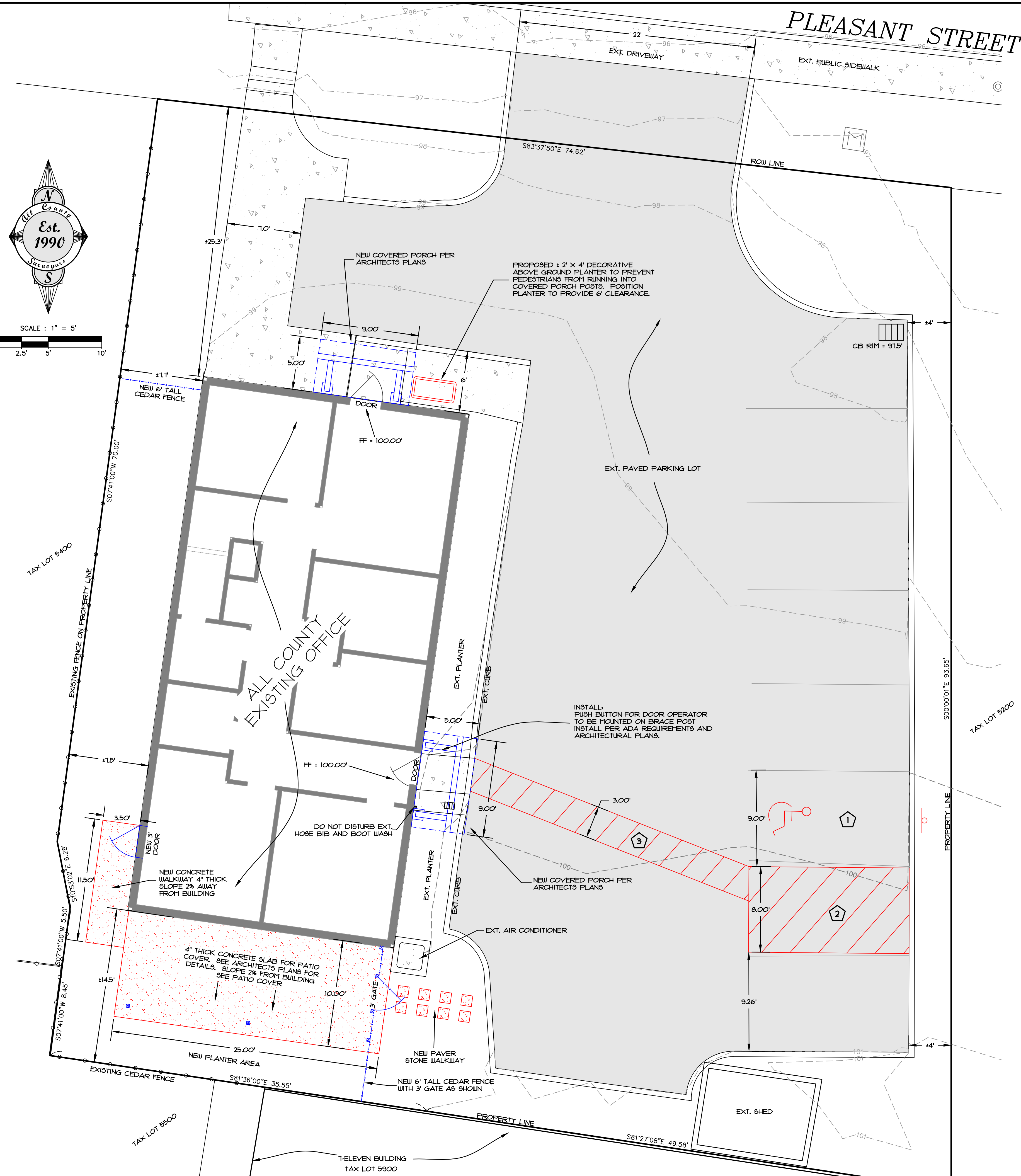
RENEWAL DATE: 12/31/2024

SCALE	VERT. N/A
DATE:	HORIZ: 1"=5'
FILE: 23-069 - Office.dwg	2-15-24
SECTION	LEGAL
TWP.	RANGE
25	4E
13A	

PROJECT: **ALL COUNTY SITE IMPROVEMENT PLANS**
 SITE PLAN
 LOCATION: **39660 SE PLEASANT STREET, SANDY, OREGON**

ALL COUNTY
 SURVEYING | PLANNING | ENGINEERING
 ALL COUNTY SURVEYORS & PLANNERS, INC.
 10000 WOODBURN PE, PLS
 10000 WOODBURN PE, PLS
 PHONE: 503.668.3151 OR 97035
 PHONE: 503.668.3151

DATE OF PLOT: 2-15-24



Bidder:	Even Better Homes - Mac Even	
CCB #	182362	
Project:	All County Surveyors Office Remodel	
City Project #:	23-004 FAC	
All County #:	23-069	
Date:	4/29/2024	
Project Description	This is a standard façade improvement project for a complete façade refresh and for the All County Surveyors building located at 39660 Pleasant Street in Sandy, Oregon. The following elements of work are to be completed within the scope of this project:	
Element 1: Exterior Building Upgrades		
Tasks	Description	
1	Demo all existing siding, demo sheetrock on rear wall and demo 2 windows, including haul away and dump fees.	
2	Furnish and install 36" of cultured stone per drawings	
3	Furnish and install 2 new 5' x 4' slider windows,	
4	Furnish and install new siding, bottom 8' to be board with 2-1/2" batten at 16" OC. with 2"x12" cedar belly band above and 7" exposure lap siding (cement fiber) above belly band. All corners and windows to be wreapped in 3-1/2" cedar trim	
5	Paint building and trim, two coats Staining of exposed beams and posts in Sikins log oil	
6	Furnish and install 2 lean to porch covers & footings over front and side doors per Architectural plans	
Element 2: Parking lot and ADA upgrades		
Tasks	Description	
1	Furnish and install pavement striping for 1 new ADA parking space including logo and striping and stripe ADA access route to side door.	
2	Furnish and install all required ADA signs	
3	Furnish and install ADA electric door assist and push button operator	
TOTAL	=====>	\$ 96,430.00

Bidder:	KLM Construction Company	
CCB #	5137	
Project:	All County Surveyors Office Remodel	
City Project #:	23-004 FAC	
All County #:	23-069	
Date:	4/29/2024	
Project	This is a standard façade improvement project for a complete façade refresh and for the All County	
Description	Surveyors building located at 39660 Pleasant Street in Sandy, Oregon. The following elements of work are to be completed within the scope of this project:	
Element 1: Exterior Building Upgrades		
Tasks	Description	
1	Demo all existing siding, demo sheetrock on rear wall and demo 2 windows, including haul away and dump fees.	
2	Furnish and install 36" of cultured stone per drawings	
3	Furnish and install 2 new 5' x 4' slider windows,	
4	Furnish and install new siding, bottom 8' to be board with 2-1/2" batten at 16" OC. with 2"x12" cedar belly band above and 7" exposure lap siding (cement fiber) above belly band. All corners and windows to be wrapped in 3-1/2" cedar trim	
5	Paint building and trim, two coats Staining of exposed beams and posts in Sikins log oil	
6	Furnish and install 2 lean to porch covers & footings over front and side doors per Architectural plans	
Element 2: Parking lot and ADA upgrades		
Tasks	Description	
1	Furnish and install pavement striping for 1 new ADA parking space including logo and striping and stripe ADA access route to side door.	
2	Furnish and install all required ADA signs	
3	Furnish and install ADA electric door assist and push button operator	
TOTAL =====>	\$	104,532.75

Bidder:	Trinity Building Group	
CCB #	185986	
Project:	All County Surveyors Office Remodel	
City Project #:	23-004 FAC	
All County #:	23-069	
Date:	4/29/2024	
Project Description	This is a standard façade improvement project for a complete façade refresh and for the All County Surveyors building located at 39660 Pleasant Street in Sandy, Oregon. The following elements of work are to be completed within the scope of this project:	
Element 1: Exterior Building Upgrades		
Tasks	Description	
1	Demo all existing siding, demo sheetrock on rear wall and demo 2 windows, including haul away and dump fees.	
2	Furnish and install 36" of cultured stone per drawings	
3	Furnish and install 2 new 5' x 4' slider windows,	
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5	Paint building and trim, two coats Staining of exposed beams and posts in Sikins log oil	
6	Furnish and install 2 lean to porch covers & footings over front and side doors per Architectural plans	
Element 2: Parking lot and ADA upgrades		
Tasks	Description	
1	Furnish and install pavement striping for 1 new ADA parking space including logo and striping and stripe ADA access route to side door.	
2	Furnish and install all required ADA signs	
3	Furnish and install ADA electric door assist and push button operator	
TOTAL =====>	\$	110,000.00



Facade
Improvement
Grant

All County Surveyors

Urban Renewal Board
May 20, 2024

Location



Proposed Improvements

Item # 2.

Element 1: Exterior Building Upgrades

- Demolish all existing siding, the existing sheetrock on the rear wall, and two existing windows, including hauling away debris and paying for disposal fees.
- Furnish and install 36-inches of cultured stone per approved elevations.
- Furnish and install two new 5-foot by 4-foot slider windows.
- Furnish and install new siding with lower 8-feet to be board and batten siding, a 2-inch by 12-inch cedar belly band, and lap siding (cement fiber) above the belly band. All corners and windows to be wrapped in 3.5-inch cedar trim.
- Paint two coats of Sandy Style approved paint on all siding and trim and stain all cedar braces.
- Furnish and install two porch covers and footings over the front and side doors.

Proposed Improvements

Item # 2.

Element 2: Parking lot and ADA upgrades

- Furnish and install pavement striping for one new ADA parking space, including the logo, and install an ADA access route to side door.
- Furnish and install all required ADA signs.
- Furnish and install ADA electric door assist and push button operator.

Existing
Building



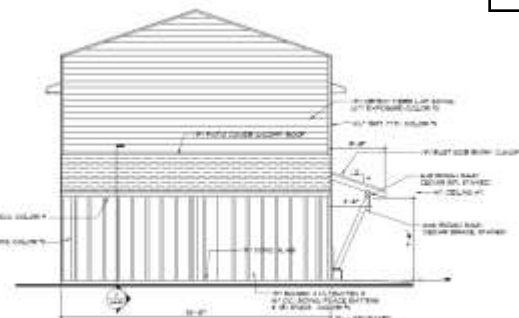
Item # 2.

Item # 2.

Proposed Modifications



4 PROPOSED WEST ELEVATION
1/4" = 1'-0"



3 PROPOSED SOUTH ELEVATION
1/4" = 1'-0"



2 PROPOSED EAST ELEVATION
1/4" = 1'-0"



1 PROPOSED NORTH ELEVATION
1/4" = 1'-0"

- NOTES**
- SEE CIVIL AND MECHANICAL AND ELECTRICAL
 - SEE NOTES 1 & 2 FOR FINISHES
 - SEE NOTES 1 & 2 FOR FINISHES
 - SEE NOTES 1 & 2 FOR FINISHES
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 - SEE NOTES 1 & 2 FOR FINISHES

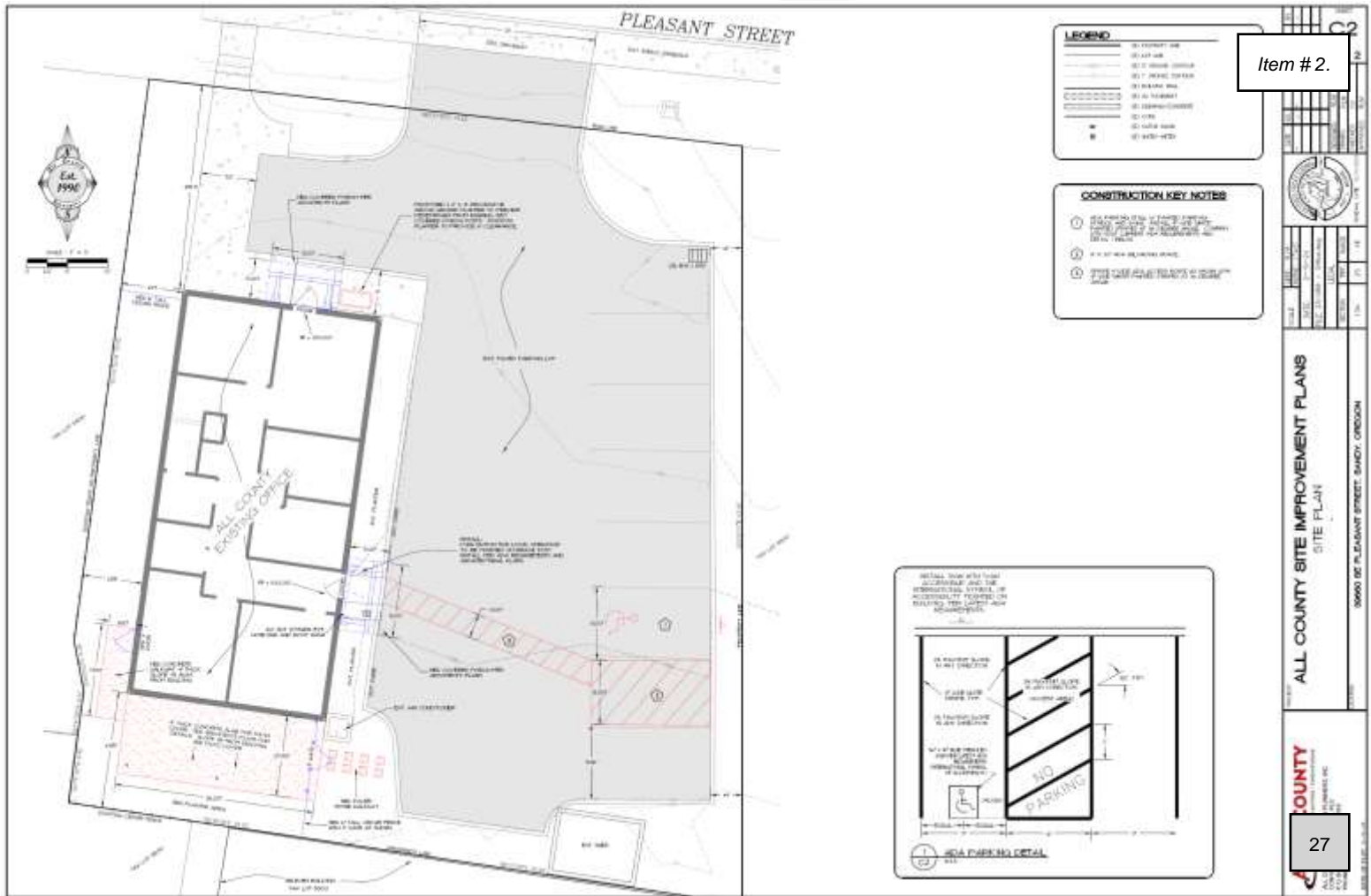
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All County Surveyors & Planners
Facade Improvements

KEYSTONE
ARCHITECTURE, INC.
ARCHITECTURAL AND PROJECT MANAGEMENT

NO.	DATE

Site Changes



Item # 2.

Request

Item # 2.

\$40,429 (41.9 percent of the total project cost of \$96,430)

The biennium budget for 2023-2025 allocated \$400,000 to grant programs.

To date, the Sandy Urban Renewal Board has allocated \$119,326.10 this biennium so there is **\$280,673.90 remaining**.

Recommendation

Item # 2.

Staff recommend approval of this facade grant as it creates another Sandy Style building in downtown Sandy.



STAFF REPORT

Meeting Type: Urban Renewal Board Meeting
Meeting Date: May 20, 2024
From: Tyler Deems, Executive Director
Subject: Resolution 2024-13: Declaring the Intention to Collect Urban Renewal Tax Increment

DECISION TO BE MADE:

To set the tax increment to collect property tax revenue for the upcoming fiscal year for the Sandy Urban Renewal Agency.

PURPOSE / OBJECTIVE:

Set the tax increment for the Sandy Urban Renewal Agency to impose taxes for Fiscal Year 2024-25.

BACKGROUND / CONTEXT:

In June 2023, the Sandy Urban Renewal Agency (SURA) Board adopted the biennial budget and appropriations for the Agency. As you will likely recall, SURA must share a portion of the property tax collection with the other taxing districts due to “revenue sharing” requirements. A list of the other taxing districts within the SURA boundary can be found on page 5 of the [Urban Renewal Annual Report](#).

The District was created in 1998 with an initial maximum indebtedness (MI) of \$5 million. This was increased to \$18 million in 2008. Most recently, the MI was increased to \$67 million in 2015. As of June 30, 2023, the District had expended approximately \$24.3 million, leaving a remaining MI of approximately \$42.7 million.

ORS 457 allows for agencies to collect 100% of the division of taxes until the annual taxes assessed are greater than 10% of the original maximum indebtedness. Once the 10% threshold is reached, the Agency must then share a portion of the tax with all the other taxing districts. In SURA’s case, the 10% threshold would have been triggered once annual taxes imposed reached \$500,000. Because the initial maximum indebtedness was so low, the other taxing agencies agreed to use the revised maximum indebtedness of \$18 million as the baseline instead of \$5 million. As such, revenue sharing would not be triggered until the year following the first year that the annual taxes imposed exceeds \$1.8 million. Once revenue sharing is triggered, 25% of the anticipated annual increment above \$1.8 million is allocated to the Agency, with the remaining 75% shared among the other taxing districts.

KEY CONSIDERATIONS / ANALYSIS:

The overall impact of this means that the Agency’s annual property tax increment will not continue to grow at the same rate it has in the past due to the required sharing of excess increment. However, with new development likely to occur within the District in the coming years, the total assessed value will increase, thus boosting the increment used to calculate the Agency’s property tax revenue in future years. This is difficult to value at this time, given that we do not have reliable information as to what may be developed within the District.

Due to revenue sharing, the District should adopt a total tax increment value of \$116,622,625, which will generate approximately \$1,930,000 in imposed taxes for fiscal year 2024-25. This increment will change annually depending on growth within the district, as well as the assessed value of properties within the district.

BUDGET IMPACT:

If adopted, no impact. If not adopted, a loss of approximately \$1,930,000 in property tax revenue.

RECOMMENDATION:

Staff recommends that the Board adopt Resolution 2024-13.

SUGGESTED MOTION LANGUAGE:

“I move to adopt Resolution 2024-13, resolution setting the incremental assessed value for the Sandy Urban Renewal Agency.”

LIST OF ATTACHMENTS / EXHIBITS:

- Resolution 2024-13



RESOLUTION NO. 2024-13

A RESOLUTION DECLARING THE INTENT TO COLLECT TAX INCREMENT FOR FISCAL YEAR 2024-25

WHEREAS, Sandy Urban Renewal Agency (SURA) adopted a budget in the sum of \$11,380,898 for the biennium 2023-2025 on June 5, 2023; and

WHEREAS, due to the success of SURA, the Agency is now sharing revenue to the other taxing districts within the urban renewal area, thus limiting the tax imposed in the district; and

WHEREAS, SURA retains the existing budget and appropriations for the biennial period July 1, 2023 to June 30, 2025 from Resolution 2023-19, but modifies the amount used to certify the division of tax revenues \$116,622,625 this limiting the tax imposed in the district in accordance with ORS 457.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANDY:

Section 1: Retains the total budget previously adopted via Resolution 2023-19.

Section 2: Retains the appropriations previously adopted via Resolution 2023-19.

Section 3: The SURA Board hereby certifies to the Clackamas County Assessor the Agency’s intention to set the incremental assessed value to \$116,622,625, which will generate approximately \$1,930,000 of taxes imposed.

This resolution is adopted by the Sandy Urban Renewal Agency Board this 20th day of May, 2024.

Stan Pulliam, Mayor

ATTEST:

Jeffrey Aprati, City Recorder