

**City of Madras
Madras Redevelopment Commission
Official Meeting Minutes
February 17, 2009**

I. Call to Order

The Madras Redevelopment Commission (MRC) meeting was called to order by Chair Patty Woll at 5:31 p.m. on Tuesday, February 17, 2009 in the Madras City Council Chambers.

Members in Attendance were:

Chair Patty Woll; Commissioners: Royce Embanks, Carolyn Fording, Doeshia Jacobs Kevin O'Meara and Blanca Reynoso.

MRC Members Absent were:

Helmer Wallan and Melanie Widmer

There was one vacancy.

Staff Members in Attendance were:

Community Development Director, Nick Snead; Finance Director Brenda Black; Public Works Assistant Engineer, Travis Wells and Community Development Specialist Tammy McHaney

GUEST:

Tom Brown and Wayne Pearson

II. Consent Agenda

CDD Specialist Tammy McHaney noted that the vouchers in the packet had been updated by the finance department. The new list was presented at the meeting.

THE CONSENT AGENDA WAS MOTIONED FOR APPROVAL WITH THE ADDITION TO THE VOUCHERS BY COMMISSIONER FORDING AND SECONDED BY COMMISSIONER JACOBS. THE MOTION PASSED UNANIMOUSLY.

III. Visitors Comments

There were no visitor comments.

IV. Friendship Park Professional Service Funding Request – Tom Brown

Director Snead spoke and reminded the Commission that at the last meeting, Mr. Andrew Vincent had offered his architectural services pro bono in exchange for consideration for the contract to do the work.

He said coincidentally, Mr. Vincent was also requesting \$4,000 for his services regarding the Tucker Memorial. He noted Tom Brown was there to present the request.

Tom Brown 206 NE 11th Street Madras spoke and said classmates of local fallen soldier Tom Tucker had gotten together to establish a Tucker Memorial. He said Don Reeder a local attorney had involved him as a veteran on this project. He informed the Commission that it was consensus of the fund raising group to hire Mr. Vincent.

He said he had met with City staff and the City had agreed to provide some assistance on this project. He explained that the memorial is planned to be located at Friendship Park. At this point the exact location in the park is unknown. There is one other memorial there and they would like it to remain in its current location.

Director Snead provided a drawing for the proposed City Hall slated to be built beside Friendship Park.

Mr. Brown commented that if the memorial is placed in the right spot in the very beginning it will never need to be relocated. He pointed out that the Tucker Memorial had no connection to the City Hall project.

He provided current status of the proposed memorial. He noted that Tucker's classmates had raised \$40,000 for casting the monument, which was complete; however they needed an additional \$25,000 to mount the statue as it is 12 feet tall and needs an engineer stamp. He said the Rotary Club was donating their annual February fund raiser to this project, but he didn't think that their contribution would be enough.

Chair Woll questioned Mr. Brown on the agreement he was proposing.

Mr. Brown informed the Commission that the requested \$4,000 would pay for architectural services from Andrew Vincent of Drake Designs.

Chair Woll questioned Director Black if funds were available.

Director Black responded and said that at the end of January 2009 there was \$307,000 available. She reminded the Commission that Administrator Morgan had previously indicated they would have funds for these type of projects.

Director Snead agreed they had money allocated for this type of expense. He reminded them of their previously financial assistance with undergrounding power lines as well as the proposed sign grant program.

Commissioner O'Meara asked for confirmation that the sign grant program had been approved.

Commissioner Fording stated that it had not been approved only discussed at the last meeting. She reminded the Commissioners that they had already committed funds for Phase II of the façade program, which had not been completed. She felt it unfair to fund this project before completing Phase II of the façade program.

Director Snead stated he understood there was consensus at the last meeting to approve the sign grant program. He noted however, that the actual document had not been presented.

Chair Woll confirmed this was not formally approved and should have been on this agenda.

Commissioner Embanks stated he thought the proposed area needed to be dedicated or at least placed in writing that this monument would be located there. He questioned Mr. Vincent's proposed pro bono work.

Mr. Brown noted his understanding was that the pro bono was part of the contract. He said that maybe the \$4,000 could be reduced.

Chair Woll noted that the contract's language was a concern to her as it stated the contract will not exceed \$4,000 and "he would attempt to complete the work for less than \$4,000."

She said she was not willing to sign a contract with that language. She also did not understand what the \$4,000 covered. She agreed with Commissioner Embanks and said at a minimum the property needs to be dedicated before money is allocated.

Mr. Brown informed the Commission that it was the fund raising group who was driving the project. He also noted that an engineer's stamp was required due to the height of the statue.

Commissioner O'Meara noted that the City could possibly assist with that.

Mr. Brown said the fund raising group was comprised of Tom Tucker's high school classmates and a class reunion was scheduled for the summer for more discussion and details. He noted that there was time to gather more information.

Chair Woll asked if there was any other discussion.

Commissioner Jacobs noted she agreed with Commissioner Embanks, the property should be dedicated for this specific monument.

Mr. Brown noted that the proposed location was only a concept at this time. Once the exact location for City Hall has been determined, Friendship Park will be designed around this monument.

Director Snead expounded and said that the design for City Hall and the park is critical as well as long term landscape planning and that was where Mr. Vincent could assist. He agreed with the Commission and said we need to be conscious of future use of the park. He wasn't sure if that was insurmountable or beyond capacity of staff at this time.

Chair Woll suggested the request be tabled until further information is received.

Commissioner O'Meara questioned if Mr. Brown was looking for a definite maybe.

Mr. Brown noted they were asking if the Commission was interested in assisting financially.

Commissioner Fording enquired if this request depended on the success of the Rotary Club's annual fund raiser.

Mr. Brown responded and said those funds would probably not be enough.

A discussion took place and consensus was that they could help out.

Commissioner Fording noted the Commission had other obligations that were promised long ago. She explained that Phase II façade recipients' were still waiting for funding.

Chair Woll pointed out that this Commission's goal was to remove blight. She questioned how this project could be categorized as removing blight.

Another discussion took place on the available funding. Director Black explained the available funds came from property taxes. She noted that the credit line of 2,500,000 will need to be bonded in 2010. If that happens, then another credit line can be established.

Commissioner Embanks questioned the amount that had been allocated to the façade programs.

Director Black noted there was nothing budgeted and she didn't have the amounts that were allocated.

Commissioner Reynoso noted that when her buildings bid, approximately \$87,000 was submitted, the economy was booming. She suggested that today those bids may be significantly lower considering the economy.

Commissioner Embanks thought the Commission should revisit those projects that were on the back burner and see if any funding could be released. He then suggested that they request Mr. Vincent to revisit his bid to determine if it could be lowered.

Chair Woll noted that "priorities" was listed further on in the agenda for discussion.

Director Snead said that he was unclear on what tasks Mr. Vincent would be performing for the contract money and how it related to the project.

Assistant City Engineer Wells spoke and informed the Commission that Hayes McCoy of AKS Engineering, a firm out of Redmond, had offered to survey the park property at no cost. AKS has been working in Madras on multiple projects and they felt this was a way they could give back to the community. He said AKS should have that completed by the end of the week.

Mr. Brown noted he would go back to Mr. Vincent and ask him to itemize his fees. He said he would also request a reduction in his agreement.

Director Snead pointed out that all the resources need to be compiled and he reminded the Commission not to forget the ultimate goal which was to complete the memorial.

Commissioner Embanks noted that if AKS will provide the survey and staff designs the layout, cost should diminish.

Mr. Brown commented that the design should be done right the first time and from a veteran's point of view, they would like the existing monument to remain where it was.

Chair Woll suggested tabling this item till the next meeting.

Consensus was to table the item till March 17, 2009.

V. ADDITIONAL DISUCSSION

a. Community Development Directors Annual Report

Director Snead provided a short review of the MRC's accomplishments in the past year as well as a preview to the future. He pointed out that they completed a lot of projects. He named the Harriman Building and the master plan for those lots; the Sahalle Park expansion; the renewed on call service contract with Hennebery Eddy for architectural services; the financial participation with Mid Oregon Credit Union to under ground electric lines adjacent to the MRC Property on 5th Street and a general support for the sign grant program which is currently being developed.

He noted that this past year there were no loans, grants or new façade projects which are indicative of the economy. He mentioned the Urban Revitalization Action Plan and pointed out the fifteen short term projects identified in this plan and pointed out the MRC had completed seven. He said considering in less than two years significant progress had been made and they should be commended.

He continued and said that store fronts have been improved and derelict signs are on the schedule; he pointed out that Oregon Department of Transportation had lowered the speed limit to 25 mph on the highway thru town (which they generally don't do) and how this fit into the over downtown plan. He pointed out the completed swimming pool and the completion of Sahalle Park Phase I. He noted Phase II will be completed in the near future which included a water park.

He mentioned that the street scape standards currently being worked on by Chess Patricolo, a RARE staff member will implement the material and finishing's component of the plan.

b. Urban Revitalization Action Plan Document

He confirmed that everyone had a copy of the plan and presented one to Kevin O'Meara. He noted that plans are only as good as how frequently the plan is utilized. He reminded the Members that this plan will help them make good decisions. He told the Commission he would go thru the plan and help determine the next accomplishments. He noted the important thing was how to spend the \$307,000.

Commissioner Fording questioned if Cross Keys had been paid that fiscal year.

Director Black confirmed it had been paid.

Chair Woll asked if there would be tax dollars received before the next payment was due.

Director Black confirmed that the payment was due October 2009 and would be paid with tax dollars.

Commissioner Fording questioned the loan payments.

Director Black noted that currently only interest was being paid on the quarterly payments. She noted that approximately \$70,000 had been paid and the yearly payments should be similar to last year's expenditures.

Director Snead stated his point was that there were monies available.

Commissioner Fording commented that she just wanted to avoid over extending. She questioned the status of World of Treasures.

Director Black noted that payments are being received and that the trust deed will require the balance owed to "go with the property". She noted they are hoping to sell this property by the end of the year and at the point of sale, the loan will be paid off.

She updated new Members with information on the Cross Keys hotel. She noted that the MRC was obligated for of \$105,000 per year for five years to pay for the meeting room downstairs. Two of the five payments have been paid.

Director Snead spoke and said it was clear there would be more request before them and this plan will help them make those decisions. He pointed out that he was always available to assist them to more efficiently accomplish their goals.

Chair Woll noted that it was the small requests that were difficult and due to the economy they would most likely be receiving more. She said they need long term priorities.

Commissioner Jacobs noted the Commission needed to get back to their old agenda.

Director Snead noted they had about \$10,000 for professional services and it occurred to that maybe a strategic plan for expenditures is needed.

Commissioner O'Meara questioned how long the façade projects had been on hold.

Chair Woll explained that these projects were approved several years ago and that the applicants had waited too long. She continued and explained that the first phase of facades was complete and in the second phase, there were five or six façades that were professionally designed half were completed and the other half were just waiting on funding (assuming the owners were still interested). Consensus was that these projects should be a priority.

Commissioner Fording noted that the actual construction work would generate jobs in the community as well as hopefully trigger adjacent property owners the desire to enhance their building.

Commissioner O'Meara commented that he did not like to promise someone something and not deliver (several agreements).

Director Black explained how bonding functioned. She said that when the line of credit is due, it is changed to a bond. Then the line of credit is available again for projects.

Chair Woll questioned what happened if the bond doesn't sell?

Chair Black said that the bond sell will occur in 2010 and hopefully the economy will be more stable. She confirmed that if the bond does not sell, the line of credit will need to be paid.

Consensus was the Commission needed to be very careful regarding expenditures.

Director Snead noted that was his point. Very good financial decisions are needed considering the limited available funds and again he referred to efficiency.

Commissioner O'Meara questioned the interest rate and asked in worst case scenario, could the property taxes continue to pay the interest?

Director Black replied yes.

Commissioner Embanks agreed with Commissioner Jacobs. He said the Commission should revisit the original plan and establish priorities to see what could be accomplished this year to include the delayed façade projects.

He said he did not want to take on new projects with out completing old ones.

Commissioner O'Meara requested a list of projects.

Chair Woll suggested each member review the plan; review the list of existing projects to be provided by staff as well as a list of the fourteen requests for Phase III.

CDD Specialist McHaney noted that the Commission had fourteen funding requests for Phase III. It was noted these are just requests, no monies have been spent or allocated.

Completed projects as well as proposed projects were discussed. Consensus was that staff would send a letter to the three allocated projects to determine if the building owners were still interested.

A discussion took place regarding businesses changing their architectural design before the loans were paid. The idea of placing stipulations was mentioned.

VI. ADJOURN

The meeting adjourned at 6:28 p.m.



Patty Woll, Chair



Tammy McHaney, Com Development Specialist