NOTICE OF PUBLIC MEETING

CENTRAL ALBANY REVITALIZATION AREA ADVISORY BOARD
City Hall Council Chambers
Tuesday, March 4, 2014
5:15 p.m.

AGENDA

1. CALL TO ORDER (Chair Rich Catlin)

2. ROLL CALL

3. APPROVAL OF MINUTES
   - January 15, 2014. [Pages 2-4]

   Action:_____

4. SCHEDULED BUSINESS

   a. Business from the Public

   b. Presentation of New Small Grant Requests. [Pages 5-25] (Porsche/Applicants)
      1) Allen & Associates Insurance (Michael Allen) ($5,000). [Pages 6-15]
      2) Borden Building (John Boock) ($4,750). [Pages 16-25]

   c. Deliberation and Funding Decisions
      1) Allen & Associates Insurance (Michael Allen) ($5,000). [Pages 6-15]
         Action:_____
      2) Borden Building (John Boock) ($4,750). [Pages 16-25]
         Action:_____

   d. Planning for discussion of infrastructure projects. [Pages 26-31] (Porsche)
      Action:_____

   e. Staff updates and issues. [Verbal] (Porsche)
      Action:_____

5. BUSINESS FROM THE BOARD

6. NEXT MEETING DATE: *Wednesday, March 19, 2014*

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, advance notice is requested by notifying the City Manager's Office at 541-917-7508, 541-704-2307, or 541-917-7519.

APPROVED: _____

CITY OF ALBANY
Central Albany Revitalization Area Advisory Board
City Hall Council Chambers, 333 Broadalbin Street SW
Wednesday, January 15, 2014

MINUTES

Advisory Board Members present: Russ Allen, Rich Catlin, Bill Coburn, Floyd Collins, Loyd Henion, Bessie Johnson, Rich Kellum, Sharon Konopa, Ray Kopczynski, Danon Kroessin, Dick Olsen, Maura Wilson

Advisory Board Members absent: Kevin Manske (excused), Mark Spence (excused)

CALL TO ORDER

Chair Rich Catlin called the meeting to order at 5:15 p.m.

APPROVAL OF MINUTES

November 20, 2013

MOTION: Rich Kellum moved to approve the minutes as presented. Floyd Collins seconded the motion, and it passed 12-0.

SCHEDULED BUSINESS

Business from the Public

There was no business from the public.

Parking Lot Resurfacing Between Lyons and Ellsworth Bridges ($50,000)

Economic Development & Urban Renewal Director Kate Porsche said that she was asked by CARA Advisory Board members to provide details on potentially resurfacing the City-owned parking lot between the Lyon and Ellsworth Bridges. She reviewed the specifics of the project as detailed in the written staff report. The work would include repairing potholes, removing curb stops, applying a slurry seal, and restriping the 46,000 square foot lot. The estimated cost of the work is $50,000. This would be a temporary fix that would last about five years. The long-range plan is to have a downtown anchor at this site.

Collins said that the estimate of about $1 per square foot seems fair, recognizing that the work is primarily cosmetic in nature and would have a life of between five and seven years.

Catlin said that he would like to see the work done early in the summer, if possible. Brief discussion followed regarding the scope of the project, the desire to ultimately have an anchor at this location, the timing of the work, and potential constraints associated with weather and the construction season.

Loyd Henion asked how City-owned parking lots are typically resurfaced. City Manager Wes Hare said there is no money allocated for that purpose; the Street Fund is made up of gas tax revenue which cannot be used for parking lots.

MOTION: Ray Kopczynski moved to approve resurfacing of the parking lot, not to exceed $50,000. Bill Coburn seconded the motion, and it passed 12-0.

Discussion/Planning for Meeting on Public Infrastructure Work

Porsche said that CARA's current year budget includes budget authority to borrow and spend up to $3.1 million on public infrastructure projects. She has heard support for holding an open house or some other forum to engage the public and get feedback on which public infrastructure projects in the Urban Renewal Plan should be priority. She requested input on how a public forum might be structured.

Collins said that it is important to convey that potential projects are defined within the Urban Renewal Plan and to request input as to where we should be investing within those categories, if at all at this time.

Kopczynski said that he would value receiving input from the public on potential projects, noting that there is little public input received at regular CARA Advisory Board meetings.

Russ Allen said that if the Board is going to ask for public input, they should be ready to utilize the input in the decision process. Inviting input and then not heeding the input received could be damaging from a credibility standpoint. He suggested that staff take the Board's comments and bring back a more defined proposal.

Kellum said that he would like to consider how to best reach out so that input comes from a broad section of the community and not from just a few who are passionate about a particular thing.

Sharon Konopa said that the City sent out 17,000 notices for a recent public hearing on code changes; only 20 attended and only a few of those addressed the subject at hand. She said that it is important for the Advisory Board to base its decisions on what is best for the downtown area.

Maura Wilson agreed with Allen. She suggested that the Board could identify several projects that it wants to do and that are feasible. It should be made clear that we are seeking input and thoughts, but not a public vote.

Bessie Johnson agreed that the Board should decide which projects are desired and feasible and present those to the public for discussion.

Danon Kroessin said that when you give people a choice, you should be sure it's a choice you can live with. He suggested the Board identify four or five specific projects and request feedback on priorities.

Catlin said that he likes the approach of presenting options and the pros and cons of each to help people evaluate projects.

Coburn said he supports the idea of identifying a few projects and asking for the public's help in prioritizing them.

Allen said there is a very small subset of the public that will actually give feedback and it is the Board's job to speak for the silent majority. He suggested that input could also be accepted through e-mail or other modern methods.

Hare said that we have a representative form of government and the Advisory Board is charged with making decisions it thinks the public would make if they had access to the same information. It is important to make an effort on citizen engagement, but the reality is that a significant amount of input may not be forthcoming. In order to receive a good representation of citizen input, it would probably be necessary to hire consultants with that expertise, but that is an expensive and time-consuming process.

Dick Olsen said that he would like to streamline the process, get public input, and then get going on some projects.

Porsche will bring back a rough outline of how a public meeting might be structured and a potential timeframe for consideration at the next meeting. She will also provide a list of projects in the Urban Renewal Plan, along with staff's thoughts on priorities.

Staff Updates and Issues

Porsche said that review of applications for the Small Grants program will be on the agenda next month.

Porsche asked for direction regarding timing for the Focus Area Loan and Storefront Revitalization Grant programs. Following brief discussion, it was agreed that the Board will consider applications four times a year on a competitive basis.

Porsche said that the Edgewater Village project continues to move forward. The first five units are contractually due by October of this year, and the developers are working to secure a loan to get that work done.

The Woodland Square project is moving forward, with construction expected to begin in June.

BUSINESS FROM THE BOARD

Olsen asked how the Edgewater Village project will interact with the Dave Clark Path. Porsche said the developers are working with the Parks & Recreation Director on lighted bollards and clean up of invasive species. Olsen said that having fences along the path would feel unfriendly. Catlin, in his role as planning consultant for Edgewater Village, explained the agreement with the City to move lot lines three feet back from the path so that if a property owner wanted to put up a fence, it would be set back from the path. He said there was no desire by the parties to try to restrict property owners' ability to put up fencing.

Konopa said that the event center on the top floor of the Wheelhouse has been heavily booked and the building owners have now opened up the street level for events. This is a very nice and unique event center with a view. The street level can be converted for a restaurant in the future, but the owners are currently utilizing the space to meet the demand for event space.

Porsche advised that her husband, Rod Porsche, has been named Executive Director of the Albany Downtown Association. She underscored that she had no part in the hiring process, that she has no oversight with the money given to the ADA, and that this in no way creates a conflict of interest.

NEXT MEETING DATE

The next meeting of the CARA Advisory Board is scheduled for 5:15 p.m. on Wednesday, February 19, 2014, in the Council Chambers.

ADJOURNMENT

Hearing no further business, Chair Catlin adjourned the meeting at 6:25 p.m.

Submitted by,

Teresa Nix
Administrative Assistant

Reviewed by,

Kate Porsche
Economic Development & Urban Renewal Director

CARA Project Quick Review Grid

Project	John Boock	Allen & Associates Insurance, Inc.
Evaluation Category & Criteria		
Overall Goals		
Further the Town Center Plan	🟢	🟢
Development Pattern (Highest & Best Use)	🟢	🟢
Blight	🟢	🔴
Preservation	🟢	🔴
Vitality/People Attractor	🟢	🔴
Located in Retail Hotspot	🔴	🔴
Sustainable Building	🔴	🔴
Residential Component	🔴	🔴
Economic Development		
Bring new business to Albany	🔴	🔴
Additional Job Creation	🔴	🔴
Local Labor and Materials	🟢	🟢
Financial		
Proposed public funds	$ 4,750	$ 5,000
Private funds	$ 4,750	$ 6,500
Total project cost	**$ 9,500**	**$ 11,500**
% of CARA Investment	50%	43%
% Private Investment	50%	57%

Key	
Meets Criteria	🟢
Potentially or somewhat Meets	🟡
Does Not Meet Criteria	🔴

Project Evaluation Grid: Allen & Associates Insurance, Inc.

Request: $5,000/CARA Small Grant

	Item	Description	Staff Analysis/Comments
Overall Goals			
A)	**CARA Goal & Objectives:** The purpose of this CARA Plan is to eliminate blighting influences found in the CARA, to implement goals and objectives of the City of Albany Comprehensive Plan, and to implement development strategies and objectives for the CARA. The goal and objectives for the CARA have been defined as follows: ***CARA Goal:*** To revitalize the Central Albany Revitalization Area by implementing the Town Center Plan developed through the Central Albany Land Use & Transportation Study (CALUTS) using a citizen-driven process.	Does the project further the Town Center Plan? Which of CARA's objectives does the project meet? ***CARA Key Objectives:*** ◆ Attract new private investment to the area. ◆ Retain and enhance the value of existing private investment and public investment in the area. ***CARA Additional Objectives:*** ◆ Provide a safe and convenient transportation network that encourages pedestrian & bicycle access to and within the town center. ◆ Preserve the Historic Districts, historic resources and existing housing in the area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Increase residential density in the area. ◆ Encourage the development of new forms of housing and home ownership. ◆ Enhance and protect the community and environmental values of waterway corridors in the area. ◆ Provide an enriching environment and livable neighborhoods.	Yes. ***CARA Key Objectives:*** ◆ Retain and enhance the value of existing private investment and public investment in the area. ***CARA Additional Objective:*** ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Provide an enriching environment and livable neighborhoods.
B)	CARA Planned Projects	Which project category and activity in the UR Plan does this project fulfill? (See CARA Project Activities document, or Table 2 of the UR Plan and Report)	Storefront program.
C)	Development Pattern (Highest and Best Use)	Does it achieve desired land use (e.g., mixed-use, higher density) and/or transportation objectives (e.g., Esplanade, pedestrian-friendly areas)? Is the proposed project desired in this location and the highest and best use of the property?	Yes. Yes.
D)	Blight	Would it remedy a severely blighted building? How? Does the project utilize a vacant space?	No.
E)	Preservation	Would it rehabilitate or sensitively redevelop a historic property?	No.

F)	Vitality/People Attractor	Does the general public benefit (i.e. restaurant, carousel, something they can go to; does the project enhance the public's experience of the space? Is it a business we are seeking)?	No, this is a commercial service business.
G)	Retail Hotspot (1st Avenue between Lyon and Calapooia)	Is the project located in the Retail Hotspot? If so, will the first floor use be active retail, as recommended in the Retail Refinement Plan?	No.
H)	Sustainable Building	Will the building be built using sustainable practices including LEED or others?	No.
I)	Residential	Is there a residential component? How many units?	No.
Economic Development			
J)	Bring new business to Albany	Will a new business open or come to Albany as a part of this project?	No.
K)	Job Creation	Will the project create additional jobs? How many, what types and what salary level?	No.
L)	Local Labor and Materials	Has applicant specifically called out a commitment to use a certain percent or amount of local labor and/or materials?	Yes. The bid is from a local contractor.
Financial			
M)	Ratio	Proposed public funds Private funds % of CARA Investment	$5,000 $6,500 43%
N)	Financial Impacts	What are the financial risks and/or financial benefits to CARA?	This project would be funded from the Small Grant program, which is fully funded for the year.
O)	Gap	What is the "Gap" or need of the developer?	CARA funds would allow the owner to complete this project in 2014 versus waiting another year to complete it.
P)	Private Risk	What is the risk for the developer? What is their skin in the game?	$6,500 of personal funds.
Q)	CARA/City funds	Has the project received other CARA/City funding in the past?	No.

CARA Funding Application

333 Broadalbin Street SW, Albany, OR 97321

1. APPLICANT

Name: Michael D. Allen

Mailing Address: 3276 NW Crest Loop

Albany, OR Zip Code: 97321

Contact Name: Mike Allen Phone Number: 541-619-7349 cell

Fax Number: 888-614-7721 E-mail Address: Allen-Associates@comcast.net

2. BUSINESS/BUILDING INFORMATION

Legal Business Name: Allen & Associates Insurance, Inc.

Number of Years in Operation: 10

Legal Form: Sole Proprietorship ☐ Partnership ☐ Corporation ☐ S-Corp ☑ LLC ☐

Profit ☐ Nonprofit ☐

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

Have you ever filed for bankruptcy? ☐ Yes ☑ No

Project Address (if different that mailing address): 433 3rd Ave SE, Albany OR 97321

Property Tax Account Number: 82830

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 tile is held: Michael D. Allen

Contact Name: Michael D. Allen

Mailing Address: 3276 NW Crest Loop

Albany, OR Zip Code: 97321

Phone Number: (541) 967-7283 office / 541-619-7349 cell

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 *Please give a comprehensive description of project.*

The building will be improved by removing 5 "window" type air conditioning units that are mounted inside the walls around the building and replacing the siding where required. Then, a 3 foot stack stone or cultured stone fascia will be added around the bottom of the exterior of the building up to the bottom of the office windows (this is a one-story structure). Ini addition, the exterior of the building will be painted a complimentary color to the stone fascia and roof. After which, the exterior of the building should appear quite new as the existing Hardi-Plank siding is in excellent condition.

6. TIMELINE FOR COMPLETION OF PROJECT: 1 month, at most, weather permitting.

7. PROJECT COSTS

ESTIMATED COST OF PROJECT: $ 11,500

ESTIMATED VALUE OF PROJECT UPON COMPLETION: $ 15,000

Basis for valuation and value upon completion: Marshall. Swift, Boech commercial property replacement estimator

SOURCES FOR PROJECT:

Owner/Company Contribution	$ 6,500		
Bank (estimated)	$	Term:	Interest Rate:
Other (please specify)	$	Term:	Interest Rate:
CARA (proposed)	$ 5,000		
TOTAL SOURCES	$ 11,500		

Is your funding for these: ☑ available today ☐ applied for ☐ unknown at this time

USES FOR PROJECT:

Land and/or Building Acquisition	$
Soft Costs *	$ 500 (permits)
Construction Costs *	$ 11,500
Tenant Improvements	$
Machinery/Equipment/Installation Costs	$
Working Capital	$
Other (please specify)	$
TOTAL USES	$ 11,500

*Please provide a detail of Soft Costs and of Construction Costs.

8. PREPARATION OF COST ESTIMATES

Who prepared your cost estimates? Curb Appeal Pros, LLc

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

Mailing Address: PO Box 3322, Albany OR 97321

Phone Number: 541-231-4323 E-mail Address: Scott@CurbAppealProsLLc.com

9. EXPLAIN WHY CARA FUNDING IS NECESSARY TO INSURE PROJECT COMPLETION. (*Please provide a description of the financial gap requiring CARA assistance.*)

After the last round of CARA, I upgraded the heating system of the building by adding a 3-head, ductless mini-split HVAC system and put off the exterior upgrades as I couldn't afford to do both. My hope is that I can qualify for the small grant so I can get these exterior upgrades done this year rather than waiting another year to raise funds.

10. WHERE ELSE HAVE YOU LOOKED FOR FUNDING?

I did try to combine the costs of this project into a refinance loan through US Bank, but the loan terms required an additional and substantial down payment that I didn't have available. No additional funds were available as a result.

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

This area of SE 3rd & Jackson St has a lot of older properties and some have been updated very nicely, but others are in a state of disrepair that detracts from the overall appeal of the neighborhood. Though my building is dated 1943 construction, it's actually a modern rebuild from the year 2000 when the structure burned down. The reconstruction following that event was complete, but the grade of construction was somewhat basic. Therefore, additional attention is needed to improve the property's exterior appearance. I believe the sooner we do our part to improve the look of our property, the more likely it is that other property owners in the area will follow suit with their properties.

12. PLEASE OUTLINE ANY OTHER VIRTUES OR BENEFITS YOUR PROJECT PROVIDES.

I have two rented office spaces in my building and the improvements would certainly benefit the professional image of those business occupants.

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

Yes ☐ No ■ If so, amount $_____

FOR WHAT PROJECT(S):_____

14. ASSISTANCE REQUESTED

Total Estimated Project Costs: $ 11,500

Your Total Contribution $ 6,500

Total Amount Requested from CARA: $ 5,000

Funding type requested

☐ Forgivable loan

Forgiveness based on: ☐ Project completion ☐ Other, please describe:

■ Small Grant - *Matching grants of up to $5,000 per property minimum 50 % match by applicant.*

☐ Grant - *Matching grants of greater than $10,000 per property minimum 50 % match by applicant.*

☐ Loan Proposed Terms_____

COLLATERAL FOR LOANS

CARA Loans are usually secured by the project property (CARA is the primary or subordinate lender) AND by personal guaranties from developer members with an ownership share exceeding 20%. Indicate below what collateral you are offering for the CARA loan.

Preferred Collateral

☐ First lien position or ☐ subordinate lien position in the project property

☐ Personal guaranty from developer members (list names):

Alternate collateral proposed

	Description	Estimated Value	(-)Liens	(=)Available Equity
Real Estate - Commercial		$	$	$
Real Estate - Residential		$	$	$
Machinery and Equipment		$	$	$
Accounts Receivable		$	$	$
Other		$	$	$

Certification

The Applicant understands and agrees to the following conditions:

1. Any physical improvements proposed must be approved by the Albany Revitalization Area Agency (ARA) 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 preapproved 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.
9. If CARA's total assistance to the project is greater than $750,000, prevailing wage for the project may apply.
10. CARA may withhold approval of this application until information satisfactory to CARA is provided.

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 s/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.

Michael Allen — 01/24/2014

Applicant's Signature — Date

Michael Allen — 01/24/2014

Applicant's Signature — Date

Return Application and any attachments to: City of Albany c/o Kate Porsche, Urban Renewal Manager
333 Broadalbin Street SW/ P.O. Box 490
Albany, Oregon 97321

FOR CITY USE ONLY

Date Received: [redacted] By: [redacted] Application Complete: ☒ Yes ☐ No

Comments: [redacted]

Date application returned to applicant for completion: [redacted]

Date application returned to City: [redacted] By: [redacted]

Curb Appeal Pros, LLC
CCB License Number 184299
PO Box 3322
Albany OR 97321
United States
Phone: 541-231-4323

Allen and Associates Insurance, Inc.
Mike Allen, Owner
433 3rd Ave. SE
Albany OR

Estimate #:	0000329
Date:	January 14, 2014
Estimate Total:	$11,500.00

* 50% Deposit required prior lo project start date. Permit costs not guaranteed.

Item	Description	Unit Cost ($)	Quantity	Price ($)
Job Site	433 3rd Ave. SE, Albany OR - City of Albany Permit	0.00	1	500.00
Repair	Siding repair	1980.00	1	1,980.00
Paint	Exterior paint	2900.00	1	2,900.00
Paint	Interior drywall repair and paint	1800.00	1	1,800.00
Stone	Stone Facia under windows - full structure	4320.00	1	4,320.00
		Subtotal:		$11,500.00
		Estimate Total:		$11,500.00

This estimate was sent using FRESHBOOKS

Hyde, Laura

From: Porsche, Kate
Sent: Friday, February 14, 2014 7:47 AM
To: Hyde, Laura
Subject: FW: 2014 CARA Small Grant Application from Michael Allen

Importance: High

Laura, could this be included in the packet for Mike's application, or is it too late?

From: Mike Allen [mailto:Allen-Associates@comcast.net]
Sent: Thursday, February 13, 2014 3:56 PM
To: Porsche, Kate
Subject: Re: 2014 CARA Small Grant Application from Michael Allen

Kate,

Thank you for your call today regarding a second estimate for the proposed work on my building at 433 3rd Ave SE. Originally, the bid I had was prepared 2 years ago by Hodgie Construction, LLC when I originally applied for the CARA program. When I asked the contractor to update it for this round of CARA grant considerations, the owner was out if town and couldn't get it to me prior to the application deadline so I sought another bid rather than submit an old bid with outdated pricing.

If you still need a second bid I'll be happy to provide it, but I submitted the application with the bid from Curb Appeal Pros, LLC because he was very quick to provide an estimate and is a very reputable contractor. I will request that Hodgie Construction follow through with updating their previous bid if needed. Just let me know and I'll see if I can have it to you prior to our Wednesday afternoon meeting.

Thank you,

Mike Allen, CIC, CPIA
Allen & Associates Agency
Nationwide Insurance &
Trinity Health Insurance Solutions
433 3rd Ave SE
Albany, OR 97321
(541) 967-SAVE (7283)
(541) 928-7389 Trinity
(888) 614-7721 fax

On Jan 27, 2014, at 7:34 AM, "Porsche, Kate" <kate.porsche@cityofalbany.net> wrote:

> Thank you Mike. I'll take a look and let you know if I have any questions.
>
> -Kate
>
> ---
>
> **From:** Mike Allen [mailto:Allen-Associates@comcast.net]
> **Sent:** Friday, January 24, 2014 4:11 PM

To: Porsche, Kate
Subject: 2014 CARA Small Grant Application from Michael Allen

Hi Kate,

Attached you'll find my application for the CARA Small Grant program. I'll look forward to hearing how the review process goes. Please let me know if anything else is required.

Thank you,

Michael D. Allen
Allen & Associates Insurance, Inc.
433 3rd Ave SE
Albany, OR 97321
(541) 967-SAVE(7283)
(888) 614-7721 fax

DISCLAIMER: This e-mail may be a public record of the City of Albany and may be subject to the State of Oregon Retention Schedule and may be subject to public disclosure under the Oregon Public Records Law. This e-mail, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient, please send a reply e-mail to let the sender know of the error and destroy all copies of the original message.

Project Evaluation Grid: John Boock

Request: $4,750/CARA Small Grant

	Item	Description	Staff Analysis/Comments
Overall Goals			
A)	**CARA Goal & Objectives:** The purpose of this CARA Plan is to eliminate blighting influences found in the CARA, to implement goals and objectives of the City of Albany Comprehensive Plan, and to implement development strategies and objectives for the CARA. The goal and objectives for the CARA have been defined as follows: ***CARA Goal:*** To revitalize the Central Albany Revitalization Area by implementing the Town Center Plan developed through the Central Albany Land Use & Transportation Study (CALUTS) using a citizen-driven process.	Does the project further the Town Center Plan? Which of CARA's objectives does the project meet? ***CARA Key Objectives:*** ◆ Attract new private investment to the area. ◆ Retain and enhance the value of existing private investment and public investment in the area. ***CARA Additional Objectives:*** ◆ Provide a safe and convenient transportation network that encourages pedestrian & bicycle access to and within the town center. ◆ Preserve the Historic Districts, historic resources and existing housing in the area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Increase residential density in the area. ◆ Encourage the development of new forms of housing and home ownership. ◆ Enhance and protect the community and environmental values of waterway corridors in the area. ◆ Provide an enriching environment and livable neighborhoods.	Yes, to a small extent. ***CARA Key Objectives:*** ◆ Retain and enhance the value of existing private investment and public investment in the area. ***CARA Additional Objective:*** ◆ Provide an enriching environment and livable neighborhoods.
B)	CARA Planned Projects	Which project category and activity in the UR Plan does this project fulfill? (See CARA Project Activities document, or Table 2 of the UR Plan and Report)	Paint/Storefront program.
C)	Development Pattern (Highest and Best Use)	Does it achieve desired land use (e.g., mixed-use, higher density) and/or transportation objectives (e.g., Esplanade, pedestrian-friendly areas)? Is the proposed project desired in this location and the highest and best use of the property?	Yes. Yes.
D)	Blight	Would it remedy a severely blighted building? How? Does the project utilize a vacant space?	Yes. Painting the exterior of the structure will spruce up the building.
E)	Preservation	Would it rehabilitate or sensitively redevelop a historic property?	Yes. The Borden Building is a historic warehouse.

F)	Vitality/People Attractor	Does the general public benefit (i.e. restaurant, carousel, something they can go to; does the project enhance the public's experience of the space? Is it a business we are seeking)?	Yes, the brewery business is a people attractor to the waterfront area.
G)	Retail Hotspot (First Avenue between Lyon and Calapooia)	Is the project located in the Retail Hotspot? If so, will the first floor use be active retail, as recommended in the Retail Refinement Plan?	No.
H)	Sustainable Building	Will the building be built using sustainable practices including LEED or others?	No.
I)	Residential	Is there a residential component? How many units?	No.
Economic Development			
J)	Bring new business to Albany	Will a new business open or come to Albany as a part of this project?	No.
K)	Job Creation	Will the project create additional jobs? How many, what types and what salary level?	Possibly. Temporary jobs related to the work to be done.
L)	Local Labor and Materials	Has applicant specifically called out a commitment to use a certain percent or amount of local labor and/or materials?	Yes. The bid is from a local contractor and he plans to use this firm for the work.
Financial			
M)	Ratio	Proposed public funds Private funds % of CARA Investment	$4750 $4750 50%
N)	Financial Impacts	What are the financial risks and/or financial benefits to CARA?	This project would be funded from the Small Grant program, which is fully funded for the year.
O)	Gap	What is the "Gap" or need of the developer?	CARA funds would supplement existing capital to fund projects. Applicant indicated verbally to me that he would not be able to do this project in the near future without these funds.
P)	Private Risk	What is the risk for the developer? What is their skin in the game?	$4,750 of personal funds.
Q)	CARA/City funds	Has the project received other CARA/City funding in the past?	Yes, the brewery received a $45,000 loan for equipment, but this application is from Jon Boock on the building.

central albany REVITALIZATION AREA

Small Grants Program

CARA Funding Application

333 Broadalbin Street SW, Albany, OR 97321

1. APPLICANT

Name: John A Boock

Mailing Address: PO Box 783

Albany OR Zip Code: 97321

Contact Name: John Boock Phone Number: 541-223-2373

Fax Number: _____ E-mail Address: jaboock@gmail.com

2. BUSINESS/BUILDING INFORMATION

Legal Business Name: Delux Brewing Co. Tenant

Number of Years in Operation: 1

Legal Form: Sole Proprietorship ☐ Partnership ☐ Corporation ☐ S-Corp ☐ LLC ☑

Profit ☑ Nonprofit ☐

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

Have you ever filed for bankruptcy? ☐ Yes ☑ No

Project Address (if different that mailing address): 635 NE Water St. Albany OR

Property Tax Account Number: 81345 Linn Co.

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: John Boock Cura (Roerig, Gretchen Beck-

Contact Name: John Boock Agent

Mailing Address: PO Box 783

Albany OR Zip Code: 97321

Phone Number: 541-223-2373

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 *Please give a comprehensive description of project.*

NE Tower Portion of Borden Bldg.
Painting of entire Tower Bldg
- Scrape, Power wash, caulk & paint
- repair exterior door & window openings
- Rent lift boom for work platform

6. TIMELINE FOR COMPLETION OF PROJECT: 3 mos

7. PROJECT COSTS

ESTIMATED COST OF PROJECT: $ 9500

ESTIMATED VALUE OF PROJECT UPON COMPLETION: $ 9,500 / 15000

Basis for valuation and value upon completion:

SOURCES FOR PROJECT:

Owner/Company Contribution	$ 4500		
Bank (estimated)	$	Term:	Interest Rate:
Other private funds (please specify)	$	Term:	Interest Rate:
Other governmental (please specify)	$	Term:	Interest Rate:
CARA (proposed)	$ 4500	Specify:	
TOTAL SOURCES	$		

Is your funding for these: ☑ available today ☐ applied for ☐ unknown at this time

USES FOR PROJECT:

Land and/or Building Acquisition	$
Soft Costs (architectural, engineering, financing, and legal fees, and other pre- and post-construction expenses.) *	$
✓ Construction Costs *	$
✓ Tenant Improvements	$ 9500
Machinery/Equipment/Installation Costs	$
Working Capital	$
Other (please specify)	$
TOTAL USES	$ 9500

*Please provide a detail of Soft Costs and of Construction Costs.

2. harry Rinier CCB 88968
PO B 2387 - Ach OR
541-990-1679

8. PREPARATION OF COST ESTIMATES

① Who prepared your cost estimates? Fullstar Const CCB# 178674

(If applicant prepared their own estimate, verification may be required. Please attach bids.)

Mailing Address: P.O. 1613

Phone Number: 541-926-0165 E-mail Address: Sixblaggs@hotmail.com

② harry Rin

9. EXPLAIN WHY CARA FUNDING IS NECESSARY TO INSURE PROJECT COMPLETION. (*Please provide a description of the financial gap requiring CARA assistance.*)

Supplement existing capital to Fund project

10. WHERE ELSE HAVE YOU LOOKED FOR FUNDING?

n/A

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

enhances the Delux Brewing Co. start up business; helps viability of water front projects + the Dave Clark pathway; encourages other water front projects; improves visual appearance of property; compliments Cara's other water front projects.

12. PLEASE OUTLINE ANY OTHER VIRTUES OR BENEFITS YOUR PROJECT PROVIDES. (To Albany, and the area/neighborhood)

Brings public awareness of water front buildings & business operations. Improvement of esthetics. Reduces ~~vagrancy/graff~~ vandalism in the area.

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

Yes ☑ No ☐ If so, amount $ 30,000

FOR WHAT PROJECT(S): Emma Dalton/Loft 44

14. ASSISTANCE REQUESTED

Total Estimated Project Costs: $ 9,500

Your Total Contribution $ ~~4500~~ 4,750

Total Amount Requested from CARA: $ 4500 4,750 KLP per JB

Final payment will be based on actual costs not estimates. Ten percent of CARA funds will be held back for final payment.

15. BREAKDOWN OF USE OF CARA FUNDS

CARA funds can only be used for permanent improvements to the building. Please provide a breakout with specific details of how the CARA funds will be used in the project. If more space is needed, please attach a separate page.

Item	Amount	Notes
Boom lift	1,500	Rental
Paint + Caulk	~~1,200~~ 2,500	
Carpentry	400	Repair existing door + window openings
Paint Prep. labor	500	Scrapping, pressure wash / caulk
Structure Painting	~~6,000~~ 4,500	labor

Certification

The Applicant understands and agrees to the following conditions:

1. Any physical improvements proposed must be approved by the Albany Revitalization Area Agency (ARA) 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 preapproved 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.
9. If CARA's total assistance to the project is greater than $750,000, prevailing wage for the project may apply.
10. CARA may withhold approval of this application until information satisfactory to CARA is provided.

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 1-29-14

Applicant's Signature _____ Date _____

Return application/attachments to: City of Albany c/o Kate Porsche, Economic Development Director
333 Broadalbin Street SW/ P.O. Box 490
Albany, Oregon 97321

FOR CITY USE ONLY

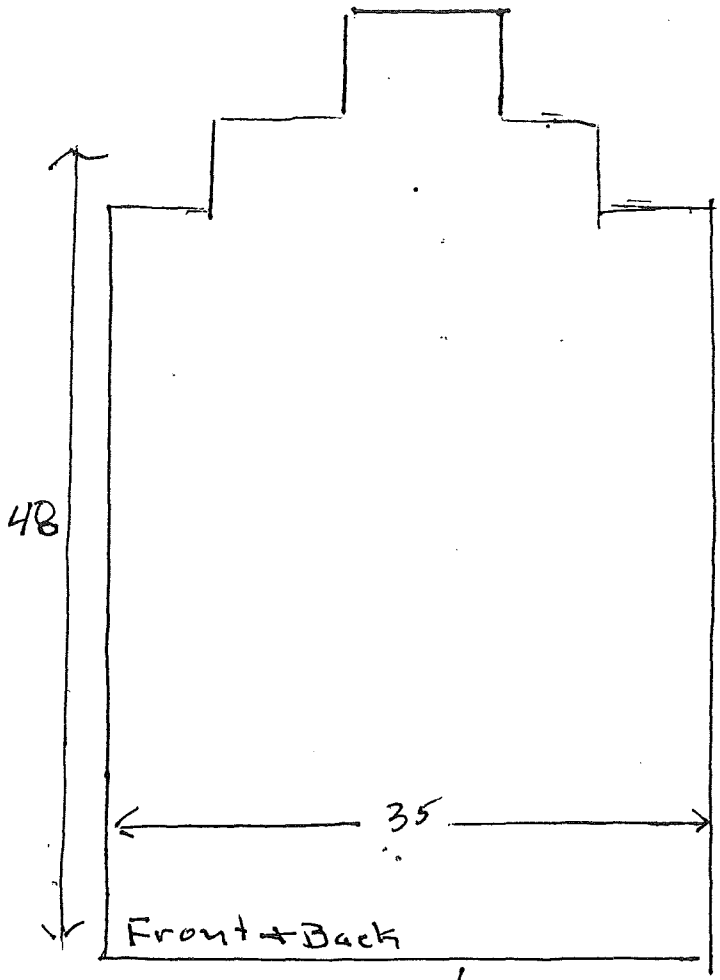
Date Received: 1/30/14 By: KLP Application Complete: ☒ Yes ☐ No

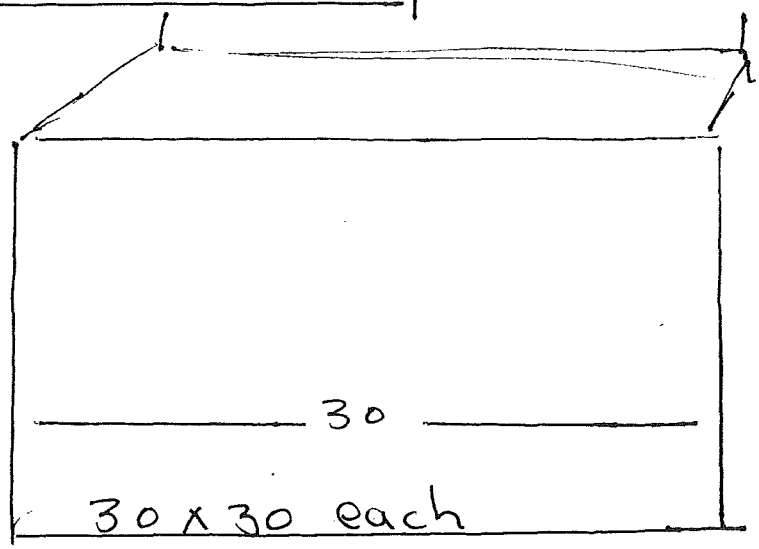
Comments: attachments.

Date application returned to applicant for completion: _____

Date application returned to City: _____ By: _____

N.E Tower section of Borden Building complex





Estimate

John Boock - Borden Building NE Tower

From: **mike blagg** (sixblaggs@hotmail.com)
Sent: Wed 1/29/14 1:11 PM
To: Adam Blagg (allstarconstruction@comcast.net); Casey Hugo At the office (rpcbilling@gmail.com); David Ford (fordboys@comcast.net); mike blagg (sixblaggs@hotmail.com)

Allstar Construction
P.O. Box 1613
Albany Oregon
CCB# 178674

John

We estimate the restoration/painting of the NE two plus story building to cost $9500.00.

This estimate includes the labor, materials, and equipment rental to bring the building to the specifications we spoke of onsite.

Let us know when you are ready to begin and we will get you the paperwork.

Respectfully

Mike Blagg

LARRY D RINIER
WOODWORKING

Po Box 2387
Albany Oregon 97321
CCB#88966
541-924-1896-H 541-990-1679-C
Bassdad54@aol.com

Name: John Boock
Jobsite Address: 635 Water (NE CORNER)
City/State: Albany Ore
Phone:

JOB PROPOSAL CONTRACT

1) Prep & paint exterior NE CORNER BUILDING per owner instruction, specs

2) Cover openings to keep Birds out of building

I/We propose to furnish labor and materials complete in accordance with the above specifications, and subject to conditions found on all pages of this agreement, for the sum of: Eleven thousand Five hundred dollars. $11,500.00

Payment to be made as follows: 1/2 down payment ~~0~~ progress
Payment within 30 days Balance upon completion

Date of Acceptance_____

Respectively submitted by
Larry D Rinier

By_____
Owner_____

Owner_____

Larry D Rinier Woodworking

TO: CARA Advisory Board

FROM: Kate Porsche, Economic Development & Urban Renewal Director

DATE: February 14, 2014, for February 19, 2014, CARA Advisory Board Meeting

SUBJECT: Staff Report – Planning for Discussion of Infrastructure Projects

Background

Last month, staff was asked to bring back suggestions for a potential public meeting to receive feedback on which public projects are a priority for the citizens of Albany. The consensus seemed to be that the meeting was a good idea, but that the CARA Advisory Board was looking to review and narrow down the list of projects prior to the meeting. This report serves to outline this information for you prior to next Wednesday's meeting.

Public Infrastructure Projects and the CARA Plan

As you are well aware, CARA can only fund those projects that are outlined in our Urban Renewal Plan and Report. The breakdown of the projects can be found in table 2 of the report, but I've attached them to this report for your convenience and highlighted public infrastructure-type projects.

By way of background, and perhaps of interest to you, the top five public projects from the 2009 open house survey were as follows:

Rank	CARA Project
1	Overhead Utilities
2	Santiam Canal Esplanade
3	Water Avenue Improvements
4	Broadalbin Promenade
5	Willamette Riverfront Path

From staff's perspective, I have closely reviewed the list and have also talked with colleagues about the possible projects in our plan and would suggest the following activities for your consideration:

#/Activity Title	Notes
7) Water Avenue Improvements	The Water Avenue Streetscape plan has already been adopted, setting the table for this work. There are two distinct parts, the downtown piece (Washington to Lyon) and the area to the east of the bridges (Lyon to Main Street). This project could be a catalyst to further development in the east waterfront area or downtown.
16) Albany Square	While this project has changed slightly, as the retail refinement recommended moving the public "square" up into the core downtown area; the project to create a passive waterfront park along the river, with amenities for pedestrians, is still on the radar.
18) Downtown Streetscape	The first phase of downtown streetscape only captured First Avenue from Ellsworth to Washington. Second and Third Avenues in the downtown core have yet to be done.

22) Main Street Area Streetscape	This project would target infrastructure work in the area you determined to be the most blighted and the most in need of change in the entire CARA area. Additionally, it would fit nicely and would complement to the investments already underway in the Main Street area.
39) Willamette Riverwalk	While the Dave Clark Path is in place in this area, staff believes there are opportunities to make the path more inviting and safe and more of an amenity by creating viewpoints, removing invasive species, and allowing people to connect with the river. Additionally, this project could help to support economic activity along Water Avenue.
43) Thurston Canal Walkway	Development of the Thurston Canal Walkway could help to transform the eastside neighborhoods by creating a safe, attractive walking path. In some places, the canal is nothing more than a ditch. The idea behind this project is to take what is in some places a nuisance and transform it into a neighborhood and community amenity (the long-range plan being to connect this walking path with the Dave Clark Path and, ultimately, a path along the Vine Street Canal).

I will review each of these items at the meeting, but I would suggest that you read through the list of public projects in the plan and come prepared to share your thoughts and ideas of which activities could be a good fit for consideration at our future public meeting.

Request

I am hoping that we can have a healthy discussion Wednesday night about which projects the Advisory Board feels are a priority and should be included in the public meeting.

Budget Impact

None at this point.

KCP:ldh
Attachment

G:\CARA\CARA Advisory Board\2014\Staff Reports\02.19.14 CARA Public Projects Discussion.docx

CARA Urban Renewal Plan Report Table 2
Project Activities and Costs

Ref #	Activity Title	Brief Description of Activity	Est. of Hard Cost	Revolving Funds
DEVELOPMENT PARTNERSHIPS				
1	Property Acquisition & Assembly	Acquire land and buildings for public and private development purposes and assemble sites as required to implement Urban Renewal objectives.	$250,000	$2,000,000
2	Commercial Building Rehabilitation	Provide technical assistance and financing &/or grants for the redevelopment of commercial structures, including focus on allowing active re-use of Downtown upper floors and structural issues.	$1,750,000	$2,000,000
3	Storefront Revitalization Program	Multi-year program to provide design, financing &/or grants to renovate commercial facades in HD, CD, LE, MS zones including awnings and signage.	$600,000	$600,000
4	Property Redevelopment Assistance	Provide assistance & support to developers including technical assistance, financing &/or grants of joint-venture efforts **outside of the Downtown area.**	$1,000,000	$2,000,000
5	Paint Program	Provide a free paint or similar program to incite sprucing up of residences and commercial properties.	$100,000	
6	Albany Square Development	Address development issues/opportunities, developer recruitment, & partnership with developers on mixed use infill along Water between Broadalbin & Ferry. Requires Water Ave. Improvements.	$150,000	
7	Water Avenue Improvements	Realign & reconstruct portions of Water between Washington & Montgomery including moving overhead utilities, infrastructure, sidewalks, trees with walkable grates, Victorian style lighting, & other pedestrian amenities. May require acquisition of rail ROW. Needed for Albany Square & Water Avenue Parking Structure.	$2,000,000	
8	Riverfront Housing Infrastructure	In partnership as needed for housing projects extend/reconstruct streets, sidewalks, water, sewer, storm Montgomery through Main north of 1st.	$2,625,000	
9	Transition Areas Redevelopment	Address development issues/opportunities to allow areas to transition to planned land uses including developer recruitment, assistance to owners, & partnership with developers in areas such as Pacific Blvd. corridor, LE zone, MS zone, Water Avenue MUI zone, CD zone.	$1,250,000	$2,000,000
10	Housing Demonstration	Development of, &/or financing for, affordable home ownership including first time homebuyer support. Partnership opportunity.	$250,000	$500,000
11	Housing Development	Pre-development, property acquistion &/or development in partnership for affordable housing &/or mixed use. May include St. Francis redevelopment. Partnership opportunity.	$825,000	
12	Housing Rehabilitation	Financing of renovation & rehabilitation of owner & renter occupied housing, including upper floor housing, consistent with Historic Preservation standards.	$700,000	

CARA Urban Renewal Plan Report Table 2
Project Activities and Costs

Ref #	Activity Title	Brief Description of Activity	Est. of Hard Cost	Revolving Funds
PUBLIC SPACE IMPROVEMENTS				
13	Gateways to Central Albany	Gateway amenities near Pacific & Santiam, & along Pacific near Queen.	$150,000	
14	Gateways to Downtown	Gateway amenities along Lyon near 8th, at Ellsworth near 1st, on 1st near Thurston.	$150,000	
15	Broadalbin Promenade	Pedestrian way improvement to Broadalbin from 4th to Water Avenues including pedestrian crossings, sidewalk repairs, moving overhead utilities, trees, benches, lighting, public art, information signage & other pedestrian amenities.	$350,000	
16	Albany Square	Create a plaza at Willamette River on end of Broadalbin including art, benches, potential Heritage Center with tower or water feature, River Terrace overlook & related amenities.	$1,000,000	
17	Albany Landing	Pier and dock on Willamette River at Albany Square.	$350,000	
18	Downtown Streetscape	Pedestrian amenities including trees with walkable grates, benches, public art, curb bulbouts, landscaping, Victorian style lighting, garbage receptacles, information kiosks, moving overhead utilities, with oases and piazza areas for rest and gathering such as Burkhart Square.	$560,000	
19	Downtown Beautification	Create year-round light and color in Downtown through placement of holiday lighting, hanging baskets, flowers, banners, flags and other seasonal displays. Multi-year program. Partnership potential.	$300,000	
20	Awning Program	Establish a program for design and placement of pedestrian-oriented awnings covering public sidewalks in the Downtown.	$125,000	$250,000
21	Riverfront Housing Area Streetscape	Provide street trees and pedestrian enhancements along Water Avenue from Jackson through Main to create identity & improve redevelopment opportunity.	$120,000	
22	Main Street Area Streetscape	Provide traffic calming and pedestrian enhancements as the MS zone redevelops.	$75,000	
23	Sidewalk Program	Financing program for sidewalk repair / replacement.	$250,000	$250,000
24	Street Tree Planting	Provide technical & financial support for planting of street trees throughout the URD.	$250,000	
25	Historic Districts Signage	Improve & provide public signage for Historic Districts including sign posts, directional signage, information kiosks & interpretive signage.	$200,000	
26	Downtown Parking Areas	Improve existing public parking areas including pavement repair/repave, landscaping, shade trees, retaining walls, striping, signage & lighting.	$350,000	
27	Government Center Parking Structure	Construct parking structure with ground-floor retail and/or office in the vicinity of City Hall and the Courthouse. Partnership potential.	$2,000,000	
28	Water Avenue Area Parking Structure	Construct multi-floor parking structure in the general area south of Water & east of Lyon. May be developed as public-private partnership.	$1,500,000	

CARA Urban Renewal Plan Report Table 2
Project Activities and Costs

Ref #	Activity Title	Brief Description of Activity	Est. of Hard Cost	Revolving Funds
INFRASTRUCTURE *Specific Infrastructure Projects Included in "Development Partnerships"*				
29	Communications Infrastructure	Plan and develop fiber optic, phone & other communication linkages into & around Central Albany.	$500,000	
30	Overhead Utilities	Where feasible, place all currently overhead utilities underground. In all areas, reduce clutter of overhead lines by coordinating drops, etc.	$1,000,000	
31	Roads, Water, Sewer, Storm Sewer, Rail Crossing	Repair/replace/construct water, sewer, storm sewer, & roadways including rail crossings and bridges, in connection to other projects & to allow development.	$3,000,000	
32	Street Redevelopment	Bring City streets into current public standards throughout the URD.	$2,000,000	
33	Alley Redevelopment	Improve drainage and pavement in Downtown alleys and establish an alley maintenance program.	$725,000	
34	Downtown Grid System	Consider re-implementing 2-way traffic on 1st & 2nd Avenues &/or diagonal parking.	$100,000	
35	Traffic Calming	Provide traffic calming improvements throughout the area.	$250,000	
36	Queen Avenue Rail Crossing	Plan and provide improvements to reduce/eliminate conflict between rail switching & public crossing at Queen. Includes Pacific warning signal.	$300,000	
37	1st Avenue Undercrossing	Modify 1st Avenue rail undercrossing at Lafayette.	$500,000	
PEDESTIAN/BIKE CONNECTIVITY *Also see "Public Space Improvement"*				
38	Willamette Riverfront Path	Create bike/pedestrian walk along Willamette River connecting Bryant, Monteith & Bowman Parks including land acquisition, Calapooia River bridge, interpretive signage, lighting, benches, art & other pedestrian amenities.	$1,000,000	
39	Willamette Riverwalk	Widen and provide pedestrian amenities along Willamette Riverfront Trail in the general area between Ferry and Lyon.	$250,000	
40	Calapooia Riverwalk	Pedestrian/bike way connecting Santiam Canal Esplanade to Willamette Riverwalk including overlook & interpretive signage.	$500,000	
41	Santiam Canal Esplanade	Pedestrian/bike way connecting Downtown and riverfront along Vine Street with plantings, trees, benches, lighting, interpretive signage & related amenities.	$2,500,000	
42	8th Avenue Canal Esplanade	Pedestrian oriented connection of Santiam & Thurston Canals including Ellsworth & Lyon crossings, path east of Lyon, Victorian Garden & Gazebo improvement, pedestrian amenities, etc.	$500,000	
43	Thurston Canal Esplanade	Develop a pedestrian/bike way along Thurston Canal with increased water flow, reopening canal, riparian filtration, pocket parks & pedestrian amenities.	$600,000	

CARA Urban Renewal Plan Report Table 2
Project Activities and Costs

Ref #	Activity Title	Brief Description of Activity	Est. of Hard Cost	Revolving Funds
WATERSHED HEALTH & EDUCATION				
44	Watershed Health	Establish & implement programs for monitoring & enhancing watershed health of area waterways.	$265,000	$150,000
45	Riparian Restoration	Restore riparian habitat along rivers & streams in the area.	$50,000	
46	Albany Grove	Improve river view from Albany Square with plantings and natural trail on lower terrace.	$75,000	
COMMUNITY FACILITIES				
47	Public Facilities	Establish and enhance public facilities such as libraries, museums, performance areas, parks and the arts.	$550,000	
TECHNICAL SUPPORT				
48	Plan Administration	Administration of Plan such as indebtedness from Plan preparation; design, land use, engineering, market and other technical studies and plans; auditing; insurance; marketing materials and programs; personnel; other management costs.	10% of Costs	
49	Plan Refinement	Professional consulting services to refine urban design concepts, provide engineering, conduct environmental analyses, prepare financial plans, etc. for UR projects.	$500,000	
50	Business Retention & Recruitment	Commercial business development, retention and location assistance program focused on Downtown core. Multi-year program.	$375,000	
51	Promotion of Downtown	Foster image of Downtown as a destination through support services, promotion, events & hospitality training. Multi-year program.	$50,000	
Total Cost Estimate (2002-03 Values)			$34,820,000	$9,600,000
2002-03 Value of Maximum Indebtedness			$34,820,000	