

# Minutes of the Veneta Urban Renewal Agency

## August 11, 2014

Present: Sandra Larson, Brittany Boothe, Thomas Cotter, and Victoria Hedenstrom

Absent: Thomas Laing

Staff: Ric Ingham, City Administrator; Kyle Schauer, Public Works Director; Katie Babits, Management Analyst; Lisa Garbett, Associate Planner; Darci Henneman, Assistant City Recorder, Michelle Ossowski, Fern Ridge Review

### 1. CALL TO ORDER

Mayor Larson called the Veneta Urban Renewal Agency meeting to order at 9:30 p.m.

### 2. PUBLIC COMMENT

None

### 3. CONSENT AGENDA

**MOTION: Thomas Cotter made a motion to approve the Consent Agenda as presented. Victoria Hedenstrom seconded the motion.**

**VOTE: Thomas Cotter, aye; Sandra Larson, aye; Victoria Hedenstrom, aye; Brittany Boothe, aye.**

### 4. FISCAL YEAR 2013-14 PRELIMINARY BUDGET TO ACTUAL REPORT

Hartz said this is the Urban Renewal Agency preliminary year-to-date report through June 30, 2014. She said there wasn't a lot of unusual activity in Urban Renewal this past year and we've taken a break from using funds for different projects so the fund balances are a little larger than we were expecting. She said this will be a nice position for budgeting fiscal year 2015-16.

### 5. OTHER

Ingham said City staff has directed the building official to get started on his dangerous building report. He said staff is looking forward to receiving a draft of the preliminary reports on Front Row Video on McCutcheon and the Tootle House on West Broadway.

Ingham said staff received the site plan review application from the West Lane Fitness Center to move into the old Moose Lodge. He said originally the application was deemed incomplete and additional information was requested so staff is hopeful the application is now complete and that we will see some activity soon.

In response to a question from Victoria Hedenstrom, Ingham said basically there will be a new fence, parking lot, and fairly drastic improvements. He said under this site plan process there are no new significant exterior changes. He said they're using the structure as it is but we promised to do some sidewalk and parking improvements on the west side of Fifth St. He said we have an informal re-developmental tool kit which we'll use to assist the applicant to address the front of the building but we haven't had too much discussion yet. He said we want to make sure we get a complete application first. An option would be for the City to pay an architect to review their plans and make some suggestions to dress up the exteriors and then work on an agreement to provide a match if they proceeded with the improvements.

In response to a question from Victoria Hedenstrom, Ingham said as part of the site plan review and based on the new usage, staff verifies that the building is up to standards to handle the intended use. He said façade improvements are really about how attractive we can make the front of the building.

Chair Larson said façade improvements is something Pendleton does.

Ingham said Pendleton had a R.A.R.E. student develop their façade program.

In response to a question from Victoria Hedenstrom, Ingham said the City Council acts as the Urban Renewal Board and much like we've done with West Broadway, our Plan has us working on additional items but as City Administrator, he recommends not proceeding on some of those plans until we see some return on our initial investments in the West Broadway area.

**6. ADJOURN**

Chair Larson adjourned the Veneta Urban Renewal Agency at 9:38 p.m.

  
Sandra Larson, Chair

  
Darci Henneman, Assistant City Recorder