

## NOTICE OF PUBLIC MEETING

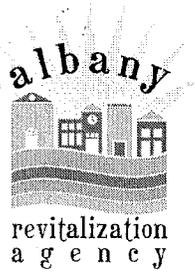
ALBANY REVITALIZATION AGENCY  
City Hall Council Chambers  
Wednesday, December 14, 2011  
7:15 p.m.

### AGENDA

1. CALL TO ORDER (Chair Floyd Collins)
2. ROLL CALL
3. APPROVAL OF MINUTES:  
➤ November 16, 2011. [Page 1]  
Action: \_\_\_\_\_
4. SCHEDULED BUSINESS
  - a. Business from the Public
  - b. Adoption of Resolutions
    - 1) Western Oregon University Development Foundation (Friends of the Jensen), 431 First Avenue W (\$50,000 grant). [Page 2]  
Action: \_\_\_\_\_ ARA RES. NO. \_\_\_\_\_
    - 2) Thad Olivetti, 409 First Avenue W (\$42,500 forgivable loan). [Page 3]  
Action: \_\_\_\_\_ ARA RES. NO. \_\_\_\_\_
    - 3) Linda Poris, 301 First Avenue W (\$26,775 forgivable loan). [Page 4]  
Action: \_\_\_\_\_ ARA RES. NO. \_\_\_\_\_
    - 4) United Steel Workers, 1224 Santiam Hwy. SE (\$240,000 as a \$140,000 forgivable loan & \$100,000 grant). [Page 5]  
Action: \_\_\_\_\_ ARA RES. NO. \_\_\_\_\_
    - 5) Woodland Square (Innovative Housing), 1415 Salem Avenue SE (\$1,450,000 forgivable loan). [Page 6]  
Action: \_\_\_\_\_ ARA RES. NO. \_\_\_\_\_
    - 6) Broadalbin Promenade, Second to Third Avenue SW (\$510,000 public improvement). [Page 7]  
Action: \_\_\_\_\_ ARA RES. NO. \_\_\_\_\_
  - c. Report
    - 1) Scott Lepman: 406 Denver Street SE (\$48,423 loan). [Verbal]  
Action: \_\_\_\_\_
5. BUSINESS FROM THE AGENCY
6. NEXT MEETING DATE: *Next regular meeting Wednesday, January 18, 2012*
7. ADJOURNMENT

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

*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.*



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

**CITY OF ALBANY**  
**Albany Revitalization Agency**  
**City Hall Council Chambers, 333 Broadalbin Street SW**  
**Wednesday, November 16, 2011**

**MINUTES**

Agency Members present: Jeff Christman, Bill Coburn, Floyd Collins, Bessie Johnson, Sharon Konopa, Ray Kopczynski, and Dick Olsen

Agency Members absent: None

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

**CALL TO ORDER**

Chair Floyd Collins called the meeting to order at 9:20 p.m.

**APPROVAL OF MINUTES**

October 12, 2011, October 19, 2011, and October 26, 2011

**MOTION:** Ray Kopczynski moved to approve the October 12, October 19, and October 26 minutes as presented. Bessie Johnson seconded the motion, and it **passed** 7-0.

**SCHEDULED BUSINESS**

Business from the Public

None.

**BUSINESS FROM THE AGENCY**

None.

**NEXT MEETING**

The next ARA meeting will be held Wednesday, December 14, 2011, at 7:15 p.m.

**ADJOURNMENT**

Hearing no further business, Chair Collins adjourned the meeting at 9:22 p.m.

Respectfully submitted by,

Reviewed by,

Teresa Nix  
Administrative Assistant

Kate Porsche  
Urban Renewal Manager

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

A RESOLUTION OF THE ALBANY REVITALIZATION AGENCY (ARA) ESTABLISHING A FINAL ACTION ON THE WESTERN OREGON UNIVERSITY DEVELOPMENT FOUNDATION'S (JENSEN ARCTIC MUSEUM) REQUEST FOR MATCHING GRANT FUNDS FOR THE PROPERTY KNOWN AS 431 FIRST AVENUE WEST

WHEREAS, the aforementioned applicants have requested a \$50,000 Matching Grant from 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: WOU Development Foundation (Jensen Arctic Museum) has requested \$50,000 in a Matching Grant from the ARA to complete \$300,000 in project work including at the property known as 431 First Avenue West.
2. Return of Public Funds: Return of public funds through tax-increment on the overall project is not likely, as the Friends of the Jensen and WOU are nonprofit organizations.
3. Financial Condition of the Agency: As of the December 14, 2011, meeting, the CARA Fund had the funds to complete this project, with cash-on-hand to pay the annual debt service.
4. Historic Preservation: The proposed location is in a significant historic building.
5. Public Good: This museum will be a draw to our downtown for visitors and locals alike. Currently, they draw 4,000 visitors a year in Monmouth.
6. Location: The project is located in the Main Street Boundary and in the Retail Hotspot. Additionally, the first floor use will be active retail (with a small retail gift-shop component), as recommended in the Retail Refinement Plan.
7. Process Compliance: Applicants have complied with all aspects of the process.
8. Local Labor and Materials: Applicant specifically called out a commitment to use local construction companies and the possibility of community engagement for secondary and community college programs.

BE IT FURTHER RESOLVED that the ARA concludes that the Jensen seems to be a good fit to the CARA plan and their presence in the core of the city would be a destination for families and visitors, thus continuing the momentum we're working to build in having a number of places to visit, restaurants to eat at, and retail establishments to shop at; and

BE IT FURTHER RESOLVED that the ARA'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 ARA approves this request for funds.

DATED AND EFFECTIVE THIS 14TH DAY OF DECEMBER 2011.

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

ATTEST:

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

A RESOLUTION OF THE ALBANY REVITALIZATION AGENCY (ARA) ESTABLISHING A FINAL ACTION ON THAD & SHANNON OLIVETTI'S, 409 FIRST AVE SW, LLC'S REQUEST FOR FORGIVABLE LOAN FUNDS FOR THE PROPERTY KNOWN AS 409 FIRST AVENUE SW

WHEREAS, the aforementioned applicants have requested a \$42,500 Forgivable Loan from 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: Thad & Shannon Olivetti have requested \$42,500 in a Forgivable Loan from the ARA to complete \$85,000 in project work including at the property known as 409 First Avenue SW.
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 \$1,100 per year. Thad & Shannon Olivetti are in the process of restoring 409 First Avenue SW at a cost of over \$85,000.
3. Financial Condition of the Agency: As of the December 14, 2011, meeting, the CARA Fund had the funds to complete this project, with cash-on-hand to pay the annual debt service.
4. Local Labor and Materials: Applicant specifically called out a commitment to use local lumberyards and contractors whenever possible.
5. Historic Preservation: Project will rehabilitate a historic property.
6. Blight: Project will remedy a blighted building as the space has been vacant for some time, and the removal of the cheese grater is a substantial upgrade to the building.
7. Location: The project is located in the Main Street Boundary and in the Retail Hotspot. Additionally, the first floor use will be active retail, as recommended in the Retail Refinement Plan.
8. Process Compliance: Applicants have complied with all aspects of the process.

BE IT FURTHER RESOLVED that the ARA concludes that this is a project typical of the other historic buildings CARA has funded in the downtown area. Removal of the cheese grater would be a good upgrade to the historic building and the look of our downtown; and

BE IT FURTHER RESOLVED that the ARA'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 ARA approves this request for funds.

DATED AND EFFECTIVE THIS 14<sup>TH</sup> DAY OF DECEMBER 2011.

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

ATTEST:

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

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

A RESOLUTION OF THE ALBANY REVITALIZATION AGENCY (ARA) ESTABLISHING A FINAL ACTION ON THE LINDA PORIS'S REQUEST FOR FORGIVABLE LOAN FUNDS FOR THE PROPERTY KNOWN AS 301 FIRST AVENUE WEST

WHEREAS, the aforementioned applicants have requested a \$26,775 Forgivable Loan from 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: Linda Poris has requested \$26,775 in a Forgivable Loan from the ARA to complete \$53,550 in project work including at the property known as 301 First Avenue West.
2. Return of Public Funds: Return of public funds through tax-increment on the overall project is not likely, as the building will be on the historic tax freeze.
3. Financial Condition of the Agency: As of the December 14, 2011, meeting, the CARA Fund had the funds to complete this project, with cash-on-hand to pay the annual debt service.
4. Historic Preservation: The project will rehabilitate a historic property.
5. Location: The project is located in the Main Street Boundary and in the Retail Hotspot. Additionally, the first floor use will be active retail, as recommended in the Retail Refinement Plan.
6. Process Compliance: Applicants have complied with all aspects of the process.

BE IT FURTHER RESOLVED that the ARA concludes that the request before you is for a second phase of work, primarily tenant improvements on the interior. This is a historic building on one of the highest visibility corners in our downtown, and work completed thus far has brought the building very far along; and

BE IT FURTHER RESOLVED that the ARA'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 ARA approves this request for funds.

DATED AND EFFECTIVE THIS 14TH DAY OF DECEMBER 2011.

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

ATTEST:

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

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

A RESOLUTION OF THE ALBANY REVITALIZATION AGENCY (ARA) ESTABLISHING A FINAL ACTION ON THE UNITED STEEL WORKERS LOCAL 6163'S REQUEST FOR FORGIVABLE LOAN AND GRANT FUNDS FOR THE PROPERTY KNOWN AS 1224 SANTIAM HWY. SE

WHEREAS, the aforementioned applicants have requested a \$140,000 Forgivable Loan and \$100,000 grant from 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: United Steel Workers Local 6163 has requested \$140,000 in a Forgivable Loan and \$100,000 grant from the ARA to complete \$1,000,000 in project work including at the property known as 1224 Santiam Hwy. 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 \$19,558 per year.
3. Financial Condition of the Agency: As of the December 14, 2011, meeting, the CARA Fund had the funds to complete this project, with cash-on-hand to pay the annual debt service.
4. Economic Development: The job and skills center would enhance our local labor pool and would create better trained workforce. Additionally, the training center will be open to the public.
5. Local Labor and Materials: Applicant specifically called out a commitment to use local contractors and labor whenever possible.
6. Public Good: The project will revitalize a blighted building that has been vacant for some time and has fallen into disrepair.
7. Location: The project is located in the CALUTS Plan boundary.
8. Process Compliance: Applicants have complied with all aspects of the process.

BE IT FURTHER RESOLVED that the ARA concludes that funding of this project would be focused on the exterior work and the creation of the training center, which would be open to the general public. This pairing of physical upgrade to the structure and creation of a job skills center is a good fit to CARA funding, especially in these economic times; and

BE IT FURTHER RESOLVED that the ARA'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 ARA approves this request for funds.

DATED AND EFFECTIVE THIS 14TH DAY OF DECEMBER 2011.

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

ATTEST:

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

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

A RESOLUTION OF THE ALBANY REVITALIZATION AGENCY (ARA) ESTABLISHING A FINAL ACTION ON INNOVATIVE HOUSING, INC.'S, REQUEST FOR FORGIVABLE LOAN FUNDS FOR THE PROPERTY KNOWN AS 1415 SALEM AVENUE SE

WHEREAS, the aforementioned applicants have requested a \$1,450,000 Forgivable Loan from 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: Innovative Housing, Inc., has requested \$1,450,000 in a Forgivable Loan from the ARA to complete \$10,608,436 in project work including at the property known as 1415 Salem 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 \$25,000 per year.
3. Financial Condition of the Agency: As of the December 14, 2011, meeting, the CARA Fund had the funds to complete this project, with cash-on-hand to pay the annual debt service.
4. Local Labor and Materials: Applicant specifically called out a commitment of a minimum of 15% of project funds, or \$1.5M to local labor and materials.
5. Blight: This site has been significantly blighted for some time. The hazardous, unsafe area would be redeveloped into workforce housing.
6. Location: The project is located in the CALUTS Boundary and is a property that was specifically identified as a potential CARA project.
7. Process Compliance: Applicants have complied with all aspects of the process.

BE IT FURTHER RESOLVED that the ARA concludes that IHI has worked extensively with staff, the East Salem Neighborhood, and the community to create a project that will be a win-win for the community. Proactively working to reach out and see what type of project would be a good fit to our community and what aspects of the project were a priority to us, IHI has come up with an excellent fit for our CARA program. This project meets the greatest number of CARA goals, hitting on many key objectives. Secondly, this specific parcel is extremely blighted and, as indicated above, the original boundary of the CARA District was expanded to the site in hopes it would redevelop someday with some assistance; and

BE IT FURTHER RESOLVED, that the ARA'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 ARA approves this request for funds.

DATED AND EFFECTIVE THIS 14<sup>TH</sup> DAY OF DECEMBER 2011.

ATTEST:

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

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

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

A RESOLUTION OF THE ALBANY REVITALIZATION AGENCY (ARA) ESTABLISHING A FINAL ACTION ON THE BROADALBIN PROMENADE SECOND BLOCK

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, which has been constructed; and

WHEREAS, the CARA Advisory Board has approved the funding for the next block of construction between Second and Third Avenues; 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 second block for the Broadalbin Promenade; and

BE IT FURTHER RESOLVED that the ARA finds that:

1. Financial Condition of the Agency: As of the December 14, 2011, meeting, the CARA Fund had the funds to complete this project, with cash-on-hand to pay the annual debt service.

BE IT FURTHER RESOLVED that Crandall Arambula recommended approval of funding to debrief, design, and construct the remaining block of the promenade to complete the physical north-south connection between the civic center and the waterfront as part of the retail refinement program; and

BE IT FURTHER RESOLVED that the ARA approves this request for funds not to exceed \$510,000 for the debrief, design, and construction of the improvements related to the second block of the Broadalbin Promenade between Second and Third Avenues.

DATED THIS 14<sup>TH</sup> DAY OF DECEMBER 2011.

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

ATTEST:

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