



Monday, April 22, 2018

Urban Renewal Agency Meeting Minutes

9:05 p.m., Community Auditorium

***Minutes are unofficial until approved by the Urban Renewal Agency.
Urban Renewal Agency approved minutes as presented May 13, 2019.***

1. CALLED TO ORDER AND ROLL CALL:

Peter Truax, Urban Renewal Agency (URA) Director Chair, called the regular URA meeting to order at 9:25 p.m.

ROLL CALL: URA DIRECTORS PRESENT: Thomas Johnston, Vice-Chair; Timothy Rippe; Ronald Thompson; Elena Uhing; Adolph "Val" Valfre; Malynda Wenzl; and Peter Truax, Chair.

STAFF PRESENT: Jesse VanderZanden, Executive Director; Paul Downey, Administrative Services Director; Bryan Pohl, Community Development Director; Dan Riordan, Senior Planner; Michael Kinkade, Fire Chief (in the audience); and Anna Ruggles, City Recorder.

2. CITIZEN COMMUNICATIONS: None.

3. CONSENT AGENDA:

A. Approve Urban Renewal Agency Regular Meeting Minutes of April 8, 2019.

MOTION: Director Uhing moved, seconded by Director Wenzl, to approve the Consent Agenda as presented. **MOTION CARRIED 7-0 by voice vote.**

4. ADDITIONS/DELETIONS: None.

5. PRESENTATIONS: None.

6. URA RESOLUTION NO. 2019-02 APPROVING A MINOR AMENDMENT TO THE FOREST GROVE URBAN RENEWAL PLAN TO ADD THE STREETScape IMPROVEMENT PROJECT

Staff Report:

Riordan and Pohl presented the above-proposed resolution for Urban Renewal Agency (URA) Board consideration, noting a minor amendment is necessary to the Forest Grove Urban Renewal Plan, §III, Outline of Projects and Redevelopment Activities, to add "I". Streetscape Improvement Project, as outlined in Exhibit A. Riordan and Pohl reported the Streetscape Improvement Project description identifies a range of streetscape improvements in the Town Center, including installation public art acquisition and

placement, festival street design, funding for parklet construction, street tree replacement and general wayfinding enhancements, noting guidelines and standards for specific project elements will be adopted by URA resolution to refine project elements as needed for implementation. Riordan and Pohl reported the Streetscape Element is estimated to cost \$230,000 and includes:

- Public Arts Program, \$100,000
- Festival Street Design \$50,000
- Parklet Pilot Program \$10,000
- Wayfinding \$50,000
- Street Tree Replacement and Planting \$20,000

In addition, Riordan and Pohl advised a future plan amendment will be necessary to exceed the project amount, noting estimated cost does not include construction of the festival street project. In conclusion of the above-noted staff report, Riordan and Pohl advised staff is recommending the URA Board approve the proposed resolution making the second amendment to the Forest Grove Urban Renewal Plan as outlined in Exhibit A.

Before proceeding with Board discussion, Director Chair Truax asked for a motion to adopt URA Resolution No. 2019-02.

VanderZanden read URA Resolution No. 2019-02 by title.

MOTION: Director Vice Chair Johnston moved, seconded by Director Rippe, to approve URA Resolution No. 2019-02 Approving a Minor Amendment to the Forest Grove Urban Renewal Plan to Add the Streetscape Improvement Project.

Board of Directors Discussion:

Hearing no discussion from the Board, Director Chair Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Directors Johnston, Rippe, Thompson, Uhing, Valfre, Wenzl, and Director Chair Truax. NOES: None. ABSENT: None. MOTION CARRIED 7-0.

7. URA RESOLUTION NO. 2019-03 ESTABLISHING A PARKLET PILOT PROGRAM AND AUTHORIZING THE EXECUTIVE DIRECTOR TO IMPLEMENT THE PROGRAM

Staff Report:

Riordan and Pohl presented the above-proposed resolution for Urban Renewal Agency (URA) Board consideration, noting the proposed resolution is authorizing the Executive Director to implement the Parklet Pilot Program Guidelines as outlined in Exhibit A. Riordan and Pohl reported the two-year Parklet Pilot Program (2019 and 2020) was identified as URA Goal 4, Objective 6, for the purpose of creating new open space for pedestrians in the Town Center. Riordan and Pohl outlined the program guidelines, noting

the URA will solicit applications for up to one parklet for the period of May-October 2020-2021 for the following locations:

- Main Street between 19th Avenue and 21st Avenue
- 21st Avenue between College Way and A Street
- A Street between 19th Avenue and 21st Avenue

Subject to funding available, the URA will reimburse up to \$2,500 for a private parklet and up to \$5,000 for a public parklet. Applications will be reviewed on first-come, first-serve basis. In conclusion of the above-noted staff report, Riordan and Pohl advised staff is recommending the URA Board approve the proposed resolution implementing the Parklet Pilot Program Guidelines, as outlined in Exhibit A, noting the program will not exceed \$10,000 during the two-year trial period.

Before proceeding with Board discussion, Director Chair Truax asked for a motion to adopt URA Resolution No. 2019-03.

VanderZanden read URA Resolution No. 2019-03 by title.

MOTION: Director Wenzl moved, seconded by Director Vice Chair Johnston, to approve URA Resolution No. 2019-03 Establishing a Parklet Pilot Program and Authorizing the Executive Director to Implement the Program.

Board of Directors Discussion:

Riordan and Pohl addressed various Council inquiries pertaining to parklet types and locations, noting parklets for public use will be available with no restrictions and parklets for private use will be for the operator's patrons (private use), noting staff will evaluate the pilot program for refinements.

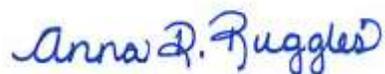
Hearing no further concerns from the Board, Director Chair Truax asked for a roll call vote on the above motion.

ROLL CALL VOTE: AYES: Directors Johnston, Rippe, Thompson, Uhing, Valfre, Wenzl, and Director Chair Truax. NOES: None. ABSENT: None. MOTION CARRIED 7-0.

8. **ADJOURNMENT:**

Director Chair Truax adjourned the URA regular meeting at 9:41 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder