

Harrisburg Redevelopment Agency Minutes
February 28, 2018

The Harrisburg Redevelopment Agency met on this date at City Hall, located at 120 Smith St., at the hour of 7:30pm. Presiding was Board President Robert Duncan. Also present were as follows:

- Kimberly Downey
- Mike Caughey
- Sarah Puls
- Adam Keaton
- Youth Advisor Sarah Isom
- City Administrator Brian Latta
- City Recorder/Asst. City Administrator Michele Eldridge
- Public Works Director Chuck Scholz

Absent this evening were Board Members Rob Boese, and John Loshbaugh.

Concerned Citizens in the Audience: None with comments for the HRA Board

The matter of Considering a Property Improvement Grant Request by Donnell & Patrick Freeman for the Property at 190 Smith St.

Staff Report: Latta told the Board the building under consideration tonight is the Oddfellows Building, which is the brick building across from the post office.

Applicants Presentation: Donnell Freeman, who used to be a Wittekind, went to school with Kim's son, and taught Bobby's daughter to pitch. She told the City Council that they are trying to come home, and they've been working with Brian. He's been incredibly helpful.

- Mayor Duncan asked if she had played with Claire?
- Donnell told her no, she coached her. (Everyone was thrilled that she was a 'local'.) Her handout (Please see Addendum No. 1) was given to everyone. She had some of this in the application materials too. Donnell said it's a mess. The skylight it has now, wasn't intended; that's how bad the roof is. Cheryl was here as their realtor too, if they had questions that Donnell couldn't answer. She really had fun getting through all the history in relation to the IOOF; the Independent Order of Oddfellows. It was a membership for mason's, and they built all these really ornate buildings throughout the nation. The sad thing is that they are beautiful, and a lot of them are not being taken care of. Cheryl has helped us as our realtor, and it's really been a struggle to obtain financing, because that's hard to get when you don't have a roof.
- Patrick Freeman added that we closed only 3 weeks ago. The roof needs to be repaired first, and then the masonry. You'll see pictures as we walked through the building. It's not occupied for about 2/3rds of the building. The Linn County Justice Courts rent the front office as storage space. We want to bring this building back to Harrisburg. We want to rework it into usable retail space and bring people downtown.

- Donnell said that we put this together, so you would know which building we were working on. They would work through the building, renovating the bottom section into retail space. They are working with Brian on what that can look like. They might consider a coffee shop, but not a bar. They like bars, but Harrisburg already has plenty of them. With that being said, they don't want to run a business themselves; they aren't to that place yet. They hope that might work in the future.
- Downey asked if that was part of God's Storehouse too?
- Donnell told her no; we have been working with Vesta, but it's a party wall that is shared.
- Downey said that there was an addition in 1906.
- Patrick said that was the back of the building, Donnell added that it was the pool hall.
- Downey asked if they would keep the ghost signage?
- Donnell assured her that they are keeping all of that. They do have to have the brick re-pointed.
- Downey said that part of that building was built in 1890.
- Donnell said that they had to write to find out about it; Vesta has been there for 17 years. She found out that Gods Storehouse owns it.
- Downey said actually, all the churches own it.
- Donnell said that Vesta was telling them stories about the building.
- Downey told her that we do have something that was written about all of our older buildings.
- Eldridge added that we had an old historical survey that was done, that includes details about the buildings, including architecture, and a lot of the history behind the building.
- Donnell said that they are requesting a grant. The person that Lee Heckart spoke about earlier, Joy Sears, also met with them. We are putting some grants together to get this paid for. We have a lot to do. They need to get the roof redone, as well as the building re-wired, and masonry work done. We can't see all of that being done this year. We have Alan Ash, who is well known in the area for working with historic buildings. You'll see street improvements, plus they'll be working on plumbing, ADA stuff, changing the lighting, like what you see on the streets, etc. They'd like to continue with those types of lights. With the grant, they might be able to take advantage of that. She continued, saying that they are also using Ives Construction. They spoke with several other companies, but some of them wouldn't even go on the roof. Ives is working with them through referral. They really like this type of project and are really confident about it. They completed a worse case scenario for us, because we don't want to get halfway through the project and find worse things. Just the roof alone, will cost almost \$125,000. About half of the building is salvageable at this time.
- Patrick added that we had an architect come out, and we'd like to get it registered with the state to start. They are working with some really big dollar amounts, so they are going to the state for help.
- Donnell said that they met with Joy today, and she loves the building, and is excited that the City has a program that can help. The City's assistance will help us to secure the funds we need. The masonry will cost another \$55,000. They know that they may

have to try to find some historical bricks similar to these, because some of them aren't repairable. The electrical work is also lined out. This request though, is just for the roof. They are trying to get the building insured; and are having problems with it, because of the roof.

- Keaton asked if the HRA loan is allowed to be applied to a roof.
- Latta said that it takes about the exterior, and interior. The hole in the roof is creating damage to the interior. He would think it could be justifiable to use it for that. The hole in the roof, if not repaired, can really create so much damage, that the building would be harder to be repaired.
- Keaton wasn't sure about the wording to be used, if the building isn't structurally sound to begin with.
- Latta reminded them that they created the criteria, so their interpretation of them is important.
- Downey said that we want to keep our downtown buildings from deteriorating. Right now, it's still cool looking; but every year, it all gets to looking more blightful.
- Donnell agreed, and said that from the street, you can see the tall edges, and the parapets, as the roof is leaning on it. Everything is starting to come down.
- Both Keaton and Downey said that the building is iconic, as well as being part of our skyline.
- Latta read through the criteria and said that he felt the HRA could justify the repair, because there is visible damage, from the exterior, and the interior, related to that issue.
- Donnell said that the photos are pretty good. The hole in the roof has created a hole in the floor. It's damaged all the way to the ground floor, and you can't walk on it there. The folks at Ives are willing to put a patch on it, to protect it further until they can get the funding they need to repair it.
- Kay Barnett, in the audience, asked what the timeline was for repair?
- Donnell said that really, it will be five years for them to be done; right now, they can get the roof, brick repair, and electrical completed in the next couple of years. If the City can obtain Main Street money, then it would help them, because that can cover masonry, and preservation of a building like this.
- Caughey asked if the city wasn't already going to replace the lights along there?
- Latta told him that we will be replacing the street lights, when we are doing Smith & 2nd St next summer. They won't need to worry about that. As far as the grant, it can be up to \$50,000. They must spend the money, and then get reimbursed, after the City inspects it. It requires an investment match. They can go to the state, who also requires a match. They both match each other. He went over the criteria again, all of which they can meet. Therefore, staff is satisfied with the use of the grant. If the agency feels the project is worthwhile, then staff can allow it. The \$50,000 is available. The resolution doesn't talk about only one grant per person or property. Therefore, if they want to come back again, there isn't anything disallowing that.
- Puls asked about there being nothing regarding their selling it.
- Latta told her that on the loans, they can't; but these are grants. He said that this doesn't count towards the max amount of loans, which is \$150,000. He added that we

will probably want to talk about whether we should be giving out another grant to the same location.

- Keaton said that one thing on the current grant, that if their \$125,000 is the worst case, then we can go 50/50 on that.
- Latta said that the max allowance is \$50,000.
- Keaton said that's almost half of the overall allowed amount.
- Latta told him if the cost was only \$75,000, that we could give up to 50% of the total amount, up to a total amount of \$50,000.
- Caughey then **motioned to authorize a \$50,000 grant for Donnell and Patrick Freeman for property located at 190 Smith St, in order to repair the roof.** Puls **seconded the motion, and the HRA Board voted unanimously to allow a grant up to \$50,000 to go towards the repairs of the Oddfellows building.**
- The Freemans thanked the Board and said that it was good to be back.
- Latta told them he would be in touch with them the next day to talk about the agreement.

Others:

- Latta told them that the doctor's office is now finished. They got the final invoice paid to the contractor, and he is inspecting the building tomorrow. We can issue the final loan payment to them. The total disbursement is \$68,000, and after they pay back 60% of that, the actual payout overall for the project is \$28,000.

With no further discussion, the HRA Board adjourned at the hour of 8:06pm.

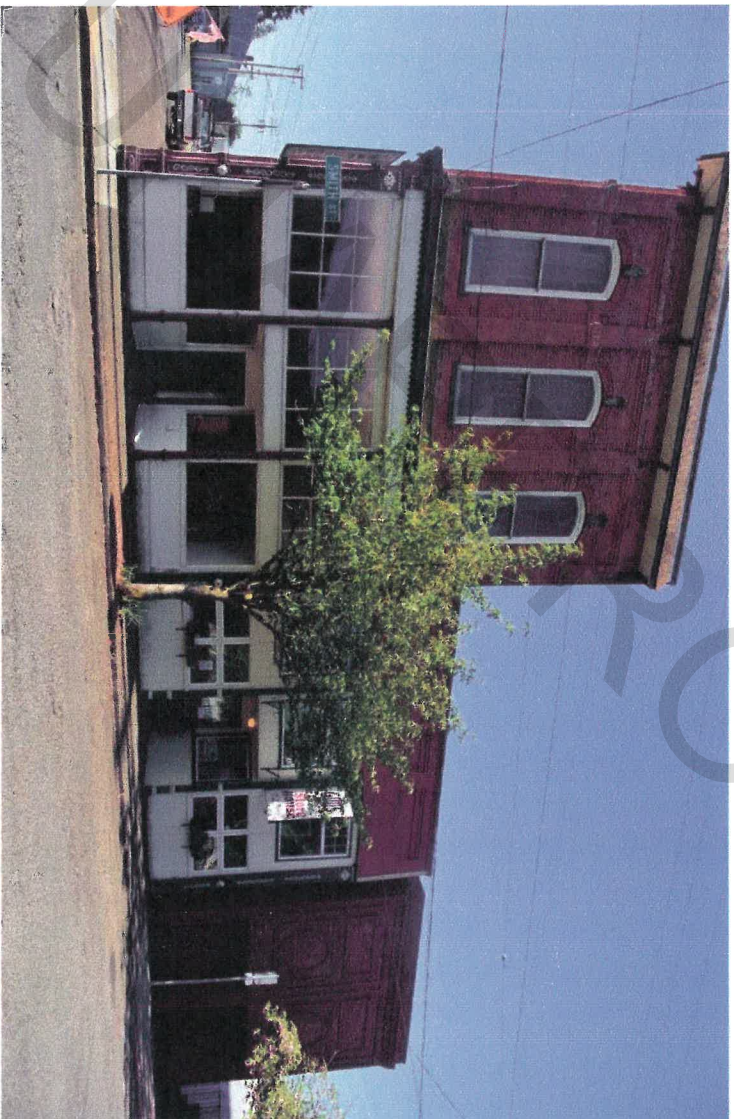
Chairperson

City Recorder

190 Smith Street

Consideration for Property Improvement Grant (HRA-54)

February 28th 2018



Project Overview

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Project Overview

Project Details

- **Property Details**
 - ~5000 sf commercial building zoned C1
 - Built in 1882 with addition in 1906
 - Registered on the National Historic Registry
 - ~1100 sf currently leased to Linn County Justice Department
- **Project Timing**
 - Start Date: May 2018 (pending grant approval)
 - Completion Date: August 2018 (pending start date)
- **Property Cost**
 - Total Project Cost:
 - Amount Requested:

Project Overview

Opportunity to preserve an important historical Oregon landmark, activate the downtown area and improving the overall appearance of this prominent building

■ *Project Goals*

- Rehabilitate the building and preserve this historically significant landmark
- Renovate and repurpose the commercial space
 - Find a tenant (coffee shop, bakery, office space, retail, etc.) which will help drive traffic to the downtown area
- Renovate remaining spaces to allow for use as additional office, storage or a potential shared community space
- Improve the street aesthetics through landscaping, lighting and signage

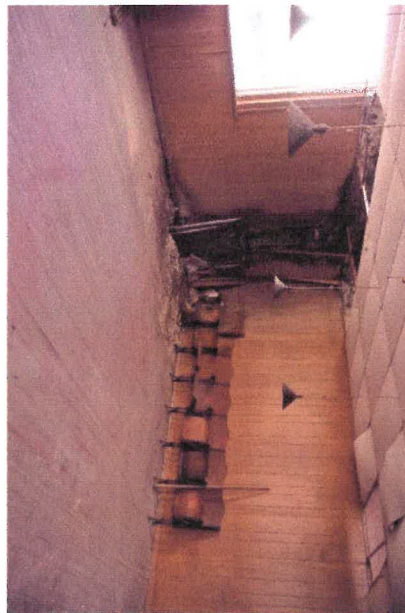
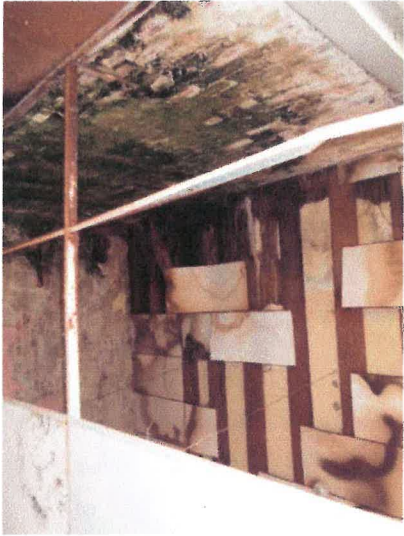
Scope of Work and Bids

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Scope of Work

Pictures featuring interior and exterior damage

- *Current Conditions*



Scope of Work

Complete Scope of work

- **Current Scope of Work – Requesting for grant consideration**
 - Roof
 - Masonry Work
 - Electrical (panel upgrades - pertaining to commercial space)
- **Future Scope of Work – Future requests for grant consideration**
 - Street improvements
 - Lighting and Signage
 - Commercial tenant improvements
 - Plumbing, HVAC, ADA, LED upgrades
- **Scope of Work – Not Requesting funds for grant consideration**
 - Plumbing
 - Additional electrical
 - HVAC
 - Misc. (paint, flooring, etc.)

Scope of Work

Requested scope of work

The work outlined below is in accordance with the Secretary of the Interior's Standards for Rehabilitation of Historic Properties

- ***Requested Project Scope of Work***
 - Repair major structural components
 - Roof
 - Masonry work
 - Renovate major mechanical, electrical and plumbing (“MEP”) systems
 - Two/Three panel electrical upgrades/repairs
 - High efficiency HVAC upgrades
 - Plumbing repairs consistent with state requirements
 - Street side aesthetic upgrades
 - Landscaping upgrades (trees, planter boxes)
 - Signage & lighting (keeping consistent with period appropriate themed aesthetics)

General Contractor - Roof Work

Bid - Ives Construction

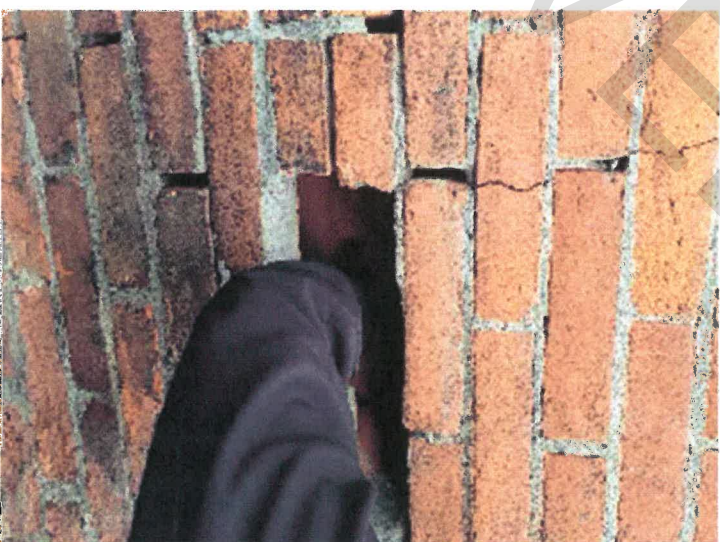
- Ives Construction – Steve Ives
 - steve@ivesconstructioninc.com
 - 541-914-6415
- Inspection: Feb 20th, 2018
- Complete team in place
 - General Contractor (Ives Construction)
 - Structural Engineer (Adam Clough)
 - Electrical (HCH Mechanical)
 - Architect (Will Dixon: (Licensed commercial architect)
 - Roofing Company (Ives Construction)
- Scope of Work
 - Job set up and general conditions.
 - Tear off and reframe the roof.
 - Build structure to allow for future deck load.
 - Repair masonry parapet walls, only where in intersects with the roof work.
 - Tear of roofing and install new walkable membrane.
 - Tear off and reinstall new cap flashing that matches the original building detail.
- Estimated Cost: \$124,474
 - See addendum A for complete bid and scope



Masonry Work

Bid - Ash Stone Masonry

- Ash Stone Masonry: Certified historical mason
- Inspection & Estimate: Dec 3rd 2017
- Scope of Work
 - Plant growth removal from vast section of upper level brick work
 - deteriorated mortar joints need to be removed and repointed
 - Inappropriate previous repointed brick work need to be removed and repaired
 - Loose bricks to be reset
 - Stucco on rear of building (alley) needs to be patched
 - Some brick needs surface rebuilding treatments
 - All mason work needs to be conform to the Sec. of the Interiors standards as set forth in the preservation briefs #2 and #22
- Estimated Cost: \$55,000
 - See addendum A for complete bid and scope



Electrical Work

Bid - HCH Mechanical

- HCH Mechanical
- Inspection: Feb 20th, 2018
- Scope of Work
 - Provide and install all electrical components in conformance to the NEC 2017.
 - Provide and install all grounding and bonding in conformance to the NEC 2017.
 - Upgrade existing water bond connection to conform to the NEC 2017.
 - Provide and install (1) 600amp, 120/240-volt incoming utility section.
 - Provide and install (1) meter stack with provisions for multi-metering.
 - Provide and install (1) 400-amp electrical load center for future 1st floor retail space.
 - Provide and install 200 amp sub panel in upstairs area with all new circuit breakers
 - Provide and install 100 amp sub feed for first floor apartment
 - Provide and install 36x36x12 CT can located next to service
 - Provide CT mounting brackets for pacific power (CT's provide by utility company)
 - Provide rigid conduit risers up the side of the building for utility connection
 - Provide separate disconnecting means on outside of building
 - Provide new parallel conductors in mast for Pacific Power
- Estimated Cost: \$31,957
 - See addendum A for complete bid and scope



Materials & Precedent Images

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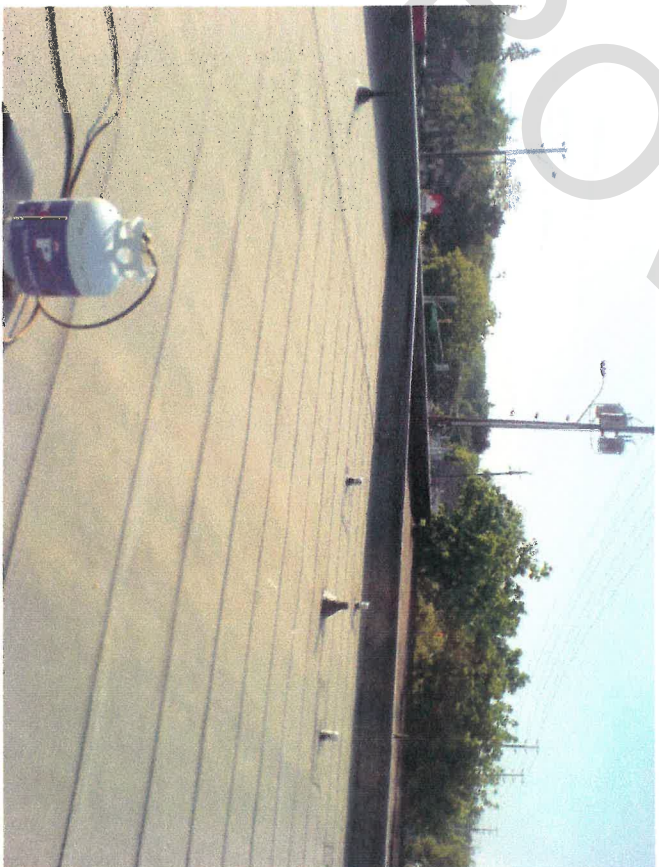
Materials & Precedent Images

Descriptions and images of proposed materials

- *Mason precedent image*



- *Roof precedent image*



Addendums

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Addendum A

Ash Stone Masonry Inspection and Bid

Ash Stone Masonry

CCB# 126558

P.O. Box 42014

Eugene, Oregon 97404

alan@thestonemason.com

541 688 0899

12/3/17

190 Smith Street, Harrisburg, OR 97446

Late 19th Century Brick Odd Fellows Hall

Listed on the National Register of Historic Homes

I visually inspected the late 19th century buildings exterior from the sidewalk/street level.

I have based this estimate on that limited inspection.

The structure appears to be a well-constructed brick building for its time period.

It seems to have suffered from extreme lack of maintenance over the years.

Unfortunately this is all too common in buildings of this age.

Plant growth needs to be removed from vast sections at the upper levels decorative brickwork.

Deteriorated mortar joints need to be removed and repointed.

Inappropriate previous repointing needs to be removed in places.

Loose bricks need to be reset.

The stucco on the rear of the building needs to be patched.

Some brick need surface rebuilding treatments.

All masonry work on this structure needs to conform to the

Secretary of the Interiors standards as set forth in their

Preservation Briefs #2 and #22.

Based on my previously described limited inspection I would give an estimate of \$55,000 to do the above described work.

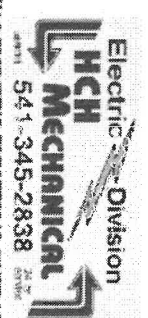
A more detailed inspection/assessment with a hi-lift would allow hands on and closer visual inspections of deteriorated and damaged upper sections and give a more accurate assessment.

Thanks,

Alan Ash / Ash Stone Masonry

Addendum B

HCH Mechanical Bid

<p>BUDGET</p> <p style="text-align: center;">  </p> <p style="text-align: center;"> Electric Division HCH MECHANICAL 541-345-2838 2474 2474 </p> <p style="text-align: center;"> HVAC PLUMBING ELECTRICAL INSULATION NEW REMEDIATION • DESIGN • INSTALL • SERVICE • CCS # 64104 P.O. Box 21024 • 27103 Roosevelt Blvd • Englewood, Oregon 97423 • Phone: 541-345-2838 • Fax: 541-307-3070 </p> <p>For: Dowdell and Patrick Freeman</p> <p>Phone: 541- Cell: (503) 513-1015 Job Location: 150 South Street Harrisburg, OR 97446</p> <p>Date: 2-14-2018</p>	
<p>ELECTRICAL</p>	
<p>Bid: \$18,987.00</p> <ul style="list-style-type: none"> • Provide and install all electrical components in conformance to the National Electrical Code 2017. • Provide and install all grounding and bonding in conformance to the National Electrical Code 2017. • Upgrade existing worker board connection to conform to the National Electrical Code 2017. • Provide and install (1) 600amp, 120/240-volt incoming utility section. • Provide and install (1) meter stack with provisions for multi-metering. • Provide and install (1) 400-amp electrical load center for future 1st floor retail space. • Provide and install 200 amp sub panel in upstairs apartment with all new circuit breakers • Provide and install 100 amp sub feed for first floor apartment • Provide and install 3636x12 CT can located next to service • Provide CT mounting brackets for specific power (CT's provide by utility company) • Provide rigid conduit runs up the side of the building for utility connection • Provide separate disconnecting means on outside of building for coffee shop, and two apartments • Provide new parallel conductors in man for Pacific Power • Permit fee provided • Coordinate all inspections with utility company and local inspector <p>Utility Estimate: \$12,970.00</p> <ul style="list-style-type: none"> • Upgraded XEMR, CT's, new overhead conductors, new mounting brackets on utility pole for upgraded transformer, labor <p>Exclusions:</p> <ul style="list-style-type: none"> • Work not listed above • Painting, Patching, masonry work of any kind <p>Submitted by: Chris Dizon 541-214-9811</p>	
<p>All products, materials and equipment provided under this agreement are warranted only by manufacturer's warranty.</p> <p>All work performed by employees of HCH Mechanical, Inc. shall be subject to the terms and conditions of the HCH Mechanical, Inc. Standard Contract. The Standard Contract is available on the HCH Mechanical, Inc. website. The Standard Contract is available on the HCH Mechanical, Inc. website. The Standard Contract is available on the HCH Mechanical, Inc. website.</p> <p>By signing this bid, the bidder agrees to the terms and conditions of the Standard Contract. The bidder agrees to the terms and conditions of the Standard Contract. The bidder agrees to the terms and conditions of the Standard Contract.</p> <p>By signing this bid, the bidder agrees to the terms and conditions of the Standard Contract. The bidder agrees to the terms and conditions of the Standard Contract. The bidder agrees to the terms and conditions of the Standard Contract.</p>	<p>Accepted By: _____</p> <p>Date: _____</p> <p>15450720909045</p> <p><input type="checkbox"/> Request Bidding</p> <p>A return check of \$1,000 per month, \$1,000 minimum, will be added to all payments received over 30 days from date of invoice. If contractor or owner holds payment, the right to pay. If owner holds payment, the right to pay. If owner holds payment, the right to pay.</p> <p>Customer Acknowledgment: _____</p> <p>Date: _____</p> <p>Please: Please Complete this within 10 days of proposal from awarded vendor within</p>

Addendum C

Ives Construction – Roof Bid

Estimate and Specifications			TOTAL
100 South St. Roof Repair (including structural and driver damage repair)			
Ives Construction, Inc. 511-914-4415 C/O 99713			
2/27/2018			
GENERAL CONDITIONS			\$ 18,686.20
Weather protection	\$	1,200.00	
Temporary Door Hardware, repair	\$	220.00	
Repair entry door add new keyed hardware	\$	4,500.00	
General Labor	\$	2,350.00	
Temporary Guardrail (After scaffolding)	\$		
McKenzie Scaffolding	\$	400.00	
Set to OSHA regulations	\$	677.20	
Dismantle	\$		
Site/Safe Fencing	\$	446.40	
Unpaid Site Services	\$	520.80	
Install	\$	987.20	
Square	\$	50.00	
Roof Life Rental	\$	2,400.00	
40' x 4' 600#	\$	1,200.00	
1 week rental	\$	50.00	
Rent of Ww Pump (Barrington)	\$		
Temporary Electrical (A RCH bid)	\$	1,100.00	
Interior Rolling Scaffold	\$		
McKenzie Scaffolding	\$	520.00	
Set to OSHA regulations	\$	150.00	
Job Site Supervision	\$		
Temporary Roof Top Cover	\$	18,686.20	
TOTAL			\$ 16,800.00
DEMOLITION			\$ 2,800.00
Demolition Ceiling Areas	\$	8,600.00	
Demolition Roof Frame & Sheathing preferred	\$	18,800.00	
New Roof Framing			\$ 18,000.00
Attach recommended framing led joists			
Flow Joists at brick walls			
Add new ledger support for joists			
Install engineered joists			
Frame openings for roofline access			
Add structural support where necessary			
Sheath exterior frame with 5/8" CDX floor plywood			
Total		\$ 18,000.00	\$ 6,888.55
Framing Material cost			\$ 11,603
Framing labor	\$	2,921.20	
Joists	\$	1,914.52	
Other framing	\$	1,920.41	
Sheathing	\$	580.28	
Materials	\$	8.55	
TOTAL		\$ 6,888.55	\$ 6,290.00
Roof Trusses	\$	6,100.00	
Truss Company	\$		
MASONRY REPAIR			\$ 20,500.00
REPAIR ROOF			\$ 1,000.00
REPAIR ROOF	\$	14,800.00	
Refract membrane roof in the shade of the parapet walls	\$	20,500.00	
W/ METAL AND CUTTERS			\$ 6,813.00
Cutting Sheet Metal	\$	6,813.00	
General CDX Board and Downspouts	\$		
CLEAN UP			\$ 1,350.00
Remove all debris remaining after clean up	\$	1,350.00	
CONINGENCY			\$ 13,000.00
SUB-TOTAL			\$ 109,238.75
OVERHEAD AND PROFIT (11%)			\$ 16,345.81
TOTAL			\$ 125,584.56