

**CITY OF CENTRAL POINT
Development Commission Minutes
June 11, 2015**

I. REGULAR MEETING CALLED TO ORDER

Chair, Mayor Hank Williams called the meeting to order at 6:00 p.m.

- II. ROLL CALL:** Chair: Mayor Hank Williams
Commission Members: Bruce Dingler, Rick Samuelson, Brandon Thueson, Tanea Browning and Mike Quilty were present.

City Manager Chris Clayton; Community Development Director Tom Humphrey; Police Chief Kris Allison; Planning Manager Don Burt, and City Recorder Deanna Casey were also present.

III. APPROVAL OF MINUTES

A. Approval of March 26, 2015 Development Commission Minutes

Brandon Thueson moved to approve the March 26, 2015 Development Commission Minutes. Rick Samuelson seconded. Roll Call: Mayor Williams, yes; Tanea Browning, yes; Bruce Dingler, yes; Rick Samuelson, yes; Brandon Thueson, yes; and Mike Quilty, yes. Motion approved

IV. DISCUSSION ITEMS

A. Review draft of Façade Improvement Loan/Grant Program

Planning Manager Don Burt stated that staff was directed by the Commission to prepare a façade loan program. The terms of the loan were set at a maximum loan of \$10,000, five years at 0%. He presented the proposed loan document which would cover façade improvements only, the reasoning being that a building's façade is visible to the public and any improvement to the façade mitigates blight. He also presented an option for a grant program. These funds would be used for historic façade renovations.

No action is required tonight. Staff would like to make sure this is the direction the Commission was intending for the program. At this time there are no specific businesses inquiring about the program options. It could take up to six months before the first loan/grant would be approved. There was discussion regarding prevailing wage issues depending on the size of the loan

B. Review draft of Residential Incentive Program

Mr. Burt explained that this program would provide grants of up to \$50,000 and must be matched with private funds. The purpose for this grant is for residential infill and to encourage residential infill in the downtown's R-3, MMR and HMR

districts. Funding for the program would come from tax increment revenue, with the underlying assumption that each project, when completed will generate sufficient increases in property value for a reasonable payback.

Consideration should be given to using the same funding mechanism used in the Streetscape Reimbursement Program, which is to commence reimbursement once the project begins to generate tax increment revenue.

There was discussion regarding when the program should be available to the public. There was some concern that the current tax incentive would not cover the program. It was explained that the commission would not provide funds until the project was complete and it could take time before any projects could begin. We do not currently have any projects waiting for this program.

No action is requested tonight, this was an informational item. Staff will return in October if there is any interest in the program.

V. BUSINESS

A. Consideration of Resolution No. 2015-04 Adopting the FY 15-16 Development Commission Budget.

Mr. Burt presented the Resolution adopting the Annual 2015 - 2016 Budget for the Development Commission. It was not recommended to change this process to bi-annual like the City Budget. The program is so new that we are unsure how the funds will come in and what projects will be funded.

He explained that the Commission does still owe Walgreens for their Streetscape and will begin payments this year. He explained some of the projects that are on the horizon. He explained that we have options to move around on the list. We do not plan to have an ending balance with this budget. If we don't use funds in a specific year those funds will carry over to the next year.

The total proposed budget is \$414,300. As you review the budget you will notice that the funds are mostly for projects. The City picks up most of the administrative personnel costs at this time.

Chair Hank Williams opened the Public Hearing. No one came forward and the public hearing was closed.

Rick Samuelson moved to approve Resolution No. 2015-04, Adopting the FY 15-16 Development Commission Budget. Mike Quilty seconded. Roll Call: Mayor Williams, yes; Tanea Browning, yes; Bruce Dingler, yes; Rick Samuelson, yes; Brandon Thueson, yes; and Mike Quilty, yes. Motion approved.

B. Consideration of Resolution No. 2015-05 Accepting the FY14-15 Annual Financial Report

Mr. Burt presented the Fiscal Year 2014/15 Annual Financial Report. Oregon Revised Statute requires urban renewal agencies to prepare an annual financial report for the preceding and current fiscal year. The annual financial report is required to contain five elements, including an analysis of the impact, if any, of carrying out the urban renewal plan on the tax collections for the preceding year for all affected tax districts. When completed the notice shall be published acknowledging that the Financial Report has been prepared and available to interested parties. The deadline for filing the report is January 31st of each year.

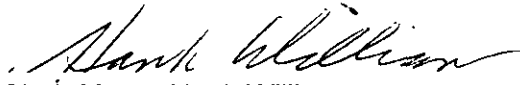
Until this current fiscal year Central Point's urban renewal program did not generate sufficient revenue to warrant preparation of a financial report. As noticed in the attached Report tax increment revenue collections have increase to a measureable level, but are still negligible when placed in the context of property tax collections by all affected taxing districts. The overall impact on affected taxing districts for FY 13-14 amounted to only .009% of all property tax revenues collected by affected taxing districts.

Rick Samuelson moved to approve Resolution No. 2015-05 accepting the FY14-15 Annual Financial Report. Brandon Thueson seconded. Roll Call: Mayor Williams, yes; Tanea Browning, yes; Bruce Dingle, yes; Rick Samuelson, yes; Brandon Thueson, yes; and Mike Quilty, yes. Motion approved.

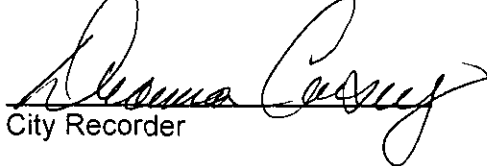
VI. ADJOURNMENT

Rick Samuelson moved to adjourn, Brandon Thueson seconded, all said "aye" and the meeting was adjourned at 6:45 p.m.

Dated: 8/13/15


Chair Mayor Hank Williams

ATTEST


City Recorder