



Sunset Empire Transportation District

BOARD OF COMMISSIONERS

BOARD MEETING AGENDA

THURSDAY AUGUST 22, 2019

9:00 AM

Astoria Transit Center, 900 Marine Drive Astoria, OR

AGENDA:

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. CHANGES TO AGENDA
4. PUBLIC COMMENT (3 minute limit)
5. APPROVAL OF BOARD MEETING MINUTES
6. REPORTS FROM CHAIR AND COMMISSIONERS
7. FINANCIAL REPORTS
8. OLD BUSINESS
 - a. Grocery Outlet Update
9. NEW BUSINESS
 - a. City of Warrenton Urban Renewal Plan Amendment
 - b. North Coast Tourism Management Network Visitor Transportation Team Update
 - c. Drug and Alcohol Testing
10. CORRESPONDENCE
11. EXECUTIVE DIRECTOR REPORT
12. LEADERSHIP TEAM REPORTS
13. PUBLIC COMMENT (3 minute limit)
14. OTHER ITEMS

SUNSET EMPIRE TRANSPORTATION DISTRICT
COMMONLY USED ACRONYM LIST

August
2019

AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
ACT	ACTUAL
ACCTS	ACCOUNTS
ADA	AMERICANS WITH DISABILITIES ACT
ADS	ADVERTISEMENTS
AP	ACCOUNTS PAYABLE
APTA	AMERICAN PUBLIC TRANSPORTATION ASSOCIATION
AR	ACCOUNTS RECEIVABLE
ASC	ASTORIA SENIOR CENTER
BG	BACKGROUND
BLDGING	BUILDING
BOC	BOARD OF COMMISSIONERS
BS	BALANCE SHEET
BUS REG FEE	BUS REGISTRATION FEE
CCC	CLATSOP COMMUNITY COLLEGE
CCCHD	CLATSOP CARE CENTER HEALTH DISTRICT
CCO	COORDINATED CARE ORGANIZATION
CK	CHECK
COMP	COMPUTER
CONF	CONFERENCE
CPCCO	COLUMBIA PACIFIC COORDINATED CARE ORGANIZATION
CRS	CLATSOP REHABILITATION SERVICES
CSR	CUSTOMER SERVICE REPRESENTATIVE
CTAA	COMMUNITY TRANSPORTATION ASSOCIATION OF AMERICA
CTE	CENTER FOR TRANSPORTATION AND THE ENVIRONMENT
DAV	DISABLED AMERICAN VETERANS
DHS	DEPARTMENT OF HUMAN SERVICES
DIST	DISTRICT
DLSM	DRIVE LESS SAVE MORE
DMAP	DIVISION OF MEDICAL ASSISTANCE PROGRAM
DOJ	DEPARTMENT OF JUSTICE
DOT	DEPARTMENT OF TRANSPORTATION
EQUIP	EQUIPMENT
FHWA	FEDERAL HIGHWAY ADMINISTRATION
FTA	FEDERAL TRANSIT ADMINISTRATION
GF	GENERAL FUND
HR	HUMAN RESOURCES
IGA	INTERGOVERNMENTAL AGREEMENT
INFO	INFORMATION
INT	INTEREST
IS	INCOME STATEMENT
ISN	INTEGRATED NETWORK SYSTEM
IT	INFORMATION TECHNOLOGY

SUNSET EMPIRE TRANSPORTATION DISTRICT
COMMONLY USED ACRONYM LIST

August
2019

LGIP	LOCAL GOVERNMENT INVESTMENT POOL
LGPI	LOCAL GOVERNMENT PERSONNEL INSTITUTE
LRCTP	LONG RANGE COMPREHENSIVE TRANSPORTATION PLAN
MAINT	MAINTENANCE
MBRC	MILES BETWEEN ROAD CALLS
MISC	MISCELLANEOUS
MM	MOBILITY MANAGEMENT
MOS	MONTH
MOU	MEMORANDUM OF UNDERSTANDING
NADTC	NATIONAL AGING AND DISABILITY TRANSPORTATION CENTER
NEMT	NON-EMERGENT MEDICAL TRANSPORTATION
NHMP	NATURAL HAZARDS MITIGATION PLAN
NRTAP	NATIONAL RURAL TRANSIT ASSISTANCE PROGRAM
NTI	NATIONAL TRANSIT INSTITUTE
NWACT	NORTHWEST AREA COMMISSION ON TRANSPORTATION
NWOTA	NORTHWEST OREGON TRANSIT ALLIANCE
ODOT	OREGON DEPARTMENT OF TRANSPORTATION
OHA	OREGON HEALTH AUTHORITY
OHP	OREGON HEALTH PLAN
OPTC	OREGON PUBLIC TRANSPORTATION CONFERENCE
OPTIS	OREGON PUBLIC TRANSIT INFORMATION SYSTEM
OPTP	OREGON PUBLIC TRANSPORTATION PLAN
OR	OREGON
OTA	OREGON TRANSIT ASSOCIATION
OTC	OREGON TRANSPORTATION COMMISSION
P&L	PROFIT AND LOSS
PARA	PARA-TRANSIT
PCA	PERSONAL CARE ATTENDANT
PTAC	PUBLIC TRANSPORTATION ADVISORY COMMITTEE
QE	QUALIFIED ENTITY
QTR	QUARTER
RAC	RULES ADVISORY COMMITTEE
RAC	RIDECARE ADVISORY COMMITTEE
RC	RIDECARE
REHAB	REHABILITATION
RFP	REQUEST FOR PROPOSALS
RFQ	REQUEST FOR QUOTES
RIBTC	RURAL AND INTERCITY BUS TRANSPORTATION CONFERENCE
RPTD	RAIL AND PUBLIC TRANSIT DIVISION
SDAO	SPECIAL DISTRICTS ASSOCIATION OF OREGON
SDIS	SPECIAL DISTRICTS INSURANCE SERVICES
SETD	SUNSET EMPIRE TRANSPORTATION DISTRICT
SETD GF	SUNSET EMPIRE TRANSPORTATION DISTRICT GENERAL FUND

SUNSET EMPIRE TRANSPORTATION DISTRICT
COMMONLY USED ACRONYM LIST

August
2019

SETD GEN	SUNSET EMPIRE TRANSPORTATION DISTRICT GENERAL FUND
SIP	SERVICE IMPROVEMENT PROGRAM
SSP/0401	ACCOUNT FROM OREGON DEPARTMENT OF HUMAN SERVICES
STF	SPECIAL TRANSPORTATION FUND
STIF	SPECIAL TRANSPORTATION IMPROVEMENT FUND
STIP	SPECIAL TRANSPORTATION IMPROVEMENT PROGRAM
STN	STATEWIDE TRANSPORTATION NETWORK
STP	SURFACE TRANSPORTATION PROGRAM
STS	SUNSET TRANSPORTATION SERVICES (NAME CHANGE THAT DIDN'T HAPPEN)
TAC	TECHNICAL ADVISORY COMMITTEE
TAC	TRANSPORTATION ADVISORY COMMITTEE (STF/5310/STIF)
TECH	TECHNOLOGY
TGM	TRANSPORTATION GRANTS MANAGEMENT
TO	TRANSPORTATION OPTIONS
TPAC	TRANSPORTATION PLAN ADVISORY COMMITTEE
TPJCC	TONGUE POINT JOB CORPS CENTER
TRB	TRANSPORTATION RESEARCH BOARD
TSP	TRANSPORTATION SYSTEMS PLAN
YTD	YEAR TO DATE
ZEB	ZERO EMISSION BUS
ZEP	ZERO EMISSION PROPULSION
ZEBRA	ZERO EMISSION BUS RESOURCE ALLIANCE



**Sunset Empire Transportation District
Board of Commissioners
Draft Meeting Minutes
July 25, 2019**

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE- Chair Kathy Kleczek called the meeting to order at 9:00 AM
2. ROLL CALL:
Present: Chair Kathy Kleczek, Vice Chair Bryan Kidder, Commissioner Tamra Taylor, Commissioner Pamela Alegria. Commissioner Tracy MacDonald, Commissioner Debbie Boothe-Schmidt. Commissioner Kevin Widener was excused

Staff: Executive Director Jeff Hazen, COO Paul Lewicki, Financial Officer Dave Peterson, Executive Assistant Mary Parker, Mobility Manager Jason Jones, Human Resource Officer Tami Carlson
3. SWEARING IN OF NEW BOARD MEMBERS- Chair Kleczek officiated the swearing in of the newly elected Board Commissioners: Tracy MacDonald, Bryan Kidder, Debbie Boothe-Schmidt and Tamra Taylor.
4. ELECTIONS OF OFFICERS
Commissioner Kidder moved to elect Commissioner Kathy Kleczek as Board Chairperson.
Commissioner Alegria seconded the motion
Discussion- Commissioner Kidder commented that Chair Kleczek has done a great job as Chair.
Commissioner MacDonald agreed and said Kathy's position with Special Districts and other assignments well qualify her. Chair Kleczek thanked everyone for the vote of confidence.
Motion passed unanimously

Commissioner MacDonald moved to elect Commissioner Bryan Kidder as Vice Chair
Commissioner Alegria seconded the motion
Discussion- Chair Kleczek commented that Bryan has been an excellent Vice Chair and that she looks forward to passing the Chair position on in the future and that Bryan would make an excellent Board Chair.
Motion passed unanimously

Commissioner Kidder moved to elect Commissioner Debbie Boothe-Schmidt as Secretary Treasurer
Commissioner Alegria seconded the motion
Discussion- There was discussion about the time requirements of the Secretary Treasurer.
Motion passed unanimously
5. CHANGES TO AGENDA- None.
6. PUBLIC COMMENT- None
7. APPROVAL OF THE JULY 25, 2019 BOARD MEETING MINUTES:
Commissioner MacDonald moved to approve the July 2019 Board Meeting Minutes.
Commissioner Kidder seconded the motion
Discussion- Spelling correction of legality and Sunset were made.
Motion passed unanimously
8. REPORTS FROM CHAIR AND COMMISSIONERS
 - a. Commissioner Alegria- No Report
 - b. Commissioner MacDonald- Reported that he was feeling better and glad to be at the meeting.
 - c. Commissioner Taylor- Nothing to report
 - d. Commissioner Boothe-Schmidt- Nothing to report

- e. Vice Chair Kidder- Reported that he was happy to have the new members on board looking forward to having another good year and finding ways to expand transit options in the county.
- f. Chair Kleczek- Reported that Senator Johnson was at the last Area Commission on Transportation meeting and gave the legislative update which highlighted that the main obstacle now present is the huge divide in the legislature. Chair Kleczek also reported that we need to keep an eye on the diesel fuel tax that has been imposed in the metro area as Senator Johnson said it is likely going to be expanded to the entire state. Chair Kleczek reported that the committee reviewed the shovel ready project lists that could be eligible if funding suddenly becomes available. The ACT committee determined there is more work to be done to assure the projects have been on a list of projects, brought up before and or part of local transportation strategic plans. Chair Kleczek reported that there is a lot of movement by ODOT to improve intersections along the Highway 30 corridor from Clatskanie to Scappoose. Chair Kleczek said the ACT in this region is known as one of the most active in the state.

9. FINANCIAL REPORTS- Finance Officer, Dave Peterson reported that he is preparing to close the books for the fiscal year. Dave also reported that he will continue using the same report forms that had been being used with one change to the Exceptions Report which will be to highlight any revenue and expense items that are 20% over budget and a minimum dollar amount of activity of \$5000 a year. Dave asked if putting things of major significance on the Exceptions Report page was agreeable to the Board and said he recommended it. Chair Kleczek asked if Dave could also list any large anomalies, out of the ordinary or odd expenditure that falls outside of the 20% rule and if ok with the rest of the Board. Dave said he would include any anomalies. Dave reviewed the July Exceptions and Financial Report.

Executive Director Hazen said the Board had approved new financial software that we were going to have by July 1st, however we have put that on hold right now because Dave, who has a lot of experience in financial software, was concerned about the cost of the software we had selected and recommended we look at Caselle accounting software, get some numbers in place and also look at how to get out of the other software agreement. Executive Director Hazen there would be a very significant savings even with what we have already paid for training. Chair Kleczek asked if Caselle has the extra modules we have been looking at. Dave said this will be a fully integrated accounting software package and they specialize in fund accounting and are used throughout the state and by many of our neighbors including the City of Astoria and the City of Cannon Beach. Dave said Caselle will be here the second week in August. Executive Director Hazen said we will bring this back before the Board.

Commissioner Taylor asked if the loss we are seeing is what we would be looking at in a normal year?

Commissioner Kidder said no we do not operate at a loss, but there have been some unusual things take place this year. Chair Kleczek asked about line 4100 Contracted services looks like it is twice as much as budgeted for and was not on the Exceptions page. Executive Director Hazen said they will look into this. Chair Kleczek also asked about Miscellaneous Income line 4310 of \$6,400. Dave said this was an insurance reimbursement payment.

Commissioner Alegria said that in 10 years from now no one will know what the \$6400 under Miscellaneous Income was for. Executive Director Hazen said it is now in the minutes. Dave said it also should have been in the Exceptions Report. Chair Kleczek asked about fund balance line 3700 NW Ride Center. Dave said he will do some research on this. Commissioner Alegria asked about the NW Ride Center having a -\$7.00 balance. Dave said that things like this will be cleaned up with the new accounting software.

Commissioner Kidder moved to accept the financials as presented

Commissioner MacDonald seconded the motion

Discussion- None

Motion passed unanimously

10. OLD BUSINESS-

- a. FY 2018 Audit Corrective Action Plan Adoption- Executive Director Hazen said that SETD had deficiencies for the FY 2018 Audit. We submitted a Corrective Action Plan to the Secretary of State. We received a letter from ODOT about the deficiencies and the need to communicate the Corrective Action Plan with them. Executive Director Hazen said staff is recommending that the Board adopt

the Corrective Action Plan and authorize the Chair to sign the response letter so it can be submitted to ODOT.

Commissioner MacDonald moved to adopt the Corrective Action Plan FY 2018 and authorize the Chair to sign the letter to ODOT

Commissioner Kidder seconded the motion

Discussion- Chair Kleczek asked if we should clarify that the contact person listed in the first letter is no longer here. Executive Director Hazen said he is the contact person for ODOT.

Motion passed unanimously

- b. Cannon Beach Intergovernmental Agreement Update- Executive Director Hazen reported he gave a presentation on SETD's services and funding along with a discussion on the IGA. There was discussion about services and how happy Cannon Beach is with the Streetcar being used. The IGA will go before the Cannon Beach City Council for approval on August 6th.

11. NEW BUSINESS

- a. Meeting Dates for November and December 2019- Executive Director Hazen reported that it has been a past practice to adjust the Board meeting dates in November and December. Chair Kleczek also added that this is a busy time for staff with vacations, holiday plans and arranging for the Holiday Party and is year end. Following Board discussion, the Board agreed that the November Board meeting would be cancelled, and a combination November/December Board meeting will be held on December 16th at 9:00 AM.
- b. Oregon Public Transportation Conference (OPTC)- Executive Director Hazen reported that the OPTC Conference is going to be held at the Seaside Convention Center. October 27th thru 30th. SETD typically receive 3 full scholarships that cover lodging and unlimited scholarships for registration. Hazen said since the conference is being held in Seaside, we will not be utilizing the full scholarships. Following Board discussion, it was determined that the entire Board will be attending, and that staff will register them.
- c. Committee Assignment- Chair Kleczek made the following committee assignments for the next year.
 - Transportation Advisory Committee- Vice Chair Kidder with Commissioner MacDonald as alternate.
 - Executive Director Evaluation and Compensation Committee- Current SETD Board Officers
 - Northwest Oregon Commission on Transportation- Chair Kleczek
- d. Ridership Appreciation Day- Executive Assistant Mary Parker reported that we historically have held Ridership Appreciation Day on the same day as the Project Homeless Connect Event held in Seaside at the Convention Center. Mary explained that SETD offers bus service at no cost to our riders for the entire day and to those attending the Homeless Connect Event. The no charge bus services will only be available within Clatsop County.

Commissioner Taylor moved that we piggyback Ridership Appreciation Day with Project Homeless Connect in 2020 and offer bus services at no charge in Clatsop County only.

Commissioner MacDonald seconded the motion

Discussion-None

Motion passed unanimously
- e. Board of Directors vs Board of Commissioners- Executive Director Hazen reported that he had noticed that the positions for SETD Board members were listed as Board Director on the election forms. Hazen said that in checking with the District Formation documents refer to Board members as directors. Following Board discussion, the Board requested that Executive Director Hazen check with the County Elections Department to see if the Board could continue to use Board "Commissioner" and if there would be a way to change this in the District documents.

12. CORRESPONDENCE- None

13. EXECUTIVE DIRECTOR REPORT- Executive Director Hazen reported that Matthew Weintraub, SETD Transportation Options Specialist resigned and we will be doing interviews for that position next week. Hazen also announced that Tami Carlson, SETD Human Resources Officer has resigned and her last day will be tomorrow. Hazen said that Tami was our Paratransit Supervisor and then applied for the Human Resources position and has done a great job at it and has been a joy and pleasure to work with. Tami said it has been a pleasure and that she is starting a new chapter in her life and will stay in contact. Chair Kleczek added that the District will greatly miss Tami, her input, energy, knowledge and her desire to learn and grow and that her contributions will be greatly missed.

Executive Director Hazen reported that he has been working on the ridership worksheets and is updating the Rider Reports which he will have for the Board next month. Hazen attended a work session at the City of Astoria and updated them on our services and upcoming expansions and touched on a pedestrian campaign that has been started. Commissioner Kidder asked if there was conversation about using the Streetcar in Astoria. Hazen said he had also met with Sarah from the Astoria Downtown Historical District Association and discussed our routes and working with the city on the parking issues and coordinating some outreach and the pedestrian campaign. Commissioner Kidder asked about the CDL program that Tillamook and Clatsop College are doing which costs about \$5000 and asked what we are currently doing. Executive Director Hazen said we now require drivers to have their CDL permit. Paul said Lawrence is currently our driver trainer and covers all that is needed for a CDL which costs much less than \$5000. Commissioner Kidder asked what if we train drivers and as soon as they get their CDL they are gone. Paul said that it could happen, but we are training for bus drivers, so this is not the same as the college. Commissioner Kidder said he recently rode the Bolt bus and said he hoped that we will be taking their schedule into consideration when we plan our Portland route. Commissioner Kidder said we were paying close attention when the Grocery Outlet was going to go in Seaside, but now that they are looking at Astoria, are there any kind of issues that will be affecting us? Executive Director Hazen said the traffic in the area has several problems. Following Board discussion, the Board requested that staff draft a letter that states that the District is extremely concerned about the impact that locating the Grocery Outlet there will have on our ability to maintain our services and that at a minimum what we would like to see is the Grocery Outlet be responsible for construction of a pull out and shelter for our services which is made to our specifications.

Chair Kleczek asked that the Strategic Plan be updated.

Executive Director Hazen played a Customer Service training video for the Board.

14. LEADERSHIP TEAM REPORTS- Reports submitted: Operations- Paul Lewicki, Ride Assist- Jennifer Geisler, Marketing and Outreach- Mary Parker, Mobility Management- Jason Jones and Human Resources-Tami Carlson,

15. PUBLIC COMMENT- None

16. OTHER ITEMS- Commissioner MacDonald asked if we could get a sign to the City of Seaside Public Works Department for the bus stop that was made on Necanicum.

Meeting was adjourned 11:00 AM

Mary Parker, Recording Secretary

Secretary Treasurer

Date_____

An audio recording of this Meeting is available at: www.ridethebus.org-Board of Commissioners- Monthly Minutes- July 25, 2019

Date: August 14, 2019

To: Board of Commissioners

From: Jeff Hazen

Re: Agenda Item 8.a Grocery Outlet

At its August 1st meeting, the Design Review Committee received a lot of public comment both in person and written. Traffic congestion seems to be the main topic of concern. The hearing will be continued until September 5th.

No action is needed as our letter that is attached became part of the record.



SUNSET EMPIRE TRANSPORTATION DISTRICT
900 Marine Drive Astoria, Oregon 97103

July 31, 2019

City of Astoria Design Review Committee
c/o Community Development Department
1095 Duane St.
Astoria, OR 97103

Members of the Design Review Committee:

Thank you for this opportunity to provide comment on the proposed development of a grocery store to be in the Mill Pond neighborhood (DR19-03).

The Board of Commissioners discussed this development at their meeting on July 25th. The Board is concerned about the traffic impact that this project will have on Marine Dr. In this area, Marine Dr. is problematic for the on-time performance of our buses serving Astoria. This is especially true during the summer months, but increasingly during other months as well.

While we support economic development, impacts to the surrounding area should be taken into consideration when going through the review process. With this in mind, we highly suggest that as a condition of approval for this project, that the committee look at how people will access this development and what the impact will be to the traffic on Marine Dr. We would like to recommend that some traffic mitigation measures be included in the approval. We would also ask that consideration be given to the developer installing a bus pullout and shelter to be one of those mitigation measures. The encouragement of people to utilize public transportation can be part of the solution of reducing congestion.

Thank you for your consideration,

Sincerely,

Kathy Kleczek
Board Chairperson

Cc: Brett Estes, City Manager

Date: August 14, 2019

To: Board of Commissioners

From: Jeff Hazen

Re: Agenda Item 9.a City of Warrenton Urban Renewal Plan Amendment

We received the attached notification from the City of Warrenton that they are planning to amend their existing Urban Renewal Plan. This is the District's opportunity to provide written comments on the amendment. Deadline for submission is September 9th. This amendment will have an impact of \$84,110 on the District through 2028.

The Board needs to discuss if they would like to provide comment on the plan amendment and direct staff to draft a letter and authorize the Board Chair to sign it.



Jeff Hazen
Sunset Empire Transportation
900 Marine Drive
Astoria, Oregon 97103

July 29, 2019

Re: Proposed Warrenton Urban Renewal Plan Amendment

Dear Mr. Hazen:

PROCESS

The Warrenton City Commission (City Commission) is considering adoption of an ordinance to amend the Warrenton Urban Renewal Plan (Plan) to increase the maximum indebtedness of the Plan.

To adopt an urban renewal plan amendment, the City is legally required to send the proposed plan amendment to representatives of overlapping taxing districts. The City Commission is required to respond specifically to any written recommendations of the districts. This letter officially transmits to the Sunset Empire Transportation District the proposed Amendment to the Warrenton Urban Renewal Plan and the Report Accompanying the Warrenton Urban Renewal Plan

The Warrenton City Commission is scheduled to have a public hearing on the proposed Amendment to the Warrenton Urban Renewal Plan on September 24, 2019. City Commission will vote on the proposed Amendment to the Warrenton Urban Renewal Plan Amendment on October 8, 2019. Both meetings are at City Hall, at 6:00 pm.

BACKGROUND

In "late 2017" the City of Warrenton pursued an evaluation of the status of the current Warrenton Urban Renewal Plan (Plan). Somewhat uniquely, the Warrenton Urban Renewal Plan has significantly outperformed the projections from the initial Plan and Report on the Warrenton Urban Renewal Plan (Report). The improvements made by the investments from the projects in the Plan have been able to draw large investments to the District. This large increase in assessed value has also allowed the District to complete projects at a faster rate than projected in the Plan, lowering the costs of those projects as the inflationary costs were lowered by completing them at an earlier date.

The maximum indebtedness of \$7,134,597, or amount that can be spent on projects, programs, and administration, was projected to be reached by FYE 2020. From FYE 2020 the District would no longer be able to complete significant projects, having only approximately \$350,000

remaining for project activities in FY 2019/2020. After FYE 2020, the District would only pay debt service on loans taken out in preceding years. The original projections were for the District to go until FYE 2028.

Taken together, the successful performance of the District and the fact that the District would not be able to continue projects after FYE 2020 (it would essentially be a debt payment instrument for the years after FYE 2020), both a minor and substantial amendment to the Plan were considered by the City Commission. After their review, the amendment proposed by the City Commission had two main thrusts, 1) to bring the Plan up to current standards and add new projects that have become necessary since the initial Plan authoring, and 2) increasing the maximum indebtedness to allow for projects to be completed after FYE 2020. The City Commission chose to increase the maximum indebtedness of the Plan and add specific projects to achieve the original purpose of the urban renewal area.

The projects being considered are a Fire Station parking lot upgrade, undergrounding utilities on South Main Avenue, updates on the public pier at the Warrenton Marina, gateways on South Main and East Harbor, South Main sewer extension, a property assistance grant/loan program and a business loan guarantee program.

There are two levels of maximum indebtedness increase, each requiring different levels of approval from overlapping taxing districts. If the increase is less than or equal to 20% of the original maximum indebtedness as adjusted for inflation there is no requirement for taxing district approval. If the increase is greater than 20% of the original maximum indebtedness as adjusted for inflation a special kind of taxing district approval called "concurrence" is required. Concurrence is the approval of the taxing districts making up 75% of the permanent rate levy. Usually, in order for a district to get concurrence they must get approval from the city, the county, and the school district. The City Commission considered both options at a public meeting on June 26, 2018 and made a preliminary decision to try for concurrence. The City Commission also wanted to increase the maximum indebtedness just enough to terminate the Area at the currently projected termination date. This took some calculating from the financial experts at Tiberius Solutions, LLC, but the preliminary maximum indebtedness increase that would fit the City Commission's parameters was about \$4.8 million, terminating the Area in FYE 2028, the original termination date.

PROPOSAL

The Warrenton Urban Renewal Area (Area), shown in Figure 1 of the attached Warrenton Urban Renewal Plan, consists of approximately 870.12 acres of land including rights of way. The specific projects proposed in this Amendment are outlined in Section VI of the Amendment and include the following categories: Gateway Improvements, Public Improvements, Pedestrian/Bicycle Improvements, Business and Residential Rehabilitation Programs, Property Acquisition, Marina Improvements, Planning, and Administration and Planning Activities.

The goals of the Plan are listed in Section IV of the attached Amendment.

MAXIMUM INDEBTEDNESS

The proposed maximum indebtedness, the limit on the amount of funds that may be spent on administration, projects and programs in the Area is \$11,934,815. The proposed amendment increases it from \$7,134,597 by \$4,800,218. This increase is above the indexed 20% of original maximum indebtedness threshold and does require concurrence from the overlapping taxing

districts. Concurrence is the approval of taxing districts making up 75% of the permanent rate levy. The maximum indebtedness does not include interest paid on any borrowing by the urban renewal agency. There is a proposed financing plan in the Report that shows that the Plan is financially feasible. It is understood that the Agency may make changes to the financing plan as needs and opportunities arise, typically during the annual budgeting process.

IMPACT ON TAXING JURISDICTIONS

The impact of tax increment financing on overlapping taxing districts consists primarily of the property tax revenues foregone on permanent rate levies as applied to the growth in assessed value in the Area. The projections for impacts on the taxing jurisdictions are estimated through fiscal year (FYE) 2028.

Impact on Permanent Rate Levy

The proposed Amendment would result in a decrease in the Sunset Empire Transportation District permanent rate property tax collections. This is attributable to the increase in maximum indebtedness.

Table 1 shows the estimated impact of the proposed amendment to the Sunset Empire Transportation District permanent rate collections. If the Plan is amended, total revenue for the Sunset Empire Transportation District would be about \$84,108 less than if the Plan was not amended. Table 2 shows the estimated impact to the Sunset Empire Transportation District if the Plan were not to be amended. Table 3 shows the sum of the impact of the amendment and the impact without the amendment, or overall impact to the Sunset Empire Transportation District of the amended Plan.

Table 1 - Impact to the Sunset Empire Transportation District of Amendment

FYE	Impact
2020	(0)
2021	(11,946)
2022	(8,150)
2023	(8,380)
2024	(8,619)
2025	(9,115)
2026	(9,441)
2027	(13,223)
2028	(15,236)
TOTAL:	(84,110)

Source: Tiberius Solutions, LLC

Table 2 - Impact to the Sunset Empire Transportation District Without Amendment

FYE	Impact
2019	(12,755)
2020	(13,788)
2021	(2,086)
2022	(6,104)
2023	(6,104)
2024	(6,104)
2025	(6,103)
2026	(6,104)

2027	(2,598)
2028	(873)
TOTAL:	(62,619)

Source: Tiberius Solutions, LLC

Table 3 - Overall Impact to the Sunset Empire Transportation District

FYE	Impact
2019	(12,755)
2020	(13,788)
2021	(14,032)
2022	(14,253)
2023	(14,483)
2024	(14,722)
2025	(15,218)
2026	(15,545)
2027	(15,821)
2028	(16,108)
TOTAL:	\$(146,725)

Source: Tiberius Solutions, LLC

Revenue Sharing

Revenue sharing was a feature of the 2009 legislative changes in urban renewal law. Revenue sharing thresholds are expected to be met in 2021. If actual assessed value growth in the urban renewal area exceeds the projections made in the urban renewal plan, revenue sharing could occur earlier.

General Obligation Bonds and Local Option Levies

General obligation (GO) bonds and local option levies issued after October 2001 would not be impacted by the proposed urban renewal district. The issuing jurisdiction will still receive their share of the taxes on any GO bonds and local option levies issued after October 2001. In the Warrenton Urban Renewal Area there are no bonds or local option levies impacted.

Tax Revenues After Termination of Tax Increment Financing

Upon termination of the Area, all revenue will be distributed to overlapping taxing districts. ORS 457 requires the Report to the Plan Amendment identify the tax revenues for affected taxing districts in the year after the termination of the Area. These numbers are shown in Table 4 below. These are estimates only; changes in the economy may impact the projections. The number from excess value in the table below includes estimates from revenue sharing not included in the tables in the previous section on impacts.

Table 4 - Tax Revenues After Termination of Tax Increment Financing

Revenue from Frozen Base	Revenue from Excess Value	Total Revenue
\$9,742	\$24,780	\$34,522

Source: Tiberius Solutions, LLC

SUMMARY OF IMPACTS

The key takeaways regarding the impact of the proposed Amendment to the Sunset Empire Transportation District are summarized below:

- The estimated impact of the Amendment to the Warrenton Urban Renewal Plan to the Sunset Empire Transportation District is \$84,108.

- The maximum indebtedness of the Warrenton Urban Renewal Plan is being increased from \$7,134,597 by \$4,800,218 to a total of \$11,934,815.
- The increase in maximum indebtedness is above the indexed for inflation 20% of the original maximum indebtedness, and thus the amendment does require concurrence from the overlapping taxing districts. Concurrence is approval of overlapping taxing districts making up 75% of the permanent rate levy.
- Revenue sharing thresholds are expected to be met in 2021.

PROCESS FOR REVIEW

The process for final review of the Amendment and Report include the following steps:

July 23, 2019	Warrenton Urban Renewal Agency review
July 29, 2019	Send formal notice to taxing jurisdictions
August 15, 2019	Planning Commission review
August 2019	Presentation to Clatsop County Commission
Utility Bills	Notice to property owners
September 24, 2019	City Commission Public Hearing
October 8, 2019	City Commission Vote

The summary of changes and the draft Amended and Restated Warrenton Urban Renewal Plan and Report are enclosed with this letter. If you would like to provide written comments, they will be responded to by the Warrenton City Commission . Please provide any written comments by September 9, 2019. For more information, please contact Kevin Cronin, Assistant City Manager/Community Development Director at (503) 861-0920.

Sincerely,



Linda Engbretson

City Manager

Attachments:

- A. Warrenton Urban Renewal Plan Amendment - Summary of Changes
- B. Amended and Restated Warrenton Urban Renewal Plan
- C. Report on the Warrenton Urban Renewal Plan Amendmen

Exhibit A

Warrenton Urban Renewal Plan (Plan) Changes – July 16, 2019

Plan changes made are shown below:

List of Participants: Updated to today

Page 1 Definitions – updated entire section - The original Plan called the URA a District, so we have made that language consistent throughout the document. We also call your Agency the WURA throughout the document.

Page 3 Introduction - Added a Plan overview and urban renewal overview and shortened the introduction from original plan.

Added new table 1

Page 5 Maximum Indebtedness – Added a new section here with the new MI

Page 6 Plan Goals – Added some goals for the new projects instead of rewriting all of the goals. The newly added verbiage is in italics

Page 9 Figure 1 - There is a problem with the maps as some of the parcels that show they are in the District are not in the boundary map...we need to figure this out, I sent you Rob's e mail last week. We can fix this on the next iteration of the documents.

Page 10 Project Categories – New Section per statute

Page 10 Projects - Added the new projects. The newly added verbiage is in italics.

Page 12 Amendments to Plan – Added language to conform to statute.

Page 13 Property Acquisition and Disposition - Updated entire section.

Page 15 Tax Increment Financing of Plan - Updated entire section.

Page 16 Annual Report – Added new section so this requirement doesn't get lost.

Page 17 Figure 2 - Updated

Page 18 - see comments Relationship to Local Objectives - updated entire section.

Report Accompanying the Amended and Restated Plan - This is an entirely new Report and will document blight as well as lay out the financials and the tables for the impacts to taxing district.

Warrenton Urban Renewal Plan

Amended and Restated in 2019

DATE

Ordinance No.



Original Plan Adopted by the City of Warrenton, August 28, 2008 by Ordinance NO. 1112-A

Original Plan prepared by the Benkendorf Associates and Johnson Gardner, LLC

If Amendments are made to the Plan, the Resolution or Ordinance Number and date will be listed here. The amendment will be incorporated into the Plan and noted through a footnote.

LIST OF PARTICIPANTS

Mayor

Henry Balensifer III

City Commission

Pam Ackley, Position No. 1

Mark Baldwin, Position No. 2

Tom M. Dyer, Position No. 3

Rick Newton, Position No. 4

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I. DEFINITIONS

“Agency” means the Warrenton Urban Renewal Agency (WURA). This Agency is responsible for administration of the urban renewal plan.

“Area” means the properties and rights-of-way located with the Warrenton Urban Renewal Boundary.

“Blight” is defined in ORS 457.010(1)(A-E) and identified in the ordinance adopting the urban renewal plan.

“Board of Commissioners” means the Clatsop County Board of Commissioners.

“City” means the City of Warrenton, Oregon.

“City Commission” means the Warrenton City Commission.

“Comprehensive Plan” means the City of Warrenton comprehensive land use plan and its implementing ordinances, policies, and standards.

“County” means Clatsop County, Oregon.

“District” means the Warrenton Urban Renewal District.

“Fiscal year” means the year commencing on July 1 and closing on June 30.

“Frozen base” means the total assessed value including all real, personal, manufactured, and utility values within an urban renewal area at the time of adoption. The county assessor certifies the assessed value after the adoption of an urban renewal plan.

“Increment” means that part of the assessed value of a taxing district attributable to any increase in the assessed value of the property located in an urban renewal area, or portion thereof, over the assessed value specified in the certified statement.

“Maximum indebtedness” means the amount of the principal of indebtedness included in a plan pursuant to ORS 457.190 and does not include indebtedness incurred to refund or refinance existing indebtedness.

“ORS” means the Oregon revised statutes and specifically Chapter 457, which relates to urban renewal.

“Planning Commission” means the Warrenton Planning Commission.

“Revenue sharing” means sharing tax increment proceeds as defined in ORS 457.470.

“Tax increment financing (TIF)” means the funds that are associated with the division of taxes accomplished through the adoption of an urban renewal plan.

“Tax increment revenues” means the funds allocated by the assessor to an urban renewal area due to increases in assessed value over the frozen base within the area.

“UGB” means urban growth boundary.

“Urban renewal area” means a blighted area included in an urban renewal plan or an area included in an urban renewal plan under ORS 457.160.

“Urban renewal plan” or “Plan” means a plan, as it exists or is changed or modified from time to time, for one or more urban renewal areas, as provided in ORS 457.085, 457.095, 457.105, 457.115, 457.120, 457.125, 457.135 and 457.220.

“Urban renewal project” or “Project” means any work or undertaking carried out under ORS 457.170 in an urban renewal area.

“Urban renewal report” or “Report” means the official report that accompanies the urban renewal plan pursuant to ORS 457.085(3).

II. INTRODUCTION

The Warrenton Urban Renewal Plan (Plan) was developed for the Warrenton City Commission (City Commission). The Plan was revised in 2019 to increase the maximum indebtedness and add projects and programs. The timeframe for completion was not changed.

A. Statement of Purpose

The original Warrenton Urban Renewal Plan was adopted in August of 2007. The original statement of purpose was:

The City of Warrenton Urban Renewal Plan (Plan) has been prepared to further encourage infill, rehabilitation, and redevelopment that is consistent with the Comprehensive Plan and Zoning Regulations adopted by the Warrenton City Commission. The Plan is intended to guide the provision of infrastructure necessary for the orderly and proper improvement and redevelopment of the Warrenton Urban Renewal District (District). Through implementation of the Plan, economic development will be stimulated by the elimination of blighting conditions, provision of supporting public facilities, and general improvements in the overall appearance, condition and function of the downtown, marina and the area in its entirety.

B. Plan Overview

In “late 2017” the City of Warrenton pursued an evaluation of the status of the current Warrenton Urban Renewal Plan (Plan). Somewhat uniquely, the Warrenton Urban Renewal Plan has significantly outperformed the projections from the initial Plan and Report on the Warrenton Urban Renewal Plan (Report). The improvements made by the investments from the projects in the Plan have been able to draw large investments to the District. This large increase in assessed value has also allowed the District to complete projects at a faster rate than projected in the Plan, lowering the costs of those projects as the inflationary costs were lowered by completing them at an earlier date.

The maximum indebtedness of \$7,134,597, or amount that can be spent on projects, programs, and administration, was projected to be reached by FYE 2020. From FYE 2020 the District would no longer be able to complete significant projects, having only approximately \$350,000 remaining for project activities in FY 2019/2020. After FYE 2020, the District would only pay debt service on loans taken out in preceding years. The original projections were for the District to go until FYE 2028.

Taken together, the successful performance of the District and the fact that the District would not be able to continue projects after FYE 2020 (it would essentially be a debt payment instrument for the years after FYE 2020), both a minor and substantial amendment to the Plan were considered by the City Commission. After their review, the amendment proposed by the City Commission had two main thrusts, 1) to bring the Plan up to current standards and add new projects that have become necessary since

the initial Plan authoring, and 2) increasing the maximum indebtedness to allow for projects to be completed after FYE 2020. The City Commission chose to increase the maximum indebtedness of the Plan and add specific projects to achieve the original purpose of the urban renewal area.

The District, shown in Figure 1, consists of approximately 928 total acres: 649.6 acres of land in tax lots and 278.4 acres of public rights-of-way. It is anticipated that the Plan will take 20 years of tax increment collections to implement, the same timeframe as the original Plan. The maximum amount of indebtedness (amount of tax increment financing (TIF) for projects and programs) that may be issued for the Plan is increased to \$11,934,815 (*Eleven Million Nine Hundred Thirty Four Thousand Eight Hundred and Fifteen dollars*).

Detailed goals and objectives developed by the community for this Plan are intended to guide TIF investment in the District over the life of the Plan. The project category descriptions and list of projects are intended to aid future decision makers when considering how best to expend funds generated by TIF. The Plan is to be administered by the Warrenton Urban Renewal Agency (WURA). Substantial amendments to the Plan must be approved by the City Commission as outlined in Section IX. All amendments to the Plan are to be listed numerically on the front page of the Plan and then incorporated into the Plan document and noted by footnote with an amendment number and adoption date.

C. Urban Renewal Overview

Urban renewal allows for the use of tax increment financing, a financing source that is unique to urban renewal, to fund its projects. Tax increment revenues— the amount of property taxes generated by the increase in total assessed values in the urban renewal district from the time the urban renewal district is first established— are used to repay borrowed funds. The borrowed funds are used to pay for urban renewal projects and cannot exceed the maximum indebtedness amount set by the urban renewal plan.

The purpose of urban renewal is to improve specific areas of a city that are poorly developed or underdeveloped, called blighted areas in ORS 457. These areas can have old or deteriorated buildings, public spaces that need improvements, streets and utilities in poor condition, a complete lack of streets and utilities altogether, or other obstacles to development.

In general, urban renewal projects can include construction or improvement of streets, utilities, and other public facilities; assistance for rehabilitation or redevelopment of property; acquisition and re-sale of property (site assembly) from willing sellers; and improvements to public spaces. The District meets the definition of blight due to its infrastructure deficiencies and underdeveloped properties. These blighted conditions are specifically cited in the ordinance adopting the Plan and described in detail in the accompanying Urban Renewal Report (Report).

The Report accompanying the Plan contains the information required by ORS 457.085, including:

- A description of the physical, social, and economic conditions in the area;
- Expected impact of the Plan, including fiscal impact in light of increased services;
- Reasons for selection of the Plan area;
- The relationship between each project to be undertaken and the existing conditions;
- The estimated total cost of each project and the source of funds to pay such costs;
- The estimated completion date of each project;
- The estimated amount of funds required in the area and the anticipated year in which the debt will be retired;
- A financial analysis of the Plan;
- A fiscal impact statement that estimates the impact of tax increment financing upon all entities levying taxes upon property in the urban renewal area; and
- A relocation report.

The relationship between the sections of the Plan and the ORS 457.085 requirements is shown in Table 1. The specific reference in the table below is the section of this Plan that primarily addresses the statutory reference. There may be other sections of the Plan that also address the statute.

Table 1 - Statutory References

Statutory Requirement	Plan Section
ORS 457.085(2)(a)	V, VI
ORS 457.085(2)(b)	V, VI
ORS 457.085(2)(c)	XIII
ORS 457.085(2)(d)	XII
ORS 457.085(2)(e)	XII
ORS 457.085(2)(f)	IX
ORS 457.085(2)(g)	VIII
ORS 457.085(2)(h)	III
ORS 457.085(2)(i)	VII
ORS 457.085(2)(j)	Not applicable

III. MAXIMUM INDEBTEDNESS

Maximum indebtedness is the total amount of money that can be spent on projects, programs and administration throughout the life of the Plan. The maximum amount of indebtedness that may be issued or incurred under the Plan, based upon good faith estimates of the scope and costs of projects in the Plan and the schedule for their completion is \$11,934,815 (*Eleven Million Nine Hundred Thirty Four Thousand Eight Hundred and Fifteen dollars*). This amount is the principal of such indebtedness and

does not include interest or indebtedness incurred to refund or refinance existing indebtedness or interest earned on bond proceeds. It does include initial bond financing fees and interest earned on tax increment proceeds, separate from interest on bond proceeds.

IV. PLAN GOALS

The goals of the Plan represent its basic intents and purposes. Accompanying each goal are objectives, which generally describe how the WURA intends to achieve each goal. The urban renewal projects identified in Sections V and VI of the Plan are the specific means of meeting the objectives. The goals and objectives will be pursued as economically as is feasible and at the discretion of the WURA. The goals and objectives are not listed in any order of importance or priority.

A. Goals and Objectives

The primary goal of the Plan is to improve the economic health, condition, and appearance of the District and to eliminate existing blight and blighting influences in order to strengthen the Warrenton economy. The following goals and objectives more specifically identify the purposes of the Warrenton Urban Renewal Plan but shall not preclude the ability of the WURA to consider or develop other appropriate project improvements within the District.

B. Overall Objective for the Urban Renewal District

The Plan should provide for a more attractive shopping, dining, living, working and recreating environment. The improvements to the streetscape and utilities, redevelopment of under-utilized properties and new businesses and residences will provide for a variety of shopping and living opportunities, improved marina facilities, and a unique mixed-use central area. The adequate provision of utilities to the entire area will assure that the quality of ground water is preserved, sanitary waste is properly treated and storm water is managed in a manner that enhances downstream water quality.

C. Accomplishing Overall Objective

Goal 1. A shared "vision" of the Downtown and Marina as a unique mixed-use area for shopping, living, dining, civic activities and artistic endeavors

Objectives:

- a) Utilize the 2001 Community Visioning Project as a basis for "branding" the downtown, marina and the city as a whole
- b) Prepare design standards based on a "Brand" for the downtown and the marina. Implement specific projects in the downtown area that will complement business and building/land owner's efforts to create an inviting and attractive shopping, living and dining experience.

- c) Develop "gateways" to the downtown and the marina on South Main Avenue and East Harbor Street.
- d) Promote the improvement of downtown store-fronts by offering low interest loans and small grants as an incentive to building owners and businesses.
- e) *Assist and empower volunteer led efforts to improve and revitalize downtown (RDI Downtown Action Group).*
- f) Provide business assistance programs to incentivize business development.
 - o *Feasibility and gap finance program*
 - o *Business loan guarantee program*

Goal 2. To Prepare Master Plans for the Downtown and Warrenton Marina.

Objectives:

- a) Prepare a master plan for the Downtown that will create a unique mixed use area and community center.

Projects could include:

1. Pedestrian friendly streetscape improvements and parking
2. Acquisition and redevelopment of vacant/under-utilized properties.
3. Bike and pedestrian trails with portals, bike trail-heads with directional signage, restrooms, rest areas, etc.
4. Tourist oriented directional signage
5. Underground/reconfigure electric poles, *utilities*

Prepare a Master Maintenance and Improvement Plan for the Warrenton Marina that will upgrade the quality and attractiveness of the facilities and serve as a magnet for other commercial activities.

Projects could include:

1. New floats and access ramps
2. Parking and pedestrian pathways
3. Restrooms and fish cleaning station
4. Acquire specific properties adjacent to the marina in order to redevelop lands with complementary uses.
5. *Construct a public pier.*

Goal 3. A utilization of the District's programs and funds to facilitate the expansion of existing businesses and attract new businesses.

Objectives:

- a) Create a package of programs to assist business and building/land owners improve the appearance and economic value of their properties and businesses.

Goal 4. An Inventory of the public improvement deficiencies in the area including: storm drainage, streets, sidewalks, lighting and sewer and water services *and fire*

district parking lot. Based on the inventory, prepare a Master Plan and Phasing Schedule to improve/mitigate the deficiencies

Objectives:

- a) Complete streetscape improvements in the downtown by 2010.
- b) Relocate the public works yard from the downtown to a more suitable location and redevelop the site for commercial or medium density residential uses.
- c) Complete marina improvements such as: floats, parking, lighting by 2012.
- d) Extend sanitary sewer services to the land area adjacent to South Main Avenue and south of the high school.
- e) Storm water drainage should be a very high priority infrastructure improvement in the downtown and other areas within the District.
- f) Expand the existing fire station or build a new one as the need is identified during the urban renewal planning period.
- g) *Pave the Fire Station parking lot.*

Goal 5. To maximize the District tax increment revenues with state and federal grants and loans for specific project purposes.

Objectives:

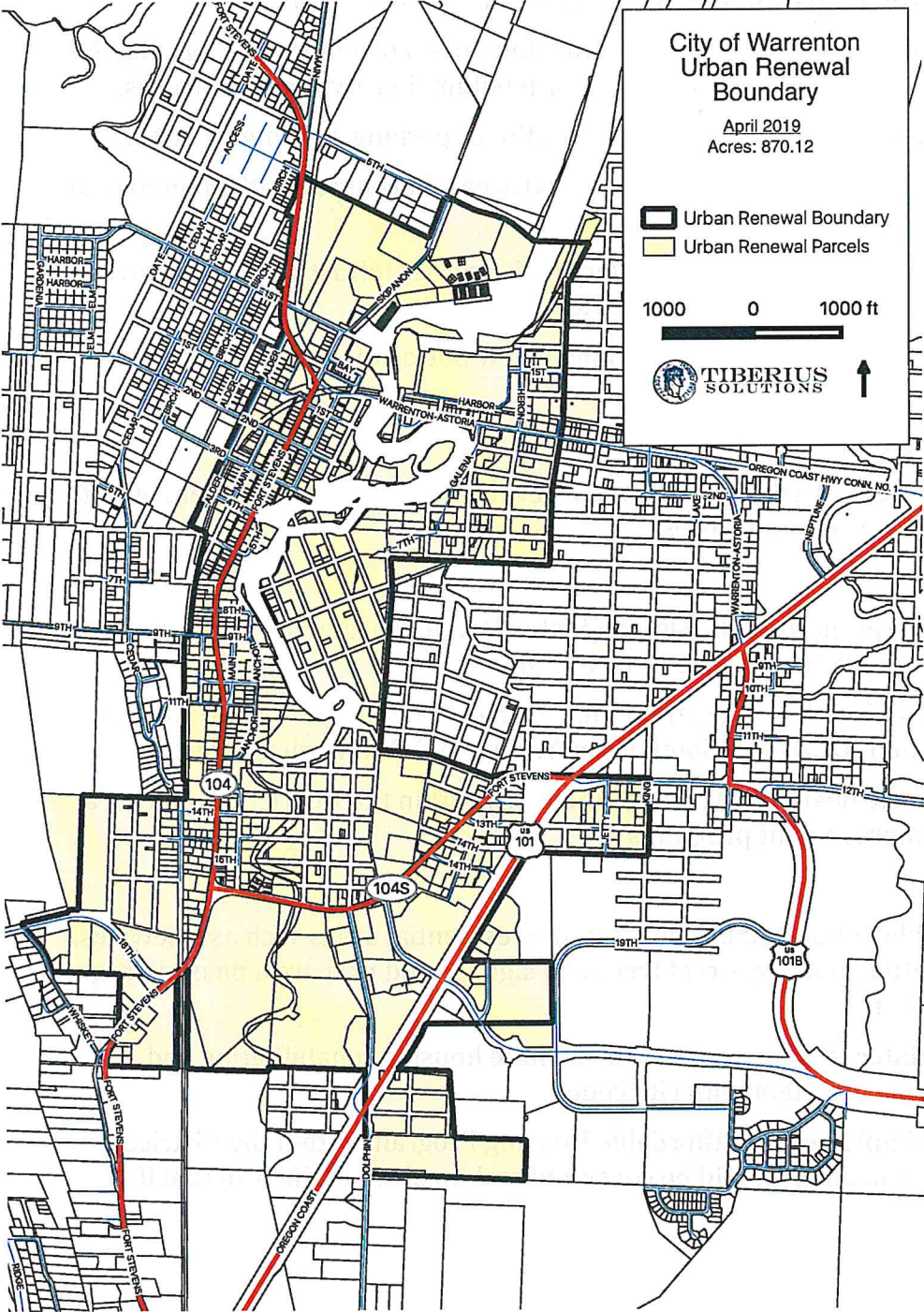
- a) Obtain a state grant from the Oregon State Marine Board to prepare a marina master plan *and rebuild Warrenton Marina.*
- b) Utilize TIF funds to leverage street improvements by Oregon Department of Transportation (ODOT) on South Main Avenue and East Harbor Street.

Goal 6. To improve the quality of existing residences within the District by offering a package of home improvement programs

Objectives:

- a) Identify public infrastructure needs in the residential areas such as sidewalks, curb and gutter, lighting, street trees and signage and prepare a phased program for installation.
- b) Craft a low interest loan program to facilitate housing rehabilitation and improvement consistent with city code.
- c) Design and implement an Affordable Housing Program within the District. Habitat for Humanity should be consulted and involved in the program if possible.

Figure 1 – Warrenton Urban Renewal Plan District Boundary



Source: Tiberius Solutions, LLC

V. URBAN RENEWAL PROJECT CATEGORIES

The projects within the District fall into the following categories:

- *Gateway Improvements.*
- *Public Improvements.*
- *Pedestrian/Bicycle Improvements.*
- *Business and Residential Rehabilitation Programs.*
- *Property Acquisition*
- *Marina Improvements*
- *Planning, Administration and Planning Activities.*

VI. URBAN RENEWAL PROJECTS

Urban renewal projects authorized by the Plan are described below.

A. *Types of Projects*

To encourage rehabilitation and redevelopment of commercial and residential land and aid in the retention of existing business and attraction of new businesses, the WURA may improve or construct public facilities and utilities including but not limited to streets, sidewalks, restrooms, marina docks, parking areas and pedestrian amenities.

Improvements may occur within public rights-of-way, easements, or on public property. The WURA will work with public and private utilities to make the necessary modifications and adjustments to implement the objectives of the plan.

B. *Urban Renewal Projects*

The following projects have been identified to achieve the objectives of the Urban Renewal Plan. There is an overall need to improve the infrastructure in all of these areas to facilitate the proposed and potential new development and to encourage rehabilitation and redevelopment of the downtown, marina and residential areas.

1. Gateway Improvements

Gateway Improvements – Design and construct gateways to the Downtown and the Marina on S. Main Avenue and E. Harbor Street.

2. Public Improvements

Existing Conditions Inventory – Inventory the public improvement deficiencies in the District including: storm drainage, streets, sidewalks, lighting, storm and sanitary sewer and water services.

Inventory Implementation – Based on the inventory begin a phased schedule to correct the deficiencies with storm drainage improvements in the downtown requiring the highest priority, but also including water improvements and sewer improvements throughout the District, including but not limited to water line upgrades.

Downtown Amenities – Improve the downtown image and attractiveness by landscaping, benches, waste receptacles, lighting, art and other aesthetically pleasing amenities.

Fire Station Improvements – *Pave the parking lot at the Fire Station.*

Undergrounding Utilities – *Underground and reconfigure utilities South Main Street and Main Avenue from Harbor Street to 2nd Avenue.*

3. Pedestrian/Bicycle Improvements

Streetscape Improvements – Provide pedestrian friendly streetscape improvements in the downtown, including but not limited to SW 4th Street and from the Harbor to the Highschool.

Trails and Amenities – Develop bike and pedestrian trails with trailheads and restrooms, directional signage and rest areas.

4. Business and Residential Rehabilitation Programs

Building Improvement Program – Establish and manage low interest loan and small grant programs for businesses and residents to improve their appearance and condition.

Business Loan Program – *Develop a program to provide business loan guarantees.*

Encouragement of Development and Redevelopment – *Develop a grant/loan program to provide feasibility and gap financing for property development and redevelopment.*

The WURA may establish policies and guidelines and administer such loan and grant programs without amendment of the Plan.

5. Property Acquisition

Property Acquisition – Acquisition and assembly of key properties for redevelopment. Projects are listed in detail by phase in the Urban Renewal Report.

6. Marina Improvements

Marina Master Plan – Prepare Master Improvement and Maintenance Plan

Fish Cleaning Station – Design and construct a fish cleaning station.

Dock Improvements – Design and construct Marina dock improvements.

Public Restrooms – Design and construct public restrooms.

Pier Improvements – Design and construct public pier improvements.

7. Administration

Planning, Administration, and Planning Activities – This project category authorizes any administrative expenses associated with the District, any special studies that may be needed to develop the District and any planning activities associated with such development, including but not limited to zone changes, economic development strategy, or master improvement plans.

VII. AMENDMENTS TO PLAN

The Plan may be amended as described in this section.

A. Substantial Amendments

Substantial Amendments, in accordance with ORS 457.085(2)(i), shall require the same notice, hearing, and approval procedure required of the original Plan, under ORS 457.095, including public involvement, consultation with taxing districts, presentation to the WURA the Planning Commission, and adoption by the City Council by non-emergency ordinance after a hearing. Notice of such hearing shall be provided to individuals or households within the City of Warrenton, as required by ORS 457.120. Notice of adoption of a Substantial Amendment shall be provided in accordance with ORS 457.095 and 457.115.

Substantial Amendments are amendments that:¹

1. Add land to the urban renewal area, except for an addition of land that totals not more than 1% of the existing area of the urban renewal area; or
2. Increase the maximum amount of indebtedness that can be issued or incurred under the Plan.

B. Minor Amendments

Minor Amendments are amendments that are not Substantial Amendments as defined in this Plan and in ORS 457. Minor Amendments require approval by the WURA by resolution.

C. Amendments to the Warrenton Comprehensive Plan and/or Warrenton Development Code.

Amendments to the Warrenton Comprehensive Plan and/or Development Code that affect the Plan and/or the District shall be incorporated automatically within the Plan without any separate action required by the WURA or City Council

¹ Unless otherwise permitted by state law, no land equal to more than 20 percent of the total land area of the original Plan shall be added to the urban renewal area by amendments, and the aggregate amount of all amendments increasing the maximum indebtedness may not exceed 20 percent of the Plan's initial maximum indebtedness, as adjusted, as provided by law.

VIII. PROPERTY ACQUISITION AND DISPOSITION

The Plan authorizes the acquisition and disposition of property as described in this section. Property includes any and all interests in property, including fee simple ownership, lease, easements, licenses, or other rights to use. If property is acquired it will be identified in the Plan through a Minor Amendment, as described in Section VII. Identification of property to be acquired and its anticipated disposition is required by ORS 457.085(g).

A. Property Acquisition For Public Improvements

The WURA may acquire any property within the District for the public improvement projects undertaken pursuant to the Plan by all legal means, including use of eminent domain. Good faith negotiations for such acquisitions must occur prior to institution of eminent domain procedures.

B. Property Acquisition From Willing Sellers

The Plan authorizes the WURA acquisition of any interest in property within the District that the WURA finds is necessary for private redevelopment, but only in those cases where the property owner wishes to convey such interest to the WURA. The Plan does not authorize the WURA to use the power of eminent domain to acquire property from a private party to transfer property to another private party for private redevelopment. Property acquisition from willing sellers may be required to support development of projects within the District. *To this end, the Agency may acquire additional property in the downtown to further the objectives of the URA Plan.*

C. Land Disposition

The WURA will dispose of property acquired for a public improvement project by conveyance to the appropriate public agency responsible for the construction and/or maintenance of the public improvement. The WURA may retain such property during the construction of the public improvement.

The WURA may dispose of property acquired under Subsection B of this Section VI by conveying any interest in property acquired. Property shall be conveyed at its fair reuse value. Fair reuse value is the value, whether expressed in terms of rental or capital price, at which the urban renewal agency, in its discretion, determines such land should be made available in order that it may be developed, redeveloped, cleared, conserved, or rehabilitated for the purposes specified in the Plan. Because fair reuse value reflects limitations on the use of the property to those purposes specified in the Plan, the value may be lower than the property's fair market value.

Where land is sold or leased, the purchaser or lessee must agree to use the land for the purposes designated in the Plan and to begin and complete the building of its improvements within a period of time that the WURA determines is reasonable. *The Agency*

may develop public private partnerships to develop and dispose of the “Petersen” property, Fire Station Parking Lot, and/or Public Works Yard.

IX. RELOCATION METHODS

When the WURA acquires occupied property under the Plan, residential or commercial occupants of such property shall be offered relocation assistance, as required under applicable state law. Prior to such acquisition, the WURA shall adopt rules and regulations, as necessary, for the administration of relocation assistance. No specific acquisitions that would result in relocation benefits have been identified; however, there are plans to acquire land for infrastructure which may trigger relocation benefits in the future in the District.

X. TAX INCREMENT FINANCING OF PLAN

Tax increment financing consists of using annual tax increment revenues to make payments on debt, usually in the form of bank loans or revenue bonds. The proceeds of the bonds are used to finance the urban renewal projects authorized in the Plan. Bonds may be either long-term or short-term.

Tax increment revenues equal most of the annual property taxes imposed on the cumulative *increase* in assessed value within an urban renewal area over the total assessed value at the time an urban renewal plan is adopted. (Under current law, the property taxes for general obligation (GO) bonds and local option levies approved after October 6, 2001 are not part of the tax increment revenues.)

A. *General Description of the Proposed Financing Methods*

The Plan will be financed using a combination of revenue sources. These include:

- Tax increment revenues;
- Advances, loans, grants, and any other form of financial assistance from federal, state, or local governments, or other public bodies;
- Loans, grants, dedications, or other contributions from private developers and property owners, including, but not limited to, assessment areas; and
- Any other public or private source.

Revenues obtained by the WURA will be used to pay or repay the costs, expenses, advancements, and indebtedness incurred in (1) planning or undertaking project activities, or (2) otherwise exercising any of the powers granted by ORS Chapter 457 in connection with the implementation of this Plan.

B. *Tax Increment Financing*

The Plan may be financed, in whole or in part, by tax increment revenues allocated to the WURA, as provided in ORS Chapter 457. The ad valorem taxes, if any, levied by a taxing district in which all or a portion of the District is located, shall be divided as provided in Section 1c, Article IX of the Oregon Constitution, and ORS 457.440. Amounts collected pursuant to ORS 457.440 shall be deposited into the unsegregated tax collections account and distributed to the WURA based upon the distribution schedule established under ORS 311.390.

C. *Prior Indebtedness*

Any indebtedness permitted by law and incurred by the WURA or the City of Warrenton in connection with preparation of this Plan or prior planning efforts related to this Plan may be repaid from tax increment revenues from the District when and if such funds are available.

D. Debt Management

The WURA will not issue debt unless it reasonably projects that repayment of all outstanding debt will occur no later than June 30, 2028. The WURA therefore anticipates terminating the collection of tax increment revenues in FY 2027/2028.

XI. ANNUAL REPORT

The WURA will compile an annual report pursuant to ORS 457.460.

Figure 2 – Warrenton Urban Renewal District Zoning Designations

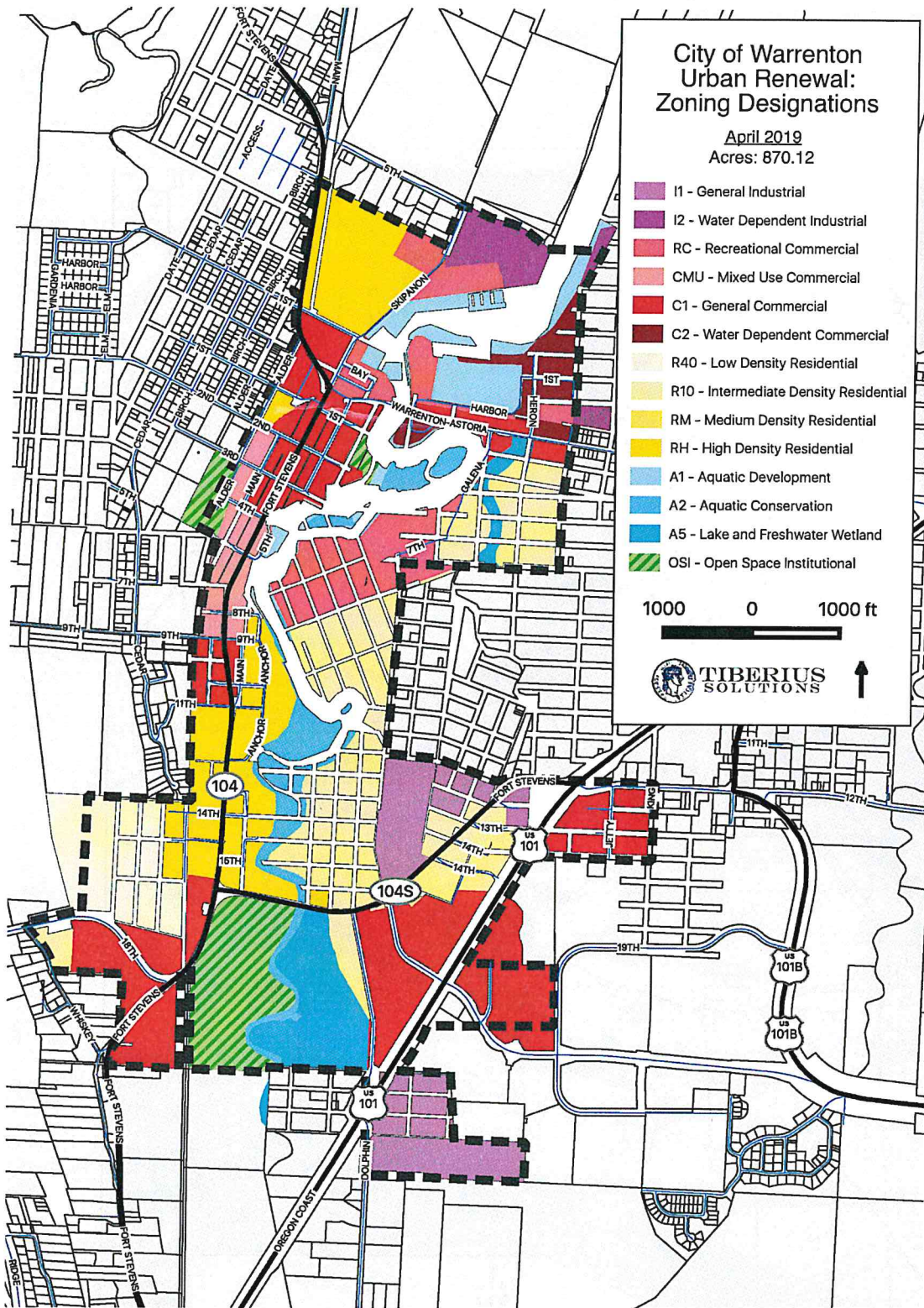
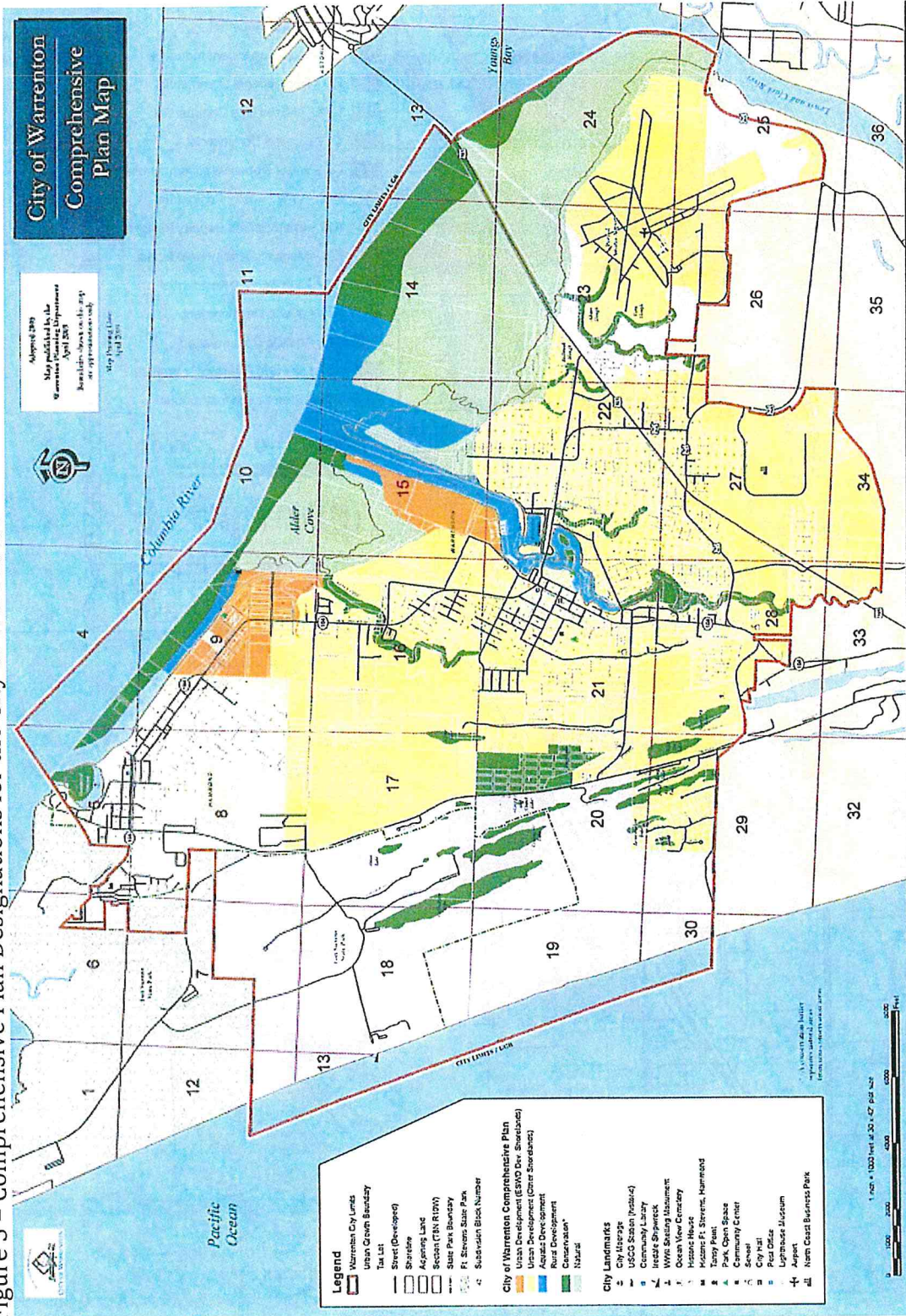


Figure 3 – Comprehensive Plan Designations for the City of Warrenton



Source: City of Warrenton

XII. RELATIONSHIP TO LOCAL OBJECTIVES

ORS 457.085 requires that the Plan conform to local objectives. This section provides that analysis. Relevant local planning and development objectives are contained within the Warrenton Comprehensive Plan and Development Code and Economic Vitality Roadmap. The following section describes the purpose and intent of these plans, the main applicable goals and policies within each plan, and an explanation of how the Plan relates to the applicable goals and policies.

The numbering of the goals and policies within this section reflects the numbering that occurs in the original document. *Italicized text is text that has been taken directly from an original document.*

Comprehensive Plan designations for all land in the District are shown in Figure 2. All proposed land uses conform to Figure 2. Maximum densities and building requirements for all land in the District are contained in the Development Code.

A. Warrenton Comprehensive Plan

As the Comprehensive Plan is updated in the future, this document will automatically incorporate those updates without the Plan having to be formally amended. If a substantial amendment is completed in the future, this section of the Plan should be updated at that point.

The numbering of the policies within this section reflects the numbering that occurs in the original document.

Article 2. Community Development

Plan Details

SECTION 2.200 GOAL

Establish sound basic concepts for community development which will encourage appropriate and balanced urban growth.

Finding

The Plan conforms to the Community Development Goal as the projects in the Plan will improve the infrastructure, community amenities, businesses and residences within the District.

Article 3. Land and Water Use

Plan Details

SECTION 3.290 GOALS

Achieve efficient and well-integrated development patterns that meet the needs of residents and property owners with a variety of incomes and housing needs, are compatible with natural features, and are consistent with the City's ability to provide adequate services.

Section 3.310 Residential lands

(1) It is the City's policy to encourage the development of housing needed to accommodate desired growth, and to provide every Warrenton household with the opportunity to obtain a decent home in a suitable neighborhood. Residential construction shall occur primarily in the following four types of areas: High Density Residential, Medium Density Residential, Intermediate Density Residential, Low Density Residential.

Section 3.320 Commercial Lands

(1) It is the City's policy to promote convenient and attractive commercial areas that, along with other commercial facilities in the County, provide an adequate level of trade and services for local citizens, other County residents and tourists. Commercial enterprises may be permitted in these three kinds of areas: Marine Commercial Shorelands, Recreational-Commercial, General Commercial.

Section 3.330 Industrial Lands

(1) It is the City's policy to support the establishment of a variety of well-designed industrial facilities in appropriate locations in order to expand employment opportunities, make use of land best suited for industry, increase the local tax base and insure a stable economy. Industrial development shall take place in the following areas: General Industrial, Water-Dependent Industrial Shoreland.

Section 3.340 Agriculture, Forestry, Wetlands and Open Space

(1) Open Space: It is the City's policy to encourage efficient urban development, protect environmentally sensitive areas, and otherwise benefit the public by setting aside appropriate

locations for open space, agriculture and forestry. Rural development and conservation areas or zones, described elsewhere in this plan, include important open-space tracts, such as portions of Fort Stevens State Park. Cluster development, appropriate landscaping and other efforts to preserve open space are encouraged in urban development areas. The extensive estuarine areas within the City limits and UGB are a significant open space resource.

(4) Wetlands: The City is preparing a Wetland Conservation Plan to guide management of the extensive areas of non-tidal wetlands in the City and UGB Area. Tidal wetlands are addressed in Article 5 of this Plan.

(5) The purpose of the Open Space & Institutional zone is to provide for development, use and management of parks, school grounds, golf courses, cemeteries and other relatively large tracts of publicly-used land.

Finding

The Plan conforms to the Land and Water Use Goal as the projects in the Plan will improve the infrastructure, community amenities, businesses and residences within the District including residential, commercial and industrial lands.

Article 4. Natural Features

Plan Details

SECTION 4.200 GOALS

(1) Protect, conserve, develop where suitable and appropriate, and restore Warrenton's land, water, and air resources.

(2) Recognize the value of these resources for specific types of urban uses and activities, the economy, fish and wildlife habitat, recreation and aesthetics.

(3) Reduce the hazard to human life and property and the adverse affects on natural resources resulting from the use of land, water and air in the Warrenton area.

Finding

The Plan conforms to the Natural Features Goal as the projects in the marina will recognize the value of the natural features and provide amenities to allow the public to enjoy those features.

Article 5. Columbia River Estuary and Estuary Shorelands

Plan Details

SECTION 5.200 GOALS

(1) Recognize and protect the unique environmental, economic, and social values of the Columbia River Estuary, and its associated wetlands and shorelands.

(2) Protect, maintain, restore where appropriate, and develop where appropriate the long-term environmental, economic and social values, diversity and benefits of the Columbia River Estuary, and its associated wetlands and shorelands.

Section 5.323 Public Access

(2) Public access in urban areas shall be preserved and enhanced through water-front restoration and public facilities construction, and other actions consistent with Warrenton's public access plan.

(5) Warrenton will develop and implement programs for increasing public access.

Finding

The Plan conform to the Columbia River Estuary and Estuary Shorelands Goal as the projects in the marina will provide amenities to allow the public to enjoy the District.

Article 7. Community Facilities and Services

Plan Details

SECTION 7.200 GOAL

Develop a timely, orderly and efficient arrangement of public facilities and services which will serve as a framework for development and, to the extent practical, meet the needs of local citizens and others dependent on these facilities and services.

SECTION 7.300 POLICIES

Section '7.310 Community Facilities and Services

(1) It is the City's policy to help meet community needs by establishing a capital improvements program, using appropriate site acquisition methods, carefully selecting service activities and undertaking other desirable actions.

(2) The City will continue to make necessary improvements to its community facilities and services as the need for such improvements dictate, and to the extent funding sources or mechanism are available.

Finding

The Plan conforms to the Community Facilities Goal as the projects for the Fire Station, the undergrounding of utilities and other infrastructure projects including the sewer main extension will improve the District.

Article 8. Transportation

Plan Details

SECTION 8.200 GOAL

Encourage and help provide a safe, convenient, well-maintained and economic transportation system that recognizes the relationship of the system to other land uses and takes into account the value of various modes of transportation.

Finding

The Plan conforms to the Transportation Goal as the projects for the Fire Station and other infrastructure projects including gateways and signage, street sidewalk and lighting projects will improve the transportation system in the District.

Article 9. Economy

Plan Details

SECTION 9.200 GOAL

(1) Retain, strengthen and expand the City's economic development activities to ensure that adequate land, funds, infrastructure, and services are available to meet the needs for jobs and industry.

(2) Promote cooperative economic development partnerships.

(3) Strengthen and enhance a strong commercial core within the City of Warrenton.

Finding

The Plan conforms to the Economy Goal as there are projects to assist in business retention and expansion, façade loans, signage, gateways, housing rehabilitation loans, street, sidewalk and lighting improvements will all improve conditions to support economic development in the District.

B. Warrenton Development Code

The following zoning designations exist in the District. The proposed land uses will conform to the zoning designations. The maximum densities and building requirements are included in the Warrenton Development Code and are incorporated herein.

R 40 - Low Density Residential

16.24.010 Purpose.

The Low Density Residential Zone is intended for areas which are physically isolated from the developed portions of the City, and for which extension of sewer and water services would be prohibitively expensive; however, all new sewer and water connections for a proposed development shall comply with all City regulations. Lands in this zone must be able to support development with on-site sewage disposal systems, and comply with all local, state and federal requirements. Agriculture, open space and residential uses will be permitted in this zone subject to wetlands, weak foundation soils, and active dune constraints.

R10 - Intermediate Density Residential

16.28.010 Purpose.

The purpose of the Intermediate Density Residential Zone is to provide areas within the City which have the capacity to accommodate single-family dwellings in conventional subdivisions or planned unit developments. These areas are intended for service by municipal utilities and urban type street systems, and, consequently, the residents must be willing to support the costs associated with this density of development. Certain public facilities and other nonresidential uses are permitted when desirable conditions and safeguards are satisfied. This zone includes those areas in Hammond that were in Hammond's Low Density Residential Zone (R-10).

RM - Medium Density Residential

16.32.010 Purpose.

The Medium Density Residential Zone is intended to accommodate a variety of housing types including single-family dwellings, duplexes and, where appropriate, manufactured dwelling subdivisions and manufactured dwelling parks. This intensity of residential use is envisioned for locations in the City where community services and adequate access are available. Residential densities permitted are somewhat greater than those permitted in an R-10 zone. Certain public facilities and other nonresidential uses are also permitted when

desirable conditions and safeguards are satisfied. Those lands in the Hammond area that were in the Hammond R-6 zone have been placed in this zone.

RH – High Density Residential

16.36.010 Purpose.

The High Density Residential Zone is intended to encourage the development of duplexes and other multifamily dwellings. It provides for high density uses in locations close to the downtown area or other locations which have suitable streets, utilities and other characteristics. Certain nonresidential uses are allowed if they will not detract from the character of this area. Land in the Hammond area that was in the Town’s R-H zone has been placed in this zone.

C1 – General Commercial

16.40.010 Purpose.

The purpose of the General Commercial Zone is to allow a broad range of commercial uses providing products and services in the Warrenton downtown area, the Hammond business area and marina, and along the Highway 101 corridor.

CMU – Mixed Use Commercial

16.44.010 Purpose and Applicability.

A. Purpose. A City goal is to strengthen certain established residential areas having frontage on state highways as transition areas between commercial centers and outlying residential areas. The areas is intended to support this goal through elements of design and appropriate mixed-use development. Mixed-use development features design standards that allow residential and commercial uses to occur simultaneously on the same lot. This chapter provides standards for the orderly improvement of mixed-use commercial areas based on the following policies:

1. Use land and urban services efficiently;
2. Support a mixture of land uses to encourage walking as an alternative to driving, and provide more employment and housing options; and
3. Allow certain commercial uses amongst existing residential uses that are compatible with, and add interest to, the established residential character of the area.

B. The Commercial Mixed-Use District applies to the following area: those properties bounded by 4th and 9th Streets along S. Main Avenue (Fort Stevens Highway/State Highway 104) extending west to, and including, the easterly half of the old railroad right-of-way and extending east to the Skipanon River’s A-2 (Aquatic Conservation) Zoning District.

C2 – Water Dependent Commercial

16.48.010 Purpose.

The Marine Commercial Shorelands Zone is reserved for water-dependent developments and associated uses on shorelands adjoining certain portions of the Skipanon waterway. A mixture of water-dependent uses are allowed, including commercial service and storage, and recreation-oriented uses. Marine Commercial Shoreland areas have unique characteristics that make them especially suited for water-dependent development. Characteristics that contribute to suitability for water-dependent development include:

- A. Deep water close to shore with supporting land transportation facilities suitable for ship and barge facilities.
- B. Potential for aquaculture.
- C. Protected areas subject to scour which would require little dredging for use as marinas.
- D. Potential for recreational utilization of coastal waters or riparian resources.

OSI - Open Space institutional

16.52.010 Purpose.

The purpose of the Open Space and Institutional Zone is to provide for development, use and management of parks, school grounds, golf courses, cemeteries and other relatively large tracts of publicly-used land. This zone includes those areas that were in Hammond’s Recreation and Open Space Zone.

RC – Recreational Commercial

16.56.010 Purpose.

The purpose of the Recreational-Commercial Zone is to provide for water-dependent and water-related development along certain shorelands in Warrenton near the Hammond Marina and the Skipanon River marinas. Water-dependent recreational and tourist-related commercial development have the highest priority in the Recreational-Commercial Zone. Other uses may be allowed so long as they do not preempt water-dependent uses. Lands in the Town of Hammond’s C-2 zone are in this zone.

I1 – General Industrial

16.60.010 Purpose.

The purpose of the General Industrial Zone is to provide sites for light, heavy, and airport-related industrial activities in the City of Warrenton. These areas are suitable for uses involving manufacturing, fabrication, processing, transshipment and bulk storage. General Industrial areas are near or adjacent to arterial transportation corridors.

I2 – Water Dependent Industrial

16.64.010 Purpose.

Water-dependent industrial shorelands areas have unique characteristics that make them especially suited for water-dependent development. Characteristics that contribute to suitability for water-dependent development include:

- A. Deep water close to shore with supporting land transportation facilities suitable for ship and barge facilities.
- B. Potential for aquaculture.
- C. Protected areas subject to scour which would require little dredging for use as marinas.
- D. Potential for recreational utilization of coastal waters or riparian resources.

Uses of water-dependent industrial shorelands areas shall maintain the integrity of the estuary and coastal waters. Water-dependent uses receive highest priority, followed by water-related uses. Uses which are not water-dependent or water-related are provided for, but only when they do not foreclose options for future higher priority uses and do not limit the potential for more intensive uses of the area.

A1 – Aquatic Development

16.72.010 Purpose.

The purpose of the Aquatic Development Zone is to provide for navigation and other identified needs for public, commercial, and industrial water-dependent uses in the Columbia River Estuary. The objective of the Aquatic Development Zone is to ensure optimum utilization of appropriate aquatic areas by providing for intensive development. Such areas include deep water adjacent to or near the shoreline, navigation channels, subtidal areas for in-water disposal of dredged material, areas of minimal biological significance needed for uses requiring alteration of the estuary, areas that are not in Aquatic Conservation or Aquatic Natural Zones, and areas for which an exception to Statewide Planning Goal 16, Estuarine Resources, has been adopted.

A2 – Aquatic Conservation

16.76.010 Purpose.

The purpose of the Aquatic Conservation Zone is to conserve designated areas for long-term uses of renewable resources that do not require major alterations of the estuary, except for the purpose of restoration. They are managed for the protection and conservation of the resources found in these areas. The Aquatic Conservation Zone includes areas needed for the maintenance and enhancement of biological productivity, recreational resources, aesthetic features and aquaculture. The Aquatic Conservation Zone includes areas that are smaller or of less biological importance than aquatic natural areas. Areas that are partially altered and adjacent to existing moderate intensity development which do not possess the resource characteristics of other aquatic areas are also included in this zone.

A5 – Lake and Freshwater Wetland

16.84.010 Purpose.

The purpose of the Coastal Lake and Freshwater Wetland Zone is to assure the conservation of important shoreland and wetland biological habitats and conserve examples of different natural ecosystem types in the Clatsop Plains to assure a diversity of species and ecological relations. Low intensity uses which do not result in major alterations are appropriate in this zone. Low to moderate intensity recreation is appropriate in coastal lakes. This zone includes coastal lakes, significant non-estuarine freshwater marshes and important upland biological habitat.

C. *Economic Vitality Roadmap Warrenton, Oregon*

The City of Warrenton prepared, in partnership with the Rural Development Initiative an Economic Vitality Roadmap in June 2018. A volunteer led group is implementing an action plan and was successful in receiving a Main Street designation from the Oregon Main Street program. The URA objectives align with the action plan, which is focused on the downtown core.

XIII. APPENDIX A: LEGAL DESCRIPTION

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Report Accompanying the 2019 Warrenton Urban Renewal Plan Amendment

Adopted by the City of Warrenton

Date

Ordinance No.

Warrenton Urban Renewal District



LIST OF PARTICIPANTS

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Mark Baldwin, Position No. 2

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I. INTRODUCTION

The Report on the Warrenton Urban Renewal Plan (Report) contains background information and project details that pertain to the Warrenton Urban Renewal Plan (Plan). The Report is not a legal part of the Plan but is intended to provide public information and support the findings made by the Warrenton City Commission as part of the approval of the 2019 Plan Amendment.

The Report provides the analysis required to meet the standards of ORS 457.085(3), including financial feasibility. The Report accompanying the Plan contains the information required by ORS 457.085, including:

- A description of the physical, social, and economic conditions in the area;(ORS 457.085(3)(a))
- Expected impact of the Plan, including fiscal impact in light of increased services; (ORS 457.085(3)(a))
- Reasons for selection of the Plan area; (ORS 457.085(3)(b))
- The relationship between each project to be undertaken and the existing conditions; (ORS 457.085(3)(c))
- The estimated total cost of each project and the source of funds to pay such costs; (ORS 457.085(3)(d))
- The estimated completion date of each project; (ORS 457.085(3)(e))
- The estimated amount of funds required in the area and the anticipated year in which the debt will be retired; (ORS 457.085(3)(f))
- A financial analysis of the Plan; (ORS 457.085(3)(g))
- A fiscal impact statement that estimates the impact of tax increment financing upon all entities levying taxes upon property in the urban renewal area; (ORS 457.085(3)(h)) and
- A relocation report. (ORS 457.085(3)(i))

The relationship of the sections of the Report and the ORS 457.085 requirements is shown in Table 1. The specific reference in the table below is the section of this Report that most addresses the statutory reference. There may be other sections of the Report that also address the statute.

Table 1 - Statutory References

Statutory Requirement	Report Section
ORS 457.085(3)(a)	X
ORS 457.085(3)(b)	XI
ORS 457.085(3)(c)	II
ORS 457.085(3)(d)	III
ORS 457.085(3)(e)	VI
ORS 457.085(3)(f)	IV,V
ORS 457.085(3)(g)	IV,V
ORS 457.085(3)(h)	VIII
ORS 457.085(3)(i)	XII

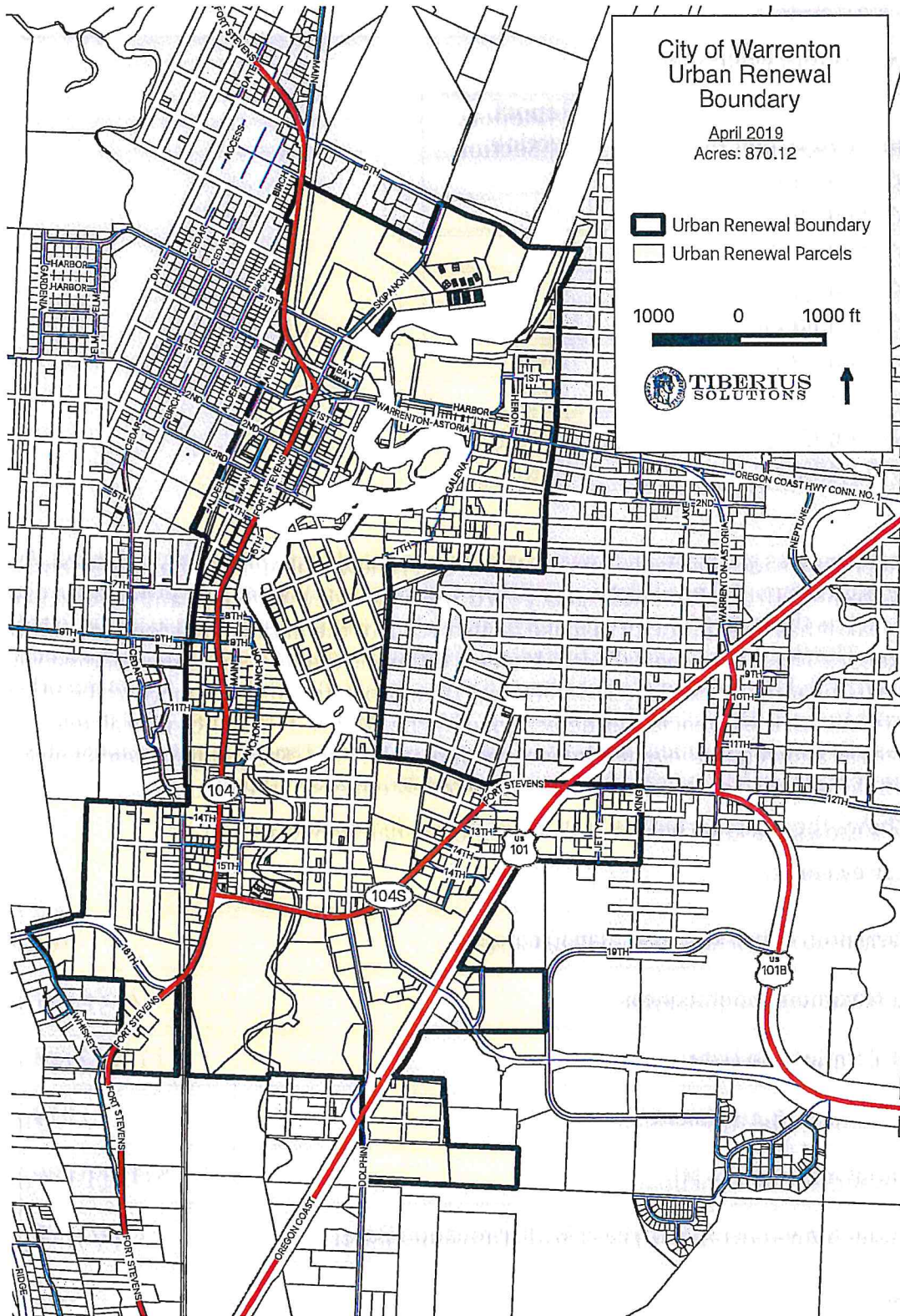
The Report provides guidance on how the urban renewal plan might be implemented. As the Warrenton Urban Renewal Agency (WURA) will review revenues and potential projects each year, it has the authority to make adjustments to the implementation assumptions in this Report. The WURA may allocate budgets differently, adjust the timing of the projects, decide to incur debt at different timeframes than projected in this Report, and make other adjustments to the financials as determined by the WURA. The WURA may also make changes as allowed in the amendments section of the Plan. These adjustments must stay within the confines of the overall maximum indebtedness of the Plan.

Table 2 shows the key facts for the Warrenton Urban Renewal Area.

Table 2 - Area Facts

Year Warrenton Urban Renewal Plan Created	2007
Original Maximum Indebtedness	\$7,134,597
Original Termination Date	FY 2027/28
Year Substantial Amendment	2019
Substantial Amendment MI	\$11,160,039
Substantial Amendment to increase MI Termination Date	FY 2027/28
Acreage	870.12

Figure 1 - Warrenton Urban Renewal District Boundary



Source: Tiberius Solutions, LLC

II. THE PROJECTS IN THE AREA AND THE RELATIONSHIP BETWEEN URBAN RENEWAL PROJECTS AND THE EXISTING CONDITIONS IN THE URBAN RENEWAL AREA

A. Types of Projects

To encourage rehabilitation and redevelopment of commercial and residential land and aid in the retention of existing business and attraction of new businesses, the Renewal Agency may improve or construct public facilities and utilities including but not limited to streets, sidewalks, restrooms, marina docks, parking areas and pedestrian amenities. Improvements may occur within public rights-of-way, easements, or on public property. The WURA will work with public and private utilities to make the necessary modifications and adjustments to implement the objectives of the plan.

B. Urban Renewal Projects

The following projects have been identified to achieve the objectives of the Urban Renewal Plan. There is an overall need to improve the infrastructure in all of these areas to facilitate the proposed and potential new development and to encourage rehabilitation and redevelopment of the downtown, marina and residential areas.

1. Gateway Improvements

Gateway Improvements – Design and construct gateways to the Downtown and the Marina on S. Main Avenue and E. Harbor Street.

2. Public Improvements

Existing Conditions Inventory – Inventory the public improvement deficiencies in the district including: storm drainage, streets, sidewalks, lighting, storm and sanitary sewer and water services.

Inventory Implementation – Based on the inventory begin a phased schedule to correct the deficiencies with storm drainage improvements in the downtown requiring the highest priority, but also including water improvements and sewer improvements throughout the District, including but not limited to water line upgrades.

Downtown Amenities – Improve the downtown image and attractiveness by landscaping, benches, waste receptacles, lighting, art and other aesthetically pleasing amenities.

Fire Station Improvements – *Pave the parking lot at the Fire Station.*

Existing conditions: The project in italics is the new program. The existing Fire Station parking lot a gravel lot. This project would provide an asphalt surface for the parking lot.

Undergrounding Utilities – Underground and reconfigure utilities South Main Street and Main Avenue from Harbor Street to 2nd Avenue.

Existing conditions: There are overhead utilities in this District. Undergrounding will improve the appearance of the District and will allow for the utilities to be upgraded and improve the future safety of the District as utilities will be below ground and not subject to failing in major storm events.

3. Pedestrian/Bicycle Improvements

Streetscape Improvements – Provide pedestrian friendly streetscape improvements in the downtown, including but not limited to SW 4th Street and from the Harbor to the Highschool.

Trails and Amenities – Develop bike and pedestrian trails with trailheads and restrooms, directional signage and rest areas.

4. Business and Residential Rehabilitation Programs

Building Improvement Program – Establish and manage low interest loan and small grant programs for businesses and residents to improve their appearance and condition.

Business Loan Program – Develop a program to provide business loan guarantees.

Existing conditions: This projects does not exist and there are properties that can benefit from feasibility and gap financing and business loan guarantees to facilitate development.

Encouragement of Development and Redevelopment – Develop a grant/loan program to provide feasibility and gap financing for property development and redevelopment.

Existing conditions: This projects does not exist and there are properties that can benefit from feasibility and gap financing and business loan guarantees to facilitate development.

The WURA may establish policies and guidelines and administer such loan and grant programs without amendment of the Plan.

5. Property Acquisition

Property Acquisition – Acquisition and assembly of key properties for redevelopment. Projects are listed in detail by phase in the Urban Renewal Report.

6. Marina Improvements

Marina Master Plan – Prepare Master Improvement and Maintenance Plan

Fish Cleaning Station – Design and construct a fish cleaning station.

Dock Improvements – Design and construct Marina dock improvements.

Public Restrooms – Design and construct public restrooms.

Pier Improvements – Design and construct public pier improvements.

Existing conditions: This project would replace a portion of the pier with a new public pier.

7. Administration

Planning, Administration, and Planning Activities – This project category authorizes any administrative expenses associated with the District, any special studies that may be needed to develop the District and any planning activities associated with such development, including but not limited to zone changes or master improvement plans.

III. THE ESTIMATED TOTAL COST OF EACH PROJECT AND THE SOURCES OF MONEYS TO PAY SUCH COSTS

The total cost estimates for projects from Fiscal Year End (FYE) 2021 to FYE 2028 is shown in Table 3 below. These are all estimates acknowledging that the urban renewal portions of these project activities must fit within the maximum indebtedness. These costs are shown in constant 2019 dollars (2019 \$) to equate to the projected amount of funds available for projects in 2019 \$.

The Plan assumes that the WURA/City will use other funds to assist in the completion of the projects within the District. These sources include but are not limited to City of Warrenton General Funds, System Development Charges (SDCs), local, state and federal grants, and other sources as identified by the WURA/City. The WURA/City may pursue regional, county, state, and federal funding, private developer contributions and any other sources of funding that may assist in the implementation of the programs.

The WURA will be able to review and update fund expenditures and allocations on an annual basis when the annual budget is prepared. The costs are for FYE 2020 to FYE 2028.

Table 3 - Estimated Cost of Each Project

Project Title	2019 \$ Project Cost
Fire Station Parking Lot	\$100,000
Underground Utilities	\$1,000,000
Warrenton Marina Public Pier	\$1,000,000
Façade Grant Program	\$25K per year/\$225,000
Gateways on South Main and East Harbor	\$100,000
Property Assistance: Feasibility and Gap Finance	\$11K per year/\$89,000
Business Loan Guarantee	\$11K per year/\$89,000
South Main Sewer Extension	\$250,000
Street, Sidewalk & Lighting	\$125,000
Tourist and bike signage	\$25,000
Housing Rehab Improvement	\$100,000
Bike, trailhead and directional signage	\$50,000
Other projects	\$1,484,552
Plan Administration	\$182,602
TOTAL:	\$5,808,989

Source: City of Warrenton, Tiberius Solutions, LLC

IV. FINANCIAL ANALYSIS OF THE PLAN

The estimated tax increment revenues through 2028 are based on projections of the assessed value of development within the District and the consolidated tax rate that will apply in the District.

Table 4 shows the incremental assessed value, tax rates and tax increment revenues each year, adjusted for discounts, and delinquencies.

Historical assessed value growth in the District was 7.1% from 2009 – 2018. Assessed value growth in FYE 2019 of 11.5% provided additional revenues for the projections for this Amendment. The last five years prior to FYE 2019 have shown assessed value growth of an average of 3.3% for real property. The projections in the financial model assume an assessed value growth rate of 4.0%. These projections of growth are the basis for the projections in Table 6, Table 7, Table 8, and Table 9.

Gross TIF is calculated by multiplying the tax rate times the assessed value used. The tax rate is per thousand dollars of value, so the calculation is “tax rate times assessed value used divided by one thousand.” The consolidated tax rate includes permanent tax rates only, and excludes general obligation bonds and local option levies, which would not be impacted by this Plan. The adjustments are for underpayments and delinquencies assumed at 5%.

Revenue sharing is in effect from FYE 2021 to the end of the District and is more fully explained in the Revenue Sharing Section of this Report.

Table 4 - Projected Incremental Assessed Value, Tax Rates, and Tax Increment Revenues

FYE	Total Assessed Value	Frozen Base	Increment	Tax Rate	Gross TIF	Adjustments	Net TIF
2020	\$147,450,929	\$60,136,994	\$87,313,935	9.2437	\$807,104	\$(40,355)	\$766,749
2021	\$152,976,282	\$60,136,994	\$92,839,288	9.2437	\$858,179	\$(42,909)	\$815,270
2022	\$158,721,325	\$60,136,994	\$98,584,331	9.2437	\$911,284	\$(45,564)	\$865,720
2023	\$164,694,823	\$60,136,994	\$104,557,829	9.2437	\$966,501	\$(48,325)	\$918,176
2024	\$170,905,890	\$60,136,994	\$110,768,896	9.2437	\$1,023,914	\$(51,196)	\$972,718
2025	\$183,786,543	\$60,136,994	\$123,649,549	9.2437	\$1,142,979	\$(57,149)	\$1,085,830
2026	\$190,694,240	\$60,136,994	\$130,557,246	9.2437	\$1,206,832	\$(60,342)	\$1,146,490
2027	\$197,874,876	\$60,136,994	\$137,737,882	9.2437	\$1,273,208	\$(63,660)	\$1,209,548
2028	\$205,339,282	\$60,136,994	\$145,202,288	9.2437	\$1,342,206	\$(67,110)	\$1,275,096
TOTAL:					\$9,532,207		\$9,055,597

Source: Tiberius Solutions, LLC

*See Revenue Sharing Table 8. Revenue sharing commences as a result of a substantial amendment and starts in FYE 2022.

V. THE ESTIMATED AMOUNT OF TAX INCREMENT REVENUES REQUIRED AND THE ANTICIPATED YEAR IN WHICH INDEBTEDNESS WILL BE RETIRED

Table 6 and Table 7 and show the allocation of tax revenues to debt service. These tables also show the present fiscal year, FYE 2019.

The District is anticipated to complete all projects and have sufficient tax increment finance revenue to terminate the District in 2028. The assumptions are based on paying off existing debt and not incurring future long term debt, instead proceeding with “pay as you go” expenditures. The WURA may decide to change the assumptions used in this Report. These assumptions show one scenario for financing and that this scenario is financially feasible.

The Warrenton Urban Renewal Plan has a debt management provisions that states the WURA will not issue debt unless it reasonably projects that repayment of all outstanding debt will occur no later than June 30, 2028. The WURA therefore anticipates terminating the collection of tax increment revenues in FY 2027/2028.

The maximum indebtedness (MI) is \$11,934,815 (eleven million nine hundred thirty four thousand eight hundred and fifteen dollars). The estimated total amount of tax increment revenues required to service the MI of \$11,934,815 is \$8,372,136 and is made up of revenues from the division of taxes from permanent rate levies. The reason the total amount is less than the MI is due to fact that much of the existing maximum indebtedness of \$7,134,597 is already used.

Table 5 shows the potential increase to the MI calculation for the Area. The amount the Warrenton City Commission may increase the MI on their own was \$1,937,498 when calculated in 2018. The WURA reviewed this amount in 2018 and chose to request other taxing districts concur to an increase above this amount, but still terminating the tax increment proceeds in the same year as initially designated in the original Plan. The increase of maximum indebtedness is \$4,800,218. To approve the MI increase, 75% of the taxing districts levying the permanent rate levy must approve the increase. This is stipulated in ORS 457. 470.

Table 5 - MI Increase Calculation

Year	March National ENR Points	National ENR Point Change	National Inflation Rate	National MI Index
1999	5986.00			
2000	6202.00	216.00	3.61%	
2001	6279.00	77.00	1.24%	
2002	6502.00	223.00	3.55%	
2003	6627.00	125.00	1.92%	
2004	6957.00	330.00	4.98%	
2005	7308.75	351.75	5.06%	
2006	7691.72	382.97	5.24%	
2007	7856.27	164.55	2.14%	\$7,134,597
2008	8109.00	252.73	3.22%	\$7,364,111
2009	8534.05	425.05	5.24%	\$7,750,116
2010	8671.00	136.95	1.60%	\$7,874,486
2011	9011.00	340.00	3.92%	\$8,183,254
2012	9268.00	257.00	2.85%	\$8,416,646
2013	9456.00	188.00	2.03%	\$8,587,377
2014	9702.00	246.00	2.60%	\$8,810,779
2015	9972.00	270.00	2.78%	\$9,055,977
2016	10242.00	270.00	2.71%	\$9,301,175
2017	10667.39	425.39	4.15%	\$9,687,489

2017 Indexed MI	20% of Indexed MI
\$9,687,489	\$1,937,498

Table 6 - Tax Increment Revenues and Allocations to Debt Service, page 1

	Total	FYE 2019	FYE 2020	FYE 2021	FYE 2022
Resources					
Beginning Balance		1,596,344	1,966,795	1,018,527	350,000
Interest Earnings	91,448	48,105	26,000	5,093	1,750
TIF: Current Year	8,141,775	702,320	766,749	778,879	791,492
TIF: Prior Years	230,361	25,461	20,000	21,800	21,800
Other	-	-	-	-	-
Total Resources	10,059,928	2,372,230	2,779,544	1,824,299	1,165,042
Expenditures					
Debt Service					
UR 2012	(1,304,413)	(144,936)	(144,937)	(144,936)	(144,937)
UR 2016	(2,046,255)	(205,079)	(205,080)	(205,080)	(205,080)
Line of Credit (5.5%)	(241,420)	(30,420)	(211,000)		
Total Debt Service	(3,592,088)	(380,435)	(561,017)	(350,016)	(350,017)
Debt Service Coverage Ratio		1.85	1.37	2.23	2.26
Transfer to URA Projects Fund	(6,467,840)	(25,000)	(1,200,000)	(1,124,283)	(465,025)
Total Expenditures	(10,059,928)	(405,435)	(1,761,017)	(1,474,299)	(815,042)
Ending Balance		1,966,795	1,018,527	350,000	350,000

Source: Tiberius Solutions LLC

Table 7 - Tax Increment Revenues and Allocations to Debt Service. page 2

	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028
Resources						
Beginning Balance	350,000	350,000	350,000	350,000	350,000	350,000
Interest Earnings	1,750	1,750	1,750	1,750	1,750	1,750
TIF: Current Year	804,606	818,241	846,519	861,684	877,449	893,836
TIF: Prior Years	21,800	21,800	21,800	25,300	25,300	25,300
Other						
Total Resources	1,178,156	1,191,791	1,220,069	1,238,734	1,254,499	1,270,886
Expenditures						
Debt Service						
UR 2012	(144,939)	(144,937)	(144,917)	(144,937)	(144,937)	
UR 2016	(205,080)	(205,079)	(205,079)	(205,080)	(205,080)	(200,538)
Line of Credit (5.5%)						
Total Debt Service	(350,019)	(350,016)	(349,996)	(350,017)	(350,017)	(200,538)
Debt Service Coverage Ratio	2.30	2.34	2.42	2.46	2.51	4.46
Transfer to URA Projects Fund	(478,137)	(491,775)	(520,073)	(538,717)	(554,482)	(1,070,348)
Total Expenditures	(828,156)	(841,791)	(870,069)	(888,734)	(904,499)	(1,270,886)
Ending Balance	350,000	350,000	350,000	350,000	350,000	-

Source: Tiberius Solutions LLC

VI. THE ANTICIPATED COMPLETION DATE FOR EACH PROJECT

The schedule for construction of projects will be based on the availability of funding. The projects will be ongoing and will be completed as directed by the WURA. Annual expenditures for program administration is also shown.

The District is anticipated to complete all projects and have sufficient tax increment finance revenue to terminate the District in 2028, an additional nine years from the present fiscal year.

The amount of money available for projects and administration in 2019 constant dollars for the District from FYE 2020 to FYE 2028 is \$5,808,989.

Table 8 and Table 9 show the \$5,808,989 of 2019 project dollars inflated over the life of the District along with administrative expenses to a total of \$7,035,914 (reflecting FYE 2019 to end of URA). All costs shown in Table 8 and Table 9 are in year-of-expenditure dollars, which are adjusted by 3.0% annually to account for inflation.

The WURA may change the completion dates in their annual budgeting process or as project decisions are made in administering the Plan.

Table 8 - Programs and Costs in Year of Expenditure Dollars, page 1

	Total	FYE 2019	FYE 2020	FYE 2021	FYE 2022
Resources					
Beginning Balance		297,770	248,989	574,234	1,259,816
Interest Earnings	70,304	7,209	1,245	2,871	6,299
Transfer from TIF Fund	6,467,840	25,000	1,200,000	1,124,283	465,025
Bond/Loan Proceeds	200,000	-	200,000	-	-
Other	-	-	-	-	-
Total Resources	7,035,914	329,979	1,650,234	1,701,388	1,731,140
Expenditures (VOE \$)					
Façade Improvements	(260,853)		(25,000)	(26,523)	(27,318)
F-Dock	-				
Landscape Improvements	(263,811)	(18,811)	(245,000)		
SE 4th & Main Stormwater Pump Station	-				
SW 4th Street Improvements	(412,000)		(412,000)		
SE Anchor Improvements	(9,359)	(9,359)			
SE 14th Place Waterline	(25,000)		(25,000)		
Waterline Upgrade	(2,128)	(2,128)			
Lighting at City Hall & Park	(1,000)	(1,000)			
Downtown	(300,000)		(300,000)		
Streetscaping- Harbor - High School	-				
Housing Rehab and Improvement Program	(130,480)				
Tourist and Bike Signage	(32,620)				
Bike Trailheads + Directional Interpretive Signage	(65,240)				
Street, Sidewalk, and Lighting (Phases 3 & 4)	(132,613)			(132,613)	
Fire Station/Parking Lot	(106,090)			(106,090)	
Underground Reconfigure Utilities - S Main Ave (Harbor - 2nd Avenue)	(1,197,236)			(132,613)	(327,810)
Warrenton Marina - Public Pier	(1,208,470)				
Gateways on S. Main and E. Harbor	(124,835)				
South Main Sewer Extension	(319,550)				
Property Assistance Grant/Loan Program	(104,824)			(11,788)	(12,141)
Business Loan Guarantee	(104,824)			(11,788)	(12,141)
Other Projects (includes Peterson Property)	(1,937,043)				
Zone Change for Redevelopment	(37,375)	(37,375)			
Master Plans/Studies	(50,000)		(50,000)		
Professional Services	(25,598)	(10,598)	(15,000)		
Administration	(184,965)	(1,719)	(4,000)	(20,157)	(20,761)
Total Expenditures	(7,035,914)	(80,990)	(1,076,000)	(441,572)	(400,171)

Source: Tiberius Solutions LLC

Table 9 - Programs and Costs in Year of Expenditure Dollars, page 2

Resources	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028
Beginning Balance	1,330,969	1,656,813	2,022,135	1,876,192	1,727,892	1,922,092
Interest Earnings	6,655	8,284	10,111	9,381	8,639	9,610
Transfer from TIF Fund	478,137	491,775	520,073	538,717	554,482	1,070,348
Bond/Loan Proceeds	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Resources	1,815,761	2,156,872	2,552,319	2,424,290	2,291,013	3,002,050
Expenditures (YOE \$)						
Façade Improvements	(28,138)	(28,983)	(29,853)	(30,748)	(31,670)	(32,620)
F-Dock						
Landscape Improvements						
SE 4th & Main Stormwater Pump Station						
SW 4th Street Improvements						
SE Anchor Improvements						
SE 14th Place Waterline						
Waterline Upgrade						
Lighting at City Hall & Park						
Downtown						
Streetscaping- Harbor - High School						
Housing Rehab and Improvement Program						(130,480)
Tourist and Bike Signage						(32,620)
Bike Trailheads + Directional Interpretive Signage						(65,240)
Street, Sidewalk, and Lighting (Phases 3 & 4)						
Fire Station/Parking Lot						
Underground Reconfigure Utilities - S Main Ave (Harbor - 2nd Avenue)	(84,413)					(652,400)
Warrenton Marina - Public Pier		(57,965)	(597,050)	(553,455)		
Gateways on S. Main and E. Harbor				(61,495)	(63,340)	
South Main Sewer Extension					(221,690)	(97,860)
Property Assistance Grant/Loan Program	(12,506)	(12,881)	(13,268)	(13,666)	(14,076)	(14,498)
Business Loan Guarantee	(12,506)	(12,881)	(13,268)	(13,666)	(14,076)	(14,498)
Other Projects (Includes Peterson Property)						(1,937,043)
Zone Change for Redevelopment						
Master Plans/Studies						
Financing Fees						
Professional Services						
Administration	(21,385)	(22,027)	(22,688)	(23,368)	(24,069)	(24,791)
Total Expenditures	(158,948)	(134,737)	(676,127)	(696,398)	(368,921)	(3,002,050)

Source: Tiberius Solutions LLC

VII. REVENUE SHARING

Revenue sharing is part of the 2009 legislative changes to urban renewal and means that, at thresholds defined in ORS 457.470, the impacted taxing jurisdictions will receive a share of the incremental growth in the District. The first threshold is 10% of the original maximum indebtedness (\$713,460). At the 10% threshold, the WURA will receive the full 10% of the initial maximum indebtedness plus 25% of the increment above the 10% threshold and the taxing jurisdictions will receive 75% of the increment above the 10% threshold. Revenue sharing targets are projected to be reached in FYE 2020, making revenue sharing commence in FYE 2021. If assessed value in the District grows more quickly than projected, the revenue sharing triggers could be reached earlier.

The second threshold is set at 12.5% of the maximum indebtedness. If this threshold is met, revenue for the district would be capped at 12.5% of the maximum indebtedness, with all additional tax revenue being shared with affected taxing districts.

Projected Revenue Sharing is shown in Table 10.

Table 10 - Projected Revenue Sharing

FYE	Net TIF		
	Total	For URA	Shared
2020	\$766,749	\$766,749	\$0
2021	\$815,270	\$778,879	\$36,391
2022	\$865,720	\$791,492	\$74,228
2023	\$918,176	\$804,606	\$113,570
2024	\$972,718	\$818,241	\$154,477
2025	\$1,085,830	\$846,519	\$239,311
2026	\$1,146,490	\$861,684	\$284,806
2027	\$1,209,548	\$877,449	\$332,099
2028	\$1,275,096	\$893,836	\$381,260
Total			\$1,616,142

Source: Tiberius Solutions LLC

VIII. IMPACT OF THE TAX INCREMENT FINANCING

This section describes the impact of tax increment financing of the maximum indebtedness, both until and after the indebtedness is repaid, upon all entities levying taxes upon property in the District.

The impact of tax increment financing on overlapping taxing districts consists primarily of the property tax revenues foregone on permanent rate levies as applied to the growth in assessed value in the District. These projections are for impacts estimated through FYE 2028.

The impacts of the Amendment to increase the maximum indebtedness only are shown in Table 11 and Table 15. Table 12 and Table 14, show the impact to the taxing districts of the Plan without the Amendment. The full impact of the District with the new maximum indebtedness is shown in Table 13 and Table 16.

The Warrenton-Hammond School District and the Northwest Regional ESD are not *directly* affected by the tax increment financing, but the amounts of their taxes divided for the urban renewal plan are shown in the following tables. Under current school funding law, property tax revenues are combined with State School Fund revenues to achieve per-student funding targets. Under this system, property taxes foregone, due to the use of tax increment financing, are substantially replaced with State School Fund revenues, as determined by a funding formula at the state level.

Table 11 – Projected Impact to General Government Taxing Districts of Amendment

FYE	Clatsop County	Port of Astoria	Clatsop 4H & Extension	Sunset Empire Transportation	Clatsop Care Center	City of Warrenton	Subtotal
2020	-	-	-	-	-	-	-
2021	(113,107)	(9,262)	(3,938)	(11,946)	(13,001)	(123,159)	(274,414)
2022	(77,161)	(6,319)	(2,686)	(8,150)	(8,869)	(84,018)	(187,203)
2023	(79,337)	(6,497)	(2,762)	(8,380)	(9,119)	(86,387)	(192,482)
2024	(81,600)	(6,682)	(2,841)	(8,619)	(9,379)	(88,851)	(197,972)
2025	(86,295)	(7,067)	(3,004)	(9,115)	(9,919)	(93,964)	(209,364)
2026	(89,389)	(7,320)	(3,112)	(9,441)	(10,275)	(97,332)	(216,869)
2027	(125,191)	(10,252)	(4,359)	(13,223)	(14,390)	(136,316)	(303,729)
2028	(144,250)	(11,812)	(5,022)	(15,236)	(16,581)	(157,069)	(349,970)
TOTAL:	(796,330)	(65,211)	(27,720)	(84,110)	(91,533)	(867,096)	(1,932,003)

Tiberius Solutions, LLC

Table 12 – Projected Impact to General Gvmn’t Taxing Districts *without* Amendment

FYE	Clatsop County	Port of Astoria	Clatsop 4H & Extension	Sunset Empire Transportation	Clatsop Care Center	City of Warrenton	Subtotal
2019	(120,760)	(9,889)	(4,204)	(12,755)	(13,881)	(131,491)	(292,980)
2020	(130,545)	(10,690)	(4,545)	(13,788)	(15,005)	(142,145)	(316,718)
2021	(19,749)	(1,617)	(688)	(2,086)	(2,270)	(21,504)	(47,913)
2022	(57,788)	(4,732)	(2,012)	(6,104)	(6,642)	(62,923)	(140,200)
2023	(57,788)	(4,732)	(2,012)	(6,104)	(6,642)	(62,923)	(140,201)
2024	(57,788)	(4,732)	(2,012)	(6,104)	(6,642)	(62,923)	(140,200)
2025	(57,784)	(4,732)	(2,012)	(6,103)	(6,642)	(62,919)	(140,192)
2026	(57,788)	(4,732)	(2,012)	(6,104)	(6,642)	(62,923)	(140,200)
2027	(24,602)	(2,015)	(857)	(2,598)	(2,828)	(26,788)	(59,687)
2028	(8,261)	(677)	(288)	(873)	(950)	(8,995)	(20,043)
TOTAL:	(592,852)	(48,547)	(20,640)	(62,617)	(68,144)	(645,535)	(1,438,336)

Tiberius Solutions, LLC

Table 13 - Projected Impact on Taxing District Permanent Rate Levies - General Government – Full impact

FYE	Clatsop County	Port of Astoria	Clatsop 4H & Extension	Sunset Empire Transportation	Clatsop Care Center	City of Warrenton	Subtotal
2019	(120,760)	(9,889)	(4,204)	(12,755)	(13,881)	(131,491)	(292,980)
2020	(130,545)	(10,690)	(4,545)	(13,788)	(15,005)	(142,145)	(316,718)
2021	(132,856)	(10,879)	(4,625)	(14,032)	(15,271)	(144,662)	(322,326)
2022	(134,949)	(11,051)	(4,698)	(14,253)	(15,511)	(146,941)	(327,404)
2023	(137,125)	(11,229)	(4,774)	(14,483)	(15,762)	(149,310)	(332,683)
2024	(139,387)	(11,414)	(4,853)	(14,722)	(16,022)	(151,774)	(338,172)
2025	(144,080)	(11,798)	(5,016)	(15,218)	(16,561)	(156,883)	(349,556)
2026	(147,177)	(12,052)	(5,124)	(15,545)	(16,917)	(160,255)	(357,070)
2027	(149,792)	(12,266)	(5,215)	(15,821)	(17,218)	(163,104)	(363,416)
2028	(152,512)	(12,489)	(5,310)	(16,108)	(17,530)	(166,064)	(370,013)
TOTAL:	(1,490,723)	(122,073)	(51,900)	(157,450)	(171,348)	(1,623,195)	(3,616,689)

Source: Tiberius Solutions

Table 14 - Impact to Education Taxing District of Amendment

FYE	Warrenton-Hammond School District	NW Regional ESD	Clatsop Community College	Subtotal	Total
2020	-	-	-	-	-
2021	(338,497)	(11,342)	(57,409)	(407,247)	(681,661)
2022	(230,920)	(7,737)	(39,164)	(277,822)	(465,025)
2023	(237,431)	(7,955)	(40,268)	(285,655)	(478,137)
2024	(244,204)	(8,182)	(41,417)	(293,803)	(491,775)
2025	(258,256)	(8,653)	(43,800)	(310,709)	(520,073)
2026	(267,514)	(8,963)	(45,370)	(321,848)	(538,717)
2027	(374,658)	(12,553)	(63,542)	(450,753)	(754,482)
2028	(431,697)	(14,465)	(73,216)	(519,378)	(869,348)
TOTAL:	(2,383,177)	(79,851)	(404,188)	(2,867,216)	(4,799,218)

Tiberius Solutions, LLC

Table 15 - Impact to Education Taxing Districts without Amendment

FYE	Warrenton-Hammond School District	NW Regional ESD	Clatsop Community College	Subtotal	Total
2019	(361,399)	(12,109)	(61,293)	(434,801)	(727,781)
2020	(390,681)	(13,090)	(66,260)	(470,031)	(786,749)
2021	(59,101)	(1,980)	(10,024)	(71,105)	(119,018)
2022	(172,941)	(5,795)	(29,331)	(208,067)	(348,267)
2023	(172,942)	(5,795)	(29,331)	(208,068)	(348,269)
2024	(172,941)	(5,795)	(29,331)	(208,066)	(348,266)
2025	(172,931)	(5,794)	(29,329)	(208,054)	(348,246)
2026	(172,941)	(5,795)	(29,331)	(208,067)	(348,267)
2027	(73,626)	(2,467)	(12,487)	(88,580)	(148,267)
2028	(24,724)	(828)	(4,193)	(29,745)	(49,788)
TOTAL:	(1,774,225)	(59,447)	(300,909)	(2,134,582)	(3,572,918)

Tiberius Solutions, LLC

Table 16 - Total Projected Impact on Taxing District Permanent Rate Levies -

FYE	Warrenton-Hammond School District	NW Regional ESD	Clatsop Community College	Subtotal	Total
2019	(361,399)	(12,109)	(61,293)	(434,801)	(727,781)
2020	(390,681)	(13,090)	(66,260)	(470,031)	(786,749)
2021	(397,598)	(13,322)	(67,433)	(478,353)	(800,679)
2022	(403,861)	(13,532)	(68,495)	(485,888)	(813,292)
2023	(410,373)	(13,750)	(69,600)	(493,723)	(826,406)
2024	(417,144)	(13,977)	(70,748)	(501,869)	(840,041)
2025	(431,186)	(14,447)	(73,129)	(518,763)	(868,319)
2026	(440,455)	(14,758)	(74,701)	(529,914)	(886,984)
2027	(448,284)	(15,020)	(76,029)	(539,333)	(902,749)
2028	(456,421)	(15,293)	(77,409)	(549,123)	(919,136)
TOTAL:	(4,157,402)	(139,299)	(705,097)	(5,001,798)	(8,372,136)

Source: Tiberius Solutions LLC Please refer to the explanation of the schools funding in the preceding section

Table 17 shows the projected increased revenue to the taxing jurisdictions after tax increment proceeds are projected to be terminated. These projections are for FYE 2029.

The Frozen Base is the assessed value of the District established by the county assessor at the time the District is established. Excess Value is the increased assessed value in the District above the Frozen Base.

Table 17 - Additional Revenues Obtained after Termination of Tax Increment Financing

Taxing District	Type	Tax Rate	From Frozen Base	From Excess Value	Total
General Government					
Clatsop County	Permanent	1.5338	92,238	234,613	326,851
Port of Astoria	Permanent	0.1256	7,553	19,212	26,765
Clatsop 4H & Extension	Permanent	0.0534	3,211	8,168	11,379
Sunset Empire Transportation	Permanent	0.162	9,742	24,780	34,522
Clatsop Care Center	Permanent	0.1763	10,602	26,967	37,569
City of Warrenton	Permanent	1.6701	100,435	255,461	355,896
Subtotal		3.7212	223,781	569,201	792,982
Education					
Warrenton-Hammond School District #30	Permanent	4.5902	276,041	702,125	978,166
NW Regional ESD	Permanent	0.1538	9,249	23,526	32,775
Clatsop Community College	Permanent	0.7785	46,817	119,081	165,898
Subtotal		5.5225	332,107	844,732	1,176,839
Total		9.2437	555,888	1,413,933	1,969,821

Source: Tiberius Solutions LLC

IX. COMPLIANCE WITH STATUTORY LIMITS ON ASSESSED VALUE AND SIZE OF URBAN RENEWAL AREA

State law limits the percentage of both a municipality’s total assessed value and the total land area that can be contained in an urban renewal area at the time of its establishment to 25% for municipalities under 50,000 in population. As noted below, the frozen base (assumed to be FYE 2019 values), including all real, personal, personal, manufactured, and utility properties in the District, is \$60,136,994. The total assessed value of the City of Warrenton is \$608,254,053, the urban renewal excess is \$81,999,845, so the City of Warrenton assessed value minus urban renewal excess value is \$526,254,208. The percentage of assessed value in the District is 11.42%, below the 25% threshold.

The District contains 870 acres, including public rights-of-way, and the City of Warrenton contains 11,455.20 acres. This puts 7.60% of the City’s acreage in an urban renewal area which is below the 25% threshold.

Table 18 - Urban Renewal Area Conformance with Assessed Value and Acreage Limits

	Assessed Value	Acreage
In Warrenton Urban Renewal District	\$60,136,994	870
In City – minus UR excess value	\$526,254,208	11,455.20
Percent in urban renewal	11.42%	7.60%

Source: Compiled by Elaine Howard Consulting, LLC with data from City of Warrenton and Clatsop County Department of Assessment and Taxation (FYE 2018)

X. EXISTING PHYSICAL, SOCIAL, AND ECONOMIC CONDITIONS AND IMPACTS ON MUNICIPAL SERVICES

This section of the Report describes existing conditions within the District and documents the occurrence of “blighted areas,” as defined by ORS 457.010(1).

A. Physical Conditions

1. Land Use

The District measures 870.12 total acres in size, which is composed of 1,106 individual parcels encompassing 649.60 acres, and an additional 220.52 acres in public rights-of-way. An analysis of FYE 2019 property classification data from the Clatsop County Department of Assessment and Taxation database was used to determine the land use designation of parcels in the District. By acreage, Exempt accounts for the most prevalent land use within the District (34.39%). This was followed by Commercial (20.40%). Detailed land use designations in the District can be seen in Table 19.

Table 19 - Land Use in the District

Land Use	Parcels	Acreage	Percent of Acreage
Exempt	167	223.43	34.39%
Commercial	211	132.53	20.40%
Residential	598	124.58	19.18%
Tract	41	94.27	14.51%
Forrest	28	30.97	4.77%
Industrial	13	18.39	2.83%
Farm	18	14.26	2.19%
Miscellaneous	18	8.04	1.24%
Multi-Family	12	3.13	0.48%
TOTAL:	1,106	649.60	100.00%

Source: Compiled by Tiberius Solutions LLC with data from the Clatsop County Department of Assessment and Taxation (FYE 2019)

2. Zoning Designations

The most prevalent zoning designation by acreage in the District is General Commercial (21.16%). The second most prevalent zoning designation in the District is Open Space Institutional (14.82%). Detailed zoning designations in the District can be seen in Table 20.

Table 20 - Zoning Designations in the District

Zoning Designations	Parcels	Acreage	Percent of Acreage
General Commercial	299	137.48	21.16%
Open Space and Institutional	14	96.26	14.82%
High Density Residential	189	90.05	13.86%
Intermediate Density Residential	149	80.84	12.44%
General Industrial	36	50.85	7.83%
Residential-Commercial	128	44.36	6.83%
Low Density Residential	11	34.01	5.23%
Aquatic Development	112	31.01	4.77%
Aquatic Conservation	21	19.53	3.01%
Water-Dependent Industrial Shorelands	7	19.46	3.00%
Coastal Lake and Freshwater Wetlands	11	19.10	2.94%
Commercial Mixed Use	95	15.07	2.32%
Marine Commercial	34	11.59	1.78%
TOTAL:	1,106	649.60	100.00%

Source: Compiled by Tiberius Solutions LLC with data from the Clatsop County Department of Assessment and Taxation (FYE 2019)

Figure 2 - Warrenton Urban Renewal District Zoning Designations

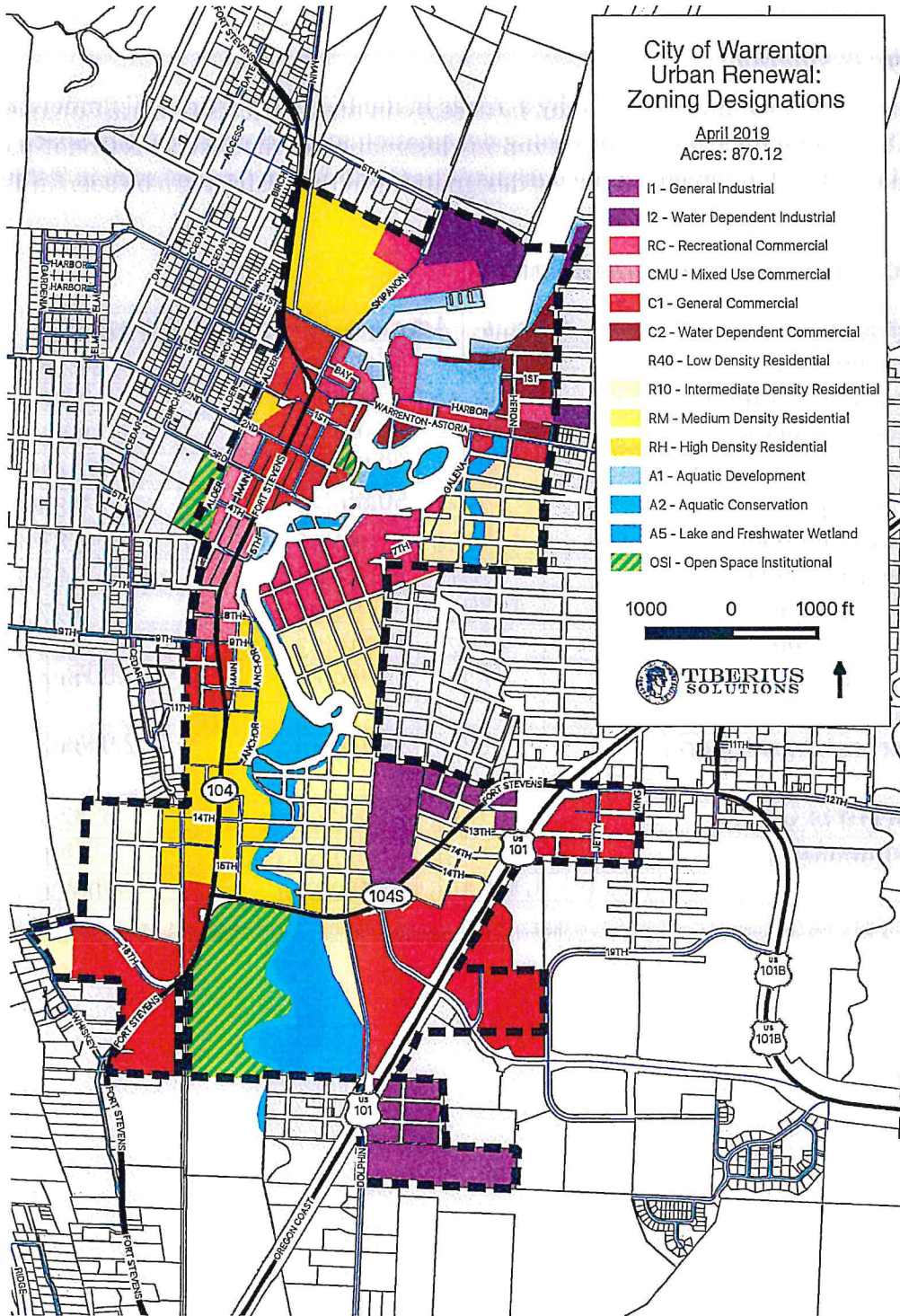
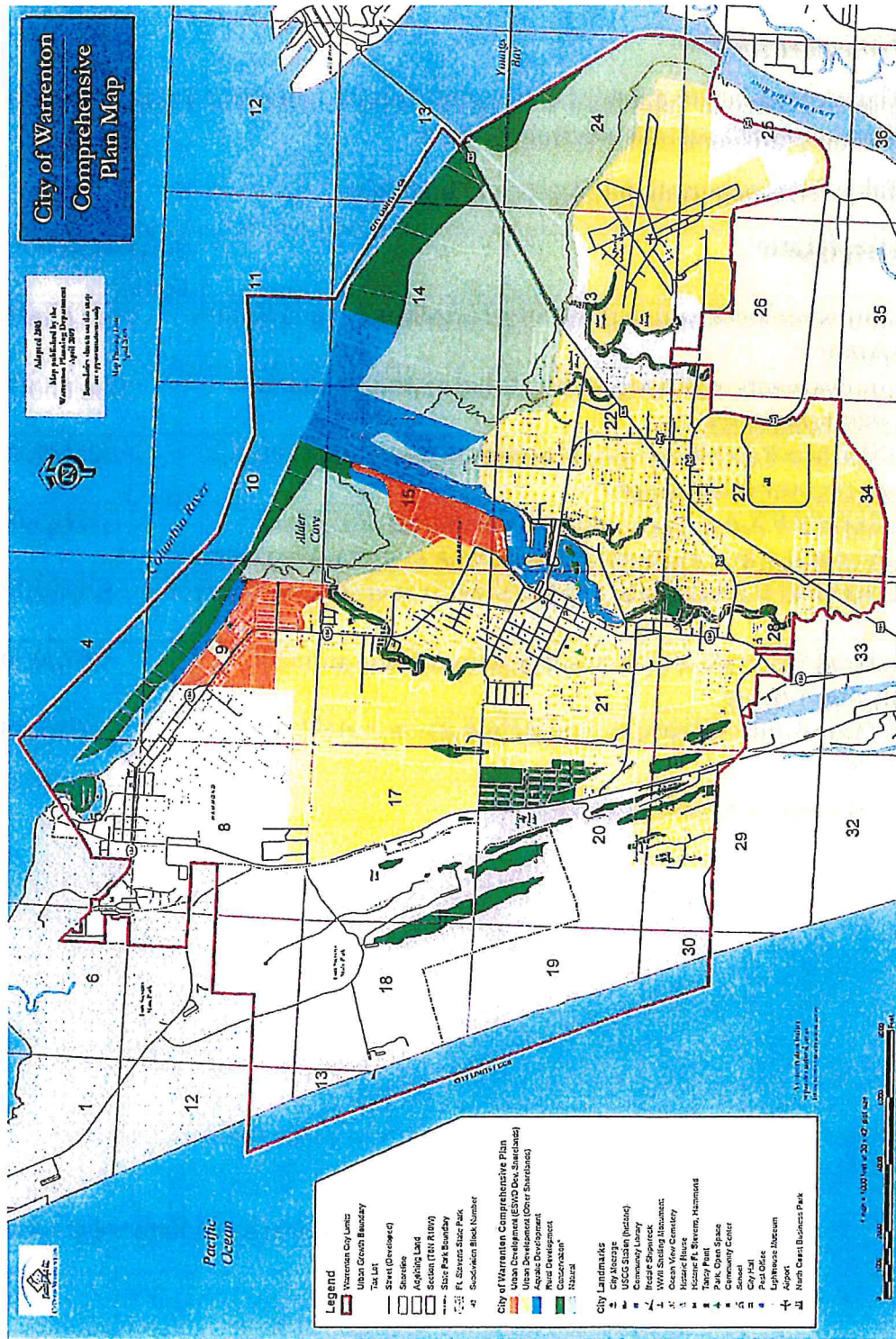


Figure 3 - Comprehensive Plan Designations for the City of Warrenton



B. Infrastructure

This section identifies the existing conditions in the District to assist in **establishing blight in the ordinance adopting the Plan Amendment**. There are projects listed in several City of Warrenton infrastructure master plans that relate to these existing conditions. **This does not mean that all of these projects are included in the Plan.** The specific projects that are included in the Plan are listed in Sections II and III of this Report.

1. Transportation

The projects listed in Table 21 are capital projects in the District from the City of Warrenton Transportation Systems Plan:

Table 21 - Transportation Projects in the District

Description	Estimated Cost	Plan Date
Improvements to widen the intersection of 9th and S Main Avenue	\$180,000	CIP 2018
Improvements to SW 4th Street, add sidewalk & street lights, rebuild road	\$836,000	CIP 2018
SE Anchor-Rebuild road, improve drainage, add sidewalk, move power underground	\$1,230,000	CIP 2019
Rebuild SW Alder Avenue with curbs from SW 1st-2nd Street and grind and overlay from SW 2nd to SW 3rd Street	\$185,000	CIP 2019
Rebuild SE Main Court between SE 9th St and SE 11th Street	\$107,000	CIP 2019
Rebuild SE 2nd Street between S Main Avenue and SE Anchor Avenue	\$281,000	CIP 2020
Provide future sidewalks on S Main Avenue and SW 14th Place	\$24,000	CIP 2020

Source: Warrenton Transportation Systems Plan

2. Water

The projects listed in Table 22 are capital projects in the District from the City of Warrenton Water Master Plan:

Table 22 - Water Master Plan Projects in the District

Description	Estimated Cost	Plan Date
Improve fire flow by upgrading 800ft of 4-inch pipe to 8-inch pipe on SE Anchor Avenue and 2nd and 3rd Street	\$93,000	WMP 2018
Cost of Service Study	\$50,000	WMP 2018
Upsize 6,050 ft of 6-inch and 8-inch pipe to 18-inch on Harbor Street	\$1,500,000	WMP 2018
Install 250 ft of 12" pipe on 13th St from Main Avenue to Anchor Avenue	\$38,000	WMP 2018
Upsize 350 ft of 4" to 10" pipe on Jetty Avenue south of Highway 101 Business	\$53,000	WMP 2018

Source: Warrenton Water Master Plan

3. Stormwater

The projects listed in Table 23 are projects in the District from the City of Warrenton's Storm Water Master Plan:

Table 23 - Storm Water Master Plan Projects in the District

Description	Estimated Cost	Plan Date
Upgrade downtown conveyance system and create definitive connection between north and south downtown	\$861,794	SWMP 2008
Stormwater rate study	\$20,000	SWMP 2008

Source: City of Warrenton Storm Water Master Plan

4. Sanitary Sewer

The projects listed in Table 24 are projects in the District from the City of Warrenton's Sewer Master Plan:

Table 24 - Sewer Master Plan Projects in the District

Description	Estimated Cost	Plan Date
Pump Station Upgrade	\$306,800	CIP 2021
Pump Station Upgrade	\$306,800	CIP 2022
Pump Station Upgrade	\$306,800	CIP 2023
Pump Station Generator	\$50,000	CIP 2021
Pump Station Generator	\$50,000	CIP 2022
Pump Station Generator	\$50,000	CIP 2023

Source: City of Warrenton Sewer Master Plan

5. Parks and Open Space

The projects listed in Table 25 are projects in the District from the City of Warrenton's Parks Master Plan:

Table 25 - Parks Master Plan Projects in the District

Description	Estimated Cost	Plan Date
Install playground equipment at Skipanon River Park	\$60,000	CIP 2019
Install interpretive signage at Skipanon River Park	\$5,000	CIP 2019
Landscape improvements at Skipanon River Park	\$315,000	CIP 2020
Install restrooms for users of Skipanon River Park	N/A	WPMP 2010

Source: City of Warrenton Parks Master Plan

C. Social Conditions

Within the District, there are 598 tax lots shown as Residential use and 12 tax lots shown as Multi-Family. According to the US Census Bureau, American Community Survey 2013-2017 Five Year Estimates, the block groups most closely representing the District have 997 residents, 100% of whom are white.

Table 26 - Race in the District

Race		
White alone	997	100.0%
Black or African American alone	-	0.0%
American Indian and Alaska Native alone	-	0.0%
Asian alone	-	0.0%
Native Hawaiian and Other Pacific Islander alone	-	0.0%
Some other race alone	-	0.0%
Two or more races	-	0.0%
Total	997	100%

Source: American Community Survey 2013-2017 Five Year Estimates

The largest percentage of residents are between 25 to 34 years of age (18%).

Table 27 - Age in the District

Age		
Under 5 years	70	7%
5 to 9 years	121	12%
10 to 14 years	76	8%
15 to 17 years	-	0%
18 to 24 years	46	5%
25 to 34 years	180	18%
35 to 44 years	42	4%
45 to 54 years	151	15%
55 to 64 years	106	11%
65 to 74 years	89	9%
75 to 84 years	90	9%
85 years and over	26	3%
Total	997	100%

Source: American Community Survey 2013-2017 Five Year Estimates

In the block groups, 15% of adult residents have earned a bachelor’s degree or higher. Another 49% have some college education without a degree, and another 26% have graduated from high school with no college experience.

Table 28 - Educational Attainment in the District

Education		
Less than high school	59	9%
High school graduate (includes equivalency)	178	26%
Some college	212	31%
Associate's degree	125	18%
Bachelor's degree	103	15%
Master's degree	7	1%
Professional school degree	-	0%
Doctorate degree	-	0%
Total	684	100%

Source: American Community Survey 2013-2017 Five Year Estimates

The most common travel time class was 10 to 19 minutes, with 41% of journeys being in this class. This was followed by the less than 10 minutes travel time class, which represented 34% of journeys.

Table 29 - Travel Time to Work in the District

Travel time to work		
Less than 10 minutes	134	34%
10 to 19 minutes	160	41%
20 to 29 minutes	69	18%
30 to 39 minutes	-	0%
40 to 59 minutes	9	2%
60 to 89 minutes	18	5%
90 or more minutes	-	0%
Total	390	100%

Source: American Community Survey 2013-2017 Five Year Estimates

Of the means of transportation used to travel to work, the majority, 81%, drove alone, with 10% carpooling.

Table 30 - Means of Transportation to Work in the District

Means of Transportation to Work		
Drove alone	340	81%
Carpooled	40	10%
Public transportation (includes taxicab)	10	2%
Motorcycle	-	0%
Bicycle	-	0%
Walked	-	0%
Other means	-	0%
Worked at home	31	7%
Total	421	100%

Source: American Community Survey 2013-2017 Five Year Estimates

D. Economic Conditions

1. Taxable Value of Property within the District

The estimated total assessed value of the District calculated with data from the Clatsop County Department of Assessment and Taxation for FYE 2019, including all real, personal, manufactured, and utility properties, is estimated to be \$60,136,994.

2. Building to Land Value Ratio

An analysis of property values can be used to evaluate the economic condition of real estate investments in a given area. The relationship of a property's improvement value (the value of buildings and other improvements to the property) to its land value is generally an accurate indicator of the condition of real estate investments. This relationship is referred to as the "Improvement to Land Value Ratio," or "I:L." The values used are real market values. In urban renewal areas, the I:L is often used to measure the intensity of development or the extent to which an area has achieved its short- and long-term development objectives.

Table 31 shows the improvement to land ratios (I:L) for properties within the District. In the District 440 parcels representing 38% of the acreage have I:L ratios less than 1.0. In other words, the improvements on these properties are worth less than the land they sit on. A reasonable I:L ratio for properties in the District is 2.0. Only 352 of the 1,106 parcels in the District, totaling 12% of the acreage have I:L ratios of 2.0 or more in FYE 2019. In summary, the District is underdeveloped and not contributing significantly to the tax base in Warrenton.

Table 31 - Improvement to Land Ratios in the District

Improvement to Land Ratio	Parcels	Acreage	Percent of Acreage
Exempt	167	223.43	34.39%
No Improvement Value	335	191.70	29.51%
0.01-0.50	48	35.22	5.42%
0.51-1.00	57	20.01	3.08%
1.01-1.50	78	65.52	10.09%
1.51-2.00	69	35.36	5.44%
2.01-2.50	53	18.96	2.92%
2.51-3.00	35	17.59	2.71%
3.01-4.00	62	22.83	3.51%
> 4.00	202	18.99	2.92%
Total	1,106	649.60	100.00%

Source: Compiled by Elaine Howard Consulting, LLC with data from the Clatsop County Department of Assessment and Taxation (FYE 2019)

E. Impact on Municipal Services

The fiscal impact of tax increment financing on taxing districts that levy taxes within the District (affected taxing districts) is described in Section VII of this Report. This subsection discusses the fiscal impacts resulting from potential increases in demand for municipal services.

The projects being considered for future use of urban renewal funding are for development and redevelopment of commercial and residential properties, downtown improvements including paving the Fire Station parking lot, undergrounding utilities, marina improvements, sewer main extension, gateways and plan administration. The use of tax increment allows the city to add an additional funding source to the City of Warrenton general fund or system development charges (SDC) funds to allow these projects to be completed.

It is anticipated that these improvements will catalyze development on the undeveloped and underdeveloped parcels in the District. This development will require city services. However, since the property is within the city limits, the city has anticipated the need to provide services to the District. As the development will be new construction, it will be up to current building code and will aid in any fire protection needs.

The financial impacts from tax increment collections will be countered by future economic development and, in the future, adding future increased increases in assessed value to the tax bases for all taxing jurisdictions, including the city.

XI. REASONS FOR SELECTION OF EACH URBAN RENEWAL AREA IN THE PLAN

The reason for selecting the District is to provide the ability to fund projects and programs necessary to cure blight within the District. This does not change in this Amendment.

XII. RELOCATION REPORT

There is no relocation report required for the Plan. No specific acquisitions that would result in relocation benefits have been identified. However, if property is acquired that requires relocation, the WURA shall comply with applicable relocation requirements.

Date: August 14, 2019

To: Board of Commissioners

From: Jeff Hazen

Re: Agenda Item 9.b North Coast Tourism Management Network
Visitor Transportation Team Update

The Visitor Transportation Team was formed as a result of the North Coast Tourism Studio. The goal of the Studio is to determine mitigation strategies on the impacts of tourism to the north coast area of Clatsop and Tillamook counties. Traffic congestion and transportation strategies became a focal point of the Studio and the Visitor Transportation Team has been meeting monthly. I have attached a rack card that is part of a pilot program in Cannon Beach to heighten awareness of travel options to the coast for visitors. Both Mary and I reviewed and made changes to the rack card. The other component of this pilot program is that hotels in Cannon Beach will be attaching a link to transportation options in their reservation confirmation emails sent to people making reservations. The Tillamook County Visitors Association is funding the rack card.

No action is needed.

3 CAR-FREE WAYS TO GET FROM PORTLAND TO THE OREGON COAST

PLAN YOUR CAR-FREE CANNON BEACH TRIP



POINT Bus

Visits the Oregon Coast twice a day.

<https://oregon-point.com/northwest-point/>



NW Connector

A public transit service that offers visitor passes and provides connections from the valley to the coast.

<https://www.nworegontransit.org/>



Travel Oregon

Car-free itineraries that provide inspirational and tactical solutions for traveling to the North Coast.

<https://traveloregon.com/things-to-do/trip-ideas/favorite-trips/car-free-getaway-astoria-north-coast/>

NORTH COAST TOURISM STUDIO

PLAN YOUR CAR-FREE CANNON BEACH TRIP ONCE YOU'RE HERE



Bike

Bring your bike on the POINT Bus or via the Northwest Connector! Cannon Beach is a great place to ride.

Check with your hotel on bike rental options.



Shuttle

The NW Connector has a local Cannon Beach shuttle and provides public transit connections to neighboring cities.

<https://www.nworegontransit.org/>

Check with your hotel on available shuttle services.



Walk

Cannon Beach is walkable!

Date: August 14, 2019
To: Board of Commissioners
From: Jeff Hazen
Re: Drug and Alcohol Testing

In a recent review of our updated Drug and Alcohol Program, I discovered that we have been in violation of law regarding pre-employment drug testing.

On March 13, 2008, the Ninth Circuit Court of Appeals issued a decision limiting public employer drug testing. In *Lanier v. City of Woodburn*, the Ninth Circuit held that the City's policy requiring all job applicants to pass a pre-employment drug test as a condition of employment was unconstitutional as applied to an applicant for a library page position. However, the Ninth Circuit signaled that a pre-employment drug testing program would not be unconstitutionally applied where the employer could articulate a special need for testing without suspicion. Pre-employment testing of employees in safety sensitive positions is allowable, but those positions that are not safety sensitive are not allowed to be drug tested as a condition of employment. Safety sensitive positions include the Chief Operations Manager, Driver Supervisors, Paratransit Supervisory, Drivers, Dispatchers, Maintenance Supervisors, Mechanics and Mechanic Assistants.

We have halted this practice for non-safety sensitive positions and will be updating our drug and alcohol policy. I am getting assistance from one of our attorneys we work with on employee issues from SDAO.

No action is needed as this is an operational policy.

Executive Director Report
August Board Meeting
Jeff Hazen

-STIF

PTAC has reviewed our STIF Formula Fund plan and is making a recommendation to the OTC that our plan be approved by the OTC. The OTC will be meeting in The Dalles September 17-18 and I will be presenting all of the second round STIF plans to the OTC on the 18th and recommending that they approve all of the plans including ours.

-STIF Discretionary Grant

We are currently researching various vendors to purchase 2 motor coaches.

-NW Point Bus

The RFQ evaluations have been done and ODOT is now negotiating the new contract.

STF/STIF consolidation

The Consolidation Advisory Committee has been selected and I'm pleased that Todd Wood, the Transit Administrator for Columbia County is on that committee. I have already communicated my current thoughts on the consolidation with him and will continue to do so as I think of more things.

Driver positions

We are experiencing a critical shortage of drivers. We have had to cancel route a couple of times due to lack of drivers and our driver supervisors are having to do a significant amount of driving. I'm pleased to see that we have seen an uptick in interest with the job posting that we have put on Facebook and Indeed. We have made a conditional offer to one applicant this week and Paul is setting up additional interviews. We plan on beginning our service expansion in September but may have to delay it based on the driver recruitment.

Human Resources Manager

We have the position posted internally and will have the external recruitment in place by August 16th.

Goodman Park sign

A sign has been ordered and the City will install the sign for us at the bus pullout.

LowNo Grant

I have a debrief meeting set with the LowNo Grant manager in October to review our application and hopefully identify things we can improve on next year. They had over \$400,000,000 requested for \$85,000,000 in funding.

Emailed Updates

8/12/19

I'm pleased to report that I was not selected for a jury panel last Tuesday, so I was in the office all week. I'll continue to call in for the rest of the month for other trials. No trials are scheduled this week at this point. Here is an interesting article regarding CC Rider and their contractor, MTR Western, <https://pamplinmedia.com/scs/83-news/435576-346140-cc-rider-operator-threatens-to-end-service>. MTR is also the contractor for the NW Point route with ODOT. For the new Board members, we embarked on a feasibility study a couple of years ago to see if penciled out to expand our boundaries and include Columbia County in our District. The result of the study showed that it didn't make sense at that point. However, the numbers that the former administrator gave the consultant may not have been accurate, so we don't know if the results would have been different. At the upcoming National RTAP conference, I'll be a moderator for a Marketing session and a panelist talking about working with consultants. Jason will be attending the conference with me as well. I've been working with ODOT rail on the State Rail Plan Update developing the passenger needs list. I attended by phone last week following up on our discussion from last month's meeting on the list. A lot of time was spent talking about improving connections with transit in each of the communities that the Amtrak Cascades route and the Coast Starlight serve. At Friday's NWOTA meeting, we approved the submission that Trillium provided for the RFQ that we put out last month for marketing services for the NW Connector. Trillium was the only proposal we received, and we are confident that they will continue to be great to work with. Trillium handles all of the GTFS for every transit agency in Oregon and they designed and built the website for the NW Connector and each of the agencies that are members of NWOTA. They are going to be building a new trip planner for the website that will be much more robust and user friendly and not have the time limits on it that the current one that is a Google based one has. Selena Barlow will be one of the persons working on the plan with Trillium. She is the premier transit marketing expert in the nation, and we look forward to moving to more electronic marketing strategies rather than just print and radio where we haven't been able to track the effectiveness of the advertising. I'll begin the recruiting for HR this week so we can hopefully get someone in place in September.

8/6/19

Mary, Jason and I interviewed finalists for the Transportation Options position last week. I had a meeting with NW Community Alliance (formerly Coast Rehabilitation). They have been experiencing some transportation challenges, so I helped them navigate some of the issues and put them in touch with the right people. They will also be reaching out to Jason for assistance in travel training for their clients. I was interviewed by an intern at the Astorian about our driver

shortage. The article is on the front page of today's paper. She did a good job in describing the challenges that we have. We've received a few applications last week for drivers through Facebook and Indeed. We've directed them to fill out our application so we can get them set up for interviews. PTAC met via phone yesterday and we unanimously approved the recommendation of the subcommittee to recommend that the OTC approve the 22 STIF formula fund plans from the second round. I will be presenting all of the plans to the OTC in September and am excited to share with them that the \$62,000,000 in projects will help get \$33,000,000 in federal funds for transit. The projects will add over 4.8 million rides, add 8.2 million revenue miles, add over 484,000 hours of revenue service, and help fund the purchase of over 130 new buses. There are many more projects that will be funded through STIF.

2019-2021 SETD Priorities

Priority One

- Benchmark Services
 - Ridership Increases & Decreases
 - On-time Performance July was 41.9% on time. TCTD was 54.4% and Lincoln County was 60.4%.
 - Fleet reliability
 - Employee Retention

- Develop a SETD specific emergency plan.
 - SETD operational specific emergency operation plan
 - Medical emergencies
 - Accidents
 - Behavioral emergencies at facilities and on buses
 - Emergency contact and reporting requirements
 - Strategic county wide transportation plan that integrates into Clatsop County Emergency Plan.

- Develop a Succession Plan for Key Management Positions

- Develop Route Standards
 - Summer Schedule
 - September Through May Schedule

- Develop Demand Management Standards
 - Paratransit
 - Dial a Ride
 - First Mile Last Mile

- Increasing services
 - Fixed routes Operations staff is currently working on the schedules for the STIF funded route expansion.

Priority One (Continued)

- Improving System
 - Improved lighting at bus shelters
 - Route on-time performances
 - Amenities

- Technologies
 - E-fare
 - Electronic charging stations on buses
 - On-board wi-fi
- Improve Appearance
 - Buses
 - Shelters
 - Facilities

Priority Two

- Develop feasibility of moving Warrenton Operations facility
 - Out of the inundation zone
 - Upgrade to include an automatic bus washing system
- Begin to convert the fleet to electric and away from fossil fuels [Unsuccessful for the 2019 LowNo grant solicitation.](#)
- Strategically Locate Park and Rides
- Improve District Signage

Priority Three

- Identify new funding opportunities
 - Seek public/private partnerships
 - Continue to explore new Federal/State/Local grant opportunities
 - Rebuild Ride Pal Program and Volunteer Program

Operations
August 2019 Report
Paul Lewicki

As we continue to work at increasing our driver ranks in anticipation of our STIF-funded service expansion, we struggle to find applicants for the position. We are currently working on three applications but have lost a part-time driver during the period. I must report that a timely roll out of new and expanded service in September and October is dependent upon having adequate drivers to ensure a successful implementation. We are anxious to find a new HR manager who can help us effectively recruit the necessary personnel. We reached out to the ATU leadership seeking any help they could offer in finding drivers for us. I had hoped they could insert something in a publication or on a bulletin board. They were not able to help. Again, we need 4 drivers by October and 6 more going into next year - to be able to implement our planned route changes and enhancements. Our drivers' supervisors continue to supplement our drivers to cover route assignments. The ATU is aware and understanding of the situation.

We also continue to seek applicants for our Lot Attendant and Mechanic Assistant positions.

We continue to get better at using new dispatch software, Ecolane, for our paratransit operations. The software affords us greater opportunity to schedule shared rides which reduces our costs. Looking forward to a meeting with Northwest Ride staff to refine our process.

The purchase orders for our four new buses had been approved by ODOT and sent to the winning bidder. Creative Bus Sales won the bid and has initially suggested a delivery date for the buses in April of 2020. We'll keep our fingers crossed! The Category B bus we ordered will come with Automatic Voice Annunciation (AVA) technology. This technology will use GPS information combined with our computerized route information to announce the next stop. This is currently a task performed by the drivers. The system will also display the stop name on a reader board for the passengers' information. This will be our first opportunity to evaluate the effectiveness of such a system.

Revenue vehicle reliability is better this summer season than it has been in past years. The fleet maintenance team works hard to keep all air conditioning systems on the buses in good working order during these warmer months. Still some of our older buses make this quite challenging. We are pleased to report, however, that we have not had any service interruptions due to equipment shortages this summer.

Bus #92, a 2015 Freightliner required repairs costing about \$20,000. Repair or replacement of several components, including the turbocharger, catalytic converter and several sensors were required. This bus has 236,000 miles on it. It's service life is 10 years or 350,000 miles.

RIDE ASSIST
August 2019 Report
Jennifer Geisler

- July 2019, RideAssist had a total of 1,058 rides for an average of 34 rides per day. There were 756 ADA rides, two Dial-A-Ride, 131 personal care attendants, eight VETP rides and we provided 161 Medicaid rides for NorthWest Rides.
- There were zero ride denials for ADA Paratransit.
- ADA Paratransit Report

Number of completed applications received in July: 6
Number of incomplete applications received in July: 0
Number of interview/assessments scheduled: 0
Number of interview/assessments completed: 5
Number of determinations made: 7
 Within 21 days: 5
 More than 21 days: 2
Determination by type:
 Unconditional: 6
 Conditional: 1
 Temporary: 0
 Not eligible: 0
Number of appeals requested: 0
Number of appeals heard: 0

RideAssist Fares Collected/Billed for July 2019

- Para-transit Fares: \$1096
- Tickets Collected: \$662
- Medicaid Billed: \$2401
- Ticket books sold: \$552
- Dial-A-Ride Fares; \$16
- VETP Billed: \$216

Mobility Manager
August 2019 Mobility report
Jason Jones

- In the month of July, I began taking on Transit Center manager responsibilities and have restructured my time allotment. I continue checking back in on previous Travel Trainees as well as initiating several new opportunities to travel train.
- I had 2 travel trainings in July and for the first time had 2 new future trainings scheduled due to word of mouth from a previous trainee.
- I have kept up my communication with local businesses in hopes of seeing them take advantage of our services through the travel training program.
- The Veterans Enhanced Transportation Program (VETP) provided 8 trips to our local Veterans. This included a period of time where our volunteer driver was not available.
- I have helped leadership in keeping the TO program afloat while we look for the next person to run the program. Mary Parker has been in contact with ODOT to ensure that our responsibilities are kept up and maintained for the time being.



Outreach and Education
 August 2019 Board Report
 Mary Parker

Tongue Point Job Corp Student Transit Training- All going well with the 8 AM transit training classes. Class size has increased to about 15 for the past 3 sessions. I have spent a little extra time talking about our expansion of service on the weekends which will mean a lot to these students. I also have focused on accessing some of the nice parks and beaches this time of year as so many are located on or near our routes.

Outreach- I have continued to deliver our Summer 2019 schedules to the hotels and businesses in both North and South County. I have received a lot of positive feedback about us running the Streetcar for Route 17 in Cannon Beach. It is so appreciated by both tourists, locals, businesses and hotel management.

Mobility- I have been working with Jason to and develop an outreach plan for the new weekly Transit Engagement sessions in Astoria and Seaside that will have a soft opening on September 9th with a program “kick-off” and larger media blast at the beginning of October. Plans include posters, flyers, rack cards, business cards, press release, radio ads, interviews and targeted outreach throughout the community including the Hispanic council.

Seaside Transit Center- I have started a refocused push for public awareness in South County of our services and the “new location” of the Seaside Transit Office.

Transportation Options- I have started doing outreach for the 2019, “Get There Challenge”. This is very similar to the Drive Less Challenge from the past few years that encourages the use of carpools, vanpools, transit, biking, walking or teleworking to make trips greener, friendlier and less expensive. Participants keep track of and log in the type of greener transportation they are using during the challenge which also registers them for some very nice prizes. The 2019 “Get There Challenge” takes place from October 7th through 21st. For more information or to register go to- Info@GetThereOregon.org

SUNSET EMPIRE TRANSPORTATION DISTRICT

Get Ready! Get Set! To Ride The Bus!

PUBLIC TRANSIT ENGAGEMENT PROGRAM
Free Sessions Every Week Starting Monday September 9, 2019

Using public transportation can be a little overwhelming. Sunset Empire Transportation District wants to help you build your confidence and give Public Transportation a try. Our convenient and free [Transit Engagement Program](#) will give you the simple facts and guidelines that you need to ride the bus or access other public transportation services. Engagement Sessions last about one hour and will be held once a week at both the Astoria Transit Center and the Seaside Transit Office. You do not need to sign up in advance and please bring a friend or two!

Our team is excited to meet you!

Free Transit Engagement Schedule

Astoria Transit Center- 900 Marine Drive Every Monday 10 to 11 AM

Seaside Transit Office- 39 North Holladay Every Friday 10 to 11 AM

For more information contact- Jason Jones 503-861-5361 jason@ridethebus.org or Eric Barton 503-861-5411 eric@ridethebus.org

Sunset Empire Transportation District operates its programs without regard to race, color, religion, sex, sexual orientation, gender identification, national origin, marital status, age or disability as accordance with Title VII of The Civil Rights Act, Title IX, ADA, and other applicable law. Alternative format of this information is available upon request. For more information please contact Mary Parker 503-861-5370 or mary@ridethebus.org

SUNSET EMPIRE TRANSPORTATION DISTRICT

¡Prepárate! ¡Prepárese! ¡Para montar en el autobús!

PROGRAMA DE PARTICIPACIÓN EN EL TRANSPORTE PÚBLICO
Sesiones gratuitas cada semana a partir del lunes 9 de septiembre de 2019

Usar el transporte público puede ser un poco abrumador. Nuestro conveniente y gratuito Programa de Compromiso con el Transporte le dará los datos y pautas simples que necesita para viajar en autobús o acceder a otros servicios de transporte público. Las sesiones de participación duran aproximadamente una hora y se llevarán a cabo una vez a la semana tanto en el Centro de Tránsito de Astoria como en la Oficina de Tránsito Marítimo. Usted no necesita registrarse con anticipación y por favor traiga un amigo o dos!

¡Nuestro equipo está encantado de conocerlos!

Horario de Participación en tránsito gratuito

Centro de Tránsito de Astoria- 900 Marine Drive Cada Lunes 10 a 11 AM

Oficina de tránsito de Seaside- 39 North Holladay Todos los viernes 10 a 11 AM

Para obtener más información, póngase en contacto- Jason Jones 503-861-5361 jason@ridethebus.org or Eric Barton 503-861-5411 eric@ridethebus.org

Sunset Empire Transportation District operates its programs without regard to race, color, religion, sex, sexual orientation, gender identification, national origin, marital status, age or disability as accordance with Title VII of The Civil Rights Act, Title IX, ADA, and other applicable law. Alternative format of this information is available upon request. For more information please contact Mary Parker 503-861-5370 or mary@ridethebus.org

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