

**URBAN RENEWAL AGENCY BOARD MEETING MINUTES
JUNE 12, 2023**

DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, JUNE 12, 2023

CONVENED The meeting convened at 6:48 p.m. with Chair Lonergan presiding.

ROLL CALL

Chair Lonergan	Present
Member Schaub	Present
Member Cornwell	Present
Member Carney	Present
Member Morris	Present
Member Cabrales	Absent

Staff Present: City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Community Services Director Cuomo, Community Development Director Kerr, Special Projects Director Wakely, Finance Director Turley, Senior Management Analyst Sherman, Public Affairs and Communications Coordinator Moore, City Recorder Pierson

CONSENT AGENDA

A. Urban Renewal Agency minutes of May 22, 2023

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

PUBLIC HEARING - FISCAL YEAR (FY) 2023-24 WOODBURN URBAN RENEWAL AGENCY BUDGET ADOPTION

Chair Lonergan declared the hearing open at 6:50 p.m. for the purpose of hearing public input on the Agency's Budget for Fiscal Year (FY) 2023-2024. City Administrator Derickson provided a staff report. No members of the public wished to speak in either support or opposition of the budget. Chair Lonergan declared the hearing closed at 6:51 p.m.

A RESOLUTION ADOPTING THE CITY OF WOODBURN URBAN RENEWAL BUDGET FOR THE FISCAL YEAR (FY) 2023-24; MAKING BUDGET APPROPRIATIONS; AND IMPOSING THE TAXES

City Administrator Derickson provided a staff report. **Carney/Schaub...** approve the resolution adopting the budget and capital improvement plan, making appropriations, and imposing taxes for FY 2023-24. The motion passed unanimously.

ADJOURNMENT

Carney/Morris... adjourn the meeting. The meeting adjourned at 6:52 p.m.

APPROVED _____
FRANK LONERGAN, CHAIR

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



Urban Renewal Agenda Item

July 24, 2023

TO: Urban Renewal Agency

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

SUBJECT: **URG #2022.04– 523 N. Front Street | Luis’s Taqueria**

RECOMMENDATION:

Approve the Building Improvements Program Grant Application (Program) from Luis’s Taqueria in the amount of \$34,877.50; 50% of the overall cost for the repair and installation of a new roof (\$69,755) for the property located at 523 N. Front Street.

BACKGROUND:

The building owner is requesting assistance in the roof repair and replacement of their downtown building. Due to the number of layers of shingles currently on the roof, a total roof replacement is needed to meet code. Also, a previous fire damaged a portion of the roof, which will require the replacement of the decking (plywood). This building houses a working restaurant and a new roof is imperative for the operations of the business as well as to protect and preserve the integrity of the building.

PROPOSAL:

The Applicant has provided three estimates and would like to accept the bid from Nataly’s Construction to complete the work. Although Nataly’s Construction is the highest bid, the other bids do not address the repair and replacement of the portion of the roof that has fire damage. this scope of work is integral to ensure the dependability and long-term function of the new roof.

The overall cost of the project bid by Nataly’s Construction includes replacing and repairing a portion of the roof (700 sq ft) that was damaged in a previous fire, and re-roofing the entire building.

	<u> Total </u>	<u> URA Portion </u>	<u> Owner Portion </u>
Agenda Item Review:	City Administrator ___x___	City Attorney ___x___	Finance ___x___



- Roof Repairs/Replacement \$69,755 \$34,877.50 (50%) \$34,877.50 (50%)

FINANCIAL IMPACT:

For FY 2023-24 the budget for the Urban Renewal Building Improvements Program has sufficient funds to approve this \$34,877.50 grant request.



DARS Agenda Item

To: Downtown Advisory Review Subcommittee (DARS)
 From: Maricela Guerrero, Economic Development Project Manager
 Re: **URG #2023.04: 523 N. Front St (Luis's Taqueria)**

Recommendation:

Staff is requesting Downtown Advisory Renewal Subcommittee (DARS) consideration of approval for the Building Improvements Program Grant Application (Program) from Luis's Taqueria (Applicant) in the amount of \$34,877.50; 50% of the overall cost for fire damage remediation and the replacement and repairs to the roof (\$69,755) on the property located at 523 N. Front St.

Background:

The building owner is requesting assistance in the roof repair and replacement of their downtown building. Due to the number of layers of shingles currently on the roof, a total roof replacement is needed to meet code. Also, a previous fire damaged a portion of the roof, which will require the replacement of the decking (plywood). This building houses a working restaurant and a new roof is imperative for the operations of the business as well as to protect and preserve the integrity of the building.

Luis's Taqueria received three bids to complete the scope of work required on this project:

Bid	Amount
1. Nataly's Construction	\$ 69,755.00
2. Flawless Roofing	\$ 51,300.00
3. HVAC Ministries	\$ 49,015.28

Proposal:

The Applicant has provided three estimates and would like to accept the bid from Nataly's Construction to complete the work. Although Nataly's Construction is the highest bid, the other bids do not address the repair and replacement of the portion of the roof that has fire damage. this scope of work is integral to ensure the dependability and long-term function of the new roof.

The overall cost of the project bid by Nataly's Construction includes replacing and repairing a portion of the roof (700 sq ft) that was damaged in a previous fire, and re-roofing the entire building.

	<u>Total</u>	<u>URA Portion</u>	<u>Owner Portion</u>
• Roof Repairs/Replacement	\$69,755	\$34,877.50 (50%)	\$34,877.50 (50%)

Staff proposes that DARS make a recommendation to the Urban Renewal Agency to approve this application as submitted and with the approval of Nataly's Construction bid.

Program Criteria:

- The property is located at 523 N. Front St. 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 roof repair/replacement 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. 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

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:	Jesus Gonzalez
Phone:	(503) 981-8437
Tax ID Number:	81-4247172

Application Date:	
Approval Date:	
Amount Awarded:	

Property Owner information

Property Address:	523 N. Front St.						
Name:	Luis's Taqueria	Phone/Email:	(503) 981-8437 / Luisstaqueria@gmail.com				
Address:	523 N. Front St.	City:	Woodburn	ST:	OR	Zip:	97071
Owners Signature:		Date:	6/27/23				

Business and/or Project Information

URA

Name of Business:	Luis's Taqueria	Business Owner's Name:	Jesus Gonzalez		
Address:	523 N. Front St. OR	Phone:	97362		
City:	Woodburn	State:	OR	Zip:	97071
Type of Business:		Upper Floor Use:			

Proposed Improvements

Description:	Full roof repair.		
Estimated Cost of Improvements: \$	\$69,755.00	Amount Requested:	\$34,877.50 = 50% ¹⁰

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 is 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

6-27-23
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


Property Owners Signature

6-27-23
Date

Staff Use Only

Documents needed:

- Project Budget
- Contractor Bids (if they have

PROPOSAL

No. 2084

14694 Woodburn Monitor Road
Woodburn, OR 97071

Nataly's Construction, LLC
QUALITY & PRESTIGE

CELL: (971) 216-1289
TEL: (503) 634-2640
EMAIL: geramhdz@yahoo.com
CCB# 174295

SUBMITTED TO <i>Jesus</i>	PHONE <i>503-899-5779</i>	DATE
STREET <i>N Front St.</i>	JOB NAME <i>Luises taqueria</i>	
CITY, STATE, ZIP CODE <i>woodburn OR 97071</i>	JOB LOCATION	
ARCHITECT	DATE OF PLANS <i>15-5-23</i>	JOB PHONE

We hereby submit to specifications and estimates for: EMAIL

ROOF repair

Install 15 pounds OF felt.

Install new vents.

Install new Pipe Flashing.

Install edge metal gutter Flashing.

Install 60 mis PVC. total Price 39,780.00

Thirty nine thousand and seven hundred eighty.

Demolation

1 Layer 1 Remove all the wood that was damaged from an area aproximately 700sq Ft and take out all the garbage total price 13,800.00

Twelve thousand eigh hundred.

Install new wood + plywood in the area that's aproximately 700 sq Ft. total price 14,500.00

Fourteen thousand five hundred.

Install new gutters and down spots 2,675.00

Two thousand six hundred seventy five.

total 69,755.00

Sixty nine thousand seven hundred fifty five.

The 50% is required to start the other 50% at the end.

No Sub-Grade Prep., Weedkiller, Off-Site Improvement, Surveying, Testing, Permits, Fees or Bonds Unless Noted Above.

Includes # _____ Move-In

I/we hereby agree that payment of the entire balance of this agreement shall become due and payable within 30 days following completion of the project, unless otherwise agreed upon and I/we further agree that in the event REIA CONSTRUCTION, LLC becomes obligated to hire an attorney for the purpose of collecting any amount due or enforcing another term of this agreement then I/we will pay the reasonable attorney's fees regardless of whether suit is filed, at trial and upon thereon, in addition to such sums as allowed by law. I/we agree that the unpaid balance of this agreement shall bear interest at a rate of 1.5% per month from the date of completion of the project and said interest shall continue until all sums due hereunto are paid in full.

WE AGREE hereby to furnish material and labor -- complete in accordance with above specifications, for the sum of: _____ dollars (\$ _____)

payment to be made as follows: 50% down at signing of contract balance upon completion.

All Material is guaranteed to be as specified. Any alteration or deviation from above specifications involving costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delay beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance.

Authorized Signature _____
Note This agreement may be withdrawn by us if not accepted within _____ days

ACCEPTANCE OF AGREEMENT -- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____



ESTIMATE	#254-1
ESTIMATE DATE	Feb 15, 2023
TOTAL	\$49,015.28

HVAC Ministries

MAIN PROFILE
 MAIN PROFILE
 523 N Front St
 Woodburn, OR 97071

CONTACT US

4235 Hawthorne Ave NE
 Salem, OR 97301

(503) 899-5229
 luisstaqueria@gmail.com

(503) 851-5496
 divineairandhome@gmail.com

ESTIMATE

Services	qty	unit price	amount
CAR SW 060R 8X100 WHITE	1.0	\$1,536.00	\$1,536.00
CAR SW 060R 4X100 WHITE	6.0	\$768.00	\$4,608.00
PL CAR SW_tpos bonding 5G RL CAR SW 060R 6X100 WHITE	6.0	\$576.34	\$3,458.04
CTN CAR 4 HPX FASTENER 1000\CT	2.0	\$345.62	\$691.24
PC MET CB -230 TERMINATION BAR EA SND RVO TPO VNT \COLLAR COMBO WH	6.0	\$22.00	\$132.00
PC CAR SW T-JOINT COVER WHITE TPO CLAD DRIP METAL WHITE 3X3X10 W 1/4 K/O	10.0	\$109.00	\$1,090.00
CTMCAR FASTENIN PLATE 3"1000 FIRESTONE HD PLUS 2-3/4 SEAM PLATE 500 COUNT	2.0	\$0.00	\$0.00
DUMP TRUCK	1.0	\$2,500.00	\$2,500.00
LABOR FOR X5 WORKERS THIS WILL COVER THE COST OF LABOR FOR ALL WORKERS	5.0	\$7,000.00	\$35,000.00
OSB ply wood THIS UPON COMPLETION LP OSB built for load-bearing strength in construction OSB used for sheathing in walls, flooring, and roof decking	0.0	\$0.00	\$0.00

PERMITS WI BE UPON COMPLETION

Services subtotal: \$49,015.28

Subtotal \$49,015.28

Tax (credit card 4%) \$0.00

Total \$49,015.28