

AGENDA
City of Brookings
Urban Renewal Advisory Committee
City Hall Council Chambers, 898 Elk Drive, Brookings
Thursday, August 13, 2009, 3pm

- I. Call to Order**
- II. Roll Call**
- III. Acceptance of Minutes for July 9, 2009.**
- IV. Regular Agenda**
 - a. Street Trees in Downtown Project Area
 - b. Agreement for System Development Charge Reimbursement
- V. Executive Director Reports**
- VI. Committee Member Comments**
- VII. Items for Next Meeting**
- VIII. Adjourn**

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with advance notification. Please contact 469-1102 if you have any questions regarding this notice.

Minutes
Urban Renewal Advisory Committee
Council Chambers, 898 Elk Drive
Thursday, July 09, 2009

Call to Order: Chair Fitzgerald called the meeting to order at 3:02 p.m.
Present: Committee members, Ted Fitzgerald, Pete Chasar, Donna Cramer, Tony Parrish, Dan Nachel, and Rick Bishop. Absent was Joyce Tromblee. Staff members attending were Executive Director Gary Milliman, Building Official LauraLee Gray and Councilman Jake Pieper.

Minutes/Last Meeting: June 11, 2009 minutes accepted.

Regular Agenda:

- Gary provided detailed information on pedestrian signs, committee voted to approve 6 signs on a trial basis and revisit the project in one year.
- Gary discussed the parameters of the Cities involvement with the pocket parks. Designs should be very low maintenance due to budget/staff constraints. City would assume liability only for the improvements, which should be limited to landscaping. Only the Pacific Avenue project has been authorized at this time.
- Report on a mural proposal, Patel's building next to the theater will be dressed up with a façade improvement and mural.

Executive Directors Report: The downtown project will experience a 45 day delay due to utility company delays in marking their lines and equipment and the need for the City to obtain 25 easements along Spruce St. The project will go to Council on July 27 for authorization, bid opening will be on August 26th with a bid award in the first week of September. A special Council meeting will be held to award the bid, underground work will start in the fall but street work will be postponed until Spring.

Committee Members comments: Pete reported on his meeting with Pete Smart of CTR, colors are being looked at.

Next months meeting: no August meeting

Adjournment: adjourned at 3:45

Respectfully submitted,

_____ (Approved at _____ meeting).

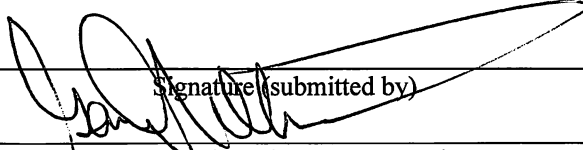
_____ (Chair or Vice Chair)

Print Name and Title.

CITY OF BROOKINGS
URBAN RENEWAL ADVISORY COMMITTEE
AGENDA REPORT

Meeting Date: August 13, 2009

Originating Dept: City Manager



Signature (submitted by)

Executive Director Approval

Subject: Street Trees in Downtown Project Area

Background/Discussion:

The streetscape standards used for the new downtown street improvement project include installation of street trees. Because the sidewalks are five-foot, rather than eight-foot as is the case on Chetco, plans now call for the installation of trees at the back of the sidewalk in a 24-inch tree well. The span of the tree would extend into adjacent private property. In many instances, this could conflict with existing fences and buildings. Underground facilities may conflict in several locations as well.

The question has arisen as to whether we want to proceed with the installation of street trees in conjunction with this project given the limited space. Specifications for the project provide for determining the tree well locations at time of construction.

AGREEMENT FOR SYSTEM DEVELOPMENT CHARGE REIMBURSEMENT

This Agreement is entered into this ____ day of July, 2009, by and between the City of Brookings (hereinafter referred to as "CITY") and the City of Brookings Urban Renewal Agency (hereinafter referred to as "AGENCY") regarding the payment of System Development Charges.

RECITALS

WHEREAS, CITY has adopted certain System Development Charges (SDCs) to pay for expansion of water, sewer, street and storm drain infrastructure to support new development, and,

WHEREAS, said SDC's are assessed on existing development where a change in use is determined to change the intensity of the impact on the utility service provided, and,

WHEREAS, CITY and AGENCY have adopted an Urban Renewal Plan (2002) which calls for the use of tax increment funding to pay for street and public utility improvements within the Urban Renewal Area (URA), including water, sewer, storm and street improvements included in the CITY capital improvements plan, and

WHEREAS, Goal K of the URA plan states "Utilize this urban renewal plan and urban renewal funds to help implement the Vision and Strategies outlined in the Downtown Brookings Master Plan."

WHEREAS, CITY has developed and approved capital improvement master plans for water, sewer, storm drain and street systems, and has identified SDCs as a source of funding for implementation of such plans, and

WHEREAS, "Encourage and recruit uses to strategic downtown areas" and "Target local and visitor serving mixed use along the Chetco Avenue corridor" are implementation measures included in the Downtown Brookings Master Plan (DBMP), and

WHEREAS, due to the nature of wastewater discharge, the sewer SDCs for restaurant uses are higher than those for general commercial uses, and this has resulted in discouraging the reuse of existing buildings for restaurant purposes, and

WHEREAS, it is the desire of the CITY and AGENCY to target the attraction of restaurants into the downtown area (as defined in the DBMP), and

WHEREAS, one method to provide incentives and remove obstacles to the attraction of restaurants into the downtown area is through AGENCY participation in the payment of SDCs

AGREEMENT

NOW, THEREFORE, CITY and AGENCY agree to the following "Downtown Restaurant Conversion Incentive Program" to be funded from tax increment revenues received by AGENCY.

1. AGENCY agrees to pay to CITY the difference between the amount of sewer SDC applicable to a general commercial use and a restaurant use for existing properties in the downtown business district which are converted from general commercial to restaurant use, when such restaurant use meets the following criteria:
 - a. The restaurant must be a "sit down" restaurant offering table service to patrons.
 - b. The restaurant shall not be eligible under this program if it is a relocation from another location within the downtown area, unless the relocation results in a seating capacity increase of at least 10 per cent.
 - c. The proposed conversion must first receive all planning, building and fire code approvals of the City of Brookings.
 - d. Persons seeking to participate in the Program must submit an application to the Administrative Services Department.
 - e. Funding provided by the AGENCY under this program shall not accrue to the personal benefit of the applicant, property owner or business owner; there will be no "refund" of SDCs to any of the aforementioned parties.
2. Payment to CITY by AGENCY may be deferred for a period of up to five years to allow AGENCY sufficient time to generate sufficient tax increment revenue to make payment. In such case, CITY may assess an interest rate of _____
3. The CITY Administrative Services Director shall establish appropriate policies and procedures for the administration of this Program.

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