

**URBAN RENEWAL AGENCY BOARD MEETING MINUTES  
NOVEMBER 13, 2017**

0:00 **DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, NOVEMBER 13, 2017**

**CONVENED** The meeting convened at 6:49 p.m. with Chair Figley presiding.

**ROLL CALL**

Chair Figley	Present
Member Schaub	Present
Member Lonergan	Present
Member Carney	Absent
Member Morris	Absent
Member Ellsworth	Present
Member Serratos	Present

**Staff Present:** City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Economic Development Director Johnk, Community Development Director Kerr, Police Chief Ferraris, Interim Public Works Director Liljequist, Lieutenant Millican, Communications Coordinator Horton, City Recorder Pierson

0:00 **CONSENT AGENDA**

**A.** Urban Renewal Agency minutes of October 9, 2017.

**Lonergan/Schaub...** adopt the Consent Agenda. The motion passed unanimously.

**OPTION TO PURCHASE REAL PROPERTY**

Economic Development Director Johnk provided a staff report. **Lonergan/Serratos...** authorize the Option to Purchase Real Property from Bob Sok Hwan Kim and Amy Ae Kyung Kim (0.052-acre / Tax Lot No. 051W18AB02700). The motion passed unanimously.

**ADJOURNMENT**

**Schaub/Ellsworth...** meeting be adjourned. The motion passed unanimously.  
The meeting adjourned at 6:57 p.m.

APPROVED \_\_\_\_\_  
KATHRYN FIGLEY, CHAIR

ATTEST \_\_\_\_\_  
Heather Pierson, City Recorder  
City of Woodburn, Oregon



# Agenda Item

December 11, 2017

To: Urban Renewal Agency

From: Downtown Advisory Renewal Subcommittee (DARS)  
Jamie Johnk, Economic Development Director

Re: **URG 2017-01 (479 N. Front Street - ORGN Properties LLC)**

**RECOMMENDATION:**

The Downtown Advisory Renewal Subcommittee (DARS) is recommending consideration of approval for the Building Improvements Program Grant Application (Program) from ORGN Properties, LLC (Applicant) for \$13,610; 50% of the overall cost of the exterior paint and façade repairs/improvements (\$27,220) on the property located at 479 N. Front Street.

**BACKGROUND:**

The Applicant purchased the property in October 2017 and contacted staff to discuss assistance with the planned improvements to the exterior and interior of the building including repairs to the exterior façade of the building, painting, replacing the awnings, installing new signage, interior improvements to maximize retail space, etc. The Applicant has already made improvements to the second floor apartments, creating a more livable environment for the tenants and has stopped the continue dumping in the alleyway. Per the Applicant, the estimated cost for both the interior and exterior work will far exceed \$150,000. At this time, however the Applicant has only requested consideration of the exterior painting of the building for \$27,220. The cost for signage and awnings will be in the applicants match.

**PROPOSAL:**

The Applicant has requested Program assistance to complete the exterior façade repairs and painting. The Applicant has submitted one bid for consideration due to the difficulty he has had finding a contractor that can make the necessary repairs to the building as well as the painting. In addition,

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Agenda Item Review: City Administrator \_\_\_x\_\_\_ City Attorney \_\_\_x\_\_\_ Finance \_x\_\_\_

the timeline for completing this work is limited (prior to end of December 2017) and most contractors are not able to meet the timeline.

The overall cost of exterior improvements for the property located at 479 N. Front Street:

<b>Building Improvements Program Grant</b>	<b><u>\$13,610</u></b>
Estimated cost of all improvements	\$48,620 +/- ( <i>Exterior only</i> )
Percentage of grant	28%

**Program Criteria:**

- The property is located at 479 N. Front Street and within the Urban Renewal District.
- The proposal complies with the downtown architectural design standards and signage standards. *Repairing and painting the exterior façade of the building and updating the awnings, signage, addressing security and accessibility.*
- The project encourages greater marketability of the Urban Renewal Grant and Loan District. *Repairs to the property will provide marketability of the property for current and future tenancy.*
- The proposal will complement the existing surrounding community. *Repairs and improvements to the building will enhance the overall appeal of downtown Woodburn and provide economic opportunities to the tenants and to the property owner.*
- 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 the need to improve buildings within Woodburn's Urban Renewal Grant and Loan 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 repairing and repainting the exterior of the property and improving the overall visual appearance of the property itself as well as downtown Woodburn.

**Conditions of Approval:**

1. There is a 50% 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 and loan 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

# City of Woodburn

## Building Improvements Program

**APPLICATION**     Small Grant     Large Grant     Loan (Fee \$150)     Design Services (Fee \$50)

**APPLICANT INFORMATION**

**FOR OFFICE USE ONLY**

Name: <u>ORGN PROPERTIES LLC</u>
Phone: <u>503.339.4201</u>
Tax ID number: <u>81-5084518</u>

Application Date:
Approval Date:
Amount Awarded:

**PROPERTY OWNER INFORMATION**


Property Address: <u>479 N. FRONT ST WOODBURN, OR 97071</u>			
Name: <u>JOSE NUARTE</u>	Phone/Email: <u>503.339.4201</u>		
Address: <u>225 LANCASTER DR SE</u>	City: <u>SALEM</u>	St: <u>OR</u>	Zip: <u>97317</u>
Owner's Signature: <u>[Signature]</u>	Date: <u>10.18.17</u>		

**BUSINESS AND / OR PROJECT INFORMATION**

Name of Business: <u>ORGN PROPERTIES LLC</u>		Business Owner's Name: <u>JOSE NUARTE</u>	
Address: <u>479 N. FRONT ST</u>		Phone: <u>503.339.4201</u>	
City: <u>WOODBURN</u>	State: <u>OR</u>	Zip: <u>97071</u>	
Type of Business: <u>LLC</u>		Upper Floor Use: <u>APARTMENTS</u>	

**PROPOSED IMPROVEMENTS**

Improvements Type: <input checked="" type="checkbox"/> Interior Improvements <input checked="" type="checkbox"/> Exterior Improvements <input type="checkbox"/> Other
Description: <u>BOTH INTERIOR &amp; EXTERIOR IMPROVEMENTS WILL OCCUR: - PAINT - FLOORING - PERMANENT EXTERIOR SIGN BY FRONT ENTRY - MAKE ADA ACCESSABLE - REPLACE EMERGENCY ESCAPE LADDER WITH UPDATED VERSION - EXIT SIGNS - APPROPRIATE LIGHTING, FIX PLUMBING, ADD SECURITY GATES &amp; CAMERAS - ADD MULTIPLE BUSINESSES INSIDE w/ NEW LAYOUT PLAN - ADD RESTROOMS - ADD WAITING AREA - ADD KIDS ARCADE AREA - FIX ELECTRICAL - BRING TO CODE</u>
Estimated Cost of Improvements: \$ <u>INTERIOR: \$150,000</u> <u>EXTERIOR: \$50,000</u> <u>TOTAL \$200,000 +/-</u>

  
**WOODBURN** ORGN PROPERTIES  
 225 LANCASTER DR. SE.  
 SALEM OR. 97317

<u>Application Fee</u>
Collected By: _____
Receipt #: _____
<u>PAINT ONLY \$27,220</u>
<u>÷ 50%</u>
<u>\$13,610</u>

Funding Request

**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.

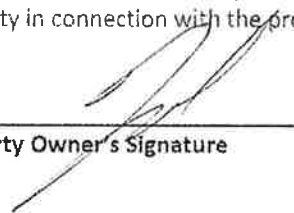
Applicant acknowledges and agrees the Agency shall have no obligation to pay any persons providing materials or performing labor or to cause the release of any mechanics or other liens that may be recorded against the above property in connection with the proposed improvements.

  
\_\_\_\_\_  
Applicant's Signature

10-18-17  
Date

**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.

  
\_\_\_\_\_  
Property Owner's Signature

10-18-17  
Date

ORGN PROPERTIES LLC  
225 LANCASTER DR. SE.  
SALEM OR. 97317





EAST ELEVATION



**NEW PAINT SCHEME**  
 SHERWIN-WILLIAMS AMERICA'S HERITAGE

	<p>BODY          COLONIAL REVIVAL STONE          SW 2827</p>
	<p>TRIM 1          ROOKWOOD DARK BROWN          SW 2808</p>
	<p>TRIM 2          CLASSICAL WHITE          SW 2829</p>

# CENTRAL PLAZA



# Genius Painting, LLC

Jose barboza (503)991-2740      CCB# 215442    Date: 11/01/17  
geniuspaintingor@gmail.com      Bid Proposal#

**Address:** 479 N. Front St  
Woodburn Oregon

## **BID PROPOSAL-EXTERIOR PAINTING**

This proposal includes pressure wash and paint the black metal in front of the windows in front side.

On the south side of the building includes pressure wash caulking and scraping and paint 4 colors this includes 1 color in the crown 1 color in the body trim around the windows and white line in the middle of the wall and paint the black metal in the front of the windows.

On the east side of the building includes pressure wash caulking scraping and fix the cracks on the brick paint 3 colors 1 color in the crown 1 color in body and white line in the middle of the wall.

In the north side includes pressure wash and paint 1 color.

The client will be provide the paint.

**total \$24,795**

## Jamie Johnk

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**From:** 80Raider <80raider1@gmail.com>  
**Sent:** Monday, November 13, 2017 11:03 AM  
**To:** Jamie Johnk  
**Subject:** Fwd:  
**Attachments:** estimado 11\_01\_17.pages.pdf

----- Forwarded message -----

**From:** **Genius Painting LLC** <[geniuspaintingor@gmail.com](mailto:geniuspaintingor@gmail.com)>  
**Date:** Mon, Nov 13, 2017 at 12:28 PM  
**Subject:**  
**To:** Jose Teabajo De Woodrbun <[80raider1@gmail.com](mailto:80raider1@gmail.com)>

HELLO and GOOD MORNING JAIMIE

THIS IS THE PROPOSAL ESTIMATE FOR THE PAINT ON THE OUTSIDE  
IT INCLUDES

1. ALL LABOR
2. RENTAL OF A LIFT
3. ALL TAPE AND CANVAS.

THE ONLY THING THAT IS DOES NOT INCLUDE IS THE PAINT ITSELF...  
SINCE WE DONT KNOW THE PRICE OF IT YET TIL I BUY IT,,  
BUT OTHER THAN THAT IT INCLUDES EVERYTHING ELSE

LIKE I SAID BEFORE... I BEEN TRYING TO GET OTHER ESTIMATES BUT ITS IMPOSIBLE.  
TIME IS RUNNING SHORT, WEATHER, HOLIDAYS, WEEKENDS ALL ITS AGAINTS ME

I HAD SCHEDULE OPENING FOR DEC 1ST.. NOW DUE TO EVERYTHING MENTIONED ABOVE  
I PUSH THE DATE FOR JANUARY 1ST.  
BUT AGAIN .. WEATHER, WEEKEND, AND HOLIDAYS WILL BE PUSHING IT TO GET A WEEK OF  
NICE CLEAR SUNNY DAYS

PLEASE LET ME KNOW AS SOON AS YOU CAN CAUSE THEY NEED TO STILL SCHEDULE THIS  
ON THEIR AGENDA

..

JD DUARTE  
ORGN PROPERTIES LLC  
THANK YOU

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80raider

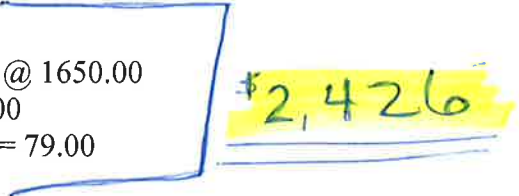
## Jamie Johnk

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**From:** Q842 Rep <swrepQ842@sherwin.com>  
**Sent:** Tuesday, November 21, 2017 11:48 AM  
**To:** Jamie Johnk  
**Subject:** Re: [EXTERNAL] FW: 479 N. Front Street

Jamie ,  
Working with the store and not knowing what we are going against the store and myself are going to keep with our recommendations.

Resilience satin @30\$a gallon  
Lifetime / low Tep. 55 gallons @ 1650.00  
Loxon primer @ 23.23 = 697.00  
Gallons of oil 24.00 per gallon= 79.00



\$2,426.00

We have the A100 with a 15 yr 22.00 per gallon 55 gallons 1210.00  
23.23 primer concert 697.00  
24.00 oil gallons 3 =72.00

If you have any questions please let me know.

Not knowing what paint the painter is bidding we are going with these two options best vs good.

**Rhianna Harr**  
**Property Management Representative**  
**Sherwin- Williams**  
**Mobile 503-930-9813**  
**SwrepQ842@sherwin.com**

On Nov 21, 2017, at 10:35 AM, Jamie Johnk <[Jamie.Johnk@ci.woodburn.or.us](mailto:Jamie.Johnk@ci.woodburn.or.us)> wrote:

I guess I will recommend that the property owner stick with the bid they received from their painter since our program cannot provide better pricing.

Thank you

*Jamie L. Johnk*

Jamie L. Johnk, Economic Development Director  
City of Woodburn  
270 Montgomery Street | Woodburn, OR 97071-4730  
Phone: 503-980-6319 | Cell: 503-320-8325  
Email: [Jamie.johnk@ci.woodburn.or.us](mailto:Jamie.johnk@ci.woodburn.or.us)

**From:** Q842 Rep [<mailto:swrepQ842@sherwin.com>]  
**Sent:** Tuesday, November 21, 2017 10:33 AM