

**City of Madras
Madras Redevelopment Commission
Official Meeting Minutes
January 20, 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, January 20, 2009 in the Madras City Council Chambers.

Members in Attendance were:

Chair Patty Woll; Commissioners: Walt Chamberlain, Royce Embanks, Carolyn Fording, Blanca Reynoso, Helmer Wallan and Melanie Widmer.

MRC Members Absent were:

Doeshia Jacobs and Frank Morton.

Staff Members in Attendance were:

City Administrator, Mike Morgan; Community Development Director, Nick Snead; and Tammy McHaney, Community Development Specialist.

II. Consent Agenda

THE CONSENT AGENDA WAS MOTIONED FOR APPROVAL BY COMMISSIONER WIDMER AND SECONDED BY COMMISSIONER EMBANKS. THE MOTION PASSED UNANIMOUSLY.

III. Visitors Comments

Andrew Vincent, Drake Designs, landscape architect for Yarrow spoke and expressed his interest in the success of Madras.

He noted that he had reviewed the MRC's plan that was prepared by Walker Macy. In his opinion, residential zones were just as important as commercial when addressing revitalization.

He proposed his firm, pro bono, would review all of the City's existing plans to develop a prioritized list of projects. In exchange, the City would provide him an opportunity to be retained for the work.

Chair Woll clarified that he would review properties outside the urban renewal district.

Mr. Vincent replied yes, the City as a whole should be considered. Creating partnerships as needed as well.

Commissioner Embanks stated that was a fantastic opportunity considering the amount of free work.

Mr. Vincent clarified that his objective was to be retained for the contract work once the plan was created.

Commissioner Wallan asked if the City would be committing to hire Drake Designs.

Mr. Vincent noted that would be his preference but was unsure if the City of Madras' could allow this type of agreement.

Commissioner Widmer requested staff to provide assistance on the legal requirements.

Administrator Morgan noted the level of services offered was a little confusing. He reminded the Commission that the City already has a series of approved master plans and every February, he submits his strategic plan to the City Council for the upcoming year. Based on available resources, this plan coordinates and implements all the existing plans.

He explained that the City has various Commissions that develop and implement plans which include streets, parks, airport, trees, transportation, etc. He said he was not clear how such a generalized plan would be implemented. He noted the City's planning was way beyond generalization.

Mr. Vincent noted that he would like to have the opportunity to take all the plans and develop a series of priorities each project.

Administrator Morgan noted that his responsibility as Administrator was to create that strategic plan for implementation. Again, he noted funding resources are critical for implementation. He told Mr. Vincent he was not devaluing his offer as it was a very generous offer, but the City already has this type of systems in place.

He said Mr. Vincent could augment the City's work by getting involved with the Tucker Memorial project. It needed some initial work and seemed to have a lot of community support; He also mentioned the Urban Forestry Commission which drives all urban forestry standards imposed on new development. He pointed out that the MRC had not discussed these projects nor had they allocated any resources.

Commissioner Wallan clarified that Mr. Vincent was proposing to gather all the City's plans and then provide suggestions on the best way the City could achieve their goals.

Mr. Vincent agreed to bring all the plans together and create an action plan. In exchange, consideration for the contract to do the actual work would be given.

Commissioner Chamberlain explained that anyone is welcome to offer suggestions, but a contract could be promised.

Mr. Vincent said he understood and was not asking for a blank check; however if his firm provided free planning services, he thought special consideration could be contemplated.

Commissioner Chamberlain noted that the special consideration was his concern.

Mr. Vincent noted he understood that an approved outline of his work would be required.

Commissioner Fording asked Mr. Vincent if he had specific ideas.

Mr. Vincent said his ideas were general at this time. He referred to the guidelines of Yarrow and noted that each area had different considerations.

Chair Woll explained that MRC funds are limited to the Urban Renewal District, which is zoned totally commercial.

Administrator Morgan again suggested the Tucker Memorial as a specific project for Mr. Vincent as it could benefit from a comprehensive plan.

He continued and provided a list of the numerous plans that have been designed by the City's different Commissions and again noted it was staff's job to bring them all together and prioritize the projects. He suggested Mr. Vincent could focus on specific projects.

Commissioner Wallan said it appeared there was no priority system.

Administrator Morgan disagreed.

Commissioner Wallan pointed out that Mr. Vincent was offering to gather the information and create a work plan.

Mr. Vincent responded and said that was correct. He was unfamiliar with the City's planning but an outside view may be helpful; however he may be offering something already in existence.

Director Snead noted that there was a huge inventory of plans for the City and sometimes plans sit on the shelf. He noted prioritization is important and there is a value on an inventory of needs.

He said Mr. Vincent's offer was decent and that even though the MRC is limited to the urban renewal district it didn't mean Mr. Vincent couldn't assist other decision making bodies appointed by City Council. He thought this was a neat idea but discussion needed to take place.

Commissioner Wallan suggested Mr. Vincent provide something in writing to discuss at the next meeting.

Chair Woll noted that would be great.

Mr. Vincent agreed and thanked the Commission.

IV. Election of Officers

a. Chair

Chair Woll explained that the MRC's bylaws require an election of officers annually. She requested nominations for Chair.

Commissioner Fording noted Chair Woll was doing a great job.

Chair Woll said she would continue if no one else wanted the nomination.

A MOTION WAS MADE BY COMMISSIONER WALLAN TO NOMINATE AND ELECT PATTY WOLL AS THEIR CHAIR. THE MOTION WAS SECONDED BY COMMISSIONER FORDING.

Chair Woll asked if there were any other nominations.

COMMISSIONER WALLAN MOVED TO CLOSE THE NOMINATIONS CAST THE BALLOTS.

A VOTE WAS TAKEN. THE MOTION PASSED UNANIMOUSLY.

b. Vice Chair

Chair Woll explained this position was currently held by Melanie Widmer and questioned her interest in continuing, considering her newly elected position as Mayor.

Vice Chair Widmer responded and agreed to continue unless someone else was interested.

A MOTION WAS MADE BY COMMISSIONER REYNOSO AND SECONDED BY COMMISSISONER FORDING TO NOMINATE AND ELECT COMMISSIONER WIDMER AS VICE CHAIR. THE MOTION PASSED UNANIMOUSLY.

V. ATTENDANCE- CHAIR WOLL

Chair Woll explained the importance of attendance and reminded the Members that a meeting cannot be held without a quorum. She noted it was unfair to the members and staff who do show up.

She noted other Commissions have minimal allowances for missed meetings and questioned if the members wanted to discuss some type of requirement.

General consensus was that if members could not attend a meeting, a phone call or email to staff is required. Excused or unexcused absences weren't as important as notification to staff.

VI. ADDITIONAL DISCUSSION

a. Change in Membership

Commissioner Chamberlain informed the Commissioners that his position was expiring and that Council had appointed newly elected Councilor, Kevin O'Meara to replace him as of February 1, 2009.

b. Resignation of Frank Morton

Chair Woll presented a letter of resignation from Frank Morton.

Administrator Morgan noted that the Council will appoint someone to replace Frank.

VII. SIGN CODE GRANT PROGRAM AGREEMENT

Director Snead noted this item needs to be pulled from the agenda as he did not have the material prepared. It will be presented at the next meeting.

VIII. STREETSCAPE DESIGN PROJECT UPDATE

a. Project Update

Chess Patricolo, RARE Program spoke and presented maps and survey products she created regarding the classification and condition of the City's streets, curbs and parking.

She informed the Commission that a joint work session with the Planning Commission had been set up to receive their input on February 11th at 6:00 p.m.

She explained their participation was crucial as community involvement is very important when applying for grants to fund these changes. She also noted that these standards will be imposed on all new development.

IX. ADDITIONAL DISUCSSION

a. Community Development Directors Annual Report


Director Snead noted his annual report was not ready at this time. He will present it at the next meeting.

Chair Woll noted Wayne Pearson, Jefferson County's Economic was present.

Mr. Pearson spoke and said the industrial lands in Madras have never been marketed or promoted properly and that he was working hard to remedy that.

X. ADJOURN

The meeting adjourned at 6:16 p.m.



Patty Woll, Chair



Tammy McHane, Corn Development Specialist