



City of Tigard  
City Center Development Agency  
Meeting Minutes  
December 1, 2015

6:30 p.m.

1. CITY CENTER DEVELOPMENT AGENCY BOARD

A. Chair Cook called the meeting to order at 6:35 p.m.

B. Deputy City Recorder Alley called the roll:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Chair Cook	✓	
Director Goodhouse	✓	
Director Henderson	✓	
Director Snider	✓	
Director Woodard	✓	

C. Pledge of Allegiance

D. Call to CCDA and Staff for Non Agenda Items – None announced.

2. UPDATE ON THE FUTURE OF THE SAXONY SITE

Community Development Director Asher, Redevelopment Project Manager Farrelly, Consultant Suenn Ho, and Consultant John Flynn summarized the staff report accompanied by a PowerPoint (PowerPoint was entered into the record). Mr. Flynn reported since late July 40 percent of the project has been completed. The current next phase is to begin the development program to pursue a viable buildable footprint for the public space. We have yet to embark on the entitlement/land use review phase. This is an opportunity to bring the public downtown to learn and appreciate this natural resource.

Consultant Suenn Ho reported utilizing the space as an opportunity to show case something unique for Main Street. This is an opportunity to have a unique quality for the environment seeing the creek and plaza from a bridge. Also, a plaza could draw people for public events. We suggest relocating the Fanno Creek Trail from the east side of the creek to the west side of the creek for a smoother connector. The three story building in the rendering is a way to give Main Street a presence from 99W, draw people to have events there during the day and night, and provide features that call out the creek below to create a magical place.

There was discussion about needing to obtain an easement from CWS in order to get equipment onsite to construct the building. CWS was not amenable to providing those easements, so additional discussions will need to occur with them to see what can be obtainable for the project. Mr. Asher stated the city received a more hopeful response from CWS by approaching it as a vegetated corridor demonstrating less impact and improvement to the corridor. CWS has concern with the easement on

the side of the building because this is their trunk line. The city needs to determine where staff is going to spend our time and where to ask for partnership. Theory is we are going to get further on the west side instead of the east.

Director Snider recommended the city pursue an easement as there has to be some middle ground.

Ms. Ho said Resolve has been trying to figure out what will provide the biggest investment and is looking like the city can get more with a taller building. A taller building may become more economically attractive and may not be an issue with access.

Chair Cook thanked everyone for their presentation.

### 3. UPDATE ON THE DOWNTOWN PARKING

Consultant Rick Williams summarized the findings as provided in the staff report and PowerPoint (PowerPoint was entered into the record). We used 85% capacity as a system of constraint, meaning that is when people find the parking space constrained. The study shows the very short peak is short lived; the peak hour is really only one hour. The 65% shown was the aggregate number of the system and was a bit deceiving to use. The color depicted slide shows the needs by area instead of aggregate. Industry says, before you do anything drastic you want that 85% to be sustained for hours. We are not at this point for the downtown. If you see a point in time over 85% then you look at it closer and ask is the constraint up to four hours. If so, then you take the next step of mitigation. Looking at the Burnham Street parking lot and surrounding parking areas, there is opportunity for potential available parking. The study shows off street parking is underutilized. 18 users of the Burnham Street parking lot are employees. You might want to look at time stays for that lot in order to get employees to look at other off street lots. Mr. Williams recommended a two hour parking limit on Burnham Street, some level of enforcement in Burnham Street parking lot (possibly a pay station), encourage shared parking arrangements in private lots, and continue to routinely monitor the parking supply. He suggested the pay parking station as enforcement is hard when parking is free. When working with shared parking arrangements it is most successful when it is done through a business to business partnership like the TDA.

Director Woodard asked for more clarification on the meaning of time stay parking. Mr. Williams answered time stay means free parking for a limited time.

Director Woodard asked for Mr. Williams' thoughts on loading zones for large trucks. Mr. Williams responded because there are so few stalls, with only 126, it is recommended to live with the current loading situation, keep an eye on that and in the future address the loading if it becomes a problem. There could be an argument that the city is not at a point to deny a customer access except maybe that one hour in the south side of downtown.

Director Woodard asked about possibly creating loading zones during certain hours only. Mr. Williams said that is a good idea and they are called combination zones with loading zones only during certain hours. Mr. Williams suggested avoiding loading zones all day every day.

Director Snider said it is striking while in the north zone there are 500 parking stalls not well utilized and more than half are in two lots almost outside the downtown; these are the Rite Aid and Value Village lots. This needs to be noted as it is deceiving showing available parking for downtown.

Director Snider added he would like to address and solve the Burnham Street parking lot problem, but does not think charging will solve the problem; rather it will not get used. He suggested investing in a license plate reader when a car enters and leaves and will automatically issue citations to violators. Mr. Farrelly stated he has talked with the police department and they are looking at options as well.

Director Goodhouse asked how the parking will be impacted with the new Burnham/Ash Development. Mr. Williams answered he received initial comments from the TDA and now that staff has a good baseline another study in the evening should be conducted to supplement it.

Discussion commenced about using the Rite Aid and Value Village parking lots for employee parking and utilizing a shuttle bus to transport employees, how 9-13 employees move their cars every two hours to evade the parking limit, and the number of TriMet users parking in public spaces.

Mayor Cook thanked Mr. Farrelly and Mr. Williams for their presentation.

4. UPDATE ON THE BROWNFIELD INITIATIVE

Redevelopment Project Manager Farrelly summarized the staff report accompanied by a PowerPoint.

Chair Cook asked when the grant winners will be announced. Mr. Farrelly answered announcing the ones selected will be in May.

Chair Cook thanked Mr. Farrelly for the update.

5. CONSIDER APPROVING A RESOLUTION AUTHORIZING AN EPA BROWNFIELD CLEANUP GRANT APPLICATION

Redevelopment Project Manager Farrelly summarized the staff report asking the Board to authorize an application for an EPA grant.

Director Snider motioned to approve CCDA Resolution No. 15-10. Director Goodhouse seconded the motion. Motion passed by unanimous vote of the board.

<u>Name</u>	<u>Yes</u>	<u>No</u>
Chair Cook	✓	
Director Goodhouse	✓	
Director Henderson	✓	
Director Snider	✓	
Director Woodard	✓	

6. ANNUAL REPORT ON THE URBAN RENEWAL DISTRICT

Redevelopment Project Manager Farrelly summarized the staff report, accompanied by a PowerPoint, outlining the projects worked on in 2015 were:

- Burnham Ash Development
- Saxony Property Purchase and Redevelopment Planning

- Gateway Art
- Main Street Lofts Joint Development Study
- Strolling Street Program
- Tigard Street Trail
- Main Street Transformation

Mr. Farrelly stated the projects for 2016 are:

- Finalize Plans and Permitting on the Saxony Site
- Main Street/Fanno Creek Public Space
- Start the Main Street Lofts Joint Development Study
- High Capacity Transit Decisions: Downtown Alignment and Station Location
- Strolling Street Projects
- Burnham/Ash Development Opens Its Doors

Director Goodhouse suggested a creating a video highlighting the accomplishments. Chair Cook said this will be in the state of the city address and could possibly be clipped out for its own video. This video can also be used when we are trying to create another urban renewal district in the triangle.

Director Henderson wanted to publically thank the CCAC and TDA for all their hard work on these projects.

7. NON AGENDA ITEMS – None

8. EXECUTIVE SESSION – None

9. ADJOURNMENT

At 8:27 p.m. Director Goodhouse motioned to adjourn the meeting. Director Snider seconded the motion and all voted in favor.

<u>Name</u>	<u>Yes</u>	<u>No</u>
Chair Cook	✓	
Director Goodhouse	✓	
Director Henderson	✓	
Director Snider	✓	
Director Woodard	✓	

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Norma I. Alley, Deputy City Recorder

Attest:

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Chair, City Center Development Agency

Date: \_\_\_\_\_

**TIGARD CITY CENTER DEVELOPMENT AGENCY  
MEETING MINUTES – DECEMBER 1, 2015**