

MINUTES
URBAN RENEWAL AGENCY BOARD - Special Session Meeting
Monday, October 5, 2015 North Plains Senior Center 7:30 PM

DIRECTORS PRESENT:

Chair Robert Kindel, Jr.	Director David Hatcher
Director Sandi King	Director Teri Lenahan
Director Charlynn Newton	Director Sherrie Simmons
Director Scott Whitehead	

STAFF PRESENT:

Executive Director Blake Boyles
City Recorder Margaret Reh

1 CALL TO ORDER

Chair Kindel called the Special Session of the Urban Renewal Agency Board to order at 9:06 p.m.

2 PLEDGE OF ALLEGIANCE

Chair Kindel dispensed with the Pledge of Allegiance as it was just conducted at the City Council meeting just prior to this meeting.

3 CONSENT AGENDA:

- a) Approval of Special Session Agenda
- b) Approval of minutes of 08/17/2015 URA Board Meeting
Motion to approve the Consent Agenda. Moved by Councilor Lenahan. Second by Councilor Simmons. Motion was approved unanimously.

4 PUBLIC COMMENT:

None were forthcoming

5 PRESENTATION: None Scheduled

6 PUBLIC HEARING: None Scheduled

7 NEW BUSINESS:

- a) Review and discuss the draft copy of a Request for Proposal for Consulting Services to Prepare an Economic Opportunity Analysis Study for the City of North Plains.

Heather Austin, City Planner from 3J Consulting, presented the staff report. The next step in updating the Comprehensive Plan is to evaluate the City's economic opportunities and housing needs. The purpose of an Economic Opportunity Analysis (EOA) is to (a) update the City's economic data, (b) develop a cohesive economic

strategy and vision for the community, and (c) better define the City's role in helping to achieve community economic development aspirations through specific policies and implementation measures.

State funding, by way of a grant, could be available to help with this study. A grant application was completed by Cogan Owens Greene and has been submitted to the State. Austin has prepared a Request for Proposal (RFP) for consulting services to complete an EOA. Staff was seeking approval with moving forward with this RFP once it is determined if it will be state funded or URA funded. Discussion ensued.

The Board listed six projects that the URA is currently paying for or considering: 1) LOCAP loan repayment for the spires on Glencoe; 2) financing the yellow house at 31311 NW Commercial Street; 3) Converting the property on Kaybern Street to a parking lot; 4) Entrance to the business district; 5) Painting of murals on tin buildings on Commercial Street; 6) financing the BLI/HNA/EOA study for the Comprehensive Plan. Discussion ensued regarding the URA finances.

The RFP meets the criteria for what the city would require in the study. Austin will advise the URA Board if significant changes to the RFP are required by the State in order to receive the grant.

A scoring committee will need to be established to evaluate and score the RFPs. This committee could consist of a URA Director, a Planning Commissioner, City Manager, Planning Consultant and the Mayor.

Motion to accept this RFP and to move forward with the RFP for consulting services for the EOA study, with the option for minor adjustments if necessary, once funding has been established.

Moved by Director Hatcher. Second by Director Whitehead. Motion was approved unanimously.

b) Discussion regarding the plans for improving directional signage to the North Plains Downtown area.

Boyles presented the staff report on the gateway to the city center. City officials, business leaders and the general population have been discussing options about what to do with the corner of Glencoe Road and Commercial Street to make it more conducive to directing traffic to the downtown and city center area.

Included in the URA agenda packet was a report from Laurence Qamar, of Qamar & Associates. Qamar reviewed the conditions of the North Plains town center entry and included his recommendations in his report. A desirable design is one that will appeal to individual's curiosity and draw people down to the City Center along with being directional. Discussion ensued.

This report and recommendations will be forwarded to the Chamber of Commerce to discuss at their next Board Meeting on October 28, 2015.

c) Discussion of Parking Lot at the corner of Kaybern Street and Main Street and possible adoption of URA Resolution No.15-0002

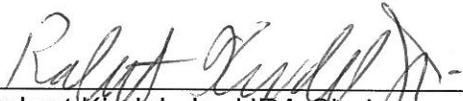
Boyles presented the staff report. There has been discussion of a need for more parking in the downtown area. The property the City owns at the corner of Kaybern and Main Street could allow 32 parking spaces to be created. This area could be converted from its current use to a parking lot at a cost of approximately \$30,000. This would include the demolition and removal of material from the site; rock and fabric; and installation of a new fence along the east boundary separating the two properties. Discussion regarding ingress and egress ensued.

Motion to approve URA Resolution No.15-0002 approving the construction of the parking lot at the northeast corner of Kaybern Street and Main Street.

Moved by Councilor Lenahan. Second by Councilor Simmons. Motion was approved unanimously.

8 **UNFINISHED BUSINESS:** None Scheduled

9 **ADJOURNMENT:** Chair Kindel adjourned the meeting at 9:53



Robert Kindel, Jr., URA Chairperson



Margaret L. Reh, City Recorder

Date approved 02/01/2016