

CITY OF SILVERTON  
URBAN RENEWAL AGENCY SPECIAL MEETING  
Monday, June 20, 2022 – 6:30 p.m.

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**Zoom Web Conference Platform**

*Americans with Disabilities Act – The City of Silverton intends to comply with the A.D.A. The meeting location is accessible to individuals needing special accommodations such as a sign language interpreter, headphones, or other special accommodations for the hearing impaired. To participate, please contact the City at 503-874-2216 at least 48 hours prior to the meeting.*

A copy of the full packet is available on the City's website at [www.silverton.or.us/agendacenter](http://www.silverton.or.us/agendacenter). This meeting will be held electronically using the Zoom web conference platform. Please submit written comments to [publiccomment@silverton.or.us](mailto:publiccomment@silverton.or.us) by 3:00 p.m. on Monday, June 20, 2022. Comments received will be shared with the Urban Renewal Agency and included in the record. If you wish to participate, please see meeting information below.

Zoom meeting link:

<https://us02web.zoom.us/j/84135274498?pwd=NWpBcHNhYnVDeUNDT1Z0V0NaanBpdz09>

Webinar ID: 841 3527 4498

Passcode: 023541

Dial-In: (253) 215-8782

**AGENDA**

- I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance and Roll Call**
- II. APPROVAL OF MINUTES – Minutes from the August 16, 2021 Special Meeting and the April 18, 2022 Meeting.**
- III. PUBLIC COMMENT - The City values and welcomes public input. Please address the Council as a whole and not individual Council Members. Do not address staff or members of the audience. Council action on items brought up in public comment is limited by the Open Meeting Law. The Council may direct staff to study the matter and reschedule for further consideration at a later date. Individuals are limited to three (3) minutes.**
- IV. PUBLIC HEARING**
  - 4.1 - Resolution 22-01 – A Resolution of the Silverton Urban Renewal Agency Board of Directors Adopting the Fiscal Year 2022-2023 Budget, Making Appropriations, and Declaring Tax Increment – Deputy City Manager/Finance Director Kathleen Zaragoza and City Manager Ron Chandler**
- V. ADJOURNMENT**

1 CITY OF SILVERTON  
2 **URBAN RENEWAL AGENCY SPECIAL MEETING MINUTES**

3 **Silverton High School Library – 1456 Pine Street and Zoom Web Conference Platform**

4  
5 **August 16, 2021, 6:04pm**

6  
7 **I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance & Roll Call**

8  
9 Chair Palmer called the special meeting to order at 6:04 p.m. and explained the meeting is being held  
10 through Zoom pursuant to House Bill 2560.

Present	Absent	
X		Chairman Kyle Palmer
X		Community Development Director Gottgetreu Freilinger
X		Jess Miller
X		Jim Sears
X		Dana Smith
X		Elvi Cuellar Sutton
X		Crystal Neideigh

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28 Staff Present:

29 Agency Director, Ron Chandler; Community Development Director, Jason Gottgetreu; Maintenance  
30 Division Supervisor, Travis Sperle; and Assistant to the City Manager/City Clerk, Melissa Molek.

31  
32 **II. PUBLIC COMMENT**

33  
34 None.

35  
36 **III. APPROVAL OF MINUTES**

37  
38 Member Freilinger made a motion to approve the minutes from the special meeting held on June 21,  
39 2021. Member Neideigh seconded the motion. There was no discussion and the motion passed  
40 unanimously (6-0).

41  
42 **IV. DISCUSSION/ACTION**

43  
44 **4.1 215 N. Water Street- High Water Grill – Building Improvement Grant Request**

45  
46 Community Development Director Gottgetreu presented the plans for the High Water Grill  
47 improvements. The applicant is requesting a \$100,000 grant, which requires a \$400,000 match for an  
48 overall project total of \$500,000. The total project cost will exceed that amount. Community  
49 Development Director Gottgetreu stated that Silverton Urban Renewal Agency Committee unanimously  
50 voted to approve the request.

51  
52 Member Miller clarified that outdoor seating would not interfere with the pedestrian flow. Community  
53 Development Director Gottgetreu confirmed that was true.

54  
55 Member Smith asked about the outdoor appearance and Community Development Director Gottgetreu  
56 said that the existing materials would be carried over onto the new addition. Member Smith asked about

1 creek-front dining. Community Development Director Gottgetreu said that the applicant could answer  
2 that. Member Smith asked about a continuous creek walk terminating at the property. Community  
3 Development Director Gottgetreu said that the likely landing spot would be near where the Don Pettit  
4 mural is located. Member Smith asked about the change of use when the property changed ownership.  
5 Community Development Director Gottgetreu stated that the zoning use has not changed. Member Smith  
6 requested more information on the location of the outdoor stage. Member Smith asked if landscaping  
7 would be required in the parking lot. Community Development Director Gottgetreu said there are no  
8 parking requirements in the downtown zone. He will look into whether a planter bay will be  
9 required. Member Smith would like to ensure more green spaces are added to the plans. Member Smith  
10 confirmed that the retaining wall already exists. Community Development Director Gottgetreu stated yes.  
11 Member Smith asked about Creek protection requirements and if creek protection planning would be  
12 required. Community Development Director Gottgetreu said that he was not any bank restoration  
13 improvements proposed because they would not be affecting that area.

14  
15 Member Neideigh asked about the amount remaining in the Urban Renewal Fund. Community  
16 Development Director Gottgetreu responded \$247,000 remains on the private side and \$8.2 million  
17 remains on the public side.

18  
19 Member Sutton asked about capacity. Community Development Director Gottgetreu responded 38  
20 occupants on the first floor and 34 occupants on the second floor.

21  
22 Member Smith asked Applicant Damewood of the High Water Grill about the parking spaces to the North  
23 of the buildings and if that is where the stage is currently located. Applicant Damewood clarified that the  
24 stage is to the right as you stand facing the building and the 20x20 stage will remain in that spot. Member  
25 Smith clarified the intent to keep the Oregon Crafters Market. Applicant Damewood confirmed. Member  
26 Smith clarified that they are not planning to do anything with the creek side. She said she would like to  
27 see more greenery. Applicant Damewood stated that he's planning to plant some trees in the parking  
28 area, but they wouldn't be planted until fall.

29  
30 Member Miller stated that he liked the plans and the inclusion of bike parking and trees. Member Miller  
31 inquired about the greenery planned. Applicant Damewood stated that they are still looking into the  
32 specifics of what trees they will plant. Member Miller confirmed that the second floor would not be ADA  
33 accessible. Applicant Damewood confirmed this.

34  
35 Member Sutton asked about the second floor being reserved for those aged 21 and over. Applicant  
36 Damewood confirmed this. Member Sutton asked the open area on the second floor and how it would be  
37 used in the fall. Applicant Damewood responded that there would be overhead gas heaters, enabling  
38 them to leave that area open. Member Sutton asked about the estimated completion date. Applicant  
39 Damewood stated that ideally he would like to be completed by May 2022, but it depends on when they  
40 can get someone started on the work.

41  
42 Member Sutton asked if the money is coming out of private funds. Member Freilinger confirmed that the  
43 grant would be coming out of private funds. Member Sutton commented that the Crafters Market has  
44 brought a lot of unique things to do during the pandemic and local businesses appreciated the extra  
45 traffic. She thinks this will be a great benefit for local revenues.

46  
47 Member Neideigh expressed concerns about the project using a significant portion of funds remaining.

48  
49 Member Smith expressed concerns for people who live along the creek regarding amplified music.

50  
51 Member Freilinger stated the Crafters Market has been a huge boon to the community of Silverton. He  
52 agrees that there should be bike racks and trees, but is overall strongly in favor of the project.

53  
54 Chair Palmer agreed that the Crafters Market has made a positive difference downtown during the  
55 pandemic. Applicant Damewood has done a lot for the town, investing in a successful event

1 venue. Chair Palmer supports this development and thinks it will be a good way for the Urban Renewal  
2 Agency to spend the money.

3  
4 Member Smith commented on the improvements to the area and expressed her support for the project.

5  
6 Member Miller motioned that the Urban Renewal Agency award up to \$100,000 in Building Improvement  
7 Grant funding for 215 N. Water Street. Community Development Director Gottgetreu clarified that is the  
8 correct amount. Member Freilinger seconded the motion. There was no further discussion and the  
9 motion passed unanimously (6-0).

#### 10 11 12 **4.2 200 N. Water Street – Palace Theater Building Improvement and Façade Improvement** 13 **Grant Request**

14  
15 Community Development Director Gottgetreu presented the plans for the Palace Theater Building  
16 Improvement and Facade Improvement. Building Improvement request is to improve the roof. The last  
17 roof replacement was done twenty years ago, and the roof is now leaking. The amount that would be  
18 awarded is \$11,235, based on the lowest bid. The Façade Improvement request is improve the facades  
19 that are adjacent to the street, also dry rot repair, painting, marquee lighting, awnings, marquee letters,  
20 and design services. Community Development Director Gottgetreu stated that SURAC advised that two  
21 bids for painting are sufficient given the current environment. The Façade Improvement Grant would  
22 award \$29,350 with a \$29,350 match.

23  
24 Member Smith asked about the location of the dry rot? Community Development Director Gottgetreu  
25 speculated that it may be in the ticket booth area, but stated that the Applicant is physically present and  
26 can provide the best answer.

27  
28 Community Development Director Gottgetreu stated that SURAC does recommend approval of both grant  
29 awards.

30  
31 Member Smith asked about the URA granting funds for the business itself recently. Community  
32 Development Director Gottgetreu stated that the URA granted Marion County Community Prosperity  
33 Initiative funds for the projector at the site and Marion County Economic Development Funds were  
34 granted for the stage. Member Smith asked about URA grants having been awarded in the past.  
35 Community Development Director Gottgetreu does not have any record of past URA grants in his notes.

36  
37 Member Smith asked about the location of the dry rot. Applicant Greene responded that it is  
38 everywhere. They won't know the full extent until it has been pressure-washed. Member Smith asked if  
39 the crows' nest is functional. Applicant Greene said that it had been used as a painting studio but now it  
40 is just a way to get to the roof. Member Smith asked if they would be repairing or replacing the structure  
41 of the awning. Applicant Greene stated that the leaks will be addressed and the metal and cloth awnings  
42 would be replaced. Member Smith clarified that she had been referring to the marquee. Applicant Greene  
43 stated that the marquee will just be repaired. Member Smith asked about drainage on the awning  
44 because it had been a problem in the past. Applicant Greene stated that it has been repaired.

45  
46 Member Freilinger motioned to grant Facade Improvement Grant Funds of \$29,350 to 200 N. Water  
47 Street. Member Smith seconded the motion. There was no discussion and the motion passed  
48 unanimously (6-0).

49  
50 Member Freilinger motioned to approve Building Improvement Grant for \$11,235 for 200 N. Water Street.  
51 Member Sutton seconded the motion. There was no discussion and the motion passed unanimously (6-  
52 0).

#### 53 54 55 **4.3 Appointment to Silverton Urban Renewal Advisory Committee** 56

1 Member Freilinger commented: "Having Stacy on this committee is a tremendous asset. Not only  
2 because she's a part of the Chamber, but because she knows business and she is a very active, my most  
3 active, participant. Not only that, she has a great deal of institutional knowledge – she was there when  
4 this was written. She is a tremendous asset and I wanted to make sure I passed along those kudos  
5 publicly, even though I'm sure it will pass."  
6

7 Member Freilinger motioned to reappoint Stacy Palmer to the Silverton Urban Renewal Advisory  
8 Committee with the term expiring August 30, 2024. Member Sutton seconded the motion. Member Smith  
9 expressed her gratitude for the active participation and institutional knowledge that Stacy brings to the  
10 table. Chair Palmer also recognized her contribution. The motion passed unanimously (6-0).  
11

12 Chair Palmer announced that there are still three vacancies still on this committee. Two of those  
13 vacancies must own or represent business located inside the Urban Renewal District and one position  
14 must represent one of the affected taxing districts. The positions will remain open until filled. Chair  
15 Palmer encouraged people to participate.  
16

17  
18 **V. AGENCY DIRECTOR UPDATE**  
19

20 Director Chandler updated the Agency about the status of a goal setting session for the City Council. The  
21 League of Oregon Cities will submit a formal proposal tomorrow and he will forward that information on so  
22 the Advisory Committee can participate.

23 Director Chandler introduced Travis Sperle as the new Public Works Director. Chair Palmer and Member  
24 Smith welcomed Supervisor Sperle to his new Director position.  
25

26 **VI. ADJOURNMENT**  
27

28 Member Miller made a motion to adjourn. Member Smith seconded the motion and Chairman Palmer  
29 adjourned the meeting at 7:12p.m.  
30

31 Respectfully submitted by:  
32

33  
34 /s/Melissa Molek, Assistant to the City Manager/City Clerk

CITY OF SILVERTON  
**URBAN RENEWAL AGENCY MEETING MINUTES**

**Silverton High School Library and Zoom Web Conference Platform**

April 18, 2022 7:51 p.m.

**I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance & Roll Call**

Mayor Palmer called the meeting to order at 7:51 p.m. The City Council and staff were present both in person and through the virtual meeting platform Zoom. Mayor Palmer explained this meeting is being held in a hybrid format, pursuant to City of Silverton Resolution 22-06, adopted March 7, 2022.

<b>Absent</b>		
_____ X _____	_____	Mayor Kyle Palmer
_____ X _____	_____	Council President Jason Freilinger
_____ X _____	_____	Jim Sears
_____ X _____	_____	Jess Miller
_____ X _____	_____	Dana Smith
_____ X _____	_____	Elvi Cuellar Sutton
_____ X _____	_____	Crystal Neideigh

**Staff Present:**

City Manager, Ron Chandler; Community Development Director, Jason Gottgetreu; Chief of Police, Jim Anglemier; Public Works Director, Travis Sperle; Deputy City Manager/Finance Director, Kathleen Zaragoza; Assistant to the City Manager/City Clerk, Traci Nichols.

**II. APPROVAL OF MINUTES**

Member Smith moved to approve the minutes from the March 21, 2022 meeting. Member Miller seconded. Member Sutton abstained from the vote, as she was absent. Motion passed, and minutes were approved.

**III. DISCUSSION ITEMS**


**3.1 – All Abilities Park Feature** - City Manager Ron Chandler presented the staff report. He inquired as to whether or not the URA would approve the final go-ahead with the park. Chair Palmer asked if the Silverton Urban Renewal Agency Committee had recommended going forward, and CM Chandler indicated they had. Member Freilinger outlined what had been discussed by the SURAC. Chair Palmer pointed out there was a broad swath of community members that could make use of this park. Member Smith wondered if it was possible to discuss URA funds being used to fund the bandstand at Coolidge McClaine. Chair Palmer indicated that issue wasn't published, and therefore could not be a topic of discussion. Member Sears wondered why the All Ability park wasn't at the Civic Center site. Member Freilinger motioned to move forward with paying for 1/3 of the All Abilities park, for a total of \$127,000 paid out of the parks and open spaces of the URA. Seconded by Member Miller. Motion passed.

**IV. ADJOURNMENT**

Member Sutton moved to adjourn. Member Smith seconded. Chair Palmer adjourned the meeting at 8:07pm.

Respectfully submitted by:

/s/Traci Nichols, Assistant to the City Manager/City Clerk

	<b>Agenda Item No.:</b>	<b>Topic:</b>
	4.1	Resolution No. 22-01 – To adopt the Budget for Fiscal Year 2022-2023, make appropriations and declare to levy the maximum amount of tax increment
	<b>Agenda Type:</b>	
	Public Hearing	
	<b>Meeting Date:</b>	
June 20, 2022		
<b>Prepared by:</b>	<b>Reviewed by:</b>	<b>Approved by:</b>
Sheena Lucht	Kathleen Zaragoza	Ronald F. Chandler

Recommendation:

Following a Public Hearing staff recommends a motion to approve Resolution No. 22-01 to adopt the Silverton Urban Renewal Agency Budget in the amount of \$2,101,092 for fiscal year 2022-2023, make appropriations as shown and declare to levy the maximum amount of tax increment.

Background:

The Budget Committee met and approved a budget for the Board’s review and adoption. Public input and delivery of the Budget Message were provided at the April 21, 2022 Silverton Urban Renewal Agency Budget Committee meeting. The Budget Committee has approved to declare the maximum amount for the tax levy and approved appropriations for the Board’s review.

Budget Impact	Fiscal Year	Funding Source
Adoption	2022-2023	N/A

Attachments:

1. Resolution No. 22-01



**SILVERTON URBAN RENEWAL AGENCY**  
**RESOLUTION**  
**22-01**

**A RESOLUTION OF THE SILVERTON URBAN RENEWAL AGENCY BOARD OF DIRECTORS ADOPTING THE FISCAL YEAR 2022-2023 BUDGET, MAKING APPROPRIATIONS, AND DECLARING TAX INCREMENT**

**WHEREAS**, in accordance with Oregon Budget Law, the Silverton Urban Renewal Agency seeks to adopt a budget, appropriate expenditures and declare the tax increment for fiscal year 2022-2023.

**NOW, THEREFORE, BE IT RESOLVED BY THE SILVERTON URBAN RENEWAL AGENCY, AS FOLLOWS:**

Section 1: The Silverton Urban Renewal Agency hereby adopts the fiscal year 2022-2023 budget in the total of \$2,101,092 now on file at the Agency Office, 306 S Water, Silverton Oregon, 97381.

Section 2: That the amounts for fiscal year beginning July 1, 2022 and for the purposes shown below are hereby appropriated:

<u>General Fund</u>	
Materials and Services	\$ 16,000
Capital Outlay	1,770,092
Contingency	<u>315,000</u>
Fund Total	\$2,101,092

Section 3: The Board of Directors for the Silverton Urban Renewal Agency hereby resolves to certify to the Marion County Assessor a request for the Silverton Urban Renewal Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX of the Oregon Constitution and ORS Chapter 457.

Section 4: The Agency Director will file this resolution with the Marion County Clerk and the County Assessor on or before July 15, 2022.

Section 5: That this resolution is and shall be effective after its passage by the Silverton Urban Renewal Agency.

Resolution adopted by the Silverton Urban Renewal Agency of the City of Silverton, this 20th day of June 2022.

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Chair, Silverton Urban Renewal Agency  
Kyle Palmer

ATTEST:

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Agency Director, Silverton Urban Renewal Agency  
Ronald F. Chandler