

# MISSOULA REDEVELOPMENT AGENCY

## CONDENSED BOARD MEETING MINUTES

August 17, 2017

**FINAL**

A Regular meeting of the Board of Commissioners of the Missoula Redevelopment Agency was held on Thursday, August 17, 2017 at the Hal Fraser Conference Room, 140 W. Pine, at 12:00 p.m. Those in attendance were as follows:

**Board:** Nancy Moe, Ruth Reineking, Melanie Brock

**Staff:** Ellen Buchanan, Chris Behan, Annette Marchesseault, Tod Gass, Jilayne Dunn, Lesley Pugh

**Public:** Tasha Jones; Trevor Iman, WGM Group; Martin Kidston, Missoula Current; Dan Semmens, Dorsey & Whitney; Barry Fisher, Riverfront Triangle; Jeff Crouch, CTA; Don MacArthur, MMW Architects; Bob Oaks, North Missoula Community Development Corporation (NMCDC); Reghan Brandt, University Avenue Developers; Ryan Schumacher, MMW Architects; Jamie Hoffman, Hoffman-Morgan Architects; Heidi West, NMCDC

### **CALL TO ORDER**

12:00 p.m.

### **APPROVAL OF MINUTES**

July 20, 2017 Regular Board Meeting Minutes were approved as submitted.

### **PUBLIC COMMENTS & ANNOUNCEMENTS**

#### **ACTION ITEMS**

##### **Levasseur Street Townhomes – 304 Levasseur Street (Front St. URD) – TIF Request (Behan)**

Behan said the project is along the Clark Fork River near Bess Reed and Kiwanis Parks, in the heart of the Front Street Urban Renewal District (URD). The plan is to deconstruct and demolish three residential structures which are blighted. Phase 1 includes building five, three-story townhomes along Levasseur Street. Phase 2 is to build a 20-25 unit apartment building including studios and one-bedrooms. Behan said the Front Street Urban Renewal Plan talks about there being 85-90% rental in this neighborhood and the need to create more home ownership opportunities. He said the benefit from this project is that it will bring home ownership opportunities to the neighborhood.

Behan said the request is for Tax Increment Financing (TIF) assistance of \$211,000 in street, sidewalk and curb work, and upgrade of the City's water main. He said all of the work that is required on the two phases regarding infrastructure improvements needs to be done right up

front. There is a little time separation between the planned construction of Phase 1 and Phase 2, but Behan said he wanted to link the two because if MRA is going to pay TIF to benefit the two projects then they should be linked to schedule the reimbursement. He said one complicating factor is that there are a few of the apartment units that are occupied. The developer, University Avenue Developers, has put together a relocation plan included with Behan's memo. Behan said it is reasonable and follows the types of actions MRA would do, but with a more abbreviated process.

Behan said the staff recommendation is that the Board approve the relocation plan with the owner monitoring activities and that would be written into the Development Agreement. He said in terms of the scheduling of the reimbursement to tie Phase 1 and Phase 2 together, staff recommends to schedule a reimbursement for the public work (street, sidewalks, curb, gutter, water main, alley paving) at completion of Phase 1 and that the demolition be reimbursed with Phase 2. He said the threshold for reimbursement after Phase 1 will be when University Avenue Developers show they have received a building permit and can show MRA they have construction costs in excess of \$1 million. He said that makes a lot of their ratios fall into place. Behan said he talked with the developer and this reimbursement schedule makes sense to them. He said there is some risk that Phase 2 will not be built, but no matter what, there will be public infrastructure in place for another development if it doesn't.

Reghan Brandt, University Avenue Developers, followed up on the relocation portion and said they have worked very closely with the tenants to make sure they find suitable housing. She said most of them were college kids and have moved on. At the time University Avenue Developers submitted their application there were four apartments that needed to be relocated and now they are down to two. Brandt said a third just gave her notice today that they are going to be moving out as well. She said most of them are moving out on their own, but they are following the relocation plan if anyone is left. Moe asked if there are two tenants that fall under the plan. Brandt replied yes. Don MacArthur, MMW Architects, added that one of the things they really like about the project is that there is going to be 27 apartments in an area that now has 9 or 10. He said the apartment building is going to serve some of the same population that the current housing does. He said it's a way to create some ownership product in the area as well as create apartments that aren't blighted, serving the same kind of tenants.

Reineking said she appreciates University Avenue Developers working on relocation of the tenants. Moe asked if the plan generally follows what MRA would be following for federal guidelines for relocation. Behan said yes, he said the only difference would be the benefit numbers. He said in terms of the steps, notification, timing, working with tenants to find suitable housing, etc. these are all of the steps MRA would undertake. Moe referred to Option #2, Item 2, and asked if the payment equal to three months' rent is the increased rent or rent shown on the handout. Behan said it is the current rent. Moe asked if University Avenue Developers has looked at rents for similar size apartments to see how they compare. Brandt said the previous owner of the building owns 160 apartment doors in Missoula so they worked with them because the tenants were already pre-approved. Brandt said most of the tenants have opted to go with Option #1 for the moving package to help them on that side of it.

Reineking asked if they were running into any issues with the locations and transportation options in the other apartments. Brandt said there is a property just down the street that some have looked at. They also own three properties in the University area which one elected to go into.

Brock asked about the parking plan for the buildings. She said Behan's memo mentions the parking for the townhouses will be accessed through the rear. She asked if the apartment building will have a parking option as well. MacArthur said the apartments are very small and have no car parking on-site associated with them. There are some leasing options available if people want to lease a space. However, given the transportation access in the area, they are anticipating people will choose not to have a car. Moe asked if that is what the current tenants have been doing. Brandt said there is no parking provided with the current structures. Buchanan said there is on-street parking in that area. Behan said the Missoula Parking Commission will be undertaking a plan to start leasing on-street parking down there so that people who actually live there might have more of an opportunity.

Moe asked if the financing available is for Phase 1 and Phase 2 of the project. Behan said there is a preliminary idea of how University Avenue Developers is going to finance Phase 2. He said the design isn't finished so they haven't fully costed it out. Moe asked what guarantee MRA has about Phase 2 getting done. Behan replied only that MRA wouldn't reimburse the deconstruction, demolition, clearing and abatement if it doesn't happen. Reineking asked if MRA will want to reimburse for that part of it until the developer gets a building permit. Behan said yes, they have to show MRA they have a construction value of at least \$1 million. He said he should add that it be fully financed as well. Moe asked if the reimbursement would be upon the completion of Phase 2 or upon them getting the building permit. Behan said it would be upon the developer providing MRA with an acceptable design at staff level, showing they have suitable financing and that they have received a building permit. Buchanan said one thing to think about is that even if the apartment building doesn't get built there is still a site that is ready for construction of something.

Behan said Ben Weiss, the Bike-Ped Coordinator, is interested in looking at how people travel along this area and what changes, if any, could be made. Moe said she noticed some large vegetation will be taken out with the project. She asked if the trees to the east were on the property. MacArthur said they are not. He said the schematic is the real deal on the trees. He said pretty much everything on the site has to be removed in order to get the buildings and parking in. He said they won't impact anything on the neighboring property if they don't need to.

**REINEKING: I MOVE TO APPROVE THE DEVELOPER RELOCATION PLAN SUBMITTED BY THE DEVELOPER TO PROVIDE ASSISTANCE TO CURRENT TENANTS NEEDING IT TO RELOCATE TO A NEW RESIDENCE.**

**Brock seconded the motion.**

**No further discussion. No public comment.**

**Motion passed unanimously (3 ayes, 0 nays).**

**REINEKING: I MOVE THE SECOND MOTION TO APPROVE THE FOLLOWING TWO STAFF RECOMMENDATIONS WITH THE AMENDMENT TO THE THIRD BULLET POINT UNDER THE SECOND SECTION TO INCLUDE THAT THE DEVELOPER, IN ADDITION TO HAVING AN APPROVED EXTERIOR ARCHITECTURAL DESIGN AND RECEIPT OF A BUILDING PERMIT, ALSO PROVIDE PROOF OF FINANCING.**

**Staff recommendation:**

- **Approve up to \$211,000 of Tax Increment Financing reimbursement for improvements to streets, curbs, gutters, and alleyway within the public right-of-way and upgrade of the public water main adjacent to the proposed project.**
- **Authorize the Board Chairman to sign related documents subject to the certain conditions. Those conditions include:**
  - The developer providing documentation that current tenants have been successfully relocated to a suitable housing alternative.
  - Reimbursement for approved TIF eligible activities shall be scheduled so, upon completion of Phase 1 of the project, the developer may submit for reimbursement for work associated with the water main, sidewalks, streets, curbs and gutters.
  - The developer may submit for reimbursement of deconstruction and demolition work upon approval of exterior architectural design from MRA Staff, submittal of evidence to MRA that the construction cost of Phase 2 will be at least \$1 million, and receipt of a building permit for Phase 2 from the City of Missoula.

That reimbursements would be made based on copies of paid consultant, contractor, and materials vendor invoices showing the actual work completed and materials used along with payment and lien waivers for the work performed.

**Brock seconded the motion.**

**No further discussion. No public comment.**

**Motion passed unanimously (3 ayes, 0 nays).**

Moe asked Buchanan what the status of the design guidelines is. Buchanan said the City has gotten a couple of technical reports, one is a review of what the City has in place and where there may be deficiencies. The second is a summary of what the consultants heard while they were here in the stakeholder and public meetings. She said there is a recognition by folks that there isn't a "one size fits all" situation. Buchanan said there is a second set of public meetings to be held in September where the consultant will come back with some suggestions based on the input of the first meeting. She said the City should have design guidelines sometime after the first of the year.

**Hotel Fox (Riverfront Triangle URD) – Request to Extend Collateral Agreements Deadline (Behan)**

Moe said there are three parties to the Development Agreement which has already been signed. The three parties are the City of Missoula, MRA and the Developer – Hotel Fox Partners, LLC. She said MRA is not making a recommendation to City Council. The City Council has already made its review and has its own decision. All three groups are making their own decision to move this forward with the idea that the Development Agreement is in place. She said the structure and composition of the project is still being discussed. She said today MRA is just looking at the 90 days, which is stated in the Development Agreement as an extension of time for the various agreements that are being worked on.

Behan said when the parties put together the Master Development Agreement they had an idea of how long the collateral agreements might take. He said they didn't figure on how much of the

design was really necessary to complete those. A lot of work has been done on them with plenty of progress, but there had to be programming and design decisions made to bring them to a point where they can seriously finish the collateral agreements. He said the parties believe they can be finished well within the 90 days.

**BROCK: I MOVE THE STAFF RECOMMENDATION TO APPROVE EXTENDING THE DEADLINE FOR EXECUTING COLLATERAL AGREEMENTS DESCRIBED IN THE FOX SITE MASTER DEVELOPMENT AGREEMENT FOR AN ADDITIONAL 90 DAYS AND AUTHORIZE THE NECESSARY MRA SIGNATURES TO EXECUTE THE AGREEMENT TO EXTEND THE COLLATERAL AGREEMENTS DEADLINE FROM AUGUST 22, 2017 TO NOVEMBER 22, 2017.**

Reineking seconded the motion.

No further discussion. No public comment.

Motion passed unanimously (3 ayes, 0 nays).

**California Street Preliminary Design – Dakota South (URD II) – Request to Approve Professional Services Agreement and Scope of Services (Gass)**

Gass said staff issued a Request for Proposals (RFP) to complete the preliminary design of California Street from Dakota Street to 3<sup>rd</sup> Street. He said this, combined with the previous preliminary design work, will give the City a vision of the reconstructed California Street from the Clark Fork River down to 3<sup>rd</sup> Street. Gass said right now the design is completed from the river to south of Dakota Street. The new preliminary design will pick up the alley behind Dakota Street and take it down to South 3<sup>rd</sup> Street West.

Gass said MRA received three proposals. After review of the proposals, WGM Group was chosen based on experience, personnel and approach to the project. Gass reviewed some key spots they will focus on in the design. He said the terms of the professional services agreement and scope of services that WGM Group presented will be billed out at an hourly basis plus reimbursable expenses at an amount not to exceed \$91,406. Considering the level of public involvement, complexity of the street geometry and right-of-way (ROW) analysis, staff feels that the proposed budget is in line with expectations.

Reineking asked how many public meetings WGM Group anticipates having. Trevor Iman, WGM Group, said there is one general public meeting scheduled and 15 landowner/stakeholder meetings scheduled two times during this process. He said towards the end of the project, in the event they find ROW that is deficient, there are potentially negotiation and acquisition meetings included in the scope. They will also go to Council meetings. Gass said altogether there are about 30.

Moe asked if the terms of the Professional Services Agreement include any legal review of title issues that might come up. Gass said the scope of work includes ordering title reports for all of the properties adjacent to the ROW from 1<sup>st</sup> to 3<sup>rd</sup> Streets. He said that will provide the information needed to identify ROW. Iman added they will do the research but if there are any questions it will go to the City Attorney for review. He said a legal review is not included in WGM's scope. Moe said she thinks MRA needs to be aware of it and if it gets to the point where there may be an issue it might need to be built into the project. Buchanan said if it's

something that the City Attorney doesn't feel comfortable with handling then MRA will seek outside counsel and come back to the Board for authorization.

Moe said California Street is being used more and more and if you come south on California Street to South 3<sup>rd</sup> Street then you're in a narrow, two-lane area and there's a light at 3<sup>rd</sup>/Russell Street and a light at 3<sup>rd</sup>/Orange Street. She said it's difficult because more and more people are using this route. She wanted to know if anything is going to be looked at for this intersection. Buchanan said there may be contemplation that there could be a signal there at some point because the City Engineer is leaning towards classifying it as a collector street. She said one of the things that everyone wants to see is what will happen when Russell is reconstructed and Wyoming is improved.

Reineking wanted to clarify that if outside counsel is sought it is not included in the price of \$91,406.

**REINEKING: I MOVE THE STAFF RECOMMENDATION.**

**Staff recommendation: Staff recommends that the Board accept the terms of the WGM Group, Inc. Professional Services Agreement and Scope of Work for completion of the URD II California Street Preliminary Design – Dakota South Project at a cost not to exceed \$91,406, and authorize the Board Chairman to sign the Agreement.**

**Brock seconded the motion.**

**No further discussion. No public comment.**

**Motion passed unanimously (3 ayes, 0 nays).**

Brock exited the meeting.

**NON-ACTION ITEMS**

**Lee Gordon Place – Update (Bob Oaks)**

Bob Oaks and Heidi West from the North Missoula Community Development Corporation (NMCDC), along with their architect, Jamie Hoffman, updated the Board on their project called Lee Gordon Place at 503 E. Front Street which was approved for MRA financing in September 2016. Oaks said the old building is gone and it has been deconstructed. He said the NMCDC had to go through many approval processes which are outlined in a handout and the project is behind schedule. Oaks said the contract with MRA shows completion by November 30, 2017 and that is not going to be met. He said he will be asking for an extension on the contract. Also, he asked that they be reimbursed for the out of pocket money they have already spent for the deconstruction which amounts to \$48,766.50. Oaks said his understanding is that the contract allowed for periodic reimbursements throughout the duration of the project. He said they are a small non-profit and carrying the deconstruction amount for very long is a burden upon them.

Oaks said in talk with Buchanan he feels she has shown reluctance to reimburse NMCDC based on some concerns about lead in the soil. He said a Phase II environmental assessment was completed in December 2015 and showed elevated lead levels. There was another environmental assessment completed by City and County staff in November 2016, and NMCDC was required to mitigate asbestos and the majority of lead painted surfaces. He said once the

building is taken to the studs, the surface soil surrounding the perimeter of the structure needs to be removed to mitigate the presence of lead and prevent further spread to the rest of the site. Once the soil is removed the remaining structure can be deconstructed and the foundation can be excavated. Oaks said the agreement was that NMCDC would sample again for lead in the soil after the deconstruction process. He added that none of the lead issues are surprising.

Moe stated that all the Board can do today is accept the information as an update on the project. The project is not an action item on the agenda so the Board will not be making any decisions. Oaks said he thinks it's important that the Board hear what the situation is because he thinks there's been some confusion. Moe said she thinks it's important that if the MRA staff doesn't have any reports or information that they've asked NMCDC for that he get it to them so they can review everything and make a recommendation to the Board. Oaks said the reports will be coming from Jason Seyler and the Department of Environmental Quality (DEQ).

West reviewed a slideshow and detailed deconstruction efforts from the beginning of the project to where it is now. She said they've known there is lead in the soil since 2015 when Weston Solutions did their testing. During the process in talking with the DEQ, Heritage Timber, and the staff doing the abatement of the building, it was decided the soil should be tested last because the DEQ didn't want to clear the perimeter of the soil and come back to find there was lead other places. West said after the building was completely deconstructed the DEQ found some clear areas, but everything else has elevated lead levels. She said the DEQ doesn't know where it's from, but they know it's not from lead based paint because the lead levels are so high. She said the DEQ tested under vegetation that is 75 years old and lead was found so they know it's an issue that has been around for a while. She said the plan is to take out the entire foundation and the soil around it so it's a safe space to work and live.

Jamie Hoffman, Hoffman-Morgan Architects, said the Land Trust that has been created by the NMCDC has 47 units in its inventory. He said he was the architect for those 47 units and has since sold his business to Mike Morgan who is the architect for this project. Hoffman said he came out of retirement to help Morgan with this project in an effort to make sure it's successful. He said he was there to testify that he is doing that because he believes in the mission of the NMCDC. He said what they're doing is unique in this area because nobody else is providing permanently affordable, owner-occupied housing.

Moe thanked the NMCDC for the status report but said in order to take action the Board needs to get staff's review and recommendation.

Buchanan said she wanted to clarify where the staff is on this. She said the Development Agreement is structured so that reimbursements can be made prior to completion of the project and staff communicated that to Oaks. She said about two weeks ago staff found out that the extent of the lead contamination had been greatly underestimated. NMCDC originally thought the lead was from lead-based paint on the building, but as West described, it was found to be virtually the entire site that has lead contamination and some of it is as deep as 18"-24". Buchanan said that has to be excavated and the big question mark up until just the other day was what level of contamination is it and is it such that the soil can be disposed of at the landfill or does it have to be shipped out of state because the levels are so high. Buchanan said the soil was shipped out of state on the Safeway site in conjunction with the St. Patrick Hospital project. She said that was extremely expensive because of transporting it out of state. Buchanan said the extent of the lead was not a known issue when the funding was put together for this project. What it did was put staff in the position of being asked to reimburse \$48,000 on

something that might not be a project. She said the DEQ has some funding that they are willing to put toward this. The testing results have now come back. The lead levels are such that the soil can be disposed of locally. The DEQ is convinced that they have adequate funding to remove all of the contaminated soil which then begs the question of whether or not there's funding in place to bring back that amount of fill. West said the NMCDC has five different funding sources and originally when the Community Development Block Grant (CDBG) was put together the budget project included excavation of the site and then bringing back fill. She said it was already an existing line item so there is funding for it. She said it's a higher volume of soil but she hopes the line item can function to backfill the site.

Moe said this is a timely update for the Board because the completion anticipated isn't until November so there is time for the NMCDC to come back with the information MRA needs. Buchanan said to do a time extension is a staff function. NMCDC needs to give staff a request of when they want the project extended to and Buchanan can approve it. Buchanan said if MRA is convinced this project can happen then it can release the funds. However, she said until two days ago she was concerned about whether it could happen or not and so was the staff under her who are administering the HOME and CDBG funds because if the project doesn't go forward, all of those funds expended have to be repaid. Moe asked if the Board needs to be involved in the release of the funds. Buchanan said once staff is convinced there is a project there that can move forward then staff will have a check cut. West said yesterday NMCDC put in for a building permit and she sent completed architectural drawings to Marchesseault, so they are moving forward. Buchanan said the only other question out there for her is whether NMCDC's construction financing has been closed on. Oaks said the final drawings weren't ready until yesterday. They are working with First Interstate Bank and sent them the drawings so they have what is necessary for the appraisers. He said they should financing in place in about three weeks.

Buchanan said staff takes its responsibility of being entrusted with the use of public funds very seriously. She said she simply did not feel like staff could authorize reimbursement of that magnitude if the project was in question. Staff had believed that all of the financing was in place, but it's not until First Interstate approves the construction loan. She said staff knows all of the public funds are in place because a lot of it is under the Department of Housing and Community Development. She asked if NMCDC has bids for bringing back the dirt. West said it will be included in the bid documents for the general contractor and she hopes it will go out to bid September 6<sup>th</sup>. Oaks said the NMCDC takes the responsibility of expending public money also very seriously. Buchanan said staff knows NMCDC watches costs as much as possible and MRA supports very strongly NMCDC's mission. Moe said she is pleased to understand from the update that the current status is not just rubble on the ground, but that there is an understanding that the project can move forward with an exchange of information.

## **STAFF REPORTS**

### **Staff Activities Report**

Reineking asked if the time for Redevelopment, Housing and Economic Development is being billed to the City separately or if it's all happening in the Urban Renewal Districts. Buchanan said it was added as a line item late in the fiscal year because the Board wanted it to show up in the Redevelopment Projects report. Buchanan said she tracks her time and the City is paying for a percentage of her salary. She said right now it's about 10% of her time.

## **Director's Report**

### *Wyoming Street*

Buchanan brought the Board up to date on Wyoming Street. She said when MRA decided to go ahead and do the balance of California Street, staff understood there was still money left in the original contract from 2007 for the design of California Street from the river to south of the trail. That design, in part, turned the corner onto Wyoming Street. Buchanan said in conversations with Iman, she found out that the Russell Street project is going to rebuild the first block of Wyoming Street off of Russell Street. There is a huge water line upgrade that is going to go in down Wyoming Street. Buchanan said if they are tearing up the street she had the idea to go ahead and look at what the City wants to do with Wyoming Street because there will only be a little under two blocks left to build after the state does the first block of Wyoming Street in conjunction with Russell Street. Buchanan said there is over \$10,000 left in the contract to have WGM Group look at the deficient blocks of Wyoming Street and come up with a conceptual design. She said once it is torn up for the water line there will be economy of scale if the Board wants to go ahead and build the deficient section.

Iman said the original California Street contract included those two blocks of Wyoming Street because there was a piece of sidewalk missing as well as a portion of the curb. He said WGM Group did lay it out, but it may change a little bit due to the improvements that have happened along Wyoming Street in the last ten years. Buchanan said staff will at least know what the project might be and will have a cost estimate to come to the Board with to see if MRA wants to do the project. Moe asked if the \$10,000 will be used for planning. Buchanan said it will be used for concept plans. The Public Works Department is also involved in this.

### *A Carousel for Missoula*

Buchanan said staff received a request from Theresa Cox at A Carousel for Missoula. Cox told Buchanan their sign is in terrible shape and they got a proposal for about \$7,000 to redo it. They currently have \$2,000 in donations. They will also do another plaque below the sign when they redo it that names four or five funders. Cox asked if MRA will contribute \$1,000 and said they will include MRA's name, particularly with all of the investments MRA has made in the past. Buchanan said it is within the limits of her discretionary spending and if there is no objection she will approve the request. The Board had no objections.

### *Tech Campus – URD II*

Buchanan said about a year ago she was in a meeting with Blackfoot Communications including Bill Squire and all of his senior people as well as James Grunke. She said they were talking about creating a data center in the building behind the main office of Blackfoot Communications. She said she and Bill ended up envisioning a tech campus that would go from Russell Street to West Broadway Street. Buchanan said when Squire passed away she assumed that idea passed away with him. However, she said the new Chief Executive Officer (CEO) at Blackfoot Communications, Jason Williams, loves the idea and he is carrying it forward. Coincidentally, Buchanan said DJ&A has tied up the property on West Broadway where the Mattress Outlet, Lighthouse Coffee and MISMO live. She said DJ&A are extremely excited about a tech campus as well as a number of other entities. Chris Anderson, DJ&A, and Williams approached Buchanan to see if MRA would be willing to consider contributing to create a master plan for the campus. They asked for \$5,000 which is within Buchanan's discretionary spending. She said if there are no objections she would love for MRA to participate. Moe asked if there was already a redevelopment district for technology. Buchanan said the Targeted Economic Development Districts (TEDD) allow for that. She said that's where DirecTV is. What that money can be used for is much more limited than what can be done in an URD. Moe asked if there was a

requirement that a tech project be in a tech district. Behan replied no. He said the nice thing about urban renewal is that you can do everything a TEDD can do along with a lot of other things. Reineking asked if someone from MRA will be on the committee that chooses whoever responds to the RFP. Buchanan said they have already selected a consultant to do it. She said they interviewed numerous ones and all roads led back to this one person. He is doing the Innovation Campus at Montana State right now and has done work all over the western U.S. She said she will be involved when they do the kickoff in September. Moe asked if it will be a proposal that comes before the Board asking for MRA participation and acceptance as part of the District once the study is done. Buchanan replied yes. She said what MRA might want to do is amend the plan for URD II to include it. The Board had no objections.

#### *Housing Policy*

Buchanan said Eran Pehan, Director of Housing and Community Development, the Mayor and herself are piecing together a steering committee that will work on housing policy. The committee will consist of significant people in the community that are involved in housing in some fashion so they have a voice at the table. She said they are looking at financial, real estate, and other folks. The Mayor will be making the invitations.

#### *MRL Property*

Buchanan said MRL has decided they want the trail on their ROW, not on the property the City bought. She said the park is mostly designed at this point and will go out to bid early winter with construction starting as soon as weather permits. Moe asked if the City is in negotiations or discussions with the church property. Buchanan replied yes, staff has met with all of the tenants out there.

#### **Budget Status Reports**

Dunn reviewed financials for all of the URDs.

#### **COMMITTEE REPORTS**

#### **OTHER ITEMS**

#### **ADJOURNMENT**

Adjourned at 1:45 p.m.

Respectfully Submitted,



Lesley Pugh