

City of Scottsbluff, Nebraska
Wednesday, August 1, 2018
Regular Meeting

Item 1

Approve Minutes of the July 19, 2018 Meeting.

Staff Contact: Starr Lehl

City of Scottsbluff
Community Redevelopment Authority
July 19, 2018

A meeting of the Community Redevelopment Authority (CRA) was held on Thursday, July 19th at 12:00p.m. at City Hall, 2525 Circle Drive, Scottsbluff, NE.

Notice of the meeting was published in the Star-Herald on July 13, 2018.

The meeting convened at 12:03 p.m. by Chairman Trumbull. Roll call was taken. The following committee members were present: Robert Franco, Bill Trumbull, Joanne Phillips. Absent were William Knapper and Cathy Eastman. In attendance on behalf of the city were City Manager, Nathan Johnson and Economic Development Director, Starr Lehl.

Chairman Trumbull called the meeting to order at 12:00 noon and informed those in attendance that a copy of the Nebraska Open meeting s Act is available for the public's review.

There were no changes to the agenda.

Motion by Phillips, second by Franco to approve the minutes from the May 11, 2018 meeting. "Yeas" Franco, Phillips, Trumbull. "Nays", none, absent Knapper and Eastman.

Chairman Trumbull stated the reason for the meeting was to talk about a couple of extensions for the East Overland Façade Improvement Program. Ric Camacho attended the meeting on behalf of Colleen Herman which is the bakery project located at 518 East Overland. Cathy Eastman arrived at the meeting at 12:02 p.m., William Knapper arrived at 12:03 p.m. Chairman Trumbull asked Mr. Camacho to describe to the committee where the project is and when completion should take place. Ric informed the committee that he has been battling some health issues and that is the main reason the project has fallen behind schedule. Mr. Camacho had photos available of the progress being done at the building. He mentioned they are waiting for the front 12' X 14' deck to arrive from Menards and it should only take a couple of days to install. New flooring inside has been installed and they had to install new sewer lines to the building, new insulation, sheet rock throughout the store, new paint. New roof may be needed and Colleen is talking with her insurance company regarding the roof replacement. Project was started in December and Ric had some heart issues in February and unable to work for several months. Ric was able to show the committee pictures of the current progress of the project. Chairman Trumbull asked Ric when he thought the project would be completed. Ric feels strongly that the project should be completed by the end of August or first part of September and definitely before the end of the city's fiscal year. Member Phillips asked Mr. Camacho again if he thought the deadline could be met and he answered yes definitely. Member Knapper asked approximately how much work had been completed on the outside of the building so far. Ric responded by explaining the amount of concrete that has been poured thus far and said he thought they were well over \$20,000 in outside improvements at this time. Motion by Knapper, second by Eastman to approve the extension request. Chairman Trumbull asked City Manager Johnson when the "drop dead" date would be to submit the claim for the grant and he answered by the second meeting in September which would be September 17th. Economic Development Director Lehl told the committee invoices would need to be into the city office by Thursday, September 13th in order to make the claims list on the agenda. The motion was amended to include in the extension request they would have to work within the city's deadlines. "Yeas" Franco, Phillips, Trumbull, Eastman, Knapper. "Nays" none.

Chairman Trumbull moved on to the Elizabeth Lamas property located at 1125-1127 East Overland (old Johnson Rental facility) Ms. Lamas was unable to attend the meeting but has asked for an extension to complete the project as original submitted. Lehl informed the committee she had contacted the city two weeks after the last CRA meeting asking for the extension and was told she would have to request the extension from the CRA. Ms. Lamas said she would be available by phone if the committee wished. Member Franco stated that nothing has been done and she has not shown any initiative to fix up the building although something needs to be done. Chairman Trumbull asked if we knew if the other half of the funds would be available from the property owner and there is no confirmation. Chairman Trumbull asked City Manager Johnson about carrying over the funds into the next fiscal year and Johnson said he would prefer the funds be spent during this fiscal year otherwise they would go back into the general fund. Economic Development Director Lehl mentioned we do have another application from Infinite Graphics requesting \$10,000 for \$30,000 worth of improvements to their building and put this up as an option to expend the funds. The other option mentioned was paying the applicants who did not receive the full \$10,000 their portion bringing that to the full amount.

Motion by Franco, second by Phillips to deny the extension for Elizabeth Lamas. "Yeas" Phillips, Trumbull, Eastman, Knapper, Franco, "Nays" none.

Infinite Graphics was discussed and how we could help them with their project. Chairman Trumbull said the intent of the program was not to expend any of the city's funds without approval from the committee and would the additional expenditures be available. How should the guidelines be interpreted, do they or will they have a total of \$20,000 expenditure. The committee and city would like to spend the funds on East Overland and not turn them back into the general funds. Member Phillips interpreted the wording of the guidelines to read the applicants must get approval of the entire project before beginning and member Franco also agreed.

Economic Development Director Lehl read the intent of the project from Infinite Graphics and the committee agreed that if there were other improvements to be completed city funds could be used to reimburse the company for those funds and asked Lehl to contact Infinite Graphics and ask them to revise their application.

Chairman Trumbull asked if the committee could vote by e-mail or phone call vote on the Infinite Graphics projects and Johnson informed the committee they must vote in an open meeting.

The Uttecht and Fernandez projects tabled at the last meeting were discussed and progress on them was given by Lehl.

Discussion was held regarding an attorney opinion on how the additional funds could be spent specifically on the Infinite Graphics project.

The committee would like to work with the list of applicants received instead of opening up the applications again and see if they are still interested in the funding assistance.

Lehl will contact Infinite Graphics to see if they have additional work to be done and if they are willing to amend their application.

A next meeting date was decided upon to be Wednesday, August 1st at noon to be held at city hall. The committee feels strongly that the funds need to be expended before the end of September deadline on East Overland properties.

The extension letter sent to businesses that were approved at the last meeting was presented to the committee with the deadline of August 13th.

A list of businesses that have shown interest in funding after the funds had all been spoken for was also presented to the committee.

Motion by Phillips, second by Franco to adjourn the meeting “Yeas” Trumbull, Eastman, Knapper, Franco, Phillips. “Nays”, none.

Nathan Johnson

Starr Lehl