URBAN RENEWAL AGENCY BOARD MEETING MINUTES DECEMBER 9, 2019

<u>DATE</u> COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, DECEMBER 9, 2019

<u>CONVENED</u> The meeting convened at 6:41 p.m. with Chair Swenson presiding.

ROLL CALL

Chair Swenson	Present
Member Schaub	Present
Member Cornwell	Present
Member Carney	Present
Member Morris	Present – 6:45 p.m
Member Ellsworth	Present

Staff Present: City Administrator Derickson, City Attorney Shields, Economic Development Director Johnk, Deputy Police Chief Pilcher, Community Development Director Kerr, Public Works Director Liljequist, Finance Director Montoya, Operations Director Stultz, Assistant City Attorney Granum, Parks and Recreation Manager Cuomo, City Recorder Pierson

CONSENT AGENDA

A. Urban Renewal Agency minutes of November 12, 2019 **Carney/Ellsworth**... adopt the Consent Agenda. The motion passed unanimously.

PRESENTATION

Audit Report - Chuck Swank representing Grove, Mueller & Swank, P.C., presented the Urban Renewal Agency Audit report.

WOODBURN PUBLIC ART PROGRAM

Economic Development Director Johnk provided a staff report. **Carney/Schaub**... approve the expenditure of URA funds in the amount of up to \$25,000 for a mural of the historic PIX Theater on the building wall of its former location at 461 N. First Street. The motion passed unanimously.

URG 2019.04: 425 N. FIRST STREET (MONTE ALBAN) – NEW SIGNAGE

Carney/Ellsworth... approve grant funds for the Building Improvements Program Grant Application (Program) from Tienda Monte Alban (Applicant) for \$6,527; 50% of the overall cost of \$13,054 for installation of signage on their business location at 425 N. First Street. The motion passed unanimously.

Economic Development Director Johnk stated that the bronze statues have been placed in the Plaza and she acknowledged Frank Lonergan's efforts on this project.

ADJOURNMENT

Ellsworth/Morris... meeting be adjourned. The motion passed unanimously. The meeting adjourned at 6:58 p.m.

URBAN RENEWAL AGENCY BOARD MEETING MINUTES DECEMBER 9, 2019

APPROVED

ERIC SWENSON, CHAIR

ATTEST

Heather Pierson, City Recorder City of Woodburn, Oregon



Agenda Item

January 27, 2020

- TO: Urban Renewal Agency
- FROM: Downtown Advisory Review Subcommittee (DARS) Jamie Johnk, Economic Development Director

SUBJECT: URG 2019.05: 430 N. First Street (Trapala Restaurant)

RECOMMENDATION:

Approve the Building Improvements Program Grant Application (Program) from Severo Trapala/Trapala Restaurant (Applicant) for \$50,000 (URG 2019.05) as recommended by the Downtown Advisory Review Subcommittee (DARS).

BACKGROUND:

The Applicant owns and operates the restaurant at 430 N. First and has discussed his expansion plans with staff for more than two years. The current footprint of the restaurant is small and the goal is to enclose the exterior seating area to create a much larger dining area. The plans will also remodel the existing interior and upgrade the restrooms. These proposed changes will greatly enhance this very popular downtown restaurant and provide for a more enjoyable dining experience.

PROPOSAL:

The scope of the project is to remodel and expand the existing restaurant. The Applicant has provided three construction estimates as well as the proposed plans, which are in the process of submitting to the City's Planning Department.

The overall cost of the remodel/expansion project for Trapala's Restaurant located at 430 N. First Street:

Building Improvements Program Grant	<u>\$ 50,000</u>
Estimated cost of all improvements	\$215,985
Percentage of grant	23%

FINANCIAL IMPACT:

Agenda Item Review: City Administrator ____x City Attorney ___x Finance __x

For FY 2019-20 the budget for the Urban Renewal Building Improvements Program was \$150,000. Sufficient funds remain in the budget to fund this grant request.

PROGRAM CRITERIA:

- The property is located at 430 N. First Street and within the Urban Renewal District.
- The proposal complies with the downtown architectural design standards and signage standards. *Plans will be submitted and reviewed by the City Planning Department.*
- The project encourages greater marketability of the Urban Renewal District. Increased dining space in this popular restaurant will bring more patrons to downtown.
- The proposal will complement the existing and surrounding community. The exterior expansion design will be complimentary to the existing building as well as the surrounding buildings.
- The project design works toward restoring the building as closely to its original design as possible. *Not applicable*
- That building interiors are improved with a focus on addressing code- related improvements. *Not applicable*
- The project is in the public interest. The Urban Renewal Program specifically identifies signage as an eligible improvements within Woodburn's Urban Renewal District.

SUMMARY AND CONCLUSION:

The Program is intended to encourage and assist business and property owners to invest in the Urban Renewal District. This Application reflects the intent of the program by making improvements to the property and maintaining the useful life of the building.

CONDITIONS OF APPROVAL:

- Based on the bids submitted, there is a match requirement required (up to 77%) for interior and exterior improvements through the Program. Invoices must be submitted for reimbursement. No grant money will be disbursed until the project is completed and is approved by the Agency.
- 2. Grant funds may be used for materials and services provided by licensed contractors.

- 3. Projects shall be completed within one year of approval in order to be eligible for reimbursement. Grants provide for a single payment after receipts are provided and all completed work is accepted by the City.
- 4. Licensed contractors will complete all work.



DARS Agenda Item

To: Downtown Advisory Review Subcommittee (DARS)

From: Jamie Johnk, Economic Development Director

Re: URG 2019.05: 430 N. First Street (Trapala Restaurant)

Recommendation:

Staff is requesting Downtown Advisory Renewal Subcommittee (DARS) consideration of approval for the Building Improvements Program Grant Application (Program) from Severo Trapala/Trapala Restaurant (Applicant) for \$50,000; 23% of the overall cost of remodel and expansion of the restaurant of \$215,985 on the property located at 430 N. First Street.

Background:

The Applicant owns and operates the restaurant at 430 N. First and has discussed his expansion plans with staff for more than two years. The current footprint of the restaurant is small and the goal is to enclose the exterior seating area to create a much larger dining area. The plans will also remodel the existing interior and upgrade the restrooms. These proposed changes will greatly enhance this very popular downtown restaurant and provide for a more enjoyable dining experience.

Proposal:

The scope of the project is to remodel and expand the existing restaurant. The Applicant has provided three construction estimates as well as the proposed plans which are in the process of submitting to the City's Planning Department.

The overall cost of the remodel/expansion project for Trapala's Restaurant located at 430 N. First Street:

Building Improvements Program Grant	<u>\$ 50,000</u>
Estimated cost of all improvements	\$215,985
Percentage of grant	23%

Program Criteria:

- The property is located at 430 N. First Street and within the Urban Renewal District.
- The proposal complies with the downtown architectural design standards and signage standards. *Plans will be submitted and reviewed by the City Planning Department.*

- The project encourages greater marketability of the Urban Renewal District. *Increased dining space in this popular restaurant will bring more patrons to downtown.*
- The proposal will complement the existing and surrounding community. *The exterior expansion design will be complimentary to the existing building as well as the surrounding buildings.*
- The project design works toward restoring the building as closely to its original design as possible. *Not applicable*
- That building interiors are improved with a focus on addressing code- related improvements. *Not applicable*
- The project is in the public interest. *The Urban Renewal Program specifically identifies* signage as an eligible improvements within Woodburn's Urban Renewal District.

Summary and Conclusion:

The Program is intended to encourage and assist business and property owners to invest in the Urban Renewal District. This Application reflects the intent of the program by making improvements to the property and maintaining the useful life of the building.

Conditions of Approval:

- Based on the bids submitted, there is a match requirement required (up to 77%) for interior and exterior improvements through the Program. Invoices must be submitted for reimbursement. No grant money will be disbursed until the project is completed and is approved by the Agency.
- 2. Grant funds may be used for materials and services provided by licensed contractors.
- 3. Projects shall be completed within one year of approval in order to be eligible for reimbursement. Grants provide for a single payment after receipts are provided and all completed work is accepted by the City.
- 4. Licensed contractors will complete all work.

Attachments:

• Building Improvements Application

URG 2019.05	
City of Woodburn	
Building Improvements Program	
APPLICATION ARTICLE STERIOR ARTICLE STERIOR APPLICATION ARTICLE STERIOR ARTICLE STERIOR ARTICLE STERIOR Services (F	- 10 (Ama)
APRICANT INFORMATION	ze \$50)
FOR OFFICE USE ONLY	
Name: Severo Tropala M Application Date:	
Phone: 341 270 761 3 Approval Date:	
Tax ID number: 842544796 Amount Awarded:	
PROPERTY OWNER INFORMATION	
Property Address: 430 N 154 54 Waadbarn Or 9707	<u> </u>
Name: Severo Trapala M Phone/Email: 5412707613 Address: 1110 E Cleveland St City: (Noodburnst: 02 Zip: 9	7071
Owner's Signature:	2071
Severo Irapala M. 1/3/20	
Name of Business: Trapala Restautant Business Owner's Name: Severa Trapala	In the
Address: 430 N 134 34 Phone: 5039813000	10 0-1
City: Woodbarfin State: Or Zip: 97071	
Type of Business: Kestaurant Upper Floor Use: N/A	
PROPOSED IMPROVEMENTS	
Improvements Type: Interior Improvements Interior Improvements Interior Improvements	
Description:	
1096+ total Are to be Remodelled.	
Trapala Restauran Addition and Remod	lel
Plan Attache_	
Estimated Cost of Improvements: \$ 215,984.88	
Application Fee Collected By: Receipt #: Date:	Page 7

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CERTIFICATION BY APPLICANT

The Applicant certifies that all information provided in this application is true and complete to the best of the Applicant's knowledge and belief. The Applicant represents to the City that this Agreement has been duly authorized by all necessary action on the part of the Applicant and no other corporate or other action on the part of the Applicant is legally required. If the Applicant is not the owner of the property to be rehabilitated, the Applicant certifies that it has the legal authority to sign and enter into an agreement to perform the proposed work on the building. Evidence of this legal authority must be attached.

Applicant acknowledges and agrees the Agency shall have no obligation to pay any persons providing materials or performing labor or to cause the release of any mechanics or other liens that may be recorded against the above property in connection with the proposed improvements.

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Applicant's Signature

01/3/220.

ACKNOWLEDGMENT BY PROPERTY OWNER (if different than Applicant)

The Property Owner hereby acknowledges all the above terms of this application and agrees that the Agency shall have no obligation to pay any persons providing materials or performing labor or to cause the release of any mechanics or other liens that may be recorded against the above property in connection with the proposed improvements.

evero Trapalam

Property Owner's Signature

3/ 20



Affordable Northwest Contractors Inc. 12055 NE Glenn Widing Dr, Unit 204 Portland, Oregon 97220 Tel: (503) 423-7754 | Email: rgil71@yahoo.com CCB# 198757

Project Name

	1,096 TOTAL AREA TO BE REMODELLED			
	Item	Comments	Bude	et Amount
	Rem	Structural Engineering, Permitting and Project	Duug	et Milouit
	501 Plans-Arch/Survey/Engr	Management	\$	9,950.00
		(mechanical only to run ducts from existing		
	502 Permits/with no SDC	unit to new area) only General building permit	\$	8,000.00
	503 Temp Power/Excavation		\$	-
	504 Footings and Foundation		\$	- 11,867.70
	505 Framing Material	Includes wall repair	\$	14,341.37
	506 Roof Repair / Roofing and Underlayment		\$	8,442.92
	507 Framing Labor	Includes wall repair	\$	8,004.34
_	509 Windows and Sliders	(Includes finish)	\$ \$	
	510 Plumbing (Rough)	(includes inish)		6,556.00
	511 Electrical (Rough)		\$	5,877.80
	515 Finish Floor		\$	1,767.95
	516 Siding	Replace Exterior Siding	\$	8,985.45
	517 Heating/Air Conditioning		\$	7,686.20
	518 Insulation		\$	3,035.63
	519 Drywall/Tape/Texture		\$	5,606.51
	520 N/A		\$	-
	522 N/A		\$	-
	523 Downspouts & Gutters		\$	1,175.56
	524 Exterior Painting		\$	2,170.11
	525 Interior Painting		\$	3,157.05
	527 N/A		¢	070 ((
	528 Lino./Tile/Vinyl		\$	979.66
	529 Plumbing (Finish)	(Commercial restroom with ADA stalls)	\$	1,019.97
	530 N/A		\$	-
	531 Electrical (finish)		\$	1,085.13
	532 N/A		\$	-
	534 Interior Doors/Trim	(Includes exterior doors)	\$	2,817.06
1011000	535 Finish Labor		\$	4,521.38
	536 Finish Hardware	(Miscellaneous items)	\$	
	537 N/A		\$	
	539 Concrete Repair, Patch and leveling		\$	2,817.06
	540 Clean Up		\$	1,214.25
	541 N/A		\$	-
	542 N/A		\$	-
	543 Utilities		\$	808.16
	544 Misc	Lead paint / Asbestos Abatement - TBD	\$	350.00
ubtotal	Hard Cost		\$	122,237.26
	Cost per Sq, Ft.		\$	111.53
	Concert of the			
	Overhead & Profit	2,50%		3,055.93
	Builders Risk Insurance Contingency	1.00%	\$ \$	1,222.33
ubtotal			\$	7,945.42
TOTAL COST +	PROFIT		\$	130,182.68
No. of Concession, Name	Cost per Sq, Ft.		\$	118.78

Portland Project LLC PO BOX 37 Boring OR 97009 Phone: (503) 567-5676

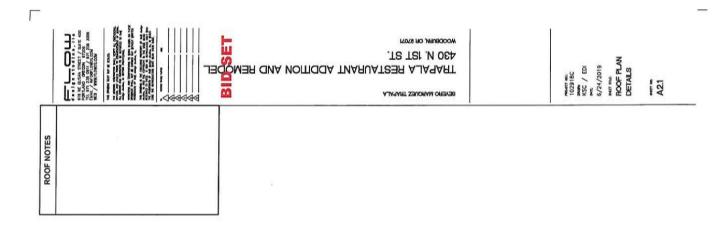
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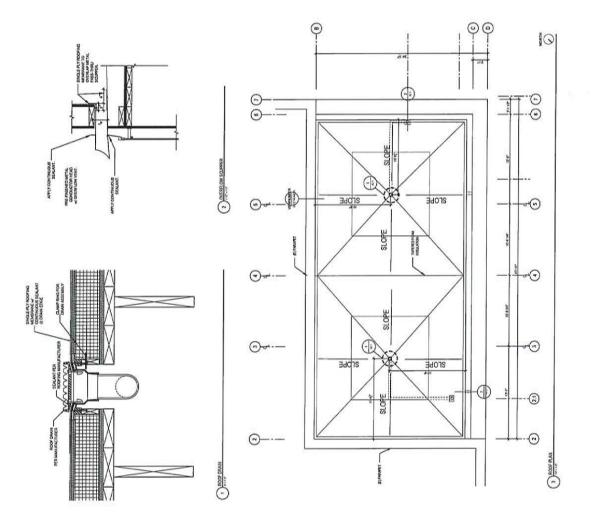
Trapala				
	TOTAL BUILDING Sq. Ft.			
	Item	Comments	B	udget Amount
	501 Plans-Arch/Survey/Engr			
	502 Permits		s	2,000.0
	503 Temp Power/Excavation			
	504 Footings and Foundation			
	505 Framing Material	#1 and #2 grade	S	20,276.0
_	506 Trusses			
	507 Framing Labor		S	14,184.0 33,460.0
	508 Roofing and Underlayment		\$	20,276.0
	509 Windows and Sliders 510 Plumbing (Rough)		\$	4,964.0
			\$	21,276.0
	511 Electrical (Rough)		3	21,276.0
	512 Fireplace 513 Masonry/Veneer		\$	21,726.0
	514 Prefab. Fireplace			21,720.0
	515 Concrete Floor	Includes footings and exterior patching	\$	14,000.0
	516 Siding	inclues teerings and exterior parening		
	517 Heating/Air Conditioning			
	518 Insulation			
	519 Drywall/Tape/Texture		S	5,673.0
	520 Septic/Sewer		-	And the second
	521 Water Hookup			
	522 Well			
	523 Downspouts & Gutters			
	524 Exterior Painting		s	7,195.0
	525 Interior Painting/stain		2	7,195.0
	526 Wallpaper/Paneling 527 Cabinets/Hardware		-	
	528 Lino/Tile/Vinyl			
	529 Plumbing (Finish)	(Bath hardware)	\$	2,350.0
	529 Plumbing (Pinish)		3	2,550.00
	530 Ext. & Garage Doors	Allowance (Main garage door plus second garage door)		
	531 Electrical (finish)	Allowance for electrical fixtures	\$	7,092.00
	532 Carpets			
	533 Hardwood Floors			
	534 Interior Doors/Trim	(Includes exterior doors)		
	535 Finish Labor			
	536 Finish Hardware	Bathroom Stalls	\$	7,092.00
	537 Appliances			
	538 Decks/Labor & Material			
	539 Concrete Steps/Drive/Patio			
	540 Demo		\$	6,500.00
	541 Landscaping			
	542 Sales Tax			
	543 Utilities	N. 01. 2	-	
	544 Mise 545 Project Managenent	Not Used	S	5.000.00
	or or Frederic Management			
ibtotal	Hard Cost		S	193,064.00
	a de la calencia de la ca			
	Cost per Sq, Ft.		-	#DIV/0
	Builders Risk Insurance	1.00%	s	1,930.6-
	Contingency	2.50%	\$	4,826.60
	Contingency			10.0
brand			s	6,757.2
ibtotal			-	0,131.2
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an a				
TOTAL COST + F	PROFIT		\$	199,821.24
	Cost per Sq, Ft.		MARCH 1	#DIV/0

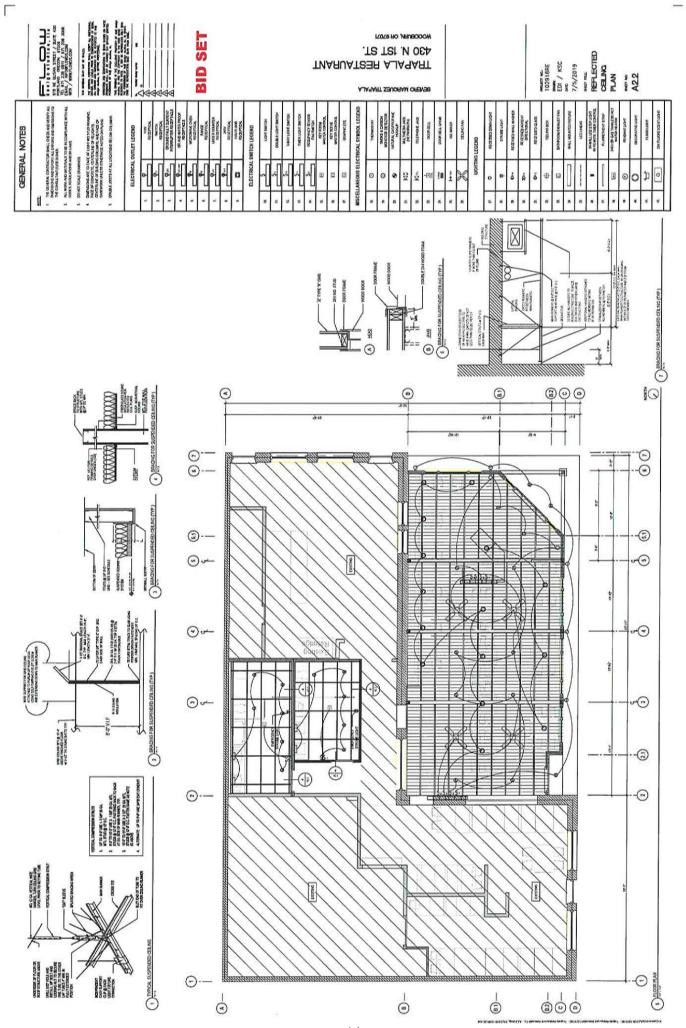


Trapala Restaurant Addition

1,21	7 TOTAL REMODEL Sq. Ft.			
	Item	Comments	B	udget Amount
50	I Plans-Arch/Survey/Engr			
	2 Permits/with no SDC		\$	3,000.
	3 Temp Power/Excavation		\$	4,000.
	Footings and Foundation		S	7,100.
	5 Framing Material	#1 and #2 grade	\$	20,100.
	5 Trusses	#1 and #2 grade		20,100.
	7 Framing Labor		\$	1,304.
	8 Roofing and Underlayment		\$	33,250.
	Windows and Sliders		\$	19,300.
	Plumbing (Rough)	(Includes finish)	\$	5,000.
	Electrical (Rough)	(Finish plus vacuum rough)	\$	20,186.
	? Fireplace			
	Masonry/Veneer/Stucco		\$	21,726.
514	Prefab. Fireplace		\$	-
	Concrete Floor		\$	8,000.
516	i Siding		\$	-
	Heating/Air Conditioning		\$	-
	Insulation		\$	3,250.
	Drywall/Tape/Texture		\$	5,553.
) Septic/Sewer		\$	3,850.
	Water Hookup		\$	3,776.0
the second s	Well		\$	-
	Downspouts & Gutters		\$	2,400.0
	Exterior Painting		\$	5,800.0
	Interior Painting		\$	6,188.0
	Wallpaper/Paneling		\$	
	Cabinets/Hardware		\$ \$	
	Lino./Tile/Vinyl	diama ha mana h		2 000 /
529	Plumbing (Finish)	(hardware)	\$	2,800.0
	Ext. & Garage Doors		\$	6,850.0
	Electrical (finish)	Allowance for electrical fixtures	\$	0,850.0
100 m m	Carpets		\$	
	Hardwood Floors	(Includes exterior doors)	\$	4,600.0
	Interior Doors/Trim	(includes extende doors)	\$	6,200.0
	Finish Labor	(Miscellaneous items)	\$	7,092.0
and the second se	Finish Hardware	(Miscenaneous nems)	\$	7,092.0
	Appliances		\$	
	Decks/Labor & Material Concrete Steps/Drive/Patio		\$	
	Clean Up/Demo		\$	2,500.0
	Landscaping		\$	
	Sales Tax		-	
	Utilities		\$	900.0
	Misc	Not Used	-	500.
htatal	Hard Cost		\$	204,725.0
btotal	Hard Cost			
	Cost per Sq, Ft.		\$	168.2
	Overhead & Profit		% \$	5,118
	Builders Risk Insurance	1.00		2,047
	Contingency	2.00	% \$	4,094.
ototal			\$	11,259.8
				117 001
OTAL COST + PROFIT	Cost per Sq, Ft.		S	215,984. 177.

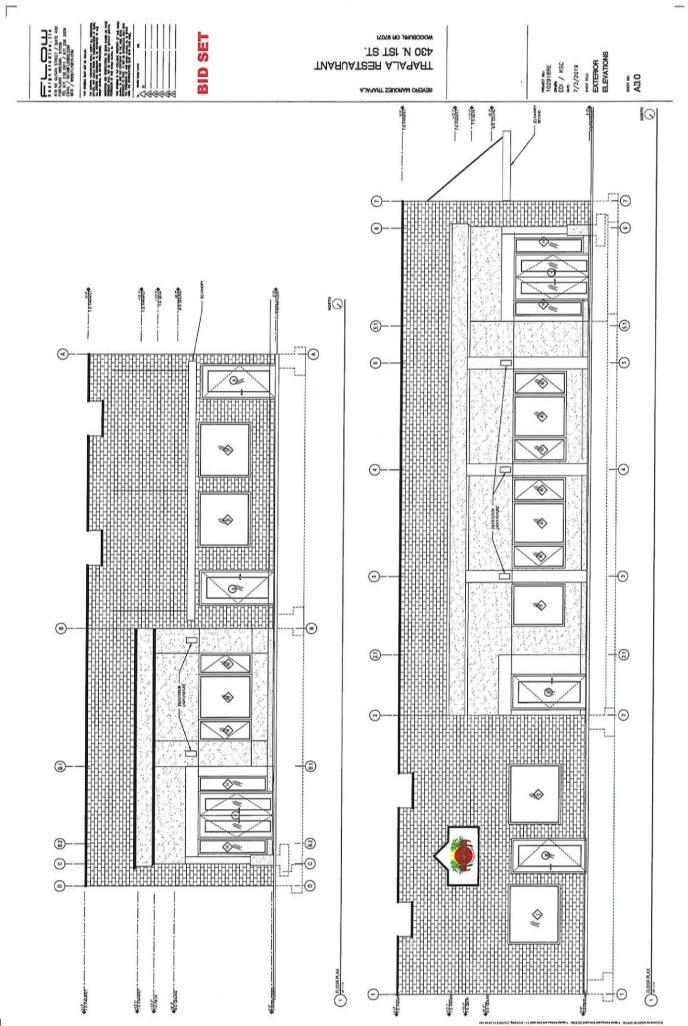


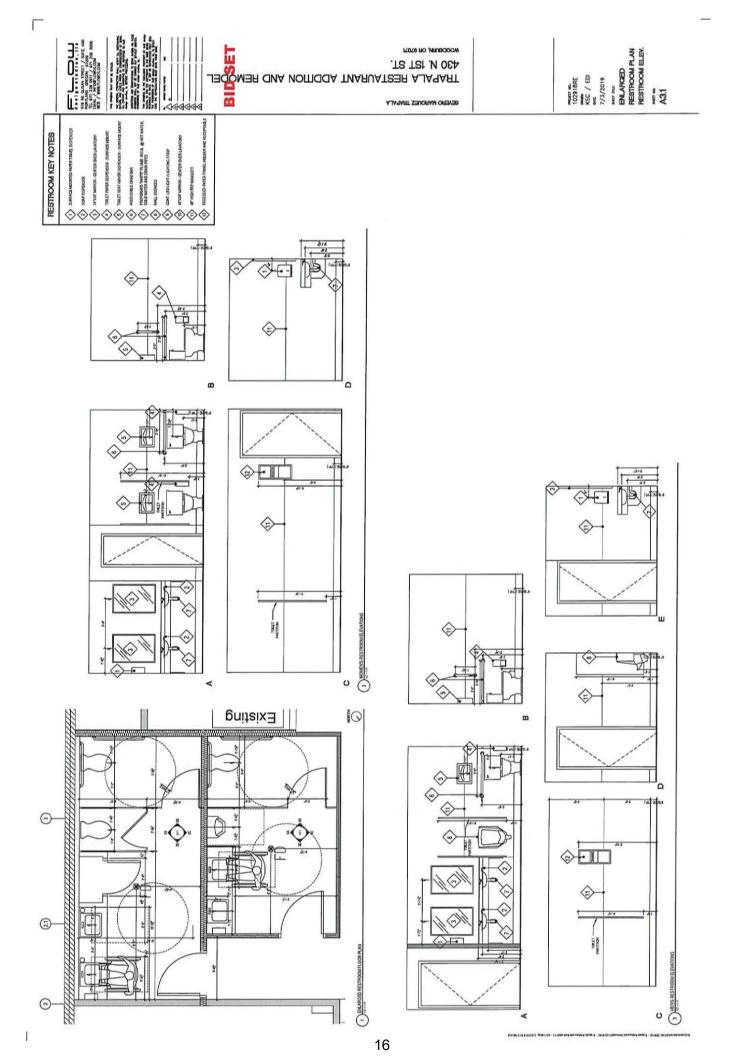


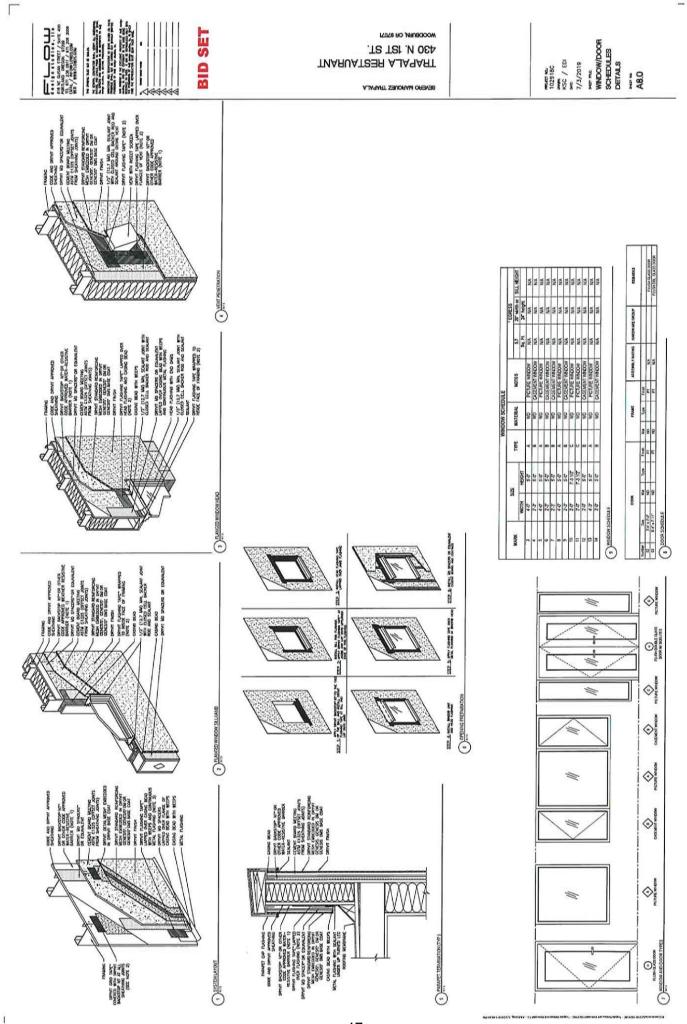


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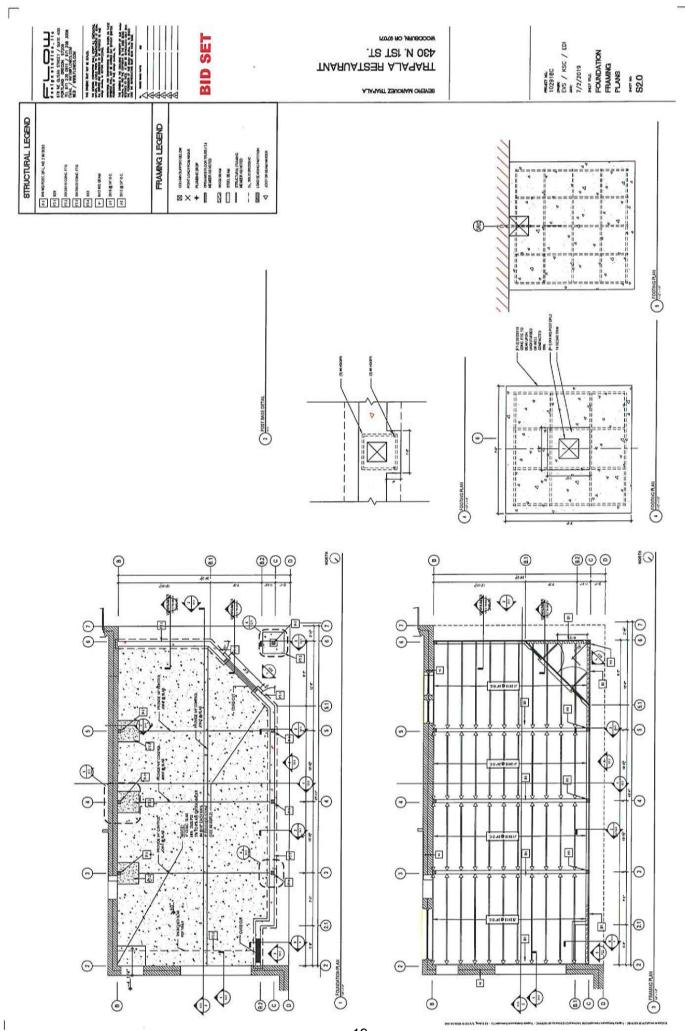






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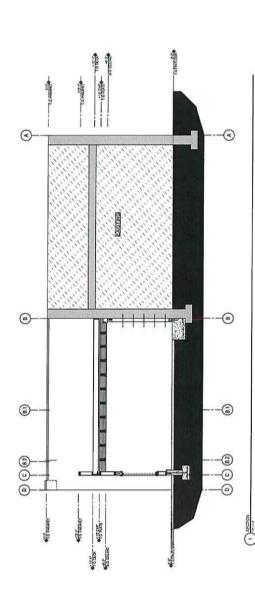


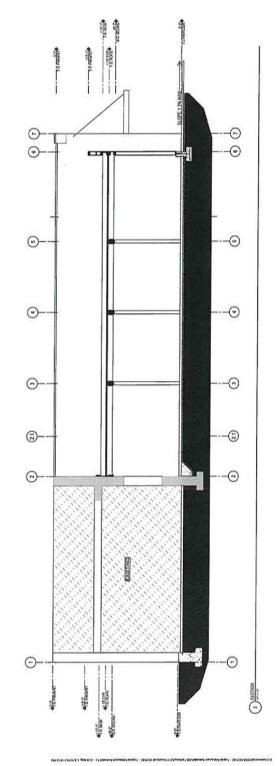
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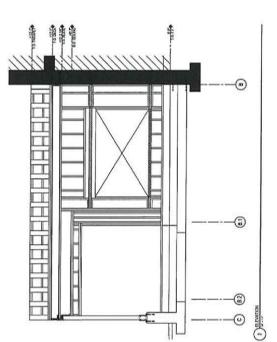


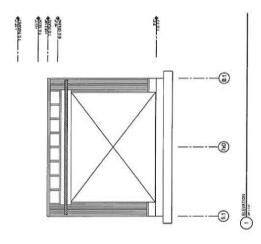
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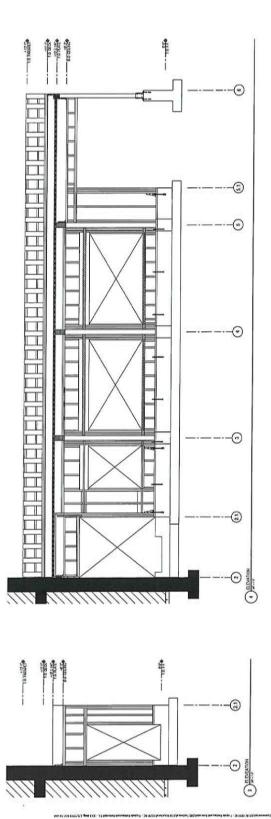
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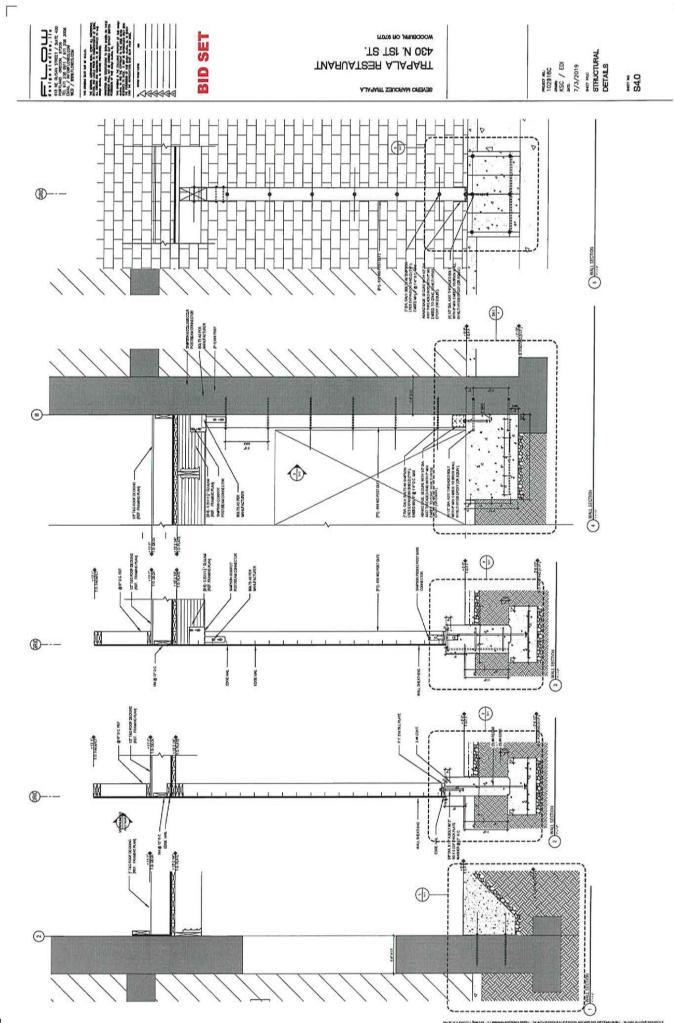
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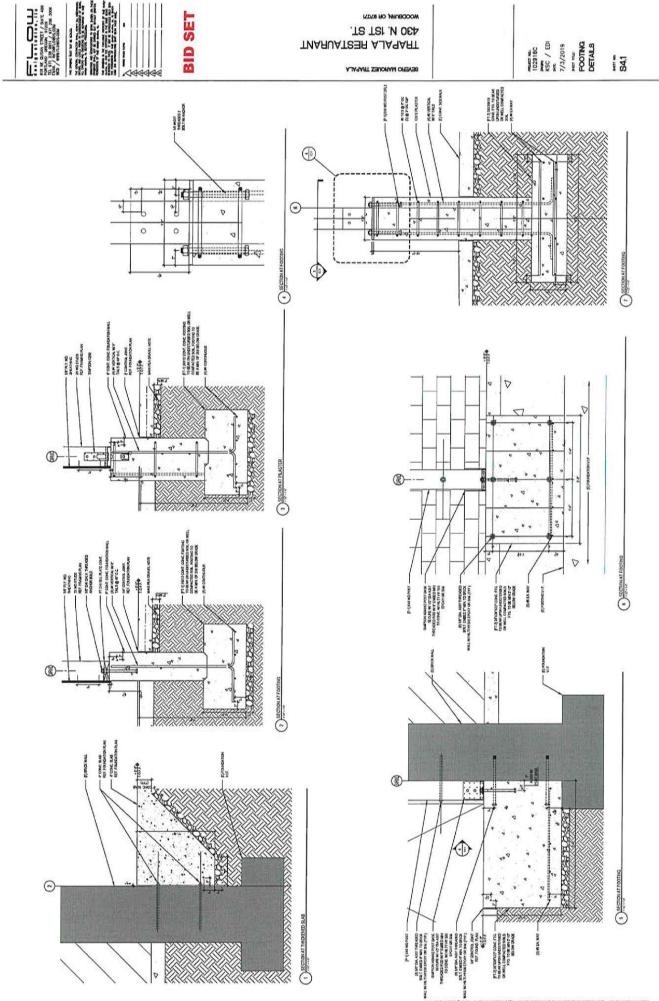




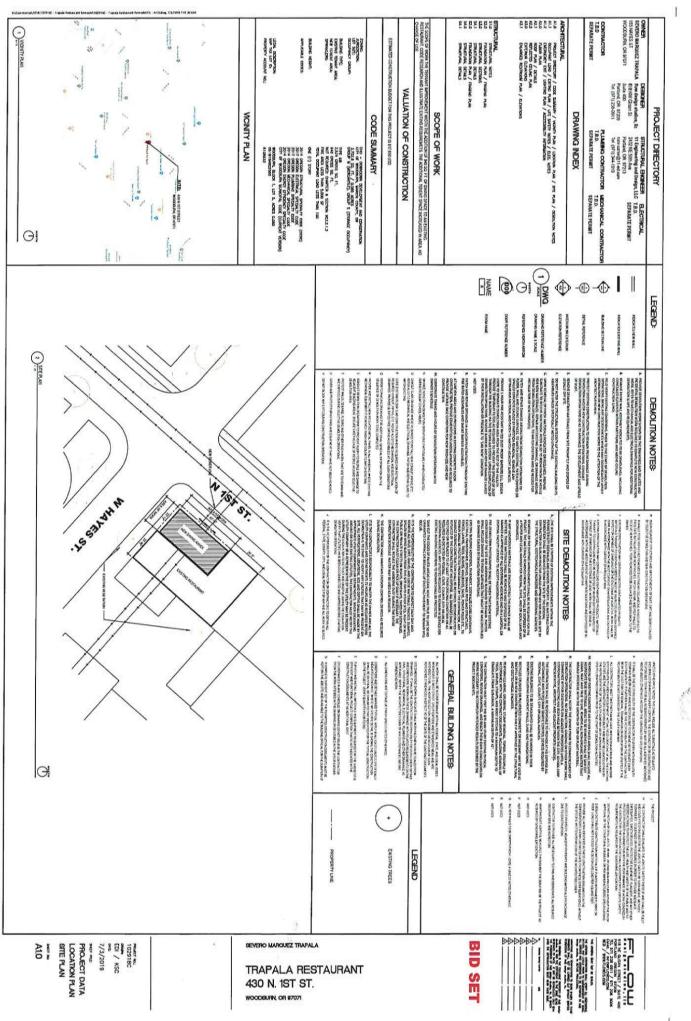
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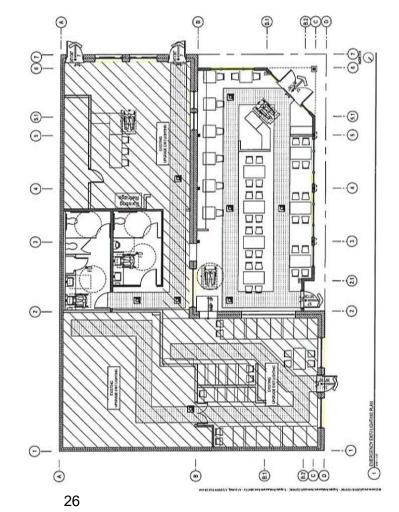
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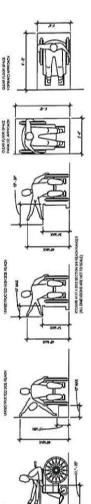
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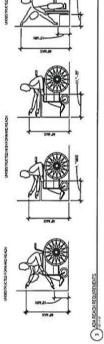
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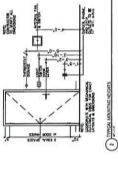
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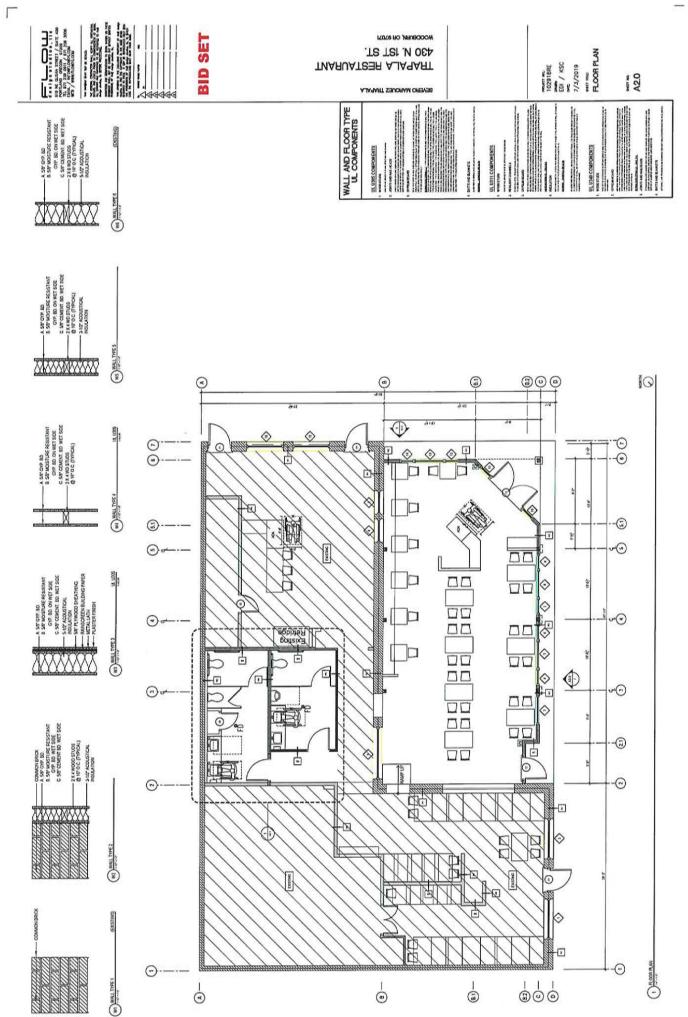








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