

**CITY OF CENTRAL POINT
Development Commission Minutes
November 12, 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 Brown and Mike Quilty were present. Allen Broderick was excused.

City Manager Chris Clayton; Community Development Director Tom Humphrey; Police Chief Kris Allison; Planning Manager Don Burt; Information Technology Director Jason Richmond; Finance Director Bev Adams; and City Recorder Deanna Casey were also present.

III. APPROVAL OF MINUTES

A. Approval of August 13, 2015 Development Commission Minutes.

Mike Quilty moved to approve the minutes as presented. Tanea seconded. Roll Call: Mayor Williams, yes; Bruce Dingler, yes; Rick Samuelson, abstain; Brandon Thueson, yes; and Mike Quilty, yes. Motion approved.

IV. DISCUSSION ITEMS

A. Certified Tax Increment Revenue, FY 15-16

Planning Manager Don Burt explained the committed obligations for the city. The Tax Increment came in lower than projected but we don't foresee any problems. The Commission has two options; they can reduce expenditures, or they can borrow funds equivalent to the reduction in revenue.

If the Commission wishes to reduce expenditures the most obvious cost reduction would be to postpone the East Pine Street Engineering project which is approximately \$315,000. Other expenses in the budget could be reduced, but not in an amount sufficient to cover the projected revenue reduction.

The Commission could borrow \$100,000 from the City which is within the authority of the Commission. It is anticipated that the loan would be short-term (1 to 2 years) to be paid back with a larger loan of approximately \$2,000,000 which will primarily be used to construct the first phase of the East Pine Streetscape project in 2016/2017.

He explained there has not been any action on the Façade Improvement Program. They have had several businesses ask about it, but no one has applied. If there is an application it would come before the Commission before any action is taken.

Staff recommends proceeding with budget as approved, with a line of credit or short term loan from the City. The consensus was to continue as planned with the current projects.

B. East Pine Street Streetscape Project, Engineering Plans

Mr. Burt explained that the Fiscal Year 2015-2016 Budget includes funding for the preparation of engineered plans for the East Pine Streetscape and Signalization Improvements. The estimated cost for preparation of the engineered plans is \$315,000. The objective is to complete the engineered plans, including a phasing option this year, and to commence construction of the first phase late next year.

As mentioned earlier in the meeting in order to complete the engineered plans it will be necessary for the Commission to borrow additional funds to cover the cost of the project. The purpose of this agenda item is to confirm the direction that the Commission wishes to proceed. He explained that the City would need to prepare a Request for Qualifications and notices. After reviewing them the Commission would approve a selection, then borrow the funds and award the contract.

There was discussion regarding the qualifications and the plans that would be required. The final design would have phases so that they could be done as the budget allows.

Finance Director Bev Adams stated that the City had a larger carry over this year than expected. The Development Commission could take out a loan from the city. We could have a Study Session to explain the different financing options for the projects the Commission plans to do.

Staff recommends moving forward with this project. The recommendation would be to start the first phase in the vicinity of the Post Office so we could get the pedestrian light installed. There was discussion of trees along the sidewalks. We have to be careful where located and the tree species so the roots don't push up the sidewalks or street as they grow.

The Commission indicated that staff should move forward and get RFQ's.

Mr. Burt stated that the first payment to Walgreens is due in January.

VI. ADJOURNMENT

Brandon Thueson moved to adjourn, Rick Samuelson seconded, all said "aye" and the meeting was adjourned at 6:28 p.m.

Dated: 3/24/16

ATTEST:

City Recorder


Chair Mayor Hank Williams