

TOLEDO URBAN RENEWAL AGENCY
REGULAR MEETING
May 22, 2024

1. Call to Order

Board President Rod Cross called the meeting to order at 6:00 p.m. also via Zoom in Toledo, Oregon.

Present	Absent	
X		President Rod Cross
X		Member Kim Bush
	X	Member Jackie Kauffman
X		Member Tracy Mix
X		Member Stu Strom
X		Member Jackie Burns
X		Member Frank Silvia

Staff present: Director (D) Doug Wiggins, City Recorder (CR) Lisa Figueroa, City Attorney (CA) Mike Adams

2. Approval of minutes

Minutes from the meeting held March 27, 2024 and the Urban Renewal Agency Budget Committee held May 7, 2024

Motion – It was moved and seconded (Silvia/Mix) to approve the minutes as presented and the motion carried unanimously.

3. Discussion/Decision items

Urban Renewal District rehabilitation loan request, 161 SE 2nd – Jennifer Kent & Eric Bohne

Jennifer Kent addressed the Board. Ms. Kent said her business is Brewery X0, which will be located at 161 SE 2nd and operating out of the former Eagles building. She presented her application to the Board, which would allow her to install an accessibility ramp. The Board asked clarification questions about the project. She said the ramp would open the upstairs space to host more events. She noted in the future, she would like install benches and flowers outside of the building. The Board indicated she did not request the full \$10,000 and inquired whether she would accept \$350 to install the benches with a stipulation to submit a plan of that installation to D Wiggins within the week. Ms. Kent said she could supply a plan to D Wiggins within that time.

CM Wiggins reviewed the conditions of the loan application, including a two-year lien requirement and interest.

Motion – It was moved and seconded (Mix/Silvia) to approve the loan request for 161 SE 2nd Street to Jennifer Kent and Eric Bohne as amended to \$10,000 and the motion carried unanimously.

Urban Renewal District rehabilitation loan request, 181 S Main Street – Charlie & Emilee Cyphert

Charlie and Emilee Cyphert addressed the Board and presented their application. Mr. Cyphert indicated this application would assist with an update to the servers' station, which would include the soup/salad station, the beverage station and hand washing station. The Board asked several questions in regards to the application. After further discussion, there was discussion to provide the full \$10,000 to the applicants.

CM Wiggins reviewed the conditions of the loan application, including a two-year lien requirement.

Motion – It was moved and seconded (Mix/Bush) to approve the loan application to Charlie and Emilee Cyphert for 181 S. Main Street as amended to increase the amount to \$10,000 and the motion carried unanimously.

Urban Renewal District rehabilitation loan request, 344 W Business Highway 20 – Toni Hockema

Dusty Hockema addressed the Board on behalf of his mom Toni and presented the application. He said the funding would help with several projects such as to repave the alley way and refurbish the roof. Board Member Silvia declared a potential conflict of interest and noted he often volunteers at the business but is not paid for his services. The Board asked for additional information for the roofing and Mr. Hockema indicated he has not received as of yet.

CM Wiggins reviewed the conditions of the loan application, including the two-year lien requirement.

Motion – It was moved and seconded (Bush/Silvia) to approve the loan application for Toni Hockema at 344 W Business Highway 20 for \$10,000 with a start date before June 28, 2024 and the motion carried with five in favor and Director Mix abstaining.

CM Wiggins noted for the record that the paperwork/projects need to be initiated before the end of the fiscal year to receive funds.

Discussion: Loan rehab program

CM Wiggins indicated a Board member wanted to revisit the loan program to determine whether there needs to be any changes as a new program. The Board discussed the program and contemplated whether they could require a project to have started before receiving any funding. After further discussion, CM Wiggins indicated the program states the project must be completed within one year of receiving funds.

4. Adjournment

The meeting adjourned at 6:55 p.m.

Respectfully submitted:

/s/City Recorder Lisa Figueroa