



BEAVERTON URBAN REDEVELOPMENT AGENCY

Urban Renewal Advisory Committee (URAC)

Monday, April 4, 2016
The Beaverton Building
Council Chambers
12725 SW Millikan Way
MEETING MINUTES

In attendance: Jennifer Nye, Roy Kim, Carmela Bowns, Deric Weiss, Lorraine Clarno, Domonic Biggi, Ann Snyder, Scott Winter and Staff Liaison Tyler Ryerson, Josh Carrillo, Janiene Lambert, and Megan Braunsten

Excused: Chair Inessa Vitko, Amy Saberiyan, Shelia Greenlaw-Fink, Calvin Hamerus, and Sean Colletta

Unexcused:

Others in Attendance:

Public:

Call to Order and Introductions

Vice Chair Nye called the meeting to order at 7:04 p.m.

Visitor Comments

None.

Revitalization Program Review

Ms. Braunsten and Ms. Lambert presented the year-end review of the three revitalization programs: Storefront Improvement, Tenant Improvement, and Development Opportunity Strategy pilot programs (small businesses and property owners). Refer to the presentation for progress details.

Storefront Improvements Program Overview (exterior improvements capped at \$35,000)

- FY15-16: \$100,000 (\$50,000 BURA and \$50,000 General Fund)
- Two annual competitive rounds (Fall 2015 and Spring 2016)
- Two types of grants (Design Services and Improvements)
- There are more requests than there is funding for, will request more funding from BURA for this FY (of the 14 applications—7 design and 7 improvement grants—could only fund about two of each with current funding)

Recommendations

- Seven Design Services grant awards, Spring 2016 (conceptual)
- Seven Improvement grant awards, Spring 2016 (actual improvement)
 - Level one, paint and sign (match 50%)
 - Level two, significant change (match 35%)



- Budget changes for FY15-16 Storefront Improvement:
 - \$100,000 original budget
 - ~\$49,000 spent (fall budget)
 - ~\$190,000 recommended spring budget
- April supplemental request
 - ~\$140,000 additional BURA funds

Ms. Snyder made a motion to support the Storefront Improvement recommended budget modifications and Ms. Clarno seconded the motion. All approved.

Tenant Improvements

- FY15-16: \$50,000 (BURA funded)
- Food and Beverage Services Use Only
- Two annual competitive rounds (Fall 2015 and Spring 2016)
- Max grant is \$25,000 and City match is 50%

Discussion (Storefront and Tenant Improvement)

- Once the application is approved they have a year to use the funding
- Outreach for these programs included:
 - Mail
 - Public meetings
 - Staff walked the area (door to door, most businesses)
- Should we consider going beyond food and beverage services?
 - There is still a lot more we can do, great restaurants bring in the rest (retail, people want to live and work nearby...)
 - Restaurant strategy (hope to be ready by next fiscal year)
 - Most of the vacant spaces are not restaurant ready (expensive)
 - Staff need to do more research
 - Upcoming food cart pod competition
- What is the award process?
 - Experience history (restaurant owner or head chef)
 - Require items being requested meet criteria
 - Require they have three bids for the requested work
 - Why and what is the benefit?
 - Internal review (city staff follow selection criteria, score, and rank)
- What is the average cost per project?
 - 20%–50% match (this year)
- Did the city use any small businesses to help promote this program and what do we do to help them through the process?
 - Engaged MESO to promote programs along Allen Blvd (Hall to Lombard)
 - Language assistance is available for any one that requests it
 - Staff are available to help the businesses and check in with them regularly

Development Opportunity Strategy (DOS)

- Predevelopment assistance for site redevelopment, repurpose, or expansion
- FY15-16: \$100,000 (\$50,000 BURA and \$50,000 General Fund)
- Two annual competitive rounds (Fall 2015 and Spring 2016)
 - Community outreach meetings

- Mayor's Developer Roundtable kick-off (Feb. 2016)
- One on one meeting with property owners, developers, and potential consultants
- Max grant is \$25,000 and City match is 50%
- No applications yet
- Excitement is building from the Storefront and Tenant improvement projects
- Launch Food Cart Pod Competition in April 2016 (lessons learned from a recent pre-application meeting with potential food cart pod developer, cost prohibitive challenges for temporary use). Mayor's Developer Roundtable: April 26th

Recommendations

- Use general fund portion of FY15-16 for Beaverton's first Food Cart Pod
- Offer city funded conceptual design services
 - Additional \$50,000 for design services (\$25,000 General Fund and \$25,000 BURA)
- Max grant is \$25,000
- 80% City match

BURA Five Year Action Plan Update

Mr. Carrillo distributed a draft of the BURA Five Year Action Plan update based on URAC's recommended changes:

- More user friendly
- Reduced by four pages
- Spotlight sections
- Goals section
- Urban renewal elements
- Two experiences, one downtown (ULI TAP recommendation)
- Connectivity projects
- Budget (new, affordable housing under joint investment)

BURA Annual Report

Mr. Carrillo distributed a draft copy of the updated BURA's Annual Report and asked for URAC's feedback.

- Companion documents (the look ahead "Action Plan"—what's coming and the look back—the facts and accomplishments "Annual Report")
- Who is the audience? Requirement to the State. Also good document for public outreach/awareness of just how Urban Renewal is working
- Showcase projects, on-site with signage, when Urban Renewal funds are at work
- Key is to highlight what is coming and what has been achieved—all tied to the "Visioning"
- White space, short paragraphs, and graphics are good
- Great tool for reporting progress

Beaverton Update and Announcements

Development Updates as well as Announcements within the Urban Renewal Area:

- LaScala is on the final floor (milestone). Mr. Kim invited everyone to come to the "Top-out" event Thursday, April 7th, 4 p.m.

- The second floor of The Signal is under construction
- Westgate:
 - TVF&R and Urban development design standards discussions are underway
 - Rembolds mixed-use project is moving forward
- Kick-off meeting was held last week on Lot 2 (parking garage). Figuring out how it will fit (ACC)
- ACC is on phase 1B, programming, test-fits... going to City Council in June
- Public Safety Building
- BURA meetings may be decreasing (will effect URAC meetings as well)

URAC's Quarterly Report to BURA

Mr. Carrillo distributed a draft outline of what could be used for URAC's quarterly report to BURA.

- Plan on about five minutes for reporting
- Executive Summary
- Announcement and Updates
- Recommendations
- Staff will work with URAC

March 7, Meeting Minutes Approval

Meeting minutes were approved by all attending members.

Calendar Items

April 26, 2016	BURA Board Meeting
May 2, 2016	URAC Meeting 7:00 pm
May 2016	BURA Board Meeting Cancelled

The meeting was adjourned at 8:34 p.m.