

## NOTICE OF PUBLIC MEETING

### CENTRAL ALBANY REVITALIZATION AREA ADVISORY BOARD

Council Chambers

Wednesday, September 16, 2009

5:15 p.m.

### AGENDA

1. CALL TO ORDER (Chair Cordell Post)
2. ROLL CALL
3. APPROVAL OF MINUTES
  - August 19, 2009. [Pages 1-3]  
Action: \_\_\_\_\_
4. SCHEDULED BUSINESS
  - a. Business from the Public
  - b. Broadalbin Promenade design costs. [Pages 4-5] (Porsche)  
Action: \_\_\_\_\_
  - c. Manley request to reallocate funds for Flinn Mall consolidation. [Pages 6-8] (Porsche)  
Action: \_\_\_\_\_
  - d. Grant request: \$42,506, Papa Murphy's. [Pages 9-26] (Porsche)  
Action: \_\_\_\_\_
  - e. CARA Blight Elimination Program update. [PowerPoint] (Porsche/Adams)  
Action: \_\_\_\_\_
  - f. Proposal for Blight Elimination Project – Community Garden. [Pages 27-28] (Porsche)  
Action: \_\_\_\_\_
  - g. Recess for dinner.
  - h. Reconvene.
  - i. CARA Overview and Discussion. [PowerPoint Presentation] (Porsche)  
Action: \_\_\_\_\_
  - j. Staff updates and issues. [Verbal] (Porsche)  
Action: \_\_\_\_\_
5. BUSINESS FROM THE BOARD
6. NEXT MEETING DATE: *Next regular meeting Wednesday, October 21, 2009*
7. ADJOURNMENT

City of Albany Web site: [www.cityofalbany.net](http://www.cityofalbany.net)

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*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.*

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APPROVED: \_\_\_\_\_

CITY OF ALBANY  
Central Albany Revitalization Area Advisory Board  
Council Chambers, 333 Broadalbin Street SW  
Wednesday, August 19, 2009

MINUTES

Advisory Board Members present: David Anderer, Rich Catlin, Jeff Christman, Bill Coburn, Floyd Collins, Bessie Johnson, Gordon Kirbey, Cordell Post, Ralph Reid, Jr., and Kim Sass

Advisory Board Members absent: Loyd Henion (excused), Dick Olsen (excused), Sharon Konopa (excused), Ray Kopczynski (excused)

Staff present: City Manager Wes Hare, Urban Renewal Manager Kate Porsche, and Administrative Assistant Teresa Nix

Others present: Approximately 11 others in the audience

CALL TO ORDER

Chair Cordell Post called the meeting to order at 5:15 p.m. He advised that some agenda items will be postponed due to the number of absences this evening.

APPROVAL OF MINUTES

July 15, 2009

**MOTION:** Ralph Reid, Jr., moved to approve the July 15 minutes. David Anderer seconded the motion, and it **passed** unanimously.

SCHEDULED BUSINESS

Business from the Public

None.

Presentation of New Small Grant Requests

Urban Renewal Manager Kate Porsche drew attention to the staff report. She noted that there are six requests for Small Grants. The amounts requested total \$22,435. There is \$25,000 available in funding.

*Take-A-Ticket (Calvin Tigner) – 130 Montgomery Street NE & 145 Baker Street NE (\$3,385)*

*Take-A-Ticket (Calvin Tigner) – 520 First Avenue East (\$2,250)*

Porsche briefly reviewed the requests for grants to help with rehabilitation work on two buildings.

Calvin Tigner, 130 Montgomery Street NE, came forward. He said that he has noticed that the darker colored part of his buildings do not get tagged with graffiti as much. He said that he will be using a very dark gray paint on his buildings. He suggested that other businesses and the City keep in mind that using darker paint seems to draw less tagging.

In response to inquiry, Mr. Tigner said that about 90 percent of his business is selling lottery tag dispensers worldwide. Business has picked back up over the past year; he has not had to do any layoffs.

*Legacy Ballet (Heather Hill) – 102/104 Main Street SE (\$5,000)*

Porsche briefly reviewed the request for a grant to help with costs related to expansion of the business and the creation of a sit-in coffee shop.

Heather Hill, 1183 11<sup>th</sup> Avenue SW, came forward. In response to inquiries, she said that Stagestep Flooring had by far the lowest price for the specialty dance flooring. She said that she will be hiring three new dance instructors with construction of the second dance floor and that she will also be hiring for the new coffee shop.

*Peterson Building (Cindy Mitchell) – 343 First Avenue West (\$5,000)*

Porsche briefly reviewed the request for a grant to help with painting and repointing of the building.

In response to inquiry, Porsche advised that CARA has had no participation in previous work on this building.

*Blush Salon and Spa, Inc. (Shane Sewell) – 238 First Avenue SW (\$5,000)*

Porsche briefly reviewed the request for a grant to help with the addition of two treatment rooms, an employee lounge, and a spa lounge. She noted that Thad Olivetti has previously received CARA funding for work on the exterior of this building.

*Melissa's Art, Inc. (Cecelia Babcock) – 130 Fourth Avenue SE (\$1,800)*

Porsche briefly reviewed the request for a grant to help with porch repair for the historic house from which the business is run.

Cecelia Babcock, 130 Fourth Avenue SE, came forward. In response to inquiries, she said that there is electricity in the sign pole in front of her business. She would have the pole removed if CARA wanted to fund that work.

Deliberation and Funding Decisions

**MOTION:** Bill Coburn moved to approve all five of the above requests. Anderer seconded the motion, and it **passed** unanimously.

CARA Blight Elimination Program Update

Discussion postponed to a future meeting.

CARA Overview and Discussion

Discussion postponed to a future 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, September 16, 2009, at 5:15 p.m. in the Council Chambers.

ADJOURNMENT

Hearing no further business, Chair Post adjourned the meeting at 5:36 p.m.

Submitted by,

Reviewed by,

Teresa Nix  
Administrative Assistant

Kate Porsche  
Urban Renewal Coordinator



TO: CARA Advisory Board  
FROM: Kate Porsche, Urban Renewal Manager *Kate*  
DATE: September 11, 2009, for September 16, 2009, CARA Advisory Board Meeting  
SUBJECT: Staff Report – Design Costs for Broadalbin Pilot

#### Overview

The next step in the process for the Broadalbin Pilot project was to move the design work forward. This work is to be completed by George Crandall's firm, Crandall Arambula, as they have been involved with the project since the CALUTS Plan.

As you may recall, the pilot project is intended to be the full block of Broadalbin between First Avenue and Second Avenue. The plan is for Crandall's firm to complete the initial design, developing alternatives in paving, planters, landscaping, etc., for the work group (made up of City staff, LAC members, and the ADA Executive Director) to review. This group would work with Crandall to refine the plan, and then the final product would be brought before the CARA Advisory Board by George for its approval.

The costs for design are above and beyond what we have budgeted for George this year, and staff is asking for the approval of the \$12,688 (as outlined on the next page) to begin this design work for the Broadalbin Promenade pilot project.

It is worth noting that in discussions with the City Engineer, it looks as though City staff will be able to complete the work in taking the plans from the final design to the engineering/building plans.

KCP:ldh

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**Broadalbin Preliminary Design Plan (Between 1st and 2nd Hybrid Option)**

September 1, 2009

Crandall Arambula Fee Estimate	Crandall Arambula			Labor Total
	Crandall (Principal)	Arambula (Principal)	Fuste (Urban Designer)	
<b>Work Task</b>	\$ 160	\$ 155	\$ 65	
<b>Couplet</b>				
Task 1 - Develop alternatives: paving patterns, planters, landscaping and street furniture	4	4	40	\$ 3,860
Task 2 - Review alternatives with client (Conference Call)	1	1	0	\$ 315
Task 3 - Refine preferred alternative	2	4	40	\$ 3,540
Task 4 - Review preferred alternative with client (Conference Call)/George Crandall Present to CARA	3	1	0	\$ 635
Task 5 - Provide final product (detailed plan with typical construction profile and outline specifications)	2	6	40	\$ 3,850
Hours	12	16	120	
<b>Total Labor</b>	<b>\$ 1,920</b>	<b>\$ 2,480</b>	<b>\$ 7,800</b>	<b>\$ 12,200</b>

**Expenses**

Expenses (printing/telephone/fax) @ 4% of labor

\$ 488

\$ 488

**Estimated Project Cost**

**\$ 12,688**



TO: CARA Advisory Board  
FROM: Kate Porsche, Urban Renewal Manager *Kate*  
DATE: September 11, 2009, for September 16, 2009, CARA Advisory Board Meeting  
SUBJECT: Staff Report – Manley Request to Reallocate funds for Flinn Block Mall Consolidation

### Request

Please see Mr. Manley's attached request. He is proposing that he have the option to reallocate the \$25,000 that was slated for the purchase and installation of a commercial hood to the consolidation of the Flinn Block indoor mall into two large retail stores.

The original goal was for the funds to be used to make the westernmost space "restaurant ready." As Mr. Manley points out, much progress has been made in this regard in placing the infrastructure in the space to accommodate a restaurant. However, with the restaurants that have recently opened and will be opening shortly, CARA seems to be getting closer to reaching its goal of having a nice variety of eateries in our downtown.

Mr. Manley is not requesting any additional funds, rather is requesting that he have permission to reallocate the \$25,000 slated for the hood to the consolidation of the indoor mall into two large retail spaces. For CARA, this will mean that the westernmost space may be retail (though, again, the infrastructure will be there (with the exception of the hood) if a restaurateur comes forward and is enthusiastic about renting the space. It also means that the seven smaller spaces in the Flinn block mall would be consolidated into two retail spaces which staff feels is more historically accurate and would better suit our downtown.

### Recommendation

Mr. Manley has always been proactive in his communications and requests of CARA. Though this deviates from the original plan of having the Flinn west space as a restaurant, staff feels strongly that an occupied retail space is far better than a vacant restaurant space. CARA's funding that was put into the space has not been lost, as a restaurant may choose to open in that location in the future in which case the infrastructure to support it exists. In the mean time, CARA will have this and the two new large retail spaces which is a win for downtown. The fact that this option is more historically accurate, a better layout for strong retail, and the applicant has been proactive, communicative, and continues to work with Rob Dortignacq to achieve a strong design makes this an easy change to support. Staff recommends approval of this reallocation of funds.

KCP:ldh

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September 10, 2009

Kate Porsche  
City of Albany Central Albany Revitalization Area  
333 Broadalbin Street SW  
Albany, OR 97321

Dear Kate,

Thanks as always for your helpfulness and good advice. I'm writing to follow up on our discussions and to request that CARA allows us to use funds to consolidate the Flinn Block Mall instead of installing a commercial hood in Flinn Block West (the former Thai restaurant space).

#### Background

Early in the successful partnership between CARA and us, together we identified a goal of getting restaurants to open downtown, as they are an effective anchor and attractor. CARA allocated funds to make Flinn Block West "restaurant-ready".

Substantial work towards the "restaurant-ready" goal has been completed, including a new heating and air conditioning system, pre-wiring for custom lighting, a new sprinkler system, new single-phase and three-phase electrical service, new connections to the sanitary sewer, two new ADA-compliant restrooms, panic hardware on the alleyway door (a requirement for larger restaurants), a large kitchen space with ceramic tile floor, re-finished wood floor in the main room, and all walls and ceilings finished and painted.

#### Current Situation

Today we have seven new restaurants open and about to open downtown (Clemenza's, Boccherini's, Café Venetian, BoMacks, Szabo's, Bamboo Diner, and the Vault). In addition, the Wyatt's space is being actively marketed to prospective restaurant tenants, and the Penny's and Wheelhouse projects are also seeking restaurant tenants. We are achieving our goal of getting restaurants to open downtown.

#### Challenge

We have found a challenge to our property management and to the overall downtown economy. The Flinn Block Mall has seven small shops and can be an enjoyable place to shop. However, most of the shops lack street visibility. All of the shops are so small that it is difficult for a retailer to have a sufficient variety of goods. None of the spaces are sized appropriately for larger-scale established businesses like Frogs & Pollywogs, SunnyPatch, Emma's, and Blush.

Most businesses that open in the Flinn Block Mall either succeed, need more space and move out. Or they fail and move out. This results in a "revolving door" of retail.

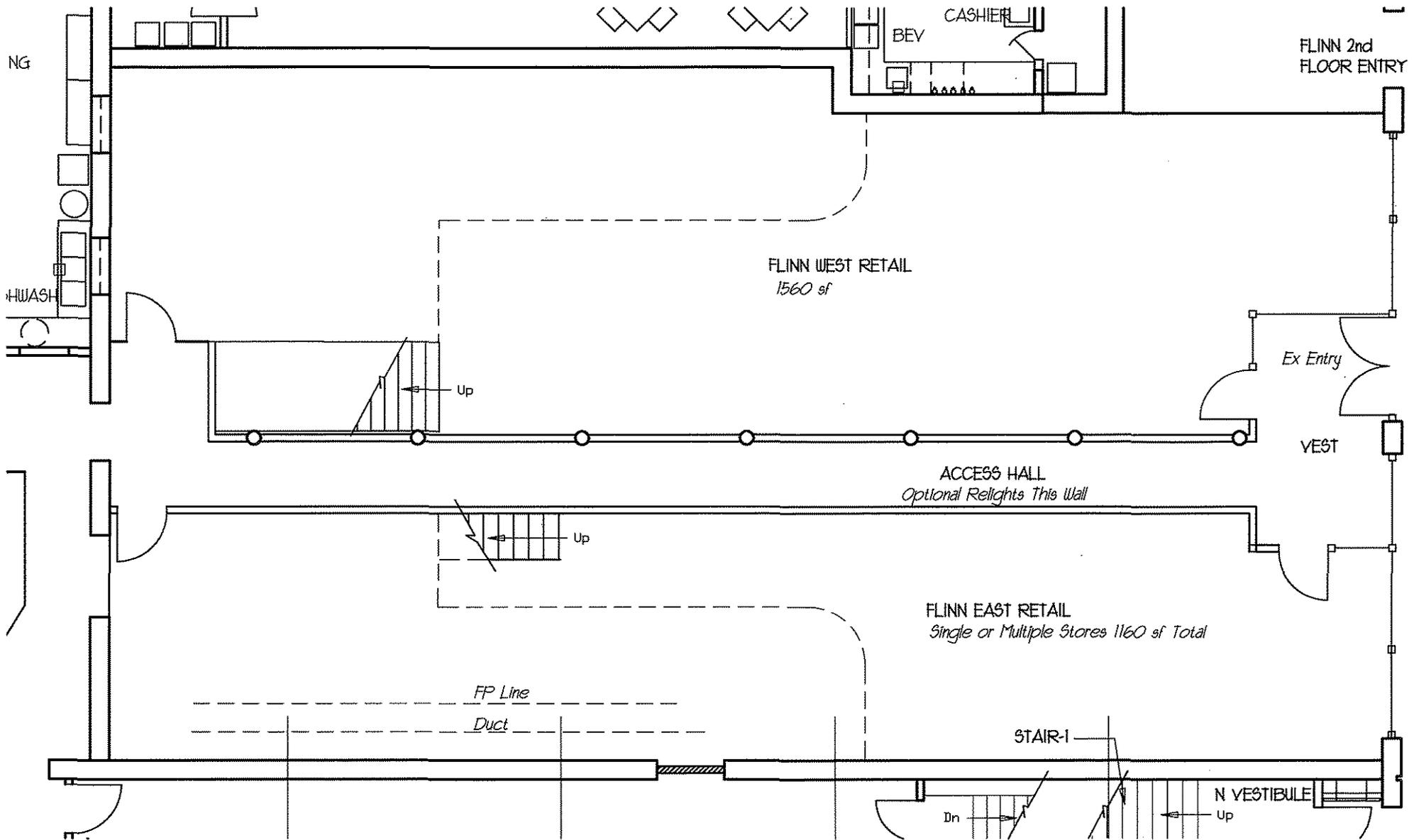
The overall downtown economy would be better served with several larger retailers than with a revolving door of smaller retailers.

#### Proposal

Consolidate the Flinn Block Mall into two large stores. Attached is a floorplan proposed by Robert Dortignacq, who is in favor of this project. Re-allocate funds that otherwise will be used to install a commercial hood (about \$25,000) to this project, which has an overall budget of about \$75,000. No additional funds are being requested.

Thank you.

Marc Manley  
Flinn Block LLC  
222 First Avenue West  
Albany, OR 97321



**1ST FLOOR PARTIAL PLAN**

**FLINN BLOCK**

1/8" = 1'-0"

The Office of Robert Dortignacq, Architect  
 1915 NW 26th AVE. PORTLAND, OREGON  
 503-228-5154 503-228-1585 FAX SEPT 3, 2003



TO: CARA Advisory Board  
FROM: Kate Porsche, Urban Renewal Manager *KP*  
DATE: September 11, 2009, for September 16, 2009, CARA Advisory Board Meeting  
SUBJECT: Staff Report – Grant Request – Papa Murphy’s

#### Overview

Mark and Beth Hamlin are coming before you to request assistance with the construction of a new building for their business, Papa Murphy’s. They are planning to relocate the business to the southeast corner of Ninth and Hill (across Hill from At Home Furniture, current location of the Church of God).

Mark and Beth have been in business for 26 years and employ 20+ employees. They have outgrown their location (on Pacific and Queen) and are looking for a new location that would allow them to own the building and expand their business and number of employees.

When they found the Church of God building, they initially thought they would be able to rehabilitate the existing structure; but that proved to be cost prohibitive. With that, they are proposing to raze the existing structure and build a new building.

#### Request

A handful of unexpected items have driven the cost of this project up. These items include:

- Asbestos abatement (from the existing structure)
- Relocation of the power pole (a requirement from PP&L)
- Excavation of the parking lot and alley
- New construction of the alley (a requirement of the City)

The total cost of the project is \$670,534. The applicants are requesting \$42,506 in the form of a grant to assist with the costs of the items that are a barrier to the development of this site. Here’s a summary of the project costs and return:

Proposed CARA Investment	\$2,506
Total Project Value	\$670,534
ROI on TIF	4.5 years
CARA % of investment	6.34%
Ratio Public : Private \$\$	\$1 : \$15.75

It is important to note that this property has been tax-exempt as it was owned and operated by a church. For CARA, it means that if this project comes to fruition, we will reap the full value of the project in the form of tax increment. The return on investment would occur in only 4.5 years because of this strong increase in value.

Additionally, I would like to note that Mark is aware that CARA was not going to hear any more requests until our next loan was closed. However, they must make a decision on this property by September 25, and CARA’s participation may change their decision to purchase this site. With that said, I indicated that the applicant could come before you for possible approval of a commitment of funds. Furthermore, if the project is approved, the applicant understands that funds may not be available until early 2010.

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	How does it further the CARA Goal and Objectives?	<p><i>CARA Key Objectives:</i></p> <ul style="list-style-type: none"> <li>◆ Attract new private investment to the area.</li> <li>◆ Retain and enhance the value of existing private investment and public investment in the area.</li> </ul> <p><i>CARA Additional Objectives:</i></p> <ul style="list-style-type: none"> <li>◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.</li> <li>◆ Provide an enriching environment and livable neighborhoods.</li> </ul>
B)	Financial Impacts	What is the financial risk and financial benefit to CARA?	Risk to CARA is minimized because of the relatively small amount of the funding request, and the solid history of the applicant's business.
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?	Applicant has identified that the required items such as relocation of the power pole, development of the alley and asbestos removal were unanticipated and a barrier to their development of this site. Overall, though applicant is looking to CARA for less than 7% of the total project cost.
E)	Blight	Would it remedy a severely blighted building? How?	This project would raze what could be considered to be a blighted building. The Church has been vacant and unused for some time and the building is in poor condition. This project would see the construction of a new building at the location.
F)	Vitality	Would it serve as a people-attractor or as an anchor for the initial focus area?	Yes. The key component of this project is that it will bring a restaurant to this corner, which will act as people-attractor. However, the site is located outside of the core downtown area.

G)	Preservation	Would it rehabilitate or sensitively redevelop a historic property?	No.
H)	Adaptability	Would it be developed in a way that ensures it is well used over time	Yes, the new construction assures that it will be able to be used long into the future.
I)	Development Pattern	Does it achieve desired land use (e.g., mixed-use, higher density) and/or transportation objectives (e.g., Esplanade, pedestrian-friendly areas)?	Yes, this project meets the goals of the zoning and planning.
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? ( Environmental, Economic Development, Community/Social)	This project contains an economic development component as the applicants have indicated that the larger space would allow them to expand their business and they would be looking to add 5-7 new employees.

Recommendation

The relocation of this successful business would see the construction of a new building on a site that has been vacant, unused, and unsightly for some time. The fact that the project would return the CARA investment in less than five years seems to be a win-win and allowing the business to expand with the expectation of employing 5-7 additional personnel is compelling. With the low percentage of investment (CARA investing less than seven percent of the project cost) and the return of the increment, staff feels that this is a project worth supporting.

KCP:ldh

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# CARA ROI - Papa Murphy's

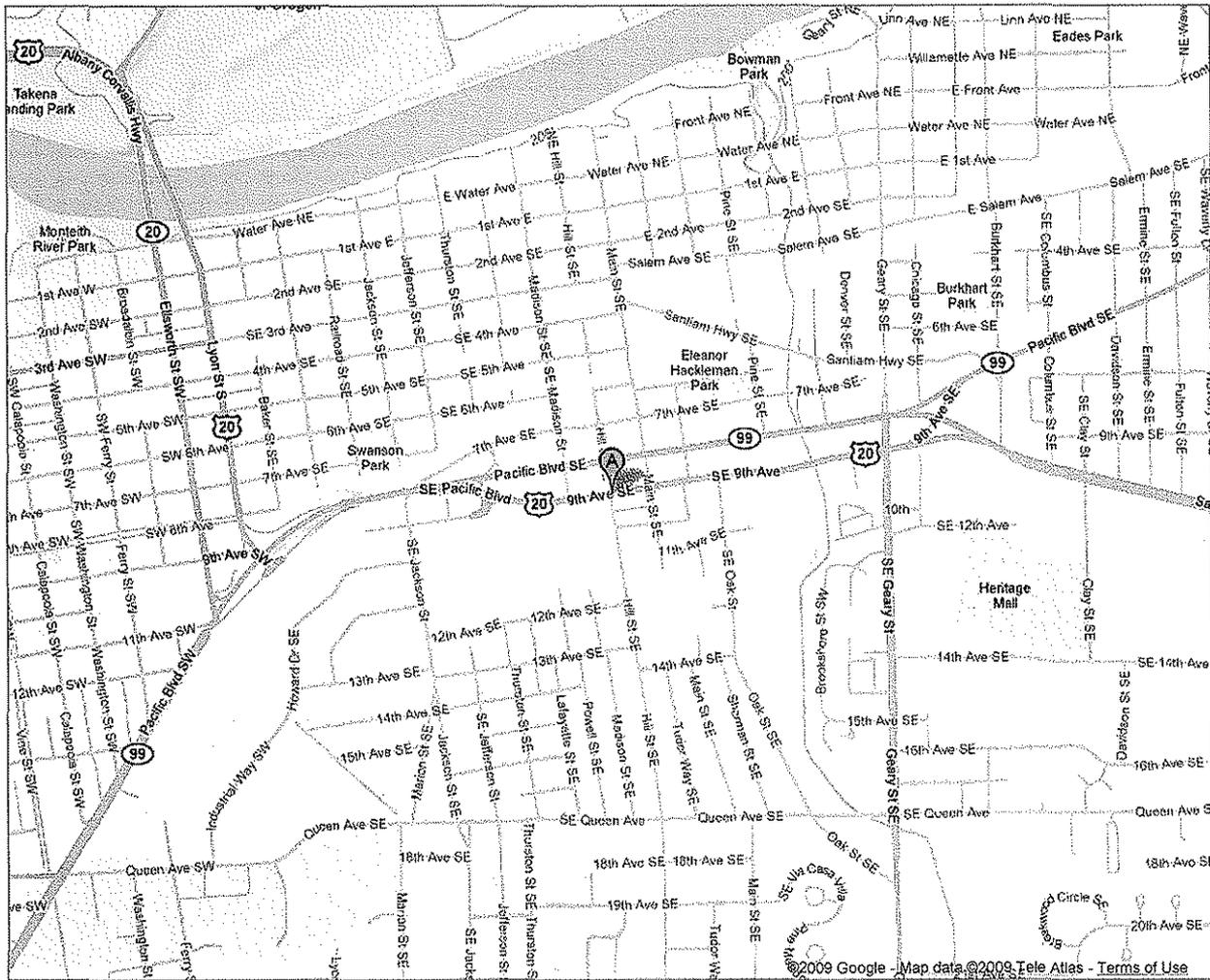
Year	Completion						
	1	2	3	4	5	6	7
Assesd Value	\$ 502,901	\$ 517,988	\$ 533,527	\$ 549,533	\$ 566,019	\$ 583,000	\$ 600,489
CARA Income (\$17.3848/\$1000)	\$ 8,743	\$ 9,005	\$ 9,275	\$ 9,554	\$ 9,840	\$ 10,135	\$ 10,439
Annual Increase		3%	3%	3%	3%	3%	3%
<b>Total CARA Income</b>	<b>\$ 8,743</b>	<b>\$ 17,748</b>	<b>\$ 27,023</b>	<b>\$ 36,577</b>	<b>\$ 46,417</b>	<b>\$ 56,552</b>	<b>\$ 66,992</b>

Continued...	8	9	10	11	12	14
	\$ 618,504	\$ 637,059	\$ 656,171	\$ 675,856	\$ 696,132	\$ 738,526
	\$ 10,753	\$ 11,075	\$ 11,407	\$ 11,750	\$ 12,102	\$ 12,839
	3%	3%	3%	3%	3%	3%
	\$ 77,744	\$ 88,819	\$ 100,227	\$ 111,976	\$ 124,078	\$ 149,383

Est. Value @ Completion	\$ 670,534
(Linn county ratio assessed to RMV)	75.00%
Assessed value	\$ 502,900.50
- Current Assessed Value	\$ -
Total assessment increase	\$ 502,900.50
x \$17.3848/\$1000 assessed	\$ 8,742.82
<b>Proposed CARA Investment - Grants</b>	<b>\$ 42,506.00</b>

Years to ROI	5
Ratio Public to Private	15.78
CARA % of Investment	6.34%

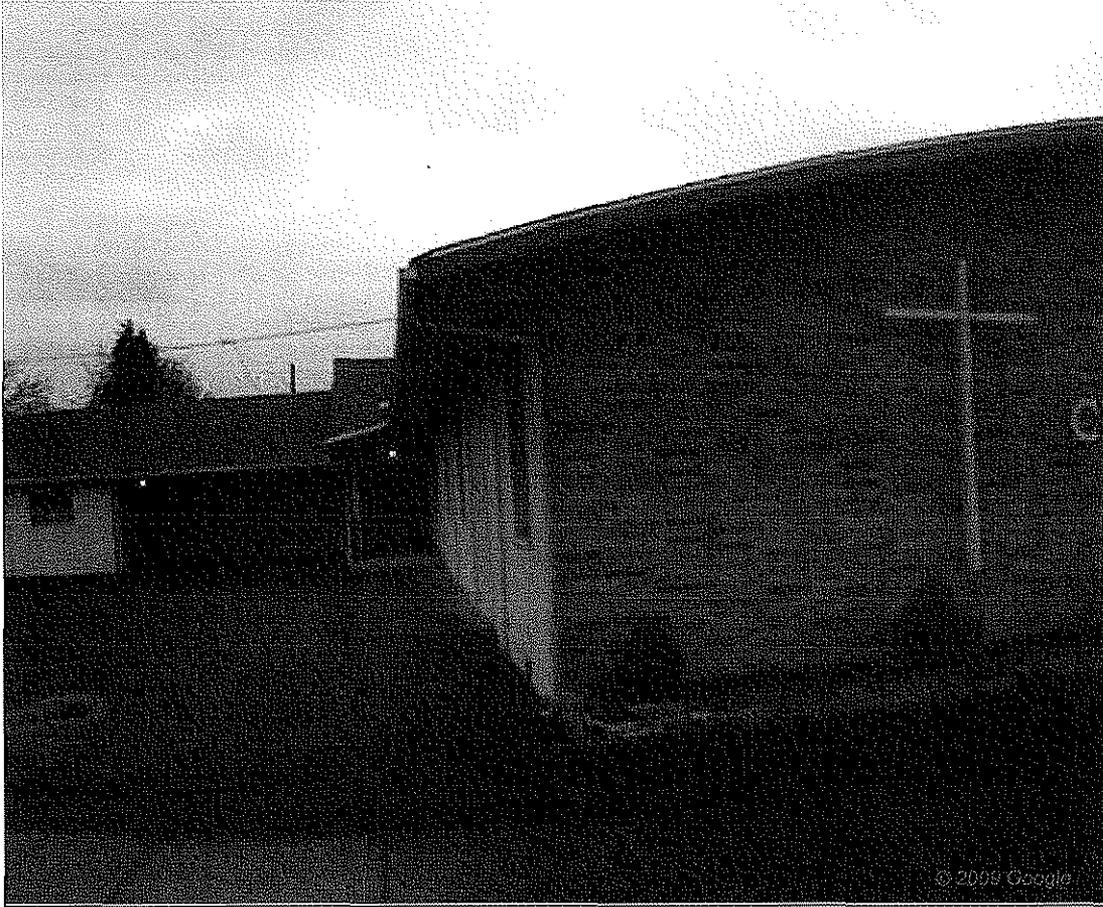
# Google maps Address



Google maps

Address 1020 9th Ave SE  
Albany, OR 97322

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phone at [google.com/gmm](http://google.com/gmm)



© 2008 Google



Grant  
APPLICATION

1. APPLICANT

Name: Mark & Beth Hamlin

Business Name: Papa Murphy's Pizza

Address: 548 SW Pacific Blvd.  
Albany, Oregon Zip Code: 97321

Contact Name: Mark Hamlin Phone Number: 541-754-1248

Fax Number: \_\_\_\_\_ Email Address: h7541248@aol.com

Legal Form: Sole Proprietorship  Partnership   
Corporation: Profit  Non-Profit  TIN# 930940182

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

2. BUILDING/BUSINESS INFORMATION

Name: Church of God of Cleveland

Age of Building: 50 years approximately

Address: 1040(1020) 9th St. SE Albany, OR Zip Code: 97322

Legal Description: 11S-3W-7AD 200/300

Property Tax Account Number: 0089132 and 0089140

3. OWNER OF PROPERTY (if not applicant)

Name in which title is held: Mark & Beth Hamlin (option to purchase till 9/26/09)

Contact Name: Mark Hamlin

Address: 28926 Stahlbush Is. Rd.  
Corvallis, OR Zip Code: 97333

Phone Number: 541-754-1248

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**

A 2000 Sq. Ft. new construction that would be the home of Papa Murphy's Take-n-Bake Pizza. We currently employ 20+ employees at our 548 SW Pacific Blvd. store and have been in business for 26 years.

6. ESTIMATED COST OF PROJECT: \$ 590,534.09

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ 670,534.09

Basis for valuation and value upon completion: \_\_\_\_\_

Land \$243,000+improvement \$347,534.09 new equipment \$80,000=\$670,534.09

**7. PREPARATION OF COST ESTIMATES**

Who prepared your cost estimates? Bob Grant Construction

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

Address: 2696 SW Third St. Corvallis, OR 97333

Phone Number: 541-752-7979 Email Address: bobgrantconstruction.com

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

Yes  No

ESTIMATED ADDITIONAL COSTS: \$ \_\_\_\_\_

TOTAL ESTIMATED COST OF ALL WORK: \$ \_\_\_\_\_

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

This project completely updates a depressed piece of property in the Albany Urban Renewal district. Besides the employment opportunities in construction and business expansion it brings; it should generate approximately \$670,534x.017x.75(tax adj.)=\$8549 in new property taxes per year.

We anticipate a 20% increase in business thru the introduction of new products that we have not been able to sell in our existing location and the ability to service customers better with the an additional 850 Sq. Ft. of building space. We expect to employ an additional 5 to 7 new employees with this expanded business.

10. AMOUNT OF MATCHING FUNDS \$42,506

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

Approved home loan thru U S Bank and personal retirement funds

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**

See Attachment

**11. WHERE ELSE HAVE YOU LOOKED FOR FUNDING?**

US Bank Commercial Lending ( using home loan and retirement funds to keep cost of capital down)

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

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

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

Total amount: \_\_\_\_\_ Grant Amount Requested (50% of total amount): \_\_\_\_\_

**Building Redevelopment Funding**

Grant Amount Requested: \$42,506.00 Loan Amount Requested: \_\_\_\_\_

Other Amount Requested: \_\_\_\_\_

Please Describe:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

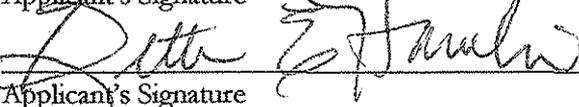
**Certification**

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>9-10-09</u>
Applicant's Signature	Date
	<u>9-10-09</u>
Applicant's Signature	Date

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

**FOR CITY USE ONLY**

Date Received: 9-10-09 By: KCP Application Complete:  Yes  No

If no, comments: Attachments: DMS, all expanded, drawings

Date application returned to applicant for completion: \_\_\_\_\_

Date application returned to City: \_\_\_\_\_

By: \_\_\_\_\_

## 11 Explain why CARA funding is necessary to insure project completion

The cost of cleaning up this site are so prohibitive that it makes the overall project too expensive.

We had hoped to find enough value in the existing 2000 sq. ft. chapel to overcome the expenses of demolition and alley improvements. The contractor we have worked with initially felt there was \$60,000 of value in the chapel if left in place and remodeled. The further we investigated the property the more problematic it became. We found that demolishing all the buildings would be the most cost effective.

What we discovered were unexpected costs in bringing the chapel up to existing codes, especially seismic upgrading that would cost more than the structures expected savings.

Additionally we are faced with Asbestos Abatement costing \$7,750.00 and \$9101.00 in expenses to move an existing power pole that would make access and parking behind the building limited. The City of Albany is also requiring us to spend an additional \$22,642 to put in drainage and build a new concrete alley behind the property.

The lot is only 13,200 sq. ft. which makes it difficult to build enough square footage to offset the land costs. We need help in bringing the cost of the project down to a point that makes it workable. We hope you will see the benefit to the city in helping us with the project.

There has been no other interest by any other potential buyers in pursuing this property. We believe that it will end up eventually being rented as an existing building rather than being redeveloped and improved.

If you approve our request we hope to begin construction in November and complete the project in late February of 2010.

**Urban Renewal Items**

Item Description	Quantity	Unit	Unit Cost	Extension
Hazardous material abatement	1.00	ls	7,750.00	7,750.00
Relocate power pole	1.00	ls	9,101.00	9,101.00
Exavate old parking lot & alley	1.00	ls	3,780.00	3,780.00
Fill hole under existing building	1.00	ls	3,013.00	3,013.00
Alley base rock	1.00	ls	3,129.00	3,129.00
Alley concrete	1.00	ls	11,733.00	11,733.00
Alley drainage	1.00	ls	4,000.00	4,000.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
<b>Subtotal</b>				<b>42,506.00</b>
<b>Total</b>				<b>42,506.00</b>

Bob Grant Construction Inc

9/10/09  
Page 1

**W. L. Thomas Environmental LLC.**

P. O. Box 8  
Albany, Oregon 97321  
(541) 928-5383  
(541) 967-8635 fax  
CCB. # 157009

**Aug. 13, 2009**

**Mark Hamlin**  
**28926 Stahlbush Island Rd.**  
**Corvallis Or. 97333**  
**(541) 754-1248**  
**H7541248@aol.com**

W. L. Thomas Environmental LLC. is pleased to quote for the removal and disposal of approximately 110sf of Asbestos containing sheet vinyl, 1140sf of Asbestos containing ceiling texture from the East Wing and approximately 1635sf of Asbestos containing floor tile from sanctuary office spaces of the vacant Church of God located at 1009 9<sup>th</sup> Ave. Albany Or. 97321. All removal shall be done under negative pressure containment using wet methods. W.L. Thomas Environmental does require that power and water be available during this work.

**Total Quote sum**

**\$ 7,200.00**

*Total = \$7,550.00*

*Abatement Study paid*

W. L. Thomas Environmental LLC. will provide state certified Supervision, labor, equipment, materials, disposal, DEQ permit and all required DEQ., OR-OSHA air monitoring.

This Quote is effective for 90 days from receipt of this letter.

Thank you,

Mike Dodson

To accept proposal please sign and return by fax or mail. \_\_\_\_\_

Disclaimer: Some removal jobs require the use of staples and or tape to secure critical barriers, precautions will be taken to minimize any damage to wallpaper or paint, but no guarantees can be made. Invoice amounts are due upon receipt. Interest at a rate of 18% per annum shall be charged on all amounts unpaid 30 days from invoice date. Customer agrees to pay any and all expenses incurred, including reasonable attorney fees, to collect any invoice amounts remaining unpaid 30 days after the invoice date. W.L. Thomas is a contractor licensed by the CCB.



August 26, 2009

ALBANY CHURCH OF GOD  
ATTN: Mark Hamlin  
28926 Stahlbush Island Rd.  
Corvallis, OR 97333

Dear ALBANY CHURCH OF GOD:

Thank you for your request for electric service. All of us at Pacific Power are committed to providing you with the quality of service that you expect and deserve. For questions regarding your electric service request, please reference your Work Order Number 5341583.

Please execute the documents marked below and return at your earliest convenience.

**(N/A) RIGHT-OF-WAY EASEMENT or PUBLIC UTILITY EASEMENT**

Must be signed by all whose names appear on the deed, i.e. husband and wife.

Corporate easements must be signed by two officers.

All signatures **MUST** be notarized. Please return **ALL** copies to this office.

( ) Additional information required: Please provide a detailed legal description of the subject property so that we may prepare the required easement document. (Or document the presence of an existing Public Utility Easement.)

**(N/A) RESIDENTIAL SERVICE CONTRACT**

Please read, sign, and return **ALL** copies along with a check in the amount of \$0.00 or if Contract Administration Credit is selected \$0.00. The terms of the contracts will remain in effect as long as you sign and return an original of these contracts along with any required payment within 90 days of the contract date shown on page 1 of the contract AND are ready to receive service within 150 days of the contract date. If either of these provisions is not satisfied the work order will be recalculated and a new contract and additional payment will be required. A fully executed copy will be returned to you when applicable.

**(N/A) ELECTRIC SERVICE REQUIREMENTS AGREEMENT**

Sign and return the yellow copy to this office.

**(X) CUSTOMER REQUESTED WORK AGREEMENT**

Please sign both copies and return to our office along with a payment in the amount of \$9,101.00.

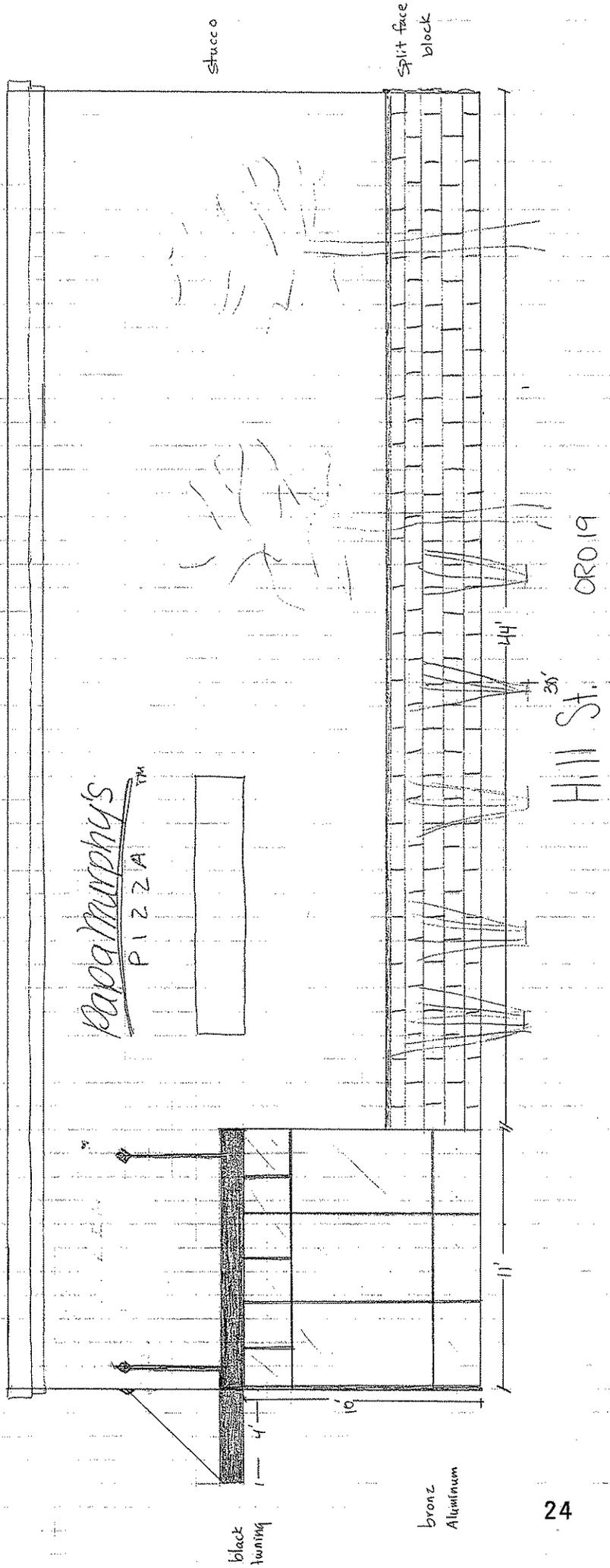
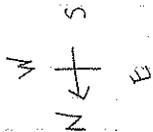
The above checked item(s) must be received prior to Pacific Power ordering the materials for your job. In addition, your site must pass all inspections, as specified in your service requirements agreement, before we can schedule your work. Typically, we are able to begin construction 3-4 weeks after you have notified us that you have passed all inspections. Please contact our construction department at (541) 967-6173 to release this order to scheduling or if you have any questions regarding any of the above.

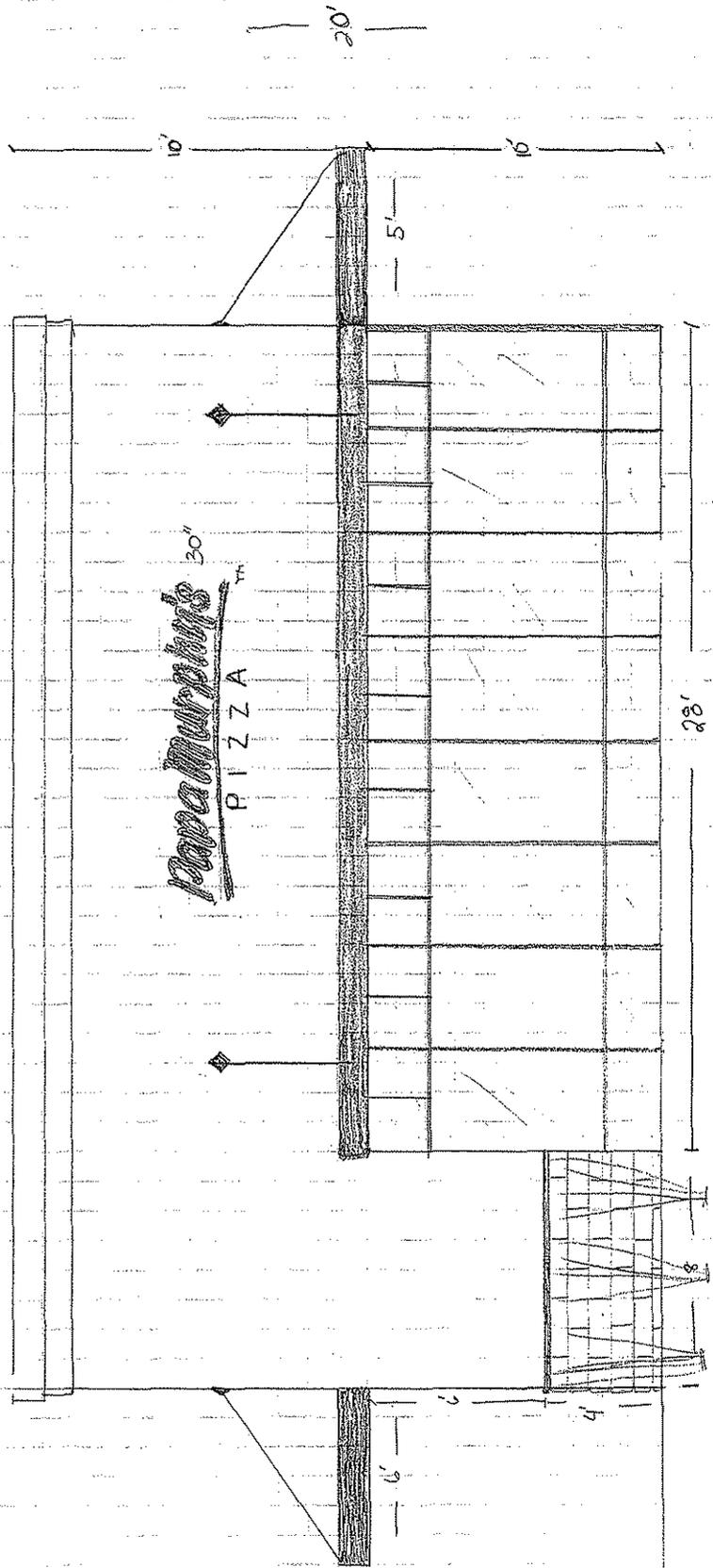
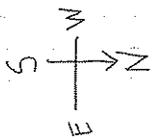
Sincerely,

Ben Van Meter  
Journeyman Estimator

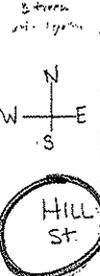
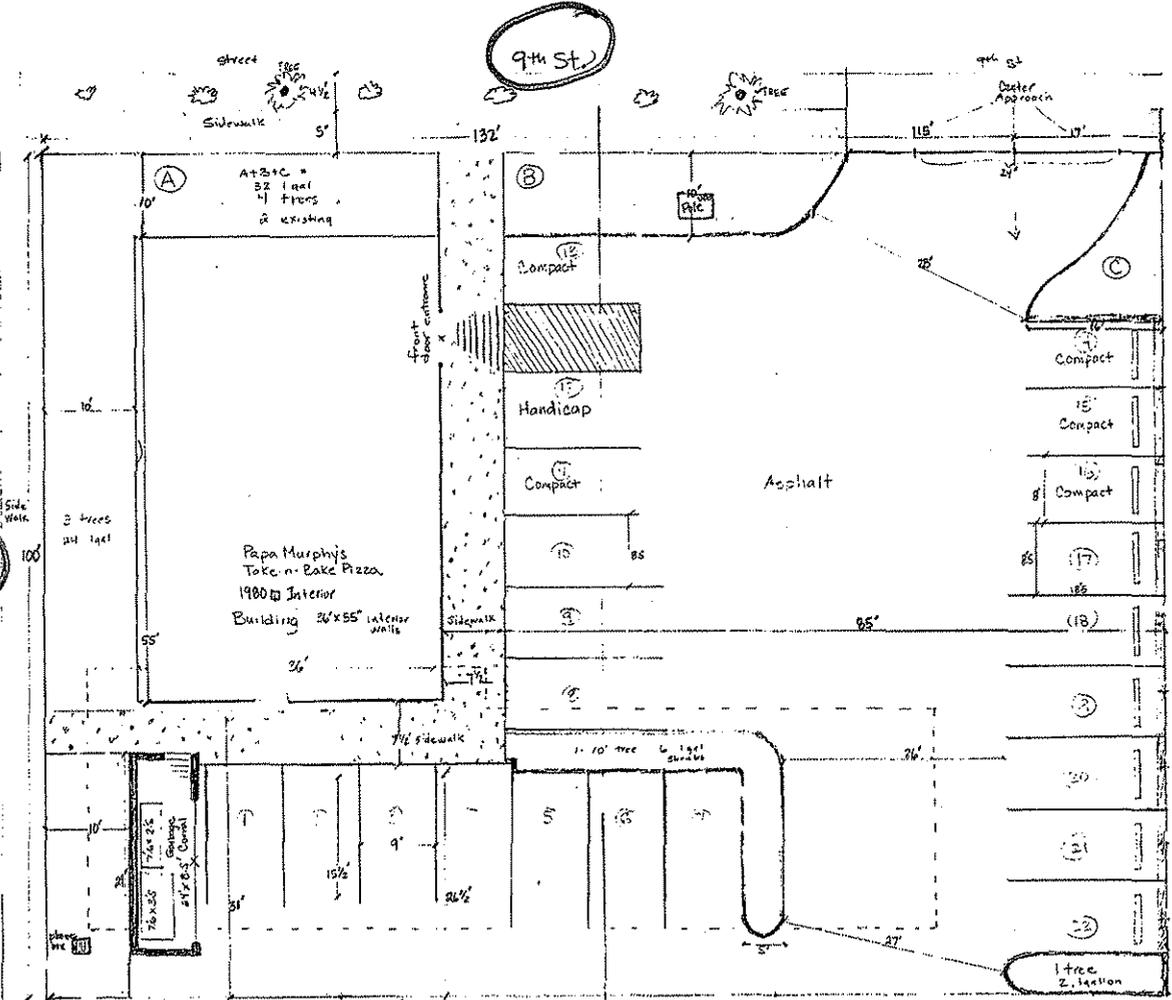
**Summary of Division Totals**

Item Description	Div Total
<u>Div 1 General Conditions</u>	48,650.00
<u>Div 2 Sitework</u>	86,757.00
<u>Div 3 Concrete</u>	11,000.00
<u>Div 4 Masonry</u>	4,800.00
<u>Div 5 Metals</u>	11,500.00
<u>Div 6 Wood &amp; Plastics</u>	26,651.30
<u>Div 7 Thermal &amp; Moisture Protection</u>	15,888.00
<u>Div 8 Door &amp; Windows</u>	20,600.00
<u>Div 9 Finishes</u>	38,525.60
<u>Div 10 Specialties</u>	1,100.00
<u>Div 12 Furnishings</u>	500.00
<u>Div 15 Mechanical</u>	15,520.00
<u>Div 16 Electrical</u>	10,220.00
Subtotal	291,711.90
Profit & Overhead Factor @ 10%	29,171.19
Total	320,883.09





9th St  
ORD19



gravel  
**Alley**

TL 200  
TL 300  
LOT LINE

1004 9th St - Papa Murphy's proposed Location Mark Bein Hamlin  
 100' X 132' LOT SIZE 2 Lots ca. 66.25 754-1248  
 SCALE = 1/8" = 1'  
 22 Parking Spots - includes 1 handicap  
 19. 5/19/2005



TO: CARA Advisory Board  
FROM: Kate Porsche, Urban Renewal Manager *KAP*  
DATE: September 11, 2009, for September 16, 2009, CARA Advisory Board Meeting  
SUBJECT: Staff Report – CARA Blight Elimination Project: Community Garden

### Background

At the January 21, 2009, meeting, \$50,000 was approved for project work within the east side area of CARA. The goals of the money were to:

- Eliminate blight in a comprehensive manor within the CARA boundary.
- CARA, Code Compliance, community, and neighborhood groups partner for a cohesive look at the problem and creation and implementation of solutions.
- Possible task force to brainstorm, consider target areas, and use of funds, possibly with CARA and ARA (City Council) having final approval.

Wednesday night you will hear a presentation and update from Melanie Adams, the Building Official. She will be giving you an update on the meetings with neighborhood groups and possible projects that have been identified *by the neighborhood* that would have a big impact on their area.

At the top of their list was a community garden. Melanie and her group, Ed Hodney, Parks Director, and I met with members of the community garden committee (that was formed by the neighbors) and have been discussing the possibility of a community garden on the northeast corner of Front and Main. This property is owned by the City and has been intended to serve as some sort of a “pocket park” on the east end of the Dave Clark walking path. Its use as a community garden fits nicely into this plan.

### Request

In working closely with Ed Hodney, the Community Garden Committee has compiled a list of cost estimates related to the project. They are as follows:

Fence	\$ 6,000
Water meter & connection charges	9,000
Storage shed	1,000
Materials for parking, path, and garden amendments	<u>4,000</u>
<b>TOTAL</b>	<b>\$20,000</b>

The request from CARA is to fund the \$20,000 of hard costs to build the garden from the pot of \$50,000 that was set aside for work within the blighted eastside neighborhood. These funds will not be alone, however, as Ed has committed to assist in labor to prep the site for spring planting as well as to manage and collect fees for the garden at the City; and the neighbors will be contributing much time and effort to work on the site and prepare and organize it for opening in the spring.

A couple of items worth noting: the neighborhood organized on their own and approached us with this project as a way that would help their area come together, collaborate and beautify a piece of their neighborhood. Second, one of the goals of this garden is to make it accessible to everyone. To this end, materials for the parking and path have been included to make the site wheelchair accessible; and the plan is to have one or two raised beds that would be accessible for those with disabilities.

Recommendation

It has been heartening to see this group of people from the neighborhood band together and work toward this common goal. Staff believes that they have the passion, enthusiasm, and know-how to drive the project forward and that CARA's \$20,000 investment would be well-placed in this project that will see a vacant lot literally come to life as a garden and as a sign of community for this neighborhood.

KCP:ldh

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