



**REGULAR MEETING MINUTES
TOWN HALL
July 15, 2020 — 5:00 p.m.**

Study Session, Regular Council & TURA meetings are being digitally recorded and will be available on the City website.

1. Call to Order/Roll Call at 5:01 p.m.

Members Present:	Members Absent:
Chair Ayers-Flood Member Berlant Member Dolan Member Harrison Member Ponomareff Member Clark	Member Land
Also Present:	
Jon Legarza, Executive Director	

2. Speakers Heard on Non-Agenda Items

None.

3. Consent Agenda

None.

4. Regular Agenda

4.1 Authorize Staff to Sign an Amendment to Oregon Business Development Department’s Brownfield Redevelopment Grant awarded to TURA to Reflect Additional Funding

Staff Report – Executive Director

Legarza recommended that the Board authorizes staff to sign the amendment to the grant, allowing TURA to receive additional funds for environmental work on the Gateway Site.

Motion: Member Ponomareff moves to authorize Jon Legarza, Executive Director, to be the official signer for the Grant Contract Amendment between TURA and Oregon Business Development Department. Harrison Seconded.

Discussion: None.

Vote: All ayes; motion carries.

4.2 Approve Draft FY 2020-21 Town Hall / Administrative Services IGA

Staff Report – Executive Director

Legarza presented the new drafted IGAs and recommended the Board approves the IGAs.

Discussion:

- Chair-Ayers Flood stated that she would like further clarity on the billing structure with the City for tasks and project
 - Legarza stated that he could provide further clarification.

Motion: Member Clark moves to approve the draft IGAs for Administrative Services and Town Hall Renovation for FY 2020-21 between TURA and the City of Talent. Dolan seconded.

Discussion: None.

Vote: All ayes; motion carries.

4.3 Approve Charette Date and Time for July 29th, 2020 at 6:00pm

Staff Report – Executive Director

Legarza stated that he was organizing a Charette scheduled for July 29th at 6:00pm on the Gateway Site.

Discussion:

- Member Ponomareff inquired if there would be a quorum for the meeting.
 - The Chair polled the Board, and a quorum would be possible.
- Chair Ayers-Flood inquired if notice would be posted for the meeting.
 - Legarza stated that it would be posted on the website.

Motion: Member Clark moves to approve an upcoming charette for the Gateway Project for July 29th, 2020 at 6:00pm. Dolan seconded.

Discussion: None.

Vote: All ayes; motion carries.

4.4 Approval for Staff to Apply for EDA and ODOT Funding Opportunities

Staff Report – Executive Director

Legarza stated that staff is interested in applying for grant funding for the Agency.

Discussion:

- Chair Ayers-Flood inquired about the financial amounts of the grants
 - Legarza stated that he would come back with specific dollar amounts once further due-diligence is completed
- Member Dolan inquired if funds would be needed to be matched
 - Legarza stated that matches are not required at the moment

Motion: Member Dolan moves to approve staff complete applications and apply grant funding from EDA, Fiscal Year 2020 Public Works and Economic Adjustment Assistance Notice of Funding Opportunity, and ODOT’s Transportation and Growth Management Program. Ponomareff seconded.

Discussion: None.

Vote: All ayes; motion carries.

4.5 Approve Staff to Obtain a Debit Card for Recurring Charges and Approval to Reimburse Staff for Previous Recurring Charges

Staff Report – Executive Director

Legarza stated that a debit card is required for recurring payments for TURA business. Staff is also request reimbursement of previous recurring charges.

Discussion:

- Chair Ayers-Flood inquired about debit card requirements being subject to same policies as check writing.

- Legarza confirmed.

Motion: Member Ponomareff moves to approve staff to obtain a debit card to process recurring charges. Clark seconded.

Discussion: None.

Vote: All ayes; motion carries.

Motion: Member Ponomareff moves to approve staff reimbursement from the previous purchase of recurring charges from Wix.com, Docusign, Zoom, and Google Suite. Clark seconded.

Discussion: Chair Ayers-Flood requested an amendment of a not to exceed amount.

Ponomareff requests to restate motion. Second concurs.

Amended Motion: Member Ponomareff moves to approve staff reimbursement not to exceed \$200 for the previous purchase from Wix.com, Docusign, Zoom, and Google Suite. Clark seconded.

Vote: All ayes; motion carries.

5. Items from Executive Director

Jon Legarza - Executive Director

Legarza stated the staff is making progress with Walker Macy on the site. Legarza stated that staff has met with utility providers to establish and confirm utility services in the area of the Gateway Site. Legarza stated that staff is investigating the existing powerlines on the site. Legarza also stated that he will be reaching out to Board Members before the Charette.

Board members discussed upcoming meeting schedule in consultation with Legarza.

Motion: Member Ponomareff moves that TURA first Wednesday meetings begin at 6:00pm. Clark seconded.

Discussion: Member Berlant requested confirmation that TURA would begin at 6:00pm on the first Wednesday and 5:00pm on the third Wednesday. Member Ponomareff concurred. Legarza stated one meeting a month would be fine. Chair Ayers-Flood confirmed that one regular meeting is required per month. Chair Ayers-Flood stated that the first Wednesday meeting at 6:00pm would be considered the regular standing meeting.

Vote: All ayes; motion carries.

6. Adjournment at 5:38 PM

Respectfully submitted by:



Jon Legarza, Executive Director

Note: These minutes and the entire agenda packet, including staff reports, referenced documents, resolutions and ordinances are posted on the City of Talent website (www.cityoftalent.org) after each meeting. The minutes are not a verbatim record: the narrative has been condensed and paraphrased to reflect the discussions and decisions made.