

## NOTICE OF PUBLIC MEETING

ALBANY REVITALIZATION AGENCY  
City Hall Council Chambers  
Wednesday, March 17, 2010  
Immediately Following the CARA Advisory Board Meeting

### AGENDA

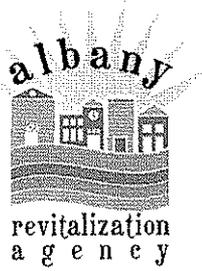
1. CALL TO ORDER (Chair Floyd Collins)
2. ROLL CALL
3. APPROVAL OF MINUTES:  
➤ February 17, 2010. [Page 1]  
Action: \_\_\_\_\_
4. SCHEDULED BUSINESS
  - a. Communication
    - 1) Accepting resignation from David Anderer from the CARA Advisory Board. [Page 2]  
Action: \_\_\_\_\_
  - b. Business from the Public
  - c. Adoption of Resolutions
    - 1) Vault 244/Brown – 240 First Avenue West (\$30,000 Small Matching Grant). [Page 3]  
Action: \_\_\_\_\_ ARA RES. NO. \_\_\_\_\_
    - 2) Broadalbin Promenade Pilot Project. (\$470,000 Project Costs) [Page 4]  
Action: \_\_\_\_\_ ARA RES. NO. \_\_\_\_\_
    - 3) Papa Murphy's – 1020/1040 9<sup>th</sup> St. SE (\$42,506 Matching Grant). [Page 5]  
Action: \_\_\_\_\_ ARA RES. NO. \_\_\_\_\_
    - 4) RCM Homes – 240 Hill St. SE (\$1,500,000 Forgivable Loan). [Page 6]  
Action: \_\_\_\_\_ ARA RES. NO. \_\_\_\_\_
  - d. Appointments to the CARA Advisory Board. [Pages 7-11]  
Action: \_\_\_\_\_
5. BUSINESS FROM THE AGENCY
6. NEXT MEETING DATE: *Next regular meeting Wednesday, April 21, 2010*
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 have a disability that requires accommodation, please notify the Human Resources Department in advance by calling (541) 917-7500.*

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

**CITY OF ALBANY**  
**Albany Revitalization Agency**  
**City Hall Council Chambers, 333 Broadalbin Street SW**  
**Wednesday, February 17, 2010**

**MINUTES**

Agency Members present: Jeff Christman, Bill Coburn, Floyd Collins, Bessie Johnson, Sharon Konopa, Dick Olsen, and Ralph Reid, Jr.

Agency Members absent: None

Staff present: Urban Renewal Manager Kate Porsche and Administrative Assistant Teresa Nix

**CALL TO ORDER**

Chair Floyd Collins called the meeting to order at 7:12 p.m.

**APPROVAL OF MINUTES**

January 20, 2010

**MOTION:** Ralph Reid, Jr., moved to approve the January 20 minutes as presented. Bessie Johnson seconded the motion, and it **passed** unanimously.

**SCHEDULED BUSINESS**

Business from the Public

There was no business from the public.

**BUSINESS FROM THE AGENCY**

There was no business from the Agency.

**NEXT MEETING**

The next regular meeting will be held Wednesday, March 17, 2010, immediately following the CARA Advisory Board meeting.

**ADJOURNMENT**

Hearing no further business, Chair Collins adjourned the meeting at 7:13 p.m.

Respectfully submitted by,

Reviewed by,

Teresa Nix  
Administrative Assistant

Kate Porsche  
Urban Renewal Manager

Hyde, Laura

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To: Porsche, Kate  
Subject: RE: CARA - David Anderer Resignation

**From:** David A. Anderer [mailto:david62@aquafount.com]  
**Sent:** Thursday, March 04, 2010 10:30 AM  
**To:** Porsche, Kate; EXTERNAL - Konopa, Sharon; CARA AB - Cordell Post  
**Cc:** Hare, Wes  
**Subject:** CARA - David Anderer Resignation

Dear Sharon, Cordell and Kate,

**Subject:** CARA Advisory Board Resignation from David Anderer, as of March 4, 2010

I am sorry to have to submit my resignation from the CARA Advisory Board. Due to family medical concerns and requirements that have taken up much of my time since last December and will continue for some months ahead I am submitting my resignation today.

I count my time on the CARA Advisory Board as a privilege and I very much welcomed the opportunity to serve our fine Albany community and I thank Sharon Konopa for the opportunity.

In my opinion and from my experience with CARA I would say that CARA is an organizational jewel in Albany's City government.

I would hope that our fellow citizens appreciate the significant contributions CARA has made to Albany's future.

I would like to thank all of the CARA Advisory Board members for their good work for Albany and their goodwill toward me as a fellow member.

I would also like to acknowledge the excellent work of our CARA Coordinator Kate Porsche whose hard work, creativity and organizational abilities have contributed much to CARA.

May CARA continue to serve as an example of good creative local government and a positive force for Albany's future.

Sincerely,

David Anderer  
614 Breezy Way NE  
Albany, OR 97322

*"Those who want to reap the benefits of this great nation must bear the fatigue of supporting it."  
Thomas Paine*

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DISCLAIMER: This e-mail is a public record of the City of Albany and is subject to the State of Oregon Retention Schedule and may be subject to public disclosure under the Oregon Public Records Law. This e-mail, including any

ARA RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE ALBANY REVITALIZATION AGENCY ESTABLISHING A FINAL ACTION ON MICHAEL BROWN & VAULT 244'S REQUEST FOR MATCHING GRANT FUNDS FOR THE PROPERTY KNOWN AS 244 FIRST AVENUE W

WHEREAS, the aforementioned applicants have requested a \$30,000.00 matching grant from CARA; and

WHEREAS, the CARA Advisory Board has made its recommendation for approval of this request; and

WHEREAS, the ARA resolved that it would have the final action to approve or deny a developer partnership, grant, or loan application.

NOW, THEREFORE, BE IT RESOLVED that the Albany Revitalization Agency finds:

1. Overview: Michael Brown has requested \$30,000.00 in a Matching Grant from the ARA to complete \$121,150.00 in project work including at the property known as 244 First Avenue W.
2. Financial Condition of the Agency: As of the March 17, 2010, meeting the CARA Fund had the funds available to complete various projects, with cash-on-hand to pay the annual debt service, but still leave room for future borrowing.
3. Economic Development: The expansion of restaurant component and elimination of the vacant space will be an economic development benefit to downtown.
4. Public Good: The restaurant will be a draw for our downtown; additionally, staff believes that the outdoor seating would act as an attractor.
5. Location: The project is located in the heart of the downtown core in a historic building.
6. Process Compliance: Applicants have complied with all steps of the CARA process.

BE IT FURTHER RESOLVED, that the Albany Revitalization Agency concludes that Vault 244 has been a successful addition to our downtown. The business is acting as a draw for our downtown in addition to serving food and drinks. This project will eliminate a vacant retail space allow the Brown's to expand their business and their seating. The outdoor dining will be a benefit for the establishment, but the high visibility and inviting nature of the outdoor seating is also a benefit for our downtown; and

BE IT FURTHER RESOLVED, that the Albany Revitalization Agency's approval of this Matching Grant is subject to staff direction concerning the appropriate means to secure applicants' compliance with Matching Grant applications and contracts and further that this Matching Grant is subject to appropriate land use approval; and

BE IT FURTHER RESOLVED that the Albany Revitalization Agency approves this request for funds.

DATED AND EFFECTIVE THIS 17<sup>TH</sup> DAY OF MARCH.

ATTEST:

\_\_\_\_\_  
ARA Chair

\_\_\_\_\_  
City Clerk

ARA RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE ALBANY REVITALIZATION AGENCY ESTABLISHING A FINAL ACTION ON FUNDING OF THE BROADALBIN PROMENADE PILOT PROJECT

WHEREAS, the CALUTS and CARA Urban Renewal Plans outlined the Broadalbin Promenade as an appropriate and desired project; and

WHEREAS, the ARA commissioned Crandall Arambula to create preliminary designs to implement a one-block pilot project of the Broadalbin Promenade, between First and Second Avenues and presented the finalized design to the CARA Advisory Board at its October 21, 2009, meeting; and

WHEREAS, the CARA Advisory Board, Landmarks Advisory Commission, and the Albany Downtown Association have made their recommendations for approval of the design and this request; and

WHEREAS, the ARA resolved that it would have the final action to approve or deny expenditures for projects.

NOW, THEREFORE, BE IT RESOLVED that the Albany Revitalization Agency authorizes and directs the staff to proceed with the design and construction of the pilot project for the Broadalbin Promenade; and

BE IT FURTHER RESOLVED that the Albany Revitalization Agency finds that:

1. Financial Condition of the Agency: As of the March 17, 2010, meeting the CARA Fund had the funds to complete this and other various projects, with cash-on-hand to pay the annual debt service, but still leave room for future borrowing.

BE IT FURTHER RESOLVED, that the Albany Revitalization Agency concludes that this project was reviewed and approved by key stakeholders including City staff, Albany Downtown Association, Landmarks Advisory Commission, and local building and business owners; and

BE IT FURTHER RESOLVED that the Albany Revitalization Agency approves this request for funds not to exceed \$470,000 for the construction of the improvements related to the Broadalbin Promenade Pilot Project.

DATED AND EFFECTIVE THIS 17<sup>TH</sup> DAY OF MARCH.

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ARA Chair

ATTEST:

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City Clerk

ARA RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE ALBANY REVITALIZATION AGENCY ESTABLISHING A FINAL ACTION ON MARK & BETH HAMLIN & PAPA MURPHY'S PIZZA'S REQUEST FOR MATCHING GRANT FUNDS FOR THE PROPERTY KNOWN AS 1020 & 1040 NINTH AVENUE SE

WHEREAS, the aforementioned applicants have requested a \$42,506.00 from CARA in Matching Grant funding; and

WHEREAS, the CARA Advisory Board has made its recommendation for approval of this request; and

WHEREAS, the ARA resolved that it would have the final action to approve or deny a developer partnership, grant, or loan application.

NOW, THEREFORE, BE IT RESOLVED that the Albany Revitalization Agency finds:

1. Overview: Mark & Beth Hamlin have requested \$42,506.00 in a Matching Grant from the ARA to complete \$590,534.09 in project work including at the property known as 1020 & 1040 Ninth Avenue SE.
2. Return of Public Funds: The return of some of the public funds will be seen through an anticipated tax-increment increase. Estimates indicate that the CARA Fund income would be about \$8,743 per year. Mark & Beth Hamlin are in the process of constructing a new building at 1020 & 1040 Ninth Avenue SE at a cost of over \$670,000. Return of public funds through tax-increment on the overall project is likely in about five years following the completion of the project.
3. Financial Condition of the Agency: As of the March 17, 2010, meeting the CARA Fund funds to complete various projects, with cash-on-hand to pay the annual debt service, but still leave room for future borrowing.
4. Economic Development: 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.
5. Public Good: This project meets the goals of the zoning and planning. The 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.
6. Location: 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.
7. Process Compliance: Applicants have complied with each step of the CARA process

BE IT FURTHER RESOLVED, that the Albany Revitalization Agency concludes that 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, this is a project worth supporting; and

BE IT FURTHER RESOLVED, that the Albany Revitalization Agency's approval of this Matching Grant is subject to staff direction concerning the appropriate means to secure applicants' compliance with Matching Grant applications and contracts and further that this Matching Grant is subject to appropriate land use approval; and

BE IT FURTHER RESOLVED that the Albany Revitalization Agency approves this request for funds.

DATED AND EFFECTIVE THIS 17<sup>TH</sup> DAY OF MARCH.

ATTEST

\_\_\_\_\_  
ARA Chair

\_\_\_\_\_  
City Clerk

ARA RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE ALBANY REVITALIZATION AGENCY ESTABLISHING A FINAL ACTION ON RANDY & MELISSA MYERS', GEORGE & PAULA DIAMOND'S, & EDGEWATER VILLAGE LLC'S REQUEST FOR FORGIVABLE LOAN FUNDS FOR THE PROPERTY KNOWN AS 240 HILL STREET NE, ALBANY, OREGON 97321. THE MAP AND TAX LOTS ARE KNOWN AS 11S03W06DA-00101, 11S03W06DA-001700, 11S03W06DC-13100, 11S03W06DC-13200, AND 11S03W06DC-13300

WHEREAS, the aforementioned applicants have requested a forgivable loan CARA funding; and

WHEREAS, the CARA Advisory Board has made its recommendation for approval of this request; and

WHEREAS, the ARA resolved that it would have the final action to approve or deny a developer partnership, grant, or loan application.

NOW, THEREFORE, BE IT RESOLVED that the Albany Revitalization Agency finds:

1. Overview: Randall C. Myers and Melissa Myers and George N. Diamond and Paula Diamond have requested \$1,500,000 in a forgivable loan from the ARA to complete project work including a minimum of 60 units of housing at the property known as 240 Hill Street NE, Albany, OR 97321.
2. Return of Public Funds: Return of public funds through tax-increment on the overall project is likely to occur around seven years after full construction of the project is complete.
3. Financial Condition of the Agency: As of the March 17, 2010, meeting the CARA Fund had the funds this projects, with cash-on-hand to pay the annual debt service, but still leave room for future borrowing.
4. Public Good: The addition of high-density units along the riverfront achieves CARA's goal of bring more people living in the core of our city. Additionally, the enhancements to the walking path will be a benefit for all.
5. Location: The property is located in the east riverfront area, which is targeted for redevelopment through the CALTUS and CARA Urban Renewal Plans.
6. Process Compliance: Applicants have complied with all steps of the CARA process.

BE IT FURTHER RESOLVED, that the Albany Revitalization Agency concludes that this substantial project will be beneficial to Central Albany by creating housing along our east riverfront and eliminating a severely blighted sight; and

BE IT FURTHER RESOLVED, that the Albany Revitalization Agency's approval of this Forgivable Loan is subject to staff direction concerning the appropriate means to secure applicants' compliance with Forgivable Loan applications and contracts and further that this Forgivable Loan is subject to appropriate land use approval; and

BE IT FURTHER RESOLVED, that the Albany Revitalization Agency approval authorizes staff to execute the Forgivable Loan Contract, Trust Deed, and the two Promissory Notes. Furthermore, staff is delegated authorization to correct clerical errors; and

BE IT FURTHER RESOLVED that the Albany Revitalization Agency approves this request for funds.

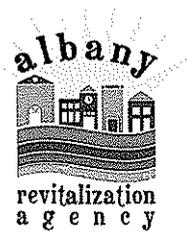
DATED AND EFFECTIVE THIS 17<sup>TH</sup> DAY OF MARCH 2010.

DATED AND EFFECTIVE THIS 17<sup>TH</sup> DAY OF MARCH.

ATTEST

\_\_\_\_\_  
ARA Chair

\_\_\_\_\_  
City Clerk



TO: Albany Revitalization Agency  
FROM: Kate Porsche, Urban Renewal Manager  
DATE: March 10, 2010, for March 17, 2010, Agency Meeting  
SUBJECT: Appointments to the CARA Advisory Board

A handwritten signature in black ink, appearing to read "Kate", is written over the "FROM:" line of the email header.

Action Requested:

Agency approval of the following appointments:

Mark Spence [Mayor Konopa's appointment to fill a vacancy for a term that expires December 31, 2011]

Chuck Leland [Councilor Olsen's new appointment]

Discussion:

None.

Budget Impact:

None.

KP:ldh

*U:\Economic Development\ARA\ARA Agency\2010\2010 CARA Advisory Board Appointments-mkp-#2.doc*



# BOARD, COMMISSION, AND COMMITTEE APPLICATION

**RECEIVED**  
MAR 09 2010  
City of Albany  
City Manager's Office

*(Please print legibly or type)*

**CITY HALL**  
333 Broadalbin Street SW  
P.O. Box 490  
Albany, OR 97321-0144  
www.cityofalbany.net  
(541) 917-7500

**Board, Commission, and/or Committee Preference:**

Central Albany Revitalization Area (CARA)

*(List all that apply)*

Name: Mark Spence

Preferred First Name: Mark

Residential Information:	
Home Address: _____ Albany, OR 97321	Phone: _____
	Cellular: _____ <i>(Optional)</i>
E-mail: <u>Mark_Spence@comcast.net</u>	Fax: _____ <i>(Optional)</i>

Employment Information:	
Employer's Name: _____ HistoryCraft	Phone: _____
Work Address: _____	Cellular: _____ <i>(Optional)</i>
E-mail: _____	Fax: _____ <i>(Optional)</i>

Please provide information as requested below to describe your qualifications to serve on this City of Albany Board, Commission, or Committee. Feel free to provide additional information that you may wish to share with the City.

- List current or most recent occupation, business, trade, or \_\_\_\_\_  
I am an environmental historian and educational consultant. Both professions give me a great familiarity with  
Issues related to land use and community development

*For City use only:* Ward: I II III or Lives Outside City Limits *(Circle One)*  
If lives outside city limits, does applicant meet special definition for the specific b/c/c for which applyin  
Yes No If yes, how? \_\_\_\_\_



BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

Page 2

- List community/civic activities. Indicate activities in which you are or have been active: \_\_\_\_\_

Albany Planning Commission (2006-2008)

Albany Public Safety Board (2005-present)

Albany Public Library Foundation (2009-present)

Central Elementary Parent Club Co-President, 2008-2009

- Indicate why you are interested in serving on this board or commission and what other qualifications apply to this position.

I like in the downtown area and have long taken an active interest in CARA.

My professional background, which also includes several years as a college professor and service on national, regional and institutional committees related to the history of land use and development, will provide a new Perspective to the CARA Board.

- What contributions do you hope to make?

Fair evaluation of proposals, promotion of the objectives in CARA's primary charter.



*Signature of Applicant*

March 9, 2010

*Date*



# BOARD, COMMISSION, AND COMMITTEE APPLICATION

(Please print legibly or type)

RECEIVED

FEB 22 2010

City of Albany  
City Manager's Office

CITY HALL  
333 Broadalbin Street SW  
P.O. Box 490  
Albany, OR 97321-0144  
www.cityofalbany.net

Board, Commission, and/or Committee Preference:

CARA ADVISORY BOARD

(List all that apply)

Name: CHARLES LELAND

Preferred First Name: CHUCK

### Residential Information:

Home Address:

ALBANY, OR 97321

Phone:

Cellular:

(Optional)

E-mail: AB\_TS@HOTMAIL.COM

Fax: NONE

(Optional)

### Employment Information:

Employer's Name: KOBAYASHI, KANETAOKU, DOI, LUM & YASUDA, CPAS

Work Address:

Phone:

Cellular:

(Optional)

E-mail:

Fax:

(Optional)

Please provide information as requested below to describe your qualifications to serve on this City of Albany Board, Commission, or Committee. Feel free to provide additional information that you may wish to share with the City.

- List current or most recent occupation, business, trade, or profession: CERTIFIED PUBLIC ACCOUNTANT

For City use only: Ward I II III or Lives Outside City Limits (Circle One)

If lives outside city limits, does applicant meet special definition for the specific b/c/c for which applying?

Yes No If yes, how? \_\_\_\_\_

OVER



BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

Page 2

- List community/civic activities. Indicate activities in which you are or have been active:

NATIONAL DIRECTOR, COAST GUARD FOUNDATION;  
 DIRECTOR HAWAII SOCIETY OF CERTIFIED PUBLIC ACCOUNTANT,  
 COMMISSIONER, HAWAII STATE TAX REVIEW BOARD  
 BOARD MEMBER, DIAMOND HEAD THEATER  
 LOCAL DIRECTOR, NATIONAL ASSOCIATION OF TAX PROFESSIONALS  
 MEMBER, AMERICAN INSTITUTE OF CPA'S

- Indicate why you are interested in serving on this board or commission and what other qualifications apply to this position.

I ENJOY WORKING WITH WORTHWHILE CIVIC AND COMMUNITY ORGANIZATIONS  
 I ENJOY WORKING WITH DICK OLSON  
 I'M BORED SITTING AT HOME MUCH OF THE TIME.  
 I CAN USE THE EXERCISE WALKING TO MEETINGS

- What contributions do you hope to make? ADD AN INTELLIGENT VOICE TO THE COMMUNITY AND BALANCE OTHER VOICES WITH OPPOSING OPINIONS AND IDEAS

CHARLES   
Digitally signed by CHARLES  
 DN: cn=CHARLES OWEN, o=CPA, email=charles.owen@hawaii.com, c=US  
 Date: 2010.02.17 13:04:35 -1000  
 Signature of Applicant

FEB 17, 2010  
 Date