



MINUTES

**URBAN RENEWAL AGENCY BOARD - Special Session Meeting
Monday, October 3, 2016 North Plains Senior Center 7:30 PM**

**COUNCIL
PRESENT:**

Chairperson Robert Kindel, Jr.; URA Directors: David Hatcher, Teri Lenahan, Charlynn Newton, Sherrie Simmons, Scott Whitehead

COUNCIL ABSENT: N/A

STAFF PRESENT: Executive Director Blake Boyles; City Recorder Lori Lesmeister

1 CALL TO ORDER

Chair Kindel called the meeting to order at 9:12 p.m.

2 PLEDGE OF ALLEGIANCE

Chair Kindel lead the URA Board in the flag salute. Chair Kindel dispensed with the flag salute as it was performed at the City Council meeting just prior to this URA meeting.

3 ROLL CALL

4 CONSENT AGENDA:

(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Board)

- a) Approval of the October 3, 2016 Special Session Agenda
- b) Approval of minutes of 09/06/2016 URA Board Meeting

Motion to approve the Consent Agenda. Moved by Director Hatcher. Second by Director Lenahan. Motion was approved unanimously.

5 PUBLIC COMMENT:

(Persons wishing to speak on matters not on the agenda may be recognized at this time. Speakers must complete a "Public Comment Registration form" on the information table and return it to the City Recorder. You are not required to give your address when speaking to the URA Board, only your name. Presentations are limited to five minutes.)

6 NEW BUSINESS:

- a) Review and discussion of FY2015-16 Budget to Actuals

Finance Director Rachel Lembo presented the 2015-2016 review of Actuals vs Budget. Finished 2016 with revenue at 98% of budget and expenditures at 96% of budget. The parking lot came in slightly over budget at \$33,000 and the mural came in slightly under budget.

Director Lenahan asked if mural artist, Allison McClay, has kept track of her hours for the mural project. Blake Boyles contacted McClay during this meeting with the question. McClay replied that her assistants have spent approximately 450 hours on

the project and she is estimating that she has spent about twice that much, or 900 hours, on the project. Chair Kindel asked if it would be possible to pay McClay more money, like some type of bonus, for her work on the project. Lembo said yes, this is possible and there is still plenty of time to do that. There was agreement from the members to look into this.

Boyles stated that he would like to see a mural project be an annual event. He suggested that maybe one building a year could be done with a cost in the \$3,000 range. He will do some research on this and get back to the Board.

Lembo moved on to the 2016-2017 budget. With regards to the Downtown Entrance and the change of removing the arch and instead having signage and rock it takes the project cost down to \$100,000 rather than the \$200,000 originally budgeted. Director Lenahan asked if the Grant had been submitted to the Washington County Visitor's Association. Boyles stated that it was turned in today, October 3, 2016. Boyles stated that the Grant can be up to 70% of a project with a cap of \$35,000. Lembo states that we know the costs for the Downtown Crossings will be \$11,000, and we know that the amount still owing for the mural project (without any bonus) is \$6,000. If the city receives the \$35,000 grant that will leave a net cost to the city of \$65,000 for the entrance project.

Lembo proposes we take the funds out of the Entrance line of the budget and add in the "Whereas" to the Resolution that both the project amount along with the grant amount be added in once we have firm numbers.

- b) Review and Adoption of URA Resolution No.16-0003 - FY2016-17 Budget Transfer
To approve Ordinance 16-003 with the change of line item Downtown Entrance to go to \$00.00, including the Grant taken to \$00.00, with the understanding that once there are firm costs and we know if we receive a grant from Washington County Visitor's Association we make the line item adjustments at that time. Moved by Director Hatcher. Second by Director Lenahan. Motion was approved unanimously.

7 ADJOURNMENT:

Chair Kindel adjourned the URA Board meeting at 9:50 p.m.

All members thanked Rachel Lembo for her service to the City of North Plains and wished her well in her new endeavors.

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Lori Lesmeister, City Recorder

Date Approved _____