

NEWBERG CENTENNIAL REDEVELOPMENT COMMISSION
AND NCRC BUDGET COMMITTEE
MINUTES

May 10, 1984

7:30 PM

City Council Chambers

Members Present:

Elvern Hall
Bruce Breitling
Rick Rementeria
Quentin Probst
Alan Halstead

Others Present:

Hal Grobey
Terry Mahr
Mike Boyes
Bob Quanstrom
Dennis Hoffman
Ron Walker

Staff Present:

Mike Warren, Executive Director
Clay Moorhead, Executive Secretary
Rick Faus, NCRC Attorney
Greg DiLoreto, City Engineer

The meeting of the Newberg Centennial Redevelopment Commission was called to order by Bruce Breitling in the absence of the Chairman and Vice-Chairman. Mr. Breitling indicated that it is necessary to appoint two additional members to the Budget Committee and then the regular meeting of the Commission would be adjourned until after the Budget Committee has reviewed the proposed 84-85 fiscal year budget for the Redevelopment Commission.

Motion: Hall-Probst to appoint Mike Boyes and Bob Quanstrom to the Budget Committee. Motion carried by a unanimous vote of those members present.

The regular meeting of the Newberg Centennial Redevelopment Commission was then adjourned until after review of the 84-85 fiscal year budget by the Budget Committee.

Motion: Probst-Rementeria to nominate Elvern Hall as Chairman of the Budget Committee.

Motion: Rementeria that the nominations be closed and that a unanimous ballot be cast for Elvern Hall. Motion carried by a unanimous vote of those present.

Elvern Hall introduced Mike Warren, Executive Director of NCRC, who presented a step-by-step review of the draft 1984-85 fiscal year budget. He indicated that within the budget there were funds allocated to hiring a full time Redevelopment Manager; to complete the Brown & Tarlow rehabilitation project; to conduct a traffic study and uptown development plan; and to conduct a market study and other items. Hal Grobey questioned why a full time manager was being funded at this time. Mr. Warren indicated that the Redevelopment Commission had discussed this topic for quite some time during their seminar goal setting sessions and had concluded that a full time manager was necessary to get the Agency off to a good start and to act as a central coordinator to oversee the projects and studies budgeted for this next year.

Bruce Breitling indicated that the Agency debated this issue at great length. He indicated that the studies which are identified within the budget are very important to the overall program and that someone is needed from day one to maintain the consistency and to oversee the projects. Mike Boyes indicated that a person in charge full time could do a lot to get the Redevelopment Agency off to a good start. Elvern Hall indicated that overall, urban renewal agencies have shown better progress by hiring a full time coordinator.

Mr. Warren also gave a general explanation of the proposed market study, traffic study and uptown development plan. He indicated that the Urban Renewal Agency would borrow \$100,000 this next fiscal year which would be repaid over a 5 year term. Clay Moorhead identified a correction in the budget indicating that the actual funds to be used for the Brown & Tarlow rehabilitation project will come out of the 1984-85 fiscal year budget instead of the 1983-84 budget.

Motion: Grobey-Rementeria to approve the budget as presented. The motion carried by a unanimous vote of the Budget Committee members present.

Elvern Hall indicated that the Redevelopment Agency would have to operate under the budget as approved. Any changes to the budget would have to be approved through a supplemental budget process which requires Budget Committee review.

The Budget Committee was then adjourned and the regular meeting of the Newberg Centennial Redevelopment Commission was reopened.

Motion: Rementeria-Breitling to continue the review of the 1984-85 fiscal year budget to the next regular meeting of the Redevelopment Commission on June 14, 1984. Motion carried by a unanimous vote of those present.

Clay Moorhead presented an update on the progress of the Brown & Tarlow rehabilitation loan application. A letter was submitted by Allyn Brown and Don Tarlow which identified the bid prices for completion of the rehabilitation project. The total cost for the project is estimated to be \$125,584, half of which would be supported through a loan by the Redevelopment Commission.

A question was raised relating to the disbursement of the loan. After some discussion on this issue, a motion was made.

Motion: Hall-Rementeria to authorize an initial payment to the applicants for the purpose of covering architectural fees, title insurance and building permit fees, and also authorizing three drawdowns during the construction, with the Agency holding 10% of the total loan until 60 days after a notice of completion of the project, or until such time as satisfactory lien releases are provided to the Agency. Motion carried by a unanimous vote of those present.

Motion: Probst-Rementeria to require a change order process to be included in the loan agreements for the Brown & Tarlow rehabilitation project. This motion carried by a unanimous vote of those members present.

A draft resolution was presented to the Redevelopment Commission which would establish a change order process. The review of the resolution and change order process will be continued for discussion by the Redevelopment Commission at their regular meeting on June 14, 1984.

There being no further business the meeting was then adjourned.