

MINUTES
CITY OF FAIRVIEW
URBAN RENEWAL AGENCY

August 16, 2023

Agency Members

Brian Cooper, Board Chair
Wendy Lawton
Steve Marker
Keith Kudrna
Jenni Weber
Steve Owen
Paul Copeland

Staff

Philip Morley, City Manager
Allan Berry, Public Works Director
Devree Leymaster, City Recorder
Sarah Selden, Planning Manager

1. Call to Order – 7:35PM
Roll Call

2. Citizen Comment
None.

3. **Work Session:** Discuss Potential Interim Modification to Grant Program

Planning Manager (PM) Selden briefed the Council on the tenant improvement grant program. Grantees are eligible for up to \$100,000; URA reviews and authorizes grants over \$20,000. The grant guidelines include a provision that a lien be placed on the property for up to five years or until the balance due is paid if the grant converts to a loan. This lien requirement is proving to be a barrier for having a property owner sign off on a tenant's grant application.

Stayce Blume and an associate, Realtors currently working with a tenant and property owner intending to apply for a grant, shared their thoughts about the program. Overall, the nature of the program is good, there a few places in the application process that could be streamlined, removing the liability lien on the property owner and keeping it on the tenant and their business is recommended; need to promote the program more; and suggested providing technical assistance with the application process.

Councilor Lawton commented that if the lien option is removed who would be liable – the tenant. We would be removing the back stop (protection) for taxpayers. PM Selden replied that is correct and noted other cities have felt it worth the risk to have an improved space; it is rare that a tenant leaves. Realtor Blume remarked a lien on a tenant's personal asset(s) could be an option.

CM Morley reminded the Board that the city is working with Cascadia Partners to evaluate the current incentive programs. This information will be coming to the Board soon and could lead to program amendments. In the meantime, staff is asking if there is support to either present a grant application with a provision that when approved the lien provision would be removed (case by case basis) or for an amendment removing the lien provision from the grant program (apply universally).

Member Owen asked who reviews the financials. PM Selden answered grant applications were reviewed by the prior City Manager. Member Owen queried that there is a process in place; decision making steps; and that the city does its due diligence in determining if approving a grant application is in the city's best interest.

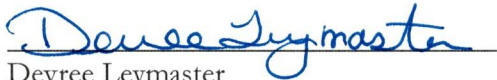
PM Selden shared that Troutdale and Wood Village do not have tenant improvement grants. Gresham has a successful garage to store front program.

The Board supported amending the grant program in the interim to remove the property lien provision.

4. Adjournment

Member Owen moved to adjourn the meeting and Member Marker seconded. The motion passed, and the meeting adjourned at 8:16 PM.

AYES: 7
NOES: 0
ABSTAINED: 0



Devree Leymaster
City Recorder



Brian Cooper
Board Chair

9/25/23
Date of Signing