

**URBAN RENEWAL AGENCY BOARD MEETING MINUTES
OCTOBER 24, 2022**

DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, OCTOBER 24, 2022

CONVENED The meeting convened at 6:45 p.m. with Chair Swenson presiding.

ROLL CALL

Chair Swenson	Present
Member Schaub	Present – 6:48 p.m.
Member Cornwell	Present
Member Carney	Present
Member Puente	Present
Member Cabrales	Present
Member Swanson	Present

Staff Present: : City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Police Chief Pilcher, Community Development Director Kerr, Finance Director Turley, Human Resources Director Gregg, Economic Development Director Johnk, Special Projects Director Wakely, Community Services Director Cuomo, Public Affairs and Communications Coordinator Moore, City Recorder Pierson

CONSENT AGENDA

A. Urban Renewal Agency minutes of June 13, 2022

Carney/Cornwell... adopt the Consent Agenda. The motion passed unanimously.

URG #2022.01 – 479 N. FRONT STREET | CENTRO PLAZA

Economic Development Director Johnk provided a staff report. **Carney/Cabrales...** approve the Building Improvements Program Grant Application (Program) from Carlos Trujillo and Araceli Estevez (Applicants) for \$11,615; 50% of the overall cost of repair the exterior wall adjacent to the Bungalow Theater located at 479 N. Front Street. The motion passed unanimously.

ADJOURNMENT

Carney/Cornwell... adjourn the meeting. The meeting adjourned at 6:50 p.m.

APPROVED _____
FRANK LONERGAN, CHAIR

ATTEST _____
Heather Pierson, City Recorder
City of Woodburn, Oregon

May 22, 2023

TO: Honorable Mayor and City Council

FROM: Scott C. Derickson, City Administrator

SUBJECT: **Resolution Authoring \$5,000,000 in Urban Renewal Agency Revenue Bonds in support of House Bill 5030**

RECOMMENDATION:

Adopt the attached Resolution committing the Woodburn Urban Renewal Agency (URA) to the issuance of \$5,000,000 in matching funds supporting House Bill (HB) 5030, which currently sits before the Joint Committee on Ways and Means and contains a \$15,000,000 allocation of Lottery Bond Revenue towards the construction of Woodburn's Community Center Project.

BACKGROUND:

At the beginning of the current legislative session, Governor Kotek introduced HB 5030, which includes funding for numerous projects across the state via Lottery Bond revenues. Included in HB 5030 is a \$15,000,000 allocation toward the construction of Woodburn's proposed Community Center Project. If passed by the Oregon Legislature, HB 5030 would bring the total State contribution to the Community Center Project to \$33,000,000, which includes the \$2,000,000 Special Public Works Fund (SPWF) loan that was provided for in the recently executed settlement agreement with the State. This level of State funding makes the Community Center significantly more viable and affordable to the residents of Woodburn.

Acting in good faith and demonstrating the community's commitment to bring the Community Project to fruition, it is proposed that the City Council, acting in its capacity as the URA Board, authorize the URA to issue \$5,000,000 in revenue bonds to match the pending \$15,000,000 Lottery Bond contribution provided for in HB 5030. The bond issuance process will not begin until the passage of HB 5030.

Agenda Item Review: City Administrator ___x___ City Attorney ___x___ Finance ___x___

FINANCIAL IMPACT:

Recent financial analysis of the URA has demonstrated the financial capacity for the agency to issue \$5,000,000 in debt without jeopardizing the integrity of the Urban Renewal Program. Tax increment generated within the URA can satisfy the debt service associated with a \$5,000,000 bond.

If the City is successful in obtaining the funding contained in HB 5030, it will bring the total funding available towards the Community Center Project to \$38,000,000, broken down as follows:

- \$1,000,000 – 2017 Lottery Bonds already utilized for design work
- \$15,000,000 – 2021 Lottery Bonds provided by settlement agreement
- \$2,000,000 - SPWF loan provided by settlement agreement
- \$15,000,000 – 2023 Lottery Bonds included in HB 5030
- \$5,000,000 - Urban Renewal revenue bond funds

WOODBURN URBAN RENEWAL AGENCY RESOLUTION NO. 2023-01

A RESOLUTION PLEDGING TO AUTHORIZE THE FUTURE ISSUANCE AND NEGOTIATED SALE OF URBAN RENEWAL BONDS IN THE AMOUNT OF \$5,000,000 TO MATCH LOTTERY BOND FUNDS CONTAINED IN HB 5030 AND AID IN FINANCING OF THE CONSTRUCTION OF A COMMUNITY CENTER IN WOODBURN

WHEREAS, the City of Woodburn (the "City") and the Urban Renewal Agency ("Agency") of the City of Woodburn have formed the Woodburn Urban Renewal Area in compliance with Oregon law, and City Ordinance No. 2298 approving the Urban Renewal Plan was enacted on August 14, 2001, and petitions were filed with the City seeking to refer the ordinance to the City voters, who approved the ordinance at an election held on March 12, 2002; and

WHEREAS, the Urban Renewal Agency of the City of Woodburn is authorized to issue bonds payable from the tax increment revenues of the Urban Renewal Area; and,

WHEREAS, the City of Woodburn has approved a maximum indebtedness for the Urban Renewal Area of \$29,300,000; and

WHEREAS, the Agency has previously issued \$11,128,782 of short-term indebtedness that is subject to that maximum indebtedness limitation; and

WHEREAS, the Urban Renewal Area has capacity of additional indebtedness of \$18,171,218 that is subject to the maximum indebtedness limitations; and

WHEREAS, *Woodburn's proposed Community Center Project will serve traditionally underrepresented populations and diverse cultures in the Greater North Marion County Area, including youth services, senior programing, food access, access to health services and programming, the under housed and houseless, educational programing athletics and community wellness; and*

WHEREAS, the Oregon State Legislature is currently deliberating on passage of HB 5030 (2023), where pursuant to Section 16 of that bill, the City is designated to receive up to \$15 million in lottery bond proceeds for purposes of constructing a community center in Woodburn; and

WHEREAS, *the City offers this Resolution as express support for passage of HB 5030 with a \$5 million good faith URA cash match for the use of lottery bond*

proceeds, and hereafter commits the Agency to the future issuance of \$5,000,000 in Urban Renewal Bonds as a financial match and commitment to the State Legislature for receiving the lottery bond funding for purposes of aiding in the construction of the community center project, NOW THEREFORE,

THE WOODBURN URBAN RENEWAL AGENCY RESOLVES AS FOLLOWS:

Section 1. Conditioned upon the City's inclusion as a beneficiary of lottery bond proceeds issued pursuant to an enrolled HB 5030 (2023) and passage of a local bond measure voted on by the Woodburn voters, the City and Agency hereby pledge to authorize the future issuance of bonds which are payable from the tax increment revenues of the Woodburn Urban Renewal Area in a principal amount of \$5,000,000 to be applied towards the construction of the Woodburn Community Center Project.

ADOPTED by the Urban Renewal Agency of the City of Woodburn at a regular meeting thereof this 22nd day of May, 2023.

Approved as to Form: _____
City Attorney Date

APPROVED: _____
Frank Lonergan, Chair

Passed by the Agency _____
Submitted to the Chair _____
Approved by the Chair _____
Filed in the Office of the Recorder _____

ATTEST: _____
Heather Pierson, City Recorder
City of Woodburn, Oregon



Agenda Item

May 22, 2022

TO: Urban Renewal Agency

FROM: Downtown Advisory Review Subcommittee (DARS)
Jamie Johnk, Economic Development Director

SUBJECT: **URG #2022.02– 300 YOUNG STREET | PCUN**

RECOMMENDATION:

Downtown Advisory Renewal Subcommittee (DARS) is recommending to the Urban Renewal Agency consideration of approval for the Building Improvements Program Grant Application (Program) from PCUN (Applicant) in the amount of \$53,950; 75% (\$30,000) of the overall cost for mold and asbestos remediation (\$40,000) and 50% (\$23,950) for the replacement and repairs to the roof (\$47,900) on the property located at 300 Young Street.

BACKGROUND:

Pineros y Campesinos Unidos del Noroeste (PCUN) respectfully submits a Building Improvement Program grant application for consideration. PCUN was created in 1985 and its mission is to empower farmworkers and working Latinx families in Oregon by building community, increasing Latinx representation in elections, and policy advocacy on both the national and state levels. PCUN focuses on building a stronger voice for all Latinx working families in Oregon, from farmworkers to young folks, so that collectively, well-being and prosperity can be increased for all.

Woodburn is homebase for PCUN. It hosts trainings and workshops on various topics ranging from advocacy and civic engagement to health & wellness. Its space is also used for community gatherings like Danza Azteca dance practice, Al-Anon, Woodburn Education Association, and community affinity groups like the indigenous Guatemalan community.

Currently, it houses administration and program staff, and office space for Centro de Servicios para Campesinos, Mujeres Luchadoras Progresistas, and the Anahuac Farm Project. In 2022, PCUN served 2,624 individuals in its Woodburn location through their programs. They included farmworkers and Latinx/a/o immigrant families-mostly Spanish speakers, and some indigenous language speakers from Mexico. It served approximately 21,000 statewide.

PCUN's roof is in dire need of maintenance and repair. Asbestos has been found in the roof structure which can cause health issues for its staff and our community seeking services. In the attached application, there are letters of request and support from the PCUN Foundation and

Agenda Item Review: City Administrator ____x____ City Attorney ____x____ Finance ____x____

FHDC (Farmer Worker Housing Development Corporation) along with three (3) bids. PCUN has a small maintenance fund (\$10,000) that will be used in its entirety towards roof and other needed building maintenance.

PCUN received three bids to complete the scope of work required on this project:

Bid	Amount
1. Frontier Roofing	\$152,683
2. Manuma Remodel	\$ 95,000
3. Benji's Roofing and Construction	\$ 87,900

PROPOSAL:

The Applicant has provided three estimates and would like to accept the lowest bid from Benji's Roofing and Construction to complete the work.

The overall cost of the project has been broken into two categories, mold and asbestos abatement and roof repairs/replacement, respectively.

	<u>Total</u>	<u>URA Portion</u>	<u>Owner Portion</u>
• Mold/Asbestos Abatement	\$40,000	\$30,000 (75%)	\$10,000 (25%)
• Roof Repairs/Replacement	\$47,900	\$23,950 (50%)	\$23,950 (50%)

Due to PCUN's limited availability of funds, DARS proposes to the Urban Renewal Agency to consider a loan to PCUN for the remaining portion of funds required for the roof repair/replacement (\$23,950). Staff would further recommend that there be no interest charged to PCUN for this loan and that a term of twelve (12) months for repayment be applied. This loan arrangement would allow PCUN time to receive grants and other funding necessary to repay the loan.

A second option for consideration by the Urban Renewal Agency would be to consider utilizing urban renewal funds to cover the additional costs for the roof repairs for a total urban renewal investment of \$77,900 (87%).

FINANCIAL IMPACT:

For FY 2022-23 the budget for the Urban Renewal Building Improvements Program was \$175,000. Sufficient funds remain in the budget to fund this \$53,950 grant request.

PROGRAM CRITERIA:

- The property is located at 300 Young Street and within the Urban Renewal District.
- The proposal complies with the downtown architectural design standards and signage standards.
- The project encourages greater marketability of the Urban Renewal District.
- The proposal will complement the existing and surrounding community.
- 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 roof repair as an eligible improvement 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:

1. Based on the bids submitted, there is a match requirement required for 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.

☒ Building Improvement Program

☐ Façade (Downtown)

☐ Energy Efficiency



City of Woodburn

Building Improvement Programs Application

Applying For: ☒ Exterior Grant ☐ Interior Grant ☐ Design Services ☐ Façade ☐ Energy Efficiency

Applicant Information

Name: Maria Elena Guerra, FHDC
Phone: 971.219.2996
Tax ID Number: 93-1055994

Application Date: 4/19/2023
Approval Date:
Amount Awarded:

Property Owner information

Property Address: 300 Young St. Woodburn, OR 97071			
Name: PCUN Foundation/Reyna Lopez		Phone/Email: reynalopez@pcun.org	
Address: 300 Young St.		City: Woodburn	ST: OR Zip: 97071
Owners Signature:		Date:	

Business and/or Project Information

☐ URA

Name of Business: Pioneros Campesinos del Noroeste (PCUN)		Business Owner's Name: N/A
Address: 300 Young St.		Phone: 503.302.6549
City: Woodburn	State: OR	Zip: 97071
Type of Business: Non - Profit		Upper Floor Use:

Proposed Improvements

Description: This application is being presented on behalf of PCUN facilities for the replacement of the building roof. The cost reflects the fact that we have asbestos that need to be remove by a certify construction company. The remainig of teh cost will be covered by Capital Grants. Please consider that PCUN provides services to around 10K + individuals and their families. Services that might have to be put on hold if repairs are not done in the next few months.	
Estimated Cost of Improvements: \$ 87,900	Amount Requested: \$50,000

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 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

Applicants Signature

Date

ACKNOWLEDGEMENT 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



Property Owners Signature

4/19/2023

Date

Staff Use Only

Documents needed:

- ☐ Project Budget
- ☐ Contractor Bids (if they have)



PCUN FOUNDATION

To: The City of Woodburn, Economic Development Department

From: Jaime Arredondo, Managing Director of PCUN Foundation

RE: PCUN Foundation's Building Improvement Grant Application Need Explanation

The PCUN Foundation is a 501(c)3 charitable organization which was formerly known as the Willamette Valley Law Project. Our mission is to serve farmworkers, and the immigrant community in the Mid-Willamette Valley by supporting the education, community building, and service programs of PCUN. PCUN was created to amplify the voices of unfairly marginalized workers. It has done this work around Oregon with a focus on the Willamette area for over 4 decades, and today is one of the largest and oldest Latino-led organizations in Oregon.

In May 1977, The Willamette Valley Immigration Project (WVIP), precursor to PCUN, was founded in response to an increase in Immigration & Naturalization Service (INS) raids in Oregon. It provided legal advice and representation to undocumented farmworkers. Then, in April 1985, PCUN was founded as Oregon's union for farmworkers and treeplanters. WVIP continues its service and immigration work through The Farmworker Service Center in the historic PCUN Building. You can learn more about PCUN's service to Woodburn, and the entire Willamette Valley by visiting Our History Page at <https://pcun.org/history-of-pcun/>.

It is because of this history, and service to the Woodburn that we humbly approach the City of Woodburn for grant funds to improve the conditions of this building that has serviced thousands of farmworkers, and generations of Latino/x/a immigrants settling in this culturally rich community.

The PCUN Headquarters & Facilities are almost five decades old -- and in need of maintenance, and repairs. Unfortunately, due to funding restrictions - the building on 300 Young Street has never been renovated, and kept with minimal maintenance. The PCUN Foundation Campus Rehabilitation Project will focus on major system repairs. In this case, this grant will allow us to pay to replace the roof, by removing the presence of dangerous materials (asbestos and organic growth) and to mitigate any health issues that are detrimental not only to our staff but the people we served daily from this location.

The Farmworker Housing Dev. Corporation, a sister organization with 30+ years of expertise in housing and community centers development will be the organization leading this effort. This will allow the PCUN Foundation to better control overhead costs. FHDC has access to architects, general contractors and more.

The PCUN Foundation is recognized in national spaces by participating in various national boards like Farmworker Justice, Center for Popular Democracy, Community Change, National Immigrant Integration Coalition, and the Equitable Food Initiative -- as well as providing critical advocacy for BIPOC communities in the Mid-Willamette Valley -- including farmworkers, working families, small business owners, and more. This means philanthropic partners, individuals, and organizations from across Oregon and the country visit Woodburn to participate and build with the PCUN Foundation.

The Oregon 2021-2025 Consolidated plan calls for support to Non-Housing Community Development Assets. It names the CDBG program as one and unfortunately only source of funding for it. The report indicates the statewide jobs using 2017 data, it also indicates high concentration of jobs in the areas of health, retail and hospitality, and construction. Naming BIPOC individuals in rural areas that are more concentrated in Woodburn, Salem, Gresham, Hillsboro and Cornelius. PCUN Foundation is considered a landmark of Woodburn and the Hispanic community in the Willamette Valley, their services impact BIPOC individuals as young as 14 years old.

Sincerely,

A handwritten signature in black ink, appearing to read "Jaime Arredondo". The signature is fluid and cursive, with the first name "Jaime" written in a larger, more prominent script than the last name "Arredondo".

Jaime Arredondo

PCUN Foundation Managing Director



FHDC

Farmworker Housing Development Corporation

(503) 981-1618
1274 Fifth St. Suite 1-A
Woodburn, OR 97071
www.fhdc.org

"A Home Is Just the Beginning"

April 19, 2023

To: The City of Woodburn, Economic Development Department

From: Maria Elena Guerra, Executive Director, Farmworker Housing Development Corporation

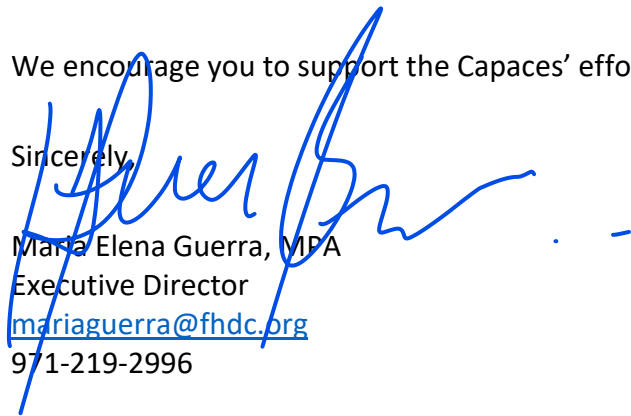
RE: Letter of support for the PCUN Foundation's Building Improvement Grant

On behalf of the Farmworker Housing Development Corporation, I strongly support the PCUN Foundation's building improvement grant application, for the most needed rehabilitation of the PCUN Main Campus Rehabilitation Project. FHDC is the largest affordable housing developer in Oregon's Mid-Willamette Valley region. FHDC owns and operates 11 affordable Housing Projects and two community facilities. FHDC and PCUN working on this rehabilitation project, would allow PCUN to use FHDC's extensive expertise and contacts in the construction and development. PCUN and FHDC missions were designed intentionally to work together to advance the wellbeing of all people of Oregon, especially our low-income farmworker and migrant communities. FHDC urges your support for funding of the Main Campus Rehabilitation Project of PCUN for them to continuing providing:

1. Advocacy to farmworkers and the larger immigrant community and communities of color in Oregon
2. Building Community, PCUN focus on public education and on building empowering community spaces.
3. Focusing on workers' rights, collective-bargain and fostering equitable employee employer relations
4. Access to Grants and education for small business owners

We encourage you to support the Capaces' efforts. Thank you for your time and consideration.

Sincerely,



Maria Elena Guerra, MPA
Executive Director
mariaguerra@fhdc.org
971-219-2996



EQUAL HOUSING
OPPORTUNITY

Roofing Proposal

Benji's Roofing and Construction INC

Oregon CCB#220277

General contractor

252 Laurine ST NE

Salem, Oregon 97301

Phone: (503) 583-6886

Email: info@benjisroofing.com

Proposal
submitted to

PCUN Office FHDC

Address: 300 Young ST Woodburn OR 97071

Phone: (503) 754-8124

Email: Christianmeneses@fhdc.com

Proposal #

1

Proposal valid
till date #

06/18/2023

We hereby submit specifications and details for:

Inspection of existing plywood decking, Re-nail existing plywood if needed, Install New Certainteed Landmark AR Architectural Shingles, Install Ice and Water Shield on the Valleys, chimney and around the Pipes flashings, Install new step Shingles Flashing on the walls,

Install Approximately 200 sf of TPO Roofing on flat areas, Install 7 Stainless Steel Permanent Anchor,

Install Starter Strip Shingles on the Eaves, Install 30LB Synthetic Roofing Underlayment,

Install New Drip Edge Metal 24ga, Install New Lifetime Ultimate Pipe Flashing,

Install New Gable Metal 24ga, Install 140 linear feet of Ridge vent, install new 24" valley Metal,

Install New Metal Flapper Vents, Install 5 Roofing Nails on each Strip Shingle Sheet,

Install New Flat Ridge Cap 10", Clean all Gutters and Downspouts,

Brand/ Architectural Shingles: Lifetime Limited Warranty Certainteed Landmark (Algae-Resistant) **Color:** Owners Choice ***10 years of Warranty on Work***

+ If any of the plywood needs to be replace because it's rotten, there will be an extra cost of \$100 a sheet (CDX) that will cover the material cost and labor.

• Property to be left Clean

Clean up Debris and Haul away

We hereby propose to furnish material and labor to complete the job as per the above specifications for a sum of:

US\$ 47,900.00

city UR \$23950
PCUN \$23950

With the terms of payment as follows:

Half of the full amount to be paid on the first day of work and the other half on the day the work is completed.

(Half of the Full payment would be \$23,950.00)

Please revert for any clarification / further details.

Authorized Signatory: Name _____

Signature: _____ Date: _____

Acceptance of Proposal

I/We have reviewed your proposal and hereby indicate our acceptance of the same, as per the details, specifications and amounts mentioned in the proposal form. I/We agree to the proposed terms of payment and will release the funds as per agreed herein.

Authorized Signatory: Name _____

Signature: _____ Date: _____

Roofing Proposal

Benji's Roofing and Construction INC

Oregon CCB#220277

General contractor

252 Laurine ST NE

Salem, Oregon 97301

Phone: (503) 583-6886

Email: info@benjisroofing.com

Proposal
submitted to

PCUN Office FHDC

Address: 300 Young ST Woodburn OR 97071

Phone: (503) 754-8124

Email: Christianmeneses@fhdc.com

Proposal #

2

Proposal valid
till date #

06/18/2023

We hereby submit specifications and details for:

Removal and disposal of Asbestos Containing Roofing found at the project Location, project will require to file a DEQ notification, project will be completed utilizing certified personnel to remove asbestos containing building materials, under federal, state and local regulations.

CITY WR
PCUN
30,000
16,000

We hereby propose to furnish material and labor to complete the job as per the above specifications for a sum of:

US\$ 40,000.00

With the terms of payment as follows:

Half of the full amount to be paid on the first day of work and the other half on the day the work is completed.

(Half of the Full payment would be \$43,950.00)

Please revert for any clarification / further details.

Authorized Signatory: Name _____

Signature: _____ Date: _____

Acceptance of Proposal

I/We have reviewed your proposal and hereby indicate our acceptance of the same, as per the details, specifications and amounts mentioned in the proposal form. I/We agree to the proposed terms of payment and will release the funds as per agreed herein.

Authorized Signatory: Name _____

Signature: _____ Date: _____



Agenda Item

May 22, 2022

TO: Urban Renewal Agency

FROM: Downtown Advisory Review Subcommittee (DARS)
Jamie Johnk, Economic Development Director

SUBJECT: **URG #2022.03– 311 N. FRONT STREET | D’CORAZON BEAUTY SALON**

RECOMMENDATION:

Downtown Advisory Renewal Subcommittee (DARS) is recommending to the Urban Renewal Agency consideration of approval for the Building Improvements Program Grant Application (Program) from D’Corazon (Applicant) in the amount of \$1,136; 50% of the overall cost for new signage (\$2,272) for the property located at 311 N. Front Street.

BACKGROUND:

Business owner, Anahi Garcia, has recently entered into a lease with property owner Martin Ochoa in order to open D’Corazon Beauty Salon. The previous occupant of the space was also a salon, and the new business owner is applying for funds to install new signage and windows clings.

PROPOSAL:

The Applicant has provided two estimates, unable to acquire a third to meet the timeline for installation and proposes to accept the lowest bid to complete the work.

The overall cost of the interior improvements for the property located at 311 N. Front Street:

Building Improvements Program Grant	<u>\$1,136</u>
Estimated cost of all improvements	\$2,272
Percentage of grant	50%

FINANCIAL IMPACT:

For FY 2022-23 the budget for the Urban Renewal Building Improvements Program was \$175,000. Sufficient funds remain in the budget to fund this \$1,136 grant request.

Agenda Item Review: City Administrator ____x____ City Attorney ____x____ Finance ____x____

PROGRAM CRITERIA:

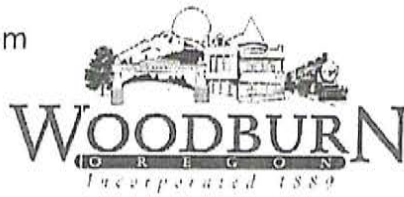
- The property is located at 311 N. Front Street and within the Urban Renewal District.
- The proposal complies with the downtown architectural design standards and signage standards.
- The project encourages greater marketability of the Urban Renewal District.
- The proposal will complement the existing and surrounding community.
- 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 improvement 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, as well as the adjacent property.

CONDITIONS OF APPROVAL:

1. Based on the bids submitted, there is a match requirement required (up to 50%) for 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.

☐ Building Improvement Program☒ Façade (Downtown)☐ Energy Efficiency

City of Woodburn

Building Improvement Programs Application


Applying For: ☐ Exterior Grant ☐ Interior Grant ☐ Design Services ☒ Façade ☐ Energy Efficiency

Applicant Information

Name:	Anahi R. Garcia
Phone:	503.989.0150
Tax ID Number:	

Application Date:	4/25/23
Approval Date:	
Amount Awarded:	

Property Owner information

Property Address:	311 N. Front St. Woodburn OR		
Name:	Martin Ochoa	Phone/Email:	503 868-9634
Address:	363 N Front St	City:	woodburn ST: * Zip: 97071
Owners Signature:			
	Date:		

Business and/or Project Information

☐ URA

Name of Business:	D'Corazon Beauty Salon		Business Owner's Name:
Address:	311 N. Front St		Phone:
City:	Woodburn OR	State:	Zip: 97071
Type of Business:	Beauty Salon		Upper Floor Use: NO.

Proposed Improvements

Description:
New business sign installed outside window signs outside/windows.
* See attached text re: 3rd bid req
Estimated Cost of Improvements: \$
Amount Requested:

CERTIFICATION BY APPLICANT

D'Corazon Beauty
311
310 N. Front St

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 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

x' Anahi R Garcia J
Applicants Signature

04/25/23
Date

ACKNOWLEDGEMENT 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 recorder against the above property in connection with the proposed improvements

Martin Ochoa
Property Owners Signature

04/25/23
Date

Staff Use Only

Documents needed:

- ☐ Project Budget
☒ Contractor Bids (if they have)

3 proposals to S. attached
4/27/23: Wasn't able to get 3rd bid. See text for explanation
Received by EC Dev: [Signature] 4/25/23

4/25/23: Permit application submitted to B&P dept. Funding contingent on receiving permit.

 <p>T-Shirts - Signs - Stickers - Embroidery 503-868-8596 www.marcangelprint.com</p>	<p>Estimate 606</p> <p>04-12-23</p> <p>Client Information</p>	
<p>3924 Pacific Hwy Hubbard Or 97032 printmarcangel@gmail.com</p>	<p>D' Corazon Beauty Salon 311 N Front St Woodburn Or 97071 503-989-0150</p>	

1 - Outdoor Sign 48inch x 96inch \$18.50sf \$592.00

2 hrs Installation @ 240.00

1 Door Business Hrs 12in x 15in \$35.00

1000 Business Cards \$120

1 Logo Design \$180.00

3 Window Decals @ \$380.00ea \$1140.00

50% Deposit needs to be made

Once the work is complete the remaining 50% needs to be paid.

Total \$2307.00

Deposit \$ _____

Balance \$ _____



Hola buenas taardes
disculpe olvide escribirle q
no le respondieron las otras
compañias le llame a una
mas pero kedo de
mandarme pero no lo hizo



Community Development Department

270 Montgomery Street

Woodburn, OR 97071

503-982-5246

Fax:

planning@ci.woodburn.or.us

Invoice: 5037

Record ID: 971-23-000060-PLNG

www.woodburn-or.gov/?q=planning

Invoice Date: 4/25/23 2:53 pm

Project Name: SIGN 23-37

Worksite address: 311 N FRONT ST, WOODBURN, OR 97071

Parcel: 051W18AB03300

Owner: OCHOA MARTIN 50 LOPEZ ROBERTO 50, ,

Units	Description	Fee Amount	Balance Due
1.00 Ea	Sign ordinance compliance permit - type I	\$85.00	\$85.00
		<hr/> \$85.00	<hr/> \$85.00





90 inch



78 inch





