



**CITY OF SCOTTSBLUFF  
City Hall  
2525 Circle Drive  
COMMUNITY REDEVELOPMENT AUTHORITY**

**Regular Meeting  
April 12, 2023  
12:00 PM**

1. **Roll Call**
2. **For public information, a copy of the Nebraska Open Meetings Act is posted in the back of the room on the south wall.**
3. **Notice of changes in the agenda by the city manager** (Additions may not be made to this agenda less than 24 hours before the beginning of the meeting unless added under Item 4 of this agenda.)
4. **Citizens with business not scheduled on the agenda** (As required by state law, no matter may be considered under this item unless the committee determines that the matter requires emergency action.)
5. **Minutes**
  - a) Approval of 11/16/2022 Minutes
6. **Presentations and Communications**
  - a) Owner Occupied Rehab Project Applicants- Review and Approve
7. **Staff Reports**
  - a) Staff Reports
8. **Other Business**
  - a) Other Business
9. **Closed Session (to consider any of the above matters, where a Closed Session is appropriate.)**
  - a) Closed Session
10. **Schedule a Meeting**
  - a) Schedule next meeting
11. **Adjournment.**

**City of Scottsbluff, Nebraska**  
**Wednesday, April 12, 2023**  
**Regular Meeting**

**Item Min1**

**Approval of 11/16/2022 Minutes**

**Staff Contact:**

**Community Redevelopment Authority Minutes**  
**Regular Scheduled Meeting**  
**August 10November 16, 2022**  
**Scottsbluff, Nebraska**

The Community Redevelopment Authority for the City of Scottsbluff met in a regular scheduled meeting on Wednesday August 10November 16, 2022 at 12:00 p.m. in the Scottsbluff City Council Chambers at 2525 Circle Drive, Scottsbluff, Nebraska. A notice of the meeting had been published in the Star-Herald, a newspaper of general circulation in the City, on August 5November 11, 2022. The notice stated the date, time, and location of the meeting, and that the meeting was open to the public, that anyone with a disability desiring reasonable accommodation to attend should contact City Hall. An agenda was kept current and available for public inspection at the Development Services office; provided, the Community Redevelopment Authority could modify the agenda at the meeting if the business was determined that an emergency so required. A copy of the agenda, was delivered to each Community Redevelopment Authority member.

**ITEM 1:** Chairman Bill Trumbull called the meeting to order at 12:00 PM. Roll call consisted of the following members being present: Bill Trumbull, Mary Skiles, Katie Camacho. In attendance on behalf of the city were, Planning Administrator/Secretary Zachary Glaubius and , Economic Development Director Starr Lehl, Small Business Outreach Coordinator Sharaya Toof, Public Works Director Mark Bohl, and Deputy City Attorney John Selzer. Absent: Robert Franco, Bill Knapper

**ITEM 2:** Chairman Trumbull informed all of those in attendance of the Nebraska Open Meetings Act and a copy of such is posted above the bookcase in the back area of the City Council Chambers, for those interested parties.

**ITEM 3:** Acknowledgment of any changes in the agenda: No changes.

**ITEM 4:** Citizens with items not scheduled on regular agenda: None

**ITEM 5: ITEMS 5, 6, 7, 8:** Items 5, 6, 7, 8 were mistakenly duplications of Items 1, 2, 3, & 4.

**ITEM 9:** The minutes of March 9August 10, 2022 were reviewed. **Conclusion:** Motion made by Camacho to accept the minutes, seconded by Skiles. "Yeas": Trumbull, Camacho, Skiles "Nays": None "Absent": Franco, Knapper

**ITEM 610:** Trumbull introduced Item 10 regarding the CRA discussing and taking action on unfinished façade improvement grants. Trumbull informed the CRA of the included list of unfinished façade grants and notification letter. Glaubius stated Kersch and Midwest Theater had contacted and/or submitted their invoices. Trumbull stated the remaining unfinished façade grants were Paradise Pumpers, Paradise

Car Wash, Sterling Huff, Brian Hafeman, and Elks Lodge. Trumbull asked if there had been any responses from these grant applicants. Glaubius stated he had not received any response, but had been in communication with Paradise Pumpers and Paradise Car Wash prior to sending the letter. Glaubius stated Paradise was having difficulty getting supplies. Glaubius stated Elks Lodge had contacted him as well about difficulty with finding a new contractor. Camacho stated she did not see a reason to rescind the grant funds as a new awardee would not be able to do any work due to the winter season. Skiles stated she believed the remaining applicants intended to follow through with the improvements. Skiles asked if there were legal limitations to extend the program. Selzer stated there were not with the exception of the fiscal year ending on September 30, 2023. Trumbull stated he would prefer not to extend it to September 30, 2023. Trumbull stated that due to the weather, he believed June 1, 2023 would be a reasonable extension. Skiles agreed with the date. Camacho suggested requiring applicants to respond to a notice letter. and the copy of the notification letter. Trumbull asked Glaubius if any other applicants had responded besides the four listed (Midwest Theater, Paradise Pumpers, Paradise Car Wash, and Sterling Huff). Glaubius stated Dave Schaff with Kersch had responded the morning of August 10, 2022. Camacho asked Glaubius if the applicants were contacted via telephone, and Glaubius stated that only letters had been sent out.

Trumbull requested Bill Estes with Midwest Theater provide the CRA with an update on the theater's status. Estes stated work had begun including the removal of the marquee for restoration. Estes stated he is waiting for the sidewalk to be paved in front of the theater. Estes stated the work should be completed by September 30. Estes inquired whether he should submit receipts for completed work prior to the September 1, 2022 façade grant improvement deadline or if an extension could be granted. Trumbull stated the CRA would listen to all applicants present at the meeting and then make a decision on an extension.

Trumbull requested the Tori Brozek with Paradise Pumpers and Paradise Car Wash provide on update the status of the façade improvement work for both buildings. Brozek stated the delay is due to supply chain issues. Brozek stated they have paid for everything that they can. Brozek stated the paint for Paradise Pumpers has an unknown delivery date, but is recommended by the painting company. Brozek stated they considered another option, but that option is more expensive. Brozek stated the glass for Paradise Car Wash is an estimated sixteen weeks out. Brozek stated they could cover the existing windows instead of putting new glass in. Brozek stated they would prefer to stick with the original proposals for both buildings. Trumbull asked if there were other paint options. Brozek stated the original paint is necessary for the Paradise Pumpers Building as any other paint would end up looking like the current peeling paint on the building. Brozek stated they did not want to spend money on another paint that would peel after one year. Brozek requested an extension.

Trumbull requested Sterling Huff provide on update on the status of the façade improvement work for his law office. Huff stated he is experienced significant delays in the front door, and is still waiting for the window. Huff stated he desired to change his project as he plans to install a balcony over the sidewalk pending the City's approval. Huff stated the design change would increase the cost of the improvements. Huff stated he believes the balcony posts will meet sidewalk width requirements of the

City. Camacho asked if the design change would affect the original façade grant project. Huff stated the building façade look will remain the same as the original façade grant. Huff stated he is waiting to install the front door until the sidewalk is repaved. Trumbull asked Bohl about the process to build on city right-of-way, and Bohl stated it would a month or two for review and approval.

Trumbull asked Glaubius about his conversation with Dave Schaff for the Kersch façade grant. Glaubius stated that Schaff stated the sidewalk café will be poured soon. Glaubius stated he had no response from Clemens Carpet, Flyover Brewery, Whiting Signs, Brian Hafeman, and the Elks Lodge. Trumbull asked what the City's stance on a façade grant extension was. Glaubius stated the Finance Department granted permission to extend the program into the 2022-2023 fiscal year. Skiles stated the CRA should grant an extension as the City will permit it, and the supply chain issues. Skiles stated she would prefer the applicants complete the original work and not pursue a different method of completion to meet the September 1, 2022 deadline. Camacho agreed. Trumbull stated he agreed with an extension, but requested an extension deadline. Trumbull suggested November 30, 2022 as the extension deadline as work would be unlikely to occur after that due to winter. Trumbull stated the deadline could be used by the applicants to keep pressure on their vendors to get supplies delivered and work completed. Trumbull requested Glaubius contact an unfinished façade grant applicants in early November. Trumbull recommended to extend the façade improvement grant deadline for all unfinished façade grants until November 30, 2022.

**Conclusion:** Motion by Skiles extend the façade grant improvement deadline to November 30, 2022, June 1, 2023 seconded by Camacho. "Yeas": Trumbull, Camacho, Skiles "Nays": None "Absent": Franco, Knapper

**ITEM 11:** Staff Reports: Glaubius stated staff requested additional funds for the façade grant improvement program, however it is unknown whether these funds will be granted. Trumbull stated El Torito is locating to a different location than the one which they were awarded TIF for. Lehl informed the CRA that there may be an upcoming microTIF. Selzer explained the microTIF process has been improved with recent legislation. Selzer stated microTIF applications go to City Council and then is bonded by the CRA. Trumbull inquired about microTIF fees. Selzer stated the State limited the fee to \$50 for microTIF applications. Camacho asked if microTIF covered the same expenses as traditional TIF. Selzer stated any expense for improvements to a building more than 60 years old are eligible. Selzer stated the end price for the project depends on whether it is residential or commercial. Selzer stated in addition to older buildings, development on a platted lot which has been located in the city for 60 years is eligible. **7:** Trumbull introduced Item 7 regarding officer elections. Trumbull asked if Franco had been granted another term. Glaubius stated Franco's term renewal had been granted in September 2022.

**Conclusion:** Motion by Camacho, seconded by Skiles to table officer elections for the next meeting.

**ITEM 10:** Other Business: Trumbull stated he sat in on a zoom call by the housing task force about building affordable housing in the community. Lehl stated the City put \$350,000 into the rural workforce housing fund, which has around \$1.3 million in it. Lehl stated the matching grants in this program have to be committed within 2 years, and that one year has already passed. Lehl stated she has been

communicating with a developer interested in the program. Camacho asked who was spearheading the program. Lehl stated Twin Cities Development is. Skiles asked if the housing is income based. Lehl stated the program requires the sale of the dwelling to not exceed \$350,000. **8:** Trumbull introduced Item 8 regarding Staff Reports. Glaubius stated he did not have any updates. Skiles inquired if there were additional funds for the façade grant program. Glaubius stated no additional funds were budgeted for the 2022-2023 fiscal year. Trumbull inquired if there were any TIF projects coming up. Glaubius and Selzer stated they were not aware of any. Trumbull asked what the status of all the City's TIF projects were. Selzer stated all except for El Torito were moving forward. Selzer stated a report on all TIF projects is due on December 1, 2022, and he would share it with the CRA board at the next meeting. Skiles inquired about the status of the TIF Essential Fuels West project. Selzer stated he had communicated with the owner, Eric Reichert, who stated the project has slowed down due to other construction projects. Skiles inquired about the development near the mall. Trumbull stated it was a modular building for Platte Valley Bank as the bank prepares to construct an additional building on its campus. Trumbull stated he had heard of some positive things happening at the mall. Trumbull inquired about the proposed Starbucks near 14th Avenue and Highway 26. Glaubius stated the developer had withdrawn the project. Skiles inquired about the Montgomery Ward building. Glaubius stated he had no updates and was not sure if Economic Development Director Starr Lehl has been in communication with the owners. Trumbull stated he had spoken to someone about the lease ending on the former Albertson's building, and this should help fill the space. Skiles inquired about the status of the former Kmart building and when the lease ends. Trumbull and Camacho stated they were not sure when the lease ends.

Trumbull stated it was disappointing the LB357 vote was unsuccessful. Trumbull stated only 41% turned out to vote. Skiles and Trumbull stated it would be interesting to see what the demographics were. Skiles stated she had spoken with many young families who were excited for the possibility of an aquatic center, however they were not registered to vote. Camacho stated she usually had to wait in line to vote, but not for the November 2022 election. Selzer stated North Platte had a similar LB 357 measure for an aquatic center which passed. Skiles stated she was happy with the work done by the proponent group. Trumbull and Skiles stated the wording of the ballot language could have been improved and may have increased votes for. Trumbull asked if there was another route to building the aquatic center. Glaubius stated he was not sure.

**ITEM 91:** Other Business: None

**ITEM 10:** Closed Session: None **1:** The upcoming Community Redevelopment Authority regular meeting was confirmed to be held on 9-14-2022, 10-12-2022, 11-9-2022, and 12-14-22.

**ITEM 11:** The CRA scheduled meetings for the second Wednesday of January, March, April, and May of 2023.

**ITEM 12:** Motion by Skiles, seconded by Camacho to adjourn the meeting at 12:37 PM. "Yeas": Trumbull, Camacho, Skiles "Nays": None "Absent": Franco, Knapper **2:** Chairman Trumbull asked for a motion to

adjourn the meeting at 12:45 PM. Motion to adjourn made by Camacho, seconded by Skiles “Yeas”:  
Trumbull, Camacho, Skiles “Nays”: None “Absent”: Franco, Knapper

---

Bill Trumbull, Chairman

---

Zachary Glaubius, Secretary

**City of Scottsbluff, Nebraska**  
**Wednesday, April 12, 2023**  
**Regular Meeting**

**Item 1**

**Owner Occupied Rehab Project Applicants- Review and Approve**

**Staff Contact:**



ID	Financial Requirements Met	Property Walkdown
2SB	YES	YES
3SB	YES	YES
5SB	YES	YES
6SB	YES	YES
7SB	YES	YES
10SB	YES	YES
12SB	YES	YES
12SB	YES	YES
16SB	YES	YES
17SB	YES	YES
18SB	YES	YES
20SB	YES	YES
22SB	YES	YES

Enviromental Review Complete	Lead Test	Bids	Costs
YES	YES	1	\$15,500
YES	YES	3	EST \$24,000
YES	YES	1	EST \$24,997
YES	YES	2	EST \$18,000
YES	YES	1	\$19,400
YES	YES	1	\$6,587.00
YES	YES	2	EST \$15,920
YES	YES	3	EST \$24,000
YES	YES	1	\$3,865
YES	YES		
YES	YES	3	EST \$24,000
YES	YES		
YES	YES	2	EST \$2,4000

## SCOPE OF WORK

Replace hand rail on front and side porch, windows and gutters.

Replace windows throughout the house, any remaining funds available can go toward remodeling upstairs bathroom.

Upgrading electrical service panel, upgrading and replacing wiring where needed, make sure that the system is proper and update switches and outlets where needed. The heater in the basement needs to be replaced and a front step repair additional funds could be used towards redoing stairs leading to basement

Replace basement windows (7), repaint siding, and if remaining funds allow, update upstairs bathroom and shower.

Replace electrical service panel, upgrading, and replacing wiring where needed, make sure that the system is properly update switches and outlets where needed. Replace windows throughout the house (13, 3 of which have already been replaced). Siding needs replaced. Remaining funds can be used for general housing insulation and scraping/repainting fascia.

Fix front windows that let dirt in, replace or restrip back door and repair sidewalk next to driveway.

Water proofing and sealing basement wall and replace windows in basement (7.)

Replace basement windows (8), new furnace and A/C and if possible with remaining funds, fix basement shower.

Primary 'Scope of Work' includes painting trim outside of house and repainting garage and replacing 7 sections of 4x4' Additional funds: New Front/Back Door. New Carpet. Weatherstrip around garage door. Paint kitchen ceiling and new baseboard around the base in the kitchen.

Fix basement drain line and repair/replace floor vent in main upstairs bathroom. Remaining budget: Finish downstairs converted bedroom/s. Gutters, screens and cabinets.

Fix wiring issues between bathroom and bedroom, (light fixtures not working), and fix leak spot in ceiling (not structural) allows

Primary 'Scope of Work' includes installing egress windows in both basement bedrooms and remodeling basement bathroom Primary 'Scope of Work' residing entire house, soffit and fascia, replace or paint front door, and if funds are still available

which tested led positive. Other projects, funds allowing would be to replace basement carpeting, insulate att

**City of Scottsbluff, Nebraska**  
**Wednesday, April 12, 2023**  
**Regular Meeting**

**Item 1**

**Staff Reports**

**Staff Contact:**

**City of Scottsbluff, Nebraska**  
**Wednesday, April 12, 2023**  
**Regular Meeting**

**Item 1**

**Other Business**

**Staff Contact:**

**City of Scottsbluff, Nebraska**  
**Wednesday, April 12, 2023**  
**Regular Meeting**

**Item 1**

**Closed Session**

**Staff Contact:**

**City of Scottsbluff, Nebraska**  
**Wednesday, April 12, 2023**  
**Regular Meeting**

**Item 1**

**Schedule next meeting**

**Staff Contact:**