

COMMUNITY DEVELOPMENT COMMISSION MEETING MINUTES



June 13, 2024

6:00 PM

Central Point City Hall

140 S 3rd St, Central Point, OR

www.centralpointoregon.gov

1 Meeting Called to Order

The meeting was called to order at 6:05 PM by Chair Hank Williams

2 Roll Call

The following members were present: Ward IV Tanea Browning, Mayor Hank Williams, At Large Rob Hernandez, At Large Michael Parsons, Ward II Kelley Johnson, Ward I Neil Olsen

The following members were absent: Ward III Melody Thueson

The following staff were also present: City Manager Chris Clayton, City Attorney Sydnee Dreyer; Parks and Public Works Director Matt Samitore, Finance Director Steve Weber, and City Recorder Rachel Neuenschwander.

3 Approval of Minutes

A. Approval of January 25, 2024, Meeting Minutes

Motion: Approve

Moved By: Tanea Browning **Seconded by:** Michael Parsons

Roll Call: Members Tanea Browning, Hank Williams, Rob Hernandez, Neil Olsen, Kelley Johnson, Michael Parsons voted yes. None voted no.

4 Presentation

A. 2021/2022 Audit Presentation

Presentation was canceled.

5 Discussion Items

A. Resolution Approving MOU with Fire District 3 - Fire Equipment

City Manager Chris Clayton presented the Resolution approving the MOU with Fire District 3 - Fire Equipment to the Development Commission. The Urban Renewal Plan (the "Plan") provides that the Urban Renewal District may fund "in full, in part, a proportionate share of, or cause to be funded" a list of projects and activities that are intended and necessary to further the objective of the Plan. Project No. 14 of the Plan provides for purchasing new fire equipment to service growth within the Urban Renewal Area. Project 14 intends for the CPDC and the District to coordinate and enter into a written agreement regarding the timing of implementation of this project. The fire equipment costs \$2,758,598, and the Urban Renewal District will fund approximately 25% of the equipment purchase.

Michael Parsons moved to approve Resolution No. 2024-02 a resolution Approving a Memorandum of Understanding with Fire District 3 for contribution to Fire Equipment.

Motion: Approve

Moved By: Michael Parsons **Seconded by:** Tanea Browning

Roll Call: Members Tanea Browning, Hank Williams, Rob Hernandez, Neil Olsen, Kelley Johnson, Michael Parsons voted yes. None voted no.

B. Resolution Approving Fiscal Year 2024-25 Budget

Finance Director Steve Weber presented a resolution approving the Fiscal Year 2024-25 Budget to the Development Commission. The Central Point Development Commission Budget Committee met on May 20, 2024, and approved it to move forward to the Board of Directors for formal adoption. The total budget presented for adoption is \$2,458,040.

Michael Parsons moved to approve Resolution No. 2024-03 a resolution adopting the Budget, Making Appropriations, and

Declaring Tax Increment.

Motion: Approve

Moved By: Michael Parsons **Seconded by:** Tanea Browning

Roll Call: Members Tanea Browning, Hank Williams, Rob Hernandez, Neil Olsen, Kelley Johnson, Michael Parsons voted yes. None voted no.

C. Visitors Information Center Increase of Funding Request

City Manager Chris Clayton presented to the Development Commission a request from the Visitors Information Center requesting additional funding to offset the cost increases in the Central Point Visitors Information Center operations and payroll expenses. The financial impact of the request is \$500 per month, totaling \$6,000 for the fiscal year. If this were to move forward, he and City Attorney Sydnee Dreyer would amend the current contract with the Visitors Center to include these additional funds and bring it back for approval.

Commissioners were not opposed to the increase but inquired how much other municipalities contribute to the Visitor's Information Centers in their areas. Staff will research this and bring the information back to a future meeting.

6 Adjournment

Neil Olsen moved to adjourn, all said aye and the meeting was adjourned at 6:28 PM

The foregoing minutes of the June 13, 2024, Council meeting were approved by the City Council at its meeting of _____, 2024.

Dated:

Mayor Hank Williams

ATTEST:

City Recorder