



APPROVED: April 20, 2016

CITY OF ALBANY
Central Albany Revitalization Area Advisory Board
City Hall Council Chambers, 333 Broadalbin Street SW
Wednesday, March 16, 2016

MINUTES

Advisory Board Members present: Ray Kopczynski, David Abarr, Maura Wilson, Dick Olsen, Rich Catlin, Sharon Konopa, Mark Spence, Bill Coburn, Russ Allen, Loyd Henion, Mitch Langjahr, and Bessie Johnson (arrived at 5:35 p.m.)

Advisory Board Members absent: Floyd Collins (excused), and Rich Kellum (excused)

CALL TO ORDER

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

APPROVAL OF MINUTES

January 20, 2016

MOTION: Ray Kopczynski moved to approve the minutes as written. Maura Wilson seconded, and it was approved 11-0, with Russ Allen abstaining.

SCHEDULED BUSINESS

Business from the Public

None.

Storefront Grant request from Gary Neiland (\$10,000)

Economic Development and Urban Renewal Director Kate Porsche explained that the owner of the building, Gary Neiland, lives out of state. They had planned for Enrique Marquez, the individual that runs the restaurant at this location, to be present to speak; but he had a family emergency and is unable to attend. Porsche asked the Board whether they'd like to postpone this item to a later date. Wilson suggested that the Board bring up any issues they have with this item at the current meeting to give the owner an opportunity to respond.

Kopczynski pointed out that it didn't appear that Neiland had looked for any other financing, and he wondered whether the project will move forward if the CARA financing is denied.

Wilson questioned item K in the staff analysis, related to the number of jobs that would be created, and wondered why the information the owner listed does not match Porsche's staff report. Porsche said she believes Neiland is counting jobs that already exist, whereas the staff report looks at the net number of new jobs created. Porsche will have Neiland correct the information on his application.

Wilson said she's walked past this building and agrees that it needs to be updated, but she's not sure how the renovations are going to be in keeping with the historic nature of First Avenue. Catlin noted that he was unable to discern whether the elevation from Tim Hurley Designs on page 19 is part of the bid on the

previous page or if that is the design being proposed for the building. Dick Olsen questioned whether aluminum windows are appropriate for a historic building. Porsche explained that the proposal has not yet been reviewed by the Landmarks Advisory Commission; it is first being brought before the CARA Advisory Board to determine if they can get funding to move the project forward. Allen said he'd like to underscore his desire to see designs for the exterior elevation in that it's an investment in order to create a period piece that's going to be attractive and fit in with the Albany Community Theatre (ACT) next door. Olsen would like to see a historic photo of the building to see what the original characteristics were, which Porsche said she would include when this item is brought back. She will also include Rob Dortignacq's review of the exterior of the building.

Code Compliance Partnership Grant request (\$50,000)

Porsche explained that the partnership came about as a means to work toward the elimination of blight within the CARA boundary. Funds will come from CARA and the Community Development Department to create a position that will be housed within the Albany Police Department (APD). Funding for the position is being proposed for five years initially.

Police Chief Mario Lattanzio explained that areas with blighted properties are usually the areas of higher crime rates. The City works to remove the opportunity for people to commit crimes in those areas by requiring that the property owners be responsible for maintaining those properties. Existing staff in the Building Division is only able to handle nuisance code enforcement on a part-time basis, as they have other duties relating specifically to compliance with the City's Building Code. Lattanzio stated that as the city is growing, additional resources and staff are required to keep up with the workload, and APD's Community Service Officers have limited availability to deal with junk and trash violations. The person in this new position would be assigned to APD's Community Resource Unit. The plan is not to start citing people but to bring awareness and come up with a path or program to bring people into compliance voluntarily. Lattanzio explained that over half of the work related to code compliance is already within the CARA boundary, and funding this position will allow APD to have someone focused on code enforcement full time.

Porsche noted that any time urban renewal money is put into something like this, where the work can be done citywide, it is important to know that the percentage of work being done within the CARA boundary is proportionate to the amount of money being contributed from urban renewal. All but one of the most troublesome code compliance cases are within the CARA boundary. Porsche does not believe it will be an issue whatsoever with hitting the 50 percent workload threshold. Allen believes the threshold should be higher than 50 percent of work completed within the CARA boundary, given that the other 50 percent of funding from the Building Division is supporting the rest of the entire city.

Public Works Engineering and Community Development Director Jeff Blaine explained how the Building Division is able to justify contributing to the funding of this position. The funds are essentially being paid back to the General Fund for a bailout of the Building Division when the department was hit hard by the recession. Blaine explained that code compliance as a whole is done as a team and is spread across multiple departments. He is aware of at least two positions directed to code compliance that the City no longer has, and cases have continued to increase as resources have continued to decline. There is some distinction to be made between code compliance from a Building standpoint and from a nuisance standpoint. He feels this position provides an opportunity to redefine how the City focuses on code compliance issues as a whole, and specifically within the CARA boundary. He reiterated that when they evaluated the need for this position, all but one major code compliance case fell within the CARA boundary.

Discussion followed related to current staffing levels and how code compliance is managed between the Building and Planning Divisions. Blaine clarified that existing staff in the Building Division will remain in that position and this will create a new position within the Police Department. He explained that many

of the properties in question have multiple issues that cause the departments to be brought together, such as Building Code violations, junk and trash violations, and transients or other activities that require Police to respond. This position will allow the City to have a single point of contact. Blaine does not feel that the Building Division is currently able to meet APD's needs and respond to issues effectively so that Police can address some of the issues on the periphery of code compliance.

Bessie Johnson arrived at 5:35 p.m.

Lloyd Henion asked how code violations are currently handled. Lattanzio explained that junk and trash complaints are usually handled by Community Service Officers. If the violation goes beyond that, it is referred to the Building Division. The person in the new position within APD will be able to respond much more quickly because this will be her/his primary job.

Mayor Sharon Konopa said she works with these code enforcement issues and she hears consistently that there is not enough staff time to deal with these issues effectively and really enforce the Albany Municipal Code (AMC). It is her understanding that the City is facing quite a backlog of cases, and she feels this is a great option for funding a much needed position.

Kopczynski commented that some of the cases outlined in the code squad reports that Council receives are quite scary. He would expect to receive more comprehensive reports with the filling of this position, given there will be more properties being addressed. He wonders how this is going to affect property owners following through and getting into compliance. Blaine stated that the hope is for staff to be able to get some of those properties off the list. The problem is the significant amount of staff time that it takes to address some of these issues and progress the case through the process. Lattanzio stated the goal is to be more proactive with compliance.

City Attorney Jim Delapoer believes that having someone dedicated to this full time, and allowing for continuity with an individual being able to learn the process and follow through on cases, will make a huge difference in being able to resolve these cases and achieve positive outcomes efficiently.

Mark Spence asked whether there is a precedent for CARA funding a City position. Porsche explained that CARA pays for a portion of her salary, as well as the Economic Development/Urban Renewal Coordinator position. She reminded the Board that in 2009, they did something similar to help fund a code compliance position in the Building Division that was focused on the CARA district.

Spence has concerns that additional staff time and money will not necessarily resolve code compliance issues. He also questions whether there is a way to measure a return on investment or to quantify the success of the position. The case may be that property values go up or crime goes down, but he would like to receive a measureable at some point, possibly after a year or two. He doesn't want to see that additional citations have been issued but the problems remain; he would like to understand that it's having some success.

City Manager Wes Hare stated that the obvious improvement is going to be in the length of time it takes to resolve issues as they're reported or as the City becomes aware of them. He said it's one thing if you think of these as abstract issues happening at properties across the city; it's another thing entirely if you're the neighboring property. Citizens don't appreciate when it takes the City a year, or even several years, to deal with these issues, while the problem property continues to negatively affect property values and create health and safety issues which is not an acceptable situation. Hare outlined the measures taken to address some of the extreme cases. He explained that it is intentionally difficult for the City to be able to take someone's property away from them or to deprive them of its use. It involves a lengthy legal process and a great deal of time, energy, and staff to be able to deal with some of these compliance issues. Hare stated the City doesn't have as many people now as we did several years, when the City did a better job of addressing these issues.

Mitch Langjahr asked Hare about staff reductions. Hare explained that the City had 428 employees in 2008 and is now down to 384, while the city continues to grow. The ratio of employees to population is at an all-time low. Hare said the City looks for opportunities to package contributions from different agencies and do what we can to be more efficient with the resources currently in place; but at some point, we have to acknowledge that we don't have the staff to accomplish the work that needs to be done to the satisfaction of the citizens.

Langjahr said he's also someone that looks at return on investment and shares the concerns about metrics. Hare feels that Chief Lattanzio has done a superb job of using the Computer Statistics (COMPSTAT) process to help identify maximum use of resources and feels they'll have some good ways to track the success of this new position.

Wilson said she understands there is an unmet need but she's not sure whether it is the Board's responsibility to fill a vacancy elsewhere in City government using CARA funds. She is open to better understanding that piece.

Hare explained that the position is being funded from multiple funding sources, not just CARA; but the biggest problem the City has right now is in the CARA boundary. In fact, the funds from CARA are probably not commensurate with the demand that CARA places on the City's ability to deal with code enforcement issues. In terms of curing blight, he feels it's a reasonable way to go.

Abarr, as a resident of the Hackleman District and a member of the Landmarks Advisory Commission, said he doesn't think anyone really understands how many code enforcement issues there are. He thinks people would be shocked at the number of Building Code violations alone.

MOTION: Kopczynski moved to approve the Partnership Grant as requested with a five-year sunset clause and at least annual reporting on the number of cases and their status.

Johnson commented that she understands Wilson's hesitations about funding staff positions, but this is exactly what CARA is for, to address blight; so this seems like it fits right into that objective. Allen also acknowledged the concern over backfilling lost City positions, but he also feels this fits the CARA objective.

Discussion followed related to the Code Squad reports that are generated quarterly and provided to City Council. Based on the request of board members, Porsche will begin to provide the CARA Board with these reports, in addition to the reporting that Kopczynski outlined in his motion.

Catlin asked to clarify whether this is a five-year commitment, which Porsche confirmed it is. Catlin questioned whether the position should be reviewed and renewed on an annual basis and discussion followed. Hare clarified that the position, as with all positions, will have to have budgetary authorized; so it will be reviewed annually regardless.

Spence stated that he would vote for the motion, as presented, and seconded it.

Porsche clarified that the motion is to approve funding, as outlined in the staff report, but that there would be annual reporting each year with metrics that would come back to the CARA Advisory Board and that staff would feed the Board the quarterly reports on code compliance that are currently being generated and presented to City Council.

Henion said he appreciates the proactive nature that this position is going to be taking and potentially reducing the number of people going through the court system by educating and informing the public. Delapoer stated that while voluntary compliance is certainly ideal, when it comes to those violators that

have been informed by staff and continue to neglect the issue month and month, often Municipal Court is the best tool to get them in compliance – getting a fine or sanction in place that makes it an economical choice to comply. While this doesn't help with persons that are violating the code because of some sort of mental illness, it is certainly an effective means of dealing with those willful violators, getting them into the system, and following through with judicial enforcement of the code.

VOTE: A vote was taken on the motion, and it passed 10-2, with Catlin and Langjahr voting no.

Staff Request: Purchase of Signs of Victory property at 118/120 Seventh Avenue SE (\$218,750)

Porsche explained that Signs of Victory has been operating an emergency homeless shelter at this location, just one house down from the corner of Seventh Avenue and Lyon Street, for many years. This location is not ideal for such an operation, and Signs of Victory hopes to relocate the shelter to their Jackson Street location, where other Signs of Victory services are currently housed. In April 2015, City staff formed a work group to meet with building owners, George Matland and Gale Armstrong-Cabrera, to determine what would be required to relocate to the Jackson Street site. One of the barriers the owners face in relocating is the requirement for fire sprinklers to be installed at the Jackson Street site, which is a significant expense.

Porsche is proposing what she feels is a win-win situation for Signs of Victory and CARA. CARA would purchase the property on Seventh Avenue at the current Real Market Value (RMV) of \$218,570.00, as identified by the Linn County Tax Assessor. This would provide Signs of Victory with the funding needed to make improvements to the Jackson Street site; and CARA would have control of the Seventh Avenue property, allowing the Board to determine how and for what purpose the property is assumed by a future buyer. CARA could then conduct a Request for Proposal (RFP) to find someone who is interested in purchasing the historic duplex and renovating it in a way that is in keeping with the CARA objective.

Porsche pointed out that in her staff report she stated that Signs of Victory was not currently paying property taxes for the Seventh Avenue property, which she believed was the case because they are a nonprofit. This was reported in error as Signs of Victory is currently paying taxes for this location. Porsche noted that if CARA purchases the property, it would be pulled from the tax rolls for the time that they own it, but the idea would be to return it to the tax rolls with increased value.

Delapoer advised the Board that the record will need to reflect that this is a blighted property and staff will need to document the nature of the blight. If it is determined that the property is blighted, then there is no question that it is appropriate for the Agency to acquire the property. Delapoer clarified that the knowledge staff has related to value of the property is based on the available tax information and a market analysis completed by a realtor; it is not based on an interior inspection. He would recommend that the purchase at least be subject to an inspection by the Urban Renewal Director, or her designee, to ensure that there isn't anything unexpected within the interior that would cause an evaluation based largely on external features to be inaccurate.

Allen stated he has no problem with the concept of CARA purchasing the property, but he wants to see the property have an inspection and an appraisal, just as a normal lender would require. Discussion followed related to conditions that the Board members would like to have for the purchase.

Porsche explained that she had foreseen paying for an inspection, just to make sure that there aren't any significant issues with the foundation, for example. Delapoer said he feels the inspection is much more important than the appraisal and that between the assessor's office and the market analysis that has been completed, that gives a good idea of the value of the property.

Spence said he is in favor of this project. He believes an inspection will be necessary in order to declare the home blighted and to confirm the value as well. He noted that there will be additional expenses to

what was outlined in the staff report in order to maintain the property during the time that CARA owns it and that money will need to be set aside as well. Spence asked whether the zoning would allow someone to have a business in one side of the duplex and a residence in the other side. Porsche confirmed that since it was built as a multiuse, then yes, the multiuse would be allowed.

Langjahr questioned why it is necessary for CARA to purchase the property and wonders why the Board isn't being approached for a loan, and then Signs of Victory can sell the property on their own. Porsche explained that the proposal is to purchase the Seventh Avenue property now because Signs of Victory needs the cash in order to finish the improvements to the Jackson Street property. There is a financial logjam. Porsche sees a benefit to CARA and to the neighborhood in CARA assuming control of the property and being able to drive what the next use of the building will be. Porsche assured the Board that purchasing property for reasons such as this is a very typical thing for an urban renewal district to do.

Discussion followed related to the specifics of the lease term and Signs of Victory's relocation. Langjahr expressed concerns over holding onto the property until 2017, as Porsche proposed, in that property values could go down and they would be gambling. Several Board members agreed that they would rather not hold onto the property any longer than necessary.

Lattanzio explained that this process started several years ago when he started as Police Chief and took a tour of the Seventh Avenue location. He noted the lack of supervision of the occupants on Seventh Avenue, and Matland indicated that they would like to relocate everyone to Jackson Street. Lattanzio added that when you look at our crime in blighted areas, you can almost divide it down Lyon and Ellsworth Streets; and this is an area where the city has blight issues and associated crime. Following his conversation with Matland, he then went to Public Information Officer Marilyn Smith and Porsche to ask what could be done to help Signs of Victory facilitate the transition to Jackson Street so that the Police Department doesn't have as many calls out to this location as they do currently.

Konopa commented that a lot of the clientele that Signs of Victory serves are probably not going to be able to find other housing, which is a driving factor for needing this transition time. She feels that Signs of Victory is an important part of the puzzle with solving homelessness and trying to get people into housing; they are really providing a service for those people. Lattanzio added that there are people who aren't allowed at other facilities, but Signs of Victory will let them in. Typically, these are people who have more significant issues with drugs or alcohol, and Signs of Victory will help them.

Matland stated there are many people who can't help themselves. His goal is to have a place established for Signs of Victory to operate for the next 30 years so that whoever is running it after he's gone won't have to worry about zoning issues, capacity, etc.; everything is set up for them to just take care of people and nurture and help them back to functioning in society. He clarified that he's not looking to make the facility fancy in any way. The men's dorm will be comfortable, a place to sleep and get something to eat and a change of clothes. They're going to build metal bunk beds, comfortable and functional, but nothing fancy. The warming center facility is on Jackson Street already and one of the things he'd really like to add to the Jackson Street location is a detox center, which Albany hasn't had in a long time.

Kopczynski said he definitely likes the concept because it is the first objective for urban renewal districts. He agrees with Langjahr and others that they should sell the property as soon as is reasonable and not necessarily wait until the new fire station is completed, but he also feels they shouldn't reduce the price simply because of ongoing construction in the area. He suggested that CARA could even rent the property out for a period until it sells. He is in favor of this proposal.

Wilson feels it is imperative that an inspection is done before a sales price is determined. She also has concerns that the property could potentially sit on the market for several years, incurring additional costs for CARA if that were the case. She urged the Board to consider the dollars and cents of this proposal, beyond the purchase price. Matland said he understands the concerns. The goal is to relocate their

services to an appropriate facility that is large enough to function properly and that is in the appropriate zoning. He said they are much too crowded in the Seventh Avenue location, they will even fold up the dining room tables to be able to place cots in that space at night. He wants the Board to know that he isn't looking to put the City in any sort of tight spot. Wilson said she feels it is a win-win, but the Board shoulders the responsibility of making sure.

Abarr stated that the zoning for the Seventh Avenue house is crucial. Selling a house right next to a fire station is probably not the best selling point. He feels it would be easier to sell the house as a commercial property than a residential property. Porsche clarified that the property is zoned Lyon/Ellsworth, which is a mixed-use zone and can be used as commercial, residential, or even multifamily.

Spence feels this is definitely a zoning issue with having this type of facility at the Seventh Avenue location. He also sees the fact that people are constantly moving in and out as a barrier to creating a neighborhood feel for the surrounding properties. He noted the Board's responsibility is not to see an immediate return on investment but to elevate property values within the CARA district as a whole, seeing a return in the long run. Spence would like to see an inspection done; but if it can be renovated, he feels it is worth purchasing. He feels it is a gateway into an entire neighborhood; and with Sixth Avenue being vacated, it will be even more so.

Allen reiterated his concerns over having an inspection done to determine the true value of the property. He feels if the value comes up short and they decide to give more than the true value, then CARA should be making a conscious decision to do so. He also isn't comfortable with holding onto the property. Once the six-month lease to Signs of Victory has expired, he would advocate disposing of the property.

MOTION: Olsen moved to direct staff to move ahead with purchasing the property as outlined in the staff report.

Kopczynski feels it should be subject to an inspection. Olsen feels that the inspection is unnecessary and questions whether they would then reduce the purchase price if the inspection does identify issues. He argued that they aren't trying to make money; they're trying to cure blight.

Discussion followed, and Olsen clarified that his motion is to purchase the property for the RMV without conditions. Delapoe pointed out that they would have to identify the nature of the blight and document it.

Coburn seconded the motion for the sake of discussion. He stated that they are stewards of taxpayer money. He would never go into a purchase like this only to discover years from now that they've purchased a property with significant issues. He feels there must be an inspection contingency.

Porsche clarified that she had intended for an inspection to be done. If the Board recommends the purchase of the property, then staff will move forward with their due diligence, which would include an inspection. It would then be brought before the Albany Revitalization Agency (ARA) for a final decision.

Allen questioned whether Olsen's motion aligned with what Porsche outlined. Porsche feels the motion does indeed match up with her intentions because the Board has previously passed resolutions empowering staff to perform due diligence. Allen was concerned that the maker of the motion was asked specifically whether an inspection would be required and the maker said no. This seems to be in direct conflict with what Porsche said.

AMENDED MOTION: Olsen amended his motion to approve the purchase of the property for the RMV, as outlined in the staff report, with staff to conduct due diligence on the property.

Langjahr questioned again why the Board is not being approached for a loan. It was mentioned previously that Signs of Victory could not afford to make payments on a loan, yet they will be leasing the property back from CARA. Allen pointed out that if they did not sell the property, they would be making loan payments in addition to the mortgage, rather than just taking on a lease payment.

VOTE ON AMENDED MOTION: A vote was taken on the amended motion, and it passed 12-0.

A vote was not taken on the original motion.

Kopczynski asked when the item would come back to the Agency for a final decision. Porsche will aim to bring this back to the April 20, 2016, ARA meeting for final consideration and decision.

September meeting date change from the 21st to the 22nd

Porsche advised the Board that the meeting date has been changed from September 21 to September 22, 2016.

Staff updates and issues

Porsche wanted to provide clarification related to an e-mail she and other CARA Board members received from Rich Kellum, which she believes was in response to information published in Hasso Hering's blog. The blog, as well as Kellum's e-mail, stated that there would be 30 to 40 parking spaces lost in the downtown area, which is inaccurate. With the current design, the accurate number of spaces lost is a net loss somewhere between zero and a maximum of six spaces. The number will be determined by how the bulb outs are designed and where they are placed on Lyon and Ellsworth Streets.

Streets design project

The streets design project is underway. Crandall Arambula recently held a joint meeting with Mackenzie, the engineering firm working on the fire station project, specifically to discuss the street design in front of the new fire station.

Dave Clark Path lighting

Work began on the Dave Clark Path lighting around March 1, 2016, and should be completed by the end of May.

Zoning Review

The Request for Proposal (RFP) for review of potential code changes in the three zoning districts has been issued, and two firms responded. Porsche noted that their response was more extensive than what staff thought it would be in that the respondents included more work than what staff had in mind. The firms have been asked to do revised proposals. This item should come back to the April 20, 2016, CARA meeting.

Wayfinding signage

Staff met with the designer of the wayfinding signage to discuss placement. Ken Ambrosini is finalizing the designs and wording; and once that's done, staff will bring costs to the Board. Based on a question from Wilson, Porsche confirmed that they are coordinating this project with the streets design project so that the work can be completed strategically. Spence explained that the Carnegie Library is going to be included in the sidewalk design with the Library paying for their portion. Spence wanted to confirm with Porsche that she included them in the RFP for a total evaluation so that the Library can get the discounted

rate for the work. Porsche will ensure that they are included in both the signage and streets design projects. Konopa also mentioned sections of sidewalk on Third Avenue between Ferry and Washington Streets, which are in very poor condition. Porsche will check to see that these are included in the project as well.

Edgewater Village

Porsche met with Crandall to discuss apartments and the Edgewater redesign. She felt it was a positive meeting, and they left with a positive layout and approach. Over the last three weeks, they've been honing in some of the details to make sure it is a good fit moving forward. As soon as a new plan is put together, it will be brought back before the Board. What is being discussed now is that everything west of Hill Street would be apartments, which is what George Crandall asked to do when he came before the Board. They are also discussing some live-work units on Hill Street, which would look like town houses but have the potential to house a business on the ground floor. West of Hill Street would be higher density apartments. Porsche recalled that the feedback from the Board previously was that they would consider apartments, but they would need to be high quality and visually appealing. Olsen asked whether this would mean apartments along the riverbank, which Porsche confirmed was the case. Porsche said they are working hard to ensure that this is a nice amenity for the neighborhood and a mixed-use village concept.

Wilson said she doesn't remember discussing apartments so much as condominiums along the river. Konopa feels very strongly that it should be condominiums, not apartments. Olsen is not thrilled with the idea of apartments either. Porsche explained that there are challenges for the developer to be able to obtain financing to build condominiums right now; but Konopa said she had heard that those financing trends are changing. Konopa is concerned that if apartments are built, the conversion to condominiums will never happen and they will remain as apartments.

Several Board members including Spence, Wilson, Johnson, and Olsen remember being very clear that the Board was not interested in the bulk of the units being apartments.

Allen remembers the developer being given direction to work with Porsche and Crandall to come up with a village concept; and the apartments were part of the village, but it would not be exclusively apartments. The village would include single-family residences, apartments, condominiums, a retail component, and some open space, as opposed to just throwing up apartment buildings.

Discussion followed related to the quality of build and the importance that any of the units constructed as apartments should be built in such a way that they can be converted to condominiums. Henion feels they need to ensure long-term viability. He feels the village concept is fine as long as it's a village that accommodates the long term. Spence doesn't have a problem with condominiums, especially if they're constructed in such a way that they have good views. It was determined that Porsche would contact the developer and designer to express the Board's concerns over the large number of apartments and bring this item back to CARA before they move forward with any additional design work.

Catlin explained that his firm is a consulting team for the owner, so he's remained silent on this issue to avoid influencing the Board's decision.

Lepman Third Avenue SW

Scott Lepman's contract is still pending. Staff is working to change his contract by substituting the Third Avenue SE townhomes for the Third Avenue SW property. City Attorney Sean Kidd recommended that the City wait to revise those contracts until Lepman is the recorded owner of the Third Avenue SE property, which should happen later this year. Konopa mentioned that Lepman has also purchased the Old Post Office/Old City Hall building on Second Avenue. He is planning to renovate the building to

house offices, and the parking lot will be available in the evenings for customers of neighboring restaurants.

Downtown Parking Map

Economic Development/Urban Renewal Coordinator Nathan Reid handed out a map of downtown parking spaces (see agenda file). He worked with Peggy Burris of the Albany Visitors Association to develop the map for downtown businesses to use. Reid will give businesses the master file from which they can identify where their business is on the map and make copies for their customers. The idea is to make patrons aware that although there may not be parking right in front of the building, there are a lot of parking spaces available downtown. Reid stated that the new wayfinding signage will certainly help to make people aware as well. Kopczynski commented that there is no parking problem in Albany; there's a perception of a problem. Porsche agreed, saying that the hope is for tools such as this to change the perception. Wilson suggested that the three-hour parking spaces could be added. Allen also noted that the signage for the orange spaces on the map is not clear that the spaces are available for use after 4:00 p.m., and Konopa agreed that better signage is needed for those lots. Burris would also like the wording on the signage to be updated to reflect that parking violators will be fined, not towed. Porsche will add this item to her wayfinding project.

Budget overview and Capital Improvement Plan (CIP)

Staff plans to bring the budget overview back to the Board at the April 20, 2016, meeting, along with the CIP documents.

BUSINESS FROM THE BOARD

There was no additional business.

NEXT MEETING DATE

Wednesday, April 20, 2016

ADJOURNMENT

Hearing no further business, Chair Catlin adjourned the meeting at 7:39 p.m.

Submitted by,

Reviewed by,

Signature on File

Signature on File

Holly Roten
Administrative Assistant I

Kate Porsche
Economic Development & Urban Renewal Director