

CITY OF SUTHERLIN
Urban Renewal Agency Meeting
Sutherlin Civic Auditorium
Monday, May 11, 2020 – 6:30pm

AGENCY MEMBERS:

Tom Boggs, Debbie Hamilton, Todd McKnight, Forrest Stone, Michelle Sumner, Travis Tomlinson, Seth Vincent

CITY STAFF:

City Manager, Jerry Gillham
Assistant CM/Finance Director, Dan Wilson
Urban Renewal Director, Pat Lynch
City Recorder, Diane Harris
Deputy City Recorder, Melanie Masterfield
Community Development Director, Brian Elliott
Community Development Supervisor, Kristi Gilbert
City Attorney, Chad Jacobs (via Zoom)

Audience:

Via Zoom - Elaine Howard & Scott Vanden Boss (Elaine Howard Consulting), Joe Groussman

Meeting called to order by Mayor, Todd McKnight at 6:30pm.

Flag Salute:

Roll Call: Seth Vincent - Excused; Forrest Stone – Arrived at 6:47pm

Media: None

PUBLIC COMMENT

- None

AGENCY BUSINESS

- **Election of Chair**

Todd McKnight asked agency members for nominations.

MOTION made by Mayor McKnight to approve Travis Tomlinson as UR Agency Chair; second by Tom Boggs.

Discussion: None

In Favor: Forrest Stone, Debbie Hamilton, Tom Boggs, Michelle Sumner and Todd McKnight

Opposed: Travis Tomlinson

Motion carried.

- **Election of Vice-Chair**

Todd McKnight asked agency members for nominations.

MOTION made by Travis Tomlinson to approve Tom Boggs as UR Agency Vice-Chair; second by Todd McKnight.

Discussion: Tom Boggs – Not available Monday through Friday until after 3:00pm. ***City Manager, Jerry Gilham – We'll be accommodating.***

In Favor: Forrest Stone, Debbie Hamilton, Travis Tomlinson, Michelle Sumner and Todd McKnight

Opposed: Tom Boggs

Motion carried.

- **Review of proposed Sutherlin Tax Increment Plan and Report**

Gillham introduced Elaine Howard who provided a Power Point presentation. Items discussed were:

- Agency role
- Urban Renewal Feasibility Study
- Task Force Meetings

- State Limitations on Urban Renewal
- Project Categories
 - Sports Park Facilities
 - Downtown
 - Industrial Park
 - Central Avenue Corridor and Properties at Exit 136
 - Plan Administration
- Impacts to Taxing Districts
- Property Tax Summary
- How the Plan is Adopted
- Calendar of Meetings

Question from Michelle Sumner – Will decrease in school enrollment affect school funding? **Howard – Yes, Sutherlin schools are funded on a per pupil basis.**

MOTION made by Debbie Hamilton to send the proposed plan out for formal public review; second by Michelle Sumner.

Discussion: None

In Favor: Forrest Stone, Debbie Hamilton, Travis Tomlinson, Tom Boggs, Michelle Sumner and Todd McKnight

Opposed: None

Motion carried.

- **Initial Expectations**

Urban Renewal Director, Pat Lynch outlined the expectations to the agency members. The City has until September to meet the next tax roll deadline. Once the ordinance is approved, it will be in effect 30 days after. In the next 60-90 days, will be looking at securing financing to kick start some of the projects such as the Industrial Park. Policies and Procedures will also need to be created.

Chair Tomlinson had the understanding that the loan was secured and ready to use. **Gillham - Commitment has been made towards the loan but it hasn't been certified yet.**

ADJOURNMENT

With no further business meeting adjourned at 6:59p.m.

Approved: Jerry Gillham
Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield
Melanie Masterfield, Deputy City Recorder

Tom Boggs
Tom Boggs, Agency Vice-Chair

APPROVED BY BOARD MEMBERS ON JULY 13, 2020