

**CITY OF CORVALLIS
COUNCIL WORK SESSION**



AGENDA

**February 19, 2008
5:30 pm**

**Downtown Fire Station
400 NW Harrison Boulevard**

COUNCIL ACTION

- I. ROLL CALL

- II. UNFINISHED BUSINESS
 - A. Urban Renewal Plan/Downtown Commission

- III. ADJOURNMENT

For the hearing impaired, a sign language interpreter can be provided with 48 hours' notice prior to the meeting. Please call 766-6901 or TTD/TDD telephone 766-6477 to arrange for such service.

A LARGE PRINT AGENDA CAN BE AVAILABLE BY CALLING 766-6901

A Community That Honors Diversity

MEMORANDUM

DATE: February 12, 2008

TO: Mayor and City Council
Planning Commissioners

FROM: Ken Gibb, Community Development Director 

RE: Materials for February 19, 2008 Work Session

Please find attached the Draft Urban Renewal Report and Urban Renewal Plan prepared by the Downtown Corvallis Strategic Planning Committee. The Committee has been working on preparing a draft urban renewal plan over the past year, consistent with the Downtown Strategic Plan.

In addition, Planning Commissioners will receive the report on formation of a Downtown Commission (the City Council has already received a copy) that was prepared by an ad hoc committee. Creation of a downtown commission was also a recommendation of the Downtown Strategic Plan.

The agenda for the work session is outlined as follows:

- | | |
|--|--|
| 1. Urban Renewal 101 | Charles Kupper, project consultant |
| 2. Overview of Draft Report and Plan | Charles Kupper |
| 3. Summary of Issues Identified to Date | David Dodson, Strategic Planning Committee |
| 4. Proposed Schedule of Events | David Dodson |
| 5. Brief Review of Proposed Downtown Commission Recommendation | Ken Gibb |
| 6. Questions/Next Steps | |

First Draft

Report On The

Downtown Urban Renewal Plan

Prepared for:
The Corvallis City Council

Prepared by:
The Downtown Corvallis Strategic Planning Committee

February, 2008

REPORT ON THE CORVALLIS URBAN RENEWAL PLAN

ACKNOWLEDGEMENTS

At the request of the Corvallis City Council, The Downtown Corvallis Association (DCA) acted as the advisory body to direct the public involvement and management efforts for preparation of this renewal plan. Members of DCA and City of Corvallis staff gave generously of their time in providing direction and information on all key issues involved in preparing the plan.

Members of the Advisory Committee

Kirk Bailey
Eric Blackledge
David Dodson
Malcolm Dundas
David Gazeley
Pat Lampton
David Livingston
Joan Wessell, DCA Staff

Staff Assistance

Patricia Daniels, City Council Liaison
Ken Gibb– Community Development Director, City of Corvallis
Sarah Johnson – Planner, City of Corvallis
Joan Wessell, Downtown Corvallis Association, Executive Director

Urban Renewal Consultants

Charles Kupper, Spencer & Kupper

REPORT ON THE CORVALLIS URBAN RENEWAL PLAN

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REPORT ON THE CORVALLIS URBAN RENEWAL PLAN

Public Involvement in the Report on the Plan.

This renewal plan was developed in an extensive series of public meetings. Renewal planning was initiated with a renewal feasibility study. The feasibility study was developed in a series of meetings conducted by the Downtown Corvallis Association. That process culminated in a presentation to the City Council in May, 2006. Work on a renewal plan started in May, 2007. Five public meetings were held during the preparation of the plan. Each meeting was built around discussion and public input on key elements of the urban renewal plan. Meeting topics included basic information on urban renewal and tax increment financing, development of project goals and objectives, development of a list of project activities, and a thorough review of the revenues, costs, and tax impacts of carrying out the project. The renewal plan is subject to voter approval.

100. DESCRIPTION OF THE PHYSICAL, SOCIAL AND ECONOMIC CONDITIONS IN THE RENEWAL AREA

Definition Of Blighting Conditions

ORS 457.010 defines "blight" as follows: (underlining is added for emphasis) (Note: You might want to make this 12 pt like the rest of the text)

"Blighted areas mean areas which, by reason of deterioration, faulty planning, inadequate or improper facilities, deleterious land use or the existence of unsafe structures, or any combination of these factors, are detrimental to the safety, health or welfare of the community. A blighted area is characterized by the existence of one or more of the following conditions:

"The existence of buildings and structures, used or intended to be used for living, commercial, industrial or other purposes, or any combination of those uses, which are unfit or unsafe to occupy for those purposes because of any one or a combination of the following conditions:

"Defective design and quality of physical construction;

"Faulty interior arrangement and exterior spacing;

"Overcrowding and a high density of population;

"Inadequate provision for ventilation, light, sanitation, open spaces and recreation facilities; or

'Obsolescence, deterioration, dilapidation, mixed character or shifting of uses."

"An economic dislocation, deterioration or disuse of property resulting from faulty planning;

"The division or subdivision and sale of property or lots of irregular form and shape and inadequate size or dimensions for property usefulness and development;

"The laying out of property or lots in disregard of contours, drainage and other physical characteristics of the terrain and surrounding conditions;

"The existence of inadequate streets and other rights-of-way, open spaces and utilities;

"The existence of property or lots or other areas which are subject to inundation by water;

"A prevalence of depreciated values, impaired investments and social and economic maladjustments to such an extent that the capacity to pay taxes is reduced and tax receipts are inadequate for the cost of public services rendered;

"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; or

"A loss of population and reduction of proper utilization of the area, resulting in its further deterioration and added costs to the taxpayer for the creation of new public facilities and services elsewhere."

Note that it is not necessary for each of the cited conditions to be present in the renewal area, or that these conditions be prevalent in each and every sector of the urban renewal area.

100A. PHYSICAL CONDITIONS

1. Land Area and Conformance with 15 % limit on acreage

The Corvallis Urban Renewal area contains approximately 298 acres of land area. ORS 457.420 provides that the total land area of a proposed urban renewal district, when added to the land area of existing Renewal areas may not exceed 15% of the City's land area. The City's current land area is approximately 9,079 acres. The total of all acreage in renewal areas represents 3.28% of the City's land area. Total renewal area acreage is within the 15% limitation prescribed by ORS 457.420.

2. Existing Land Use and Development

The Corvallis Urban Renewal area encompasses the downtown commercial district of Corvallis, and some adjacent industrial and residential areas. Table One, following, shows a breakdown of uses by Department of Revenue property classifications

Table 1
Corvallis Urban Renewal Area
Property Classes in Area

Class	Type	Number	Pct
101	Residential unimproved	29	5.93%
121	Residential improved	53	10.84%
200	Commercial unimproved	15	3.07%
201	Commercial improved	289	59.10%
204	Commercial, part exempt	1	0.20%
300	Industrial	11	2.25%
701	Mobile home	19	3.89%
900	Exempt	68	13.91%
003	Utility	4	0.82%
	Total	489	100.00%

Table 1 shows that commercial uses predominate in the area, comprising almost 60% of the uses. The next largest uses are residential, followed by exempt uses.

3. Building Conditions

Most buildings in the area are designated for commercial or residential. Visual inspection of building exteriors in the area shows the overall level of building conditions and upkeep is fair to good. However, several commercial and industrial buildings are vacant, and in poor condition. The condition of some of these properties may make it economically infeasible to rehabilitate or repair them.

4. Conditions - Basic Infrastructure

Water and Sewer Mains - Storm Sewer - Streets, Curbs and Sidewalks

City staff reports no deficiencies in these elements of project area infrastructure. While the utilities, streets, curbs, and sidewalks systems are aged, they appear adequate to service existing development requirements in the project area.

Parking

The definition of blighting conditions in ORS 457 includes “inadequate or improper facilities”. A June 2005 study, “Corvallis Downtown Market Study” by Johnson/Gardner and ECO Northwest makes these notes about parking in downtown Corvallis, which is the core of the renewal plan area.

- “.....parking concerns have to be addressed if Downtown wants to compete more aggressively with non-urban retail centers. A solution to deal with peak usage periods, such as home football games at OSU, needs to be reached. Higher density development and a parking garage would help alleviate some parking concerns as noted above”.
- “Long-term plans for a garage may make sense, especially if the City is committed

to increasing density in the area. In the interim, expanding public parking areas and introducing permit parking for employees would address some parking concerns. Solutions to address peak surge issues should also be discussed.”

5. Conditions – Seismic Hazards

A recently adopted FEMA report, “Multi-Hazard Mitigation Plan”, notes that “Corvallis has at least several dozen masonry buildings (most commercial or industrial in the older downtown area) which may be unreinforced or reinforced masonry. Some of these buildings may be highly vulnerable to earthquake damage, and thus should have a high priority for detailed evaluation, especially those buildings with high occupancies or important functions”

Table 10.5 of the Multi-Hazard Mitigation Plan” lists City Hall, and several other downtown public buildings as needing seismic retrofit. Detailed evaluation of buildings in the renewal area undoubtedly will add to that list.

6. Conditions – Access and Linkage to surrounding community

The “Corvallis Market Study” makes these comments regarding access and linkage weaknesses of downtown Corvallis:

- “Highways bisecting Downtown provide exposure for local businesses, but also deter pedestrian activity north of Van Buren Avenue and west of 3rd Street. The Highway 34 Bypass helps alleviate this problem somewhat, but traffic from Highway 99 and Highway 20 can still be heavy during peak periods”.
- “OSU is within walking distance of Downtown, but student business at most Downtown retailers has declined over the past decade. As discussed in Section IV of this report, there are several ways that Downtown could improve links with college and generate additional student business”.

The “Downtown Strategic Plan” also notes:

“Weak link between South Corvallis and the rest of the community. A missing segment of the multi-use path near Evanite would greatly enhance connectivity”

7. Conditions – Visual appearance

While the visual appearance of an area is not formally cited as a blighting condition in ORS457, most would agree that an area with a poor visual appearance usually reflects a lack of investment, and that appearance can be a deterrent to new investment. The “Corvallis Market Study” makes these comments regarding appearance of downtown Corvallis:

- “The large size of many retail spaces has reportedly been a deterrent to some smaller retailers. Many Downtown buildings also suffer from deferred maintenance and are in need of street frontage improvements.”

- (from Market Study’s recommendation to increase desirability of downtown core) – “Ongoing improvements of the public realm, including lighting, benches, planters, delineated crossings, signage, parking and other improvements that increase the marketability of the district.”

8. Conditions – Investment and Utilization of land

Assessed values of properties within the Renewal area are concentrated in commercial and residential classifications. One measure of the productivity of land use in an area is the improvement to land value ratio. Generally speaking, productive land in an intensively developed area such as downtown Corvallis has an improvement value three or more times its land value. For example, if a property has an improvement value of \$100,000, and a land value of \$50,000 the improvement to land value ratio would be two to one. The commercial properties in the renewal area have an exceptionally low improvement to land value ratio. Assessors’ data on real market values for commercial property in the area shows an average improvement to land value ratio of only 1.13 to 1. One might expect to find that ratio, or better, in downtown commercial property in communities much smaller than Corvallis. Part of the explanation for the low overall ratio is the great number of small parking lots in downtown Corvallis. Still, the strikingly low improvement/land ratio, and the numerous parking lots combine to represent an inefficient use of tax producing land in the downtown area.

The residential property classifications in the renewal area also show a low improvement to land value ratio. Residential property has an improvement to land ratio only 1.01 to 1. Again, this is a surprisingly low ratio for residential property immediately adjacent to the downtown core of a City of this size, and reflects a low level of investment.

7. Conformance with 15% limit on Assessed Values Land and Building values

The assessed value of real, personal and utility property in the renewal area is estimated at \$154,515,620 for the 2007-08 tax year. The total assessed valuation of the City of Corvallis for that year is \$3,613,016,933. The assessed value within the renewal area represents 4.28% of the total assessed value of property within Corvallis. Total assessed value within the renewal area therefore will be well within the maximum 15% of total valuation allowed by urban renewal law.

100B. SOCIAL AND ECONOMIC CONDITIONS

No census data is available for the residential population of the renewal plan area. Economic conditions, as measured by overall property values, and new investment are reflected in the data in section 100 A.6. above.

200. ANTICIPATED FISCAL, SERVICE AND POPULATION IMPACTS OF PLAN

Urban renewal plan activities are intended to assist in attracting new investment and increases in property values and taxes for taxing bodies in Corvallis. Renewal activities to improve parking, bike and pedestrian trails and access, and provide streetscape improvements will make the renewal area more attractive and accessible to the general public. Incentives to rehabilitate historic and commercial properties will be both incentives to investment, and improve building conditions in the area. Incentives for housing development will provide housing opportunities for a variety of income levels.

The public and private investments made in the renewal area are likely to encourage new investment in areas adjacent to the renewal area. There are other positive effects of a renewal program that do not lend themselves easily to quantification, for they are quality of life issues. Retaining Corvallis's small town atmosphere, maintaining the downtown core as the heart of the city, improving cultural and shopping opportunities, and improving the appearance of Corvallis all have value to the community.

All the above elements of the Plan are expected to result in positive fiscal and service impacts for residents of Corvallis.

The Plan is not expected to result in a need for any additional police, fire, or other emergency services beyond those already contemplated by the City and other service providers. The prospective mixed use development on the Evanite property is expected to produce additional housing units, but the number and type of units is not known at this time.

The expenditure of tax increment funds is expected to produce increased property values for Corvallis. The renewal project is estimated to be completed by 2029. During that period, assessed property values in the renewal area are expected to increase by approximately \$256,585,415. At tax rates expected to prevail at the termination of this plan, the new property values anticipated in the renewal area will contribute approximately \$3.36 million in property tax revenues to all taxing bodies in the first year after the project is ended. Of that revenue, approximately \$1.35 million will return to the City of Corvallis. That property tax revenue then will grow as a result of annual assessment increases.

300. REASONS FOR SELECTING THE URBAN RENEWAL AREA

The Urban Renewal Plan Area was selected based on the existence of blighting conditions

within the area, goals developed in the Planning process, and taken from other relevant City studies and documents, including Corvallis' Comprehensive Plan. The project area evidences the following characteristics of blight:

- A lack of proper utilization of land planned for tax producing purposes.
- Poor building condition
- Inadequate public facilities including parking.
- Lower than expected property values in the project area, and reduced tax receipts resulting therefrom.
- Seismic hazards to existing buildings, which threaten public safety.

Further support for the necessity to utilize urban renewal tools to deal with property and value conditions in the area is found in this note from the "Corvallis Market Study"

- "Downtown Corvallis is largely developed, and reinvigorating the area will require a substantial level of redevelopment. While current uses may not represent what would be considered the highest and best use of a site from a public policy perspective, redevelopment is often not viable from a market perspective."

This Report on the Plan concludes that conditions exist within the Renewal area which meet the definitions of blight in ORS457.010. Treating these conditions is the reason for selecting this renewal area

400. RELATIONSHIP BETWEEN EACH PROJECT ACTIVITY AND EXISTING CONDITIONS IN THE PROJECT AREA

All project activities described in Section 700 of the Plan are intended to correct the deficiencies described in Section 100 of this Report and summarized in Section 300 of this Report.

1. Assistance for rehabilitation and new development will attract new investment to the area, and improve the building conditions and blighted appearance of the area.
2. Streetscape activities will improve the visual appearance of the area, and provide a better climate for new investment in the project area.
3. Improvements to parks, and public buildings, will help attract traffic to the area, and improve the climate for new investment in the area.
4. Parking improvements will help maintain and increase commercial investment in the renewal area
5. Assistance for housing development will bring new residents to the renewal area, and create new opportunities for commercial investment.

500. FINANCIAL ANALYSIS OF PLAN

500A. ESTIMATED PROJECT COST AND REVENUE SOURCES

Table Two shows the estimated total costs of the Corvallis Urban Renewal Plan. These costs are the anticipated costs of project activities. These costs reflect anticipated inflation, and are the basis for the maximum indebtedness of the Plan.

**Table Two
Corvallis Renewal Plan
Estimate of Project costs**

Projects	Estimated renewal share of cost
A. Public Improvements (65%)	\$20,325,500
Streetscape	
Improved Street Lighting	
Undergrounding of utilities	
Parks and Public Spaces	
Confluence Park Enhancements	
North Riverfront Park Improvements	
Improve downtown signage and wayfinding	
Extend weather protection, (canopies, awnings) outside core	
Provide funding for long term parking facilities	
Assist in improving the physical appearance of downtown	
Multi-use path improvements from downtown through Evanite property	
B. Assist Public and Private Development (15%)	\$4,690,500
Assist new public and private development and redevelopment	
C. Rehabilitation and Historic Preservation (10%)	\$3,127,500
Provide loans and grants for building rehabilitation in area	
Provide loans and grants for preservation of historic property in area	
D. Plan Administration (10%)	\$3,127,500
Staffing and other expenses of administering the urban renewal plan	
Totals	\$31,270,000

The principal method of funding the renewal share of costs will be through use of tax increment financing as authorized by ORS 457. Revenues are obtained from anticipated proceeds of long-and-short term urban renewal indebtedness.

Anticipated annual revenues are shown in Table Three of this Report. The Agency will make use of short-term indebtedness to carry out project activities not covered by issue of long-term debt. Long-term indebtedness may be issued as revenues, project requirements, and overall bond market conditions dictate. In addition, the Renewal Agency will apply

for, and make use of funding from other federal, state, local, or private sources as such funds become available.

500B. ANTICIPATED START & FINISH DATES OF PROJECT ACTIVITIES

The project activities shown in Table Two will begin in 2009, and be completed by 2029. The sequencing and prioritization of individual project activities shown in Table Two will be done by the Urban Renewal Agency, and any citizen advisory bodies that the Agency calls upon to assist in this process. The priority of projects and annual funding will be as established in the annual budget process. Completion dates for individual activities may be affected by changes to local economic and market conditions, changes in the availability of tax increment funds, and changes in priorities for carrying out project activities.

It is estimated that all activities proposed in this plan will be completed, and project indebtedness paid off by 2028-29. At that time, the tax increment provisions of this plan can be ended.

500C. ESTIMATED EXPENDITURES AND YEAR OF DEBT RETIREMENT

It is estimated that the project will collect tax increment revenue between the 2009-10 and 2028-29 tax years. The amount of tax increment revenue needed to carry out project activities and interest on debt is estimated at \$34,114,560

It is anticipated that available project revenues, and funds accumulated in a special fund for debt redemption will be sufficient to retire outstanding bonded indebtedness in the 2028-29 tax year, and terminate the tax increment financing provisions of the project. After all project debt is retired, and the project closed out, it is estimated that there will be surplus tax increment funds. These funds will be distributed to taxing bodies affected by this plan, as provided in ORS 457. Table Three of this Report shows the anticipated tax increment receipts and project requirements for each year of the project. Table Three follows on the next page.

**Table Three
Corvallis Urban Renewal Plan
Resources and Requirements**

a. Resources	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
Beginning Balance	0	\$6,792	\$13,492	\$41,395	\$55,416	\$29,869	\$60,517	\$100,099	\$105,902	\$183,459
Resources										
A. Tax increment Revenue	66,130	147,021	286,390	426,155	648,385	841,389	1,039,702	1,243,467	1,452,837	1,667,963
B. Bond Proceeds										
long term	\$0	\$0	\$1,635,784	\$0	\$0	\$1,817,538	\$0	\$0	\$1,938,707	\$0
C. Interest	\$661	\$1,470	\$19,222	\$4,262	\$6,484	\$26,589	\$10,397	\$12,435	\$33,915	\$16,680
Total Resources	\$66,792	\$148,492	\$1,941,395	\$430,416	\$654,869	\$2,685,517	\$1,050,099	\$1,255,902	\$3,425,459	\$1,684,643
b. Project Requirements										
To Long term Debt Service	\$0	\$0	\$225,000	\$225,000	\$225,000	\$475,000	\$475,000	\$475,000	\$742,000	\$742,000
Projects funded long and short debt	\$60,000	\$135,000	\$1,675,000	\$150,000	\$400,000	\$2,150,000	\$475,000	\$675,000	\$2,500,000	\$775,000
Total, projects and Debt Service	\$60,000	\$135,000	\$1,900,000	\$375,000	\$625,000	\$2,625,000	\$950,000	\$1,150,000	\$3,242,000	\$1,517,000
Ending Balance	\$6,792	\$13,492	\$41,395	\$55,416	\$29,869	\$60,517	\$100,099	\$105,902	\$183,459	\$167,643

a. Resources	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Beginning Balance	\$167,643	\$136,531	\$137,393	\$207,904	\$98,506	\$161,357	\$153,687	\$150,618	\$175,278	\$75,795
Resources										
A. Tax increment Revenue	1,859,931	2,083,557	2,238,238	2,366,837	2,528,076	2,693,749	2,863,979	3,038,889	3,218,609	3,403,272
B. Bond Proceeds										
long term	\$0	\$0	\$4,543,845	\$0	\$0	\$0	\$0	\$3,100,000	\$0	\$0
C. Interest	\$18,599	\$20,836	\$67,821	\$23,668	\$25,281	\$26,937	\$28,640	\$61,389	\$32,186	\$34,033
Total Resources	\$1,878,531	\$2,104,393	\$6,849,904	\$2,390,506	\$2,553,357	\$2,720,687	\$2,892,618	\$6,200,278	\$3,250,795	\$3,437,305
b. Project Requirements										
To Long term Debt Service	\$742,000	\$517,000	\$1,142,000	\$1,142,000	\$892,000	\$892,000	\$892,000	\$1,875,000	\$1,875,000	\$625,000
Projects funded long and short debt	\$1,000,000	\$1,450,000	\$5,500,000	\$1,150,000	\$1,500,000	\$1,675,000	\$1,850,000	\$4,150,000	\$1,300,000	\$2,700,000
Total, projects and Debt Service	\$1,742,000	\$1,967,000	\$6,642,000	\$2,292,000	\$2,392,000	\$2,567,000	\$2,742,000	\$6,025,000	\$3,175,000	\$3,325,000
Ending Balance	\$136,531	\$137,393	\$207,904	\$98,506	\$161,357	\$153,687	\$150,618	\$175,278	\$75,795	\$112,305

500D. IMPACT OF TAX INCREMENT FINANCING

The passage of Ballot Measure 50 (BM50) changed Oregon's property tax system, and the impacts of urban renewal on taxpayers, and other taxing bodies. Prior to BM50, collection of tax increment revenues for a renewal agency resulted in an increase in the taxpayer's property tax rate. Taxing bodies suffered no revenue losses, unless there was overall compression of property tax revenues.

Under Ballot Measure 50, the taxpayers' permanent rates will not change. However, collection of tax increment revenue will impact the potential property tax revenues received by overlapping tax bodies. These taxing bodies will not be able to apply their permanent BM50 tax rates against the new values added within the urban renewal area. As a result, the taxing bodies will forego revenue they otherwise might have had if there was no renewal plan in effect. Under current urban renewal provisions, the Corvallis urban renewal plan will have a slight effect on tax rates for currently outstanding bonds issued prior to October 6, 2001. The City of Corvallis, SD509J, and Linn-Benton Community College have bonds issued prior to that date. Because the total assessed values used for setting bond tax rates for those taxing bodies are so large, the inability to use renewal area excess values in the rate calculation should alter rates by less than one cent per thousand. That effect will end as each of these bonds is retired. Urban renewal will have no effect on bonds or levies approved after October 6, 2001.

Table Four shows the anticipated cumulative incremental values in the Renewal Area over the life of the Plan, and the anticipated property tax revenues foregone as a result of taxing bodies not being able to apply their permanent BM50 tax rates to those values. Table Four actually presents a worst case picture of revenue foregone, for it assumes that all the estimated new values in the Corvallis Renewal Area would occur, even without the investment of urban renewal funds. However, it is more realistic to assume that the public expenditures on renewal activities will have some positive effect on the growth of values within and immediately adjacent to the urban renewal area. Table Four does not make this adjustment

More important, Table Four expresses all revenue foregone in 2008 dollars. It therefore does not take into account the fact that a dollar in the future is not as valuable as today's dollar. A present value calculation of the revenues foregone, using just a 3.5 % rate would substantially reduce the revenue foregone total. Evidence of that reduction is shown in the bottom row of Table Four.

Also, during the plan period, overall values in Corvallis will increase, and those value increases outside the renewal area will reduce the tax foregone impact on the budgets of taxing bodies.

Under the current method of funding K-12 level education, the urban renewal program will not result in revenue losses for those educational units of government. The level of funding per student is not dependent on the amount of property tax raised locally.

When the project is completed, an estimated \$256.5 million in assessed values will be placed back on the tax roll. In the following year, the permanent rates of the overlapping taxing bodies will generate property tax revenues estimated at approximately \$3.36 million. Given just a 3.5% inflation of assessed values in the area, the revenues foregone by the overlapping taxing bodies will be repaid in a period of 10 years after the project is completed.

500E. FINANCIAL FEASIBILITY OF PLAN

The total capital costs (i.e., exclusive of interest on indebtedness) to implement the project activities shown in Table 2 are estimated at \$31.27 million. The principal source of revenue to implement project activities will be annual tax increment revenues of the Renewal Agency. Anticipated tax increment revenues are shown in Table 3. The tax increment revenues shown in Table 3 are based on the following assumptions:

- Indexed growth in total assessed value at 2.75% annually, AND
- Exception values (new construction) as shown in the table below

Description	Total assessed value	Time period
Retail complex, SE corner 3rd & Monroe	\$559,000	2008
Evanite Property - condo and retail mixed use *	\$55,900,000	2011-20
Boutique Hotel, 2nd & Western	\$5,590,000	2009
Add 1% of frozen base in new construction AV	\$1,500,000	2009
Add 2% of frozen base in new construction AV *	\$45,000,000	2014-28

* The total assessed values shown for Evanite and the 2% of frozen base are spread evenly over the years shown in “time period”

The maximum indebtedness and project costs undertaken in the plan is derived from assumptions on project values. To the extent those assumptions do not materialize as projected, projects will be delayed, cut back, or dropped. It therefore is financially feasible to carry out this urban renewal plan.

Table Four								
Corvallis Urban Renewal Plan								
Revenue Foregone by Taxing Bodies								
	Cumulative New Incremental Values in area	<u>Benton Co.</u> Rate	<u>Corvallis</u> Rate	<u>Library</u> Rate	<u>Soil & Water</u>	<u>SD 509J</u>	<u>ESD</u>	<u>Linn-BenCC</u>
		2.2041	5.1067	0.3947	0.05	4.4614	0.3049	0.1786
Year		foregone on new values	foregone on new values	foregone on new values	foregone on new values			
2009-2010	\$4,808,180	\$10,598	\$24,554	\$1,898	\$240	\$21,451	\$1,466	\$859
2010	\$10,689,584	\$23,561	\$54,588	\$4,219	\$534	\$47,691	\$3,259	\$1,909
2011	\$20,822,727	\$45,895	\$106,335	\$8,219	\$1,041	\$92,899	\$6,349	\$3,719
2012	\$31,234,532	\$68,844	\$159,505	\$12,328	\$1,562	\$139,350	\$9,523	\$5,578
2013	\$47,522,661	\$104,745	\$242,684	\$18,757	\$2,376	\$212,018	\$14,490	\$8,488
2014	\$61,668,714	\$135,924	\$314,924	\$24,341	\$3,083	\$275,129	\$18,803	\$11,014
2015	\$76,203,783	\$167,961	\$389,150	\$30,078	\$3,810	\$339,976	\$23,235	\$13,610
2016	\$91,138,566	\$200,879	\$465,417	\$35,972	\$4,557	\$406,606	\$27,788	\$16,277
2017	\$106,484,056	\$234,702	\$543,782	\$42,029	\$5,324	\$475,068	\$32,467	\$19,018
2018	\$122,251,548	\$269,455	\$624,302	\$48,253	\$6,113	\$545,413	\$37,274	\$21,834
2019	\$138,452,645	\$305,163	\$707,036	\$54,647	\$6,923	\$617,693	\$42,214	\$24,728
2020	\$155,099,272	\$341,854	\$792,045	\$61,218	\$7,755	\$691,960	\$47,290	\$27,701
2021	\$166,613,681	\$367,233	\$850,846	\$65,762	\$8,331	\$743,330	\$50,801	\$29,757
2022	\$178,444,737	\$393,310	\$911,264	\$70,432	\$8,922	\$796,113	\$54,408	\$31,870
2023	\$190,601,147	\$420,104	\$973,343	\$75,230	\$9,530	\$850,348	\$58,114	\$34,041
2024	\$203,091,858	\$447,635	\$1,037,129	\$80,160	\$10,155	\$906,074	\$61,923	\$36,272
2025	\$215,926,064	\$475,923	\$1,102,670	\$85,226	\$10,796	\$963,333	\$65,836	\$38,564
2026	\$229,113,210	\$504,988	\$1,170,012	\$90,431	\$11,456	\$1,022,166	\$69,857	\$40,920
2027	\$242,663,003	\$534,854	\$1,239,207	\$95,779	\$12,133	\$1,082,617	\$73,988	\$43,340
2028	\$256,585,415	\$565,540	\$1,310,305	\$101,274	\$12,829	\$1,144,730	\$78,233	\$45,826
	Total	\$5,619,166	\$13,019,100	\$1,006,254	\$127,471	\$11,373,962	\$777,317	\$455,326
	PV @3.5%	3,501,617	8,112,930	\$627,053	\$79,434	\$7,087,752	\$484,390	\$283,739

Note: School and ESD revenue foregone is replaced dollar-for-dollar by State funds, and does not affect per student funding.

PV = Present value of the revenue foregone. This adjusts future dollars to 2008 dollar totals.

600. RELOCATION

A. PROPERTIES REQUIRING RELOCATION

No relocation is anticipated at the adoption of this plan.

B. RELOCATION METHODS

If in the implementation of this Plan, persons or businesses should be displaced by action of the Agency, the Agency shall provide assistance to such persons or businesses to be displaced. Such displaces will be contacted to determine their individual relocation needs. They will be provided information on available space and will be given assistance in moving.

No relocation of businesses or residents is anticipated in this plan.

C. HOUSING COST ENUMERATION

It is anticipated that the renewal plan will produce new housing units via rehabilitation and new construction. No specific housing projects or sites are identified at the time of plan preparation. It is expected that housing units will cover a full range of affordability.

DRAFT

PHOTOGRAPHS OF BLIGHTING CONDITIONS



Example of deteriorated structures -



Example - Vacant, under-utilized property

PHOTOGRAPHS OF BLIGHTING CONDITIONS



Example - Under-utilized property



Example 2 - Under-utilized property

First Draft

The Downtown Urban Renewal Plan

Prepared for:
The Corvallis City Council

Prepared by:
The Downtown Corvallis Strategic Planning Committee

February, 2008

CORVALLIS URBAN RENEWAL PLAN

ACKNOWLEDGEMENTS

At the request of the Corvallis City Council, The Downtown Corvallis Association (DCA) acted as the advisory body to direct the public involvement and management efforts for preparation of this renewal plan. Members of DCA and City of Corvallis staff gave generously of their time in providing direction and information on all key issues involved in preparing the plan.

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CORVALLIS URBAN RENEWAL PLAN

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100. INTRODUCTION

The Corvallis urban renewal plan consists of Part One - Text and Part Two - Exhibits. The City Council of City of Corvallis acts as the Urban Renewal Agency of the City of Corvallis, Oregon.

This plan has been prepared pursuant to Oregon Revised Statute (ORS) Chapter 457, the Oregon Constitution, and all applicable laws and ordinances of the State of Oregon and City of Corvallis respectively. All such applicable laws and ordinances are made a part of this Plan, whether expressly referred to in the text or not.

This urban renewal plan for the Corvallis Urban Renewal Area was approved by the City Council of City of Corvallis on ___ by Ordinance No. ___.

200. CITIZEN PARTICIPATION

This renewal plan was developed in an extensive series of public meetings. Renewal planning was initiated with a renewal feasibility study. The feasibility study was developed in a series of meetings conducted by the Downtown Corvallis Association. That process culminated in a presentation to City Council in May, 2006. Work on a renewal plan started in May, 2007. Five public meetings were held during the preparation of the plan. Each meeting was built around discussion and public input on key elements of the urban renewal plan. Meeting topics included basic information on urban renewal and tax increment financing, development of project goals and objectives, development of a list of project activities, and a thorough review of the revenues, costs, and tax impacts of carrying out the project.

The City of Corvallis Planning Commission met to review the Plan on ___ 2008. The City Council scheduled a public hearing on adoption of this Plan on _____, 2008. Additional notice for the City Council' hearing on adoption of the Plan was provided, as required by ORS 457.120. The renewal plan is subject to voter approval.

300. BOUNDARY DESCRIPTION

The boundary of the renewal area is shown in Exhibit 1, attached to this plan. A legal description of the project boundary is included as Attachment "A" of this plan. If inconsistencies exist between Exhibit 1 and Attachment A, Attachment A governs.

400. RELATIONSHIP TO LOCAL OBJECTIVES

The purpose of this Renewal plan is to eliminate blighting influences found in the Renewal Area, to implement goals and objectives of the City of Corvallis Comprehensive Plan, Downtown Corvallis Vision, Downtown Corvallis Strategic Plan, and recent studies and statements on Downtown Corvallis. In addition, the renewal plan steering committee

developed a set of renewal plan goals and objectives in its public meetings on the plan.

A. Steering Committee Goals and Objectives

GOAL

Implement the Downtown Corvallis Strategic Plan

PROJECT OBJECTIVES

- Make downtown the financial, retail, dining, entertainment, culture and art center of Corvallis (fix second line indent)
- Identify what's successful and build on it
- Address parking needs
- Invest in a sustainable and greener downtown (i.e. streetscape, rooftop solar panels)
- Create a stronger connection between downtown and South Corvallis
- Improve the connection between the OSU community and downtown
- Enhanced pedestrian amenities
- Minimize surface parking and emphasize underground and multi-level parking
- Assist with and encourage downtown housing development
- Enhance music and entertainment choices
- Encourage renewal projects that provide social and economic benefits and that lead to additional private investment

B. Downtown Corvallis Strategic Plan

The Downtown Strategic Plan reflects statements in the "Central City" section of the "Corvallis 2020 Vision Statement". The urban renewal plan will help implement the vision and goals described in the Downtown Corvallis Strategic Plan. They are:

- Shoppers enjoy the character and ambiance of downtown, with its rich mix of older (fix second line indent for this and all bullets below) buildings, sidewalk cafes, and the Corvallis Commemorative Riverfront Park. Downtown is the primary shopping area, community gathering place, and governmental hub. People live, work, shop, and play downtown, making it a lively and inviting place.
- Overhangs and awnings above sidewalks provide customers with protection from the elements and encourage more activities, such as street vendors and musicians.
- Building owners are continually upgrading their properties to enhance the visual appearance of the downtown.
- The vibrant riverfront is the City's downtown showcase that respects and celebrates the river. The riverfront features a variety of restaurants, shops, upper floor housing, and plazas connected by jogging and cycling paths.
- New and expanding businesses offer a wide selection of merchandise. Major anchor tenants as well as national name tenants have encouraged consumers to stay downtown

and shop locally.

- A stable business core ensures downtown remains a major employment center. Businesses have partnered together in their marketing efforts to attract more shoppers to downtown. Professional offices and incubator businesses are located on the upper floors of many buildings.
- Parking options have improved through better utilization of existing parking areas and construction of new parking structures. A number of new buildings provide underground parking. The downtown is pedestrian and bicycle friendly, with easy access to mass transit.
- Downtown is the City's cultural heart, drawing from the close proximity of Central Park, the Art Center, the Public Library, Majestic Theatre, and gateway to the OSU campus. There is an increase in concerts, markets, parades, and festivals, such as the Red White and Blues Riverfront Festival, the Farmers' Market, and Corvallis Fall Festival. Ample parking is available for after-hours use by those attending concerts and shows, dining at restaurants, or using the library.
- Outdoor art is prevalent throughout the downtown, adding a rich dimension to the area downtown. Downtown supports a thriving local theater and music scene. Entertainment and cultural options have increased with the redevelopment of the Whiteside Theater and the new Benton County Museum.
- Downtown offers attractive housing options, including lofts, apartments, townhouses, and condominiums. Most of the new housing is along First Street which offers the added amenity of open space and pastoral views across the river. Upper floors of historic buildings provide affordable housing for the elderly, disabled, and low and moderate income citizens
- City, County, State and regional government offices are clustered downtown. The City and County have maintained their presence in downtown by redeveloping two blocks near Central Park for civic uses.
- The city has taken an active role in partnering with the Downtown Corvallis Association and other organizations to improve the vitality of downtown.

C. Methods

The activities identified in Section 700 of the Urban renewal plan are intended to carry out the goals and objectives of this renewal plan.

500. PROPOSED LAND USES

A. Land Use Plan

The use and development of land in the Renewal Area shall be in accordance with the

regulations prescribed in the City’s Comprehensive Plan, Zoning Ordinance, Sign Ordinance, Subdivision Ordinance, City Charter, or any other applicable local, county, state or federal laws regulating the use of property in the Urban Renewal Area.

Zoning Classifications in the Renewal Area

A zoning map of the renewal area is attached as Exhibit 2 of this plan. Zoning classification in the area are:

Downtown Corvallis Urban Renewal Area Zoning	
Zoning Classification	Description
CB - Central Business	The CB Zone is intended to provide an area for Commercial Uses, as well as Civic and Residential Uses, and to provide all basic services and amenities required to keep the downtown the vital center of our community. The zone is designed to permit some residential units in buildings containing commercial activities.
CBF - Central Business Fringe	The CBF Zone is designed to allow commercial activity necessary to support regional shopping facilities located in the CB Zone. It is located on the fringe of the CB Zone and should contribute to a visually attractive entrance to the downtown area.
MUCS - Mixed Use Community Shopping	The MUCS Zone is generally located between neighborhood centers and is intended to provide a transition to a more pedestrian- and human-scale environment. The zone is intended o provide for retail businesses and commercial and personal service activities of limited size, and mixed use developments that accommodate pedestrian oriented uses and a limited number of more auto-oriented uses.
MUT - Mixed Use Transitional	The MUT Zone is applied to existing and developed industrial areas, and is intended to provide a mechanism to permit the introduction of new, less intensive uses, while allowing existing industrial uses to remain during an indefinite period of transition. The MUT zone is intended to reduce conflicts between industrial and less-intensive uses and to provide and opportunity to develop a mix of non-industrial uses in the zone that are compatible with surrounding uses.
MUE - Mixed Use Employment	The MUE Zone is intended to provide a variety of employment uses, including Limited Industrial uses, and Commercial, Civic, and Residential uses, at a scale appropriate to surrounding employment areas. This zone provides flexibility to allow for development that includes a broad range of uses in order to facilitate live/work/shop environments and opportunities for pedestrian-oriented lifestyles.

<p>GI - General Industrial</p>	<p>The GI Zone provides appropriate locations for a variety of General Industrial uses, including manufacturing and related activities with few, if any, nuisance characteristics. This zone prohibits residential uses except in specific circumstances.</p>
<p>AG-OS - Agriculture-Open Space</p>	<p>The AG-OS Zone recognizes areas within the City that are suitable for agricultural research uses and for uses compatible with agricultural and horticultural research use types. The characteristics of such uses typically result in preservation of large open space areas.</p>
<p>RF - Riverfront</p>	<p>The RF Zone is designated for a portion of the downtown core area. It is intended to provide an area for Commercial, Civic, and Residential uses, and to merge downtown with the Riverfront Commemorative Park. It is designed to be a pedestrian-friendly, multi-use area that focuses on the river. The zone prohibits new Low Density Residential buildings, but encourages dwelling units in, or attached to, commercial uses to foster a mixed use and vibrant downtown core.</p>
<p>RS-20 - High Density Residential</p>	<p>The RS-20 Zone implements the High Density Residential Comprehensive Plan designation, and allows for 20 or more dwelling units per acre. It is intended to provide areas for high density group residential dwelling units and other closely related and/or supportive uses. This zone allows for a variety of Residential use and building types, as well as Civic and Commercial facilities that are complimentary to high density residential areas.</p>
<p>WRG Overlay - Willamette River Greenway Overlay</p>	<p>The Willamette River Greenway is an Overlay that coincides with the adopted Greenway boundary and applies to all development permitted by the underlying zones. The zone is meant to provide control over proposals for uses, or intensification of uses, within the Greenway; to protect, conserve, enhance, and maintain the natural, scenic, historical, economic, and recreational qualities of lands along the Willamette River; and to ensure development along the river is consistent with natural features protections and State Statute.</p>

B. Plan and Design Review

The Urban Renewal Agency shall be notified of any Comprehensive Plan/Zoning amendment application, building permit, conditional use or other development permits requested within the Area.

600. OUTLINE OF DEVELOPMENT

The Urban Renewal project consists of activities and actions which treat the causes of blight and deterioration in the Corvallis Urban Renewal Area. Project activities further are intended to implement the vision and goals in Section 400 of this plan. Project activities to treat blighting conditions and to implement community and comprehensive plan goals include:

- Providing incentives to new public and private building investments in the project area.
- Providing assistance to create and maintain affordable housing in the project area.
- Providing incentives for the repair and rehabilitation of deficient structures in the project area.
- Contributing to funding new parks and public buildings in the renewal area
- Improving the physical appearance of the renewal area
- Improving parking availability in the renewal area.

Section 700 provides further description of each urban renewal project to be undertaken within the Urban Renewal Area.

700. DESCRIPTION OF PROJECTS TO BE UNDERTAKEN

In order to achieve the objectives of this Plan, the following activities will be undertaken by the Urban Renewal Agency in accordance with applicable federal, state, county, and city laws, policies, and procedures. The Renewal Agency may fund these activities in full, or in part, or seek other sources of funding for them. The list of projects was developed during the public involvement process as the most important projects to undertake. The intent in describing these projects and activities includes establishing, through this Plan, the general and specific authority to undertake these projects and activities within the Urban Renewal Area. It is not assumed that these projects will be entirely funded with urban renewal funds. It is not possible to foresee all the changing conditions and events that may occur during the life of this Plan. Such projects will be added to the plan by amendment, if such amendment is required by Section 900 of this plan. These projects and activities may be modified, or expanded upon as needed to meet renewal plan objectives. Changes will be undertaken in accordance with procedures for amendments to this Plan.

1. PUBLIC IMPROVEMENTS

Definition - Public improvements include the construction, repair, or replacement of curbs, sidewalks, streets, parking, parks and open spaces, pedestrian and bicycle amenities, water, sanitary sewer and storm sewer facilities, utilities, and other public facilities necessary to

carry out the goals and objectives of this plan.

A) Public Parks and Open Spaces

The Renewal Agency may participate in funding the design, acquisition, construction or rehabilitation of public spaces, parks or public recreation facilities within the urban renewal area. Identified projects include but are not limited to:

- Assist with north riverfront park improvements.
- Enhance confluence park area with benches, bridge to S. Corvallis

Other specific projects may be identified during the life of this plan.

B) Street, Curb, and Sidewalk Improvements

The Renewal Agency may participate in funding sidewalk and roadway improvements including design, redesign, construction, resurfacing, repair and acquisition of right-of way for curbs, streets, and sidewalks. Specific street, curb, and sidewalk improvements may be identified during the life of this plan.

C) Streetscape and Beautification Projects

The Renewal Agency is authorized to participate in activities improving the visual appearance of the project area.. These improvements include:

- Streetscape improvements, including decorative pavers, street lighting, street trees, landscaping, street furnishings and signs.
- Place overhead utility lines underground, Harrison Blvd., 1st to 5th
- Assist in providing weather protection in the downtown area.

Other specific projects may be identified during the life of this plan.

D) Pedestrian, Bicycle, and Transit Improvements

The Renewal Agency may participate in funding improvements to public transit facilities, and make improvements including design, redesign, construction, resurfacing, repair and acquisition of right-of way for pedestrian and bicycle paths and connections. These activities will improve transit options, and facilitate pedestrian and bicycle usage in the renewal area. These improvements include:

- Assist with multi-use path improvements from downtown to Crystal Lake sports fields
- Provide signage and wayfaring

Other specific projects may be developed during the life of this plan.

E) Public Safety Improvements

The Renewal Agency may participate in funding improvements needed for public safety purposes. Public safety improvements include

- Improve street lighting in the project area

Other specific projects may be developed during the life of this plan.

G) Public Buildings and Facilities

The Renewal Agency may participate in development of public facilities in the renewal area. The extent of the Agency's participation in funding such facilities will be based upon an Agency finding on the benefit of that project to the renewal area, and the importance of the project in carrying out Plan objectives. Potential public facilities to be funded include:

- Construction of parking facilities to serve development in the project area.
- Assist with cultural and arts improvements.

Other specific projects may be developed during the life of this plan.

2. PRESERVATION AND REHABILITATION

This activity will help improve the condition and appearance of buildings in the project area, and encourage infill and reuse in the project area. The Renewal Agency may participate, through loans, grants, or both, in maintaining and improving exterior and interior conditions of properties within the renewal area. This activity will include preservation and rehabilitation of historic buildings.

3. DEVELOPMENT AND REDEVELOPMENT

The Renewal Agency also is authorized to provide loans, or other forms of financial assistance to property owners wishing to develop or redevelop land or buildings within the renewal area. The Agency may make this assistance available as it deems necessary to achieve the objectives of this Plan. Examples of such assistance include, but are not limited to:

- Below market interest rate loans
- Write down of land acquisition costs
- Provision of public parking to assist development
- Assistance in providing utilities
- Technical assistance, including architectural assistance, and zoning change work.

4. HOUSING DEVELOPMENT The Renewal Agency will utilize the incentives cited in Sections 700(2), and 700(3) to help provide new and rehabilitated housing for residents and workers in the renewal project area.

5. PROPERTY ACQUISITION AND DISPOSITION

In order to carry out the objectives of this Plan, the Renewal Agency is authorized to acquire land or buildings for public and private development purposes. The procedures for acquiring and disposing of property are described in Sections 800 of this Plan.

6. PLAN ADMINISTRATION

Tax increment funds may be utilized to pay indebtedness associated with preparation of the urban renewal plan, to carry out design plans, miscellaneous land use and public facility studies, engineering, market, and other technical studies as may be needed during the

course of the urban renewal plan. Project funds also may be used to pay for personnel and other administrative costs incurred in management of the renewal plan.

800. PROPERTY ACQUISITION PROCEDURES

The Renewal Agency is authorized to acquire property within the renewal area. Property acquisition, including limited interest acquisition, is hereby made a part of this Plan and may be used to achieve the objectives of this Plan. All acquisition of property will require will require an amendment to the plan as set forth in Section 1100 of this Plan

A. Acquisition requiring City Council approval.

Acquisitions for the following purposes will require an amendment to this Plan as set forth in Section 1100(B)(2) of this Plan.

1. Acquisition of land for development by private developers
2. Acquisition of land for development by public sector bodies.
3. Acquisition for any purpose that requires the use of the Agency's powers of eminent domain.

The City Council shall ratify the amendment to this Plan by resolution. City Council ratification is required for Renewal Agency acquisitions for the following purposes:

B. Acquisition not requiring City Council approval.

Land acquisition not requiring City Council ratification requires a minor amendment to this Plan as set forth in Section 1100 (C)(2) of this Plan. The minor amendment to the Renewal plan may be adopted by the Renewal Agency by Resolution. The Agency may acquire land without Council ratification where the following conditions exist:

1. Where it is determined that the property is needed to provide public improvements
 - a. Right-of-way acquisition for streets, alleys or pedestrian ways;
 - b. Right of way and easement acquisition for water, sewer, and other utilities
2. Where the owner of real property within the boundaries of the Area wishes to convey title of such property by any means, including by gift.

C. Properties to be acquired

At the time this plan is prepared, no properties are identified for acquisition. If plan amendments to acquire property are approved, a map exhibit shall be prepared showing the properties to be acquired and the property will be added to the list of properties to be acquired. The list of properties acquired will be shown in this section 800C of the Plan.

D. Property Disposition Policies And Procedures

The Renewal Agency is authorized to sell, lease, exchange, subdivide, transfer, assign, pledge, encumber by mortgage or deed of trust, or otherwise dispose of any interest in real property which has been acquired, in accordance with the provisions of this Plan.

All real property acquired by the Renewal Agency for redevelopment in the Urban Renewal Area shall be disposed of for development for the uses permitted in the Plan at its fair re-use value. All persons and entities obtaining property from the Renewal Agency shall use the property for the purposes designated in this Plan, and shall commence and complete development of the property within a period of time which the Renewal Agency fixes as reasonable, and shall comply with other conditions which the Renewal Agency deems necessary to carry out the purposes of this Plan.

To provide adequate safeguards to insure that the provisions of this Plan will be carried out to prevent the recurrence of blight, all real property disposed of by the Renewal Agency, as well as all other real property the development of which is assisted financially by the Renewal Agency, shall be made subject to this Plan. Leases, deeds, contracts, agreements, and declarations of restrictions by the Renewal Agency may contain restrictions, covenants, and conditions running with the land, rights of reverter, conditions subsequent, equitable servitudes, or any other provisions necessary to carry out this Plan.

No property acquisition is under consideration at the time this plan is adopted, therefore no specific disposition schedule is included. It is anticipated that any property acquired by the renewal agency will be disposed of within five years of its acquisition.

900. REDEVELOPER'S OBLIGATIONS

Redevelopers within the Urban Renewal Area will be subject to controls and obligations imposed by the provisions of this Plan. Redevelopers also will be obligated by the following requirements:

1. The Redeveloper shall develop or redevelop property in accordance with the land-use provisions and other requirements specified in this Plan.
2. The Renewal Agency may require the redeveloper to execute a development agreement acceptable to the Renewal Agency as a condition of any form of assistance by the Renewal Agency. The Redeveloper shall accept all conditions and agreements as may be required by the Renewal Agency.
3. The Redeveloper shall submit all plans and specifications for construction of improvements on the land to the Renewal Agency or its designated agent, for review and approval prior to distribution to reviewing bodies as required by the City.
4. The Redeveloper shall commence and complete the development of such property for the use provided in this Plan within a reasonable period of time as determined by the Agency.
5. The Redeveloper shall not effect any instrument whereby the sale, lease, or occupancy of the real property, or any part thereof, is restricted upon the basis of age, race, color, religion, sex, marital status, or national origin.

1000. RELOCATION

The Renewal Agency will provide relocation assistance to all persons or businesses displaced by project activities. Those displaced will be given assistance in finding replacement facilities. All persons or businesses which may be displaced will be contacted to determine such relocation needs. They will be provided information on available space and will be given assistance in moving. All relocation activities will be undertaken and payments made, in accordance with the requirements of Chapter 35 of the Oregon Revised Statutes, and any other applicable laws or regulations.

The Development Agency may contract with Oregon Department of Transportation (ODOT), or other appropriate agencies or parties for assistance in administering its relocation program.

1100. PLAN AMENDMENTS

It is anticipated that this renewal plan will be reviewed periodically during the execution of the Project. The plan may be changed, modified, or amended as future conditions warrant. Types of plan amendments are:

A. Substantial Amendments Per ORS Chapter 457

Substantial Amendments to the statutes are:

- Adding land to the urban renewal area that is in excess of one percent of the existing area of the Plan.
- Increasing the maximum amount of indebtedness that can be issued or incurred under the Plan.
- Changing the tax increment funds collected or used by an amount in excess of the limits approved by the voters as part of this plan.

Substantial Amendments shall require the same notice, hearing and approval procedure required of the original Plan, including public involvement, consultation with taxing districts, presentation to the Planning Commission and adoption by the City Council by non-emergency ordinance after a hearing requiring “special notice” per ORS 457. 120. Those Substantial Amendments that change the collection or use of tax increment funds in an amount in excess of the limits in this plan must be approved by the voters, consistent with Section 56 of the Corvallis City Charter and Section 1300 C. of this plan.

B. Substantial Amendments Per Section 56 of the Corvallis City Charter

Substantial Amendments include changes in the collection or use of tax increment funds which vary more than 20% from each amount specifically set out for each project category (A, B, C and D), in Table 2 of Section 500 of the Report on the Urban Renewal Plan, as approved by the Corvallis City Council on ____ 2008. These

amendments must be approved by the voters, consistent with Section 56 of the Corvallis City Charter and Section 1300 C. of this plan.

C. Minor Amendments.

Minor amendments may be approved by the Renewal Agency and the City Council by resolution. Such amendments are defined as:

- Acquisition of property for purposes specified in Section 800A1 A2, and A3, and 800 B of this plan.
- Amendments to clarify language, add graphic exhibits, make minor modifications in the scope or location of improvements authorized by this Plan, or other such modifications which do not change the basic planning or engineering principles of the Plan.
- Addition of a project substantially different from those identified in Sections 700 of the Plan.
- Increases in the urban renewal area boundary that are less than one percent of the existing area of the Plan.

1200. MAXIMUM INDEBTEDNESS

The maximum indebtedness authorized under this plan is Thirty-one million. two hundred and seventy thousand dollars (\$31,270,000). This amount is the principal of indebtedness, and does not include interest on indebtedness.

1300. FINANCING METHODS

A. General

The Urban Renewal Agency may borrow money and accept advances, loans, grants and other forms of financial assistance from the federal government, the state, city, county or other public body, or from any sources, public or private for the purposes of undertaking and carrying out this Plan. In addition, the Agency may borrow money from, or lend money to a public agency in conjunction with a joint undertaking of a project authorized by this Plan. If such funds are loaned, the Agency may promulgate rules and procedures for the methods and conditions of payment of such loans. The funds obtained by the Agency shall be used to pay or repay any costs, expenses, advances and indebtedness incurred in planning or undertaking project activities or in otherwise exercising any of the powers granted by ORS Chapter 457.

B. Tax Increment Financing

This urban renewal plan will be financed in whole, or in part, by tax increment revenues. The ad valorem taxes levied by all taxing districts in which all or a portion of the Corvallis is located shall be divided as provided in section 1c, Article IX of the Oregon Constitution and ORS 457.420 to 457.460.

C. Voter Approval requirement of Corvallis City Charter

Section 56 of the Corvallis City Charter states that “Any urban renewal plan or amendment approved by the City Council shall contain the following provisions:

1. Any collection or use of tax increment funds for any purpose whatsoever must be approved in advance by a majority vote at a City election.
2. Any collection or use of tax increment funds shall be considered a substantial change in the plan.”

Voter approval of this plan includes approval of changes in the collection or use of tax increment funds which does not exceed 20% of each the amounts specifically set out for each project category (A, B, C and D), in Table 2 of Section 500 of the Report on the Urban Renewal Plan, as approved by the Corvallis City Council on _____2008.

D. Prior Indebtedness

Any indebtedness permitted by law and incurred by the Urban Renewal Agency or the City in connection with preplanning for this Urban renewal plan shall be repaid from tax increment proceeds generated pursuant to this section.

1400. DEFINITIONS

The following definitions will govern the construction of this Plan unless the context otherwise requires:

"Area" means the area included within the boundaries of the Corvallis Urban Renewal Area.

"Bonded Indebtedness" means any formally executed written agreement representing a promise by a unit of government to pay to another a specified sum of money, at a specified date or dates at least one year in the future.

"County" means Benton County, Oregon.

"City Council" means the City Council of City of Corvallis, Oregon.

"Comprehensive Plan" means the City's Comprehensive Land Use Plan and its implementing Ordinances, policies and development standards.

"Displaced" person or business means any person or business who is required to relocate as a result of action by the Urban Renewal Agency to vacate a property for public use or purpose.

"Disposition and Development Agreement" means an agreement between the Urban Renewal Agency and a private developer which sets forth the terms and conditions under which will govern the disposition of land to a private developer.

"Exhibit" means an attachment, either narrative or map, to the Urban renewal plan for the

Corvallis Urban Renewal Area, Part Two - Exhibits.

"**ORS**" means Oregon Revised Statute (State Law) and specifically Chapter 457 thereof.

"**Plan**" means the Urban renewal plan for the Corvallis Urban Renewal Area, Parts One and Two.

"**Planning Commission**" means the Planning Commission of the City of Corvallis, Oregon.

"**Project, Activity or Project Activity**" means any undertaking or activity within the Renewal Area, such as a public improvement, street project or other activity which is authorized and for which implementing provisions are set forth in the Urban renewal plan.

"**Report**" refers to the report accompanying the urban renewal plan, as provided in ORS 457.085 (3)

"**Redeveloper**" means any individual or group acquiring property from the Urban Renewal Agency or receiving financial assistance for the physical improvement of privately or publicly held structures and land.

"**Rehabilitation Loans and Grants**" – Funds provided by the Renewal Agency to owners of existing properties within the urban renewal area for the purpose of rehabilitation, renovation, repair, or historic preservation of the property. Loan and grant policies and procedures will be developed by the Renewal Agency, to carry out the Rehabilitation and Conservation activities of this Plan

"**Redevelopment Assistance**" – Financial assistance provided by the Renewal Agency to private or public developers of property within the urban renewal area. This assistance is intended to make development within the renewal area financially feasible and competitive with other locations, and carry out the Redevelopment Through New Construction activities of this Plan. Redevelopment Assistance may take the form of participation in financing public improvements such as parking, infrastructure, landscaping, and public places, providing technical information and assistance to potential redevelopers, re-sale of land at written down prices, and such other assistance as the Agency determines is within its authority, and necessary.

"**State**" means the State of Oregon.

"**Text**" means the Urban renewal plan for the Corvallis Urban Renewal Area, Part One - Text.

"**Urban Renewal Agency**" means the Urban Renewal Agency of City of Corvallis, Oregon.

"**Urban Renewal Area**", "**Corvallis Urban Renewal Area**", or "**Renewal Area**" means the geographic area for which this Urban renewal plan has been approved. The boundary of the Renewal Area is described in Exhibits made a part of this plan.

Corvallis Urban Renewal Plan

City of Corvallis, Oregon

Part Two-Exhibits

EXHIBITS

Exhibit 1 Map of Plan Boundary

ATTACHMENTS

Attachment A Boundary Description

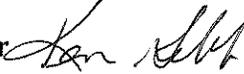
Proposed Urban Renewal District Boundary



MEMORANDUM

DATE: January 30, 2008

TO: Mayor and City Council

FROM: Ken Gibb, Community Development Director 

RE: Report / Recommendation from Ad Hoc Committee

Background:

An Ad Hoc Committee was appointed by the Mayor for the purpose of developing a recommendation to the City Council regarding the formation of a Downtown Commission.

Discussion:

The Committee worked from August 2007 through January 2008 to develop the attached report and recommendation. During this time, the Committee conducted eight meetings, reviewed multiple sources of information and received public comment.

The report provides background on the Ad Hoc Committee's work, summarizes the Committee recommendations and presents a draft municipal ordinance that would create a Downtown Commission. At its January 15, 2008 meeting, the Ad Hoc Committee unanimously voted to forward the report and recommendations to the City Council.

In forwarding the report, the Committee wanted to point out that not all of the Committee's considerations could be captured in the municipal ordinance language. Therefore, the Mayor and Council are encouraged to consider all elements when reviewing this report and future implementation of a Downtown Commission.

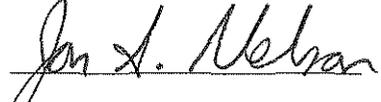
The Ad Hoc Committee did not recommend a timetable regarding formation of the Commission, noting that the Council will need to consider options related to financing staff support to the Downtown Commission.

Ad Hoc Committee Chair Pat Lampton will attend the City Council meeting and present the report along with Staff.

Requested Action:

The Council is requested to review the report and recommendations and consider the necessary steps to form a Corvallis Downtown Commission.

Review and Concur:



Jon S. Nelson, City Manager

Forming a Corvallis Downtown Commission Ad Hoc Committee Report and Recommendations

January, 2008

I. Background

The Downtown Corvallis Association (DCA), with support from the City of Corvallis, completed a Vision and Strategic Plan for Downtown Corvallis in September 2006. The Plan was reviewed and accepted by the Corvallis City Council in late 2006.

One of the Strategic Plan recommendations was to establish a Downtown Commission that would serve as a citizen advisory body to the City Council. The Commission would have the role of implementing the Strategic Plan in areas such as urban renewal, parking, redevelopment and public infrastructure. The Plan recommended that a variety of interests be represented on the Commission including DCA, downtown property and business owners, employees and residents.

The Mayor appointed an ad hoc committee to review the proposed formation of a Downtown Commission and prepare a recommendation to the City Council.

II. Ad Hoc Committee Charge

As outlined in a memorandum from the City Manager to the Mayor and City Council (Attachment A), a short term committee (known as the Ad Hoc Committee) is directed to develop Municipal Code language that would address:

- Purpose of a Downtown Commission
- Number of members and any liaisons
- Areas the Downtown Commission will advise the Council on and,
- Other issues identified during the meetings

III. Committee Make-Up

The Ad Hoc Committee appointed by the Mayor represented a variety of interests. Committee members and affiliations are shown as follows:

Kirk Bailey: Strategic Planning Committee, resident of nearby neighborhood

Trish Daniels: City Council, Strategic Planning Committee

Jeff Katz: Parking Commission, former Riverfront Commission, downtown business

Josh Kvidt: Parking Commission, downtown employee

Pat Lampton: Strategic Planning Committee, DCA, downtown business

Dave Livingston: Strategic Planning, former Riverfront Commission, property owner

Holly Peterson: downtown business, former Riverfront Commission member

IV. Overview of the Committee's Work

The Ad Hoc Committee met on 8 occasions, starting in August 2007 and completing their work in January 2008. All meetings were public noticed and public comment opportunities were provided at each meeting. Two meetings were more widely noticed for public comment with invitations sent to downtown property owners, nearby neighborhood organizations and business organizations.

In developing the recommendation, the Committee:

- Reviewed the Downtown Strategic Plan
- Considered how other communities organized downtown advisory committees
- Heard from staff and citizen members from other city advisory committees including the Parks, Natural Areas and Recreation Board, Civic Beautification and Urban Forestry Commission, Parking Commission and former Riverfront Commission
- Looked at information related to the City's previous Downtown Commission and heard from a member of that Commission
- Considered the public comment received during the process

V. Committee Recommendation

The Ad Hoc Committee's recommendations are presented in draft municipal code language that would establish a Downtown Commission, a summary of the Committee's recommendations and a review of other discussion items that the Committee is passing on to the City Council.

A. Draft Ordinance

Attachment B includes a draft municipal ordinance that would create a Downtown Commission. The format is consistent with other municipal code sections that establish citizen advisory bodies.

B. Summary of Ad Hoc Committee's Recommendations

1. Number of members

The Committee recommends a Commission consisting of 11 members.

2. Representation Profile

The Committee recommends:

- A minimum of one appointment for the following categories:
 - Downtown resident (or nearby neighborhoods)
 - Downtown Corvallis Association

- A minimum of two appointments from the following categories:
 - Downtown business person
 - Downtown property owner
- The following interests should be considered in selecting Commission members:
 - Historic preservation
 - Downtown employee
 - Housing
 - Oregon State University
 - Alternate transportation modes
 - General community
 - Parks
 - Parking
 - Real estate/development/construction/design
 - Cultural resources/arts

3. Appointment of Commission

Committee recommends that the Mayor appoint all members (represented organizations, i.e. DCA, could recommend candidates).

4. Major Responsibilities

The Strategic Plan suggested the following advisory role (see page 28 of Strategic Plan and page 13 of Implementation Strategy):

- Implementation of downtown strategic plan
- Urban renewal program (if created)
- Streetscape projects
- Redevelopment projects
- Land use matters including development code revisions
- Public parking

The Committee concurred with this list of potential activities and acknowledged that there are other activities that will be appropriate for the Downtown Commission to address.

5. Parking Responsibilities

The Committee recommends that:

- A 5 member Parking Committee be formed under the umbrella of the Downtown Commission with the Parking Committee handling the day-to-day aspects of parking management and the Downtown Commission addressing major parking policy issues and project development opportunities. Attachment C describes a proposed assignment of parking

responsibilities among staff, the Parking Committee, Downtown Commission and City Council.

- The Parking Committee should consist of 5 members including 2 Downtown Commission members. The other 3 members should be appointed by the Mayor and represent downtown interests including business and property owners. The Committee further suggests that the initial mayoral appointments consider current members of the Parking Commission because of their expertise and for continuity purposes.

6. Commission Subcommittees

The Committee recommends that the Downtown Commission should have the opportunity to form both standing committees and ad hoc committees to work on specific projects.

7. Liaison Roles

The Committee recommends that there be a City Council liaison to the Downtown Commission. There also may be representatives from other City advisory committees that assist with specific activities that the Downtown Commission may undertake.

8. Commission Staffing

The Committee concurs with the Strategic Plan recommendation that Community Development provide staff support to the Downtown Commission. It is recognized that the staff support for the Parking Committee will continue to be provided by the Public Works Department.

C. Other Discussion Items for City Council Consideration

During the Committee's work, there were additional issues discussed that did not fit into the formal municipal code language that would create a Downtown Commission. The Committee would like to pass on these items for consideration during the formation and implementation of a Downtown Commission.

1. Parking Responsibilities

There was considerable discussion about the best way to manage downtown parking which is widely recognized as a key issue in downtown Corvallis. The Committee recommends that a Parking Committee be formed under the umbrella of the Downtown Commission. The Parking Committee would have 2 members from the Commission and 3 additional citizen members.

The Ad Hoc Committee was concerned that the Downtown Commission be involved in the strategic planning and parking policy activity while maintaining efficiency and avoiding overlap in addressing downtown parking matters.

Staff presented a proposed outline of parking roles and responsibilities to the Ad Hoc Committee. This included an expanded role of staff in day to day technical parking management decisions. The Parking Committee could review individual parking control change requests, e.g., time limits in front of a business, make recommendations on larger scale parking changes to the Commission, and provide feedback on long term, strategic parking activities, e.g., parking plan updates. The Downtown Commission would review and recommend large scale parking changes, downtown parking policies and strategic parking initiatives. The City Council would take final action on parking policies, strategic planning activities and municipal code directed action such as traffic orders.

As previously noted, an outline of these roles and responsibilities is presented in Attachment C. The Committee recognizes that time and experience may dictate changes to this hierarchy of parking roles and that there is the flexibility of make such adjustments in the future.

2. Urban Renewal

The Ad Hoc Committee is well aware of the current efforts to develop an urban renewal plan and to seek voter approval to create an urban renewal district in downtown Corvallis. The Committee factored this activity into their review and recommendation regarding formation of a Downtown Commission as follows:

- The Committee assumed that the City Council would serve as the urban renewal agency.
- The Committee recommends that the Downtown Commission act as the citizen advisory body to the urban renewal agency and play a significant role in reviewing and recommending on urban renewal activities.
- The urban renewal program would be a major work program effort for the Downtown Commission and require significant staff support.
- If an urban renewal program did not move forward, the Downtown Commission would have a reduced but still significant work program in implementing the Downtown Strategic Plan and other City-related downtown programs and policies.

3. Commission Staffing

The general staff support to the Commission is recommended to be provided by the City of Corvallis Community Development Department. Staff support to the Parking Committee would continue to be provided by the Public Works Department.

Assuming that an urban renewal program is established in downtown Corvallis, it is projected that staffing requirements would be a 1.0 FTE planner position with

additional administrative support. If urban renewal is not part of the Commission's portfolio, staffing requirements would be reduced.

Resources for the Commission's staff support could come from a budget enhancement to fund additional staff. General fund or directed revenue such as the proposed business license fee could be used to support staffing. Should an urban renewal program be created, funds can be used for administrative purposes including staffing. However, urban renewal revenues will not be realized for several years and based on revenue projections, staff support would consume a significant portion of the relatively modest future urban renewal resources.

Existing Community Development staff resources could be re-directed to support the Downtown Commission. This would require an adjustment of the Department's work program and delay action on the current community and City Council priorities.

V. Background Information

The Ad Hoc Committee conducted eight meetings during the process of developing a recommendation. To supplement and provide background to this report, summary notes from each of the meetings are provided in Attachment D.

Also provided in Attachment E is information that the Committee reviewed such as the Downtown Strategic Plan.

*** MEMORANDUM ***

APRIL 25, 2007

TO: MAYOR AND CITY COUNCIL
FROM: JON S. NELSON, CITY MANAGER 
SUBJECT: DOWNTOWN COMMISSION (DCA STRATEGIC PLAN)

The next step in achieving this action item is for Mayor Tomlinson to appoint a short-term work group to develop, working with Community Development staff, suggestions for Municipal Code language for stakeholders, citizens, and Council to consider.

The recommendation to be developed includes:

- 1) Purpose of a Downtown Commission,
- 2) Number of members and any liaisons,
- 3) Areas the Downtown Commission will advise Council on, and
- 4) Others identified during the meetings.

Suggested work group members include:

Downtown Corvallis Association (DCA) – 2
Downtown Parking Commission – 2
Riverfront Commission – 1
City Council – 1
Non DCA/Downtown Supporter – 1

Task force meetings may begin early summer and the hope is to have a recommendation by Fall.

c: Downtown Corvallis Association
Downtown Parking Commission
Riverfront Commission
Community Development Director Gibb
Parks & Recreation Director Conway
Police Chief Boldizar
Public Works Director Rogers

Section 1.16.335 Downtown Commission

- 1) A Downtown Commission is hereby created for the City.
- 2) The Commission shall consist of 11 voting members appointed by the Mayor.
- 3) Membership of the Commission shall be as follows:
 - a) A minimum of one Downtown Corvallis Association representative.
 - b) A minimum of one resident of Downtown Corvallis or adjacent neighborhoods.
 - c) A minimum of two downtown business persons.
 - d) A minimum of two downtown property owners.
 - e) The following interests shall be considered in selecting the balance of the Commission membership:
 - Historic preservation
 - Downtown employee
 - Housing
 - Oregon State University
 - Alternative transportation modes
 - General community
 - Parks
 - Parking
 - Real estate/development/construction/design
 - Cultural resources/arts

In addition, a City Council member shall serve as a permanent non-voting liaison to the Commission. Liaisons from other City advisory commissions may be added to assist the Commission on specific projects or activities.

- 4) The Commission members shall be appointed for three year terms. Initial appointments shall be staggered as follows: 2 members for a one year term; 3 members for a two year term; and 6 members for a three year term.
- 5) The Commission shall advise the City Council and staff on matters concerning the downtown Corvallis area including:
 - a) Areas that are zoned Central Business District, Central Business District fringe, or Riverfront.
 - b) Other geographic areas that may be included in a downtown urban renewal district.
 - c) Activities in adjacent neighborhoods that may impact the downtown area.
- 6) The areas of advisory responsibility for the Commission include but are not limited to:
 - a) Implementation of community plans for the downtown area.
 - b) Implementation of an urban renewal program if created by the City.
 - c) Public infrastructure activities such as streetscape projects.
 - d) Redevelopment projects.
 - e) Land use matters such as recommending development code revisions.
 - f) Public parking policies and projects.
 - g) Other community matters that may affect downtown Corvallis.
- 7) A Parking Committee of the Downtown Commission shall be established. This Committee shall consist of 5 members, 2 of which are Downtown Commission

members as assigned by the Commission. The other 3 members of the Parking Committee shall be appointed by the Mayor and represent a range of downtown and community interests.

- 8) The Parking Committee shall be responsible for day-to-day downtown parking matters and advise the Downtown Commission and/or City Council on parking issues.
- 9) The functions of the Commission may be accomplished using subcommittees, task forces or stakeholder committees.

DRAFT

Downtown Commission Ad-Hoc Committee
Parking Issues

Proposed Strategy
November 21, 2007

Context: Roles and responsibilities for:

Downtown Commission
Parking Committee
Staff
Citizens
City Council

1. Staff

- Receive individual parking control change requests from citizens or on staff's initiative
 - Staff develops written response
 - a. Change in the form of a traffic order.
 - b. No change
- Response is developed based on Parking Plan guidance/budget/engineering principals/MUTCD standards.
- Response goes to Parking Committee under a consent agenda and to individual making request. The individual is invited to attend Committee meeting.
 - Traffic order is noticed to City Council per Municipal Code.

2. Parking Committee

A. Individual Parking Control Change Requests

- Responsible to review staff reports above via consent agenda.
 - Discussion/recommendation is optional. If silent, staff report is final.
- Or
- Decision on appeal from requestor.
 - Traffic orders/reports do not go to Downtown Commission

Examples:

1. Parking space time limit changes
2. Meters to signs and signs to meters
3. Taxi stands
4. Parallel to angle parking
5. Driveway access closures

B. Block Plus Parking Control Changes.

- Review/discuss/recommend to City Council (to DT Commission consent agenda)

Examples:

1. Parking control changes based on parking demand review (over 85% parked)
2. Parking zone expansion
3. Free customer zone expansion

C. Other Issues as Assigned by Downtown Commission or by Committee Initiation

- Review/discuss/recommend to DT Commission

Examples:

- Update to Parking Plan
- Meter rates
- Parking improvements and/or expansions

3. Downtown Commission

A. From consent agenda from B. above. No action by Downtown Commission confirms recommendation to City Council.

B. Other Recommendations from Parking Committee.

- As identified in C. Above
- Review/discuss/recommend to City Council

Examples:

- Update to Parking Plan
- Meter rates
- Parking improvements and/or expansions

C. Develop strategies to increase parking supply and/or reduce demand

- Recommendations to City Council.
- May not be referred to Parking Committee

Examples:

- Additional public parking
- Parking structure
- Increased public transit service

**CITY OF CORVALLIS
DOWNTOWN COMMISSION AD HOC COMMITTEE
AUGUST 21, 2007 MEETING NOTES**

Present

Holly Peterson, Business Owner
 Josh Kvidt, Downtown Parking
 Kirk Bailey, DCA
 Pat Lampton, Strategic Planning
 Trish Daniels, City Council
 Jeff Katz, Parking Commission
 Dave Livingston, DCA Strategic Planning

Staff

Ken Gibb, Community Development Director
 Kathleen Matthews, Management Assistant
 Sharon Crowell, Sr. Administrative Specialist

Guests

Mayor Charlie Tomlinson

	Agenda Item	Summary of Recommendations/Actions
I.	Brief Background on Downtown Strategic Plan	Information only
II.	Discussion of Committee Charge	Information only
III.	Committee Protocols	Accepted
IV.	Discussion of Proposed Outline of Future Meeting Topics	Information only
V.	Other Business	Information only
VI.	Next Meeting	Next Meeting: September 25, 2007, 4:30–6:00 p.m.
VII.	Adjournment	The meeting was adjourned at 6:00 p.m.

CONTENT OF DISCUSSION

Ken Gibb called the meeting to order at 4:30 p.m. in the Madison Avenue Meeting Room, 500 SW Madison Avenue. Introductions were made.

I. Brief Background on Downtown Strategic Plan

Pat Lampton briefly described the visioning process of the Downtown Strategic Plan, and touched on topics including “A Vision for Downtown Corvallis” and “Downtown Strategic Plan”. Mr. Lampton also noted the Strategic Plan was an inclusive two year process, with a steering committee, and was presented to City Council in 2006. Mr. Lampton described the need for a Downtown Commission as a basis to elevate downtown issues and provide more exposure, including the development of an Urban Renewal District. Trish Daniels noted a Downtown Housing Study was also done.

II. Discussion of Committee Charge

The Committee discussed the relevant materials in the agenda packet including excerpts from Downtown Strategic Plan with staff report and City Council minutes. Mayor Tomlinson commented there are a lot of people willing to serve on the Downtown Commission and thanked members for agreeing to be on this committee. Mayor Tomlinson noted there has been some fragmentation in the past. Consistency and structure is needed for multifaceted groups, such as transit parking, economic vitality, and Riverfront Park.

Mr. Bailey asked if liaisons are enough or are joint meeting recommended, and Mayor Tomlinson replied to consider liaisons and periodically hold joint meetings; possibly once per year.

Mayor Tomlinson stated the commission needs to be broadly represented because we are a "Community that Honors Diversity". He gave the example of linking the flower baskets from the downtown area to campus.

Mr. Gibb suggested the committee can make recommendations for Downtown Commission representatives based on a mix of various backgrounds.

III. Committee Protocols

A handout outlining meeting ground rules was reviewed and accepted by the committee.

Pat Lampton will be Committee Chair; Jeff Katz Vice Chair. The first regular meeting will be held on Wednesday, September 12th, 4:30 – 6:00 p.m., and the second and fourth Tuesday of the month beginning on Tuesday, September 25th, with the objective of finishing mid November.

Meeting notes will be a general review, capturing key discussion points, including attendance and action items.

Mr. Lampton suggested the formal agendas will help keep on task. The agenda would include staff contact information and five minutes at the beginning and end of the meeting for public comment. The committee agreed on a general consensus vote, unless the committee is strongly divided and then a more formal vote would be needed with a final recommendation to City Council.

Public notices would be posted in a variety of locations including Channel 21, Benton County, Public and Web Calendar, and the FYI section of the GazetteTimes.

IV. Discussion of Proposed Outline of Future Meeting Topics

The Committee discussed the outline of future agenda topics prepared by staff. There was general agreement that this was a good starting point with the understanding that there will be adjustments as needed.

Mr. Bailey suggested contacting chairs of the various Boards and Commissions, including the Madison Avenue Task Force, Historic Resources Commission, and possibly Kent Weiss and Bob Loewen from the City of Corvallis Housing Division to get items on the agenda, attend meetings and share information.

It was agreed to have Julee Conway and Parks & Recreation related Boards and Commissions attend the second meeting. Ms. Daniels suggested including Dave Dodson at some level because of his background on Strategic Planning Committee recommendation regarding the Downtown Commission.

V. Other Business

Mr. Lampton asked about the experience of other Committees experience/models for Downtown Commissions? Ms. Daniels noted there was a Downtown Commission in the 1980's which should be recognized.

VI. Next Meeting

The next meeting will be held Wednesday, September 12, 2007, 4:30 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard.

VII. Adjournment

The meeting was adjourned at 6:00p.m.

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**CITY OF CORVALLIS
DOWNTOWN COMMISSION AD HOC COMMITTEE
SEPTEMBER 12, 2007 MEETING NOTES**

Present

Holly Peterson, Business Owner
 Josh Kvidt, Downtown Parking
 Kirk Bailey, DCA, Strategic Planning
 Pat Lampton, Strategic Planning
 Jeff Katz, Parking Commission
 Dave Livingston, DCA Strategic Planning

Staff

Ken Gibb, Community Development Director
 Sharon Crowell, Sr. Administrative Specialist

Guests

Julee Conway, Parks & Recreation Director
 Mary Buckman, Parks, Natural Areas and
 Recreation Board

Absent

Trish Daniels, City Council

	Agenda Item	Summary of Recommendations/Actions
I.	Visitor's Comments	No Action
II.	Review of Meeting Notes	August 21, 2007 minutes approved as revised..
III.	Follow-up Discussion: Strategic Planning Committee	No Action
IV.	Discussion	No Action
V.	Other Business	Next Meeting: September 25, 2007, 4:30-6:00 p.m.
VI.	Adjournment	The meeting was adjourned at 5:50 p.m.

CONTENT OF DISCUSSION

Pat Lampton called the meeting to order at 4:30 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard. Introductions were made.

I. Visitor's Comments

There were no visitors at the beginning of the meeting. Tom Jensen joined the meeting mid way through, but it was determined he was attending the wrong meeting. The committee offered to stay after the meeting was adjourned to answer any questions Mr. Jensen may have.

II. Review of Meeting Minutes

The following revision was requested for the August 21, 2007 minutes: On page 1, Committee member Josh Kvidt's misspelled name was corrected.

Mr. Katz moved and Mr. Livingston seconded to approve the August 21, 2007 minutes as revised; motion passed unanimously.

Mr. Gibb welcomed comments regarding the format and expectations of the minutes, noting minutes would be included in the City Council packet. Committee moved to accept the format of the minutes; motion passed unanimously.

III. Follow-Up Discussion of the Strategic Planning Committee Recommendation Regarding Downtown Commission.

Mr. Lampton asked if the committee had the opportunity to digest what the Strategic Planning Commission had in mind relative to this committee. Mr. Lampton asked if there were any comments.

Mr. Bailey commented there seems to be quite a bit of choice in terms of the responsibilities of the group which should be identified early to narrow the scope of focus. Mr. Gibb responded that any questions would be addressed, maybe not immediately based on the outline of action, but possibly midterm. Mr. Gibb added that the idea would be to get a sense of what the other City Commissions' level and areas of involvement are in the Downtown Riverfront; that would then help the group start to narrow the primary responsibilities of this new Commission.

Mr. Gibb added there is a set of responsibilities associated with Urban Renewal that would be pretty dominant in terms of activities and that there may be a different commission make up if there is ever an Urban Renewal involved, which could pose a challenge the commission would need to work through as they recommend make-up of this Commission to City Council. Mr. Lampton agreed that an agenda item in the next couple of meetings would be appropriate at that time.

Mr. Gibb noted the discussion at the Strategic Planning Committee, in looking at an Urban Renewal plan, that Council would be the Urban Renewal authority and that the Downtown Commission would be the recommending advisory body through the Council on Urban Renewal matters. Mr. Gibb reported the general discussion so far is that it's an advisory body on other issues such as land use, zoning, infrastructure and parking.

Mr. Bailey opined that Corvallis has always had a very strong Council, at least over the last few years, and it seems unlikely they would like to give it up. Mr. Lampton feels that over time Council may need to release duties.

Mr. Gibb noted staff is familiar with what other communities do in terms of downtown committees and suggested picking out some comparative cities as examples. Mr. Gibb also suggested researching the previous Downtown Commission that was formed in the late 1970's or early 1980's.

Downtown Commission Ad Hoc Committee, September 12, 2007

Mr. Bailey inquired whether we've invited members from the original Downtown Commission to observe or testify. Mr. Gibb responded not as yet. Mr. Lampton felt that might occur down the road and may be beneficial for the new Commission.

Mr. Lampton asked Mr. Bailey and Mr. Livingston if they could recall discussions at Strategic Planning around a certain issue or points that this Committee has failed to touch on. Mr. Livingston responded that he feels it's been covered pretty well, and thinks that once they start defining the paths some additional issues will be worked through. His recollection is that the discussions were pretty broad in nature and that it was more conceptual, and would reflect the desires of the community that might not be expressed otherwise.

IV. Discussion

Mr. Gibb introduced the discussion and gave a background on the three identified; Parks Natural Areas and Recreation Board, Civic Beautification and Urban Forestry (CBUF), and the Commission formerly known as the Riverfront Commission that was recently sunsetted.

Ms. Conway thanked the committee for having her and Ms. Buckman at the meeting. Ms. Conway noted that Ms. Buckman was also on the Open Space Commission, which was also sunsetted at the same time as the Riverfront Commission.

Ms. Conway stated that when the, then relatively new, Council decided to sunset the two Commissions they consolidated the activities of both and formed the Parks, Natural Areas and Recreation Board. Mayor Tomlinson is in the process of appointing new members to that board. It will be an eleven member board; currently it is a nine member board, and the charter of the group indicates it will have someone represent the Greenbelt Land Trust as a voting member. Also there will be a non-voting liaison from the 509J School District.

Ms. Conway also manages two other boards; the Public Art Selection Commission and Civic Beautification and Urban Forestry Commission. Ms. Conway added she is the Chair on the Sports Commission, which is not a City Council appointed commission, but is tied in with Parks & Recreation and is a commission of the Corvallis Tourism Board.

Ms. Conway distributed a handout outlining the charters of the Parks, Natural Areas and Recreation Board and Citizens Advisory Commission on Civic Beautification and Urban Forestry. Ms. Conway noted that both of these boards are citizen based advisory boards to City Council, who meet monthly. Members of the board are also very involved in other ways in the community. Ms. Conway feels they are generally knowledgeable about what's going on in the community and would welcome knowing the Downtown Commission will be here as sounding board, a reference point, and a resource when issues came up related to citizen initiatives that

Downtown Commission Ad Hoc Committee, September 12, 2007

may involve either of these boards. Ms. Conway added she feels the board members would see the Downtown Commission as a benefit.

Ms. Conway highlighted that the Riverfront Commemorative Park is young, meaning the community is just understanding and starting to explore and use and potentially see what a wonderful resource it is. Parks & Recreation staff and the board as we'll look at that facility and the positive influence it can have on the downtown and the community as a whole.

Ms. Conway noted that things would change over time with the help of groups such as the Downtown Commission. In addition, Ms. Conway stated this is a thriving long term investment, not only the capital the City and community have put in to it, but the operating of it is a long term investment to support the downtown, to protect the environment, and to provide an economic benefit to the community.

Ms. Conway referred to items 4) a) Recommend policies regarding Department services for approval by the City Council, and 4) b) Advise and propose strategies to the City Council on acquisition, protection, maintenance, and enhancement. Anything relating to the Riverfront Commemorative Park would be taken through the Parks, Natural Area and Recreation Board.

Also, Ms. Conway explained the charge of the Citizens Advisory Commission on Civic Beautification and Urban Forestry is helping beautify the community and protect the urban forest. If there is an overlap to what's going on at the Riverfront then the groups work together. Inventory is currently being updated, but it is estimated to include between 8,000 -10,000 public trees. Downtown areas of involvement may include bulb intersections, and a plan for south campus.

In closing, Ms. Conway noted there are many different commissions and groups that intersect in this one area, so there is overlap, but as far as responsibility for recommendation to City Council the Parks & Recreation Advisory Board is primary.

Ms. Buckman reported that they have just combined the Parks Board and Open Space and have been working hard on how to be inclusive with Open Space, in addition to being involved with the North Riverfront. Ms. Buckman added there has been a suggestion to add a play structure along the riverfront. Also, Ms. Buckman noted she sees the group's role as more of an advocate for parks, and works with Ms. Conway to bring suggestions forward ensuring other group's interests are protected.

Mr. Bailey questioned whether the Sports Commission would have a relationship with parking downtown to go to an OSU game. Mr. Bailey asked Ms. Conway to elaborate a little more on the purpose of the Sports Committee. In response Ms. Conway replied the Sports Commission has been around for 20 years and is managed by the Corvallis Tourism Board, and has a varied membership. They have between 10 – 15 members and meet quarterly. The Sports Committees

Downtown Commission Ad Hoc Committee, September 12, 2007

goal is to promote and bring in sporting events to the community to enhance economic vitality and promote tourism. Ms. Conway noted this could impact, support, or be a detriment to the downtown depending on the types of sporting events. Also, they are trying to fill the cusp times of year when OSU is not in full tilt, and provide information to downtown businesses so they can be prepared for an increase in business during sporting events.

Secondly, Mr. Bailey followed up an earlier statement, that the Riverfront Park is young, and to expect change in the future. Mr. Bailey asked if this change is expected to be additional capital, operational, or a mix. Ms. Conway relied that the North Riverfront Park will be an incredible asset to downtown if it develops even close to the concept plan. Ms. Conway added that City Council will be hearing the concept plan this Monday evening which will include a non motorized boat area, and a boathouse on the riverfront with terrace seating. However, as more people start utilizing these areas it will require more operational support over time.

Mr. Bailey inquired about the Evanite property and how it will possibly fit the future plan as far as connecting trails. Ms. Conway isn't sure how it will connect to the Urban Renewal District. Ms. Conway noted she has attempted to talk with Evanite for about four years and most recently they are openly talking about future plans. Over time Ms. Conway hopes to work with Evanite to connect trails, and eventually connect with the County and even south of Corvallis. Ms. Conway added that this would be a tremendous benefit to the community.

Mr. Gibb offered some scenarios to think about relative to roles and responsibilities. First, would be to look at an interface between a Downtown Commission that has a broader business oriented view of downtown and the Parks Board. Mr. Gibb could foresee the Downtown Commission seeing a potential for economic vitality by having a more varied use of the park for private activities. Mr. Gibb noted this would be an example of something that would need to be coordinated with the Parks Department.

Ms. Conway acknowledged there is an opportunity for private use of parks for weddings, and other functions and that a fee structure has been set by City Council. Ms. Conway noted there have been concerns mentioned regarding the fee structure not being conducive to some non profits. Ms. Conway foresees this could possibly change over time. Ms. Conway added that this will be moderated by the community and public, and used the Red, White and Blues as a prime example where the Parks Board and Riverfront Commission made it an open event and not a charge event.

Ms. Conway acknowledged there are administrative guidelines used to oversee the management of the park. In addition, the street closure permit is available to the public and is routed to several departments for review and approval. This also serves as a notification of upcoming events. Also, there is a memo of understanding of who handles what between Parks & Recreation and Public Works.

Downtown Commission Ad Hoc Committee, September 12, 2007

Mr. Bailey asked if there is a solution Ms. Conway envisions that would prevent the creation of one more commissions. Ms. Conway replied she has attended several commissions at once because of the importance she felt for each one. Ms. Conway offered suggestions depending on what the issue is, such as an Ad Hoc task group with only a few meetings; also, having a staff liaison that attends the meeting and takes the information back to the board; and having a full time, ongoing liaison. Ms. Conway noted that she isn't sure if that level of interface is required at this point. Mr. Gibb offered options including starting off slow, keeping in mind the volunteer and staff time required. Ms. Conway suggested the possibility of a sub committee or task group involving a member of CBUF and/or the Historic Resources Commission.

Ms. Conway reported the CBUF is very active with three effective committees. The three committees include Planning and Policy, Education and Outreach, and Public Relations and Marketing. Ms. Buckman added the Parks Board is envisioning Ad Hoc Committees for specific tasks like the North Riverfront.

Mr. Lampton asked Ms. Conway and Ms. Buckman for advice in regards to committee structure. Ms. Conway touched on three points for successful commissions: 1. To have a very clear charter including what does your Council expect you to do, and who you report to; 2. Leadership of the group including Chair and Vice Chair who possess strong meeting facilitator skill set; and 3. Agenda and minutes. Start and end the meetings on time and have annual reviews of the progress, including goals. Ms. Conway suggests appointment of broad and diverse skill sets is very important.

The committee continued to discuss the structure, focus, and formality of future meetings, including the benefits of a more casual committee versus a more formal meeting format and how it relates to decision making ability.

Mr. Lampton asked for additional comments, and the committee thanked Ms. Conway and Ms. Buckman for coming and contributing their ideas.

V. Other Business

The next meeting will be held Tuesday, September 25, 2007, 4:30 p.m. in the Madison Avenue Meeting Room, 500 SW Madison Avenue.

VI. Adjournment

The meeting was adjourned at 5:50 p.m.

Downtown Commission Ad Hoc Committee, September 12, 2007

**CITY OF CORVALLIS
DOWNTOWN COMMISSION AD HOC COMMITTEE
SEPTEMBER 25, 2007 MEETING NOTES**

Present

Holly Peterson
Kirk Bailey
Pat Lampton
Jeff Katz
Dave Livingston

Staff

Ken Gibb, Community Development Director
Sharon Crowell, Sr. Administrative Specialist

Guests

Steve Rogers, Public Works Director
Joe Whinnery, Transportation Program Specialist

Absent

Trish Daniels
Josh Kvidt

SUMMARY OF DISCUSSION

	Agenda Item	Summary of Recommendations/Actions
I.	Visitor's Comments	No Action
II.	Review of Meeting Notes	September 12, 2007 minutes approved as revised.
III.	Discussion: Parking Commission roles/responsibilities	No Action
IV.	Visitor's Comment	No Action
V.	Other Business	Next Meeting: October 9, 2007, 4:30-6:00 p.m.
VI.	Adjournment	The meeting was adjourned at 6:02 p.m.

CONTENT OF DISCUSSION

Pat Lampton called the meeting to order at 4:34 p.m. in the Madison Avenue Meeting Room, 500 SW Madison Avenue. Introductions were made.

I. Visitor's Comments

There were no visitors.

II. Review of Meeting Minutes

Mr. Gibb noted the minutes are longer than those of the September 12, 2007 meeting, and explained that Ms. Crowell wanted to capture the information presented at the meeting. Mr. Gibb asked for committee input. Mr. Lampton replied the length was fine and suggested a range between the two sets of minutes would be adequate.

Downtown Commission Ad Hoc Committee, September 25, 2007

The following revision was requested for the September 12, 2007 minutes: On page 2, second sentence of the seventh paragraph be removed from the minutes. Mr. Bailey and Mr. Lampton agreed the paragraph isn't clear and they could not recall the content at the time.

The committee moved and unanimously approved the September 12, 2007 minutes as revised.

III. Discussion – Parking Commission Roles/Responsibilities

Mr. Lampton noted the Parking Commission was forwarded from the Strategic Planning Commission (SPC) to the Downtown Commission Ad Hoc Committee (DCAHC), with City Council's knowledge of possibly folding the Parking Commission into the Downtown Commission, as it is formed.

Mr. Lampton stated the Parking Commission is currently a very functioning group with accessibility to downtown businesses for addressing issues that arise. Mr. Lampton addressed the different suggestions of how the Parking Commission could be incorporated into the Downtown Commission, including the possibility of a sub committee.

Mr. Rogers began by introducing Mr. Whinnery as not only the staff contact for the Parking Commission, but who also collects parking data, prepares staff reports, and answers parking questions. Mr. Whinnery is a full time employee, with half of the funding coming from the parking fund. (with ½ of his time allocated to parking responsibilities). Mr. Rogers also noted that Mr. Katz is the Chair of the Downtown Parking Commission.

Mr. Rogers referred to two handouts; Corvallis Municipal Code and Downtown Parking Commission Meeting Agenda from August 2006 to August 2007. The Corvallis Municipal Code is the authorizing legislation for the current downtown Parking Commission. Mr. Rogers referenced bullet number three notes specific representation; (1) Downtown Corvallis Association Board member, (1) Riverfront Commissioner, (1) Citizens Advisory Commission on Transit member, (1) Bicycle and Pedestrian Advisory Commission member, (BPAC) and (5) at-large members with preference for downtown property owners, business owners, residents, and employees.

In addition Mr. Rogers noted the last two members for representation were added after the original downtown parking study, which was adopted in 2001, and that it is really a two-part plan. Mr. Rogers also noted the first section of the plan, which was not adopted, talked about alternate modes of transportation to deal with parking pressures and encourage other ways to get to the downtown area. This section was not adopted with the expectation that at some point in time it would be revisited based on a recommendation from the Bicycle and Pedestrian Advisory Commission and possibly the Transit Commission.

Downtown Commission Ad Hoc Committee, September 25, 2007

Mr. Rogers referred to items 4 and 5 as very important and gives the charge to the Commission: 4) the objective of the Downtown Parking Commission is to assist citizens, City Council, and staff in pursuit of opportunities which integrate new parking development with the community's vision of a diverse and vital Downtown; 5) The Downtown Parking Commission will be instrumental in receiving citizen's opinions, assessing and prioritizing the ideas received, and advising Council in the development and implementation of the Downtown parking solutions.

Mr. Rogers opined that much of the Commission's time, over the last four years, has been dedicated to receiving citizen's requests. Mr. Rogers added that the community is accustomed to bringing issues to the Commission for them to work through.

The second piece Mr. Rogers presented was a list of agenda items from the Downtown Parking Commission Meetings from August 2006 to August 2007, which captures all of the agenda items the Commission has worked with over the past year.

Mr. Lampton asked what the Parking Commission presently has discretion to make final decisions on. Mr. Rogers replied that many of the decisions, especially routine citizen requests, that the Commission work on have an end result called a "Traffic Order". Generally a Traffic Order is a decision of the Parking Commission, but can go to City Council and can be overridden, and City Council can ask for more information. Although Traffic Orders can go to and be overridden by City Council they don't go as an agenda item.

Mr. Rogers noted that Traffic Orders are used for a variety of different purposes other than downtown parking, for example, a request for a crosswalk would be approved by the Public Work's staff, a Traffic Order would be written, and then go to the City Manager for signature where it would be included as part of the City Manager's report and go to the City Council for review.

The DCAHC continued to discuss the routing and approval process for possible ways to not add another layer to the process already in place. Mr. Gibb cautioned the DCAHC to not be constrained by how the current process works, but to look at alternative and different systems. Mr. Lampton agreed with Mr. Gibb and noted a major complaint, of people, is that processes already take too long, and Mr. Lampton questioned the role of the Downtown Commission in parking affairs at that point.

Mr. Rogers replied that it opens two opportunities; one to have a separate sub committee operating exactly the same as it currently is. Secondly, requests could go directly to staff and to City Council for agreement without going to either the Parking Committee or Parking Commission. Mr. Rogers also pointed out that the community is accustomed to having a separate body to go to instead of staff. Mr. Gibb suggested that some decisions, coming out of the parking committee, could have reviewed by the Downtown Commission, and could go

directly to Council. In addition, Mr. Gibb noted some decisions could go to the Downtown Commission because of broader policy issues.

Mr. Bailey inquired if there have been crossover issues that were on the edge of the Parking Commission and where it was not clear as to which jurisdictional edge the issue was on. Mr. Whinnery spoke of the two and a half years he has staffed the Commission, and there has been enough of a track record and familiarity in terms of the process and community expectations. Mr. Whinnery added that the items referred to the Commission are fairly specific to parking, and it is rare to have something that isn't related to the parking plan or process that has been put in to place.

Mr. Whinnery continued with examples of occasional overlap for requests that fall outside the purview of the Downtown Parking Commission, including the pedestrian calming that is being looked at from 15th to 26th Streets on Monroe. Mr. Whinnery added that another example would be the redevelopment of Madison Avenue from 9th to 11th Streets; the entry into campus.

Ms. Peterson inquired as to length of time for actions to take place on an issue, and referred to the agenda handout; in particular the action on 6th and Adams Parking Control Change. Ms. Peterson noted action was taken in about six to eight months. Mr. Whinnery responded that the 6th and Adams Parking Control Change was a unique situation where a decision was made by the Parking Commission, that was not unanimously supported, and there was a request by the applicant to have it reviewed again. Mr. Whinnery added this brought up the larger issue of how to deal with meter or other types of parking control that are in the intermediate zone, but not directly within the downtown, as to when the Parking Plan should be reviewed. This could include increasing the size of the downtown free customer zone, which would then create a ripple effect to the intermediate zone, and residential parking.

Mr. Rogers acknowledged that even if the same system was in place and some of the specific requests did not go to the Commission, but were completed by staff for City Council review, there would still be plenty of backlogged work for the current Parking Commission to work on.

The DCAHC continued the discussion on the structure and review process, in particular ways to reduce work load, instead of adding additional work. Mr. Rogers noted the Traffic Order is much shorter than a staff report for providing a decision explanation. Mr. Gibb suggested that some decisions that are made at staff level, and if approved by the requestor it will not have to go the Committee, but instead directly to City Council for final review.

Mr. Katz opined that on occasion the Parking Commission really didn't want decisions to move any faster as issues would arise during the process, and staff would then be asked for additional information in the form of staff reports. Mr. Katz also encouraged the Commissioners not to make quick decisions immediately upon reviewing information, with the applicant present, because the decision might be made and without background information provided by staff.

Mr. Lampton inquired if the parking fund is generated out of parking meter revenue. Mr. Roger's replied that it is generated out of revenue and fines. Mr. Rogers added the parking fund is reasonably small, and the Commission is considering meter rate increases. Mr. Rogers added that the parking fines bring in more total revenue than the meter rates do by a significant margin. However, there are costs associated with these fines for example, Parking Enforcement Officers and Municipal Court costs in handling these fines. Mr. Whinnery stated that the system is currently costing more to operate than the revenue received.

Mr. Bailey stated that one of the points of the discussion is to figure out if it makes sense and/or how to integrate the Parking Commission function with the Downtown Commission. Mr. Bailey also stated it seems that currently the Parking Commission doesn't have a chance to look at future items as it is focused on current work. And, with the discussion of a new parking function being a sub committee of the Downtown Commission, it seems to be a lot for a sub-committee. Mr. Rogers responded that he envisions a sub-committee dealing with more of the day-to-day requests that may conflict with staff, and the Downtown Commission would be asked to look at the wider policy level issues.

The DCAHC continued to discuss how and by whom the functions and requests would be handled, for example, whether Public Works, a sub-committee, or the Downtown Commission would be responsible for the day to day requests. Mr. Gibb feels the Parking Commission could function as is; either as a sub committee of the Downtown Commission or as an independent Commission. Mr. Gibb continued by saying what's missing is the idea of being under one umbrella, with a common mission and no duplications.

Mr. Livingston asked how it would be not having a Parking Commission. Mr. Rogers responded that's how it was in the past, but his fear now would be in making decisions and the ones that were not accepted would leave people wondering where they could go to complain; which would be City Council or the newly formed Downtown Commission.

Mr. Whinnery added that he had received a call from Joan Wessell in which Joan shared her view of the Downtown Parking Commission as an essential part of the way the City government works, and Joan would definitely like to see either the Commission's current functions continue to exist or for the parking group to be a vibrant and contributing committee of the Downtown Commission.

Mr. Livingston referenced that the Parking Commission includes a member from Transit and BPAC and asked if it would be expected that, in case of an appeal, the Downtown Commission also have representation from Transit and BPAC. Mr. Whinnery replied that the Parking Commission doesn't always have representation from Transit or BPAC, but with the depth and credibility of the Parking Commission they educate each other as they hear each other's responses.

The DCAHC continued to discuss the possible make up of the Downtown Commission. Mr. Lampton interjected that the Mayor is the person who populates all of the Boards and Commissions, but it would be the responsibility of the DCAHC to offer recommendations for the Downtown Commission members.

Mr. Lampton thanked Mr. Roger s and asked if the committee had any other questions for Mr. Whinnery; there were none.

It was suggested that staff bring back to the next meeting ideas on the current parking management responsibilities could be split among staff, the parking committee, Downtown Commission and City Council.

Visitor's Comments

None

V. Other Business

The next meeting will be held Tuesday, October 9, 2007, 4:30 p.m. in the Madison Avenue Meeting Room, 500 SW Madison Avenue.

VI. Adjournment

The meeting was adjourned at 6:02 p.m.

**CITY OF CORVALLIS
DOWNTOWN COMMISSION AD HOC COMMITTEE
OCTOBER 9, 2007**

Present

Holly Peterson
Kirk Bailey
Pat Lampton
Jeff Katz
Dave Livingston
Trish Daniels
Josh Kvidt

Staff

Ken Gibb, Community Development Director
Sarah Johnson, Assistant Planner
Sharon Crowell, Sr. Administrative Specialist

Guests

Steve Rogers, Public Works Director
Joe Whinnery, Transportation Program Specialist
Joan Wessell, Downtown Corvallis Association
Matt Neznanski, Gazette Times Reporter

SUMMARY OF DISCUSSION

	Agenda Item	Summary of Recommendations/Actions
I.	Visitor's Comments	None.
II.	Review of Meeting Notes	September 25, 2007 minutes approved as revised.
III.	Follow-up Discussion: Parking Commission	No Action
IV.	Discussion: <ul style="list-style-type: none"> • Downtown Corvallis Association roles/responsibilities • Staffing the Commission 	No Action
V.	Visitor's Comments	None.
VI.	Other Business	The Committee agreed to add an additional meeting on October 30 th Next Meeting: October 23, 2007, 4:30–6:00 p.m.
VII.	Adjourn	The meeting was adjourned at 6:10 p.m.

CONTENT OF DISCUSSION

Pat Lampton called the meeting to order at 4:35 p.m. in the Madison Avenue Meeting Room, 500 SW Madison Avenue.

Mr. Gibb introduced Sarah Johnson, Assistant Planner with the Community Development, staff liaison for the Downtown Corvallis Association (DCA), and works with DCA's committee on the Urban Renewal Program. Mr. Gibb noted Ms. Johnson may be the primary staff person for the Downtown Commission.

Downtown Commission Ad Hoc Committee, October 9, 2007

I. Visitor's Comments

None.

II. Review of Meeting Minutes

The following revision was requested for the September 25, 2007 meeting notes: On page 6, first sentence, of the third paragraph, should read "It was suggested"

The committee moved and unanimously approved the September 25, 2007 meeting notes as revised.

III. Follow-Up Discussion on Parking Commission

Mr. Lampton introduced Mr. Whinnery and asked if he would address the agenda item, noting there were a few holdover issues from the last meeting. Mr. Whinnery referred to a handout, Downtown Commission Ad Hoc Committee Parking Issues. Mr. Whinnery noted that the handout is a proposal, in a brief outlined form, based on the discussion from the last meeting. Mr. Whinnery identified three levels, including responsibilities, on the outline: Staff, Parking Subcommittee, and Downtown Commission.

Mr. Whinnery began with Staff and the change being that staff would take initial action for requests on a very specific basis. For example, if a request impacts one business, or one or two parking meters, the request would go to staff, staff would create a report in the form of a Traffic Order, and the Traffic Order would go on a Consent Agenda to the subcommittee. Mr. Whinnery noted if there was no action proposed, based on the request, there would be a report and not a Traffic Order.

Mr. Whinnery continued that if the requestor did not agree with what staff had decided, the requestor could ask the Parking Subcommittee to consider the request again. Or the Parking Subcommittee could, instead of letting it go through as a Traffic Order or non Traffic Order, give staff suggestions for a new or different direction.

An alternative, Mr. Gibb noted, for consideration is if a request always needs to be on the Consent Agenda, but only placed on the agenda if the requestor is not satisfied with the staff decision.

Ms. Daniels asked how the Downtown Commission Parking Subcommittee would be aware of what is going on downtown, and asked if it could possibly be through a consent agenda. Mr. Rogers referenced item number 3)A. on the Downtown Commission Ad Hoc committee (DCAHC) Parking Issues handout, which refers to the Downtown Commission receiving the consent agenda from 2)B; the Parking Subcommittee, noting this does not include 2)A, Parking Change Requests. Mr. Roger's reiterated that specific items, not global in nature, that routinely

Downtown Commission Ad Hoc Committee, October 9, 2007

come through could go to the Parking Subcommittee and to City Council without going to the Downtown Commission.

To put it into context for Ms. Daniels, who wasn't able to attend two previous meetings, Mr. Bailey noted that it became clear that the Downtown Parking Commission (DPC) was busy, and not able to get to some strategic things they would like to do. So if moving the DPC responsibilities into a subcommittee, that committee would also be very busy, and questioned what could be done to reduce the load so that the Parking Subcommittee could be a viable subcommittee.

Mr. Whinnery and Mr. Rogers continued to discuss the Parking Subcommittee portion of the handout, noting 2) B, Review/discuss/recommend to City Council (to Downtown Commission consent agenda), certain things, as the parking plan directs, that would look at a block-by-block basis, or larger, what the demand is and develop strategies to deal with that demand. Mr. Whinnery noted this is an example of what the Parking Commission would have on their agenda, a recommendation would be made, and the recommendation would go the Downtown Commission consent agenda.

Mr. Lampton asked if there were any questions. Mr. Gibb thanked Mr. Rogers and Mr. Whinnery for a good job in breaking out the responsibilities, which are subject to refining, and suggested that adjustments could be made after it was put into place based on how it has been received by the public, and how it affects the workload of the Downtown Commission. Mr. Gibb also noted that the attempt is not to clog the Parking Commission, as well as the Downtown Commission agenda, which should be bigger than just parking.

Mr. Lampton referred to the outline of the proposed strategy and asked how much of a time reduction is foreseen. Mr. Rogers responded that it depends on how much the public still asks for further discussion by the Parking Subcommittee.

Ms. Daniels agreed with Mr. Rogers's idea of having Traffic Orders pass by the Parking Subcommittee, so they are aware of what is going on, before City Council approval. Mr. Bailey recognized that continuity is needed and the committee needs to have a feel for what's going on even if they aren't directly involved with everything. Mr. Bailey also noted that this would be helpful for policy decisions.

Mr. Whinnery commented that if nothing is changed, and there continued to be a Downtown Parking Commission, this would be a good model to take to the Commission for their consideration.

Mr. Lampton asked for further discussion, from the DCAHC, on what the responsibilities of the Downtown Commission might look like over time relative to all of the parking issues as it might relate to the Commission. Mr. Bailey responded that the way it is currently configured the Parking Subcommittee can make decisions, as it is proposed, but the Downtown Commission itself doesn't have any decision making ability. Mr. Gibb added that bigger issues, involving public dollars and policy review would need to go to Council anyway.

The DCAHC continued to discuss the Parking Issues Proposed Strategy handout and Mr. Lampton commented that as they get into this more, they will find things that need to be changed, and that changes to the way they operate will be appropriate in coming from that commission. Mr. Katz noted that they may find some of the jobs the Parking Subcommittee thought they might do would be too large and possibly more appropriate for the Downtown Commission to take on, like the parking plan.

Mr. Livingston asked what Mr. Katz was referring to when he mentioned the Parking Commission was so inundated with the here and now decisions that there was no time for some of the bigger issues for example, the parking plan. Mr. Livingston asked what some of those bigger issues might be. Mr. Katz responded that often there isn't time for enacting or using the guidelines that are in the existing plan. Mr. Lampton added that an example of a bigger issue might be private public partnerships and noted that this is something that comes up in discussion; a good chunk of parking, in the downtown, is in private hands and is ill utilized.

Mr. Kvidt asked if the making of the Parking Subcommittee would be a few Downtown Commissioners or a mix of non Commissioners. Mr. Katz replied that that hadn't been decided as yet, but the outline that Mr. Rogers and Mr. Whinnery presented gives him hope that this might work. Mr. Katz feels that if they found some people who were thoughtful and well versed in the issues, it could be modeled after Council where subcommittees are quite small and they manage to get a lot of work done. Mr. Katz feels work might get done faster with less people to roll through the same issues.

The DCAHC continued their discussion on how best to staff the new Downtown Commission and Parking Subcommittee. Mr. Lampton envisioned membership by the commission, on the subcommittee, but not exclusive. Ms. Daniels asked Mr. Lampton for clarification. Mr. Lampton clarified that there would be people from the DCAHC that would populate in part the Parking Committee, but the Parking Committee would be composed of a number of other people who are not part of the DCAHC. Ms. Daniels added that a subcommittee of a larger group includes members who have specialized responsibilities in that subcommittee. The general consensus is that the new parking group would be part of the Downtown Commission.

Mr. Lampton encouraged the DCAHC, in the interim between now and the next meeting, to think about how this could be structured. Mr. Lampton also noted an extra meeting might be needed.

IV. Discussion

- **Downtown Corvallis Association Roles/Responsibilities**
- **Staffing the Commission**

Mr. Lampton introduced Joan Wessell, Executive Director of the Downtown Corvallis Association, and asked Ms. Wessell what the Downtown Association's perspective is on the formation of the Downtown Commission. Mr. Lampton noted that Ms. Wessell has been with a variety of downtown committees including the Downtown Strategic Planning Committee (DSPC), the Parking Commission, and is very familiar with the how the previous Downtown Commission was born.

Mr. Gibb referenced, in the DCAHC binder, the Strategic Plan, Page 27 and 28 which has recommendations outlining responsibilities for both the DCA and the Downtown Commission. Mr. Gibb noted that this is a reference for background on the Strategic Planning process.

Ms. Wessell invited the DCAHC to ask her questions. First, Ms. Wessell opined that there were several comments made that she is in complete agreement with; in particular the term "if it ain't broke, don't fix it". Ms. Wessell added that there are a lot of members of the Parking Commission that have a great deal of experience, on that Commission, and it would be a shame to throw out all of that expertise and history. Ms. Wessell feels that people would be comfortable coming to the Downtown Parking Commission as opposed to presenting to City Council, as they may feel intimidated speaking in front of a large group, as well as speaking in front of a camera.

In addition, Ms. Wessell stated that if a group of downtown directors were asked what the biggest issue is, 100% would say parking. Ms. Wessell had asked to be appointed to the Downtown Parking Commission with the hopes of keeping the focus on preserving downtown parking, and feels that the Downtown Parking Commission is effective and would encourage it not be dissolved. Ms. Wessell agrees with Mr. Bailey in that avoiding an extra layer is important, and that a member, or members, of the Downtown Parking Commission could also be members of the Downtown Commission, but Ms. Wessell fears burnout of committee members when they are serving on too many commissions.

Mr. Lampton noted that during discussions, in the Strategic Planning Committee, in regards to the formation of the Downtown Commission, the idea was to elevate downtown issues relative to other community wide issues. Mr. Lampton added there was some concern that there may be confusion between the responsibilities of the DCA and the Downtown Commission and distinctions would need to be made. Mr. Lampton concluded that the DCA is, by its nature, funded primarily by memberships of mostly property and business owners; notably property owners through the Economic Improvement District (EID). Mr. Lampton also noted that the DCA broadens out to include community interest for example, the parades and events downtown that are good for businesses and the community.

Mr. Bailey agreed that the DCA has a strong advocacy role and should continue. Mr. Bailey asked Ms. Wessell to elaborate on her thoughts in regards to the Downtown Commission versus the Parking Subcommittee and how they should be structured, including who would make policy decisions. Ms. Wessell responded that she would leave the Parking Commission as it is and have two to three members of the Parking Commission also serve on the Downtown Commission. Ms. Wessell added that the Parking Commission members of the Downtown Commission could play a role in policy decisions given their parking expertise.

Mr. Lampton stated that part of the charge of the DCAHC is to forward a recommendation about the kinds of activities the Downtown Commission can be involved in, including how it will relate to various groups like the DCA, and asked Ms. Wessell her thoughts or ideas on the composition of the Downtown Commission. Ms. Wessell responded the composition should be composed primarily of downtown business members, with strong representation from the DCA; Executive Director and Board President in addition to downtown property and business owners and people with a specific interest in the health and vitality of downtown Corvallis.

Ms. Daniels asked, in looking through the Downtown Corvallis Strategic Plan, if Ms. Wessell feels it adequately covers representation, and if there are any important elements left out. Also, Ms. Daniels asked if the DCA representation would include staff. Ms. Wessell responded that it pretty much covers what they would like to see in the Downtown Corvallis composition, and noted that staff is an important component because board members, although knowledgeable about downtown, have meetings once per month, whereas the Executive Director works on those issues twenty-four hours a day.

Mr. Gibb pointed out that Commission appointment typically comes from the Mayor versus having an organization making the appointment. Mr. Gibb, urged the DCAHC to take a look at pages 26, 27 & 28, and the action items for DCA and the Downtown Commission, as they formulate a recommendation.

The DCAHC continued to discuss staffing of the Commission and Mr. Lampton asked the committee to keep in mind the possibility of the formation of an Urban Renewal District. Mr. Lampton noted there would be an impact on how the Downtown Commission is perceived and the kind of tasks it has to accomplish. Mr. Lampton also stated there are some things the DCA will have specific interest in relative to Urban Renewal Plans.

Ms. Wessell thanked the DCAHC for giving her the opportunity to come to the meeting and expressed an interest in attending future meetings.

Mr. Gibb pointed out the Strategic Planning Committee included in the Strategic Plan a recommendation that staff support would be provided by the Community Development Department. Mr. Gibb added that, making the assumption, there will be an Urban Renewal District, in the future, it was projected that one full time employee would be associated with the Downtown Commission general work as well as Urban Renewal District work. Mr. Gibb noted

responsibilities for staff would include basic support of the Commission, Urban Renewal District, DCA liaison, Strategic Plan Implementation, Land Development Code changes, and Economic Improvement District.

Mr. Bailey asked for an estimate of how much time was spent on downtown related issues now, and how much of an increase is foreseen. Mr. Gibb responded that he foresees a fairly significant increase in time spent, and that Community Development made the commitment to support the Strategic Plan, and Urban Renewal within the existing staffing level. Mr. Gibb gave options such as the business license proposal to fund this position through the general fund, or look for alternative funding options.

V. Visitor's Comments

None

VI. Other Business

Mr. Gibb approached the idea of canceling the October 23rd meeting to allow time to compile information on the previous Downtown Commission and comparative cities. Mr. Gibb offered alternative dates for future meetings. Mr. Gibb asked the committee for suggestions on meeting timelines, including when to schedule a public comment meeting. Mr. Bailey feels it would be best to cancel the October 23rd meeting to allow more time to compile information on what other communities are doing and what's working for them.

Mr. Lampton commented that he fears not being able to deliver a recommendation on time, and feels cancelling a meeting may be problematic with the holidays approaching. Mr. Lampton suggested maintaining the current meeting schedule, but to add additional meetings to further discuss the parking issue. Mr. Lampton encouraged the committee to do a little homework in advance of the meeting.

It was decided to keep the regularly scheduled meeting on October 23rd, and add a meeting on October 30th for final report on comparative cities and identify what the public will be asked to comment on, with the public comment meeting on November 13th.

The next meeting will be held Tuesday, October 23, 2007, 4:30 p.m. in the Madison Avenue Meeting Room, 500 SW Madison Avenue.

VII. Adjournment

The meeting was adjourned at 6:10 p.m.

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**CITY OF CORVALLIS
DOWNTOWN COMMISSION AD HOC COMMITTEE
OCTOBER 23, 2007 MEETING NOTES**

Present

Holly Peterson
Kirk Bailey
Pat Lampton
Dave Livingston
Trish Daniels
Josh Kvidt

Staff

Ken Gibb, Community Development Director
Sarah Johnson, Assistant Planner
Sharon Crowell, Sr. Administrative Specialist

Guests

Helen Ellis, Member of the former Downtown Commission

Absent

Jeff Katz

SUMMARY OF DISCUSSION

	Agenda Item	Summary of Recommendations/Actions
I.	Visitor's Comments	None.
II.	Review of Meeting Notes	October 9, 2007 minutes approved as revised.
III.	Discussion Items: <ul style="list-style-type: none"> • Discussion of previous Downtown Commission. <ul style="list-style-type: none"> - Helen Ellis, member of the former Downtown Commission - Information attached • Report on information to date from comparator cities. • Continued discussion regarding parking management. • Review upcoming meeting times. 	Information only. Information only. Tabled until the next meeting. Information only.
IV.	Visitor's Comments	None.
V.	Other Business	Next Meeting: October 30, 2007, 4:30-6:00 p.m.
VI.	Adjourn	The meeting was adjourned at 6:05 p.m.

CONTENT OF DISCUSSION

Pat Lampton called the meeting to order at 4:38 p.m. in the Madison Avenue Meeting Room, 500 SW Madison Avenue.

I. Visitor's Comments

None.

II. Review of Meeting Minutes

The following revision was requested for the October 9, 2007 meeting notes: On page 5, third sentence, of the fifth paragraph, should read "notably *business* owners"

The committee moved and unanimously approved the October 9, 2007 meeting notes as revised.

III. Discussion Items

- **Discussion of previous Downtown**
 - **Helen Ellis, member of the former Downtown Commission**
 - **Information attached**

Mr. Lampton introduced the agenda item, and explained that a Downtown Commission isn't a new idea to Covallis, and that there had previously been a Downtown Commission. Mr. Lampton expressed interest in why the previous Downtown Commission was formed, what the Commission did while in operation, and why did the Downtown Commission disperse.

Mr. Gibb provided introductory comments including that old boxes of files and plans had been found amid the remodel construction and move of the Planning Division. Mr. Gibb noted there were minutes from 1975 in which Eric Blackledge spoke of a recommendation to establish a Downtown Commission. Mr. Gibb referred to Ordinance 78-28 in which it states that "the creation of the Downtown Commission would consist of twelve members, nine of which shall be appointed by the Mayor and confirmed by the City Council. Three members of the Commission shall be downtown property owners, three members shall be business operators in the downtown area, and three members shall be citizens at large. In addition, one member of the City Council, one member of the Planning Commission and one Associated Students, Oregon State University (ASOSU) representative shall be appointed by the Mayor to sit as participants and members of the Commission". Mr. Gibb noted that in 1979 there was the addition of a representative from the Madison Avenue Task Force.

Mr. Gibb introduced Ms. Ellis and highlighted that she has been a long time volunteer in the community and has served on many Boards and Commissions.

Mr. Lampton explained that the Downtown Commission Ad Hoc Committee (DCAHC) is currently looking at the development of creating a new Downtown Commission, which was a recommendation from the strategic planning process, and which Council wants to pursue. Mr. Lampton asked Ms. Ellis how the past Downtown Commission was formed, what some of the motivators were, and under what conditions did the Downtown Commission disband.

Downtown Commission Ad Hoc Committee, October 23, 2007

Ms. Ellis responded that there was a group of people that thought 2nd Street was a real mess, including the alley ways, and that there were a lot of empty store fronts. Ms. Ellis expressed there was a concern that Corvallis residents would start shopping at Albany, Lebanon, and Salem, and the feeling was what will happen to the property owners, the stores, and shopping ability. Ms. Ellis referred to a handout which included Pedestrian-Oriented Alleys Need Clean-Up and Maintenance, Need Improved Shopping Selection, and Inadequate Property Maintenance to name a few.

Ms. Ellis presented a handout (**Attachment A**) and referenced several items on the list. Ms. Ellis noted that it took a lot of hard work, but all of the items, that have currently been completed, were on that list. Ms. Ellis also noted that a number of the Downtown Commission members had also served on the Riverfront Commission for twelve years.

Ms. Ellis feels that the formation of a new Downtown Commission would advance what had been previously started. Ms. Ellis feels a very important piece of the last Downtown Commission was that all of Corvallis, not just the downtown area, was involved. Included was a big party at the Christian Church, at which time citizens were asked for their concerns and ideas. One idea was for a mall to be constructed in the downtown area, which was not well received. Ms. Ellis continued that there was a recommendation for a Downtown Association, and to hire a manager to teach business owners how to dress up their store fronts and how to train their employees to help improve the community.

An example of whole Corvallis involvement, Ms. Ellis continued, would be the flower basket program in which she oversees. Ms. Ellis feels that the flower basket program is a Corvallis project, for the entire Corvallis community, and doesn't want it to be associated with the Downtown Association.

Mr. Bailey expressed his appreciation to Ms. Ellis for coming to the meeting and asked if she were to go back through the list of issues which items would she point out now as not being done. Ms. Ellis responded that that is for the DCAHC to determine. Ms. Ellis feels the Downtown Commission worked really hard to create their list in 1983. Ms. Ellis pointed out that, although she can find parking in the downtown area, parking is still an issue, especially for the people working in the downtown area.

Mr. Bailey inquired as to what changes Ms. Ellis was referring to in regards to Pedestrian-Oriented Alleys, and what that definition would have included back in the 1980's. Ms. Ellis responded there use to be dead cars, and grease and slime in alleys. Also, Ms. Ellis noted there was somewhat of a fear in walking in the alleys.

Mr. Lampton asked Ms. Ellis for comments regarding the composition of the Commission, including selection of members, and suggested size. Mr. Lampton noted that the previous Downtown Commission, at one point, reached 14 members. Ms. Ellis responded that 14 was a good number, and towards the end there were five to six members who stayed with the

Downtown Commission. Additionally, Ms. Ellis noted there was a mix of Commission members which included political people, who represented both political sides, and some problematic people in the community.

Mr. Livingston asked if the Downtown Commission organized sub-committees and if so how well did that work. Ms. Ellis responded it worked to a certain extent, depending on who led the sub-committee, noting the Downtown Commission kept a close eye on the sub-committees and if they felt things weren't getting done would move in and help that sub-committee.

Mr. Lampton asked if Urban Renewal was ever a part of the Downtown Commission discussion, and if so what was the outcome. Ms. Ellis responded that Urban Renewal was a big part of the discussion, and that she wished Eric Blackledge was at the meeting to further address this topic. Brief discussion followed.

In response to Mr. Lampton's question regarding if there was a specific event that caused the Downtown Commission to dissolve, Ms. Ellis replied that the Downtown Commission felt their job was complete with the formation of the Downtown Corvallis Association (DCA).

Mr. Kvidt noted the previous Downtown Commission structure was successful, and asked Ms. Ellis what she felt made them successful and if there was anything that could have been done to make it more functional. Ms. Ellis responded she felt it was the personalities on the Commission and the perseverance of the members.

Ms. Daniel's noted that at least a third of the initial composition was not made up of people from downtown. Ms. Ellis agreed and noted she strongly feels the composition, of a Downtown Commission, needs to be people from the outside and not just representatives from the downtown area. The DCAHC agreed this suggested composition differs from what was originally being discussed.

With no other committee questions for Ms. Ellis, Mr. Lampton expressed his appreciation for the insightfulness of the comments and thoughts that Ms. Ellis shared with the committee.

A brief discussion continued and included Mr. Kvidt noting two points, one being the previous Downtown Commission had a clear mission, and to include people from outside of the downtown area.

- **Report on information to date from comparator cities**

Mr. Gibb began by noting that Ms. Peterson has some information as well as Assistant Planner, Ms. Johnson, in regards to comparator cities. Ms. Johnson referred to the handout (**Attachment B**) she prepared and gave a brief overview. Ms. Johnson noted that what she generally found is that a lot of these Downtown Commissions are directly tied to Urban Renewal agencies, and in most cases are communities that have some type of Downtown Commission that

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is separate from a Chamber organization or downtown organization, also noting that most of those cities also have a renewal district that encompass the downtown area. Ms. Johnson highlighted the formations, representation, and responsibilities associated with the various downtown-oriented groups, from the handout, cities included are Salem, Albany, and Redmond. Ms. Johnson added that she anticipates hearing from other cities that she had contacted.

Mr. Gibb added that every city being looked at will have Urban Renewal as a basis for their downtown, some will be a separate agency, and others will have an advisory body with the City Council as the final decision maker of the official Urban Renewal agency. Mr. Gibb continued in saying that this is the model being talked about for Corvallis, at the Strategic Planning level.

Mr. Bailey inquired how the City of Redmond handles parking. Ms. Johnson replied that Redmond, specific to the downtown, is not currently in a position to handle parking right now. The Advisory Committee and the downtown manager are generally who handle parking, and will make recommendations to the City Council or to the agency relative to the particular issue. A brief discussion followed.

Ms. Peterson shared a handout (**Attachment C**) from Boulder, Colorado, and noted that Boulder was the model when Corvallis Independent Business Association (CIBA) was first formed. She highlighted the organization structure related to downtown planning and management.

Mr. Lampton thanked Ms. Peterson for her research and felt the information was very helpful.

- **Review upcoming meeting times**

Mr. Gibb noted the upcoming meeting on October 30th would be a precursor to the November 13th public meeting. Mr. Gibb stated that Mr. Rogers will attend this next meeting and answer any parking related questions, and added that the big task ahead is determining the questions to ask the public. In addition, Mr. Gibb will meet with staff to compile some ideas, between now and the next meeting, and encouraged the DCAHC to also think of how they would like to present this to the public. Mr. Gibb continued that at some point the DCAHC has to determine the recommendation of dual responsibilities with or without an Urban Renewal.

It was suggested to email thoughts to the DCAHC prior to the next meeting, which would give members time to absorb the information and bring questions or comment to the October 30th meeting.

The DCAHC discussed possible ways to notify the public of the November 13th public meeting, which included a public notice in the Gazette-Times, public access channel, Historic Resources Commission, and Community Affairs at AOSU.

IV. Visitor's Comments

None.

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V. Other Business

The next meeting will be held Tuesday, October 30, 2007, 4:30 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard.

VI. Adjournment

The meeting was adjourned at 6:05 p.m.

**CITY OF CORVALLIS
DOWNTOWN COMMISSION AD HOC COMMITTEE
October 30, 2007 MEETING NOTES**

Present

Pat Lampton
Holly Peterson
Kirk Bailey
Jeff Katz
Dave Livingston
Trish Daniel
Josh Kvidt

Staff

Ken Gibb, Community Development Director
Sarah Johnson, Assistant Planner
Sharon Crowell, Sr. Administrative Specialist

Guests

Steve Rogers, Public Works Director
Joan Wessel, Downtown Corvallis Association

SUMMARY OF DISCUSSION

	Agenda Item	Summary of Recommendations/Actions
I.	Visitor's Comments	No Action.
II.	Discussion Items <ul style="list-style-type: none"> • Follow-up discussion on information from comparator cities and previous Downtown Commission • Development of outline of components/preliminary recommendations for public comment meeting on November 13th 	Information only. Information only.
III.	Visitor's Comments	No Action
IV.	Other Business	Next Meeting: November 13, 2007, 5:30-8:30 p.m. <ul style="list-style-type: none"> • Public Comment 6:00 - 8:30
V.	Adjourn	The meeting was adjourned at 6:08 p.m

CONTENT OF DISCUSSION

Pat Lampton called the meeting to order at 4:30 p.m. in the Downtown Fire Station Meeting Room, 400 NW Harrison Boulevard. Introductions were made.

I. Visitor's Comments

None.

II. Discussion –

- **Follow-up discussion on information from comparator cities and previous Downtown Commission.**
- **Development of outline of components/preliminary recommendations for public comment meeting on November 13th.**

Chair Lampton opened the follow-up discussion on comparator cities and asked Ms. Johnson to share additional information.

Ms. Johnson responded that the City of McMinnville and the City of Bend were added to the previous comparator cities handout (**Attachment A**), and noted that she was pleased to have talked with Patti Webb, Manager for the McMinnville Downtown Association (MDA), particularly because McMinnville is one of the only cities that does not have an Urban Renewal District, even in the downtown. However, McMinnville is in the process of forming a task force to do a feasibility study for a downtown urban renewal district. In addition, McMinnville has an Economic Improvement District (EID) similar to Corvallis; however it is a mandatory EID participation. Ms. Johnson also noted that although the MDA works closely with the City, they are a for-profit organization and have their own staffing. If an Urban Renewal District is implemented, the City and MDA would need to evaluate staffing for the district.

Ms. Johnson reported that the City of Bend has an Advisory Commission for their Downtown area that is attached to an Urban Renewal District for the downtown with 7 – 11 members. Ms. Johnson added that the City Council has appointed a group to examine a potential expansion of the Urban Renewal District to include not only downtown, but also the 3rd Street area to better connect to Downtown. The Downtown Advisory Commission is staffed by City employees. However, they have a fairly small Economic Development Division that is separate from the Community Development Department, composed of five staff people, who are essentially managers of their own separate divisions.

A brief discussion continued and included Mr. Livingston asking if Ms. Johnson had a sense of how much time these entities spend on parking issues. Ms. Johnson responded that that wasn't a specific question she asked, but that it didn't appear they spent a great deal of time going over parking issues, and that the Advisory Commissions would address issues as they arose and would make recommendations to the City Council and other agencies.

Mr. Katz asked for a reminder on which communities have paid parking and which have free parking. Ms. Johnson responded that Salem has parking meters, Albany has lease spots associated with downtown businesses, Redmond does not have parking issues at this point, and McMinnville and Bend have metered parking.

The committee thanked Ms. Johnson for her research on comparator cities and added that they felt it was very helpful information.

- **Development of outline of components/preliminary recommendations for public comment meeting on November 13th.**

Chair Lampton gave a brief overview of the upcoming public meeting including the need to outline the range of issues for public input, and to inform the public of the current status of the Downtown Commission Ad Hoc Committee (DCAHC). Chair Lampton referenced a handout, *Outlining of Major Components of Future Downtown Commission (Attachment B)*, and suggested the committee focus on quick consensus items and leave the items that may require more clarification and input for the public meeting.

1. Number of Members

The committee discussed what would be an appropriate number of members for a Downtown Commission. Mr. Bailey suggested making it a nine member committee with a non-voting chair, unless there was a tie. In addition Mr. Bailey would encourage there be enough members to be able to have practical subcommittees. Mr. Katz suggested it may be difficult to arrive at a number now without knowing the parking subcommittee details, and how large that subcommittee will need to be. The DCAHC agreed to plan on 9-11 as a starting range.

2. Representation Profile

Chair Lampton stated there was some consistency in the study of the comparator cities, in that they all contained business and property owners within the district. Mr. Bailey added that he thought the Strategic Plan list was good, and should also include business employees. Ms. Daniels suggested there be several at-large positions for the Mayor to appoint.

Mr. Rogers, Public Works Director, added that it may be difficult to fill positions requiring specific representation, and suggested a broader range of requirements. Mr. Livingston feels that the Downtown Corvallis Association (DCA) should have the highest priority, noting that the Chamber of Commerce represents a wide range of people. Mr. Livingston continued by saying what he would not like to see is this group, which is intended to be an advocacy group for downtown, become a debating society that never actually gets an advocacy position.

Mr. Gibb encouraged a discussion differentiating between an advisory group and an advocacy group, and feels the DCA is an advocacy group with a special role advocating for downtown. A City Commission that is focused on downtown should not only represent downtown interests, but also reflect the broader community interests. Mr. Bailey agreed that the Downtown Commission should be an Advisory Committee and not an advocacy group. Ms. Daniels highlighted the proposed representation categories as being five designated members including residents from adjacent neighborhoods, DCA representative, Downtown residents, Downtown employees, Downtown property owners and Downtown business owners.

The DCAHC agreed that representation should include specific representation, and should also include at-large members, appointed by the Mayor, who meet specific criteria in interests, for example Historic Preservation, housing, transportation, and alternative modes background. Mr. Kvidt referred to a statement that Ms. Ellis made in which she recommended including representation from the broader community.

Chair Lampton asked if special interest criteria could be included in the ordinance, or would it only be included in the accompanying material. Mr. Gibb responded that the committee can make recommendations, but that the standard format is succinct, adding that key words could possibly be included as reinforcement.

3. Appointment of Commission

It was agreed that the Mayor would appoint members to the City Advisory body with the exception of quasi-judicial commissions.

4. Major Responsibilities

No additional suggestions were made in regards to the major responsibilities listed in the Strategic Plan with the exception of changing development code revisions to read land use matters including development code revisions.

5. Parking Responsibilities

Mr. Gibb noted that these were the three identified options. The committee agreed they would be comfortable with either option 2 or option 3. Option 2 would be creating a Parking Committee of the Downtown Commission consisting of some Commission members and additional members from the downtown and community at large. Option 3 would be to retain the current Parking Commission as an independent body with coordination through liaisons.

It was noted that parking seems to consume a large amount of public discussion downtown, and will continue to do so. Ms. Peterson referenced the City of Boulder and noted that there is a parking subcommittee with a close tie to the Downtown Commission. Ms. Peterson noted there doesn't seem to be a lot of volume for the City of Boulder right now, and having a subcommittee seems to work well for their community, which has a larger population than Corvallis.

Mr. Kvidt feels that the Parking Commission spends too much time talking about little things, and still seems to come to the same conclusion as in the beginning. Mr. Katz noted the time the Parking Commission spends on issues may be due to the size of the committee,

and agreed that a subcommittee of three members might work better, especially since issues would be brought before the Downtown Commission.

6. Commission Subcommittees

Mr. Gibb noted that some general language could include that the Downtown Commission could operate with subcommittees, without naming the subcommittees, with the exception of possibly parking.

Mr. Gibb added that some of the subcommittees would be self generated in the commission, and would also be subject to direction from City Council.

7. Liaison Roles

Mr. Gibb identified possible liaisons that could be identified in the City Ordinance, for example, Planning Commission, City Council liaison, Parks, Historic Resources Commission (HRC), and Civic Beautification and Urban Forestry (CBUF).

Ms. Daniels suggested flexible liaison roles instead of, for example, taking someone already on the Planning Commission and giving them one more meeting to attend. Mr. Lampton responded that he wasn't necessarily suggesting liaisons, but possibly having representation from groups involved with projects such as the Riverfront, Comprehensive Plan Review, or Land Development Code update.

It was noted that the Planning Commission has one City Council liaison. Mr. Bailey recommends just having a City Council liaison on the Downtown Commission as a permanent position. It was acknowledged that other groups may be asked to be liaisons to projects that the Downtown Commission takes on.

8. Commission Staffing

Mr. Bailey would like input from staff, and noted that Community Development makes the most sense.

Mr. Gibb discussed the need for the DCAHC to prepare a presentation for the upcoming public meeting to be held on November 13th. The Committee agreed that the presentation would include information on definitive recommendations the committee has made, as well as tentative recommendations, and recommendations that will require public input.

The DCAHC agreed that the public meeting should be more of an educational opportunity, to allow the committee to present the information it has to date, and to encourage feedback from the community.

III. Visitor's Comments

None.

IV. Other Business

Mr. Gibb identified the notification of individuals and organizations to include, Gazette-Times, OSU Administration, ASOSU, Chamber of Commerce, CBUF, DCA, CIBA, downtown property owners, Planning Commission, Preservation Works, and Historic Resources Commission.

The next meeting will be held Tuesday, November 13, 2007, 5:30 p.m., with public comment beginning at 6:00 p.m. in the Madison Avenue Meeting Room, 500 SW Madison Avenue.

V. Adjournment

The meeting was adjourned at 6:08 p.m.

**CITY OF CORVALLIS
DOWNTOWN CORVALLIS AD HOC COMMITTEE**

November 13, 2007

Present

Pat Lampton
Holly Peterson
Josh Kvidt
Dave Livingston
Jeff Katz
Trish Daniels
Kirk Bailey

Staff

Ken Gibb, Community Development Director
Sarah Johnson, Assistant Planner
Claire Pate, Recorder

SUMMARY OF DISCUSSION

	Agenda Item	Information Only	Held for Further Review	Recommendations
I.	Review of Meeting Notes	X		
II.	Pre-Public Comment Discussion	X		
III.	Public Comment			
IV.	Deliberations	X		
V.	Other Business			Next meeting November 27, 2007
VI.	Adjournment 7:40 pm			

CONTENT OF DISCUSSION

The Corvallis Downtown Ad Hoc Committee was called to order by Chair Lampton at 5:30p.m. in the Madison Avenue Meeting Room, 500 SW Madison Avenue.

Downtown Corvallis Ad Hoc Committee, November 13, 2007

I. REVIEW OF MEETING NOTES:

October 23, 2007

Page 5, paragraph 4 replace "Civic Beautification" with "Corvallis Independent Business Association (CIBA)." The minutes, with revision, were approved unanimously.

October 30, 2007

The minutes were approved unanimously.

II. Preliminary Discussion

The Committee reviewed the "Outline of Major Components of Future Downtown Commission," developed by staff, and discussed the italicized preliminary ideas for each major component. Chair Lampton first discussed those for which he felt there was general consensus.

- 3. Appointment of Commission: **The committee agreed with the concept.**
- 6. Commission Subcommittees: **The committee agreed with the concept.**
- 4. Major Responsibilities: The committee discussed the wording for "Land use matters including development code revisions," with Mr. Lampton expressing his concern for clarifying the new commission's role in this area. It was agreed that the current wording explained that role, which is advisory only. It was suggested that for public parking the commission's role might be greater than advisory only. **The committee agreed with the list, noting that it is preliminary only and other items might come up in the future.**
- 8. Commission Staffing: Mr. Gibb said that though the recommendation was for the Commission to be staffed through the Community Development Department, there would be Public Works Department staff support for the parking program. **The committee agreed with the approach.**
- 2. Representation Profile: Mr. Livingston suggested it be made clearer that the Commission appointments are not limited to just one person in each of the first four categories, but that the remaining Commission appointments reflecting other interests might also be persons who are downtown residents, business persons or property owners. He said that it is important to have some community-wide representation, but that it would be important to have downtown interests well-represented. Mr. Bailey suggested dropping the word "other" from the second bullet.

Mr. Lampton suggested that the real estate and development community be represented as well. In that regard, it was agreed to add an "interest" bullet reading something like "real estate/development/construction/design."

III. PUBLIC COMMENT:

Mr. Lampton explained the process to this point to those in attendance, and said that the intent is to have a recommendation to forward to City Council, within the next few months, regarding formation of a Downtown Commission. He opened the public comment period:

Peter Ball, PO Box 760, said that as a downtown business and property owner he is generally in favor of the proposal, but feels strongly that representation should be weighted to downtown business and property owners, and residents. He cautioned against getting too diverse a representation on the Commission as it will get too political and take the focus away from the downtown.

Bill Cohnstaedt, 561 NW Jackson, is a downtown property/business owner and resident. He agrees with almost everything on the list. His personal prejudice would be that the Commission deal with the parking issues as well, as in Option #2 under Parking Responsibilities, and that Community Development be the main staff to deal with it. In response to committee questions, Mr. Cohnstaedt suggested that it was appropriate for Public Works staff to have input into parking issues, but not necessarily be the primary staff for a parking committee.

Richard Gretz, has a downtown business and said he is fully in favor of an urban renewal district. The City has hired one of the best consultants in town and it is someone who listens. He supports adding business, as well as property ownership, to the list of interests in Item 2. In response to a comment and question from Mr. Lampton regarding the importance of community-wide interests being represented, Mr. Gretz said that it is important to pay attention to the business community's interests as well.

Marilyn Koenitzer, 4240 SW Fairhaven, has been a downtown business owner in the past, but did not have walk-in business. She is concerned that the Downtown Commission appointments should have what has been captured on the list, but should have at least one member of the general public. Citizens have supported having a strong downtown by keeping malls out of the community. The Commission needs to have the perspective of more than just downtown interests. In her discussions with others, many people are concerned that the urban renewal has something to do with parking, as there needs to be more. She supports having parking melded into the Commission. She commended the Committee and their work.

BA Beierle, PO Box T, said she is wearing two hats with her comments. She is representing Preservation WORKS which is highly committed to having a vibrant downtown district and for which she has had appropriate training; but her comments also reflect her experience as a former downtown property owner somewhere else. She encouraged the committee to add to the list of "interests" historic preservation, cultural resources and the arts. She agrees with the parking discussion, and added that parking can sometimes be the tail that wags the downtown dog. In response to a question from Mr. Kvidt, she said that historic downtowns provide a marketing advantage in that they are unique. Cultural heritage visitors are more likely to visit an historic downtown area. In terms of sustainability,

respecting the existing buildings and structures is a better approach. Mr. Lampton said that Corvallis residents, generally, love the looks of their downtown but want it to be relevant to their marketing needs, and asked how that reality can be brought into the historical setting. She said it is challenging because Corvallis does not have a registered downtown historic district; therefore there is no tax advantage for business owners. She suggested that might be something to be pursued. Mr. Livingston asked how urban renewal funds might be able to be used for funding work on private properties as part of such an effort. Ms. Beierle suggested that they could be used if a revolving fund were set up. She said there is robust community support for the downtown.

Bob Baird, 215 SW 4th, is a downtown property owner and employee. In response to the discussion relating to historic districts, he said that the most disastrous place in which he has had a business was the historic district of downtown Albany. A historic district, in and of itself, does not make a good downtown. What happened in Albany was development of the mall. In Salem, national businesses came in and rescued the downtown buildings. Now in central Salem, only nationals can afford the buildings. The reason Corvallis has a vibrant downtown is that we have independent, local owners of buildings and businesses. He feels that locally-owned businesses and property owners should be a weighted interest on the Commission, with the emphasis on local. He feels that the expansion of businesses out north as well as the potential for south Corvallis have and will continue to impact the downtown. Parking needs to be addressed. Halloween was the worst business day for them this year, because their customers could not find a place to park. A lot of the lots that used to be public are now private parking for employees. This has placed pressure on downtown parking. Some of the nuts and bolts work of the existing parking commission has been good, such as taking the parking meters out behind Safeway. In response to questions, Baird said he is not opposed to nationals being in the downtown area but that the downtown should mostly be independent and local.

Kent Daniels, 329 SW 8th Street, offered some insights as chair of the newly-formed Parks, Natural Areas and Recreation Board, which has 11 members. They have a member that is a nominee from the Greenbelt Land Trust, which could be similar to the Downtown Commission having a Downtown Corvallis Association member nominee. He thinks that there should be a strong downtown representation, but more important than that is just ensuring that good folks with pertinent interests are appointed, and not having it too narrowly defined. In terms of parking, he does not support option #3. Parking should have a strong relation to the Downtown Commission. He suggested that in terms of subcommittees, the Commission might want to establish stakeholder groups that can be used to provide input on certain topics and interests.

Ed Dubois, 2921 NW Elmwood Drive, recently moved back to Corvallis. He said his family used to own Dubois Cleaners which was located where Burst Candies is now. He has a background in urban renewal in that he was owner/manager of the Bon Vivant business in Salem Center, and the urban renewal was very important to their downtown revitalization. He felt that the district and "nationals" were a good mix. An interesting note is that Salem Center's largest secondary market - deliberately targeted - were Corvallis residents, not Albany. He also recommends that most of the Commission

members be representatives of the downtown businesses and property owners since they live and breathe the downtown area. OSU football, baseball and the downtown are the primary reasons he moved back.

Ruby Moon, 608 SW 7th, has been a property/ business owner and downtown resident for 33 years. She emphasized the need for having Commission members who have had a long term commitment to the downtown area, as it is important for the Commission to have the historical context. She commented that her bike always seems to be the only bicycle in the bicycle rack in front of her business.

IV. DELIBERATIONS:

Mr. Lampton asked the committee members to continue with their discussion of the preliminary ideas for the major components of a future Downtown Commission.

- 5. Parking Responsibilities

Mr. Bailey said the preponderance of comments suggested that the parking commission be a subcommittee (2nd option). Mr. Katz thought that the majority of comments supported elevating the parking commission responsibilities to a higher level, but not necessarily committing to any specific option. He had a concern for keeping the number of people on a parking committee small. Mr. Gibb said that in his discussions with City staff there is a strong feeling that having two commissions operating parallel to but separate from each other would not be functional; the parking element could be a separate committee but should be under the umbrella of the Downtown Commission. As a separate committee it could deal with the nuts and bolts of parking issues; but the more complex, strategic issues should be elevated to a full Commission discussion. There was general agreement on this approach, with more fleshing out needed of how the nuts and bolts would get done. Mr. Gibb said that Public Works Director Steve Rogers would be at the next meeting and can talk more about staffing. Trish Daniels suggested that the parking committee could be considered in a similar fashion to how the stakeholder groups works for the Parks, Natural Areas and Recreation Board.

There was discussion about being able to get people to serve on such a busy committee. Mr. Katz said that the existing Downtown Parking Commission spends too much time reading and discussing reports from other committees and groups, and if they didn't have to do that it would leave more time for getting actual work done. There was on-going discussion about how many members should be on the Parking Committee, with a final consensus that there should be five members: two Downtown Commission members and three others appointed by the Mayor. They should be representative of downtown business and property owners, retain some historic memory, but the specifications should not be constructed too narrowly.

There also was agreement that it be a standing committee of the Downtown Commission; that it would deal with the nuts and bolts parking issues and elevate to the entire Commission the more strategic considerations. The three members who are not Downtown Commission members could certainly be brought into strategic plan discussions, but would not be a part of the decision-making.

With regard to what route the appeals from downtown parking committee decisions would take, Mr. Gibb will come back with a recommendation.

- 1. Number of members:

The committee discussed the pros and cons of having 11 members on the Commission vs. 9 members. Holly Peterson suggested that if there were 11 members it could be specified that two would be business persons and two property owners which would increase that emphasis. Pat Lampton suggested that they mull it over and make a decision at their next meeting.

- 7. Liaison Roles

The consensus was that it might be better to bring in expertise as needed instead of having lots of liaisons. Dave Livingston suggested that there be a "liaison-on-call" from various groups who might be able to come when there is a specific interest. Ken Gibb added that staff tries to make sure that information is shared with other committees and groups that might be affected by specific items under consideration.

Kirk Bailey revisited item 2 (Representation Profile) and suggested that an additional interest be added relating to historic perspective, as per Ruby Moon's testimony.

Ken Gibb said that staff would come back with revisions based on the suggestions. Pat Lampton asked that the committee be ready to reach a decision on the various components at its next meeting.

V. OTHER BUSINESS:

The next meeting will be November 27, 2007, at 4:30pm. If work is completed that day, a report will need to be prepared. After circulating the draft report, the committee would need to meet one more time after that date to take final action on the recommendation to City Council. Trish Daniels recused herself from writing the report, since she did not think it appropriate to write a report on which she would take final action as a City Councilor.

The December 5, 2007, meeting was cancelled and will be rescheduled for a later date.

IV. ADJOURNMENT:

The meeting was adjourned at 7:40pm.

DRAFT
CITY OF CORVALLIS
DOWNTOWN CORVALLIS AD HOC COMMITTEE

November 27, 2007

Present

Pat Lampton
 Holly Peterson
 Josh Kvidt
 Dave Livingston
 Trish Daniels
 Kirk Bailey
 Jeff Katz

Staff

Ken Gibb, Community Development Director
 Sarah Johnson, Assistant Planner
 Claire Pate, Recorder

Guests

Steven Black
 Bob Baird
 Joan Wessell
 Bill Cohnstaedt

SUMMARY OF DISCUSSION

	Agenda Item	Information Only	Held for Further Review	Recommendations
I	Visitor's Comments			
II.	Review of Meeting Notes	X		Approved, with revisions
III.	Deliberations	X		
IV.	Other Business			
V.	Adjournment 5:30pm			

Chair Lampton opened the 4:30pm meeting held in the Madison Avenue meeting room, and welcomed the members and audience.

I. VISITOR'S COMMENTS: none

II. REVIEW OF MEETING NOTES:

Two revisions were noted: Change the spelling of the name Richard Graetz to Gretz; and on page 2, 7th paragraph, change "staff report" to "staff support." The minutes were approved unanimously as revised.

III. DELIBERATIONS:

Chair Lampton reviewed progress made to date regarding the Outline of Major Components of a Future Downtown Commission, as drafted by staff. Director Gibb handed out a revised copy with his hand-written notes capturing the Committee members' suggestions for changes from the last meeting. The remaining four components were then discussed.

- 1. Number of Members – The Committee agreed that the number of members should be eleven.
- 2. Representation Profile – It was agreed that with an eleven-member Commission there would be two appointments each from the categories of downtown business person and downtown property owner. This would result in six members being appointed from the categories listed under the first bullet, leaving five appointments to represent the variety of interests listed under the second bullet. The Committee further agreed to add the additional interest areas of “real estate/development/construction/design” and “cultural resources/arts.”
- 5. Parking Responsibilities – Pat Lampton reviewed the discussion from the previous meeting. The Committee has already agreed to recommend subsuming the present Downtown Parking Commission, in alignment with Option 2. This would create a Downtown Parking Committee under the Downtown Commission, with two Downtown Commission members assigned to the Committee (to be appointed by the Downtown Commission) and three other members appointed by the Mayor.

Ken Gibb stated that Public Works Director Steve Rogers was unable to attend the meeting. However, they had devised a proposed strategy for how parking responsibilities could be handled (green handout, included in packet), the contents of which he reviewed with the Committee. The intent of the document is to suggest a delineation of the roles and responsibilities for the Downtown Commission, Parking Committee, staff, citizens and the City Council in considering downtown parking issues.

In response to Committee member questions, Mr. Gibb said that it was not necessary to nail every detail down, but certainly to recommend an overall structure for the roles and responsibilities of reviewing parking issues. Minor, individualized parking issues would be handled by staff, with review by the Parking Committee as part of a consent agenda. Larger issues (block plus parking control changes) would go to the Parking Committee, as well as other issues assigned by the Downtown Commission or by Committee initiation, and would be reviewed by the Downtown Commission as part of its consent agenda for recommendation to City Council. Strategic concerns for parking would go to the Downtown Commission, for a recommendation to City Council. The Parking Committee could have input into strategic concerns, with the line of communication facilitated by having two Commission members on the Committee. Any item initiated by City Council

could be assigned to either the Parking Committee or the Downtown Commission depending on magnitude of the issue.

It was further agreed that the three members appointed by the Mayor should be representative of downtown business and property owners, and that the initial appointments be of members of the existing Downtown Parking Commission to provide continuity and institutional memory.

The Committee then discussed terms of office for both the Downtown Commission and the Parking Committee, and agreed that they would follow the typical term length for other City commissions, with staggered terms. It was also agreed that meetings would be regularly scheduled every month, though members could always cancel a meeting if there were no items to discuss.

Ken Gibb said that staff would begin drafting a report of the Ad Hoc Committee's recommendation to City Council. One additional meeting would need to be scheduled to review the draft report, a copy of which would be sent out to the Committee members in advance of the meeting. Visitors Bob Baird and Bill Cohnstaedt cautioned the Committee against scheduling the next meeting in December, as it is a very busy time for business owners and would not give them adequate time to review the proposal and adequately respond to it.

The Committee set the next meeting for January 15, 2008 at 5:30pm. Chair Lampton suggested that the draft be made available for review by interested parties. There was discussion about putting it on the City's website as a pdf and getting news releases/articles in Downtown Corvallis Association, Chamber of Commerce and CIBA newsletters.

The final issue of determining the geographic area of responsibility for the Downtown Commission was discussed. Ken Gibb suggested the following:

Geographic Area of Responsibilities

Primary:

- Central Business District (CBD)

- CBD fringe

- Additional areas included in a downtown Urban Renewal District

Additional:

- Residential/business districts near downtown

- Community policies/activities/issues that impact downtown

The report and ordinance will need to have some general language defining the geographic scope, which could be a sentence or two contained in a goal statement at the beginning of the report. It was agreed that there are often issues outside of the CBD that would have repercussions for the district, such as plans for a mall to be located outside of the area. The statement should roughly

describe the geographic areas of responsibility but build in flexibility to look at issues involving outside the downtown area.

III. OTHER BUSINESS:

Ken Gibb asked Chair Lampton to give a short briefing to City Council at their noon meeting on December 3, 2007, relating to urban renewal as well as to formation of a Downtown Commission.

IV. ADJOURNMENT:

The meeting was adjourned at 5:30pm.

**CITY OF CORVALLIS
DOWNTOWN CORVALLIS AD HOC COMMITTEE**

January 15, 2008

Present

Jeff Katz, Acting Chair
Holly Peterson
Josh Kvidt
Dave Livingston
Kirk Bailey

Staff

Ken Gibb, Community Development Director
Sarah Johnson, Assistant Planner
Claire Pate, Recorder

Excused

Pat Lampton
Trish Daniels

Guests

Hugh White
Charlie Tomlinson
Bob Baird
Joan Wessell
Gary Rodgers
Lita Verts

SUMMARY OF DISCUSSION

	Agenda Item	Information Only	Held for Further Review	Recommendations
I.	Review of Meeting Notes - 11/27/07	X		Approved as drafted
II.	Draft Committee Report Overview	X		
III.	Public Comment			
IV.	Committee Discussion/Action – Recommendation to City Council			Recommends Adoption of Report, Recommendations and Proposed Ordinance
V.	Other Business/Committee Wrap-up	X		
VI.	Adjournment 6:25 pm			

CONTENT OF DISCUSSION

I. REVIEW OF MEETING NOTES :

The draft minutes for the November 27, 2007 meeting were reviewed and unanimously approved.

II. DRAFT COMMITTEE REPORT OVERVIEW

Community Development Director Ken Gibb summarized the information contained in the packet, highlighting the issues addressed by the Committee and resultant recommendations contained in the draft Ad Hoc Committee Report. The Committee members did not have any questions for staff, and Chair Katz proceeded with public comment.

III. PUBLIC COMMENT:

Joan Wessell, Downtown Corvallis Association, spoke to her concern of maintaining involvement of the existing Downtown Parking Commission members who have historical context and broadly represent the community. She would hate to do away with the existing number of members, and would prefer to maintain the existing commission rather than putting it under the proposed Downtown Commission as a committee.

Chair Katz explained that the recommendation is to keep some representation from this original commission. Parking spaces are the lifeblood of downtown business, and people who do not have the history of parking issues might not understand that fact. He said that the intent of the recommendation is to give people with parking issues even more opportunity to be heard rather than less.

Lita Verts said she agreed with Joan Wessell's testimony. The proposed makeup of the Parking Committee needs to include residents from other than just the downtown area, so that there is adequate representation for shoppers' parking issues. Downtown customers and shoppers need to be heard. She is also bothered by adding another layer of bureaucracy. The existing Parking Commission is sensitive to the needs of the businesses and to the shoppers. She does not agree with having issues go through three levels of processing rather than getting immediately resolved.

Chair Katz reassured Ms. Verts that the Committee had had similar concerns and feels that the proposed model might actually work better.

Kirk Bailey asked if her concerns were mostly related to parking or whether there were other downtown issues of concern. She said it was mostly parking, but also issues related to customer ease of shopping downtown, such as the issue of large vehicles parked on 2nd Street making it difficult for traffic to get through.

Noting that there were no other persons wishing to comment, Chair Katz closed the comment portion of the meeting.

IV. DISCUSSION/ACTION ON RECOMMENDATION TO THE CITY COUNCIL

Josh Kvidt, referring to language in the proposed ordinance, asked why the initial appointments of members to the Commission were not more evenly divided between the rotational term lengths. Ken Gibb said that the numbers could be changed, but that the intent had been to ensure that there was consistency in membership for the first two years. After more discussion, Mr. Kvidt said he was fine with it as proposed.

Kirk Bailey said the only remaining issue was whether the Downtown Parking Commission should be retained as it is now, or whether it should become a committee under the Downtown Commission as proposed. Mr. Bailey stated that initially it made more sense to keep the parking commission as is, but after discussing the potential hassles of coordination and duplication of efforts agreed that it should be incorporated as part of the Downtown Commission, adding that if the Parking Commission coordination doesn't work out as planned it can always be revisited in the future. He felt that the proposal would work as long as the Mayor understood the strong need to appoint some of the existing Parking Commission members to the new committee, for the sake of giving historical context and continuity.

Chair Katz said that there were so few existing members on the Parking Commission right now they could likely all find spots on either the proposed Downtown Commission or Parking Committee.

Dave Livingston said he was comfortable with the way it is proposed. He appreciated Ms. Verts' concerns relating to representation of the community and downtown shoppers, but felt that Mayor Tomlinson had heard those concerns and would be aware that downtown parking is a very important issue. He thought that institutional wisdom would be maintained with Public Works continuing to provide staffing for the Parking Committee.

Holly Peterson said that she felt parking matters would be addressed in a more timely fashion with the proposal.

MOTION:

Kirk Bailey moved to recommend to City Council adoption of the Corvallis Downtown Commission Ad Hoc Committee report and recommendations, and accompanying draft municipal ordinance. The motion was seconded by Mr. Livingston, and approved unanimously.

V. COMMITTEE WRAP-UP:

The Committee agreed that the City Council should be forwarded copies of the background information and meeting minutes. Ken Gibb said the report will be forwarded to City Council for its February 4, 2008, meeting with the assumption that Pat Lampton would be in attendance to answer any questions. Action might be taken later on. The timing for formation of a Downtown Commission, if approved by City Council, will be up to them.

Kirk Bailey asked if it made sense for the proposal to go to Planning Commission as well. Mr. Gibb said that they would ensure both the Planning Commission and Historic Resources Commission are briefed on the proposal, and it might be able to be part of the agenda for the joint work session scheduled for February 19, 2008. In response to a question from Mr. Kvidt, Mr. Gibb said that at this point there is nothing concrete enough regarding staffing resources to be taken to the Budget Commission for consideration. He thanked the Committee members for their work and good efforts.

VI. ADJOURNMENT:

The meeting was adjourned at 6:20 pm.

A Vision for Downtown Corvallis

Downtown Corvallis Strategic Plan



P.O. Box 1536 · Corvallis, OR 97339

Phone: 541-754-6624

www.downtowncorvallis.org

Project Consultant:

David Dodson
Willamette Valley Planning

November 2006

Acknowledgements

In 2003, the Downtown Corvallis Association and other interested stakeholders developed a vision for the future of Downtown Corvallis. Building on the “Central City” portion of The Corvallis 2020 Vision Statement, a Strategic Vision Task Force utilized stakeholder interviews, questionnaires, and public meetings to gather and refine information about the vision for Downtown. The following pages describe the existing unique attributes of downtown and the things the community cherishes most. It also provides a visual framework for implementing elements of the Downtown Corvallis Strategic Plan.

Mayor

Helen M. Berg

City Manager

Jon S. Nelson

Corvallis City Council

Hal Brauner

Patricia Daniels

Jerry Davis

Rob Gándara

Betty Griffiths

George Grosch

Emily Hagen

Charles Tomlinson

Scott Zimbrick

Community Development Department

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Kathy Gager, Associate Planner



Strategic Planning Committee

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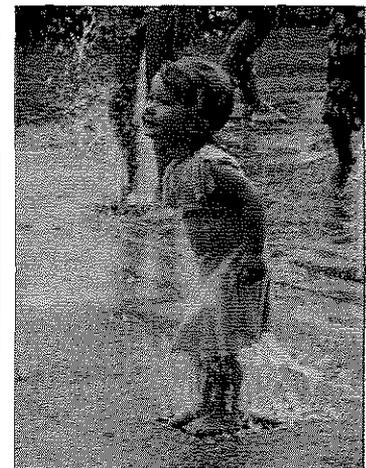
Willamette Valley Planning

Shoppers enjoy the character and ambiance of downtown, with its rich mix of older buildings, sidewalk cafes, and the Corvallis Commemorative Riverfront Park. Downtown is the primary shopping area, community gathering place, and governmental hub. People live, work, shop, and play downtown, making it a lively and inviting place.

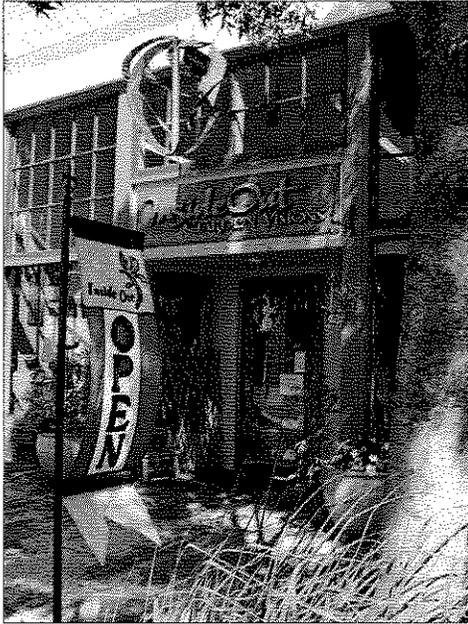


Overhangs and awnings above sidewalks provide customers with protection from the elements and encourage more activities, such as street vendors and musicians.

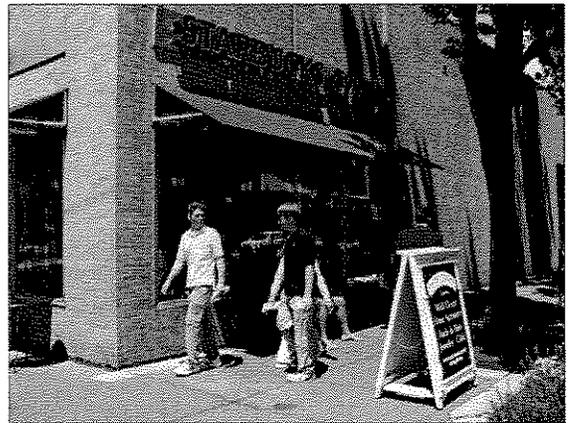
Building owners are continually upgrading their properties to enhance the visual appearance of the downtown. The vibrant riverfront is the City's downtown showcase that respects and celebrates the river. The riverfront features a variety of restaurants, shops, upper floor housing, and plazas connected by jogging and cycling paths.



Commercial/Retail/Professional



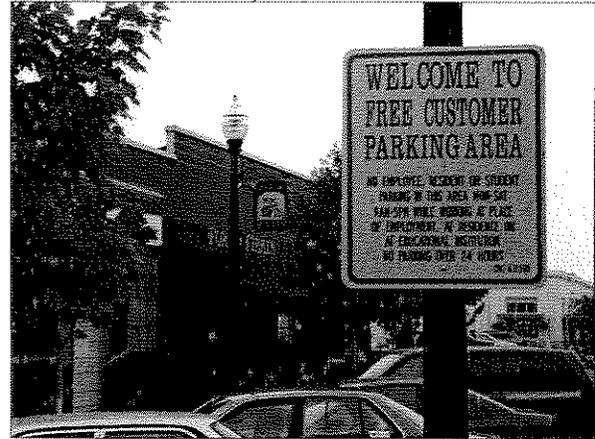
New and expanding businesses offer a wide selection of merchandise. Major anchor tenants as well as national name tenants have encouraged consumers to stay downtown and shop locally.



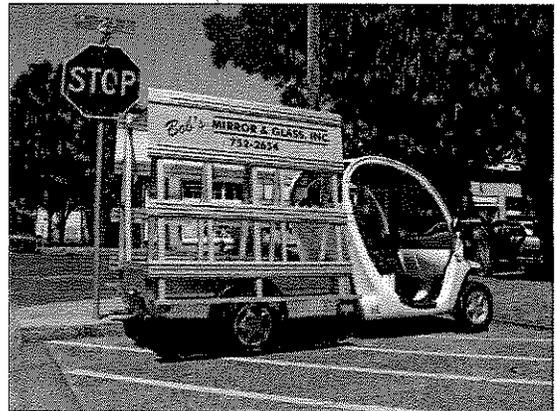
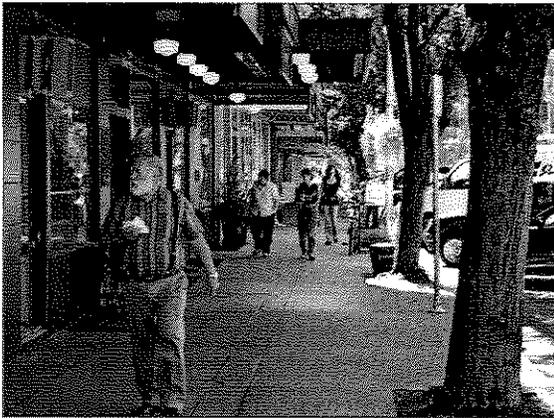
A stable business core ensures downtown remains a major employment center. Businesses have partnered together in their marketing efforts to attract more shoppers to downtown. Professional offices and incubator businesses are located on the upper floors of many buildings.

Parking

Parking options have improved through better utilization of existing parking areas and construction of new parking structures. A number of new buildings provide underground parking.



The downtown is pedestrian and bicycle friendly, with easy access to mass transit.



Shoppers can also find plenty of free parking, as all modes of transportation are encouraged throughout downtown.

Entertainment/Culture



Downtown is the City's cultural heart, drawing from the close proximity of Central Park, the ArtCentric, the Public Library, Majestic Theatre, and gateway to the OSU campus. There is an increase in concerts, markets, parades, and festivals, such as the Red White and Blues Riverfront Festival, the Farmers' Market, and Corvallis Fall Festival. Ample parking is available for after-hours use by those attending concerts and shows, dining at restaurants, or using the library.



Outdoor art is prevalent throughout the downtown, adding a rich dimension to the area downtown. Downtown supports a thriving local theater and music scene. Entertainment and cultural options have increased with the redevelopment of the Whiteside Theater and the new Benton County Museum.

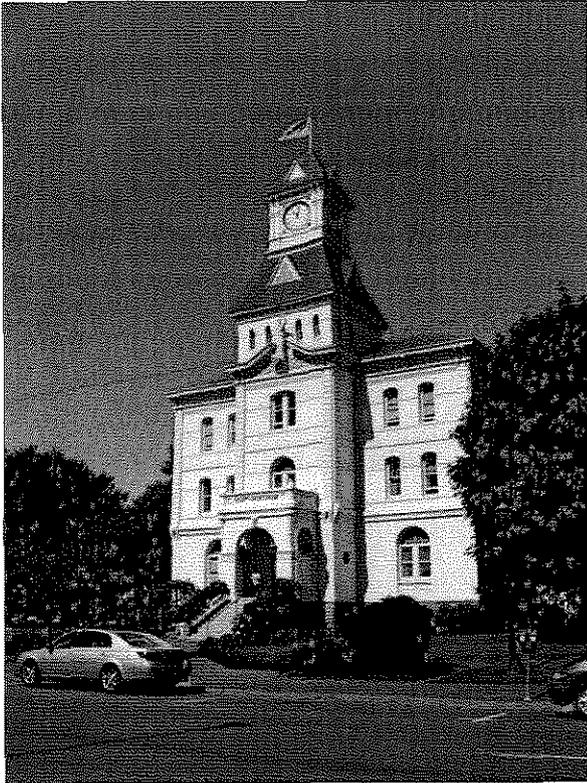
Downtown offers attractive housing Options, including lofts, apartments, townhouses, and condominiums. Most of the new housing is along First Street which offers the added amenity of open space and pastoral views across the river. Upper floors of historic buildings provide affordable housing for the elderly, disabled, and low and moderate income citizens.



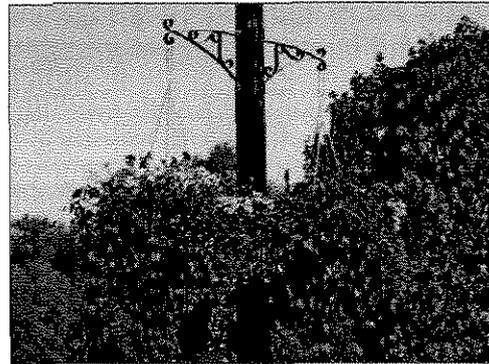
Those living downtown are drawn to the convenience, variety of housing options, and safety afforded them. This housing provides security, with increased pedestrian and customer activity at night, providing more eyes and ears in downtown.



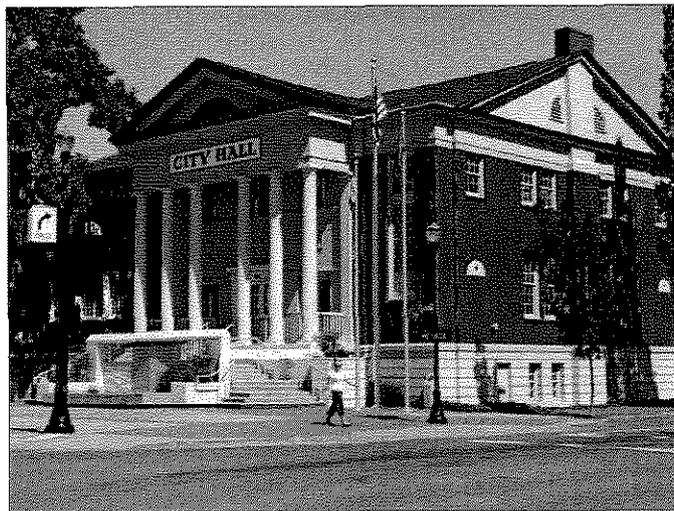
Civic Center



City, County, State and regional government offices are clustered downtown. The City and County have maintained their presence in downtown by redeveloping two blocks near Central Park for civic uses.

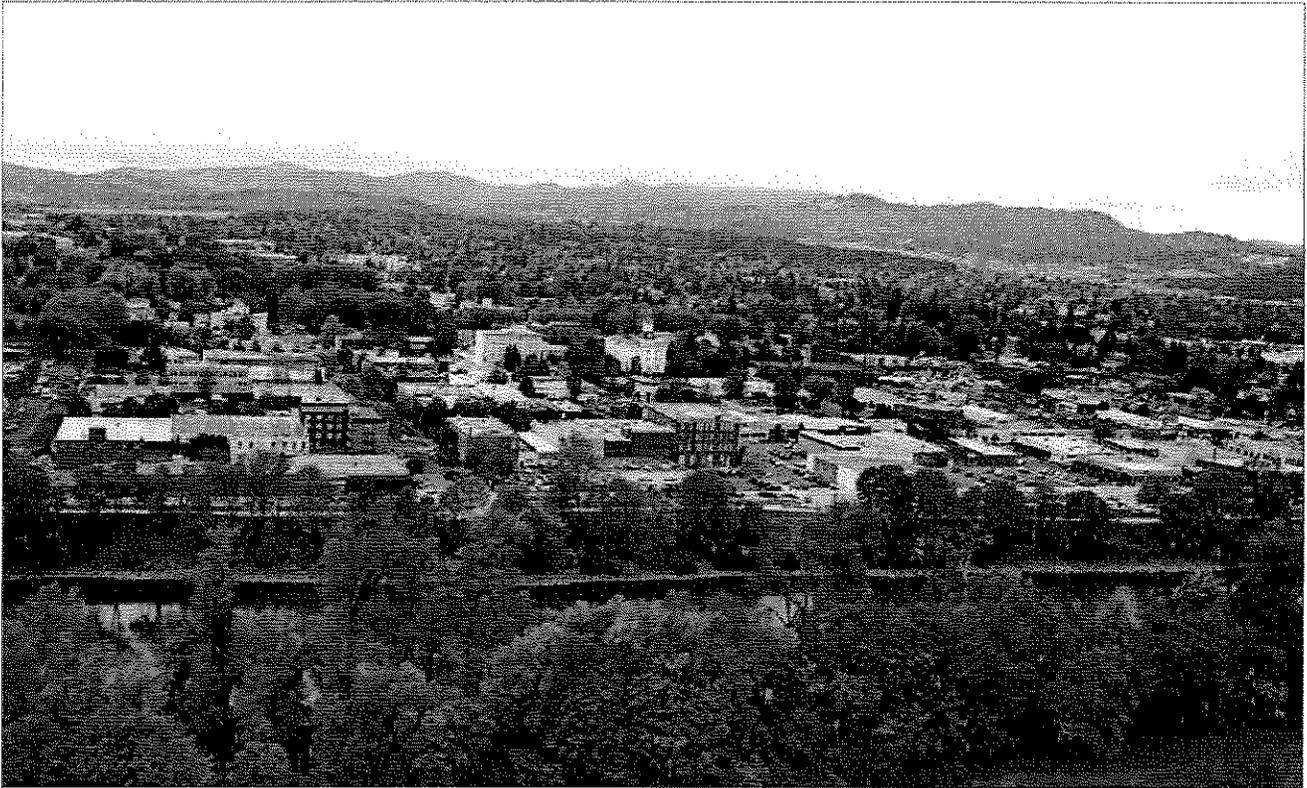


The city has taken an active role in partnering with the Downtown Corvallis Association and other organizations to improve the vitality of downtown.



Downtown Corvallis Strategic Plan

An Action Plan for 2007 and Beyond



P.O. Box 1536 · Corvallis, OR 97339

Phone: 541-754-6624

www.downtowncorvallis.org

Project Consultant:

David Dodson
Willamette Valley Planning

November 2006

Acknowledgements

The Downtown Corvallis Association (DCA) would like to thank the following individuals for their support and guidance in the development of the Downtown Corvallis Strategic Plan:

Mayor

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City Manager

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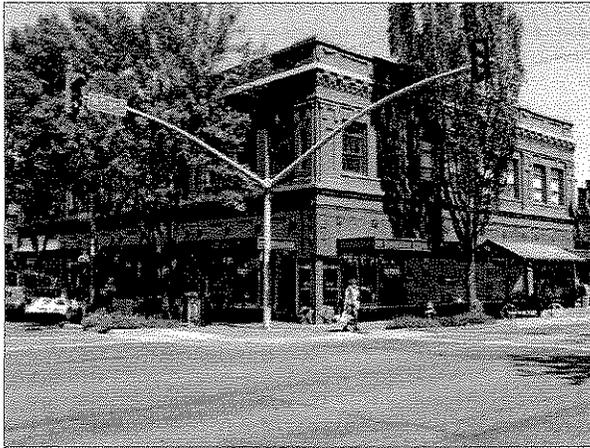
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Introduction and Purpose

A Great Time for Downtown Corvallis

After years of building sprawling suburbs and malls across the country, a busy American society is looking for more sustainable economic development strategies. People want convenient shopping near their homes. Employees want to stroll down the sidewalk to grab a cup of coffee or meet with friends for lunch. Others want to shop for local produce at the Farmers' Market or browse through the many bookstores. The exciting variety of activities and events help to draw people Downtown.



Older Downtowns are thriving, having recognized the importance of business clusters that establish a market niche to differentiate themselves from other commercial and retail centers.

People want to live where there is a sense of place and community, as well as know that the quality of life in this community will be preserved. Study after study demonstrates that a sense of place and community will be critical for successful economic development in the decades to come. This is good news for Corvallis, as the citizens have always valued Downtown as a special place.

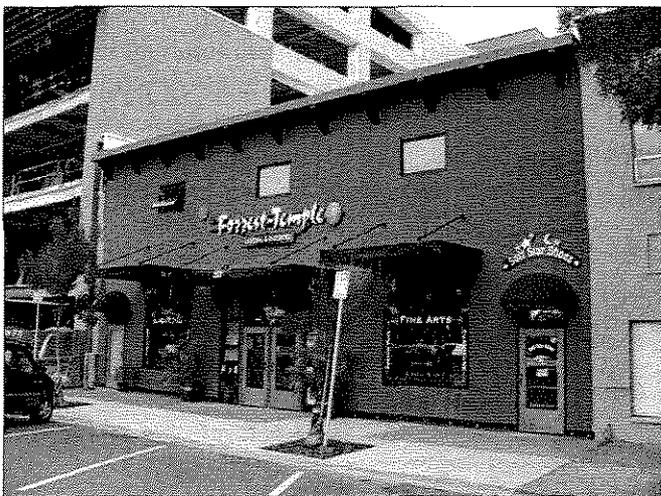
New Downtown infill projects spur investor confidence and increase pedestrian traffic, at the same time helping to reduce suburban sprawl. Developers are now trying to emulate older Downtowns in what are called "lifestyle centers." These centers are often developed around the National Main Street Program Guidelines, but many lack the character and authenticity of older established Downtowns. At the same time, older Downtowns are thriving, having recognized the importance of business clusters that establish a market niche to differentiate themselves from other commercial and retail centers. These trends are good news for communities like Corvallis, which recognizes the economic potential provided by capitalizing on its existing unique and historic Downtown assets.

Planning for Change

Downtown Corvallis has always been the heart of the community. Since J. C. Avery platted Corvallis in the 1850's, Downtown has served as the retail and commercial center of the community. Improvements to the three highways that passed through town, along with increased use of the automobile, eventually spurred additional development outside the Downtown core. Ninth Street (previously Highway 99W) became the new strip commercial center and competed with Downtown. Community resistance to a shopping mall allowed this Downtown to avoid the fate of many Downtowns across the country. Today, outlet malls, lifestyle centers, mail order catalogs, and internet shopping have added to the challenges of an increasingly competitive market place. And yet, during all this change, Downtown Corvallis has always managed to evolve and endure.

Today, Downtown remains a vital part of this community. Older warehouses have been converted to restaurants and galleries, while vacant upper floors have been rehabilitated to offices and residences. Several major redevelopment projects are currently underway, reflecting renewed investment in Downtown.

- The City has developed a series of long-range plans as the community expands outward; however, a long-range plan for Downtown has not been done recently. To ensure that the future of Downtown is consistent with the community's vision, the Downtown Corvallis Association (DCA) and the City have developed this Plan. This plan targets maintaining and revitalizing what is valued in the existing area that is the core of the community. Since Downtown is mostly developed, the basic infrastructure and development pattern are already established. A number of opportunities exist for redeveloping underutilized properties and enhancing what already exists. This Strategic Plan identifies the goals, tasks, and timelines necessary to ensure that Downtown remains a vital and exciting part of the community.



Older warehouses have been converted to restaurants and galleries, and vacant upper floors have been converted to offices and residences.

Developing the Strategic Plan

In 2003, the Downtown Corvallis Association and other interested stakeholders developed a vision for the future of Downtown Corvallis. Building on the “Central City” portion of *The Corvallis 2020 Vision Statement*, a Strategic Vision Task Force utilized stakeholder interviews, questionnaires, and public meetings to gather and refine information about the vision for Downtown. *A Vision for Downtown Corvallis* is intended to be a companion document, and provides the visual framework for implementing elements of the Downtown Corvallis Strategic Plan.

Implementation of this Strategic Plan will be guided by a partnership between the City and the Downtown Corvallis Association.



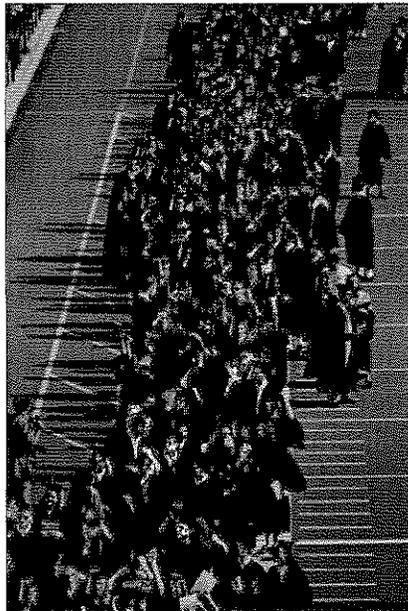
In response to the need for a long-range plan to guide revitalization of Downtown, and shorter-range action steps to propel this effort, a Strategic Planning Committee was formed by the Downtown Corvallis Association. The Committee held numerous meetings with business owners, property owners, and citizens to develop and refine the Plan.

The Strategic Plan includes a summary of issues, findings, and recommendations. In addition, a supplemental action plan identifies short and long-term strategies that will help maintain and strengthen the vitality of Downtown. Implementation of this Strategic Plan will be guided by a partnership between the City, the DCA, private property owners, and Downtown businesses. The Strategic Planning Committee is recommending that a Downtown Commission be formed to implement the Strategic Plan. The Downtown Commission and the DCA will use the *Implementation Strategies* to develop their work plans.

The People

The current population of Corvallis is approximately 53,000; the OSU student population is about 20,000. A number of Corvallis employers draw residents from the surrounding communities. Corvallis boasts the highest education levels in the State, with 53% of the residents over 25 years of age having a Bachelors, Masters, or Doctorate degree. The unemployment rate is typically one of the lowest in Oregon, and households have the second highest income levels in the State.

The major employers include Oregon State University (OSU), Hewlett Packard (HP), and Samaritan Health Services. Because of the University's predominance in the community, Corvallis is considered a college town. Students attending the University are from all 50 states and more than 90 countries. The OSU student population directly affects Downtown, as the university is less than a mile from Downtown. Recent statistics show that over 56% of students dine away from home or off-campus at least three days a week, and after living expenses, students have an average disposable income of \$246 each month. Corvallis is the birthplace of HP's computer inkjet printing. HP's operation continues to be focused on research and development; HP is also an incubator for a number of startup companies. Samaritan Health Services is a regional medical provider, whose impact has made Corvallis a regional medical center.



The community is highly educated, with 53% of the residents over 25 years of age having a Bachelors, Masters, or Doctorate degree.

New housing like the Renaissance on the Riverfront Condominiums on 1st Street complements the existing rental housing in Downtown. The housing in nearby Downtown neighborhoods is highly desirable and sought after.

Economic Vitality

Downtown is a major employment center which includes a mix of uses, including offices, retail stores, restaurants, and housing. Most of the City, County, State and regional government offices are located in Downtown. Downtown has always managed to find a way to fill or create a market niche. In recent years, there has been an increase in specialty stores and fine-dining restaurants. The community is also beginning to see more diversity in Downtown housing choices, with the development of condominiums along the riverfront.

The local Chamber of Commerce and the Economic Development Partnership have merged in order to form a more cohesive organization known as the Corvallis-Benton Chamber Coalition. Local economic development agencies are proposing a community-wide strategic economic development plan that will further support Downtown.

Downtown has always managed to find a way to fill or create a market niche.



The community is listed as 4th in the nation for the number of patents issued per capita. Corvallis is home to a number of small start-up companies and has enjoyed a stable economy with consistently low vacancy rates.

The City has continually committed itself to maintaining a vital Downtown, and has supported a number of projects and programs over the years. The City and County have prepared a two-block Downtown redevelopment plan for housing local government offices. The recently completed Riverfront Park along First Street has spurred significant investment not only along the river, but also along Second Street.

Downtown's Unique Character

Downtown Corvallis is the heart of the community, rich in culture and entertainment. Downtown's major strength is its unique character and ambiance, exemplified by the pedestrian scale, historic buildings, Riverfront Park, and mix of diverse independent stores. Retailers see this as a major competitive advantage over other shopping areas and want this to be protected and enhanced.

The City and the community have proactively included culture and the arts in the Downtown enhancement strategy. Public art is displayed at ArtCentric across from Central Park and throughout Downtown. Performing arts events are held at the Majestic Theatre and outdoor venues, while smaller performances are held in Downtown coffee houses and restaurants.

Downtown is the site of the Saturday Farmers' Market, the Red White and Blues Riverfront Festival, daVinci Days, the Corvallis Fall Festival, and numerous other events.



Downtown's major strengths are its unique character and ambiance, exemplified by its pedestrian scale, historic buildings, Riverfront Park, and mix of diverse independent stores.

Downtown Management

The Downtown Corvallis Association (DCA) is a non-profit organization that was formed in 1985 and serves to strengthen and support existing businesses. The DCA mission is to promote commercial opportunities and provide information about Downtown to the public and businesses. The organization promotes activities to assist Downtown property owners and businesses in developing a viable Downtown for the benefit of the citizens of Corvallis. An 11-member Board of Directors and a staff of one full-time and one part-time employee manage the Association.

Visitors and the University

Corvallis Tourism, the local convention and visitors bureau, is located in Downtown. This organization actively promotes Corvallis as a destination for visitors, conventions, and sports events. Its primary role is to develop creative marketing strategies that increase the impact of visitor spending in the community and the surrounding areas.

Oregon State University is Oregon's land, sea, sun, and space grant university, and has drawn thousands of students from across the state, nation, and world. It is a leading research University, recognized for its engineering, environmental sciences, forestry, pharmacy, and veterinary programs. The OSU conference complex is one of the largest university conference complexes in the nation, at over 80,000 square feet. The university also has NCAA championship-quality facilities, from the 44,000 seat Reser Stadium to Gill Coliseum.



The Downtown serves as a center for specialty retailing and dining, as well as a cultural district for residents and visitors seeking a “personal experience.”



Changing Marketplace

Downtown has undergone a market shift that is capitalizing on the city’s growth and increased discretionary spending. The development of other forms of retailing, discount centers, outlet malls, mail order catalogs, and internet shopping means that Downtown must target its offerings to a specific customer base or niche. Downtown serves as a center for specialty retailing and dining, as well as cultural district for residents and visitors seeking a “personal experience.”

After decades of locating only in shopping centers, regional and national retailers are rediscovering the profitability they can achieve from revitalized Downtown districts. Regional and national merchants such as Safeway, Starbucks, and Great Harvest Bakery, strengthen Downtown by creating a greater draw to the district.

Growth and Livability

The quality of life in Corvallis is exceptional, and has been recognized by others:

- *Biz Demographics* placed Corvallis 7th in the nation for great places to do business.
- *Men's Journal* rated Corvallis 8th in the nation as a great place to live.
- *Cities Ranked and Rated* said Corvallis is the tenth best place to live in the nation.
- *Top Ten Placed To Retire* ranked Corvallis number nine of the Country's top ten places to retire.
- *Bike USA* listed Corvallis 9th in the nation as a bicycle friendly city.
- *Bike at Work* listed Corvallis 9th in the nation as a car free community.
- *Orange County Register* picked Corvallis the best pac-10 campus in 2002.
- The National Arbor Day Foundation awarded Corvallis the top tree city in 2002.

Public attitudes towards the desirability of growth heavily guide philosophical discussion about Downtown. The City's *Comprehensive Plan* states:

Many other communities in Oregon have sought development of regional retail malls. When these have been developed, especially in smaller cities, they have had serious negative impacts on Downtown commercial activities, increased the use of the automobile, and have led to an increase in sprawl development. The City of Corvallis is committed to maintaining a vital vibrant Downtown for retail and business activities.

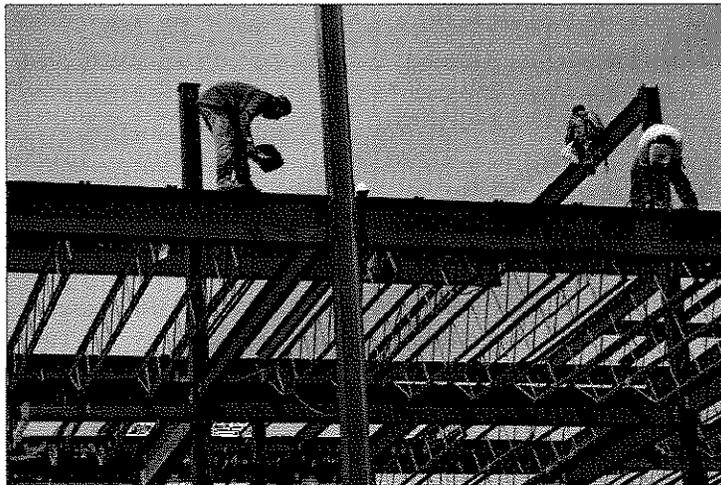
The residents of Corvallis and the City have a strong commitment to preserving and enhancing the character of Downtown.



Biz Demographics placed Corvallis 7th in the nation for great places to do business.

Redevelopment Opportunities

Most of Downtown is developed, with the exception of a few lots that are used for surface parking. The improvement-value to land-value ratio within the Downtown is 1.83 to 1. Intensively used commercial areas typically have an improvement to land ratio in the range of 4 or 5 to 1. Therefore, tremendous opportunities exist for redeveloping existing underutilized properties. Most of the redevelopment projects currently being contemplated Downtown are mixed-use with multi-stories.



Tremendous opportunities exist for redeveloping existing underutilized properties.

One source of funds for revitalizing Downtown would be through the establishment of an urban renewal district. Surrounding communities, such as Philomath and Albany, already have urban renewal districts in place. Establishment of these districts allows existing taxes to be directed toward projects, including improved parking facilities, infrastructure, enhanced weather protection, streetscape, and other revitalization projects.

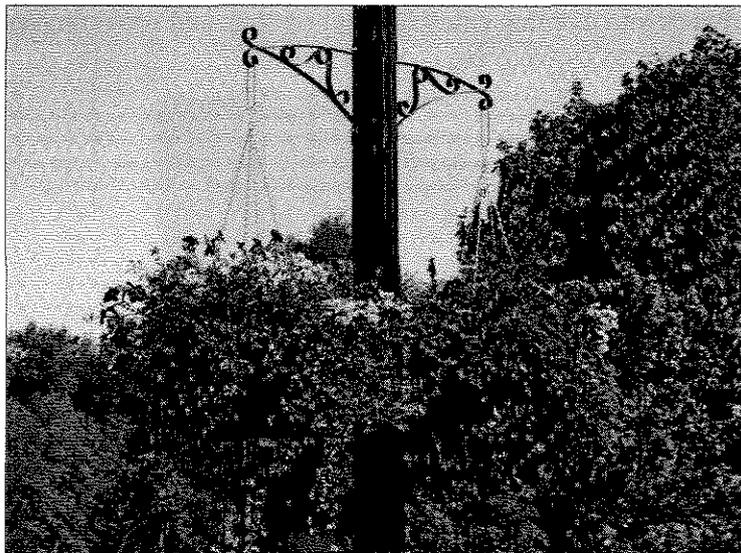
In 2006, the DCA hired Spencer & Kupper, which prepared an Urban Renewal Feasibility Report examining key elements and assumptions underlying an urban renewal district and determining whether a district would be feasible from a financial and policy standpoint. The consultants found that there were no technical or legal obstacles to the feasibility of establishing an urban renewal district for Downtown Corvallis.

Strategic Goals

The Strategic Plan sets these goals for 2007–2011:

1. Provide goods and services that residents presently leave town to purchase.
2. Renew commitment to Downtown as the civic, cultural, and entertainment center of the community.
3. Build upon the diverse mix of uses and small town charm.
4. Encourage investment in retail, commercial, and office activities.
5. Ensure effective access, parking, and wayfinding solutions.
6. Strengthen and support effective Downtown organizations.

These goals are discussed in the following sections. The organizations that are responsible for implementing them are discussed in a supplemental plan, titled *Implementation Strategies*.

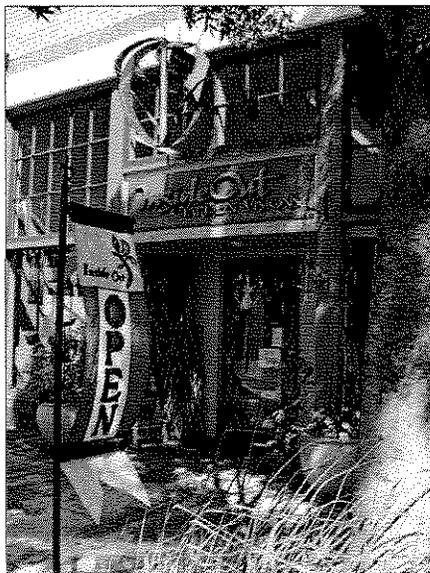


Strategic Goal 1: Provide Goods and Services that Residents Presently Leave Town to Purchase

STRATEGIES	'07	'08	'09	'10	'11
1.1 Bolster recruitment and retention efforts to fill market niches	←————→				
1.2 Develop activities to increase midweek, evening, and Sunday shopping	↔				

Downtown has a finite amount of land and parking space. The community is interested in maintaining Downtown’s charm and ambiance and avoiding over building and traffic problems. At the same time, regional shopping options are enticing residents to leave town to purchase a number of goods and services.

- 1.1 Bolster recruitment and retention efforts to fill market niches.** Continue to recruit and retain businesses that help satisfy the community’s needs. Prepare and publish market studies to encourage businesses to satisfy underserved market niches.
- 1.2 Develop activities to increase midweek, evening, and Sunday shopping.** Downtown is busiest on Thursday nights, weekday lunch hours, and Saturday afternoons. Activities to increase shopping at other times will increase sales without causing parking congestion. Consider increasing midweek and evening entertainment options and providing more housing choices to bring more customers to Downtown.



2.1 Increase the organization and promotion of DCA sponsored special events and festivals.

Continue these existing special events:

- Red White and Blues Riverfront Festival
- Fourth of July Parade
- Crazy Days Sidewalk Sale
- Fall Festival Sidewalk Sale
- Rhapsody in the Vineyard Downtown Wine Walk
- Downtown Trick or Treating
- A Slice of Downtown

Develop new events and festivals such as:

- Monthly art walks
- Historic walking tours
- Summer outdoor theater

2.2 Support Downtown community events and organizations that contribute to Downtown.

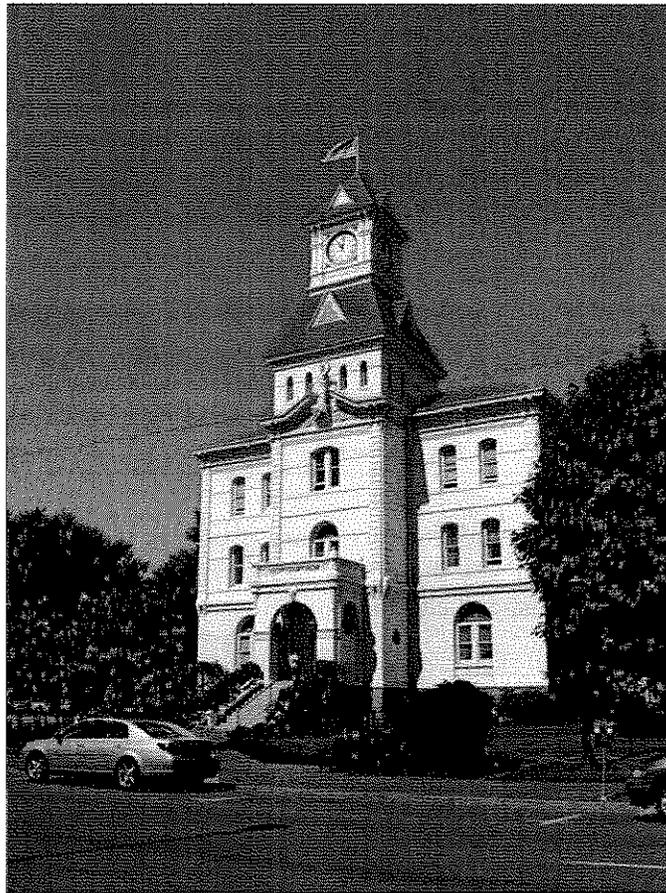
Economic development efforts are greatly enhanced when other organizations host events in Downtown. These include:

- Winter's Eve Corvallis
- Clothesline Art Sale
- daVinci Days
- A Taste of Corvallis
- Corvallis Fall Festival
- OSU Football Rally
- Spring Garden Festival
- Farmers' Market
- Corvallis Community Band concerts in the park
- Procession of the Species
- Boys and Girls Club Hoop Jam
- Lions Club Corvallis Community Christmas Parade
- Civic Beautification/Urban Forestry Commission
- Boys and Girls Club Classic Car Rally
- Oregon State University
- Downtown Flower Basket Program
- Madison Avenue Task Force
- Altrusa Club

Economic development efforts are greatly enhanced when other organizations host events in Downtown.



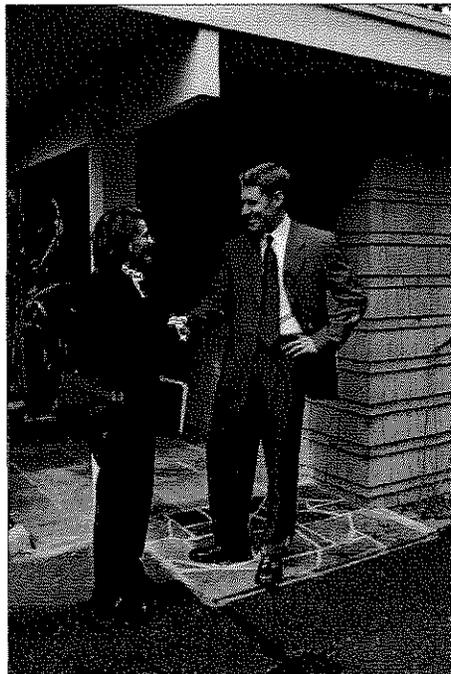
- 2.3 Support efforts to locate and consolidate government offices Downtown.** Government office workers (and the people who do business with them) are a significant part of weekday customer base for Downtown restaurants and stores. Actively support the City and County plans to keep their workers Downtown, the County's desire to move more employees to Downtown, and the State and Federal Government's commitment to maintaining offices Downtown.
- 2.4 Support businesses that offer entertainment and cultural events.** Restaurants and dining are in many ways affiliated with entertainment or an event. In addition, restaurants and coffee houses often host musicians and local artwork. Local art galleries and movie theaters should continue to be encouraged Downtown. In many ways, shopping can now be considered an entertaining experience, especially if it is associated with other Downtown activities, such as a meal with friends or family.

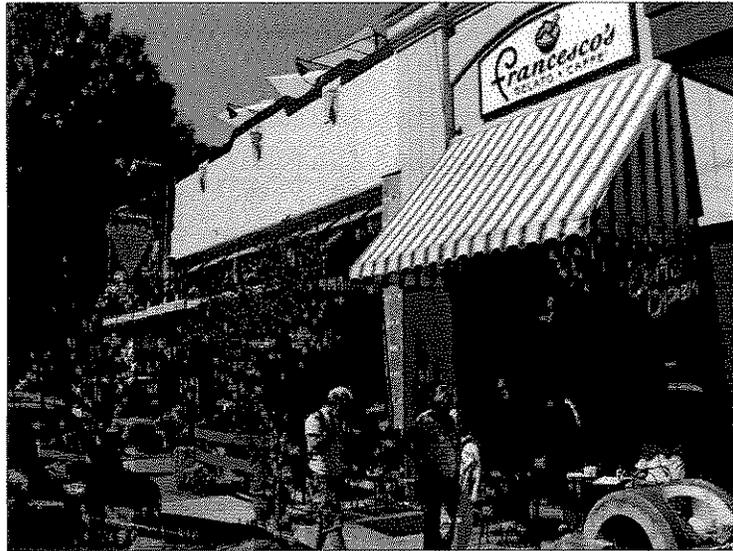




- 3.1 Support the unique mix of independent and national retailers, with an emphasis on business clusters.** Retention and recruitment efforts should emphasize business clusters that complement and support one another. Having unique independent businesses along with regional and national retailers can work collaboratively to provide a unique and varied mix of uses.
- 3.2 Support the City and interested developers in their efforts to diversify Downtown housing options.** The vast majority of Downtown housing is rented below market rate. Currently, at least one significant Downtown housing project is being built above market rate. Encourage private developers and housing agencies to increase housing choices in Downtown.
- 3.3 Review City Codes and fees to encourage desirable development.** The Strategic Planning Committee has developed a set of recommended changes to the City's Land Development Code and Municipal Code to encourage desirable development. Continue to work with the City as these recommendations are further evaluated by the City and ultimately considered by the City Council. System Development Charges (SDC's) in Downtown were also analyzed and the Strategic Planning Committee determined that the current assessments for Downtown projects were fair and equitable.
- 3.4 Collect and publish data on Downtown market opportunities.** The 2005 Downtown Market Study provided impetus for a number of developers and retailers to expand offerings, including women's clothing, specialty foods, and residential infill. Continue to update market studies on a timely basis and ensure that future studies are distributed to the public.

- 3.5 *Fill vacancies, attract business anchors, and close gaps in the business mix.*** Recruit key businesses that will complement the unique independent retailers Downtown. Continue to work with businesses to foster relationships. Encourage redevelopment of underutilized Downtown properties.
- 3.6 *Promote Downtown as a destination for area visitors.*** One of the attractions of Downtown is its historic character and the increasing national interest in small town tourism. Conferences and major sporting events at the University attract a number of people from outside the community. Corvallis Tourism should continue to promote Downtown for its historical ambiance and feature Downtown in tourism publications.
- 3.7 *Strengthen information-sharing relationships with real estate brokers and developers.*** Consistent communication between existing businesses and the commercial real estate community will help fill vacant storefronts.
- Link DCA's website to other economic development organization websites.
 - Distribute vacant property profiles to existing and prospective tenants.
 - Distribute property and building data to real estate brokers.
 - Encourage the DCA to provide information to brokers to fill vacancies.
 - Assist businesses seeking to relocate or expand.

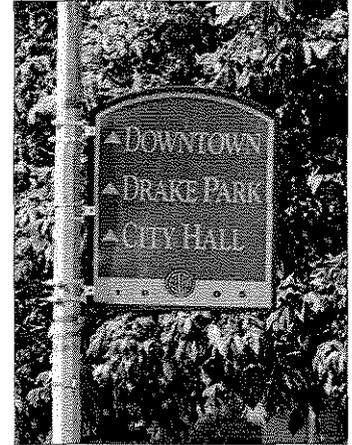




- 4.2 Encourage retail anchors that complement Downtown.** Continue to recruit retail anchor tenants that will complement and build on existing uses. Seek tenants to fill market niches, which are currently youth apparel, to attract a sizeable share of the student market and a boutique hotel with a fine dining component, as noted in the Corvallis Downtown market study Executive Summary.
- 4.3 Encourage upper floor offices.** A number of older buildings contain vacant or underutilized upper floors. The DCA should continue to encourage upper floor redevelopment through its zero interest loan program and other programs.
- 4.4 Encourage financial and professional business clusters.** Businesses such as banks, mortgage companies, insurance offices, and attorneys provide a vital community service which brings customers downtown. The DCA should continue to retain existing businesses and encourage new professional businesses to locate downtown.
- 4.5 Prepare and implement an urban renewal plan.** There appear to be no technical or legal obstacles to establishing an urban renewal plan for Downtown Corvallis. A downtown urban renewal plan should be prepared by a qualified consultant and overseen by a citizen body that is broadly representative of the downtown and the community.

Strategic Goal 5: Ensure Effective Access, Parking, and Wayfinding Solutions

STRATEGIES	'07	'08	'09	'10	'11
5.1 Update Parking Study	↔				
5.2 Develop and implement a Downtown wayfinding plan		↔			
5.3 Work with neighborhoods to mitigate parking impacts	↔				
5.4 Enhance physical linkages to Downtown	↔				



The Downtown market area has a total of 4,555 parking spaces of which one-third are on-street and two-thirds are off-street. Roughly 55% are restricted to customers, visitors, or tenants of specific uses. The remainder consist of public short-term and long-term spaces. Free parking is available in a designated central area. There is a perception that free and easy parking is one of the few competitive advantages shopping centers have over Downtown. To make shopping more convenient, residents and merchants alike want additional and improved parking. Parking demand remains a complex issue that both affects and is affected by the availability and use of other modes of transportation.

Customers and visitors need to comfortably and successfully reach their Downtown destinations. When done appropriately, signage and wayfinding can effectively accomplish this.

- 5.1 Update Parking Study.** Update the 2001 Downtown Parking Study. Areas deserving special attention include on-street parking utilization and solutions to addressing varying perspectives on the adequacy and location of the supply of Downtown parking.
- 5.2 Develop and implement a Downtown wayfinding plan.** In conjunction with the City, develop a wayfinding plan for Downtown. The plan should include important destinations, signage standards, and the potential for kiosk maps. The Plan should include a strategy for sustainable funding implementation.
- 5.3 Work with neighborhoods to mitigate parking impacts.** Work with adjoining neighborhoods to mitigate impacts associated with on-street parking by Downtown employees.
- 5.4 Enhance physical linkages to Downtown.** Encourage the ongoing activities of the Madison Avenue Task Force and Oregon State University to strengthen the physical connections and amenities between OSU and the Downtown. Work with Corvallis Public Works, ODOT and the neighborhoods to enhance access into, out of, and through Downtown. Encourage the southern extension of the Riverfront multi-use path to connect with the trail at Willamette Park.

Goal 6

- 6.1 *Maintain strong volunteer board and committee structure.*** Continue to follow the committee structure recommended by the National Main Street Program and develop subcommittees and task forces as needed. The board and each committee will meet regularly to implement projects that fulfill the DCA's mission.
- 6.2 *Increase community involvement in guiding Downtown vitality.*** Constantly recruit new volunteers from both the community and Downtown. Volunteers from the community are important for their unique expertise, perspective, and the dedication they can bring to the organization. The DCA must also strive to keep its volunteers involved and interested in their work.
- 6.3 *Establish a permanent source of funding for the Downtown Corvallis Association.*** Currently the DCA relies on a 5-year voluntary Economic Improvement District for the majority of its operating revenue. Establishing a permanent assessment district for the entire Downtown should be a priority in providing sustainable funding for the DCA.
- 6.4 *Maintain communication with constituents.*** The DCA's e-newsletter is a very popular vehicle for communicating activities, Downtown issues, and merchant news. Other communications such as the DCA's business column in the *Corvallis Gazette-Times* keep the community abreast of Downtown events and activities.
- 6.5 *Participate in National Main Street activities.*** Board and staff should participate in Main Street trainings and network meetings and use the Main Street Program as a resource for Downtown planning and programs.
- 6.6 *Maintain adequate staffing levels.*** Periodically review staffing levels to ensure these organizational goals and activities can be accomplished.





Downtown Commission

The Strategic Planning Committee has recommended formation of a Downtown Commission that would implement elements of the Strategic Plan. If a new commission is formed, the DCA should have representation on the Downtown Commission so that both groups can effectively coordinate their activities. The Downtown Commission would report to the City Council regarding the following issues:

- Implementation of the Downtown Strategic Plan
- Public parking
- Redevelopment projects
- Public streetscape improvements
- Downtown and riverfront code revisions

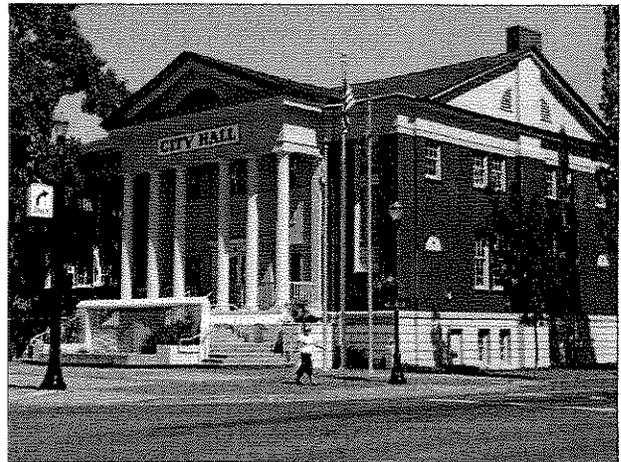
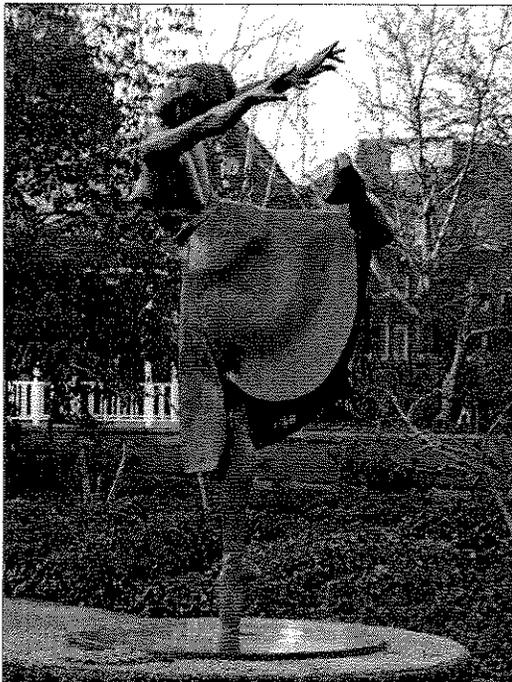
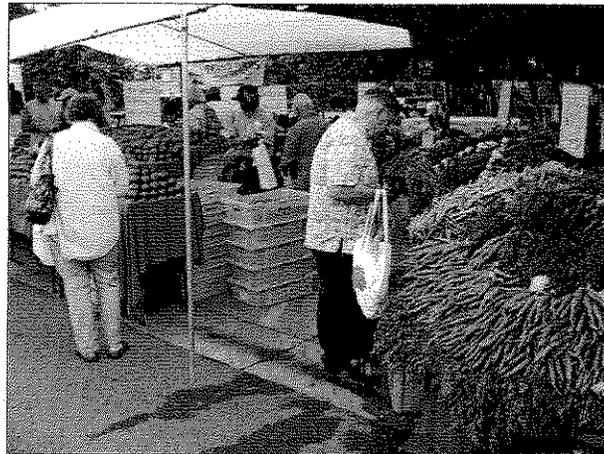
6.7 *Establish a Downtown Commission.* A Downtown Commission would be an advisory body to the City Council. The charge of the Commission would be to implement *A Vision for Downtown Corvallis* and this *Downtown Corvallis Strategic Plan*, as well as advise the Council on matters such as urban renewal activities, Downtown streetscape, public parking, redevelopment projects, and code revisions affecting the vitality of Downtown. It would also serve as initial contact for Downtown development projects and would advocate for projects that were seen as vital to the long-term interest of Downtown. The Commission would include groups and individuals with diverse interests, who are advocates of a prosperous Downtown. Those represented should include the DCA, Downtown residents, Downtown property owners, Downtown business owners, Downtown employees, residents from the surrounding neighborhoods, and others.

6.8 *Develop work plans.* A Commission would develop a work plan based on the implementation strategies outlined in this Downtown Strategic Plan. Work plans, including schedules, budgets, and responsible parties will be developed every two years to ensure timely implementation.

Implementation

Implementation Strategies

See Implementation a supplement of the *Downtown Corvallis Strategic Plan*.



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Implementation

Downtown Corvallis Strategic Plan



P.O. Box 1536 · Corvallis, OR 97339

Phone: 541-754-6624

www.downtowncorvallis.org

Project Consultant:

David Dodson
Willamette Valley Planning

November 2006

Implementation

Downtown Corvallis is a dynamic environment, with a number of individuals and organizations who contribute to make it the great place it is. The following implementation strategies are a supplement to the Downtown Corvallis Strategic Plan and are developed around the National Main Street Program Guidelines. Each section includes specific tasks, the organizations responsible for implementing them, funding sources, and a timeline. The proposed funding sources are either current or recommended.

Provide Goods and Services that Residents Presently Leave Town to Purchase

1.1 Bolster recruitment and retention efforts to fill market niches.

Tasks: Continue to recruit and retain businesses that help satisfy the communities needs. Prepare and publish market studies to encourage businesses to satisfy underserved market niches.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

1.2 Develop activities to increase midweek, evening, and Sunday shopping.

Tasks: Increase midweek and evening entertainment options and provide more housing choices to bring more customers to Downtown.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: 2007

Renew Commitment to Downtown as the Civic, Cultural, and Entertainment Center of the Community

2.1 Increase the organization and promotion of DCA sponsored special events and festivals.

Tasks: Continue to organize and promote existing special events and festivals such as:

- Red White and Blues Riverfront Festival
- Fourth of July Parade
- Crazy Days Sidewalk Sale
- Fall Festival Sidewalk Sale
- Rhapsody in the Vineyard Downtown Wine Walk
- Downtown Trick or Treating
- A Slice of Downtown

Develop new events and festivals such as:

- Monthly art walks
- Historic walking tours
- Summer outdoor theater

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

2.2 Support Downtown community events and organizations that contribute to Downtown.

Tasks: Encourage and promote other organizations to host events in Downtown, such as:

- Winter's Eve Corvallis
- Clothesline Art Sale
- daVinci Days
- A Taste of Corvallis
- Corvallis Fall Festival
- OSU Football Rally
- Spring Garden Festival
- Farmers' Market
- Corvallis Community Band concerts in the park
- Procession of the Species
- Boys and Girls Club Hoop Jam
- Lions Club Corvallis Community Christmas Parade
- Civic Beautification/Urban Forestry Commission
- Boys and Girls Club Classic Car Rally
- Oregon State University
- Downtown Flower Basket Program
- Madison Avenue Task Force
- Altrusa Club

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

2.3 *Support efforts to locate and consolidate government offices Downtown.*

Tasks: Actively support the City and County plans to keep their workers Downtown, the County's desire to move more employees to Downtown, and the State and Federal Government's commitment to maintaining offices Downtown.

Responsibility: Downtown Commission

Funding Source: City's Operating Budget

Timeline: Ongoing

2.4 *Support Businesses that offer entertainment and cultural events.*

Tasks: Local art galleries, art displays, music venues at restaurants and coffee houses, and movie theaters should continue to be encouraged Downtown.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

Build upon the Diverse Mix of Uses and Small Town Charm

3.1 *Support the unique mix of independent and national retailers, with an emphasis on business clusters.*

Tasks: Retention and recruitment efforts should emphasize business clusters that complement and support one another. Unique independent businesses along with regional and national retailers can work collaboratively to provide a unique and varied mix of uses.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

3.2 Support the City and interested developers in their efforts to diversify Downtown housing options.

Tasks: Encourage private developers and housing agencies to increase housing choices in Downtown.

Responsibility: Downtown Commission
City of Corvallis Housing Division
Corvallis Neighborhood Housing Services
Downtown Housing Developers

Funding Source: Various sources

Timeline: Ongoing

3.3 Review City Codes and fees to encourage desirable development.

Tasks: The Strategic Planning Committee has developed a set of recommended changes to the City's Land Development Code and Municipal Code to encourage desirable development. Continue to work with the City as these recommendations are further evaluated by the City and ultimately considered by the City Council.

Responsibility: Downtown Commission

Funding Source: City's Operating Budget

Timeline: 2007

3.4 Collect and publish data on Downtown market opportunities.

Tasks: Continue to update market studies on a timely basis and ensure that future studies are distributed to the public.

Responsibility: Downtown Commission

Funding Source: City's Operating Budget

Timeline: 2008 / 2011

3.5 *Fill vacancies, attract business anchors, and close gaps in the business mix.*

Tasks: Continue to recruit key businesses that will complement the unique independent retailers Downtown. Encourage redevelopment of underutilized Downtown properties.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

3.6 *Promote Downtown as a destination for area visitors.*

Tasks: Continue to promote the Downtown for its historical ambiance and feature Downtown in tourism publications.

Responsibility: Corvallis Tourism

Funding Source: Corvallis Tourism Operating Budget

Timeline: Ongoing

3.7 *Strengthen information-sharing relationships with real estate brokers and developers.*

Tasks: Communicate between existing businesses and the commercial real estate community to help fill vacant storefronts by:

- Linking DCA's website to the economic development organizations website.
- Distributing vacant property profiles to existing and prospective tenants.
- Distributing property and building data to real estate brokers.
- Encouraging brokers to share new tenant ideas with the Association.
- Assisting businesses seeking to relocate or expand.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

Encourage Investment in Retail, Commercial, and Office Activities

4.1 Implement retail events geared to primary target markets.

Tasks: Organize retail sales promotions to help retail businesses generate increased sales.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

4.2 Encourage retail anchors that complement Downtown.

Tasks: Recruit retail anchor tenants that will complement and build on existing uses and seek tenants that can fill market niches.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

4.3 Encourage upper floor offices.

Tasks: Continue to encourage upper floor redevelopment through zero interest loan programs.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

4.4 *Encourage financial and professional business clusters*

Tasks: Continue to retain existing businesses such as banks, mortgage companies, insurance offices, and attorneys, and encourage new professional businesses to locate downtown.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

4.5 *Prepare and implement an urban renewal plan.*

Tasks: Have a qualified consultant prepare a downtown urban renewal plan, overseen by a citizen body that is broadly representative of the downtown and the community.

Responsibility: Downtown Commission

Funding Source: City and Downtown Corvallis Association (Est. at \$21,000)

Timeline: 2007-2008

Ensure Effective Access, Parking, and Wayfinding Solutions

5.1 *Update Parking Study.*

Tasks: Update the *2001 Downtown Parking Study*. Areas deserving special attention include on-street parking utilization and solutions to addressing varying perspectives on the adequacy and location of the supply of Downtown parking.

Responsibility: Downtown Commission

Funding Source: City (Est. at \$50,000)

Timeline: 2007

5.2 *Develop and implement a Downtown wayfinding plan.*

Tasks: Develop a wayfinding plan for Downtown. The plan should include important destinations, signage standards, and the potential for kiosk maps. The Plan should include a sustainable funding strategy for implementation.

Responsibility: Downtown Commission

Funding Source: City and Downtown Corvallis Association (Est. at \$80,000)

Timeline: 2008

5.3 *Work with neighborhoods to mitigate parking impacts.*

Tasks: Work with adjoining neighborhoods to mitigate impacts associated with on-street parking by Downtown employees.

Responsibility: Downtown Commission

Funding Source: City's Operating Budget

Timeline: Ongoing

5.4 *Enhance physical linkages to Downtown.*

Tasks: Encourage the ongoing activities of the Madison Avenue Task Force and Oregon State University to strengthen the physical connections and amenities between OSU and the Downtown. Work with Corvallis Public Works, ODOT and the neighborhoods to enhance access into, out of, and through Downtown. Encourage the southern extension of the Riverfront multi-use path to connect with the trail at Willamette Park.

Responsibility: **Madison Avenue** - Madison Avenue Task Force and Oregon State University.

Downtown Access – Corvallis Public Works, ODOT, and downtown neighborhoods.

Multi-use Path Extension – Corvallis Community Development Department, Corvallis Parks and Recreation Department, and affected property owners.

Funding Source: Madison Avenue – City and OSU
Downtown Access – City and ODOT
Multi-use Path Extension – City and/or developers

Timeline: Madison Avenue – Ongoing
Downtown Access – Ongoing
Multi-use Path Extension – 2008

Strengthen and Support Effective Downtown Organizations

6.1 Maintain strong volunteer board and committee structure.

Tasks: Continue to follow the committee structure recommended by the National Main Street Program and develop subcommittees and task forces as needed. The board and each committee will meet regularly to implement projects that fulfill the DCA's mission.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

6.2 Increase community involvement in guiding Downtown vitality.

Tasks: Constantly recruit new volunteers from both the community and the Downtown. Strive to keep volunteers involved and interested in their work.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

6.3 *Establish a permanent source of funding for the Downtown Corvallis Association.*

Tasks: Establish a permanent assessment district for the entire Downtown in order to provide a sustainable source for funding the DCA.

Responsibility: Downtown Corvallis Association

Funding Source: New Assessment District with Permanent Boundaries

Timeline: 2010 - 2011

6.4 *Maintain communication with constituents.*

Tasks: Continuing publishing an e-newsletter for communicating activities, Downtown issues, and merchant news, along with the DCA's business column in the Gazette Times Newspaper.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

6.5 *Participate in National Main Street activities.*

Tasks: Board and staff should participate in Main Street trainings and network meetings and use the Main Street Program as a resource for Downtown planning and programs.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

6.6 *Maintain adequate staffing levels.*

Tasks: Periodically review staffing levels to ensure the organizations goals and activities can be accomplished.

Responsibility: Downtown Corvallis Association

Funding Source: DCA Operating Budget

Timeline: Ongoing

6.7 *Establish a Downtown Commission.*

Tasks: Form a Downtown Commission that would be an advisory body to the City Council. The charge of the Commission would be to implement A Vision for Downtown Corvallis and the Downtown Corvallis Strategic Plan and advise the Council on matters such as urban renewal activities, Downtown streetscape, public parking, redevelopment projects, and code revisions affecting the vitality of Downtown. It would also serve as initial contact for Downtown development projects and would advocate for projects that were seen as vital to the long-term interest of Downtown. The Commission would include groups and individuals with diverse interests and who are advocates of a prosperous Downtown. Those represented should include the DCA, Downtown residents, Downtown property owners, Downtown business owners, Downtown employees, residents from the surrounding neighborhood, and others.

Responsibility: Corvallis City Council

Funding Source: Existing City Operating Budget (Downtown Commission would assume the role of the Parking Commission)

Timeline: July 2007

6.8 *Develop work plans.*

Tasks: Develop a work plan based on the implementation strategies outlined in the *Downtown Corvallis Strategic Plan*. Work plans, including schedules, budgets, and responsible parties will be developed every two years to ensure timely completion.

Responsibility: Downtown Commission

Funding Source: City's Operating Budget

Timeline: August 2007

Comments from responding communities regarding the formation, representation, and responsibilities associated with various downtown-oriented groups.

Salem

Downtown Advisory Board

11 voting members

1 Planning Commission Liaison

1 Housing & Urban Development Liaison

The Downtown Advisory Board is an advisory committee that makes recommendations to the URA/City Council on downtown issues. The DAB oversees the Parking Fund budget and the 10-year spending Plan for URD projects, but does not specifically allocate funding or make policy. There is a specific Parking District that currently makes recommendations to the URA or Council, depending on the issue. Other 501c(3) organizations and Salem tourism groups handle various events and promotions, and there is a new group (Go Downtown Salem!) that is looking into the formation of an EID for downtown. Should the downtown property owners and merchants accept the formation of the EID, that group will likely take over parking issues downtown, and the Parking District may dissolve.

The City provides one 1.0 FTE staff for the DAB, and an implementation committee. Salem has 7 Urban Renewal Areas, and there are a total of 6 FTE positions funded through urban renewal across the city. 3 FTE positions are allocated to downtown and riverfront URDs. The current staff person has said that FTEs funded for the downtown urban renewal district will likely be reduced, and 1 FTE position may be sufficient for them, with augmentation by administrative, real estate, and financial staff.

Albany

Urban Renewal Advisory Committee

7 City Councilors

7 Lay people

Albany has an Urban Renewal Advisory Committee that makes recommendations to the Agency on decisions within the District. The Agency is composed of the City Council. Parking and events are handled by other groups. The Downtown Association is a 501c(3) organization that is specific to downtown issues, events, and business promotion. They are also responsible for making recommendations to the City Council regarding parking, but do not make any policy or infrastructural decisions. Those proposals go directly to the Council.

The City staffs one full-time position through urban renewal for the Central Albany Revitalization Agency (CARA).

Redmond

Downtown Urban Renewal Advisory Committee

9 Members (business people, property owners, interested parties)

1 Planning Commission Liaison

1 City Council Liaison

The Downtown Urban Renewal Advisory Committee provides recommendations to the Agency/City Council regarding District issues, including parking, design standards for development, and land use. They do not make policy decisions.

There is also a Redmond Downtown Partnership (RDP), which is a 501c(3) organization that acts as a downtown advocacy group and has representation on the Downtown UR Advisory Committee.

The City staffs one full-time position as a Downtown Manager. There are two UR districts in Redmond, and two .5 FTEs are paid with UR resources.

McMinnville

Downtown Association – 501c(6)

Members (downtown property/business owners, at-large residents, reps. from other downtown associations and groups)

The Downtown Association is a for-profit association that is funded by a mandatory EID. The association is involved in all downtown issues, including parking, placement of newspaper stands and benches, etc. and acts as an advisory committee to the City Council.

McMinnville currently does not have an urban renewal district, but has formed a URD taskforce to research the potential for a district in downtown. That taskforce is composed of past Downtown Association presidents. Should a URD be implemented in McMinnville, they would have an advisory commission that would work closely with the Downtown Association. There is also a Downtown Taskforce that is currently working with the Association and the Chamber on 5, 10, and 20 year plans.

Bend

Downtown Advisory Commission

7-11 Members (downtown business, property owners, citizens at-large, reps. from Downtown Association (501c(3)))

The Downtown Advisory Commission is responsible for all aspects of downtown, including parking and placement of features downtown. They are an advisory council to the City Council or Urban Renewal Agency. There is also a downtown association (501c(3)) that is responsible for business promotion, recruitment, and downtown events. Currently, the City Council has appointed a group to examine the downtown area planning process and make a recommendation on the expansion of the downtown focus area/urban renewal district.

The Downtown Advisory Commission is staffed by various members of the Economic Development Division, including the downtown manager. Currently, staffing is low, so all 5 economic development staff people are working in various capacities with the Advisory Commission. Mr. Russell feels that a minimum of $\frac{1}{4}$ FTE is required in order to staff the Advisory Commission, with more needed for administration of the URD.

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Downtown Boulder and the Pearl Street Mall



The Mall is a four block outdoor pedestrian mall boasting a show of seasonal flowers and native trees. On any given night street performers ply their trade and musicians play while passers by pause to enjoy. Annual festivals celebrating Boulder's diverse community are staged here too. Beautifully preserved historic buildings continue all along East and West Pearl where the shopping and dining continues. Boulder maintains many of its historic buildings from the city's origins as the supply center for mining operations during the late 1800's. Our [photo gallery](#) compares the old and the new.



The Central Area General Improvement District (CAGID)

The [Central Area General Improvement District](#) and the city of Boulder's Downtown University Hill Management Division and Parking Services are responsible for parking operations and related services for this 35 block area. The [Downtown Management Commission \(DMC\)](#) manages, controls and supervises the business affairs of the Central Area General Improvement District (CAGID).

Additionally, Downtown Boulder is also a [Business Improvement District \(BID\)](#), meaning property owners tax themselves to make their community cleaner, safer and more vibrant. The tax is used by the BID to purchase services that supplement those provided by the city and provide a comprehensive consumer marketing program.

[Downtown Boulder EcoPass FAQ's](#)

[Construction](#) - Major Boulder projects.

[Graffiti](#) - Ordinance information and online reporting

For information on the proposed downtown conference center please view the following documents:

- [Updated Feasibility Analysis of a Potential New Boulder Conference Center](#)
- [Proposed Hotel Market Overview](#)
- [Power Point Presentation for Hotel Market Overview](#)

City of Boulder
Downtown University Hill Management Division / Parking Services
1500 Pearl Street, Suite 302
Boulder, CO 80302
303-413-7300

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CAGID & DMC



The Central Area General Improvement District (CAGID) and the Downtown Management Commission (DMC)

[October 1st DMC Agenda](#)

[DMC Minutes](#)

Minutes from the last meeting.

- [June Sales and Use Tax Report](#)
- [Downtown Sales and Use Tax Detail Report, June](#)
- [July Sales and Use Tax Report](#)
- [Downtown Sales and Use Tax Detail Report, July](#)

[Downtown Management Commission Members](#)

The members of DMC.

The **Central Area General Improvement District (CAGID)** was created September 23, 1970 for the purpose of providing parking and related improvements to the area. The District is a 35 block area in the center of downtown with over 160 shops and 80 restaurants, as well as business offices. Many of the buildings in CAGID date from the 1870's and are protected under the Landmarks Preservation District. Historic residential neighborhoods surround the District. The University of Colorado at Boulder is located a few blocks away.

The **Downtown Management Commission (DMC)** was established January 1, 1988, to create one, cohesive commission that manages the Pearl Street Mall and the Central Area General Improvement District (CAGID). The five member Commission is appointed by City Council. They meet monthly with their Director and staff to review CAGID's policies, programs and operations.

CAGID area map



(Click to enlarge map)

Sub-Committees:

- Access
- Budget
- Economic Vitality
- Operations
- Public Information
- Public Safety

-  [CAGID Refund Cover Letter 18.66 Kb](#)
-  [CAGID Refund Application 11.67 Kb](#)
-  [2005 Downtown Strategic Plan \(1.03 MB\)](#)
-  [2006 Downtown Boulder User Survey](#)
-  [Best Practices in Parking -- Opening Presentation, May 2005 \(2.42 MB\)](#)
-  [Best Practices in Parking -- Closing Presentation, May 2005 \(5.34 MB\)](#)
-  [Final Report -- Best Practices in Parking \(6.26 MB\)](#)
-  [PP Presentation of Downtown Transportation Employee Survey \(95.92 KB\)](#)
-  [FLO Power Point Presentation \(1.57 MB\)](#)

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Last Updated (Wednesday, 26 September 2007)

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DOWNTOWN WEAKNESSES AND POSSIBLE SOLUTIONS

1. Pedestrian-oriented alleys need clean-up and maintenance
 - Downtown Improvement District
 - *- Attitude Change through Management Program
 - Public Funding
 - Reflects short-sightedness and lack of understanding of inter-relatedness; solution is evolution
 - Murals
 - Store Accesses

2. Need Improved Shopping Selection
 - Recruitment
 - Make downtown more attractive for new tenants, through parking, trees, merchandise
 - *- Management Program
 - Some form of redevelopment to get things started
 - Tax incentive

3. Inadequate property Maintenance; appearance of buildings
 - *- Incentive funding
 - *- Revolving loan fund
 - *- 503 Program for property improvement
 - *- Management Program, peer pressure

4. Need for Improved Weed Control
 - Volunteers
 - Public responsibility
 - *- Management Program to coordinate efforts; potential public involvement

5. Highway Traffic Downtown
 - *- Bypass
 - Alternative cross-street system
 - 9th Street through to Western

6. Lack of Organization
 - *- Downtown Manager
 - Require financial participation of downtown merchants/property owners

7. Negative Visual Impact of Vacant Space
 - Art work and crafts (visual impact)
 - *- Management Program and Awareness (vacant space)

*Indicates best or most effective solution

9. Private Property Divided by Public Areas
 - Air Rights
 - Trade land areas
 - close streets
 - Flexible City policy which allows use of public space
 - *- Downtown Manager; coordinates implementation

10. Lack of Involvement in Downtown by Landlords
 - Peer Pressure
 - Communications - Newsletter
 - *- Downtown Manager provides examples of how reinvestment will benefit landlord economically
 - Education
 - Improvement District which requires financial participation

11. Lack of and Continued Loss of Residential Units
 - Develop 2nd Stories for Residential
 - Rehabilitate Corvallis and Julian Hotels for Residential
 - Block Grant funds to assist housing in Downtown
 - Concentrate commercial development

12. Automotive Uses Located Downtown
 - Market will take care of it
 - *- Reduce Remodeling requirements, parking requirements; positive and negative encouragement by City in ordinance form
 - Downtown Manager to work on appearance

13. Undesirable Organization of Uses
 - Zoning to limit and direct uses
 - *- Strategic placement of new or relocating businesses through efforts of the Downtown Manager
 - Redevelopment Plan

14. Attitude of Retail and Service Employees
 - *- Classes for both employees and employers; downtown training manual
 - *- Contests
 - *- Image building; develop pride, shopping bags
 - *- Suggestion Box - customer ideas
 - *- Consumer Advisory Panel

15. Substandard Space in Fringe and 2nd Floors
 - Block Grants to rehabilitate existing residential
 - *- Inventory of available space
 - Redevelopment for commercial
 - Make space valuable enough through limiting commercial expansion
 - *- Promote legislation that enables tax freezes by City

16. Apathy of Downtown Business Owners
 - *- Develop an action plan
 - Peer Pressure
 - Incentives to participate
 - Energize Downtown Merchants Association; leadership
 - Education to improve merchandising

17. Limited Night Time Entertainment Activities
 - *- Recruitment of Tenants, i.e., under 20, family-type restaurant and entertainment
 - Increased Residential
 - Varsity Theatre
 - A Theatre
 - Dancing
 - Review street vending ordinances

18. Lack of Adequate Weather Protection
 - *- Awnings required by ordinance; standards, continuity
 - Covering prime alleys and intersections
 - Bus waiting areas

19. Lack of Rest Areas and Rooms
 - benches
 - public restrooms

Urban Renewal - An Overview of the Basics

Charles Kupper
Spencer & Kupper, Portland, Or.

1. General Information on Urban Renewal

- Urban Renewal is authorized by Oregon State law - ORS 457
- Oregon's Urban Renewal statutes have been in effect for more than 40 years
- Approximately 65 Oregon counties and cities now have urban renewal plans
- There are more than 90 urban renewal plans currently in effect

Renewal Basics - Charles Kupper, Spencer & Kupper

2. What is an Urban Renewal Plan?

- The Renewal Plan consists of two documents – The Plan, and the Report on the Plan.
- The contents of both documents are governed by requirements spelled out in ORS 457
- The Renewal Plan and Report must be prepared with community participation

Renewal Basics - Charles Kupper, Spencer & Kupper

3. Key Elements of the Renewal Plan

- Plan must identify a project boundary
- Plan must identify and describe the projects to be undertaken
- Plan must identify property acquisition procedures
- Plan must describe the process for making amendments to the plan.
- Plan must contain a maximum amount of indebtedness to carry out the plan

Renewal Basics - Charles Kupper, Spencer & Kupper

4. Key Elements of the Report on the Plan

- Report must identify
 - Acres and assessed values in the project area.
 - Deficient conditions in the project area
 - Estimated tax increment revenues
 - Estimated cost of plan activities
 - Estimated time needed to carry out all projects and pay off debt
 - Estimated tax impacts of carrying out the renewal plan

Renewal Basics - Charles Kupper, Spencer & Kupper

5. Adopting a Plan

- A Renewal Plan must be adopted by a non-emergency ordinance of City Council
- Prior to the adoption hearing, the plan must:
 - Be sent to affected taxing bodies for review and comment
 - Be sent to the Planning Commission for review and comment
- A "special notice" of the Council hearing must be mailed to the public
- When the adopting ordinance is effective, the community can receive tax increment funds
 - Corvallis will require voter approval

Renewal Basics - Charles Kupper, Spencer & Kupper

6. Uses of Renewal Funds

- Basic infrastructure – streets, curbs, sidewalks, water, sewer, storm drainage, etc.
- Streetscaping and beautification projects
- Public amenities - parks, open spaces, pedestrian and bike trails, public parking facilities
- Loans and grants for building rehabilitation and preservation
- Financial assistance for public or private development projects
- Assist in funding public buildings in renewal area

Renewal Basics - Charles Kupper, Spencer & Kupper

7. Tax Increment Financing (TIF)

- Renewal projects are funded mainly by TIF
- When a renewal plan is adopted, the total assessed value (AV) in the plan boundary is calculated by the County Assessor
- The initial AV becomes the "frozen base" of value for the renewal area
- Tax increment revenue is created when there is an increase in AV over the "frozen base" value
- Increase in AV comes from BM50 indexing, (max. 3%) and new construction values

Renewal Basics - Charles Kupper, Spencer & Kupper

8. Calculating Tax Increment Revenue

- An increase over the frozen base value in the renewal area is termed "excess value"
- Tax Increment Revenue (TI) formula is BM50 tax rate times "excess value"
- Example assumes BM50 rate of \$15 per thousand

Year of Plan	Frozen Base	Total AV	Excess Value	Tax Increment \$
Adoption	\$50 million	\$50 million	\$0	\$0
Year 1	\$50 million	\$52 million	\$2 million	\$30,000
Year 2	\$50 million	\$53 million	\$3 million	\$45,000

Renewal Basics - Charles Kupper, Spencer & Kupper

9. Renewal After Measure 50

- Before Measure 50, urban renewal resulted in an increase in taxpayers' property tax bills
- Urban Renewal now causes little or no change in property owners' tax bills.
 - (May be slight change in pre-2001 bond rates)
- Under Measure 50, taxes from assessed value increases within the renewal area are directed to the renewal agency, not to various taxing bodies.

Renewal Basics - Charles Kupper, Spencer & Kupper

10. Renewal After Measure 50 (cont.)

- The division of taxes to the renewal agency results in revenue foregone by taxing bodies
- Funding for schools K-12 is NOT affected
 - Per student funding is the same with or without a renewal plan in place.
- An example follows, illustrating:
 - Division of taxes
 - Revenue foregone, and
 - No increase in total property taxes

Renewal Basics - Charles Kupper, Spencer & Kupper

11. Example of Impact on Tax Bodies

Example 1 – Tax Raised for City Government, no Renewal Plan

Total Assessed Value (AV) in City	\$500,000,000
Tax Rate for City Government	\$3.00 per thousand
Total Taxes raised for City Government	\$1,500,000

Example 2 – Tax Raised for City Government, with Renewal Plan

Total Assessed Value (AV) in City	\$500,000,000
“Excess” AV in Renewal Area (Renewal AV)	\$5,000,000
AV Available to City Govt. (Other AV)	\$495,000,000
Tax Rate for City Government	\$3.00 per thousand
Amount Raised for City on Other AV	\$1,485,000
Amount Raised for Renewal on Renewal AV	\$15,000
Total Taxes Raised for City Govt, and Renewal	\$1,500,000

Renewal Basics - Charles Kupper, Spencer & Kupper

12. Example – Tax Bill with and without urban renewal

Property Address – 123 Any Street, City, Or.			
Assessed Valuation - \$100,000			
Total Property Taxes - \$1,200			
Tax Bill Without Renewal Plan		Tax Bill With Renewal Plan	
Taxing Entity	Amount of Tax Paid	Taxing Entity	Amount of Tax Paid
City	\$300	City	\$290
County	\$300	County	\$290
Other	\$300	Other	\$290
Other	\$300	Other	\$290
Urban Renewal	Won't be on bill	Urban Renewal	\$40
Total	\$1,200	Total	\$1,200

Renewal Basics - Charles Kupper, Spencer & Kupper

Summary of draft of Renewal Plan

Note - Each section of the Plan and Report covers a requirement of ORS457

Sec 100 p1 – Boilerplate language

Sec 200 p1 – Describes citizen involvement process, how public was involved in plan. Included feasibility report to Council in 06, five public meetings on key elements of plan

Sec 300 p 1 Boundary 298 acres. The focus is on downtown core, and adjacent areas. Drawn to include areas needing assistance, or with potential future development prospects

Sec 400 p1 Objectives – Came from public meetings, and statements in the Downtown Corvallis Strategic Plan. Objectives from public meetings are in bullets. Key ones:

- Make Downtown the center of Corvallis for a wide range of activities
- Address parking needs
- Stronger connections to South Corvallis and to OSU
- Encourage downtown housing
- Encourage project that produce private investment along with public benefit

Sec 500 p3 Land Uses – Table shows current zonings in renewal boundary. Renewal Plan does not supersede or over-ride these zonings!

Sec 600 p.6 – This is a broad outline of how projects in the plan will treat and improve conditions in area.

Sec 700 p6 – Description of Projects to be undertaken

This section provides a series of broad authorizations for renewal agency actions. The broad authorizations are common to virtually every urban renewal plan in Oregon. Specific projects and locations that came out of the public discussion process also are noted.

Broad Authorizations –

- **Make Public Improvements**, including Parks and open spaces, streets, curbs and sidewalks, streetscaping and beautification projects, pedestrian, bicycle and transit improvements, public safety improvements, and assistance with public buildings
- **Programs to assist rehab and preservation**
- **Programs to assist public and private redevelopment**, including affordable housing
- **Authority to acquire property**
- **Authority to cover administrative costs**

Specific projects and actions noted in Sec. 700

- North Riverfront Park improvements
- Confluence Park improvements
- Put overhead lines underground on Harrison, 1st to 5th
- Assist with weather protection
- Improve paths from downtown to Crystal Lake sports fields
- Better signage in the area

- Improve street lighting in area
- Construct parking facilities
- Assist cultural and arts improvements.

Sec 800 p9 – Property Acquisition

All acquisitions will require a plan amendment

Any use of eminent domain requires ratification by City Council

No property is proposed for acquisition at this time

Sec 900 p10 – Redeveloper Obligations

Boilerplate. Imposes minimum requirements for any redeveloper of agency property

Sec 1000 p11 – Relocation – Section says that Agency will follow state law

Sec 1100 p11 – Amendments Describes types of amendment, and process for each type

Substantial amendments per ORS 457

Changes adding more than 1% to land area, and all changes to maximum debt are specifically defined as substantial in ORS 457. This requires that the amendment must be adopted by non-emergency ordinance, after review by taxing bodies and the Planning Commission, and requires special notice of adoption hearing.

Corvallis adds a 3rd category of substantial change, with wording directly from the Charter, and detailed in Section 1100B

1100B says that if the change is greater than 20% of the amount shown in each amount shown in Table 2 in Sec 500 of the Report, it must go to voters

Minor amendments

These can be adopted by Agency action, but require Council ratification

Sec 1200 – Maximum Debt – This figure is based on estimated capital costs, with inflation. The maximum indebtedness is \$31,270,000. It does not include interest on debt

Sec 1300 – Tax increment financing Sections A & B are boilerplate authorizations of tax increment financing. Section C addresses the Charter restriction, citing the Charter wording, but also providing text defining subsequent plan changes that will require voter approval. Those changes also were noted in Section 1100B.

Summary of draft Report on Renewal Plan

Note - footer on each page of Report document identifies it as the Report

Sec 100 pp1-5 – Description of Physical Conditions – Begins with citation of blight from ORS 457

- **Land area** – The renewal area contains 298 acres, or 3.28% of Corvallis’ total acreage. This is well within 15% limit of ORS 457
- **Land uses** – Table 1 is an informational table, showing property classes in area
- **Building conditions** – Generally fair to good, a few vacant and in poor condition
- **Water, Sewer, Storm sewer** – Adequate for existing development
- **Parking** – Citations from 2005 Downtown Marketing Study indicate need for parking
- **Seismic Conditions** – The City-adopted “Multi-Hazard Mitigation Plan” notes that City Hall and other downtown public buildings need retrofit. Based on that note, other buildings in renewal area likely will be added as detailed evaluations are completed.
- **Access and Linkage** – Citations from studies note the renewal area is bisected by busy highways, and has poor links to OSU and South Corvallis.
- **Visual appearance** – Citations from the Downtown Marketing Study note there is need for building and streetscape improvements.
- **Investment and Utilization of Land** – For a highly developed, largely commercial area, the ratio of improvement value to land value is extremely low, averaging only 1.13 to 1. This indicates a lack of new investment, and reduced taxes for all taxing bodies.
- **Total Assessed Value** – The estimated frozen base of assessed values is \$154,515,620. That represents 4.28% of total assessed values in Corvallis, well within the 15% limit of ORS457.

Sec 100B p5 Social Conditions – No census data is available for renewal area.

Sec 200 p 6 Service and population impacts. Carrying out the renewal plan is not expected to result in the need for additional police, fire, or other services beyond those already contemplated by the City and other service providers.

Sec 300 p6 Reasons for Selecting Area – Existence of Blighting conditions is the reason for selection. Those conditions include

- Lack of proper utilization of the area,
- Inadequate public facilities, including parking,
- Low property values, resulting in low tax receipts
- Seismic hazards, resulting in threat to public safety

Sec.400 p7 Relationship between project activity and conditions – describes how projects in plan address blighting conditions.

Sec 500 – p8 Financial Analysis of Plan

Sec 500A p8 Estimated Project Cost and Revenue Table Two shows estimated project costs, including inflation, at \$31,270,000. No engineered cost estimates were available for

these projects. Project costs therefore are based on the estimated tax increment revenue receipts over a 20 year period from the beginning of the plan.

The \$31,270,000 in project costs was presented for discussion in a public meeting. Comment was invited on allocating costs among project categories. The result was:

- **Public improvements – \$20,325,500**, representing 65% of total cost
- **Assistance to public and private development - \$4,690,000**, 15% of total cost
- **Rehabilitation and historic preservation - \$3,127,500**, 10% of total cost
- **Plan administration - \$3,127,500**, 10% of total cost

Sec 500B p9 Anticipated Start and Finish Dates of Activities

Project activities are estimated to begin in 2009, and be completed by 2029. The 2009 date assumes a vote on the plan will be held in 2008, and the plan will be approved. It is possible neither assumption will prove correct, but ORS 457 requires that a start date be assumed.

Sec 500C p9 Estimated Expenditures and Year of Debt Retirement

It is assumed tax increment collection can be terminated in the tax year 2028-29, and all debt paid off in that tax year. Assuming some long term borrowings, total project expenditures, including interest on debt is estimated at \$34,114,560.

Table Three on page 10 shows annual estimates of tax increment revenues, along with assumed outlays for project capital costs and debt service. Five long-term borrowings are assumed. All borrowings can be paid off or retired by the 2028-29 tax year.

Sec 500D p11 Impact of Tax Increment Financing. Key points of this section are:

- With passage of Measure 50, urban renewal no longer increases basic property taxes. In Corvallis, renewal will have a slight impact on tax rates for certain bonds. That impact should be one cent or less, and even that impact will end when those bonds are retired.
- The impact of raising funds for an urban renewal agency now falls on taxing bodies, in the form of “revenue foregone”. Those impacts are shown on Table Four, page 13.
- Table Four includes schools, as a matter of disclosure. **Urban renewal does not affect the per student funding for schools K-12 .** The level of funding per student is intended to equalize funding per student throughout the State, and is not dependent on the amount of property tax raised locally.
- Table Four shows total revenues foregone, and the value of those revenues in 2008 dollars.
- Table Four shows revenue foregone by the City of Corvallis as \$13.01 million over 20 years. The 2008 value of that revenue stream is \$8.1 million.

Sec 500E p11 Financial Feasibility This section provides the assumptions on the sources of annual tax increment revenue shown in Table Three. The development of the Evanite property will be key to the revenue assumptions. The section concludes that if revenue assumptions prove incorrect, projects can be dropped, delayed, or cut back.

Sec.600 p14 Relocation This section is required by ORS457. No actions requiring relocation are anticipated at this time.