APPROVED: Approved February 17, 2010

CITY OF ALBANY
Central Albany Revitalization Area Advisory Board
Council Chambers, 333 Broadalbin Street SW
Wednesday, January 20, 2010

MINUTES

Advisory Board Members present:	Rich Catlin, Jeff Christman, Bill Coburn, Floyd Collins, Loyd Henion, Bessie Johnson, Gordon Kirbey, Sharon Konopa, Ray Kopczynski, Cordell Post, and Ralph Reid, Jr.
Advisory Board Members absent:	David Anderer (excused), Dick Olsen
Staff present:	City Manager Wes Hare, Community Development Director Ed Byrne, Urban Renewal Manager Kate Porsche, and Administrative Assistant Teresa Nix
Others present:	Approximately five others in the audience

CALL TO ORDER

Chair Cordell Post called the meeting to order at 5:15 p.m.

APPROVAL OF MINUTES

November 18, 2009

MOTION: Ray Kopczynski moved to approve the November 18 minutes as presented. Ralph Reid, Jr., seconded the motion, and it **passed** unanimously.

SCHEDULED BUSINESS

Business from the Public

There was no business from the public.

Request for Contract Extension – Manley

Urban Renewal Manager Kate Porsche briefly reviewed the written staff report and drew attention to the written request from Marc Manley for a contract extension to December 31, 2010.

MOTION: Gordon Kirbey moved to approve the request from Marc Manley to extend the completion date for his contracts with CARA to December 31, 2010. Jeff Christensen seconded the motion, and it **passed** unanimously.

In response to an inquiry from Reid, Porsche said that she does not know offhand how much of the CARA funds Mr. Manley has remaining; she will provide that information after the meeting.

Request for Contract Extension – van Rossmann

Porsche briefly reviewed the written staff report and drew attention to the request from Robyn and Rusty van Rossmann for a contract extension to June 30, 2011 (one year from when they will be able to begin work due to weather constraints).

Kopczynski noted that the request indicates that the outdoor work will begin this July; he asked why a one-year extension is needed.

Rusty van Rossmann, 526 Fifth Avenue SE, explained that he was laid off from his job last year and has just recently been reemployed. He is working to again save the money needed for this work which he had to spend while he was unemployed.

MOTION: Bessie Johnson moved to approve the van Rossmann's request for an extension through June 20, 2011. Kopczynski seconded the motion, and it **passed** unanimously.

CARA Planning – Common Goals of Main Street

Porsche reported on the closing of the $5 million line of credit. Of that, $1.5 million is committed to the RCM project, leaving $3.5 million available for other projects. This raises the question of how CARA would like to see that money spent. There are carryings costs associated with the line of credit; it is to CARA's benefit to get the money on the street. The funds must be allocated within a two-year time period. Because there are fewer private projects coming forward, it may be a good time to consider public projects.

Porsche reported on the work of the Oregon Main Street Program as spearheaded by the Albany Downtown Association. An Economic Development Committee for that Program has begun to discuss ways to take a proactive approach toward economic development projects in the CARA District. She serves on the Committee, as does CARA Advisory Board and Albany Downtown Association member Rich Catlin. The plan is to come up with a list of possible projects and to make a recommendation to the Board.

Porsche gave a PowerPoint presentation, previously given to Main Street Program participants by the Lakota Group, which illustrates commonalities between CARA work and Main Street work. The presentation included the Main Street Program's four-point approach (organization, design, promotion, and economic restructuring), a list of identified Downtown Albany issues and opportunities, and recommendations for Economic Restructuring Committee, Design Committee, and Promotion Committee activities. The Lakota Group was impressed with the streetscape on First Avenue; they suggested developing streetscapes holistically, prioritizing and implementing in phases, and developing the Broadalbin Promenade. They suggested a lack of wayfinding and signage from I-5 to Downtown Albany, as demonstrated in several photographs in the presentation. They suggested changing the one-way street system in Downtown Albany to a two-way system; however, this would be a very large challenge on First and Second Avenues due to the involvement of the Oregon Department of Transportation (ODOT). The Lakota Group was generally impressed with the open spaces and parks in Albany and thought the Albany Square concept should be revisited.

Porsche said that she shared this presentation in order to show that the goals of the Main Street Program are in line with other plans being considered by CARA. The idea is to present a draft proposal at the next meeting as a jumping off point for conversation about how CARA would like to spend the $3.5 million that it has available. She noted that this is an opportunity for CARA to be proactive and to set policy around how it wants to spend this money.

Christman suggested that the ideas that came out of the open house should be incorporated into the proposal coming forward and that, if those ideas are not incorporated, there should be a good reason articulated. Porsche agreed; she said that the Committee's proposal will give consideration to all of the information, including information from the open house.

Floyd Collins said that he would like for the proposal to include order of magnitude budget numbers.

Johnson said that it should be communicated that CARA supports the idea of partnerships, including between the Downtown Association and the Chamber of Commerce.

Kopczynski asked if there is any duplication of effort that might cause a dilution of funding. Porsche advised that the Main Street Program is not a funding source but that it provides a road map to success; the funding would need to come from CARA.

Christman said that it is important to consider that the funding for any projects needs to come solely from CARA; there should be no additional burden on the City at this time, including staff time.

Catlin said that any funding suggestions would have to be in line with CARA policies and goals, but that there is a plurality of efforts all moving in the same direction and it makes sense to coordinate activities. The proposal brought forward will pull together all of this information, realizing that proposals must meet CARA objectives.

Reid requested information about projects that have been completed and their associated tax increment.

Loyd Henion said that he would like to be proactive and specific about what businesses would attract people to the area. He would like to see Downtown Albany as a one-stop shopping area.

Staff Updates and Issues

Porsche said that staff will be inviting small grant applications; the Board will hear those requests at its March meeting. In April, the Board will hold its annual joint session with the ARA Budget Committee.

In response to inquiries from the Board, Porsche provided a brief update on the status of planning for the Broadalbin Promenade. Engineering Department staff is compiling information which will be brought to the Board for final approval; early spring is the target start date.

BUSINESS FROM THE BOARD

There was no further business from the Board.

NEXT MEETING DATE

The next regular meeting of the CARA Advisory Board will be held on Wednesday, February 17, 2010, at 5:15 p.m., in the Council Chambers.

ADJOURNMENT

Hearing no further business, Chair Post adjourned the meeting at 6:05 p.m.

Submitted by,

Teresa Nix
Administrative Assistant

Reviewed by,

Kate Porsche
Urban Renewal Manager