

**CITY OF WILSONVILLE  
URBAN RENEWAL AGENCY**

The Urban Renewal Agency held a regular meeting on June 20, 2016 in the Wilsonville City Hall immediately following the adjournment of the City Council meeting. Chair Knapp called the meeting to order at 9:09 p.m. Board Members present: Tim Knapp, Chair, Board Members Fitzgerald, Stevens, and Lehan. Mr. Starr was excused.

Staff included: Bryan Cosgrove, Executive Director; Barbara Jacobson City Attorney; Sandra King, City Recorder, Susan Cole, Finance Director, Cathy Rodocker, Assistant Finance Director, and Nancy Kraushaar, Community Development Director, Delora Kerber, Public Works Director.

**CALL TO ORDER**

Chair Knapp called the URA meeting to order at 9:09 p.m. followed by roll call.

**CITIZEN INPUT** – There was none.

**PUBLIC HEARING**

**A. URA Resolution No. 269**

A Resolution Of The Urban Renewal Agency Of The City Of Wilsonville Adopting The Budget, Making Appropriations, And Declaring The Intent To Collect Tax Increment For Fiscal Year 2016-17. (Cole)

Ms. Jacobson read URA Resolution No. 269 into the record by title only.

Chair Knapp opened the public hearing at 9:10 p.m.

Ms. Cole presented the staff report.

Mr. Knapp asked if the certifications are the same as prior years.

Susan Cole ....

Mr. Knapp asked for public testimony, hearing none he closed the public hearing at 9:14 p.m.

**Motion:** Ms. Lehan moved to adopt URA Resolution No. 269 to adopt the budget for FY 2016-17, create budget appropriations and declare intent to collect tax increment for FY 2016-17. Ms. Fitzgerald seconded the motion.

**Vote:** Motion carried 4-0.

**A. URA Resolution No. 267**

A Resolution Authorizing A Supplemental Budget Adjustment For Fiscal Year 2015-16.

Ms. Jacobson read the title of URA Resolution No. 267 into the record.

Mr. Knapp opened the public hearing at 9:17 p.m.

Ms. Rodocker presented the staff report. Oregon's Local Budget Law allows the URA Board to amend the adopted budget for an occurrence or condition that was not known at the time the budget was adopted. The Fiscal Year 2015-16 Budget was adopted by the Agency on June 1, 2015.

The Eastside Urban Renewal district will recognize the funding for the Wilsonville Rd Improvements at Landover in the amount of \$54,843. The Westside Urban Renewal district will recognize the proceeds from the sale of property in the Villebois area in the amount of \$4,941,165.

The Urban Renewal Districts are required to amend their respective annual budget in accordance with Oregon local budget law. It is required to have the supplemental budget adjustment approved by the Board during a public hearing at a regularly scheduled meeting.

Mr. Knapp invited public testimony, hearing none he closed the hearing at 9:18 p.m.

**Motion:** Ms. Fitzgerald moved to adopt URA Resolution No. 267. Ms. Stevens seconded the motion.

**Vote:** Motion carried 4-0.

## **NEW BUSINESS**

### **A. URA Resolution No. 268**

A Resolution Creating A New Fund #911 For The Program Income-West Side Urban Renewal District.

Ms. Rodocker presented the staff report. Local budget law requires the approval by the governing body for the creation of new accounting funds. The fund being requested, #911-Program Income-West Side Urban Renewal District is needed for the recording of program income as it is received and/or disbursed. The funds received may only be spent on projects located within the West Side Urban Renewal District boundary. A similar fund has already been created to capture the activity of the program income generated in the East Side Urban Renewal District.

**Motion:** Ms. Stevens moved to adopt URA Resolution No. 268. Ms. Lehan seconded the motion.

**Vote:** Motion carried 4-0.

### **C. Proposed Coffee Creek Urban Renewal Plan**

Ms. Kraushaar prepared the following staff report. The Agency is being asked to review the 05-03-2016 DRAFT Coffee Creek Urban Renewal Plan and decide whether to approve forwarding it through the public review process of urban renewal plans, including presentation to the Planning Commission for their review of conformance with the Wilsonville Comprehensive Plan, to the Washington County Commission for their adoption, and to the Wilsonville City Council for consideration of a non-emergency ordinance to adopt the Plan.

During the 2015 November election, Wilsonville voters expressed advisory support for creating a new urban renewal district in the Coffee Creek Industrial Area that includes prime underdeveloped industrial properties and is located in northwest Wilsonville. After the advisory vote, City Council directed staff to

begin developing an urban renewal plan for the Coffee Creek Industrial Area. Some of the property is in the city limits while most is in unincorporated Washington County. It is envisioned that all properties will eventually be annexed into Wilsonville as development proceeds.

Urban renewal is unique in that it brings its own financing source: tax increment financing. Tax increment revenues, the amount of property taxes generated by the increase in total assessed values in the urban renewal area from the time the urban renewal area is first established, are used to repay borrowed funds. The borrowed funds are used to pay for urban renewal projects. The purpose of urban renewal is to improve specific areas of a city that are poorly developed or underdeveloped.

A Coffee Creek urban renewal district was first envisioned in the master plan for the area that was completed in 2007. The master plan envisioned development of a new employment center in north Wilsonville with approximately 1,800 jobs and an estimated annual payroll of \$55 million at build-out. The master plan predicted the area will attract general industrial, warehouse, flex, and research and development related businesses.

The recommendation to create the new urban renewal district was identified in the Wilsonville Urban Renewal Strategic Plan (Strategic Plan) that the City Council adopted in 2014 based upon input from a community task force that included representatives from local taxing districts and community and business leaders. The Strategic Plan concluded that in order to attract private-sector industrial development, the Coffee Creek industrial area requires a substantial investment in public infrastructure improvements such as new roads, sidewalks and utility lines.

The proposed Coffee Creek Urban Renewal Area (Area) includes 258.35 acres. The overall purpose of the Coffee Creek Urban Renewal Plan (Plan) is to use tax increment financing to overcome obstacles to the proper development of the Area. Two documents comprise the 05-03-2016 DRAFT Plan: the Coffee Creek Urban Renewal Plan and the Report Accompanying the Urban Renewal Plan. In the former, the goals of the urban renewal plan are listed in Section III and the specific projects proposed are outlined in Sections IV and V.

The proposed urban renewal projects include the improvement and construction of streets and utilities. Once in place these public improvements are expected to attract private investment and development that is estimated to increase the assessed value of the proposed district from a tax base of approximately \$62 million to approximately \$790 million over the life of the district.

The proposed Coffee Creek Urban Renewal Area has many properties that are undeveloped or underdeveloped and lacks sufficient infrastructure for urban land uses. The proposed urban renewal plan contains goals, objectives, and projects for the development of the Area. Creating an urban renewal plan will provide a financing mechanism to fund improvements including transportation and utility improvements to set the stage for proper development in the Area. The Plan is projected to take 25 years of tax increment revenue collection.

The process for approval will include the following steps, in accordance with ORS 457.

1. Preparation of a plan including opportunity for citizen involvement.
  - In 2014, the Wilsonville Urban Renewal Task Force (Task Force) reviewed the overall urban renewal strategy and recommended formation of an urban renewal area for Coffee Creek.
  - An advisory vote was taken in November of 2015 where Wilsonville voters expressed support for creating a new urban renewal district in Coffee Creek.
  - The Task Force was reconvened on April 25, 2016 for a review of the proposed Coffee Creek Urban Renewal Plan. Representatives of the Sherwood School District and

Washington County were added to the Task Force. The Task Force voted unanimously to approve the Plan and send it to the Agency for their review.

- An open house was held on April 25, 2016 at which approximately 10 people attended, primarily property owners and developer representatives.
  - Other opportunities for public input will be at the Wilsonville Planning Commission meeting, the Washington County Commission meeting and the Wilsonville City Council hearing.
2. Wilsonville Urban Renewal Agency June 20, 2016 review of the proposed Plan and accompanying Report.
  3. Review and recommendation by the Wilsonville Planning Commission on July 13, 2016.
  4. Presentation of the Plan to the Washington County Commission for a briefing on May 17, 2016 and action on July 19, 2016.
  5. Notice to all citizens of Wilsonville of a hearing before the City Council.
    - Notice will be provided by mailing to property owners through the Boones Ferry Messenger in July and August issues.
    - Additional notices will be mailed to the property owners of unincorporated properties.
  6. Forward a copy of the proposed Plan and the Report to the governing body of each taxing district.
    - The formal taxing districts letters will be sent out on June 7, 2016.
    - Informal notices were mailed to taxing jurisdictions on May 4, 2016.
  7. Hearing by City Council and adoption of the proposed Plan and accompanying Report by a non-emergency ordinance.
    - The hearing by City Council will be held on August 1, 2016 and the vote on the ordinance will be on August 15, 2016.
    - The ordinance will be a non-emergency ordinance, which means that the ordinance does not take effect until 30 days after its approval. During that time period the Plan may be referred to Wilsonville voters if a sufficient number of signatures are obtained on a referral petition.

Costs for the project have been limited to consultant and staff time, both of which were included in the adopted FY 2015-16 City of Wilsonville Budget.

The Agency can forward or not recommend forwarding the proposed Coffee Creek Urban Renewal Plan through the public review process for approval and adoption. The Agency could also request changes to the draft Plan before it is sent through the public review process.

**Used a PowerPoint slide show.**

Elaine Howard continued 19:00 met with Washington county and Sherwood school district. the county will need to approve the urban renewal district. ...talked about debt and life of the district. assessed value growth showed the funding list. showed map showing the location of the projects which were mostly infrastructure.

Ms. Fitzgerald how are the unknown factors incorporated into the costs of the infrastructure.

Nancy explains

Ms. Stevens how does the mental health hospital tie into the district.

Ms. Elaine explains

Elaine explains the pros and cons of urban renewal and the impact to taxing jurisdictions annually.  
Do not expect any push back from the taxing districts.

**Motion:** Ms. Stevens moved that the Wilsonville urban renewal agency forward the coffee creek urban renewal plan to the Wilsonville planning commission for their review of the plans conformance to the Wilsonville comprehensive plan to the Washington county commission for adoption and then to the Wilsonville city council for their review and vote on adoption.

Ms. Fitzgerald seconded the motion.

**Vote:** Motion carried 4-0.

### **CONSENT AGENDA**

A. Approval of the Minutes of the May 16, 216 URA Meeting.

**Motion:** Ms. Lehan moved to adopt the consent agenda. Ms. Fitzgerald seconded the motion.

**Vote:** Motion carried 4-0.

### **ADJOURN**

The URA meeting adjourned at 9:48 p.m.

Respectfully submitted,

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Sandra C. King, City Recorder

ATTEST:

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Tim Knapp, Chair