

# **AD HOC URBAN RENEWAL CITIZENS ADVISORY COMMITTEE**

## **MINUTES**

**Monday March 9, 2020, 5:30 PM**  
**Newberg Public Safety Building**  
**401 E Third Street**

### **CALL MEETING TO ORDER**

Chair John Bridges opened the meeting at 5:34 PM.

### **ROLL CALL**

Members Present:     John Bridges, Chair  
                             Molly Olson                     Don Clements  
                             Don Griswold                     Shannon Buckmaster  
                             Cassandra Ulven                     Patrick Johnson  
                             Angel Aguiar

Members Absent:     Joe Morelock  
                             Francisco Stoller, Vice Chair  
                             Loni Parrish  
                             Rick Rogers, Mayor, Ex-officio

Staff Present:         Doug Rux, Community Development Director  
                             Brett Musick, Senior Engineer  
                             Elaine Howard, Elain Howard Consulting

### **APPROVAL OF MINUTES**

Approval of URA meeting minutes dated February 9, 2020

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| <p><b>MOTION:</b> Molly Olson and Cassandra Ulven moved to approve the February 10, 2020 meeting minutes Motion carried (8 yes/ 0 no).</p> |
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Chair Bridges started meeting noting that CDD Rux is going to walk us through a variety of things and he's made it clear that I have failed if we have not identified a boundary by the end of this meeting. So that is a task for all of us and he's going to walk us through some of the steps.

CDD Rux talked about the consideration of the boundary as the chair indicated. He mentioned there would be a walkthrough of some maps based upon the conversation we had last month. He noted we had discussed the general area of the Riverfront, the two prongs going down River Street and Blaine Street and the Riverfront area, but there are questions that came up along the

railroad tracks. So anything down off of Blaine Street from the area north of downtown there are questions about. There are questions on the area we were looking at and how did it relate back to the 2001 proposed to Urban Renewal District?

CDD Rux noted he would show some slides with potential infrastructure projects, and that Elaine Howard has some slides to talk about expansion of boundaries, things to consider when you're looking at a boundary and then to conclude with a discussion about the open house on April 13th.

CDD Rux wanted to share with the committee the work that had already been done to get us to this point. He indicated it's been roughly a five-year journey to get particular pieces of information in place, which include:

Our Downtown Improvement Plan was done in 2016, and also our Tourism Strategy Plan in 2016

We updated our Transportation System Plan

We did the Water Master Plan in 2017

Wastewater Plan was done in 2018

We did the Community Visioning Work in 2019

Updated our Economic Development Strategy in 2019

The Riverfront Plan we finished in 2019 and now we are looking at the Urban Renewal District.

We also will be updating our Transportation, Stormwater, Water and Wastewater plans to implement the Riverfront Plan.

Elaine Howard presented the timeline of what would happen after the July timeframe. Elaine noted what we looked at this last meeting and when we were talking about adoption of an Urban Renewal plan, we talked about going in front of the City Council in March of 2021. Elaine noted this because part of the considerations that we will be talking about tonight and probably what Nick Popenuk needs to figure out is the Riverfront area, it might be demolished, there is the equipment and machinery that's there and making sure that isn't in a frozen base. If there is equipment then you're frozen base goes down and you have to make up all of that before you actually start getting any increment.

Elaine noted this just shows you an idea of when the assessor certifies a frozen base, of what value that frozen base is based upon. So if a plan is adopted prior to October of 2021 it would be based on values of 2020. If it's after October 2021 the values are based on what's on the existing tax roll. So if the equipment and machinery on that site gets removed before January 1st of 2021 when the assessor certifies that frozen base in October, it will be based on that. So you're Urban Renewal Plan that is adopted after October 2021 would mean you wouldn't lose the frozen base value of all that stuff that is going to go away. Elaine noted in terms of us thinking strategically, one of the things we've been talking about is whether you go ahead and go through this process,

but the Urban Renewal Plan doesn't actually go into effect until after October of 2021 and you don't lose all that increment off the top.

Elaine noted the other thing that we will talk about today is talking to the county assessor's office and the State who does industrial assessment and see what tax account that equipment and machinery are tied to and if there's a way to just exclude that tax account and bring it in later in the future, or if it's a few tax accounts. These are things that she wanted to bring up because they're intricacies in terms of trying to figure out how to make the Urban Renewal area work. We will actually pursue in the feasibility stage and present options. It will say "If you adopt by this X date these things should happen and then you're increment will be based on a X. If you adopt by X date these things will happen and your increment will be based off X."

Elaine said that's why we let the City Council know what those intricacies are, because you definitely don't want to adopt an Urban Renewal plan and then have to look at what the assessed value of that equipment and machinery's which is \$20m+ and if the assessed value goes down by that you have to have new development of that amount to be able to just get even. So we're going to have to be really careful about that. Elaine said we don't have to solve tonight, this is something that we will look at it in terms of the boundary and making suggestions on what we need to find out and how that impacts the timing.

Elaine continued with facts on boundary adjustments. Once you adopt an Urban Renewal area, you are limited to increases of 20% of the original boundary. ORS457 allows you to do a lot of other things by concurrence, to say you can go above that, there's no provision for going above that in the statute. So if your boundary area is 200 Acres, you can add 40 acres and that's all and it's not fungible. You can't take away 40 acres here and add an additional 40 acres to make up for that 40 you took away. As we do the boundary, and we talked about this event today with Doug and Nick Popenuk our other consultant. An example is out in Lincoln City, we were doing an Urban Renewal area and there's a 100 acres that we want to put in after it's annexed in about 3 years. We made the original boundary 500 Acres so that 20% of that is that 100 acres and we are able to add that in. The whole Riverfront area is too large to do that with. The downtown area is 100 + Acres the riverfront 400 + Acres, so doing all of that doesn't quite work. However, if you increase by 20% and increase over 1% of your existing boundary is what's called a substantial amendment. You may do that or the City Council may do that on their own authority. It has to go through the same procedural steps as adoption of an original Urban Renewal Plan, which requires public input, going to the Urban Renewal agency, consultant confirm with taxing district, planning commission review, City Council hearing and vote on a non-emergency ordinance. It's not an easy thing to do, it is a more complicated process. It is not doing a resolution in one meeting, it is a 6 to 8 month process to be able to do that.

Elaine continued with the things that were talked about this morning with the consultant team, which is to identify the most ideal final boundary, and to know what the most ideal boundary would be for the City. From that as part of the feasibility study we will identify what the issues are and potential ways to address those issues. We identify the acreage of the Riverfront area minus areas outside of the Urban Growth Boundary because we aren't bringing those in, we will be able to subtract from there. Rogers Landing needs to stay in because there's a project that

needs to be done there per CDD Rux's comment. The City's going to do a water treatment plant that's about 4 acres or so, we can look at that Riverfront area and do some subtractions. Identify all the timing issues of the improvements in the machinery and equipment on the Riverfront area and talk with the State assessor's office to figure that out if it's gone by X date, when will you to the reassessments and when can we count on being gone. Making sure we understand the variables there to be able to resend as auctions. Than as a part of the feasibility study, we would identify what the strategies were to trying to get to number one, which is the ideal boundary for the projects that you want to do and the two main areas.

Member Molly Olson asked if the equipment that you're concerned about is distributed widely.

CDD Rux responded on the equipment, that what you have is the paper machine building, the deinking building, the infrastructure from the cogeneration facility, infrastructure from the biomass facility, and then you have some other buildings which are more machine shops and maintenance shops. They are shells but they don't have a lot of equipment in them. There are a number of parcels that are on the north side of the wastepaper, the deinking building and the paper machine building that are separate tax lots that are basically just paved asphalt storage yards. The whole Mill Site is made up of multiple tax lots, the primary value is where the paper machine is located. Some of these tax lots extend out to the southeast across Dog Ridge Road in roughly about 60 to 70 acres outside of the Urban Growth boundary.

It is a challenge for the assessor to split a parcel but they can do it, but we are not going to go outside the Urban Growth Boundary, but can be done as part of the feasibility study which we will work on identifying and figuring it out.

Elaine noted that Nick Popenuk said that most of the value is actually in the equipment and machinery. With the buildings the actual assessed value is equal to just the value of the land and that those big shells don't have much value attributed to them. It's mostly in the equipment and machinery, and if someone purchases, all of the equipment and machinery could potentially be sold and moved outside. It's just timing on when that might happen. The issue is that no developer has actually signed any agreement or said for sure what they are going to do, so it is up in the air. We can manage those as well as we can on what we know.

CDD Rux presented the boundary area showing on the map starting with the downtown area going up against the railroad tracks, comes down picks up to the south side of Second Street. to Grant Street comes down the south side of Third Street all the way down Blaine Street to Ninth Street, picks up Memorial Park, the police station, the PGE substations to the south side of Third Street ,comes down River Street all the way to Ninth Street , back up River Street, cross Highway 99, comes over just on the south side of the University, to Meridian Street up to Sheridan Street on the Northside goes around the cultural center comes back to Sheridan and then goes off to an alley and picks up some industrial area, and that totals about a 110 acres. It's a little bit wider than what we showed a month ago. We expanded to make sure they were picking up the roadways on the north side and on the east side, before it stopped down an alleyway. He also showed a little bit of additional areas throughout the map.

Member Shannon Buckmaster asked if the cultural center was included just for valuation or can we work around that facility.

CDD Rux responded that its tax exempt property which has issues about sidewalks, and ADA access in the right of way. He noted he had discussions with the executive director of the cultural center. He talked about the Urban Renewal program and indicated where we were at in the discussions at this point. We are looking at those transportation pedestrian infrastructure improvements around the cultural center. There are four foot wide sidewalks missing non-compliant ADA ramps.

Member Molly Olson asked if these would be improvements or replacements and can they be used.

CDD Rux commented those would be improvements, which you can use for that purpose, but you cannot use an Urban Renewal to pave a road that is alligatored. If we had a project where we were tearing down infrastructure underneath the roadway, such as new sewer lines, new water lines, or storm lines, from taking it down and then gravel and bringing it back up. Than you have a capital project that you can use Urban Renewal for.

Elaine noted if you were patching sidewalks no, but if you're widening sidewalks and ADA ramps, yes. There has been legal counsel reviews over the years about this differentiating between maintenance and capital projects.

CDD Rux noted, we've got inadequate sidewalk width downtown and are supposed to have the wider sidewalks for the pedestrian. We have about 4 foot wide sidewalks and missing ADA ramps all over downtown that are not compliant. ODOT has come in and done some projects and updates required by law. When we (city) come in do projects around the city, we have to upgrade the ADA ramps as well.

Member Shannon Buckmaster asked, is the thought that the upgrade around the cultural center is going to invite private investment or are you just trying to clean up something that would be potentially better uses and other improvement monies.

CDD Rux responded he thinks more right now of a cleanup of some issues, but there will be some situations where there are some properties that could redevelop adjacent to those roadways that might be more to the east and west of the cultural center.

Chair Bridges asked if it is possible that a project could occur in the cultural center.

CDD Rux responded that's a different discussion, Elaine mentioned this at our last meeting about investing in public buildings. And there is new statutory definitions on public buildings.

Elaine said if that became a project people wanted to move forward on, that particular project would have to get approval of three of the top four taxing districts by permanent rate levy, by resolution of their board. Just that project not the full plan.

CDD Rux continued with the Riverfront area saying the difference between this meeting and last meeting is that the Riverfront area looked to the south side of Ninth Street and if you were

looking the other way we went to the north side of Ninth Street, and again that's dealing with transportation issues, sidewalks and ADA ramps. The rest of the boundaries have stayed the same. Then we come down to Winooski Road to pick up where Dog Ridge connects and then follow the UGB line all the way around the old landfill site up Chehalem Creek, then back around so that comes up to approximately 470 acres.

Chair Bridges questioned where the old 2001 Urban Renewal District Boundary was. CDD Rux showed on the map the similar boundary's but not the same. It picked up Blaine Street well down to a point and picked up River Street. We did not include the area down off of Highway 99 and in the initial proposal we didn't include the industrial area up along the railroad tracks. Similar to what was looked at in 2000/2001 not picking up the area around the school. Excluded was the area that stops at Third Street on the south side. Everything from Ninth Street that was in the 2001 is included in the Riverfront area that we're discussing plus then it comes over to the west and extends to Ninth Street and then comes down.

Elaine and CDD Rux talked about area's that are adjacent. So we have an area of R-3 which is high-density residential and is about 8.74 acres just to the west of Blaine Street and there's existing development with single family homes, and some apartments. So this is one area to potentially consider. Could it be part of an Urban Renewal District Boundary for redevelopment looking forward in time? One of the areas that we know we are deficient in is multi-family housing and could be this area repurposed somehow if you had infrastructure improvements to repurpose that land to higher density uses.

Member Shannon Buckmaster asked if the high density area is included does that also include the land owned by the school district and Doug said no. It is R-2 district and ½ block down behind the maintenance facility and that we would have an opportunity for housing development in the future? CDD Rux said that would be a good question for Joe Morelock.

Member Shannon Buckmaster said if we're considering that, I would like to bring that ½ block down to improve the school district property as well.

CDD Rux noted, some of the issues we identified is we need to try to have high density residential. We've got an undersized water line that goes down Blaine Street, it's only a 6-inch line. Trying to have sprinklers in apartment buildings it is unlikely that we would have the pressure and the volume necessary to accommodate. The waste water lines also have some deficiency in the size. It was mentioned last month there are issues about sidewalks down Blaine Street, ADA ramps, intermittent sidewalks, you get to the school and there are no sidewalks between Sixth and Ninth Street. Another area that we looked at that goes back to the 2001 plan is the industrial area up North.

CDD Rux pointed to Main Street also known as Highway 240, some industrial area near the Chehalem Mills, some older industrial, and an area being looked at to change to a craft industrial zone which is currently being worked on. He noted you have a mix that you could do commercial light industrial. Doug showed where there is a storage yard, Ultra-Quiet floors, a multi-use building that has an auto repair and muffler shop, there are a few houses on some of these lots and some other older Industrial.

CDD Rux showed where PPM Technologies is located, ODOT's maintenance yard, some existing industrial, the Habitat Restore, and a storage yard. He noted they looked at that from an industrial perspective and then looked at what the deficiencies were based on, looking at the master plans and GIS, there are undersized water lines, waste water lines and sidewalks and ADA ramps.

He then looked at the area north of downtown and pointed out the blue area on the map is 32.6 acres.

CDD Rux continued showing that they looked at the residential area, Meridian Street on one side, Fulton Street at the north, Habitat Restore location, existing residential and some older homes. There are a few larger lots with some opportunities for some infill. Most is R-2 and there is R-3 about 37 acres across in size from George Fox University. Again, the deficiencies are the water lines, waste water lines, sidewalk and ADA ramps.

Member Molly Olson asked of deficiencies between the industrial and residential wastewater and water lines.

CDD Rux noted the industrial area has some undersized 6 in water lines. The residential area where situations where we have 1 inch water lines, 2 in water lines, 4 inch water lines and 6 in water lines. If you were looking about having additional development and that's one of the things we've seen people come in with. Ideas of partitioning with only a 2 inch water line. The developer is informed they need to go two blocks to the South to find a 6-inch line, that you can upsize all roughly 450 to 500 feet so that you can create one parcel for 1 additional house.

Member Molly Olson asked if you do two of them together are there incentives in their value for redoing water lines and baseline. Is there value in doing both if one was residential one industrial and they are right next to each other? CDD Rux mentioned that would be a discussion they would be having if they want to consider and walk through the different options, look at some of the projects and then we can come back to the discussion on any of these other areas that we might want to consider or not.

Member Shannon Buckmaster had a question to clarify. So in looking at any these boundary's we're still considering where we can have the most amount of development to match the value. So if that is the correct impression, than I would advocate that we stick with industrial and less residential unless there's going to be a direct return.

CDD Rux noted it was a discussion that they had last month, where do you have vacant sites to develop and there is not a lot of infill some but not a lot. He noted there is a lot of industrial area already built out and some residential.

Member Shannon Buckmaster said not if you look at the property that PPM is on and you actually tour their plant they've actually have a hodgepodge of eight different buildings that were added onto consecutively by decade. So you can watch the historical progression of architecture as you walk through their manufacturing space and whether or not that happens with PPM or any other development opportunities. That could still be a real potential for consolidating or

increasing the efficiency of that space as an industrial space, especially because we're so short on industrial property.

CDD Rux said that's a possibility. The deficiency that is there is a 6 in water line that runs along the Illinois Street and then Washington Street there's a 6-inch line. So if you were trying to intensify and add more building square footage, then the question comes is the water line size adequately for that or would they have to come in and basically come all the way back to College Street and up size of the entire line for more development on that site.

Member Shannon Buckmaster had another question. Are the existing deficiencies holding back over existing businesses from internal expansion and would there be limitations under Urban Renewal processes for those existing businesses to do their own redevelopment under Urban Renewal. For example, if it was PPM and they wanted to do their own redevelopment and this would allow them to do that in a way that would increase the efficiency increase building size and allow them to add more staff positions, more manufactures, would that be allowed under the process? So existing business owners could utilize this process to redevelop their own property. It doesn't have to be new development coming in. So if we include existing industrial areas, and we would actually possibly be getting a benefit to our existing business owners for redevelopment.

CDD Rux said yes it is possible. If the development they want to and do would require infrastructure improvements that is already in place that have undersized lines it was in an Urban Renewal District, and depending on the horizon when there would be funds available. There would be discussions between the agency and that development about could Urban Renewal, based upon a project list, upsize those water lines for that development to occur.

Member Shannon Buckmaster asked if we have any information that would confirm that existing businesses are limited by those deficiencies right now. He noted that in the conversations he has had with PPM that has not been identified as an issue.

Elaine clarified one thing that having an Urban Renewal area would not preclude any of those private businesses from redeveloping on their own. It doesn't put any constraints on them. There's nothing about Urban Renewal that could make it harder for them to improve or give them an incentive to.

Member Don Clements said the downtown area water and waste water lines are all undersized.

CDD Rux noted north of downtown is an old early development area of town and at that point in time indicated there were .75 in, 2 in, and 4 in water lines which was acceptable around the turn of the century. But we are now in 2020 our standard size of a water line to be installed if you're doing development today is 8 inch. And every time we do a development in our conversations with the Fire Marshal's office is always doing fire flow test and to make sure they got the static pressure and in the volume available in order for that development to be served. This situation encompasses partitions, subdivision and new commercial or industrial.

Member Don Clements asked if pressure is not the problem. City Senior Engineer Brett Musick responded yes.

Member Don Clements also asked how does SDC's play in that.

CDD Rux responded that it is a complicated question. Doug said the City has a list of capital Improvement projects for transportation, water, wastewater and storm on our schedule of projects for SDCs. We have not done that evaluation yet. We have not progressed that far, we are looking at what our geography might be, and Brett is working on updating those numbers with inflation. We talked about the update of all the projects from 2016 to 2020 values in the Downtown plan and Riverfront area from 2019.

Member Don Clements asked since there is such a need why would you recommend that you do SDC increase.

CDD Rux responded that when we stepped back and looked at all of the capital Improvement projects we found that it was a really progressive approach to the size of the infrastructure to serve new development. So to use an example, if we looked at Springbrook properties 450 acres, the number of residential units hasn't changed since that Master Plan was adopted. We stepped back and looked at the size of the pipes that would be needed to serve that and found that there were pipes that were oversized. We can only size the infrastructure for what we need within our existing Urban Growth Boundary. Our Engineers looked at all of it and our Consulting Engineers said, "You don't need an 18 inch water line a 12 inch water line will work". So that's how those SDC's came down.

CDD Rux continued with the map discussion showing the southern boundary Riverfront area, the study area south side of Ninth Street coming over to Wynooski Road than down to Dog Ridge, back around to the river and then following the creek. Through that process, we identified retaining a portion of the Mill Site as purely industrial. We identified 21 and 1/2 acres for mixed employment, which is a base of industrial with limited commercial uses. We identified some area that used to be for commercial and said based upon the market study there was too much commercial from the old plan, so we went to a medium density residential. We're looking at some high-density, about an acre and a half of mix commercial, ground-floor retail residential, above some mix commercial concept and some commercial identified that's going to residential. CDD Rux showed in discussion about it being a high-density residential and ends up going to be medium density. And then the area basically below the bluff is the park open space area that the community talked about. He showed Rogers Landing, the north side of the bypass and medium density residential. We had another little node of commercial that was determined more than what was needed and identified that as a medium density residential. There were some improvements along Ninth Street, College Street is missing sidewalks, curves, and gutters, than going across the stream corridor some places have gravel road or has regressed to gravel. River Street comes all the way from First Street. Originally we were saying we had about 470 acres, now that we redrew the lines to the north side of Ninth Street there is about 471 acres.

Down in the Riverfront area there's a main water line to our water treatment plant serving the community, it runs through the Mill site in an easement. There is the paper machine building, the deinking building, the wastepaper building, the biomass facility. To serve this Riverfront area we identified the main water line that needed to extend to go underneath the bypass and come back

in connect over by College Street. That's the main line that gives us a loop system that gives us the pressure that we need.

Showing the Riverfront area and looking at the different basins for the wastewater system, these basins also correlate to the same basins for the storm water system. Showing where you start to see where we've identified the main wastewater lines. There's one that runs east / west to the Mill site, waste lines needed on River Street and down on Waterfront. Weatherly Way has since had a wastewater line installed which was in the Master Plan. There's some work on decommissioning the lift station and putting new lift stations that serve area on that side. The Master plan did not get down to the level of interior roads about wastewater lines.

CDD Rux noted the long list of projects that were put together between the consultants and the city staff with values in 2019. Some of which are the Blaine Street Extension going from Ninth Street down to College Street about \$1.8M, Rogers Landing Road extension approximate \$1.4M, and going down Ninth Street to Fourteenth Street is about \$2.9M. Then crossing the Stream Corridor, and that's been an impediment to one of the properties of developing is crossing the Stream Corridor with the expense associated with it. River Street improvements from First Street all the way down to the bypass roughly to Eleventh Street was about \$3.2M, S River Street from the bypass down to Rogers Landing Rd about \$1.2M, Ninth Street sidewalks, Blaine Street to River Street about \$86,000, Fourteenth Street sidewalks at \$83,000, South of the bypass down to the Riverfront area doesn't have sidewalks, but when you get north of the bypass you have some sidewalks. A lot of the development that didn't occurred were curbs, gutters and sidewalks.

CDD Rux continued showing Ninth Street Bike Boulevard, Blaine Street to River Street, Eleventh Street Bike Boulevard, Blaine Street and Hancock Signal lights. One of the things that came out of the Riverfront plan is the need for three access points to get into the Riverfront area. So we have Wynooski St and River Street, but didn't have another way. In our Transportation plan it shows Blaine Street going from Ninth St. But when we do Blaine Street it triggers the need for traffic signals at First Street /Blaine Street and Hancock Street / Blaine Street.

CDD Rux noted that there are two rail crossings at College Street and River Street. In conversations with ODOT Rail as development occurs those will need to be upgraded and have Crossing arms and cabinets etc. The Federal Railroad Administration has a threshold that once you reach those you need to get rid of the stop sign buck arm and you need to put in the whole electronic gate system.

We have Fourteenth Street, River Street sidewalks, and the TSP Waterfront Street improvements. College Street to UGB which is going last. We had Fourteenth Street improvements. The list goes from River Street all the way over to Dog Ridge Rd on top of the bluff, which was over \$3M. Then we have some internal roadways that we identified and put together cost per linear foot. This depends on how the site redevelops.

Member Don Clements commented, when we built the golf course we spent over \$1.3M in improvements on roads and sidewalks. As this area develops, why wouldn't the people doing the development do the same identical thing and why would that not be subtracted from some of the cost? Because as I look at these costs they could be doubled up, is that the case?

CDD Rux responded that what we're giving you is a list of potential projects that are listed in the master plans that we put together already. He's not recommending you do these projects but is saying here are the potential projects. In the world of Urban Renewal we have partnered with development and share the cost of infrastructure. We have gone in and built new roads entirely and so that we could attract high-value development.

CDD Rux noted there's \$150M to \$200M in industrial plants going in within the region. In other locations they're willing to do this portion of the infrastructure, maybe it needs the sewer and water and the developer does the rest. We're not going to that level of detail, but that's the kind of mixing and matching. When assisting the City of Dundee they were a little bit different. The COG was the lead on this but they started with the list of all their projects out of their infrastructure plans. Then there were choices made about which projects were included in the Urban Renewal plan and which ones did not.

Elaine added that sometimes the Urban Renewal plan includes some of this infrastructure improvement. It incentivizes them to locate where they wouldn't otherwise, because they know that there's going to be freight mobility potential and other expansion sites that do the same kind of industrial. That is part of what happened in determining the project list. What are those catalyst for other infrastructure catalyst that would attract the developers?

Member Don Griswold noted on some of these you've got an 800 to 900 linear foot cost but others you've got 13 to 14 linear foot cost. CDD Rux responded saying it depends upon the type of roadway improvement and asked which ones he is looking at. Member Griswold said S College Street is a minor collector, that's the highest number.

CDD Rux responded referring to River Street is a collector roadway, 62 ft. of right away, so you have travel lane, bike lane, planter strip and sidewalks. What we got now is really wide planter strips and don't have the bike lanes. There is one design concept from the bypass north to First Street, when you get to the bypass south down to Fourteenth Street, it's a different design concept. There is mixed employment on one side in the residential and mixed commercial on the other side. It is also then part of the bypass bike route and pedestrian route. South of the bypass the sidewalks instead of a 5 foot wide sidewalk there 12 to 15 ft. wide in the right away cross section which is different than the north side which has a cost factor.

CDD Rux noted that Brett Musick is working diligently to put all those numbers together based on all these variables that came out of the Riverfront discussion. There were a few things that were not included yet which is Ninth Street sidewalks and ADA ramps, which will be the sub consultants scope of work. We did not include at the time Wyooski Rd or Dog Ridge Rd those would be half street improvements along the frontage, which are county roads. We're thinking more about the need to have mobility getting truck traffic and employees in and out and having the street Improvement. So Brett will work up some cost estimates for that.

CDD Rux continued with other infrastructure. He said that big water main that loops through is almost \$2.4M dollars. Riverfront lift station and all of these different basins, waste water lines we are identifying the cost for each. We look at the storm water based on those basins and there's

about \$5M dollars' worth of storm infrastructure that's needed out in that basin area just south of the bypass. A little bit north of the bypass, these are 2019 values and they are subject to change.

CDD Rux continued as a part of the master plan we looked at trails. We looked at Ewing Young Park, Hess Creek, which is all the way over on the east side in the study area, the Chehalem Creek multi-use trail, the River Street/ College Street multi-use trail, and there's the esplanade on top of the bluff. That's one of the things we heard out of the Riverfront plan is that the community wanted to have access to parks, open space and trail networks along the river, so there's an esplanade that goes to the west of River Street and there's one that goes to the east of River Street out to Dog Ridge. There's this trail that goes down from the top of the bluff to get down to Rogers Landing and right now there is an old gravel trail with some rickety handrails. You have to drive to Rogers Landing, you can't walk down to the park. The question is you have residential and how do you get down to the park.

CDD Rux continued with the Downtown plan with similar process they went through last month. 10 Big Ideas in no particular order, we had the east end Gateway area, the Mill District, the Second Street residential, they have the civic corridor, First Street improvements, Hancock Street improvements, north-south connection, Gateway features, and there was an art walk through the downtown.

CDD Rux said by going online you can look at the Water Master Plan. You see all the water projects that are identified in our Water Master Plan in the downtown area. A lot of it is attributed to the undersized pipes that are already there.

Then we looked at the Wastewater in the downtown area which is color coded to a particular project on the map. We've have all of this water infiltrating into the wastewater system. And so all of those pipes need to be replaced.

CDD Rux noted we only have one storm project that's in the downtown area which is Blaine Street. So we actually have storm that runs underneath buildings.

CDD Rux noted we have a storm water project based near City Hall and there's a storm water project that goes down into headwaters of the creek. We've already showed you a project of houses about 1m dollars. We did a segment of that as a capital project, so we have to refine our numbers of what's left to do for that one. That directly affects being able to further develop the downtown vacant lots because the storm water and the deficiency in the storm system. Our consultants broke down block by block so the big projects are Hancock road diet and First Street road diet. On First Street it's taking out a travel lane and widening the sidewalks. Hancock Street a similar project is getting rid of a travel lane but you need to keep the three lanes from River Street to College Street. Then it narrows down to two lanes until you get a block away from Main Street and has to go back to three lanes again because of the traffic volumes and all the turning movement. You have several turns such as going to College Street to the residential, turns going up Highway 240 that also serves the east and west side of Newberg, but you also have the traffic going out to Carlton and Yamhill, so these are the two significant projects for transportation to downtown. Then you get to all of the other Streets and with these again, it's addressing the deficiencies in the sidewalks in the ADA ramps. We are not widening the

roadways or surfacing the roadways. The only place that would happen is if there was a wastewater project then we would have to reconstruct the roadway because the roads are falling apart so badly if you tried to do a trench cut it would just migrate all the way out to the curbs. This is the list block by block segment in the downtown area.

We looked at the water, wastewater and storm lines, at the different places in the downtown area. The water line replacement which is the M1 and that's actually on First Street. We have other water lines in various locations and so our city engineer came up with an initial estimate over three million dollars. The wastewater line that potentially runs from First Street all the way down to Ninth Street is undersized and needs to be replaced. The map of inflow and infiltration all these wastewater lines that need to be replaced. There is one storm line along Blaine Street, some other things that are listed in the Downtown plan, some streetscape wayfinding, Gateways, East end Gateway, some secondary Gateways, up the railroad tracks on Main Street, one outside the Urban Renewal district boundary, which is by ODOT maintenance we would have to find a different funding source for that. There was some art walk improvement, the new north/south connection that's a refinement study. Other items are but not saying they are applicable to Urban Renewal are business economic improvement district, there is some signage, pedestrian furniture, new trash cans and some underground utilities on Second Street. So to accommodate to get the redevelopment to occur we found out that when we did the Cornerstone Apartments that fire could not get access because of the overhead power lines and all of the communications, they had to go underground which was a significant cost. This is from River Street all the way to Grant Street and the utilities are on that side which is where we are looking at development to occur. The building facade Improvement program was something else that was identified in the downtown area.

CDD Rux mentioned there was a question what's the kind of projects. He said this is the work that we've done today, identifying projects in both areas that we've gone back and pulled out of our other transportation, water, wastewater and storm plans that are within those initial geographies.

Member Molly Olson asked does the road diet project depend on ODOT saying yes and the full bypass being put in. Doug responded that when we did the downtown plan, our next step is to do a special transportation area designation, which comes from the Oregon Transportation Commission. So there's a bunch of analysis work that needs to be done. That would give us some alternative mobility standards in the downtown area. If we can get those then the next step is to do the road diet component. What makes that process better is that you get phase 2 of the bypass from Rex Hill to Highway 219 it further reduces the traffic volume which affects the mobility standard targets.

Member Shannon Buckmaster commented to follow up on that, when we look at the downtown diet, would that be toward the beginning or to the end of what our timeline would look like? Would we give phase 2 time to a chance to catch up before we start again? CDD Rux responded we haven't gotten any kind of modeling on that but those are pretty large dollar projects and often those are more towards the outer years of a planned project rather than the beginning. The beginning is more like lower hanging fruit projects. We are trying to generate and entice new

development so that we get new tax revenues that goes onto the role so when we get to the point that you terminate the Urban Renewal District all this new value goes back to all of the overlapping taxing districts.

Elaine noted that the project information is interesting and helps us frame the boundary discussion. What were about tonight is not really figuring out which of those projects we want to do or diving into those details by just using it as context for making sure we have decided on a boundary. From that boundary we will figure out how much tax increment revenue there might be over different time periods. That will then inform the project discussion as we go forward to knowing how much money really might be available and for what the time frame.

Member Shannon Buckmaster asked if you could clarify, since were loosely holding the Waterfront Master plans, are we simply voting on the downtown section with Blaine and River Street or are we voting on both? Doug responded were voting on all, and this is based upon our discussion from last month and showed where we have expanded the boundaries.

CDD Rux noted the only modifications in the Riverfront area, showing the lines that come down to Blaine Street and down to the river because they went to the north side of Ninth Street. All of the rest of the lines are the same and they're within the Urban Growth Boundary.

Based on questions last month, CDD Rux noted:

Would you want to consider this high-density residential area off of Blaine Street?

Would you want to consider this industrial area along the railroad tracks?

Would you want to consider this residential area north of downtown or a combination of the three?

Chair Bridges ask about the third residential area north of downtown and what do you see as a strength of including that.

CDD Rux responded, I'm not saying that there is necessarily a strength. There's not a lot of redevelopment potential in there. There are some older homes and historic homes in that area. There's a few parcels that could maybe be partitioned off and you get another house. CDD Rux noted can I give you a number and say well, the land area here is that we can get 8 additional parcels. I can't tell you that, but there's a few opportunities.

Chair Bridges noted these other two sites he thinks are at least worthy of discussion and the industrial area and what is the risk in including that if it's not redeveloped?

Member Shannon Buckmaster noted, the Northern Industrial section, for example for existing business and new businesses to come in if they don't redevelop it, what is the risk for this plan? I think it's a clear benefit if it's redevelop.

Elaine responded, in terms of acreage, you have sufficient acreage to allow it. So the negative might be your taping additional property value for taxing district. They don't get increased value there and you have to offset that with for example if we were able to do something there to encourage higher and better use would that eventually be more of a benefit to everybody. So if

you think that's underdeveloped industrial area and it could be higher and better used with some incentives to improve the infrastructure, that would be the consideration to start improving and including it.

Member Shannon Buckmaster asked how flexible is this plan? Because if you look at that top northeastern corner where the Habitat building is, the brand new building that's not even two years old from completion, so the likelihood of redeveloping that particular area of industrial land is almost nothing.

CDD Rux responded by showing properties on the map again. Including Habitat ReStore, multi-tenant industrial building, ODOT storage yard, their maintenance yard cannot be developed, ODOT owns another piece that cannot be developed, PPM Technologies, a multi-tenant industrial building, another multi-tenant building, Ultra Quiet Floors, a mini storage facility, an industrial building, and have several houses.

Member Shannon Buckmaster said if we included this southwestern portion, my recommendation would be from College Street west. I think if committee person Parish were here, she would also advocate for that Southwestern portion to be included as well.

CDD Rux said it is already in the downtown and showed the area where we're looking at that craft industrial zone that we're working on, so that's already included.

Member Shannon Buckmaster asked about a portion that's north up to Franklin. We don't include those roads that are not paved at this point, correct?

CDD Rux responded that was a discussion last month in this area. There is a variety of roadways that are gravel, but showed where there's very little redevelopment opportunity. We showed where the Armory is located. Shannon noted there is possible redevelopment in the blue section on the north part of the railroad tracks. CDD Rux pointed to a mini storage unit that has two cell towers where redevelopment opportunities are probably minimal. The existing building where Ultra Quiet Floors is located and that is more of repurposing an old building, there is a multi-tenant industrial space largely occupied by automotive repair muffler shops, to the north of that you have some residential and a fish market.

Member Shannon Buckmaster said with the information you just gave us I'd be willing to compromise some of the south-west area as well, depending on whether or not they can. Do you think there's any benefit to Ultra Quiet Floors, they've done a lot of work on that building to begin with, and so I don't know what a huge advantage move would be to take that area from College to Main Street in the existing area up there. So I think there is significant redevelopment opportunities there and might be efficiencies. We might be able to encourage growth and I think that one of those buildings is vacant were Cecil Brown's Automotive used to be. CDD Rux said he is not recalling a vacant building in that area. Shannon said the idea is that we may have some movement in that area I want to be considerate of that. CDD Rux noted is somebody going to come in and tear down those buildings and build something new.

Member Shannon Buckmaster is happy to hear more conversation, but would pare down the existing blue area from College to Main Street.

Chair Bridges asked what about the rest of the group you have feelings one way or another on the industrial site?

Member Don Clements said, I don't see what we are going to gain or any advantage by including any other acreage.

Member Cassandra Ulven noted it seems like the probability of redevelopment is low, so just freezing our base and not knowing you're going to get an ROI out of it is a little uncomfortable for my policy makers.

Member Molly Olson noted because it is right next to the originally proposed area it could be part of a 20% add if you have someone who came in and wanted to do redevelopment you could expand it. So you actually don't have to include it now and still would be able to add later.

Member Shannon Buckmaster noted that PPM was recently purchased by a development firm and they are looking at expanding their footprint either on this one site or another site. So thinking down the road that this could eventually become an opportunity to retain. This is a large living wage employer with over 50 employees currently. They are looking at properties outside of Newberg for relocation. They want to stay in Newberg but without other opportunities for Industrial development they are looking outside. They would possibly look at developing their parcel here in Newberg. I will reach out to CDD Rux to find the deadline for adding it within the 20% margin. Chair Bridges mentioned it is a 6 month process and it would require City Council to want to do it.

Member Cassandra Ulven noted that along that property it was mentioned that it has 6 inch water lines which has better water capacity than some of the areas. So it would probably depend on how much would develop, and that they might be better suited for redevelopment on their existing site. Doug showed where there are 6 inch lines down to N Sherman and north of the railroad tracks and where there are some 2 inch and 4 inch lines.

In response to Member Clements, CDD Rux noted where FMC used to be and they built conveyor systems for a food processing industry, which is now PPM and they still do the same thing that's the product that they built.

Member Don Clements noted there was a lot of money spent on Community Development Block grant that he thought was a mistake.

CDD Rux continued and showed the old Allen Fruit site which eventually became FMC then became PPM.

Elaine noted this is something to think about is you could keep tracking and working with Doug. If it's not included in the feasibility study, there's always the opportunity between the feasibility study in the actual plan to change the boundary a little bit if there is a good reason to change it. That happens a lot of times because there's time that goes on and potential opportunities. So if people aren't comfortable including it now, and as you track that development there might be a reason to include it in between finishing a feasibility study and doing a plan the issue could come back up again.

Member Shannon Buckmaster asked what that timeline is.

CDD Rux responded they're looking to take the feasibility to Council in July and then in August through December timeframe is preparing the plan and the report if it is feasible to have an Urban Renewal program.

Member Patrick Johnson said, I agree with Member Buckmaster and that the ODOT and the ReStore piece needs to go away, there's no value in having that in the district. I want to keep the PPM site because of two reasons, one why take a tool out of your toolbox if you're trying to keep a local employer. We don't know what kind of negotiations could go on if we have an Urban Renewal District over their piece of property. Whether they need more water, better access, the need to have streets fixed, and there a multitude of things you can do with Urban Renewal to help them redevelop the site. The second reason is if they do redevelop we immediately get that tax increment so why take potential money off of the table. I'm saying is why if the whole piece is 32 acres and we start whittling off a third of it for let's say the ReStore and another third for Quiet Floors etc., I don't think the benefits outweigh the negatives as far as how much property we would put in.

Member Molly Olson asked if PPM is trying to redevelop would they look at leaving. Member Buckmaster replied they were looking at leaving but that they weren't able to financially justify moving out of our area. And if their workforce commute increases even by 15 minutes in one direction, they would lose 80% of their workforce. So they're staying on Illinois Street, but they are looking to expand their facilities. They looked at other sites but would like to stay in Newberg, and we have no place for them to go. This could be an opportunity for them to expand on their existing property, especially because of some of the ideas for the UGB, and the industrial opportunities this year. They're itching to grow right now and they have a new development owner who just signed on in January 2019.

Member Shannon Buckmaster also wanted to acknowledge the concern from TVF&R that this is not a guaranteed investment.

Member Molly Olson asked if we include it at its current value and they move down to the Riverfront for example we lose the value there and gain it here. If they want to expand and need more land, this doesn't provide an opportunity to gain more land. But for water, wastewater or roads the Urban Renewal could accomplish it. But what if they need more square footage?

Member Shannon Buckmaster said it could actually help. You have a fruit processing historically that was on the site. They actually have a big chunk of their property that's lost in what used to be a cherry pit processing company. Just looking at the efficiency to build and redesigned that building and to sublet so they might can create a better processor they might, but no guarantee. So that's a risk that this committee is to consider.

Elaine noted the threshold would be that they need a tax increment funded project in order for that redevelopment to accrue. That wouldn't be a good use of TIF money it's just a matter of redevelopment on the site that doesn't hinge on bigger water. That would be helpful to know if the redevelopment is hinging on that kind of infrastructure investment. That's how I see it

qualifying for TIF money if they're already thinking to redevelop, they like the spot there in and likely to do it anyway I don't think that's a good taxpayer's subsidization.

Member Shannon Buckmaster noted they primarily have all of their shipping that comes off that site. They manufacture very large conveyor belt machines for Frito-Lay, Pepsi Cola and other companies around the world, so the primary source of transportation is large freight trucks? Their concerns are with infrastructure. There are two intersections that leave that plant, Main Street and Highway 240 and Illinois which are awkward intersections. Just as awkward to have College, Illinois and Deskin Street.

CDD Rux responded showing the area going to be developed into multifamily in the future, and an area to the west of College Street. If you draw the line you want to go to the far side of the roadway, don't go to the short side. There is transportation improvements that need to be done. Then there is a whole intersection that needs to be redone to be able to get trucks in and out of PPM. There's the other end which is Illinois and Hwy 240 and that's a separate project that is in Transportation plan that we're already looking at.

The question was asked, if there are any existing Transportation plans for that same area, it's a really good argument for utilization of TIF money for infrastructure. Is there anything else that the City's going to plan on doing anyway, whether it's through SDC development or planning?

CDD Rux responded showing what is on the SDC list.

CDD Rux started the conversation on the high density residential area.

Member Shannon Buckmaster noted, I would really like to see the school district parcel, if included in high-density residential. There are no plans for development, their conversations around workforce housing were if we had the infrastructure support there would be a greater likelihood. The question for CDD Rux is, that lot just below the where the maintenance building is on, it has R-2 right behind it. In this process if it were part of the Urban Renewal Zone would it prioritize it to be rezoned to R-3?

CDD Rux replied right now we have the School District maintenance facility in a residential zone, which is actually a non-conforming use. If they wanted to do residential off the back side of it, you can do it as an R-2 we have to talk with them about access, because you're going through their maintenance facility buildings on either side. If the school district came forward and said that all we want is to take that back portion and up zone it to R-3, there's a process to go through, and that is one area where Newberg is deficient in is R3 Zone land.

Member Shannon Buckmaster noted based on conversations that I've had with school district representatives even very recently they're interested in redeveloping R-2 to R-3 specifically for the possibility of workforce housing. Again, there's nothing concrete planned at this point. Our conversations were about infill especially at high residential. We're looking at of 80 to 120% of medium income. So this is not low income housing just workforce housing for teachers, manufacturers, and healthcare professionals who have careers. So I like the idea of the high-density residential. I would like it to go half a block down to the School District parcel. I think would be a wise idea for that brand construction development.

Member Molly Olson noted, Member Buckmaster was saying Member Morelock would have no objection to them because he's not here tonight. Shannon replied, I texted him and sent him pictures of the boundary. I believe he's been dealing with the Covid-19 School District plan this evening and sends his apology. I sent him the maps and asked his opinion on the subject to for discussion. Member Olson asked because Joe's not here tonight do we stop the motion or do we do a subject motion and vote on it tonight subject to further discussion? Member Buckmaster said we have a quorum and has asked Member Morelock's opinion on the subject and he is in supportive of it.

Chair Bridges said, I think we have a consensus. Draw the line on the east side of the transportation facility, include area showing it on the map, including PPM.

Member Shannon Buckmaster noted it help to hear about the freight mobility constraints that it falls within the intent. I don't need to challenge if that's our only thing that we're talking about.

Member Don Clements said I'm not really in favor, if I had more information, knew what they were proposing and if they were going to stay there, I might change my mind.

Member Shannon Buckmaster asked Member Clements a question related to that. So let's say we open up the industrial area on the Mill site. PPM actually stays in Newberg, but built a new plant on the south part of town. That means there is a site that is vacant we've already included in the Urban Renewal Zone, but then we have the ability to attract a new manufacture or company. Would that all to be something that you are in favor of?

Member Don Clements said we would make that decision up to July.

Elaine noted what we could add in as a part of the feasibility study is that this area was discussed. If the committee decides not to put it in now we can make a recommendation to City Council, if the City Council decides to move forward then we could revisit that question based on any further information we may know now and the time in between a feasibility study and in the plan.

Member Shannon Buckmaster noted, I think that's fair and it would keep our partners on board I would like to go that route.

Elaine noted that deciding the boundaries is a pretty touchy thing and thinks we're far closer than would have imagined getting in a couple of months. So leaving that out there to the possibility as we get more forward doesn't exclude it.

Chair Bridges said it sounds like we're at the point where we'll have the City's proposed boundary. We have this additional R-3 boundary with the one parcel to the South initially included and we're going to make a note that this Industrial area is where we're going to continue to look at as we move forward. So would somebody like to articulate that motion? Shannon asked if we're making no changes to the recommended boundary for the waterfront area or just the northern part.

Member Cassandra Ulven noted, I think it's wise for us to include all areas of the Riverfront that are currently in the UGB, I'm just sad that we can't capture more land.

Elaine noted, that if the UGB changes in the future life of a plan you could end up doing a plan and then capture some of that if it fits or not.

Chair Bridges said then you can, even when we're going to have this little piece where we are going to be less than 16% of the acreage and about 7% at its value. That's really low, but it's very conservative and reasonable. I think it's good that we're noting things that we want to look at, like all of the equipment at the Mill site and industrial site. I appreciate CDD Rux that you came back with the Riverfront plan a little bit bigger and with the downtown area a little bit bigger. I think we're in a good spot to get the consultants to move forward on doing the feasibility. Are we ready for a motion?

Member Molly Olson asked why wouldn't you just draw around the Mill where the major parts of the equipment are and just not include them at this time?

Elaine said we may end up with that as a recommendation, we have more research to do before we get there and that it is awkward. If you can figure out how to do it without it being awkward, if that is the only way to do it to make it work, then that would be a potential solution.

Member Don Clements asked Elaine if she thought the Riverfront would redevelop.

Elaine said, I can't answer that, I know that they are there. I have seen Waterfront industrial that you think ought to develop and it doesn't. I think there is interest in it right now. I think it should develop and over the 25-year time frame you can pretty well say it will develop.

Member Cassandra ULven noted, we serve the City of West Lynn, and they have a Mill property they had actually been ready to do an Urban Renewal, because the mill site had been vacated. Now they went back up in operation so they got pretty excited, but now they don't have the same full potential for that area. Whereas you have an area that could be a gem in this region and it fits with the intent of tax increment financing to get that infrastructure to pave the way for a complete redevelopment, I bet you could be competitive to attract people if you have that infrastructure in place that could really overhaul a key area.

Elaine said if you don't have any tools, will it develop on its own? That's another question.

Member Don Clements noted, I think the Mill site will redevelop with the Urban Renewal, having the program may speed it up.

Member Patrick Johnson noted, I have had experience with Urban Renewal district in Clackamas County. There was a decision to build a road. We had blank Farmland that we call blight. The City Council at the time didn't build the road which was a loss of \$3m dollars and they lost Milgard relocating to the City of Canby. Everybody said it's going to develop anyway but there it sat and sat until finally a new Council came on built the road and within 12 months they had four or five different businesses developed. So I agree, with the philosophy that yes the market sooner or later will develop this. The question is how long we want it to look that way and be an asset in our community that isn't living up to its full potential. Urban Renewal put gas on that fire.

Member Don Clements agreed, I think we're both saying the same thing.

Chair Bridges noted, I'm going to invite someone to say it with a motion.

Shannon noted, I will make a motion that for our Urban Renewal zone proposed area, that we accept the City's recommendation for the Downtown Urban Renewal area as proposed with the Riverfront Urban Renewal area as proposed, including the additions of a high-density parcel of approximately 9 Acres on the west side of Blaine Street and consideration for the industrial area north of our proposed zone.

**MOTION:** Shannon Buckmaster and Molly Olson moved to approve the motion as proposed, motion carried 8/0

Elaine noted, there might be a cancellation of events given the health issues and COVID-19. We have an open house and another meeting of this group on April 13<sup>th</sup>. JLA has put together this two page handout that unfortunately the guy working on it had a family crisis and we didn't get it until today. I didn't have time to look at it and you can certainly look at it now than send comments by email directly to CDD Rux and do not CC anyone else he will forward.

Elaine noted, the things we want to talk about on the open house, is advertising, making sure we get people there and if you have ideas. I have an Urban Renewal 101 slideshow that we would give that just tells what it is, how it works and the impact or no impact on your property tax bill. We could pass out the map showing the potential area and then a description of what the processes are going to be. The feasibility study phase, another open house, a second open house where we would talk more about the project because we haven't gotten to the point of identifying projects yet. This would just give more information letting people understand what Urban Renewal is, telling them about the process and then hopefully getting them back for a second open house. We did a similar thing out in Hood River two summers ago. Same kind of two-part series and we received great participation. Most of the people who were at the first open house came back to the second. It is a good idea splitting up the information, trying to do everything in one open house doesn't work because it's just trying to put in too much information in. We have to make it work well so the advertising part you need, and any input on handouts. Doug's hand out where he shows all the different plans and the building of those plans is really helpful because it lets people know all the groundwork that has been done is really a nice visual.

So does anybody have any suggestion on what the appropriate advertising should be and methods of communication?

Member Cassandra Ulven noted, I really like the premise of doing two open houses. I think it generates curiosity plus will be further along so people have a better idea about projects. But also concerns with COVID-19, we have a task force and what we are hearing from the CDC the guidelines that were on the front end of a two month quarantine and it's going to get a lot worse before it gets better. We're actually modifying our community outreach events and engagement events out of consideration for the community. Before we talk about advertising, we might want to talk about timing, just in case to find ourselves with more significant amount of quarantines in the community and not necessarily doing an event when the recommendations are not to be doing events today. I was in an operational meeting where we were making some decisions about our training event to moving the time out. In Washington they had to quarantine 50% of their

firefighting workforce. So we're just looking at trying to reduce risk and exposure and pushing out events we've organized for.

CDD Rux commented what the City has considered, we had a meeting on Friday to talk about the COVID -19 and protocols processes the City will be going through. We will probably be having meeting every Friday while working through this. We are doing the right things, like wiping down all countertops, hand rails, door knobs daily and moved toys that were in the lobby. Common sense type things is what we're doing internally at this point, but we're also talking about our readiness with our public works maintenance crews, police department and so forth and there may be coordination with TVF&R in the future.

Elaine said as of last Friday plan on it and cancel if factors changed. Since it's not a huge amount of expense, plan for it and just be mindful of changes.

CDD Rux said, what we'll do for the open house is that Lacey will get something on our website, put it out on Facebook, Instagram and will put posters up at City Hall. When I'm out and about in meetings I will tell people, like at the Chamber on Friday mornings and we'll talk about open house at greeters and things like that.

Elaine noted, all of we could include, but please check the City's website before attending, given all of this to make sure it's still occurring. I think preparing everything and being ready for it, knowing that the City has lots of good groups or other people, if there's a church network, or if there is any other network that you think of, send your email onto them. Always be advised to check back on the City's website beforehand just to make sure it's still happening.

Member Molly Olson noted she could publish it out with the Downtown Coalition. Shannon will do the Chamber and Rotary.

Chair Bridges replied on how to get it out to the Hispanic population. He mentioned the Ministerial Association he could get it out to. There is the Hispanic population here you could reach out to Unidos which is a good resource. There is also the Chehalem Cultural Center which partners up with IOC to offer their Hispanic Heritage Month. Chehalem Cultural Center just did some focus group work on an art project, so that would be a good resource as well. Also we have our new City Councilor Julia Martinez Plancarte whom is Hispanic and might help in the City and she works for Unidos.

Elaine noted we have had events where we have had a translator. Unfortunately, we hired them we paid for them and we have never had the need for them. We have never had that population come so we need to consider before having a translator. The other thing that we hear is that a lot of times they don't want to come to a public event just for fear of not understanding. Any input that we have on how we can include them would be helpful.

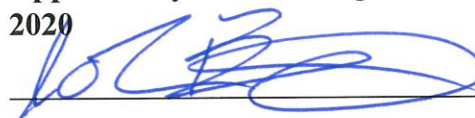
Member Shannon Buckmaster noted there's also the possibility of working with the school district. They have their migrant community pool during the summer which would line up nicely with the timing of this project. We also have a dual language immersion program at Edwards Elementary. We have the bilingual staff at each of these schools, and in all of our newsletters.

When we are working community events, we always go to the school media because it's the best way to get information out to the community, and also could go out to the school network.

CDD Rux noted he would like all comments to him no later than Friday

Chair Bridges adjourned meeting at 7:31pm

**Approved by the Newberg Ad Hoc Urban Renewal Citizens Advisory Committee April 13, 2020**

  
\_\_\_\_\_  
John Bridges, Committee Chair  
\_\_\_\_\_  
Doug Rux, Recording Secretary