



**URBAN
RENEWAL
AGENCY**
of the City of Talent

**TALENT URBAN RENEWAL AGENCY
REGULAR MEETING
TOWN HALL SEPTEMBER 21, 2016 at 6:00 PM**

TURA meetings are being digitally recorded and will be available on the City website

The Talent Urban Renewal Agency of the City of Talent will meet at 6:00 P.M on Wednesday, September 21st, 2016 in the Town Hall, 206 E. Main Street. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the City Recorder at 541-535-1566, ext. 1012.

TURA reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the study session and/or meeting.

REGULAR MEETING- 6:00 PM

Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the City Recorder. Public Comment Forms are located at the entrance to the meeting place. Anyone commenting on a subject not on the agenda will be called upon during the "Citizens Heard on Non-agenda Items" section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the Talent Urban Renewal Agency.

1. Call to Order/Roll Call.

2. Adjourn to Executive Session

Per the Board consensus an Executive Session will be held pursuant to ORS 192.660(2)(e) to discuss real estate negotiations.

3. Adjourn to Regular Session

4. Consent Calendar

2.1 Approval of Minutes for August 17, 2016.....Page 2-19

2.2 Acknowledge Receipt of Check Register.....Page 20-21

5. John Southgate.....(no agenda report)

6. Town Hall Railing Painting.....Page 22

7. TURA Contract with the City.....Page 23-24

6. Items from Executive Director

7. Discuss Agenda items for the October 5th Special Meeting

8. Adjournment



URBAN
RENEWAL
AGENCY

of the City of Talent

**TALENT URBAN RENEWAL AGENCY
REGULAR MEETING DRAFT MINUTES
TOWN HALL AUGUST 17, 2016 at 6:00 PM**

TURA meetings are being digitally recorded and will be available on the City website

The Talent Urban Renewal Agency of the City of Talent will meet at 6:00 P.M on Wednesday, August 17th, 2016 in the Town Hall, 206 E. Main Street. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the City Recorder at 541-535-1566, ext. 1012.

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1. Call to Order/Roll Call

Members Present

Members Absent

Chair Stricker

Vice Chair Pederson

Member McManus

Member Abshire

Member Wise

Member Collins

Also Present:

Executive Director, Tom Corrigan

City Recorder, Melissa Huhtala

2. Consent Calendar

2.1 Approval of Minutes for August 3, 2016

Member Wise moved to approve the August 3rd TURA Minutes. Member Abshire seconded. Chair Stricker repeated the motion. Discussion: None. All Ayes. Motion passed unanimously.

2.2 Acknowledge Receipt of Check Register

Member Abshire moved to acknowledge receipt of the check register. Member Pederson seconded. Chair Stricker repeated the motion. Discussion: None. All Ayes. Motion passed unanimously.

Item 7 was moved to item 3.

3. Add signers to the TURA bank account

Finance Director, Ryan Martin gave a Staff Report.

Member Pederson moved to add Ryan Martin to the TURA bank account as a signer. Member Collins seconded. Discussion: None. All Ayes. Motion passed unanimously.

4. TID

Executive Director, Tom Corrigan gave a staff report. He discussed the estimates. He spoke that some of the developers are asking if other sites should be looked at. Chair Stricker spoke that there are items on the estimate that they don't have listed. She suggested that they provide things in their proposal that they don't have currently and put in a separate cost column. The Board agreed.

Chair Stricker suggested to look into ways to make them whole and bring to the next meeting. It was discussed that Staff would go over the estimates and upgrades.

The timeline was discussed. It was decided to have monthly check ins with TID to make sure everything is on track.

It was decided that Chair Stricker, Member McManus and Mr. Corrigan would meet to discuss other options and bring them back to the next meeting.

Member Pederson spoke that he is not in support of using time and resources to find another plan.

5. John Southgate Report

Mr. Corrigan gave a brief staff report (*see attached*).

Chair Stricker welcomed Commissioner Roberts.

6. Talent Liquor Store Awnings –This item was tabled.

7. Application Request from Marsha MacCormack

Mr. Corrigan gave a staff report. The application was denied due to the parking lot being private property.

Member Wise spoke sympathizing with the applicant.

8. Items from Executive Director

- The Town Hall ADA ramp was discussed. Mr. Corrigan explained that in order to paint the railings it would be an additional \$3600. This would be split with the City. It was explained that the paint would last for years.

Member Pederson moved to approve an additional \$1800 for the ADA railings to be painted at Town Hall. Member Abshire seconded. Chair Stricker repeated the motion. Discussion: Member Pederson spoke in support of the additional expense. Member Wise spoke in concern of the extra expense. Member Pederson, Member McManus and Member Abshire: YES. Member Wise and Member Collins: NO. Motion passed 3/2.

- TURA compensation for the City employees was discussed.

9. Discuss Agenda items for the September 7th Special Meeting

Chair Stricker spoke that beautification to the City be added to a future agenda. The Board agreed.

Due to lack of agenda items the Special Meeting is cancelled on September 7th.

10. Adjournment

The TURA Meeting was adjourned at 6:47 PM

Respectfully submitted by:

City Recorder, Melissa Huhtala

Attest:

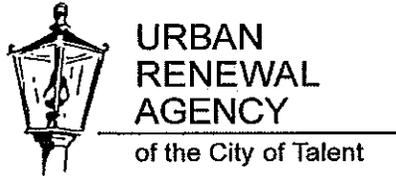
Executive Director, Tom Corrigan

A copy of the Proposed Budget may be viewed at Talent City Hall.

The City of Talent is an Equal Opportunity Provider

Note: This agenda and the entire agenda packet, including staff reports, referenced documents, resolutions and ordinances are posted on the City of Talent website (www.cityoftalent.org) in advance of each meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact TTY phone number 1-800-735-2900 for English and for Spanish please contact TTY phone number 1-800-735-3896.



Talent Urban Renewal Agency

REQUEST FOR EXPRESSIONS OF INTEREST

FOR THE

**DOWN TOWN PROJECT
Talent, Oregon**

Talent Oregon

(image/aerial)

**DEADLINE FOR SUBMITTALS:
XXXday, XX, 2016, 5:00 p.m.**

(inside front cover)

The Talent Urban Renewal Agency (“TURA”) was formed in 1991 as a long term investment strategy by the City to eliminate blight and deterioration and improve assessed values within a defined area in downtown Talent. The Agency designs and builds streets, sidewalks and parks; replaces old water lines; puts some power lines underground; installs street lights and trees; builds parks and civic spaces; assists economic development; and provides facade improvement grants for commercial and historic structures. The Agency is managed by an Executive Director and governed by City Council. It is a separate legal and financial entity, with a financial structure different from that of City Government. The Agency receives a portion of local property taxes, calculated each year according to changes in assessed value within the urban renewal boundary. Funding for projects comes from the private sale of bonds, which are repaid with a portion of property tax revenue over the life of the Agency, or through short term borrowing. Currently, the Agency plans to have all projects completed and bonds paid off by July 17, 2019. For more information on TURA or this Request for Expressions of Interest (RFEI), please contact:

**Tom Corrigan, Executive Director
Talent Urban Renewal Agency
PO Box 445
Talent, Oregon 97540
(541) 535-1566**

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I. PROJECT INTRODUCTION – DEVELOPMENT OFFERING OVERVIEW

The Talent Urban Renewal Agency (TURA) is seeking expressions of interest from creative, experienced development teams to redevelop the “TID” property located at 104 West Valley View Road, in the heart of historic Downtown Talent. TURA envisions a mixed-use project which serves to catalyze further growth and redevelopment in a manner which respects the distinct and charming qualities of Downtown Talent.

TURA recently acquired this site from the Talent Irrigation District (TID). The site contains a total of X.X acres. With planned right-of-way dedications and improvements to be funded by TURA, the net acreage of the site will be approximately Y.Y acres, divided into two (three?) individual sites due to the new right-of-way. The new road improvements will serve to connect Wagner Street through the site from its current terminus on Talent Avenue to the recently built roundabout on the north edge of the TID property.

The redevelopment of this property has the potential to contribute significantly to the rejuvenation of Downtown Talent. The complete criteria on which TURA will base its selection is set forth in Section IV of this offering, on page XX.

Development Offering Overview

This offering is intended to be very flexible. TURA is *not* seeking detailed proposals or architectural plans for the site, although it will not reject any specific proposals that developers or others may seek to put forward. Rather, TURA seeks expressions of interest from developers, business owners, or others who have a compelling vision for the site (including preliminary thoughts about programming, phasing, and deal structure) and who can demonstrate the capacity and experience to deliver on that vision.

TURA is open to a broad range of ideas and uses – new mixed use development, residential, retail, and/or office/commercial. TURA is open to a variety of options regarding phasing of development, as well as responses from teams which are only interested in developing a portion of the site as opposed to the entire X.X acres. TURA also welcomes responses to this RFEI which affect not only the TID property, but which incorporate other nearby parcels as well. There are a broad range of possible deal structures that will be considered – such as outright purchase, land sale contract, ground lease, lease with an option to purchase, or joint venture (see page X for more specifics on possible deal structures). Moreover, the TURA, in partnership with other funding entities, has identified a variety of measures that it will consider to assist in the

feasibility of the project, depending on the responsiveness of the proposal to TURA's objectives. These measures are summarized in Section II (page X).

Simply put, TURA seeks the team that can demonstrate the capacity to deliver a project that best fulfills its goals as expressed in the Selection Criteria.

This Request for Expressions of Interest (RFEI) sets forth TURA's intentions for this project, including the selection criteria, selection process, and other information and requirements. Once it has selected a preferred team, TURA intends to enter into exclusive negotiations with that team, with the intention of initiating at least the first phase of development as early as Spring, 2017. The deadline for responses to this RFEI is **XXXday, July XX, 2016 at 5 pm**. Responses should be addressed to:

**Tom Corrigan, Executive Director
Talent Urban Renewal Agency
PO Box 445
Talent, Oregon 97540**

TURA will conduct a pre-submittal meeting on **XXXday, July X at 10:00 am** at the site, followed by a tour of the property. TURA staff will provide a project overview, discuss goals and expectations, and potential partnership arrangements. This meeting is not mandatory, but prospective respondents to this RFEI are encouraged to attend.

II. DEAL STRUCTURE & FINANCIAL PARTNERSHIPS

TURA is open to a variety of possible deal structures for the project, including those listed below. The following list is not intended to be exhaustive, nor is there any priority in the order of ideas listed.

- Standard purchase and sale - TURA sells the property to the developer team, either for cash, or seller-financed. Please be aware that pursuant to state law, the purchase price must be no less than the fair market value of the property.
- Ground Lease/Long term lease – TURA enters into a long term lease agreement with the developer team. Such a lease agreement might include an option-to-purchase.
- Joint Venture - TURA enters into a joint venture with the selected developer team, with the land serving as TURA's contribution to the JV.
- Sale/Lease Back – TURA sells the property to developer at a discounted rate, then leases a portion back to receive rentals from commercial tenants through subleases.

The TURA recognizes that the redevelopment of the TID site will likely require a public-private partnership to achieve all of its goals. The TURA itself has limited resources available, but the

staff has engaged potential funding partners to consider working closely with the TURA and the selected developer to create a comprehensive funding package for the project.

The following is a preliminary list of possible funding tools that TURA has identified. Please note that there is no definitive commitment to any of these tools or forms of assistance. However, TURA is committed to working diligently with the selected developer team to secure the funding necessary to create a development that aligns with TURA's aspirations.

- Land/Lease Write-Down. TURA will consider offers which entail a sale price (or lease payment) of the property at less than fair market value, if the developer team provides the equivalent of fair market value in other quantifiable amounts, such as increased property taxes, job creation, or public uses of the property.
- Urban Renewal. TURA has some urban renewal funds available to assist with the project. Urban renewal funds, while limited, may be used for a variety of purposes, including pre-development technical studies such as environmental, geo-technical, appraisal, preliminary design; infrastructure and off-site improvements; permit fees and system development charges; and gap financing (such as low interest, subordinate debt).
- Assistance in Securing Other Financing Sources. TURA will assist the developer team in identifying and securing other financing for the project, including but not limited to conventional loans, New Market Tax Credits, EB-5, HUD 221 d 4 loan, and Low Income Housing Tax Credits.
- Assistance with pre-development. TURA will provide copies of all reports and technical studies in its possession, including environmental, title, survey. Subject to funding availability, TURA will also consider providing funding on a matching basis for other technical studies as needed (e.g., appraisal, building conditions/structural report, geotechnical study, etc).
- Housing Authority (????)
- Vertical Housing Tax Abatement. TURA will consider initiating a Vertical Housing Development Program for the area. Under this program, mixed use projects featuring at least two floors of housing over ground floor commercial use are eligible for a 10 year abatement of 40% - 80% (depending on the number of floors of residential use).
- Systems Development Charge Credits. The existing buildings that were part of TID's headquarters have various SDC credits which may apply to any new development on the site.
- Development Code Modifications. It is possible that the successful respondent to this RFEI may propose a use or activity that requires modifications to the development code. Consequently, the City of Talent is prepared to assist in identifying any such modifications, and to expedite the legislative process necessary to modify the code as warranted. *Note however that the City's willingness to entertain any such code modifications will be based on its determination that the modifications are necessary to achieve a superlative project – i.e., the City encourages developers to pursue projects which comply with the current code unless it can be demonstrated that revised codes will result in a project which better supports the City's objectives.*
- Assistance in Negotiations. TURA will assist the team in negotiating any necessary agreements with other property owners, related to use of off-street parking, shared driveway access, and so forth.

In addition to various forms of financial assistance noted above, the TURA will consider providing other forms of assistance to the developer team:

- Zoning & Entitlements: TURA will work with the selected developer team to make sure that the permitting process goes forward smoothly.
- Road Improvements: As already noted, the City will be initiating an extension of Wagner Street from Talent Avenue to the roundabout. TURA will carefully coordinate the design, permitting and phasing of the Wagner Street extension with the private development on the TID property.
- Community Relations: TURA will work closely with the selected developer team to coordinate communications with the community and to strive to build strong community support for the ultimate development of the site.

III. CONTEXT – DOWNTOWN TALENT & ENVIRONS

General Background Information

Talent – description. Population. Key employers. Key drivers of the economy. Schools (K-12; any extension of RVCC? Mention SOSC). Describe Talent in the context of the larger context – approx. population and economic health. The Valley is experiencing a lot of growth – yes? and there is a limited supply of land. These factors augur well for Talent and its DT.

Zero in on DT. Main Street program or other downtown booster effort. Recent investments, mix of uses. Mention the new street system, the relocated Camelot Theater. Other signals to developers that good things are happening here, or are about to happen. Institutions that are active in promoting economic or civic vitality. Churches, Chamber, Rotary, etc. Hospital? Is there a grocery store nearby? Farmer's market? Are things going on? Property owners and businesses making things happen? Farmers' Market? Arts & entertainment? Is there activity after 5 PM and weekends? Brewpubs, wine bars – the sort of things that tell developers that this area is becoming cool.

Describe Urban Renewal – what projects it has funded. What else is in the pipeline? Storefront grants? The Camelot. Other cool things that the City has done w its UR dollars.

Describe the planning process that led to the new street system. Mention here that Wagner is likely but not definitely to be extended. Describe the improvements (one lane each direction w center turn lane? sidewalks? Vintage light standards and trees? On street parking????)

The area is highly accessible by a variety of transportation modes. Proximity to I-5 (distance to exit:). Bus service connecting to Ashland (and Medford?) frequency.

Available services nearby – grocery store, coffee shop, restaurants, activities.

Property Information & Technical Requirements

The TID Property consists of approximately X.x acres. Over time it has been developed with TID's headquarters and variety of outbuildings. There are a total of X structures, ranging in size from X (office building, x stories, x square feet, etc.) to the Y (shed or whatever). TURA does not anticipate that any of these existing structures will or should be retained as part of the redevelopment of the property.

The site has been thoroughly analyzed from an environmental standpoint, and on (date), 20xx, the Oregon Department of Environmental Quality issued a "No Further Action" letter for the entire site.

Any other studies? Appraisal (if so, do we want to make this public?). geo-tech? preliminary design of new development. Any easements on the property? i.e. any constraints on what can be built, other than zoning, and the future Wagner Street extension? Billboards, that sort of thing...

(need to summarize the EOA – esp as it bears on this project – i.e. maker space, per Mayor Stricker's comment on 6-15)

With the exception of the Wagner Street extension, a full range of urban services are available to the property – roads, sewers, water, utilities, fiber, etc. (VERIFY)

Zoning

This site is located in the City's Central Business District (CBD) zone, which is intended to "serve as the hub of government, public services and social activities; shall permit retail trade, personal and business services; and shall include residential uses to strengthen and enliven the community core. The CBD shall be pedestrian oriented and shall highlight and incorporate historic places and structures, parks and public transit facilities and opportunities." (citation). Below is a brief summary of key zoning regulations that apply to the site:

- Allowed Uses: A broad mix of uses are allowed by right in the CBD zone, including office, retail, general commercial, restaurants, lodging, multi-family and attached single-family housing (e.g. rowhouses), and craft manufacturing with a strong retail element. Note – drive up/drive through/drive in businesses are prohibited in the CBD zone. Note also that under the current code, ground floor residential use is prohibited*
- Minimum Lot Dimensions
 - Area: 1200 square feet per residential unit. *No Minimum Lot Area for non-residential uses*
 - Width: No requirement
 - Depth: No requirement
- Maximum FAR/Density: For non residential uses, there is no maximum density or FAR (floor area ratio). For residential uses, the maximum density is driven by site area – with a total of X.X net developable acres, the maximum number of units for this site is X, based on the required 1200 square feet per unit. Note that proposals that incorporate a residential component may concentrate the allowed number of units on only a portion of

the site, even if that portion of a site is divided from the rest of the site as a separate tax lot.

- Building Coverage – No maximum or minimum.
- Maximum Height: 30 feet (or 35 feet for a pitched roof). Note that height may be increased to 40 feet *for residential use only*, if approved as a conditional use. The approval criteria for this height increase include language related to design compatibility with the “small town character” of Talent.
- Minimum building setbacks:
 - Front: No Minimum. Maximum of 10 feet (note parking must be set back at least 10 feet)
 - Side and Rear: None required
- Minimum Parking Requirements: there are no minimum parking requirements, subject to analysis of the project through the Site Plan Review process. Note that off-street parking is not allowed between buildings and public rights-of-way.
- Process: New development is subject to Type III Site Plan Review, with a public hearing before the Planning Commission. In addition, the westerly portion of the site is subject to the Old Town Design Standards, which are intended to “respect and enhance the character of Talent’s original core area while maintaining the city’s traditional, rural, vernacular architectural heritage...It is the intent of the City to retain a strong connection with that history as new construction, alteration, or additions to existing structures occurs.” (citation). The guidelines are *not* intended to inhibit new development, but rather to encourage new development that respects and builds on Talent’s historic character. Guidelines address such design factors as volume and mass, openings, façade rhythm, sense of entry, roof form, and façade materials. The Talent Avenue elevation will be the most important area of attention in the design review process.

The City has recently conducted a City-wide Economic Opportunity Analysis. Downtown revitalization looms large in this analysis, and there are several sections that suggest that the City ought to consider legislative amendments to its development code to better accommodate mixed use development. One regulation that is specifically identified concerns the prohibition on ground floor residential use. This and other regulations may be re-considered in the coming months as part of legislative amendment package – the selected developer for the TID property will have the opportunity to participate in this process.

IV. SELECTION CRITERIA & PROCESS

Selection Criteria

The following are proposed criteria against which the TURA Board will ultimately determine which developer team to select for the project:

- A compelling vision and demonstrated capacity to catalyze redevelopment in Downtown Talent with an active, pedestrian-friendly mix of uses and structures.

- Preference for mixed use, multi-story development (minimum of two stories) that incorporates a diversity of households, as measured by a variety of tenures (ownership and rental), mix of incomes, senior housing, and/or workforce housing.
- Quality design and construction – in building elements as well as urban design elements (pedestrian connections through and within the site; public plazas and open spaces; landscape elements; treatment and arrangement of parking)
- Supportive of strong pedestrian environment
- Responsible use of TURA funding or other form of financial participation (as applicable)
- Capacity of the project to contribute to the ongoing fiscal stability of TURA and the City of Talent
- Community benefit/engagement
- Demonstrated experience in delivering projects similar in scope and quality to what the developer is proposing in response to this RFEI. Particular emphasis will be placed on the team’s track record from past projects
- Demonstrated experience in securing financing for projects of a similar nature to what is proposed
- Complementing the historic character and feel of the neighborhood
- Promotion of a healthy economy for the City of Talent, including responsiveness to the relevant findings of the City’s Economic Opportunities Analysis
- Embracing and enhancing Talent’s distinct culture – a place that cherishes its history, its beautiful natural setting, its agricultural heritage, and the arts.
- A strong commitment to sustainability in construction and ongoing operations, incorporating such features as net zero, alternative energy sources, electric car battery station(s), and/or LEED rating.
- Originality in programming and use – the creation of a true destination for the City.

Selection Process

Upon receiving responses to this RFEI, TURA may, in its sole discretion, elect to proceed in any of the following or possibly other directions.

- TURA may appoint a Selection Advisory Committee (SAC) to review team qualifications and provide input to the TURA Board, including a recommended “short list” of developer teams for the TURA Board to interview.
- Alternatively, TURA’s consultant team may convene a Selection Advisory Committee to evaluate all responses and make recommendations to the Board for its consideration and action.
- The SAC or TURA or its consultant may solicit additional information or clarifications from respondents.
- The Board may rank the responses to this RFEI.
- The Board may select a “short list” of teams for a second round process. This second round might entail interviews, a formal Request for Proposals (RFP) process, and/or some other means of selection.

- The Board may opt to select a single team, without going to a second round process, and negotiate the terms of a transaction with that team.
- The Board may opt to reject any or all proposals regarding any or all of the properties.
- The Board reserves the right to recommend that two or more teams consider forming a partnership, if in the Board’s judgment such a partnership would be conducive to achieving the Board’s goals for this project.

All meetings of the TURA Board are public; the TURA’s decision regarding which team to select for the project will occur in a public hearing; likewise, any interviews that the TURA Board conducts will be public. All responses to this RFEI are public records and may be reviewed by any member of the public (see further information about confidentiality in Section VI, General Conditions).

Post Selection Process

Upon selection of a team, TURA intends to enter into an Exclusive Negotiating Agreement with the team, providing for a defined time period during which the parties will attempt to negotiate the deal terms for the transaction. During this period, TURA will work with the selected developer team to refine its approach. The TURA anticipates that during this period the program, deal structure, financing, composition of the team, or other components may be modified as a more solid proposal is developed.

During this pre-development phase, TURA may negotiate with the selected team a Memorandum of Understanding (MOU) or other agreement as appropriate, setting forth in non-binding terms the financial, programmatic, and other general aspects of the project. This MOU will also serve as the basis for the negotiation and execution of a subsequent binding agreement (which may take any of several forms, to be determined as a result of the negotiations). The final, binding document (s) will govern the final disposition of the Property, setting forth the terms of the transaction.

Any such MOU will include provisions reserving to TURA the right to terminate negotiations with the selected developer team, if TURA in its sole discretion determines that negotiations during the pre-development phase are not progressing in a satisfactorily timely manner. Should this occur, TURA would then either work with another team, or may decide to not pursue the project further.

ANTICIPATED SCHEDULE

July X, 2016	Issuance of RFEI
July X, 2016, 10:00 AM	Optional Pre-Submittal Meeting (at the Site)
August X, 2016, 5:00 PM	Deadline for Requests for Clarification

August X, 2016	TURA issues clarifications to RFEI, if any (these will be made available on the website: XXX.com)
August X, 2016, 5:00 PM	Deadline for Responses
September X, 2016	(tentative) Preliminary Evaluation of Submissions; Decision regarding next steps (short list interviews, etc.)
October X, 2016	(tentative) Preliminary selection of developer team (s), pending further negotiations

V. SUBMISSION REQUIREMENTS

ORIGINAL MATERIAL (12 PAGES OR LESS, NOT INCLUDING RESUMES, LETTERS OF REFERENCE AND SAMPLES OF OTHER PROJECTS, ETC.)

1. Cover Letter

Describe the development team and interest in the project. Identify the primary point of contact for the team. Include a statement indicating that the proposal is valid for six months after submittal.

2. Proposal

Describe your vision for the site. How is it consistent with TURA's aspirations for the site and the surrounding area, particularly in light of the stated Selection Criteria (page X). What are your preliminary thoughts about program, phasing, design, and deal terms? Do you intend to develop the entire X.X acre property, or only a portion of it? If only a portion of the site, what do you hope to see on the balance of the site, and discuss how you anticipate coordinating your efforts with other developers. Does your proposal anticipate (or require) the acquisition of any other properties adjoining the TID property? If so, please describe your acquisition strategy. What are your thoughts about project financing – and in particular what are your preliminary expectations regarding TURA and/or other public partners? Do you have a specific tenant, or type of tenant, in mind?

3. Team and Development Experience

- a. Identify development team members and roles, and describe qualifications. Provide resumes for key team members.
- b. Describe the team's experience in the development of high quality, successful projects, preferably projects similar in scope and scale to what you are proposing for the TID property. What is the team's recent experience with this type of development? (optional to send photos of recent similar complete projects)

- c. Describe the team's previous experience working with public sector partners, and types of public-private partnerships.

4. Financial Capacity

- a. Explain your financial capacity, and share any preliminary thoughts you have about financing approaches for your project ideas. Please discuss for instance your likely or possible equity and debt sources. Provide as much information as you wish, such as certified financial statements, credit availability letters, or bank references, to make the case that you have the financing capacity to carry out your proposed project (any financial documents submitted to TURA should be placed in a separate enveloped and clearly marked as confidential – TURA will maintain the confidentiality of any such information to the extent allowed by law, but please do not submit information you do not wish to be made public; see also the statement about “Proprietary Information” in the General Conditions section, below).
 - b. Describe any expectations for public financial participation at this stage. The response should include general statements relating to financial participation, assistance with permits, and other potential public funding sources.
5. Provide a preliminary estimated time frame to carry out the project(s). If you envision a phased approach, please describe.

6. Letter of References & Project Examples

Teams may submit up to four letters of reference above the specified page limit. They are also encouraged to include samples of other projects (preferably relevant to what they are proposing for the TID property), beyond the specified page limit.

TURA does not expect architectural drawings as part of team submittals, but will not refuse such drawings. If drawings are submitted, they should be incorporated into the 8 ½ by 11” format described above. No more than 4 drawings (site plans, floor plans, elevations) will be accepted as part of the submittal, above the specified page limit.

VI. GENERAL CONDITIONS

- All facts and opinions stated within this RFEI and all supporting documents and data are based on information available from a variety of sources. No representation or warranty is made with respect thereto.
- TURA reserves the right in its sole discretion to accept or reject all responses to this RFEI, without cause.
- TURA reserves the right in its sole discretion to modify the selection process or other aspects of this RFEI, including canceling the RFEI without selecting a developer or team.

TURA will take reasonable steps to ensure that any modification or clarification to the RFEI shall be distributed in writing to all persons who have requested a copy of the RFEI.

TURA reserves the right to request additional information following review of initial submissions. In addition, TURA may retain consultants to assist in the evaluation of submissions.

In the interest of a fair and equitable selection process, TURA reserves the right to determine the timing, arrangement, and method of any presentation throughout the selection process. Teams are cautioned not to undertake any activities or actions to promote or advertise their proposals except during TURA-authorized presentations. Teams are encouraged to contact relevant TURA staff to learn more about ideas and visions for the site and the area. However, developers and their representatives are not permitted to make any direct or indirect (through others) contact with members of the TURA Board, Planning Commission, or Selection Advisory Committee concerning their proposals, except in the course of TURA-sponsored presentations. Violation of these rules is grounds for disqualification of the team.

TURA requests that developers and members of their team who are considering responding to this RFEI *NOT* contact any prospective public agency funding partners, other than TURA itself.

Conflicts of Interest. Please disclose any conflicts of interest or potential conflicts of interest that may arise as a result of your company's being hired for this Project. Identify and describe fully any family or business relationships which any employees of your company may have or have had with any employee or elected official of the TURA or any affiliated entities. The Proposer and sub-consultants shall identify any group, individual or organization that they may have worked for, or currently work for, that has had ownership, lease, development, related or similar interest in the TURA. **Note: Failure to disclose any existing or potential conflicts will automatically disqualify the Proposal from consideration..**

Nondiscrimination. TURA notifies all possible Proposers that no person shall be excluded from participation in, denied any benefits of, or otherwise discriminated against in connection with the award and performance of any contract on the basis of race, religious creed, color, national origin, ancestry, physical disability, sex, age, ethnicity, or on any other basis prohibited by law.

Proprietary Information. Only information which is in the nature of legitimate trade secrets of non-published financial data may be deemed proprietary or confidential. Any material within a Proposal identified as such must be clearly marked in the Proposal and will be handled in accordance with the Oregon Public Record Act, ORS XXX, and applicable rules and regulations. Any Proposal marked as confidential or proprietary in its entirety may be rejected without further consideration or recourse.

- All submissions shall become the sole and exclusive property of the TURA. Teams shall not copyright, or cause to be copyrighted, any portion of their submission. Within the bounds of public records laws, the TURA will maintain the confidentiality of submissions at least until the preliminary selection of a developer team. Any proprietary financial information or other information which developer teams submit will be maintained as confidential as allowed by public records law. Submissions or information that the proposal team would like to remain confidential must be marked confidential.
- TURA makes no representations as to whether or not a project to be developed as a result of this RFEI, or any possible TURA participation therein, is a “public improvement” project and as such is subject to the prevailing wage requirements of the Oregon Bureau of Labor and Industry.
- News releases by the selected team pertaining to its selection will require prior written approval from TURA.
- TURA reserves the right to verify and investigate the qualifications and financial capacity of any and all members of the proposing teams.
- TURA accepts no responsibility or obligation to pay any costs incurred by any party in the preparation or submission of a proposal or in complying with any subsequent request for information or for participation throughout the evaluation process.

Background Documents

TURA has assembled several important ground documents and other information related to this project, on its website at XXX.com. To review or purchase hard-copies of the documents, or for any other questions related to this RFEI, please contact Tom Corrigan, (541) 535-1566, or tcorrigan@cityoftalent.org.



**URBAN
RENEWAL
AGENCY**

of the City of Talent

P.O. Box 445, Talent, OR 97540
Phone: (541) 535-1566
Fax: (541) 535-7423
urbanrenewal@cityoftalent.org

TURA Accounts Payable Report

August 1 – August 31, 2016

Meeting Date: September 21, 2016

Department: Administration

Approval: Thomas J. Corrigan

Primary Staff Contact: Ryan Martin *RM*

Email: rmartin@cityoftalent.org

Secondary Contract:

Attached is the check register for August 1 – August 31, 2016 for your review. Notable expenditures for this period include:

- CIS Trust – Property Liability Insurance - \$2,824.95
- City of Talent – TURA Bonus - \$5,638.46
- League of Oregon Cities – Annual Membership - \$500
- MVL Enterprises Inc. – Landscape Maintenance - \$296.70

If you see any items that you would like clarification on, please call or send me an email.

TALENT URBAN RENEWAL AGENCY
Check Register-Summary-Bank



AP5090

Page : 1

Date : Sep 13, 2016

Time : 11:52 am

Vendor : ALPHA001 To ZBINC001
 Pay Date : 01-Aug-2016 To 31-Aug-2016
 Bank : 1 - GENERAL CHECKING ACCOUNT

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Check #	Check Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
6130	26-Aug-2016	CISTR001	CIS TRUST	Issued	4	C	2,824.95
6131	26-Aug-2016	CITYT001	CITY OF TALENT	Issued	4	C	5,638.46
6132	26-Aug-2016	GERLI001	GERLITZ ENGINEERING CONSULTANTS LLC	Issued	4	C	125.00
6133	26-Aug-2016	LEAGU001	LEAGUE OF OREGON CITIES	Issued	4	C	500.00
6134	26-Aug-2016	MVLEN001	MVL ENTERPRISES INC	Issued	4	C	296.70
6135	26-Aug-2016	PACIF001	PACIFIC POWER	Issued	4	C	35.38
6136	26-Aug-2016	RECOL001	RECOLOGY ASHALND SANITARY SERVICE	Issued	4	C	14.93
6137	26-Aug-2016	ROGUE001	ROGUE VALLEY SEWER SERVICES	Issued	4	C	21.50
6138	26-Aug-2016	THORD001	THORNDIKE, DANIEL	Issued	4	C	42.00

Total Computer Paid :	9,498.92	Total EFT PAP :	0.00	Total Paid :	9,498.92
Total Manually Paid :	0.00	Total EFT File :	0.00		

9 Total No. Of Cheque(s) ...

Agenda Item- Staff Report for 9/07/2016

Meeting Date:	September 7, 2016	Primary Staff Contact:	Ryan Martin
Executive Dir.:	Thomas J. Corrigan	E-Mail:	rmartin@cityoftalent.org
Public Hearing:		Secondary Contact:	

As spoken about in the August 17th TURA meeting, the City of Talent and TURA have agreed to split the \$3,600 cost (\$1,800 for the City of Talent and \$1,800 for TURA) to paint the railings for the Town Hall ramp. It is recommended that a budget amendment be approved to transfer \$1,800 from contingency to Town Hall Ramp in the Capital Projects Fund.

The changes and remaining line item budgets are:

Contingency:	
Beginning Balance	\$ 100,000
Rehab Grants Xfer	-35,000
Town Hall Railings Xfer	-1,800
Current Budget	\$ 63,200
Town Hall Ramp:	
Beginning Balance	\$ 7,000
Town Hall Railings Xfer	1,800
Current Budget	\$ 8,800

Urban Renewal Agency of the City of Talent, Oregon

A RESOLUTION OF THE URBAN RENEWAL AGENCY OF THE CITY OF TALENT AUTHORIZING A TRANSFER OF APPROPRIATIONS WITHIN THE CAPITAL PROJECTS FUND IN THE FISCAL YEAR BEGINNING JULY 1, 2016. RESOLUTION NO. 16-20

ADOPTING THE BUDGET TRANSFER

WHEREAS, the City of Talent and Talent Urban Renewal Agency will each contribute \$1,800.00 to paint the new railings for the Town Hall ramp; and

BE IT RESOLVED that the Board of Directors of the Urban Renewal Agency of the City of Talent hereby adopts the Budget Transfer for fiscal year 2016-17 in the total of \$1,800.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2016, and for the purposes shown below, including funds previously appropriated via Resolution 16-20, are hereby appropriated:

Contingency:	
Beginning Balance	\$ 100,000
Rehab Grants Xfer	-35,000
Town Hall Railings Xfer	-1,800
Current Budget	\$ 63,200
Town Hall Ramp:	
Beginning Balance	\$ 7,000
Town Hall Railings Xfer	1,800
Current Budget	\$ 8,800

The above resolution statements were approved and declared adopted on this _____ day of _____ 2016, by the following vote:

AYES: ____ NAYS: ____ ABSENT: ____ ABSTAIN: ____

Signed by me in authentication of its adoption and passage by the Urban Renewal Agency of the City of Talent this _____ day of _____ 2016.

Darby Stricker
Chair

ATTEST:

Thomas J. Corrigan
Executive Director

Staff Report- TURA Compensation to City

Meeting Date:		Primary Staff Contact:	Ryan Martin
Executive Dir.:	Thomas J. Corrigan	E-Mail:	rmartin@cityoftalent.org
Public Hearing:		Secondary Contact:	Ryan Martin

In the past, Talent Urban Renewal Agency has operated in two different ways. First, TURA has operated by employing an executive director outside of the City of Talent. The executive director oversees the daily operations of TURA activities. In FY16, the TURA Board appointed Tom Corrigan, City Manager of the City of Talent, as the executive director.

Cost of operating TURA with an executive director outside of City of Talent: \$89,000

The second method TURA has used is to contract with the City of Talent for services of managing operations, accounting, IT, recording, and maintenance. TURA pays the City of Talent based off hours worked and includes the hourly rate of the individual employees, payroll taxes, benefits, and overhead. This rate is the same rate the City charges out for services like public records requests.

Cost of operating TURA by contracting with the City of Talent: \$48,540

The current method of contracting with the City of Talent is the least impact fiscally on TURA and is nearly half the cost of having an outside executive director.