

Minutes
CITY OF BROOKINGS
Urban Renewal Agency
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
May 8, 2006 8:00 p.m.

I. Call to Order

Chair Sherman called the meeting to order at 8:02 p.m.

II. Roll Call

Agency members present: Chair Pat Sherman, Jan Willms, Dave Gordon, Larry Anderson, and Craig Mickelson, a quorum present

Agency members absent: none

Others: City Manager Dale Shaddox, City Attorney John Trew, and Administrative Assistant Donna Colby-Hanks

Media Present: Curry Coastal Pilot Reporter Peter Rice

Other: approximately 3 citizens

III. Minutes of October 24, 2006

Director Gordon moved, a second followed, and the Agency directors voted unanimously to approve the minutes as published.

IV. Regular Agenda

1. Discussion and possible approval of Façade Grant Program

City Manager Dale Shaddox reviewed the staff report and the overall Façade Grant Program for downtown. He discussed the color guidelines, the matching funds grant procedures, and the loan program for interior projects. There still needs to be developed a process to implement the programs, internal procedures and controls.

Pete Chasar, Urban Renewal Advisory Committee Chair, 935 Marina Heights Road, Brookings explained the procedure required to determine if an applicants proposed colors conformed to the color guidelines. A design committee made up of the Urban Renewal Committee and one or two members of the Urban Renewal Agency would then make the recommendation.

Director Sherman would like projects to move through the process quickly so no delays are experienced in the approval phase.

Pete Chasar indicated there is much community interest and the loan program could fill the gap between private lending and the actual cost of internal projects.

Director Mickelson suggested the Coos Curry Douglas Association would also a good resource for these types of projects.

Director Anderson wanted the community to understand the source of the funding and wondered about the process of verifying the number of actual dollars spent for the matching funds process. He stated the secured title, second position, can be risky if property owners default. He also wanted to know the cost of city staff to monitor the programs.

Director Willms said it was an exciting project with much work that could be done.

Director Anderson moved, a second followed, and the Agency voted unanimously to approve the City of Brookings, Urban Renewal Agency Façade Improvement Program Guidelines.

Director Sherman mentioned she is pleased to see how the URAC group is progressing and the results.

Robert Minshew, 1349 Chetco Avenue, Brookings
Representative of the Brian Scott Gallery and is interested in partnering with the URA to do improvements to the Brian Scott Gallery and Restaurant, including painting, awnings, retrofitting of new light poles with hanging plant baskets, asphalt paving of the parking areas with shared expenses with the City and neighboring businesses.

Pete Chasar suggested an Open House to kick off the program and explain the procedures and funding.

V. Adjournment

Director Gordon moved, and the Agency voted unanimously by voice vote to adjourn at 8:37 p.m.

Respectfully submitted:



Pat Sherman
Chair

ATTEST by City Recorder this 13 day of June, 2006.



Paul Hughes
Finance Director/City Recorder