

## NOTICE OF PUBLIC MEETING

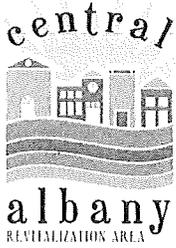
CENTRAL ALBANY REVITALIZATION AREA ADVISORY BOARD  
City Hall Council Chambers  
Wednesday, October 19, 2016  
5:15 p.m.

### AGENDA

1. CALL TO ORDER (Chair Rich Catlin)
2. ROLL CALL
3. APPROVAL OF MINUTES  
    > September 22, 2016. [Pages 2-5]  
    Action: \_\_\_\_\_
4. SCHEDULED BUSINESS
  - a. Business from the Public
  - b. Streetscape design and construction schedule. [Verbal] (Belcastro)  
    Action: \_\_\_\_\_
  - c. Historic Homebuyer Loan Program. [Pages 6-8] (Reid)  
    Action: \_\_\_\_\_
  - d. Infrastructure Finance Authority (IFA) Special Public Works Fund loan update. [Verbal] (Reid)  
    Action: \_\_\_\_\_
  - e. Staff updates and issues. [Verbal] (Hodney)  
    Action: \_\_\_\_\_
5. BUSINESS FROM THE BOARD
6. NEXT MEETING DATE: *Wednesday, November 16, 2016*
7. ADJOURNMENT

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

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APPROVED: Draft

**CITY OF ALBANY**  
**Central Albany Revitalization Area Advisory Board**  
**City Hall Council Chambers, 333 Broadalbin Street SW**  
**Thursday, September 22, 2016**

**MINUTES**

Advisory Board Members present: Rich Catlin, David Abarr, Russ Allen, Bill Coburn, Floyd Collins, Bessie Johnson, Rich Kellum Sharon Konopa, Ray Kopczynski, Mitch Langjahr, Dick Olsen, Mark Spence

Advisory Board Members absent: Loyd Henion (excused), Maura Wilson (excused)

**CALL TO ORDER**

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

**APPROVAL OF MINUTES**

July 20, 2016

MOTION: Ray Kopczynski moved to approve the minutes as presented. Bill Coburn seconded the motion, and it passed 12-0.

**SCHEDULED BUSINESS**

Business from the Public

Bill Ryals, 935 Jones Avenue NW, provided updates on several projects. The Century Building at First & Lyons required more work than anticipated; but things are going well and the building now has two tenants. He said that project would not have happened without CARA assistance. He has been working with Scott Lepman on a project at Third & Montgomery where the building that sat empty for 40 years because it was difficult to redevelop. He commended the Board for starting a process to look at code issues that are a hindrance to development. He has also been working with Lepman on the federal building at Second & Broadalbin, an incredible building with some challenges; they anticipate bringing a proposal forward for that project. Brief discussion followed.

Small Grant Request: Mike McClain (122-130 Ferry Street SW; \$2,401.50)

Urban Renewal Officer Nathan Reid reviewed a request from Mike McClain for a small matching grant in the amount of \$2,401.50 to replace existing awnings with new awnings at 122-130 Ferry Street SW. The application and project evaluation were included in meeting packets. Photos of the site and a letter in support of the request from Peggy Burris, Executive Director of the Albany Downtown Association, were distributed at the meeting (see agenda file).

Rich Kellum said the request appears to be for maintenance; he asked if that fits within the parameters of the small grant program. Economic Development & Urban Renewal Director Kate Porsche noted that awnings were included in the small grant program as an eligible expense and that funding has been authorized for refreshing of awnings in the past. Russ Allen said there appears to be precedence for the

requested action. Dick Olsen said he agrees that this is maintenance, but he would like to approve the request based on past practice. Kellum agreed and suggested that consideration be given to revising the policy going forward. Sharon Konopa said that awnings cover public space on the sidewalk and provide a service to the community of having that place to get out of the sun or rain.

MOTION: Coburn moved to approve the grant request. Bessie Johnson seconded the motion, and it passed 12-0.

#### Historic Homebuyer Loan Program Update

Reid noted that the Board previously heard ideas for changes to the Historic Homebuyer Loan Program and directed staff to get additional input from real estate professionals. He has since spoken to professionals in the community who had ideas for changes to the program, including the following: 1) lower the matching percentage which is currently 80 percent; 2) increase the application deadline which is currently one year from the date of purchase; and/or 3) decrease the project minimum which is currently \$40,000. Reid requested further direction.

Floyd Collins commented that the objective of the program was to encourage people to buy and rehabilitate blighted homes.

Mark Spence said that a threshold of \$40,000 ensures that funds go to houses that really need repair rather than delayed maintenance and updates. He asked whether staff has a sense of what is keeping people from using the program. Reid said he talked with four potential applicants; two said that the one-year application deadline was a deterrent and two said that the project minimum limited the ability to phase the work over multiple years.

Mitch Langjahr said that opening the program to nonowner-occupied flippers would give more return on investment. Konopa agreed; she suggested opening the program to flippers with the stipulation that the house would be sold for owner occupation for some specified period of time.

Olsen said he supports lowering the project minimum and increasing the application deadline; however, he has concerns about whether flippers would do the work in the right way or destroy the historic fabric of the house. David Abarr said that one house in the Hackleman area was recently flipped and received a historic preservation award; there are processes in place that would prevent people from doing the wrong thing on historic exteriors.

Kellum said he would support opening the program to flippers as long as it remains a repayable loan. Spence suggested that extra incentives might be offered for first-time home owners and for bringing a subdivided house back to single family. Reid suggested the possibility of having a low-interest rate to incentivize conversion or first-time home buyers with a higher interest rate for flippers.

Langjahr suggested extending the program to include existing homeowners. Konopa said that she would support opening the program to everyone in order to get the neighborhood revitalized.

Olsen asked about the possibility of opening the program up to historic properties in west side. Porsche noted that the Board previously directed that this program be focused on the Hackleman area because the Monteith area is in pretty good shape comparatively. Kellum supported keeping the program focused on the Hackleman area at this time.

There was general consensus to open the program to nonowner-occupied applicants. There was some support expressed for increasing the application time limit and reducing the project threshold. The Board directed that staff bring back a proposal for further consideration.

### Wayfinding Signage Update

Porsche gave an update on the wayfinding signage project. She noted that the original budget of \$75,000 was established based on a small quantity of signs with a simple design. Since that time, a committee that included representatives of the Downtown Association and City staff worked with a consultant to come up with five different sign types and specifications for each to assist in putting out a request for proposals (RFP) that would result in comparative bids. The consultant provided informal quotes from two firms he has worked with.

Porsche distributed and reviewed renderings of the proposed signs, a map of proposed placement areas, and the informal quotes broken out by unit price for each sign type (see agenda file). Because the quotes were well in excess of the original budgeted amount, the consultant suggested that the design elements could be scaled back to reduce cost, that consideration could be given to reducing the quantity of signs, or that he could help put together a phasing plan.

Konopa said that it's important to get the primary traffic directional signs in place soon. She suggested that there could be cost savings with fewer pedestrian directional signs. Several board members expressed agreement.

Coburn said the information provided far exceeds what was previously discussed. He had envisioned several traffic directional signs as one comes over the overpass and into downtown. He would like to see what could be done for the original budgeted amount.

Kellum left at 6:10 p.m.

Kopczynski asked if the signs would include lighting. Porsche said the consultant indicated that the expense of running electricity and metering the signs would be prohibitive and suggested the use of reflective tape which has been found to be very effective. Coburn said there might be value in lighting some of the signs; consideration could be given to solar options or tying into the street light system.

Abarr suggested that there might be cost savings if the work was timed to coincide with the streetscape work. He noted that the number of signs proposed is substantially higher than the number installed in a similar project in Salem.

Spence felt that the proposed number of pedestrian directional signs was too high. He suggested that consideration could be given to allowing advertising on the bottom of the signs.

Johnson said she wants to have traffic directional signs in place before the Albany Carousel opens next year. She said the design looks fine, and she would like to make a decision and move forward. Collins agreed; he suggested that the Board establish an install date and work backward in order to force timely decisions.

Catlin wondered whether a better price break would occur by reducing the number of classes of signs as compared to reducing the total number of signs in each class.

It was agreed that staff will bring back additional information and a schedule that assumes installation at the end of April.

### Staff Updates and Issues

Porsche said that she has accepted the position of Community Development Director for the City of Redmond. Her last day with the City of Albany will be Monday, October 3. Parks & Recreation Director Ed Hodney will take the lead on urban renewal issues and City Manager Hare will take the lead on economic development work. She said the Board has done a lot of great work but has shied away from

property acquisition which is really the bread and butter of urban renewal; she encouraged the Board to consider purchasing the St. Francis building. She said the Board has a great plan, a great staff, and she is grateful for the opportunity to do this work for the past ten years.

Konopa said that Porsche was proactive with downtown revitalization and worked hard to make things happen. She has been great to work with, a benefit to Albany, and she will be missed. The Board expressed its appreciation with a round of applause.

#### BUSINESS FROM THE BOARD

In response to an inquiry from Spence, Porsche gave an update on the sidewalk project which is expected to go to bid after the first of the year. Collins asked that staff bring back a projected schedule for that project. Spence said the Albany Public Library Foundation would like to do one-half block of streetscape in front of the Carnegie Library, and they would like to coordinate and visually integrate with the public project. Coburn suggested that adding an alternate in the bid package would be a way to determine the cost of that section while potentially taking advantage of the larger project pricing and scope.

#### NEXT MEETING DATE

Wednesday, October 19, 2016.

#### ADJOURNMENT

Hearing no further business, Chair Catlin adjourned the meeting at 6:30 p.m.

Submitted by,

Reviewed by,

Teresa Nix  
Recorder

Kate Porsche  
Economic Development & Urban Renewal Director



TO: CARA Advisory Board  
VIA: Ed Hodney, Parks & Recreation Director  
FROM: Nathan Reid, Urban Renewal Officer  
DATE: October 13, 2016, for October 19, 2016, CARA meeting  
SUBJECT: Staff Report – Historic Homebuyer Program

## Background

In 2015, CARA approved the Historic Homebuyer Program to allow for low-interest loans to be made to rehab new owner-occupied buildings within the Hackleman Historic District. Due to the programs restrictions, staff did not receive any fully completed applications.

During the CARA meeting on September 22, 2016, the Board directed staff to come back with an updated program that fit the new guidelines that were presented during the meeting. Staff has refined the program to allow more flexibility to building owners, based on the Board's comments. We believe that the revised program guidelines will better meet the CARA's objectives.

Included in this report is a draft of a revised program description that incorporates changes discussed by CARA at your last meeting. Changes include:

- A reduction of the project minimum to \$20,000;
- A reduction of the required private match to 50%;
- Opening the program to homebuyers within 24 months of purchase;
- Allowing buyers who wish to rehab and resell or "flip" the property;
- A differentiated loan interest rate structure which favors first-time homebuyers.

## Request

Approval of the revised Historic Homebuyer Program guidelines or further direction regarding desired changes.

## Budget Impact

No changes to the current program budget

NHR:ldh  
Attachment

*G:\Economic Development\CARA\Funding Programs\Hackleman Historic Homebuyer Program\Staff Report for CARA.docx*

# CENTRAL ALBANY REVITALIZATION AREA

## Historic Homebuyer Loan Program

### ABOUT THE PROGRAM

The Historic Homebuyer Loan Program is available for buyers of historic properties (pre-1946) in the Hackleman Historic District (see map on back). The program is intended to incent the rehab and continued owner-occupancy of historic properties.

### Activities

CARA funds may be used for exterior alterations approved by Albany Landmarks Advisory Commission, which will result in significant improvements. Funded work may also include structural work on the interior, life-safety improvements, or other work to take a multifamily structure back to single-family. See the General Information sheet for other important CARA program details.

### Eligibility Requirements

- Program is open to new homebuyers (those who purchased the home within 24 months); longtime owners; as well as those who are looking to purchase, rehab, and sell the property.
- Home must be located in the Hackleman Historic District.
- Home must be built prior to 1946.
- Qualifying structures include owner-occupied, single-family historic, or multifamily historic that will be converted back to single-family (may include one accessory apartment).
- Houses on the state tax-freeze are not eligible.
- Preference given to properties being converted from multifamily or to rehabilitation of severely blighted houses (including, but not limited to, code compliance cases with the City of Albany or unsafe structures).
- Minimum project size is \$20,000, which is over the threshold that will trigger review by the assessor's office.
- Project work must be completed in 24 months.
- CARA's loan may only be in first or second position.
- Money can be used to pay city fees such as permits, applications, etc.

## Overview

### PROGRAM ALLOCATION

\$80,000 PER BUDGET YEAR

### CARA FUNDING

UP TO 50% OF PROJECT COSTS PER PROJECT. REIMBURSEMENT AT 50% OF ELIGIBLE PROJECT COSTS WHEN SUBMITTED.

### OVERALL PROJECT COSTS

MINIMUM \$20,000

### MINIMUM PRIVATE MATCH

50% OF PROJECT COSTS

### FEES

\$500

### RATE

NEW HOMEOWNERS- WITHIN 24 MONTHS OF HOME PURCHASE

10-YEAR T-NOTE RATE + 1.25%

HOMEOWNERS

10-YEAR T-NOTE RATE + 2.00%

FLIPPERS

10-YEAR T-NOTE RATE + 2.75%

### TERMS

INTEREST-ONLY PAYMENTS SO LONG AS PROPERTY IS OWNER-OCCUPIED. BALLOON PAYMENT AT SALE OR REFINANCE OF THE PROPERTY, OR NON-OWNER OCCUPANCY.

For more information, contact:

**Nathan Reid**

Urban Renewal Officer  
City of Albany

nathan.reid@cityofalbany.net

## Process

Ad hoc applicants first come to Landmark Advisory Commission with project description.

Landmark Advisory Commission recommends slate of loans for approval quarterly (January, April, July, October). Applicants may resubmit if not approved in the first go-around.



Landmark Advisory Commission approval.

CARA Review– (Criteria: Does project as presented remove blight and solve blighting issues?)

- CARA preparation of documents.
- Final project review by LAC must be complete, including final permits, and final tally of project costs prior to final draw being dispursed.
- All draws approved by CARA staff.

