

CITY OF CENTRAL POINT

Oregon

Community Development Commission

Regular Meeting Minutes
Thursday, April 22, 2021

I. MEETING CALLED TO ORDER

II. ROLL CALL

Attendee Name	Title	Status	Arrived
Hank Williams	Mayor	Remote	
Taneea Browning	Ward IV	Remote	
Neil Olsen	Ward I	Remote	
Kelley Johnson	Ward II	Remote	
Melody Thueson	Ward III	Remote	6:29 PM
Michael Parsons	At Large	Remote	
Rob Hernandez	At Large	Remote	

Also in attendance: City Manager Chris Clayton; Finance Director Steve Weber; Police Chief Kris Allison; Police Captain Dave Croft; Community Development Director Tom Humphrey; Planning Department Director Stephanie Holtey; and City Recorder Deanna Casey.

III. APPROVAL OF MINUTES

- A. Community Development Commission - Regular Meeting - Aug 13, 2020 6:30 PM

Rob Hernandez moved to approve the August 13, 2020 minutes as presented.

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Rob Hernandez, At Large
SECONDER: Taneea Browning, Ward IV
AYES: Williams, Browning, Olsen, Johnson, Parsons, Hernandez
ABSENT: Melody Thueson

IV. DISCUSSION ITEMS

- A. Facade Grant Request(Presented by Humphrey)

Community Development Director Tom Humphrey explained that we have received a Building Façade Grant for 216 Pine Street. The request comes from a business owner who is leasing the space. The property owner is not interested in

making improvements to the building. The applicant has obtained bids for two awnings, and decided on one for \$1,740. The Building Façade Grant program usually covers 50% of the expenses that qualify and has sufficient funds. The Applicant has asked if the Commission would be willing to cover the entire cost of the awning due to her circumstances and desire to improve her business without help from the building owner who has offered verbal approval only. The program is designated as an incentive for property/business owners to make improvements that make the Downtown more attractive and make the businesses more successful. Given the desire and willingness of the business owner to stay in her location in spite of the owners lack of cooperation, staff believes that this is a reasonable request and a positive investment for the Community Development Commission.

Council members are not concerned about the amount of money for this project, but it does deviate from any previous requests. They are concerned about setting a precedent and other businesses will expect the same. They are also concerned about making improvements to a building when the property owner isn't willing to make any improvements.

City Manager Chris Clayton stated that the Commission could amend the rules allowing the commission to pay up to \$2,500 or 50% of anything over that amount. This would allow the smaller businesses an option to make improvements to buildings they do not own.

Kelley Johnson moved to approve the proposed application and bring back recommendations for changes to the current policy.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelley Johnson, Ward II
SECONDER:	Michael Parsons, At Large
AYES:	Williams, Browning, Olsen, Johnson, Thueson, Parsons, Hernandez

B. Development Commission 5 year Project Goals(Presented by Clayton)

City Manager Chris Clayton provided information from the Urban Renewal plan. The district has been focused on two primary areas; meeting the debt service requirements for the Downtown/Pine Street Streetscape Project; and working with developers and business owners to fund façade improvement projects within the district boundaries. New projects are now feasible within our five-year horizon. He reviewed the existing plan mission, goal and project information. We do not need to take jurisdiction of the Greenway in order to include improvements to the project list.

With funds available the Central Point Development Commission may fund in full, in part, a proportionate share of, or cause to be funded, the following numbered projects and activities:

1. **DOWNTOWN AREA STREETScape IMPROVEMENTS.** Within Downtown Core Area (Part 2, Figure 6) improve streetscapes on the primary pedestrian streets. Streetscape improvements may include curb and gutter, sidewalks, crosswalks, street trees, tree grates, street lights, plazas, gateways, and street furniture. All streetscape improvements shall be constructed in accordance with an approved streetscape master plan for the Downtown Core Area.
2. **EAST PINE STREET IMPROVEMENTS.** Improve the streetscape along that section of East Pine Street between the Downtown Core Area and Hamrick Road. Streetscape improvements may include curb and gutter, sidewalks, crosswalks, street trees, tree grates, street lights, plazas, gateways, portal signage on I-5, and street furniture. All streetscape improvements shall be constructed in accordance with an approved streetscape master plan East Pine Street.
3. **NEIGHBORHOOD SIDEWALKS AND STREET LIGHTING.** Install sidewalks on residential streets in the Northside and Southside Neighborhoods illustrated in (Part 2, Figure 2, Urban renewal Boundary and Planning Sub Areas). All sidewalk improvements shall be made in accordance with city sidewalk standards and may include street lighting, and street trees.
4. **HWY. 99 CORRIDOR IMPROVEMENTS.** Improve Hwy. 99 (Front Street) streetscape from the proposed Twin Creeks railroad crossing south to Bush Street. Streetscape improvements may include curb and gutter, sidewalks, street trees, tree grates, street lights, plazas, gateways, cross-walks and street furniture. All streetscape improvements shall be made in accordance with an approved streetscape master plan for the area.
5. **INTERSECTION SIGNALIZATION.** Install/upgrade/modify traffic signals at the following intersection:
 - a. **Twin Creeks RR-Xing.** Install new signalized intersection at Hwy. 99 and Twin Creeks Dr. including a new railroad crossing at Twin Creeks Dr. Improvements shall include, but not be limited to easement acquisition, sidewalks, street lights, and landscaping;
 - b. **Downtown Core Area Signals,** add new signals and modify others within the Downtown Core Area. Plans for signalization shall be based consistent with the City's Transportation System Plan;
 - c. **Hwy. 99 and Fire District 3 Station,** to improve the safety of emergency vehicle egress install an emergency signal on Hwy. 99 by Fire District No. 3 station;
 - d. **East Pine St. and Peninger,** modify existing signal in accordance with Interchange Access Management Plan 33;
 - e. **East Pine St. and Gebhard Extension,** add new signals at future intersection of Gebhard Rd. and E. Pine Street.
6. **OFF-STREET PARKING FACILITIES.** All public parking constructed under the provisions of this Section shall comply with the objectives and policies of the City of Central Point Comprehensive Plan and the City of Central Point Transportation System Plan as applies to the Downtown, and with the applicable standards set

forth in the Land Development Code.

- a. **Oak Street Parking Facility.** Design and construct a parking facility on the northwest corner of Oak Street and Third Street.
 - b. **Manzanita Street Parking Facility.** Design and construct a parking facility on the southeast corner of Manzanita Street and First St.
7. **UNDERGROUND EXISTING POLE MOUNTED UTILITY SYSTEMS.** Within the Downtown Core Area, and along Hwy. 99 underground existing overhead utilities in accordance with an approved comprehensive underground utility plan.
8. **GEBHARD ROAD EXTENSION TO COLLECTOR STREET STANDARDS.** Extension of Gebard Road to local collector street standards from the northerly limits of the Urban Renewal Area to East Pine Street.
9. **PFAFF PARK RENOVATION.** Renovate Pfaff Park including new landscaping, restroom facilities, playground equipment, and lighting.
10. **FREEMAN ROAD UPGRADE TO COLLECTOR STREET STANDARDS.** Between Oak St. and Hopkins Road rebuild Freeman Road to collector street standards, including curb, gutter, sidewalks, street lights, traffic control devices, and street trees.
11. **PENINGER ROAD SOUTHERLY EXTENSION.** Extend Peninger Road south across Bear Creek to collector street standards to intersect with Hamrick; including intersection signal modifications at East Pine Street and Peninger, southerly bridge crossing and bike lanes. The specifics and timing of this project shall be based on a transportation analysis prior to commencement of construction.
12. **MISCELLANEOUS PUBLIC WORKS.** Throughout the life of this Urban Renewal Program, the Central Point Development Commission, consistent with their priorities and financial resources, may assume the costs, or share of the costs, of engineering and constructing public works projects within the Urban Renewal Area to further the objectives of this Urban Renewal Plan. Such projects may include the installation or reconstruction of the following:
 - a) Storm Drains;
 - b) Sanitary Sewers;
 - c) Water Mains and Fire Hydrants;
 - d) Curbs or Curbs and Gutters;
 - e) Sidewalks, including Irrigated Tree Plantings;
 - f) Street Work; and
 - g) Alley Paving.
13. **CITY OF CENTRAL POINT COMMUNITY CENTER.** Assist with the feasibility analysis, site and architectural design, land acquisition, and construction of a community center within the Area. The Agency's participation in the development of a community center shall be limited to the percentage of the total design and

development costs, including land acquisition that can be reasonably attributed to serving the Area.

14. **FIRE SAFETY.** New Fire equipment to service growth within Urban Renewal Area. The Central Point Development Commission will coordinate and enter into a written agreement with Fire District No.3 regarding the timing of implementation of this project.
15. **ECONOMIC DEVELOPMENT INCENTIVE PROGRAM.** The Central Point Development Commission may establish incentive programs to encourage commercial and residential development within the Urban Renewal Area. The economic incentive programs may be in the form of grants, or loans. Prior to the establishment of any economic incentive program the Central Point Development Commission shall prepare and adopt an economic development incentive program defining:
 - a) Criteria for eligibility;
 - b) Terms and conditions of the program;
 - c) Loan procedures for recycling the funds as loan obligations are paid;
 - d) Procedures where loan payments are not paid or paid in an untimely manner;
 - e) Procedures and conditions for which deferred payment loans may be offered;
 - f) Procedures for administering and servicing the program; and
 - g) Such other procedures and conditions which the Central Point Development Commission deems necessary.

It is common for Urban Renewal Districts to purchase and make improvements to properties within the district. The Commission could look at 216 Pine Street or the apartments on Freeman Road. Staff is looking for Commission input regarding the proposed 5 year Urban Renewal Goals. There was discussion about relocating the tenants which we have done in the past.

Mike Parsons moved to approve the Development Commission Five Year Project Goals as presented.

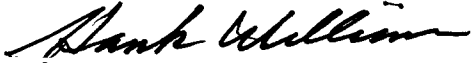
RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Parsons, At Large
SECONDER:	Tanea Browning, Ward IV
AYES:	Williams, Browning, Olsen, Johnson, Thueson, Parsons, Hernandez

V. ADJOURNMENT

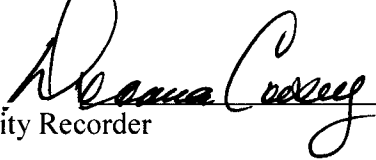
Neil Olsen moved to Adjourn the meeting at 6:45 p.m. Kelley Johnson seconded.

The foregoing minutes of the April 22, 2021, Development Commission meeting were approved by the Development Commission at its meeting of June 24, 2021.

Dated: 6/24/21


Chair Hank Williams

ATTEST:


City Recorder