



## CITY OF LA PINE URBAN RENEWAL AGENCY MEETING MINUTES

Tuesday, October 2, 2018

**3:00 p.m. Regular Session**

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

1. Call to Order  
Meeting Called to Order @ 3:00 pm
2. Establish Quorum  
**Present:** Connie Briese, Craig Heaton, Ann Gawith, Andrea Hine, Vicki Russell  
**Absent w/o Prior Notice:** Jean Spetter Sutton  
**Absent by Prior Notice:** Stu Martinez  
**Staff Present:** City Manager Cory Misley, Admin Asst Kelly Notary
3. Pledge of Allegiance  
Led by Connie Briese
4. Added Agenda Items  
Safe Routes to School added by City Manager Cory Misley
5. Public Comments  
None
6. Approval of September 4, 2018 Meeting Minutes  
***Craig Heaton made a motion to approve the September 4, 2018 meeting minutes. Vicki Russell seconded. No objections, unanimously approved.***
7. Update from League of Oregon Cities Conference  
Cory reviewed materials that were in the breakout from the LOC for the URA session that Melissa attended. He provided a power point via email. Connie Briese brought to the table a discussion on the UR Housing Luncheon at LOC. The housing discussion centered around a construction tax that can be used to fund housing projects for affordable housing and assist cities with their lack of housing. Discussion about whether our Urban Renewal Agency is allowed to work on housing issues took place. Connie Briese suggested that City Manager Cory Misley send out the power point. City Manager Cory Misley to investigate the particular parameters of the URA guidelines.  
Further discussion about how it could work here in La Pine. Craig Heaton, Ann Gawith, Vicki Russell and Andrea Hine all expressed interest in learning more. Next step discussed was finding out the parameters of the URA and whether housing can be brought into it and also to review the power point

outside of the meeting to learn more. To be discussed at the November meeting along with any new information from Melissa regarding her time at the LOC.

8. Discussion on Storefront Improvement Program

City Manager Cory Misley requested time at the next Chamber Mtg. to review this with those who might be interested in the program. City Manager Cory Misley will have more information next month – aiming for December for action items, perhaps by resolution to adopt or implement the program. Until then the City is still working on the paperwork. Andrea Hine questioned whether we would have a brochure before the December Chamber Mtg. City Manager Cory Misley said yes. Ann stated that the December meeting is the smallest, but you would still get about 70 attendees and she also mentioned there was a buzz about the idea in town already. City Manager Cory Misley will plan to have the documents ready over the next 5 weeks for review. This is a pilot project to see how many people want to be a part of it and how much support they would have for this program. Andrea Hine mentioned the possibility of putting it in the January Newberry Eagle for the February Application deadline.

9. Discussion on Fall/Winter Meeting Schedule

City Manager Cory Misley stated that there will be several items to discuss at the November meeting, including the new Transportation Center. City Manager Cory Misley hopes to have materials from the City Engineer to review and get some ideas from the URA about the space and what the URA would like to contribute to the project. The goal would be to start the work next summer. City Council will get information in their next meeting, then the community will get information at the Oct 25<sup>th</sup> BBQ. A December meeting is recommended by City Manager Cory Misley – which would be Dec 4<sup>th</sup>. In January the first Tuesday is on Jan 1<sup>st</sup>. This will also be the first meeting with new members. City Manager Cory Misley recommends we skip January and revisit everything in Feb to review and then in March we make decisions. Connie is concerned about the applications for the Storefront Project might be coming in rapidly and there might be a need for another meeting. City Manager Cory Misley says maybe a work session in February along with the regular session meeting would help that. Connie Briese asks about Planning Manager Melissa Bethel's involvement with the applications. City Manager Cory Misley stated that Melissa Bethel would review all applications.

10. Other Matters: Only those matters properly added to this Agenda under line item No. 4

Safe Route to Schools – City Manager Cory Misley stated ODOT is contributing a large amount to the fund for this project. City is prepping a Grant Opportunity for Coach Road – to include sidewalks and crosswalks on Coach Road. The City would be the main contributor. The cost appears to be about \$400,000.00. The match due by the city is 20%, which is lower due to our Free and Reduced Lunch Status at the schools. City Manager Cory Misley mentioned the possibility of URA being a part of the funding and requested a letter of support from the URA for the grant submittal – which is due before the November meeting. Craig Heaton mentioned support for the idea, as well as his continued concern for the area from Wickiup to Cagle. Vicki Russell supports the idea to be a part of the grant, both a letter of support and a possible financial contribution. Ann Gawith also expressed support. Discussion occurred about the ACE Hardware employee parking along that road. City Manager Cory Misley and the City Engineer did discuss this morning that the current ACE gate could be moved and they could park within the gate rather than having the cars backing up into a Safe School Zone. More discussion about the parking in that area took place. Vicki Russell recommends signage regarding the children crossing in the area. She asked about whether we needed to declare a dollar amount at this item. City Manager Cory Misley suggests maybe \$5-10,000 in the grant to show support. If the grant goes the money goes to it and if not then it does not. More discussion about how to commit the money took place between Connie Briese and Vicki Russell.

***Vicki Russell made a motion to support the grant with a \$10,000 donation. Andrea Hine seconds the motion. No objections, unanimously approved.***

Vicki Russell mentioned the absent new member and asked about how the membership deals with absenteeism. Participation levels and attendance policy revisions were discussed. The agency agreed that two consecutive absences and three within a year could constitute removal. City Manager Cory Misley read the current rules.

***Vicki Russell motioned that two consecutive unexcused absences in six months and/or three in a year constitutes the removal of an agency member. Andrea Hine seconds the motion. No objections, unanimously approved.***

11. Public Comments - General

None

12. Staff Comments

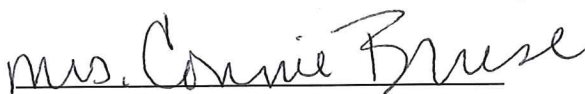
City Manager Cory Misley reminder about the Town Hall BBQ on October 25<sup>th</sup> at City Hall. Connie requested a name tag of sorts "Hi, I'm Connie. Ask me about City Council or URA." City Manager Cory Misley suggested color coded ribbons for "Business Owner" / "City Council" / "City Staff" etc. City Manager Cory Misley expressed thanks for the grant contribution. Kelly Notary made a small introduction.

13. Board Member Comments

Connie Briese discussed a presenter from the LOC named Jason Roberts (Build a Better Block Project). Cory will send out further information about this to the agency via email.

14. Adjourn Meeting

***Craig Heaton Made a motion to adjourn. Ann Gawith Seconded. No objections, meeting Adjourned.***



Chair

Attest

  
Cory Misley, City Recorder