

Minutes of the Veneta Urban Renewal Agency

April 12, 2010

Present: Chair Sharon Hobart-Hardin, T. J. Brooker, Darrell Carman, Marion Esty and Sandra Larson

Staff: Ric Ingham, City Administrator; Sheryl Hackett, City Recorder; Zac Moody, Assistant Planner and Darci Henneman, Assistant City Recorder

1. CALL TO ORDER

Chair, Sharon Hobart-Hardin called the Veneta Urban Renewal Agency to order at 8:58 p.m.

2. PUBLIC COMMENT

None

3. CONSENT AGENDA

MOTION: T. J. Brooker made a motion to approve the Consent Agenda as presented. Sandra Larson seconded the motion.

VOTE: Marion Esty, aye; Darrell Carman, aye; Chair Sharon Hobart-Hardin, aye; Sandra Larson, aye; and T. J. Brooker, aye.

4. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) - SERVICE CENTER

1. Fern Ridge Service Center – CDBG Application Review

Zac said the CDBG grant application for the Service Center was submitted to CDBG in late March. Louise Birk from CDBG reviewed the application and provided comments. CDBG also required a copy of the approved Council minutes as well as an executed Lease Agreement between the City and the entity that would be leasing the building (Mid-Lane Community Partnership).

Staff sent grant applications to the Ford Family Foundation, Collins, the Oregon Community Foundation, and Meyer Memorial. CDBG lead staff to believe that as long as we had other funding secured within four months, we could move forward with the CDBG grant application. Staff is hearing now that all of the foundations need to have committed their funds. If the funds are not committed, CDBG could deem the application incomplete and not process it.

Staff is asking the Council to approve Mayor Hobart-Hardin sign the Lease Agreement with Mid Lane Community Partnerships in order for Ms. Birk to continue processing the CDBG grant application.

In response to a question from Sandra Larson, Zac said the Service Center facility will be used exclusively as the senior center and food pantry. We're calling the facility the "Fern Ridge Service Center" but there's some confusion on Ms. Birk's part that the Service Center will provide more than senior services. She is the only one at CDBG that's stuck on the name. The definition of "Service Center" has changed.

In response to questions from Sandra Larson, Ric said naming the facility a Services Center indicates it will provide other services such as a food pantry. When the Fern Ridge Service Center Committee members toured several

southern Willamette Valley centers, the centers indicated they don't like to refer to the centers as "senior" Centers. The majority of the services being delivered out of the Service Center will be for seniors but she felt that a food pantry was the major services being delivered. This caused our grant status to change from being eligible for \$1,000,000 in grants funds to now only being eligible for \$800,000 in grant funds. If Ms. Birk denies our application, we can appeal her decision.

Zac said combination facilities are not as common as facilities dedicated to one specific use. He and Kristin Kelley will re-work some of the text to more clearly identify each use and their corresponding national objectives.

In response to a question from Sandra Larson, Zac said the language in the agreement was changed so that the lessee cannot make improvements to the building without City approval.

Zac said the Lease Agreement will have a five year renewal period. The City will maintain control of the site and require Mid-Lane to create a mandatory fund for maintenance. The exhibit attached to the Lease Agreement as well as building specs will be modified once a final design of the building is complete. Mid-Lane will continue to work on the estimate of yearly costs and incorporate those into the Lease Agreement.

In response to a question from Darrell Carman, Zac said even if we sign the Lease Agreement now, it can always be modified once the final design is complete.

In response to a question from T. J. Brooker, Ric said the Mid-Lane Community Partnerships services that will not be delivered from the Service Center will be operating out of Olivet Baptist Church.

MOTION: T. J. Brooker made a motion to approve the Lease Agreement with Mid Lane Community Partnership. Sandra Larson seconded the motion which passed with a vote of 5-0.

Funding Match

At this point staff doesn't want to lock into anything as far as guaranteeing the City will match CDBG funding, however, staff feels the City has a strong proposal and is getting positive feedback from the four private foundations but there's still a funding gap. The Council could authorize Mayor Hobart-Hardin to sign a letter of intent committing the City for the entire match amount. At this point we're not committed until we agree to sign the CDBG contract.

The foundations are waiting for CDBG to make a funding commitment and CDBG is waiting for the foundations to make a funding commitment. The foundations are less likely to provide a grant without the CDBG commitment. Not only does CDBG not want to be the first to fund we're hearing that unless the other four are committed, CDBG won't even consider our application.

In response to a question from Sandra Larson, Ric said until the contract with CDBG is signed, we are not bound by any funding commitment.

In response to a question from Darrell Carman, Ric said it is a line item but the

revenue is tied to the foundation money that would come in so we already have it in the budget as an expenditure at the first of the year.

In response to a question from Darrell Carman, Ric said the letter will have to include language that the Veneta City Council is committed to the match dollars needed.

The Agency took action to authorize Mayor Hobart-Hardin to sign the CDBG grant application and also commit the City to fully match funds needed to complete the Fern Ridge Service Center. However, after the action, the Agency realized the Council is required to take action on these matters and not the Urban Renewal Agency therefore, they withdrew their actions.

5. OTHER

Ric said staff has been working with Lane County on addressing the crosswalk needs for crossing Territorial Road at West Broadway. ODOT is requiring both crosswalks to be installed with pedestrian flashing lights, with lighting around the intersection to properly illuminate the crosswalks. Pedestrians would activate the flashing lights by pushing a button at both crosswalks.

In response to a question from Darrell Carman, Ric said the pedestrian flashing lights will be installed on the lamp posts and if that's not possible, a second series of posts would be installed to hold the flashing lights. We'd like to incorporate the lamp posts for the flashing crosswalk lights rather than use the galvanized meter posts.

Zac said ODOT requires taller lamp posts at the intersection and the rain garden design is about 95% finished.

In response to a question from Darrel Carman, Ric said the corner lamp posts will have a single bulb.

With the addition of the extra lamp posts the flag poles were removed from the design, because the intersection was becoming too cluttered. Staff would like to see local artisans involved with the design of the birds.

Ric said the first Master Plan called for the lamp posts and furnishings to be black, however dark green has been suggested as an alternative.

Chair Hobart-Hardin delegated the decision on the color of the lamp posts be decided by the City Administrator.

6. ADJOURN

Chair Hobart-Hardin adjourned the Veneta Urban Renewal Agency meeting at 9:44 p.m.

Sharon Hobart-Hardin, Chair

Darci Henneman,
Assistant City Recorder