



NOTICE OF PUBLIC MEETING

CENTRAL ALBANY REVITALIZATION AREA ADVISORY BOARD

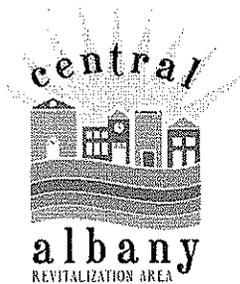
City Hall Council Chambers
Wednesday, March 16, 2011
5:15 p.m.

AGENDA

1. CALL TO ORDER (Chair Cordell Post)
2. ROLL CALL
3. APPROVAL OF MINUTES
 - February 16, 2011. [Pages 1-7]
 - Action: _____
4. SCHEDULED BUSINESS
 - a. Business from the Public
 - b. Presentation of New Small Grant Requests. [Pages 8-77] (Porsche/Applicants)
 - 1) 1st Hand Seconds – Unique Boutique (Deborah Boulanger) (\$2,808). [Pages 9-16]
 - 2) Browsers' Bookstore (Scott Givens) (\$5,000). [Pages 17-25]
 - 3) Albany Civic Theater (Dean Keeling) (\$5,000). [Pages 26-36]
 - 4) 129 First Avenue W (Gary Nieland) (\$500). [Pages 37-43]
 - 5) St. Mary's Parish (Reverend Andrew Thomas) (\$1,300). [Pages 44-50]
 - 6) C.H.A.N.C.E. (Michelle Shannon) \$5,000). [Pages 51-69]
 - 7) Loafers (Montie and Wendy Torgenson) (\$5,000). [Pages 70-77]
 - c. Deliberation and Funding Decisions
 - 1) 1st Hand Seconds – Unique Boutique (Deborah Boulanger) (\$2,800). [Pages 9-16]
Action: _____
 - 2) Browsers' Bookstore (Scott Givens) (\$5,000). [Pages 17-25]
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Action: _____
 - 7) Loafers (Montie and Wendy Torgenson) (\$5,000). [Pages 70-77]
Action: _____
 - d. Staff updates and issues. [Verbal] (Porsche)
Action: _____
5. BUSINESS FROM THE BOARD
5. NEXT MEETING DATE: *Work session with ARA Budget Committee, Wednesday, April 20, 2011*
Next regular meeting Wednesday, May 12, 2011
7. ADJOURNMENT

City of Albany Web site: 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
Central Albany Revitalization Area Advisory Board
City Hall Council Chambers, 333 Broadalbin Street SW
Wednesday, February 16, 2011

MINUTES

Advisory Board Members present: Rich Catlin, Jeff Christman, Bill Coburn, Loyd Henion, Bessie Johnson, Gordon Kirbey, Sharon Konopa, Ray Kopczynski, Dick Olsen, Cordell Post, Ralph Reid, Jr., and Mark Spence

Advisory Board Members absent: Floyd Collins (excused) and Chuck Leland (excused)

Staff present: City Manager Wes Hare, Community Development Director Greg Byrne, Urban Renewal Manager Kate Porsche, and Administrative Assistant Teresa Nix

Others present: Approximately 28 audience members

CALL TO ORDER

Chair Cordell Post called the meeting to order at 4:45 p.m.

APPROVAL OF MINUTES

January 19, 2011

MOTION: Ray Kopczynski moved to approve the January 19 minutes as presented. Ralph Reid, Jr., seconded the motion, and it **passed** unanimously.

SCHEDULED BUSINESS

Business from the Public

None.

Recess for a Tour of the St. Francis Hotel Building

The Advisory Board recessed; Board and audience members took a tour of the St. Francis Hotel building.

St. Francis Hotel Project

Chair Post reconvened the meeting at 5:20 p.m.

Urban Renewal Manager Kate Porsche said that Julie Garver, Innovative Housing, Inc. (IHI), has revised the application as detailed in the written staff report. The revised application has fewer units at a larger size, reduced first floor retail space, and a proposal that \$200,000 of the \$800,000 request be repaid to CARA dependent on cash flow. Two ROI analyses are included in the packet – one without repayment of the \$200,000 and one with full repayment of that amount. Porsche addressed questions and assumptions that have come over the last month as follows:

How much money does CARA have available for projects? There is currently \$2.7 million available for projects. Funding of \$250,000 has been committed for the promenade, the Board is considering \$800,000 for the St. Francis, and there is a market rate residential project expected to come forward with a request for about \$750,000. If CARA says yes to all, the remaining funds would be about \$900,000 for projects on the horizon such as Albany Square, Water Avenue, and the Carousel.

Can't the project work as anything but low-income housing? Other potential uses of the site include market rate housing or a hotel. Porsche has talked with a developer who indicated that a market rate project could possibly work with a similar CARA contribution. She has also looked into new market tax credits – a program that contributes about 20 percent of the cost for projects that help create a positive community. So, there are possibilities other than low-income housing that could be researched.

If this proposal is approved, how long will low-income use be in the building? The state of Oregon has advised that the minimum duration for affordable housing projects is 30 years; some projects have a 40-, 50-, or 60-year duration.

Questions about Section 8. The proposal is not for a project-based Section 8 development; however, people with Section 8 vouchers who qualify would live here. It is fair to say that Section 8 voucher holders have limited income and would not likely be big consumers of downtown services. Linn-Benton Housing Authority has said that, of the 179 affordable units in our area, 44 percent of the tenants are voucher holders.

Some have said that CARA is against affordable housing. CARA has funded 35 units of low-income housing in the core of the city – 20 on Calapooia Street and 15 in the Washington Street Studio Apartments. George Crandall has recommended 4 to 1 market rate to low-income housing. It is important to consider the timing and placement of low-income units.

Some have said that CARA should not have a say in how buildings are used. CARA is putting public money into these projects and that gives it a say. CARA has tried to take the long view and has looked for projects that are the highest and best use for the space due to the influx of precious public funds.

Porsche said questions before the Board include: Is this the highest and best use for this location? Does this project further the goals of the urban renewal district? Is this the right time for the project given that Crandall's Downtown Refinement Program has not been completed? Is this the right project for the St. Francis Hotel?

In response to inquiries from the Board, Porsche added that: 1) An analysis on a market rate project using CARA's typical 1 to 7 funding ratio calculated a ROI by year 10; and 2) The new market tax credit program could be used to fund various projects that can be shown to be a benefit to the community. The program funds could be combined with urban renewal money and historic tax credits.

Julie Garver introduced her team: Architect Bill Ryals, Geoff McGraw of Walsh Construction Company, and Jeff Reingold of Income Property Management (IPM). She said the refined plan includes a parking plan, a change in unit sizes and mix, and construction information. The multifaceted parking plan includes 35 leased spaces, seven on-street spaces, a loading zone, and an "innovative car" (a zip car that can be leased by residents). The City's Transportation Systems Plan calls for angled parking on First Avenue, Second Avenue, and Calapooia Street which is currently unfunded. IHI would contribute \$20,000 to the striping of those spaces even though it proposes using only seven of them for the project. She hopes to work with the City, CARA, and the Albany Downtown Association on an evolving parking plan for the area.

Bill Ryals reviewed the revised layout. He said that it seems things are falling into place – the angled parking is already adopted, the building lends itself to reasonably sized units, and workforce housing is needed. He said that this is not the kind of building that lends itself to market rate housing. In response to inquiries from the Board, Ryals reviewed plans for the elevator, stairs, seismic upgrades, and the basement which will have laundry areas and storage.

Geoff McGraw, Walsh Construction Company, Portland, said that the soft and hard construction dollars that are projected to come to Albany with this project total about \$4.9 million. He questioned whether someone has the expertise to say a market rate project could be done for less. The St. Francis has over 35,000 square feet of technically difficult rehabilitation. He showed photo examples from rehabilitation work his firm did that is similar to what would be done at the St. Francis. In response to inquiries, McGraw said that the soft costs include SDCs in the amount of \$100,000 and building permits in the amount of \$65,000. The hard costs would be about 60 percent labor and 40 percent materials.

Jack Reingold, Income Property Management, Portland, said IPM has been in business 37 years and manages 6,000 units in 140 properties. His firm adheres to strict screening criteria, conveys and enforces reasonable rules and regulations, is careful to interact with the neighborhood, and does a good job of keeping buildings clean and maintained. He showed photos of buildings managed by IPM. He referred to a low-income housing project in Corvallis that has not been so successful and stated that differences between that project and this proposal include the experience level of IHI and IPM and appropriate budgeting. He encouraged people to consider that affordable housing residents are likely to shop and eat downtown. He said the idea of market rate housing being financed and built is pretty remote in his opinion. In response to inquiry, Garver said that IHI would commit to having either a maintenance person or manager living onsite.

Sharon Konopa noted that the proposal is for workforce housing; she asked if it would be possible for the building to become project-based Section 8 housing in the future. Garver said that Linn County does not do project-based Section 8 housing and that IHI would include in the contract that this project would not be project based. She said that it is not IHI's mission to refuse voucher holders if they can pass the screening criteria and have the required income level. From her point of view, the proposal is for moderate-income housing for working people making 50 to 60 percent of median family income. A market rate project would require rents of about \$1,500 per month for a 1,000 square foot unit in order to finance the cost of the project. She is able to propose putting \$10 million into a building that will be worth about \$5.5 million because of the affordable housing tax credits.

Bill Coburn asked if IHI would be limited to renting to people in the 50 to 60 percent income levels. Garver said yes, but residents only have to income qualify when they first move in. In response to further inquiries, Garver said that IHI will pay whatever is left of the \$200,000 balance at the end of a 20-year period. It was noted that CARA has a remaining lifespan of 16 years. She added that property taxes on the St. Francis are now about \$2,500 a year; the project has \$23,000 budgeted for the first year property taxes.

George Crandall said that he has been asked to review the proposal in terms of the Downtown Retail Refinement Plan, which has just been started and will move forward over the next four or five months. The charge is to prepare a plan and implementation strategy to guide development in the downtown. He reviewed competing retail at North Albany Village, which has followed the fundamentals – it has an anchor in Ray's Market, high visibility, a busy road, convenient and adequate parking. He reviewed the components of an ideal downtown main street – an attractor at both ends (grocery or department store), continuous retail in between, on-street parking, and a parking reservoir. This is a formula that has been followed in successful downtowns nationwide; First Avenue is the best place for this to occur in Downtown Albany. His firm is familiar with workforce housing and has been involved in and recognizes the need for affordable housing projects. The St. Francis is on the proposed retail main street and would use parking needed for retail. When convenient parking is degraded, retail has a tough time. Historic buildings have become market-rate housing in many areas. The Pearl District in Portland started off with market-rate housing. Typically, areas start with market-rate housing and affordable housing follows. He showed an alternative conceptual plan for the St. Francis that would have retail on the ground floor, a total of 13 units on the upper floors, and onsite parking in the area of the oldest and most deteriorated part of the building. His evaluation of the St. Francis proposal is that tenants would need cars due to a lack of downtown services and employment opportunities, that parking on the street would degrade existing downtown retail and degrade the Carousel as an attractor, that the opportunity for revitalizing downtown retail would be seriously compromised, and that CARA funds should be reserved for projects that stimulate private investment. He showed examples of "silver bullet" projects – projects meant to improve downtowns that have significant long-term negative impacts; he said the St. Francis is in this category. He believes this project is in the wrong place and that it is the wrong time for it.

Chair Post invited comments from the public. Porsche drew attention to four letters on the dais regarding the proposal – three in opposition and one in support.

Celia Formiller, 1228 36th Avenue, read a statement from Michael Waldo, leader of the newly formed Historic Albany Recovery Program (HARP). The statement said that affordable housing is an industry and that struggling property owners do not need a pool of taxpayer subsidized housing in a saturated market. We must focus on what will generate the most income and benefits for the City and residents. The City has millions of dollars invested in First Avenue. Tying this existing investment to ongoing annual events, HARP will push to increase the town's income. The Carousel, the Regional Museum, the potential future Fire Engine Museum, the Jensen Arctic Collection, etc., will make Albany a destination for tourists and create the need for a high quality hotel. The St. Francis could attract a boutique hotel developer. HARP will assist in developing a proposal package for developers and help ensure that Historic Albany makes maximum use of its limited resources for the greatest return and long-term benefit of the community, not speculators.

Russel Shaw, Oregon Language Center, 237 Third Avenue SW, read a statement on behalf of himself and his wife. He said approval of the proposal may be a grievous mistake. While the developer is top notch, the St. Francis would look amazing after renovation, and there appears to be a need for low-income housing, he feels that the developer may be able to create more for our tax dollars by renovating a more modern structure or starting from scratch in an area of town where residents work, shop, and secure public transportation. Downtown developers have made a significant investment in the renovation of historic structures and must attract customers with generous disposable incomes. An upscale apartment for high-income tenants or a tourist hotel would generate desperately needed spending downtown. He suggested that the developer partner with McMenamins or the Holiday Inn to transform the St. Francis into a boutique hotel. He asked that CARA reject the request for funding for this project.

Wendy Kirbey, 2135 22nd Place SE, President of the Albany Brass Ring Carousel, said that the intent is to have nighttime activities at the Carousel and parking will be critical. The Carousel currently has 2,000 visitors per month; she expects it to have a huge draw in the future, and she is concerned about the parking situation.

Oscar Hult, 825 Fifth Avenue SW, Executive Director of the Albany Downtown Association (ADA), said that he expressed concern at the last meeting about the size of the proposed units, and he is happy to see larger units in the revised proposal. He distributed and reviewed a survey about housing choices which had 31 local respondents. The majority of respondents said that the minimum size apartment they would be comfortable in would be over 700 square feet, that the configuration that would best suit their needs would be two bedrooms plus office, that laundry needs to be in their apartment, that they own one or two vehicles, that they would want to park their bike in their apartment or in the basement, and that they would want to park their vehicle on their block. The survey had a variety of responses to how much rent one would be willing to pay and what other services and amenities are important. He said the proposal does not respond to people's needs. He recommended that the Board deny this proposal and wait for the Retail Refinement Plan before funding any project.

Kim DeMarcus, 1325 Marigold Drive, Independence, Executive Director of Albany Partnership for Housing and Community Development (APHCD), said that she is disappointed that the applicants did not approach APHCD about this project. APHCD has a tough time renting its one-bedroom apartments, and most of those on the waiting list do not meet the income or screening criteria. Oak Plaza has had two units vacant for two years. She distributed a spreadsheet from Oregon Housing and Community Development (OHCD) and said OHCD has indicated that workforce housing is not needed in Albany. About half of APHCD tenants are voucher holders; the IRS requires acceptance of vouchers if tenants pass the screening criteria. She does not believe that tenants must have income if their voucher pays the entire rent. Some of the bedrooms in the St. Francis proposal do not have windows; she understands that every sleeping area must have two exits, one of which leads outside. She would like to see IPMS screening criteria; she doesn't understand how they could get tenants when APHCD cannot. In response to inquiries, DeMarcus said that there is no requirement that the applicants contact her organization; but she thinks it is odd that they did not want to see what APHCD's experience was in this market.

Scott Lepman, 100 Ferry Street NW, said that Ryals and Garver came by his office to discuss this project and he indicated that he would allow them to use some parking at his property if the project moves forward. He said that both CARA funds and the tax credit program provide reverse incentives. He does not see how these units could compete in the market. They are too small, and it appears that some of the units don't have bedroom windows. In response to inquiries, Lepman said that the St. Francis would be a tough building to rehab and that there is a lot of risk with redevelopment in the current market. He feels this development would have a hard time competing with other apartment buildings in town that have larger units and convenient parking.

David Johnson, 7885 NE Todd Drive, Corvallis, said that he thinks the applicants would do great job with the building; but CARA needs to consider what the project would do for Albany. When he received a loan from CARA, he was held at compliance with the seven-year payback. To accept a 20-year payback on this project would be ridiculous. Funding put into this project would take up funds that could be made available for projects to help implement Crandall's plan. He asked if this is the best project for the long-term and whether this applicant shouldn't be held to the same terms as previous loan recipients.

Morris Embry, 214 First Avenue SW, said that he lives in the apartment over First Burger. He finds it challenging to find a parking space for his vehicle every evening. He tends to park near the St. Francis Hotel because that is the closest parking he can find that is not limited time retail space. Residential parking is a huge issue.

Matt Bennett, 442 First Avenue SW, said that his restaurant is open and needs parking at night. He said that Emma Downtown is a great space and more of that type of retail is needed downtown. It makes him nervous that the applicants opened a payday loan service for their tenants. He doesn't know if anything has been done to explore the possibility of a boutique hotel at this location. He has a degree in hospitality management and his former professors have expressed an interest in looking at the St. Francis Hotel. He doesn't know if the numbers would pencil out, but he would love to see that explored.

Debbie Lusk, 530 Ferry Street SW, owner of the Pfeiffer Cottage Inn, said that she has been in the hospitality industry for the last three years. She said that the proposed project is counterintuitive to everything we have in Albany. The vision is to bring people downtown to eat, shop, and enjoy what is offered. To bring this facility downtown would be a huge mistake. If there is an opportunity to consider a boutique hotel at this site, there is a lot of information available on the Internet.

The Chair invited rebuttal from the applicants.

Garver said that IHI would help with parking enforcement by requiring that residents put a sticker on their car and making it a lease violation to park in the three-hour spaces. She said that parking would be very necessary for a boutique hotel and she spoke against Crandall's suggestion to remove part of the historic building for parking. She said that the Pearl District started off with artist's lofts and then affordable housing; it did not start off with market-rate housing as stated by Crandall. She said that the respondents to Mr. Hult's survey were ADA members, farmer's market customers, etc., and not comparable to IHI's tenant market. She said IHI did a survey and found occupancy levels were high in one-bedroom and studio apartments in the Albany area; Porsche has a copy of the survey. She said that workforce housing is needed in Albany as evidenced by the spreadsheet submitted by Ms. DeMarcus; she does not know why OHCD steered Ms. DeMarcus wrong over the telephone. IHI did not contact APCDH because it felt that this downtown urban environment was not comparable to the affordable housing market in Albany. IHI accepts Section 8 vouchers but also has income requirements as part of its screening criteria. A handful of the bedrooms would have no windows; every unit would have window, and most of the units would have windows in every bedroom. Regarding the payback period, she said that CARA has projects with a seven-year payback and projects with zero payback; this project is in the middle. She said that the payday loan company is a creative alternative to help people by providing loans at better terms than other payday loan companies; she is proud of the program, but she doesn't think that the tenants at the St. Francis would particularly need that service.

Bill Ryals said that the bedrooms proposed without windows are allowed in the Code. He has looked at the option of a boutique hotel and feels that the development costs would be far too much. He said that the St. Francis is deteriorating, that this is a tough market, and that this is a project that would bring people downtown.

Jeff Reingold said that his firm could develop custom screening criteria to meet all of the concerns.

Post noted that the Board is not giving permission for this project; it is just deciding whether to contribute.

Rich Catlin said that this is a great team and that they would do a great project, but he feels that this is not a use that fits in this location. He finds Crandall's arguments and the testimony from the merchants to be compelling, and he struggles with the fact that the affordable housing tax credit program would dictate the project and who would live there.

Kopczynski said that the project would result in over \$4 million coming into the community during construction. If the developers were able to come up with the money without CARA assistance, CARA would have no input into the project. The team has tried to do what CARA has asked, and they have a good track record. He is firmly in favor of the proposal.

In response to an inquiry from Bessie Johnson, Community Development Director Greg Byrne said that there would be no requirement for parking with this project. Parking is provided on a district basis and managed by the ADA.

Mark Spence said that the tax credit funding source is the primary driver and that the funding source is creating an artificial urgency. The applicants are risking \$200,000 on a project at the end of which they will have a \$5 million building. He thinks that CARA's contribution allows the funding house of cards to hold together; otherwise, there would be no reason for the applicants to come to CARA.

Catlin said that the tax credit funding source has been around for years; he thinks there will be opportunities to use that pool of money in the future if desired.

Lloyd Henion said that this is a tough decision and that he would like time to explore other possibilities. He asked if there is any opportunity to delay this decision.

Dick Olsen said that he has had an idea to advertise Albany as a destination that is easily accessed by car, train, air, and bike and that has interesting things like the Carousel, museums, and historical houses. He would like to see what Bennett's former professors have to say about the possibility of a boutique hotel at this location.

Kopczynski said that this building has sat rotting while there is talk about grandiose plans for what might happen there. Here, we have a team with a proven track record willing to take a chance on Albany. The worst case scenario, if the developers are not able to make a go of the business, would be that we end up with a newly restored building that could be utilized under new ownership.

Konopa said that, if the owning corporation has the capacity to absorb the losses, it is not allowed to get out from under a property funded with this tax credit program even if the property is losing money. If the corporation goes under, the property remains low-income housing under a new owner.

MOTION: Catlin moved to not approve the request for funding. Konopa seconded the motion, and it **passed** by a vote of 10 to 2, with Henion and Kopczynski voting no.

Post said that this was a great application team and that they came with an impressive amount of information. He thinks that this was a very difficult decision.

Rescheduling the Meeting Date for May

Porsche advised that the May CARA Advisory Board meeting will need to be rescheduled to accommodate the ARA Budget Commission meeting schedule. Following brief discussion, the meeting was rescheduled to Thursday, May 5, 2011, at 5:15 p.m.

BUSINESS FROM THE BOARD

None.

NEXT MEETING DATE

The next meeting of the CARA Advisory Board is scheduled for Wednesday, March 16, 2011, at 5:15 p.m. in the Council Chambers.

ADJOURNMENT

Hearing no further business, Chair Post adjourned the meeting at 9:01 p.m.

Submitted by,

Reviewed by,

Teresa Nix
Administrative Assistant

Kate Porsche
Urban Renewal Manager

Applicant	Project Description	Amount
Deborah Boulanger / Kevin & Sally LaCoste	Retrofit and installation of interior retail lighting.	\$ 2,808.00
Scott Givens	Installation of 9.8kW solar panel system that will provide roughly 50% of the power needs of Browser's Bookstore. This system will be mounted on the roof and will be visible from street level.	\$ 5,000.00
Dean Keeling	Replace four deteriorated wooden sash windows (111 and 113 First Ave). At 121 First Ave, replace door and surrounding infill. Repair windows and install storm windows. The back wall of all three buildings will be repainted.	\$ 5,000.00
Gary Nieland	Awnings for side of the building. (New canvas)	\$ 500.00
Rev. Andrew Thomas / St. Mary's Parish	The restoration of two round glass windows (estimated to be 100+ years old) at the Train House.	\$ 1,300.00
Michelle Shannon	Removal of exterior lead paint and repainting of the building.	\$ 5,000.00
Montie & Wendy Torgeson	Turn building back into a bakery, deli, and restaurant. Paint entire inside, install new floors, install new ceiling where needed, repair all damages.	\$ 5,000.00
TOTAL		\$24,608.00



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *Kate*
DATE: March 9, 2011, for March 16, 2011, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request – 1st Hand Seconds – Unique Boutique

Deborah Boulanger – 1st Hand Seconds – Unique Boutique (Mercy House International)
415 First Avenue W

Small Grant Requested: **\$2,808.00** Total project work = \$5,616.00

Deborah Boulanger is coming before you to request a 50 percent grant to cover costs related to retrofitting and installing interior retail lighting.

The project will help improve the retail viability of this space. It also retains and enhances the value of the existing private investment in the area. Finally, the energy-efficient lighting makes this project eligible for energy tax-credits and is an environmentally sustainable improvement.

KCP:ldh

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CARA Small Grant Program

Factors to Consider in Evaluating Projects

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	How does it further the CARA Goal and Objectives?	<p><i>CARA Key Objectives:</i></p> <ul style="list-style-type: none"> ◆ Retain and enhance the value of existing private investment and public investment in the area. <p><i>CARA Additional Objectives:</i></p> <ul style="list-style-type: none"> ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.
B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes.
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 stated that they need assistance because the rent for the building is not sufficient to cover the costs of the needed upgrades. Federal and state tax credits are offered for energy efficiency gained.
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 retail store is an attractor.
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?	Energy-efficient fixtures are sustainable.
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)?	n/a
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	Energy-efficient fixtures are sustainable and meet environmental goals.



Small Grant
APPLICATION

1. APPLICANT

Name: DEBORAH BOULANGER - Mercy House International

Business Name: 1ST HAND SECONDS - UNIQUE BOUTIQUE

Address: 415 1ST AVENUE W.
Albany, OR Zip Code: 97321

Contact Name: Deborah Boulanger Phone Number: 541-928-6909

Fax Number: _____ Email Address: supportteam@mercyhouseinternationalinc.org

Legal Form: Sole Proprietorship Partnership

Corporation: Profit Non-Profit TIN# 27-3055867

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

2. BUILDING/BUSINESS INFORMATION

Name: 1ST HAND SECONDS - Unique Boutique

Address: 415 1ST AVENUE W. Zip Code: 97321

Legal Description: Albany, Plan of 3 6 (from property tax stuf)

Property Tax Account Number: 80701

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: Kevin & Sally LaCoste

Contact Name: Sally LaCoste

Address: P.O. Box 2612
Geerhart, OR Zip Code: 97138

Phone Number: 503-440-3557 or 503-717-1160

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

* Retrofit and installation of interior retail lighting.

*

6. ESTIMATED COST OF PROJECT: \$ 5,616.⁰⁰

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ 10,000.⁰⁰

Basis for valuation and value upon completion: Estimated cost of project is based upon bid. Estimated value is best guess.

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Rite Way Electric, Inc.

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

Address: 2904 Three lakes Rd. SE Albany OR 97322

Phone Number 541-926-0504 Email Address: RWE@ritewayelectric.net

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

The historic bookbin building is in need of lighting upgrades to improve the retail viability of this space. Additional foot traffic and shoppers on the West end of 1st Street is beneficial to many other businesses in this target area.

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 \$ \$ 2,800.⁰⁰

SOURCE OF MATCHING FUNDS (CARA may withhold approval of this application until information satisfactory to CARA is provided.) Personal cash of owners
Kevin & Sally LaCoste.

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
Rents for this building are not sufficient
to cover the costs of the needed upgrades.
The current lights function however
the upgrades would improve the retail space.
and improving Federal and state tax credits
are offered for energy efficiency gained.

12. WHERE ELSE HAVE YOU LOOKED FOR FUNDING?
local business grants and donors
to Mercy house Int.

ASSISTANCE REQUESTED

Total Estimated Project Costs:	\$ <u>5,616.⁰⁰</u>
Small Grant Amount Requested: (50% of total amount up to \$5,000)	\$ <u>2,808.⁰⁰</u>

Certification

The Applicant understands and agrees to the following conditions:

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

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

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

<u>Sally LaCoste</u> Applicant's Signature	<u>3-1-11</u> Date
<u>Kevin P. [Signature]</u> Applicant's Signature	<u>3-1-11</u> 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: 3/1/11 OK By: KLP Application Complete: Yes No

If no, comments: app authorized to come in 3/1 - was waiting on owner approval

attachments -

Date application returned to applicant for completion: _____

Date application returned to City: _____

By: _____

February 18, 2011

Proposed Lighting Retrofit: 1st Hands 2nds Unique Boutique
Prepared by: Rite Way Electric

Estimated Energy Savings and Energy Trust of Oregon Incentive Package

Based on the lighting retrofit proposal that has been prepared, we have estimated the energy savings, and the incentives that would be available from the Energy Trust of Oregon for this proposed project.

Estimated Annual Energy Savings:	3,880 kWh
Estimated Annual Cost Savings:	\$ 353 per year
Estimated Energy Trust of Oregon Incentive:	\$ 660
Additional Estimated Bonus Incentive:	\$ -
Estimated Installation Cost:	\$ 5,616

Based on your proposed retrofit and estimated installation cost, we show the following financial analysis:

Estimated Installation Cost:	\$ 5,616
minus Energy Trust of Oregon Incentive:	\$ (660)
minus BETC (tax credit calculated at 35% of project cost)*:	\$ (1,966)
Net Installation Cost:	\$ 2,991
Energy Savings Payback (in years):	8.5
% of installed cost paid for by incentives:	47%
Return on Investment (ROI):	12%

* The BETC tax credit (up to 35% of installed cost) is available through the Oregon Department of Energy. For eligibility, call 1-800-221-8035 or go to:
<http://eqov.oregon.gov/ENERGY/CONS/BUS/BETC.shtml>

This project does not require a pre-installation inspection.

This is an estimate only, as actual savings and incentives will vary based on final installed measures and costs, actual area operating hours, energy rates and building usage.

Green Project Box: (for informational purposes only)

This proposed project could offset approximately 1 tons of CO2 generated by fossil fuels, equal to taking more than 0 cars off the road or planting 1 trees.

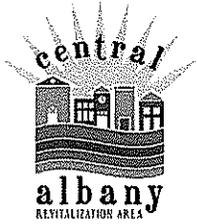
To: Kate Porsche, Urban Renewal Manager

From: Sally & Kevin LaCoste
Deborah Boulanger-Mercy House International
1st Hand Seconds-Unique Boutique

Re: CARA Small Grant application

Kate,

Please see the attached application for CARA support. Deborah & Ruellene have really brought life to 415 1st Ave. with 1st Hand Seconds-Unique Boutique. The lighting in the retail space is out dated. Improved retail lighting is important for the success of a retail outlet and the CARA support will help make this investment feasible. The current lease rates on the space do not cover the existing costs of the building but with the support of CARA and potential tax credits we feel it is a worthy investment and upgrade to the building and the West end of 1st Ave. If you or the committee would like any additional information please do not hesitate to call me at 503-440-3557. Your consideration of this project is greatly appreciated. ~Sally LaCoste



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *Kate*
DATE: March 9, 2011, for March 16, 2011, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request – Browsers' Bookstore

Scott Givens – Browsers' Bookstore
1425 Pacific Boulevard SE

Small Grant Requested: **\$5,000.00** Total project work = \$53,431.00

Scott Givens is coming before you to request a \$5,000 small grant to assist with costs associated with the installation of a solar panel system that will provide roughly 50 percent of the power needs for Browsers' Bookstore. The CARA contribution in this case amounts to only 10 percent of total project costs, a better percent than the typical 50/50. This system will be mounted on the roof of the bookstore and will be visible from street level.

The project enhances the long-term viability of one of Albany's last remaining bookstores by reducing operating costs. It also is an environmentally sustainable improvement that will be very visible to the public.

KCP:ldh

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CARA Small Grant Program

Factors to Consider in Evaluating Projects

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	How does it further the CARA Goal and Objectives?	<p><i>CARA Key Objectives:</i></p> <ul style="list-style-type: none"> ◆ Retain and enhance the value of existing private investment and public investment in the area. <p><i>CARA Additional Objectives:</i></p> <ul style="list-style-type: none"> ◆ Provide an enriching environment and livable neighborhoods.
B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	No.
C)	Private Risk	Is this a "first-in" project or an untried type of development?	Yes.
D)	Gap	What is the "Gap" or need of the developer?	Applicant identified that without the CARA funding the solar-array will not break even over the life of the loan and wouldn't be feasible.
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?	Browser's books is one of the last remaining bookstores in Albany and is a retail attractor.
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?	Energy-efficient fixtures are sustainable.
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)?	n/a
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	Energy-efficient projects, such as a solar array are sustainable and meet environmental goals.



Small Grant

APPLICATION

1. APPLICANT

Name: Scott Givens

Business Name: Browsers' Bookstore

Address: 1425 Pacific Blvd. SE

Albany Zip Code: 97321

Contact Name: Scott Givens Phone Number: 541-926-2612

Fax Number: _____ Email Address: scott@browsersbookstore.com

Legal Form: Sole Proprietorship Partnership
Corporation: Profit Non-Profit TIN# 93-1330459

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

2. BUILDING/BUSINESS INFORMATION

Name: Browsers' Bookstore

Address: 1425 Pacific Blvd. SE Zip Code: 97321

Legal Description: Browsers' Bookstore, LLC

Property Tax Account Number: 11S03W08BB03100

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: Givens Properties

Contact Name: Scott Givens

Address: 2325 Squire St. NW

Albany Zip Code: 97321

Phone Number: 541-926-2612

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

____ This project is for a 9.8kW solar panel system that will provide roughly 50% of the power needs of _____
____ Browsers' Bookstore. This system will be mounted on the roof of the bookstore and will be visible _____
____ from street level. _____

6. ESTIMATED COST OF PROJECT: \$ 53,431.00 _____

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ 45,000.00 _____

Basis for valuation and value upon completion: Labor and permits will run roughly \$8,000. _____

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Abundant Solar _____

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

Address: 2015 SE Stone St., Corvallis 97333 _____

Phone Number: 541-231-8772 _____ Email Address: _____

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

____ Please see attached. _____

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 \$ Balance

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

Is your funding for these available today applied for unknown at this time
(CARA may withhold approval of this application until information satisfactory to CARA is provided.)

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

See attached.

12. WHERE ELSE HAVE YOU LOOKED FOR FUNDING?

The majority of the funding will come from a bank loan. Because there are few grants available to for-profit businesses, and because it fits so well with CARA, this is the first grant we have applied for.

ASSISTANCE REQUESTED

Total Estimated Project Costs:	\$ <u>53,431.00</u>
Small Grant Amount Requested: (50% of total amount up to \$5,000)	\$ <u>5,000.00</u>

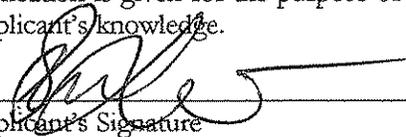
Certification

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4. Any work deviating from that detailed in the Commitment of Funds must be pre-approved in writing to be eligible for reimbursement.
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7. Application must be completed in its entirety before being considered; if not, it will be returned for completion.
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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 _____ Date 2/25/11 _____

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: 2/25/11 By: KCP - Application Complete: Yes No

If no, comments: attachment

Date application returned to applicant for completion: _____

Date application returned to City: _____

By: _____

4. AUTHORIZATION TO UNDERTAKE WORK:

Both Browsers' Bookstore and Givens Properties are jointly owned by myself and my wife Diana Givens.

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

Often, revitalization funds focus exclusively on "re-vital-ization" or "bringing back to life." Rather than looking at the past life of our building (it was a cheaply-built Shakey's Pizza to begin with), our eyes are directed toward the future. Few technologies are as forward-looking as a long-term investment in solar energy.

For CARA, this project has a few obvious payoffs.

First and foremost, the project will be a very visible one, as the project is on the Pacific Blvd./HWY 99 corridor. Furthermore, because of the very nature of the project, it is sure to attract much public comment: solar panels are obvious improvements that are an immediate conversation piece.

Second, I strongly believe that CARA's sponsorship of solar panels would be a great showpiece, even if our store were not so prominently displayed. Any "green" project is good for public relations, and an investment in this sort of innovative technology shows the wisdom of long-term planning in ways that go beyond most façade improvements.

Third, this project coincides with CARA's two "key" objectives. A prominent display of green technology will enhance visitors' impressions of the entire city of Albany. This improved stature may help attract new private investment to the area.

When Browsers' Bookstore moved in to the Albany location, the description of the building I heard most frequently was "dumpy." Since we bought the building, we have replaced the roof, removed the leaning chimney, painted the exterior, striped the parking lot, and performed other various interior and exterior improvements. I honestly do not hear the building described as "dumpy" anymore. However, it is still a non-descript building at best, especially as it is across the street from vacant lots, and next door to another less-than-attractive property. A solar project, while nowhere near as impressive as an extensive façade project or new construction, would certainly "retain and enhance the value of existing private investment."

Browsers' has become something of a destination point, and we have regular visits from people who live out of town, county, or state. These are people making a special trip to Albany just to shop for books, and certainly some of them are buying gas, food, and other items whilst here. These "regular tourists" are talking about Albany to their friends and neighbours: wouldn't we like them to be talking about something positive and exciting?

Finally, I would like to make a special and unique appeal. Browsers' Bookstore is the last remaining general bookstore in the entire city of Albany. During the past few years, Albany's Waldenbooks, Book Bin, and Albany Book Company have all gone out of business. Although there is a Christian bookstore and a used Christian/non-fiction bookstore, these are both specialty shops that by their very nature are selective and therefore exclusive.

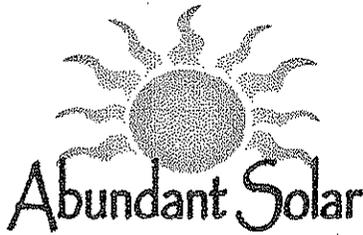
The book industry is rapidly changing as web-based businesses undercut new bookstores' pricing and new technologies replace some sales of printed books. Added to a currently unsettled economy, these make for hard times for bookstores and many stores are closing around the country: both little shops and big chains.

I absolutely believe in the freedom of expression that bookstores represent. I believe that bookstores provide a unique opportunity for learning, personal development, and community-building that no website can replace. I believe that books have a place in our lives that electronic files do not.

I live in Albany, and am raising my children in Albany. I am alarmed to think that, if things go badly for Browsers', my kids will be raised in a community that does not support a single general bookstore. At present, the store is financially healthy—indeed, sales at the Albany location have doubled since we took it over—but I would be an unwise business owner if I were not cautious about the future. Therefore, I am looking closely at all opportunities to cut costs. This solar system will reduce Browsers' overhead indefinitely. My appeal to CARA is this: help our city's last surviving general bookstore stay open for as long as possible!

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

The expected revenue from this project will be \$440/month in royalties from Pacific Power. Due to limited cash reserves, we will need a loan for \$45,000 for the balance of the project, with monthly payments of \$470/month. With a few additional fees—an annual fee from Pacific Power to participate in their program, and the premium for required insurance—the installation of the system is roughly a break-even for the store. Part of the reason for this investment is to *save* money, so we need the expenses to be less than or equal to the expected income. Without this \$5,000 grant, the loan would be increased by 10% which makes the solar panels an additional expense rather than a rough break-even during the loan term.



Abundant Solar LLC
 2015 SE Stone St.
 Corvallis, OR 97333
 CCB# 175919
 (541) 231-8772
 www.abundantsolar.com

Estimate

Date	Estimate #
2/15/2011	935

Name / Address
Browser's Bookstore Scott Givens 1425 Pacific Blvd SE Albany Oregon 97321

Ship To
Browser's Bookstore Scott Givens 1425 Pacific Blvd SE Albany, OR 97321

CONFIDENTIAL

Item	Description	Qty
SW245	Solarworld SW245 Sunmodule, 245 Watt PV module, Made in USA.	40
FRO-18106	Fronius IG Plus 10.0 - 1 UNI 208,240 and 277 output	1
UNR-45027	301014 204" HD Rail 1pc Mill Finish Aluminum	16
UNR-49647	310113-015 15" Fixed Leg	20
UNR-49076	UniRac 6" Two-piece aluminum flat top standoff 1pc 310506	40
Misc.	Custom Pitch Pockets for PVC roof applications installed by Stutzman Roofing	41
Meter Kit	Utility Grade kWh meter kit	1
BAL	Balance of System Components	
Labor	Install and set-up	
Permit	City Permits	

Solarworld 9800 Watt System	Total	\$53,431.00
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E-mail
james@abundantsolar.com

Prices valid for 30 days



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *Kate*
DATE: March 9, 2011, for March 16, 2011, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request – Albany Civic Theater, Inc.

Dean Keeling – Albany Civic Theater, Inc.
111/113/121 First Avenue W

Small Grant Requested: **\$5,000.00** Total project work = \$10,000.00

Dean Keeling is coming before you to request a 50 percent grant to cover costs to replace four deteriorated wooden sash windows on the north side of 113 First Avenue W; replace the door and surrounding infill and repair windows and install storm windows on the back of 121 First Avenue W; and paint the back walls of 111, 113, and 121 First Avenue W.

The project will help improve a historic building that is in a highly visible location with a use that brings vitality to our downtown.

It should be noted that the applicants have received CARA funding in the past including \$29,000 in 2001 for the building façade restoration and \$5,000 in 2010 for the auditorium seat restoration.

KCP:ldh

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CARA Small Grant Program

Factors to Consider in Evaluating Projects

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	How does it further the CARA Goal and Objectives?	<p><i>CARA Key Objectives:</i></p> <ul style="list-style-type: none"> ◆ Retain and enhance the value of existing private investment and public investment in the area. <p><i>CARA Additional Objectives:</i></p> <ul style="list-style-type: none"> ◆ Preserve the Historic Districts, historic resources, and existing housing in this area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.
B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes.
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?	The Applicant is a non-profit theater and has limited funds.
E)	Blight	Would it remedy a severely blighted building? How?	Yes. Will replace and repair window sashes, patch stucco and will prep and paint part of the building.
F)	Vitality	Would it serve as a people-attractor or as an anchor for the initial focus area?	Yes, the theater is a people attractor for 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?	Shoring up parts of the building, such as the windows and stucco ensures its longer-term use.
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 project meets the desired land-use.
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	n/a



Small Grant
APPLICATION

1. APPLICANT

Name: Dean Keeling

Business Name: Albany Civic Theater Inc.

Address: 111 First Avenue W. Albany, Oregon 97321

Contact Name: Dean Keeling, President Phone Number: 541-791-3059

Fax Number: NA Email Address: president@albanycivic.org

Legal Form: Sole Proprietorship Partnership

Corporation: Profit Non-Profit TIN# 936032137

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

2. BUILDING/BUSINESS INFORMATION

Name: Albany Civic Theater

Address: 111, 113 & 121 First Ave W. Albany Oregon 97321

Legal Description: 00846 11so3w06cc 03800

Property Tax Account Number: 80958

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: _____

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

Replace the four deteriorated wooden sash windows on the North side of 113 First Ave W. (ACT II) The window openings are approximately 4 feet wide by 10 feet tall. The two windows in the 111 W. (ACT I) section of the building were removed many years ago. The two in the 113 portion of the building are in bad repair. And have had plywood screwed to the sashes in order to keep the glass from falling out. The wooden replacement sashes will be glazed with tempered double pane window glass. On the back of 121 (ACT III) The door and surrounding infill will be replaced. The windows repaired and storm windows installed. The back wall of 111, 113 & 121 First Ave W will also be prepped and painted.

6. ESTIMATED COST OF PROJECT: **\$10,000 = (\$2,400 ACT II WINDOW SASHES, \$3,300 ACT III STUCCO PATCHING, DOOR AND INFILL REPLACEMENT, WINDOW REPAIR AND STORMS. \$4,300 PREP& PAINT)**

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ - Priceless. It will make the building attractive and safe.

Basis for valuation and value upon completion: _____

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Oscar Hult, Albany Downtown Association, Fitzpatrick Painting & Stayton Wood Windows.

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

Address: 240 Second Ave SW #120

Phone Number: 541-928-2469 Email Address: Oscar@albanydowntown.com

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

The back wall of the Theater is one of the first things people see when they drive into downtown on Hwy 20 from North Albany. Sprucing up the back of the building has been on the theater's wish & Want list for several years and this year seems like the right time to do it since we have a little bit of cash in the bank. However we cannot afford to do the window replacements at this time with out CARA's help.

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

Yes No If so, amount **\$29,000 IN 2001, \$5,000 IN 2010**

**FOR WHAT PROJECT: BUILDING FACADE RESTORATION IN 2001.
AUDITORIUM SEAT RESTORATION 2010**

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.) Money in the Theater's bank account

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

As you might well expect Non-Profit Community Theaters are not huge money makers. We doo feel however that we need to keep the building in good shape so that we can continue to produce plays that the community can attend and enjoy. This project is one that will make the back of the building look good to those people who park in the back parking lot, and who see the building from the bridge. However, more important than that is the safety of the people who use the rear entrance to the building. The sashes of the two large 10' x 4' windows are failing. Lack of maintenance before the theater acquired the building is to blame. We have tried over the years to keep them together with cheap fixes (plywood and angle iron), however the fact remains that the glass in those windows could fall to the ground at any time. We desire to make them safe while preserving the historic look.

12. WHERE ELSE HAVE YOU LOOKED FOR FUNDING?

We have looked to our private donors, and will continue to ask them to contribute to the restoration of the building.

ASSISTANCE REQUESTED

Total Estimated Project Costs:	\$10,000
Small Grant Amount Requested: (50%of total amount up to \$5,000)	<u>\$5,000</u>

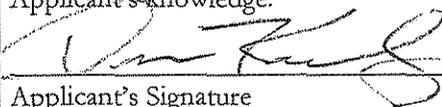
Certification

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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

2-24-11
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

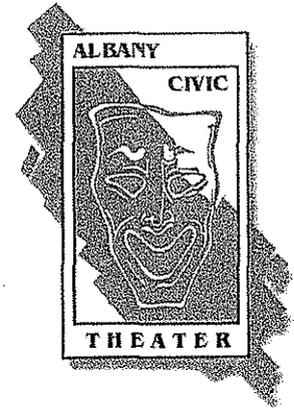
FOR CITY USE ONLY

Date Received: 2-24-11 By: KLP Application Complete: Yes No

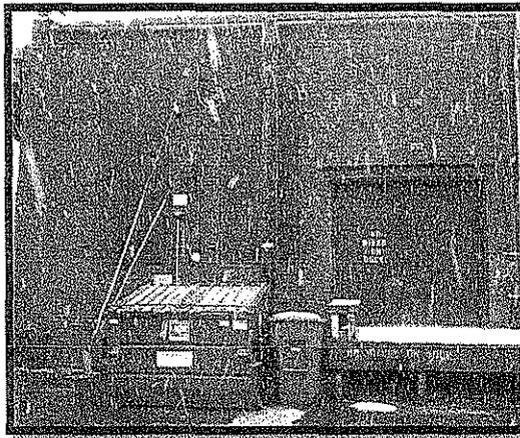
If no, comments: Attachments

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

ALBANY CIVIC THEATER BACK WALL REHABILITATION PROJECT

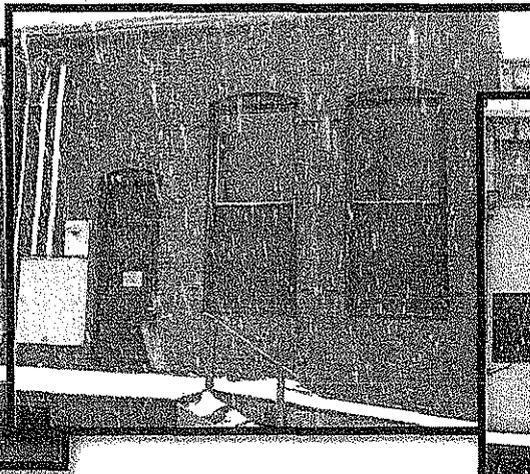


ACT I
(111 FIRST AVE W.)



PREP & PAINT RED WITH BLACK TRIM

ACT II
(113 FIRST AVE W.)



REBUILD SASHES FOR BOTH WINDOWS
PREP & PAINT RED WITH BLACK TRIM
INCLUDING ELECTRIC PANEL & ETC.

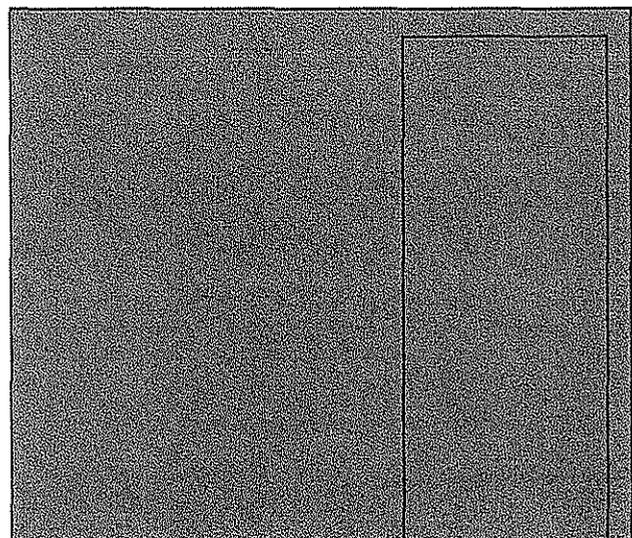
ACT III
(121 FIRST AVE W.)



REPAIR STUCCO WALL SURFACE
NEW SOLID WOOD DOOR & INFILL
REPAIR WINDOWS AND INSTALL STORMS
PREP & PAINT RED WITH BLACK TRIM

ACT III originally had a garage style door. We would like to remove the window and door combination that is in that opening and replace it with a solid wall and a new solid Steel person door.

The entire thing would be painted black and would maintain the appearance (at least from a distance) of a solid garage style door. The transom above would remain. The current Infill is not well anchored to the opening and repeated closing of the door has actually moved the door casing.



PO Box 2376 Corvallis, OR 97339
 CORVALLIS 541.752.6320
 ALBANY 541.967.8900
 FAX 541.967.8903

2009 SMALL BUSINESS OF THE YEAR AWARD RECIPIENT



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

RECOGNIZED FOR
 2009 SMALL BUSINESS OF THE YEAR
 BY THE CORVALLIS CHAMBER COALITION &
 THE ALBANY AREA CHAMBER OF COMMERCE



WWW.FITZPATRICKPAINTING.COM

EXTERIOR QUOTE

PROPOSAL SUBMITTED TO: Oscar Holt DATE: 2/24/11 BID # _____

STREET: _____ JOB LOCATION: 111, 112, 113 1st Ave. W.

CITY, STATE & ZIP CODE: _____ CITY, STATE & ZIP CODE: Albany

PHONE: 979-9108 WORK/CELL: _____ EMAIL: oscar@albanydowntown.com

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 "Big Stretch Lifetime Warranty" 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.
 - 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 5 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!

*\$4,300
 Paint & Prep
 \$3,600 windows
 (we will go
 with STAYTON)*

All moss and mold on the entire roofline will be treated and removed for an additional \$ _____ Yes ___ No ___

NOTES:	EXTERIOR PAINT COLORS	
Price includes painting 3 sections on back of bldg.	Body: ①	Qty:
Price includes repairing damaged areas of walls	Trim: ①	Qty:
Price includes repairing rotted sashes on two large windows	Accent:	Qty:
Price includes installing two new 48" x 120" double hung windows to match (Jeld Wen)	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 [\$ 7,900] Seven Thousand Nine Hundred Dollars 33



Re: Fitzpatrick Painting Proposal - Civic Theater

You replied on 2/24/2011 3:45 PM.

Rick Thomas [rick@fitzpatrickpainting.com]

Sent: Thursday, February 24, 2011 3:44 PM

To: Oscar Hult

Oh sorry Oscar, I didn't know you needed it broken out. The painting portion of that is \$4300. That does include the wall repair also. We couldn't paint unless that was done.

Thanks, Rick

On Thu, Feb 24, 2011 at 3:40 PM, Oscar Hult <oscar@albanydowntown.com> wrote:

What is the amount for just the painting?

Oscar B. Hult

Executive Director

Albany Downtown Association

Albany Main Street Program

Albany Park Wise Program

541-928-2469

www.albanydowntown.com

<http://www.facebook.com/AlbanyDowntown>

From: Rick Thomas [rick@fitzpatrickpainting.com]

Sent: Thursday, February 24, 2011 3:36 PM

To: Oscar Hult

Stayton Wood Windows

Stayton, Oregon

Stayton Wood Windows
2491 E. Santiam Street
Stayton, Oregon 97383

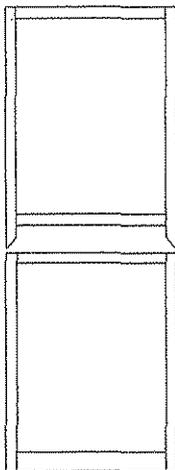
Mackenzie Strawn
Office: 503-769-8887
Cell 503-930-8946
staytonwindows@wvi.com

QUOTE AND SPECIFICATIONS

QUOTE #: 1111
PROJECT NAME: Oscar Hult
DATE: 2 8 11

LOCATION SIZE INFO	DESCRIPTION	UNIT PRICE	QTY	TOTAL
-----------------------	-------------	---------------	-----	-------

Rough Opening: 48"x120"



Style: Double Hung Sashes Only
Species: Fir
Sill-pitch: 15
Sash - thickness: 1.75" sticking: 15 stopping: og
Vent height / swing: Center
Glazing: .75" IG Tempered
Finish: enamel paint
Hardware: NA
Trim: NA
Custom: None

\$1200 2 \$2400

Total: **\$2400**
Delivery: **\$TBD**
Total: **\$2400**
Total Units: **2**

Drawings are for visual reference only and may not be to exact scale

The cost estimates for the ACT III portion of the project are as follows these may change depending on what Landmarks requires....

Demolition of old garage door infill.....	\$0 Theater volunteer labor
New solid steel entrance door with frame.....	\$700
Frame new infill wall.....	\$400
Hardee board siding.....	\$300
Window repair (Transom & 2 others).....	\$600
Storm Windows 3.....	\$450
Insulation for infill wall.....	\$75
Carpenter.....	\$650
Permit for infill.....	\$125

Total \$3,300



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *Kate*
DATE: March 9, 2011, for March 16, 2011, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request – Gary Nieland

Gary Nieland
129 First Avenue W

Small Grant Requested: **\$500.00** Total project work = \$1,000.00

Gary Nieland is coming before you to request a 50 percent grant to cover costs for awnings for the side of his building.

The project will help improve a historic building that is in a highly visible location.

KCP:ldh

G:\CARA\CARA Advisory Board\2011\Staff Reports\03.16.11 Nieland Grant Request Staff Report..doc



CARA Small Grant Program

Factors to Consider in Evaluating Projects

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	How does it further the CARA Goal and Objectives?	<p><i>CARA Key Objectives:</i></p> <ul style="list-style-type: none"> ◆ Retain and enhance the value of existing private investment and public investment in the area. <p><i>CARA Additional Objectives:</i></p> <ul style="list-style-type: none"> ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.
B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes.
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 wishes to install canvas awnings and will be able to reuse the old awning frames.
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.
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?	n/a
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)?	n/a
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	n/a



Small Grant APPLICATION

1. APPLICANT

Name: GARY NIELAND
Business Name: NONE (currently for lease)
Address: 129 W. 1st Albany, Oregon Zip Code: 97321
Contact Name: GARY NIELAND Phone Number: 503-364-8658
Legal Form: Sole Proprietorship [checked] Partnership []
Corporation: Profit [] Non-Profit [] TIN#
In which State are the incorporation and/or organization documents filed? OREGON

2. BUILDING/BUSINESS INFORMATION

Name: GARY NIELAND
Address: 4274 Duane Dr. S Salem, Ore. Zip Code: 97302
Legal Description: to follow map/lot: 11503W060CL #4100
Property Tax Account Number: 80982
Is the building a historic contributing resource? Yes [checked] No []
If so, is it on the historic property-tax freeze? Yes [] No [checked]

3. OWNER OF PROPERTY (if not applicant)

Name in which title is held: GARY NIELAND
Contact Name:
Address: 4274 Duane Drive S. Salem, Ore Zip Code: 97302
Phone Number: 503-364-8658

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

Awnings for side of Bldg. (4)

6. ESTIMATED COST OF PROJECT:

\$ 1,000.00

ESTIMATED VALUE OF PROJECTS UPON COMPLETION:

\$ 1,000.00

Basis for valuation and value upon completion: -cost-

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Salem Tent & Awning - Salem, Ore.

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

Address:

Phone Number: Email Address:

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

Because I was able to retrieve the old awning frames all that is necessary is to sew canvas & purchase covers. Hence the low bid. I will reinstall & the project should bring a big improvement to downtown for low dollar.

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

Yes [] No [X] If so, amount \$ _____

FOR WHAT PROJECT: _____

10. YOUR AMOUNT OF AVAILABLE MATCHING FUNDS

\$ 500.00

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

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

progr project. we were not planning on replacing but found out we could get help - so decided to go ahead.

12. WHERE ELSE HAVE YOU LOOKED FOR FUNDING?

ASSISTANCE REQUESTED

Total Estimated Project Costs:

\$ 1,000.00

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

\$ 500 -

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.

Bary Ireland
Applicant's Signature

2-28-11
Date

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: 2-28-11 By: KLP Application Complete: Yes No

If no, comments: BA reviewed 3/8

Date application returned to applicant for completion: _____

Date application returned to City: _____

By: _____



Salem Tent & Awning Co. CCB#66298

SERVING THE WILLAMETTE VALLEY SINCE 1890

• PO Box 5274 • 280 Wallace Rd NW Salem OR 97304 • 503-363-4788

• Fax 503-363-0286 • www.salemtent.com •

Proposal #36349

Ship To

NEILAND, GARY

129 WEST FIRST
ALBANY, OR97321

503-364-8658

Written By	Sale Date	Pattern	Border	Frame	Recover	Installation
Deric	3/9/2011	SUNBRELLA	Hemmed	Pipe	Here	ST&A

We hereby submit specifications and estimates for:

Description	Quantity	Price	Extended Amount
RECOVER 5 AWNINGS @ 129 WEST FIRST IN ALBANY			\$0.00
FRONT 44' WIDE X 7' DROP X 5' PROJECTION WITH 10" VALANCE REPLACE FRAME PARTS		\$4,911.00	\$4,911.00
RECOVER 3@ 3'7" WIDE X 2'6" DROP AND PRO.			
RECOVER 1@ 6'6" WIDE X 2'10" DROP AND PRO.		\$1,240.00	\$1,240.00
PRICE INCLUDES ALL PARTS LABOR AND INSTALL			

We hereby Propose to furnish labor and materials~ complete in accordance with the above specifications, with payment to be made as follows: 1/2 down with the balance upon completion.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed on upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accident, or delays beyond our control. This proposal subject to acceptance within 30 DAYS and is void thereafter at the option of the undersigned.

Proposal By _____

Acceptance Of Proposal

The above prices, Specifications, and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

ACCEPTED DATE: _____

SIGNATURE: _____

Estimated Completion Date: 4/6/2011

Subtotal	\$6,151.00
Shipping	
Total	\$6,151.00



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *Kate*
DATE: March 9, 2011, for March 16, 2011, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request – St. Mary’s Parish

Reverend Andrew R. Thomas – St. Mary’s Parish
706 Ellsworth Street SW

Small Grant Requested: **\$1,300.00** Total project work = \$2,625.00

Reverend Andrew Thomas is coming before you to request a 50 percent grant to cover costs for restoration of two round (100+ years old) glass windows at the Train House.

The project will help improve a historic building that is a highly visible structure. The windows are failing and, if not restored, will be a loss for the area.

It should be noted that the applicants have received CARA funding in the past of \$5,000 in 2010 to install a lift and make the building ADA accessible.

KCP:ldh

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CARA Small Grant Program

Factors to Consider in Evaluating Projects

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	How does it further the CARA Goal and Objectives?	<p><i>CARA Key Objectives:</i></p> <ul style="list-style-type: none"> ◆ Retain and enhance the value of existing private investment and public investment in the area. <p><i>CARA Additional Objectives:</i></p> <ul style="list-style-type: none"> ◆ Preserve the Historic Districts, historic resources, and existing housing in the area ◆ Provide an enriching environment and livable neighborhoods.
B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes.
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 stated that they have spent a significant amount of money on the restoration/remodel of the Train House and will not proceed with the restoration of the windows if unable to receive CARA funds.
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?	No.
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?	n/a
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)?	n/a
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	n/a



Small Grant APPLICATION



1. APPLICANT

Name: Rev. Andrew R. Thomas

Business Name: St. Mary's Parish

Address: 706 Ellsworth St SW Albany OR

Zip Code: 97321-2366

Contact Name: Kathy Reilly

Phone Number: 541-926-1449 ext 303

Fax Number: 541-926-2191

Email Address: stmarys_albany@comcast.net

Legal Form: Sole Proprietorship [] Partnership []

Corporation: Profit [] Non-Profit [x] TIN# 93-0415218

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

2. BUILDING/BUSINESS INFORMATION

Name: St. Mary's Parish Office (Train House)

Address: 706 Ellsworth St SW Albany OR Zip Code: 97321-2366

Legal Description Legal Description: Real property in the County of Linn, State of Oregon, described as follows:

Beginning at the Northeast corner of Block 52, CITY OF ALBANY, Linn County, State of Oregon; thence Westerly along the Northern boundary line of said Block 52 a distance of 72.1 feet; thence Southerly parallel with the Eastern boundary line of said Block 52, a distance of 108 feet; thence Easterly parallel with the said Northern boundary line of said Block 52 a distance of 72.1 feet to the Eastern boundary line of said Block 52; thence Northetly along said Eastern boundary line of said Block 52 a distance of 108 feet to the place of beginning. NOTE: This legal description was created prior to January 1, 2008.

Property Tax Account Number: 92250

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 tile is held: _____

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

The restoration of two round (probably 100 + years old) glass windows at the Train House. One is on the main floor, the other on the third story. The one on the main floor is colored; the one on the third story is clear glass.

6. ESTIMATED COST OF PROJECT: \$ 2625.00

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ UNKNOWN

Basis for valuation and value upon completion: we asked Jeff Senders for a bid to restore the windows.

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Jeff Senders
(If applicant prepared their own estimate, objective verification may be required. If bid was used, please attach)

Address: Custom Stained Glass; 206 2nd Ave SW, Albany, OR 97321

Phone Number: 541-928-0611 Email Address: csg@peak.org

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

The Train House is on the corner of 7th and Ellsworth in downtown Albany. It is a highly visible structure. The two windows that we want to restore add a lot to the character of the house. The windows are failing and if not restored would be a loss for the area.

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

Yes No If so, amount \$5000.00

FOR WHAT PROJECT: INSTALL A LIFT TO MAKE MAIN FLOOR OF BUILDING ADA ACCESSIBLE.

10. YOUR AMOUNT OF AVAILABLE MATCHING FUNDS \$1325

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

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

IF WE DO NOT RECEIVE CARA FUNDS, WE WILL NOT PROCEED WITH THE RESTORATION OF THE WINDOWS AT THIS TIME. THE WINDOWS ARE QUITE LOVELY, BUT WE HAVE ALREADY SPENT A SIGNIFICANT AMOUNT

OF DOLLARS IN THE RESTORATION / REMODEL OF THE TRAIN HOUSE. THE GRANT WOULD BE THE INCENTIVE TO RESTORE THE WINDOWS AT THIS TIME.

12. WHERE ELSE HAVE YOU LOOKED FOR FUNDING?

None

ASSISTANCE REQUESTED

Total Estimated Project Costs: \$2625

Small Grant Amount Requested: \$1300
(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.
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4. Any work deviating from that detailed in the Commitment of Funds must be pre-approved in writing to be eligible for reimbursement.
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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

2/22/10
Date

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: 2/22/11 By: [Signature] Application Complete: Yes No

If no, comments: attestments

Date application returned to applicant for completion: _____

Date application returned to City: _____

By: _____

BID DOCUMENTATION (PROVIDED VIA EMAIL BY JEFF SENDERS)

From: Jeff Senders [mailto:csg@peak.org]
Sent: Monday, November 22, 2010 2:29 PM
To: yohn@baldwingeneral.com
Cc: Jeff Senders
Subject: Stained Glass restoration bid

Attn Yohn,

Thanks for the opportunity to bid on the restoration of 2 windows at the "Train House" This is the type of bid I don't like, because on the face of it it sounds outrageous. But this is what its going to take, no matter who does the job. It also goes to the heart of the reason they probably haven't been restored in the past.

You can see for yourself what kind of condition these 100 year old windows are in. The good news is that the decision has been made to save them before they fail. If we perform a partial restoration of the clear window, the rest of the window will re-bow in a few years, so we might just as well restore the whole thing and get it done once and for all. The colored window is broken all the way too the center (at least 14 breaks), so it needs a total restoration anyway. Most if this hammered glass is unavailable, so we will have to substitute in all four quadrants for every broken piece.

Since both of these windows are puttied in, the border glass might break when trying to cut the window out of its existing wooden frame. As you are aware, some old putty falls out, and some works like cement. Guess which one is true in this case?

Both windows contain an inordinate number of pieces per square foot. Since the price of the restoration is on a time and materials basis, the more complex the window, the more cuts, welds, etc. there are. The clear window contains about 80 pieces and 350 welds. There are 32 bisects to the center bevel alone!! The colored window contains about 120 pieces and about 500 welds. And thats just to take them apart. A like number will be needed to put them back together. In short, were screwed,-- nothing simple, quick, or easy.

If selected, we will disassemble, clean, and re-assemble with inner rebarred lead. Thus, no external rebar will be necessary. All stained glass of the era will be used for substitution purposes in order to maintain the historic value of the windows. We will reputty and re-install the stained glass windows into their original wooden frames.

The clear window will take approximately 30 hours of work at \$35 per hour = \$1050.

The colored window will take approximately 45 hours of work at \$35 per hour = \$1575.

*Note: if we were restoring these windows for resale, we would make an effort to salvage as much original lead came as possible. But since welding on old lead takes three times longer than new lead, we are saving several hundred dollars in labor, plus greater longevity for the window itself, by using the newer stronger materials. The windows will still maintain their historic significance.

I will send a contract to you via snail mail for the business details. Please feel free to come over to the shop, to include anyone from the Church, for a show and tell. We currently have 7 Povey Victorian windows (of the same era as the Train House) under restoration at this time to use for explanatory purposes.

Sincerely,

Jeff Senders, Custom Stained Glass



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *Kate*
DATE: March 9, 2011, for March 16, 2011, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request – C.H.A.N.C.E (Community Helping Addicts Negotiate Change Effectively)

Michelle Y. Shannon – C.H.A.N.C.E (Community Helping Addicts Negotiate Change Effectively)
238 Third Avenue SE

Small Grant Requested: **\$5,000.00** Total project work = \$15,000.00

Michelle Shannon is coming before you to request a 50 percent grant to cover costs for the removal of exterior lead paint and repainting the building.

The project will help improve a building that is on the National Historic Registry list and was built in 1875. This building has exterior paint flaking off of it and exposing the wood. Painting the building will greatly improve its appearance.

KCP:ldh

U:\Economic Development\CARA\CARA Advisory Board\2011\Staff Reports\03.16.11 Shannon Grant Request Staff Report..doc



CARA Small Grant Program

Factors to Consider in Evaluating Projects

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	How does it further the CARA Goal and Objectives?	<p><i>CARA Key Objectives:</i></p> <ul style="list-style-type: none"> ◆ Retain and enhance the value of existing private investment and public investment in the area. <p><i>CARA Additional Objectives:</i></p> <ul style="list-style-type: none"> ◆ Preserve the Historic Districts, historic resources, and existing housing in the area ◆ Provide an enriching environment and livable neighborhoods.
B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes.
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 stated that this is a fairly new non-profit organization with limited funding. Applicant has been working with the Greater Albany Rotary Club to raise funds, but due to the lead paint, there will not be enough money to cover the pain job.
E)	Blight	Would it remedy a severely blighted building? How?	Yes, by painting and sprucing up the exterior.
F)	Vitality	Would it serve as a people-attractor or as an anchor for the initial focus area?	No.
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?	n/a
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)?	n/a
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	n/a



Small Grant

APPLICATION

FEB 28 2011

1. APPLICANT

Name: Michelle Y. Shannon

Business Name: C.H.A.N.C.E (Community Helping Addicts Negotiate Change Effectively)

Address: 238 3rd Ave SE, P.O. Box 1256

Albany, OR Zip Code: 97321

Contact Name: Michelle Shannon Phone Number: 541-981-8637

Fax Number: 541-791-3423 Email Address: shannon817@comcast.net

Legal Form: Sole Proprietorship Partnership

Corporation: Profit Non-Profit TIN# 20-3295927

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

2. BUILDING/BUSINESS INFORMATION

Name: C.H.A.N.C.E (Community Helping Addicts Negotiate Change Effectively)

Address: 238 3rd Ave SE, Albany OR Zip Code: 97321

Legal Description: 501 c 3

Property Tax Account Number: 82087

Is the building a historic contributing resource? Yes

No *not that I know of. I am unclear about what this means.*

If so, is it on the historic property-tax freeze? Yes

No

on the local inventory
Keep

3. OWNER OF PROPERTY (if not applicant)

Name in which tile is held: _____

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

Removal of exterior lead paint and repainting of the building to help preserve the building and improve the look of the neighborhood. Due to the lead paint there is a special removal process and the building has to be tented during this process and the removal has to be conducted by certified people for this type of a biohazard process.

6. ESTIMATED COST OF PROJECT:

\$ 15,000.00

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ 130,000.00

Basis for valuation and value upon completion: The current assessment of property is valued at 114,390.00 and so with the improvements the expected value of the property upon completion would be \$130,000.00 estimated value.

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Fitzpatrick Painting Inc.
(If applicant prepared their own estimate, objective verification may be required. If bid was used, please attach)

Address: 2613 NW Highway 20, Albany, OR 97321

Phone Number: (541) 967-8900 Email Address: _____

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

C.H.A.N.C.E. is located in a building that is on the National Historic Registry list and is the oldest standing church building in Albany. This building was known as St. Paul's Methodist Episcopal Church South and was originally building in 1875 and the moved to its current location in 1878. This building is in need of an exterior paint job desperately as the paint is falling away and exposing the wood increasing the possibility of damage to the building. Painting this building would greatly improve the appearance of the building and help to revitalize the neighborhood.

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

Yes No If so, amount \$ NOT TO OUR KNOWLEDGE

FOR WHAT PROJECT: _____

10. YOUR AMOUNT OF AVAILABLE MATCHING FUNDS

\$ 10,000

SOURCE OF MATCHING FUNDS (CARA may withhold approval of this application until information satisfactory to CARA is provided.) Greater Albany Rotary Club, Fitzpatrick Painting Company, and CHANCE

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

C.H.A.N.C.E is a young non profit with limited funding and in the midst of state budget concerns. We have been working on small repairs and maintenance for the building but we do not have enough to take on such a large expense at this time. We have been working with Greater Albany Rotary Club (GARC) as an effort to paint this building and continue to improve the building and neighborhood. It was unfortunate when we learned that there was such an exuberant cost for the removal of the paint based on the lead content. Prior to that discovery GARC had agreed to paint the building with no cost to CHANCE. CHANCE is in need of the grant to complete the paint job without we will be unable to paint the building for sometime.

12. WHERE ELSE HAVE YOU LOOKED FOR FUNDING?

Greater Albany Rotary Club, private donations and CHANCE revenue.

ASSISTANCE REQUESTED

Total Estimated Project Costs: \$ 15,000

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.


 Applicant's Signature _____
 Applicant's Signature _____

Feb 26, 2011
 Date _____
 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: 2/28/11 By: KCP Application Complete: Yes No

If no, comments: _____

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



CORVALLIS 541.752.6320
ALBANY 541.967.8900
FAX 541.967.8903

RECOGNIZED FOR
2009 SMALL BUSINESS OF THE YEAR
BY THE CORVALLIS CHAMBER COALITION &
THE ALBANY AREA CHAMBER OF COMMERCE



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

WWW.FITZPATRICKPAINTING.COM

EXTERIOR QUOTE

PROPOSAL SUBMITTED TO: CHANCE c/o John Kollaer DATE: 2/28/11 BID # _____

STREET: 238 3rd Street SE JOB LOCATION: Same

CITY, STATE & ZIP CODE: Albany OR 97321 CITY, STATE & ZIP CODE: _____

PHONE: 541-926-5549 WORK/CELL: _____ EMAIL: _____

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 "Big Stretch Lifetime Warranty" acrylic caulk. Includes caulking all open gaps around all windows, frames and critical junctions.
 - Re-glaze all windows as required.
 - Add a Mildecide 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.
 - 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 _____ 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!

All mass and mold on the entire roofline will be treated and removed for an additional \$ _____ Yes ___ No ___

NOTES: <u>It is noted that this is a historic building that has lead paint</u>	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 [\$ 15,000] Fifteen thousand dollars

With payment made as follows: Payment due upon 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 days</u>
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ACCEPTANCE OF PROPOSAL

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.

Dustin Draeger 2/28/11
Contractor's Signature Date

Client / Owner's Signature Date

Print Name

SmartZone Communications Center

shannon817@comcast.net

+ Font size -

RE: CARA Small grant**From :** John Kollaer <johnk@mennonitevillage.org>

Wed Feb 23 2011 8:44:00 AM

Subject : RE: CARA Small grant**To :** Michelle Shannon ~ CHANCE <shannon817@comcast.net>

Shannon,

Here's the information you requested. You'll need to fill in the blank regarding how much you have been able to raise to help with the project. If you have any other questions, let me know.

The Greater Albany Rotary Club is interested in assisting CHANCE with the painting of the exterior of the building they are buying at 3rd and Montgomery. We have committed \$3,000 to this effort. The bid that was presented to us by Fitzpatrick painting was \$15,000. After some discussion with Fitzpatrick, they agreed to contribute \$5,000 (in the form of a price reduction) if we could come up with the balance of \$10,000. CHANCE was going to raise as much as possible from board members and the public at large and hoped to raise \$5,000 and GARC would somehow come up with the additional \$2,000 to get the facility painted.

To date CHANCE has raised \$_____, GARC has the \$3,000 committed to the project (with an additional amount possible from the members), and with CARA's contribution of \$5,000, the building at 3rd and Montgomery will become an example of the public and private sector working together to improve our downtown area.

Regards,

*John***From:** Michelle Shannon ~ CHANCE [mailto:shannon817@comcast.net]**Sent:** Wednesday, February 23, 2011 8:20 AM**To:** John Kollaer**Subject:** Fwd: CARA Small grant

Hi John,

Okay so I wanted you to know that I am working on this CARA grant thing. I need from you a statement or something in regards to the bid and agreement from the painters and of course a similar thing in regards to what you guys can do. I attached the application for the grant so that you can see specifically what they need from me. It is due on Monday and so I need the information ASAP. I am sorry for the rush. I hope all is well in your world.

God bless,

Michelle Y. Shannon
Executive Director CHANCE

541-791-3411 office
541-981-8637 cell
541-791-3423 fax
shannon817@comcast.net
238 3rd Ave SE (NEW LOCATION)
PO Box 1256
Albany OR 97321

CHANCE website:
<http://www.chance1002.qwestoffice.net>

This electronic mail and/or any attached file(s) may contain confidential information that is protected by laws of the State of Oregon and the United States of America. The information contained herein is intended for use only by the above named recipient. If you are not the named recipient, you are not authorized to read, disclose, copy, distribute, or take any action in reliance on this information. If you have received this electronic mail in error, please immediately destroy it and any attached file(s), and then notify the sender by electronic mail or by contacting the CHANCE office at 541-791-3411.

COMMUNITY HELPING ADDICTS NEGOTIATE CHANGE EFFECTIVELY

C.H.A.N.C.E.

238 3rd AVE. S.E., ALBANY OR 97321

P.O. BOX 1256 ALBANY, OR 97321

PHONE: 541-791-3411

FAX: 541-791-3423

February 26, 2011

Re: Painting of the building

To Whom It May Concern:

To this date CHANCE has raised \$200.00 and is able to personally spend \$800.00 for a total of \$1,000.00 towards the painting of the building located at 238 3rd Ave. SE, Albany OR 97321.

Sincerely yours,



Michelle Y. Shannon
Executive Director of CHANCE

lancet windows characteristic of this style. In 1873 J.B. Wyatt lived here. Probably the best example of the Italianate style in Albany can be found at the corner of Montgomery Street and Fourth Avenue. The Goltra House, 331 Montgomery SE (18) was built in 1893. It includes the distinctive rectangular paneled bays with scroll brackets and scroll brackets at the eaves. The classic Italianates' tall rectangular shape with narrow windows and pronounced moldings is evident. William H. and Sarah A. Goltra built this home. Mr. Goltra was born in New Jersey and moved to Oregon in 1852, walking the entire distance from Missouri in five months. He was first a farmer, then moved to Albany and sold agricultural implements. Looking farther down Montgomery Street, you can see the back of St. Paul's Methodist Episcopal Church South, 238 Third Ave SE (19). The church was built in 1875 and moved to its present site in 1878. It is the oldest existing church building in Albany, the "South" in its original name reflects the Southern sympathies of many of the residents of this neighborhood in the period around the Civil War. At 317 and 328 Fourth Ave. SE (20 & 21) are interesting examples of Rural Vernacular homes with Queen Anne and Eastlake details. Notice the various shapes of shingles in the porch at 317 and the sunburst in the gable at 328. On the north side of Fourth Avenue is the old Albany High School (now the Willamette Community Church and Albany Christian School) (22), built in 1909. The school was designed by Charles H. Burggraf, an Albany architect who also designed Central School, the Van Dran Building, a number of commercial buildings in downtown Albany, and more than 40 school buildings throughout the Northwest. The Stick style home with Eastlake details at 416 Fourth (23) is also from the Barber Pattern Book. This house was built c. 1895. Turn left at Jackson Street and then right onto Second Avenue. The large Queen Anne at 522 Second SE (24) was built in 1893. Note the angled stairway and corner bay. There is a horseshoe stained glass window in the bay; the horseshoe is repeated in the gable. In 1913, Peter and Mary Riley lived here. Mr. Riley won an extended reputation as a breeder of fine horses, primarily draft horses; Percherons, Clydesdale and Belgians. While crossing Jefferson, note the Willamette Seed and Grain warehouse (25) near the Willamette River. Originally known as the Farmers' Warehouse, it has been an Albany landmark since about 1900. Few examples of the French Second Empire style exist in Oregon, but the apartments at 606 and 508 Second SE (26) built c. 1885, are fine representatives of the style. Note the Mansard roof, dormers and pediments in the dormer windows. The porch at 606 is original and sports columns which are more light and airy than most columns

of this era. Proceed down Second Avenue to Madison Street, turn right on Madison and right again onto Third Avenue. Three one-story c. 1889 Italianate cottages constructed to house mill workers are located at 704, 712, and 718 Third SE (27, 28 & 29). All three porches are identical and it is said these three houses were part of an original east side subdivision. At 605 Third SE (30) is a Rural Vernacular with Gothic Revival features, c. 1880. It has two wall dormers and corner boards with capitals. Across the street at 606 Third SE (31) is a c. 1909 Craftsman Bungalow which is quite similar to the one at 614 Third SE, except that 614 Third has been altered. Note the projecting oriel window with leaded glass. The Italianate cottage at 529 Third SE (32) was built about 1893. The three small houses at 520, 510 and 506 Third SE (33, 34 & 35) all appear to be Bungalows built after the turn of the century, but 520 is actually an earlier Italianate cottage with a Bungalow porch added later. Turn left onto Jackson Street, and left again onto Fourth. At the corner of Fourth and Jefferson, 405 Jefferson, is a c. 1878 Queen Anne (36). When E.E. Pierce, a carpenter, lived here in the house consisted of just three rooms. The elegant porch with octagonal pavilions at each corner was added with the west wing about 1897. Proceed two blocks down Fourth. As you cross Thurston Street note the Thurston Canal (37), a branch of the Santiam Canal. The canal was constructed in 1873 by Chinese laborers brought to the valley to build the railroad. According to the 1878 Albany City Directory, fourteen turbine wheels in mills and factories along the river were powered by the water flowing down the canal. At 718 Fourth SE (38) is a simple Rural Vernacular, c. 1895. The Italianate cottage at 806 Fourth SE (39) was built c. 1893. It has a stylish Eastlake porch. Before turning right onto Madison Street, note Madison School (40), built in the 1890s. Also note the Queen Anne style church at the end of Fourth Avenue (41). It was originally known as the Cumberland Presbyterian Church and was constructed in 1892. The original church bell is visible in the ornate steeple. Now turn right onto Madison and right again onto Fifth Avenue. The Gothic Revival house at 638 Fifth SE (42) was built by Moses and Mary Parker in 1875. Note the steeply pitched roof and lancet windows. Moses Parker emigrated to Oregon from Ohio by wagon train in 1852. A turn-of-the-century biography states, "No pioneer resident of Linn County has more substantially aided in the development of its agricultural and other resources than Moses Parker." The stick style home, c. 1890, at 627 Fifth Ave. SE (43) boasts a two-story bay with stickwork. The brackets under the overhand had been removed and were recently replaced with brackets from a similar house on the west side of Albany which was demolished. The

house at 606 Fifth SE (44) is quite similar in design to the Parker House. It was built about 1875. Thomas Unphrey, a farmer, lived here in 1878. The Italianate cottage at 527 Fifth SE (45) was built c. 1895. At 508 5th Ave SE (46) is one of the loveliest Stick style homes in Albany. Notice the cutout work on the front porch and the sunbursts in the gables. According to the 1892 city directory, Issac Beam, a grocer, lived in this house. The Hackleman house is at the corner of Fifth and Jackson, 430 Jackson SE (47). It displays the many textures characteristic of the Queen Anne style. This was the home of Abram Hackleman, after whom the Hackleman Historic District is named. Hackleman's father, Abner, established the first donation land claim on the site of Albany in 1845. Abram Hackleman was the first to settle here, relocating his father's claim and building a cabin in 1847. The c. 1895 Italianate cottage at 420 Fifth SE (48) features a sunburst in the gable of the original porch. The more imposing Italianate at 505 Montgomery SE (49) dates to 1886. This was the home of James K. and M. Annette Weatherford. Mr. Weatherford was a prominent attorney. Across Montgomery Street at 238 Fifth SE (50) is a huge Queen Anne, c. 1895, which once served as Willamette Hospital. Notice the street address in the transom, the turret and the eyebrow window in the roof. The Gothic Revival house at 140 Fifth SE (51) was built about 1880. In 1913 John W. Althouse, son of Samuel Althouse, occupied this home. The Willis House, a Craftsman Bungalow at 128 Fifth SE (52), was built about 1910. The low profile, leaded glass and rustic front door are characteristic of this style. The only Classic Revival style home in the Hackleman District is at 118 Fifth (53). It was built by Samuel Althouse about 1868. Notice the symmetrical design and paneled pilasters with capitals, efforts to emulate a Greek temple. Althouse came to the Albany area with the Monteith's in 1848. He helped build the Magnolia Flour Mill. Albany's first industry, and also owned a planning mill and tin shop. Althouse said of this stately home "My house is even now not a small house as compared to others, but in the early days it was almost a castle." The Oregon Electric Railroad depot, at 133 Fifth SE (54), was built in 1912. Tracks for the interurban cars ran down the middle of Fifth Avenue. Note the clay tile roof and the OER emblem in the gable. Turn right on Lyon and left on Fourth Avenue to see the last building on the Hackleman tour, the Oregon Armory at 104 Fourth SE (55). This 1910 building was a National Guard Armory until 1974, when it was acquired by Linn County for use as an office building. Until World War II the Coast Artillery Unit, charged with defending the Columbia River, was based here. The Armory was a social center of Albany. Meetings, dances and boxing matches were held here.

**LINN COUNTY ASSESSOR
REAL PROPERTY ACCOUNT NAMES**

2/28/2011 10:28:24 AM

Account # 82087
Map 11S03W06-CD-03300
Owner CHANCE
Agent
In Care Of
Mailing Address
PO BOX 1256
ALBANY, OR 97321

Name		Ownership	Own
Type	Name	Type	Pct
OWNER	CHANCE	OWNER	

Statement of Tax Account

LINN COUNTY TAX COLLECTOR
LINN COUNTY COURTHOUSE
ALBANY, OR 97321
(541) 967-3808

2/28/2011 10:28:11 AM

CHANCE
PO BOX 1256
ALBANY, OR 97321

Tax Account # 82087	Lender
Account Status Active	Loan #
Roll Type Real Property	Property ID 00846 11S03W06CD 03300
Situs Address 238 3RD AVE SE, ALBANY, OR 97321	Interest To Mar 15, 2011

Tax Summary

Tax Year	Tax Type	Total Due	Current Due	Interest Due	Discount Available	Original Due	Due Date
2009	ADVALOREM	0.00	0.00	0.00	0.00	1,772.46	Nov 15, 2009
2008	ADVALOREM	0.00	0.00	0.00	0.00	1,712.22	Nov 15, 2008
2007	ADVALOREM	0.00	0.00	0.00	0.00	1,668.85	Nov 15, 2007
2006	ADVALOREM	0.00	0.00	0.00	0.00	1,483.52	Nov 15, 2006
2005	ADVALOREM	0.00	0.00	0.00	0.00	1,449.11	Nov 15, 2005
2004	ADVALOREM	0.00	0.00	0.00	0.00	1,702.19	Nov 15, 2004
Total		0.00	0.00	0.00	0.00		

LINN County Assessor's Summary Report
Real Property Assessment Report
 FOR ASSESSMENT YEAR 2010

February 28, 2011 10:27:31 am

Account # 82087
 Map # 11S03W06-CD-03300
 Code - Tax # 00846-82087
 Legal Descr HACKLEMAN'S 2ND ADDITION
 Block - 13 Lot - 4

Tax Status NONASSESSABLE
 Acct Status ACTIVE
 Subtype NORMAL

Mailing Name CHANCE
 Agent
 In Care Of MICHELLE SHANNON
 Mailing Address
 PO BOX 1256
 ALBANY, OR 97321

Deed Reference # 2009-17701
 Sales Date/Price 10-07-2009 / \$150,000.00
 Appraiser UNKNOWN

Prop Class 921 MA SA NH Unit
 RMV Class 201 01 01 002 7732-1

Situs Address(s)	Situs City
ID# 1 238 3RD AVE SE	ALBANY

Value Summary					
Code Area		AV	RMV	RMV Exception	CPR %
00846	Land	36,690	43,440	Land	0
	Impr.	59,930	70,950	Impr.	0
Code Area Total		96,620	114,390		0
Grand Total		96,620	114,390		0

Land Breakdown											
Code Area	ID#	RFD	Ex	Plan Zone	Value Source	TD%	LS	Size	Land Class	Irr Class	Irr Size
00846	1	R			Market	100	S	5,085.00			
Grand Total								5,085.00			0.00

Improvement Breakdown										
Code Area	ID#	Yr Built	Stat Class	Description	TD%	Total Sq. Ft.	Ex%	MS Acct #	Trended RMV	
00846	100	1900	500	Commercial Improvements	100	1,800			70,950	
Grand Total						1,800			70,950	

Account # 82087

Appr Maint: 2010 - TAX STATUS CHANGE TO NON-ASSESSABLE, 2010 - TAX STATUS CHANGE TO ASSESSABLE, 2010 - TAX STATUS CHANGE TO NON-ASSESSABLE

Comments: ***** CAP NOTE - Type C *****
CY96CR: pcl changed from 201 to 101, church property to be appraised by res appraiser in cycle 1/2/96 kr.
Exempt application approved 7-01 GB
Contract purchasers deeded back to previous owner. Deed signed and recorded June 9th, 2003 GB
Exempt application approved with late fee. 8-03 GB
Exemption removed for 2004 year owner not using bldg on July 1st 2004, and no exempt application from current occupant. 10-04 GB 1/05 Reduced value for floor(carpet & subfloor) & wall repair(mold & some brick repair) & new Marshall Swift calculation. Prior sales(little or no down)fell thru & owner got property back in worse shape.ML (listed spring 2005 by Coldwell @ 110,000)
10MX:Exempt application approved -kr.
***** CAP NOTE - Type J *****
EV2001-113:Tax status change from 08 to taxable 3-01 kr.
EV2001-544:Tax status change from taxable to 08 7-01 kr.
EV2003-315: Tax status change from 08 to taxable. 7-03 GB
EV2003-352: Tax status change from active to exempt. 8-03 GB
EV2004-460 Tax status change from exempt to active. 11-04 GB

***** CAP NOTE - Type R *****
Based on "C" note and sale this may well have had repairs/remodel -kr
10MX: SALE IS ON CONTRACT. SOME MAINTENENCE GOING ON. 12/09 NB

LINN COUNTY ASSESSOR'S NAME LEDGER

2/28/2011 10:27:52 AM

Account ID 82087 **Township** 11S **Range** 03W **Section** 06 **1/4** C **1/16** D **Taxlot** 03300 **Special Interest**

Effective Date 14-Mar-2001 12:00 AM **Transaction ID** -169555 **Entry Date** 14-Mar-2001 **Recorded Date** 21-Jul-2003 **Sale Date** 21-Jul-2003

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-169555	2010	HISTORICAL		MF115 9	0105	1	MF1159-0105		NAME CHANGE	
JVNUM - EV2001-113 GRACE LIFE FELLOWSHIP OF OREGON, INC, AGT											
Size Totals		Code	Acres	Sqft	Alternate Size						

Effective Date 14-Mar-2001 12:00 AM **Transaction ID** -169554 **Entry Date** 14-Mar-2001 **Recorded Date** 03-Jul-2001 **Sale Date** 03-Jul-2001

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-169554	2010	HISTORICAL		-16955 4		1	EV2001-113		MISC CHANGE	
JVNUM - EV2001-113 EXEMPT TO ACTIVE/LM (Gary will send application)											
Size Totals		Code	Acres	Sqft	Alternate Size						

Effective Date 03-Jul-2001 12:00 AM **Transaction ID** -169553 **Entry Date** 03-Jul-2001 **Recorded Date** 21-Jul-2003 **Sale Date** 21-Jul-2003

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-169553	2010	HISTORICAL		-16955 3		1	EV2001-544		MISC CHANGE	
JVNUM - EV2001-544 TAXABLE TO EXEMPT (M-223-01)											
Size Totals		Code	Acres	Sqft	Alternate Size						

Effective Date 24-Sep-2002 12:00 AM **Transaction ID** -169552 **Entry Date** 24-Sep-2002 **Recorded Date** 24-Sep-2002 **Sale Date** 24-Sep-2002

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-169552	2010	HISTORICAL		MF120 6	0364	1195 9	MF1206-0364		CODE CHANGE	

65 JVNUM - EV2001-803 Code change from 8-1 to 8-46 by City of Albany Ord. No. 5496. Adoption of CARA UR Plan, Eff 9/7/2001. Values for 2000 year per ORS 457.430 and on 2002 roll per ORS 457.450. See Central Albany UR file.

Account ID 82087 **Township** 11S **Range** 03W **Section** 06 **1/4** C **1/16** D **Taxlot** 03300 **Special Interest**

Size Totals Code Acres Sqft Alternate Size

Effective Date 21-Jul-2003 12:00 AM **Transaction ID** -169551 **Entry Date** 21-Jul-2003 **Recorded Date** 06-Aug-2003 **Sale Date** 06-Aug-2003

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-169551	2010	HISTORICAL		MF143 9	0211	1	MF1439-0211		MISC CHANGE	

JVNUM - EV2003-315 EXEMPT TO ACTIVE (per conveyance in MF1439-211)

Size Totals Code Acres Sqft Alternate Size

Effective Date 21-Jul-2003 12:00 AM **Transaction ID** -169550 **Entry Date** 21-Jul-2003 **Recorded Date** 03-Aug-2005 **Sale Date** 03-Aug-2005

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-169550	2010	HISTORICAL		MF051 3	0118	1	MF0513-0118		NAME CHANGE	

JVNUM - EV2003-315 (Removed Agts)
MIRACLE REVIVAL CENTER

Size Totals Code Acres Sqft Alternate Size

Effective Date 06-Aug-2003 12:00 AM **Transaction ID** -169549 **Entry Date** 06-Aug-2003 **Recorded Date** 22-Nov-2004 **Sale Date** 22-Nov-2004

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-169549	2010	HISTORICAL		-16954 9		1	EV2003-352		MISC CHANGE	

JVNUM - EV2003-352 APPLICATION & LATE FEE FOR EXEMPTION APPROVED
(M-237-03) EXEMPT

Size Totals Code Acres Sqft Alternate Size

Effective Date 22-Nov-2004 12:00 AM **Transaction ID** -169548 **Entry Date** 22-Nov-2004 **Recorded Date** 23-Nov-2004 **Sale Date** 23-Nov-2004

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-169548	2010	HISTORICAL		-16954 8		1	EV2004-460		MISC CHANGE	

Account ID 82087 **Township** 11S **Range** 03W **Section** 06 **1/4** C **1/16** D **Taxlot** 03300 **Special Interest**

JVNUM - EV2004-460 MADE 100% TAXABLE PER DAVE S. (M-396-04)
(Correction for 2004 & following)

Size Totals	Code	Acres	Sqft	Alternate Size
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Effective Date 03-Aug-2005 12:00 AM **Transaction ID** -169547 **Entry Date** 03-Aug-2005 **Recorded Date** 07-Oct-2008 **Sale Date** 07-Oct-2008

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-169547	2010	HISTORICAL		MF174 2	0213	1	MF1742-0213		NAME CHANGE	

JVNUM - DATA/LM Tripp, Rodney W & Martha G, Tr
(of the Rodney W Tripp Trust)

Size Totals	Code	Acres	Sqft	Alternate Size
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Effective Date 07-Oct-2008 12:00 AM **Transaction ID** -169546 **Entry Date** 07-Oct-2008 **Recorded Date** 07-Oct-2008 **Sale Date** 07-Oct-2008

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-169546	2010	HISTORICAL		DN200 8	19145	1	DN2008_19145		NAME CHANGE	

JVNUM - DATA/AK PIERCEY, JAMES L
BIGELOW, BROOKE
(H/W)

Size Totals	Code	Acres	Sqft	Alternate Size
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Effective Date 25-Aug-2009 12:00 PM **Transaction ID** -7732 **Entry Date** 25-Aug-2009 **Recorded Date** 25-Aug-2009 **Sale Date** 25-Aug-2009

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-7732	2009	ASSESSOR'S FILE		2009	-7732	1	82087		CONVERSION	

Size Changes	Code	+ / - Size	Alternate Size	Code Area Deleted	Move to Acct	Move To Code
	00846	5,085.00 Sqft				

Size Totals	Code	Acres	Sqft	Alternate Size
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Action	Subdivision	Block	Lot	Direction	Part	Part Type
Add:	HACKLEMAN'S 2ND ADDITION	13	4			

Account ID 82087 Township 11S Range 03W Section 06 1/4 C 1/16 D Taxlot 03300 Special Interest

Sale Price \$150,000
Sale Date 07-Oct-2009

Effective Date 12-Oct-2009 2:51 PM Transaction ID 1883 Entry Date 09-Oct-2009 Recorded Date 08-Oct-2009

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID # 2	PID	Source ID	PT	Operation	To/From Map																								
1	3506	2009	CLERK	WD	2009	17701	1			NAME CHANGE																									
SAME DESCRIPTION AS USED IN MF1439-211																																			
<table border="1"> <thead> <tr> <th>Name Changes</th> <th>Status</th> <th>Name</th> <th>Name Type</th> <th>Ownership Type</th> <th>Ownership %</th> </tr> </thead> <tbody> <tr> <td></td> <td>D</td> <td>PIERCEY, JAMES L</td> <td>OWNER</td> <td>OWNER</td> <td></td> </tr> <tr> <td></td> <td>D</td> <td>BIGELOW, BROOKE</td> <td>OWNER</td> <td>OWNER</td> <td></td> </tr> <tr> <td></td> <td>A</td> <td>CHANCE</td> <td>OWNER</td> <td>OWNER</td> <td></td> </tr> </tbody> </table>												Name Changes	Status	Name	Name Type	Ownership Type	Ownership %		D	PIERCEY, JAMES L	OWNER	OWNER			D	BIGELOW, BROOKE	OWNER	OWNER			A	CHANCE	OWNER	OWNER	
Name Changes	Status	Name	Name Type	Ownership Type	Ownership %																														
	D	PIERCEY, JAMES L	OWNER	OWNER																															
	D	BIGELOW, BROOKE	OWNER	OWNER																															
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	00846		5,085.00																																

Effective Date 27-Jul-2010 2:53 PM Transaction ID 90437 Entry Date 27-Jul-2010 Recorded Date 27-Jul-2010 Sale Date

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID # 2	PID	Source ID	PT	Operation	To/From Map										
1	106195	2010	ASSESSOR'S FILE	REQ	2010	506	1	M-132-10		TAX STATUS CHANGE TO NON-ASSESSABLE											
(M-132-10) ACCT IS NOW 100% EXEMPT FOR 2010 & FOLLOWING PER APPRAISER K.R. "09"																					
<table border="1"> <thead> <tr> <th>Size Totals</th> <th>Code</th> <th>Acres</th> <th>Sqft</th> <th>Alternate Size</th> </tr> </thead> <tbody> <tr> <td></td> <td>00846</td> <td></td> <td>5,085.00</td> <td></td> </tr> </tbody> </table>												Size Totals	Code	Acres	Sqft	Alternate Size		00846		5,085.00	
Size Totals	Code	Acres	Sqft	Alternate Size																	
	00846		5,085.00																		

Effective Date 28-Jul-2010 9:33 AM Transaction ID 95241 Entry Date 28-Jul-2010 Recorded Date 28-Jul-2010 Sale Date

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID # 2	PID	Source ID	PT	Operation	To/From Map										
1	111116	2010	ASSESSOR'S FILE	CORR	2010	517	1	M-132-10		TAX STATUS CHANGE TO ASSESSABLE											
CORRECTION TO TAX STATUS CHANGE—EVEN THOUGH THE APPLICATION WAS APPROVED FOR 2010 EXEMPTION STATUS, WE'RE UNABLE TO CHANGE TO NON-ASSESSABLE (BY M-132-10) DUE TO 2009 TAXES OWING. LM 7/28/10																					
<table border="1"> <thead> <tr> <th>Size Totals</th> <th>Code</th> <th>Acres</th> <th>Sqft</th> <th>Alternate Size</th> </tr> </thead> <tbody> <tr> <td></td> <td>00846</td> <td></td> <td>5,085.00</td> <td></td> </tr> </tbody> </table>												Size Totals	Code	Acres	Sqft	Alternate Size		00846		5,085.00	
Size Totals	Code	Acres	Sqft	Alternate Size																	
	00846		5,085.00																		

Account ID 82087 Township 11S Range 03W Section 06 1/4 C 1/16 D Taxlot 03300 Special Interest

Effective Date 10-Aug-2010 10:49 AM Transaction ID 106797 Entry Date 10-Aug-2010 Recorded Date 10-Aug-2010 Sale Date

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID # 2	PID	Source ID	PT	Operation	To/From Map
1	124035	2010	ASSESSOR'S FILE	MEMO	2010	555	1	M-132A-10		TAX STATUS CHANGE TO NON-ASSESSABLE	

2009 TAXES HAVE BEEN PAID/////TAX STATUS CHANGE FROM ASSESSABLE TO 100% EXEMPT PER APPRAISER, KR (M-132A-10)

Size Totals	Code	Acres	Sqft	Alternate Size
	00846		5,085.00	



TO: CARA Advisory Board
FROM: Kate Porsche, Urban Renewal Manager *Kate*
DATE: March 9, 2011, for March 16, 2011, CARA Advisory Board Meeting
SUBJECT: Staff Report – Small Grant Request – Loafers, Montie and Wendy Torgenson

Montie and Wendy Torgenson – Loafers
222 Washington St. SW

Small Grant Requested: **\$5,000.00** Total project work = \$50,000.00

Montie and Wendy Torgenson are coming before you to request \$5,000 in grant funds to assist in a \$50,000 remodel project. The CARA contribution in this case amounts to only 10 percent of total project costs, a better percent than the typical 50/50. The money will be used to turn the building back into a bakery, deli, and restaurant including painting the entire interior, installation of new floors, new ceilings where needed, and repair of damages.

The project will help improve a historic building that is in a highly visible location and bring back use that brings vitality (and baked goods!) to our downtown.

It should be noted that the applicants have received CARA funding in the past including \$5,000 in 2010 for \$31,500 of work including painting the exterior of the building, addition of exterior lighting, building trim, resurfacing of the outside surface area, and replacement of the roof.

KCP:ldh

U:\Economic Development\CARA\CARA Advisory Board\2011\Staff Reports\03.16.11 Torgenson Grant Request Staff Report..doc



CARA Small Grant Program

Factors to Consider in Evaluating Projects

Item #	Item	Description	Comments
A)	CARA Goal & Objectives	How does it further the CARA Goal and Objectives?	<p><i>CARA Key Objectives:</i></p> <ul style="list-style-type: none"> ◆ Retain and enhance the value of existing private investment and public investment in the area. <p><i>CARA Additional Objectives:</i></p> <ul style="list-style-type: none"> ◆ Preserve the Historic Districts, historic resources, and existing housing in this area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.
B)	Focus Area	Is the project in the heart of downtown, on the waterfront or in another key area to CARA?	Yes.
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?	The Applicant has used all personal funds to complete this project over the past few years.
E)	Blight	Would it remedy a severely blighted building? How?	Yes.
F)	Vitality	Would it serve as a people-attractor or as an anchor for the initial focus area?	Yes. Project would bring back a bakery and deli in this location.
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?	n/a
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, meets the land-use objectives.
J)	Sustainability	How does it meet the Governor's Objectives for Sustainable Communities? (Environmental, Economic Development, Community/Social)	n/a



Small Grant APPLICATION

1. APPLICANT

Name: MONTIE & WENDY TORGIESON

Business Name: LOAFERS

Address: 38058 SCRAPER Hill Rd Albany OR
97322 Zip Code:

Contact Name: 541 760-1795 Phone Number:

Fax Number: _____ Email Address: Wendytorgeson@hotmail.com

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

TIN# 20-2996402

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

2. BUILDING/BUSINESS INFORMATION

Name: LOAFERS

Address: 222 SW Washington Zip Code: 97321

Legal Description: Misc

Property Tax Account Number: 867886

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: MONTIE & WENDY TORGIESON

Contact Name: Wendy TORGESON

Address: 38058 Scrauel Hill Rd

97322 Zip Code:

Phone Number: Am. 541-926-1974 Cell 541-760-1795

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

Turn building back into a bakery And Deli
And Restaurant - Paint entire inside - Install new floors -
new ceilings where needed - repair all damages

6. ESTIMATED COST OF PROJECT: \$ 50,000⁰⁰

ESTIMATED VALUE OF PROJECTS UPON COMPLETION: \$ 450,000⁰⁰

Basis for valuation and value upon completion: LAST APPRAISAL

7. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates?
Montie & Wendy TORGESON

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

Address: 38058 Scrauel Hill Rd Albany OR 97322

Phone Number: Am 541-926-1974 Cell 541-760-1791 760-1795 Email Address:

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

To Remodel existing historic building in keeping with the original architectural look of building.

to provide a place without blight that will bring more customers to the downtown area. Help to make the downtown a destination for people.

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

Yes No If so, amount \$ 5,000⁰⁰

FOR WHAT PROJECT: Update outside of Building

10. YOUR AMOUNT OF AVAILABLE MATCHING FUNDS

\$ 40,000⁰⁰

SOURCE OF MATCHING FUNDS (CARA may withhold approval of this application until information

satisfactory to CARA is provided.)

Personal Money

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 have used All our personal funds to complete this project over the past few years.

12. WHERE ELSE HAVE YOU LOOKED FOR FUNDING?

ASSISTANCE REQUESTED

Total Estimated Project Costs:

\$ 50,000⁰⁰

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

\$ 5,000⁰⁰

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



Date

2-23-2011

Applicant's Signature



Date

2-23-2011

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: 2/23/11

By: [Signature]

Application

Complete: Yes No

If no,
comments: _____

Date application returned to applicant for
completion: _____

Date application returned to
City: _____

By: _____