



City of Central Point  
**Development Commission**  
Meeting

Members: Hank Williams  
Allen Broderick  
Bruce Dinger  
Tanea Browning  
Mike Quilty  
Brandon Thueson  
Rob Hernandez  
Staff Liaison: Chris Clayton

**Thursday, January 26, 2017**  
**6:00 P.M.**

Central Point  
Council Chambers  
140 S. 3<sup>rd</sup> Street  
Central Point, Oregon

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Meeting time, date, or location may be subject to change. Please contact the City Recorder at 541-423-1026 for additional information.

- I. MEETING CALLED TO ORDER – 6:00 p.m.**
- II. ROLL CALL**
- III. APPROVAL OF MINUTES**
- IV. DISCUSSION ITEMS**
  - A. Discussion, Façade Improvement Grant Program
- V. BUSINESS**
  - A. Consideration of Resolution No. 2017-01 Accepting the Annual Financial Report for Fiscal Year 2016-17
  - B. Consideration of Resolution No. 2017-02 Approving a Historic Façade Grant for the Property at 411-415 East Pine Street, Rhonda Broderick, Applicant (File No. 2017-02).
- VI. ADJOURNEMENT**

**CITY OF CENTRAL POINT  
Development Commission Minutes  
December 8, 2016**

**I. REGULAR MEETING CALLED TO ORDER**

Chair, Mayor Hank Williams opened the meeting at 6:00 p.m.

**II. ROLL CALL**

Chair: Mayor Hank Williams  
Commission Members: Bruce Dingler, Rick Samuelson, Brandon Thueson, Tanea Browning, Allen Broderick, and Mike Quilty were present.

City Manager Chris Clayton; Planning Manager Don Burt; and Community Planner I Molly Bradley, Community Planner Stephanie Holtey, IT Director Jason Richmond, Finance Director Steve Weber and Parks and Public Works Director Matt Samitore were also present.

**III. APPROVAL OF JUNE 9, 2016 MINUTES**

**Mike Quilty moved to approve the June 9, 2016 Development Commission minutes as presented.** Tanea Browning seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rick Samuelson, yes; and Mike Quilty, yes. Motion approved.

**IV. DISCUSSION ITEMS**

**A. Fiscal Year 2016/17 Budget**

Planning Manager Don Burt explained that the City has received the Tax Assessors Notification of Taxes to be received in the amount of \$203,025 for FY 2016-2017. After adjusting for the difference between the budgeted and certified tax increment revenue and actual Beginning Cash Balance there is an approximate \$25,000 net loss in budgeted revenue. According to the Tax Assessors office the low growth in tax increment revenue was due to reductions in the utility account and a correction in last year's revenue on the part of the Oregon Department of Revenue.

Mr. Burt presented a power point with tables explaining the difference in budget resources and comparisons. The recommended action would be to adjust expenditures as necessary to complete Final Engineering for the East Pine Streetscape project and maintain a balanced budget. There was discussion regarding the need to complete the final engineering for the Streetscape project. As we get closer to construction we can adjust address project if needed.

No action is needed at this time.

**V. BUSINESS**

**A. Consideration of Resolution No. 2016-06, accepting the Preliminary Design Plans for the East Pine Streetscape Project and Authorizing the Urban Renewal Director to enter into a modified General Services Agreement with Adkins Engineering for Preparation of Final Engineered Plans for the East Pine Streetscape Project.**

Mr. Burt explained that the proposed resolution officially approves the preliminary design for the East Pine Streetscape Project. The design has been publically reviewed at several open houses and public hearings. The consensus was that the Preliminary Design was acceptable to the Development Commission and the Community. Approval of the preliminary design does not eliminate the ability to make minor adjustments to the design during final engineering stages

The next step in the design process is the preparation of final engineered plans and construction documentation. When the design contract was awarded it included final engineered plans for one phase only at an estimated cost of \$99,000. Preparation of final engineering plans for the entire project scope will necessitate modification of the contract to include additional funds for the final engineering task. To complete the final engineering task Adkins is proposing a fee adjustment for a total of \$360,000 to complete the final engineering task for the entire project scope.

Approval of the proposed resolution does not authorize costs, phasing or construction scheduling. Phasing and construction scheduling will be addressed as a septate item.

**Allen Broderick moved to approve Resolution No. 2016-06, accepting the Preliminary Design Plans for the East Pine Streetscape Project and Authorizing the Urban Renewal Director to enter into a modified General Services Agreement with Adkins Engineering for Preparation of Final Engineered Plans for the East Pine Streetscape Project.** Mike Quilty seconded. Roll call: Hank Williams, yes; Bruce Dinger, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rick Samuelson, yes; and Mike Quilty, yes. Motion approved.

**B. Consideration of Resolution No. 2016-07, Authorizing the Urban Renewal Director to Proceed with Funding Options for the East Pine Streetscape Project.**

Mr. Burt explained that the Commission explored a range of cost estimates, and funding/financing options for construction of the East Pine Streetscape Project. It was agreed in November that the preference was to fund and construct the Project in a single phase. It was also agreed that the Development Commission should pursue participation with the City in using the pending Water Reservoir Bond refinancing as a source of funding for this project.

As discussed in November even with the savings provided by the Reservoir Bond the Commission would still need funding assistance from the Water and Street

Utility Funds for the water line replacement and traffic signal components. At that time the Commission was still willing to continue investigation and analysis of the Bond as a funding source, and that closure of the funding gap will be a continued discussion to be had prior to finalization of any funding commitments.

It has been explained that the Reservoir Bond is a time sensitive item given the current state of the general economy and the upward creep of interest rates and costs of construction. This opportunity needs to be aggressively pursued at this time. The Development Commission will need to enter into a written agreement with the City addressing the extent of the Development Commission's debt obligations and responsibility.

There was discussion regarding borrowing money that the Development Commission is not sure they can pay back or when they will be able to pay it back. Is it really necessary to complete all the stages at one time, or should they be phased in so that the Commission isn't borrowing money from the Water and Street Funds for what some thing would be of little benefit to Central Point. It was commented that the Downtown needs to be improved sooner than later as the costs will only continue to rise. The proposed streetscape will be a benefit to all the businesses downtown and give our citizens an inviting place to stay and shop.

**Brandon Thueson moved to approve Resolution No. 2016-07, Authorizing the Urban Renewal Director to Proceed with Funding Options for the East Pine Streetscape Project.** Bruce Dingler seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rick Samuelson, yes; and Mike Quilty, yes. Motion approved.

**C. Consideration of a Resolution Approving a Historic Façade Grant for the Property at 411-415 East Pine Street, Rhonda Broderick, Applicant.**

Council Member Allen Broderick explained an actual conflict of interest because the application under discussion for façade reimbursement is for his wife. He stepped down from the dais and left the Council Chambers.

Mr. Burt explained that the Development Commission has received an application for a Historic Façade Improvement Grant for the property at the northeast corner of East Pine and Fourth Street. Staff has not had time to complete a review of the application and is requesting that this item be continued to the January meeting for consideration.

There was discussion regarding the types of improvements that do not currently follow the Historic Façade Guidelines. There is concern among other businesses that this building would be considered when theirs had been denied reimbursement for the use of corrugated metal. There was discussion about removing the Historic requirement to the program in order to allow more options in the downtown.

This item will return to the Commission in January for further discussion.

**VI. ADJOURNMENT**

Brandon Thueson moved to adjourn, Rick Samuelson seconded. All said "aye" and the meeting was adjourned at 6:32 p.m.



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**STAFF REPORT**

**STAFF REPORT**

January 26, 2017

**AGENDA ITEM: IV-A**

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Discussion, Historic Façade Improvement Grant Program Revisions

**STAFF SOURCE:**

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Don Burt, Planning Manager

**BACKGROUND:**

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The Historic Façade Improvement Grant Program (Program) is designed to encourage the historic renovation of buildings in the downtown, regardless of the era. Since implementation of the Program there has been minimal interest in historic preservation vs. non-historic façade improvements. If it is the preference of the Commission to open the Program to a broader array of façade improvements it is recommended, as previously discussed, that the Program be modified to remove reference to the term “historic”. Attached as Exhibit “A” is a revised Program removing reference to the term “historic” and state and federal historic guidelines.

**ISSUES:**

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To be discussed.

**EXHIBITS/ATTACHMENTS:**

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Exhibit “A” Main Street Building Façade Grant Program revised

**ACTION:**

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Direct Staff to finalize and return at next meeting for final approval

**RECOMMENDATION:**

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Continue to the February meeting

# EXHIBIT “A”

## MAIN STREET BUILDING FAÇADE GRANT PROGRAM

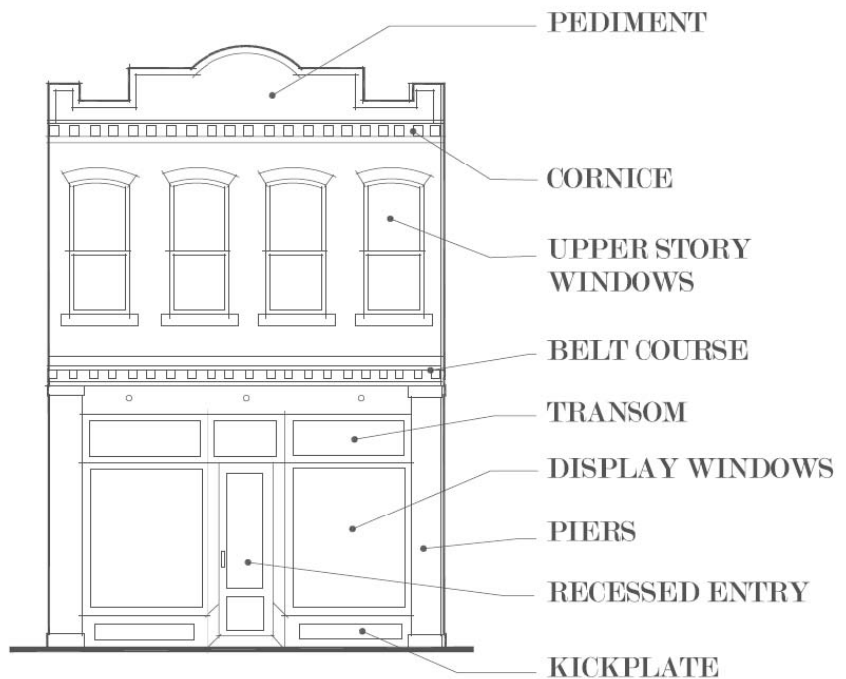
Downtown Business District Authority -City of Central Point  
(Revised 11-26-08)

### INTRODUCTION

The Building Façade Grant Program was designed to encourage the rehabilitation/restoration of facades ~~of historic structures~~ within the Downtown Central Point Business District (see attached map) as part of the Downtown and East Pine Street Corridor and Revitalization Plan. The program is only available for the rehabilitation/ restoration of commercial properties within the *Downtown Pine Street* area.

In furtherance of this goal, the façade program will make ~~seed~~ grants available to owners of buildings, within the Downtown Business District, for façade projects that are compliant with applicable Transit Oriented District (TOD) design standards per Section 17.67 of the City's Zoning Code following the Secretary of the Interior's Standards for Rehabilitation of Historic Structures.

**Façade** is defined as any portion of the exterior of a structure visible from the public right-of way. The drawing to the right is an example of a typical commercial storefront façade and the typical architectural components.



### THE MAIN STREET BUILDING FAÇADE GRANT PROGRAM:

The Façade Grant Program will provide eligible applicants with ~~seed~~ grants to assist in the rehabilitation/restoration of facades on contributing structures within the Downtown Business District of the City of Central Point. Façade is defined as any portion of the exterior of a structure visible from the public right-of-way. Funding is provided in an amount no less than \$500.00 and no more than \$15,000.00. These grants will total up to 50% of the total eligible project costs and must be matched with 50% of private funds. These grant funds will be reimbursements. (Funds will be paid after the job is complete and approved by the Commission). ~~Matching funds can be obtained through the existing City of Central Point Low-Interest Loan Program or conventional financing methods.~~ (The building owner is responsible to pay for the entire project. The owner must submit proof of payment to the Commission in order for a check to be issued in the owner's name.)

# EXHIBIT “A”

The types of activities that are eligible under this façade program include, but are not limited to, the following:

- Awnings appropriate to the specific building and ~~original construction period cannot be plastic or metal)~~
- Cleaning of exterior surfaces ~~using the gentlest effective means possible~~
- Improve or add lighting. Must be historically appropriate to the original construction period. The lighting must be designed to light only your building – no wash.
- Repair/Restoration of historic facade features
- ~~Replacement of missing historic features provided adequate documentation exists~~
- Replacement of doorways/storefronts
- Repointing
- Painting (only if building was originally painted)/Specific colors subject to approval by the Development Commission defined by historic color pallet
- Repair or replace windows
- ~~Repair/Restoration of historic commercial street level facades~~
- ~~Replacement of non-conforming commercial street level facades~~
- Signs must be in compliance with the City of Central Point Sign Ordinance and be appropriate to the building’s construction period

~~\*All work activities must follow the Secretary of Interior’s Standards for Rehabilitation to be eligible. <http://www.nps.gov/hps/tps/tax/rhb/index.htm>~~

The types of activities that are not eligible under this façade program include but are not limited to, the following:

- New construction
- Property acquisition
- Interior improvements
- Flat or sloped roof repair and/or replacement not visible from the public right-of-way
- Machinery and equipment
- Furniture and fixtures
- Inventory and accounts receivable

## APPLICATION PROCEDURES:

Each potential recipient of façade grant funds must comply with the following Application Procedures. Completed Applications will be time-dated and processed in order of receipt. The CPDC will not consider any Application with incomplete or missing information.

Application Procedures are as follows:

- I. Obtain Application Package. Application packages are available by contacting the Director of the Downtown Central Point Business District Authority Office, 65 West Main Street, Suite 110 Central Point, PA 15401, 724-438-4289 (8:30am to 4:30pm) Monday through Thursday.
- II. Complete Application. Fill out and sign the Application form. Return the completed Application form to the CPDC office with the following required supportive documentation.
  1. Verification of Ownership (copy of Deed)
  2. Tax Statement (evidence that real estate taxes are current)
  3. Verification of Property Insurance



# EXHIBIT “A”

4. Two (2) copies of a color photo of façade to be rehabilitated

## PROJECT PROCEDURES:

The following process describes the course of the façade program. The order and necessity of each step will be determined on a case-by-case basis, depending upon the amount of assistance required for each project.

1. **Initial Project Meeting.** The purpose of this meeting is to prepare the financing and rehabilitation pro-forma. At this time, representatives from the CPDC will assist the Applicant in securing matching funds through the existing Low-Interest Loan Program, or other sources, if necessary.
2. **Scope of Work with Cost Estimates.** The applicant will submit the final scope of work with cost estimates and a working drawing, with color schemes, if appropriate, for review by the ~~Design Review Committee~~Development and the State Historic Preservation Office (SHPO).
3. **Review.** The ~~Design Review Committee~~Development Commission will review each project’s Scope of Work to determine if it follows ~~the Secretary of Interior’s Standards for Rehabilitation and~~ the Guidelines of the program. It will provide approval or make recommendations for alternatives, if deemed necessary. Where painting is a listed work item, the color must be approved by this ~~committee~~Development Commission.
4. ~~**Section 106 Review Process.** The Scope of Work and accompanying drawings will be reviewed by the SHPO. Upon notification of their approval, the Grant Agreement will be executed. Allow at least thirty (30) days for this process.~~
5. **Contractor Bidding.** The owner will solicit bids from qualified contractors to perform the rehabilitation work. A qualified contractor is defined as one regularly doing business as a Contractor, being able to acquire and maintain the required insurances.
6. **Grant Agreement.** Upon approval by the ~~Design Review Committee~~Development Committee and the SHPO, a Grant Agreement ~~with historic preservation restrictions~~ will be signed between the Applicant, and the ~~Central Point CPDC~~Development Commission.
7. **NO WORK CAN BEGIN ON PROJECT UNTIL CONTRACTS / AGREEMENTS ARE PROPERLY EXECUTED**
8. **Rehabilitation Monitoring.** The CPDC will monitor the façade project to assure compliance.
9. **Final Inspection and Project Close-Out.** When the Contractor has completed the rehabilitation and submits an invoice for final payment, a final inspection of the work will be made by the CPDC and the Owner. The grant payment will be issued upon the approval of the CPDC and the Owner and upon receipt of all warranties and guarantees. If the work is not completed as per the specifications, the grant will be withheld until all work is satisfactorily completed.

## PROJECT COMPLIANCE:

The Applicant for the Main Street Building Façade Grant Program is advised of the following Program Compliance requirements through these guidelines:

1. **Property Taxes.** The funding for this program is provided through public tax dollars. Therefore, it is incumbent upon Owners desiring to obtain façade assistance, to be current in payment of local property taxes. It is the responsibility of the Applicant to

# EXHIBIT “A”

provide this tax information to the CPDC. Tax Verification forms for this purpose is included in the Application Package.

2. **Eligible Structures.** Only those structures listed as contributing buildings within the Central Point Downtown Business District are eligible for Main Street Building Façade Grants. No method for exception of this requirement exists. A map of these boundaries is included as part of these Guidelines.
3. ~~**Historic Preservation Restriction.** The owner is required to sign a Historic Preservation Restriction, stating that the improvements to the exterior or façade of the structure will be maintained for a minimum of five (5) years and for significant changes to the property following rehabilitation, owner will receive prior written approval for the SHPO.~~
4. **Codes and Ordinances.** The following is a list of Codes and Ordinances applicable to structures rehabilitated through the Main Street Building Façade Grant Program, although owners may obtain variances for activities that are deemed detrimental to the historic integrity of the structure:

## Local:

- a. PA Uniform Construction Code
- b. 2003 International Building Code (IBC)
- c. 2003 International Property Maintenance
- d. 2003 International Existing Building Code
- e. 2006 International Energy Conservation Code
- f. 1998 ICC/ANSI A117 Americans with Disabilities (ADA)
- g. Central Point Zoning Ordinance
- h. Flood Plain Ordinance: 19783
- i. Flood Ordinance Amending Building Code: 1986

## State:

- a. ~~PA Department~~ State of Oregon Bureau of Labor & Industry Standards
- b. Contractor must conform to applicable Oregon Bureau of Labor and Industry Prevailing Wage standards.
- c. The contractor must ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex, or national origin or handicap and that in this regard, a City goal for minorities of 5% has been established (Executive Order 11246) that the lower income resident employment and training requirements of 24 CFR 135 apply to this project. Contractors must utilize to the greatest extent feasible minority business and women’s business which are located in the City, County or within the general trade area (E.O.M.B.E. 116525 and W.B.E 12138).

## ~~National:~~

- ~~a. Secretary of the Interior’s Standards for Rehabilitation~~
- ~~b. National Electric Code: 1984~~
- ~~c. American National Standards Institute (ANSI) Standards~~

## EQUAL OPPORTUNITY:

All Applicants for financial assistance shall be given equal consideration and no person shall be excluded from participation, denied program benefits of discriminated against because of race, color, religion, gender, ancestry, national origin or handicap.

# EXHIBIT “A”

THE MAIN STREET BUILDING FAÇADE GRANT PROGRAM IS SUBJECT TO ALL LOCAL, STATE AND FEDERAL LAWS, WHEN APPLICABLE.

## FORMS:

MAIN STREET BUILDING FAÇADE GRANT PROGRAM  
Downtown Business District Authority Main Street Program, City of Central Point

Property Owner \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Tax parcel ID# \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Proposed Grant Amount \_\_\_\_\_ Total Project Cost \_\_\_\_\_

## Application Checklist:

- \_\_\_\_\_ Verification of Ownership (copy of Deed)
- \_\_\_\_\_ Tax Statement (evidence that real estate taxes are current)
- \_\_\_\_\_ Verification of Property Insurance
- \_\_\_\_\_ Two (2) copies of a color photo of façade to be rehabilitated
- \_\_\_\_\_ Attach bids from contractors
- \_\_\_\_\_ Attach hand sketches or professional drawings of the project

Applicant shall indemnify, defend and hold harmless the City of Central Point, The Redevelopment Authority of the City of Central Point and the Downtown Business District Authority, its officers, directors and employees from any and all loss, cost damage, expense, claims and liabilities, including without limitation attorneys' fees, arising out of or in connection with work performed under this contract. This provision shall survive the termination of this Agreement.

**The undersigned, individually and on behalf of the above-named entity, agrees to all of the above guidelines and stipulations.**

\_\_\_\_\_

# EXHIBIT “A”

Signature of Applicant

Date

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Main Street Manager

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Date Received



**STAFF REPORT**

January 26, 2017

**AGENDA ITEM: V-A**

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Consideration of Resolution No. 2017-01 Accepting the Annual Financial Report for Fiscal Year 2016-17.

**STAFF SOURCE:**

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Don Burt, Planning Manager

**BACKGROUND:**

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Oregon Revised Statute (ORS) 457.460 Financial Report Required for Agency establishes that all urban renewal agencies prepare an annual financial report for the preceding and current fiscal year. Per ORS 457.460 the annual financial report (Report) is required to contain five (5) elements, including an analysis of the impact, if any, of carrying out the urban renewal plan on the tax collections for the preceding year for all affected tax districts. The deadline for completing the Report is January 31 of each year. When completed a notice shall be published acknowledging that the Report (Report) has been prepared and available to interested parties. The deadline for noticing the Report is March 1<sup>st</sup> of each year.

As noted in the attached Report tax increment revenue collections have been increasing, but are still negligible when placed in the context of property tax collections by all affected taxing districts. The overall impact on affected taxing districts for FY15-16 amounted to \$0.0019 per dollar of property tax revenue (Table 5) collected by affected taxing districts. The most significantly impacted taxing district is the City of Central Point at approximately \$0.014 per dollar of property tax revenue collected, followed by the School District and the Fire District at approximately \$0.0049 and \$0.0029 per dollar of property tax collected.

**EXHIBITS/ATTACHMENTS:**

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Attachment "A" – Central Point Development Commission Annual Financial Report, Fiscal Year 2016-17.

Attachment "B" – Resolution No. 2017-01.

**ACTION:**

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Consider resolution accepting the Annual Financial Report for Fiscal Year 2016-17.

**RECOMMENDATION:**

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Adopt Resolution No. 2017-01 accepting the Annual Financial Report for Fiscal Year 2016-17.

# City of Central Point Downtown & East Pine Street Corridor Revitalization Plan Annual Fiscal Report for FY2016-17

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January 26, 2017

## SUMMARY

This fiscal report is for FY16-17 and has been prepared per ORS 457.460. The purpose of this report is to address the costs and fiscal impacts on other affected taxing districts of carrying out the City of Central Point Downtown & East Pine Street Corridor Revitalization Plan (Urban Renewal Plan). The source of information used in this report is from the Jackson County Assessor's Office (Summary of Assessment & Levies, Tables 4a-4e dated September 28, 2015), and the Urban Renewal Plan's budget (FY15-16 and FY16-17).

FY2013-14 was the first fiscal year that the Urban Renewal Plan was eligible to collect tax increment revenue. The amount collected was very small at \$6,194. For FY15-16 the amount collected was **\$186,660**. The impact of the Urban Renewal Plan's tax increment revenue on the property tax collections of the affected taxing districts remains very minimal. For FY15-16 the average fiscal impact was less than \$0.0019 per tax dollar received by the affected taxing districts (See Table 5, Tax Revenues Received). Overall the fiscal impact ranged between \$0.0004 per dollar received in property tax revenue to approximately \$0.0104 per dollar received in property tax revenue (City of Central Point).

## REPORT REQUIREMENTS

In accordance with ORS 457.460 there are five (5) requirements that the financial report must address:

- 1. The amount of money received during the preceding fiscal year under ORS 457.420 to 457.460 and from indebtedness incurred under ORS 457.420 to 457.460.***

Table 1 identifies the amounts and sources of moneys received by the Central Point Development Commission (Commission) during FY15-16. The total amount of money available to the Urban Renewal Plan was \$328,076.

**Table 1. MONEY RECEIVED, FY15-16**

<b>Source Description</b>	<b>Amount</b>
Beginning Fund Balance	\$ 138,075
Tax Increment Revenue, FY15-16	\$ 186,661
Tax Increment Revenue, Prior Years	\$ 1,732
Interest	\$ 1,608
Indebtedness	\$ -
<b>Total Amount Received</b>	<b>\$ 328,076</b>

2. *The purpose and amounts for which any money received under ORS 457.420 to 457.460 and from indebtedness incurred under ORS 457.420 to 457.460 were expended during the preceding fiscal year.*

Table 2 identifies the actual expenditures and purpose of expenditures by the Commission for the preceding fiscal year (FY15-16).

**Table 2. PURPOSE AND AMOUNTS OF MONEY SPENT, FY15-16**

<b>Expenditure Description</b>	<b>Amount</b>
Personal Services	\$ 15,000
Materials and Services	\$ 2,142
Capital Outlay	\$ 27,452
Debt Service	\$ 7,332
Contingency	\$ -
<b>Total Expenditures</b>	<b>\$ 51,926</b>

3. *An estimate of the moneys to be received during the current fiscal year under ORS 457.420 to 457.460 and from indebtedness incurred under ORS 457.420 to 457.460.*

Table 3 identifies the moneys to be received and their source. For fiscal year 2015-16 it was estimated that the Commission would begin the year with a \$167,100 beginning cash balance<sup>1</sup>. Total tax increment revenues budgeted to be received was \$325,800. It was also anticipated that the budget would include additional debt of \$1,700,000 for a total of \$2,194,710 moneys planned to be received.

<sup>1</sup> The FY15-16 Beginning Fund Balance was estimated and not based on actual expenditures.

**Table 3. MONEY PLANNED TO BE RECEIVED, FY16-17**

<b>Source Description</b>	<b>Amount</b>
<b>Beginning Fund Balance</b>	<b>\$ 167,110</b>
<b>Tax Increment Revenue, FY15-16</b>	<b>\$ 325,000</b>
<b>Tax Increment Revenue, Prior Years</b>	<b>\$ 2,500</b>
<b>Interest</b>	<b>\$ 100</b>
<b>Indebtedness</b>	<b>\$ 1,700,000</b>
<b>Total Amount Planned to be Received</b>	<b>\$ 2,194,710</b>

4. *A budget setting forth the purpose and estimated amounts for which the moneys which have been or will be received under ORS 457.420 to 457.460 and from indebtedness incurred under ORS 457.420 to 457.460 are to be expended during the current fiscal year.*

Table 4 identifies the budget and purpose of expenditures by the Commission for the current fiscal year (FY16-17).

**Table 4. PURPOSE AND AMOUNTS PLANNED TO BE SPENT, FY16-17**

<b>Expenditure Description</b>	<b>Amount</b>
Personal Services	\$ 39,000
Materials and Services	\$ 120,300
Capital Outlay	\$ 1,588,010
Debt Service	\$ 397,400
Contingency	\$ 50,000
<b>Total Expenditures</b>	<b>\$ 2,194,710</b>

5. *An analysis of the impact, if any, of carrying out the urban renewal plan on the tax collections for the preceding year for all taxing districts included under ORS 457.430.*

Within the City of Central Point there are a total of eleven (11) affected taxing districts with a FY15-16 combined tax rate of \$17.0753 per \$1,000 of assessed value. The Urban Renewal's base value was set in FY2012-13 at \$139,787,170. The FY15-16 incremental value for the Urban Renewal District was \$12,112,138. During FY15-16 the impact of implementation of the Urban Renewal Plan on the affected taxing districts is illustrated in Table 5, both in terms of property tax dollars diverted and a percentage of total property tax dollars collected for each taxing district. As illustrated in Table 5 the Urban Renewal Plan's authorized FY15-16 tax increment revenue was \$197,920. Of the authorized tax increment revenue the City actually received \$186,661 (94% of authorized collections). The most significantly impacted taxing district is the City of Central Point at approximately \$0.0104



per dollar of property tax revenue collected, followed by the School District and the Fire District at approximately \$0.0049 and \$0.0029 per dollar of property tax collected.

**Table 5. TAX REVENUES RECEIVED FY15-16 BY AFFECTED TAXING DISTRICTS**

<b>Tax District</b>	<b>Affected Taxing Districts Property Taxes to be Received</b>	<b>Property Taxes Diverted to Urban Renewal</b>	<b>Percentage of Toal Property Taxes Diverted to Urban Renewal</b>
1 City of Central Point	\$ 5,015,104	\$ 52,171	1.04%
2 Jackson County	\$ 39,870,762	\$ 25,480	0.06%
3 Fire District No. 3	\$ 12,458,556	\$ 36,410	0.29%
4 RVID	\$ 2,432,766	\$ 2,073	0.09%
5 Vector Control	\$ 778,929	\$ 504	0.06%
6 Water Conservation	\$ 908,143	\$ 597	0.07%
7 Jackson County Library	\$ 9,437,180	\$ 6,079	0.06%
8 4-H Ag Extension	\$ 704,847	\$ 291	0.04%
<b>TOTAL LOCAL GOVERNMENT</b>	<b>\$ 71,606,288</b>	<b>\$ 123,604</b>	<b>0.17%</b>
9 School District No. 6	\$ 13,243,653	64,253	0.49%
10 RCC	\$ 11,232,715	7,293	0.06%
11 ESD	\$ 6,357,678	4,128	0.06%
<b>TOTAL SCHOOLS</b>	<b>\$ 30,834,045</b>	<b>75,674</b>	<b>0.25%</b>
<b>GRAND TOTAL PERMANENT</b>	<b>\$ 102,440,333</b>	<b>199,278</b>	<b>0.19%</b>

**ATTACHMENT “B”**

**RESOLUTION NO. 2017-01  
A RESOLUTION OF THE CENTRAL POINT DEVELOPMENT COMMISSION ACCEPTING  
THE ANNUAL REPORT FOR THE DOWNTOWN AND EAST PINE STREET CORRIDOR  
PLAN FOR FISCAL YEAR 2016-17**

**WHEREAS**, the Development Commission has reviewed the Annual Report for the Downtown and East Pine Street Corridor Plan (Annual Report); and

**WHEREAS**, the Annual Report has been prepared in accordance with ORS 457.460.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Central Point Development Commission by Resolution No. 2016-06 hereby accepts the Annual Report per attached Exhibit “A” and directs the Urban Renewal Director to file the Annual Report with the City Council of the City of Central Point and properly publish notice of availability per ORS 457.460(2).

**PASSED** by the Development Commission and signed by me in authentication of its passage this 26<sup>th</sup> day of January 2017.

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Hank Williams, Chair

ATTEST:

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City Representative



**STAFF REPORT**

January 26, 2017

**AGENDA ITEM: V-B**

Consideration of Application for Façade Improvement Grant, 411/415 East Pine, Rhonda Franklin (File No. UR 2016-005)

**STAFF SOURCE:**

Don Burt, Planning Manager

**BACKGROUND:**

The Development Commission has received a request for a Historic Façade Improvement Grant for 411 East Pine Street and is identified as 372W02CC TL 5600 and 5700. According to the Assessor's records the building was constructed in 1958 of concrete block and stucco surfacing. At one time the building was used (pre-1984) as the U.S. Post Office.



Aside from the use as a post office the building does not have any recorded historical or architectural significance. Pictures of the building prior to 1984 have not been found. It appears that the metal awning was added around 1984 ("Before" picture).



The applicant has repainted the building and installed a new metal awning and parapet wall above the awning (new construction). Previously, the awning was constructed of metal roofing material, which has been replaced with corrugated metal ("After" picture). Metal or plastic awnings are not eligible

for reimbursement, nor is new construction (parapet).

The estimated total cost for the improvements to the building was \$19,952. The only qualifying improvements are the painting and related labor. When adjusted for the improvements qualifying for the grant the estimated qualifying amount totals \$4,310, with a \$2,155 reimbursement.

**ESTIMATED CONSTRUCTION COSTS, FRANKLIN BUILDING**

<b>Painting</b>	<b>Qualifying</b>	<b>Non-Qualifying</b>	<b>Total</b>
Façade/Paint	\$ 1,400.00	\$ -	\$ 1,400.00
Façade Labor	\$ 2,160.00	\$ -	\$ 2,160.00
Rear Paint	\$ -	\$ 750.00	\$ 750.00
Boom Rental/Paint	\$ 750.00	\$ -	\$ 750.00
<b>Windows</b>			
Façade	\$ -	\$ -	\$ -
Remainder of Building	\$ -	\$ -	\$ -
<b>Awning</b>			
Materials	\$ -	\$ 2,600.00	\$ 2,600.00
Labor	\$ -	\$ 4,449.30	\$ 4,449.30
<b>Parapet</b>			
Materials	\$ -	\$ 2,893.00	\$ 2,893.00
Labor	\$ -	\$ 4,950.70	\$ 4,950.70
<b>Totals</b>	<b>\$ 4,310.00</b>	<b>\$ 15,643.00</b>	<b>\$ 19,953.00</b>
<b>Grant Eligible</b>	<b>\$ 4,310.00</b>		
<b>Grant Amount (50% max.)</b>	<b>\$ 2,155.00</b>		

Approval of the Historic Façade Grant only authorizes final payment upon verification of final billing and payment of invoices. Authorization of this application allows staff to proceed with disbursement of funds upon verification of qualifying receipts.

**ISSUES:**

Since the creation of the Historic Façade Grant Program only two applications have been received, both after construction commenced. The application states that “NO WORK CAN BEGIN ON PROJECT UNTIL CONTRACTS/AGREEMENTS ARE PROPERLY EXECUTED”, agreements meaning the Grant Agreement signed by the Development Commission. Unless otherwise directed staff will, from this point forward, strictly adhere to this requirement, and all other requirements of the Historic Façade Grant Program.

**EXHIBITS/ATTACHMENTS:**

Attachment “A” – Resolution No. 2017-02 Approving Historic Façade Grant, Franklin Building

**ACTION:**

Consider Resolution No. 2017-02 approving a Historic Façade Grant, Franklin Building to reimburse an amount not to exceed \$2,155 for painting.

**RECOMMENDATION:**

Approve the Historic Façade Grant per Resolution No. 2017-02.

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**RESOLUTION NO. 2017-02**  
**A RESOLUTION OF THE CENTRAL POINT DEVELOPMENT COMMISSION**  
**AUTHORIZING APPROVAL OF A HISTORIC FAÇADE GRANT FOR THE FRANKLIN**  
**BUILDING, 411/415 EAST PINE STREET**

**(File No: HFG 2016-005)**

**WHEREAS**, The Central Point Development Commission has reviewed and application for a Historic Façade Grant from Rhonda Franklin for 411/415 East Pine Street; and

**WHEREAS**, The building at 411/415 East Pine Street is historically known as the Merritt Building, an historic building in the City of Central Point; and

**WHEREAS**, The requested Historic Façade Grant meets applicable criteria for reimbursement of façade painting only as set forth in the Historic Façade Grant Program.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Central Point Development Commission by Resolution No. 2017-02 hereby approves the Franklin Building Historic Façade Grant in an amount not to exceed \$2,155 and authorizes the Urban Renewal Director to reimburse the Applicant an amount not to exceed \$2,155 subject to verification of qualifying receipts.

**PASSED** by the Development Commission and signed by me in authentication of its passage this 26<sup>th</sup> day of January 2017.

\_\_\_\_\_  
Hank Williams, Chair

ATTEST:

\_\_\_\_\_  
City Representative