



**REGULAR MEETING AGENDA  
TOWN HALL  
June 17, 2020 – 5:00pm**

**This meeting will be held electronically via Zoom. There are two ways to join the meeting:**

- 1. You can join the meeting with your computer or smartphone using the following link and password:**

Meeting ID: **838 4461 1028** | Password: **100347**

- 2. You can join the meeting by landline phone or mobile phone by dialing +1 (669) 900-6833 and using the following information:**

Meeting ID: **838 4461 1028** | Password: **100347**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearingimpaired or for other accommodations for persons with disabilities should be made at least 48 hours in advance of the meeting to the City Recorder at 541-535-1566, ext. 1012.

TURA reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the study session and/or meeting. Study Sessions, Regular and Special TURA meetings are being digitally recorded and will be available on the City website.

Anyone wishing to speak on an agenda item will be given an opportunity to speak once the chair calls for speaks. Public Comment Forms are located at the entrance to the meeting place. Anyone commenting on a subject not on the agenda will be called upon during the “Speakers Heard on Non-Agenda Items” section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the Board.

**1. Call to Order/Roll Call**

**2. Speakers Heard on Non-Agenda Items**

*Limited to 5 minutes or less per Board discretion*

**3. Consent Agenda**

*The consent agenda consists of items of a repeating or routine nature considered under a single action. Any Board member may have an item on the consent agenda removed and considered separately on request.*

- 3.1. Approval of March 18, 2020, April 1, 2020, April 16, 2020 (Study Session), April 16, 2020 (Regular Session), May 7, 2002, May 21, 2020 (Study Session), and May 21, 2020 (Regular Session) Meeting Minutes ..... 3 - 19**

**4. Regular Agenda**

*Speakers will be provided the opportunity to offer comments on action items after staff members have given their report and, if there is an applicant, after the applicant has had the opportunity to speak. Action items are expected to result in motions, resolutions, orders, or ordinances.*

- 4.1. Public Hearing, Resolution 20-6, Adopting the Fiscal Year 2020-2021 Budget ..... 20 - 28**

- 4.2. Approve Contract for Conceptual Architectural, Engineering, and Cost Estimation Services Provided by Walker Macy on the Gateway Project ..... 29 - 35
- 4.3. Approve Contract for Environmental Abatement Services Provided by Alpine Environmental Consultants on the Gateway Project ..... 36 - 50
- 4.4. Review of 102 Home Street Appraisal ..... 51 - 87
- 5. Items from Executive Director
- 6. Adjournment



**REGULAR MEETING MINUTES  
TOWN HALL  
March 18, 2020 — 5:00 p.m.**

*Study Session, Regular Council & TURA meetings are being digitally recorded and will be available on the City website.*

**1. Call to Order/Roll Call at 6:06 p.m.**

<b>Members Present:</b>	<b>Members Absent:</b>
Chair Ayers-Flood Member Land Member Berlant Member Dolan Member Harrison Member Ponomareff Member Clark	
<b>Also Present:</b>	
Sandra Spelliscy, Executive Director Gabriella Shahi, City of Talent Recorder Zac Moody, Deputy Executive Director	

**2. Speakers Heard on Non-Agenda Items**

None.

**3. Consent Agenda**

- 3.1 **Approval of December 18, 2019, February 19, 2020 Meeting Minutes**
- 3.2 **Approval of Façade Improvement Grant Application**

**Motion (3:03):** Member Land moves to adopt the consent agenda for meeting minutes from December 18, 2019, February 19, 2020, and Façade Improvement Grant Application. Member Clark seconded.

**Discussion:** None.

**Vote:** All ayes; motion carries.

**4. Regular Agenda**

**4.1 Approval of Contract for Executive Director/Project Manager Services**

Staff Report – Executive Director

On February 26, 2020 TURA received a Base Grant application request in the amount of \$5,000. The grant funds are being requested to provide new aluminum clad wood windows and a fiberglass door that was required by Community Development and Architectural Review in October 2019. Grants can be used for 1) rehabilitate and/or restore commercial, residential or governmental buildings to historically compatible exterior design or 2) encourage new investment and development in Talent. An application checklist, a copy of the grant guidelines and the property owner's application are included with this report. The proposed use of the property is commercial and is located within the Central Business District and meets the intent of the grant program. No match is required for Base Grant applications and no grants have been allocated to this property in the past.

Discussion:

- The Board and Staff discussed the contract and potential expense reimbursements.

**Motion (31:25):** Member Clark moves to approve the personnel services contract for executive director/project management services, **as amended**. Member Harrison seconded.

**Discussion:** Member Dolan requests for the motion to be amended to say Healthy Sustainable Communities LLC instead of Jon Legarza; also requests that the motion includes setting up a hand off meeting with the Chair and Vice Chair.

**Vote:** All ayes; motion carries.

#### **4.2 Discussion Re: Timing of Executive Director Resignation and Termination of Administrative Services IGA**

Staff Report – Executive Director

Pending the approval and timing of the contract by the new entity, the Executive Director will be submitting her resignation effective March 31<sup>st</sup>. There is an IGA between the city and TURA for administrative services that was originally set to expire at the end of June but could remain open per a request from the new Executive Director.

Discussion:

- The Board and Staff discussed the resignation of the Executive Director as well as the IGA between the city and TURA.

#### **5. Adjournment at 6:44 PM**

Respectfully submitted by:

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Gabriella Shahi, City Recorder

*Note: These minutes and the entire agenda packet, including staff reports, referenced documents, resolutions and ordinances are posted on the City of Talent website ([www.cityoftalent.org](http://www.cityoftalent.org)) after each meeting. The minutes are not a verbatim record: the narrative has been condensed and paraphrased to reflect the discussions and decisions made.*



**REGULAR MEETING MINUTES  
TOWN HALL  
April 1, 2020 — 6:00 p.m.**

*Study Session, Regular Council & TURA meetings are being digitally recorded and will be available on the City website.*

**1. Call to Order/Roll Call at 6:01 p.m.**

Members Present:	Members Absent:
Chair Ayers-Flood Member Land Member Berlant Member Dolan Member Harrison Member Ponomareff Member Clark	
Also Present:	
Sandra Spelliscy, Executive Director Zac Moody, Deputy Executive Director Gabriella Shahi, City of Talent Recorder	

**2. Speakers Heard on Non-Agenda Items**

None.

**3. Consent Agenda**

None.

**4. Regular Agenda**

**4.1 Discussion re: Contract for Executive Director/Project Manager Services**

Staff Report – Executive Director

At its March 4, 2020 meeting the Board approved entering into a contract with Jon Legarza to provide Executive Director/Project Manager services. HR consultant RVCOG prepared a personal service contract for the Board’s review and approval. The Board approved a draft contract at its March 18 meeting with the request that the Executive Director contact Legarza to discuss his intent regarding expense reimbursements when he made his fee proposal to the Board. Since the March 18 Board meeting, the following actions have taken place.

**March 19:** The ED contacted Legarza regarding the expense reimbursement issue. Legarza confirmed that it was his intent that his monthly fee included costs for him to travel to, and reside in, southern Oregon for approximately 4-6 days per month, and that he would not be seeking additional reimbursements for those expenses.

**March 20:** The ED presented Legarza with the draft contract and Scope of Work via e-mail.

**March 23:** The Board Chair sent the Board Vice-Chair and ED an e-mail with the following question. “Should we talk about initiating any procedures (if necessary) for postponing our contract with new ED?”

**March 23:** The ED received a signed copy of the proposed contract from Legarza without a request for any changes.

**March 23 -24:** There were a series of e-mail exchanges between the Chair, VC and ED regarding the Chair's question about postponing the contract. In the meantime, HR Consultant Ann Marie Alfrey had independently e-mailed Legarza and asked for his thoughts regarding how he envisioned proceeding in on the contract. That e-mail and his response is attached.

**March 25:** At the request of VC Dolan, the ED contacted Legarza to solicit his feedback about the possibility of postponing the contract until there was more clarity regarding the economic fallout from the COVID-19 pandemic, and if he had any thoughts how the contract might move forward in a more limited fashion. Staff had a fairly detailed discussion with Legarza and e-mailed him on March 26 to ask him if he could summarize his thoughts in a memo so that they could be presented to the Board. Staff hopes to have his response in time to include in the packet. The e-mail from ED to Legarza is also attached, as well as his response.

Discussion:

- The Board and staff discussed possibly starting a conversation about if any of the dynamics of the contract are changed due to the pandemic and potentially finding middle ground between pausing/suspending the contract and moving forward as originally planned, given the change of circumstances.
- The Board and staff discussed how the Urban Renewal Agency usually puts money into projects.
- The Board and staff discussed potential differences/disconnects in the scope of work that could be adjusted in the contract.
- The Board and staff discussed with Mr. Legarza matters including affordable housing, potentially waiting 60 days to begin the project, budgeting, and how to move forward with the project.
- The Board and staff discussed the need to schedule a study session to finish the discussion of the contract at a future date.

#### **5. Adjournment at 6:46 p.m.**

Respectfully submitted by:

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Gabriella Shahi, City Recorder

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**STUDY SESSION MEETING MINUTES  
HELD ELECTRONICALLY  
April 16, 2020 — 4:00 p.m.**

*Study Session, Regular Council & TURA meetings are being digitally recorded  
and will be available on the City website.*

**1. Call to Order/Roll Call at 4:00 p.m.**

<b>Members Present:</b>	<b>Members Absent:</b>
Chair Ayers-Flood Member Berlant Member Land Member Dolan Member Harrison Member Ponomareff Member Clark	
<b>Also Present:</b>	
Sandra Spelliscy, Executive Director Gabriella Shahi, City of Talent Recorder Jon Legarza	

**2. Speakers Heard on Non-Agenda Items**

None.

**3. Discussion of Gateway Project**

Report by John Legarza

Legarza discussed the details of the Gateway Project including how it will achieve the goals of the community and outlined some of the main themes of the project, such as ensuring that there is an affordable housing component, community makerspace, and the importance of open space. Legarza proposed different ways that the gap in the project can be identified and that there be several charettes and study sessions over the next few months. He discussed different options that could help move the project forward. Legarza also proposed that he would reduce his fees by \$1,500 a month until the travel bans are lifted.

Discussion:

- Member Ponomareff asked Legarza to expand more on the charettes with banks. Legarza says that what he would do is reach out to our community regional banks and bring our interest of the project to them so they can see the financing requirements and needs of the community.
- Member Dolan asked Legarza to clarify that his fees will be \$7,000 a month instead of \$8,500 a month while there are travel restrictions. Legarza confirms.
- Chair Ayers-Flood inquired about the possibility of TURA receiving any grant funding from the state, Legarza recommends reaching out to Community Development Block Grant Funding to try to set up some grant programs.
- Legarza explains that the first 30-60 days of the project will include moving into Phase One, scheduling future study sessions, bringing proposals to the board, scheduling charettes.

#### 4. Adjournment at 4:49 p.m.

Respectfully submitted by:

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Gabriella Shahi, City Recorder

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**REGULAR MEETING MINUTES  
HELD ELECTRONICALLY  
April 16, 2020 — 5:00 p.m.**

*Study Session, Regular Council & TURA meetings are being digitally recorded  
and will be available on the City website.*

**1. Call to Order/Roll Call at 5:00 p.m.**

Members Present:	Members Absent:
Chair Ayers-Flood Member Berlant Member Land Member Dolan Member Harrison Member Ponomareff Member Clark	
Also Present:	
Sandra Spelliscy, Executive Director Zac Moody, Deputy Executive Director Gabriella Shahi, City of Talent Recorder	

**2. Speakers Heard on Non-Agenda Items**

None.

**3. Regular Agenda**

**3.1 Contract for Executive Director/Project Manager Services**

**Motion (49:59):** Member Dolan moved to direct the City Manager to rewrite the scope of work for the contract with Healthy Sustainable Communities to reflect the approach set forth by Jon Legarza’s presentation, that the amount of the contract be adjusted to \$7,000 per month until the travel restrictions are lifted and \$8,500 per month thereafter, that the contract date remain effective April 1, 2020, and to resubmit the revised scope of work/contract to Jon Legarza for signature without the need for further TURA approval. Member Ponomareff seconded.

**Discussion:** None.

**Vote:** All ayes. Motion passed.

**4. Adjournment at 5:05 p.m.**

Respectfully submitted by:

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 Gabriella Shahi, City Recorder

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**REGULAR MEETING MINUTES  
TOWN HALL  
May 7, 2020 — 5:00 p.m.**

*Study Session, Regular Council & TURA meetings are being digitally recorded and will be available on the City website.*

**1. Call to Order/Roll Call at 5:05 p.m.**

Members Present:	Members Absent:
Chair Ayers-Flood Member Land Member Berlant Member Dolan Member Harrison Member Ponomareff Member Clark	
Also Present:	
Jon Legarza, Executive Director	

**2. Speakers Heard on Non-Agenda Items**

Derek Volkart:

Volkart, resident of Talent, mentioned that he did not receive an email notification through the City email service that the regular Board meeting was taking place. Volkart found a posted notification of the meeting on the City website but did not receive a regular email about the upcoming meeting time and location.

**3. Consent Agenda**

None.

**(Member Dolan joined the meeting at 5:40)**

**4. Regular Agenda**

**4.1 Resolution 20-1, Resignation of Talent Urban Renewal Agency’s Executive Director, Sandra Spelliscy, and Deputy Executive Director, Zac Moody**

Staff Report – Executive Director

Legarza recommended the Board moves to approve Resolution 20-1, accepting the resignation of Sandra Spelliscy as Talent Urban Renewal Agency’s Executive Director and Zac Moody as Talent Urban Renewal Agency’s Deputy Executive Director. Legarza referenced the resignation letters signed by Spelliscy and Moody in the Agenda Packet.

**Motion (6:50):** Member Ponomareff moves to approve Resolution 20-1, Resignation of Talent Urban Renewal Agency’s Executive Director, Sandra Spelliscy, and Deputy Executive Director, Zac Moody. Amended to reflect today’s date. Clark seconded.

**Discussion:** None.

**Vote:** All ayes; motion carries.

#### **4.2 Resolution 20-2, Amendment to Intergovernmental Agreement between the Talent Urban Renewal Agency and the City of Talent (Administrative Services) for FY 2019-2020**

Staff Report – Executive Director

Legarza stated that he wants to keep the tasks very clear between the City and the Urban Renewal Agency. Legarza stated he has worked with Sandra Spelliscy about the new services the City will be providing TURA moving forward. Legarza stated the current IGA expires at the end of June 2020.

**Motion (9:58):** Member Land moves approve Resolution 20-2, an Amendment to the Intergovernmental Agreement between the Talent Urban Renewal Agency and the City of Talent (Administrative Services) for fiscal year 2019-202, including the date of May 7<sup>th</sup>, not May 6<sup>th</sup>. Harrison seconded.

**Discussion:** None.

**Vote:** All ayes; motion carries.

#### **4.3 Resolution Number 20-3, Authorizing Bank Depositories and Signatories**

Staff Report – Executive Director

Legarza stated that signatory and depository transfers are necessary due to changes in TURA leadership. The new resolution authorizes Executive Director Legarza, Chair Ayers-Flood, and Vice-Chair Dolan to be authorized signatories and depositories on TURA's bank account.

**Motion (12:25):** Member Land moves to approve Resolution 20-3, Authorizing Bank Depositories and Signatories, reflecting date May 7, 2020. Harrison second.

**Discussion:** None.

**Vote:** All ayes; motion carries.

#### **4.4 Resolution Number 20-4, Authorizing a Background Check for Talent Urban Renewal Agency's Executive Director**

Staff Report – Executive Director

Legarza stated that resolution 20-4 authorizes a background check for TURA's Executive Director and Legarza recommended the resolution be approved by the Board.

**Motion (14:30):** Member Dolan moves to approve Resolution 20-4, Authorizing a Background Check for Talent Urban Renewal Agency's Executive Director. Land Seconded.

**Discussion:** Member Ponomareff stated that the data is incorrect on the resolution and should be amended to May 7, 2020. Member Dolan accepted the amendment to her motion.

**Vote:** All ayes; motion carries.

#### **4.5 Review proposed budget schedule for fiscal year 2020-2021**

Staff Report – Executive Director

Legarza highlighted some important upcoming days for the Board to consider. For the May 21<sup>st</sup> meeting, Legarza proposed a Budget Priorities discussion, with June 4<sup>th</sup> and June 24<sup>th</sup> reserved respectively for budget committee meeting and subsequent adoption of the budget by the Board. Legarza stated he has reserved Newspaper space to advertise the budget meetings.

Discussion:

- Chair Ayers-Flood inquired if Legarza had an opportunity to reach out to the budget committee members regarding their participation in the budget process.
  - Legarza stated he is in the process of reaching out to the members
- Member Land inquired about the TURA meetings being scheduled for Thursdays versus another day of the week. Member Land inquired about how Thursday meeting days were chosen.

- Legarza responded that he was open to suggestions on different meeting days for the Board. He mentioned that Wednesdays would work for him if the Board pleased.
- Member Land responded that typically the TURA meetings are before the City Council meetings on the first and second Wednesday of every month.
- Chair Ayers-Flood mentioned that there is a Study Session scheduled before Council and that the Board would need to coordinate with the City on ensuring times did not conflict.
- Member Dolan agreed with member Land on the scheduling
- Member Ponomareff also stated she was in favor of keeping everything on Wednesday. Ponomareff mentioned that 5:00pm worked for her on Wednesdays, but she was not sure other Board Members could meet as early as 5:00pm.
- Member Clark stated he preferred having meetings on Wednesday.
- Chair Ayers-Flood stated that this was the first conversation the Board has had about ongoing meetings. Chair Ayers-Flood said she would try to make the 5:00pm meeting time work.
- Legarza stated that the Wednesday meeting schedule would work. Legarza also mentioned that the TURA bylaws only require one meeting a month, and mentioned that the Board could discuss moving to one meeting, rather than two, in the future.
- Member Land wanted to ensure that the budget dates were adjusted to reflect Wednesdays

## 5. Agenda Items for the Next Meeting

Jon Legarza - Executive Director

Legarza mentioned that in the next meeting staff will discuss priorities with the Board on the Gateway Project. Legarza also mentioned he is working on Phase I tasks. Chair Ayers-Flood mentioned that there is an Executive Director Report item that can be added to the agenda.

## 6. Adjournment at 5:30 PM

Respectfully submitted by:

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Jon Legarza, Executive Director

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**STUDY SESSION MEETING MINUTES  
HELD ELECTRONICALLY  
May 20, 2020 — 5:00 p.m.**

*Study Session, Regular Council & TURA meetings are being digitally recorded  
and will be available on the City website.*

**1. Call to Order/Roll Call at 5:01 p.m.**

<b>Members Present:</b>	<b>Members Absent:</b>
Chair Ayers-Flood Member Berlant Member Land Member Dolan Member Harrison Member Ponomareff Member Clark	
<b>Also Present:</b>	
Jon Legarza, Executive Director	

**2. Speakers Heard on Non-Agenda Items**

None.

**3. Discussion of Board's Budget Priorities: Gateway Project, Town Hall Renovation, 102 Home Street**

Report by Jon Legarza

Legarza stated that he added the time to the study session to allow the Board to discuss what they would like to see in the FY 2020-21 Budget. Legarza stated that he wanted to give the Board some time to discuss how they see the Gateway Project, Town Hall Renovation Project and 102 Home Street in next year's budget. Legarza also shared with the Board a request from the City Manager of Talent requesting that the TURA Board renew the \$250,000 appropriation for the Town Hall renovation project.

Discussion:

- Member Dolan stated that she was unclear about what the priority would be for 102 Home Street with TURA's Budget. Dolan stated that she always figured that TURA could sell the building to supplement the budget for the Gateway and Town Hall project.
  - Legarza responded that the in the Regular meeting, there is an item that proposes staff obtain an appraisal to determine fair market rent and fair market value of the 102 Home Street Property for the Board to make a future determination on the property.
- Member Ponomareff stated that Gateway Project is a key priority. Ponomareff inquired if the Town Hall renovation project budget was \$250,000
  - Legarza clarified that the budget for the Town Hall Renovation project in the FY 2019-20 was \$250,000, and that the City has requested that appropriation be renewed into the next FY. Legarza mentioned that he believes that TURA should work closer with the City to clearly define the scope and timeline of work for the Town Hall Project. Legarza clarified that he wants to Board to identify areas they feel are important and tasks they would like completed in the next year.
- Member Harrison stated that he would like to see the Home Street property sold, and he believes the money could be used for other projects. Harrison stated that he feels that the Town Hall Renovation project should be put on hold to next year due to economic

circumstances. Harrison stated that he believes the Board's main priority should be on the Gateway Project.

- Member Land asked Legarza to clarify the \$250,000 reappreciation request from the City.
  - Legarza affirmed that the City was just looking to extend the same appropriation into the next FY.
- Member Land mentioned that the City's communication seemed like they were planning to reduce the \$250,000 budget for the project.
  - Legarza stated that he has talked to the City Manager, and that is he working with the City to more clearly identify the scope of work the City would like to undertake on the project. Legarza stated that it is important to assist the City and define a clear scope of work for the Town Hall Renovation Project.
- Member Clark inquired if Legarza knew specifically where the \$250,000 amount originated on the Town Hall Renovation Project
  - Legarza stated that he has talked with the City. Legarza stated that the original scope of work was quite large. Legarza stated he is still working with the City to better understand what precisely would the reduced scope of work include on the Project. Legarza stated that he plans to come back to the Board once he has a better understanding of precisely what work would be completed for the \$250,000 amount.
- Member Clark followed-up with the question of whether there would be anything to be gained with lowering the figure from \$250,000 to a lower amount.
  - Legarza stated that, at this stage, not until he gets more information from the City to define the scope.
- Member Clark stated that he does not see a connection between COVID-19 and the Town Hall Renovation, and why the COVID-19 pandemic would be a reason to hold off on the renovation project. Member Clark also stated that he felt it might be unwise for the Board to liquidate the home street property in a repressed real estate market. Member Clark stated that he felt is best for the Board to look at the information from the appraisal and move forward from there.
- Chair Ayers-Flood stated that her understanding of the memo regarding the Town Hall renovation project was that the Town Hall Project estimate costs were much higher than the budgeted amount. Ayers-Flood stated that her concern was that the City never provided a detailed plan of the renovation work. Ayers-Flood stated that the original assessment of the building pointed to structural concerns on the building. Ayers-Flood stated that she had some real concerns about making budget decisions without seeing plans or scope of work on the project. Ayers-Flood stated that she sees it difficult to roll the money over without seeing more specific plans on the scope of the project. Ayers-Flood stated she would prefer that the money be allocated incrementally for the project as it progressed.
  - Legarza stated that the TURA Board can always revisit the budget with an amendment and a staff report on the project progress.
- Chair Ayers-Flood stated that she will be insisting that the Board acts on data, before allocating funds for specific projects. Ayers-Flood also agreed with Member Clark about the economic uncertainty surrounding the liquidation of the 102 Home Street. She stated that she would like to proceed very cautiously about the disposition of the building. Ayers-Flood also stated that the Gateway Project Phase Plan should be reflected in the upcoming budget.
- Member Ponomareff inquired if there were any historical building grant opportunities that TURA or the City could apply for on the Town Hall renovation project.
  - Legarza stated that there might be a great opportunity to reach out to Oregon State Historical Society to obtain grant funding for the building. Legarza mentioned that a Main Street Program could also provide some additional funding to help with the Town Hall Renovation Project.
- Member Ponomareff requested a link from Legarza on the Main Street Program. Ponomareff also inquired about TURA's façade improvement grant program. Ponomareff asked Legarza if that was a priority area he was investigating.
  - Legarza stated that he appreciated the suggestion, and that he believed that the program would be a great opportunity for the community.
- Member Ponomareff inquired with the Chair and Vice-Chair if the rehabilitation grant program was still active within the Agency

- Chair Ayers-Flood stated that it is an active matching grant program. Ayers-Flood also mentioned that due to the budget coming close to a close, it might be prudent to pick a specific allocation for the future FY budget.
- Member Clark inquired about the scope of the rehabilitation program. Clark stated that he would like to see more trees in the downtown corridor. Clark stated some TURA matching funds could be helpful for local businesses interested.
  - Legarza thanked the Board members for their suggestions. Legarza stated that many of these suggestions aligned well with the Main Street program.
- Chair Ayers-Flood inquired about the Town Hall Renovation project, asking if the Board could condition the allocation of funds on project approval.
  - Legarza stated that the Board could. He also reminded the Board that the current IGA between the City and TURA expires at the end of June 2020.
- Chair Ayers-Flood stated that Home Street is renting for \$400 per month. Ayers-Flood stated that in recent studies in the Council pointed to the fact that many of the City's property were under fair market rent. Ayers-Flood stated that she hoped to get the rental analysis quickly as possible. Ayers-Flood stated that she would like to possibly look at an immediate rent adjustment after the appraisal, if it pleased the Board.
  - Legarza stated that he could try to have the rent analysis by the next Board meeting.
- Member Ponomareff inquired about the downside of postponing the Town Hall Renovation project for an additional FY.
  - Legarza stated that he doesn't see a downside, but he feels that there needs to be a detailed scope. Legarza stated that he was not sure about the City's capacity to handle the project at the moment. Legarza stated that the City would need to dedicate a project manager to understand the project scope and drawings more clearly. Legarza stated that he can ask the City to clarify how they will manage their time on the project moving forward and who will be completing the project.
- Chair Ayers-Flood inquired if the Board could make the \$250,000 contingent on the scope of work.
  - Legarza stated that the Board could require a clearer scope, estimate, and phased timeline on the project. Legarza also stated that the board could release project funds on a phased timeline.
- Member Ponomareff inquired about a budget amendment and leaving the funds out until the Board knows more about the Town Hall project.
  - Legarza stated that TURA could always revisit the project and amend the budget once more information has been provided to move forward.

#### **4. Presentation of Gateway Project, Phase I: Detailed Timeline**

Report by Jon Legarza

Legarza stated that he completed a timeline for Phase I of the project and he presented the three main steps in Phase one: cost and engineering, market research, and evaluation phases. Legarza also stated that he is working with the environmental engineer on the DEQ work, and that he would come forward to the Board with recommendations. Legarza also stated he would email the complete timeline to the Board members.

#### **5. Presentation of TURA's New Website**

Report by Jon Legarza

Legarza mentioned that staff has mentioned their desire for the website to be better organized. Legarza presented the different pages of the website. Legarza also mentioned that he emailed the website to the Board members so they could browse it when they have free time. Legarza mentioned that he was interested in getting aerial photography of the Gateway Site in the future. Legarza pointed toward the location of documents on the Gateway Project on the website for the public or interested parties. Legarza demonstrated the areas of the Board budget and agendas. Legarza also demonstrated the contact page where members of the community can contact staff. Legarza stated that Board members

should email with any suggestions or corrections on the website. Legarza stated he planned to have the website live before the budget committee meets so that the committee members can view and understand the budget.

Discussion:

- Member Ponomareff inquired about where the website was hosted.
  - Legarza responded that the website was hosted on Wix.
- Member Ponomareff asked if it was a commercial cloud platform.
  - Legarza responded that Wix is a commercial cloud product and that he was able to purchase the urban renewal domain for TURA.
- Member Ponomareff inquired if Legarza was doing the website.
  - Legarza affirmed that he was doing the maintenance on the website.

## 6. Discussion of Board's Future Meeting Schedule

Report by Jon Legarza

Legarza apologized for the meeting date confusion. Legarza stated he spoke with the City Manager on the meeting schedule. Legarza stated that he is flexible with the meeting schedule moving forward. Legarza mentioned that the budget process will require two meetings in June. Legarza stated that he believed in July TURA might only require one meeting. Legarza then stated that there might need to be two meetings per month once the Board gets closer to entering Phase II.

Discussion:

- Chair Ayers-Flood stated that the future meeting schedule was on the Council Agenda for later this evening and that the Board would discuss the subject then.

## 7. Adjournment at 5:38 p.m.

Respectfully submitted by:

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Jon Legarza, Executive Director

*Note: These minutes and the entire agenda packet, including staff reports, referenced documents, resolutions and ordinances are posted on the City of Talent website ([www.cityoftalent.org](http://www.cityoftalent.org)) after each meeting. The minutes are not a verbatim record: the narrative has been condensed and paraphrased to reflect the discussions and decisions made.*





**REGULAR MEETING MINUTES  
TOWN HALL  
May 20, 2020 — 5:40 p.m.**

*Study Session, Regular Council & TURA meetings are being digitally recorded and will be available on the City website.*

**1. Call to Order/Roll Call at 5:40 p.m.**

<b>Members Present:</b>	<b>Members Absent:</b>
Chair Ayers-Flood Member Land Member Berlant Member Dolan Member Harrison Member Ponomareff Member Clark	
<b>Also Present:</b>	
Jon Legarza, Executive Director	

**2. Speakers Heard on Non-Agenda Items**

Paul Sheldon:

Sheldon stated that he was in the process of purchasing the property at 401 East Main Street. Sheldon stated that he was proposing a pizza restaurant and events venue for the site. Sheldon stated he was concerned about the noise ordinance Council was considering.

Chair Ayers-Flood stated that the noise permit is on the City Council agenda, and that the Council meeting will start at 6:45 p.m. in the evening with a different meeting login.

Member Clark clarified that the Council meeting will be starting upon conclusion of the Budget Committee meeting at approximately at 7:30 p.m.

**3. Consent Agenda**

None.

**4. Regular Agenda**

**4.1 Resolution 20-5, Appointment of Talent Urban Renewal Agency’s Budget Officer for Fiscal Year 2020-2021**

Staff Report – Executive Director

Legarza stated the Oregon Budget law requires a budget officer. Legarza stated that the resolution appoints the budget officer for the FY 2020-21. Legarza recommended that the TURA Board approve Resolution 20-5.

**Motion (6:30):** Member Dolan moves to approve Resolution 20-5, appointment of Talent Urban Renewal Agency’s Budget Officer for Fiscal Year 2020-2021. Ponomareff Seconded.

**Discussion:** None.

**Vote:** All ayes; motion carries.

#### 4.2 Appointment of Talent Urban Renewal Agency's Budget Committee Members for Fiscal Year 2020-2021

Staff Report – Executive Director

Legarza stated that the appointment of the budget committee members for the FY 2020-21. Legarza stated the committee members for the year are Ken Baker, Joi Riley, Larry Chase, Anna D'Amato, Felicia Hazel.

Discussion:

- Member Land inquired if the committee members were spoken to about being on the budget committee for TURA.
  - Legarza confirmed that he has spoken to each member.

**Motion (8:35):** Member Land moves to confirm the appointment of the FY 2020-2021 TURA Budget Committee, being Ken Baker, Joi Riley, Larry Chase, Anna D'Amato, and Felicia Hazel. Clark seconded.

**Discussion:** None.

**Vote:** All ayes; motion carries.

#### 4.3 Approval to Obtain Appraisal to Determine Fair Market Value and Fair Market Rent for TURA's Property at 102 Home Street

Staff Report – Executive Director

Legarza stated that the current lease at 102 Home Street is on a month-to-month basis at \$400 per month. Legarza stated that the appraisal would help the Board determine the value of the property and fair market rent.

Discussion:

- Member Land inquired if there would be any reasons to wait for the appraisal due to the impact of COVID-19 on the property market.
  - Legarza responded that he thinks it will still be helpful for the Board to have the appraisal and understand what fair rent is on the property. Legarza also stated there is a demand for housing in smaller cities, and that it would benefit the Board to have an updated understanding of the fair comparable market rent and value is on the property. Legarza stated that ultimately appraisal could help inform future decisions on the property.
- Member Dolan inquired if the ultimate goal is to sale the property rather than rent the property in the future. Dolan stated that based on her conversations with realtors, she believes there is still a big appetite for buyers and that prices are not really going down. Dolan inquired that if we want to sell it, she wondered why we would even want to look at the fair market rent.
  - Legarza responded that it would be best to come back with both the fair market rent and value, and then with both figures, staff can make a recommendation to the board on an exit strategy on the property.
- Member Dolan stated for the record that she would be in favor of bypassing looking at the long-term rental option, but that she appreciated that staff wants to bring options to the TURA Board.
- Chair Ayers-Flood stated that she appreciated that the appraisal would look at both fair market value and fair market rent. Ayers-Flood stated that she would like the information brought to the Board sooner rather than later, and then make a decision on the property. Ayers-Flood stated that the City Manager previously mentioned optimizing the rent creates a better market value for the property, and inquired if Legarza believed the same.
  - Legarza stated that he could ask the appraiser to analyze different rent figures and see the influence on the market value of the property.

**Motion (14:40):** Member Ponomareff move to approve staff obtain Appraisal to Determine Fair Market Value and Fair Market Rent for TURA's Property at 102 Home Street. Clark seconded.

**Discussion:** None.

**Vote:** All ayes; motion carries.

**5. Items from Executive Director**

Jon Legarza - Executive Director

Legarza stated that he appreciates the Board working through the earlier study session. Legarza updated the Board on the bank account transfer. Legarza stated he will be coming back to the Board with a path forward on the DEQ work on the Gateway Site. In addition, Legarza stated that he is working to finalize the scope of work for conceptual cost engineering on the Gateway Project and the charette schedule for the summer.

**6. Adjournment at 5:57 PM**

Respectfully submitted by:

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Jon Legarza, Executive Director

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# AGENDA REPORT

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**Meeting Date:** June 17, 2020  
**Staff Recommendation:** Approve

**Primary Staff Contact:** Jon Legarza  
**Estimated Time:** 10 minutes

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## **ISSUE BEFORE THE BOARD**

Public Hearing, Resolution 20-6, Adopting the Fiscal Year 2020-2021 Budget

## **BACKGROUND**

On June 3, 2002, the TURA Budget Committee approved the Proposed Budget for the Fiscal Year 2020-2021. The budget now comes before the TURA Board for adoption in Resolution 20-6, as required by state law.

## **RECOMMENDATION**

Approve Resolution

## **RELATED POLICIES**

None

## **POTENTIAL MOTIONS**

"I move to approve Resolution 20-6, a resolution of the Urban Renewal Agency of the City of Talent adopting the Fiscal Year 2020-2021 budget in the amount of \$2,214,300."

## **ATTACHMENTS**

Resolution 20-6



# RESOLUTION 20-6

**A RESOLUTION OF THE URBAN RENEWAL AGENCY OF THE CITY OF TALENT ADOPTING THE FISCAL YEAR 2020-2021 BUDGET**

**RESOLUTION ADOPTING THE BUDGET**

BE IT RESOLVED that the Urban Renewal Agency of the City of Talent hereby adopts the budget for the fiscal year 2020-2021 in the sum of **\$2,214,300**. The budget is now on file at talenturbanrenewal.com.

**RESOLUTION MAKING APPROPRIATIONS**

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2020, and for the purposes shown below are hereby appropriated as follows:

**CAPITAL PROJECT FUND**

Personnel Service	\$ 0
Materials and Services	\$ 162,000
Capital Outlay	\$ 174,000
Contingency	\$ 1,878,300
<b>Total Capital Projects Fund</b>	<b>\$ 2,214,300</b>

**DEBT SERVICE FUND**

Debt Service	\$ 0
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**SUMMARY**

<b>Total Appropriations, All Funds</b>	<b>\$ 2,214,300</b>
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The above resolution statement was approved and declared adopted on this 17th day of June, 2020 by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_

Signed by me in authentication of its adoption and passage by the Urban Renewal Agency of the City of Talent this 17th day of June, 2020.

\_\_\_\_\_  
**Darby Ayers-Flood, Chair**

ATTEST: \_\_\_\_\_  
**Jon Legarza, Executive Director**



**Budget Message  
Talent Urban Renewal Agency  
FY 2020-2021**

I am pleased to present the FY 2020-21 Annual Proposed Budget for the Talent Urban Renewal Agency. As the new executive director for the Agency, it is my promise to work as hard as I can for the residents of Talent -- ensuring their tax money is spent both carefully and strategically on projects that help the City prosper.

**Background**

The Talent Urban Renewal Agency (TURA) is a separate municipal corporation from the City of Talent, responsible for administering and implementing the urban renewal plan in Talent's Urban Renewal District. Talent's Urban Renewal Agency's Board is governed by the Mayor and City Council. The Executive Director serves as the Agency Manager of the Urban Renewal Agency.

The proposed 2020-21 TURA annual budget has been prepared pursuant to Oregon Local Budget Law and presents the recommendations of the Agency's Budget Officer and Executive Director. The Urban Renewal District is financially sound with sustainable resources needed to undertake future economic development and infrastructure projects that benefit the entire City.

Urban renewal agencies are different from taxing districts in that they do not have permanent rates, and they raise revenue primarily through Tax Increment Financing (TIF). When an urban renewal plan is created, the value of the property within its boundaries is locked in time or frozen. The agency then raises revenue in subsequent years from any value growth above the frozen amount. This value growth is referred to as the increment. The tax rate used to calculate taxes imposed for the Urban Renewal Plan is the consolidated tax rate for the taxing districts within the geographic boundaries of the Plan. These urban renewal taxes, referred to as "tax off the increment", are calculated as the consolidated tax rate times the value of the increment.

On April 1, 2019, the Agency calculated that it had \$2,594,982 in remaining maximum indebtedness (expenditure potential). Because of unexpended funds on hand, the Agency was able to collect nearly \$905,043 in additional tax increment in FY 2019-2020 before the maximum indebtedness cap is reached. As such, the 2019-2020 year was the last year that the agency received tax increment income. Following, **the Urban Renewal Debt Service Fund's** balance of approximately \$2,421,239 has been contractually transferred to **the Capital Projects Fund** in FY 2019-2020 to fund future TURA projects.



The purpose of the Talent Urban Renewal Agency is to administer the statutory tax increment revenues for funding of the goals and objectives of the Talent Urban Renewal Plan 2 through designated projects within the Urban Renewal District. The Talent Urban Renewal Agency, composed of the Mayor and City Councilors, began operating under the Oregon Urban Renewal Laws and the adopted Talent Urban Renewal Plan on March 20, 1991. On March 26, 1998, the Talent Urban Renewal Agency completed its first substantial amendment, setting a debt limit of \$17,127, 276. Today, the Urban Renewal Agency continues to work on economic development and programs to carry out the goals and objectives of the Talent Urban Renewal Plan, namely:

- 1) To diversify economic base and family wage jobs within the district;
- 2) To maintain effective, efficient and safe traffic system for vehicular and pedestrian users;
- 3) To improve and retain existing businesses; and
- 4) To improve attractive visual amenities for customers and community members throughout the district.

### **Funds**

The Urban Renewal District has two separate funds; **the Urban Renewal Debt Service Fund**, which accounts for tax increment revenue and repayment of debt obligations issued to fund Agency projects, and **the Capital Projects Fund**, where administration and project implementation are accounted for.

The Agency contracts with Healthy Sustainable Communities to manage and direct the Agency. The Agency also contracts with outside experts, including financial consultants, engineers, and attorneys on specific projects and certain administrative duties. For the coming year, the budget includes the personal service fee charged by Healthy Sustainable Communities to direct and manage the Agency. In total, contracting of Healthy Sustainable Communities represents a \$23,000 reduction in administrative costs from the previous fiscal year. Staff has also budgeted an additional \$10,000 for additional transitional administrative services that could be provided by the City during the next fiscal year -- ensuring that City employees are compensated for their time in collecting and providing previous TURA administrative and project documentation.

The budget continues to propose rent revenues and funds available for the maintenance and minor repairs on the TURA-owned property at 102 Home Street. However, staff believes there is no longer a legitimate operating reason for the Agency to own the building, and staff has hired an independent appraiser to establish a report on fair market rent and fair market value of the property. Staff will present their recommendation and findings on the property in an upcoming Board meeting. Until the Board decides the path forward with the subject property, staff

extended 2019-2020 adopted budget figures, and allocated an additional \$5,000 for repairs to the property that might be necessary to bring the property to market or market rent.

## **Proposed Projects**

### **Gateway Project**

The Agency is currently working on the Gateway Project in downtown Talent, which will represent the district's largest and potentially most transformative project to date.

The Gateway Project Master Plan requires an extension of the West Valley View arm of the roundabout to provide the major connection to the Gateway site. Regardless of the eventual development plan for the site, this extension may need to be constructed as the primary entrance to the redevelopment area. Last year's budget proposed an expenditure of \$180,000 to complete the extension. However, this previous expenditure has been removed from this year's budget and replaced with Phase I work totaling \$100,000 to complete and finalize more pressing issues and get the site ready for development. Staff has proposed a two phase plan to move forward the Board's goals on the Gateway Project. Phase one of the Gateway Project includes the following tasks:

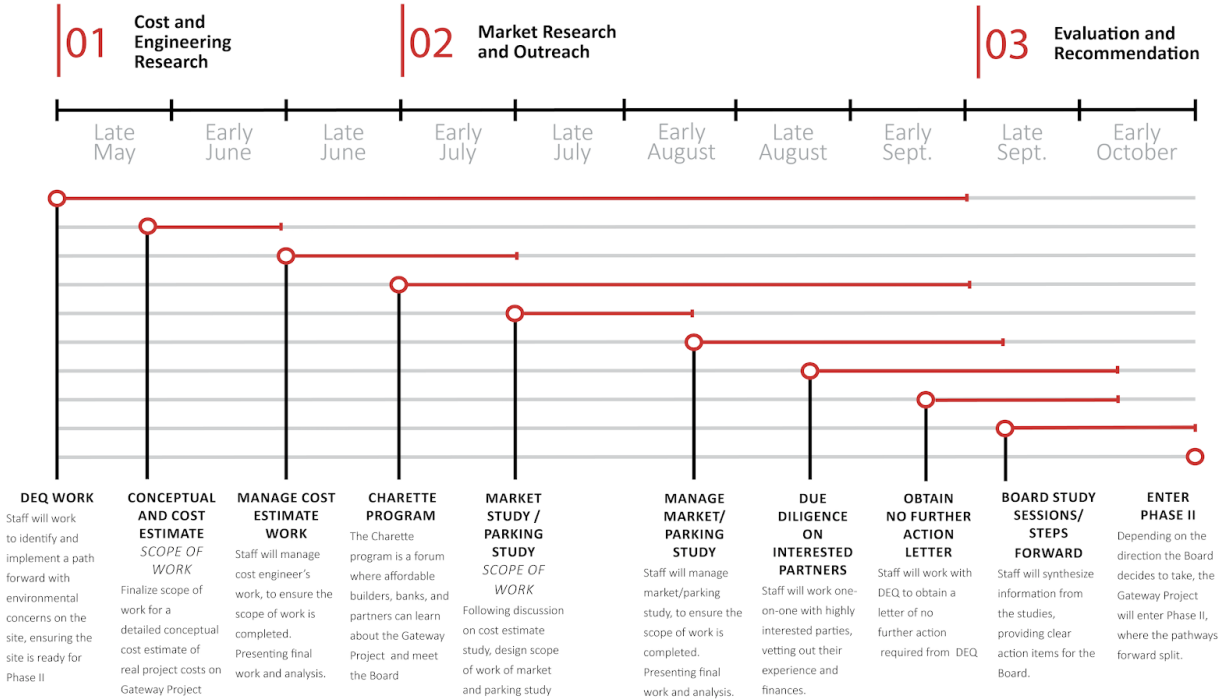
- ❑ Organize and facilitate charrettes with community, regional and national banks, affordable housing builders, developers, and regional partners to gather information to inform the structure of the project and to familiarize potential partners with project concept and goals
- ❑ Complete a detailed market study to better understand project potential and project financing gaps
- ❑ Complete a parking study to better understand the parking requirements and needs for the project
- ❑ Contract with a civil engineer to produce detailed conceptual infrastructure plans for the site
- ❑ Contract with a cost estimator to work up detailed estimates and spreadsheets on project costs
- ❑ Request letters of interest, financial history and detailed cost estimates from groups/individuals interested in project development
- ❑ Assess costs estimates from interested developers against work completed by TURA and charette partners
- ❑ Work with Environmental Engineer to obtain a DEQ No Further Action (NFA) Letter

In addition, staff has developed a detailed timeline of the Phase I work schedule to ensure each item is completed by Fall 2020:



## PHASE I: TIMELINE

Phase I of the Gateway Project provides TURA with a unique opportunity to better understand Gateway project feasibility and costs



The proposed budget appropriation of \$100,000 for the Gateway Project includes the tasks included in Phase I. Once Phase I is complete, and the Board finalizes the path forward for Phase II on the Gateway Project, staff will prepare a budget amendment that budgets additional funds necessary for the Gateway Project, Phase II.

### Town Hall Renovation

Last year's budget appropriated \$250,000 for the Town Hall Renovation Project. In addition, TURA signed an IGA with the City of Talent in late 2019 that tasked the City with managing the renovation project. The City has recently contacted TURA and expressed interest that this appropriation be renewed for FY 2020-2021. However, after consultation with the Board, staff believes it is more frugal to appropriate \$20,000 on the Town Hall Renovation Project that will allow the City to complete more due-diligence on actual project scope and cost. As such, staff has reduced the Town Hall Renovation Project's budget until a more detailed plan can be presented to the TURA Board outlining a clear scope of renovation work, more detailed project

cost figures, and additional funding availability before TURA appropriates full capital funds necessary to complete the renovation project. Staff believes that \$20,000 and a renewed IGA, outlining TURA and the City's expectations on the project before full project cost allocation, will provide the City with enough working capital to prepare more detailed staff reports to the TURA Board, clarifying project scope and cost. Once the City and the Board agrees on a specific path forward and timeline for the Town Hall Renovation Project, staff will prepare a budget amendment that budgets additional funds necessary for the Town Hall Renovation Project.

### 102 Home Street

The current lease at 102 Home Street is a month-to-month basis with TURA receiving \$400 per month. On May 20th, the Board approved staff obtain a property appraisal that would help TURA more accurately determine the value of the property. The last appraisal completed of the subject property is dated May 5, 2005. The new appraisal will provide the Board with both fair market value and fair market rent. This appraisal will ultimately help the Board decide how to move forward on the property.

### Rehabilitation Grant Program

The Board has expressed interest in making sure there are funds available for landscape, storefronts and signage to help revitalize downtown Talent. Staff has carried over the \$40,000 appropriation for storefront, landscape beautification, signage, tenant improvement layout design work to assist businesses in Talent. Staff plans to continue to investigate additional grant opportunities and provide recommendations to the Board on improving and expanding the Rehabilitation Grant Program.

### Contingency

The FY 2020-2021 budget proposes a substantial contingency of \$1,878,300. Once the Board finalizes the paths forward on the Gateway and Town Hall Renovation Projects, staff will prepare budget amendments that allocate funds to the specific projects.

### Conclusion

The Agency still has significant financial capacity to complete its projects and key goals. This year's budget carefully manages the Agency's fund and ensures due diligence is complete on projects before they are funded.

Jon Legarza | TURA Executive Director | May 27, 2020

**TALENT URBAN RENEWAL AGENCY  
CAPITAL PROJECTS FUND**

Actual FY2017-18	Actual FY2018-19	Adopted FY2019-20		Proposed FY2020-21	Approved FY2020-21	Adopted FY2020-21
<b>REVENUES</b>						
570,000	427,405	31,973	FUND BALANCE - COMMITTED	2,200,000	-	-
-	58,000	-	DONATIONS/ GRANTS/REIMBURSEMENTS	-	-	-
10,611	12,768	4,800	OTHER MISC INCOME	4,800	-	-
554,146	-	2,421,239	TRANSFER IN FOR CONTRACT OBLIGATIONS	-	-	-
200,000	-	-	SHORT TERM BORROWING	-	-	-
-	-	-	LONG TERM BOND PROCEEDS	-	-	-
-	-	-	INTEREST INCOME	9,500	-	-
<b>1,334,757</b>	<b>498,173</b>	<b>2,458,012</b>	<b>TOTAL REVENUES &amp; OTHER RESOURCES</b>	<b>2,214,300</b>	<b>-</b>	<b>-</b>

Actual FY2017-18	Actual FY2018-19	Adopted FY2019-20		Proposed FY2020-21	Approved FY2020-21	Adopted FY2020-21
<b>EXPENDITURES</b>						
<b>PERSONNEL SERVICES</b>						
-	-	-	WAGES	-	-	-
-	-	-	PAYROLL TAXES	-	-	-
-	-	-	BENEFITS	-	-	-
-	-	-	<b>TOTAL PERSONNEL SERVICES</b>	-	-	-

<b>MATERIALS &amp; SERVICES</b>						
100,000	115,000	125,000	ADMINISTRATIVE SERVICES	102,000	-	-
11,550	8,300	8,000	SUPPLIES INSURANCE AND OFFICE	8,000	-	-
2,435	-	-	TRAVEL AND TRAINING	-	-	-
8,520	3,730	6,500	AUDITOR	6,500	-	-
9,960	585	-	ENGINEER	-	-	-
2,044	6,628	25,000	LEGAL	25,000	-	-
9,939	10,235	10,500	MISCELLANEOUS AND CPA	10,500	-	-
33,450	14,201	25,000	UR CONSULTANT AND ANALYST	-	-	-
-	-	-	MISCELLANEOUS CITY ADMINISTRATIVE	10,000	-	-
<b>177,898</b>	<b>158,680</b>	<b>200,000</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>162,000</b>	<b>-</b>	<b>-</b>

<b>CAPITAL OUTLAY</b>						
-	-	-	LAND ACQUISITION	-	-	-
7,395	20,000	40,000	REHABILITATION GRANTS	40,000	-	-
-	46	5,000	102 HOME STREET	10,000	-	-
39,883	5,877	4,000	CAPITAL MAINTENANCE	4,000	-	-
-	-	-	WEST VALLEY VIEW PHASE 1	-	-	-
600,367	-	-	WEST VALLEY VIEW PHASE 2	-	-	-
-	213,231	180,000	GATEWAY PROJECT	100,000	-	-
-	12,862	-	WV PLAZA SIDEWALK INSTALLATION	-	-	-
-	6,500	250,000	TOWN HALL RENOVATION MASTER PLAN DEV.	20,000	-	-
-	45,814	-	TOWN HALL AUDIO/VIDEO	-	-	-
-	-	-	TALENT REBRANDING PLAN DEVELOPMENT	-	-	-
-	6,422	-	OLD TOWN/COMMONS PARK AMENITIES	-	-	-
-	14,651	-	MAIN ST./TALENT AVE PEDESTRIAN SAFETY	-	-	-
60,325	-	-	JOHN ST. SIDEWALKS	-	-	-
13,969	-	-	ROUNDBOUT SOLAR BEACONS	-	-	-
-	-	-	CIVIC CENTER ALLEY	-	-	-
-	-	-	TOWN HALL RAMP	-	-	-
5,076	-	-	MISCELLANEOUS IMPROVEMENTS	-	-	-
2,439	465	-	NATIVE PLANT POLLINATOR GARDEN	-	-	-
<b>729,454</b>	<b>325,870</b>	<b>479,000</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>174,000</b>	<b>-</b>	<b>-</b>

<b>UNALLOCATED FUNDS</b>						
-	-	1,779,012	CONTINGENCY	1,878,300	-	-
427,405	13,623	-	UNAPPROPRIATED ENDING FUND BALANCE	-	-	-
<b>427,405</b>	<b>13,623</b>	<b>1,779,012</b>	<b>TOTAL UNALLOCATED FUNDS</b>	<b>1,878,300</b>	<b>-</b>	<b>-</b>

<b>1,334,757</b>	<b>498,173</b>	<b>2,458,012</b>	<b>Total Capital Projects Revenues</b>	<b>2,214,300</b>	<b>-</b>	<b>-</b>
<b>1,334,757</b>	<b>498,173</b>	<b>2,458,012</b>	<b>Total Capital Projects Expenditures</b>	<b>2,214,300</b>	<b>-</b>	<b>-</b>

**TALENT URBAN RENEWAL AGENCY  
DEBT SERVICE FUND**

Actual FY2017-18	Actual FY2018-19	Adopted FY2019-20		Proposed FY2020-21	Approved FY2020-21	Adopted FY2020-21
<b>REVENUES</b>						
610,000	932,718	1,506,501	FUND BALANCE - COMMITTED	-	-	-
1,507,307	1,576,589	905,043	PROPERTY TAX	-	-	-
1,414	620	-	PROPERTY TAX INTEREST	-	-	-
1,114	-	-	OTHER MISC INCOME	-	-	-
19,875	37,153	9,694	INTEREST INCOME	-	-	-
<b>2,139,710</b>	<b>2,547,080</b>	<b>2,421,238</b>	<b>TOTAL REVENUES &amp; OTHER RESOURCES</b>	<b>-</b>	<b>-</b>	<b>-</b>

**DEBT SERVICE FUND**

Actual FY2017-18	Actual FY2018-19	Adopted FY2019-20		Proposed FY2020-21	Approved FY2020-21	Adopted FY2020-21
<b>EXPENDITURES</b>						
<b>DEBT SERVICE</b>						
-	-	-	12 BOND PRINCIPAL	-	-	-
-	-	-	12 BOND INTEREST	-	-	-
479,000	971,000	-	16 BOND PRINCIPAL (To City of Talent)	-	-	-
24,686	14,734	-	16 BOND INTEREST (To City of Talent)	-	-	-
-	-	-	BORROWING COSTS	-	-	-
200,000	-	-	PRINCIPAL SHORT TERM BORROWING	-	-	-
4,000	-	-	INTEREST SHORT TERM BORROWING	-	-	-
-	-	2,421,238	TRANS OUT FOR CONTRACT OBLIGATIONS	-	-	-
<b>707,686</b>	<b>985,734</b>	<b>2,421,238</b>	<b>TOTAL DEBT SERVICE</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>RESERVE</b>						
-	-	-	12 BOND RESERVE	-	-	-
1,432,024	1,561,347	-	RESTRICTED FOR DEBT SERVICE	-	-	-
<b>1,432,024</b>	<b>1,561,347</b>	<b>-</b>	<b>TOTAL DEBT RESERVE BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>2,139,710</b>	<b>2,547,080</b>	<b>2,421,238</b>	<b>Total Debt Service Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>2,139,710</b>	<b>2,547,080</b>	<b>2,421,238</b>	<b>Total Debt Service Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>



# AGENDA REPORT

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**Meeting Date:** June 17, 2020  
**Staff Recommendation:** Approve

**Primary Staff Contact:** Jon Legarza  
**Estimated Time:** 10 minutes

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## **ISSUE BEFORE THE BOARD**

Approve Contract for Conceptual Architectural, Engineering, and Cost Estimation Services provided by Walker Macy on the Gateway Project

## **BACKGROUND**

Staff recommends the Board approve the proposal from the Walker Macy team to prepare Conceptual Planning, Engineering and Cost Estimates due to their experience working on the Gateway Project and working with the community of Talent. The Walker Macy team is an experienced design team who will work with ORW Architecture, Powell Engineering, and DCW Cost Consultants to complete the conceptual cost engineering and design stage of Phase I. Staff believes it is helpful to have Walker Macy review the implications of the new Title 18 land use regulations on the current site plan, prioritizing the original vision of the site. Ultimately, the design team will provide two scenarios for the Board with more detailed cost estimates and drawings.

## **RECOMMENDATION**

Approve Contract

## **RELATED POLICIES**

None

## **POTENTIAL MOTIONS**

"I move to approve the contract for conceptual architectural, engineering, and cost estimation services provided by Walker Macy on the Gateway Project."

## **ATTACHMENTS**

Walker Macy, Contract and Proposal

## **TALENT URBAN RENEWAL AGENCY CONTRACT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT is entered into by and between the Talent Urban Renewal Agency, an agency of the State of Oregon, hereinafter called Agency, and Walker Macy Consultants, hereinafter called Consultant.

WHEREAS, Agency has need for the services of an individual with the specific training, ability, knowledge, and experience possessed by Consultant to conduct a Conceptual Engineering and Cost Estimation Plan to provide additional refinement data for the Phase 1 Gateway option including but not limited to; infrastructure costs, workforce housing options and detailed project cost to assist with the new approved Title 18 zoning on the Gateway project;

NOW THEREFORE, the parties agree as follows:

- I. Services. Consultant agrees to perform the services set forth in the SCOPE OF WORK (Exhibit A) appended to this agreement, and any other related services as may be reasonably requested by Agency and agreed to in writing. Work to be completed shall be under the direction of the Executive Director.
  
- II. Compensation; Billing; Payment. Agency shall pay Consultant an amount not to exceed \$51,500 for work performed and completed to Agency's satisfaction in Exhibit A (Walker Macy Proposal, date June 5, 2020). Any amounts over \$51,500 shall be agreed to in writing by the Executive Director.

Payments shall be based on itemized monthly invoices that Consultant shall submit to the Agency on the 30<sup>th</sup> day of each month of the contract. Upon request, Consultant will provide the Executive Director with supporting documents and records evidencing the progress made on the project to date. Consultant shall not perform, and Agency shall not pay, for any Consultant services which are outside the Scope of Work described in Exhibit A of this Agreement unless Agency provides prior written consent for such work.

Payments. Agency will review Consultant's invoice and, if there are no disputes or disagreement with the invoice, Agency shall pay the invoice amount due within fifteen (15) days of invoice approval.

Expense Reimbursement. Agency shall reimburse Consultant for pre-approved expenses reasonably incurred by Consultant in furtherance of its work under this Agreement. No other reimbursements are contemplated under this Agreement. Consultant shall obtain Agency's written authorization prior to incurring any expenses. No such expense shall be reimbursed unless written authorization has been obtained from Agency. Consultant will provide appropriate documentation and receipts for expenditures when submitting requests for reimbursement.

- III. Independent Contractor. Consultant is an independent contractor for all purposes and is not entitled to any compensation or benefits other than the compensation provided for under this Agreement. While Agency reserves the right to set various work schedules and evaluate the quality of Consultant's completed work, Agency will not control the means and manner of Consultant's performance. Consultant is responsible for determining the appropriate means and manner of performing the work provided for under this Agreement. Consultant is responsible for all federal and state taxes applicable to any compensation paid to Consultant under this Agreement and will not have any amounts withheld by Agency to cover Consultant's tax obligations.
- IV. Federal Funds. If payment under this Agreement is to be charged against federal funds, Consultant certifies that Consultant is not currently employed by the federal government and the amount charged does not exceed Consultant's normal charge for the type of service provided.
- V. No Benefits. Consultant will not be eligible for any federal Social Security, unemployment insurance, Public Employees Retirement System benefits, or any insurance-related benefits from payments made pursuant to this Agreement, except as a self-employed individual.
- VI. Compliance with Laws. Consultant shall comply with all federal, state and local laws and ordinances applicable to the work done under this Agreement, including, without limitation, applicable provisions of the Oregon Public Contract Code including ORS 279B.020, 279B.220, 279B.230, and 279B.235.
- VII. No Subcontracts or Assignment. Consultant shall not subcontract, assign or transfer any work scheduled under this Agreement, except as authorized within the Scope of Work, without the prior written consent of the Agency, which may be withheld in the Agency's sole discretion. Notwithstanding Agency approval of a

subcontractor, the Consultant shall remain obligated for full performance under this Agreement, and the Agency shall incur no obligation other than its obligations under this Agreement. The Consultant agrees that if subcontractors are employed in the performance of this Agreement, the Consultant and its subcontractors are subject to all requirements of this Agreement and Oregon law.

- VIII. Covenants. Consultant agrees to faithfully and diligently perform the duties required by this Agreement and will not engage in any activity that is or may be contrary to the welfare, interest, or benefit of the Agency.
- IX. Termination. Either party may terminate this Agreement after fourteen (14) days written notice to the other party, with or without cause. The parties may also mutually agree to terminate this Agreement at any time. Upon termination, Consultant shall be entitled to payment in accordance with the terms of this Agreement for any work done pursuant to this Agreement that is completed and accepted before termination, less previous amounts paid and any disputed invoice amounts. Pursuant to this paragraph, Consultant shall submit an itemized invoice for all unreimbursed work done pursuant to this Agreement that is completed before termination, and all Agreement closeout costs actually incurred by Consultant. Agency shall not be liable for any costs invoiced later than thirty (30) days after termination unless Consultant can show good cause beyond its control for the delay.
- X. Indemnification and Standard of Care. Consultant agrees, to the fullest extent permitted by law, to indemnify, defend, and hold Agency harmless from any damage, liability or cost (including reasonable attorney fees and costs of defense) to the extent caused by Consultant's intentional or negligent acts, errors or omissions in the performance of this Agreement by Consultant or her employees, officers or agents. The standard of care applicable to Consultant's work will be the degree of skill and diligence normally employed by professional consultants performing the same or similar services. Consultant will re-perform any services not meeting this standard without additional compensation.
- XI. Agency agrees, to the fullest extent permitted by law, to indemnify, defend, and hold Consultant harmless from any damage, liability or cost (including reasonable attorney fees and costs of defense) to the extent caused by Agency's intentional or negligent acts, errors or omissions in the performance of this Agreement by Agency or its employees, officers or agents.



- XII. Applicable Law. This Agreement shall be construed in accordance with Oregon law.
- XIII. Severability. If any part, term or clause of this Agreement is held by a court or arbitrator to be unenforceable, of no effect, or in conflict with any law, the validity of the remaining provisions and clauses shall not be affected and the rights and obligations of the parties shall be construed and in force as if the contract did not contain the particular part, term or clause held to be unenforceable.
- XIV. Entire Agreement. This Agreement represents the entire agreement between Agency and Consultant. No prior oral or written understanding shall be a force or effect with respect to any matters covered by the Agreement. This Agreement may not be amended except in a writing signed by both parties.
- XV. Notices. Notices required to be given under this Agreement shall be in writing and personally delivered or sent by electronic mail to the parties as below.

CONSULTANT:

AGENCY:

By: \_\_\_\_\_

By: \_\_\_\_\_

Michael W Zilis  
Walker Macy Consultants  
[mzilis@walkermacy.com](mailto:mzilis@walkermacy.com)

Jon Legarza  
Executive Director  
[jon@talenturbanrenewal.com](mailto:jon@talenturbanrenewal.com)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

June 5, 2020

**Jon Legarza**

Talent Urban Renewal Agency  
City of Talent *[via email]*

**Re: Professional Services Proposal  
Talent Gateway Plan Refinement**

Dear Jon:

We are pleased to have the opportunity to work with the TURA in refining the vision for the redevelopment of the Gateway site in Talent, Oregon. The intent is to refine the 2018 plan to reflect new code developments on the potential development program. TURA is also seeking information on the utilities, public roads and open spaces including probable costs. While public engagement is not anticipated in this effort, the plan is intended to continue to be appealing to the community, regulators, potential developers and decision-makers.

Our proposed team for this effort includes: ORW Architecture, who was part of our 2018 study team, Powell Engineering based in Medford and DCW cost consultants

**(Please note, the following proposal assumes that the current Covid-19 social distancing conditions will continue and that all meetings will be conducted via conference call. We propose to use GoTo meeting, which allows for video conferencing and screen sharing.)**

**Scope of Work**

**1. Base Information and Kickoff Team Call**

- Conduct a kickoff video conference call to review this effort's goals and discuss potential changes to the program
- Obtain project site utility information
- Review implications of the City's adoption of Title 18 land use regulation.

**Meetings:**

- *Kickoff call with Walker Macy, ORW, Powell Engineering and TURA*

**Schedule: June 2020**

**2. Concept Plan Refinement Scenarios**

TURA is seeking two refinements scenarios of the plan. The first scenario is a refinement of the 2018 plan with the inclusion of affordable housing in place of the senior housing. The second scenario applies increased densities based on Title 18. The plan will include affordable housing and potential increased densities on the other parcels including possible mixed use. Both scenarios will include definition of utility service, public roadways and public open spaces

- Develop conceptual building programs and footprints for affordable housing and increased densities based on the City's Title 18 adoption.
- Develop Scenario 1 and 2
- Define utility services, sizing and routing for each scenario.
- Share findings with the TURA and discuss opportunities.

**Meetings:**

- *Conference call to review draft scenarios.*

**Products:**

- *Sketch concept plans, unit counts and site areas*
- *Utility routing and sizing*

**Schedule: July 2020**

**3. Finalize Scenarios, Utility Concepts and Cost Estimates**

- Refine both scenarios based on input received
- Refine utility and roadway alignments for each scenario
- Estimate probable costs for the public improvements including the utilities, streets and open space for both scenarios. Provide square footage construction costs ranges for buildings

**Meetings:**

- *Two conference calls with TURA and Jon Legarza*
- *One presentation to the TURA Board*

**Products:**

- *Two Illustrative Scenario drawings, with area and unit calculations*
- *Utility alignments, connections to existing, and capacity for both scenarios*
- *Planning-level cost estimate for both scenarios*

**Schedule: August 2020**

**Schedule and Fees**

We propose that the scope of work described above could be accomplished by early September 2020.

We propose to accomplish the above scope of work within a budget of **\$51,500 plus expenses**, with the following breakdown by project task:

<b>Task1: Base Information and Kickoff Team Call</b>	<b>\$3,000</b>
<b>Task 2: Concept Plan Refinement Scenarios</b>	<b>\$21,000</b>
<b>Task 3: Final Scenario, utility concepts, cost estimating</b>	<b>\$27,500</b>
<b>TOTAL</b>	<b>\$51,500 plus exp.</b>

Work will be billed monthly based on percentage of work complete. Expenses will be billed in addition to fees, at cost.

We appreciate the opportunity to collaborate on this important project. Please let me know if you have any questions or need clarifications regarding this proposal.

Sincerely,  
WALKER MACY

Michael W Zilis  
Principal



# AGENDA REPORT

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**Meeting Date:** June 17, 2020  
**Staff Recommendation:** Approve

**Primary Staff Contact:** Jon Legarza  
**Estimated Time:** 10 minutes

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## **ISSUE BEFORE THE BOARD**

Approve Contract for Environmental Abatement Services Provided by Alpine Environmental Consultants on the Gateway Project

## **BACKGROUND**

Staff recommends moving forward with the supplemental engineering services that are necessary to obtain a No Further Action letter from DEQ and prepare a contamination plan that will be utilized in marketing the Gateway Site. Staff has also inquired with the Business Oregon Brownfield Department to request additional funding assistance in completing this work.

## **RECOMMENDATION**

Approve Contract

## **RELATED POLICIES**

None

## **POTENTIAL MOTIONS**

“I move to approve the contract for Environmental Supplemental Services Provided by Alpine Environmental Consultants on the Gateway Project”

## **ATTACHMENTS**

Alpine Environmental, Contract and Proposal

## **TALENT URBAN RENEWAL AGENCY CONTRACT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT is entered into by and between the Talent Urban Renewal Agency, an agency of the State of Oregon, hereinafter called Agency, and Alpine Environmental Consultants, LLC., hereinafter called Consultant.

WHEREAS, Agency has need for the services of an individual with the specific training, ability, knowledge, and experience possessed by Consultant to conduct a Supplemental Investigation Work Plan, Pre-Field Activities, Soil and Groundwater Sampling, Laboratory Analyses, Data Evaluation and Reporting and who previously conducted a Phase I & 2 Environmental Assessment for the Agency;

NOW THEREFORE, the parties agree as follows:

- I. Services. Consultant agrees to perform the services set forth in the SCOPE OF WORK (Exhibit A) appended to this agreement, and any other related services as may be reasonably requested by Agency and agreed to in writing. Work to be completed shall be under the direction of the Executive Director.
  
- II. Compensation; Billing; Payment. Agency shall pay Consultant an amount not to exceed \$18,272.00 for work performed and completed to Agency's satisfaction in Exhibit A (tasks 1-7). Any amounts over \$18,272.00 shall be agreed to in writing by the Executive Director.

Payments shall be based on itemized monthly invoices that Consultant shall submit to the Agency on the 30<sup>th</sup> day of each month of the contract. Upon request, Consultant will provide the Executive Director with supporting documents and records evidencing the progress made on the project to date. Consultant shall not perform, and Agency shall not pay, for any Consultant services which are outside the Scope of Work described in Exhibit A of this Agreement unless Agency provides prior written consent for such work.

Payments. Agency will review Consultant's invoice and, if there are no disputes or disagreement with the invoice, Agency shall pay the invoice amount due within fifteen (15) days of invoice approval.

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CONSULTANT:

AGENCY:

By: \_\_\_\_\_

By: \_\_\_\_\_

Jonathan Williams  
Alpine Environmental Consultant  
jwilliams@alpine-env-llc.com

Jon Legarza  
Executive Director  
jon@talenturbanrenewal.com

Date: \_\_\_\_\_

Date: \_\_\_\_\_





**Alpine Environmental Consultants, LLC**

12208 Antioch Road  
White City, Oregon 97503  
541.944.4685  
jwilliams@alpine-env-llc.com

May 13, 2020

Mr. Jon Legarza  
Executive Director of the Talent Urban Renewal Agency  
City of Talent  
100 East Main Street  
Talent, Oregon 97540

RE: Proposal and Cost Estimate - Supplemental Leaking Underground Storage Tank Investigation, Talent Gateway Redevelopment Property at the Intersection of West Valley View Road and South Pacific Highway, Talent, Oregon

Dear Mr. Legarza,

As requested by the Talent Urban Renewal Agency (TURA), this letter proposal provides a scope of work and cost estimate for Alpine Environmental Consultants, LLC (AEC) to complete a supplemental investigation of soil and groundwater in effort to close out the Leaking Underground Storage Tank (LUST) file at the Talent Gateway Redevelopment Property in Talent, Oregon (the Site). The Site consists of three tax lots covering approximately 4.23 acres of property. The LUST file for the Site is identified as LUST file 15-18-1358.

**BACKGROUND**

During the period 2016 through 2019, AEC assisted TURA in evaluating potential environmental impacts at the Site and surrounding properties. This work included the following:

- Completion of a Phase I Environmental Site Assessment (ESA) for Tax Lot 2700, addressed as 102 South Pacific Highway.
- Completion of a Phase I ESA for Tax Lot 2800, addressed as 104 South Pacific Highway.
- Completion of a Phase I ESA for the property occupied by the Talent Irrigation District (TID) located immediately west of the Site.
- Completion of asbestos surveys and asbestos abatement of the structures at 102 and 104 South Pacific Highway prior to demolition.
- TURA oversaw demolition of the structure located at 102 South Pacific Highway and AEC oversaw demolition of the structure located at 104 South Pacific Highway.

- Site-specific Subsurface Mapping Survey (SMS) to identify the potential presence of underground storage tanks.
- Excavation of test pits where the SMS identified anomalies and the identification of two USTs.
- Drilling of 10 soil borings and the installation of 10 temporary wells from which soil and groundwater samples were collected and analyzed to characterize the potential presence of residual petroleum hydrocarbon contamination due to historical petroleum use and storage at the Site and an adjacent property.
- The decommissioning by removal of two USTs that were identified at the Site. Prior to decommissioning, liquid and sludge samples were collected from the USTs.
- Remediation of UST-related petroleum-contaminated soil (PCS) at the Site through excavation, proper off-Site disposal, and backfilling.
- Collection of 15 soil samples and one Pit Water Sample from the UST excavation to characterize residual petroleum hydrocarbon contamination after UST removal and remediation activities.
- Identification and removal of two oil-water separators and associated PCS as part of building foundation removal on the property addressed as 102 South Pacific Highway.

The work described above was documented in a report prepared by AEC for the City of Talent and the Oregon Department of Environmental Quality (DEQ) entitled *Phase II Environmental Site Assessment, UST Decommissioning, and Demolition Activities* dated October 30, 2019.

In an email from Mr. Chris Richardson of DEQ to Mr. Jonathan Williams of AEC dated November 21, 2019, Mr. Richardson provided comments on the above-referenced report as well as a request for additional characterization of soil and groundwater to better document the extent of contamination before DEQ can issue a No Further Action (NFA) letter for the Site and close LUST file 15-18-1358. Please note that given residual contamination in soil and groundwater in the vicinity of the two decommissioned USTs on the northeast corner of the Site, AEC anticipates the NFA will be conditional in nature.

During the period December 2019 through early May 2020, AEC communicated with personnel from the City of Talent and DEQ regarding this issue. In addition, Ms. Mary Camarata of DEQ contacted Ms. Karen Homolac of Business Oregon to ascertain whether additional grant or low interest loan funding from Business Oregon might be available to collect supplemental data adequate to issue an NFA letter and close LUST file 15-18-1358. Based on a follow up call with Ms. Camarata of DEQ, AEC understands Ms. Homolac of Business Oregon may have additional funding available for TURA.

## **OBJECTIVE**

The objective of the Supplemental Investigation is to collect additional soil and groundwater quality data in the vicinity of the two decommissioned USTs that were located on the northeast corner of the Site to better document the extent of contamination before DEQ can issue an NFA

letter for the Site and close LUST file 15-18-1358. AEC anticipates the analytical results for soil and groundwater samples collected during the supplemental investigation will either characterize the extent of contamination or provide a robust enough dataset to demonstrate adequate attenuation between the former UST area and off-Site receptors.

### **PROPOSED SCOPE OF WORK**

In order to meet this objective, AEC recommends the following scope of work be pursued. The scope of work has been broken into the following tasks:

#### **Task 1 – Prepare Supplemental Investigation Work Plan**

Prior to implementing the Supplemental Investigation, AEC will prepare a Work Plan describing the scope of recommended work. This will include a map illustrating proposed boring locations, a sampling and analysis plan, and a Quality Assurance Project Plan (QAPP) that complies with DEQ's Underground Storage Tanks Program's QAPP requirements dated June 20, 2016. AEC's Work Plan will be submitted to TURA for review prior to submittal to DEQ.

#### **Task 2 – Supplemental Investigation Pre-Field Activities**

Prior to any subsurface disturbances associated with drilling any soil borings, AEC will contact the Utility Notification Center in order to locate and trace any potential public ungrounded infrastructure of pipes, mains, and utility lines that may be present in the vicinity of the proposed soil boring locations. The Utility Notification Center provides this service at no cost. Additionally, AEC will use a private locator (Rogue Locating, LLC of Butte Falls, Oregon) to identify any private underground pipes, mains, or utility lines that may be located on the Site in the vicinity of proposed soil boring locations.

AEC will also schedule subcontractors and prepare all necessary equipment for field investigation activities.

#### **Task 3 – Supplemental Investigation Soil and Groundwater Sampling**

AEC will supervise the drilling of three soil borings using a direct-push drilling rig, and these three borings will also be completed as temporary wells to facilitate the collection of groundwater samples. The locations of these three borings will be based on previous analytical results, the proximity of underground utilities, and input from DEQ.

The three proposed soil borings will each be advanced to an estimated depth of 20 feet below ground surface (bgs) with a direct-push drilling rig using an Oregon-licensed driller. Specifically, AEC proposes to use a small track-mounted direct-push rig provided by Bergeson-Boese Associates (BB+A) of Eugene, Oregon.

AEC personnel will collect one primary soil sample and one primary groundwater sample from each of the three soil borings for a total of three primary soil samples and three primary groundwater samples. In order to meet DEQ's QAPP requirements, AEC will also collect the following quality control samples:

- A trip blank.
- A rinsate blank from the drive shoe of the drilling rod.
- One field duplicate soil sample. Thus, a total of four soil samples will be collected (i.e., three primary samples and one duplicate sample).
- One field duplicate groundwater sample. Thus a total of five water samples will be collected (i.e. three primary groundwater samples, one duplicate groundwater sample, and one rinsate sample).

Soil samples will be collected from the liners of the soil borings. Soil samples will likely be collected near the groundwater interface, though deeper soil samples may be collected in the event soil contamination is identified. Soil samples will be field-screened with a photoionization detector (PID) for volatile organic compounds (VOCs), petroleum-like odors, and/or petroleum-like staining. The total number of soil samples will be driven by observations made in the field, though for the purposes of this proposal it is assumed three soil samples will be collected.

A log of soil from each of the three soil borings will be prepared in the field by an Oregon-registered geologist or a trained geologist working under the supervision of an Oregon-registered geologist. Field logs will be prepared and include the project name and location, name of the drilling subcontractor, drilling method, sampling method, soil sample depths, and descriptions of the soils encountered. Subsurface lithology will be described consistent with the American Society for Testing and Materials (ASTM) D2488-84, *Standard Practice for Description and Identification of Soils* (Visual-Manual Procedures).

Groundwater samples will be collected from each of the three soil borings using temporary wells completed with both blank and screened casing made of polyvinyl chloride (PVC). Each temporary well will be purged prior to groundwater sample collection to reduce turbidity of the groundwater samples. Following purging, groundwater samples will be collected using a peristaltic pump and groundwater samples will be transferred directly to laboratory-supplied containers. Groundwater purging and sampling activities will be completed with a peristaltic pump.

After groundwater sample collection has been completed from the three soil borings and temporary wells, the PVC casings will be removed from the borings and the borings will be backfilled with bentonite chips consistent with Oregon Water Resources Department regulations.

Before and between the drilling of soil borings, drilling equipment will be cleansed using an Alconox (or similar) solution and rinsed with de-ionized water. Any re-usable sampling equipment will also be cleansed prior to each use by scrubbing with a brush and an Alconox (or similar) solution and rinsed with de-ionized water.

During drilling, water used to clean sampling equipment as well as excess soil from the drilling rods and purged groundwater will be stored in 55-gallon drums or 5-gallon buckets. Once the final laboratory report is received, the water and soil will be disposed appropriately. This budget assumes the water and soil will not be characterized as a hazardous waste.

All soil and groundwater samples will be placed into appropriate laboratory-prepared sample containers, labeled with unique sample identifiers, placed in a cooler, and submitted to an Oregon-licensed analytical laboratory using standard AEC chain-of-custody protocol. AEC anticipates using Apex Laboratories, LLC of Tigard, Oregon, to complete the laboratory analyses using a standard 2-week turnaround time.

#### **Task 4 – Supplemental Investigation Laboratory Analyses**

Based on the potential contamination sources at the Site, the four soil samples and five water samples will be analyzed for the following:

- Total petroleum hydrocarbons in the gasoline range (TPH-Gx) by Northwest Method NWTPH-Gx. Soil samples for this method will be collected using 5035 (e.g. TerraCore) kits to minimize volatilization.
- Total petroleum hydrocarbons in the diesel and oil range by NWTPH-Dx.
- Total lead by US Environmental Protection Agency (USEPA) Methods 6020. For the water samples, both total and dissolved lead will be analyzed after field filtering using 0.45-micron filters.
- Volatile Organic Compounds (VOCs) by USEPA Method 8260. VOCs are the individual constituents in gasoline (e.g. benzene). Soil samples for this method will be collected using 5035 (e.g. TerraCore) kits to minimize volatilization
- Polycyclic aromatic hydrocarbons (PAHs) by USEPA Method 8270D with Selective Ion Monitoring (SIM). PAHs are the individual constituents in motor oil, hydraulic oil, and diesel fuel.

#### **Task 5 – Data Evaluation and Reporting**

AEC will prepare a Supplemental Investigation Report which will contain a summary of the sampling activities. The report will include a description of the soil boring, soil sampling, and groundwater sampling activities. The report will also include analytical data tables with a comparison to applicable generic DEQ risk-based concentrations (RBCs) for occupational receptors, figures illustrating sampling locations, soil boring logs, and photographs documenting field activities. The Supplemental Investigation Report will tier off of AEC's report *Phase II Environmental Site Assessment, UST Decommissioning, and Demolition Activities* and

dated October 30, 2019. The Supplemental Investigation Report will also include responses to DEQ's comments documented in DEQ's email dated November 21, 2019. AEC anticipates the Supplemental Investigation Report will be prepared and submitted to TURA within 2 weeks of receiving the final analytical laboratory report.

## **PROJECT TEAM**

The project will be managed by Jonathan Williams, RG, Senior Hydrogeologist, assisted by Antonela Vadan, RG, Senior Geologist and Mr. Toby Shallcross, Project Geologist. This team of personnel has worked together for more than 10 years on numerous projects in southwest Oregon and the Pacific Northwest.

## **KEY ASSUMPTIONS**

In preparing this Supplemental Investigation scope of work and cost estimate, AEC has assumed the following:

- During their review of the Supplemental Investigation Work Plan, DEQ will concur that soil and groundwater samples collected from three soil borings will be adequate to better document the extent of contamination before DEQ can issue a No Further Action (NFA) letter for the Site and close LUST file 15-18-1358.
- Soil and groundwater quality data collected during the Supplemental Investigation will be adequate to demonstrate attenuation of contamination to below concentrations of concern to off-Site receptors without the need for any contaminant fate and transport modeling. If modeling is required, additional out of scope costs may be incurred.
- Soil and water generated during the Supplemental Investigation will not be considered hazardous waste.
- Costs associated with DEQ oversight for reviewing the Supplemental Investigation Work Plan and Report are separate and not included in this cost estimate.

## **BUDGET AND SCHEDULE**

AEC's estimated cost to complete all four tasks is \$18,272 (see **Table 1** – Estimated Project Budget), and will be conducted on a time and materials basis consistent with the attached rate sheet. Please note that approximately 52 percent of the total budget is associated with subcontractor and outside services (i.e., private utility locator, licensed driller, and analytical laboratory). The estimated cost and proposed scope of work are based on information available to AEC at this time. If conditions change, unforeseen circumstances are encountered, or work efforts are redirected, the cost estimate may require modification. AEC can begin work on this project immediately after receiving your authorization to proceed.

Mr. Jon Legarza  
May 13, 2020

The schedule will be dependent on DEQ's ability to review the Supplemental Investigation Work Plan and driller availability. AEC anticipates the Supplemental Investigation Report will be available for TURA review within one month of completing the field work.

This proposal is valid for 60 days.

Please feel free to contact me at 541-944-4685 or [jwilliams@alpine-enc-llc.com](mailto:jwilliams@alpine-enc-llc.com) if you have any questions about our proposal.

Sincerely,

**Alpine Environmental Consultants, LLC**



Jonathan D. Williams, RG  
Senior Hydrogeologist, Principal

Attachments:

Table 1 - Estimated Budget  
Rate Sheet

**Table 1. Estimated Project Budget  
Supplemental Investigation  
Gateway Redevelopment Property in Talent, Oregon**

Task	Hours	Labor Costs	Direct Costs	Subs/ Outside Services	Total
1 - Prepare Supplemental Investigation Work Plan	8	\$ 1,090	\$ -	\$ -	\$ 1,090
2 - Supplemental Investigation Pre-Field Activities	3	\$ 455	\$ -	\$ 230 <sup>a</sup>	\$ 685
3 - Supplemental Investigation Soil and Groundwater Sampling	16	\$ 2,320	\$ 371	\$ 3,899 <sup>b</sup>	\$ 6,590
4 - Supplemental Investigation Laboratory Analyses	2	\$ 330	\$ 10	\$ 5,388 <sup>c</sup>	\$ 5,728
5 - Supplemental Investigation Data Evaluation and Reporting	32	\$ 4,180	\$ -	\$ -	\$ 4,180
<b>Project Totals</b>	<b>61</b>	<b>\$ 8,375</b>	<b>\$ 381</b>	<b>\$ 9,516</b>	<b>\$ 18,272</b>
<b>Notes:</b>					
<sup>a</sup> Includes private utility locator.					
<sup>b</sup> Includes licensed driller cost (mobilization, field time, and materials).					
<sup>c</sup> Includes Apex laboratory costs, LLC cost and overnight shipping of samples. This budget estimate includes the advancement of three soil borings and analyses of four soil samples, five water samples, and a trip blank.					
Direct costs include roundtrip mileage, PID, field supplies (e.g. filters, gloves), and ice for packing samples.					



**ALPINE ENVIRONMENTAL CONSULTANTS, LLC**  
**CONFIDENTIAL BUSINESS INFORMATION**  
**Standard Rates**

**SCHEDULE OF PROFESSIONAL FEES AND EXPENSE CHARGES**

January 1, 2020 through December 31, 2020

**Labor Rates**

<i>Billing Title</i>	<i>Hourly Rate</i>
Principal, Senior Scientist	\$165
Senior Engineer	\$155
Environmental Specialist/Geologist II	\$135
Environmental Specialist/Archaeologist	\$125
Environmental Specialist/Geologist I	\$115
Environmental Technician	\$90
CAD/GIS Analyst	\$90
Administrative Assistant	\$55

**Equipment Fees and Expense Charges**

<i>Item</i>	<i>Fee</i>
Mileage Rate	IRS Rate
Off-Road Vehicle (4X4)	\$35 per day
Other Field Equipment	Varies by Equipment
Black and White Copies	\$0.15 per page
Color Copies	\$0.75/\$1.00 per page
Handling Charge for Subcontractors	15%
Rental Vehicles	Rental Cost plus fuel and 15%

Expert Witness Testimony  
 Deposition and Trial testimony, 150% of the hourly rates plus expenses.  
 Preparation time, standard hourly rates plus expenses.



June 9, 2020

Alpine Environmental Consultants, LLC  
jwilliams@alpine-env-llc.com

Between November 2016 and May 2020, AEC completed the following tasks at the request of TURA for the Gateway Property:

1. November 2016 – Phase I Environmental Site Assessment (ESA) Report prepared for the Talent Irrigation District property addressed as 104 West Valley View Road and 209 Talent Avenue.
2. November 2016 – Phase I ESA Report prepared for the property addressed as 102 South Pacific Highway.
3. January 2017 – Phase I ESA Report prepared for the property addressed as 104 South Pacific Highway. This effort also included an asbestos survey for the structures located at 102 and 104 South Pacific Highway.
4. October 2020 – During the period September 2018 through October 2019, a Phase II ESA investigation was completed at the Site which included the following tasks:
5. A Site-specific Subsurface Mapping Survey (SMS) to identify the potential presence of underground storage tanks;
  - A Site-specific Subsurface Mapping Survey (SMS) to identify the potential presence of underground storage tanks (USTs).
  - Excavation of test pits where the SMS identified anomalies and the identification of two USTs;
  - Drilling of 10 soil borings and the installation of 10 temporary wells from which soil and groundwater samples were collected and analyzed to characterize the potential presence of residual petroleum hydrocarbon contamination due to historical petroleum use and storage at the Site and an adjacent property;
  - The decommissioning by removal of two USTs that were identified at the Site. Prior to decommissioning, liquid and sludge samples were collected from the USTs;
  - Remediation of UST-related petroleum-contaminated soil (PCS) at the Site through excavation, proper off-Site disposal, and backfilling;
  - Collection of 15 soil samples and one Pit Water Sample from the UST excavation to characterize residual petroleum hydrocarbon contamination after UST removal and remediation activities.
  - Identification and abatement of asbestos containing materials (ACMs) in two buildings at the Site;
  - Demolition of two Site buildings and their associated foundations;
  - Identification and removal of two oil-water separators and associated PCS as part of building foundation removal on TL 2700; and
  - Preparation of a comprehensive Phase II ESA Report documenting all of these activities and submitted to TURA and DEQ.
6. During the period January through May 2020, AEC provided additional technical support including the following:
  - Review of DEQ comments on the Phase II ESA Report.
  - Communication with City and DEQ personnel regarding options for next steps, including the potential for obtaining grant money from Business Oregon for a Supplemental Investigation to close out the project and obtain a No Further Action (NFA) letter from DEQ.
  - At TURA's request, prepare a proposal for completing the Supplemental Investigation.



# AGENDA REPORT

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**Meeting Date:** June 17, 2020  
**Staff Recommendation:** Approve

**Primary Staff Contact:** Jon Legarza  
**Estimated Time:** 10 minutes

---

## **ISSUE BEFORE THE BOARD**

Review of 102 Home Street Appraisal

## **BACKGROUND**

Staff has developed a decision tree in the memo attached for the 102 Home Street property.

## **RECOMMENDATION**

Staff has attached a memorandum to this agenda item. Staff believes it would be a prudent decision for the Board to list the property for sale. If an offer is received on the property, the Board could convene an Executive Session to review the offer. In the memo, staff also provides an option to the Board to raise rent on the property.

## **RELATED POLICIES**

None

## **POTENTIAL MOTIONS**

“I move for staff to raise monthly rent to \$[INSERT AMOUNT] per month for TURA property located at 102 Home Street”

“I move for staff to enter into a real estate brokerage agreement, listing the property for sale at the amount of \$[INSERT AMOUNT] for TURA property located at 102 Home Street”

## **ATTACHMENTS**

102 Home Street Memorandum  
Appraisal of 102 Home Street

June 10, 2020

To: Urban Renewal Agency of the City of Talent Board Members

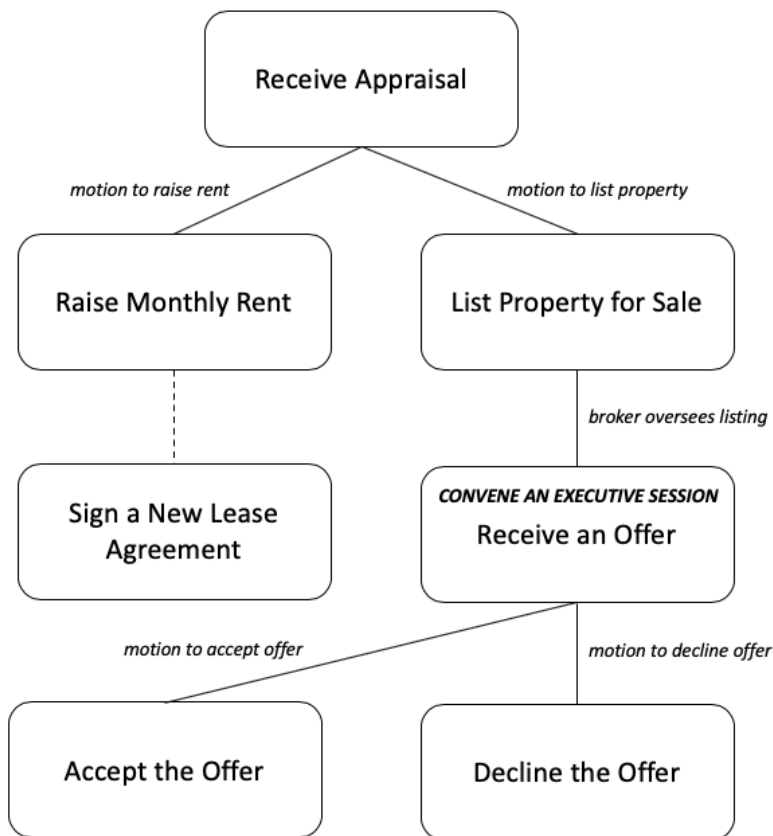
From: Jon Legarza, Executive Director

**Subject: 102 Home Street Appraisal**

The key figures from the appraisal are as follows:

**Fair Market Value:** \$155,000

**Fair Market Rent:** \$585



Please feel free to review the full appraisal at your convenience. I am always available to answer any specific questions on the appraisal. Considering these values, I believe it is best for the Urban Renewal Agency to list the property for sale. I know that some Board members brought up concern about the COVID-19 pandemic and its effects on property values. The appraiser mentions in the report that there might be an upcoming oversupply of inventory on the market. However, it still remains unclear how exactly the COVID-19 pandemic will affect the property market. As such, I believe if we list the property as soon as possible, we could avoid adverse effects from the pandemic on the real value of the asset. The property is **100 years old**. I also want to clarify that listing the property does not obligate us to sell the property.

However, accepting an offer would provide additional funding for TURA to complete Gateway tasks this year. On this, I have produced a decision tree that provides the Board with options moving forward. I have also provided a motion to raise rent on the property, if the Board desires. The current lease is on a month-to-month basis, and there is, as with all month-to-month leases, a chance that the tenant refuses the rental increase and finds another space. As always, I would be happy to work with the Board on any questions or concerns on the appraisal or steps moving forward.

# INVOICE

**FROM:**

Phoenix Appraisal  
 Margaret Nelson-Quin, SRA  
 PO Box 596  
 Ashland, OR 97520-0020

Telephone Number: (541) 531-2310 Fax Number: (866) 720-8127

**INVOICE NUMBER**

20TALHOM127

**DATE**

6/9/2020

**REFERENCE**

Internal Order #: 20TALHOM127

Client File #:

Main File # on form: 20TALHOM127

Other File # on form:

Federal Tax ID:

Employer ID:

**TO:**

Jon Legarza, Executive Director  
 Talent Urban Renewal Agency  
 110 E. Main St.  
 P.O. Box 445

Talent, OR 97540

Telephone Number:

Fax Number:

Alternate Number:

E-Mail:

**DESCRIPTION**

**Client:** Jon Legarza, Executive Director, TURA  
**Property Address:** 102 Home St  
**City:** Talent  
**County:** Jackson **State:** OR **Zip:** 97540  
**Legal Description:** See Attached Warranty Deed

**FEES**

**AMOUNT**

Appraisal of Mixed Use income property

1,100.00

**SUBTOTAL**

1,100.00

**PAYMENTS**

**AMOUNT**

Check #: Date: Description:  
 Check #: Date: Description:  
 Check #: Date: Description:

**SUBTOTAL**

THANK YOU FOR TRUSTING US WITH YOUR BUSINESS. WE LOOK FORWARD TO WORKING WITH YOU IN THE FUTURE.

**TOTAL DUE**

\$

1,100.00

# APPRAISAL OF REAL PROPERTY



## LOCATED AT

102 Home St  
Talent, OR 97540  
See Attached Warranty Deed

## FOR

Jon Legarza, Executive Director, TURA

## OPINION OF VALUE

155,000

## AS OF

05/27/2020

## BY

Margaret Nelson-Quin SRA  
Phoenix Appraisal  
P.O.Box 596  
Ashland, OR 97520  
(541) 531-2310  
margaret@phoenixappraisal.org

Borrower	Jon Legarza, Executive Director,	File No.	20TALHOM127
Property Address	102 Home St		
City	Talent	County	Jackson
		State	OR
		Zip Code	97540
Lender/Client	Jon Legarza, Executive Director, TURA		

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Borrower	Jon Legarza, Executive Director,	File No. 20TALHOM127
Property Address	102 Home St	
City	County Jackson	State OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA	

### APPRAISAL AND REPORT IDENTIFICATION

This Report is one of the following types:

- Appraisal Report (A written report prepared under Standards Rule 2-2(a), pursuant to the Scope of Work, as disclosed elsewhere in this report.)
- Restricted Appraisal Report (A written report prepared under Standards Rule 2-2(b), pursuant to the Scope of Work, as disclosed elsewhere in this report, restricted to the stated intended use only by the specified client and any other named intended user(s).)

### Comments on Standards Rule 2-3

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- Unless otherwise indicated, I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- Unless otherwise indicated, I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- I have no bias with respect to the property that is the subject of this report or the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice that were in effect at the time this report was prepared.
- Unless otherwise indicated, I have made a personal inspection of the property that is the subject of this report.
- Unless otherwise indicated, no one provided significant real property appraisal assistance to the person(s) signing this certification (if there are exceptions, the name of each individual providing significant real property appraisal assistance is stated elsewhere in this report).

### Reasonable Exposure Time


(USPAP defines Exposure Time as the estimated length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal.)

My Opinion of Reasonable Exposure Time for the subject property at the market value stated in this report is: 90-180 Days on Market

### Comments on Appraisal and Report Identification

Note any USPAP related issues requiring disclosure and any State mandated requirements:

#### APPRAISER:

Signature:   
 Name: Margaret Nelson-Quin SRA

State Certification #: CR00567  
 or State License #: \_\_\_\_\_  
 State: OR Expiration Date of Certification or License: 10/31/2020  
 Date of Signature and Report: 06/10/2020  
 Effective Date of Appraisal: 05/27/2020  
 Inspection of Subject:  None  Interior and Exterior  Exterior-Only  
 Date of Inspection (if applicable): 05/27/2020

#### SUPERVISORY or CO-APPRAISER (if applicable):

Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_

State Certification #: \_\_\_\_\_  
 or State License #: \_\_\_\_\_  
 State: \_\_\_\_\_ Expiration Date of Certification or License: \_\_\_\_\_  
 Date of Signature: \_\_\_\_\_  
 Inspection of Subject:  None  Interior and Exterior  Exterior-Only  
 Date of Inspection (if applicable): \_\_\_\_\_



# RESIDENTIAL APPRAISAL REPORT

File No.: 20TALHOM127

<b>Property Address:</b> 102 Home St	<b>City:</b> Talent	<b>State:</b> OR	<b>Zip Code:</b> 97540
<b>County:</b> Jackson		<b>Legal Description:</b> See Attached Warranty Deed	
<b>Assessor's Parcel #:</b> 1-027603-7			
<b>Tax Year:</b> 2019	<b>R.E. Taxes:</b> \$ Exempt	<b>Special Assessments:</b> \$ 0	<b>Borrower (if applicable):</b> Jon Legarza, Executive Director,
<b>Current Owner of Record:</b> City of Talent Urban Renewal Agency		<b>Occupant:</b> <input type="checkbox"/> Owner <input checked="" type="checkbox"/> Tenant <input type="checkbox"/> Vacant <input type="checkbox"/> Manufactured Housing	
<b>Project Type:</b> <input type="checkbox"/> PUD <input type="checkbox"/> Condominium <input type="checkbox"/> Cooperative <input type="checkbox"/> Other (describe)		<b>HOA:</b> \$ 0 <input type="checkbox"/> per year <input type="checkbox"/> per month	
<b>Market Area Name:</b> Central Talent		<b>Map Reference:</b> 381W23CD, TL 4401 <b>Census Tract:</b> 0017.00	

<b>The purpose of this appraisal is to develop an opinion of:</b> <input checked="" type="checkbox"/> Market Value (as defined), or <input type="checkbox"/> other type of value (describe)
<b>This report reflects the following value (if not Current, see comments):</b> <input checked="" type="checkbox"/> Current (the Inspection Date is the Effective Date) <input type="checkbox"/> Retrospective <input type="checkbox"/> Prospective
<b>Approaches developed for this appraisal:</b> <input checked="" type="checkbox"/> Sales Comparison Approach <input checked="" type="checkbox"/> Cost Approach <input checked="" type="checkbox"/> Income Approach (See Reconciliation Comments and Scope of Work)
<b>Property Rights Appraised:</b> <input checked="" type="checkbox"/> Fee Simple <input type="checkbox"/> Leasehold <input type="checkbox"/> Leased Fee <input type="checkbox"/> Other (describe)
<b>Intended Use:</b> Determining current market value as of the date of property inspection.
<b>Intended User(s) (by name or type):</b> Talent Urban Renewal Agency (TURA)
<b>Client:</b> Jon Legarza, Executive Director, TURA <b>Address:</b> 110 E. Main St, Talent, Oregon 97540
<b>Appraiser:</b> Margaret Nelson-Quin SRA <b>Address:</b> P.O.Box 596, Ashland, OR 97520

<b>Location:</b> <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban <input type="checkbox"/> Rural	<b>Predominant Occupancy</b>	<b>One-Unit Housing</b>	<b>Present Land Use</b>	<b>Change in Land Use</b>
<b>Built up:</b> <input type="checkbox"/> Over 75% <input checked="" type="checkbox"/> 25-75% <input type="checkbox"/> Under 25%	<input checked="" type="checkbox"/> Owner 90	<b>PRICE</b> (000)	<b>AGE</b> (yrs)	<input type="checkbox"/> Not Likely
<b>Growth rate:</b> <input type="checkbox"/> Rapid <input checked="" type="checkbox"/> Stable <input type="checkbox"/> Slow	<input checked="" type="checkbox"/> Tenant 10	120 Low 1	2-4 Unit %	<input checked="" type="checkbox"/> Likely * <input type="checkbox"/> In Process *
<b>Property values:</b> <input type="checkbox"/> Increasing <input checked="" type="checkbox"/> Stable <input type="checkbox"/> Declining	<input type="checkbox"/> Vacant (0-5%)	489 High 120	Multi-Unit 0%	* To: See addendum
<b>Demand/supply:</b> <input checked="" type="checkbox"/> Shortage <input type="checkbox"/> In Balance <input type="checkbox"/> Over Supply	<input checked="" type="checkbox"/> Vacant (>5%)	312 Pred 30	Comm'l 0%	
<b>Marketing time:</b> <input checked="" type="checkbox"/> Under 3 Mos. <input type="checkbox"/> 3-6 Mos. <input type="checkbox"/> Over 6 Mos.			Other 15%	

**Market Area Boundaries, Description, and Market Conditions (including support for the above characteristics and trends):** Bound on the East by Interstate 5, city of Phoenix to the North, city of Ashland to the South, by forest and agriculture to the West.

The subject is located in the small city of Talent, where limited local services can be found. Major shopping, support and medical services can be found in Medford Oregon, approximately 10 miles north of the subject. Ashland, Oregon a tourist destination is located 5 miles south of the subject. Buyers in this market sector are seeking a small town atmosphere within close proximity to the cities of Medford and Ashland. The city of Talent is 1.33 square miles in size, with a population of 5,640 according to the 2016 US Census. Other uses include commercial development land and agriculture.

<b>Dimensions:</b> Refer to Plat Map	<b>Site Area:</b> 2,614 sf
<b>Zoning Classification:</b> CBD	<b>Description:</b> Central Business District
<b>Zoning Compliance:</b> <input type="checkbox"/> Legal <input checked="" type="checkbox"/> Legal nonconforming (grandfathered) <input type="checkbox"/> Illegal <input type="checkbox"/> No zoning	
<b>Are CC&amp;Rs applicable?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown	<b>Have the documents been reviewed?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Highest &amp; Best Use as improved:</b> <input checked="" type="checkbox"/> Present use, or <input type="checkbox"/> Other use (explain)	<b>Ground Rent (if applicable)</b> \$ /
<b>Actual Use as of Effective Date:</b> Commercial Office Rental <b>Use as appraised in this report:</b> Commercial Office Rental	
<b>Summary of Highest &amp; Best Use:</b> See attached addendum	

<b>Utilities</b>	<b>Public</b>	<b>Other</b>	<b>Provider/Description</b>	<b>Off-site Improvements</b>	<b>Type</b>	<b>Public</b>	<b>Private</b>	<b>Topography</b>	<b>Level</b>
Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pacific Power	Street	Asphalt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Size	2614 sf
Gas	<input type="checkbox"/>	<input type="checkbox"/>		Curb/Gutter	Concrete	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Shape	Rectangular
Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Municipal	Sidewalk	Concrete	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Drainage	Appears Adequate
Sanitary Sewer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Municipal	Street Lights	Yes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	View	N;Res;A;Com;PkgLot
Storm Sewer	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Alley	None	<input type="checkbox"/>	<input type="checkbox"/>		

**Other site elements:**  Inside Lot  Corner Lot  Cul de Sac  Underground Utilities  Other (describe)

**FEMA Spec'l Flood Hazard Area**  Yes  No **FEMA Flood Zone** X **FEMA Map #** 41029C2181F **FEMA Map Date** 05/03/2011

**Site Comments:** The subject site is located across the street from the Talent Commons, a public park, and library. There is also a commercial influence to the west where local city administration buildings are located. See addendum for additional comments.

<b>General Description</b>	<b>Exterior Description</b>	<b>Foundation</b>	<b>Basement</b>	<b>Heating</b>
<b># of Units:</b> 1 <input type="checkbox"/> Acc. Unit	<b>Foundation:</b> ConcPeri/Avg	<b>Slab:</b> No	<b>Area Sq. Ft.:</b> 0	<b>Type:</b> DctLss Hp,Wall
<b># of Stories:</b> 1	<b>Exterior Walls:</b> HB Siding/Avg	<b>Crawl Space:</b> Yes	<b>% Finished:</b> 0	<b>Fuel:</b> Elec
<b>Type:</b> <input checked="" type="checkbox"/> Det. <input type="checkbox"/> Att. <input type="checkbox"/>	<b>Roof Surface:</b> Comp/Avg	<b>Basement:</b> No	<b>Ceiling:</b>	<b>Cooling:</b>
<b>Design (Style):</b> DT1:Cottage(CL2)	<b>Gutters &amp; Dwnspnts:</b> Prtl Metal/Avg	<b>Sump Pump:</b> <input type="checkbox"/>	<b>Walls:</b>	<b>Central:</b> Ductless Hpmp
<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed <input type="checkbox"/> Und.Cons.	<b>Window Type:</b> WdDH/Avg-	<b>Dampness:</b> <input type="checkbox"/>	<b>Floor:</b>	<b>Other:</b> Elec
<b>Actual Age (Yrs.):</b> 100	<b>Storm/Screens:</b> Windows/Avg	<b>Settlement:</b> NoneNoted	<b>Outside Entry:</b>	
<b>Effective Age (Yrs.):</b> 35		<b>Infestation:</b> NoneNoted		

# RESIDENTIAL APPRAISAL REPORT

File No.: 20TALHOM127

DESCRIPTION OF IMPROVEMENTS (continued)	<b>Interior Description</b>		<b>Appliances</b>		<b>Attic</b> <input type="checkbox"/> None		<b>Amenities</b>		<b>Car Storage</b> <input type="checkbox"/> None		
	Floors	Cer-Vin/Avg-Avg-	Refrigerator	<input type="checkbox"/>	Stairs	<input type="checkbox"/>	Fireplace(s) #	0	Woodstove(s) #	0	
	Walls	Plaster/Avg	Range/Oven	<input checked="" type="checkbox"/>	Drop Stair	<input type="checkbox"/>	Patio	None	Outbldng Storage		
	Trim/Finish	Pnt.Wood/Avg	Disposal	<input type="checkbox"/>	Scuttle	<input checked="" type="checkbox"/>	Deck	None	Ramp	ADA, Concrete	
	Bath Floor	CerTile/Avg	Dishwasher	<input type="checkbox"/>	Doorway	<input type="checkbox"/>	Porch	Covered			
	Bath Wainscot	n/a	Fan/Hood	<input checked="" type="checkbox"/>	Floor	<input type="checkbox"/>	Fence	Wood			
	Doors	Wd-Glass,RsdPnl/Avg	Microwave	<input type="checkbox"/>	Heated	<input type="checkbox"/>	Pool	None			
			Washer/Dryer	<input type="checkbox"/>	Finished	<input type="checkbox"/>					
	Finished area above grade contains:		2	Rooms	0	Bedrooms	0.1	Bath(s)	484 Square Feet of Gross Living Area Above Grade		
	Additional features:		See addendum.								

Describe the condition of the property (including physical, functional and external obsolescence): See attached addendum.

**SALES COMPARISON APPROACH TO VALUE (if developed)**  The Sales Comparison Approach was not developed for this appraisal.

FEATURE	SUBJECT	COMPARABLE SALE # 1		COMPARABLE SALE # 2		COMPARABLE SALE # 3	
Address	102 Home St Talent, OR 97540	312 S Grape St Medford, OR 97501		212 S B St Phoenix, OR 97535		209 E Main St Talent, OR 97540	
Proximity to Subject		6.82 miles NW		2.26 miles NW		0.10 miles SE	
Sale Price	\$		\$ 185,000		\$ 182,000		\$ 180,000
Sale Price/GLA	\$ /sq.ft.	\$ 154.68 /sq.ft.		\$ 311.64 /sq.ft.		\$ 342.86 /sq.ft.	
Data Source(s)	Inspection, MLS	SOMLS #2998594;DOM 313		SOMLS #3007299;DOM 32		Jac Co Rec, RPR, Broker	
Verification Source(s)	Jackson Co Tax	Doc:20-8428/SP%LP 92.96		Doc:19-39025/SP%LP 91.05		Doc:19-22578/SP%LP 100	
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	+(-) \$ Adjust.	DESCRIPTION	+(-) \$ Adjust.	DESCRIPTION	+(-) \$ Adjust.
Sales or Financing							
Concessions		Conv:0	0	Conv:0	0	Unk:0	0
Date of Sale/Time		s03/20;c01/20		s12/19;c11/19	0	s07/19;c07/19	-1,400
Rights Appraised	Fee Simple	Fee Simple		Fee Simple		Fee Simple	
Location	N;Res;Park;	N;Comml	0	N;Res;	-4,500	A;TrfcStr;Comml	+4,500
Site	2,614 sf	3920 sf	0	4356 sf	0	3290 sf	0
View	N;Comm;PkgLot	N;Res;Comml	0	N;Res;	0	N;Res;Comml	0
Design (Style)	DT1;Cottage(CL2)	DT1;Cottage(CL2)		DT1;Cottage(CL3)		DT1;Cottage(CL2)	0
Quality of Construction	Q4	Q4		Q3		Q4	
Age	100	120	0	73		96	0
Condition	C3	C2	-7,200	C2	-3,500	C3	
Above Grade	Total Bdrms Baths	Total Bdrms Baths		Total Bdrms Baths		Total Bdrms Baths	
Room Count	2 0 0.1	6 3 0.1	0	3 1 1.0	-1,500	3 1 1.0	-1,500
Gross Living Area	484 sq.ft.	1,196 sq.ft.	-35,600	584 sq.ft.	-5,000	525 sq.ft.	
Basement & Finished Rooms Below Grade	0sf	0sf		0sf		0sf	
Functional Utility	Average	Average		Average		Average	
Heating/Cooling	Hpmp/Hpmp	Fau,Cac	0	Hpmp/Hpmp		Wall/None	+5,000
Energy Efficient Items	Single Pane	Dual Pane	-3,000	Dual Pane	-3,000	Single Pane	
Garage/Carport	None	None		None		1gd	-5,000
Porch/Patio/Deck	Porch	Porch		Porch		Porch	
Exterior Features	Stg252sf,AccRamp	AccRamp	+2,000	None	+3,000	Storage	+3,000
Zoning	CBD	C-S/P	0	R-1	0	C-2	0
Functionality / Use		Comm Sale/Use		Res Sale/Use		Comm Sale/Use	
Net Adjustment (Total)		<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ -43,800	<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ -14,500	<input checked="" type="checkbox"/> + <input type="checkbox"/> -	\$ 4,600
Adjusted Sale Price of Comparables		<b>Net</b> 23.7 %		<b>Net</b> 8.0 %		<b>Net</b> 2.6 %	
		<b>Gross</b> 25.8 %	\$ 141,200	<b>Gross</b> 11.3 %	\$ 167,500	<b>Gross</b> 11.3 %	\$ 184,600



# RESIDENTIAL APPRAISAL REPORT

File No.: 20TALHOM127

Summary of Sales Comparison Approach      See addendum for detailed analysis.

SALES COMPARISON APPROACH (continued)

**Indicated Value by Sales Comparison Approach \$**      155,000

TRANSFER HISTORY

My research  did  did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.

Data Source(s):    SOMLS, Jackson County Assessor, Corelogic

1st Prior Subject Sale/Transfer	Analysis of sale/transfer history and/or any current agreement of sale/listing: <b>No sales or transfers of the subject property were recorded in the three years prior to the effective date of this appraisal. No sales or transfers of the Comparable Sales and Listings within one year of the effective appraisal date, except for included sales.</b>
Date:	
Price:	
Source(s):	
2nd Prior Subject Sale/Transfer	
Date:	
Price:	
Source(s):	

COST APPROACH

**COST APPROACH TO VALUE (if developed)**       The Cost Approach was not developed for this appraisal.

Provide adequate information for replication of the following cost figures and calculations.

Support for the opinion of site value (summary of comparable land sales or other methods for estimating site value):      **Current market data for vacant land sales in the subject neighborhood is utilized in the cost approach as basis for site value. Land value and Land-To-Value ratio is typical for the area. The subject land value is near the median indicators of land values in the subject market. See Land Sales CMA.**

ESTIMATED <input type="checkbox"/> REPRODUCTION OR <input checked="" type="checkbox"/> REPLACEMENT COST NEW	OPINION OF SITE VALUE	= \$	125,000
Source of cost data:    Marshall and Swift	DWELLING      484 Sq.Ft. @ \$	109.03	= \$ 52,771
Quality rating from cost service:    Fair-Avg    Effective date of cost data:    05/27/2020	0 Sq.Ft. @ \$		= \$
Comments on Cost Approach (gross living area calculations, depreciation, etc.):	Sq.Ft. @ \$		= \$
Cost figures derived from Marshall & Swift cost guide and confirmed with local contractors. Effective age/economic life depreciation used. Economic life 55 years.	Sq.Ft. @ \$		= \$
	Sq.Ft. @ \$		= \$
			= \$
	Garage/Carport      252 Sq.Ft. @ \$	40.05	= \$ 10,093
	Total Estimate of Cost-New		= \$ 62,864
	Less      Physical      Functional      External		
	Depreciation      40,007		= \$( 40,007)
	Depreciated Cost of Improvements		= \$ 22,857
	"As-is" Value of Site Improvements		= \$ 10,000
			= \$
			= \$
Estimated Remaining Economic Life (if required):      20 Years	<b>INDICATED VALUE BY COST APPROACH</b>	= \$	157,857

# RESIDENTIAL APPRAISAL REPORT

File No.: 20TALHOM127

INCOME APPROACH	<b>INCOME APPROACH TO VALUE (if developed)</b> <input type="checkbox"/> The Income Approach was not developed for this appraisal.		
	Estimated Monthly Market Rent \$	X Gross Rent Multiplier	= \$
	Indicated Value by Income Approach		
	Summary of Income Approach (including support for market rent and GRM): <u>See attached addendum for detailed discussion.</u>		

PUD	<b>PROJECT INFORMATION FOR PUDs (if applicable)</b> <input type="checkbox"/> The Subject is part of a Planned Unit Development.	
	Legal Name of Project:	
	Describe common elements and recreational facilities:	

RECONCILIATION	<b>Indicated Value by: Sales Comparison Approach \$</b> 155,000 <b>Cost Approach (if developed) \$</b> 157,857 <b>Income Approach (if developed) \$</b>
	Final Reconciliation <u>See Attached Addendum.</u>


This appraisal is made  "as is",  subject to completion per plans and specifications on the basis of a Hypothetical Condition that the improvements have been completed,  subject to the following repairs or alterations on the basis of a Hypothetical Condition that the repairs or alterations have been completed,  subject to the following required inspection based on the Extraordinary Assumption that the condition or deficiency does not require alteration or repair: \_\_\_\_\_

This report is also subject to other Hypothetical Conditions and/or Extraordinary Assumptions as specified in the attached addenda.

**Based on the degree of inspection of the subject property, as indicated below, defined Scope of Work, Statement of Assumptions and Limiting Conditions, and Appraiser's Certifications, my (our) Opinion of the Market Value (or other specified value type), as defined herein, of the real property that is the subject of this report is: \$ 155,000, as of: 05/27/2020, which is the effective date of this appraisal. If indicated above, this Opinion of Value is subject to Hypothetical Conditions and/or Extraordinary Assumptions included in this report. See attached addenda.**

ATTACHMENTS	A true and complete copy of this report contains <u>34</u> pages, including exhibits which are considered an integral part of the report. This appraisal report may not be properly understood without reference to the information contained in the complete report.				
	Attached Exhibits:				
	<input checked="" type="checkbox"/> Scope of Work	<input checked="" type="checkbox"/> Limiting Cond./Certifications	<input checked="" type="checkbox"/> Narrative Addendum	<input checked="" type="checkbox"/> Photograph Addenda	<input checked="" type="checkbox"/> Sketch Addendum
	<input checked="" type="checkbox"/> Map Addenda	<input checked="" type="checkbox"/> Additional Sales	<input checked="" type="checkbox"/> Cost Addendum	<input checked="" type="checkbox"/> Flood Addendum	<input type="checkbox"/> Manuf. House Addendum

Client Contact: \_\_\_\_\_ Client Name: Jon Legarza, Executive Director, TURA  
 E-Mail: \_\_\_\_\_ Address: 110 E. Main St, Talent, Oregon 97540

SIGNATURES	<b>APPRAISER</b>   Appraiser Name: <u>Margaret Nelson-Quin SRA</u> Company: <u>Phoenix Appraisal</u> Phone: <u>(541) 531-2310</u> Fax: _____ E-Mail: <u>margaret@phoenixappraisal.org</u> Date of Report (Signature): <u>06/10/2020</u> License or Certification #: <u>CRO0567</u> State: <u>OR</u> Designation: _____ Expiration Date of License or Certification: <u>10/31/2020</u> Inspection of Subject: <input checked="" type="checkbox"/> Interior & Exterior <input type="checkbox"/> Exterior Only <input type="checkbox"/> None Date of Inspection: <u>05/27/2020</u>
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<b>SUPERVISORY APPRAISER (if required) or CO-APPRAISER (if applicable)</b>  Supervisory or Co-Appraiser Name: _____ Company: _____ Phone: _____    Fax: _____ E-Mail: _____ Date of Report (Signature): _____ License or Certification #: _____    State: _____ Designation: _____ Expiration Date of License or Certification: _____ Inspection of Subject: <input type="checkbox"/> Interior & Exterior <input type="checkbox"/> Exterior Only <input type="checkbox"/> None Date of Inspection: _____
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# ADDITIONAL COMPARABLE SALES

File No.: 20TALHOM127

FEATURE	SUBJECT	COMPARABLE SALE # 4			COMPARABLE SALE # 5			COMPARABLE SALE # 6		
Address	102 Home St Talent, OR 97540	908 W 10th St Medford, OR 97501			104 New St Talent, OR 97540			100 S Front St Talent, OR 97540		
Proximity to Subject		7.04 miles NW			0.15 miles NE			0.14 miles S		
Sale Price	\$	\$ 155,000			\$ 240,000			\$ 173,000		
Sale Price/GLA	\$/sq.ft.	\$ 186.75 /sq.ft.			\$ 238.10 /sq.ft.			\$ 302.45 /sq.ft.		
Data Source(s)	Inspection, MLS	SOMLS #3003416;DOM 10			SOMLS #2998979;DOM 7			SOMLS #2997166;DOM 1		
Verification Source(s)	Jackson Co Tax	Doc:19-21635/SP%LP 100			Doc:19-5683/SP%LP 100			Doc:19-2125/SP%LP 93.51		
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	+(-) \$ Adjust.	DESCRIPTION	+(-) \$ Adjust.	DESCRIPTION	+(-) \$ Adjust.	DESCRIPTION	+(-) \$ Adjust.	
Sales or Financing										
Concessions		Conv;4650	-4,650	Unk;0	0	Cash;0	0		0	
Date of Sale/Time		s07/19;c06/19	-1,600	s03/19;c03/19	-3,400	s01/19;c01/19	-3,500			
Rights Appraised	Fee Simple	Fee Simple		Fee Simple		Fee Simple				
Location	N;Res;Park;	N;Res;BsyStr	0	N;Res;PkgLot;CommI	0	N;Res;BsyStr	0			
Site	2,614 sf	4356 sf	0	5227st/6534sfAddL	-73,000	5663 sf	0			
View	N;Comm;PkgLot	N;Res;CommI	0	N;Res;PkgLot	0	N;Res;	0			
Design (Style)	DT1;Cottage(CL2)	DT1;Bungalow(CL3)	0	DT1;Cottage(CL2)	0	DT1;Cottage(CL2)	0			
Quality of Construction	Q4	Q3	0	Q4		Q4				
Age	100	92	0	74	0	80	0			
Condition	C3	C3		C3		C3				
Above Grade	Total Bdrms Baths	Total Bdrms Baths		Total Bdrms Baths		Total Bdrms Baths				
Room Count	2 0 0.1	4 2 1.0	-1,500	5 3 1.0	-1,500	3 1 1.0	-1,500			
Gross Living Area	484 sq.ft.	830 sq.ft.	-17,300	1,008 sq.ft.	-26,200	572 sq.ft.	-4,400			
Basement & Finished Rooms Below Grade	0sf	0sf		0sf		0sf				
Functional Utility	Average	Average		Average		Average				
Heating/Cooling	Hpmp/Hpmp	Wall/None	+5,000	Wall/None, Fpl	+4,500	Wall/None, Fpl	+4,500			
Energy Efficient Items	Single Pane	Single Pane		Single Pane		Single Pane				
Garage/Carport	None	None		1gd	-5,000	1gd	-5,000			
Porch/Patio/Deck	Porch	Porch		Porch		Porch				
Exterior Features	Stg252sf,AccRamp	Storage	+3,000	Storage	+3,000	Storage	+3,000			
Zoning	CBD	C-S/P	0	CBD		R-1-6	0			
Functionality / Use		Comm Sale/Use		Comm Sale/Vac		Res Sale/Use				
Net Adjustment (Total)		<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ -17,050	<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ -101,600	<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ -6,900			
Adjusted Sale Price of Comparables		Net 11.0 % Gross 21.3 %	\$ 137,950	Net 42.3 % Gross 48.6 %	\$ 138,400	Net 4.0 % Gross 12.7 %	\$ 166,100			
Summary of Sales Comparison Approach	See Attached Addendum									

SALES COMPARISON APPROACH

# ADDITIONAL COMPARABLE SALES

File No.: 20TALHOM127

FEATURE	SUBJECT			COMPARABLE SALE # 7			COMPARABLE SALE # 8			COMPARABLE SALE # 9					
Address	102 Home St Talent, OR 97540			116 S Pacific Hwy Talent, OR 97540			824 Cedar St Medford, OR 97501								
Proximity to Subject				0.39 miles E			7.65 miles NW								
Sale Price	\$			\$ 220,000			\$ 192,000			\$					
Sale Price/GLA	\$/sq.ft.			\$ 186.44 /sq.ft.			\$ 218.18 /sq.ft.			\$/sq.ft.					
Data Source(s)	Inspection, MLS			SOMLS #3006189;DOM 240			SOMLS #3006189;DOM 240								
Verification Source(s)	Jackson Co Tax			Broker:541-951-6368/SP%96.91			Broker:541-618-0855/SP%96.91								
VALUE ADJUSTMENTS	DESCRIPTION			DESCRIPTION			+(-) \$ Adjust.			DESCRIPTION			+(-) \$ Adjust.		
Sales or Financing Concessions				Pending Listing			-6,800			Listing			-5,900		
Date of Sale/Time				c04/20						Active					
Rights Appraised	Fee Simple			Fee Simple						Fee Simple					
Location	N;Res;Park;			A;TrfcStr;CommI			+5,500			A;Train;Comm			+4,800		
Site	2,614 sf			14375 sf			-11,800			3920 sf			0		
View	N;Comm;PkgLot			N;Res;			0			N;Res;CommI			0		
Design (Style)	DT1;Cottage(CL2)			DT1;Cottage(CL2)			0			DT1;Bungalow(CL3)			0		
Quality of Construction	Q4			Q4						Q3			0		
Age	100			68			0			68			0		
Condition	C3			C3						C2			-5,300		
Above Grade	Total	Bdrms	Baths	Total	Bdrms	Baths	Total	Bdrms	Baths	Total	Bdrms	Baths	Total	Bdrms	Baths
Room Count	2	0	0.1	5	3	1.0	-1,500	5	2	1.0	-1,500				
Gross Living Area	484 sq.ft.			1,180 sq.ft.			-34,800			880 sq.ft.			-19,800		
Basement & Finished Rooms Below Grade	0sf			0sf						0sf					
Functional Utility	Average			Average						Average					
Heating/Cooling	Hpmp/Hpmp			Wall/None			+5,000			Hpmp/Hpmp					
Energy Efficient Items	Single Pane			Single Pane						Dual Pane			-3,000		
Garage/Carport	None			2gd1cp			-12,500			None					
Porch/Patio/Deck	Porch			Porch						Porch					
Exterior Features	Stg252sf,AccRamp			Storage			+3,000			None			+3,000		
Zoning	CBD			C-3			0			CG			0		
Functionality / Use				Res Lstg/Use						Res Lstg/Vac					
Net Adjustment (Total)				<input type="checkbox"/> + <input checked="" type="checkbox"/> -			\$ -53,900			<input type="checkbox"/> + <input checked="" type="checkbox"/> -			\$ -27,700		
Adjusted Sale Price of Comparables				Net 24.5 %						Net 14.4 %					
				Gross 36.8 %			\$ 166,100			Gross 22.6 %			\$ 164,300		
Summary of Sales Comparison Approach	See Attached Addendum														

SALES COMPARISON APPROACH

**Supplemental Addendum**

File No. 20TALHOM127

Borrower	Jon Legarza, Executive Director,						
Property Address	102 Home St						
City	Talent	County	Jackson	State	OR	Zip Code	97540
Lender/Client	Jon Legarza, Executive Director, TURA						

**Pandemic Market Conditions:**

In light of the recent COVID-19 pandemic, and the resulting spike in unemployment in the area, it is anticipated that there will be downward pressure on market values in the near term. There is no known model for this trend, however historically the following trends have been observed during difficult economic times in the subject's greater market area.

It is unknown how the current market conditions will impact local pricing and market activity. Although funding continues to be available for housing, there is uncertainty in the subject's competitive market area.

Market value is the result of a buyer's anticipated future benefit from an investment. Currently buyers are restrained in their level of participation in the real estate market due to recent "Stay home, Save lives" initiatives throughout the state, and it is uncertain when market conditions will return to normal. As a result of diminished buyer participation it is likely an over supply of inventory will ensue. Considering this, it is anticipated that market values will begin to experience increased downward pressure due to the anticipated heightened motivation on the part of sellers to liquidate their investments after extended marketing times.

These anticipated future market conditions are considered by the appraiser when concluding current market value.

**Taxes:**

The subject property is owned by the City of Talent Urban Renewal Agency. A City owned property is exempt from property taxes.

**Site - Highest and Best Use**

As improved the existing dwelling is the most physically possible, legally permissible, financially feasible improvement. Based on our analysis of land sales with similar zoning to the subject the improvement continues to contribute value to the land. In light of this information the highest and best use of the subject property is the existing use.

The City of Talent has a redevelopment plan, that appears to have been a work in process for quite sometime. The zoning code, redevelopment plan and specific requirements reflect ongoing changes based on our review of publicly available meeting minutes and documents. The subject property is within the planned redevelopment area for Parks and Public-Civic Facilities. Refer to Comprehensive Plan Map in the addendum.

Should the subject be destroyed it could be re-built to the same density, however it would be subject to an administrative review, and would be required to comply with current building codes and set backs. This is based on a review of the City's land development code, and the information was confirmed by planning department staff who referred us to a senior level staff member for further confirmation. No further confirmation was provided as of the date of the report.

The concept of consistent use states that the value of the land and the value of the improvement must be on the same basis. When considering the valuation of the subject the most legally and physically possible use that results in the highest value is the use that is considered to be the highest and best use of the subject. Based on the current zoning, residential use is possible at the subject as is the current

**Supplemental Addendum**

File No. 20TALHOM127

Borrower	Jon Legarza, Executive Director,				
Property Address	102 Home St				
City	Talent	County	Jackson	State	OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA				

office/professional use.

Buyers of properties similar to the subject, residential dwellings location on commercially zoned land, are typically purchasing for immediate re-development, or to hold the property for future re-development as a residential/commercial income property.

Considering the subject's lot size, it is unlikely that immediate redevelopment would be approved due to required setbacks. Considering this a buyer with intention to aggregate adjacent lots over time for re-development purposes is more likely. With that in mind the current income generated by the office/professional use is considered to be the highest and best interim use of the property. Income generated by the current use will over time offset the expenses of tax and maintenance incurred by holding the investment until such time as re-development becomes both financially feasible and physically possible.

**Condition of the Improvements:**

The subject is a 1920 built single-family dwelling, exhibiting adequate maintenance and average overall condition. Upgrading includes: Comp shingle roofing, electrical, ductless wall mounted heat pump HVAC, partial floor covering, upgraded doors, a concrete ADA access ramp has been added, and some kitchen and bathroom upgrading has also been completed. The subject's current use as a commercial office space required the removal of the original shower in the bathroom. An extraordinary assumption is made that were the property to be rented as a residential unit full bathroom functionality could be restored.

The interior of the original attached garage has been finished with drywall and painted, and two pedestrian doors have been installed. The flooring is painted concrete. Based on our inspection it does not appear that restoration of garage utility could be made. The location of the ADA ramp occludes adequate vehicular access. Due to the location of the building and deferred maintenance, this area is considered storage space for the purpose of this appraisal.

Minor deferred maintenance of the main building noted includes some cracking and peeling exterior paint, and cracking in the painted concrete floor of the converted garage, and it was built on the Northeast lot line with no apparent setback.

**Sales Comparison Analysis - Summary of Sales Comparison Approach**

There were a limited number of recent comparable sales within the City of Talent. This combined with the subject's small building area, small lot and bathroom conversion, which eliminated the shower, all resulted in difficulty locating comparable sales. As a result the search was expanded both in time and geographically to nearby competitive marketing areas. Comparable sales utilized represent some of the most recent, relevant sales available, and are considered to be good indicators of current market value. Adjustments may reflect rounding.

Sale No. 1 at 312 S Grape Street is a recent sale of an older residential home that has been converted to commercial use. This professional office space is similar to the subject, has similar bath utility and access ramp. This sale is superior when compared to the subject. Downward adjustments applied for condition, gross building area and upgraded windows. Upward adjustments applied for the absence of a garage/storage improvement.

Sale No. 2 at 212 S B Street is a similar small cottage in nearby Phoenix. It was purchased in June of 2019 for \$117,500, remodeled and put back on the market. This sale is overall superior when compared



## Supplemental Addendum

File No. 20TALHOM127

Borrower	Jon Legarza, Executive Director,						
Property Address	102 Home St						
City	Talent	County	Jackson	State	OR	Zip Code	97540
Lender/Client	Jon Legarza, Executive Director, TURA						

to the subject. Downward adjustments applied for location, condition, full bath, gross living area, and upgraded windows. Upward adjustments applied for absence of a garage, storage and access ramp.

Sale No. 3 at 209 E Main Street is included as a recent sale of a proximate, similar property. Downward adjustments applied for market conditions and bath utility. Upward adjustments applied for traffic location, HVAC and the absence of an access ramp. This was a private sale and was not listed in the MLS. Information obtained from the Buyer/Broker and Jackson County assessment records.

Sale No. 4 at 908 W 10th Street is included in this analysis as a comparable sale, with similar locational influences and commercial zoning. Downward adjustments applied for market conditions, bath utility, and gross living area. Upward adjustments applied for HVAC, the absence of a garage/storage building and access ramp.

Sale No. 5 at 104 New Street is included as a nearby sale with similar locational influences and zoning. Per broker, this sale included a second, adjacent lot at a discounted price. Downward adjustments applied for market conditions, additional lot, bath utility and gross living area. Upward adjustments applied for HVAC and the absence of an access ramp.

Sale No. 6 at 100 S Front Street is included as a similar, nearby property. Downward adjustments applied for market conditions, bath utility and gross living area. Upward adjustments applied for HVAC and the absence of an access ramp.

The following comparable listings are included in the report to demonstrate the most current market competition. These listings are given consideration when analyzing the subject's competitive market, but are not typically given weight in the analysis due to the non-closed status.

Listing No. 7 at 116 S Pacific Hwy is a nearby listing of a an older home with commercial zoning. This listing is overall superior when compared to the subject. Downward adjustments applied for conditions of sale, traffic street location, lot size, bath utility, gross living area and covered parking. Upward adjustments applied for HVAC and the absence of an access ramp.

Listing No. 8 at 824 Cedar Street is a comparable listing of an older home, with some upgrading and commercial zoning. This listing is overall superior when compared to the subject. Downward adjustments applied for conditions of sale, condition, bath utility, gross living area and upgraded windows. Upward adjustments applied for inferior location, the absence of a garage, storage and access ramp.

Comparable sales utilized represent some of the most recent, relevant sales available, and are considered reflective of the subject market.

### **Adjustment Detail:**

- A market conditions adjustment for comparable Sale No. 4 is made at a negative 0.20 percent per month, has been applied to those sales older than six months. This adjustment is based upon an analysis including data published by National Association of Realtors Property Resource (NARRPR), the Southern Oregon MLS (SOMLS) and sale price analytics over the 12 months preceding the effective date of this appraisal.
- Lot size variances are adjusted at \$1 per square foot to reflect additional utility. The additional lot included in Sale No. 5 is adjusted at indicated market value for the lot, less a 25 percent discount per the broker.

**Supplemental Addendum**

File No. 20TALHOM127

Borrower	Jon Legarza, Executive Director,				
Property Address	102 Home St				
City	Talent	County	Jackson	State	OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA				

- Adjustment for locational variances made at 2.5 percent of sale price.
- Due to the age and ongoing upgrading, varying in quality over many years, for the subject and the comparable sales, no quality of construction adjustment is made based on county ratings. Market value consideration for variances is reflected in the condition adjustment.
- Condition variances are adjusted \$6 per square foot, per level of variance, and are considered reflective of effective age as well.
- Additional bath adjusted at \$3,000, \$1,500 for half bath.
- Gross living area adjusted at \$50 per square foot.
- HVAC adjusted at \$3,000 per individual heat pump component, \$1,000 for electric baseboard or wall units.
- Fireplace-Wood Stoves are adjusted at \$500 per unit.
- Garage bays at \$5,000 per bay, \$2,500 for carport bays.
- The subject's garage/storage building adjusted at \$2,000, and the ADA access ramp at \$1,000.

**Cost Approach - Site Value**

Based on an analysis of recent sales of land with similar commercial zoning, sales most similar to the subject in size have a range of sale price between \$125,000 and \$129,000. Reference is made to the Land Sales CMA in the addendum. The most recent sale on Seiber Street in Talent is considered to be the most similar in utility and location in Talent when compared to the subject. Although the sale's site location has higher visibility for commercial uses, according to the planning staff, in the CBD zone second floor residential uses are encouraged. With this in mind, the subject's location is more conducive to this type of use given its location near the commons. This factor is considered to offset the comparable sale's superior high traffic location.

**Income Approach Analysis - Summary of Income Approach**

Considering the subject's zoning designation and the potential for use as both a residential rental or a commercial rental, market data reflecting both types of use was analyzed and an estimate of market value was determined.

**Rent Comparable Discussion and Reconciliation:**

It should be noted that no confirmation from the Talent Planning Department regarding whether the subject could be converted from the current office use back to residential use was forthcoming. Considering this, both residential and office rents are included.

Residential Rents The general trend of residential rents increased significantly up to the beginning of 2018 when SB 608, the rent stabilization bill for the state of Oregon, restricted rent increases to once per year and rent increases to seven percent plus the average CPI over the prior 12 months. Rents overall increased approximately 10 percent in the first quarter of 2020 and are not anticipated to increase again until the beginning of 2021.

Given that the subject zoning allows for residential uses an analysis of residential rents for smaller dwellings similar in age to the subject was conducted. The resulting rents have a range of \$1.11 to \$1.36 per square foot in the subject's competitive market area.

## Supplemental Addendum

File No. 20TALHOM127

Borrower	Jon Legarza, Executive Director,			
Property Address	102 Home St			
City	Talent	County	Jackson	State OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA			

Residential Rentals				
Address	Age	GLA	Rent	Rent/sf
109 1/2 2nd St Tal	16	590	800	1.36
502 Benson St Med	85	644	760	1.18
1405 Prune St	74	744	825	1.11
823 N Central Av Med	100	806	895	1.11
<b>Average</b>				<b>\$1.19</b>

According to property manager surveys in the subject's market sector, single-family rents are typically based on bedroom count and gross living area. Although additional bathrooms over 0.5 per bedroom provide a modicum of increased functionality, when their correlation to rent is analyzed, they contribute only nominally.

Garages provide additional storage and, if included with the rent, covered vehicle storage typically accounts for a rent increase similar to the cost of an enclosed rental unit for either personal belongings or vehicles.

Based on the market data residential rent at the subject is determined to be near \$1.20 per square foot per month. Considering the subject's rentable area this would result in a monthly rent of \$580 or an annual gross income of \$6,960. In the subject's competitive market area the capitalization rate for residential rentals has a range of between 5.75 and 6.5. The market capitalization rate is determined to be near six percent for residential income properties. An analysis of market value utilizing market residential rents at the subject follows.

### Analysis of Residential Income Potential

Gross Residential Income	\$6,300
Less: Vacancy at 4%	\$252
Effective Gross Income	\$6,048
Less: Operating Expenses	
Utilities	\$600
Repairs and Maintenance	500
Management (10%)	690
Replacement Reserves	<u>595</u>
	<u>\$2,385</u>
Net Income	\$3,663
Capitalization Rate 6%	
Market Value	\$61,050

Office/Service Rents There is a limited amount of current office rental data available for detached units similar in size in the subject's competitive marketing area. There were no similar detached office/service rental comparables located. The included attached space rentals were found to be most similar in terms

## Supplemental Addendum

File No. 20TALHOM127

Borrower	Jon Legarza, Executive Director,			
Property Address	102 Home St			
City	Talent	County	Jackson	State OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA			

of rentable area and utility.

Office/Professional rents have a range of \$1.00 to \$1.40 per square foot, based on the rent survey. At \$0.82 per square foot, the subject contract rent is determined to be below the low end of the range of market office rents.

Professional Office Rentals				
Address	Age	GLA	Rent	Rent/sf
290 N Main St Ste 7	37	350	475	1.36
955 Town Centre Dr	24	452	633	1.40
290 N Main St Ste 4A	37	465	500	1.08
135 N Holly St	88	900	900	1.00
<b>Average</b>				<b>\$1.21</b>

Based on the market data, office rent at the subject is determined to be near \$1.21 per square foot. Considering the subject's rentable area this would result in a monthly rent of approximately \$585 or an annual gross income of \$7,020. In the subject's competitive market area the capitalization rate for commercial rentals has a range of between 6.50 and 8.50. The market capitalization rate is determined to be near seven percent for office income properties. An analysis of market value utilizing market office rents at the subject follows.

### Analysis of Office Income Potential

Gross Office Income	\$6,960
Less: Vacancy at 4%	\$278
Effective Gross Income	\$6,682
Less: Operating Expenses	
Utilities	\$600
Repairs and Maintenance	500
Management (10%)	690
Replacement Reserves	<u>595</u>
	<u>\$2,385</u>
Net Income	\$4,297
Capitalization Rate 7.0%	
Market Value	\$61,386

### Reconciliation - Income Approach

Based on the market data and our analysis of both residential and office income and expenses relative to market capitalization rates, the conclusion of market value utilizing the income approach to value is near \$60,000 when considering achievable residential or office rents.

**Supplemental Addendum**

File No. 20TALHOM127

Borrower	Jon Legarza, Executive Director,			
Property Address	102 Home St			
City	Talent	County	Jackson	State OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA			

**Reconciliation - Final Reconciliation**

The sales comparison approach to value is determined to be the most representative of the market demand for the subject property. The Cost Approach is used as support. The income approach is more representative of the market's expectation as it relates to the income generated by such a property, but is not considered to be the primary consideration for buyers of properties similar to the subject.

Comparable Sale Nos. 3 and 5 are provided for additional support, but are not given weight in the final analysis as No. 3 was a private sale and lacked exposure to the market forces through the MLS, and No. 5 due to the adjustment for the additional lot include in the sale.

In the weighted analysis below, an unadjusted price range of sales utilized is \$155,000 to \$185,000 with an adjusted sale price range between \$137,950 and \$167,500, a mean adjusted sale price of \$153,188 and median of \$153,650. Market value is determined to be within the range of the unadjusted sales which demonstrates the purchasing power of the market.

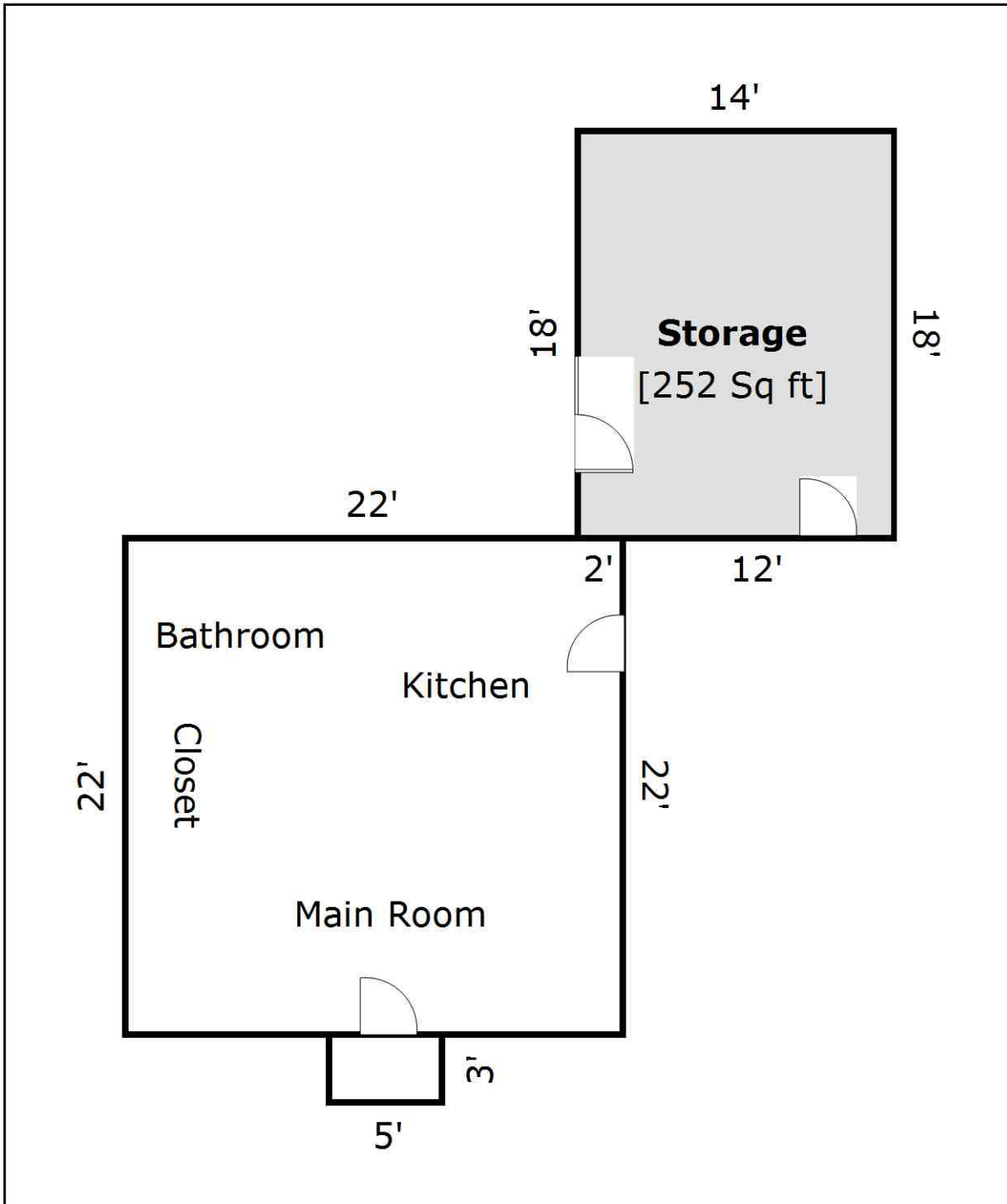
Distributed weight is applied with the following considerations; Sale No. 1 is given the greatest weight due to the most recent sale date. Sale No. 6 is given secondary weight with the lowest net adjustment. Sales No. 2 and 4 are weighted next, equally. What follows is the summary of the weighted average analysis.

Weighted Average Analysis Summary				
Sale No.	Net Adj.	Adj SP	% Contribution	\$ Contribution
1	23.70	\$141,200	35%	\$49,420
2	6.00	\$167,500	20%	\$33,500
3	4.20	\$184,600	0%	\$0
4	6.10	\$137,950	20%	\$27,590
5	41.10	\$138,400	0%	\$0
6	2.30	\$166,100	25%	\$41,525
			<b>100%</b>	<b>\$152,035</b>

My conclusion of market value for the subject with a 90 to 180 day marketing time is near the mean and median adjusted sale price of similar properties and above the result of the weighted average analysis at \$155,000.

## Building Sketch

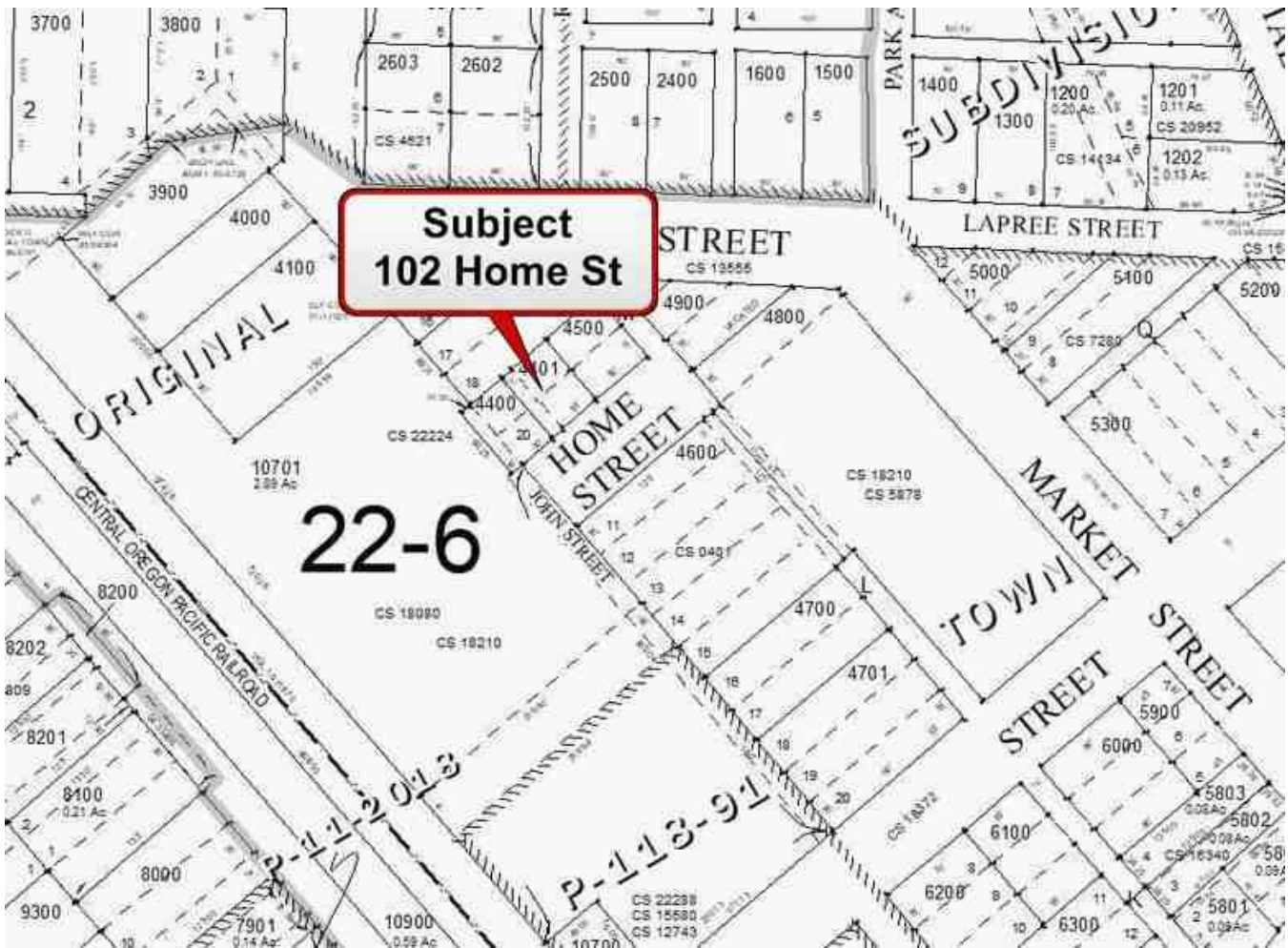
Borrower	Jon Legarza, Executive Director,			
Property Address	102 Home St			
City	Talent	County	Jackson	State OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA			



TOTAL Sketch by a la mode, inc.		Area Calculations Summary	Calculation Details
<b>Living Area</b>			
First Floor	484 Sq ft		22 × 22 = 484
<b>Total Living Area (Rounded):</b>		<b>484 Sq ft</b>	
<b>Non-living Area</b>			
Covered Porch	15 Sq ft		5 × 3 = 15
Storage	252 Sq ft		14 × 18 = 252

# Plat Map

Borrower	Jon Legarza, Executive Director,				
Property Address	102 Home St				
City	Talent	County	Jackson	State	OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA				



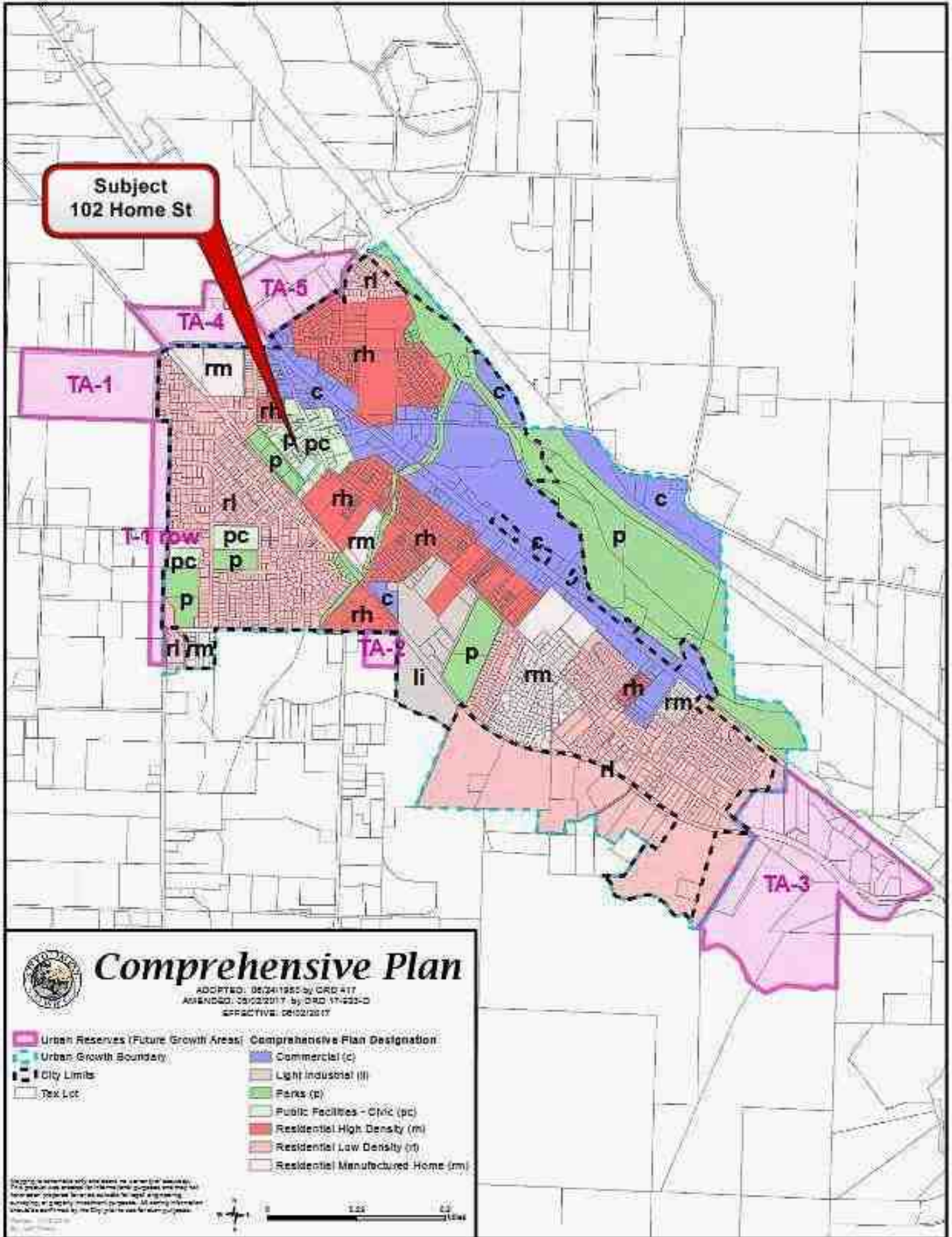
## Aerial Map

Borrower	Jon Legarza, Executive Director,				
Property Address	102 Home St				
City	Talent	County	Jackson	State	OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA				





# Comprehensive Plan Map



## Sales - Location Map

Borrower	Jon Legarza, Executive Director,			
Property Address	102 Home St			
City	Talent	County	Jackson	State OR      Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA			



## Flood Map

Borrower	Jon Legarza, Executive Director,				
Property Address	102 Home St				
City	Talent	County	Jackson	State	OR      Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA				

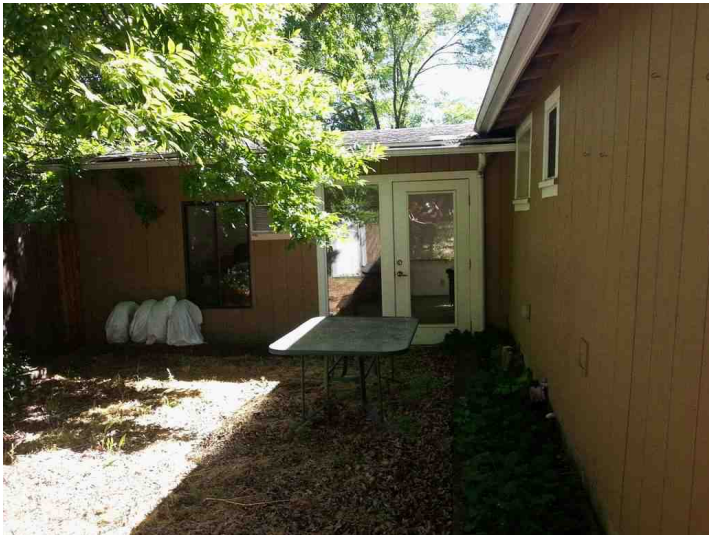
## Subject Photo Page

Borrower	Jon Legarza, Executive Director,				
Property Address	102 Home St				
City	Talent	County	Jackson	State	OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA				

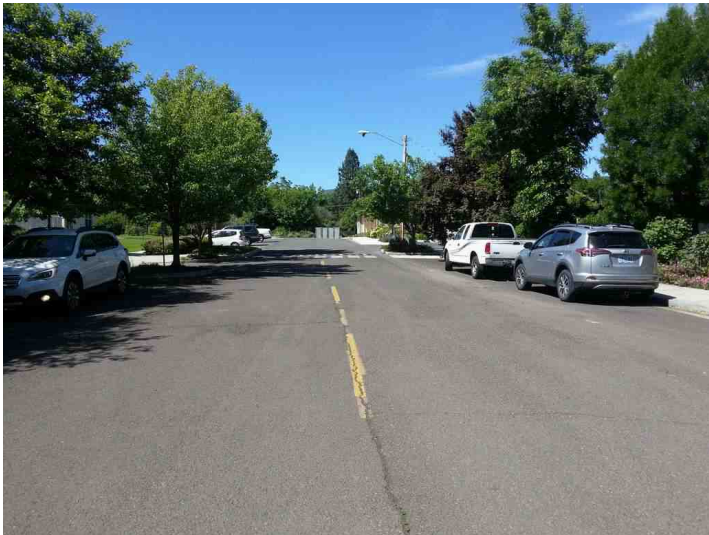


### Subject Front

102 Home St  
Sales Price  
Gross Living Area 484  
Total Rooms 2  
Total Bedrooms 0  
Total Bathrooms 0.1  
Location N;Res;Park;  
View N;Comm;PkgLot  
Site 2,614 sf  
Quality Q4  
Age 100



### Subject Rear



### Subject Street

## Photograph Addendum

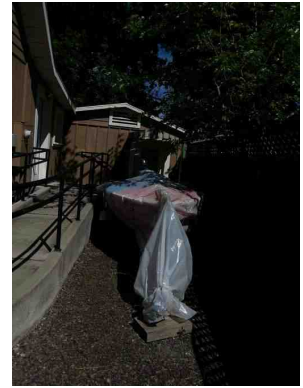
Borrower	Jon Legarza, Executive Director,						
Property Address	102 Home St						
City	Talent	County	Jackson	State	OR	Zip Code	97540
Lender/Client	Jon Legarza, Executive Director, TURA						



**Street View NE**



**Side View SW**



**Side View NE**



**Converted Garage Area**



**Converted Garage Area No. 2**



**Converted Garage Area No. 3**



**Main Room NE**



**Main Room SW**



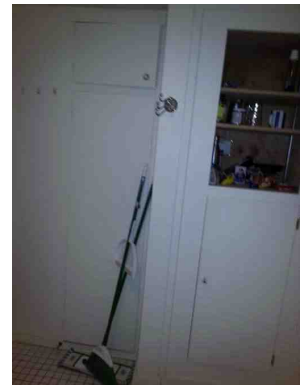
**Kitchen**



**Kitchen No. 2**



**Bathroom**



**Bathroom No. 2**

## Photograph Addendum

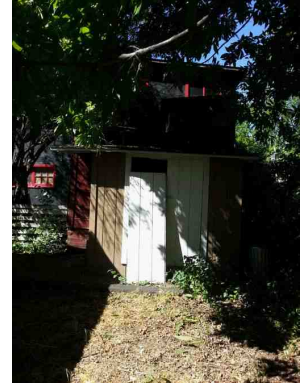
Borrower	Jon Legarza, Executive Director,				
Property Address	102 Home St				
City	Talent	County	Jackson	State	OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA				



**Upgraded Bathroom Door**



**Closet off Main Room**



**Storage Shed**



**Conv Gar Floor Def'd Maint**



**Exterior Trim Peeling Paint**

## Comparable Sales Photos 1-3

Borrower	Jon Legarza, Executive Director,			
Property Address	102 Home St			
City	Talent	County	Jackson	State OR      Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA			



### Comparable 1

312 S Grape St	
Prox. to Subject	6.82 miles NW
Sale Price	185,000
Gross Living Area	1,196
Total Rooms	6
Total Bedrooms	3
Total Bathrooms	0.1
Location	N;CommI
View	N;Res;CommI
Site	3920 sf
Quality	Q4
Age	120



### Comparable 2

212 S B St	
Prox. to Subject	2.26 miles NW
Sale Price	182,000
Gross Living Area	584
Total Rooms	3
Total Bedrooms	1
Total Bathrooms	1.0
Location	N;Res;
View	N;Res;
Site	4356 sf
Quality	Q3
Age	73



### Comparable 3

209 E Main St	
Prox. to Subject	0.10 miles SE
Sale Price	180,000
Gross Living Area	525
Total Rooms	3
Total Bedrooms	1
Total Bathrooms	1.0
Location	A;TrfcStr;CommI
View	N;Res;CommI
Site	3290 sf
Quality	Q4
Age	96

## Comparable Sales Photos 4-6

Borrower	Jon Legarza, Executive Director,			
Property Address	102 Home St			
City	Talent	County	Jackson	State OR      Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA			



### Comparable 4

908 W 10th St  
 Prox. to Subject      7.04 miles NW  
 Sale Price              155,000  
 Gross Living Area    830  
 Total Rooms            4  
 Total Bedrooms        2  
 Total Bathrooms      1.0  
 Location                N;Res;BsyStr  
 View                    N;Res;Comml  
 Site                      4356 sf  
 Quality                 Q3  
 Age                       92



### Comparable 5

104 New St  
 Prox. to Subject      0.15 miles NE  
 Sale Price              240,000  
 Gross Living Area    1,008  
 Total Rooms            5  
 Total Bedrooms        3  
 Total Bathrooms      1.0  
 Location                N;Res;PkgLot;Comml  
 View                    N;Res;PkgLot  
 Site                      5227st/6534sfAddL  
 Quality                 Q4  
 Age                       74



### Comparable 6

100 S Front St  
 Prox. to Subject      0.14 miles S  
 Sale Price              173,000  
 Gross Living Area    572  
 Total Rooms            3  
 Total Bedrooms        1  
 Total Bathrooms      1.0  
 Location                N;Res;BsyStr  
 View                    N;Res;  
 Site                      5663 sf  
 Quality                 Q4  
 Age                       80



**Comparable Sales Photo Page 7-8**

Borrower	Jon Legarza, Executive Director,				
Property Address	102 Home St				
City	Talent	County	Jackson	State	OR Zip Code 97540
Lender/Client	Jon Legarza, Executive Director, TURA				



**Comparable 7**

116 S Pacific Hwy  
 Prox. to Subject 0.39 miles E  
 Sale Price 220,000  
 Gross Living Area 1,180  
 Total Rooms 5  
 Total Bedrooms 3  
 Total Bathrooms 1.0  
 Location A;TrfcStr;Comm1  
 View N;Res;  
 Site 14375 sf  
 Quality Q4  
 Age 68



**Comparable 8**

824 Cedar St  
 Prox. to Subject 7.65 miles NW  
 Sale Price 192,000  
 Gross Living Area 880  
 Total Rooms 5  
 Total Bedrooms 2  
 Total Bathrooms 1.0  
 Location A;Train;Comm  
 View N;Res;Comm1  
 Site 3920 sf  
 Quality Q3  
 Age 68

**Comparable 9**

Prox. to Subject  
 Sale Price  
 Gross Living Area  
 Total Rooms  
 Total Bedrooms  
 Total Bathrooms  
 Location  
 View  
 Site  
 Quality  
 Age

## Land Sales CMA

### Land CMA

Listings as of 06/10/20 at 4:09 AM

Status of 'Closed'; County of 'Jackson'; Lot Size Acres between 0 and .2; Close Date between '06/10/2018' and '06/10/2030'; and not Zoning like r. **(Selected Listings Only)**

**Closed Properties**

#	MLS #	Address	City	Close Date	Acres	LP/Acre	List Price	Orig LP	Sold Price	SP/Acre	CDOM/DOM	
1	102997336	0 Franquette Street	Medford	11/25/2019	0.17	\$341,176	\$58,000	\$58,000	\$51,000	\$300,000	286/286	
2	102996352	1530 W Main Street	Medford	03/15/2019	0.18	\$494,444	\$89,000	\$99,000	\$80,000	\$444,444	50/50	
3	103009900	0 Seiber Street	Talent	04/23/2020	0.14	\$1,071,429	\$150,000	\$150,000	\$125,000	\$892,857	66/66	
4	102990322	176 S Main St. Street	Phoenix	07/27/2018	0.08	\$1,612,500	\$129,000	\$129,000	\$129,000	\$1,612,500	19/19	
5	102988956	0 OHare Parkway	Medford	02/04/2019	0.13	\$1,384,615	\$180,000	\$180,000	\$150,000	\$1,153,846	224/224	
6	102992784	275 N Fourth Street	Jacksonville	06/21/2019	0.12	\$1,541,667	\$185,000	\$212,000	\$160,000	\$1,333,333	299/299	
Total # of Listings					Avg	0.14	\$1,074,305	\$131,833	\$138,000	115,833.33	\$956,164	157.33/157.33
6					Min	0.08	\$341,176	\$58,000	\$58,000	51,000	\$300,000	19/19
					Max	0.18	\$1,612,500	\$185,000	\$212,000	160,000	\$1,612,500	299/299
					Med	0.14	\$1,228,022	\$139,500	\$139,500	127,000	\$1,023,352	145/145

Property Type Count 6

**Averages Acres:** 0.14 **\$/Acres:** 956,163.51 **DOM/CDOM:** 157/157 **Original List Price:** 138,000 **List Price:** 131,833 **Close Price:** 115,833

## Legal Description - Most Recent Warranty Deed

Order No. 0771141

Page 4

### EXHIBIT 'A'

Commencing at the most Easterly corner of Lot 20 in Block "M" of the Town (now City) of Talent, in Jackson County, Oregon, according to the official plat thereof, now of record, thence Southwesterly, along the Southeasterly line of said Lot 20, a distance of 50.0 feet to the true point of beginning; thence Northwesterly, along the Westerly line of tract described in Volume 487 page 56 of the Deed Records of Jackson County, Oregon, a distance of 60.0 feet to a point on the Northeasterly line of Lot 19, said Block "M", thence Southwesterly, along the Northwesterly line of said Lot 19, a distance of 35.0 feet; thence Southeasterly, parallel to the Westerly line of said tract described in Volume 487 Deeds page 56, a distance of 60.0 feet to a point on the Southeasterly line of Lot 20, in said Block "M"; thence Northeasterly, along said line, 35.0 feet to the true point of beginning.

(Map No. 381W23CD, Tax Lot 4401, Account No. 1-027603-7, Code 22-06)

# Assumptions & Limiting Conditions

File No.: 20TALHOM127

Property Address: 102 Home St

City: Talent

State: OR

Zip Code: 97540

Client: Jon Legarza, Executive Director, TURA

Address: 102 Home Street, Talent, OR 97540

Appraiser: Margaret Nelson-Quin SRA

Address: P.O.Box 596, Ashland, OR 97520

## STATEMENT OF ASSUMPTIONS & LIMITING CONDITIONS

- The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is appraised on the basis of it being under responsible ownership.
- The appraiser may have provided a sketch in the appraisal report to show approximate dimensions of the improvements, and any such sketch is included only to assist the reader of the report in visualizing the property and understanding the appraiser's determination of its size. Unless otherwise indicated, a Land Survey was not performed.
- If so indicated, the appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other data sources) and has noted in the appraisal report whether the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.
- The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.
- If the cost approach is included in this appraisal, the appraiser has estimated the value of the land in the cost approach at its highest and best use, and the improvements at their contributory value. These separate valuations of the land and improvements must not be used in conjunction with any other appraisal and are invalid if they are so used. Unless otherwise specifically indicated, the cost approach value is not an insurance value, and should not be used as such.
- The appraiser has noted in the appraisal report any adverse conditions (including, but not limited to, needed repairs, depreciation, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property, or that he or she became aware of during the normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, the appraiser has no knowledge of any hidden or unapparent conditions of the property, or adverse environmental conditions (including, but not limited to, the presence of hazardous wastes, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, the appraisal report must not be considered as an environmental assessment of the property.
- The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.
- The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice, and any applicable federal, state or local laws.
- If this appraisal is indicated as subject to satisfactory completion, repairs, or alterations, the appraiser has based his or her appraisal report and valuation conclusion on the assumption that completion of the improvements will be performed in a workmanlike manner.
- An appraiser's client is the party (or parties) who engage an appraiser in a specific assignment. Any other party acquiring this report from the client does not become a party to the appraiser-client relationship. Any persons receiving this appraisal report because of disclosure requirements applicable to the appraiser's client do not become intended users of this report unless specifically identified by the client at the time of the assignment.
- The appraiser's written consent and approval must be obtained before this appraisal report can be conveyed by anyone to the public, through advertising, public relations, news, sales, or by means of any other media, or by its inclusion in a private or public database.
- An appraisal of real property is not a 'home inspection' and should not be construed as such. As part of the valuation process, the appraiser performs a non-invasive visual inventory that is not intended to reveal defects or detrimental conditions that are not readily apparent. The presence of such conditions or defects could adversely affect the appraiser's opinion of value. Clients with concerns about such potential negative factors are encouraged to engage the appropriate type of expert to investigate.

# Definitions & Scope of Work

File No.: 20TALHOM127

Property Address: 102 Home St

City: Talent

State: OR

Zip Code: 97540

Client: Jon Legarza, Executive Director, TURA

Address: 102 Home Street, Talent, OR 97540

Appraiser: Margaret Nelson-Quin SRA

Address: P.O.Box 596, Ashland, OR 97520

## DEFINITION OF MARKET VALUE \*:

Market value means the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised and acting in what they consider their own best interests;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

\* This definition is from regulations published by federal regulatory agencies pursuant to Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act (FIRREA) of 1989 between July 5, 1990, and August 24, 1990, by the Federal Reserve System (FRS), National Credit Union Administration (NCUA), Federal Deposit Insurance Corporation (FDIC), the Office of Thrift Supervision (OTS), and the Office of Comptroller of the Currency (OCC). This definition is also referenced in regulations jointly published by the OCC, OTS, FRS, and FDIC on June 7, 1994, and in the Interagency Appraisal and Evaluation Guidelines, dated October 27, 1994.

The Scope of Work is the type and extent of research and analyses performed in an appraisal assignment that is required to produce credible assignment results, given the nature of the appraisal problem, the specific requirements of the intended user(s) and the intended use of the appraisal report. Reliance upon this report, regardless of how acquired, by any party or for any use, other than those specified in this report by

the Appraiser, is prohibited. The Opinion of Value that is the conclusion of this report is credible only within the context of the Scope of Work, Effective Date, the Date of Report, the Intended User(s), the Intended Use, the stated Assumptions and Limiting Conditions, any Hypothetical Conditions and/or Extraordinary Assumptions, and the Type of Value, as defined herein. The appraiser, appraisal firm, and related parties assume no obligation, liability, or accountability, and will not be responsible for any unauthorized use of this report or its conclusions.

Additional Comments (Scope of Work, Extraordinary Assumptions, Hypothetical Conditions, etc.):

# Certifications

File No.: 20TALHOM127

Property Address: 102 Home St City: Talent State: OR Zip Code: 97540  
 Client: Jon Legarza, Executive Director, TURA Address: 102 Home Street, Talent, OR 97540  
 Appraiser: Margaret Nelson-Quin SRA Address: P.O.Box 596, Ashland, OR 97520

## APPRAISER'S CERTIFICATION

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The credibility of this report, for the stated use by the stated user(s), of the reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- Unless otherwise indicated, I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice that were in effect at the time this report was prepared.
- I did not base, either partially or completely, my analysis and/or the opinion of value in the appraisal report on the race, color, religion, sex, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property, or of the present owners or occupants of the properties in the vicinity of the subject property.
- Unless otherwise indicated, I have made a personal inspection of the property that is the subject of this report.
- Unless otherwise indicated, no one provided significant real property appraisal assistance to the person(s) signing this certification.

### Additional Certifications:

Client Contact: \_\_\_\_\_ Client Name: Jon Legarza, Executive Director, TURA  
 E-Mail: \_\_\_\_\_ Address: 102 Home Street, Talent, OR 97540

### APPRAISER

Appraiser Name: Margaret Nelson-Quin SRA  
 Company: Phoenix Appraisal  
 Phone: (541) 531-2310 Fax: \_\_\_\_\_  
 E-Mail: margaret@phoenixappraisal.org  
 Date Report Signed: 06/10/2020  
 License or Certification #: CR00567 State: OR  
 Designation: \_\_\_\_\_  
 Expiration Date of License or Certification: 10/31/2020  
 Inspection of Subject:  Interior & Exterior  Exterior Only  None  
 Date of Inspection: 05/27/2020

### SUPERVISORY APPRAISER (if required) or CO-APPRAISER (if applicable)

Supervisory or Co-Appraiser Name: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_  
 Date Report Signed: \_\_\_\_\_  
 License or Certification #: \_\_\_\_\_ State: \_\_\_\_\_  
 Designation: \_\_\_\_\_  
 Expiration Date of License or Certification: \_\_\_\_\_  
 Inspection of Subject:  Interior & Exterior  Exterior Only  None  
 Date of Inspection: \_\_\_\_\_

SIGNATURES

# Appraiser License

