

AGENDA
City of Brookings
Urban Renewal Advisory Committee
City Hall Council Chambers
898 Elk Drive, Brookings
Thursday, April 10, 2008 3:00 PM

- I. Call to Order**
- II. Roll Call**
- III. Acceptance of Minutes: ~~March 6~~ and March 13 minutes.**
- IV. Public Comments**
- V. Regular Agenda**
 - Discussion of ODOT proposal regarding Alternative 5
 - Guidelines for dumpster painting and décor
- VI. Committee Members Comments**
- VII. Items for May 8th Meeting**
- VIII. Adjournment**

MINUTES
SPECIAL MEETING
Urban Renewal Advisory Committee
Council Chambers, 898 Elk Drive, Brookings
Thursday, March 6, 2008

Call to Order:

Chair Fitzgerald called the meeting to order at 3:05 p.m.

Present:

Committee members present were Chair Ted Fitzgerald, Joyce Tromblee, Donna Cramer, Tony Parrish, and Rick Bishop. Absent were Dan Nachel and Pete Chasar. Also attending were City Manager Gary Milliman, Council Liaison Jan Willms, and 2 members of the public.

Committee Business:

City Manager Milliman reported that ODOT has invited the City to apply for grant funding under the Transportation Enhancement Activities (TEA) Program. Funds would be used for sidewalk, street lighting, trees, benches and other street furniture north of Fifth Street to the Harris Beach State Park entrance. The City/Urban Renewal Agency match requirement would be approximately \$200,000 for funds available in 2011-2013.

Rick Bishop asked if the match would decrease the amount of funds available for downtown street improvements. Milliman stated that, yes, it would, adding that the amount available is insufficient to fund both downtown projects and provide a match for this project.

Donna Cramer asked if the project would include utility undergrounding. Milliman stated that, no, it would not, and added that while TEA funds could be used to pay the difference in the cost of relocating the poles and undergrounding, this would likely double the cost and make the project less competitive. Milliman also stated that in the proposed project, new street light poles would be installed and existing telephone/cable poles would remain.

Cramer suggested eliminating benches, trees and light receptacles north of Easy Street to reduce cost. Bishop asked if the cost of engineering for the application would be paid with URA funds and Milliman said that it would.

Rick Bishop moved, Donna Cramer seconded, and the Committee voted, with a "nay" vote from Tony Parrish, not to support the project.

Adjournment: The meeting adjourned at 3:21pm.

Respectfully submitted,

Vice Chair Pete Chasar (Approved at _____ meeting).

Minutes

Urban Renewal Advisory Committee

Council Chambers, 898 Elk Drive
Thursday, March 13, 2008

Call to Order: Vice Chair Chasar called the meeting to order at 3:02 p.m.

Present: Committee members: Vice Chair Pete Chasar, Donna Cramer, Tony Parrish, Dan Nachel, Joyce Tromblee and Rick Bishop. Absent was Chair Ted Fitzgerald. Staff members attending were Executive Director Gary Milliman, Building Official LauraLee Gray and Planning Director Dianne Morris. Also in attendance were Council Liaison Jan Wilms, Rick Gray and Ken Bryan.

Minutes/Last Meeting:

February 14, 2008 minutes accepted as submitted. March 06, 2008 minutes accepted with correction: Tromblee seconded the motion, not Cramer.

Committee Business:

1. Rick Bishop moved, a second followed, and the Committee voted unanimously to approve the color change for the Façade project at 520-522 Hemlock Street.
2. Joyce Tromblee moved, a second followed, and the Committee voted unanimously to approve windows as installed on the 702 Chetco Avenue Façade Project.
3. Tony Parrish moved, a second followed and the Committee voted, with "no" votes from Joyce Tromblee, Dan Nachel and Rick Bishop, *not to approve* the proposal to fund public art with one percent of projected bond funding.
4. Tony Parrish moved, a second followed and the Committee voted, with a "no" vote from Rick Bishop, to reverse the decision [not to support the North Chetco Improvements Project] made at the March 6th Special Meeting.
5. Tony Parrish moved, a second followed and the Committee voted, with a "no" vote from Rick Bishop, to cap the amount to be expended on engineering [for the N. Chetco Improvements Project] to \$10,000.

Discussion Items:

Executive Director Milliman reported on the following:

1. The City has retained Charles Kupper to prepare an updated projection of tax increment revenue for the life of the program. This report should be completed by March 31, 2008.
2. The City is in the process of choosing a new City Engineer, the traffic study and preliminary engineering will commence after this process is completed, probably within 30 days.
3. ODOT is seeking City support to include Alternative 5 in a supplemental project list.

Next months meeting:

Discussion of ODOT proposal regarding Alternative 5
Guidelines for dumpster painting and décor - staff

Adjournment: adjourned at 4:44

Respectfully submitted,

Chair Ted Fitzgerald (Approved at _____ meeting).

Facade Improvement Program Overview

as of 4/4/2008

Total available, FY 2007-2008: \$136,373

Total Committed Match: \$ 136,373

Uncommitted Balance (To Date): \$ - (all amounts are rounded to nearest dollar)

<u>URAC Approved Projects</u>	<u>Total Cost</u>	<u>Committed FIP Match</u>	<u>Running Balance</u>	<u>Due Date</u>	<u>Revised Date</u>	<u>Final Report</u>	<u>Amount Paid</u>	<u>Current Status</u>
549 Chetco	\$ 38,200	\$ 19,100	\$ 117,273	12/31/07	6/30/08			
604 Railroad (Local Market)	\$ 35,000	\$ 17,500	\$ 99,773	9/30/07		Approved	17,500	Paid
620 Hemlock (Humane Soc)	\$ 35,821	\$ 17,911	\$ 81,862	12/31/07	2/29/08	Approved	17,911	Paid
509 Chetco (Exotic Wood)	\$ 7,500	\$ 3,750	\$ 78,112	10/30/07	12/30/07	Approved	3,727	Paid
621 Chetco (Theatre)	\$ 46,410	\$ 20,000	\$ 58,112	10/28/07	12/30/07	Approved	20,000	Paid
609 Chetco (Suzie Q's)	\$ 14,050	\$ 7,025	\$ 51,087	3/24/08		Approved	7,025	Paid
519 Chetco (Chetco Plaza)	\$ 80,438	\$ 20,000	\$ 31,087	10/31/07	12/30/07	Approved	20,000	Paid
654 Chetco (Banana Belt)	\$ 1,600	\$ 800	\$ 30,287	12/31/07		Approved	800	Paid
520/522 Hemlock (Storage)	\$ 20,574	\$ 10,287	\$ 20,000	11/1/08				
702 Chetco (His Haven...)	\$ 53,600	\$ 20,000	\$ -	1/15/08	4/17/08			

Total Paid \$ 86,963

Unpaid Committed Balance \$ 49,410