



City of Oregon City

625 Center Street
Oregon City, OR 97045
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Meeting Minutes - Draft

Urban Renewal Commission

Wednesday, May 4, 2016

6:40 PM

Commission Chambers

REVISED

1. Call to Order and Roll Call

Vice Chair Shaw called the meeting to order at 6:46 PM.

Present: 6 - Carol Pauli, Rocky Smith, Brian Shaw, Dan Holladay, Stephen VanHaverbeke and Renate Mengelberg

Absent: 1 - Derrick Beneville

Staffers: 5 - Tony Konkol, Eric Underwood, Kattie Riggs, Wyatt Parno and William Kabeiseman

2. Citizen Comments

Commissioner VanHaverbeke declared a conflict of interest, regarding agenda item 4a, as he had invested money into Mr. Meier's site. Vice Chair Shaw had also invested money into the site.

Bill Kabeiseman, City Attorney, agreed if there was a benefit financially from a decision, it would be a conflict of interest and they could not participate.

Blane Meier, owner of First City Cycles, said community source was not an investment. The investors would receive back what they had been given with no interest.

Mr. Kabeiseman said it sounded like there would not be a financial impact, and if that was the case then there would not be a conflict of interest. There was a question of bias since they had invested in the site and whether it would influence their decision.

Vice Chair Shaw and Commissioner VanHaverbeke would not participate in the discussion and vote of agenda item 4a.

3. Adoption of the Agenda

The agenda was adopted as presented.

4. General Business

4a. Tenant Request for Natural Gas Line Installation at the Train Station

Eric Underwood, Economic Development Manager, said in February the Commission signed over the lease to First City Cycles and since that time they had been preparing to open their business. They found out they would need a gas line to

operate the business and the proposal was to connect to the line on Washington Street. This fell under Section 6 of the lease agreement and had to be approved by the Commission.

A motion was made by Commissioner Holladay, seconded by Commissioner Smith, to approve the tenant request for a natural gas line installation at the train station. The motion carried by the following vote:

Aye: 4 - Carol Pauli, Rocky Smith Jr., Dan Holladay and Renate Mengelberg

Recused: 2 - Brian Shaw and Stephen VanHaverbeke

4b. Retail First Program Proposal by Downtown Oregon City Association

Mr. Underwood said this was a request from the Downtown Oregon City Association to modify the current Adaptive Reuse Grant program to establish a Retail First or Right Size Retail program.

Jonathan Stone, Executive Director of the Downtown Oregon City Association, said the Retail First idea was born from the acknowledgement that the City's destination retail needed work, and there were a number of structural barriers that needed to be taken care of and tools put into place. This would also help the existing retail cluster to grow and thrive. The program was a combination of incentives, technical assistance, and active project management. This would be a year-long initiative as funds allowed. Consultants would be used to help property owners know how to be more retail ready or help prospective business owners understand how they would fit in the district. There would also be an active recruitment campaign to recruit the type of retail they wanted in the City. There were some known structural issues in the district, one being the sales density did not justify the rents. Also they did not have critical mass and shopping was not synonymous with downtown. There was also a limited availability of smaller starter spaces in desirable locations and they were not attracting established business operators. There already was an adaptive reuse program which valued change of use. They were requesting taking that program and adjusting the criteria so these kinds of projects would be eligible.

There was discussion regarding what would be included in the projects and the costs.

Commissioner Holladay did not support this coming out of Urban Renewal.

There was consensus to have staff move forward with creating the criteria and structure of the program.

4c. Minutes of the March 16, 2016 Regular Meeting

A motion was made by Commissioner Holladay, seconded by Commissioner Smith, to approve the minutes of the March 16, 2016, regular meeting. The motion carried by the following vote:

Aye: 6 - Carol Pauli, Rocky Smith Jr., Brian Shaw, Dan Holladay, Stephen VanHaverbeke and Renate Mengelberg

5. Future Agenda Items

There were no future agenda items.

6. City Manager's Report

There was no City Manager's report.

7. Adjournment

Vice Chair Shaw adjourned the meeting at 7:10 PM.

Respectfully submitted,

Kattie Riggs, City Recorder