



SCAPPOOSE *Oregon*

MONDAY, OCTOBER 3, 2022
URBAN RENEWAL AGENCY MEETING, 6:00 pm
Scappoose Council Chambers
33568 E Columbia Avenue
Scappoose, Oregon 97056

Call to Order

Chair Scott Burge called the Urban Renewal Agency to order at 6:00pm.

Roll Call

Present: Agency Member Scott Burge; Agency Member Megan Greisen; Agency Member Brandon Lesowske; and Agency Member Pete McHugh.

Staff Members: City Manager Alexandra Rains; Legal Counsel Peter Watts; Assistant to City Manager Isaac Butman; Finance Administrator Carol Almer; Community Development Director Laurie Oliver Joseph; and City Recorder Susan Reeves.

Remote: Agency Member Josh Poling; Agency Member Tyler Miller; Agency Member Jeannet Santiago (arrived at 6:43pm); Anna Del Savio with Columbia County Spotlight; Kim Holmes; Liz Bian (arrived at 6:21pm); Christine Turner (arrived at 6:52pm); Kevin Bryant Lay (arrived at 6:54pm); and Margaret Trench-Smith (arrived at 6:55pm).

Approval of the Agenda

Agency Member Megan Greisen moved, and Agency Member Brandon Lesowske seconded the motion to approve the agenda. (Motion passed 6-0). Scott Burge, aye; Megan Greisen, aye; Josh Poling, aye; Brandon Lesowske, aye; Pete McHugh, aye; and Tyler Miller, aye.

Public Comment

There were no public comments.

Approve Minutes ~ May 16, 2022 and June 20, 2022

Agency Member Brandon Lesowske moved, and Agency Member Pete McHugh seconded the motion to approve the May 16, 2022 and June 20, 2022 minutes. (Motion passed 6-0). Scott Burge, aye; Megan Greisen, aye; Josh Poling, aye; Brandon Lesowske, aye; Pete McHugh, aye; and Tyler Miller, aye.

New Business

Review Applications

City Manager Alexandra Rains explained following the postings of the grant program the Agency approved, we have four applications for you to review. She explained staff did try to go through them as much as possible just to confirm that they had provided all of the materials that you asked for. She explained she believes a couple of them might be missing a couple of minor things, but they did want to be part of this presentation. There are a couple of applicants here this evening. She explained there is just over \$55,000 available for this program. Staff printed out the program guidelines and goals just as reminder.

Matthew Galizia, explained he works at Cathedral Coffee fulltime, is here this evening to give an overview and answer any questions the Agency may have.

Agency Member Brandon Lesowske asked if the espresso machine is plumbed, not mobile, and is instrumental for the business purposes.

Matthew Galizia replied the espresso machine is what they use to make most of their drinks, almost everything goes through that machine. He explained the estimated cost of a machine, like they are trying to upgrade to, would be a minimum of \$20,000 and that is on the low end of what espresso machines in a commercial environment cost.

Agency Member Megan Greisen explained in the application it shows that this machine is over \$16,000 but the ask is only for \$7,000. She asked about the estimate included with the application.

Matthew Galizia explained the estimate and why they are getting a good deal on the cost of the machines. In addition he explained they will need to add the filters because along with other minerals there is a high volume of calcium in the water here and at is something they didn't realize when they started the café. They did not equip the café with the filters to remove the sediment and preserve the equipment. He explained that is one of the issues they are running into now.

Community Development Director Laurie Oliver Joseph gave an overview of the Columbia Bldg. – Pyramid Holdings LLC project. She explained the City sees this as a benefit for our downtown corridor.

Community Development Director Laurie Oliver Joseph gave an overview of the Food Cart Pod – CCPOD LLC. She explained it was approved by the Planning Commission on July 29, and is currently in the design phase.

Agency Member Brandon Lesowske asked if there was anyone on the Commission that would want to recuse themselves from this particular applicant?

Agency Member Pete McHugh replied yes, he will have to do that.

Kendall Liday Williams with Healthy Smiles – JAW Ventures LLC explained her and her husband have developed an LLC to be the real estate holding company for Healthy Smiles of Scappoose which is the company that she currently owns. She has been the owner and the dentist in town for 17 years at this practice. She has been renting space from her previous practice partner in the building she is currently in. She explained the goal was for her to buy that building but the good news is she has outgrown it. Her goal is to provide more services and also bring in specialist to provide other services that we can't provide currently in our community. She explained she did apply for a grant through Business Oregon.

Agency Member Brandon Lesowske asked Matthew a couple of follow up questions. He explained in the application it states that the applicant had not provided design or visual in regards to where the machine would be placed, statement on matching funds, and timeline for implementation of the equipment. He explained the funding ask he thinks is there, it is indicating that it is not, but he feels like Matthew provided that. He asked Matthew if he feels confident on behalf of Cathedral Café to provide those items to the Urban Renewal Agency before funds could be release if they decide to fund this particular project?

Matthew Galizia replied absolutely.

Agency Member Brandon Lesowske moved, and Agency Member Pete McHugh seconded the motion that the Agency approve Cathedral Coffees application contingent on providing the City staff with the full documentation request associated with the new piece of equipment and fund it at the ask of \$7,000. (Motion passed 6-0). Scott Burge, aye; Megan Greisen, aye; Josh Poling, aye; Brandon Lesowske, aye; Pete McHugh, aye; and Tyler Miller, aye.

Agency Member Brandon Lesowske asked if there is a timeline for when that information is needed?

Community Development Director Laurie Oliver Joseph asked could we request within 30 days?

Legal Counsel Peter Watts explained as long as the applicant is aware of the 30 days a motion doesn't need to be made.

Agency Member Josh Poling explained when looking at the other applications he is looking more at what can provide something sooner than later.

Agency Member Jeannet Santiago explained she would need more information before awarding more funds.

Agency Member Megan Greisen explained she is not prepared to award any money to Pyramid Holdings LLC this evening.

The consensus of the Agency was to hold off awarding any money to Pyramid Holdings LLC.

Agency Member Megan Greisen asked the other Agency Members if they are prepared to have a discussion about dollar amounts for the Food Cart Pod – CCPOD LLC application?

Chair Burge replied we don't have the \$50,000 that has been requested, and we have another applicant that has also requested \$50,000, so obviously \$50,000 is out.

Agency Member Brandon Lesowske explained he would not want to consider their application just based on the fact that a representative wasn't here. He explained that doesn't mean that he wouldn't want to bring this application back to the Agency at a later point and time in order to ask questions. He asked if we could have staff reach out to the applicants that are not here this evening to present to the Agency at a later date?

City Manager Rains replied yes.

Agency Member Megan Greisen talked about the Agency keeping in mind what they want to save for next year and what they want to save to discuss further with CCPOD.

Agency Member Pete McHugh asked Legal Counsel Peter Watts if he should even be involved in any of the other distribution of funds?

Legal Counsel Peter Watts replied he thinks it would probably make sense to recuse himself.


Agency Member Josh Poling suggested \$20,000 for Healthy Smiles – JAW Ventures LLC.

Agency Member Brandon Lesowske; Agency Member Megan Greisen; and Chair Burge suggested \$15,000.


Agency Member Megan Greisen moved, and Agency Member Brandon Lesowske seconded the motion to award Dr. Kendall Liday Williams with Healthy Smiles – JAW Ventures LLC \$15,000. (Motion passed 5-0). Scott Burge, aye; Megan Greisen, aye; Josh Poling, aye; Brandon Lesowske, aye; and Tyler Miller, aye. Pete McHugh abstained.

Adjournment

Chair Scott Burge adjourned the Urban Renewal Agency meeting at 6:59pm


Chair Joseph A. Backus

Attest:


City Recorder Susan M. Reeves, MMC