

MONDAY, MAY 24, 2021

CITY OF SCAPPOOSE

URBAN RENEWAL AGENCY BUDGET COMMITTEE MEETING

Call to order

Mayor Burge called the Urban Renewal Agency Budget Committee meeting to order at 6:51 p.m.

Roll Call

Present: Mayor Scott Burge, Budget Committee Member Annette Pixley, Council President Megan Greisen, Councilor Pete McHugh, Councilor Josh Poling, Councilor Brandon Lesowske, Budget Committee Member Chris Vitron, Councilor Joel Haugen, Chief Norm Miller, Finance Administrator Jill Herr, Interim City Manager Alexandra Rains, and Program Analyst Huell White.

Remote: Budget Committee member Michelle Brown, Budget Committee member Sandie Wiggs, Budget Committee member Ty Bailey, Budget Committee member Rita Bernhard, Councilor Tyler Miller, Public Works Director Dave Sukau, Utility Supervisor Doug Nassimbene, Treatment Plant Supervisor Kevin Turner, City Planner Laurie Oliver Joseph, Building Official Don VanDomelen, Treatment Plant Supervisor Darryl Sykes.

Approval of Minutes from the May 26, 2020 Urban Renewal Agency Budget Committee meeting

Joel Haugen moved, and Ty Bailey seconded the motion to approve the Urban Renewal Agency Budget Committee meeting minutes from May 26, 2020. Motion passed (13-0). Scott Burge, aye; Annette Pixley, aye; Megan Greisen, aye; Pete McHugh, aye; Josh Poling, aye; Brandon Lesowske, aye; Chris Vitron, aye; Michelle Brown, aye; Sandie Wiggs, aye; Ty Bailey, aye; Rita Bernhard, aye; Tyler Miller, aye, and Joel Haugen, aye.

Receive Budget Message

2021-2022 Urban Renewal District Budget Message

March 24, 2021

Dear Urban Renewal Agency Chair, Vice Chair and Agency Members:

It is my pleasure to submit the proposed 2021-2022 Budget for the Scappoose Urban Renewal District for your consideration. The District is newly established, having become effective in December of 2019, and this is the second budget ever prepared.

City Staff's efforts to establish the District – at the direction of Scappoose City Council –began in earnest in 2018 with the hiring of ECONorthwest and Tiberius Solutions, LLC to complete an urban renewal feasibility study to evaluate the benefits and drawbacks of using urban renewal as a tool to invest in infrastructure and other needed community projects in the City's industrial areas and downtown commercial core. After review of the feasibility study by the City Council, a team of ECONorthwest,

Tiberius Solutions, LLC and Elaine Howard Consulting, LLC was hired to complete the Scappoose Urban Renewal Plan (Plan) and Report Accompanying the Plan (Report).

As part of the preparation of the Plan and Report, a Technical Advisory Committee (TAC) was formed to review the boundary, projects and financial components of the Urban Renewal Plan and report. The TAC met three times and provided direct input into the preparation of the Plan and Report. The City Council was briefed and provided input in March and May of 2019, and again when the formation of the Agency came before them for action in June of 2019.

An urban renewal survey was posted to the City website and copies were distributed with City utility bills in the early months of 2019. The survey solicited feedback on community goals for the downtown and industrial areas of the city, asked where the town center is or should be, and what improvements and investments could make the space more like a town center moving forward. Over 160 responses were received. The City's urban renewal consultant team asked similar questions and solicited feedback during their presentation and break out session at the City's Annual Town Meeting on March 2, 2019. They focused on educating the community on the basics of urban renewal and gathering feedback on goals and priorities. All information gathered during these two processes was then shared with the TAC and City Council in order to help inform their selection of projects for inclusion in the urban renewal plan. During the same time period as the preparation of the Plan and Report, ZGF Architects worked with staff and the community to prepare urban design concepts to be incorporated in future planning within the potential urban renewal area. These concepts were shared with the TAC and City Council.

Once the Plan and Report were complete, they were presented during a briefing to the Columbia County Commission on August 28, 2019 and reviewed by the Scappoose Planning Commission at their meeting on September 12, 2019, during which they recommended adoption by City Council. Following these meetings, City Staff observed the required noticing and brought the Plan and Report before City Council for a first reading on October 21, 2019 and then for a final vote to approve on November 19, 2019 by a non-emergency Ordinance.

The Scappoose Urban Renewal Plan Area consists of approximately 475.8 acres (418.87 acres of land in parcels and 56.93 acres of public rights-of-way) and it is anticipated that the Plan will take 30 years of tax increment collections to implement. The Goals of the Plan, which represent its basic intents and purposes and are reflected in all of the projects identified for implementation, are as follows:

1. Improve transportation, water, wastewater, and stormwater infrastructure to support job growth
2. Promote the emergence of a vibrant town center as a civic and cultural hub for Scappoose that is connected to surrounding neighborhoods and employment areas
3. Encourage redevelopment and infill in the town center
4. Support the growth and retention of local businesses

Given the recent establishment of the District, the 2021-2022 Budget reflects that there are not yet enough funds to undertake the Water, Wastewater, Transportation and Property Owner Incentives Projects identified in the Plan and Report. However, beginning this year, there are funds available for Business Incentives to include a mixture of storefront improvement grants and loans – once a program has been designed by the Agency. Additionally, as part of the Business Incentive Program, there is also funding that has been allocated for the development of a Downtown Revitalization Program. The District will incur some administrative costs by engaging an urban renewal consultant to guide the Agency through development of the Business Incentive and Downtown Revitalization Programs and an auditor to review the District's budget. Most of the funds received, however, will be placed in appropriate reserves to accumulate over the next several years until they can be used for specific projects.

In summary, the Scappoose Urban Renewal District was recently established following a very lengthy public process and spending during the 2021-2022 Budget year will be confined to the development of Business Incentive and Downtown Revitalization Programs and applicable administration efforts, while the funds necessary to complete future projects identified in the Plan and Report begin to accumulate. Although the District may be off to a gradual start, the long-term benefits of increased investment in the City's infrastructure and the local Business Community, will be well worth the wait.

Respectfully submitted,

Alexandra Rains, MPA
Interim Budget Officer
City of Scappoose

Budget Deliberations

Urban Renewal Agency General Fund (Pages 29-40)

Interim City Manager Alexandra Rains went over the General Fund line item.

Mayor Burge asked when does Cascade roll off?

Interim City Manager Rains replied she believes it is 2022 or 2023.

Tyler Bailey moved, and Chris Vitron seconded the motion to adopt the Urban Renewal Agency Budget. Motion passed (13-0). Scott Burge, aye; Annette Pixley, aye; Megan Greisen, aye; Pete McHugh, aye; Josh Poling, aye; Brandon Lesowske, aye; Chris Vitron, aye; Michelle Brown, aye; Sandie Wiggs, aye; Ty Bailey, aye; Rita Bernhard, aye; Tyler Miller, aye, and Joel Haugen, aye.

Calendar Check

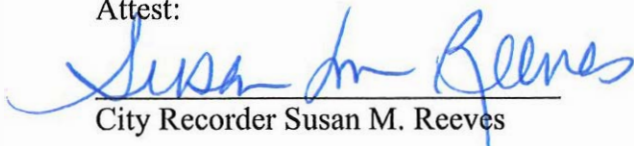
No future meetings needed.

Adjournment of the Urban Renewal Agency Budget Committee meeting

Mayor Scott Burge adjourned the Urban Renewal Agency Budget Committee meeting at 7:00 p.m.


Mayor Scott Burge

Attest:


City Recorder Susan M. Reeves