

NOTICE OF PUBLIC MEETING

CENTRAL ALBANY REVITALIZATION AREA ADVISORY BOARD

Council Chambers

Wednesday, August 19, 2009

5:15 p.m.

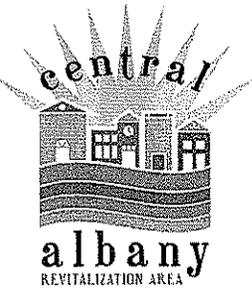
AGENDA

1. CALL TO ORDER (Chair Cordell Post)
2. ROLL CALL
3. APPROVAL OF MINUTES
 - July 15, 2009. [Pages 1-4]
 - Action: _____
4. SCHEDULED BUSINESS
 - a. Business from the Public
 - b. Presentation of New Small Grant Requests. [Pages 5-59] (Porsche/Applicants)
 - 1) Take-A-Ticket (Calvin Tigner)
 - a. 130 Montgomery Street NE & 145 Baker Street NE (\$3,385). [Pages 6-14]
 - b. 520 First Avenue East (\$2,250). [Pages 6-8 and 15-20]
 - 2) Legacy Ballet (Heather Hill) – 102/104 Main Street SE (\$5,000). [Pages 21-32]
 - 3) Peterson Building (Cindy Mitchell) – 343 First Avenue West (\$5,000). [Pages 33-42]
 - 4) Blush Salon and Spa, Inc. (Shane Sewell) – 238 First Avenue SW (\$5,000). [Pages 43-49]
 - 5) Melissa's Art, Inc. (Cecelia Babcock) – 130 Fourth Avenue SE (\$1,800). [Pages 50-59]
 - c. Deliberation and Funding Decisions
 - 1) Take-A-Ticket (Calvin Tigner)
 - a. 520 First Avenue East (\$2,250).
Action: _____
 - b. 130 Montgomery Street NE & 145 Baker Street NE (\$3,385).
Action: _____
 - 2) Legacy Ballet (Heather Hill) – 102/104 Main Street SE (\$5,000).
Action: _____
 - 3) Peterson Building (Cindy Mitchell) – 343 First Avenue West (\$5,000).
Action: _____
 - 4) Blush Salon and Spa, Inc. (Shane Sewell) – 238 First Avenue SW (\$5,000).
Action: _____
 - 5) Melissa's Art, Inc. (Cecelia Babcock) – 130 Fourth Avenue SE (\$1,800).
Action: _____
 - d. CARA Blight Elimination Program Update. [PowerPoint] (Porsche/Adams)
Action: _____
 - e. Recess for dinner.
 - f. Reconvene.
 - g. CARA Overview and Discussion. [PowerPoint Presentation] (Porsche)
Action: _____
 - h. Staff updates and issues. [Verbal] (Porsche)
Action: _____

5. BUSINESS FROM THE BOARD
6. NEXT MEETING DATE: *Next regular meeting Wednesday, September 16, 2009*
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
Council Chambers, 333 Broadalbin Street SW
Wednesday, July 15, 2009

MINUTES

Advisory Board Members present: David Anderer, Rich Catlin, Bill Coburn, Floyd Collins, Bessie Johnson, Gordon Kirbey, Sharon Konopa, Ray Kopczynski, Dick Olsen, Cordell Post, Ralph Reid, Jr., and Kim Sass

Advisory Board Members absent: Loyd Henion and Jeff Christman (excused)

Staff present: City Manager Wes Hare, Community Development Director Greg Byrne, Urban Renewal Manager Kate Porsche, Planner I Evan Fransted, Public Information Officer Marilyn Smith, and Administrative Assistant Teresa Nix

Others present: Approximately nine others in the audience

CALL TO ORDER

Chair Cordell Post called the meeting to order at 5:15 p.m.

APPROVAL OF MINUTES

May 20, 2009

MOTION: Ray Kopczynski moved to approve the May 20 minutes. Ralph Reid, Jr., seconded the motion, and it **passed** unanimously.

June 10, 2009 CARA Advisory Board
June 10, 2009 CARA Advisory Board & Landmarks Advisory Commission

MOTION: Kopczynski moved to approve the June 10 CARA Advisory Board minutes and the June 10 CARA Advisory Board and Landmarks Advisory Commission minutes. Bessie Johnson seconded the motion, and it **passed** unanimously with Post abstaining.

SCHEDULED BUSINESS

Business from the Public

Herb Yamamoto, 3345 Highway 99E, Tangent, and Jeff Simon, 4060 NW Glenwood Avenue, came forward. Yamamoto introduced Simon as his general contractor. Yamamoto thanked the CARA Advisory Board for the developer partnership which has assisted him in transforming the blighted corner on Lyons Street into a professional offices project for his company, CAAD Connections. He provided an update on the project work to date and said that he is working toward a September 1 move-in date. He said that he has tried to select contractors and suppliers from Albany and, in cases where that is not possible, from nearby cities. He invited Board members to visit the project at any time.

Johnson said that this will be a great project when it is completed; she asked that the front grass be mowed in the interim. Yamamoto said that he will see to it.

In response to an inquiry from David Anderer, Yamamoto said that he plans to have an open house and that Board members will be invited.

Budget and Cash-flow Update

Urban Renewal Manager Kate Porsche distributed and briefly reviewed a budget and cash-flow update.

Downtown Parking Study Presentation

Planner I Evan Fransted gave a presentation on the Downtown Parking Study. The study was initiated due to a perception of a parking problem in Downtown Albany. The process included an inventory of parking spaces, a community survey, and a count of occupied parking spaces during three 2-hour time periods. The survey showed that 79 percent of people surveyed felt that there is a parking problem in Downtown Albany and that the area identified in the report as Zone 6 is the largest problem area. Solutions suggested by those surveyed include building a parking garage, providing additional employee parking, turning vacant lots into parking areas, and providing additional parking near City Hall and the Courthouse. A count of occupied spaces showed an overall occupancy rate of 46 percent; the highest being Zone 6 at 65 percent and the Linn County Court House block at 87 percent. Occupancy rates of between 85 and 90 percent are considered ideal. The study showed that the study area does not have a parking problem; however, the public perception is that there is a problem. This report is intended to serve as a beginning for discussions and as a basis for future study. Fransted said that the full report goes into more detail and that he will make it available to any Board member upon request.

Broadalbin Promenade Design Discussion

Porsche recalled that, at a joint meeting last month, the CARA Advisory Board and the Landmarks Advisory Commission directed staff to take a holistic look at a design for the entire Broadalbin promenade. After that meeting, she said, a work group consisting of Community Development Director Greg Byrne, Planner II Anne Catlin, Transportation Systems Analyst Ron Irish, Albany Downtown Association Director and Landmarks Advisory Commission member Oscar Hult, Landmarks Advisory Commission member Roz Keeney, and herself held an internal work session and then attended a meeting at CARA architect George Crandall's office to discuss an overarching design for all of Broadalbin. The Landmarks Advisory Commission has reviewed and expressed unanimous support for the concepts developed by Crandall.

Kopczynski asked how this proposal would impact the business owners whose request initiated this process. Porsche advised that the business owners who are leasing the Olivetti Building plan to begin construction in early spring. They are also working on an easement to use the area in a smaller way for outdoor seating for the remainder of this summer.

Community Development Director Greg Byrne reviewed two concepts developed by Crandall for the Broadalbin Promenade – a green design and an urban design. The urban design provides for more ornamental and street trees and hardscape for outdoor seating; the green design calls for more planter areas. The idea is that Broadalbin would serve as a central organizing element for Downtown Albany and provide a strong pedestrian link from the County Courthouse to the Willamette River. An Albany Square plaza is proposed to be developed at the river; the design is intended to draw people up the corridor and into the downtown area. Many of the design details are as yet undecided.

Byrne said that the architects strongly support the idea of incorporating small, short-term “teaser” parking bays; the Landmarks Advisory Commission did not feel these should be included. The proposed street profile calls for a 22-foot sidewalk on the east side, two 12-foot travel lanes, an 8-foot parking lane, and a 12-foot sidewalk on the west side. It was determined that 10-foot travel lanes would not provide sufficient turning radius for emergency vehicles and delivery trucks. Byrne said that Crandall also presented the possibility of a hybrid design utilizing the urban design in some blocks and the green design in other blocks, based on the areas where outdoor seating is desired.

Byrne advised that the waterline under Broadalbin Street will be replaced in the near future. Discussion is underway about combining that work with this proposal. The Public Works Department will cooperate in getting the block between First and Second Avenues done as a pilot project. Subsequent phases would be for the block between First Avenue and the river and then for the two blocks going toward the Courthouse.

Sharon Konopa asked whether Crandall considered the possibility of alternating the side of the street that has the wider sidewalk and creating a meandering street; this would slow traffic and provide the visual effect of more greenery. Byrne said that the Landmarks Advisory Commission opposed the idea of a meandering street; it felt that the linear approach is important to the historic look of the downtown. It is also felt that the straight design would provide a clear view in both directions from the Courthouse to the Albany Square. Porsche added that there was discussion about incorporating trees and pedestrian accoutrements on the west side to create balance.

Kopczynski asked whether any thought was given to creating unobstructed flow up and down Broadalbin. Byrne said this did not come up in discussion; it would be an interesting concept to explore. He added that two-way streets along First and Second Avenues would help to slow traffic.

Gordon Kirbey noted that the plan does not appear to include accommodations for bicyclists. Byrne agreed; he will pass that along to the architects.

Floyd Collins expressed support for the hybrid design.

Rich Catlin said that he is glad additional time was taken to consider a global look for the area; he hopes that this is not holding up occupancy of the Olivetti Building. Porsche said that the business owners who will be occupying that building have been great to work with and are excited to be part of this project.

Konopa suggested that consideration be given to using longer lasting materials such as concrete when the street is rebuilt concurrent with the waterline work. Reid countered that, if there are utilities under the street, he would oppose using concrete because of the extra time that would be required when repairs are needed.

Byrne said that he feels this work would stimulate private investment and redevelopment of underutilized and vacant buildings in the downtown.

Following brief discussion, there was general consensus that staff may continue working with Crandall on additional details for the Broadalbin Promenade and on creating a detailed design for the one-block project.

CARA Overview – Background

Porsche introduced intern Michael Campbell. Campbell is in the Public Policy Program at OSU and has been helping with CARA policy issues.

Porsche gave a PowerPoint presentation of CARA's work to date which included the following information:

The 1995 "Town Center Plan" laid out an award-winning redevelopment framework. A couple of years later, parts of Central Albany were rezoned to allow the mix of uses proposed in the Town Center Plan. In 2001, CARA was created to make the identified goals become a reality. The CARA urban renewal district has been in place for eight years. The current tax increment income is about \$1.3 million per year. The maximum indebtedness is \$56 million of which \$10.2 million (or 18 percent) has been spent or committed on grants, loans, developer partnerships, public improvements, and noncapital projects.

Projects for which CARA has provided funding include the Throop Project, the First Avenue Streetscape, the Ames Building, the Flinn Building, Jordan Jewelers, Oregon Furniture Mart, the Cusick Bank Building, the Riverview Place Apartments, the Pix Theater, the Albany Civic Theater, the Venetian Theater, and Willamette Community Bank (which has in turn provided funding for other urban renewal projects).

Projects underway and recently completed include the Sears building, the JC Penney building, the Labor Temple building, and the Washington Studio apartments. Economic development projects include Hydration Technologies, Viper NW, Habitat for Humanity, Calapooia Brewing, and Yamamoto's project on Lyons Street. Blighted residential projects include the house at 532 Baker Street SE, a house on Montgomery, the Keyhole House (underway), and the Van Rossman project (underway). Riverfront District projects include Jefferson Lofts, Ironworks, Wheelhouse, and Edgewater Village. For the recently implemented CARA blight removal project, staff has participated in six meetings in the identified area resulting in the creation of neighborhood coordination, partnerships and momentum, and the identification of possible projects with maximum impact. CARA has also participated in paint programs, storefront improvement, upper floor redevelopment, grants and loans, developer partnerships, residential loans, and the Small Grant program.

Porsche suggested that a primary focus of the August meeting be a discussion of CARA's future direction, public vs. private projects, a review of a survey of other urban renewal districts that is being conducted by staff, and a discussion of a formalized approach to project selection. She invited Board members to contact her with any suggestions in advance of the next meeting.

Staff Updates and Issues

There were no additional staff updates or issues.

BUSINESS FROM THE BOARD

There was no business from the Board.

NEXT MEETING DATE

The next regular meeting of the CARA Advisory Board will be held on Wednesday, August 19, 2009, at 5:15 p.m. in the Council Chambers.

ADJOURNMENT

Hearing no further business, Chair Post adjourned the meeting at 6:37 p.m.

Submitted by,

Reviewed by,

Teresa Nix
Administrative Assistant

Kate Porsche
Urban Renewal Manager



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *Kate*
DATE: August 13, 2009, for August 19, 2009, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Requests Overview

During the first part of our August meeting, you will be hearing the six requests for Small Grants. There is \$25,000 available in funding, and \$22,435 in funds requested as outlined below:

Take-A-Ticket (Calvin Tigner)	\$ 2,250
Take-A-Ticket (Calvin Tigner)	\$ 3,385
Legacy Ballet (Heather Hill)	\$ 5,000
Peterson Building (Cindy Mitchell)	\$ 5,000
Blush Salon and Spa, Inc. (Shane Sewell)	\$ 5,000
Melissa's Art, Inc. (Cecelia Babcock)	\$ 1,800
Total	\$22,435

Staff reports follow on each of the projects. Applicants will be in attendance at the meetings.

KCP:ldh

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TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *KCP*
DATE: August 13, 2009, for August 19, 2009, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request Take-A-Ticket, Calvin Tigner

Take-A-Ticket, Calvin Tigner –
130 Montgomery Street NE/145 Baker Street NE; AND
520 First Avenue East

Calvin Tigner has made two separate requests to paint buildings owned by his business.

- 1) The first two buildings are located next to each other at 130 Montgomery Street NE and 145 Baker Street NE—these are the buildings where the Take-A-Ticket (TAT) operation is currently housed.

Small Grant Requested: **\$3,385**. Total project work = \$6,770.

Work for this project would entail pressure washing and painting the entire TAT buildings. Currently these buildings are three different colors and have been tagged with graffiti. The proximity to the Dave Clark walking path would be a visual enhancement to this area.

- 2) The second request is for the building that is physically separate from the other two, located at 520 First Avenue East.

Small Grant Requested: **\$2,250**. Total project work = \$4,500.

Work for this project would entail pressure washing and painting the building. Additionally, employees of TAT will complete window and gutter repair and clean and pressure wash the parking lot.

Please note that you may consider these two applications separately.

KCP:ldh

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CARA Small Grant Program

Factors to Consider in Evaluating Projects

Take-A-Ticket

Project: 520 1st Ave/130 NE Montgomery St./145 NE Baker St.

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	<p>How does it further the CARA Goal and Objectives?</p> <p>CARA Goal & Objectives: The purpose of this CARA Plan is to eliminate blighting influences found in the CARA, to implement goals and objectives of the City of Albany Comprehensive Plan, and to implement development strategies and objectives for the CARA. The goal and objectives for the CARA have been defined as follows:</p> <p>CARA Goal: To revitalize the Central Albany Revitalization Area by implementing the Town Center Plan developed through the Central Albany Land Use & Transportation Study (CALUTS) using a citizen-driven process.</p> <p>CARA Key Objectives:</p> <ul style="list-style-type: none"> ◆ Attract new private investment to the area. ◆ Retain and enhance the value of existing private investment and public investment in the area. <p>CARA Additional Objectives:</p> <ul style="list-style-type: none"> ◆ Provide a safe and convenient transportation network that encourages pedestrian & bicycle access to and within the town center. ◆ Preserve the Historic Districts, historic resources and existing housing in the area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Increase residential density in the area. ◆ Encourage the development of new forms of housing and home ownership. ◆ Enhance and protect the community and environmental values of waterway corridors in the area. ◆ Provide an enriching environment and livable neighborhoods. 	<p>CARA's assistance on this project will help attract new private investment and address blight. The outcome will be an enriched environment and livable/workable neighborhood.</p>

B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes – the locations of this business are naturally within the CARA district, but also located along high traffic streets.
C)	Private Risk	Is this a “first-in” project or an untried type of development?	No.
D)	Gap	What is the “Gap” or need of the developer?	Assistance is needed to fill unmet project cash needs.
E)	Blight	Would it remedy a severely blighted building? How?	Yes – the building exteriors are in need of cleaning and painting. They are currently an eye sore for the community.
F)	Vitality	Would it serve as a people-attractor or as an anchor for the initial focus area?	The completed project be an attractive enhancement to the building’s exterior.
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 – exterior building rehabilitation has long-run benefits e.g., attractive community.
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)?	No additional benefits are achieved in this particular area.
J)	Sustainability	How does it meet the Governor’s Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	Albany’s sense of community is enhanced through exterior building rehabilitation by providing citizens with a sense of pride about Albany.



Small Grant

APPLICATION

1. APPLICANT

Name: Take-A-Ticket, Inc.

Address: 130 NE Montgomery Street

Albany, OR Zip Code: 97321

Contact Name: Calvin Tigner Phone Number: 967-0433

Fax Number: 967-8415 Email Address: calvin@tatinc.com

Legal Form: Sole Proprietorship [] Partnership []

Corporation: Profit [x] Non-Profit []

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

2. BUILDING/BUSINESS INFORMATION

Name: Take-A-Ticket, Inc.

Address: 130 NE Montgomery Street & 145 NE Baker Street Zip Code: 97321

Legal Description: 82368 and 82350

Property Tax Account Number: 11S-3W-6CD 5800 and 11S-3W-6CD 5700

Is the building a historic contributing resource? Yes [] No [x]

If so, is it on the historic property-tax freeze? Yes [] No [x]

3. OWNER OF PROPERTY (if not applicant)

Name in which title is held: Take-A-Ticket, Inc.

Contact Name: Calvin Tigner

Address: 130 NE Montgomery Street

Albany, OR Zip Code: 97321

Phone Number: 967-0433

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).

Handwritten signature of Calvin Tigner

5. DESCRIPTION OF PROJECT

Pressure wash and paint entire TAT building bordering Water Street - 145 NE Baker

Street and 130 NE Montgomery Street

6. ESTIMATED COST OF PROJECT: \$ \$6,770.00

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ \$6,770.00

Basis for valuation and value upon completion: cost estimate by contractor

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Pyburn & Sons, Inc.

(If applicant prepared their own estimate, objective verification may be required. If bid was used, please attach)

Address: PO Box 986 Albany, OR 97321

Phone Number: 926-9616 or 619-4453 Email Address: info@pyburnandsons.com

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

The block long building is currently 3 three different colors with other paint colors covering graffiti. Project would make the entire building more attractive especially to foot and bike traffic in Dave Clark Park.

9. HAVE YOU, OR THIS PROPERTY RECEIVED CARA FUNDING AT ANY POINT IN THE PAST?

Yes No If so, amount \$ _____

FOR WHAT PROJECT: _____

10. YOUR AMOUNT OF AVAILABLE MATCHING FUNDS \$ 3,385.00

SOURCE OF MATCHING FUNDS (CARA may withhold approval of this application until information satisfactory to CARA is provided.) TAKE-A-TICKET, INC. ACCOUNT @ UMPQUA BANK

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

The current economy has been hard on small businesses.

ASSISTANCE REQUESTED

Total Estimated Project Costs: \$ 6,770.00

Small Grant Amount Requested: \$ 3,385.00
(50% of total amount up to \$5,000)

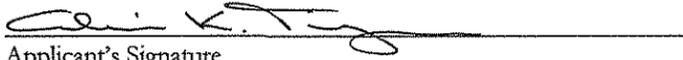
Certification

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	<u>29 July 2009</u> 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: 7-29-09 By: KCP Application Complete: Yes No

If no, comments: _____

Date application returned to applicant for completion: _____

Date application returned to City: _____

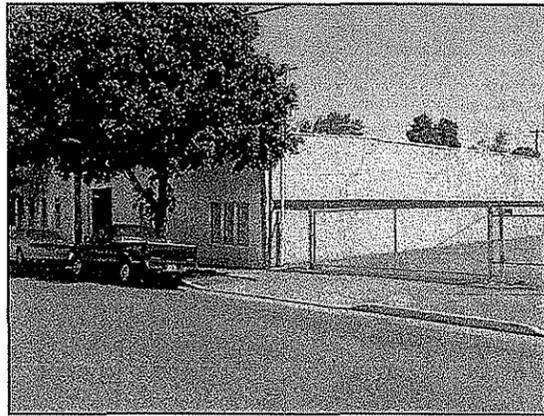
By: _____

Take-A-Ticket main buildings.

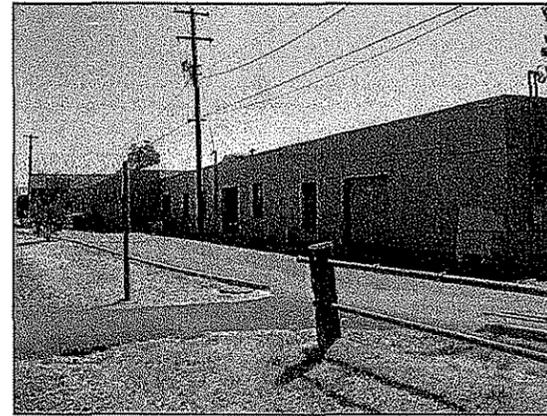
It is proposed that the entire block long building be painted a light gray. The “racing stripe” would be painted over as well as all or part of the TAT sign on the SE side near the office.



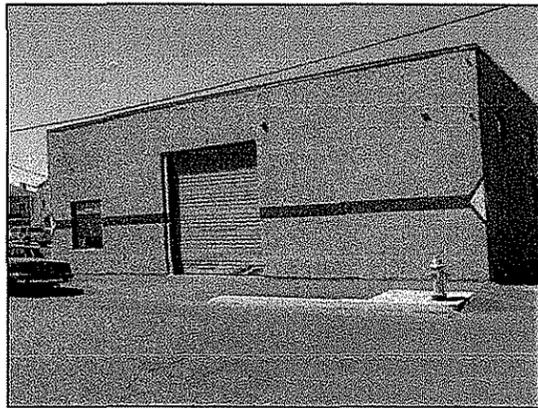
The arrow in the above photo shows the approximate color for the building



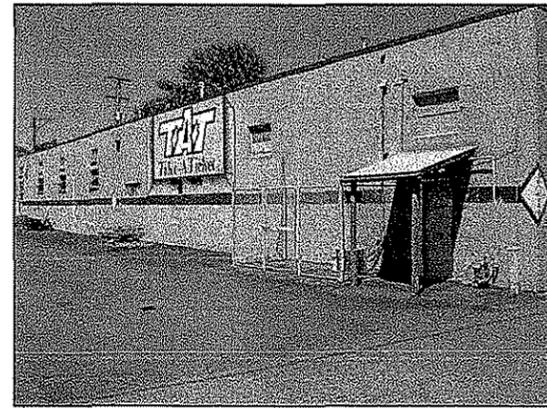
West side of building (Baker Street) and south side facing used car lot.



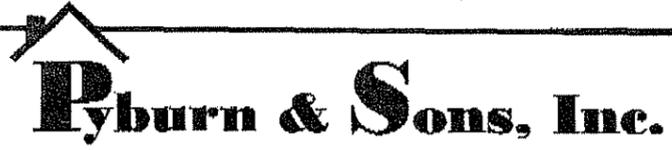
North side of building facing Water Street, RR, and park/path.



East side of building (Montgomery Street) with shipping door and office window.



Southeast side facing TAT parking lot. Office door to the right.



Pyburn & Sons, Inc.

QUALITY BUILDING and REMODELING

P.O. Box 986 • Albany, Oregon 97321 • Ph: (541) 926-9616 • Fax: (541) 917-8979
 www.pyburnandsons.com • CCB# 44599

Name / Address

Take A Ticket
 130 NE Montgomery
 Albany, OR 97321

Estimate

Date	Estimate #
7/30/2009	1536

Phone #	Work #/ext.	Fax #
967-0433	cell#619-4453	
Project: Painting - Montgomery St.		

Description

Painting to be completed at 130 NE Montgomery St. as follows:

Pressure wash exterior and prep for paint as needed.

Apply one coat of Millers Krill Exterior Satin Finish Paint to all sides of the building using a sprayer.

No trim to be painted.
 Price includes lift rental.
 Building to be painted a light gray.

Estimate good for 60 days from date of submission. All installations carry a minimum of one year warranty on labor and materials. The above prices, specifications, and conditions are satisfactory and are hereby accepted. Payment in full is due on completion. You are authorized to do the work as specified.

Total	\$6,770.00
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Accepted by/Date _____

Serving Linn & Benton Counties Since 1960.



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *KP*
DATE: August 13, 2009, for August 19, 2009, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request Take-A-Ticket, Calvin Tigner

Take-A-Ticket, Calvin Tigner –
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520 First Avenue East

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KCP:ldh

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CARA Small Grant Program

Factors to Consider in Evaluating Projects

Take-A-Ticket

Project: 520 1st Ave/130 NE Montgomery St./145 NE Baker St.

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	<p>How does it further the CARA Goal and Objectives?</p> <p>CARA Goal & Objectives: The purpose of this CARA Plan is to eliminate blighting influences found in the CARA, to implement goals and objectives of the City of Albany Comprehensive Plan, and to implement development strategies and objectives for the CARA. The goal and objectives for the CARA have been defined as follows:</p> <p>CARA Goal: To revitalize the Central Albany Revitalization Area by implementing the Town Center Plan developed through the Central Albany Land Use & Transportation Study (CALUTS) using a citizen-driven process.</p> <p>CARA Key Objectives:</p> <ul style="list-style-type: none"> ◆ Attract new private investment to the area. ◆ Retain and enhance the value of existing private investment and public investment in the area. <p>CARA Additional Objectives:</p> <ul style="list-style-type: none"> ◆ Provide a safe and convenient transportation network that encourages pedestrian & bicycle access to and within the town center. ◆ Preserve the Historic Districts, historic resources and existing housing in the area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Increase residential density in the area. ◆ Encourage the development of new forms of housing and home ownership. ◆ Enhance and protect the community and environmental values of waterway corridors in the area. ◆ Provide an enriching environment and livable neighborhoods. 	<p>CARA's assistance on this project will help attract new private investment and address blight. The outcome will be an enriched environment and livable/workable neighborhood.</p>

B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes – the locations of this business are naturally within the CARA district, but also located along high traffic streets.
C)	Private Risk	Is this a “first-in” project or an untried type of development?	No.
D)	Gap	What is the “Gap” or need of the developer?	Assistance is needed to fill unmet project cash needs.
E)	Blight	Would it remedy a severely blighted building? How?	Yes – the building exteriors are in need of cleaning and painting. They are currently an eye sore for the community.
F)	Vitality	Would it serve as a people-attractor or as an anchor for the initial focus area?	The completed project be an attractive enhancement to the building's exterior.
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 – exterior building rehabilitation has long-run benefits e.g., attractive community.
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)?	No additional benefits are achieved in this particular area.
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	Albany's sense of community is enhanced through exterior building rehabilitation by providing citizens with a sense of pride about Albany.



Small Grant
APPLICATION

1. APPLICANT

Name: Take-A-Ticket, Inc.

Address: 130 NE Montgomery Street

Albany, OR Zip Code: 97321

Contact Name: Calvin Tigner Phone Number: 967-0433

Fax Number: 967-8415 Email Address: calvin@tatinc.com

Legal Form: Sole Proprietorship Partnership

Corporation: Profit Non-Profit

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

2. BUILDING/BUSINESS INFORMATION

Name: Take-A-Ticket, Inc.

Address: 520 1st Avenue E Zip Code: 97321

Legal Description: 11S-3W-06DC00700

Property Tax Account Number: 0083606

Is the building a historic contributing resource? Yes No

If so, is it on the historic property-tax freeze? Yes No

3. OWNER OF PROPERTY (if not applicant)

Name in which title is held: Take-A-Ticket, Inc.

Contact Name: Calvin Tigner

Address: 130 NE Montgomery Street

Albany, Oregon Zip Code: 97321

Phone Number: 967-0433

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

Grant application for pressure wash and painting building

TAT to do window and gutter repairs and to clean and pressure wash the parking lot

6. ESTIMATED COST OF PROJECT: \$ 4,500

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ 4,500

Basis for valuation and value upon completion: estimate by contractor

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Pyburn & Sons, Inc.

(If applicant prepared their own estimate, objective verification may be required. If bid was used, please attach)

Address: PO Box 986 Albany, OR 97321

Phone Number: 926-9616 or 619-4453 Email Address: info@pyburnandsons.com

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

Cleanup and painting of older portion and newer portion of mismatched building on one of the busiest streets in Albany.

This building would be painted the same light gray as the larger TAT property at 145

NE Baker and 130 NE Montgomery Streets

9. HAVE YOU, OR THIS PROPERTY RECEIVED CARA FUNDING AT ANY POINT IN THE PAST?

Yes No If so, amount \$ _____

FOR WHAT PROJECT: _____

10. YOUR AMOUNT OF AVAILABLE MATCHING FUNDS \$ 2,250.00

SOURCE OF MATCHING FUNDS (CARA may withhold approval of this application until information satisfactory to CARA is provided.) Take-A-Ticket, Inc. account at Umpqua Bank

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

The current economy has been hard on small businesses

ASSISTANCE REQUESTED

Total Estimated Project Costs: \$ 4,500

Small Grant Amount Requested: \$ 2,250
(50% of total amount up to \$5,000)

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	<u>29 July 2009</u> 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

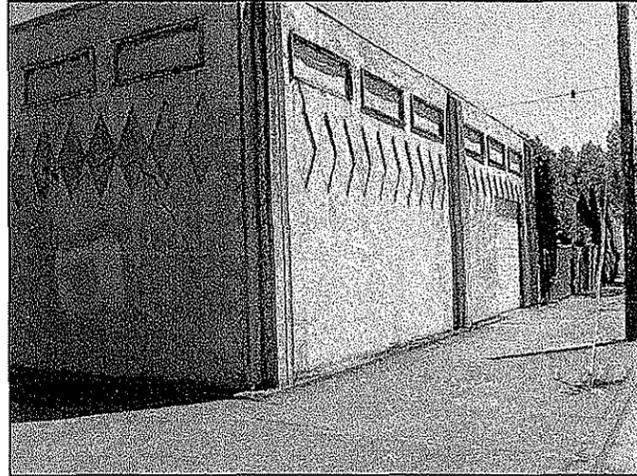
Date Received: 7-29-09 By: KCP Application Complete: Yes No

If no, comments: _____

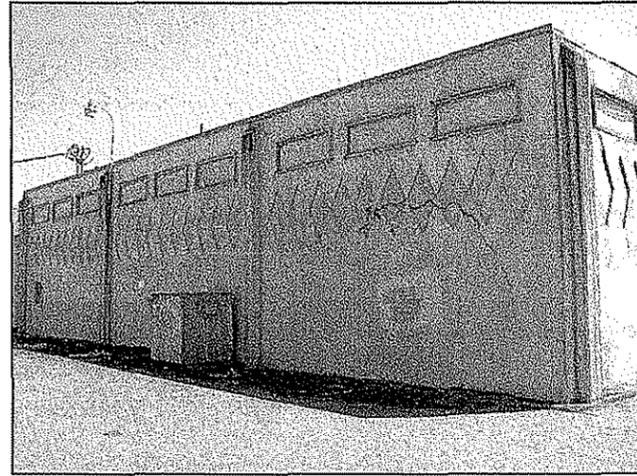
Date application returned to applicant for completion: _____
Date application returned to City: _____
By: _____

Take-A-Ticket, Inc. building at 520 1st Avenue E

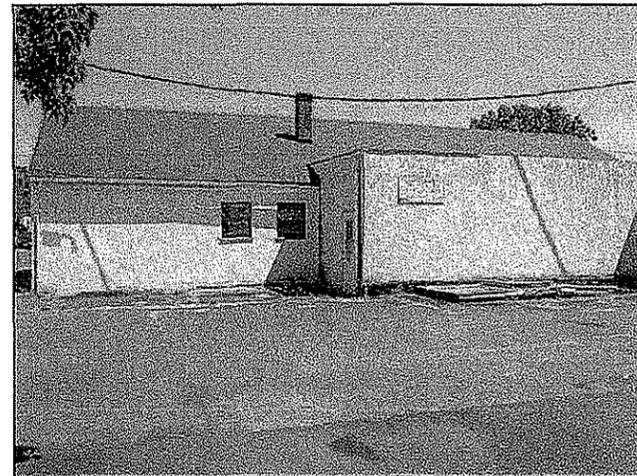
TAT will pressure wash the parking lot, replace the upper windows and frames on the taller concrete part of the building and replace the gutters as needed. These portions will not be a part of the grant application.



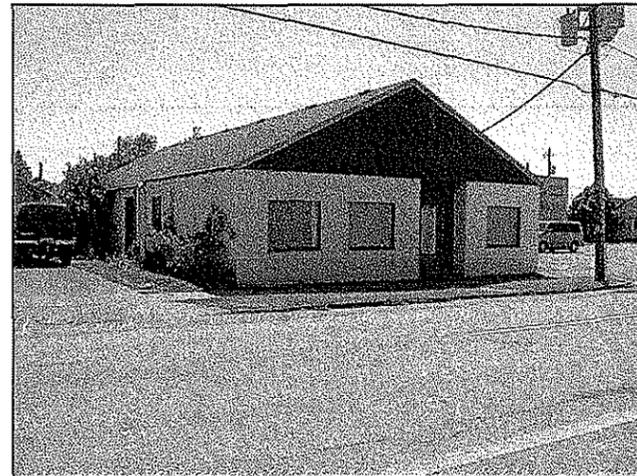
West side of building facing Jackson Street
Note: Windows and frames to be replaced by TAT



North side of the newer portion of the building



West side of the old portion of the building (parking lot)
TAT pressure wash lot and replace gutters on building.



North and east sides of the old building
TAT will replace gutters needed on the side of this building.



Pyburn & Sons, Inc.

QUALITY BUILDING and REMODELING

P.O. Box 986 • Albany, Oregon 97321 • Ph: (541) 926-9616 • Fax: (541) 917-8979
 www.pyburnandsons.com • CCB# 44599

Name / Address

Take A Ticket
 130 NE Montgomery
 Albany, OR 97321

Estimate

Date	Estimate #
7/30/2009	1537

Phone #	Work #/ext.	Fax #
967-0433	cell#619-4453	
Project:	Painting - First St.	

Description

Painting to be completed at 520 1st St. NE as follows:

Pressure wash exterior and prep for paint as needed.

Apply one coat of Millers Krill Exterior Satin Finish Paint to all sides (except south side) of the building using a sprayer.

No trim to be painted.

Price includes lift rental.

Small tree on east side will need to be moved.

Building to be painted a light gray.

Estimate good for 60 days from date of submission. All installations carry a minimum of one year warranty on labor and materials. The above prices, specifications, and conditions are satisfactory and are hereby accepted. Payment in full is due on completion. You are authorized to do the work as specified.

Total	\$4,500.00
--------------	-------------------

Accepted by/Date _____

Serving Linn & Benton Counties Since 1960.



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *KP*
DATE: August 13, 2009, for August 19, 2009, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request Legacy Ballet/Heather Hill

Legacy Ballet/Heather Hill – Small Grant Requested: **\$5,000**. Total project work = \$45,000.
102/104 Main Street SE

Heather Hill is coming before you to request a grant to cover costs 12.5 percent of the costs related to the expansion of their ballet and dance studio, creation of a sit-in coffee shop.

This project is located within the area previously identified by CARA for blight removal. Legacy Ballet has been one of the great assets of this area, and their expansion would bring more people, including having the new space available for classes offered through the Albany Parks & Recreation Department.

KCP:ldh

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CARA Small Grant Program

Factors to Consider in Evaluating Projects

Hill, Heather
Project: 104/102 Main Street

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	<p>How does it further the CARA Goal and Objectives?</p> <p>CARA Goal & Objectives: The purpose of this CARA Plan is to eliminate blighting influences found in the CARA, to implement goals and objectives of the City of Albany Comprehensive Plan, and to implement development strategies and objectives for the CARA. The goal and objectives for the CARA have been defined as follows:</p> <p>CARA Goal: To revitalize the Central Albany Revitalization Area by implementing the Town Center Plan developed through the Central Albany Land Use & Transportation Study (CALUTS) using a citizen-driven process.</p> <p>CARA Key Objectives:</p> <ul style="list-style-type: none"> ◆ Attract new private investment to the area. ◆ Retain and enhance the value of existing private investment and public investment in the area. <p>CARA Additional Objectives:</p> <ul style="list-style-type: none"> ◆ Provide a safe and convenient transportation network that encourages pedestrian & bicycle access to and within the town center. ◆ Preserve the Historic Districts, historic resources and existing housing in the area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Increase residential density in the area. ◆ Encourage the development of new forms of housing and home ownership. ◆ Enhance and protect the community and environmental values of waterway corridors in the area. ◆ Provide an enriching environment and livable neighborhoods. 	<p>CARA's assistance on this project will help attract new private investment, expand the operations of an existing business thereby adding to a desirably unique and vibrant downtown community, converts an empty commercial space into usable space, and has the potential for adding to Albany's job growth. These outcomes directly support economic development (jobs) and community/social values (adult and child gather place).</p>

B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes – downtown Main Street, as identified in the CARA blight removal plan.
C)	Private Risk	Is this a “first-in” project or an untried type of development?	This project is an untried type of development by the applicant.
D)	Gap	What is the “Gap” or need of the developer?	Business cash flow and current economic conditions have restricted the overall availability of credit and hence CARA funds will fill a “credit gap.”
E)	Blight	Would it remedy a severely blighted building? How?	This project addresses blight in the sense that it proposes to occupy a vacant commercial space – an eye sore.
F)	Vitality	Would it serve as a people-attractor or as an anchor for the initial focus area?	The project, once completed, will attract families with children and provide a general gathering place in the form of a coffee shop.
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 – this project will ensure that the current business tenant can expand operations making it more viable over the long-run.
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 – the building will have more mixed-use (dance & coffee).
J)	Sustainability	How does it meet the Governor’s Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	Economic development is addressed via the potential for adding to Albany’s job growth and furthermore Albany’s community and social fabric are strengthened through the expansion of children based activities and providing a social gathering place.



Small Grant

APPLICATION

1. APPLICANT

Name: Heather Hill

Address: 1183 11th Ave SW

Albany, Oregon Zip Code: 97321

Contact Name: Heather Hill Phone Number: 541-619-4354

Fax Number: 541-924-6853 Email Address: legacyballet@q.com

Legal Form: Sole Proprietorship [checked] Partnership []

Corporation: Profit [] Non-Profit []

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

2. BUILDING/BUSINESS INFORMATION

Name: Legacy Ballet

Address: 104 Main Street/102 Main Street Zip Code: 97321

Legal Description: 11S-3W-6DD6500 and 11S-3W-6DD6600

Property Tax Account Number: R 85569 and R85577

Is the building a historic contributing resource? Yes [] No [checked]

If so, is it on the historic property-tax freeze? Yes [] No [checked]

3. OWNER OF PROPERTY (if not applicant)

Name in which tile is held: Cindy Endicott

Contact Name: Cindy Endicott

Address: 42268 Pocahontas Rd

Baker City, Oregon Zip Code: 97814

Phone Number: 541-519-2612

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

Legacy Ballet is using only 3,000 sq ft of a 6,000 sq ft building. This project would expand Legacy Ballet into the additional space, adding a second multi purpose dance floor so that additional classes can be held in different dance forms (tap, modern) and fitness classes (yoga) can be held. Space would be available for rent for classes offered through Albany Parks and Recreation as well. In addition, we would establish a sit in coffee shop (no drive through) in the additional space to serve the local residential area.

6. ESTIMATED COST OF PROJECT: \$ 45,000

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ 35,000

Basis for valuation and value upon completion: Based off of the value of materials and equipment.

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Stagestep flooring, Parr Lumber Co., Davis Glass, and applicant.

(If applicant prepared their own estimate, objective verification may be required. If bid was used, please attach)

Address: 1183 11th Ave SW, Albany, Oregon 97321

Phone Number: 541-619-4354 Email Address: legacyballet@q.com

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

This completed project helps to achieve some of the goals and objectives that CARA has established. The building currently is visually unattractive and looks vacant on one side on a very visual corner of SE Albany. By completing this project, we would not only improve the visual aspects of the area, but also the studio has and will continue to establish a community support that assists children enrich their activities with dance. With expanding the studio, 3 dance teaching positions become available, offering part time employment for 3 instructors. The coffee shop will make what has been in the past not a very "usable" building, into a very usable space for the local residential area. Residents will be able to meet in the coffee shop with other neighbors adding to a sense of community. Again, the coffee shop will open up job opportunities in the area. Dancers, parents, neighbors and some local businesses are willing to contribute either volunteer hours, or even helping with trying to fund this project and are excited to see it develop their community.

9. HAVE YOU, OR THIS PROPERTY RECEIVED CARA FUNDING AT ANY POINT IN THE PAST?

Yes No If so, amount \$ _____

FOR WHAT PROJECT: _____

10. YOUR AMOUNT OF AVAILABLE MATCHING FUNDS \$ 40,000

SOURCE OF MATCHING FUNDS (CARA may withhold approval of this application until information satisfactory to CARA is provided.) \$10,000 available credit, \$1110 contributed through fundraising efforts so far, \$7,000 already purchase espresso equipment, paint, decor, furniture. A home equity loan of 20,000 has been applied for. Plus, fundraising efforts will continue until project is completed.

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

We are looking to complete this project in two phases. The first phase is to complete the second dance studio so that we can offer more classes and rent out the facility and increase revenue. With the increased revenue we will use those funds to complete the coffee shop as the second phase of the project. CARA funds will allow us to install the second dance studio, increase tuition revenue and begin phase two of the project.

We have applied for one equity loan of \$30,000, but as a small business owner with 2008 start up costs, we showed a loss for 2008, making it difficult to secure a home equity loan (even though the equity is there). We are hoping by lowering the amount needed through the loan, that we can be approved. Fundraising efforts will be continued so that supporters of this project can continue to contribute.

ASSISTANCE REQUESTED

Total Estimated Project Costs: \$ 45,000

Small Grant Amount Requested: \$ 5,000
(50% of total amount up to \$5,000)

	Applicant	CARA	% of CARA Grant
Dance Floor	4,910.00	2,455.00	50%
Flooring	5,800.00	3,255.00	43%

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: *Shirley L. Hill* Date: 7-30-2009
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: 7/31/09 By: KAD Application Complete: Yes No

If no, comments: attachments

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

Project Estimates	Estimate/Bid by	Total Estimate or Bid
Phase I		
Dance Floor	Stagestep	4,910.00 see bid
Flooring	AK Carpet/working on bid	5,800.00 based off prices quote- see rough
Mirrors	Davis Glass	1,500.00 see bid
Phase II		
Plumbing	estimate/getting bid	4,500.00
Electrical	estimate/getting bid	2,000.00
HVAC	estimate/getting bid	10,000.00
Espresso equip	estimate	8,000.00 most already purchased
Furniture, paint, décor	estimate	1,000.00 most already purchased
New siding/windows	estimate/getting bid	7,000.00
	TOTAL PROJECT	44,710.00

Sales Order

July 24, 2009

Stagestep - Aeson Inc

4701 Bath Street Bldg 46B
 Philadelphia, PA 19137
 Phone: 215-636-9000
 FAX: 267-672-2914
 Email: stagestep@stagestep.com

19059



Bill To:

Legacy Ballet
 Heather Hill
 1183 11th Avenue SW
 Albany, OR 97321
 Phone: 541-619-4354
 Email: pointhill@msn.com

Ship To:

Legacy Ballet
 Heather Hill
 104 Main Street SE
 Albany, OR 97321
 Contact: Legacy Ballet

Seller	Payment Terms	FOB Point	Shipping Terms	Ship Via	Req. Ship Date
ihudnell	Pre Pay	Origin	Prepaid & Billed	CHRW-FEDEX	7/24/09

Item #	Type	Item* / Description	Unit Price	Qty Ordered	Extended Price
1	Sale	Timestep M-Grey (4 rolls@38ft.) - Timestep M Grey	\$ 21.00	111.12 SY	\$ 2,333.52
2	Sale	FSQ33 - 3 inch x 3 inch foam squares	\$ 0.40	3,840 ea	\$ 1,536.00
3	Sale	DFTape - Double Face Tape	\$ 20.00	6 ea	\$ 120.00
4	Shipping	Shipping - Shipping Charge	\$ 500.00	1 ea	\$ 500.00

+ Parr Lumber 420⁰⁰
 14⁰⁰/4x8 sheet 3/4 OSB T96
 30 sheets

ESTIMATES GOOD FOR THIRTY(30)DAYS
 Stagestep will beat all competitor pricing with copy of valid estimate
 Shipping is door to door service only! Customer is responsible to unload truck
 MAKE CHECK PAYABLE TO: STAGESTEP INC
 Approval: _____

SubTotal \$ 4,489.52
Sales Tax \$ 0.00
TOTAL \$ 4,489.52

+ Parr Lumber 420.00
 Page 1 of 1 4909.52
 29

Rough Flooring Estimate

Laminate Flooring	1.19 sq foot (with install 3.44 sq ft)	
3.44 sq ft	630 sq feet	2,180.00
plus		
Vinyl Flooring	4.99 sq foot (with install 7.24 sq ft)	
7.24 sq ft	500 sq ft	3,600
	Flooring total	5,800

DAVIS GLASS INC
 230 E 2ND AVE
 ALBANY OR 97321
 (541)926-1962 Fax:(541)926-0275
 Tax# 93-0654560

Quote: 590
 Date:07/21/2009

Customer

LEGACY BALLET
 104 SE MAIN ST
 ALBANY O' 97321

H (541)619-4354

Csr:GEOFF Tech: PO HEATHER HILL Terms:C.O.D

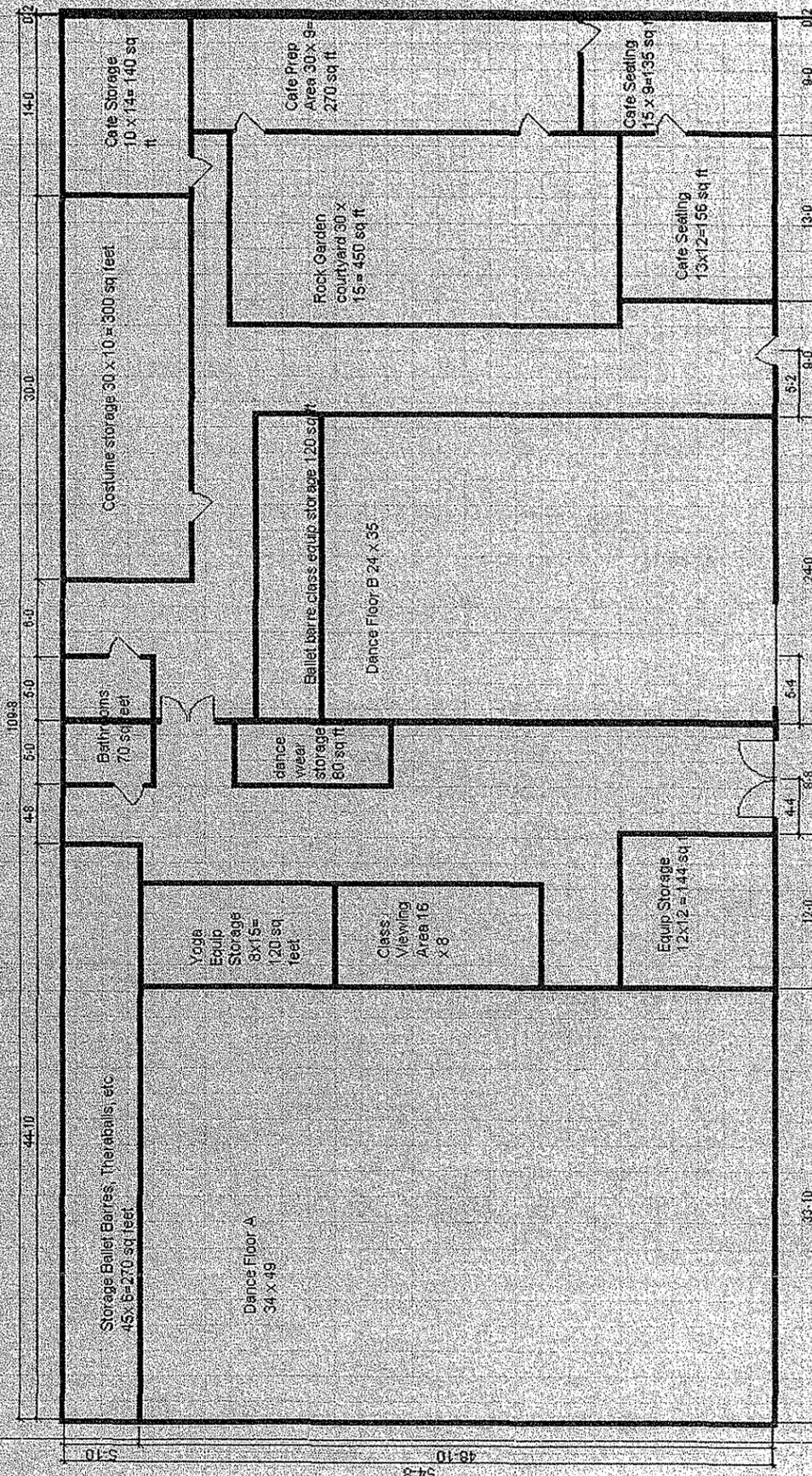
Qty	Part / Description	Item Total
6	MISC MIRROR - 72 x 72 x 1/4" mirrors polished/safety backed	1,080.00
1.00	MIRROR INSTALL - MIRROR LABOR	500.00

Notes:Heather, here is the revised proposal for 36 lineal ft of mirror @72" tall. The onlyh thing different is we lost the supplier who was able to safetyback such a large mirror. they recently went out of business. So 1 of 2 things needs to happen. Either you go without for the \$1580.00 installed or we can attach some manually here at the store for a safety precaution, for \$220.00 WHICH I WOULD BE WILLING TO TAKE IN TRADE FOR DANCE LESSON FOR MY GIRLS. Let me know what you think. I would like to order the mirrors sooner than later if this works for you

Geoff Davis

Signature _____

Tax	Total	Payments	Balance
0.00	1,580.00	0.00	1,580.00





TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *KCP*
DATE: August 13, 2009, for August 19, 2009, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request Mitchell – Peterson Building

Mitchell – Peterson Building – Small Grant Requested: **\$5,000**. Total project work = \$12,400.
343 First Avenue West.

Cindy Mitchell is coming before you to request a grant to cover 40 percent of costs related to painting and repointing of her building located on the corner of First and Ferry.

The work proposed will preserve and seal the envelope of the building and would be a visible enhancement. Work includes removal of peeling paint, treat mold and mildew issues, prime paint, and calk as well as repointing of the brick where needed.

KCP:ldh

U:\Economic Development\CARA\CARA Advisory Board\2009\Staff Reports\08-19-09\05.20.09 Staff SGS Mitchell.doc



CARA Small Grant Program

Factors to Consider in Evaluating Projects

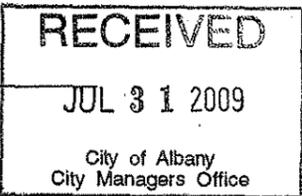
Mitchell, Cindy (Peterson Building) 343 1st Ave.

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	<p>How does it further the CARA Goal and Objectives?</p> <p>CARA Goal & Objectives: The purpose of this CARA Plan is to eliminate blighting influences found in the CARA, to implement goals and objectives of the City of Albany Comprehensive Plan, and to implement development strategies and objectives for the CARA. The goal and objectives for the CARA have been defined as follows:</p> <p>CARA Goal: To revitalize the Central Albany Revitalization Area by implementing the Town Center Plan developed through the Central Albany Land Use & Transportation Study (CALUTS) using a citizen-driven process.</p> <p>CARA Key Objectives:</p> <ul style="list-style-type: none"> ◆ Attract new private investment to the area. ◆ Retain and enhance the value of existing private investment and public investment in the area. <p>CARA Additional Objectives:</p> <ul style="list-style-type: none"> ◆ Provide a safe and convenient transportation network that encourages pedestrian & bicycle access to and within the town center. ◆ Preserve the Historic Districts, historic resources and existing housing in the area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Increase residential density in the area. ◆ Encourage the development of new forms of housing and home ownership. ◆ Enhance and protect the community and environmental values of waterway corridors in the area. ◆ Provide an enriching environment and livable neighborhoods. 	<p>CARA's assistance on this project will help with historic building preservation, enhance downtown building appearance, and address potential safety issues. These outcomes support CARA's objectives of revitalizing the downtown core, addressing blight, and encouraging private investment.</p>

B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes - Peterson Building in the downtown historic districta.
C)	Private Risk	Is this a "first-in" project or an untried type of development?	This project is a part of the owner's five-year rehabilitation plan.
D)	Gap	What is the "Gap" or need of the developer?	Current economic conditions have restricted the overall availability of credit and hence CARA funds will fill a "credit gap."
E)	Blight	Would it remedy a severely blighted building? How?	Yes - exterior paint is peeling, caulking has deteriorated, and mold & mildew are present.
F)	Vitality	Would it serve as a people-attractor or as an anchor for the initial focus area?	The project will visually enhance the building's exterior making for a more attractive/appealing downtown.
G)	Preservation	Would it rehabilitate or sensitively redevelop a historic property?	Yes.
H)	Adaptability	Would it be developed in a way that ensures it is well used over time?	Yes - this project will ensure current tenants have an appealing work environment & potentially attract new tenants.
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 - the building is already mixed-use and in a high-density area. The project will help maintain this status.
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	Economic development is addressed via an attractive downtown working environment, which helps maintain current businesses and can attract potentially new businesses. Albany's community and social fabric are strengthened through ensuring the downtown core attractive, safe and clean.



Small Grant APPLICATION



1. APPLICANT

Name: Cindy Mitchell

Address: 1911 NE Pax Place
Corvallis, Oregon 97330 Zip Code: 97330

Contact Name: same Phone Number: 541-738-2529

Fax Number: not operating Email Address: cindymitchell@q.com

Legal Form: Sole Proprietorship Partnership
Corporation: Profit Non-Profit

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

2. BUILDING/BUSINESS INFORMATION

Name: Peterson Building

Address: 343 1st Ave West, Albany OR Zip Code: 97321

Legal Description: The West 24.4 feet of lot 8, Block 44, City of Albany, Linn County, Oregon.

Property Tax Account Number: 0080834

Is the building a historic contributing resource? Yes No

If so, is it on the historic property-tax freeze? Yes No

3. OWNER OF PROPERTY (if not applicant)

Name in which title is held: Jeffrey James Mitchell and Cynthia Louise Mitchell, Trustees of the Jeffrey James and Cynthia Louise Mitchell Revocable Trust

Contact Name: Cindy Mitchell

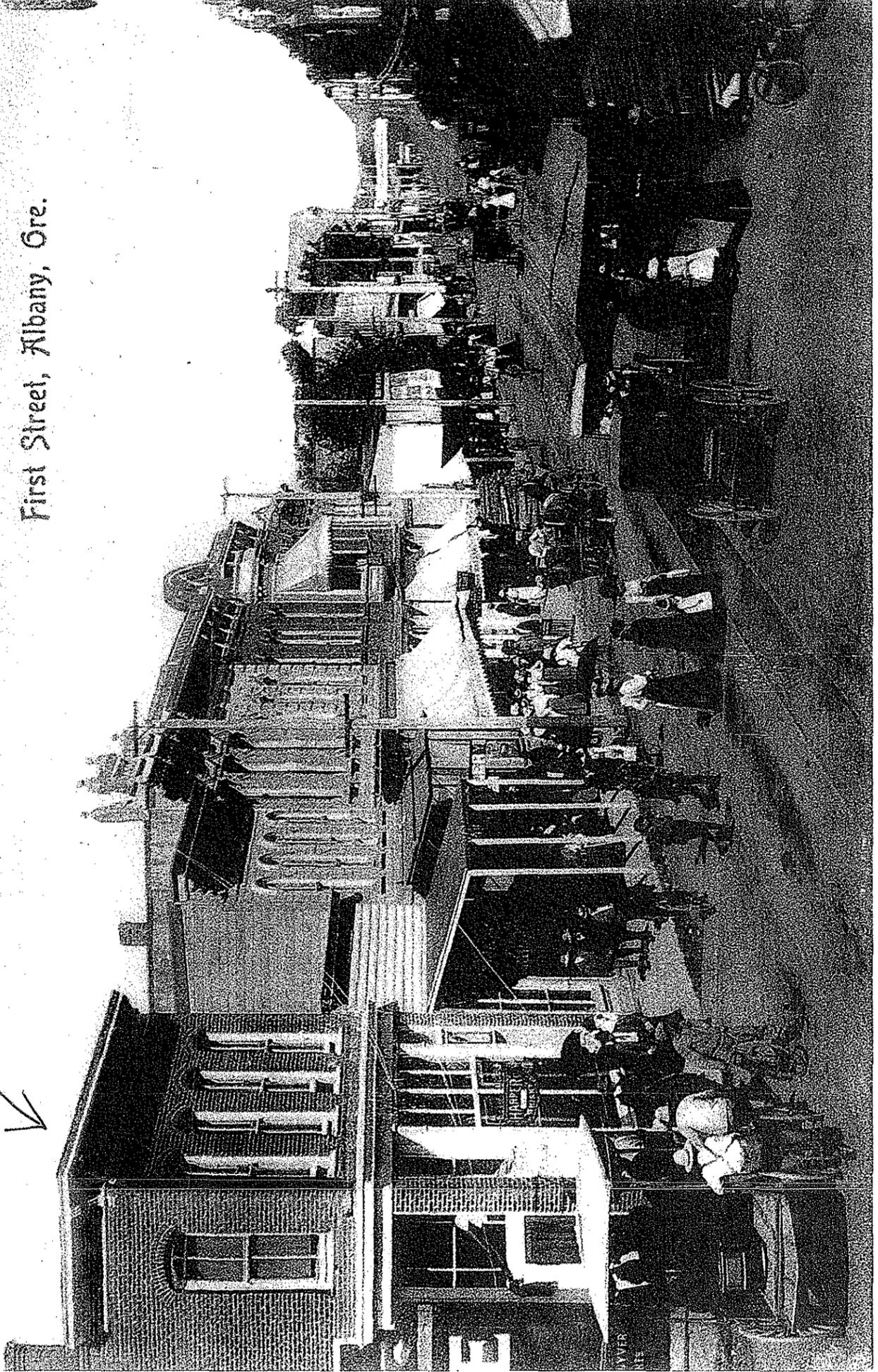
Address: 1911 NE Pax Place
Corvallis, Oregon Zip Code: 97330

Phone Number: 541 738-2529

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).

343 1st Ave, Albany, OR



First Street, Albany, Ore.

5. DESCRIPTION OF PROJECT

Phase I: Fitzgerald Painting will remove peeling paint from building exterior, treat mold and mildew issues, sand, prime and paint and caulk all soffits, windows and doors. See attached bid.

Phase II: Alan Silverstein and/or Rick Day will re-point areas where mortar is missing and repair rotten wood around sashes, windows and doors before final paint and up to \$3,000.

I would like to retain the option to remove ALL paint on all brick areas in lieu of painting brick if the brick proves to have enough integrity to go without paint and meets planning approval. This will be determined after paint has been removed. It will be much more expensive. I have applied for additional funding from a line of credit.

6. ESTIMATED COST OF PROJECT: Phase I: \$9,400 Phase II: \$3,000+=\$12,400

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$15,000 - \$20,000

Basis for valuation and value upon completion: market value: community pride, curb appeal, upgrade structure integrity, preservation and elimination of mold and mildew.

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Fitzpatrick Painting, Silverstein Painting, RD Construction

(If applicant prepared their own estimate, objective verification may be required. If bid was used, please attach)

Address: PO 2376 Corvallis, OR 97339/ 25151 Pleasant View Drive, Philomath, OR 97370

Phone Number: 976-8900, 760-7411 Email Address: alannisilverstein@hotmail.com

8. CONSIDERING THE LIST OF PROJECT GOALS OUTLINED IN THIS APPLICATION, PLEASE IDENTIFY

Preserving and revitalizing the exterior of this historic building, located in the heart of historic downtown Albany, will help CARA meet its goal "to revitalize the Central Albany Revitalization Area by implementing the Town Center Plan developed through the CALUTS using a citizen-driven process".

Two residential renters and one business, (which employs five people), are currently being subsidized by lower rent in order to keep/encourage long-term, reputable renters and support the development of a business and office site that reflects pride and professionalism.

The building is one block from the waterfront and Monteith Park and meets the mixed-use, higher density Development Pattern concerns as well as insuring future adaptability and sustainability for economic development and community pride in historic, downtown Albany.

An Exterior upgrade will help preserve the Historic District's historic resources and existing housing options. A well-preserved exterior will contribute to the vibrant core of downtown as an office/residential site that can easily be adapted into a commercial/residential site when the existing lessees move and the economy recovers.

This will retroactively enhance the value of existing private investments in the area and contribute to the downtown environment as a vibrant, unique, exciting, livable mixed-use neighborhood which will encourage higher density and inspire the development of new forms of housing and commercial ventures.

9. HAVE YOU, OR THIS PROPERTY RECEIVED CARA FUNDING AT ANY POINT IN THE PAST?

Yes No If so, amount \$ please confirm

FOR WHAT PROJECT: electrical awning w/ remote install

10. YOUR AMOUNT OF AVAILABLE MATCHING FUNDS \$ 5,000

SOURCE OF MATCHING FUNDS (CARA may withhold approval of this application until information satisfactory to CARA is provided.) line of credit and requested increase

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

Funding is needed to insure project completion. It is important to keep rents very low in order to retain long-term renters, particularly during the current economic crisis. Simultaneously, repair of the building has been imperative. Leaking skylights, sidewalk and roof drastically threatened the building's integrity.

To date, over \$85,000 of repair has helped remove over 180 gallons of water from the basement as infrastructure and mildew issues were being addressed. a new roof has been installed; the entire interior three floors have been re-painted and re-carpeted; a new heating and air conditioning system and duct work has been installed; vent and return issues corrected, new lighting and fans installed, severe, excess moisture, water, mold and mildew damage has been addressed; basement infrastructure problems have been corrected with support beams, leaking windows have been sealed, new skylights have been installed, broken windows and toilets fixed; a bathroom upgraded, and 600 sq. feet of new sidewalk was installed down Ferry Street at my expense.

The economy has restricted my ability to borrow funding. In order to encourage responsible, long term renters, I have had to reduce my rents to 30 cents a square foot. The previous owners, who were carrying contract, demanded that I refinance, which further restricted my ability to borrow funds for renovation. A CARA award of \$5,000 would make it possible to complete this 5-year renovation and simultaneously help visually upgrade the wonderful, downtown, historic district.

ASSISTANCE REQUESTED

Total Estimated Project Costs:	\$ <u>12,400</u>
Small Grant Amount Requested: (50% of total amount up to \$5,000)	\$ <u>5,000</u>

PO Box 2376
 Corvallis, OR 97339
 Corvallis: 541-752-6320
 Albany: 541-967-8900
 Fax: 541-967-8903
 Email: tim@fitzpatrickpainting.com



VISA
 1 Million Liability Ins. Coverage
 Security Bond: 50K
 Workmans Comp Ins. - Statutory Limits

www.fitzpatrickpainting.com

5 YEAR WARRANTY!

PROPOSAL SUBMITTED TO: <u>CINDY MITCHELL</u>		DATE: <u>6-8-09</u>	BID #
STREET: <u>1911 NE PAX PL.</u>		JOB LOCATION: <u>343 + 341 1st AVE</u>	
CITY, STATE & ZIP CODE: <u>CORVALLIS 97330</u>		CITY, STATE & ZIP CODE: <u>ALBANY</u>	
PHONE: <u>738-2529</u>	FAX:	WORK/CELL:	

WE HEREBY PROPOSE TO SUPPLY ALL MATERIALS AND PERFORM THE LABOR NECESSARY FOR THE COMPLETION OF:

A MARKED BOX INDICATES LINE ITEM WILL BE PERFORMED

- Treat all Mold & Mildew with "Mold be Gone" or like solution to kill these organisms.
 - Power wash all surfaces receiving finish to remove dirt, chalk, flaking paint and mildew.
 - Wash all windows. (Homeowner is responsible for removing all screens removable from the inside prior to pressure washing.)
 - Clean all gutters of all debris.
 - Mask/protect all areas as needed (windows, walkways, landscaping, rooflines, etc.).
 - Scrape all loose or chipping paint down to a well-adhered surface.
 - Prime all bare wood and cracking paint with a resin Primer/Wood Stabilizer or Oil Primer. (dependent on wood surface)
 - All rusted metal and nails in the siding will be wire brushed to remove loose rust, then primed with a rust inhibitive primer.
 - Prime bottom edges of siding boards with Lox-on primer.
 - Re-fasten all loose siding boards with galvanized screws.
 - Any loose caulking will be removed and recaulked with a 45 yr. acrylic caulk. Includes caulking all open gaps around all windows, frames and critical junctions.
 - Re-glaze all windows as required.
 - Add a Mildicide to all paint. This greatly minimizes future mold and mildew growth on the paint.
 - Bottom edges of all siding at foundation will be painted.
- Painting the following entry doors that are checked:
- Front Entry Overhead Garage Door Man Door Back Door Other:
- Apply TWO coats of Sherwin Williams 100% acrylic, low VOC, 25 yr. warranty super paint or better to all surfaces. (minimum 6-8 wet mils per coat)
 - All surfaces will be back brushed and rolled, as required to ensure proper adhesion.
 - After completion of the painting, all masking and painting debris will be removed and disposed of properly.
 - All workmanship is warranted for a period of FIVE years (see accompanied warranty).
 - Price quoted includes a touch up kit with clearly labeled containers for all paints used.
 - Professional color consultation with our designer is included in this bid!

Alternates: All moss and mold on the entire roofline will be treated and removed for an additional \$ _____

NOTES: PRICE QUOTED INCLUDES ELASTOMERIC SEALER AS NEEDED ON ALL AREAS. Price For Front: 2,000 back 3,000 @ side 2,000 ① side 1,400	EXTERIOR PAINT COLORS
	Body: Qty:
	Trim: Qty:
	Accent: Qty:
	Front Entry: Qty:
	Other: Qty:

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in substantial workmanlike manner for the sum of:

Dollars [\$ 9,400] NINE THOUSAND FOUR HUNDRED DOLLARS *Repainting: 50 hr. bid by email*

With payment made as follows: 10% down payment at signing. Remaining balance due on completion of work.

Any alteration or deviation from above specifications involving extra cost, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon accidents or delays beyond our control. Workers Compensation and Public Liability Insurance on above work to be taken out by:	FITZPATRICK PAINTING, INC.	www.fitzpatrickpainting.com	Note: This proposal may be withdrawn by us if not accepted within <u>30</u> days.
ACCEPTANCE OF PROPOSAL			
<p>The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. I acknowledge receipt of information notice and owner's duty to notify contractor in the event of a residential construction dispute. A finance charge of 2% per month will be charged on all amounts not paid on time. If a lien is filed, a \$500.00 lien fee will be assessed; if an attorney is hired to collect or enforce this estimate and or proposal, there will be attorney fees associated with the enforcement of this estimate/contract. By signing below, this proposal is agreed upon and accepted as stated above. Work will not begin until proposal is signed and dated.</p>			
Contractor's Signature _____	Date _____	Client / Owner's Signature _____	Date _____
Print Name _____			

Bid

repointing and repairing dry rot for 343 1st Avenue
\$25 hour
Lift \$75 day
Estimate: \$3,000

Alan Silverstein Painting
(541) 760-7411
25151 Pleasant View Drive
Philomath, OR 97370
alansilverstein@hotmail.com





TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *KPP*
DATE: August 13, 2009, for August 19, 2009, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request Blush Salon and Spa, Inc

Blush Salon and Spa – Shane Sewell –
238 First Avenue SW – Olivetti Building (Cusick Bank Building)
Small Grant Requested: **\$5,000**. Total project work = \$20,000.

Shane Sewell is coming before you to request a grant to cover 25 percent of costs related to the addition of two treatment rooms, an employee lounge, and spa lounge.

Shane and his wife are looking to complete work including framing, plumbing, electrical, and an ADA accessible rain shower.

Please note that the building owners, the Olivetti's, have previously received \$87,877 for work on the storefront and making the space next door ready for Clemenza's.

KCP:ldh

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CARA Small Grant Program

Factors to Consider in Evaluating Projects

Sewell, Shane
 Project: Blush salon and Spa, Inc (238 1st Ave)

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	<p>How does it further the CARA Goal and Objectives?</p> <p>CARA Goal & Objectives: The purpose of this CARA Plan is to eliminate blighting influences found in the CARA, to implement goals and objectives of the City of Albany Comprehensive Plan, and to implement development strategies and objectives for the CARA. The goal and objectives for the CARA have been defined as follows:</p> <p>CARA Goal: To revitalize the Central Albany Revitalization Area by implementing the Town Center Plan developed through the Central Albany Land Use & Transportation Study (CALUTS) using a citizen-driven process.</p> <p>CARA Key Objectives:</p> <ul style="list-style-type: none"> ◆ Attract new private investment to the area. ◆ Retain and enhance the value of existing private investment and public investment in the area. <p>CARA Additional Objectives:</p> <ul style="list-style-type: none"> ◆ Provide a safe and convenient transportation network that encourages pedestrian & bicycle access to and within the town center. ◆ Preserve the Historic Districts, historic resources and existing housing in the area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Increase residential density in the area. ◆ Encourage the development of new forms of housing and home ownership. ◆ Enhance and protect the community and environmental values of waterway corridors in the area. ◆ Provide an enriching environment and livable neighborhoods. 	<p>CARA's assistance on this project will help with downtown vitalization, enhance unique and specialty shop offerings, attract private investment, and further the value of existing public and private investment. These outcomes support CARA's objectives of downtown revitalization, encouraging private investment, and strengthens the mixture of core downtown businesses.</p>

B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes - downtown.
C)	Private Risk	Is this a "first-in" project or an untried type of development?	This project is a first attempt to expand a thriving aspect of a downtown specialty business.
D)	Gap	What is the "Gap" or need of the developer?	CARA's funding will fill a \$5,000 project gap thereby allowing the project to be completed on time.
E)	Blight	Would it remedy a severely blighted building? How?	No.
F)	Vitality	Would it serve as a people-attractor or as an anchor for the initial focus area?	Yes - the completed project is projected to increase customer traffic and provide additional new jobs.
G)	Preservation	Would it rehabilitate or sensitively redevelop a historic property?	No, though this project would further refine the interior for a desirable business.
H)	Adaptability	Would it be developed in a way that ensures it is well used over time?	Yes.
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 - strengthens downtown business mixture.
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	Albany's economic development and community/social objectives are addressed.



Small Grant

APPLICATION

1. APPLICANT

Name: Blush Salon and Spa INC

Address: 238 1st Ave SW

Albany OR Zip Code: 97321

Contact Name: Shane Sewell Phone Number: 541 990 8344

Fax Number: Email Address: iloveblushsalon@aol.com

Legal Form: Sole Proprietorship [] Partnership []

Corporation: Profit [x] Non-Profit []

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

2. BUILDING/BUSINESS INFORMATION

Name: Blush Salon and Spa INC

Address: 238 1st Ave SW Zip Code: 97321

Legal Description: Beauty Salon

Property Tax Account Number: R 81089

Is the building a historic contributing resource? Yes [x] No []

If so, is it on the historic property-tax freeze? Yes [] No []

3. OWNER OF PROPERTY (if not applicant)

Name in which title is held: Thad & Shannon Olivetti

Contact Name: Thad Olivetti

Address: P.O. Box 2768 Corvallis OR ~~97333~~

Zip Code: 97333

Phone Number: 541-760-7771

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

We are adding on two treatment rooms, an employee lounge and a spa lounge. One treatment room is for couples and the other is for individuals . This includes the construction of the rooms, plumbing, electrical and fixtures. The spa lounge includes a Rain Shower that is handicap accessible with two changing rooms. Each treatment room will also have a sink.

6. ESTIMATED COST OF PROJECT: \$ 20,000

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ _____

Basis for valuation and value upon completion: _____

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Dennis Nunnemaker/self

(If applicant prepared their own estimate, objective verification may be required. If bid was used, please attach)

Address: 31737 Fern Rd. Philomath OR 97370

Phone Number: (541) 609-0180 Email Address: _____

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

Our project, we believe, identifies several project goals. We are in an industry that continues to have growth in economic hard times. Because of this, we are continuing to see new clients. We are in the heart of downtown and feel like we personally are bringing people to the Flinn Block that would not typically support this area. From July seventeenth through July thirty-first the salon saw three hundred and thirty-seven clients. Three were walk in, half were new, and the other half were existing. The area we are adding will give us the opportunity to see about three hundred additional clients a month. It also, opens up 6 full time positions in the salon. We are excited about our move to downtown. We are amazed by the way we have already been embraced and we are excited for future growth.

9. HAVE YOU, OR THIS PROPERTY RECEIVED CARA FUNDING AT ANY POINT IN THE PAST?

Yes No If so, amount \$ 87,877

FOR WHAT PROJECT: exterior & storefront rehabilitation

10. YOUR AMOUNT OF AVAILABLE MATCHING FUNDS \$ 5,000

SOURCE OF MATCHING FUNDS (CARA may withhold approval of this application until information satisfactory to CARA is provided.) personal and inheritance

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

Funding is necessary for this project based on time . We would like to finish this phase of our business so that can be fully operational as soon as possible. This will allow us to see more clients and to serve our community the way we have envisioned.

ASSISTANCE REQUESTED

Total Estimated Project Costs: \$ 20,000

Small Grant Amount Requested: \$ 5,000
(50% of total amount up to \$5,000)

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.

[Signature]
Applicant's Signature

7/31/09
Date

[Signature]
Applicant's Signature

7/31/09
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: 7-31-09 By: KCP Application Complete: Yes No

If no, comments: Bids to follow
- will be available at meeting -

Date application returned to applicant for completion: _____

Date application returned to City: _____

By: _____



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *KCP*
DATE: August 13, 2009, for August 19, 2009, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request Melissa’s Art

Cecelia Babcock – Melissa’s Art
139 Fourth Avenue SE

Small Grant Requested: **\$1,800**. Total project work = \$3,603.

Cecelia Babcock is coming before you to request a 50 percent grant to cover costs related to the porch repair for the historic house from which they run their business, Melissa’s Art.

The project will improve the appearance of the historic house, located at the gateway to the Hackleman Historic District—additionally, this project will add to the safety of those visiting the property. Furthermore, Melissa’s Art has been a great contributor to our vibrant business community.

KCP:ldh

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CARA Small Grant Program

Factors to Consider in Evaluating Projects

Babcock, Cecelia
 Project: Melissa's Art (130 4th Ave)

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	<p>How does it further the CARA Goal and Objectives?</p> <p>CARA Goal & Objectives: The purpose of this CARA Plan is to eliminate blighting influences found in the CARA, to implement goals and objectives of the City of Albany Comprehensive Plan, and to implement development strategies and objectives for the CARA. The goal and objectives for the CARA have been defined as follows:</p> <p>CARA Goal: To revitalize the Central Albany Revitalization Area by implementing the Town Center Plan developed through the Central Albany Land Use & Transportation Study (CALUTS) using a citizen-driven process.</p> <p>CARA Key Objectives:</p> <ul style="list-style-type: none"> ◆ Attract new private investment to the area. ◆ Retain and enhance the value of existing private investment and public investment in the area. <p>CARA Additional Objectives:</p> <ul style="list-style-type: none"> ◆ Provide a safe and convenient transportation network that encourages pedestrian & bicycle access to and within the town center. ◆ Preserve the Historic Districts, historic resources and existing housing in the area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Increase residential density in the area. ◆ Encourage the development of new forms of housing and home ownership. ◆ Enhance and protect the community and environmental values of waterway corridors in the area. ◆ Provide an enriching environment and livable neighborhoods. 	<p>CARA's assistance on this project will help with historic residential preservation, address potential safety issues, and enhance the livability/attractiveness of neighborhood. These outcomes support CARA's objectives of revitalization of historic buildings, addressing blight, and encouraging private investment.</p>

B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes – this historic home is located within the CARA district and is in the Hackleman Historic District.
C)	Private Risk	Is this a “first-in” project or an untried type of development?	This project is a first attempt to restore the main entrance stairs.
D)	Gap	What is the “Gap” or need of the developer?	CARA’s funding will allow the home owner to redirect her limited available funds to other needed repairs.
E)	Blight	Would it remedy a severely blighted building? How?	Yes – the deteriorated staircase is an element of blight for the neighborhood.
F)	Vitality	Would it serve as a people-attractor or as an anchor for the initial focus area?	The completed project could prove to be the catalyst for other neighbors to undertake similar home repairs adding to the overall attractiveness of the neighborhood (spillover effects).
G)	Preservation	Would it rehabilitate or sensitively redevelop a historic property?	Yes.
H)	Adaptability	Would it be developed in a way that ensures it is well used over time?	Yes.
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.
J)	Sustainability	How does it meet the Governor’s Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	Albany’s community and social fabric is strengthened through ensuring safety and beautification needs are met in neighborhoods and Melissa’s Art has been a great contributor to our vibrant business community.



Small Grant APPLICATION

1. APPLICANT

Name: Cecelia M. Babcock - Melissa's Art inc
Address: 130 4th Ave SE
Albany, OR Zip Code: 97321
Contact Name: Coal Babcock Phone Number: 926-4363 / 926-8305 Home
Fax Number: 926-3491 Email Address: NA
Legal Form: Sole Proprietorship [] Partnership []
S. Corporation: Profit [x] Non-Profit []
In which State are the incorporation and/or organization documents filed? OR

2. BUILDING/BUSINESS INFORMATION

Name: Melissa's Art inc
Address: 130 4th Ave SE Albany, OR Zip Code: 97321
Legal Description: attached - 1 & 2
Property Tax Account Number: 0089785
Is the building a historic contributing resource? Yes [] No [x]
If so, is it on the historic property-tax freeze? Yes [] No []

3. OWNER OF PROPERTY (if not applicant)

Name in which tile is held: applicant
Contact Name:
Address:
Zip Code:
Phone Number:

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

6. ESTIMATED COST OF PROJECT: \$ 3603.60

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ 3600.00

Basis for valuation and value upon completion: steps are almost

gone so the replacement just takes care of
the looks & the safety of house.

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Rick Pyburn CCB# 44599

(If applicant prepared their own estimate, objective verification may be required. If bid was used, please attach) - 3

Address: P.O. Box 986 Albany, Or 97321

Phone Number: 926-9616 Email Address: www.pyburnandsons.com

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

To improve the appearance of
historic house at the beginning
of east side district. The 100
block east of Lyon St.

9. HAVE YOU, OR THIS PROPERTY RECEIVED CARA FUNDING AT ANY POINT IN THE PAST?

Yes No If so, amount \$ _____

FOR WHAT PROJECT: _____

10. YOUR AMOUNT OF AVAILABLE MATCHING FUNDS \$ 1800.00

SOURCE OF MATCHING FUNDS (CARA may withhold approval of this application until information satisfactory to CARA is provided.) R.F. & C.M. Babcock

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
to allow us to use our funds
to make other improvements
that are needed.

ASSISTANCE REQUESTED

Total Estimated Project Costs: \$ 3603.60

Small Grant Amount Requested: \$ 1800.00
(50% of total amount up to \$5,000)

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.

<u>Cecelia M Babcock</u>	<u>8-4-09</u>
Applicant's Signature	Date
<u>R. J. Babcock / emb</u>	<u>8-4-09</u>
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: 7/31/09 By: KUP Application Complete: Yes No

If no, comments: Bids attached - original app. received prior to deadline.

Date application returned to applicant for completion: _____

Date application returned to City: _____

By: _____

Linn County Account Detail

Account: **R 89785** Area: **1** Zoning: **City**
Map: **11S-3W-7BA** Lot: **400**

Name/Mailing Address
BABCOCK, CECELIA M
BABCOCK, RALPH L
130 4TH AVE SE
ALBANY OR 97321-0000

Site Address
130 4TH AVE SE
ALBANY OR 97321-0000

Class: **211** Deed Ref: **MF831-382**

LAND RMV: **\$44,890**
IMPROVEMENTS RMV: **\$46,660**

Type: **CSX** Year Blt: **1900**

Sq Ft: **2320** Rooms: **0/0**

Total RMV: **\$91,550**
2004-05 Levied* Tax: **\$748.23**

**Original tax as extended on the tax roll. Amount does not include any adjustments or discounts.*

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①



OREGON TITLE
Insurance Company

FORM 0831 PAGE 382
VOIE

After Recording, Return to:
Cecelia M. Babcock
130 4th Avenue SE
Albany, OR. 97321

Until a change is requested, tax statements
shall be sent to the following address:

see above

STATUTORY WARRANTY DEED
(Individual)

(Above Space Reserved for Recorder's Use)

Russell W. Tripp

conveys and warrants to
Cecelia M. Babcock and Ralph L. Babcock, as tenants by the entirety

the following described real property in the State of Oregon and County of Linn
free of encumbrances, except as specifically set forth herein:

A tract of land situated in the County of Linn, State of Oregon, more particularly
described as follows:

Beginning on the North line of Block 5 in EASTERN ADDITION to the City of Albany, Linn
County, Oregon at a point 60 feet Westerly from the Northeast corner of said Block;
running thence Southerly parallel with the East boundary of said Block to the North line
of the alley in said Block; thence Westerly along the North line of said alley 50-1/2 feet
to a point in said alley which is 10 feet Westerly from the center line of said Lot 3;
thence Northerly parallel with the East line of said Block the the North line thereof;
thence Easterly along the North line of said Block 50-1/2 feet to the place of beginning.

Tax Account Number(s): 089785

OREGON TITLE INSURANCE COMPANY

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QUALITY BUILDING and REMODELING

P.O. Box 986 • Albany, Oregon 97321 • Ph: (541) 926-9616 • Fax: (541) 917-8979
www.pyburnandsons.com • CCB# 44599

Name / Address

Ceal Babcock
130 4th Ave. SE
Albany, OR 97321

Date	Estimate #
6/23/2009	1494

Phone #	Work #/ext.	Fax #
926-8305		
Project:	Repair Porch	

Repair porch as directed. This is an estimate of time and material. We will not know the extent of work until the porch decking is removed. Thank you for the opportunity to work for you.	
Labor Allowance:	2,880.00
Material Allowance:	396.00
Subtotal:	3,276.00
10% Overhead Allowance:	327.60
Thank you,	
Rick Pyburn	

Bid good for 60 days from date of submission. All installations carry a minimum of one year warranty on labor and materials. The above prices, specifications, and conditions are satisfactory and are hereby accepted. Payment in full is due on completion. You are authorized to do the work as specified.

Total	\$3,603.60
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R. F. Babcock ✓ *Ceal Babcock*
6/30/09

Serving Linn & Benton Counties Since 1960.

Final 7/6/09

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