



NOTICE OF PUBLIC MEETING

CENTRAL ALBANY REVITALIZATION AREA ADVISORY BOARD

City Hall, Council Chambers

Wednesday, June 18, 2008

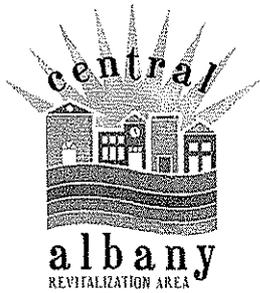
5:15 p.m.

AGENDA

1. CALL TO ORDER (Chair Norman)
2. ROLL CALL
3. APPROVAL OF MINUTES
 - May 21, 2008. [Pages 1-7]
 - Action: _____
4. SCHEDULED BUSINESS
 - a. Business from the Public
 - b. Cash-flow update. [Handouts available at meeting.] (Porsche)
Action: _____
 - c. Funding Request: Baldwin Construction, Matching Grant \$20,000. [Pages 8-32] (Porsche/Applicant)
Action: _____
 - d. Discussion: CARA Review Criteria. [Pages 33-35] (Porsche/Applicant)
Action: _____
 - e. Staff updates and issues. [Verbal] (Porsche)
Action: _____
5. BUSINESS FROM THE BOARD
6. NEXT MEETING DATE: *Next regular meeting Wednesday, July 16, 2008*
7. ADJOURNMENT

City of Albany Web site: www.cityofalbany.net

The location of the meeting/hearing is accessible to the disabled. If you need special accommodations to attend or participate, please notify the Human Resources Department in advance by calling (541) 917-7500.



APPROVED: _____

CITY OF ALBANY
Central Albany Revitalization Area Advisory Board
City Hall Council Chambers, 333 Broadalbin Street SW
Wednesday, May 21, 2008

MINUTES

Advisory Board Members present: Chris Norman, Dan Bedore, Oscar Hult, Bessie Johnson, Gordon Kirbey, Sharon Konopa, Ray Kopczynski, Dick Olsen, Cordell Post (excused at 6:30 p.m.), Ralph Reid, Jr., and Kim Sass

Advisory Board Members absent: Jeff Christman, Floyd Collins, Loyd Henion

Staff present: Public Works Director Diane Taniguchi-Dennis, Finance Director Stewart Taylor, Urban Renewal Coordinator Kate Porsche, Administrative Assistant Teresa Nix

Others present: Approximately ten others in the audience

CALL TO ORDER

Chair Chris Norman called the meeting to order at 5:15 p.m.

APPROVAL OF MINUTES

April 2, 2008, and April 16, 2008

MOTION: Ray Kopczynski moved to approve the April 2 and April 16 minutes as presented. Dan Bedore seconded the motion, and it **passed** unanimously.

SCHEDULED BUSINESS

Business from the Public

None.

Cash-Flow Update

Urban Renewal Coordinator Kate Porsche distributed and briefly reviewed *May 21, 2008, CARA Funds Available*.

Lepman/Willamette Seed Funding

Porsche drew attention to the staff report, a letter from City Attorney Jim Delapoer to Scott Lepman's attorney Edward Schultz, and a draft resolution revoking grant funds previously committed to Lepman distributed in the packets. She offered to answer questions.

Bessie Johnson said that it appears that Lepman's concerns are primarily related to unknown aspects such as the railroad crossing and street improvements. She asked whether the contract timeline is also an issue.

Edward Schultz, P.O. Box 667, stated that Lepman has concerns related to the railroad crossing and street improvements and that he will not be able to meet the timeline requirements in the agreement. Lepman had originally thought that he would take the risk for improvements inside his property line and that the CARA grant would take care of development costs outside his property line. Schultz requested that CARA consider using urban renewal funds in a more traditional way in the future by funding necessary public infrastructure that will allow projects to go forward. He said that Lepman has his plans in place and is ready to move forward once issues related to the railroad crossing and street improvements are addressed.

MOTION: Bedore moved to recommend that the Albany Revitalization Agency (ARA) approve the resolution revoking the grant funds previously committed to Scott Lepman. Kopczynski seconded the motion, and it **passed** unanimously.

Swoboda/Oregon Furniture Mart Status Update

Porsche drew attention to her staff memorandum distributed in packets and to the handout from Chuck Swoboda entitled *What's New at First & Lyon* distributed this evening. She noted that, while it appears that Swoboda is making good progress, he is well past the contract deadline of January 19, 2008.

In response to inquiries from the Board, Porsche stated that the contract stipulates that the second and third floor retail and the exterior are to be completed and that the second floor apartments are to be rough finished. There is about \$20,000 left undrawn on the contract for which Swoboda has not yet submitted receipts. Norman asked what items in the CARA contract remain to be completed.

Chuck Swoboda, 104 First Avenue SE, said that uncompleted CARA contract items are primarily safety items such as railings and smoke detectors. Bedore asked why the work was not completed on time. Swoboda stated that there are financial reasons as he has attempted to budget improvements by taking money out of his business as he goes and that weather has been a factor. In addition, the brickwork on the outside was not done correctly and it took time to convince the installer to redo that work before the wood could be installed around the windows. He hopes to have the work completed by the end of September.

Kopczynski stated that, while the work is not transpiring as fast as the Board might have hoped, he is impressed with the steady effort being made while the business is being run. He is in favor of allowing an extension as long as progress is being made. Oscar Hult agreed.

Bedore stated that, if CARA grants another extension, he would like to be firm in setting and enforcing a deadline. Norman asked if Swoboda would be comfortable with committing to having the work completed by September 30, 2008. Swoboda said yes.

MOTION: Johnson moved to extend the Swoboda/Oregon Furniture Mart contract to September 30, 2008. Bedore seconded the motion, and it **passed** unanimously.

Funding of Blighted Single-Family Residential Projects Discussion

Porsche reported that said she took the Board's previous input and developed two possible programs for funding of blighted single-family residential projects as detailed in the staff memorandum.

The first proposed program would establish a CARA Residential Fund of up to \$150,000.00 per budget year that would allow for funding of up to two projects at up to \$75,000.00 each. This program would be limited to homes in the Hackleman Historic District and includes a forgivable loan schedule based on length of occupancy.

The second proposed program would establish funding of \$10,000.00 per budget year to fund Landmarks Advisory Commission (LAC) Historic Preservation Grants. This program would continue to be administered by City Planner Anne Catlin.

Norman asked about the status of the State Historic Preservation Office (SHPO) funds currently used for the LAC Grants. Hult said that Planner Catlin has indicated that SHPO funds are dwindling and that she does not anticipate that source will be available next year. Norman said that he would like confirmation regarding the status of the state funding before dedicating CARA dollars for this use. Porsche agreed to look into that and report back.

Norman suggested that the CARA Residential Fund be approved as a one-year pilot project with funding of \$75,000.00. This would allow CARA to see how many applications come in and to judge the administrative impacts prior to establishing an annual program. Sharon Konopa added that the term *blighted* should be further defined prior to a program being established.

Porsche noted that Tim Vaughan's request for the property at 532 Baker Street was the catalyst for creating a program for blighted single-family residential. She said that the Board could choose to grant that request or open up a pilot program to applications. Dick Olsen asked if there are other projects in the Hackleman District that might come forward. Porsche said that there are some properties that have been converted into apartments. She does not know of any that are specifically looking to rehabilitate back to single-family but having a program in place might encourage that action.

Kim Sass asked about the tax consequences of this program for the borrower. Porsche said she has not looked into the specifics, but she can surmise that forgiven loans would be considered income. She said the City Attorney has indicated that recipients should be advised to consult with their own attorneys on tax issues.

MOTION: Gordon Kirbey moved to establish a one-year pilot program for single-family residential with funding of \$75,000.00. Konopa seconded the motion.

Post asked how the program would be administered. Porsche said that she would like to administer the program using CARA's established contracts with the added step of verifying proof of occupancy on an annual basis. Post noted that the process could be simplified by eliminating the schedule and simply making the loan forgivable after five years of occupancy.

Porsche asked whether the Board wants to advertise for applications. Hult said that he thinks Vaughan should be the recipient since he came forward first and his request initiated the program. Norman stated that opening up the process for applications would provide valuable information regarding the level of interest and the validity of creating an annual program. He encouraged Vaughan to submit an application.

The motion **passed** unanimously.

Funding Request: Baldwin Construction, \$20,000 Matching Grant

Porsche briefly reviewed the request from Yohn Baldwin for a matching grant to assist in the costs for upgrades to his building located on Cleveland Street. Several Board members had questions about the location of the subject site. Baldwin was not present to respond.

MOTION: Olsen moved to delay a decision on the Baldwin request, pending receipt of additional information. Post seconded the motion, and it **passed** unanimously.

The Chair suggested that the applicant be asked to attend the next meeting. He recalled that CARA has some historical precedent in discounting labor costs associated with requests from contractors. Porsche agreed to provide that information, as well as a better graphic of the subject location.

Funding Request: Calapooia Brewing, \$55,000 Matching Grant

Porsche reviewed the request from Calapooia Brewing for a matching grant to assist in costs for upgrades to their building and the purchase of Siletz Brewing. She recalled that CARA had previously considered helping Calapooia Brewing expand its restaurant capacity, but the building official indicated that there were constraints and requirements which made the expansion unfeasible.

Laura Bryngelson, 140 Hill Street NE, said that she and her husband purchased the business in June 2006. She showed a photo of the building at that time and a current photo of the building with new paint and trees. After taking over, the owners have worked to increase awareness about the company and about Albany. There have been articles in the *Albany Democrat-Herald* and *Corvallis Gazette-Times*, the company has become a title sponsor of Oregon Disk Golf, which brings people into town, and jobs have been increased from 0 to 17 with a total payroll of \$170,000. The company has made charitable contributions and worked to develop partnerships with other local companies. The company is a member of the Oregon Brewers Guild, which has a goal for this area to become a draw for handcrafted beer similar to what Napa Valley is for wine. The company has purchased 500-gallon tanks to reclaim and reuse water, installed low-flow toilets, planted trees, recycled soft plastics, and is participating in a federal grant to recapture steam energy which, if it goes forward, has the potential to bring a lot of exposure to Albany. She said that the grant would help the company to triple its brewing capacity and bring additional attention and jobs to Albany.

In response to inquiries from the Board, Bryngelson said Siletz Brewery is currently located in Siletz, Oregon. The grant is requested to help offset costs to purchase the business and equipment, do the necessary engineering and installation, install electrical hookups, and pour new slabs for drainage. Expansion of the restaurant is limited by code and is not part of this request. The company has secured a \$30,000.00 loan but, since the current owner will be carrying the contract, it is not possible to secure additional loans. The expansion would increase jobs by two or three immediately, and it is anticipated that payroll would double in five years or less.

Kopczynski said that he is uncomfortable approving a request for a down payment on a business. He asked if it would be possible to structure the request so that CARA is investing in physical items. Porsche agreed that the contract should be structured so that funds are used for improvements to the building or purchase of equipment. She noted that state law allows for urban renewal districts to help with the purchase of equipment that has a lifespan of more than seven years. She further noted that the equipment would be taxable and would provide tax increment.

Ralph Reid, Jr., asked about the possibility of CARA funding the entire purchase with a grant of \$30,000.00 and loan of \$115,000.00, putting CARA in the first place position. Cordell Post said that it is his opinion that being in first position on equipment is not very beneficial. He stated that a decision to approve this grant is a risk and that, if the business goes upside down, CARA would probably not get its money back.

Porsche clarified that the grant would be used to help with the purchase of equipment, names, and recipes from Siletz Brewery. She said that this is similar to previous situations where CARA approved funds to help expand businesses, such as Viper NW. Sass noted that the calculations show a return on investment, as opposed to other projects that are on the historic property tax freeze. Porsche added that the return analysis is conservative and does not take into account potential growth of the company.

Post was excused from the meeting at approximately 6:30 p.m.

Norman said that the question is whether this request meets enough of CARA's objectives that the Board feels comfortable taking a risk that may not be present with other requests.

Olsen said that the facility brings energy to the neighborhood; the expansion would help maintain and enhance the vitality of neighborhood.

Johnson said that she thinks this would be an excellent addition which may help bring more projects to the area. Since the property is not on a tax freeze, the expansion would bring in tax increment as well as provide employment. She said she would favor approving the request if the grant is for an expansion rather than for a down payment.

Hult said that the company took the initiative to improve and expand on its own before coming to CARA. The owners have shown they are in this for the long haul and are committed to the business.

MOTION: Kopczynski moved to approve the request, subject to the contract language not including a reference to a *down payment*. Johnson seconded the motion.

Sass asked how the owners feel about future improvements to Water Avenue. Bryngelson said that they are excited and happy about the potential improvements. She said that there will be growing pains, but the final outcome will improve the area.

Porsche clarified that it has not yet been determined what the improvements to Water Avenue will cost or how they will be paid. The City Manager has indicated that property owners are not likely bear the full burden of improvements. She expressed appreciation to Transportation Analyst Ron Irish for his recommendations to help alleviate parking challenges in the area which will be coming before the City Council.

The motion **passed** unanimously.

Funding Request: Ken Marshall, \$18,637 Matching Grant

Porsche stated that Ken Marshall was previously granted \$20,400.00 for work to his building at 1410 Washington SW, including landscaping, exterior painting, and electrical upgrades. He is coming back with a request for an additional \$18,637 for plumbing upgrades, removal of old steam pipes and asbestos abatement, and new bike racks.

Ken Marshall, 2335 Violet NW, thanked the Board for its previous grant. He reviewed the work done to date and advised that tenants now have safe, functioning, individually metered electrical systems. He said that he is happy with the paint job and the landscaping, even though these projects went over budget. In the course of doing the work, he said that an asbestos covered steam pipe was discovered. He needs to remove the pipe and have the soil treated and monitored by the state. Following that, he will do a systematic replacement of the old plumbing system, as detailed in the estimate from Mike's Heating and Air. He would also like to provide some nice bike racks for residents.

Johnson said that Marshall has done a marvelous job at the site and has used the previous grant money wisely. She noted that there have been several letters to the editor expressing appreciation for the work, and she thinks the bike racks are a good idea.

MOTION: Johnson moved to approve the grant request from Marshall for \$18,637.00. Kopczynski seconded the motion.

Norman asked why this amount was not included in the original request. Marshall said that he was not aware of problems with the old system until recently. He said that he did originally request help with plumbing in the form of a loan, but the Board did not vote on that. The current bid is less than the original bid due to work that has already been done.

Norman asked if CARA should expect additional requests on this project. Marshall responded that, if this request is granted, the project will be complete and he will not be making any additional requests.

Norman pointed out that the new work will not add value from CARA's perspective, other than the bike racks, and he is concerned that other applicants may come forward with requests to replace plumbing. He said anyone with a historic structure should be aware that these issues will come up.

Hult agreed that this work would not appear to add value to the building. He said that he would prefer that the request be in the form of a loan rather than a grant. Marshall stated that, as a real estate broker, he can state that the work will definitely add to the value of the building.

Bedore said that this is a fairly small amount of money to complete the rehabilitation of a severely blighted site which provides high-density, low-income housing where it is badly needed. He supports the request.

The motion **passed** unanimously.

Funding Request: Skip Throop, \$298,500 Developer Partnership

Porsche drew attention to the staff report distributed in packets. She said that she visited the site at 208/210 First Avenue West with architect Rob Dortignacq, City Planning staff, and a representative from SHPO. Mr. Throop is proposing to rehabilitate the storefront on the Mary Anna Bakery side of the building and make other repairs to the roof, windows, skylights, and brickwork. He will also be returning unused upper floor space to two residential units. An estimate and drawings from Dortignacq are included with the staff report.

Kirbey said that he will abstain from discussion and voting on this issue because he owns a business in the subject building.

George (Skip) Throop, 1142 Scenic Drive NW, responded to inquiries from the Board. He stated that Boccherini's should be able to function during the remodel and that the owner of the bakery is trying to sell his business. He feels that a bakery is needed in Downtown Albany, but he is not sure how that will work out. The sprinklers, roof, and back wall rehabilitation will be around \$100,000. Parking will be provided in back of the building. The vast majority of the project costs will be for the upper floor rehabilitation. His cash flow is dependant on being able to rent the upstairs apartments in addition to the downstairs retail space. The project would not go forward without the requested funding. He is in the process of buying the building and expects to close on June 12.

MOTION: Hult moved to approve the Throop developer partnership request as submitted. Konopa seconded the motion, and it **passed** 8 to 1. Reid voted no, and Kirbey abstained.

Staff Updates and Issues

Porsche distributed *Possible Review Criteria* which she said is intended as a starting point for discussion about a potential decision-making tool.

Norman said that he feels it is important to develop specific criteria to help the Board in its decision-making process, as well as to help staff work with applicants. He expressed appreciation for the draft and suggested that this item be at the top of next month's agenda. Konopa suggested that any funding requests be put on hold in order to devote the entire next meeting to this item.

Kirbey requested that Porsche provide information on examples of what other communities that have done in their urban renewal districts. Sass said that she would like to discuss the possibility of establishing a funding cycle with allocations considered at scheduled times rather than on a monthly basis.

Olsen said that he would like the canal be part of the discussion. Taniguchi-Dennis provided a brief update on the canal. She recalled previous discussions about developing the area around the canal so that it fits in with the reenergized downtown area. She reviewed efforts to clean up the canal and raise flows. The City has a vision and now needs to begin planning how to fund improvements. A funding request has been submitted to Congressman DeFazio's office. CARA will be included in discussions as the process moves forward.

Porsche advised that Economic Development Director Dick Ebbert passed away on May 2, 2008. She said Dick was her boss and her friend, and he is missed.

BUSINESS FROM THE BOARD

Johnson said that there appears to be mixed messages regarding the Water Avenue street improvements. Porsche said decisions regarding the street improvements and who will be responsible for costs will be made by the City Council. Taniguchi-Dennis said that the City Council has accepted a conceptual design and the next work item is to put a funding package together for Council's consideration in July. Porsche stated that staff made every effort to explain to Lepman that property owners are not likely to carry the full burden of street improvements. She noted that David Johnson, RCM Homes, and Calapooia Brewing are all moving forward with their development plans.

Reid expressed appreciation to Porsche for taking on the extra work necessitated by Director Ebbert's absence.

Reid said he would like CARA to begin to consider downtown parking at some point.

NEXT MEETING DATE

The next meeting of the CARA Advisory Board will be held on Wednesday, June 18, 2008, at 5:15 p.m. in the Council Chambers.

ADJOURNMENT

Hearing no further business, Chair Norman adjourned the meeting at 7:27 p.m.

Submitted by,

Reviewed by,

Teresa Nix
Administrative Assistant

Kate Porsche
Urban Renewal Coordinator



TO: CARA Advisory Board

FROM: Kate Porsche, Urban Renewal Coordinator *Kate (ed)*

DATE: June 12, 2008, for June 18, 2008, CARA Advisory Board Meeting

SUBJECT: Baldwin General Contracting Grant Request

Last month, the owner of Baldwin General Contracting, Yohn Baldwin, had made a request for assistance in the costs for the upgrades to his building located on Cleveland Street. At that meeting, you requested the applicant provide additional information.

In this month's packet, you will find the same application but with additional documentation in regard to the bids and photos. Mr. Baldwin will plan to attend the meeting.

Proposal

Mr. Baldwin is looking to remodel the building where his business resides. The proposed work includes new plumbing and electrical; constructing a new façade; new roof; ADA restroom; data, phone, and cable lines; ADA parking; fencing; and landscaping.

Total Request: \$20,000 Grant

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	How does it further the CARA Goal and Objectives?	<p><i>CARA Key Objectives:</i></p> <ul style="list-style-type: none"> ◆ Retain and enhance the value of existing private investment and public investment in the area. <p><i>CARA Additional Objectives:</i></p> <ul style="list-style-type: none"> ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Provide an enriching environment and livable neighborhoods.
B)	Financial Impacts	What is the financial risk and financial benefit to CARA?	Mr. Baldwin's business is established in the community. CARA has sufficient funding on hand and this is a fairly modest request.
C)	Private Risk	Is this a "first-in" project or an untried type of development?	This would be one of CARA's first projects in this specific geographic area.
D)	Gap	What is the "Gap" or need of the developer?	Applicants have identified that the scope of the project exceeds the amount of the loan they have been able to procure.

E)	Blight	Would it remedy a severely blighted building? How?	The building was blighted when Mr. Baldwin purchased it back in 2004. He has since made some improvements, but this would be a significant remodel and upgrade.
F)	Vitality	Would it serve as a people-attractor or as an anchor for the initial focus area?	No. This project is not a people-attractor, nor is it in either the downtown or waterfront focus areas.
G)	Preservation	Would it rehabilitate or sensitively redevelop a historic property?	No.
H)	Adaptability	Would it be developed in a way that ensures it is well used over time	Yes, the upgrades to the building will ensure it can be used longer.
I)	Development Pattern	Does it achieve desired land use (e.g., mixed-use, higher density) and/or transportation objectives (e.g., Esplanade, pedestrian-friendly areas)?	Yes, this location is zoned appropriately for Mr. Baldwin's use, however it does not significantly further the goals of CARA.
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	Though it would help a local contractor to revitalize his building it does not meet any of these specific goals.

Here's a summary of the project costs and return:

Proposed CARA Investment	\$20,000
Total Project Value	\$250,000
ROI on TIF	Year 7
CARA % of investment	9%
Ratio Public : Private \$\$	\$1 : \$11.36

KCP:ldh

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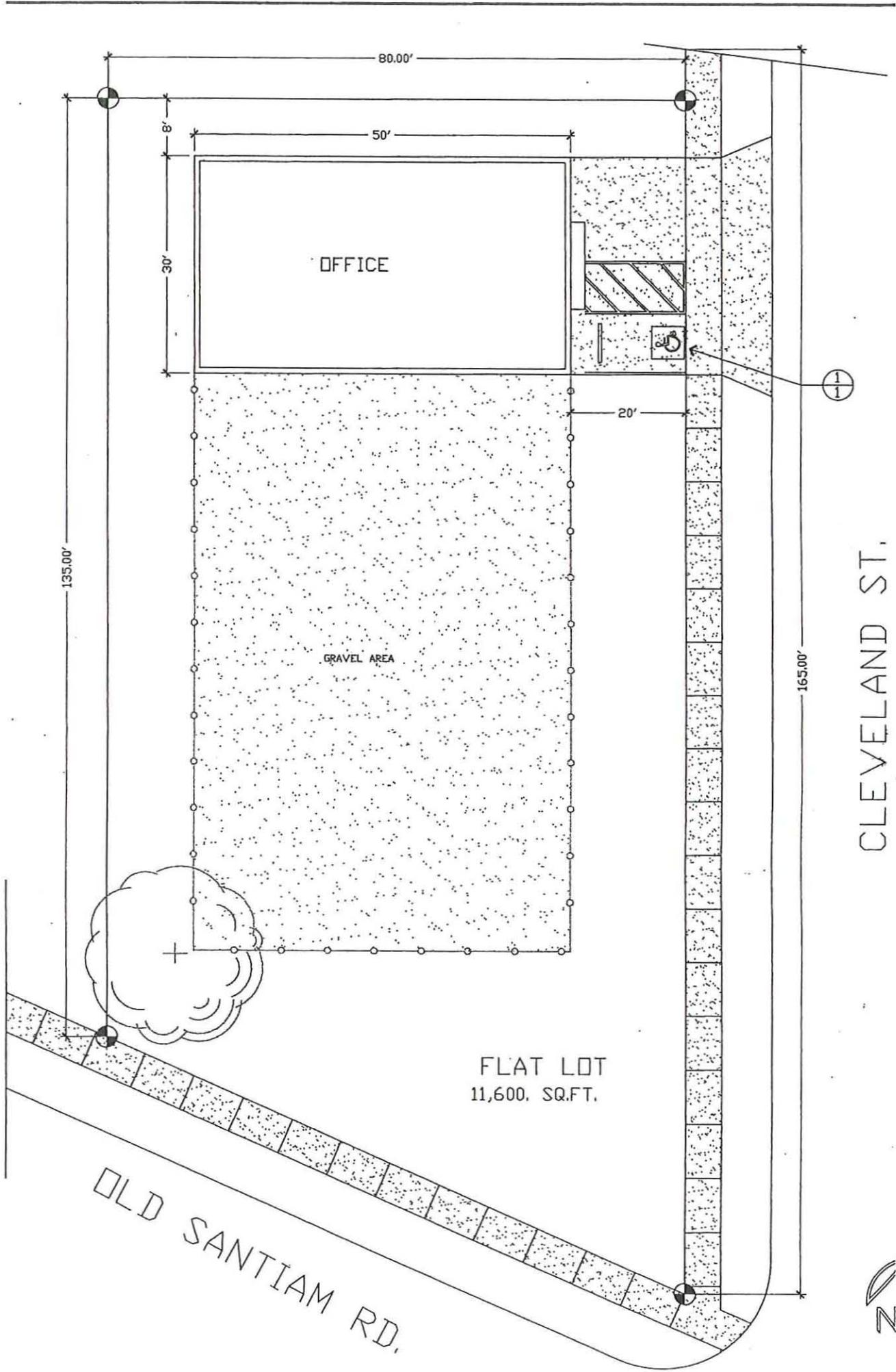
BALDWIN

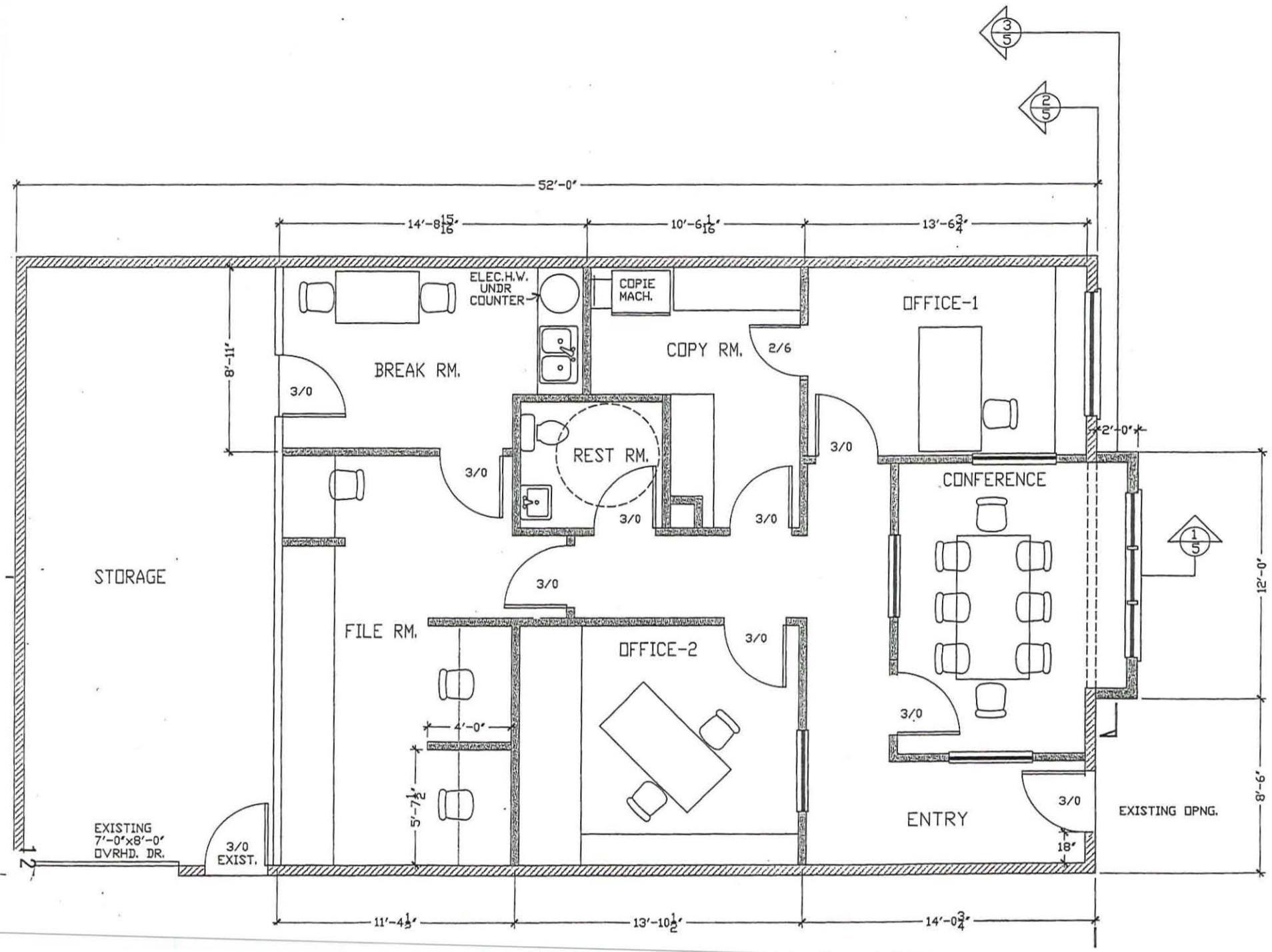
GENERAL CONTRACTING, INC

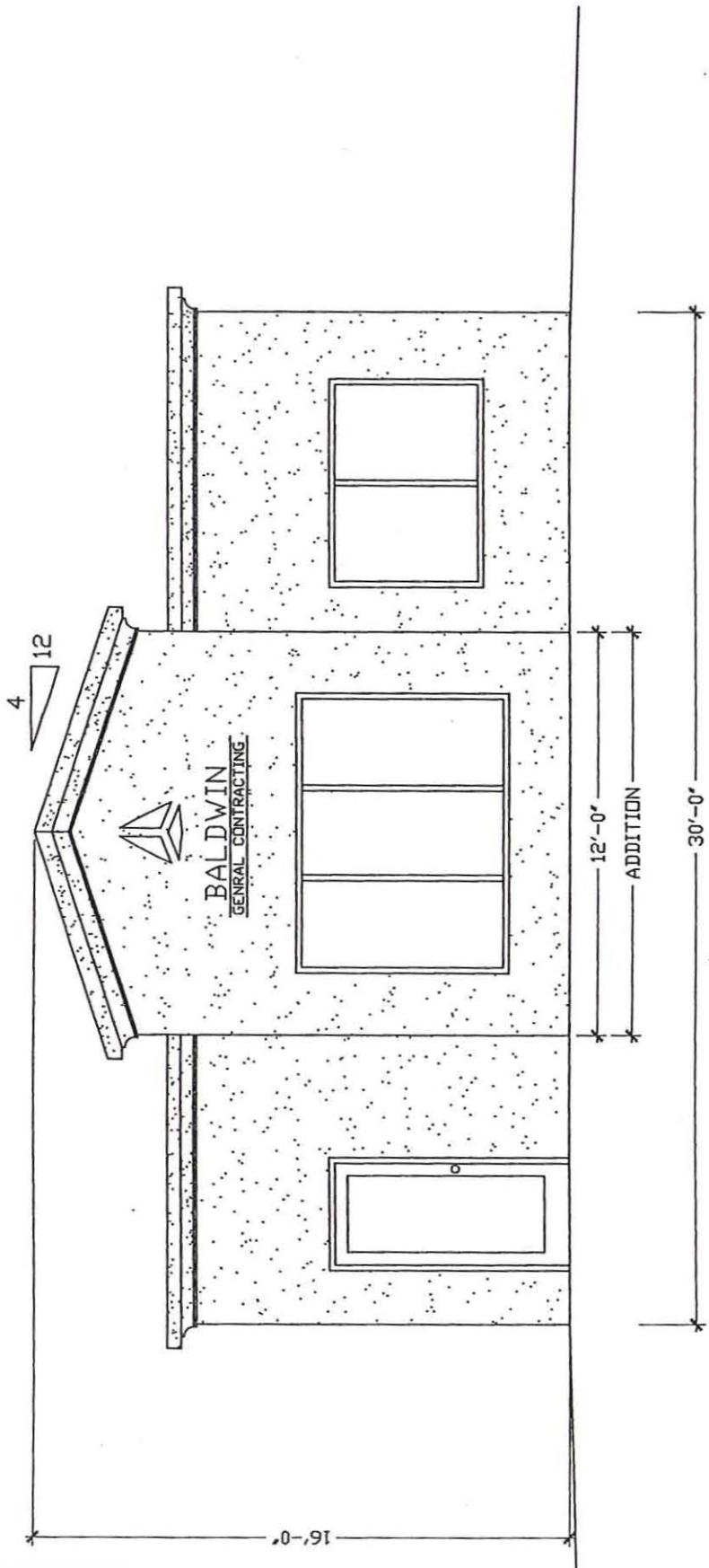
PO BOX 686  ALBANY, OR 97321

PHONE: 541-926-2719

FAX: 541-926-1797 CCB#163467







EAST ELEVATION
 SCALE 1/4"=1'

G r a n t
APPLICATION

1. APPLICANT

Name: Yohn Baldwin

Address: 1807 SE Marion

Albany, OR

Zip Code: 97322

Contact Name: Yohn Baldwin

Phone Number: 541-974-1668

Fax Number: 541-926-1797

Email Address: baldwingeneral@gmail.com

Legal Form: Sole Proprietorship

Partnership

Corporation: Profit xXx

Non-Profit

In which State are the incorporation and/or organization documents filed? OREGON

Social Security Number/Tax Identification Number: 20-2298116

Birthdate: [REDACTED]

2. BUILDING/BUSINESS INFORMATION

Name: BALDWIN GENERAL CONTRACTING INC.

Address: P.O. BOX 686 ALBANY, OREGON

Zip Code: 97321

Legal Description: COUNTY MAP 11S - 3W - 5CC

Property Tax Account Number: 10000

3. OWNER OF PROPERTY (if not applicant)

Name in which tile is held: YOHN BALDWIN

Contact Name: YOHN BALDWIN

Address: 1807 SE MARION ALBANY, OREGON

Zip Code: 97322

Phone Number: HOME : 541-926-7652 BUSINESS: 541-926-2719 CELL: 541-974-1668

4. AUTHORIZATION TO UNDERTAKE WORK:

If the applicant is not the owner of the property, provide written evidence that the owner authorizes this work to be undertaken. (Typically this is in the form of a lease or other written permission).

5. DESCRIPTION OF PROJECT

Total remodel to existing building including replacing plumbing and installing new electrical service and wiring constructing new façade with store front system and stucco veneer , new membrane roof, new packaged gas H.V.A.C. total insulation of building envelope, interior improvements include class A office space with solid core, full light, Birch doors, CVG fir trim, Shaw commercial glue down carpet , ADA restroom, DATA , phone & cable in every office, Suspended ceilings and complete furniture system. Site improvements include new asphalt ADA parking, new site fencing, professional landscaping with sprinkler systems, rain drain system.

6. ESTIMATED COST OF PROJECT: \$ 114,340.00

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ 250,000.00

Basis for valuation and value upon completion: Sub contractor and G.C. bids (see attached cost breakdown) Value upon completion based on commercial appraisal.

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? BALDWIN GENERAL CONTRACTING INC.

(If applicant prepared their own estimate, objective verification may be required.)

Address: P.O. BOX 686 ALBANY, OREGON 97322

Phone Number: 541-926-2719

Email Address: baldwingeneral@gmail.com

8. IN ADDITION TO THE PROPOSED IMPROVEMENTS, IS THERE OTHER WORK PROPOSED?

Yes No

ESTIMATED ADDITIONAL COSTS: \$ 6,631.00 (COMPUTER SYSTEM)

TOTAL ESTIMATED COST OF ALL WORK: \$ 120,971.00

9. CONSIDERING THE LIST OF PROJECT GOALS OUTLINED IN THIS APPLICATION, PLEASE IDENTIFY THE VALUE YOUR PROJECT BRINGS TO CARA

When I took possession of 422 Cleveland St. in June 2004, the cinderblock building and the property on which it sat had suffered from neglect for some years. The structure itself was full of refuse; outside was evidence of homeless encampments in the overgrown bushes and the lot was strewn with various remnants of failed endeavors. I cleaned up the site inside and out, painted and moved in. I have been running Baldwin General Contracting inc. from this location since. The improvements currently under construction to be completed by June 15th will bring value to CARA as follows:

- Project represents a substantial private investment into an under developed area.
- Retains and enhances the value of existing building and property.
- Project remedies a severely blighted area by completely remodeling the building and professionally landscaping the lot while providing permanent occupancy and ongoing maintenance.
- Revitalizes the neighborhood and serves as an attractive complement to surrounding residential and commercial uses.
- Project is being developed utilizing professional means and methods in both Architectural and construction components thus ensuring it will be well used over time.

10. AMOUNT OF MATCHING FUNDS \$ 80,000.00

SOURCE OF MATCHING FUNDS (CARA may withhold approval of this application until information Satisfactory to CARA is provided.) Commercial Loan

Is your funding for these: available today applied for unknown at this time

(CARA may withhold approval of this application until information satisfactory to CARA is provided.)

11. EXPLAIN WHY CARA FUNDING IS NECESSARY TO INSURE PROJECT COMPLETION

Scope of project exceeds amount of loan.

Assistance Requested - Check and complete applicable sections for requested assistance.

Professional Services – Design Assistance (for projects such as street façade, interior layout, awnings, signs, seismic upgrades, interior wall alterations, etc.)

{Maximum grant is \$10,000 per property with a 50 percent match by the applicant*}

Total amount: \$4500.00 Grant Amount Requested (50% of total amount): \$ 2,250.00

Building Redevelopment Funding

Grant Amount Requested: \$20,000.00 Loan Amount Requested: _____

Other Amount Requested: _____

Please Describe: For exterior improvement such as landscaping and maintaining the grass strip at the City sidewalk, replacing deteriorated sidewalk sections, ADA parking improvements and building Improvements.

_____	LANDSCAPING	\$ 7450 ⁰⁰	_____
_____	SIDWALKS	\$ 9200 ⁰⁰	_____
_____	ASPHALT	\$ 5325 ⁰⁰	_____
_____		<u>\$ 21,975⁰⁰</u>	_____

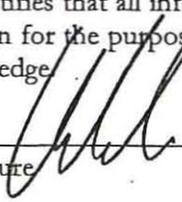
Certification

The Applicant understands and agrees to the following conditions:

1. Any physical improvements proposed must be approved by the Central Albany Revitalization Area (CARA) Agency and may require approval by the City of Albany Landmarks Advisory Commission or other entities. These entities may require certain changes or modifications before final approval and Commitment of Funds.
2. Commitment of Funds will not be processed until the Applicant satisfies all conditions.
3. Any work begun before receipt of a Commitment of Funds notice is ineligible for reimbursement.
4. Any work deviating from that detailed in the Commitment of Funds must be pre-approved in writing to be eligible for reimbursement.
5. While only proprietary information may be held in confidence outside of the public record, CARA will attempt to maintain all information provided in a confidential manner.
6. Originals of all materials prepared with CARA assistance belong to CARA and will be maintained in the public record.
7. Application must be completed in its entirety before being considered; if not, it will be returned for completion.
8. Staff is authorized to independently verify any and all information contained in this application.

If the Applicant is not the owner of the property to be assisted or if the Applicant is an organization rather than an individual, the Applicant is required to certify that she/he has the authority to sign and enter into an agreement to receive the assistance requested and to perform the work proposed. Evidence of this authority is attached and included as a part of this application by reference.

The Applicant certifies that all information in this application and all information furnished in support of this application is given for the purpose of obtaining CARA assistance and is true and complete to the best of the Applicant's knowledge.

 Applicant's Signature 

5-12-08

 Date

 Applicant's Signature

 Date

Return to: City of Albany Economic Development Department
 c/o Kate Porsche, Urban Renewal Coordinator
 333 Broadalbin Street SW/ P.O. Box 490, Albany, Oregon 97321

FOR CITY USE ONLY

Date Received: 5/13/06 By: KLP Application Complete: Yes No
 If no, comments: Attachment

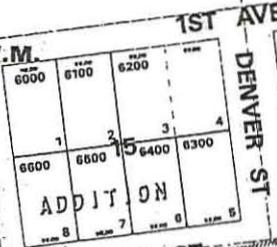
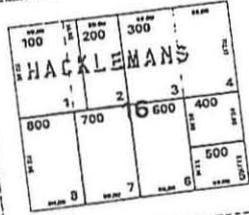
Date application returned to applicant for completion: _____
 Date application returned to City: _____
 By: _____

THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY

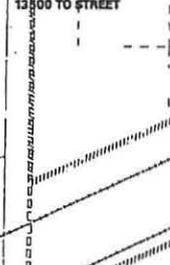
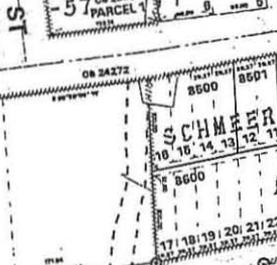
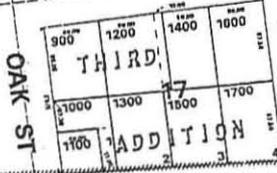
SW1/4 SW1/4 SEC.05 T.11S. R.03W. W.M.
LINN COUNTY, OREGON

1 3W 5CC
ALBANY

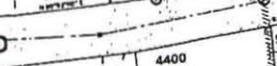
SEE MAP 11 3W 5CB



CONSOLIDATED TAX LOTS:
3100 INTO 3000
4300-A1 DELETED
5800 INTO 5801
5901 INTO 5900
7501 INTO 7400
8900 INTO 8900
9200-A1 INTO 9200
10400 INTO 10600
1201 INTO 1201
1301 INTO 13101
1300 TO STREET



SEE MAP 11 3W 6DD

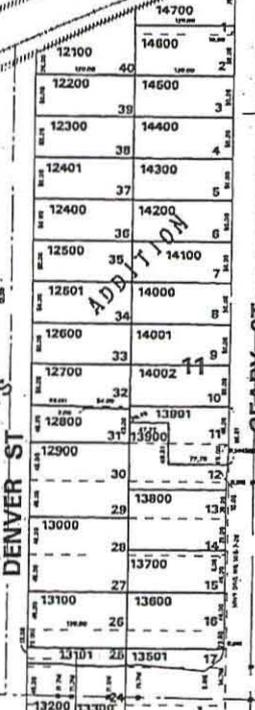
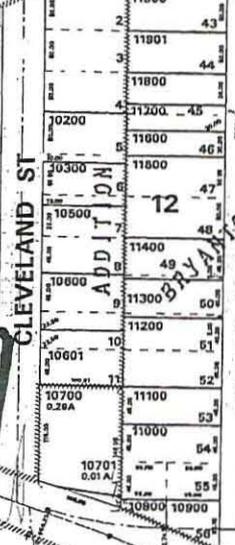


8-46

O.E.R.R.
S.P.R.R.

SEE MAP 11-3W-7AA

SEE MAP 11 3W 8BB



SEE MAP 11 3W 5CD

SEE MAP 11-3W-8BA

SEE MAP 11-3W-8BA

ALBANY
11 3W 5CC

422 CLEVELAND
TAX LOT 10 000





422



10601

451 CLEVELANDS

10700



1605
OLDS SANTIAM AV



CLEVELAND + SANTIAM

1528 OLDS SANTIAM



LOOKING DOWN CLEVELANDS FROM PACIFIC

LOOKING DOWN OLD SANTIAM FROM 422 CLEVELANDS



CLEVELANDS - ONE BLOCK SOUTH FROM 422



LOOKING AT GOODWILL FROM CLEVELAND 1 BLOCK
AWAY FROM 422



BALDWIN GENERAL CONTRACTING, INC.
 P.O. BOX 685 ALBANY, OR 97322
 BUS: 541-926-2719
 FAX: 541-926-1797

DATE
 JOB #
 PAGE ONE OF

4/1/2008
 2127
 TWO

COST BREAKDOWN & INSPECTION SHEET

CLIENT:
 Baldwin General
 422 Cleveland St S.E.
 Albany, OR 97321

PROJECT:
 Shop TI

ARCHITECT:
 R.M. Pyburn

DESCRIPTION OF WORK	SUBCONTRACTOR	ESTIMATED VALUE	BALANCE TO FINISH
01 GENERAL CONDITIONS			
110 Refuse Disposal		\$800.00	
111 Clean up / ongoing		\$1,000.00	
112 Clean up / Final		\$400.00	
118 Project management		\$5,000.00	
119 General labor		\$5,000.00	
120 Permits & inspections		\$1,000.00	
122 Tool Rental		\$400.00	
Total GENERAL CONDITIONS.....			\$13,600.00
02 SITE WORK			
101 Layout & staking		\$150.00	
102 Demolition / Site		\$800.00	
103 Demolition / Building		\$1,000.00	
104 Excavation / Backfill		\$500.00	
105 Utilities / Rain drains		\$728.00	
106 Paving		\$2,000.00	
108 Fence		\$2,700.00	
109 Parking lot rock		\$1,000.00	
Total SITE WORK.....			\$8,878.00
03 CONCRETE			
103 Mono pour slab / Form			
104 Mono pour slab / Place		\$1,500.00	
105 Mono pour slab / Sealer		\$200.00	
106 Rebar / Material		\$450.00	
107 Rebar / Place		\$900.00	
108 Material / Direct cost		\$1,800.00	
109 Related cost / control joints and sealing		\$680.00	
110 Pumping		\$750.00	
114 Cutting		\$300.00	
115 Break out / Haul off		\$2,000.00	
Total CONCRETE.....			\$8,580.00
05 STEEL			
103 Structural Steel		\$265.00	
105 Fasteners		\$300.00	
107 Misc Iron / header for door relocation		\$160.00	
Total STEEL.....			\$725.00
06 CARPENTRY			
101 Rough carpentry material		\$2,600.00	
104 Rough carpentry labor / Walls		\$6,000.00	
108 Finnish carpentry material		\$1,800.00	
109 Finnish carpentry		\$3,100.00	
110 Casework		\$10,000.00	
111 FRP installation		\$300.00	
Total CARPENTRY.....			\$23,800.00
07 THERMAL & MOISTURE PROTECTION			
102 Insulation		\$1,000.00	
104 Roofing		\$4,745.00	
107 Metal flashings, moisture barriers & siding		\$400.00	
Total THERMAL & MOISTURE.....			\$6,145.00

08	DOORS & WINDOWS		
	101 Supply frames, doors, hardware	\$3,200.00	
	102 Install doors, frames, hardware	\$600.00	
	103 Overhead Doors	\$600.00	
	104 Store front systems	\$500.00	
	105 Supply Windows	\$300.00	
	Total DOORS & WINDOWS.....		\$5,200.00
09	FINISHES		
	101 Veneer Plaster / Stucco	\$5,800.00	
	102 Acoustic panel (Drop ceilings)	\$1,800.00	
	103 Flooring / Carpet	\$3,700.00	
	106 Flooring / V.C.T., Vinyl	\$981.00	
	107 Paint, stain & sealing	\$1,000.00	
	108 Drywall tape & texture	\$3,000.00	
	Total FINISHES.....		\$16,281.00
12	FURNISHINGS		
	101 Blinds & Shades	\$600.00	
	102 Office Furniture	\$12,000.00	
	Total FURNISHINGS.....		\$12,600.00
15	MECHANICAL		
	101 Plumbing	\$3,600.00	
	102 Plumbing / H.V.A.C.	\$631.00	
	103 HVAC	\$8,500.00	
	Total MECHANICAL.....		\$12,731.00
13	ELECTRICAL		
	101 New service, rough in, finish	\$5,000.00	
	104 Telephone Systems	\$800.00	
	Total ELECTRICAL.....		\$5,800.00
	TOTAL OF ESTIMATED COSTS		\$114,340.00



PROPOSAL

LCB # 8507 - Licensed, Bonded & Insured
PO Box 5243 • Salem, OR 97304
Office (503) 409-0849

Invoice # 005257
Date 5-10-08

Customer Name: BALDWIN GENERAL CONTRACTING
Customer Address: P.O. BOX. 686
ALBANY OR. 97321
Customer Phone: (541) 926-2719

Work Performed at: CLEVELAND ST. S.E.
ALBANY SHOP.

We hereby propose to furnish the materials and perform the labor necessary for the completion of
AN AUTOMATIC SPRINKLER SYSTEM FOR LAWN AREAS & FLOWER BED AS SHOWN ON THE DESIGN 100% COVERAGE (1 YEAR WARRANTY) RAINBIRD QUALITY. BALDWIN GENERAL CONTRACTING TO PROVIDE ELECTRICAL OUTLET. FOR CONTROLLER.
NEW SOIL INSTALLATION APPROX 1570^{sq} TOTAL. AS SHOWN.
APPROX 2 TONS OF 3 MAN BOULDERS (DECORATIVE LANDSCAPE BOULDERS.)
NEW PLANTS & TREES. THREE TREES. 8' TO 10' HIGH 1.5 CALIPERS.
6 5 GALLON PLANTS. DIFF. VARIETYS.
UP TO 40 1 GALLON PLANTS DIFF VARIETYS & GRASSES.
NEW BARK DUST FIR. ON FLOWER BEDS

	<u>2905⁰⁰</u>
	<u>2505⁰⁰</u>
	<u>2040⁰⁰</u>

All material is guaranteed to be as specified, and above the work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of: _____ Dollars (\$ 7450⁰⁰)

with payments to be as follows: _____

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond or control.

Respectfully submitted _____
Per _____

Note - This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF APPROVAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above. (Affixing your signature below represents your approval and binds this contract.)

Signature _____
Date _____ Signature _____



PROPOSAL

LCB # 8507 - Licensed, Bonded & Insured
PO Box 5243 • Salem, OR 97304
Office (503) 409-0849

Invoice # 005262
Date 5-10-08

Customer Name: DAOWIN GEN. CONTR. INC.
Customer Address: P.O. BOX. 686.
ALBANY OR. 97321
Customer Phone: (541) 926-2719.

Work Performed at: CLEVELAND ST. S.E.
ALBANY. (SHOP)

We hereby propose to furnish the materials and perform the labor necessary for the completion of
AN AUTOMATIC SPRINKLER SYSTEM. 100% COVERAGE FOR LAWN
AREAS. & FLOWER BED. (1 YEAR WARRANTY.) RAINBIRD QUALITY.
APROX 4 TO 5 STATIONS DEPENDING ON WATER PRESSURE P.S.I.
CITY PERMIT & D.C.V. TEST \$175⁰⁰
EQUIPMENT COST \$ 190⁰⁰
MATERIAL COST \$ 1350⁰⁰
LABOR COST \$ 1280⁰⁰

All material is guaranteed to be as specified, and above the work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of Two Thousand Nine Hundred Five. Dollars (\$ 2905⁰⁰)
with payments to be as follows: MATERIAL & EQUIPMENT COST AT FRONT.
LABOR COST AT COMPLETION OF THE JOB.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted _____
Per EFLEN H GABRIEL

Note - This proposal may be withdrawn by us if not accepted within 15 days.

ACCEPTANCE OF APPROVAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above. (Affixing your signature below represents your approval and binds this contract.)

Signature _____
Date _____ Signature _____



PROPOSAL

LCB # 8507 - Licensed, Bonded & Insured
PO Box 5243 • Salem, OR 97304
Office (503) 409-0849

Invoice # 005261
Date 5-10-08

Customer Name: BALDWIN GENERAL CONT. INC.
Customer Address: P.O. Box 686
ALBANY OR, 97321
Customer Phone: (541) 926-2719.

Work Performed at: CLEVELAND ST. SE.
ALBANY OR (SHOP)

We hereby propose to furnish the materials and perform the labor necessary for the completion of

NEW SOD INSTALLATION
APROX. 1570 SQ. FEET TOTAL. THIS PROJECT WILL INCLUDED
THE REMOVAL OF EXISTING. GRASS. THE ADDITION OF 8 YDS OF
GOOD CLEAN TOP SOIL, ORGANIC COMPOST & DOLOMITE.
MATERIAL COST:
1570 SQ FEET OF SOD. \$ 620⁰⁰
8 YDS OF TOP SOIL. \$ 240⁰⁰
4 YDS OF ORGANIC COMPOST \$ 120⁰⁰
DOLOMITE \$ 20⁰⁰
FERTILIZER \$ 20⁰⁰
DUMPING FEE \$ 120⁰⁰
EQUIPMENT COST \$ 85⁰⁰
\$ 1225⁰⁰
LABOR COST \$ 1280⁰⁰

All material is guaranteed to be as specified, and above the work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of: two thousand five hundred five. Dollars (\$ 2505⁰⁰)
with payments to be as follows: MATERIAL & EQUIPMENT COST AT FRONT.
LABOR COST AT COMPLETION OF THE JOB.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond or control.

Respectfully submitted _____
Per ERIK GABRIEL
Note - This proposal may be withdrawn by us if not accepted within 15 days.

ACCEPTANCE OF APPROVAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above. (Affixing your signature below represents your approval and binds this contract.)
Signature _____
Date _____ Signature _____



PROPOSAL

LCB # 8507 - Licensed, Bonded & Insured
PO Box 5243 • Salem, OR 97304
Office (503) 409-0849

Invoice # 005253
Date 5-10-08

Customer Name: BALWIN GENERAL CONT. INC.
Customer Address: P.O. BOX 686,
ALBANY OR, 97321
Customer Phone: (541) 926-2719.

Work Performed at: CLEVELAND ST. S.E.
ALBANY (SHOP)

We hereby propose to furnish the materials and perform the labor necessary for the completion of

PLACEMENT OF DECORATIVE BOULDERS. APROX 2 TONS. MOLLAKA ROCK.
MATERIAL COST: \$ 630⁰⁰
LABOR COST: \$ 350⁰⁰

NEW BARN DUST INSTALLATION APROX 1 UNIT. OF (FIR.)
MATERIAL COST: \$ 210⁰⁰
LABOR COST: \$ 180⁰⁰

PLANTS & TREES. \$ 520⁰⁰ TREES. \$ 80⁰⁰ EACH.
LABOR COST \$ 150⁰⁰ 5 GALLON \$ 20⁰⁰ EACH
1 GALLON \$ 6⁰⁰ EACH.

All material is guaranteed to be as specified, and above the work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:
_____ Dollars (\$ 2040⁰⁰)
with payments to be as follows: _____

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond or control.

Respectfully submitted _____
Per _____
Note - This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF APPROVAL
The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above. (Affixing your signature below represents your approval and binds this contract.)
Signature _____
Date _____ Signature _____

JOB PROPOSAL

Albany Road & Driveway Inc

Shorty Lindberg, president
Office 541-926-7819

4484 Pacific Bl SW

Fax 541-926-6940

Submitted to:

Kip
Baldwin Construction

Job Location:

@ Cleveland St, Albany

Job Description:

Date June 10, 2008

A/C pave 20'x110'x2" and 24'x20'x4" (two lifts) \$3525.

Excavate, rock and grade. \$1800.

Total Proposed Price: *listed above* special terms: .

Payment in full is due 10 days from date on our Billing Invoice unless prior Special Terms have been agreed upon.

A 2% late fee may be added to the unpaid balance 31 days from our Invoice date.

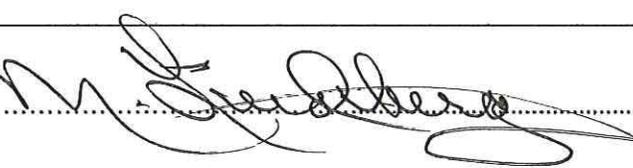
This Proposal may be withdrawn by us if not accepted within 60 days, due to fluctuating prices of asphalt, rock, concrete, And diesel passed on by our suppliers.

We propose to furnish all materials and perform all labor necessary for the completion of work described above.

Any alteration or deviation from the above specs requested by you involving extra costs, will be added as an Extra charge to this job. This agreement is contingent upon strikes, accidents, delays, inclement weather conditions Beyond our control. Albany Road & Driveway Inc is covered by Workmen's Comp and Public Liability Insurance.

There is a one year warranty on our work under normal use and conditions.

Authorized signature for Albany Road & Driveway Inc
Oregon CCB License 86196



Accepted By signature Date

IF ACCEPTED, A COPY OF THIS SIGNED & DATED PROPOSAL OR COMPANY PO MUST BE RETURNED TO US BEFORE WORK BEGINS.



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Coordinator *Kate*
DATE: June 13, 2008, for June 18, 2008, CARA Advisory Board Meeting
SUBJECT: Criteria Discussion

At last month's meeting, it was decided that you would like to devote the remainder of your June meeting to the discussion of creating review criteria for CARA projects.

For Wednesday's meeting, what I would like to do is give you all a quick presentation of an overview of all of the projects that you have funded and compare those back to the original list of projects that was outlined in the Urban Renewal Plan.

Once we've talked about the work that's been done, I thought that would help you to focus in on what work is left to be done. With that in mind, we can then begin to discuss how to set up the criteria in such a way that would steer the available funds towards the projects that you all deem to be most important.

For this discussion of the criteria, I would like to talk about a proposed point system and structure for use. I've included a revised draft of some possible criteria (see attachment). I've begun to meet with different developers and partners to get their feedback and thoughts. I've used the information that I've gained to hone in on the criteria, though I want to stress that this is just a starting point for your discussion.

In the notes' column, I have indicated specific comments or areas for discussion for you all. (Please see the attached spreadsheet.)

One of the key partners with whom I met regarding the criteria was City Attorney Jim Delapoer. In discussing the idea of the criteria with Jim, he indicated that he thought it would be a good idea and a good tool but will only be effective if it is regularly followed and adhered to.

Implementation

At last month's meeting, there were two ideas for how to implement the criteria. The first was to have specific rounds of funding at certain times in order to capture multiple requests at the same time so that they can be compared against one another. The other way that was suggested was to have a minimum threshold of points; if a project does not meet the threshold, it does not come before you to be heard for funding.

I believe the funding cycle would prove to be problematic for the developers as they often have a short amount of time to decide if they are, in some cases, even going to move forward with the project. One of the compliments I've heard over and over is the speed with which you all are able to deliberate and decide on these funding proposals. I fear if we set up funding cycles for our larger projects that flexibility would be defeated and you might lose some great projects.

With that said, I would recommend that you create a minimum threshold for projects to meet in order to come before you.

What You Can Do to Prepare for the Discussion

Please come to the meeting having thought about the CARA projects that you are most proud of or that you feel most met the goals of CARA. Think about what aspects of the project you liked most: was it the return on tax increment, the historic preservation, or perhaps the livability component?

What geographic areas within CARA do you feel need special focus? What types of projects do we most need—a grocery store, a pharmacy, maybe a hotel?

This should be an enjoyable and lively discussion. I very much look forward to rolling up my sleeves and getting into this work with all of you for the betterment of our downtown.

KCP:ldh

U:\Economic Development\CARA\CARA Advisory Board\2008\Staff Reports\06-18-08\06.18.08 Decision Criteria.doc

CARA Review Criteria Draft

Friday, June 13, 2008

Criteria Discription	Possible Points	Notes	TO DO
Project in focus area, either downtown or waterfront	25		Define "focus area"
Target area or target project?	25	Project located in lot or building that has been identified as a specific CARA target for development - or is specific project type as identified by CARA	Define additional focus lots (e.g. St. Francis Hotel) and define desired businesses (e.g. grocery store)
Historic Building Preservation	20		
Tax Increment ROI	20	<5 years = 20; <7 years = 10; <10 years = 5	
Will the project utilize previously vacant or unusable space?	10		
People Attractor (Public space, restaurants or retail)	10		Outline the desired types of shops.
Enhancement of public areas	10	Does the project enhance the public's experience of the area?	
Creation of residential units in the urban core	10	50+ = 10; 20-50 = 5; 5-20 = 3 points; 1-5 = 1 point OR 1 point per unit to 10 for rehab	Discuss: with RCM homes at the table, have we met this goal? Does it need to be a criteria?
Job Creation	5		
Bring new business to Albany	5		
Sustainable Building	5	Higher weight for rehab	
Elimination of Severe Blight	5		
	150		
Has specific project been before CARA previously?	-5		