



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Agenda Urban Renewal Commission

Wednesday, May 20, 2015

6:15 PM

Commission Chambers

Executive Session

Executive Session to immediately follow the regular meeting of the Urban Renewal Commission.

Pursuant to ORS 192.660(2)(e): To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

1. Call to Order and Roll Call

2. Citizen Comments

3. Adoption of the Agenda

4. General Business

4a. [15-267](#) Request for Additional Tenant Improvements at the Train Station

Sponsors: Economic Development Manager Eric Underwood

Attachments: [Staff Report](#)

5. Future Agenda

The Commission's adopted goals and available staff resources shall be considered when recommending future agenda items. The Commission may add an item to a future agenda with consensus of the Commission.

6. City Manager's Report

7. Adjournment

Public Comments: The following guidelines are given for citizens presenting information or raising issues relevant to the City but not listed on the agenda.

- Complete a Comment Card prior to the meeting and submit it to the staff member.
- When the Chair calls your name, proceed to the speaker table and state your name and city of residence into the microphone.
- Each speaker is given 3 minutes to speak. To assist in tracking your speaking time, refer to the timer at the dais.
- As a general practice, Oregon City Officers do not engage in discussion with those making comments.

Agenda Posted at City Hall, Pioneer Community Center, Library, and City Web

site(oregon-city.legistar.com).

Video Streaming & Broadcasts: The meeting is streamed live on Oregon City's Web site at www.orcity.org and is available on demand following the meeting.

ADA: City Hall is wheelchair accessible with entry ramps and handicapped parking located on the east side of the building. Hearing devices may be requested from the City staff member prior to the meeting. Disabled individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.



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Staff Report

File Number: 15-267

Agenda Date: 5/20/2015

Status: Agenda Ready

To: Urban Renewal Commission

Agenda #: 4a.

From: Economic Development Manager Eric Underwood

File Type: Report

SUBJECT:

Request for Additional Tenant Improvements at the Train Station

RECOMMENDED ACTION (Motion):

Staff recommends that the Urban Renewal Commission approve the additional tenant improvements requested.

BACKGROUND:

The Train Station project, approved by the Urban Renewal Commission (URC), was completed on January 30, 2015. The project was successful in constructing basic renovations that can accommodate for a variety of office/retail uses. The scope of work for the project was narrowly defined and the project budget was limited. Upon project completion, it was discovered that additional improvements are warranted in order to properly secure a tenant for this space. These improvements and their estimates have been identified as follows:

- * Interior painting - \$3,000
- * More functional overhead lighting - \$1,500
- * Additional demolition of wall and carpet - \$500
- * Flooring - \$18,000

The tenant, First City Central Marketplace & Bistro, has planned to make interior improvements in addition to the above proposed improvements but ones that are more customized for the tenant's particular use. These improvements will not be made without approval of the URC.

If the URC approves the above proposed improvements, staff will proceed to solicit three bids from licensed contractors qualified to perform the work required with a budget not to exceed \$25,000. Once a contractor is selected, work is expected to commence in August, 2015 and be completed by October, 2015.

BUDGET IMPACT:

Amount: \$25,000

FY(s): 15/17

Funding Source: Urban Renewal



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