



AGENDA

ASTORIA DEVELOPMENT COMMISSION

June 1, 2015

**Immediately Follows City Council Meeting
2nd Floor Council Chambers
1095 Duane Street • Astoria OR 97103**

1. CALL TO ORDER

2. ROLL CALL

3. REPORTS OF COMMISSIONERS

4. CHANGES TO AGENDA

5. CONSENT CALENDAR

The items on the Consent Calendar are considered routine and will be adopted by one motion unless a member of the Astoria Development Commission requests to have any item considered separately. Members of the Community may have an item removed if they contact the City Manager by 5:00 p.m. the day of the meeting.

(a) ADC Minutes of May 4, 2015

6. REGULAR AGENDA ITEMS

(a) Public Hearing and Resolution Adopting Astor East and Astor West Urban Renewal District Budgets for Fiscal Year 2015-2016 (Finance)

Full Agenda Packet

<p>THIS MEETING IS ACCESSIBLE TO THE DISABLED. AN INTERPRETER FOR THE HEARING IMPAIRED MAY BE REQUESTED UNDER THE TERMS OF ORS 192.630 BY CONTACTING JULIE YUILL, CITY MANAGER'S OFFICE, 503-325-5824.</p>



CITY OF ASTORIA

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May 28, 2015

MEMORANDUM

TO: ASTORIA DEVELOPMENT COMMISSION (ADC)
FROM: BRETT ESTES, CITY MANAGER
SUBJECT: ADC MEETING OF JUNE 1, 2015

CONSENT ITEMS

Item 5(a): ADC Minutes

The minutes of the ADC meeting of May 4, 2015 are enclosed for your review. Unless there are any corrections, it is recommended that the ADC approve these minutes.

REGULAR AGENDA ITEMS

Item 6(a): Public Hearing and Resolution to Adopt the Astoria Development Commission Budget (Finance)

Oregon Local Budget Law requires that the Astoria Development Commission hold a public hearing on the budget, as approved by the Budget Committee. Notice of this hearing, scheduled for June 1, 2015, was published in the Daily Astorian on Wednesday, May 20, 2015. The budget for the Astoria Development Commission is ready for the Commission to consider for adoption. The attached resolution will adopt resources and appropriations and authorize the collection of tax increment funding available to the Astor East and Astor West Renewal Districts for FYE June 30, 2016. It is recommended that the Astoria Development Commission hold a public hearing on the FYE June 30, 2016 budget as approved by the Budget Committee. After the hearing, it is recommended that the Commission consider the resolution to adopt this budget.

ASTORIA DEVELOPMENT COMMISSION

City Council Chambers
May 4, 2015

ADC JOURNAL OF PROCEEDINGS

A regular meeting of the Astoria Development Commission was held at the above place at the hour of 8:53 pm.

Commissioners Present: Price, Herzig, Warr, Nemlowill, Mayor LaMear

Commissioners Excused: None

Staff Present: City Manager Estes, Assistant City Manager/Police Chief Johnston, Parks and Recreation Director Cosby, Finance Director Brooks, Fire Chief Ames, Interim Planner Morgan, Library Director Tucker, and Public Works Director Cook. The meeting is recorded and will be transcribed by ABC Transcription Services, Inc.

REPORTS OF COMMISSIONERS: No reports.

CHANGES TO AGENDA: No changes.

CONSENT CALENDAR:

The following item was presented on the Consent Calendar:

5(a) ADC Minutes of 3/2/2015

Councilor Herzig noted the minutes erroneously stated that Police Chief Curzon and Finance Director Carlson were present.

Commission Action: Motion by Commissioner Warr, seconded by Commissioner Price, that the Astoria Development Commission approve the Consent Calendar, as amended. Motion carried unanimously. Ayes: Commissioners Warr, Nemlowill, Herzig and Price, and Mayor LaMear. Nays: None.

REGULAR AGENDA ITEMS:

Item 6(a): Astor East Urban Renewal District – Grant for Columbia Memorial Hospital Cancer Center (Community Development)

Columbia Memorial Hospital (CMH) has been serving the needs of cancer patients in the Columbia Pacific Region. A new clinic has been proposed to increase treatment facilities for those patients. The locations being considered for the new clinic are within the Astor-East Urban Renewal District (at the southeastern corner of Exchange and 22nd Streets, west of the Pavilion Building, or alternatively south of Exchange Street at the intersection of 18th Street.) Representatives from the Astoria Development Commission (ADC) have been in discussion with CMH representatives with regard to financial participation through the Astor-East Urban Renewal District (AEURD). A grant of \$25,000 is proposed.

The proposed project would provide new and expanded medical services to the area that are not currently available. CMH's cancer center would increase employment in the community and would provide year-round jobs. Furthermore, areas that are presently used as a parking lot, or alternatively an area of the former football field, would be redeveloped to have a new use. All of these improvements will make the Astor- East Urban Renewal District more vibrant and economically viable. Should the Development Commission approve the grant, a grant agreement will be prepared by Jeannette Launer, Astoria Development Commission legal counsel. The agreement would be brought back to the Commission for approval. It is recommended that the Astoria Development Commission consider the attached resolution supporting a grant in the amount of \$25,000 to Columbia Memorial Hospital for construction of a new cancer center and authorize Staff to prepare a grant agreement.

Commissioner Nemlowill asked who proposed the amount of \$25,000. City Manager Estes said a slightly higher range was discussed by hospital staff and the Development Commission and everyone agreed \$25,000 would be an appropriate amount.

Commissioner Nemlowill asked how the grant funds would comply with the Urban Renewal District Plan. City Manager Estes said the Development Commission has the ability to provide development and redevelopment assistance, is authorized to participate, through loans, grants, or both, in assisting the development of new public and private buildings in the area, and promote redevelopment through new construction. This resolution would promote redevelopment through new construction and certain components of the Urban Renewal District Plan would be reviewed. The plan states the project must act as a catalyst to bring developers and redevelopers together to achieve new uses and economically sound enterprises consistent with the City's Comprehensive Plan and provide a service to the community that establishes a diversification of needed year-round employment activities. The economic development goals state that Astoria must work towards improving and diversifying the area's economy and increase local employment opportunities. The cancer center would increase employment in the community, provide year-round jobs, and meet the City's Urban Renewal goals.

Commissioner Nemlowill said she was glad to hear the grant would meet the goals of the plan. She spoke with Paul Mitchell of Columbia Memorial Hospital, who estimated eight to ten new jobs would be created, three of which would be providers. The hospital estimates about \$1 million goes into the economy from local purchases and added staff in about 18 months. These jobs are part of a ripple effect on the local economy and she believed this was a good investment.

Commissioner Price asked for an update on the current financial status of the AEURD. She also wanted to know if Staff had any ideas for potential future uses of the funds in addition to the cancer center. City Manager Estes said the budget for the AEURD for the next fiscal year accounted for some projects that began in the current fiscal year and may continue into the next fiscal year. The \$25,000 grant would not negatively affect the next fiscal year's budget because Staff projected a buffer for the current fiscal year. Staff has discussed using Astor East Urban Renewal funds for Heritage Square redevelopment, so Staff might hire a consultant, as discussed during that night's City Council meeting, Regular Agenda Item 8(i): City Council Goals for FY2015-2016. He roughly estimated it would cost about \$50,000 to conduct the study. There are other projects being considered, but none are ready to be presented to the Development Commission.

Commissioner Herzig asked how much money was currently in the AEURD. City Manager Estes believed the funds were around \$400,000. He clarified that Astoria is still paying debt service on Heritage Square.

Mayor LaMear urged the Commissioners to vote in favor of the resolution. CMH has been an amazing partner in the landfill project and development of the sports complex for the students. Bringing this kind of center to Astoria is an amazing accomplishment. Astoria is a city of 10,000 people and it is amazing to have the kind of health care the community currently has, plus an Oregon Health and Science University (OHSU) night cancer center. She believed the City would want to be involved in making this a reality.

Commission Action: Motion by Commissioner Nemlowill, seconded by Commissioner Warr, that the Astoria Development Commission approve the resolution supporting a grant in the amount of \$25,000 to Columbia Memorial Hospital for construction of a new cancer center and authorize staff to prepare a grant agreement. Motion carried unanimously. Ayes: Commissioners Warr, Nemlowill, Herzig and Price, and Mayor LaMear. Nays: None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:05 pm to convene the Executive Session of the City Council meeting.

ATTEST:

APPROVED:

Secretary

City Manager



CITY OF ASTORIA
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May 27, 2015

MEMORANDUM

TO: Astoria Development Commission

FROM: Brett Estes, City Manager

SUBJECT: Public Hearing and Resolution to Adopt the Astoria Development Commission Budget

Discussion & Analysis

Oregon Local Budget Law requires that the Astoria Development Commission hold a public hearing on the budget, as approved by the Budget Committee. Notice of this hearing, scheduled for June 1, 2015, was published in the Daily Astorian on Wednesday, May 20, 2015.

A request from Clatsop Economic Development Resources (CEDR) was received April 29, 2015 for consideration to increase the contribution from \$ 7,500 to \$ 10,000. Although the item was presented for discussion, the Astoria East Urban Renewal District and Astoria West Urban Renewal District budgets had been tentatively approved and before final adoption the increase to the CEDR request was not reconsidered for incorporation into the budget. Contributions for CEDR services were budgeted \$ 3,880 from General Fund, \$ 1,880 from Astoria East Urban Renewal District and \$ 1,880 from Astoria West Urban Renewal District. It is proposed to increase the contributions from Astoria East Urban Renewal District and Astoria West Urban Renewal District to split the contribution to CEDR equally between the three resources. The impact would be as follows:

	Astoria East		Astoria West	
	<u>Approved</u>	<u>Adjusted</u>	<u>Approved</u>	<u>Adjusted</u>
Memberships & Dues	\$ 2,880	\$ 4,340	\$ 2,180	\$ 3,640
Total Materials & Svcs	\$103,410	\$104,870	\$ 193,660	\$ 195,120
Ending Fund Balance	\$118,070	\$116,610	\$1,201,960	\$1,200,500

The budget for the Astoria Development Commission is ready for the Commission to consider for adoption. The attached resolution will adopt resources and appropriations and authorize the collection of tax increment funding available to the Astor East and Astor West Renewal Districts for FYE June 30, 2016.

Recommendation

It is recommended that the Astoria Development Commission hold a public hearing on the FYE June 30, 2016 budget as approved by the Budget Committee and consideration given to increase Clatsop Economic Development Resources (CEDR) contribution. After the hearing, it is recommended that the Commission consider the resolution to adopt this budget.

By: 

Susan Brooks CPA
Finance Director

RESOLUTION NO. ADC 15-_____

A RESOLUTION TO ADOPT THE BUDGET AND MAKE APPROPRIATIONS FOR
THE ASTORIA DEVELOPMENT COMMISSION

WHEREAS, under ORS 294.456, the Astoria Development Commission is required to adopt the budget and make appropriations by resolution for the Astor **East and West** Urban Renewal District; now, therefore,

BE IT RESOLVED BY THE ASTORIA DEVELOPMENT COMMISSION:

Section 1. That the Astoria Development Commission hereby adopts the budgets for the Astor **East and West** Urban Renewal District for fiscal year 2015-16 in the total amount of **\$4,376,970.00**.

Section 2. That the budget for the Astoria Development Commission is now on file at the Astoria Public Library and on the City's website, astoria.or.us.

Section 3. That amounts for the fiscal year beginning July 1, 2015, and for the purposes shown below, are hereby appropriated as follows:

Astor **East** Urban Renewal District

AEURD General Fund

Materials & Services	\$104,870
Capital Outlay	325,000
Loan Payment	135,870
Contingency	45,000
Ending Fund Balance	<u>116,610</u>
FUND TOTAL	<u>\$727,350</u>

Astor **West** Urban Renewal District

AWURD General Fund

Materials & Services	\$ 195,120
Capital Outlay	2,000,000
Contingency	254,000
Ending Fund Balance	<u>1,200,500</u>
FUND TOTAL	<u>\$3,649,620</u>

Section 4. That, in accordance with ORS 310.060(2), the maximum amount of the tax increment be imposed, using Option One.

ADOPTED BY THE ASTORIA DEVELOPMENT COMMISSION THIS ____ DAY OF JUNE, 2015.

APPROVED BY THE CHAIRMAN THIS ____ DAY OF JUNE, 2015.

Chairman

ATTEST:

City Manager

ROLL CALL ON ADOPTION

YEA

NAY

ABSENT

Commissioner Nemlowill
Herzig
Price
Warr

Chairman LaMear