



SANDY URBAN RENEWAL BOARD MEETING

Monday, August 07, 2023 at 7:00 PM
Sandy City Hall and via Zoom

MINUTES

ROLL CALL

PRESENT

Chair Stan Pulliam
Board Member Chris Mayton
Board Member Laurie Smallwood
Board Member Rich Sheldon
Board Member Kathleen Walker
Board Member Carl Exner
Board Member Phil Schneider
Board Member Khrys Jones

ABSENT

Board Member Don Hokanson

APPROVAL OF MINUTES

1. Approval of Minutes: June 5, 2023

MOTION: Approve the June 5, 2023 minutes

Motion made by Board Member Walker, Seconded by Board Member Exner.

Voting Yea: Chair Pulliam, Board Member Mayton, Board Member Walker, Board Member Exner, Board Member Schneider, Board Member Jones

NEW BUSINESS

2. 2023 Changes to SURA Grant Programs

The Development Services Director summarized the staff report, which was included in the agenda packet.

Board discussion ensued on the following points:

- Whether future amendments would be appropriate to allow funding for centralized food cart eating areas, rather than for carts themselves
- Clarification that the application process changes reflect current practices

- Discussion regarding the frequency of applications for individual properties, and the merits of making multiple investments
- Discussion concerning the appropriateness of property owners bidding on their own projects; discussion concerning fairness, work quality, requirements to use licensed contractors, opportunities for cost savings, and Board review of projects before awards are made
- Discussion regarding expiration of applications after one year
- Clarification that design work is no longer paid for as part of façade and tenant improvement grants
- Discussion on whether staff should have authority to administratively approve projects under a certain dollar amount; consensus that while such a change may be made in the future after further urban renewal strategic planning, for the time being all grant approvals will be made by the Board
- Suggestion that more detailed designs and drawing should be required to be submitted

In summary, the consensus of the Board was to make the following amendments to the guidelines presented by staff. The documents will be brought before the Board for formal adoption at a future meeting.

- Amend the suggested façade and tenant improvement guidelines to state that no “property” (rather than “recipient”) may receive more than two (2) total façade grants within a five (5) year period.
- Amend the suggested façade and tenant improvement guidelines to remove the provision that “applicants may not be the contractor on their own project”
- Amend the suggested façade and tenant improvement guidelines to require submission of 90% designs
- Amend the suggested façade and tenant improvement guidelines to require that the site and structure shall be in compliance with the Sandy Municipal Code
- Amend the suggested façade and tenant improvement guidelines to require that in the event the lowest project bid exceeds the project cost estimate presented to the Board at time of review, the project must be resubmitted to the Board for further consideration and approval

3. Approval of Façade Grant Application: Sandbar BBQ ADA Parking Project

The Development Services Director summarized the staff report, which was included in the agenda packet along with presentation slides displaying the proposed location of the improvements.

Board discussion ensued on the following issues:

- The amount of public investment that has occurred for this property in the past, including a façade grant, tenant improvement grant, and a covered structure
- Clarification on the size of the public contribution for this proposed grant
- Discussion on the history of the parking lot situation and previous inspections of the property
- Discussion on the advantages of making this investment

- Concerns regarding the lack of municipal code compliance on the property, particularly related to striping of the parking lot and vegetation requirements
- Concerns regarding fairness and the lack of enforcement of code requirements in the past
- Suggestion to add a requirement for code compliance to the face and tenant improvement grant programs

MOTION: Approve façade grant project #23-001 FAC, contingent upon the property being brought into compliance with the Sandy Municipal Code.

Motion made by Board Member Sheldon, Seconded by Board Member Mayton.

Voting Yea: Chair Pulliam, Board Member Mayton, Board Member Smallwood, Board Member Sheldon, Board Member Walker, Board Member Exner, Board Member Schneider, Board Member Jones

Following the regular business items the Board was introduced to the Clackamas Fire District Chief Nick Browne, who expressed that he looks forward to building trust and developing a positive working relationship with Sandy.

ADJOURN

Stan Pulliam, Chair

Jeffrey Aprati, City Recorder