



CITY OF MCMINNVILLE
 PLANNING DEPARTMENT
 231 NE FIFTH STREET
 MCMINNVILLE, OR 97128
 503-434-7311

www.mcminnvilleoregon.gov

MCMINNVILLE URBAN RENEWAL ADVISORY COMMITTEE
 Community Development Center, 231 NE 5th Street
 Wednesday, August 5, 2020, 4:00 – 5:00 PM

ZOOM Meeting: You may join online via the following link:

<https://mcminnvilleoregon.zoom.us/j/98826161932?pwd=bU9xRStURkdWZ09EMmFRUWNPR29ZUT09>

COMMITTEE MEMBERS	ITEM
Walt Gowell Chair	1. Call to Order / Introductions
Wendy Stassens Vice-Chair	2. Citizen Comments
Ossie Bladine	3. Minutes: <ul style="list-style-type: none"> • May 6, 2020 (<i>Exhibit 1</i>)
Alan Fox	4. Action items <ul style="list-style-type: none"> • COVID Recovery Façade Improvement Grant (<i>Exhibit 2</i>)
Ed Gormley	5. Discussion Items
Peter Kircher	<ul style="list-style-type: none"> • EDA Project Proposal – Third Street Improvement Project (<i>Exhibit 3</i>)
Kelly McDonald	<ul style="list-style-type: none"> • Property Assistance Contract Clawback Provision
Vacancy	6. Commissioner/Committee Member Comments
Vacancy	7. Staff Comments
John Dietz, MW&L Ex-Officio	8. Adjournment
Scott Hill, Mayor Ex-Officio	<p>Please Note that this meeting will be conducted via ZOOM meeting software due to the COVID-19 event.</p>
Dave Rucklos, MDA Ex-Officio	<p>Join Zoom Meeting https://mcminnvilleoregon.zoom.us/j/98826161932?pwd=bU9xRStURkdWZ09EMmFRUWNPR29ZUT09 Meeting ID: 988 2616 1932 Passcode: 982235</p>
	<p>By Phone Only: +1 669 900 9128 US (San Jose)</p>

Zoom meeting software can be downloaded for free on both a computer and a cell phone. If you do not have access to either a computer or a cell phone access to a computer to participate in the meeting can be provided at the Community Development Center. Please call the Planning Department at (503) 434-7311 for assistance at least 48 hours in advance of the meeting. Seating will be provided on a first-come, first-served basis and will meet social distancing requirements..

These documents are also available on the City's website www.mcminnvilleoregon.gov; click on Government, click on Boards and Commissions, click on McMinnville Urban Renewal Advisory Committee. You may also request a copy from the Planning Department at the Community Development Center, 231 NE 5th Street, 503-434-7311.



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
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EXHIBIT 1 - MINUTES

May 6, 2020

4:00pm

**McMinnville Urban Renewal Advisory Committee
Regular Meeting**

**Community Development Center
McMinnville, Oregon**

Members Present: Walt Gowell, Alan Fox, Ed Gormley, Wendy Stassens, and Kelly McDonald, Ossie Bladine

Members Absent: Peter Kircher

Ex-Officios Present: Scott Hill, Dave Rucklos and John Dietz

Staff Present: Heather Richards – Planning Director

Guests Present: Kellie Menke – City Councilor, and Larry Sherwood, Engineering Services Manager

1. Call to Order/Roll Call/Introductions

Chair Gormley called the meeting to order at 4:00 p.m.

2. Citizen Comments – None

3. Minutes

- November 6, 2019
- January 8, 2020

Committee Member Gormley moved to approve the November 6, 2019 and January 8, 2020 minutes. The motion was seconded by Committee Member McDonald and passed unanimously.

4. Urban Renewal Projects Discussions/Update

- Alpine Avenue – Lighting Specifications

Planning Director Richards said some projects were moving forward on Alpine Avenue, the Boutique Retreat on the corner of 9th and Alpine and the dentistry project on the corner of 9th and Lafayette. For those projects 9th Avenue would be improved and streetscape improvements would be included. In these improvements, there was a call out for pedestrian lighting as a principle in the NE Gateway District Plan. There was no type specified for the pedestrian lighting. There had been dialogue internally about what it would look like and staff was bringing it forward to the Committee for more dialogue.

Larry Sherwood said if they used the decorative style on 3rd or extended the Alpine Avenue style, the cost would be a wash. The decorative lighting downtown was charged at a premium cost. The cobra lights were not at pedestrian scale. They were talking about lights at each intersection and mid-block.

John Dietz, McMinnville Water & Light, said the decorative lights cost about \$32 per month and LED lights would be about \$8 per month. The decorative lights were 150 watts and standard overhead LED would be 100 watts. There were two styles of decorative, one was a lantern style and the other was an overhung style.

Planning Director Richards clarified Alpine already had lights. These would be for all the other local streets in the district.

Chair Gowell thought they should keep the lights consistent with what was on Alpine.

Committee Member Stassens thought that would help with district identity.

Mayor Hill said a lot of time had been put in with the architects to create a specific place that would be recognized. They were trying to create a bond between the NE Gateway District and 3rd Street and it ought to all flow together.

Committee Member McDonald was in support of the specialty lighting. He thought it would be more aesthetic to be a little different from Alpine Avenue. He thought they should find something compatible, but not the exact design.

Committee Member Gormley wanted to know the costs and if it would be in the City's budget.

Planning Director Richards clarified right now they would only be putting in one light and over time as the area was built out more would be put in.

Mayor Hill said it came down to creating a sense of place and he thought it could be added to the budget.

Councilor Menke asked if there was another option that would not be such a high cost. She liked the idea of having nicer lights, but she questioned the cost.

Planning Director Richards said the light fixture itself would be paid for by the developer, it was the cost of the McMinnville Water & Light yearly rate.

Mr. Dietz said the ongoing maintenance and replacement of the decorative lights was expensive. The lifespan was about 20 to 25 years. The problem with those types of lights was over time the finish failed.

Planning Director Richards said some Urban Renewal were paying for replacement products to help off-set future maintenance costs on projects they were building in the areas they were trying to revitalize.

Committee Member Gormley moved to recommend one specialty light on 9th Avenue that mimicked the Alpine Avenue lights. The motion was seconded by Committee Member McDonald and passed unanimously.

Larry Sherwood said all of the lights on Alpine were maintained by the City and McMinnville Water & Light did not want to add another style of lighting fixture on their inventory. Whatever lights they chose they had to make sure there was capacity in the infrastructure to serve them. He thought they probably did have the infrastructure. They not only wanted to pick something affordable but also easily obtainable.

Planning Director Richards would bring a design proposal back to the Committee. They would need to make sure not to pick something that was extreme in design.

- Third Street Streetscape Improvement Project

Planning Director Richards said the recommendation of the consultant was to pause this project for a couple of months due to Covid because the next discussion would need community involvement.

Dave Rucklos, Executive Director of McMinnville Downtown Association, was also in favor of pausing the project, especially when they did not know the impact of Covid on downtown businesses and budgets.

There was consensus to pause the project.

Planning Director Richards discussed emergency business assistance. There was about \$15,000 of accrued interest that could be used for an assistance program.

There was discussion regarding leveraging those dollars to help with another program.

Planning Director Richards said there were communities who were using Urban Renewal funds for grants or loans for business assistance. The funds were from interest earned on the tax increment from the bank. They were going after other funds for emergency business assistance to bring to the community and the small local businesses were struggling to access the bigger programs based on capacity. There might be an opportunity to leverage Urban Renewal funds to bring technical assistance to those businesses so they could access those programs.

Committee Member Gormley said several of the companies who were failing to get the loans had no banking relationships.

Planning Director Richards said the program they were looking at was a program for the non-bankable businesses. The Community Development Financial Institute would be doing the review and underwriting for the businesses and Urban Renewal would provide the loan lost reserves to mitigate risk so that these businesses that were more marginal could be successful.

Committee Member Gormley suggested the money be spent on coaching and business advice on how to secure financing.

Committee Member McDonald asked how quickly they could mobilize a program. Planning Director Richards said if they needed a decision before the Committee's next meeting, they could call a special meeting for it.

Councilor Stassens was in favor of looking into using the funds for coaching.

There was consensus for staff to put together a proposal for the Committee to consider.

5. Committee Member Comments

Committee Gormely discussed closing 3rd Street to vehicles to help businesses open up and maintain social distancing, especially for serving food. He was in support of the idea.

Mr. Rucklos said he would be meeting with the City on Friday to discuss the option. This was to be prepared for the phase 1 reopening and to have designated days for the closures, especially Friday and Saturday. He thought it would be a good test and would inform future streetscape discussions.

6. Staff Comments

Planning Director Richards asked for a volunteer to work through loan agreement issues with the Bindery project. Committee Members Fox and McDonald volunteered.

Committee Member Fox said he had been advocating for getting truck traffic off of Main Street in Carlton and three weeks ago the City Council voted to reroute trucks off of Main Street. This would open the way for the kinds of things they were talking about, such as closing it down for festivals and markets.

7. Adjournment

Chair Gowell adjourned the meeting at 4:46 p.m.



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EXHIBIT 2 - STAFF REPORT

DATE: August 5, 2020
TO: McMinnville Urban Renewal Advisory Committee Members
FROM: Heather Richards, Planning Director
SUBJECT: COVID Recovery Façade Improvement Grant

STRATEGIC PRIORITY & GOAL:



ECONOMIC PROSPERITY

Provide economic opportunity for all residents through sustainable growth across a balanced array of traditional and innovative industry sectors.

Report in Brief:

This is the consideration of ten applications for the COVID Business Recovery Façade Improvement Grant.

Background:

On June 3, 2020, the McMinnville Urban Renewal Advisory Committee voted to initiate a targeted Façade Improvement Grant program for the Urban Renewal District to temporarily change the parameters of the Façade Improvement Grant to make it more favorable to property owners and require much less capital match to help their business tenants draw attention back to their businesses with cosmetic improvements to their building.

A mailing was sent out to all property owners in the district introducing the program. (See attached). The interest in the program has been considerable. This is the first review of applications that were submitted in the past month. Many more property owners are currently putting together projects and plan to submit applications in the upcoming months.

Discussion:

There are several different tests for determining a qualifying project for the program as described below. These tests have been reviewed and are identified on the attached spreadsheet.

Eligible Property:

1. Property owners of commercial or industrial zoned buildings within the District.
2. Business owners or tenants of commercial or industrial zoned buildings within the District with property owner consent.

Ineligible Property:

The following types of property are not eligible for funding:

1. Tax delinquent property within the Urban Renewal District.
2. Property in litigation.
3. Property in condemnation or receivership.
4. Property owned by religious groups.
5. Property owned by 501(c)3 nonprofit organizations on which taxes are not being paid.
6. Properties on which taxes are being paid, but have nonprofit use, such as schools, charities, clubs, etc.
7. Exclusively residential buildings.
8. Daycare centers.

Staff Notes: Several non-profit property owners with for-profit tenants that pay property taxes proportionally based on the for-profit tenant space have asked about eligibility. Included in this batch of applications, BR FIG 6-20, is the Knights of Pythias application. In addition, the Gallery Theater is interested in pursuing a project as well but has not yet applied.

Eligible Projects:

The types of eligible projects include:

1. Repair, restoration, or installation of exterior masonry and siding materials.
2. Repair, replacement, or installation of awnings, windows, trim, doors, gutters, downspouts, stone or brick, or other architectural details.
3. Repair or replacement of exterior lighting attached to a building or illuminating a sign.
4. Repair or construction of entryways.
5. Cleaning, preparation, and painting of exterior walls and trim in conformance with the approved color palette.
6. Removal of barriers to access for people with disabilities.
7. Removal, replacement, or repair of exterior wall, freestanding, or projecting signs.
8. Other improvements as approved.

Staff Notes: There are several applications that are not property improvements but are rather site improvements or maintenance activities. Those have been noted on the excel spreadsheet as potentially eligible under eligibility criteria #8, "Other improvements as approved". (BR FIG 1-20, BR FIG 3-20, BR FIG 5-20). Urban renewal funds are intended to fund capital improvement projects that add taxable value to the property or improves the overall sense of place of a distressed area so that all property values improve.

Grant Request and Match Requirement: Maximum grant request of \$5,000 with a 10% match requirement.

Review Criteria:

All projects will be reviewed based on the following criteria:

1. Positive impact of the project on the aesthetic appearance of the building.
2. Positive impact of the project on the overall streetscape.
3. Preservation and enhancement of the architectural integrity of the building.
4. Positive contribution of the project on the urban renewal effort.
5. Amount of additional investment leveraged by the grant.

6. Compliance with applicable design guidelines and standards.
7. Evidence of financial ability to meet matching requirements (e.g., bank statement, loan commitment letter, etc.)

Staff Notes: Staff has provided a spreadsheet identifying how each application meets all of the different tests of the program, including a Review Criteria Scorecard (attached) that identifies how each application meets or does not meet the review criteria and a scoring system for each criteria.

The results of the Review Criteria Scorecard are below:

Application Number	Review Criteria Score
BR FIG 4-20	10
BR FIG 6-20	10
BR FIG 7-20	10
BR FIG 9-20	10
BR FIG 10-20	9
BR FIG 8-20	9
BR FIG 2-20	9
BR FIG 1-20	5
BR FIG 3-20	4
BR FIG 5-20	3

Attachments:

- Grant Application Tracker Spreadsheet
- Review Criteria Spreadsheet
- Business Recovery Façade Improvement Grant Applications
 - BR FIG 1-20
 - BR FIG 2-20
 - BR FIG 3-20
 - BR FIG 4-20
 - BR FIG 5-20
 - BR FIG 6-20
 - BR FIG 7-20
 - BR FIG 8-20
 - BR FIG 9-20
 - BR FIG 10-20
- Program Summary and Application
- Letter of Introduction

Fiscal Impact:

There is currently \$175,000 allocated to the Property Assistance Program in the FY 2020/21 Urban Renewal Agency budget. Currently \$71,000 of that \$175,000 is allocated to the Granary Row project.

This first round of applications represents a total request of \$38,800.87, which if fully funded would leave \$65,199.13 for the property assistance program in FY 2020/21.

Business Recovery FIG Tracker

<u>Application Number</u>	<u>Date Received</u>	<u>Applicant Name</u>	<u>Contact Info</u>	<u>Property</u>	<u>Total Project Estimate</u>	<u>Grant Amount</u>	<u>Matching Funds</u>	<u>Project Description</u>	<u>Approved Date</u>	<u>Contract</u>	<u>Completion</u>	<u>Reimbursement Date</u>
BRFIG 1-20	7/21/2020	Rob Stephenson (Odd Fellows LLC)	503-434-0114 roberthstephenson@me.com	507 NE Davis R4421BC01700	\$5,415	\$4,874	\$542	Install Backflow Prevetor for Irragation Replant fron landscape/barkdust				
BRFIG 2-20	7/21/2020	Rob Stephenson (Odd Fellows LLC)	503-434-0114 roberthstephenson@me.com	305 NE Ford R4421BC05200	\$2,025.00	\$1,822.50	\$202.50	Pressure wash lower building area/clean awnings Paint 2' up from sidewalk				
BRFIG 3-20	7/21/2020	Rob Stephenson (Odd Fellows LLC)	503-434-0114 roberthstephenson@me.com	375 NE Ford Street (Atticus Hotel) R4421BC04700	\$1,250	\$1,125	\$125	Clean Awnings				
BRFIG 4-20	7/24/2020	Gary Sanders	503-998-3805 garysanders@gmail.com	250 NE Third Street R4421BC07200	\$6,674	\$5,000	\$1,674	Presuure wash/Prep/Caulk Paint				
BRFIG 5-20	7/2/2020	Kaylee Johnson/ Denny Elmer	kayleegemmjohnson@gmail.com	703 NE Third Street R4421BD05200	\$10,530	\$5,000	\$5,530	Pave Parking lot				
BRFIG 6-20	7/23/2020	Lee Vasquez (Knights of Pythias)	503-550-5000 lnevasquez@aol.com	334 NE 3rd Street R4417DB05600	\$6,327	\$5,000	\$1,327	Pressure wash building/awnings New Awning Caulk/Prep/Paint Biuilding Façade				
BRFIG 7-20	7/27/2020	Ed DeRaeve	503-437-3329 edderaeve@gmail.com	1206 NE 11th Way R4416DC07001	\$6,700	\$5,000	\$1,700	Pressure wash/Prep/Caulk Paint				
BRFIG 8-20	7/27/2020	Marylin Switzer	503-435-7767 mswitzermd@gmail.com	344 NE Galloway R4421BD05100	\$3,461	\$3,114.90	\$346.10	Replace Awning Replace Front Door				
BRFIG 9-20	7/27/2020	George and Jenifer Abdelnour	503-474-8253 g.w.abdelnour@gmail.com	220 NE 7th Street R4421DB18401	\$9,637	\$5,000	\$5,637	Paint New Awnings Post for hanging baskets				
BRFIG 10-20	7/28/2020	Robin Sturn	503-472-7863 drsturn@gmail.com	338 NE Davis Street R4421BC05500	\$3,183.30	\$2,864.97	\$318.33	Replace tiles on steps.				

Business Recovery FIG

<u>Date Received</u>	<u>Applicant Name</u>	<u>Property</u>	<u>Total Project Estimate</u>	<u>Grant Request</u>	<u>Match Amount</u>	<u>Eligible Property</u>	<u>Meets Eligibility #</u>	<u>Notes</u>	<u>Review Criteria Score</u>	<u>Project Description</u>
BRFIG 1-20	Rob Stephenson (Odd Fellows LLC)	507 NE Davis R4421BC01700	\$5,415.00	\$4,873.50	\$541.50	Y	8		5	Install Backlow Preventor for Irragation Replant from landscape/barkdust
BRFIG 2-20	Rob Stephenson (Odd Fellows LLC)	305 NE Ford R4421BC05200	\$2,025.00	\$1,822.50	\$202.50	Y	5		9	Pressure wash lower building area/clean awnings Paint 2' up from sidewalk
BRFIG 3-20	Rob Stephenson (Odd Fellows LLC)	375 NE Ford Street (Atticus Hotel) R4421BC04700	\$1,250.00	\$1,125.00	\$125.00	Y	8		4	Clean Awnings
BRFIG 4-20	Gary Sanders	250 NE Third Street R4421BC07200	\$6,674.00	\$5,000.00	\$1,674.00	Y	5		10	Presuure wash/Prep/Caulk Paint
BRFIG 5-20	Kaylee Johnson/ Denny Elmer	703 NE Third Street R4421BD05200	\$10,530.00	\$5,000.00	\$5,530.00	Y	8		3	Pave Parking lot
BRFIG 6-20	Lee Vasquez (Knights of Pythias)	334 NE 3rd Street R4417DB05600	\$6,327.00	\$5,000.00	\$1,327.00	Y	5	Needs further design review.	10	Pressure wash building/awnings New Awning Caulk/Prep/Paint Biilding Façade
BRFIG 7-20	Ed DeRaeve	1206 NE 11th Way R4416DC07001	\$6,700.00	\$5,000.00	\$1,700.00	Y	5		10	Pressure wash/Prep/Caulk Paint
BRFIG 8-20	Marylin Switzer	344 NE Galloway R4421BD05100	\$3,461.00	\$3,114.90	\$346.10	Y	2		9	Replace Awning Replace Front Door
BRFIG 9-20	George and Jenifer Abdelnour	220 NE 7th Street R4421DB18401	\$9,637.00	\$5,000.00	\$5,637.00	Y	1		10	Paint New Awnings Post for hanging baskets
BRFIG 10-20	Robin Sturn	338 NE Davis Street R4421BC05500	\$3,183.30	\$2,864.97	\$318.33	Y	5		9	Replace tiles on steps.

REVIEW CRITERIA SCORE:

Review Criteria	1-20	2-20	3-20	4-20	5-20	6-20	7-20	8-20	9-20	10-20
Positive impact of the project on the aesthetic appearance of the building.	1	2	1	2	1	2	2	2	2	2
Positive impact of the project on the overall streetscape.	1	2	1	2	n/a	2	2	2	2	2
Preservation and enhancement of the architectural integrity of the building.	n/a	1	n/a	1	n/a	1	1	1	1	1
Positive contribution of the project on the urban renewal effort.	2	2	1	2	n/a	2	2	2	2	2
Amount of additional investment leveraged by the grant.	1	1	1	2	2	2	2	1	2	1
Compliance with applicable design guidelines and standards.	n/a	1	n/a	1	n/a	1	1	1	1	1
Evidence of financial ability to meet matching requirements (e.g. bank statement, loan commitment letter, etc.)	n/a									
TOTAL:	5	9	4	10	3	10	10	9	10	9

Scoring Legend:

High = 3 points

Medium = 2 Points

Low = 1 Point



McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

McMinnville Urban Renewal Agency
c/o Planning Department
231 NE Fifth Street o McMinnville, OR 97128
(503) 434-7311 Office o (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:
File No. _____
Date Received _____
Received by _____

Applicant Information

Applicant is: Property Owner Tenant Option Holder Other _____

Applicant Name odd fellows Bldg LLC Phone _____

Contact Name Bob Stephenson Phone 503-434-0114
(If different than above)

Address 1081 N.W. Baker Crest Ct

City, State, Zip McMinnville OR

Contact Email rob@oddfellows.com

Property Owner Information

Property Owner Name _____ Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Business Name odd fellows Bldg. LLC

Property Address 507 N.E 5th St

Assessor Map No. R4 - -

PROJECT INFORMATION:

Estimated Project Start Date: OCT. 2020 Estimated Project Completion Date: OCT. 2020

Grant Amount Requested (no more than \$5,000): \$ ~~5000.00~~ 4873.50
 Applicant Matching Funds: \$ 541.50
 Total Project Costs: \$ 5415.00

Note: The total grant amount requested should equal or exceed the matching funds total.

Project Budget

Attach documentation for costs such as contractor's bids or detailed estimate for materials and labor costs. (Attach additional sheets as needed)

Labor	Materials	Purpose (i.e. painting, awning, repair)	Estimated Cost
As Per attached bid			\$ 5415 ⁻
			\$
			\$
			\$
			\$
			\$
			\$
			\$
Total Project Costs:			\$ 5415 ⁻

Description of Project/Use of Funds

Describe below all proposed improvements included in your project to include a summary of the building's current condition, areas to be improved and how, as well as any proposed materials or colors. Please enclose pictures, drawings, as necessary to help describe the work. (Attach additional sheets as needed)

Install legal backflow prevention systems and automatic irrigation system to maintain a green lawn - replant front and bark dust to beautify this historic building

In addition to this completed application, the applicant must provide the following:

- Digital photographs of the existing building façade.
- Photos, plans, and/or sketches of the proposed improvements
- Quotes, fee proposal, and any other information that supports the proposed budget.

I agree to comply with the guidelines and standards of the McMinnville Urban Renewal Agency's Façade Improvement Grant Program and I understand that this is a voluntary program, under which the City has the right to approve or deny any project or proposal or portions thereof.

Rob Stephenson Rob Stephenson 7/20/20
Applicant Signature Print Name Date

Owner (if different) Signature Print Name Date



McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

HOLD HARMLESS AGREEMENT

AND

OWNER AUTHORIZATION FOR TENANT TO CARRY OUT FAÇADE IMPROVEMENT AND/OR REHABILITATION PROJECT

I, Bob Stephenson hereby authorize Cascadia Handscaping to carry out improvements as specified in the accompanying Façade Improvement Grant Application, on my property located at 507 N.E FIFTH ST, which is within the City of McMinnville's Urban Renewal District.

I also agree to hold harmless the City of McMinnville in the event of property damage or physical injury as a result of working on the aforementioned project.

odd factors LLC
Property Owner

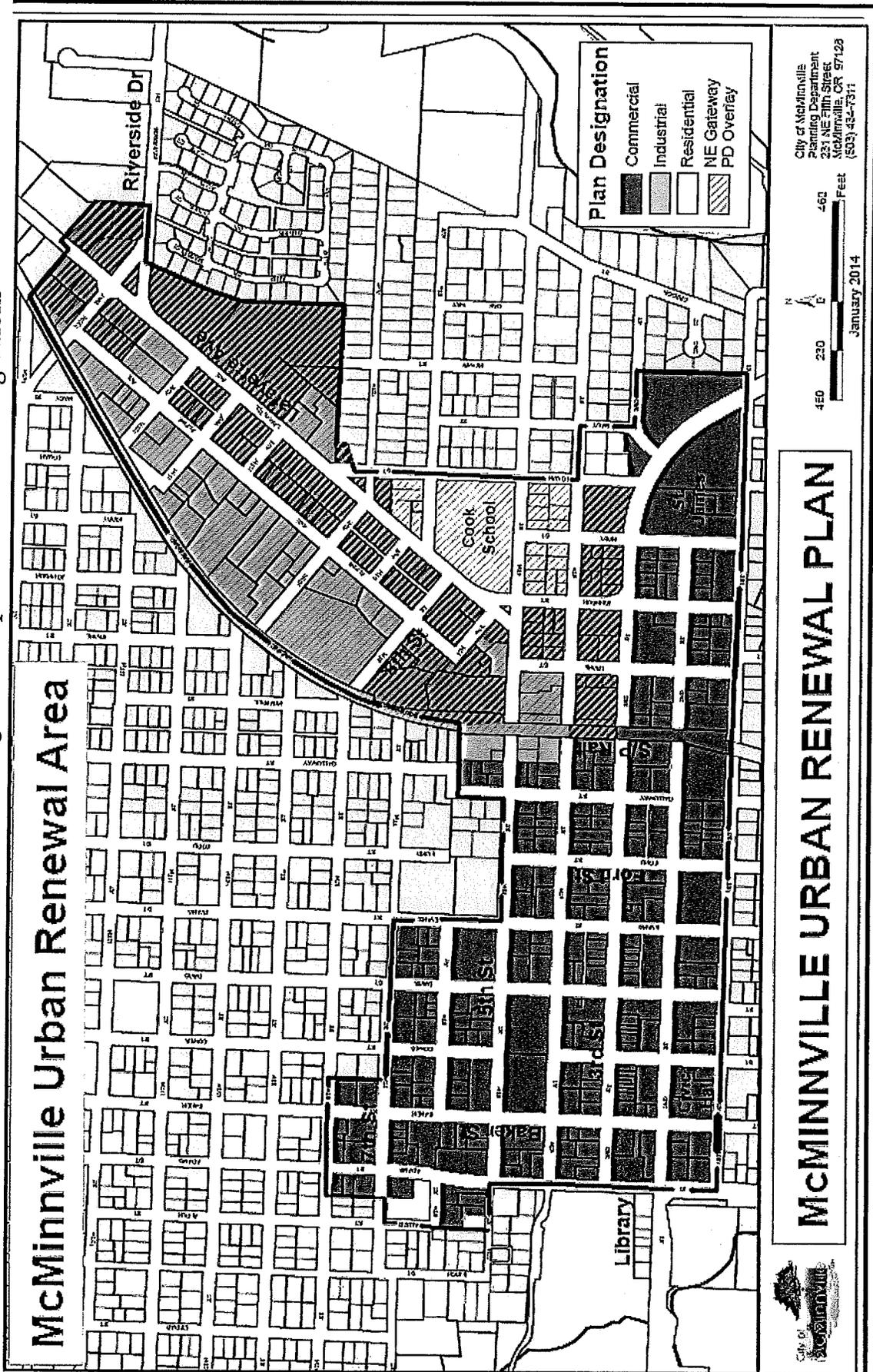
7/20/2020
Date

Julie Ann Shoemaker
Notary

Return To:
Heather Richards
Planning Director
City of McMinnville
231 NE 5th Street
McMinnville, OR 97128
Phone: (503) 434-7311
Fax: (503) 434-4955
E-mail: heather.richards@mcminnvilleoregon.gov



Map of McMinnville Urban Renewal Area with Zoning and Comprehensive Plan Designations



McMinnville Urban Renewal Area

McMINNVILLE URBAN RENEWAL PLAN



From: Cascadia Admin Admin@cascadialandscaping.com
Subject: Estimate 2919 from Cascadia Landscaping
Date: July 17, 2020 at 2:03 PM
To: robertstephenson@me.com



Dear Rob :

Please review the revised estimate below. Feel free to contact us if you have any questions.

We look forward to working with you.

Sincerely,
 Brian Wicks
 Cascadia Landscaping
 503-472-5897



P.O. Box 515 McMinnville, OR 97128

DATE	ESTIMATE
7/8/2020	2919

Robert Stephenson
 1081 NW Baker Crest Ct.
 McMinnville, OR 97128

Description	Quantity	Rate	Total
***Estimate for 5th & Davis St**			
Irrigation - Installation of fully automated four station Rainbird irrigation system consisting of (3) lawn stations, outdoor ESP controller, Febco double check backflow prevention assembly including all necessary test and permits.		4,250.00	4,250.00
Plant Materials - Plant budget for installation of new shrubs		550.00	550.00
Bark/Mulch - Installation of 11.5 cubic yards fir bark over beds	1.5	410.00	615.00

Here is the revised estimate you requested	Total		\$5,415.00

Landscape Contractors Board
 2151 Front St. NE, Suite 2-301
 Salem, OR 97301

Customer Signature _____

Phone: 503.472.5897 Fax: 503.472.0693 www.cascadialandscaping.com LCB #5285



St 300

WILD HEN
Produced by
WILD HEN
FOR MEAT





McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

McMinnville Urban Renewal Agency
c/o Planning Department
231 NE Fifth Street o McMinnville, OR 97128
(503) 434-7311 Office o (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:

File No. _____

Date Received _____

Received by _____

Applicant Information

Applicant is: Property Owner Tenant Option Holder Other _____

Applicant Name Bob Odd Fellows LLC Phone _____

Contact Name Bob Stephenson Phone 503-434-0114
(If different than above)

Address 1081 N.W. Baker Cross Ct

City, State, Zip McMinnville, OR

Contact Email robert@stephensonme.com

Property Owner Information

Property Owner Name _____ Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Business Name Odd Fellows LLC

Property Address 575-585 N.E. Third St

Assessor Map No. R4 - -

PROJECT INFORMATION:

Estimated Project Start Date: _____ Estimated Project Completion Date: _____

Grant Amount Requested (no more than \$5,000): \$ 2025 1022.50

Applicant Matching Funds: \$ 202.50

Total Project Costs: \$ 2025.00

Note: The total grant amount requested should equal or exceed the matching funds total.

Project Budget

Attach documentation for costs such as contractor's bids or detailed estimate for materials and labor costs. (Attach additional sheets as needed)

Labor	Materials	Purpose (i.e. painting, awning, repair)	Estimated Cost
		Pressure Wash	\$ 360
		Paint	\$ 515
		clean awnings	\$ 11.50
			\$
			\$
			\$
			\$
			\$
			\$
Total Project Costs:			\$ 2025.00

Description of Project/Use of Funds

Describe below all proposed improvements included in your project to include a summary of the building's current condition, areas to be improved and how, as well as any proposed materials or colors. Please enclose pictures, drawings, as necessary to help describe the work. (Attach additional sheets as needed)

Pressure wash lower part of building and re-paint 2' up from sidewalk, clean all awnings

In addition to this completed application, the applicant must provide the following:

- Digital photographs of the existing building façade.
- Photos, plans, and/or sketches of the proposed improvements
- Quotes, fee proposal, and any other information that supports the proposed budget.

I agree to comply with the guidelines and standards of the McMinnville Urban Renewal Agency's Façade Improvement Grant Program and I understand that this is a voluntary program, under which the City has the right to approve or deny any project or proposal or portions thereof.

Bob Stephenson
Applicant Signature

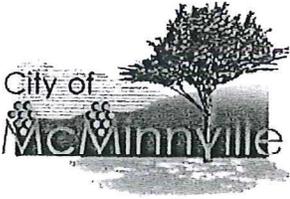
Bob Stephenson
Print Name

7/20/20
Date

Owner (if different) Signature

Print Name

Date



McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

HOLD HARMLESS AGREEMENT

AND

OWNER AUTHORIZATION FOR TENANT TO CARRY OUT FAÇADE IMPROVEMENT AND/OR REHABILITATION PROJECT

I, Rob Stephenson hereby authorize Smith Painting to
carry out improvements as specified in the accompanying Façade Improvement Grant
Application, on my property located at 575 - 585 N. E Third,
which is within the City of McMinnville's Urban Renewal District.

I also agree to hold harmless the City of McMinnville in the event of property damage or physical
injury as a result of working on the aforementioned project.

Odd Fellows LLC
Property Owner

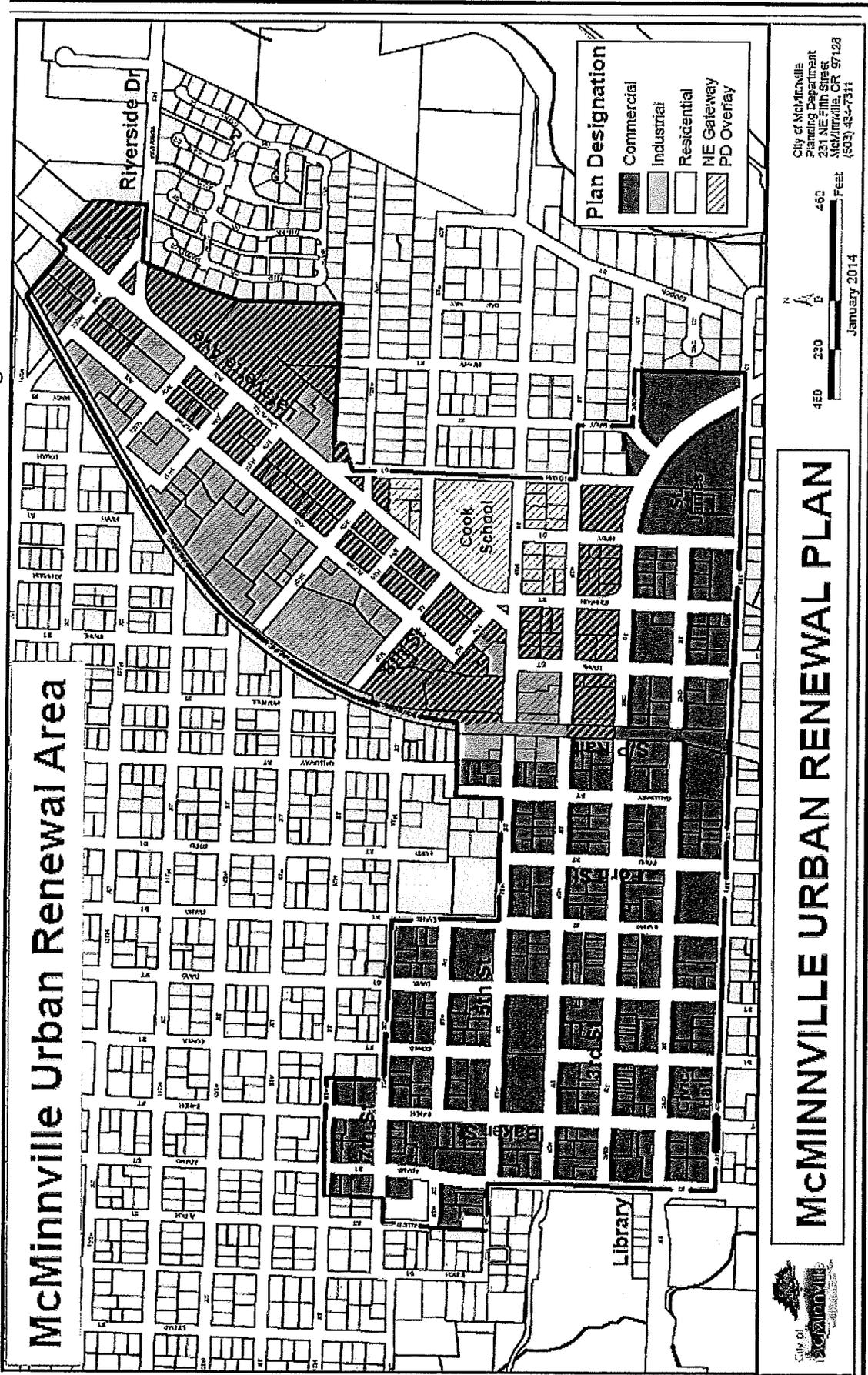
7/20/2020
Date

Julie Ann Shoemaker
Notary



Return To:
Heather Richards
Planning Director
City of McMinnville
231 NE 5th Street
McMinnville, OR 97128
Phone: (503) 434-7311
Fax: (503) 434-4955
E-mail: heather.richards@mcminnvilleoregon.gov

Map of McMinnville Urban Renewal Area with Zoning and Comprehensive Plan Designations



McMINNVILLE URBAN RENEWAL PLAN



Smith & Company Painting, Inc - CCB# 169003
P.O. Box 1401, McMinnville, OR 97128
E-mail: parker@smithandcompanypainting.com
Phone: 503-472-4334
Estimator: Parker Smith



Rob Stephenson
1081 NW Baker Crest Ct
McMinnville, OR 97128

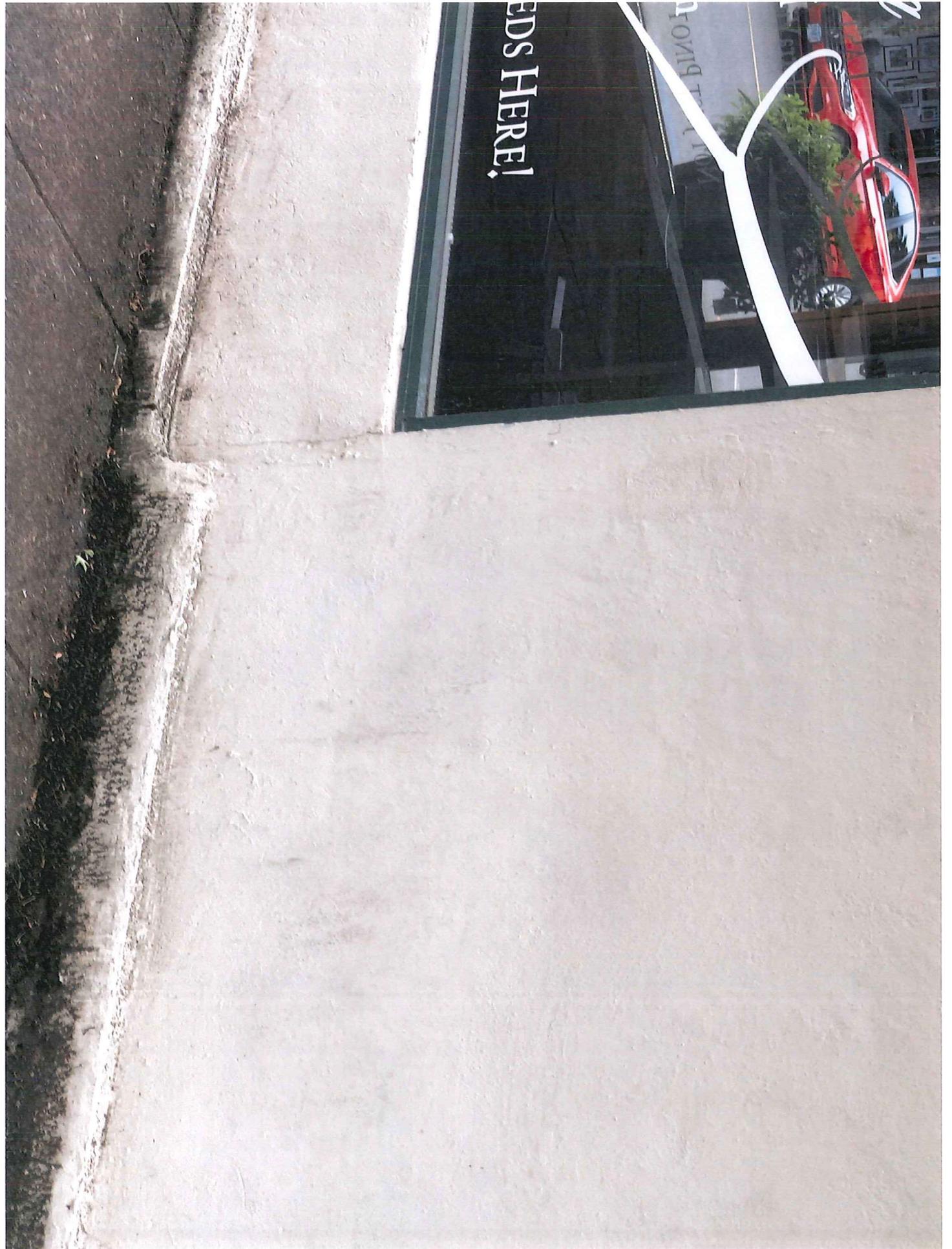
Thank you for the opportunity to quote the following prices:

<u>Job Description</u>	<u>Amount</u>
Odd Fellows:	
- We will pressure wash the lower 3' of the east and south facing sides of the building. Price is for the labor and materials.	\$360
- We will paint the bottom 2' of the building. Price is for the labor and materials.	\$515
- We will spray a cleaner onto the awnings, scrub them and then gently pressure wash them. Price is for the labor and materials.	\$1,150
KP Building:	
- We will pressure wash the brick on the front, apply a masonry primer and then 2 coats of paint. This price is for the labor and materials.	\$825
- For the trim band above the awnings we will clean and apply 2 coats of paint. This is the price for the labor and materials.	\$995
- We will spray a cleaner onto the awnings, scrub them and then gently pressure wash them. Price is for the labor and materials.	\$625
- We will wash the front of the building from the top of the awning down the entire front wall. We will then apply 2 coats of paint onto the wall and wood trim around the door area. This price is for the labor and materials.	\$995
Atticus:	
- We will spray a cleaner onto the awnings, scrub them and then gently pressure wash them. Price is for the labor and materials.	\$1,250

Especially for all new construction projects, please make sure to carefully read and understand the "Touch up" section which is below.

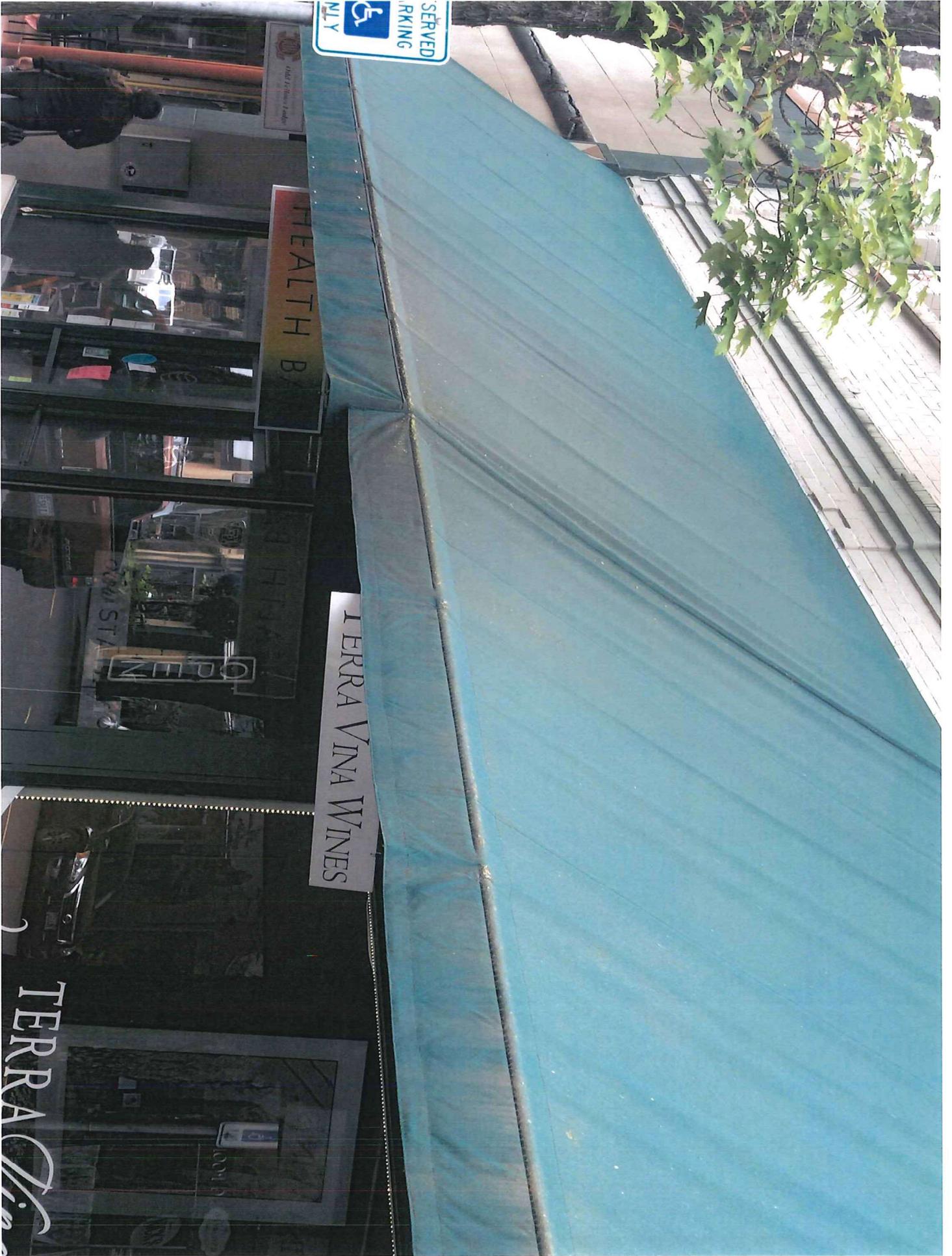
Although this estimate/contract form is lengthy, please read through it as it has very valuable information. It is our hope that the painting experience will be as pleasant as possible for both you and us. Please contact us if you have any questions at all.

If you chose us as your contractor, please keep in mind that you can now pay the deposit and



EDS HERE!

EDS HERE!



SERVED BY THE GLASS ONLY

HEALTH B

TERRA VINA WINES

STATION

OPEN

TERRA VINA WINES



PROJECT INFORMATION:

Estimated Project Start Date: _____ Estimated Project Completion Date: _____

Grant Amount Requested (no more than \$5,000): \$ 1,125⁻

Applicant Matching Funds: \$ 125⁻

Total Project Costs: \$ 1250.00

Note: The total grant amount requested should equal or exceed the matching funds total.

Project Budget

Attach documentation for costs such as contractor's bids or detailed estimate for materials and labor costs. (Attach additional sheets as needed)

Labor	Materials	Purpose (i.e. painting, awning, repair)	Estimated Cost
		Clean awnings	\$ 1250 ⁻
			\$
			\$
			\$
			\$
			\$
			\$
			\$
Total Project Costs:			\$ 1250

Description of Project/Use of Funds

Describe below all proposed improvements included in your project to include a summary of the building's current condition, areas to be improved and how, as well as any proposed materials or colors. Please enclose pictures, drawings, as necessary to help describe the work. (Attach additional sheets as needed)

Pressure wash & clean all 5 awnings
on the building

In addition to this completed application, the applicant must provide the following:

- Digital photographs of the existing building façade.
- Photos, plans, and/or sketches of the proposed improvements
- Quotes, fee proposal, and any other information that supports the proposed budget.

I agree to comply with the guidelines and standards of the McMinnville Urban Renewal Agency's Façade Improvement Grant Program and I understand that this is a voluntary program, under which the City has the right to approve or deny any project or proposal or portions thereof.

R.A. Stephenson
Applicant Signature

Rob Stephenson
Print Name

7/17/20
Date

Owner (if different) Signature

Print Name

Date



McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

HOLD HARMLESS AGREEMENT

AND

OWNER AUTHORIZATION FOR TENANT TO CARRY OUT FAÇADE IMPROVEMENT AND/OR REHABILITATION PROJECT

I, Rob Stephens hereby authorize Smith Painters to carry out improvements as specified in the accompanying Façade Improvement Grant Application, on my property located at 375 N.E. Far., which is within the City of McMinnville's Urban Renewal District.

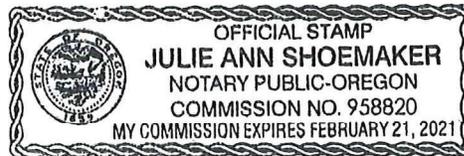
I also agree to hold harmless the City of McMinnville in the event of property damage or physical injury as a result of working on the aforementioned project.

Odd Fellows LLC
Property Owner

7/20/2020
Date

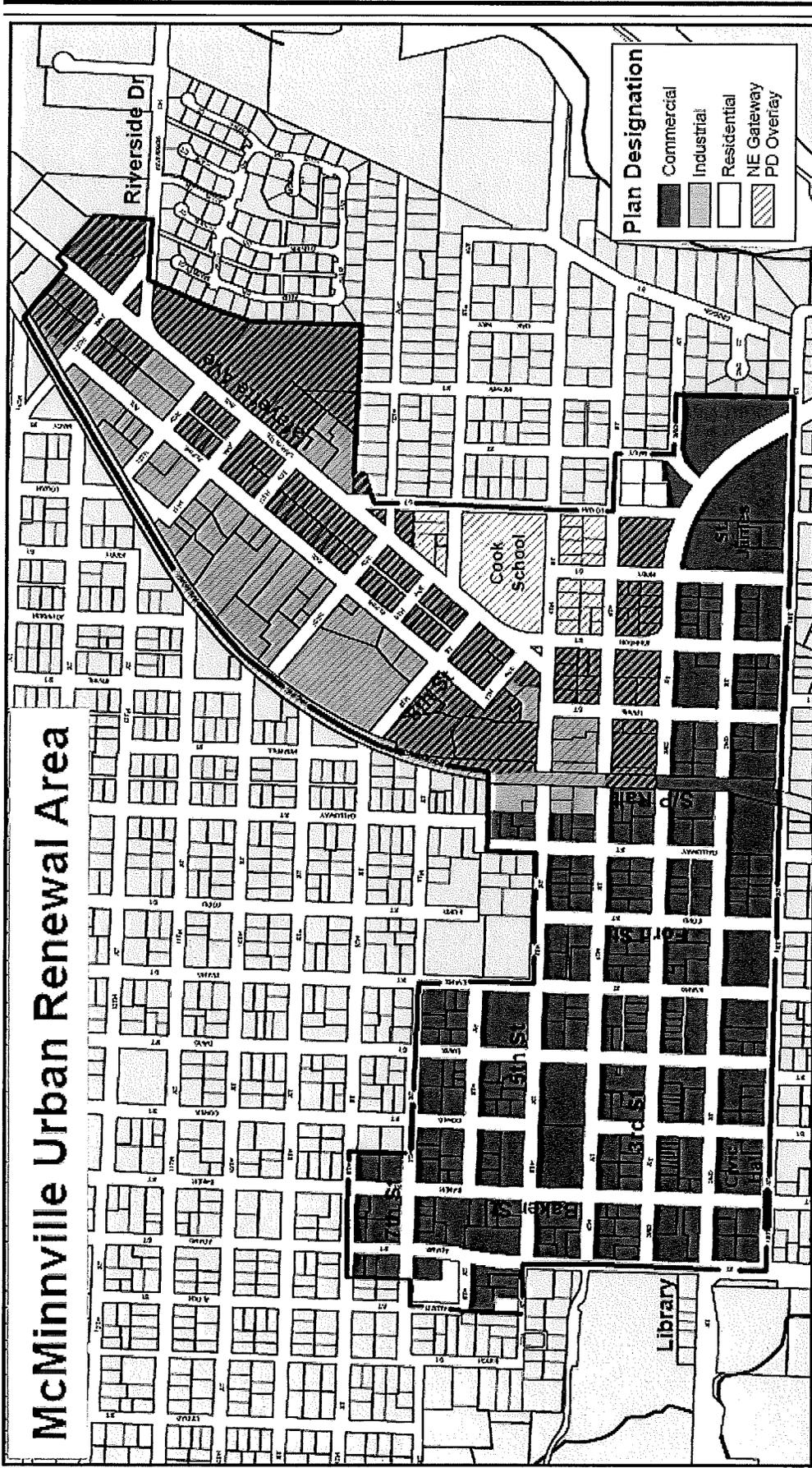
Julie Ann Shoemaker
Notary

Return To:
Heather Richards
Planning Director
City of McMinnville
231 NE 5th Street
McMinnville, OR 97128
Phone: (503) 434-7311
Fax: (503) 434-4955
E-mail: heather.richards@mcminnvilleoregon.gov



Map of McMinnville Urban Renewal Area with Zoning and Comprehensive Plan Designations

McMinnville Urban Renewal Area



McMINNVILLE URBAN RENEWAL PLAN

Smith & Company Painting, Inc - CCB# 169003
 P.O. Box 1401, McMinnville, OR 97128
 E-mail: parker@smithandcompanypainting.com
 Phone: 503-472-4334
 Estimator: Parker Smith



Rob Stephenson
 1081 NW Baker Crest Ct
 McMinnville, OR 97128

Thank you for the opportunity to quote the following prices:

<u>Job Description</u>	<u>Amount</u>
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- We will pressure wash the lower 3' of the east and south facing sides of the building. Price is for the labor and materials.	\$360
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- We will spray a cleaner onto the awnings, scrub them and then gently pressure wash them. Price is for the labor and materials.	\$1,150
KP Building:	
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<u>Atticus:</u> We will spray a cleaner onto the awnings, scrub them and then gently pressure wash them. Price is for the labor and materials.	<u>\$1,250</u>

Especially for all new construction projects, please make sure to carefully read and understand the "Touch up" section which is below.

Although this estimate/contract form is lengthy, please read through it as it has very valuable information. It is our hope that the painting experience will be as pleasant as possible for both you and us. Please contact us if you have any questions at all.

If you chose us as your contractor, please keep in mind that you can now pay the deposit and



red hills
kitchen

530

red hills
kitchen





McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

McMinnville Urban Renewal Agency
c/o Planning Department
231 NE Fifth Street ◦ McMinnville, OR 97128
(503) 434-7311 Office ◦ (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:	
File No.	_____
Date Received	_____
Received by	_____

Applicant Information

Applicant is: Property Owner Tenant Option Holder Other _____

Applicant Name GARY SANDERS Phone 503-998-3805

Contact Name _____ Phone _____
(If different than above)

Address 2320 SW RICHARDSON ST

City, State, Zip PORTLAND, OR 97239

Contact Email GARYRSANDERS@GMAIL.COM

Property Owner Information

Property Owner Name _____ Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Business Name SACHSE SANDERS LLC

Property Address 250 3RD STREET

Assessor Map No. R4421BC 07260

PROJECT INFORMATION:

Estimated Project Start Date: 9-1-20 Estimated Project Completion Date: 9-15-20

Grant Amount Requested (no more than \$5,000): \$ 5,000⁰⁰
 Applicant Matching Funds: \$ 1,674⁰⁰
 Total Project Costs: \$ 6,674⁰⁰

Note: The total grant amount requested should equal or exceed the matching funds total.

Project Budget

Attach documentation for costs such as contractor's bids or detailed estimate for materials and labor costs. (Attach additional sheets as needed)

Labor	Materials	Purpose (i.e. painting, awning, repair)	Estimated Cost
		CLEANING, REPAIR + PAINTING	\$ 6674 ⁰⁰
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
Total Project Costs:			\$ 6674 ⁰⁰

Description of Project/Use of Funds

The building at 3rd and Cowls Street had the exterior refurbished and painted in 2012. This included the deteriorated upper architectural cornice and all stucco. Since then we have had tenant turnover requiring signage removal leaving damage, weather damage to some of the window trim and general nicks and scrapes from usage of the sidewalk seating at The Bitter Monk.

The project would include washing the building, repairing all damage and repainting in the same color scheme. I have attached:

Pictures of damage to building

Cost Estimate from Dramis Painting LLC

The color scheme will remain the same

From: Gary Sanders garyrsanders@gmail.com

Subject:

Date: July 21, 2020 at 11:03 AM

To: Gary Sanders garyrsanders@gmail.com

GS

On Mon, Jul 13, 2020 at 1:42 PM Paul Dramis <pauldramispainting@gmail.com> wrote:

Hello Gary,

Here is your painting estimate for the third Street Flats/ bitter monk building

Due to the age of the building lead safe work practices are to be performed.

Exterior painting

Prep to include high pressure washed to remove built up dirt and debris.

General purpose cleaning.

Hand scraped to remove loose and peeling paint.

Prime all Bare wood, masonry etc. with Sherwin-Williams peel bond primer.

Apply caulking patch etc. two cracks seams areas where water can enter.

Apply two coats of Sherwin-Williams best exterior paint Emerald satin colors to be same as existing color scheme.

Lower section tile work and below including windows

Total cost \$6674

Total building cost \$22,246

Feel free to contact me with any other questions or concerns

Note - most of the building looks to be in good shape here's a couple pictures of the worst I've seen on the building is the window patch has deteriorated on the windows bottom floor

<image0.jpeg>

<image1.jpeg>

Entire building

Paul **Dramis Painting LLC**

1740 N. E. 18th St.

McMinnville OR 97128

CCB 181039

503-560-6311

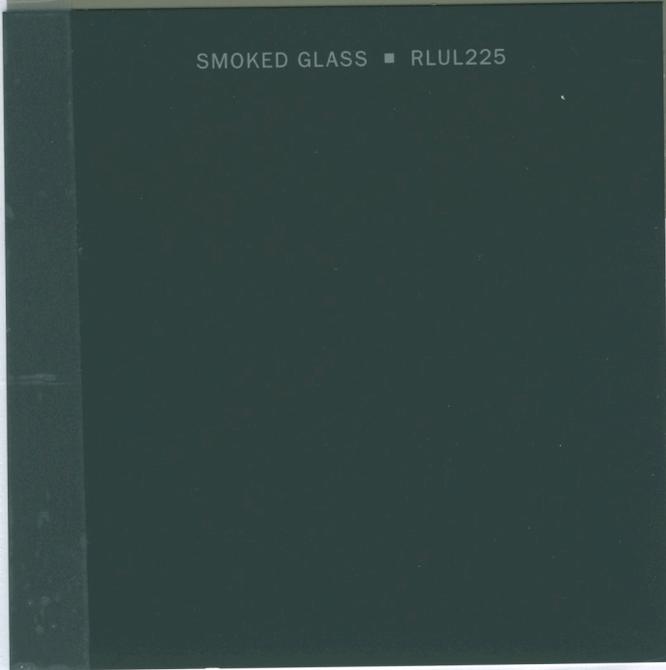
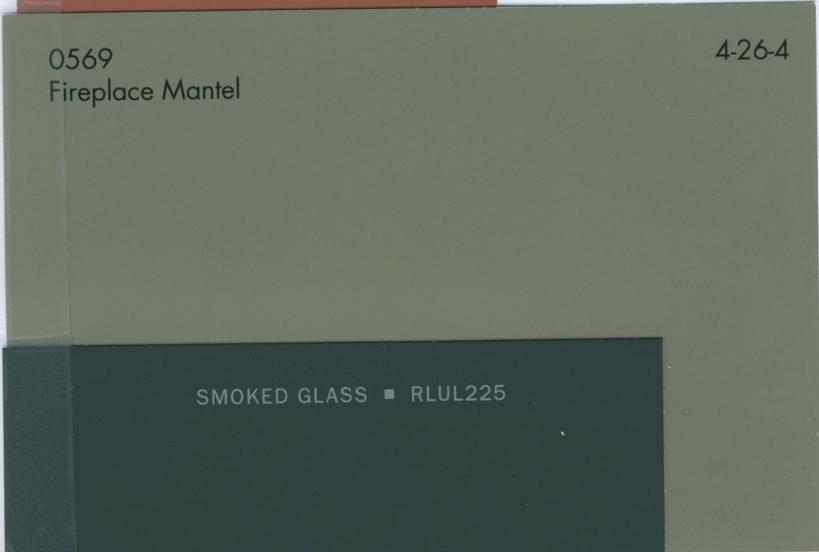
--

Gary Sanders
(503) 998-3805



I hope this helps and any questions please give me a call. Also thanks for lunch and love your car.....

Shannon



Locally owned restaurants are the heart of our
community. This summer, just drive will be made
into an outdoor dining room each weekend.

JULY 1 - 8
JULY 15 - 22
JULY 29 - 30
JULY 31 - AUG 1
AUGUST 5 - 12
AUGUST 19 - 26
AUGUST 31 - 31
SEPT 1 - 8



THE CURVE
SERIES

THE CURVE
SERIES

MINORS ARE NOT ALLOWED AT OUTDOOR





St. Bernardus
Christmas Ale
ABBEY ALE

Braupakt

WALDOW

GATS



PLEASE ADVISE
YOUR VISITING HOURS
HERE

**WELCOME BACK TO
THE BITTER MONK!**

As we head to a new location we
are excited to have you back!
Please let us know if you have any
questions or need any help.
We are here to help!

Thank you for your support!
We are excited to have you back!

Visit us on our website at
www.bittermonk.com

THE BITTER MONK

STEP UP

Outside Food We

Summer Hours

Wednesday - 3-8 pm
Thursday - 3-8 pm
Friday 3-9 pm
Saturday 1-9 pm
Sunday 1-6 pm

M
PE









A black-framed display mounted on a wall. It contains four photographs of interior spaces: a living room with a chandelier, a dining room, a bedroom with a white bed, and another living room. Below the photos are two white cards with text and a logo. The logo on the right card features a shield with the words "RED" and "PLATE" and a central emblem.



Locally owned restaurants are the heart of our
community. This summer, just drive will be made
into an outdoor dining room each weekend.

JULY 1 - 8
JULY 15 - 22
JULY 29 - 30
AUGUST 5 - 12
AUGUST 19 - 26
AUGUST 23 - 30
SEPT 6 - 8



THE CURVE
SERIES

THE ARTER
SERIES

MINORS ARE NOT ALLOWED AT OUTDOOR





St. Bernardus
Christmas Ale

ABBEY ALE

Braupakt



PLEASE ADVISE
YOUR VISITING HOURS
HERE

**WELCOME BACK TO
THE BITTER MONK!**

As we head to a new location we
are excited to have you back!
Please let us know if you have any
questions or need help with your
order. We are here to help!

Thank you for your support!
We look forward to seeing you
soon! Thank you for being a part
of our team!

THE BITTER MONK

STEP UP

Outside Food We

Summer Hours

- Wednesday - 3-8 pm
- Thursday - 3-8 pm
- Friday 3-9 pm
- Saturday 1-9 pm
- Sunday 1-6 pm

M
PE



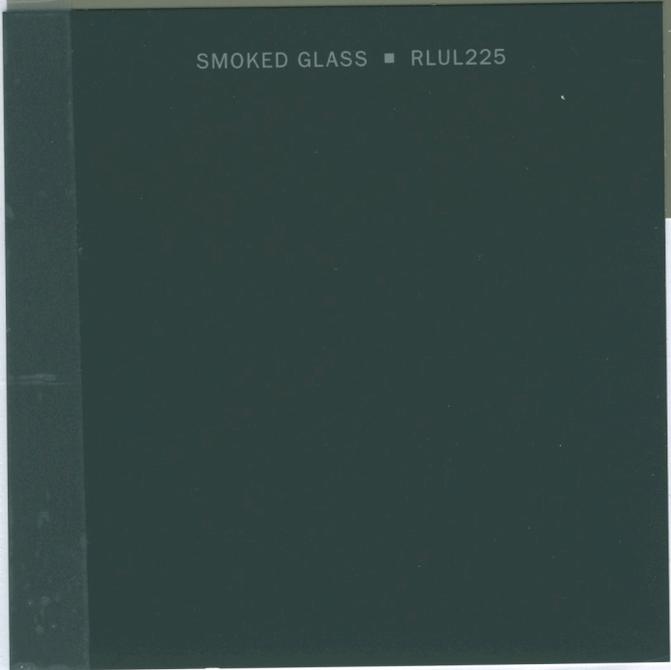
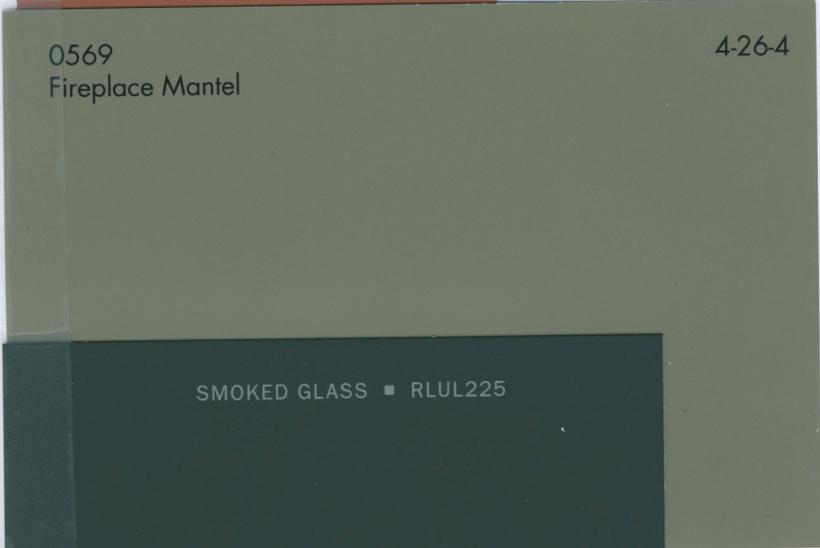






I hope this helps and any questions please give me a call. Also thanks for lunch and love your car.....

Shannon



PROJECT INFORMATION:

Estimated Project Start Date: _____ Estimated Project Completion Date: _____

Grant Amount Requested (no more than \$5,000): \$ 5,000
 Applicant Matching Funds: \$ 5,530
 Total Project Costs: \$ 10,530

Note: The total grant amount requested should equal or exceed the matching funds total.

Project Budget

Attach documentation for costs such as contractor's bids or detailed estimate for materials and labor costs. (Attach additional sheets as needed)

Labor	Materials	Purpose (i.e. painting, awning, repair)	Estimated Cost
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
Total Project Costs:			\$



McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

McMinnville Urban Renewal Agency
c/o Planning Department
231 NE Fifth Street o McMinnville, OR 97128
(503) 434-7311 Office o (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:	
File No.	_____
Date Received	_____
Received by	_____

Applicant Information

Applicant is: Property Owner Tenant Option Holder Other _____

Applicant Name Denny Elmer Phone 971-237-6752
Contact Name _____ Phone _____
(If different than above)
Address 703 NE 3rd ST. / PO Box 237
City, State, Zip McMinnville OR. 97128
Contact Email dennyelmer@gmail.com

Property Owner Information

Property Owner Name _____ Phone _____
(If different than above)
Contact Name _____ Phone _____
Address _____
City, State, Zip _____
Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Business Name C.S. Property Holdings. DBA: Douglas On Third
Property Address 703 NE 3rd St, McMinnville OR 97128
Assessor Map No. R4

From: [Kaylee Johnson](#)
To: [Sean Kelso](#)
Subject: Re: Facade Improvement Grant Application
Date: Monday, July 27, 2020 9:42:02 AM
Attachments: [Scan.pdf](#)

This message originated outside of the City of McMinnville.

Hey Sean!

Thank you so much for your email! I'll reattach the documents and definitely let me know if you are still experiencing any trouble with the attachments.
The only document not added to this email was the work estimate.

Hopefully this helps!

Stay cool out there!

On Mon, Jul 27, 2020 at 8:53 AM Sean Kelso <Sean.Kelso@mcminnvilleoregon.gov> wrote:

Good morning Kaylee,

I received a forward message from heather Richards about your Façade Improvement Grant Application.

The email that I received with the photos of your project will not open on my City computer. I am only able to open the work estimate. Would you please try resending them to me.

Thank you,

Sean Kelso

503-434-7314

From: Kaylee Johnson [mailto:kayleegemmjohnson@gmail.com]
Sent: Wednesday, July 1, 2020 5:09 PM
To: Heather Richards <Heather.Richards@mcminnvilleoregon.gov>
Subject: Fwd: Facade Improvement Grant Application

Your attachments have been security checked by Mimecast Attachment Protection. Files where no threat or malware was detected are attached.

Hi Heather,

Attached is the application for the Facade Improvement Grant for the Douglas On Third. I've attached the signed paperwork, photos of the surrounding area, and also a quote of labor and material cost. Below I've attached our Project Description as well.

Please let me know if you have any questions or if any additional information is needed.

Description of Project Use of Funds:

The Douglas On Third is requesting assistance via the Business Recovery Façade Improvement Grant to repave our parking lot.

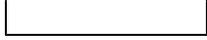
Currently this space is an uneven gravel lot. It is used daily by both out of town guests and various employees of multiple downtown businesses. Currently the conditions prove difficult for both our guests and the employees. When it rains water builds up in the back making the gravel all the more uneven and difficult to maneuver. Throughout the years, contrary to our diligent work and labors of upkeep, the condition of the parking lot has only continued to worsen. Attached you will find a proposed bid from Pav Co, Paving Company LLC which outlines the labor and materials cost for our project. We are requesting \$5,000 from the Improvement Grant and will be contributing \$5,530 of our own funds to the project.

Our main objective is to level and pave the back lot in its entirety adding to the overall function and appearance. By paving the lot we will assist in aiding the limited parking we have in the downtown district by adding additional safe and convenient parking opportunities.

Thank you kindly!

[Preview attachment Scan.pdf](#)





[Scan.pdf](#)

[2.9 MB](#)

--

Kaylee Johnson

Marketing Director

760-524-8939

Kayleegemmjohnson@gmail.com

Kaylee@craftmarkinc.com

--

Kaylee Johnson

Marketing Director

760-524-8939

Kayleegemmjohnson@gmail.com

Kaylee@craftmarkinc.com

--

Kaylee Johnson

Marketing Director

760-524-8939

Kayleegemmjohnson@gmail.com

Kaylee@craftmarkinc.com



DOUGLAS
ON TRUCK
REAR
ENTRANCE



SALES, TOWING
& RECOVERY INC.
503-434-9000


DOUGLAS
ON THIRD
PARKING
ONLY


DOUGLAS
ON THIRD
PARKING
ONLY


DOUGLAS
ON THIRD
PARKING
ONLY









PARKING
PASS
RETURN

NO MINORS
PROHIBITED ENTRY OF THIS PREMISES

Notes:

Price includes (1) mobilization

This proposal is valid for 30 days

PAVCO Paving Company, LLC will not be responsible for poor drainage do to design and/or slopes at less than one and 1/2%

This proposal is subject to asphalt escalation

TERMS & CONDITIONS: (1) PAVCO Paving Company, LLC agrees to perform all of the paving/construction work as described on the estimate form according to the plans and specifications for the project and/or verbal instructions as presented to PAVCO Paving Company, LLC, by the owner or its representative for purposes of preparing this estimate. These plans and specifications and/or instructions are by this reference incorporated into this estimate. (2) PAVCO Paving Company, LLC agrees that the owner may make any necessary changes in the plans and specifications for the work covered by this estimate and contract that may be deemed necessary during the progress of work, without invalidating this contract but no change shall be binding until agreed in writing by PAVCO Paving Company, LLC. If any such change results in additions or reductions in the amount of work and/or materials required, the owner and PAVCO Paving Company, LLC shall negotiate and agree upon an equitable change to the contract price. (3) In the event that PAVCO Paving Company, LLC is delayed in the performance of any of its obligations as a result of strikes unavailability of materials, weather conditions or any other cause beyond the reasonable control of PAVCO Paving Company, LLC then the time for completion shall be extended for the period of the delay. (4) Should concealed or unknown conditions below the surface of the ground or within existing structures otherwise at variance with the conditions indicated by the plans & specifications available for the estimate, or otherwise differing materially from those generally recognized as inherent in work of the character provided for this contract, be encountered, the contract price shall be equitably adjusted upon claim by PAVCO Paving Company, LLC (5) In case the work should, before completion, be wholly or partially destroyed by fire, defective soil, earthquake, act of God, or by anyone other than PAVCO Paving Company, LLC, then the loss occasioned thereby shall be wholly sustained by the owner.

(6) TERMS OF PAYMENT:

A. Lump Sum: The lump sum price given is the exact amount for the work to be performed based on the Approved plans and specifications. If, however, there are changes in the original scope of the project, PAVCO Paving Company, LLC, reserves the right to claim for additional compensation for the portion of the work that was not included in the original bid.

B. Project Pricing: The project price given is approximate. This price is subject to measurement of final quantities on unit prices specified. The owner shall arrange for its representative to provide all measurements in writing to PAVCO Paving Company, LLC, at the earliest practical time. If these measurements are not available, then PAVCO Paving Company, LLC, shall provide all such measurements.

C. PAVCO Paving Company, LLC, requires the customer make a payment of 50% of the contract prior to mobilization. The remainder of the contract is due 10 days after completion. A late charge of 1 1/2% (18 annual percentage rate) will be imposed on past due balances.

D. PAVCO Paving Company, LLC, shall have the right to stop work on the project and claim a Construction Lien if payments are not made in a timely manner.

(7) PAVCO Paving Company, LLC, reserves the right to subcontract all or any portions of the project without written consent of the owner. Owner shall not assign this contract or property covered without written consent by PAVCO Paving Company, LLC, which shall not be reasonably withheld.

(8) In the event any suit or action is instituted by either party, the prevailing party shall be entitled to reasonable attorney fees. In addition, owner agrees to pay all collection costs incurred by PAVCO Paving Company, LLC, in attempting to recover all or any portion of the contract price.

(9) The owner agrees to obtain and pay for all permits, license, official inspections, etc., unless otherwise stated on the face of the estimate.

(10) If the owner or its authorized representative insists upon completion of the work against the advice of PAVCO Paving Company, LLC, because of weather or subsurface conditions, the owner assumes all risks for defects and all extra costs due to such conditions.

(11) **Guarantee:** All material is guaranteed to be as specified and all work to be completed in a workmanlike manner according to standard practices. PAVCO Paving Company, LLC, will warranty all workmanship for a period

of one year from date of completion against defects in labor only.

This estimate is subject to credit approval, and is not binding on PAVCO Paving Company, LLC, until approved by authorized signatures.

Does not include traffic control, flagging, saw cutting, adjustment of structure (manhole, valve boxes, clean out covers or other items in the grade).

General Exclusions: Performance Bonds, Engineering, Testing, Surveying, Permits, Unsuitable Subgrade and/or Over Excavation, Rock Excavation, Removal or abandonment of existing wells or Underground Tanks, Hazardous Waste Testing, Removal or Disposal, Layout and Striping.

Bid is based on DRY WEATHER construction.

This proposal shall be included in any subcontract agreement.

Accepted: The above prices, specifications and conditions are satisfactory and hereby accepted.	Confirmed: Pavco Paving Company, LLC
Buyer: _____	Authorized Signature: _____
Signature: _____	
Date of Acceptance: _____	



McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

RECEIVED

JUL 23 2020

McMinnville Urban Renewal Agency
c/o Planning Department
231 NE Fifth Street o McMinnville, OR 97128
(503) 434-7311 Office o (503) 474-4955 Fax
www.mcminnvilleoregon.gov

COMMUNITY DEVELOPMENT
CENTER

Office Use Only:

File No. _____

Date Received _____

Received by _____

Applicant Information

Applicant is: Property Owner Tenant Option Holder Other _____

Applicant Name Knights of Pythias Phone 503-550-5000

Contact Name Lee Vasquez Phone above
(If different than above)

Address 735 NW 17th St.

City, State, Zip McMinnville, OR 97128

Contact Email LNEVasquezI@aol.com

Property Owner Information

Property Owner Name Knights of Pythias Phone above
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Business Name Knights of Pythias

Property Address 334 NE 3rd Street McMinnville, OR 97128

Assessor Map No. R4 - -

Description of Project/Use of Funds

Describe below all proposed improvements included in your project to include a summary of the building's current condition, areas to be improved and how, as well as any proposed materials or colors. Please enclose pictures, drawings, as necessary to help describe the work. *(Attach additional sheets as needed)*

- The scope of work for this job includes the following: We will pressure wash the building as well as the existing awnings. We will purchase an additional awning to be placed over the doorway to the lodge to give a more completed look to the building. We will prepare building (including re-caulking around windows) to be repainted in the current color scheme. In addition, we note that ours is the only building on the block that has not yet painted the original bricks below the front windows. We intend to paint these with the same color scheme.
- Note that we are attaching to our application two bids for painting and two bids for the awning.
- Knights of Pythias is a 501 (c) 3 organization, but because we receive rental income for the stores below the lodge, we have pay property taxes annually. A copy of our property tax statement is attached.

In addition to this completed application, the applicant must provide the following:

- Digital photographs of the existing building façade.
- Photos, plans, and/or sketches of the proposed improvements
- Quotes, fee proposal, and any other information that supports the proposed budget.

I agree to comply with the guidelines and standards of the McMinnville Urban Renewal Agency's Façade Improvement Grant Program and I understand that this is a voluntary program, under which the City has the right to approve or deny any project or proposal or portions thereof.


Applicant Signature

Lee Vasquez, Secy.
Print Name

7-23-20
Date

Owner (if different) Signature

Print Name

Date

[Home](#)

[Help](#)

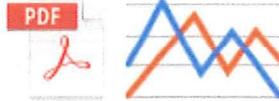
[Login](#)

[Logoff](#)

[Property Search](#) > [Search Results](#) > Property Summary

Property Account Summary

7/22/2020



Click image above for more information

Account Number	160630	Property Address	334 NE 3RD ST , MCMINNVILLE, OR 97128
----------------	--------	------------------	---------------------------------------

General Information

Alternate Property #	R4421BC 08400
Property Description	Township 4S Range 4W Section 21 Qtr B QQtr C TaxLot 08400 Lot 2 Block 13 SubdivisionName MCMINNVILLE, ORIGINAL TOWN OF
Property Category	Land &/or Buildings
Status	Active, Host Other Property, Locally Assessed
Tax Code Area	40.51
Remarks	

Tax Rate

Description	Rate
Total Rate	16.9817

Property Characteristics

Neighborhood	CMM1
Land Class Category	204 Comm Zoning Not Significant Partially Exempt
Account Acres	0.1170
Change Property Ratio	Commercial

Related Properties

559648 is Located On this property

Property Values

Value Type	Tax Year 2019	Tax Year 2018	Tax Year 2017	Tax Year 2016	Tax Year 2015

ERIC HARMES PAINTING, LLC
Interior & Exterior Painting
CCB# 205263
971-237-5827

3rd.
TO: Lee Vasquez

Address: 334 NE

Mcminnville, OR.

Exterior painting: Store Front

Description of Work:

- Pressure wash building and clean awnings with a fabric detergent.
- Prep- patch any minor areas as needed. Caulk any/all areas where needed. Prime any raw areas where needed.
- Prime brick with masonry primer.
- Apply 2 coats of finish on all areas scoped out on front of building. This includes all body, trim, windows and brick. This is also going with the assumption we are painting the same color scheme. The proposal also includes rental of a scissor lift to ensure safety and speed of job being accomplished.

All Time and Materiel included

Owner/Painter will be responsible for removal of all items in the job sight area that may obstruct or interfere with the job being performed.

Payment to be made as follows: 50% down – balance due upon job completion

Acceptance: The above prices, Specifications and conditions are satisfactory and or hereby accepted. You are authorized to do the work specified. Payment will be made outlined above.

Any alterations or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate

Total: \$5,550.00



1184 3rd St.
Lafayette, OR 97127
Office: 503.687.1195
Email: info@getitpaintedinc.com
www.getitpaintedinc.com

Name: Lee Vasquez
Address: 334 NE 3rd
City: McMinnville, OR 97128
Phone: 503-550-5000
Email: inevasquez@aol.com

Proposal #: 2153
Date: 7.22.20

Work Site Address:

*General Description: Pressure wash, prepare, and paint the exterior front of the building including cleaning of awning as specified by Customer.

*Surface Preparation: Wash all painted areas with pressure wash to remove all dirt, grim and debris. Remove and replace all failed caulking, scrap, and prime as needed to ensure a premium quality job. Mask and protect all non-painted areas. We will do everything possible to protect the landscaping but please help us by cutting all plants back at least 16" from the siding.

*Finish Coat Specification: Paint to be applied with an industrial airless sprayer and back brush or rolled as needed. Apply 2 coats (as needed) of the appropriate Sherwin-Williams exterior product to all painted areas.

*Clean up: To be performed daily and at the completion of the job. We will haul away and dispose of all construction debris and garbage according to all city and state regulations.

Labor & Materials..... \$7,000.00

*Payment Schedule: 50% down upon signing of contract and remainder due upon satisfactory completion of the job. No work may begin without a signed contract per Oregon law. We accept cash, credit/debit cards, and check.

Warranty Information: 1 year labor 10 year materials

*Color Consultation: We provide color consultation and color mock-ups free of charge as part of our paint job. We will be more than happy to work with you to find the perfect color for the job. This is a free service to all our customers.

Important

-We will be happy to tailor our estimate to fit your expectation and/or budget by adjusting our workmanship and the quality of our products. This is an estimate for the job that we believe you are looking for. We can sacrifice quality of products and workmanship to lower the cost, but please understand by using less than our standard products or workmanship we are lowering the overall quality of the job, and our warranty standards may change.

-Estimate covers listed services/products only and is based on the information provided to us at the time – changes or additions may increase costs. Estimate valid for 30 days unless otherwise provided.



620 SE Water Avenue
 Portland OR 97214
 Shades & Blinds 503.235.4111
 Awnings 503.235.1188
 Fax 503.736.0609

PROPOSAL

Serving Oregon for over 45 Years!

- Blinds
- Shades
- Awnings
- Canvas Products

BLINDS & AWNINGS, INC.

"Everything for the Window but the View!"

CUSTOMERS NAME	PHONE	DELIVERY
Lee Vasquez	503-550-5000	<input checked="" type="checkbox"/> INSTALL <input type="checkbox"/> WILL CALL
ADDRESS	DATE	OTHER
332 NE 3rd	7/15/2020	
CITY, STATE & ZIP	TERMS	
McMinnville, OR 97128	<input type="checkbox"/> NET 30 DAYS <input type="checkbox"/> OTHER 1/2 deposit	

QUANTITY	DESCRIPTION	PRICE	AMOUNT
	Hello Lee I'm pleased to quote		
1	statimay awning complete		827.00
2	existing awning cleaned		475.00
	Sincerely, McGee Blinds & Awnings Coleen Dadubnal		
	Lee Vasquez		
	lee.vasquez@aol.com		

Delete - included in painting bid.
 JC

Thank you for your Business!

I ACCEPT THIS PROPOSAL AS IN THE TERMS STATED ABOVE.	CUSTOMER SIGNATURE	DATE	DEPOSIT	BALANCE DUE

From: Nathan Weis nathan@rosecityawning.com
Subject: Quote for New Pipe Frame Awning - To Match Existing on Building
Date: Jul 14, 2020 at 10:23:21 AM
To: Inevasquez@aol.com

Hello Lee,

Katy asked me to whip up a ballpark quote for you. We were not able to find the dimensions of the other awnings in our Reverse Directory, so the dimensions in the quote are very close approximations.

Since your location is quite a distance from our office/warehouse, we have included job site survey time and drive time in the quote. Our approximate dimensions will be close enough, that once we come and get precise measurements, the quote price will not be affected by the fabric. The most important aspect that we have to measure and incorporate into the design is that conduit above the doorway. We will need to sew a small cut-out so that it fits snugly around the tube and doesn't let rain enter there.

I will bring the fabric book to be sure we get a perfect match, but I will also include a link to Sunbrella's online catalog of colors.

[https://sr.sunbrella.com/showroom/#!
submit=complexSearch&screen=listing&fs=&app=10000000&pattern=all&color=all&col=all&dr
ops=](https://sr.sunbrella.com/showroom/#!submit=complexSearch&screen=listing&fs=&app=10000000&pattern=all&color=all&col=all&dr ops=)

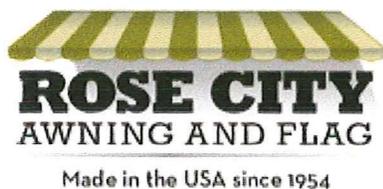
Feel free to reach out with any questions you may have and I look forward to speaking with you more as we move forward with the project.

Sincerely,

Nathan Weis
Sales Associate | Install

Rose City Awning, Flag & Tarp
2728 NW Nela
Portland, OR 97210
OR CCB# 202531 | WA# ROSECCA866PB

Outdoor Enclosures | Custom Designed Awnings | Flags & Flag Poles





Collectibles

Jewels

ANTIQUE VINTAGE

EXIT ONLY
ENTRANCE TO RIGHT

EVERY
TREASURE
HAS A
STORY
TO TELL

834

HERE PLEASE
NO OPEN FIRE







McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

McMinnville Urban Renewal Agency
c/o Planning Department
231 NE Fifth Street o McMinnville, OR 97128
(503) 434-7311 Office o (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:
File No. <u>FIG 1-20</u>
Date Received <u>7-27-2020</u>
Received by <u>SA</u>

Applicant Information

Applicant is: Property Owner Tenant Option Holder Other _____

Applicant Name Ed DeRaeve Phone 503-437-3329
Contact Name _____ Phone _____
(If different than above)
Address 13700 NW Orchard View Rd
City, State, Zip McMinnville, OR 97128
Contact Email ederavee@online.nw.com

Property Owner Information

Property Owner Name _____ Phone _____
(If different than above)
Contact Name _____ Phone _____
Address _____
City, State, Zip _____
Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Business Name The Radiant Sparkling Wine Company LLC
Property Address 1206 NE 11th way, McMinnville, OR 97128
Assessor Map No. R4 416 - DC - 07001
(R4416 DC 07001 as appears on Property Tax statement)

PROJECT INFORMATION:

Estimated Project Start Date: Aug. 15, 2020 Estimated Project Completion Date: Sept 15, 2020

Grant Amount Requested (no more than \$5,000): \$ 5000

Applicant Matching Funds: \$ 1700

Total Project Costs: \$ 6700

Note: The total grant amount requested should equal or exceed the matching funds total.

Project Budget

Attach documentation for costs such as contractor's bids or detailed estimate for materials and labor costs. (Attach additional sheets as needed)

Labor	Materials	Purpose (i.e. painting, awning, repair)	Estimated Cost
		Painting concrete wall, trim, doors and wash and seal rock front Per bid	\$ 5500
200	200	Window replacement concrete wall	\$ 400
225	75	Replace downspout	\$ 300
300	200	Repair concrete wall holes and repair surround on rollup door of original building	\$ 500
			\$
			\$
Total Project Costs:			\$ <u>6700</u>

Description of Project/Use of Funds

Describe below all proposed improvements included in your project to include a summary of the building's current condition, areas to be improved and how, as well as any proposed materials or colors. Please enclose pictures, drawings, as necessary to help describe the work. *(Attach additional sheets as needed)*

1206 11th Way is an old building that I have owned since the early 1980s. The building has been under lease to The Radiant Sparkling Wine Co. LLC since 2015. Their success necessitated more space so an addition of 3600 square feet was built in 2019. My goal now is to increase the attractiveness of the exterior of the building yet retain its historic character. My plan includes low pressure washing and sealing the original exposed aggregate rock front, pressure washing, repairing and painting the original concrete wall to blend with the new addition (Sherwin Williams 7549 Studio Taupe), and painting the trim of the old building to match the new (Sherwin Williams 9171 Felted Wool) to make it more cohesive in appearance. I also want to paint all of the doors after repairs as needed (2 roll up and 3 regular) with a contrasting color (Sherwin Williams 7047 Porpoise) to increase the street appeal. Finally, one window located in the original concrete wall would be replaced.

In addition to this completed application, the applicant must provide the following:

- Digital photographs of the existing building façade.
- Photos, plans, and/or sketches of the proposed improvements
- Quotes, fee proposal, and any other information that supports the proposed budget.

I agree to comply with the guidelines and standards of the McMinnville Urban Renewal Agency's Façade Improvement Grant Program and I understand that this is a voluntary program, under which the City has the right to approve or deny any project or proposal or portions thereof.

Ed DeRaeve
Applicant Signature

Ed DeRaeve
Print Name

7-27-2020
Date

Owner (if different) Signature

Print Name

Date



McMinnville Urban Renewal Agency
FAÇADE IMPROVEMENT GRANT

HOLD HARMLESS AGREEMENT

AND

**OWNER AUTHORIZATION FOR TENANT TO CARRY OUT FAÇADE IMPROVEMENT
AND/OR REHABILITATION PROJECT**

I, _____ hereby authorize _____ to

carry out improvements as specified in the accompanying Façade Improvement Grant

Application, on my property located at _____,

which is within the City of McMinnville's Urban Renewal District.

I also agree to hold harmless the City of McMinnville in the event of property damage or physical injury as a result of working on the aforementioned project.

Property Owner

Date

Notary

Return To:
Heather Richards
Planning Director
City of McMinnville
231 NE 5th Street
McMinnville, OR 97128
Phone: (503) 434-7311
Fax: (503) 434-4955
E-mail: heather.richards@mcminnvilleoregon.gov



JOE WRIGHT PAINTING

327 NW 21 ST. McMinnville Or. 97128 CCB # 121302

503-434-0753

503-434-5863

Ed De Raeve

ederaeve@onlinenw.com

Bid to wash, seal and paint on 1206 NE 11th Way

Bid consists of the following steps and processors.

- 1) Pressure washing the wall to be painted and low pressure washing the wall to be sealed.**
- 2) Masking and sealing the rock front with one coat of soloxine masonry sealer.**
- 3) Masking and spraying and backrolling one coat of elastomeric on the concrete wall to seal it.**
- 4) Spraying one coat on the concrete in a color that is pick in Sherwin Williams super paint satin.**
- 5) Masking and spraying the three man doors and the two roll up doors with a color picked in Sherwin Williams snap dry semi gloss finish.**
- 6) Unmasking and removing all the garbage from the job.**

All materials are included - \$5, 500.00

Smith & Company Painting, Inc - CCB# 169003
P.O. Box 1401, McMinnville, OR 97128
E-mail: parker@smithandcompanypainting.com
Phone: 503-472-4334
Estimator: Parker Smith



Ed DeRaeve
2019 Colvin Ct.,
McMinnville, OR 97128
(503) 437-3329
ed@dnd.biz

Thank you for the opportunity to quote the following prices:

<u>Job Description</u>	<u>Amount</u>
Colvin Ct: We will do work as specified. We will only be working on the siding which is the horizontal cement board siding and all the trim that is within and around that siding. We will also be working on all overhead doors and painted man doors on the south facing wall. Please note that there are quite a few areas that have bad dry rot. Our price does not include doing anything with the dry rot. The only gutter we are painting is on the east end of the building. This price is for the labor and materials.	\$8,449
Crossfit building: We will do work as specified. There are a good number of dry rot areas. We have not factored on doing any dry rot repair. We will be working on the south long wall and the east end. Price is for labor and materials.	\$5,392
Pie building: We will do work as specified. Price is for labor and materials.	\$2,980
1206 NE 11 th Way: We will do work as specified as well as two extras which consist of patching divots on east facing concrete wall and applying a primer coat using high adhesion bonding primer on the 1 new overhead door and the 1 new man door. Price is for labor and materials.	\$5,220

The work is the same as specified
in Joe Wright Painting's bid.

Especially for all new construction projects, please make sure to carefully read and understand the "Touch up" section which is below.

Although this estimate/contract form is lengthy, please read through it as it has very valuable information. It is our hope that the painting experience will be as pleasant as possible for both you and us. Please contact us if you have any questions at all.

If you chose us as your contractor, please keep in mind that you can now pay the deposit and

1206 NE 11th Way

Paint colors

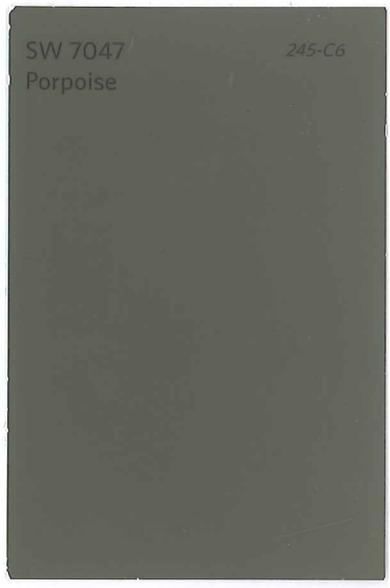
All Sherwin Williams



Wall color

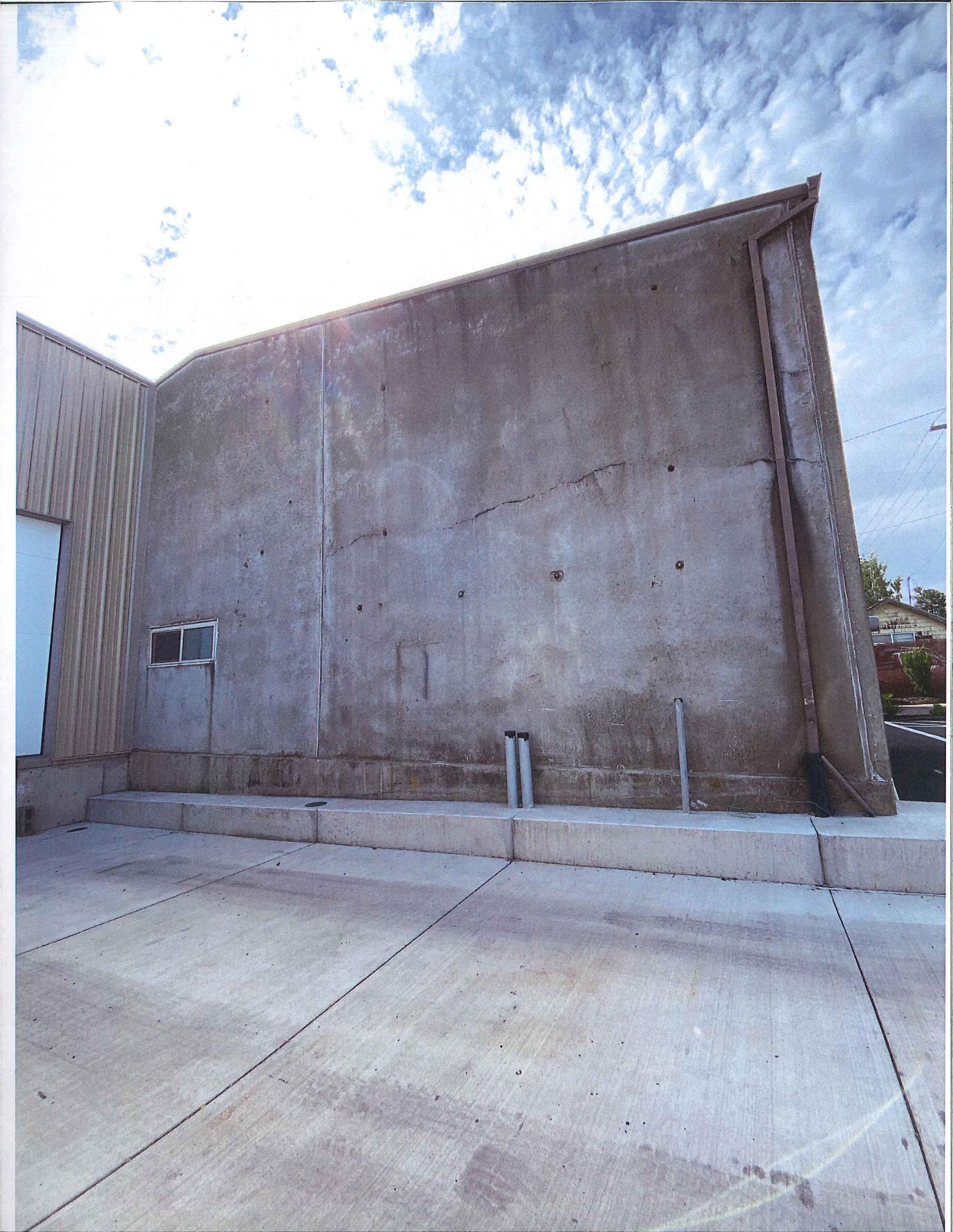


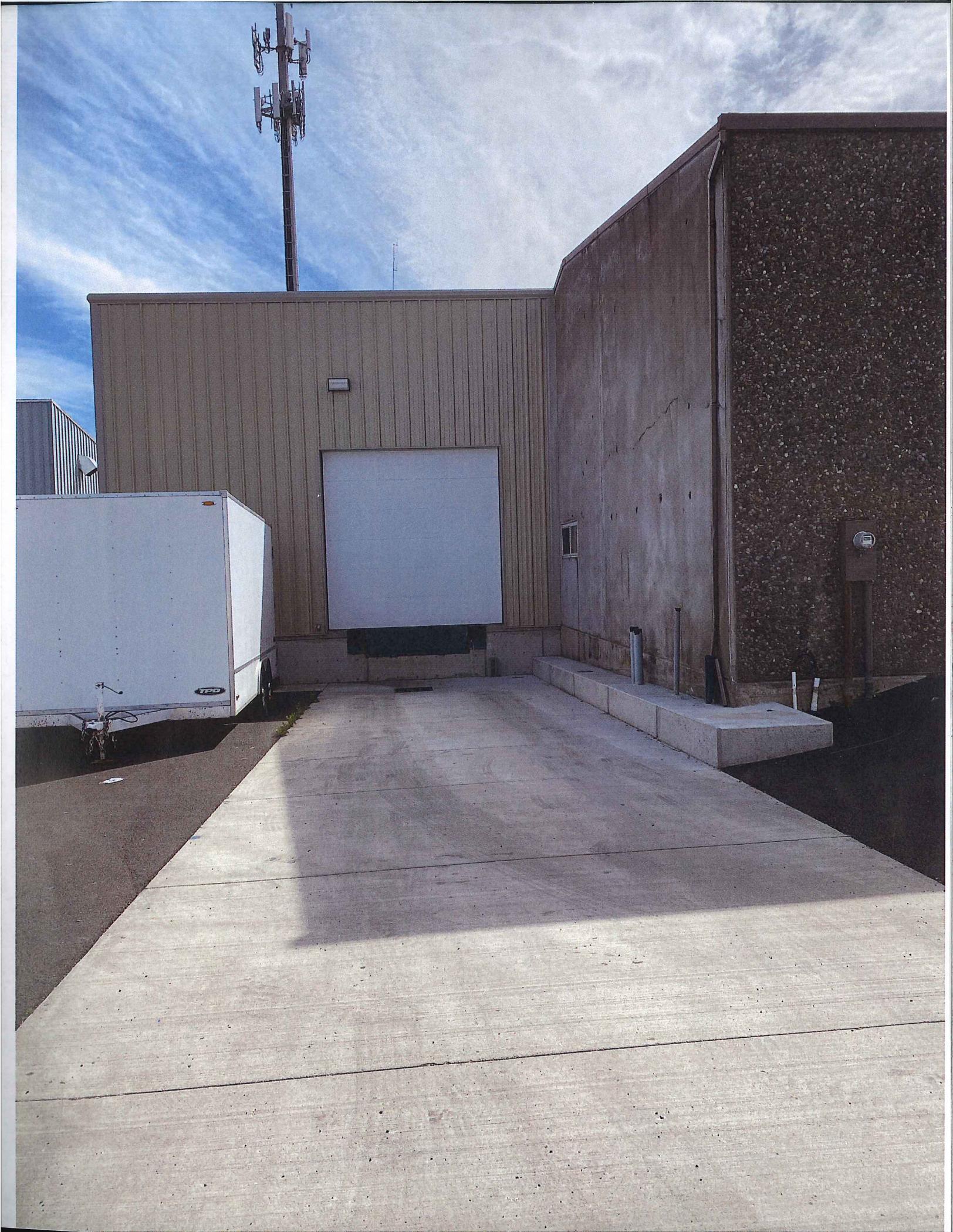
Trim color



Door color











McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

McMinnville Urban Renewal Agency
c/o Planning Department
231 NE Fifth Street o McMinnville, OR 97128
(503) 434-7311 Office o (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:
File No. FG 2-20
Date Received 7-27-2020
Received by SK

Applicant Information

Applicant is: Property Owner Tenant Option Holder Other _____

Applicant Name MARILYN E. SWITZER Phone 503-472-7592
Contact Name MARILYN OR DENENE Phone 503-472-7592
(If different than above)
Address 344 NE GALLOWAY STREET or 503-435-7767
City, State, Zip McMinnville, OR 97128 (cell)
Contact Email MSWITZERDMD@gmail.com

Property Owner Information

Property Owner Name MARILYN E. SWITZER Phone 503-472-7592
(If different than above)
Contact Name MARILYN E. SWITZER Phone 503-472-7592 or
Address 344 NE GALLOWAY ST 503-435-7767
City, State, Zip McMinnville, OR 97128
Contact Email MSWITZERDMD@gmail.com

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Business Name MARILYN SWITZER DMD (DENTIST)
Property Address 344 NE GALLOWAY STREET - McMinnville
Assessor Map No. R4 421 - BD-05100

PROJECT INFORMATION:

Estimated Project Start Date: ^{upon} Approval - 8-5-2020-? Estimated Project Completion Date: Approx. 60 Days after approval

Grant Amount Requested (no more than \$5,000): \$ 3114.90
 Applicant Matching Funds: \$ 346.10
 Total Project Costs: \$ 3461.00

Note: The total grant amount requested should equal or exceed the matching funds total.

Project Budget

Attach documentation for costs such as contractor's bids or detailed estimate for materials and labor costs. (Attach additional sheets as needed)

Labor	Materials	Purpose (i.e. painting, awning, repair)	Estimated Cost
		Awning Salem Tent/Awning	\$ 886.00
	\$ 2080 ⁰⁰	Replace Entry Door	\$ 2,080 ⁰⁰
	\$ 120 ⁰⁰	Hardware for Entry Door	\$ 120 ⁰⁰
\$ 375 ⁰⁰		Labor to Replace Door - paint trim	\$ 375 ⁰⁰
			\$
			\$
			\$
			\$
Total Project Costs:			\$ <u>3461⁰⁰</u>

Description of Project/Use of Funds

Describe below all proposed improvements included in your project to include a summary of the building's current condition, areas to be improved and how, as well as any proposed materials or colors. Please enclose pictures, drawings, as necessary to help describe the work. (Attach additional sheets as needed)

* Replace ~~Ceiling~~ ^{AWNING} - current awning is over 20 years old. It is faded & moldy. We will repurpose existing awning frame.

* Replace existing entry door to office. Our current door is ill fitting & needs to be replaced.

In addition to this completed application, the applicant must provide the following:

- Digital photographs of the existing building façade.
- Photos, plans, and/or sketches of the proposed improvements
- Quotes, fee proposal, and any other information that supports the proposed budget.

I agree to comply with the guidelines and standards of the McMinnville Urban Renewal Agency's Façade Improvement Grant Program and I understand that this is a voluntary program, under which the City has the right to approve or deny any project or proposal or portions thereof.

[Signature]
Applicant Signature

Marilyn E Switzer
Print Name

7-23-2020
Date

Owner (if different) Signature

Print Name

Date



McMinnville Urban Renewal Agency
FAÇADE IMPROVEMENT GRANT

HOLD HARMLESS AGREEMENT

AND

**OWNER AUTHORIZATION FOR TENANT TO CARRY OUT FAÇADE IMPROVEMENT
AND/OR REHABILITATION PROJECT**

I, _____ hereby authorize _____ to
carry out improvements as specified in the accompanying Façade Improvement Grant
Application, on my property located at _____,
which is within the City of McMinnville's Urban Renewal District.

I also agree to hold harmless the City of McMinnville in the event of property damage or physical
injury as a result of working on the aforementioned project.

Property Owner

Date

Notary

Return To:
Heather Richards
Planning Director
City of McMinnville
231 NE 5th Street
McMinnville, OR 97128
Phone: (503) 434-7311
Fax: (503) 434-4955
E-mail: heather.richards@mcminnvilleoregon.gov

ECB#66298

SALEM TENT & AWNING

Proposal #47974

SERVING THE WILLAMETTE VALLEY SINCE 1890
• PO Box 5274 • 280 Wallace Rd NW Salem OR 97304 • 503-363-4788
• Fax 503-363-0286 • www.salemtent.com •

Bill To

SWITZER , MARILYN
MARILYN SWITZER DMD
344 NE GALLOWAY ST
MCMINNVILLE, OR 97128
503-472-7592

Ship To

SWITZER , MARILYN
MARILYN SWITZER DMD
344 NE GALLOWAY ST
MCMINNVILLE, OR97128
503-472-7592

Written By	Sale Date	Pattern	Border	Frame	Recover	Installation
DERIC	6/30/2020	4799 GREY BLACK	HEMMED	PIPE	THERE	ST&A

We hereby submit specifications and estimates for:

Description	QTY	Price	Extended Amount
RECOVER PIPE FRAME AWNING MAKE INTO POCKETED			
115" WIDE X 26" DROP X 33" PRO 6" VALANCE		\$886.00	\$886.00
NEED OLD ONE HERE.			
SEWING LABOR \$240			
INSTALLATION LABOR \$255			

We hereby Propose to furnish labor and materials- complete in accordance with the above specifications, with payment to be made as follows: **1/2 down with the balance upon completion.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed on upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accident, or delays beyond our control. This proposal subject to acceptance within 30 DAYS and is void thereafter at the option of the undersigned.

Proposal By _____

Acceptance Of Proposal

The above prices, Specifications, and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Also I acknowledge that I have received if applicable the following Disclosures (ORS 87.093) , (ORS 701.330) & (ORS 701.330(1))

ACCEPTED DATE: _____

SIGNATURE: _____

Estimated Completion Date: 8/18/2020

Subtotal	\$886.00
Shipping	
Total	\$886.00

Details Report



**BUILDERS FIRSTSOURCE -
MCMINNVILLE #603**
545 N 99W P.O. BOX 507
MCMINNVILLE , OR 97128
503-472-6105



Quote Information

Customer:
List

Salesperson:
Randy Shirley
randy.shirley@bldr.com

Date quoted: 7/8/2020

Quote valid through:

Quote No	PO	Sidemark	Notes
1142655		Marilyn Switzer 435.7767	

Quote Pricing

Sub-Total: \$2,080.00
Sales Tax (0.000%): \$0.00
Quote Total: \$2,080.00

**(Lead Time)* when displayed next to the Item # is the estimated time for the Retailer to receive the Item from the Vendor. The time taken for the End Customer to receive the Item may be different and is subject to the Retailer's Lead Time policy.

Customer signature: _____ Date: _____

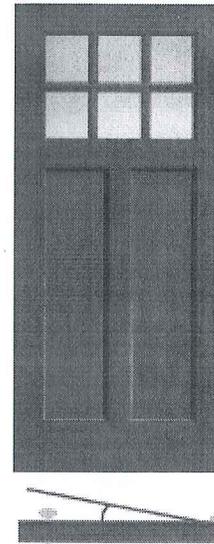
Printed name: _____

Item 1

**(5-7 days)*

Product Line	Therma-Tru Steel and Fiberglass Doors
Door Configuration	Single Prehung
Door Handing	Right Hand Inswing (B)
Door Height	6/8
Door Width	3/0
Style Number	CCA260XR
Door Category	Privacy Glass Doors
Material	Fiberglass
Door Texture	Classic Craft American Style Fir
Door Thickness	1 3/4"
Insert Shape	Craftsman Rectangle
Glass Collection	Flush-Glazed Privacy Glass
Door Style	Craftsman Lite 2 Panel Flush-Glazed
Glass Name	Rain Glass 6-Lite
Grille Type	Simulated Divided Lites
Low-E Glass	No
Style Option Number	CCA260XR-SDL
Door Protection Cover	Door Protection Cover
Door Shelf	Large Dentil Shelf
Shelf Application	Apply Shelf
Lock System Type	Lock Prep Only - No Hardware
Door Bore	Double Bore (Lockset w/ Deadbolt)
Bore Backset	2 3/8"
Edge Prep	Mortise (Radius Corner)
Deadbolt Frame Prep	1" x 2-1/4" (Standard)
Jamb Species	Primed
Jamb Width	5 1/4"
Weatherstrip	Bronze Weatherstrip
Exterior Trim	Brickmould
Exterior Trim Application	Apply Brickmould
Sill	Bronze Basic Composite Adjustable Sill
Sill Cover	Sill Cover
Hinge Finish	Oil-Rubbed Bronze (US10B)
Hinge Type	Ball-Bearing
Hinge Shape	5/8" Radius
Add-Ons	No

CCA260XR



OUTSIDE

Size	Width	Height
Rough Opening	38 1/4"	82"
Net Unit Size	37 1/2"	81 5/8"

Notes:

→ Please hang with US1D [Black] Hinges = \$55 net add per L.C. [already in price]

Vendor Item Description

3/0 x 6/8 - Right Hand Inswing (B) - CCA260XR-SDL - Exterior Therma-Tru Single Prehung - Lead Time: *(5-7 days)
 - 3/0 x 6/8 Classic Craft American Style Fir Craftsman Lite 2 Panel Flush-Glazed Rain Glass 6-Lite Simulated Divided Lites - Double Bore (Lockset w/ Deadbolt) 2 3/8" - Mortise (Radius Corner) Edge Prep - Deadbolt Frame Prep 1" x 2-1/4" (Standard) - Large Dentil Shelf - Apply Shelf - 5 1/4" Primed Jamb - Bronze Weatherstrip - Primed Brickmould - Apply Brickmould - Bronze Basic Composite Adjustable Sill - Sill Cover - Oil-Rubbed Bronze (US10B) 5/8" Radius Ball-Bearing Hinges - Door Protection Cover

⚠ WARNING: Cancer and Reproductive Harm | www.P65warnings.ca.gov

Handwritten notes:
 Halifax
 \$120 lever + dead bolt
 black

Item Price: \$2,080.00
Quantity: 1
Item Total: \$2,080.00



Marilyn Switzer <mswitzerdmd@gmail.com>

Pix

1 message

Marilyn Switzer <meswitzer1951@hotmail.com>
To: "mswitzerdmd@gmail.com" <mswitzerdmd@gmail.com>
Cc: "mswitzerdmd@gmail.com" <mswitzerdmd@gmail.com>

Thu, Jul 23, 2020 at 11:49 AM

6 attachments

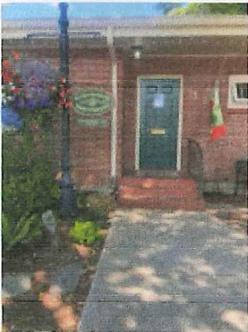


IMG_0203.jpg
66K

- Existing Awning



IMG_0202.jpg
42K



IMG_0201.jpg
40K

- Existing entry Door

ATT00001.txt
1K

ATT00002.txt
1K

ATT00003.txt
1K



New Awning (Salem Tent & Awning)



"New Front Door"

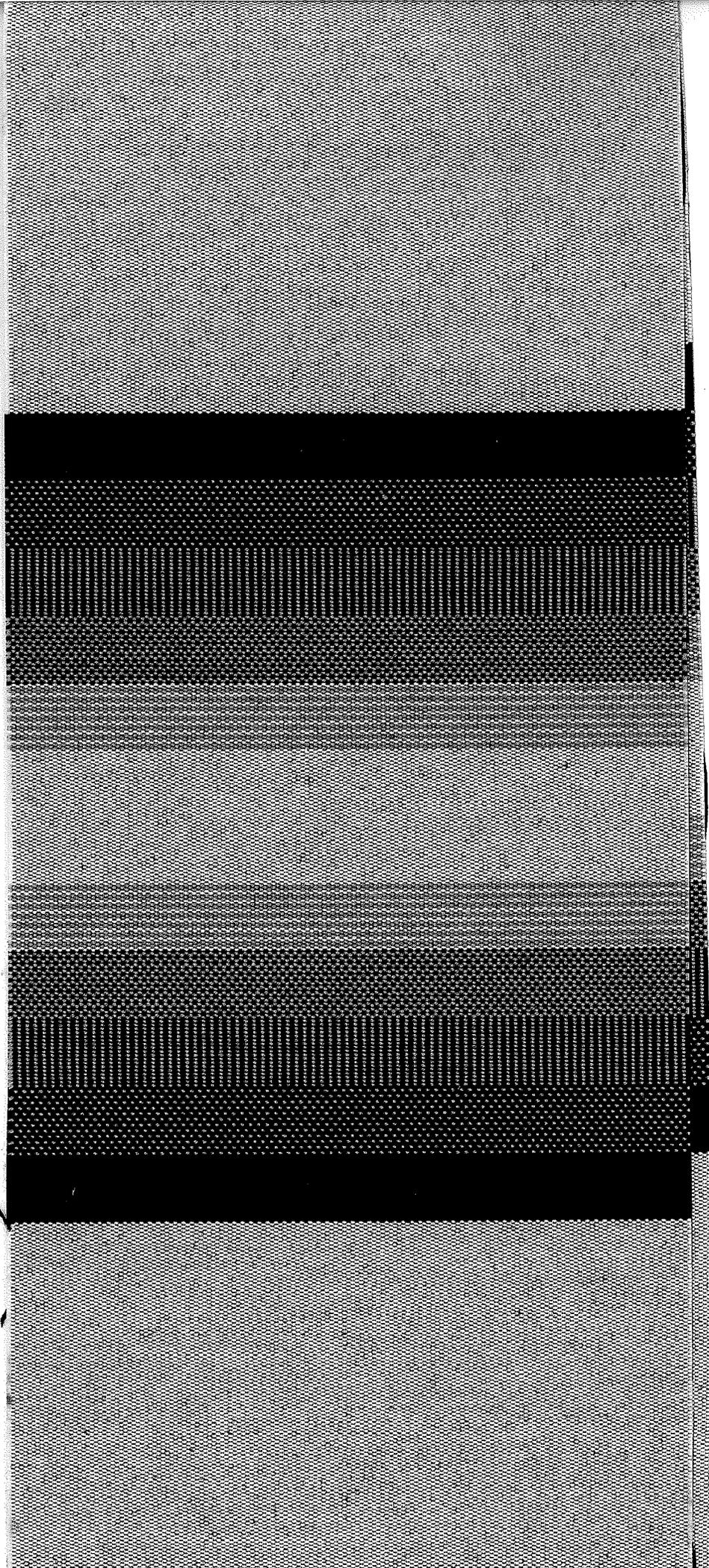
From Builders FirstSource -
McMinnell - (Former Lumbermans')

Installed By Vernon papowski -



Hardware for new door

"Halifax Lever & Deadbolt" \$120⁰⁰
Black - Builders First Source





McMinnville Urban Renewal Agency
FAÇADE IMPROVEMENT GRANT

HOLD HARMLESS AGREEMENT

AND

**OWNER AUTHORIZATION FOR TENANT TO CARRY OUT FAÇADE IMPROVEMENT
AND/OR REHABILITATION PROJECT**

I, GEORGE J. ABDELNOUR hereby authorize BETH CASTER to

carry out improvements as specified in the accompanying Façade Improvement Grant

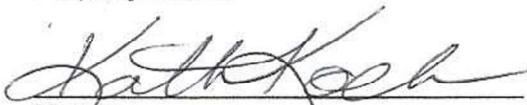
Application, on my property located at 220 NE 7th St.

which is within the City of McMinnville's Urban Renewal District.

I also agree to hold harmless the City of McMinnville in the event of property damage or physical injury as a result of working on the aforementioned project.


GEORGE J. ABDELNOUR
Property Owner

7/27/2020
Date


Notary



Return To:
Heather Richards
Planning Director
City of McMinnville
231 NE 5th Street
McMinnville, OR 97128
Phone: (503) 434-7311
Fax: (503) 434-4955
E-mail: heather.richards@mcminnvilleoregon.gov



McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

McMinnville Urban Renewal Agency
c/o Planning Department
231 NE Fifth Street • McMinnville, OR 97128
(503) 434-7311 Office • (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:
File No. _____
Date Received _____
Received by _____

Applicant Information

Applicant is: Property Owner Tenant Option Holder Other _____

Applicant Name GEORGE J. ABDELNOUR Phone (503) 474-8253

Contact Name _____ Phone _____
(If different than above)

Address 2341 BAY HILL PL.

City, State, Zip EDMOND, OK 73034

Contact Email g.w.abdelnour@gmail.com

Property Owner Information

Property Owner Name _____ Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Same as applicant

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Business Name _____

Property Address 220 NE 7th ST, McMinnville

Assessor Map No. R4

Description of Project/Use of Funds

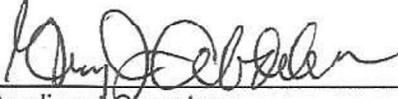
Describe below all proposed improvements included in your project to include a summary of the building's current condition, areas to be improved and how, as well as any proposed materials or colors. Please enclose pictures, drawings, as necessary to help describe the work. *(Attach additional sheets as needed)*

The office building at 220 NE 7th Street which we own, is very much in need of a facelift. Paint is peeling and cracking on all the exterior surfaces. The northern street side is in need of some color and a focal point, so we have an estimate to erect a 10' black standard to hold two hanging flower baskets (a McMinnville signature!) by the path leading to the front door. The western parking lot façade is very visible from the street, and as you can see from the pictures, is quite uninteresting and plain. We have included an estimate for awnings, one over each of the two long windows, and a continuous awning over the three remaining windows, to add character and interest from the street and parking lot. Paint colors will be cream with black trim for the building, and black and white stripes for the awnings. We feel these enhancements will be a huge improvement to the building, and call much positive attention to Beth Caster's real estate office. Please refer to pictures and attached estimates, and thank you for reviewing this grant application.

In addition to this completed application, the applicant must provide the following:

- Digital photographs of the existing building façade.*
- Photos, plans, and/or sketches of the proposed improvements*
- Quotes, fee proposal, and any other information that supports the proposed budget.*

I agree to comply with the guidelines and standards of the McMinnville Urban Renewal Agency's Façade Improvement Grant Program and I understand that this is a voluntary program, under which the City has the right to approve or deny any project or proposal or portions thereof.


Applicant Signature

GEORGE J. ABDELNOUR
Print Name

7/27/20
Date

Owner (if different) Signature

Print Name

Date

7/1/2020

Gmail - Commercial bldgs



George/Wendy Abdelnour <g.w.abdelnour@gmail.com>

Commercial bldgs

1 message

Andre Stefansky <andrestefanskypainting@comcast.net>

Wed, Jul 1, 2020 at 9:26 AM

To: g.w.abdelnour@gmail.com, Andre Stefansky <andrestefanskypainting@comcast.net>

1. July 2020

ANDRE STEFANSKY'S PAINTING LLC

1171 SW Patricia St.
McMinnville, OR 97128
(503) 434-9288 Cell (971) 237-1995
CCB # 165125

George Abdelnour
(503) 474-8253

Estimate # 11108

Commercial buildings: Pressure wash building. Scrape off loose paint and prime bare wood with Rodda First Coat primer. Caulk all cracks and gaps. Apply two finish coats of paint to all painted surfaces, either Rodda Covercoat or Sherwin Williams Superpaint, both 30 year rated paints. Includes all prep, labor and materials. Will need paint colors, or are they going to be about the same. Thanks.

~~Dental office \$ 4171.00 Note: Please have plants cut back from the north side of the building.~~

Real Estate office: \$ 2728.00

Payment schedule: Upon completion of each job. We can also bill Windermere if you like.

I/We approve of the above description and authorize Andre Stefansky's Painting LLC to do the work.

Signature

Date

Thank you for allowing us to bid on your projects.

Proposal



2350 South Getty St Muskegon, MI 49444
 Toll Free: (800) 705-1446, Fax: 231-739-3107

Quote Date: 7/20/2020
Quote #: 16017

Thank-You For Contacting Us!

Payment Terms: Orders under \$3,000.00 must be paid in full prior to processing. Orders over \$3,000.00 require a 50% deposit prior to production with the remainder due prior to shipment

Quoted To:
Signature Streetscapes 2350 S Getty St

Project Reference	Quote Good	Payment Terms	Sales Rep
	60 Days	Prepaid Check	

Item ID	Description	Quantity	Unit Price	Amount
FL-0310	3" diameter, 10'-0" FLUTED aluminum sign pole, black pc finish	1	100.00	100.00
BS-03E	HANOVER base for 3" diameter pole, 1-piece slip-over SOLID base, includes (3) 1/4-20 x 1" stainless steel set screws, black pc finish	1	89.00	89.00
FN-0203	3" GLOBE Finial, fits over 3" diameter sign pole, includes (3) 1/4-20 x 3/8" stainless steel set screws, black pc finish	1	32.00	32.00
DAP-20HB	20" Length Address Plaque Collar Hanger Arm for Hanging Basket, includes stainless hardware (includes DAP-HB)	2	93.00	186.00
FREIGHT	97128		280.00	280.00
UPS	125" x 6" x 6" (20#) UPS Ground charge		30.00	30.00

			Total	\$717.00
--	--	--	--------------	-----------------

Port City must approve any changes, additions or deletions made to this proposal as they may effect final price. All products ship FOB Muskegon, Michigan with freight charges added to the final invoice unless otherwise stated. This proposal does not include taxes, if any. If credit has not been established a deposit of 50% is required with the balance due upon delivery. Credit card payments are subject to a 4% processing fee. If it becomes necessary to institute legal action or involve a collection agency to enforce payment, buyer agrees to reimburse seller for all costs and attorney fees. This quote is based on receiving

CCB#66298

SALEM TENT & AWNING

Proposal #48049

SERVING THE WILLAMETTE VALLEY SINCE 1890
• PO Box 5274 • 280 Wallace Rd NW Salem OR 97304 • 503-363-4788
• Fax 503-363-0286 • www.salemtent.com •

Bill To
ABDELNORE , JENNIFER & GEORGE

Ship To
ABDELNORE , JENNIFER & GEORGE

220 NE 7TH ST
MCMINNVILLE, OR 97128
503-474-8252

220 NE 7TH ST
MCMINNVILLE, OR97128
503-474-8252

Written By	Sale Date	Pattern	Border	Frame	Recover	Installation
CLIFF	7/24/2020	SUNBRELLA	HEMMED	PIPE		ST&A

<i>We hereby submit specifications and estimates for:</i>			
Description	QTY	Price	Extended Amount
NEW WINDOW AWNINGS FOR PARKING LOT SIDE OF BUILDING.			
OPTION # 1; 3 NEW PIPE FRAME AWNINGS TO COVER THE 6' WIDE WINDOW'S. 1'-10" DROP X 1'-10" PROJECTION X 27' WIDE.	0	\$2,304.00	
OPTION # 2; 1 NEW PIPE FRAME AWNING TO COVER ALL 3 WIDER WINDOW'S. 1'-10" DROP X 1'-10" PROJECTION X 27' WIDE.	0	\$2,322.00	
2 NEW PIPE FRAME AWNINGS TO COVER THE TALLER WINDOW'S ON LEFT END OF BUILDING. 1'-10" DROP X 1'-10" PROJECTION X 3'-4" WIDE.	0	\$1,466.00	
PRICES INCLUDE INSTALLATION, DO NOT INCLUDE ANY PERMIT & ENGINEERING THAT MAY BE NEEDED.			

We hereby Propose to furnish labor and materials- complete in accordance with the above specifications, with payment to be made as follows: **1/2 down with the balance upon completion.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed on upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accident, or delays beyond our control. This proposal subject to acceptance within 30 DAYS and is void thereafter at the option of the undersigned.

Proposal By _____

Acceptance Of Proposal

The above prices, Specifications, and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Also I acknowledge that I have received if applicable the following Disclosures (ORS 87.093) , (ORS 701.330) & (ORS 701.330(1))

ACCEPTED DATE: _____

SIGNATURE: _____

Subtotal	\$0.00
Shipping	
Total	\$0.00

June 30, 2020, quarter-to-date statement

Page > 1 of 2



Vanguard

Do Not Use For Account Transactions
PO BOX 3009
MONROE, WI 53566-8309

Voyager Services > 800-284-7245

vanguard.com

0013210 01 AB 0.416 **AUTO TO 0 7181 73034-306141 -C01-P13223-I



JENNIFER W ABDELNOUR &
GEORGE ABDELNOUR
JT TEN WROS
2341 BAY HILL PL
EDMOND OK 73034-3061



Prime Money Mkt Fund 0030-88032976263

7-day SEC yield as of 06/30/2020* 0.19%

Date	Transaction	Amount	Share Price	Shares Transacted	Total Shares Owned	Value
	Beginning balance on 3/31/2020		\$1.00		14,806.820	\$14,806.82
04/30	Income dividend	\$9.65	1.00	9.650	14,816.470	
05/07	Checkwriting 1048	-14,000.00	1.00	-14,000.000	816.470	
05/29	Income dividend	1.54	1.00	1.540	818.010	



KW
Keller Williams
12345 Main Street
Seattle, WA 98101
Phone: (206) 123-4567
www.kw.com







231 NE Fifth Street • McMinnville, Oregon 97128 • www.mcminnvilleoregon.gov

June 23, 2020

TO: Property Owner in the McMinnville Urban Renewal District

RE: **BUSINESS RECOVERY FAÇADE IMPROVEMENT GRANT OPPORTUNITY,
UP TO \$5,000, 10% MATCH, LIMITED TIME JULY 1, 2020 – JULY 1, 2021.**

We know that these are unprecedented times and that businesses and commercial property owners have been unduly impacted by the recent COVID-19 measures. Recently the McMinnville Urban Renewal Advisory Committee (MURAC) voted to temporarily change the parameters of their Façade Improvement Grant to make it more favorable to property owners and require much less capital match so that you can protect your cash flow yet still make improvements to your property to help your tenants.

As a property owner in the McMinnville Urban Renewal District you have access to a Façade Improvement Grant program. Historically, the program has provided up to \$5,000 of matching grant funds for qualifying exterior façade improvement projects. For one year, the agency is going to reduce the match requirement from 50% of the total project costs to just 10% of the total project costs.

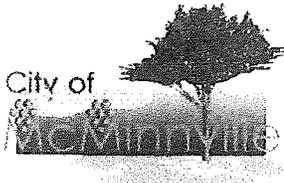
If you have been thinking of painting your building, replacing your awning, developing new signage programs, etc., this is the opportunity to do that and only pay for 10% of the improvement. As people have developed new habits of staying home it will be important to help draw attention back to our city center businesses. One good way to do that is investing in a cosmetic refresh of the outside of the building.

All projects need to meet specific criteria that are outlined in the attached program summary. I encourage you to contact me to discuss your project so that we can see how to ensure it meets the criteria for the grants. We have also included an application for you to use given the short timeframe for the program.

We want to help you and your tenants. Urban renewal dollars cannot be invested in business operations but it can be invested in property assistance through brick and mortar capital improvement projects on your building. If there is a way that we can help you help your tenants by sprucing up their storefront façade, we want to be able to be there for you and your tenant.

Sincerely,

Heather Richards, PCED
Planning Director
503-434-7311



McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

McMinnville Urban Renewal Agency
c/o Planning Department
231 NE Fifth Street o McMinnville, OR 97128
(503) 434-7311 Office o (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:
File No. _____
Date Received _____
Received by _____

Applicant Information

Applicant is: Property Owner Tenant Option Holder Other _____

Applicant Name 3rd St Crossing Properties LLC Phone 503-472-7813

Contact Name Robin Sturm Phone same
(If different than above)

Address 328 NE DAVIS ST; PO BOX 1157

City, State, Zip McMinnville OR 97128

Contact Email drsturm@gmail.com

Property Owner Information

Property Owner Name _____ Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Business Name 3rd St Crossing Properties LLC

Property Address 328 NE DAVIS ST; McMinnville

Assessor Map No. R4 421 BE. N5500

PROJECT INFORMATION:

Estimated Project Start Date: 8/20 Estimated Project Completion Date: 8/20

** Original form indicated \$5000?*

Grant Amount Requested (no more than \$2,500): \$ 2864.97

Applicant Matching Funds: \$ 318.33

Total Project Costs: \$ 3183.30

Note: The total grant amount requested should equal or exceed the matching funds total.

Project Budget

Attach documentation for costs such as contractor's bids or detailed estimate for materials and labor costs. (Attach additional sheets as needed)

Labor	Materials	Purpose (i.e. painting, awning, repair)	Estimated Cost
21633.00	550.30	Repair front steps	\$ 3183.30
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
Total Project Costs:			\$ 3183.30

Description of Project/Use of Funds

Describe below all proposed improvements included in your project to include a summary of the building's current condition, areas to be improved and how, as well as any proposed materials or colors. Please enclose pictures, drawings, as necessary to help describe the work. (Attach additional sheets as needed)

The front steps of this building have deteriorated because of moisture and heavy traffic. It has become a hazard for tenants and their clients. The building is a beautiful restoration that was completed in 2008 and is in excellent condition. We wish to replace the tiles and repair damage to original condition.

In addition to this completed application, the applicant must provide the following:

- Digital photographs of the existing building façade.
- Photos, plans, and/or sketches of the proposed improvements
- Quotes, fee proposal, and any other information that supports the proposed budget.

I agree to comply with the guidelines and standards of the McMinnville Urban Renewal Agency's Façade Improvement Grant Program and I understand that this is a voluntary program, under which the City has the right to approve or deny any project or proposal or portions thereof.

Robin Sturn ROBIN STURN 7/17/20
Applicant Signature Print Name Date

Owner (if different) Signature Print Name Date

Ron Gauthier Tile Service
P.O. Box 68427
Milwaukie, Or. 97268
License # 82796
503-970-8061

Estimate

DATE	ESTIMATE #
5/22/2020	228

BILL TO	WORK ADDRESS
3RD.St. Crossing Properties,LLC PO Box 1157 McMinnville, Or. 97128	328 NE Davis St. McMinnville, Or. 97128

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
LABOR 45	LABOR TO TEAROUT DAMAGED SLATE ON STEPS ONLY	9	45.00	405.00
LABOR 45	LABOR AND MATERIALS TO PREP STEPS FOR NEW TILE	4	45.00	180.00
SET TILE	LABOR AND SETTING MATERIALS TO INSTALL TILE	77	20.00	1,540.00
GROUT	LABOR TO GROUT TILE	77	4.00	308.00
WASTE MANAGEMENT	WASTE MANAGEMENT	1	200.00	200.00
SUBTOTAL	SUBTOTAL			2,633.00
MATERIALS	STAIR NOSING	6	56.25	337.50
MATERIALS	SUPPLIES TO COMPLETE SERVICE 12 X 12 EDIMAX ASTOR TILE	35	6.08	212.80
SUBTOTAL	SUBTOTAL			550.30
I hope that you understand all the itemized charges.				
Total				3,183.30
Balance Due				3,183.30

CONTRACT FURNISHINGS MART
15140 SE 82ND DRIVE
SUITE 240

ES026235



Contract Furnishings Mart

CLACKAMAS, OR 97015
Telephone: 503-656-5277 Fax: 503-656-5767

QUOTE

Sold To	Ship To
GUTHRIE CONSTRUCTION 12466 SE ASHLEY ST CLACKAMAS, OR 97015	ROBIN & DWIGHT 3RD ST PROPERTY

Quote Date	Main Telep	PO Number	Quote Number
07/16/20	503-784-5244		ES026235

Inventory	Style/Item	Color/Description	Quantity	Units	Price	Extension
EXSL-MULTI12	EDIMAX SLATY MULTICOLOR 12X12 FIELD	MULTICOLOR	34.92	SF	6.08	212.31
INFO: 5.820 SF/CTN - FREIGHT INCLUDED						

— 07/16/20 —

8:06AM —

Sales Representative(s):
KATHY BALLOU

Material:	212.31
Service:	0.00
Misc. Charges:	0.00
Sales Tax:	0.00
Misc. Tax:	0.00

Please order accurately as returns are not accepted.
Pricing on quote is valid for 30 days.
Thank you

QUOTE TOTAL: \$212.31



McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

HOLD HARMLESS AGREEMENT

AND

OWNER AUTHORIZATION FOR TENANT TO CARRY OUT FAÇADE IMPROVEMENT AND/OR REHABILITATION PROJECT

I, ROBIN STURN hereby authorize RON GAUTHIER TILE

carry out improvements as specified in the accompanying Façade Improvement Grant

Application, on my property located at 328 NE DAVIS ST, MAC

which is within the City of McMinnville's Urban Renewal District.

I also agree to hold harmless the City of McMinnville in the event of property damage or physical injury as a result of working on the aforementioned project.

[Signature]
Property Owner

Date 7/28/20

[Signature]
Notary

Return To:
Heather Richards
Planning Director
City of McMinnville



State of OREGON
County of Yamhill

Signed or attested before me on 28th, 2020 by Robin sturn

[Signature]
Notary Public - State of Oregon











231 NE Fifth Street • McMinnville, Oregon 97128 • www.mcminnvilleoregon.gov

June 23, 2020

TO: Property Owner in the McMinnville Urban Renewal District

RE: **BUSINESS RECOVERY FAÇADE IMPROVEMENT GRANT OPPORTUNITY, UP TO \$5,000, 10% MATCH, LIMITED TIME JULY 1, 2020 – JULY 1, 2021.**

We know that these are unprecedented times and that businesses and commercial property owners have been unduly impacted by the recent COVID-19 measures. Recently the McMinnville Urban Renewal Advisory Committee (MURAC) voted to temporarily change the parameters of their Façade Improvement Grant to make it more favorable to property owners and require much less capital match so that you can protect your cash flow yet still make improvements to your property to help your tenants.

As a property owner in the McMinnville Urban Renewal District you have access to a Façade Improvement Grant program. Historically, the program has provided up to \$5,000 of matching grant funds for qualifying exterior façade improvement projects. For one year, the agency is going to reduce the match requirement from 50% of the total project costs to just 10% of the total project costs.

If you have been thinking of painting your building, replacing your awning, developing new signage programs, etc., this is the opportunity to do that and only pay for 10% of the improvement. As people have developed new habits of staying home it will be important to help draw attention back to our city center businesses. One good way to do that is investing in a cosmetic refresh of the outside of the building.

All projects need to meet specific criteria that are outlined in the attached program summary. I encourage you to contact me to discuss your project so that we can see how to ensure it meets the criteria for the grants. We have also included an application for you to use given the short timeframe for the program.

We want to help you and your tenants. Urban renewal dollars cannot be invested in business operations but it can be invested in property assistance through brick and mortar capital improvement projects on your building. If there is a way that we can help you help your tenants by sprucing up their storefront façade, we want to be able to be there for you and your tenant.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Richards", is written over a light blue horizontal line.

Heather Richards, PCED
Planning Director
503-434-7311



MCMINNVILLE URBAN RENEWAL AGENCY BUSINESS RECOVERY FAÇADE IMPROVEMENT GRANT

PROGRAM SUMMARY AND APPLICATION

The Business Recovery Façade Improvement Grant Program is a grant program of the City of McMinnville Urban Renewal Agency designed to help property owners invest in their buildings to assist their tenants in recovering from COVID closures. The maximum individual grant is limited to \$5,000. The match requirement is only 10%. Funds will be on a first-come, first-served basis and this program will be available July 1, 2020 - July 1, 2021.

The purposes of the Façade Improvement Grant Program are:

1. To improve the aesthetic appearance of the exterior facades of existing buildings and businesses in the District;
2. To restore the unique historic character of buildings in the District as much as practicable; and
3. To encourage private investment in District properties and businesses.

Eligibility:

The following persons are eligible to apply and receive grant funds:

1. Property owners of commercial or industrial zoned buildings within the District.
2. Business owners or tenants of commercial or industrial zoned buildings within the District with property owner consent.

Ineligible Property:

The following types of property are not eligible for funding:

1. Tax delinquent property within the Urban Renewal District.
2. Property in litigation.
3. Property in condemnation or receivership.
4. Property owned by religious groups.
5. Property owned by 501(c)3 nonprofit organizations on which taxes are not being paid.
6. Properties on which taxes are being paid, but have nonprofit use, such as schools, charities, clubs, etc.
7. Exclusively residential buildings.
8. Daycare centers.

Eligible Improvements:

Funds may be used for existing exterior façade improvements on commercial and industrial zoned buildings within the District in compliance with the McMinnville Zoning Ordinance and NE Gateway Planned Development Overlay standards. For the purpose of this program, “façade” includes the exterior of any street-facing building wall, but does not include the building’s interior, roofing, signs, structural improvements, or other site improvements except as noted below.

The types of eligible projects include:

1. Repair, restoration, or installation of exterior masonry and siding materials.
2. Repair, replacement, or installation of awnings, windows, trim, doors, gutters, downspouts, stone or brick, or other architectural details.
3. Repair or replacement of exterior lighting attached to a building or illuminating a sign.
4. Repair or construction of entryways.
5. Cleaning, preparation, and painting of exterior walls and trim in conformance with the approved color palette.
6. Removal of barriers to access for people with disabilities.
7. Removal, replacement, or repair of exterior wall, freestanding, or projecting signs.
8. Other improvements as approved.

Financing:

The maximum grant award for a single project is \$5,000. A minimum private match of 10% of the grant amount is required.

Application Process:

The application process includes the following steps:

1. Applicant to review Downtown Design Guidelines and Standards in Chapter 17.59 of the McMinnville Zoning Ordinance, Historic Resources Ordinance, or the NE Gateway Planned Development Overlay, as applicable.
2. Applicant prepares a written description of proposed improvements including cost estimates, and information regarding colors, materials, and other elements necessary to describe the proposed improvement and demonstrate compliance with the applicable design guidelines.
3. Applicant schedules a grant application meeting with the Planning Director to discuss proposed improvements. City staff will explain grant application requirements.
4. Applicant submits a grant application with supporting documentation as outlined in the grant application meeting.
5. Projects requiring further review as specified in Chapter 17.59 of the zoning ordinance, Historic Resources Ordinance, or NE Gateway Planned Development are required to complete those reviews prior to submittal of a grant application.
6. Applications received after the deadline for submittal will not be considered.

General Conditions:

1. Approval of grant applications is contingent upon available funds.
2. Funding is limited to one façade and one sign grant per property per year.
3. All projects shall conform to the design standards of Chapter 17.59 of the McMinnville Zoning Ordinance and NE Gateway Planned Development Overlay Ordinance. As such, some projects may require staff or Historic Landmark Committee review prior to submittal of a grant application.
4. Once an application is approved, the applicant will be required to enter into a Grant Approval Agreement with the Urban Renewal Agency.
5. Construction may begin only after an application is approved. Any work completed prior to formal approval and signing of the Grant Agreement may not be eligible for grant reimbursement.
6. All construction contractors shall have a valid license in the State of Oregon.
7. Only projects utilizing a licensed contractor will be eligible for reimbursement of labor costs. Projects not completed by a licensed contractor are eligible for material costs only.
8. Projects are required to be completed within one (1) year from the date of grant approval.
9. Applicants are responsible for obtaining all necessary permits prior to conducting work.
10. The applicant must submit before and after color photos of the project.
11. Additional conditions may be included with the grant approval.

Review Process:

Grant applications are reviewed initially by the McMinnville Planning Director to determine eligibility and consistency with the submittal requirements of this grant program. Applications meeting these requirements are then forwarded to the McMinnville Urban Renewal Advisory Committee for review and decision at a regularly scheduled meeting of the committee.

Review Criteria:

All projects will be reviewed based on the following criteria:

1. Positive impact of the project on the aesthetic appearance of the building.
2. Positive impact of the project on the overall streetscape.
3. Preservation and enhancement of the architectural integrity of the building.
4. Positive contribution of the project on the urban renewal effort.
5. Amount of additional investment leveraged by the grant.
6. Compliance with applicable design guidelines and standards.
7. Evidence of financial ability to meet matching requirements (e.g., bank statement, loan commitment letter, etc.)

Reimbursement Procedure:

Project reimbursement will occur based on the following procedures:

1. Reimbursement will occur only after construction is complete and a city inspection has been conducted.
2. Upon project completion, city staff should be contacted to conduct a site inspection.
3. Detailed written invoice(s) or itemized receipts and proof of payment (e.g., cancelled checks) shall be provided with all reimbursement requests.
4. If a licensed contractor was not used, receipts for materials shall be provided.
5. Funds will be dispersed within three (3) to six (6) weeks following submittal and verification of all documentation.

The Agency reserves the right to refuse reimbursements in whole or in part for work that:

1. Does not conform to the program or design guidelines.
2. Does not conform to the proposal submitted with the application and authorized by the Agency.
3. Are not commensurate with the workmanship and cost customary to the industry.
4. Is not completed within one year. (Requests for extension will be considered only if made in writing and progress towards completion has been demonstrated).
5. Does not conform to the terms of the grant agreement.

Further Information Contact:

Heather Richards
Planning Director
City of McMinnville
231 NE 5th Street
Ph. (503) 434-7311
Email heather.richards@mcminnvilleoregon.gov



McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

McMinnville Urban Renewal Agency
c/o Planning Department
231 NE Fifth Street ◦ McMinnville, OR 97128
(503) 434-7311 Office ◦ (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only: File No. _____ Date Received _____ Received by _____

Applicant Information

Applicant is: Property Owner Tenant Option Holder Other _____

Applicant Name _____ Phone _____

Contact Name _____ Phone _____
(If different than above)

Address _____

City, State, Zip _____

Contact Email _____

Property Owner Information

Property Owner Name _____ Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Business Name _____

Property Address _____

Assessor Map No. R4 - -

PROJECT INFORMATION:

Estimated Project Start Date: _____ Estimated Project Completion Date: _____

Grant Amount Requested (*no more than \$5,000*): \$ _____

Applicant Matching Funds: \$ _____

Total Project Costs: \$ _____

Note: The total grant amount requested should equal or exceed the matching funds total.

Project Budget

Attach documentation for costs such as contractor's bids or detailed estimate for materials and labor costs. (*Attach additional sheets as needed*)

Labor	Materials	Purpose (i.e. painting, awning, repair)	Estimated Cost
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
Total Project Costs:			\$



McMinnville Urban Renewal Agency FAÇADE IMPROVEMENT GRANT

HOLD HARMLESS AGREEMENT

AND

OWNER AUTHORIZATION FOR TENANT TO CARRY OUT FAÇADE IMPROVEMENT AND/OR REHABILITATION PROJECT

I, _____ hereby authorize _____ to
carry out improvements as specified in the accompanying Façade Improvement Grant
Application, on my property located at _____,
which is within the City of McMinnville's Urban Renewal District.

I also agree to hold harmless the City of McMinnville in the event of property damage or physical
injury as a result of working on the aforementioned project.

Property Owner

Date

Notary

Return To:
Heather Richards
Planning Director
City of McMinnville
231 NE 5th Street
McMinnville, OR 97128
Phone: (503) 434-7311
Fax: (503) 434-4955
E-mail: heather.richards@mcminnvilleoregon.gov

Map of McMinnville Urban Renewal Area with Zoning and Comprehensive Plan Designations

