

**CITY OF CENTRAL POINT
Development Commission Minutes
March 24, 2016**

I. REGULAR MEETING CALLED TO ORDER

Chair, Mayor Hank Williams called the meeting to order at 6:07 p.m.

II. ROLL CALL:

Chair: Mayor Hank Williams
Commission Members: Bruce Dingler, Rick Samuelson, Tanea Browning and Mike Quilty were present. Brandon Thueson and Allen Broderick were excused.

City Manager Chris Clayton; Community Development Director Tom Humphrey; Police Chief Kris Allison; Planning Manager Don Burt; City Attorney Dan O'Conner; Finance Director Bev Adams; and City Recorder Deanna Casey were also present.

III. APPROVAL OF MINUTES

A. Approval of January 14, 2016 Development Commission Minutes.

Mike Quilty moved to approve the minutes as presented. Rick Samuelson seconded. Roll Call: Mayor Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Rick Samuelson, yes; and Mike Quilty, yes. Motion approved.

IV. DISCUSSION ITEMS

A. Fiscal Year 2016-17 Budget Capital Projects

Planning Manager Don Burt presented a power point presentation regarding the streetscape project and the 2016/17 proposed Capital Projects. He presented the preliminary resource estimate and the estimated expenditures.

He explained the estimated time line:

- April, 2016 to July 2016 Preliminary engineering.
- June 2016 to August 2016 Phasing Plan and Cost Estimates.
- August 2016 to November 2016 Final Engineering and construction documents for Phase 1.
- September 2016 to October 2016 Financial Consultants.
- October 2016 to January 2017 Bond Sale.
- March 2017 to April 2017 Project out to bid.
- May 2017 to September 2017 Construction Project.

The final project costs will be carried-over to Fiscal Year 2017-2018. There was discussion about how many phases would be required to complete East Pine west of 7th Street. Those decisions will be decided by the Development Commission depending on the preliminary plans and revenue.

Staff is requesting to proceed with the Fiscal Year 2016/2017 budget and want to include Phase 1 of the streetscape construction in that budget.

Commission members agreed to proceed with the budget preparation and return to the Budget Committee for discussion and approval in April.

V. BUSINESS

A. Consideration of Resolution No 2016-02 Awarding a contract to Adkins Consulting Engineering for the Streetscape Design and Engineering on East Pine Street

Mr. Burt explained the project area on Pine Street between the Railroad and 7th Street. The contract will have a preliminary engineering plan for the project area. Staff received three proposals and has interviewed three engineers. Adkins Consulting Engineering is the preferred firm. They included a phasing plan and construction cost estimates per phase with final engineering plans & construction documentation.

Community Development Director Tom Humphrey explained that Adkins Engineering plans to work with businesses to avoid as much disruption as possible during construction. Staff felt that Adkins provided assurance that they will be the best company for this project. They have done similar projects around the state.

Below are the primary tasks for the project:

1. Data Collection
2. Preliminary Streetscape Design
3. Preliminary engineering plans
4. Phasing plan for meetings and public outreach
5. Preliminary cost estimate for each phase, meeting, and public outreach
6. Design of pedestrian signal in phase 1 with additional traffic control
7. Design of water line replacement options and design of permanent sign replacement

He explained the contract cost is budgeted for \$310,000. The base contract is not to exceed \$215,000, extra work is not to exceed \$75,000, and the contract will carry over into the 2016/2017 fiscal year. Staff requests that the Commission approve the proposed Resolution awarding the contract to Adkins Consulting Engineering.

Bruce Dingler moved to approve Resolution No 2016-02 Awarding a contract to Adkins Consulting Engineering for the Streetscape Design and Engineering on East Pine Street. Mike Quilty Seconded. Roll Call: Mayor Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Rick Samuelson, yes; and Mike Quilty, yes.

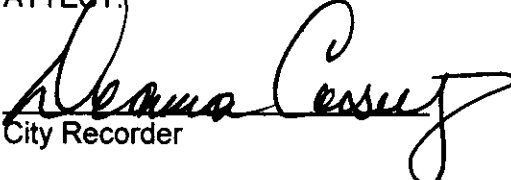
VI. ADJOURNMENT

Rick Samuelson moved to adjourn, Tanea Browning seconded, all said "aye" and the meeting was adjourned at 6:35 p.m.

Dated: 6/9/16


Chair Mayor Hank Williams

ATTEST,


City Recorder