



## Harrisburg Redevelopment Agency Minutes June 8, 2016

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The Harrisburg Redevelopment Agency met on this date at City Hall, located at 120 Smith St., opening at the hour of 7:23PM, immediately following the City Council meeting. Presiding was Chairperson Robert Duncan. Also present were as follows:

- Kimberly Downey
- Mike Caughey
- Robert Boese
- Sarah Puls
- Adam Keaton
- City Administrator Brian Latta
- City Recorder/Asst. City Administrator Michele Eldridge

Youth Advisor Devon Contreras term had ended. Absent was Councilor John Loshbaugh.

Concerned citizen(s) in the audience: None with comments.

The matter of Approving the Minutes of February 10, 2016.

- Downey **motioned to approve the minutes, and was seconded** by Caughey. **The board then voted unanimously to approve the Minutes of February 10, 2016.**

The matter of Reviewing the Moore Street Project and Authorizing the Expenditure of Funds to Complete the Project

**Staff Report:** Latta noted that the Moore St. Project is possible, because we had decided to extend the HRA timeframe, and will have additional funds. He went over some of the future projects we have on the schedule, which include Smith St. and Macy St. The numbers are large; due to the cost of construction, and engineering charges. This project is estimated at \$559,800. We have \$630,000 budgeted in the HRA for the next fiscal year, and we also have \$50,000 from the SCA Grant. The SCA grant, if not used, will expire in October. However, if we do construction before October, we won't have the full property tax revenue in until November, when we receive another estimated \$250,000 from property taxes. We contacted our auditor, and we can transfer money from the City funds to the HRA via resolution, that will allow us to construct this project before October. The HRA can then return the funds to the city when they become available. We have not included the burying of the powerlines in the budget as of yet, because Pacific Power has yet to give us a good estimate. The ball park estimate provided by Pacific Power is \$30,000 to \$50,000. That can be incorporated into the budget. Another issue is that we don't know for certain how much the bids will be. Our engineer, Damien Gilbert, who is here tonight, is good at estimates; however, what we receive, could be higher. The HRA can send the project out to bid, and ask for a loan from the City for what they need, and they can

incorporate burying the power lines as well, once we get those figures. We can also go out to bid, but delay the construction until 2017.

Keaton asked what would happen to the \$50,000 if we wait. Latta said we would lose that; Keaton then asked if we could get it in the next construction period. Latta told him it wouldn't be likely this next year. We do have a little bit of time to apply for one for next year, however, ODOT would likely be up in the air for us, because we had already received one, and didn't use it. Damien Gilbert, the City Engineer, stated that depending upon the outcome of the bid, we can negotiate with the contractor. For example, we can remove installing street trees. Puls wanted to do the project this year. We didn't talk about taking it to next year at the committee level. Keaton said that he agreed. He didn't want to lose the grant. He wouldn't imagine that they would charge us for the job all at once either. Latta said that's true. They will likely give us several invoices; and we might have change orders. The budget could go up to \$10,000 to \$30,000 more with the bid. Puls said that there is contingency in the budget too. Latta said that there are a couple of other figures in there, where estimate at a higher amount on purpose. Gilbert said that he had good experiences with our local contractors. If they bid, they don't need to transport equipment, or store it on site. That can lower costs for us too.

- **Caughey motioned to approve the 100% Engineering Plans for the Moore Street Project and Authorize Staff to send the Project for Bids. He was seconded by Keaton, and the HRA Board voted unanimously to proceed with the plans for the Moore Street Project.**
- Latta thanked Sarah, Tom, John, Chuck and Damien for all their hard work on that project. We had a lot of citizen interaction, and he appreciated their efforts.

#### Others:

##### Cedar Square Building

- Latta said that one other thing that Council needs to know about has to do with the Cedar Square building. We had heard a rumor about some of the Junction City doctors moving into town to open up practice, but it was three or four months ago. Then he got a phone call about a week and a half ago, that they were coming to town, and had invested money and equipment in the building, and asked how the City could help promote them. He told them that it sounds like they are going to be here long term, so he had some hard news to tell them. They were obviously a little distraught. He suggested that they contact the fire district, to talk to them about their schedule. We want a doctor in town, so it would be a bad thing to kick them out, especially as we have no other medical offices in town. Another thing to address is the lease agreement. He pulled it to find out how long the termination notice needs to be done in advance, and determined that it was one year. That was a little hard for Chief Griffith to swallow, because they want to begin construction next summer, but thought they can work it around that. But it has a potential to hurt the dentists feelings, because here we say we have to have you leave in a year, but hey, stay here if the bond fails.
- Puls asked if we can help to find them a new location.
- Latta said that we do have the money in the HRA budget that is loosely defined in the plan. We can create a project, and adopt a plan that can help them secure the land, or building to incentivize them to stay. First, however, he needs to meet with the Dentist, so that we can inform him that they need to be out by June next year. He would like to see if the HRA Board likes the thought of trying to incentivize their staying.
- *Consensus came from the board members in favor of doing so.*
- Downey said that the home across the street could be used to house them, at 353 Smith St.

- Latta wasn't sure that was in the HRA.
- Puls said that we have a lot of great buildings here that are empty, but old, that can be used.
- Latta commented that there are certain needs for a medical building. Having retrofitting on an old building is really challenging.

The Board kicked around the idea of the other home that is on Smith St. that is one story, and is a little bit larger than the Cedar Square section they lease. Downey had been in there, and they had nice sized rooms. Latta said that he'd like to be able to talk with the dentist, and let him know that we have money set aside to assist them. Downey said that's what the HRA is there for. Latta mentioned that they could also build on the water tower property, while we are trying to buy this (Nixon property) for the Library. Eldridge expressed a little concern about timing on that for grant purposes. Keaton said that he had thought that the fire district might be interested in moving the Cedar Square building; Latta said that there is an opportunity there. Eldridge suggested a couple of commercial lots on the highway, such as the one with the Gleaners sign. That is owned by a business owner. Chairperson Duncan said that there was another lot with the trees on it across from the flower place. Eldridge said that it's next to one of the historical homes. That is also owned by a business owner, in this case, Tony Cross.

The Board talked some more about how we could make things work in order to get more professional offices in town. They liked the idea of helping to protect the doctors so that they stay in the community. Chairperson Duncan asked if the City would be working on Monroe Street. It gets a ton of traffic from boat trailers, etc. More trailers use that than what you think. However, it was noted that Kesling would get improved before Monroe. Latta said we haven't pursued any designs on that, so we are only looking at a 20' asphalt overlay. He added that we have been working on Monroe Street to clean it up, and required parallel parking there.

**With no further business to discuss, the HRA Board adjourned the meeting at 7:50pm.**

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**Chairperson**

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**Secretary**