



URBAN RENEWAL BUDGET COMMITTEE MINUTES

May 19, 2022 at 6:00 PM

City Hall Council Chambers & Remote Video Conferencing

CALL TO ORDER

1. Roll Call

The Wilsonville Urban Renewal Budget Committee meeting was held at the Wilsonville City Hall immediately following the regular Budget Committee meeting on Thursday, May 19, 2022. The Budget Committee Chair called the meeting to order at 8:28 p.m., followed by roll call.

PRESENT

Member Fitzgerald
Member Akervall
Member Lehan
Member Linville
Member West
Member Moulton
Member Scull
Member O'Neil
Member Hamm
Member Russell

STAFF PRESENT

Andrea Villagrana, Human Resource Manager
Andy Stone, IT Director
Amanda Guile-Hinman, City Attorney
Beth Wolf, Systems Analyst
Bill Evans, Communications & Marketing Manager
Bryan Cosgrove, City Manager
Chris Neamtzu, Community Develop. Director
Cindy Luxhoj, Associate Planner
Cricket Jones, Finance Operations Supervisor
Dan Carlson, Building Official
Dan Pauly, Planning Manager
Delora Kerber, Public Works Director

Dillion Jenkins, Senior Accountant

Dustin Schull, Parks Supervisor

Dwight Brashear, Transit Director

Eric Loomis, Transit Operations Manager

Georgia McAlister, Assistant Planner

Jeanna Troha, Assistant City Manager

Katherine Smith, Assistant Finance Director

Keith Katko, Finance Director

Kerry Rappold, Natural Resources Manager

Kimberly Rybold, Senior Planner

Kris Ammerman, Parks and Recreation Director

Mark Ottenad, Public/Government Affairs Director

Martin Montalvo, Public Works Ops. Manager

Matt Palmer, Associate Engineer

Mike Nacrelli, Civil Engineer

Miranda Bateschell, Planning Director

Philip Bradford, Associate Planner

Robert Wurpes, Chief of Police

Ryan Adams, Assistant City Attorney

Scott Simonton, Fleet Services Manager

Zach Weigel, Capital Projects Engineering Manager

Zoe Mombert, Assistant to the City Manager

2. Motion to Approve the Order of the Agenda

Motion: Moved to approve the order of the agenda.

Motion made by Member West, Seconded by Member Fitzgerald.

Voting Yea:

Member Fitzgerald, Member Akervall, Member Lehan, Member Linville, Member West, Member Moulton, Member Hamm, Member O'Neil, Member Russell, and Chair Scull.

Voting Nay:

None.

Vote: Motion carried 10-0.

MOTION TO APPROVE FY 2021-22 URBAN RENEWAL BUDGET COMMITTEE MINUTES

3. Minutes of the May 20, 2021 Urban Renewal Budget Committee Meeting

Motion: Moved to accept the Minutes of the May 20, 2021 Urban Renewal Budget Committee Meeting.

Motion made by Member Lehan, Seconded by Member Linville.

Voting Yea:

Member Fitzgerald, Member Akervall, Member Lehan, Member Linville, Member West, Member Moulton, Member Hamm, Member O'Neil, Member Russell, and Chair Scull.

Voting Nay:

None.

Vote: Motion carried 10-0.

OPEN PUBLIC HEARING - FY 2022-23 PROPOSED URBAN RENEWAL BUDGET

Chair Scull opened the public hearing at 8:33 p.m. and read the conduct of public hearing format.

4. Citizen Input

There were none.

5. Urban Renewal Budget Message

6. Urban Renewal Budget Presentation

Keith Katko, Finance Director, described the function and structure of the Urban Renewal Agency (URA) and its three plans and their balances via Power Point. He noted the Year 2000 and West Side Plans should be closed out within the next two years. He also summarized the Total Budget of \$42.3 million. (Slides 1-7)

Member Moulton noted the Urban Renewal District map in the budget document had an older version of the city limits and urban growth boundary than the majority of maps. She asked if that was intentional or because they did not have anything updated with urban renewal zoning.

- Finance Director Katko replied it was not intentional, but likely a carryover from the prior year. The maps would be updated.
- He added one thing that makes the urban renewal districts a little more complicated than everything else is that when the value of the increment the City wants to collect from the County is set, they cannot tell the County a specific dollar amount. The City must give the County the assessed value of how much they want to collect, which was why the motion was so large. For instance, for the West Side Plan District, if the City told the County it wanted the tax increment on that \$401,210,000 amount, it would generate enough increment for the \$5 million the West Side received.

Member Russell

- Asked how the increment assessed value was determined.
 - Finance Director Katko explained that within Urban Renewal, there was a frozen base when the districts were set up many years ago. Each plan was set up with a frozen base, but the base could be reset over time through amendments, which happened with the Year 2000 Plan. The amount over the frozen base, or the assessed value, is what the increment would be based on.
 - Using the Year 2000 Plan as an example, he explained that if the frozen base was \$100 million in 1990, and because of all the development and infrastructure that was built into that district, the assessed value has blossomed into to \$100 billion, the increment value is based on the \$990,000 differential. In closing down the district, the City was releasing all of the increment above the frozen base back to the tax jurisdictions. Each urban renewal plan has about ten taxing districts, with the school district being the largest, Tualatin Valley Fire, the City and County, and others. The City's portion flows back into the General Fund via additional property tax.
- Asked what the City does during project planning process to reach out to other community members or partners, such as biking and transit. Did the City use public notice or actually reach out to members of those communities to get direct feedback on planned bike lanes, transit routes, etc.
 - City Engineer Weigel talked about outreach on the project level, explaining that every single project has a public engagement plan, during which outreach to the community is done through a variety of different ways. For example, the City's first protected bike lane on part of the Garden Acres Road, was part of the Coffee Creek Renewal District, funded by Urban Renewal dollars, and was a result of community outreach. There had been significant outreach on the project to the community to engage on the design and to the residents during construction.
- Commented that ODOT has specific policies requiring them to reach out during their design process to certain biking and transit groups that understand best practices and design for those types of things and include them in those discussions. She asked if the City does any of that outreach, other than just general, local community outreach.
 - City Engineer Weigel explained while that type of outreach is done, there was not as big of a presence in the area as in Portland, and the City did not get as much engagement.
- Asked for more clarification on how that works. Did the City reached out to those groups specifically or post a notice looking for input, etc.?
 - City Manager Cosgrove clarified the City does extensive outreach on transit planning, adding the Transit Master Plan was being updated with a steering committee to guide that process. More specifically, when meeting with developers regarding Coffee Creek, industrial developers are advised of how the area's services work. If they have specialized needs, the City works with them, and they have a guarantee to get anybody from the West transfer station to any employer in the City in ten minutes or less. There is a lot of discussion on the employer side, and they have provided specialized services for employers who need those.
 - There are a lot of discussions outside of the Urban Renewal issues being discussed tonight and would be more specific to individual development and specialized populations, which would be handled through the master planning process.

- Urban renewal is a tool to put infrastructure in to make way for private development, so it is public dollars going into roads, sewers, water, and stormwater, which attracts private development into the community. When the City gets that private development, it meets with them individually to talk about what their individual needs are related to transit.
- Stated her concern was that those entities would not necessarily know about best practices for building bike lanes and things of that nature.
- City Manager Cosgrove indicated that the transportation master plan covers bike paths, which involved a very extensive community outreach process as well. When they are doing updates to the master plan, they include all of the multi-modal items required of all Cities through Metro and the State. He confirmed that information was used to inform in all the City's infrastructure planning, and the City was required to do so.

Member Moulton noted that Page 276 of the budget document was missing the column headers.

Member Fitzgerald asked City Manager Cosgrove to comment on the consulting work being done now to step up the level of outreach and involvement from different communities.

- City Manager Cosgrove explained the City had many different ongoing initiatives, and the DEI Committee was fully engaged in the master plan updates, screening them to make sure the City was reaching out to those populations that have historically been underrepresented in terms of outreach and inclusion.
- Beyond that, for all of the master plans, multiple public workshops were held, and the City tried to engage people where they are at. Depending on the master plan involved, a lot of different tools were used, including Let's Talk Wilsonville and Boones Ferry Messenger. They do not rely on just one tool for outreach to put a lot of extra effort into reaching out to those who historically have not been represented.

Chair Scull confirmed there were no other questions or comments and closed the public hearing at 8:54 p.m.

URBAN RENEWAL BUDGET COMMITTEE DELIBERATIONS

7. Motion to Approve the FY 2022-23 Proposed Urban Renewal Budget

Motion: Moved to approve the FY 2022-23 Proposed Urban Renewal Budget for the Urban Renewal Agency in the amount of \$42,268,218 and set the Increment Assessed Value in the West Side Plan District to approximately \$401,210,000 which will generate an estimated levy of \$5,000,000 and set the Increment Assessed Value in the Year 2000 Plan to approximately \$283,061,867 which will generate an estimated levy of \$3,482,880 and levy the full amount of the "divide-the-taxes" amount for the Coffee Creek District.

Motion made by Member Hamm, Seconded by Member O'Neil.

8. Discussion

There was none.

Voting Yea:

Member Fitzgerald, Member Akervall, Member Lehan, Member Linville, Member West, Member Moulton, Member Hamm, Member Russell, Member O'Neil, and Chair Scull.

Voting Nay:

None.

Vote: Motion carried 10-0.

ADJOURN

Chair Scull adjourned the Urban Renewal Budget Committee meeting at 8:57 p.m.

Respectfully submitted,

DocuSigned by:
Kimberly Veliz
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Paula Pinyerd, ABC Transcription Services, LLC.
for Kimberly Veliz, City Recorder