



SCAPPOOSE *Oregon*

MONDAY, MARCH 17, 2025, 6:30 PM

URBAN RENEWAL AGENCY MEETING MINUTES

COUNCIL CHAMBERS, 33568 EAST COLUMBIA AVENUE, SCAPPOOSE, OREGON 97056

Disclaimer: These minutes are intended to summarize the conversations that took place in this meeting rather than provide a full transcript. Anyone wishing to view the full conversation can find a recording of this meeting on YouTube at: www.youtube.com/watch?v=xeu8qhMGhLQ.

Call to Order

Chair Backus called the March 17, 2025 Urban Renewal Agency meeting to order at 6:30pm.

Roll Call

Chair Joseph A. Backus; Vice Chair Tyler Miller; Agency Member Jeannet Santiago; Agency Member Andrew Lafrenz; Agency Member Marisa Jacobs; Agency Member Joel Haugen; City Manager Benjamin Burgener; Assistant to City Manager/City Planner NJ Johnson; and City Recorder Susan M. Reeves.

Excused: Agency Member Kim Holmes

Approval of the Agenda

Agency Member Haugen moved, and Agency Member Santiago seconded the motion to approve the agenda. Motion passed (6-0). Chair Backus, aye; Vice Chair Miller, aye; Agency Member Santiago, aye; Agency Member Holmes, aye; Agency Member Lafrenz, aye; and Agency Member Haugen, aye.

Public Comment

There were no public comments.

Approval Minutes

Consent Agenda ~ November 18, 2024 Urban Renewal Agency meeting minutes

Agency Member Santiago moved, and Vice Chair Miller seconded the motion to approve the Consent Agenda ~ November 18, 2024 Urban Renewal Agency meeting minutes. Motion passed (6-0). Chair Backus, aye; Vice Chair Miller, aye; Agency Member Santiago, aye; Agency Member Holmes, aye; Agency Member Lafrenz, aye; and Agency Member Haugen, aye.

New Business

Shadley Shack Grant Applications

Assistant to City Manager/City Planner NJ Johnson went over the memo he presented in the packet. As of the writing of this memo, there is \$53,194 of uncommitted funds in the Urban Renewal Grant Program with another installment of \$30,000-35,000 being added on July 1, 2025. The Urban Renewal Agency (URA) will review grants next in July 2025 if a proposal is deemed complete before then.

Improvements Performed

Paul Siracusa (Filoli Investment, LLC) owns and leases the property that hosts Shadley's Express Lane Espresso at 33455 NW Prairie Street. Mr. Siracusa previously received a \$17,000 Urban Renewal grant award for a project that replaced the sidewalk, added a new commercial driveway, replaced the asphalt in the interior lot and right-of-way, and address stormwater issues on the site. During pre-construction review, staff identified an opportunity for the property owner to perform a mutually beneficial improvement where instead of constructing a 12-foot driveway leading solely to the coffee shop, they would construct a 24-foot driveway which fronts their site and the City's public alleyway. This provided an improvement to the City's transportation system while also allowing for better flow of customers to the coffee shop.

Expenses/Award

With the additional expenses to the mutual benefit of the City, property owner, and business as well as the opportunity to receive reimbursement of professional service costs (e.g. surveying and engineering), the property owner is requesting an additional amended award to cover the cost incurred of providing these improvements.

Total project cost: **\$64,106** (receipts as Exhibit A in packet)

Total maximum grant award (50%): **\$32,053**

Already awarded (7/15/2024): **\$17,000**

Effective maximum grant award (3/17/2025): **\$15,053**

Staff recommends awarding the applicant the full additional grant award of \$15,053 but no less than \$10,147 for the improvements performed to the City's frontage of the public alleyway. The entire project is an ideal fit with the spirit of urban renewal and has a mutual benefit between government, business, and citizens.

End Fund Balance

If the URA were to adopt the recommendations of staff, \$38,141 would remain in the Grant Program fund. If the URA were to adopt the alternative award, \$43,047 would remain in the Grant Program fund.

Exhibits (in the packet)

- A. Project invoices paid in full
- B. Letter from property owner
- C. Photos of completed project

Mayor, Council and staff reviewed and discussed application.

Vote on Grant Award

Vice Chair Miller moved, and Agency Member Lafrenz seconded the motion that the Urban Renewal Agency adopt NJ Johnson's, Grant Program Administrators recommendation of awarding \$15,053 as part of the URA program to Filoli Investment, LLC,

Agency Member Haugen stated he is going to abstained since he wasn't part of the original process.

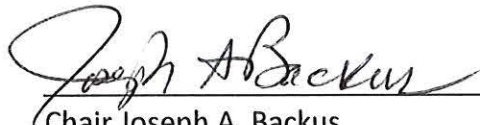
Paul Siracusa gave an overview of the request for additional funding.

Agency Member Lafrenz explained the criteria and explained in this case we are grandfathering the criteria.

Motion passed (5-0). Chair Backus, aye; Vice Chair Miller, aye; Agency Member Santiago, aye; Agency Member Holmes, aye; and Agency Member Lafrenz, aye. Agency Member Haugen, abstained.

Adjournment

Chair Backus adjourned the Urban Renewal Agency meeting at 6:50pm.


Chair Joseph A. Backus

Attest:


City Recorder Susan M. Reeves, MMC

