

The
BENKENDORF
ASSOCIATES
Corporation



AGENDA

Northwestern Lebanon Urban Renewal District

Advisory Committee Meeting

July 27, 1989

I. Introduction

- o Purpose - Project kick-off
- o Economic Development Grant

II. What is Urban Renewal?

- o ORS 457
- o Tax Increment Financing
- o Opportunities in Lebanon

III. Urban Renewal Feasibility

- o Study area
- o Projects and development potential
- o Financial analysis

IV. What Must be Accomplished to Create an Urban Renewal District?

- o Advisory Committee role
- o Renewal Plan Tasks:
 - Define objectives
 - Finalize boundaries
 - Identify projects and project costs
 - Determine potential development
 - Conduct financial analysis
 - Prepare plan and report
- o Scheduling and timeline
- o Adoption

V. Goals and Objectives/Boundaries

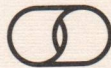
- o Committee Objectives
- o Boundaries

VI. Election of Chairman

VII. Meeting Schedule

Adjournment

The
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July 14, 1989

Mr. Joe Windell, City Administrator
City of Lebanon
925 Main Street
P.O. Box 247
Lebanon, Oregon 97355

Subject: Lebanon Urban Renewal Advisory Committee - first meeting

Dear Joe:

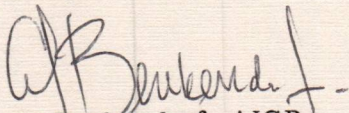
Thank you for your assistance at the Council meeting on Wednesday, July 12. We appreciate the opportunity to work for the City.

Enclosed are an agenda and memorandum for the first meeting of the Lebanon Urban Renewal Advisory Committee. Because we do not yet know the meeting date, we did not include a time, date, or place on the agenda or within the text of the memorandum. We suggest that when these materials are distributed, you include a cover memo that clearly states the time, date, and place of the meeting.

If you have any questions about the materials or the process, please do not hesitate to call me.

Yours sincerely,

THE BENKENDORF ASSOCIATES CORP.


Al Benkendorf, AICP

AB/DE/sh

cc: Peggidy Coffman Yates
George Sturm
Scott Hannigan
Dave Sloan

920LET.714

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**LEBANON RENEWAL DISTRICT
PROJECT TIMELINE**

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September 13	Renewal Agency Hearing - Recommendation to Council
	City Council Hearing - Adoption by Council
October 13	District becomes effective

The
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MEMORANDUM

Date: July 27, 1989
To: Lebanon Urban Renewal Advisory Committee
From: Al Benkendorf and Dennis Egner
The Benkendorf Associates Corp.
Subject: Proposed Statement of Purpose and Objectives

A. Statement of Purpose

The local economy in the City of Lebanon has traditionally been dominated by employment in the wood products industry. In the late 1970's approximately 75% of the industrial based jobs in the community were connected with wood products and over 75% of the wood products jobs were provided by one company. This domination of the local economy by wood products employment left the community vulnerable to the cyclical patterns of the national economy and the housing industry. The recession of the early 1980's, resulted in significant job losses in the area.

During the last decade, the community has worked to diversify the local economy to protect against recession. The adopted Comprehensive Plan contains policies that encourage economic diversification and encourage the location of new industries and the expansion of existing industries in the City. To accommodate new and expanded industry, the Lebanon Comprehensive Plan map included approximately 430 acres of industrially designated land in the northwestern portion of the City.

Since 1987, new industrial growth has occurred in the northwest industrial area. Pennington Seed has located in the area along Hansard Avenue and Entek and Linn Gear have expanded. Although progress has been made in attracting and keeping these industries in the community, the supply of serviced industrial land in the area is limited. The Comprehensive Plan may designate 430 acres of industrial land in the area but a very limited amount of the land is served by utilities and streets. Those properties that are currently served, lack services and transportation systems that meet industrial standards. This lack of adequate facilities, severely hamper's the community's ability to continue to diversify the economy.

In addition to industrial plan designations, the Lebanon Comprehensive Plan includes designations for Mixed Density Residential and Mixed Use (mixed commercial/office) in the northwestern portion of the City. As with industrial development in the area, the development of the residential and mixed uses is dependent on the availability of services and transportation systems. These improvements are the key to new development in this portion of the City.

The Northwest Lebanon Urban Renewal Plan is being prepared to further encourage development in the area that is consistent with the Comprehensive Plan adopted by the City Council. The Renewal Plan is intended to guide the provision of improvements that will allow the orderly and proper development of the area. Through implementation of the Plan, economic development will be stimulated by the elimination of blighting conditions and general improvements in the overall appearance, condition, and function of the area.

The following Plan Objectives further provide the reasons for the Renewal Plan.

B. Objectives of the Plan

The following objectives have been established for the Northwest Lebanon Renewal Area. The primary goal of the renewal program is to provide new job opportunities and retain existing jobs by creating conditions which will encourage new private development and investment.

1. Industrial

- a. Encourage new and expanded industrial development through the provision of utilities and transportation systems.
- b. Provide utility and street improvements to Hansard Avenue to encourage expansion of existing businesses and to allow additional industrial growth to the north of the railroad tracks.
- c. Improve access into industrially designated areas by encouraging the development of a new connection between U.S. Highway 20 and State Highway 34.

2. Mixed Use

- a. Encourage the development of commercial, office, and residential use by providing needed infrastructure and transportation improvements.
- b. Take advantage of the location adjacent to U.S. Highway 20.

3. Residential

- a. Provide street and utility improvements to encourage the development of residential property within the district.
- b. Encourage Planned Developments within the district that include commercial and service uses.

4. Traffic and Circulation

- a. Improve Hansard Avenue to industrial standards and provide an adequate turn refuge and tapers on State Highway 34.
- b. Provide a new arterial bypass connection between U.S. Highway 20 and State Highway 34.
- c. Provide a network of collector streets that serve industrial, mixed use, and residential areas within the district.
- d. Provide local streets that serve development parcels.

5. Services

- a. Provide water and sewer service to allow urban levels of development consistent with the Comprehensive Plan.
- b. Provide adequate fire protection to the area.
- c. Provide water treatment and sewer treatment facilities consistent with the needs of the renewal area.

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Lebanon Urban Renewal

Advisory Committee Meeting

First Meeting

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V. Goals and Objectives

- o Objectives of Feasibility Study
- o Committee Objectives

VI. Meeting Schedule

VII. Adjournment

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MEMORANDUM

Date: July 14, 1989
To: Lebanon Urban Renewal Advisory Committee
From: Al Benkendorf and Dennis Egnor
The Benkendorf Associates Corp.
Subject: Urban Renewal Background Information

On July 12, 1989, the Lebanon City Council directed City staff to pursue development of an urban renewal plan for the northwest portion of the City. The first meeting of the Lebanon Urban Renewal Advisory Committee will begin the planning process for the development of the plan. This memorandum is intended to give Advisory Committee members background information regarding urban renewal and the proposed plan in advance of the first meeting. The memorandum includes the following:

- o The Role of the Advisory Committee
- o What is Urban Renewal?
- o What is Tax Increment Financing?
- o The Opportunity in Lebanon
- o Urban Blight and the Objectives of the District

I. ROLE OF THE ADVISORY COMMITTEE

The Mayor recently appointed an Advisory Committee to assist in the preparation of a Renewal Plan. The mission of the Committee is to:

- o Review all of the elements of the Renewal Plan to provide guidance to the staff and consultants.
- o Prepare and forward a recommendation on the Plan to the City's Renewal Agency (City Council).
- o Participate in public information activities and act as a communication link to business people and residents throughout the community.

II. WHAT IS URBAN RENEWAL?

Urban renewal is an economic development tool which allows cities to make public improvements to eliminate blighting conditions. Urban renewal laws have been enacted by nearly every state in the country. The grant of power for an urban renewal program in Oregon was authorized by the legislature in 1951 and is contained in ORS Chapter 457.

Urban renewal is designed to alleviate blight and improve deteriorated areas through the use of governmental actions and public improvements. The traditional means of private redevelopment has not always kept pace with the changing needs of cities. **The function of government in urban renewal is to identify the areas in need, to prepare plans for the proper use and improvement of the land and to assure redevelopment in accordance with those plans.** Government traditionally makes public street, sidewalk, storm and sanitary sewer, landscaping, utility and other improvements. Private enterprise complements those public improvements by developing the land for commercial, industrial or residential uses in accordance with the plan.

A public body known as the "Urban Renewal Agency" is created by the municipality to develop the Urban Renewal Plan. The City Council serves as the Urban Renewal Agency in Lebanon.

The powers given to the Agency are broad. They permit the Agency to make needed public improvements; to acquire, clear and resell real property; to carry out rehabilitation work; and to assist in relocating persons displaced by the activities, if necessary, in the project area.

An area must be blighted or deteriorated to qualify as an urban renewal project. Blight is broadly defined by state statutes and could include building deterioration, inadequate or improper streets and other utilities, irregular parcels unfit for development, and depreciated land value.

The purpose of the Urban Renewal Agency is to identify a project boundary and develop an Urban Renewal Plan that outlines improvement projects and potential costs associated with those projects. The Plan must conform with the City comprehensive plan and must be developed with extensive public involvement. The Plan is reviewed by the Planning Commission and approved by the City Council. An Urban Renewal Agency may not initiate an improvement project until the governing body approves a plan. The Renewal Agency must carry out projects in accordance with the Plan. The Plan may be changed or terminated, but requires the same approvals and recording as the original plan.

An Urban Renewal Plan must be accompanied by a report which contains an analysis of the conditions of the area, type of activities to be carried out, budgeting, and scheduling.

III. WHAT IS TAX INCREMENT FINANCING?

Tax increment financing is one of the methods to pay for improvement projects and has been the primary means of financing urban renewal projects in Oregon since authorized by the adoption of Article IX of the Oregon Constitution in 1959.

A project boundary is established and within this boundary, improvement projects can be built. The assessed value of property within the boundary is fixed or "capped" for existing taxing districts. This is called the "base assessed value." Taxes continue to be collected on that base and distributed to the existing taxing districts, such as schools, the City and the County. As improvements and development occur, the value of the property increases. The increase or difference between the original or base value and the new or adjusted value is called the "increment". It is the increment dollars only that are put into a special fund of the renewal agency to pay for projects approved in the Plan. When the projects are completed, the increment is terminated. Because of the improvements made during the redevelopment process, property values will increase. Assuming the tax base remains about the same, increases in assessed valuation make the tax rate go down. A result of successful redevelopment is a reduction in property taxes.

Tax increment financing is a valuable tool to help pay for public improvements that may not be able to be financed by the City. The improvements attract new, private investment, resulting in an upgraded area and an increase in jobs and property value.

IV. THE OPPORTUNITY IN LEBANON

The City of Lebanon has the opportunity to create an Urban Renewal District in the northwestern industrial area of the City and capture the assessed value from recent development as tax increment. Recent development by Entek, Linn Gear, and Pennington Seed represent improvements of over \$900,000 within the proposed district. The potential tax increment generated by these new businesses is over \$40,000 annually. These tax increment funds can be used along with a \$1 million State grant/loan package to help provide street and utility improvements along Hansard Avenue. The improvements will provide access and utility service to vacant industrial land within the district and create the opportunity for additional development. As new development occurs, tax increment will grow and provide funding for additional improvements throughout the district. Through this process, the urban renewal plan will become the framework on which the economy of the area can be revitalized and diversified.

The major obstacle facing the creation of a renewal district in Lebanon is timing. To maximize the known tax increment, the City must have its district in place by mid-October. If adopted by September 15th, the district will be effective prior to October 15th which is the date on which the County Assessor will certify an updated tax roll. With adoption by the September deadline, last year's \$50,000 improvements to Entek can be included as increment. If the district becomes effective after the tax rolls are certified, the assessed value added between January 1, 1988 and January 1, 1989 will be lost. Because of the potential loss of tax increment, we believe it is imperative that the City proceed immediately with the planning process. We have attached a proposed schedule and timeline for workshops and hearings.

V. URBAN BLIGHT AND THE OBJECTIVES OF THE DISTRICT

At the first meeting of the Advisory Committee attention will be given to the general objectives of the district. We will examine blighting characteristics as required by ORS 457 and propose "objectives" that address alleviation of blight.

ORS 457.010 defines blighted areas as "areas which, by reason of deterioration, faulty planning, inadequate or improper facilities, deleterious land use, or any combination of these factors, are detrimental to the safety, health, or welfare of the community." The definition then lists conditions which characterize blighted areas. The factors that apply to the study area include the following:

ORS 457.010 (1)(e): The existence of inadequate streets and other rights-of-way, open spaces and utilities;

ORS 457.010 (1)(h): A growing or total lack of proper utilization of areas, resulting in a stagnant and unproductive condition of land potentially useful and valuable for contributing to the public health, safety, and welfare.

The study area includes approximately 750 acres of land located north of State Highway 34 and west of U.S. Highway 20. Approximately 320 acres are located within the City limits with 250 acres planned for light industrial use and 70 acres planned as mixed-density residential land. The land under county jurisdiction is located within the Urban Growth Boundary and is planned as follows:

- o 180 acres of Light Industrial;
- o 180 acres of Mixed Density Residential; and
- o 70 acres of Mixed Use - Special Development District.

Except in the area of the City that has developed residentially, the study area lacks adequate streets and utilities to serve the planned development. To serve the industrial, residential, and special development districts, new streets, water lines, sanitary sewer lines and storm drainage lines are needed. Without these facilities, the area cannot develop as planned. In terms of ORS 457.010, the lack of utilities and the underutilization of the land represent blighted conditions.

VI. CONCLUSION

Creation of an urban renewal district provides the City with an excellent opportunity to enact a plan which can fund needed infrastructure improvements in the northwest industrial area. The plan will document the needs of the area, the required public improvement projects, and the funding mechanisms to implement the projects. Development and adoption of the plan by the September 15th deadline is an ambitious project that will require hard work and dedication by all who are involved. We believe that we have outlined a process by which we can meet the September 15th deadline.

LEBANON RENEWAL DISTRICT

PROJECT TIMELINE

DATE	TASK
	FEASIBILITY ANALYSIS
July 12	City Council Review - Council selection of project area
July 13-14	Meet with staff for direction Mayor appoints advisory committee
	FORMULATE RENEWAL PLAN
July 19	1st Advisory Committee Meeting - Intro to renewal/proposed projects
July 26	2nd Advisory Committee Meeting - Review final projects/financing
July 27-31	Begin preparation of preliminary plan and report
August 1-4	Continued preparation of preliminary plan and report
August 2	3rd Advisory Committee Meeting - Final financing options
August 9	4th Advisory Committee Meeting - Review preliminary plan and report
August 10-11	Revise plan and report/produce draft
	ADOPTION
August 17	Planning Commission Meeting - Intro to renewal/review draft plan and report
August 23	City Council Meeting/Renewal Agency Review - Review draft plan and report
August 24-31	Incorporate changes in draft
September 7	Special Planning Commission Hearing - Adoption by Planning Commission
September 7-12	County Commission Review - Adoption by resolution
September 13	Renewal Agency Hearing - Recommendation to Council City Council Hearing - Adoption by Council
October 13	District becomes effective

HANSARD URBAN RENEWAL DISTRICT
PROJECT MEETING MINUTES

JULY 27, 1989

The first meeting of the Lebanon Urban Renewal District Hansard Advisory Committee met in the Council Chambers of City Hall on August 3, 1989 beginning at 5:30 p.m.

Attending: Robert G. Smith, Mayor
Gene Hartl, Linn Gear
Dick Ebbert, PP&L
Dennis Yocum, 1st Interstate
Marv Gloege, Linn County
Jim VanNostrand, Lebanon Express
Doug Parker, City Planner
Mike Baker, Pennington Seed
Jim Ruef, Dir. of PW
Joe Windell, City Admin.
Kam Burkhart, Admin. Asst.
John Richard, City Council
Lyle Winters, City Council
Mark King, Leb. Comm. Hosp.
Darrell Carter
Nikki Spires
Al Benkendorf
Robert Moore, Al Benkendorf & Assoc.
Georgia Bunn, Planning Commission
Stanley Buxton
Tom McHill, City Attorney

City Administrator Windell addressed the Committee and explained to them why the group had been formed. He explained that the group's role would be to study the establishment of a tax increment financing district. The district which is located on a 252 acre parcel in the northwest corner of Lebanon, which is owned by Tektronix and PP&L. He stated that the tax increment financing district would permit the city to be able to put together a combined package which would include grants, funding from the state and investments from the private sector to make improvements within the entire urban renewal boundary.

Mr. Windell stressed to the advisory committee the importance of the formulation of the renewal plan by mid-September. He stated that on September 13, the renewal agency would be making their presentation to the Council for formal adoption.

Al Benkendorf, Benkendorf and Associates addressed the Committee and explained that his firm has been hired to put together an urban renewal plan and report. Mr. Benkendorf then introduced Bob Moore, who is a financial consultant whose specialty is in the tax increment financing area.

Mr. Benkendorf explained to the Committee what urban renewal is and defined why this area has been considered. He stated that Oregon State Statutes permits cities to prepare urban renewal plans and reports. He added that in recent years many cities have been utilizing state enabled urban renewal plans to attempt to address problem areas. He stated that urban renewal is an economic development tool which allows cities to make public improvements to eliminate "blight" conditions. "Blight" is defined as an area that lacks water, sewer and transportation facilities for the land to be utilized productively.

He added that the Committee's role will be to identify project boundaries and to develop an Urban Renewal Plan that summarizes the improvement projects and the overall costs associated with the project. He added further that this Urban Renewal Plan must be within the confines of the city's comprehensive plan and will be evaluated by the Planning Commission and approved by the City Council.

Bob Moore, financial consultant for Benkendorf and Associates, addressed the Committee and defined what is tax increment financing. He explained that increment financing is a method which helps pay for public improvements. He explained that once a project boundary is formed, improvement projects can begin. Mr. Moore stated when the plan becomes adopted, the City Council will then forward it to the County Assessor. At that time, the Assessor then "freezes" the assessed taxable value of all of the property within the urban renewal boundaries. That then becomes what is known as the "base assessed value". He stated that public improvements within this boundary attracts private investors which in turn results in increased property value and new jobs.

Stanley Buxton questioned if the urban renewal district becomes a reality, most of the property owners in the area are on a farm deferral status, whether the property will loose this status. He added that this area is regarded as prime farm land and he did not want to loose this status. He stated that his taxes rose considerably last year and on a fixed income that is difficult to come up with the increased dollars.

Mr. Moore responded that he did not believe that the existence of the renewal district will have any affect on his exemption for farming purposes.

Mr. Windell added, if the use of the property is changed then it may be reassessed and reevaluated.

Mr. Benkendorf then shared with the group a map outlining the proposed urban renewal district. He stated that majority of the land is located in the city limits with a small portion in the County. He also added that the area is also within the Enterprise Zone.

One of the major projects will be to provide water and sewer service to the Hansard area and insuring adequate water for fire protection. These improvements would be regarded as Phase One;

Mr. Benkendorf stated that besides using tax increment financing as a one of the methods of payment for these improvements, the City has also applied to the State Department of Economic Development for a \$1,000,000 combination grant/loan.

Mr. Buxton questioned if sewer and water lines are installed in the area, will the property owners be asked to hook up to these improvements.

Mr. Ruef stated that of the proposals the City has seen thus far would be placed in the existing right-of-way.

City Planner Parker stated that they are two construction projects currently being undertaken in the district; Pennington and ENTEK. He inquired when the construction projects would be completed, because he felt it was important that these two projects be included in the current tax rolls.

Mike Baker responded that the completion of Pennington Seed will be completed within the next two weeks.

Bob Moore added that the County Assessor will officially changing the tax rolls as of October 15 and the official tax valuation is like it was as of January 1, 1988. He further added that this valuation does not change for January 1, 1989 until after October 15.

Mr. Benkendorf then reviewed the objectives of the District and outlined the study area. He stated that the role of the Committee will be one of advisory in nature. He added that the Committee will also have to determine what projects that the urban renewal program will undertake and the development potential.

Mr. Benkendorf commented that it will be very important that the Committee follow the recommended project timeline. He stated that the Committee will meet for the next four (4) consecutive weeks. He added that at the August 17 Planning Commission, the Commission will review the draft of the plan. From that point, if approved, the City Council will review the draft plan and report at the August 23 meeting. September 13 has been chosen as the date the

plan is to be formally adopted by Ordinance by the City Council. Thirty (30) days later, the urban renewal district would become effective.

Mr. Benkendorf stressed that all of the Committee meetings are open to the public and encouraged all to attend.

Mayor Smith volunteered to be Chairperson for the project. Mayor Smith then appointed City Administrator Windell as vice-chairperson.

There being no further business to come before the meeting body, the meeting was adjourned at 7:12 p.m.

10 sets of
Advisory Com
Minutes
Friday
Aug 3
Sat 10
Sun 17
Camp 24

July 27, 1989

Hansard Urban Renewal Project Meeting

Name

Robert Smith

Mayor

John Child

Darrell S. Carter

Eve Winters

Nikki Spier (Mrs. Larry Spier)

Al Burkhardt

Robert Moore

Georgia Bunn

Stanley Bynum

Tan McHale - city atty.

Mark King

Joe Winpell

Jim Ruff

Jim Van Horn

Lebanon Express

Doug Parker

Gene Hoff

Lynn Gear

Mike Baker

Dick Ebbert

Dennis Youm

Marv Gloege

Handwritten text, possibly a signature or name, located in the center of the page.

Minutes July 27, 1989

URD

5:30 pm

Joe - Why?

public improvement - Tek + P&L

1) expensive to be installed

~~2) combination~~

development URD

1) tax increment financing

2) property owners contribute some \$

Alternatives
Ways to
develop Tek &
P&L

Al Benendorf

What is URD?

key is to identify blight - (lacks appropriate, water
sewer facilities to be used)

ORS

requires

two docum

UR Program or Plan

Report - ^{necessary} financial info.

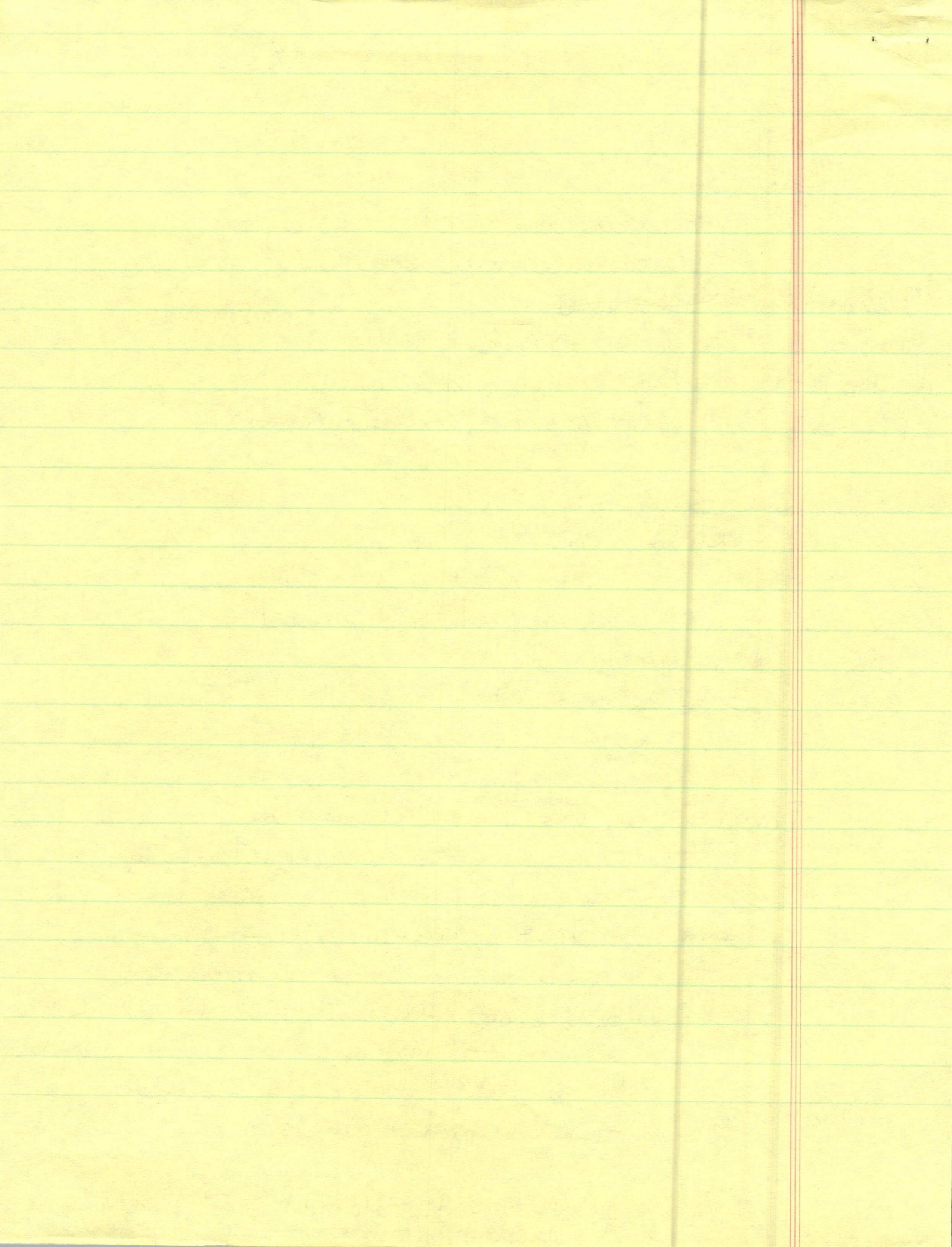
Bob Moore - ^{what is} tax increment financing?

~~\$~~ is primary source that the city
can use

tax increment revenues are -

- 1) freezes assessments forms base value
additional values. is still taxed @
same rate & can be used by URD
to pay debts; borrowing money or
public improvement projects

They job will be to estimate costs. value of
land & buildings & to see what if they fell program



financial feasibility

Map - shows area considered
area is also Enterprise zone
major project

improv Howard by adding sewer + water
to insure ~~ade~~ adequate water for
fire protection

grant

loan

other funds

other

alternatives

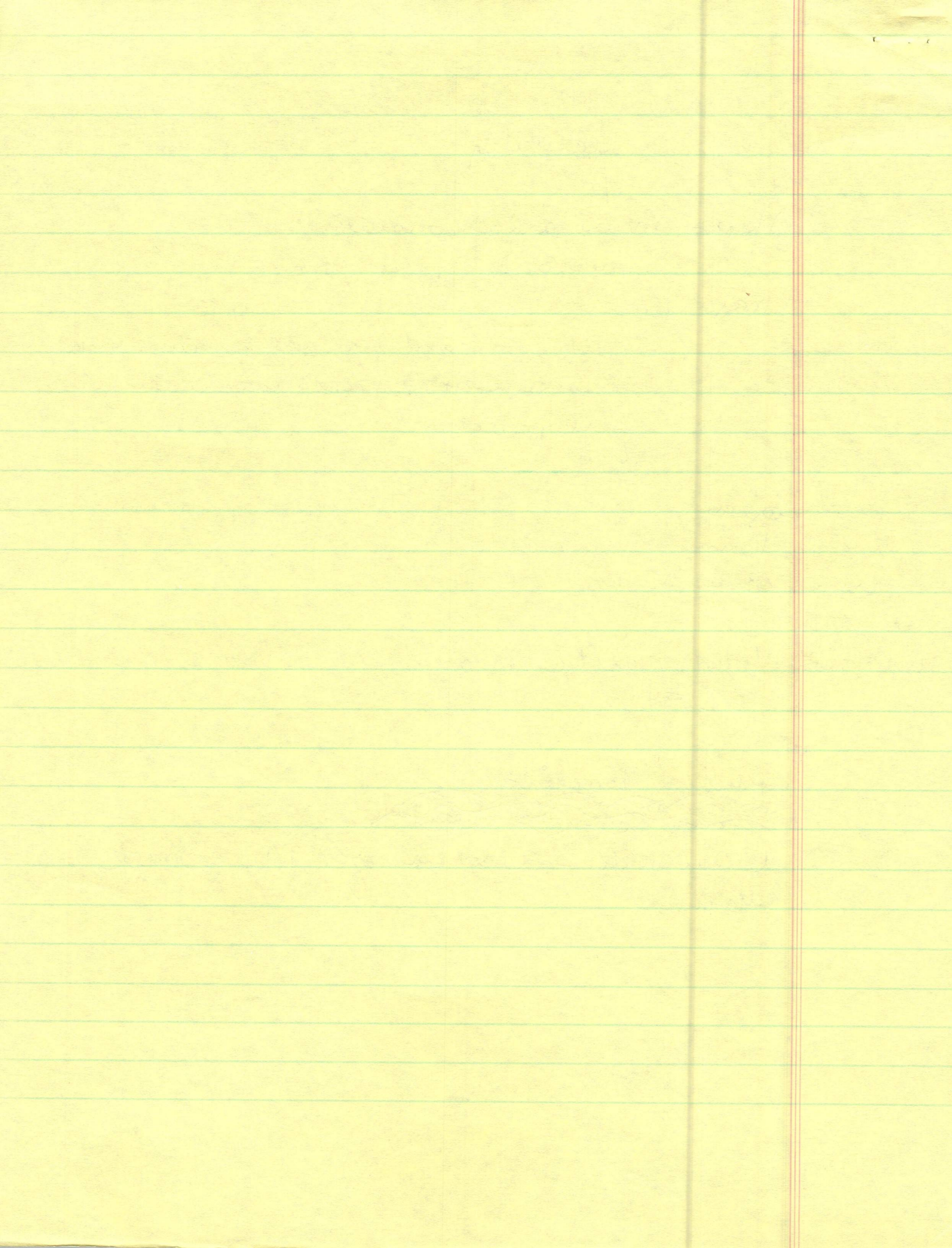
methods for
improvements

What must be accomplished to create URD
see #4

renewed timeline

~~James Paine - 1st Interstate~~

Chairman - election of: Mayor Smith
adjourn



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