

**AGENDA**  
**City of Brookings**  
**Urban Renewal Agency Advisory Committee**  
**Brookings City Hall Council Chamber**  
**Thursday, April 12, 2007 3:00 PM**

- I. Call to Order**
- II. Approval of minutes from March 8, 2007**
- III. Public Comments**
- IV. Consideration of budget recommendation to add streetscape improvements along Chetco Avenue between Oak and 5<sup>th</sup>.**
- V. Discussion of extent of code compliance required for eligibility in the Facade Improvement Program.**
- VI. Discussion of public parking lot lease adjacent to the Rush Surgery Center.**
- VII. Consideration of supporting the Maybeck Foundation's plans to meet and hold a planning workshop in Brookings this fall.**
- VIII. Comments from Committee Members**

*Next meeting: Thursday, May 10<sup>th</sup>*

**Minutes**  
City of Brookings  
*Urban Renewal Advisory Committee Meeting*  
March 8, 2007

**Call to Order:** The meeting was called to order at 3:00 p.m. by Chair Pete Chasar in City Hall Council Chambers.

**Present:** Chair Pete Chasar; all committee members (Ted Fitzgerald arrived at 3:08) except Werner Buehler; a quorum present. Also present were Interim City Manager Ken Hobson, Council Liaison Jan Willms, and Vicki Nuss and Gary Fuller, public.

**Minutes/Last Meeting:** Accepted as distributed.

**Discussion:** A couple of decisions remained to be made relative to the updated facade program guidelines.

As to the question of minimum project size, **Dan Nachel moved, Tony Parrish seconded, and the committee voted unanimously to set a minimum dollar value of \$2500** (thus, any project having a total cost of less than that amount would not be eligible for participation in the program).

As to the total funds for the facade program, including matching grants and administration, **Ted Fitzgerald moved, Joyce Tromblee seconded, and the committee voted unanimously to recommend \$130,000 additional funding for Fiscal Year 07/08** (a carryover of funds from the current year for approved projects not yet completed could add to the budgeted total).

Chair Pete Chasar led a brief discussion followed by committee members voting their priorities for upcoming projects within categories. These will be presented for further discussion at future mtgs.

There was also some discussion about code compliance generally and signage specifically. This will be a topic at next month's meeting. It was also determined that the public parking lot adjacent to the Rush Surgery Center would be a topic for next month's meeting as well.

**Adjournment:** The meeting adjourned at approximately 4:25 p.m. with the next meeting scheduled for April 12, 2007.

Respectfully submitted,

---

Pete Chasar, Chair  
(approved at \_\_\_\_\_ meeting)

# Facade Improvement Program Overview

as of 4/11/2007

**Total available, FY 2006-2007:** \$ 142,150

**Total Committed Match:** \$ 142,068

**Uncommitted Balance (To Date):** \$ 83 (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>
Coos Curry Electric	\$ 11,290	\$ 5,645	\$ 136,505	10/15/06		Approved	\$ 5,645	CLOSED
Colours Gallery	2,700	1,350	135,155	10/26/06		Approved	\$ 1,350	CLOSED
Fitzgerald Building	860	430	134,725	10/27/06	1/1/07	Approved	\$ 430	CLOSED
Gallery Restaurants	5,514	2,757	131,968	11/10/06	1/31/07	Approved	\$ 2,757	CLOSED
Roberts & Associates	19,940	9,970	121,998	11/13/06	1/15/07	Approved	\$ 9,970	CLOSED
Brookings Natural Foods	3,500	1,750	120,248	11/24/06		Approved	\$ 1,750	CLOSED
Lorings Lighthouse	50,000	20,000	100,248	11/24/06	6/30/07	Received		Not Approved
Coos Curry Electric (signage)	6,932	3,466	96,782	11/24/06		Approved	\$ 3,466	CLOSED
Brookings Chiropractic	46,800	20,000	76,782	11/24/06	1/27/07	Approved	\$ 20,000	CLOSED
Azalea Lanes	41,225	20,000	56,782	11/27/06		Approved	\$ 20,000	CLOSED
Bernie Bishop Mazda	21,500	10,750	46,032	11/27/06	6/30/07			
Babin & Keusink, PC	11,899	5,950	40,083	1/26/07	3/26/07	Received		Waiting inspection
The Center	44,672	20,000	20,083	12/22/06	6/30/07			
Curry Collections	42,440	20,000	83	3/31/07	5/21/07			

Total Paid \$ 65,368

Unpaid Balance \$ 76,700

**URBAN RENEWAL AGENCY  
FAÇADE IMPROVEMENT PROGRAM**

**PROJECT ADDRESS: 554 Chetco Av**

**INSPECTION CHECKLIST**

<b>Proof of Payment of Project Costs:</b>
---

Invoices only, no proof of payment provided.
--

<b>Building Permits Required:</b>
-----------------------------------

Sign permit will be required, no signage has been provided at this time.
--

<b>Color Match:</b>
---------------------

Frontage on Chetco looks great, Fern St. side paint does not match (2 colors of green), other sides of building have not been painted
---

<b>Exterior Design Details:</b>
---------------------------------

- |   |
|---|
| <ol style="list-style-type: none"><li>1. No signage or awning provided</li><li>2. Lighthouse has been removed rather than restored</li><li>3. No address posted on building</li></ol> |
|---|

<b>Accessible Entrance:</b>
-----------------------------

Entrance is not accessible, slope of ramp is too steep.
---

<b>Current Business License: # 192</b>
--

Approval: **Not approved**