



CITY OF LA PINE URBAN RENEWAL AGENCY MEETING AGENDA

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
2. Establish Quorum
3. Pledge of Allegiance
4. Added Agenda Items
Any matters added to the Agenda at this time will be discussed during the "Other Matters" portion of this Agenda or such time selected by the Urban Renewal Agency.
5. Approval of September 4, 2018 Meeting Minutes
6. Update from League of Oregon Cities Conference
7. Discussion on Storefront Improvement Program
8. Discussion on Fall/Winter Meeting Schedule
9. Public Comments
10. Other Matters: Only those matters properly added to this Agenda under line item No. 4
11. Public Comments
12. Staff Comments
13. Board Member Comments
14. Adjourn Meeting

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the Urban Renewal Agency Board to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The regular meeting is open to the public and interested citizens are invited to attend. The public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Holly Smith (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.



CITY OF LA PINE URBAN RENEWAL AGENCY MEETING AGENDA

Tuesday, September 4, 2018

3:00 p.m. Regular Session

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

1. Call to Order
Called to order by Connie Briese at 3:00 p.m.
2. Establish Quorum
Present: Connie Briese, Ann Gawith, Craig Heaton, Andrea Hine, and Stu Martinez
Absent by prior arrangement: Vicki Russell
Staff Present: City Manager Cory Misley, Planning Manager Melissa Bethel and Accounting Clerk Tracy Read
3. Pledge of Allegiance
Led by Stu Martinez
4. Added Agenda Items
Any matters added to the Agenda at this time will be discussed during the "Other Matters" portion of this Agenda or such time selected by the Urban Renewal Agency.
5. Approval of July 16, 2018 Meeting Minutes
Ann Gawith made a motion to approve the July 16, 2018 meeting minutes. Craig Heaton seconded. No objections. Unanimously approved.
6. Review Applications for Urban Renewal Agency Vacancy
Jean Spetter Sutton and Kathy DeBone both applied to fill the vacancy on the Urban Renewal Agency left by Dan Varcoe. There was discussion regarding weaknesses and strengths with each candidate and how having a fresh set of eyes could be beneficial to the agency.

Craig Heaton made a motion to accept Jean Spetter Sutton to the Urban Renewal Agency. Andrea Hine seconded. No objections. Unanimously approved.
7. Discussion on Decorative Light Pole Banners
Cory briefed the agency on the existing light poles and how they need an update. The City is looking for input on any new design ideas, as well as who should pay for them. There was discussion regarding readability of the banners once they are mounted high on the poles. Ann felt the first option would be the most visible. Cory will request mock ups of a few ideas. The extended arms will cost about \$350 each. The total cost of 30 banners and extended arms would be approximately \$12,500 - \$13,500.

There was discussion regarding the quality difference between vinyl and canvas (better), as well as the new poles going in on 1st Street. Stu Martinez felt we should leave the poles as is for now. The agency decided to hold off and reconsider in six months or so.

8. Continue Discussion on Storefront Improvement Program

Cory provided a review of the rough draft for the Storefront Improvement Program. The goal is to roll out the program at the December Chamber breakfast. Cory stated that the City will need to work with legal to be sure correct language is in place. He asked the agency how much grant money the agency should offer and there was discussion on doing a grant verses forgivable loan (or a combination of both). There was discussion regarding grant incentives for pedestrian safety components. The agency decided to drop the language in the brochure and have it be a discussion point during the application process. Andrea Hine asked how we would reach out to businesses and market the program. Connie Briese requested a brochure be mailed out to eligible business owners. There was concern expressed with the 'safety incentive' 2/27/19 application deadline. There was discussion regarding whether this is a good time for the City to commit to this project. There was discussion regarding the language of the brochure and a suggestion was made that safety enhancement incentives should be kept minimal at the outset. The agency felt that the brochure should have more examples of enhancement. Cory asked the agency if professional architecture services should be required. There was discussion about how some enhancements would not require that service and could be outlined with text, drawings, etc. The proposed timeline for final proposal is in October with the it being sent to legal in November. Funds will be reimbursed after the project, not given up front (this language will be added to the brochure).

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

None

10. Public Comments

None

11. Staff Comments

Cory Misley stated that budgets are available for review.

12. Board Member Comments

None

13. Adjourn Meeting

Craig Heaton made a motion to adjourn. No objections. Meeting adjourned at 3:57 p.m.

Chair

Attest

Cory Misley, City Recorder