

**Minutes of the Veneta Urban Renewal Agency**  
**Work Session**  
**February 12, 2007**

Present: Chairman T. J. Brooker, Darrell Carman, Thomas Cotter, Marion Esty and Sharon Hobart-Hardin

Absent: None

Others: Ric Ingham, City Administrator; Margaret Boutell; Community Service Coordinator; Darci Henneman, Assistant City Recorder; and Amie Collins, Project Coordinator

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**1. CALL TO ORDER**

Mayor Brooker opened the Veneta Urban Renewal Agency Work Session at 6:01 p.m.

**2. URBAN RENEWAL UPDATE**

*a. Fire District Comments*

*Amie Collins provided the Agency with the Urban Renewal Action Plan Matrix which will guide the Agency to distribute funds and to implement projects and programs. Amie said when editing is completed and the Agency adopts the changes, the Matrix, with the updated Urban Renewal Plan, will serve as the guiding documents to assist the Agency to allocate funds within a timeline. Attached to the matrix were the comments from the Fire District on the Urban Renewal Plan Update. Fire Chief Marty Nelson made minor suggestions to remove the reference to "build a fire station" and remove any reference to the Fire District as "Veneta Rural FPD". Chief Nelson suggested that since the Urban Renewal Plan could increase demands on the Fire District, the Agency should consider purchasing an aerial fire apparatus to accommodate larger structures. He also commented the City did not meet the obligation of cooperating with the planning and future*

expansion of the new Fire District facility. Ric said this is a moot point since both City Hall and the Fire District have new facilities.

In response to a question from Thomas Cotter, Mayor Brooker said the Fire District was compensated by waiving water charges at the time the new facility was constructed in 1992 and the fee for water used only by the building is waived monthly.

In response to a question from Sharon Hobart-Hardin, Amie said the Library District had not met at the time of this meeting but the Plan Update was on the Library's next meeting agenda.

In response to a question from Sharon Hobart-Hardin, Ric said Chief Nelson of the Fire District did not demand the City's cooperation with the cost of future expansion to the Fire District facility. Sharon felt if the language is left in the Plan, wouldn't the City be obligated to do so? Thomas Cotter agreed with Sharon.

The Agency agreed to change the reference of "Veneta Rural FPD" to "Fire District".

The Agency agreed to remove the language "this plan estimates that all proper improvements and land acquisitions will be completed by

1997" and "this project will be included in the downtown street improvements to be completed by 1987".

The Agency struggled with the definition of "minor update" and "major update". They were concerned about making too many changes that weren't important enough to change.

### 3. ACTION PLAN

Amie reviewed the Urban Renewal Action Plan and Project Implementation Matrix which included the cost estimates of Capital Improvement Projects (CIP), the Redevelopment Tool Kit, and Market Readiness. The two focus areas for CIP would be along W. Broadway from Territorial Rd. to 5<sup>th</sup> Street and along Territorial Rd. from Highway 126 to Hunter Rd.

The objective for the Redevelopment Tool Kit would be to achieve a more economically vital and attractive downtown. The objective of the Market Readiness Report is to take the necessary steps to show the City is committed to creating a quality downtown business district and convey a positive image for potential future businesses.

Darrell Carman pointed out a typographical error on 2.6 "Land" should be "Lane".

In response to a question from Thomas Cotter, Ric said a fiber optic line would be installed when the pedestrian lamp posts are installed in the downtown area. He said funding is the only thing that would prohibit the fiber optic lines from being installed.

#### 4. REVIEW PROJECT EVALUATION CRITERIA (A)

Amie presented the Urban Renewal Project Evaluation form to the Agency.

Sharon Hobart-Hardin said she had concerns that the criteria of "support quality economic growth" is somewhat nebulous. She asked for a definition of "supports quality economic growth" Sharon said any economic growth would be supported.

Darrell Carman suggested using less subjective wording. Mayor Brooker agreed the criteria should be put into more specific words. Sharon Hobart-Hardin said she doesn't agree with including the job creation language. She said many grant options are tied to job creation and she doesn't feel that small businesses would be enticed to come to the area if they had certain job creation numbers to meet in order to start a business here.

Thomas Cotter disagreed but said maybe the language could be changed to encourage new business with no job limit criteria. He said the Agency needs to take the stand that it would like to bring new businesses in and help existing businesses grow.

In response to a question from Darrell Carman, Ric said marketability would be someone wanting to purchase the lot behind Dari Mart and complete the preliminary steps for making it more marketable but it wouldn't necessarily be a tipping project. Ric said a tipping project would be an actual business that would be a high pedestrian

*attraction.*

*Sharon suggested a possible tipping project would be a business that would support bird watching, i.e., binoculars, bird habitat, books, telescopes, etc.*

*Ric said if Vicki Dugger and her team were asked what a tipping project is, she would say it would be a business located on a major corner (like W. Broadway & Territorial) that incorporates the design standards that make the corner more attractive to draw people in and encourage other existing businesses to incorporate more attractive designs.*

*In response to a question from Sharon Hobart-Hardin, Ric said he could contact other communities for evaluation criteria for their own growth but before any projects are started, the Urban Renewal Project Evaluation form should still be completed.*

*Marion said what works for one community may not work for another.*

*Mayor Brooker felt some category totals were too low compared to others that had too high of a number.*

*Ric felt staff could provide more detail to the evaluation form and provide another draft to the Agency.*

## **5. PROPERTY ACQUISITION PROCEDURES (A)**

Amie reviewed the draft of the Agency Acquisition Policies. The outline of the policy would authorize the Agency to acquire real property within urban renewal areas in order to carry out its Urban Renewal Plan. The Agency would acquire, manage and dispose of real property. These policies would be incorporated into the Urban Renewal Plan.

Sharon Hobart-Hardin suggested defining what "proper development" meant in 2.c. She asked who determines "proper" and "improper".

Ric referred to the Bechtol property on W. Broadway as an example of proper development. He said the owners of the property may want to create a residential development there. He said in order to have proper development, the City should purchase the property and try to create retail businesses on the property.

Darrell Carman suggested proper development should be in accordance to the Downtown Master Plan. All agency members agreed.

Sharon Hobart-Hardin referred to Section V, which referred to the Agency and the Council as two different entities. She suggested this be omitted.

Ric said at some point through the adoption process of the updated Urban Renewal Plan, documents will be created to attach to the original Urban Renewal Plan and Amendment.

*In response to a question from Mayor Brooker, Ric said yes, legal counsel had reviewed the draft documents discussed at tonight's meeting.*

**6. ADJOURN**

Mayor Brooker adjourned the Work Session of the Veneta Urban Renewal Agency at 6:55 p.m.

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Mayor Brooker, Chairman

ATTEST:

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Darci Henneman, Assistant City Recorder  
(prepared by dhenneman)