



## **CITY OF COOS BAY URBAN RENEWAL AGENCY MEETING NOTICE**

**August 3, 2021**

The meeting will be held immediately following the City Council meeting which begins at 7:00 p.m. in the City Hall. Council Chambers - 500 Central Avenue, Coos Bay, Oregon

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All citizens addressing the Urban Renewal Agency under regular agenda items or public comments are required by URA Rule 2.9.4 to sign-in on the forms provided on the agenda table.

If you require a listening enhancement device, please contact the City Recorder.  
Please silence electronic devices - Thank you.

### **Meeting Live Link/Video**

1. Public Comments
  - a. Public Comments
2. Consent Calendar
  - a. Approval of July 6, 2021 Minutes
  - b. Acceptance of June 2021 Financial Reports and Check Register
3. Approval of Request for Urban Renewal Improvement Program Grant Request for 260 and 265 South Broadway
4. Approval of Revision to Previously Approved Façade Improvement Grant Request for 275 North Broadway (Tioga building)
5. Adjourn



# City of Coos Bay PUBLIC COMMENT FORM

The City of Coos Bay values our citizen's input and participation in our various councils, boards, and commissions. In an effort to encourage access to participation, we have established a process by which the public can provide written comments in advance which allows for potential timely addition to the agenda topics of interest to the public. Each council meeting provides for a public comment period, as well as when a public hearing is held. Public comment is an opportunity to share information or concern with the council. Public comment is limited to three (3) minutes, per individual.

If you wish to provide public comment at an upcoming meeting, please fill out this form and submit to [publiccomment@coosbay.org](mailto:publiccomment@coosbay.org). You may also mail or hand deliver your completed form to 500 Central Avenue, Coos Bay, OR 97420; fax to 541-267-5912; or leave in the drop box at the front doors at City Hall. Completed forms must be received by 1:00 pm the day of the meeting to be added to Public Comment List.

## Public Comment Rules:

- Public Comment Form must be completed before speaking.
- Limited to three (3) minutes per speaker.
- Coos Bay residents and business will be given preference for addressing the council during the time allotted for public comment.
- Speakers may not convey/donate their time to another speaker.
- Council cannot engage in question/answer conversations with the speaker.
- Questions/concerns about operations should be handled by city staff during regular business hours.
- The presiding officer has responsibility of enforcement of these rules, and may alter the order of speakers for efficiency.

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

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

I wish to speak to the City Council on the following agenda item/issue:

\_\_\_\_\_

I have previously addressed the City Council on this issue.

In lieu of speaking, I request the City Recorder to include my written comments into the public record (comment area provided on page two).

By signing below, I acknowledge the above public comment rules. Pursuant to ORS 192.420, this document is considered a public record and disclosure may be required upon request.

**SIGNATURE REQUIRED**

**DATE**

\_\_\_\_\_

\_\_\_\_\_

[illegible]

## CITY OF COOS BAY URBAN RENEWAL AGENCY

MEETING DATE	AGENDA ITEM NUMBER
August 3, 2021	2.a.

TO: Chair Kilmer and Board Members

FROM: Nichole Rutherford, Finance Director

THROUGH: Rodger Craddock, Agency Manager

ISSUE: Approval of July 6, 2021 Minutes

**ATTACHMENT(S):**

- ▣ July 6, 2021 minutes



# **MINUTES OF THE PROCEEDINGS OF THE CITY OF COOS BAY URBAN RENEWAL AGENCY**

**July 6, 2021**

The minutes of the proceedings of a regular meeting of the Urban Renewal Agency of the City of Coos Bay, Coos County, Oregon, held at 7:55 pm in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

## **Those Attending**

Those present were Chair Stephanie Kilmer and Board Members Joe Benetti, Drew Farmer, Phil Marler, and Rob Miles. Board Members Lucinda DiNovo and Carmen Matthews were absent. City staff present were City Manager Rodger Craddock, Assistant City Manager/Finance Director Nichole Rutherford, Deputy Finance Director Melissa Olson, Deputy Library Director Christina Coffman, Public Works and Community Development Director Jim Hossley, Fire Chief Mark Anderson, and Police Chief Chris Chapanar.

## **Public Comments**

No public comments were made.

## **Public Comments**

No public comment forms were received.

## **Consent Calendar**

Chair Kilmer reviewed the consent calendar which consisted of:

2a: Approval of June 1, 2021 Minutes

2b: Acceptance of May 2021 Financial Reports and Check Register

Board Member Miles moved to approve the consent calendar as presented. Board Member Marler seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Miles. Absent: DiNovo, Matthews.

## **Consideration to Approve Improvement Program Grant Request for 171 and 191 South Broadway**

Public Works and Community Development Director Jim Hossley stated the property owner of 171 & 191 South Broadway, David Herold, submitted an Improvement Program Grant application for a project that included repairing the surface cracks in the stucco siding, repainting the structure, and removal/cleaning/replacement of the existing awning. The Improvement Program currently provided a 50/50 grant (based on the lowest bid) and the guidelines indicated a maximum grant award of \$25,000 per fiscal year. The program regulations required three written bids be obtained for the project. The applicant was able to acquire one bid for the façade repair for \$11,500.00 and one bid for the awning cleaning for \$5,000.00; a total project of \$16,500.00. The Design Assistance Team (DAT) reviewed the request on June 8, 2021 and recommended the use of elastomeric paint, as it had more

flexibility than regular latex paint, so it could bridge hairline cracks that form in the stucco over time. The applicant's contractor indicated the upgraded paint would increase the project cost by approximately \$750.00. A revised bid, which included the upgraded paint would be submitted prior to signing the grant agreement or beginning of the project. The overall project cost was \$17,250.00 for a Improvement Project Grant for up to \$8,625.00 of eligible expenses from the Urban Renewal Agency Downtown District, subject to submittal of any required permits (structural, electrical, floodplain).

Funding for the Urban Renewal Agency Downtown Improvement Program, 57-940-520-2415, for fiscal year 2021-2022 was \$750,000.00. This request for \$8,625.00 was the first for the new fiscal year, but there were a number of previously approved projects that have not been completed, which total approximately \$556,743.00. There may be one or two projects that would be complete prior to the end of this fiscal year, which would reduce the total carryover by approximately \$100,000 to \$150,000.

Board Member Farmer moved to approve the Improvement Project Grant application for up to \$8,625.00 of eligible expenses, 50% of the total project cost, subject to submittal of any required permits; structural, electrical, floodplain. Board Member Marler seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Miles. Absent: DiNovo, Matthews.

### **Consideration to Approve Coos Bay Downtown Association Main Street Program Management Agreement**

Assistant City Manager/Finance Director Nichole Rutherford stated the the Urban Renewal Agency (Agency) and the Coos Bay Downtown Association (CBDA) had shared a long-standing partnership, with the Agency providing financial support for CBDA's management of the Main Street Program. The most recent agreement which was approved in 2017 had expired on June 30, 2021. Staff has been working with CBDA to craft a new agreement for Agency approval. The partnership between the Agency and the CBDA which focused on the strategies of the Main Street Program, began in 2012 and included support from the Agency to the CBDA in the amount of \$24,000. This support was intended to assist in the implementation of the Main Street Program and strategies aimed at the revitalization and improved economic stability of the downtown district. Several years after the initial agreement, the annual support was increased to \$30,000 and in 2017 the annual support was increased to the current amount of \$35,000. The Main Street Program management fee of \$35,000 was included in the Agency's Fiscal Year 2021-2022 budget.

The Main Street program was a proven comprehensive approach to historic commercial district revitalization and economic prosperity using four foundation points. These included:

Organization: represented by business and property owners, bankers, citizens, public officials, chambers of commerce, and other local economic development organizations.

Promotion: included a variety of events and programs to create excitement downtown and can include street festivals, parades, retail events, and image development campaigns. Promotion involves marketing an enticing image to shoppers, investors, and visitors.

Design: Enhancing the physical environment with historic building rehabilitation, street and alley clean-up, colorful banners, landscaping, and lighting all improve the physical image of the downtown as a quality place to shop, work, walk, invest in, and live. Design improvements result in public and private dollars downtown investment.

Economic Vitality: the creation of long-term economic vitality with the development and implementation of techniques and programs such as recruiting new businesses, creatively converting unused space for new uses, and sharpening the competitiveness of Main Street's traditional merchants.

Board Members discussed if there was a need to analyze the cost for expanding the area or if the agreement needed to be revisited at a future date prior to the agreement expiration date. Board Member Miles stated interest in a similar agreement with the Empire Coalition for revitalizing the Empire District. Beth Clarkson, President of the Coos Bay Downtown Association stated additional funding would go towards projects currently on the back burner.

Board Member Marler moved to approve the agreement with Coos Bay Downtown Association, including \$35,000 annual support for management of the Main Street Program. Board Member Miles seconded the motion.

Board Member Marler rescinded the motion and made an amended motion to accept the language as written with exception to the changes to compensation to include increasing year one to \$40,000, an increase of \$5,000 to year two to \$45,000, and an additional increase to year three of \$5,000 to \$50,000. Board Member Miles seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Miles. Absent: DiNovo, Matthews.

### **Executive Session**

Deputy Finance Director Melissa Olson read the executive session meeting disclosure statement. An executive session was held pursuant to Oregon Revised Statute (ORS) 192.660 (2) (d) for the purpose of discussing real property transactions.

### **Adjourn**

There being no further business to come before the agency, Chair Kilmer adjourned the meeting.

# CITY OF COOS BAY URBAN RENEWAL AGENCY

## Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
August 3, 2021	2.b.

TO: Chair Kilmer and Board Members

FROM: Nichole Rutherford, Finance Director

THROUGH: Rodger Craddock, Agency Manager

ISSUE: Acceptance of June 2021 Financial Reports and Check Register

### **SUMMARY:**

Attached are the unaudited financial statements and check register for June 2021.

### **ACTION REQUESTED:**

If it pleases the Agency, accept the June 2021 financial reports and check register.

### **BACKGROUND:**

These reports are being provided to the Urban Renewal Agency (Agency) and the public pursuant to a recommendation from the agency's auditor, supported by the Agency Manager, to provide transparency and full disclosure to all interested parties. The agency's funds are held on deposit together with the City of Coos Bay's funds for efficiency. Additionally, in FYE 2013 the Governmental Accounting Standards Board (GASB) issued pronouncement GASB 61, which defined the Agency as a blended unit of the City of Coos Bay and the financial statements were combined. The details of the investment portfolio are included in the monthly financial reports prepared for City Council and reported pursuant to the agency's Investment Policy. Routinely, the agency's transactions are included in three of the city's bank statements (US Bank Accounts Payable, US Bank Operations, and Local Government Investment Pool) and are balanced by the 10th of the month following month-end; financial transactions are posted daily; and the financial reports available upon request.

In the attached reports, the fund summary shows all agency funds are within appropriation levels with 100% of the fiscal year having elapsed. Urban Renewal Downtown Property Tax Collections are at 104.2% of budget and Urban Renewal Empire Property Tax Collections are at 97.9% of budget. Checks are routinely issued weekly from the accounts payable account, as shown in the attached check register totaling \$405,438.12.

### **BUDGET IMPLICATIONS:**

The expenditures are within the budget appropriations.

**ATTACHMENT(S):**

- ▢ Financial Summary
- ▢ Balance Sheet
- ▢ Fund Summary
- ▢ Check Register

**URBAN RENEWAL AGENCY OF THE CITY OF COOS BAY**  
**Agenda Staff Report**

TO: Chair Kilmer and Board Members

FROM: Nichole Rutherford, Finance Director

THROUGH: Rodger Craddock, Agency Manager

ISSUE: June 2021 Balance Sheet and Fund Summary

The **Balance Sheet** shows the beginning balance; (used or earned) or the difference between what was earned to what was spent; and the ending balance or what amount remained as fund balance. The **Combined Cash** report below reflects a total combined cash of \$8,215,046.74.

<b>Fund</b>	<b>Beginning Fund Balance 7/1/20</b>	<b>(Used) Earned</b>	<b>Ending Fund Balance 6/30/21</b>
Downtown Special Revenue	\$408,500.61	(\$274,515.17)	\$133,985.44
Empire Special Revenue	\$300,989.25	(\$229,988.94)	\$71,000.31
Empire Program	\$473,494.37	\$3,786.83	\$477,281.20
Downtown Bond	\$0.00	\$318,436.04	\$318,436.04
Empire Bond	\$2,000.00	\$23,592.47	\$25,592.47
Downtown Program	\$32,595.44	\$260.70	\$32,856.14
Downtown Capital Projects	\$2,856,263.54	\$146,324.44	\$3,002,587.98
Empire Capital Projects	\$1,733,005.60	\$639,035.74	\$2,372,041.34
Downtown Bond Reserve	\$390,000.00	\$250,000.00	\$640,000.00
Empire Bond Reserve	\$433,500.00	\$92,500.00	\$526,000.00

**Cash Allocations to:**

Downtown Special Revenue Fund	\$102,364.13
Empire Special Revenue Fund	\$54,949.39
Empire Program Fund	\$477,281.20
Downtown Bond Fund	\$318,436.04
Empire Bond Fund	\$25,592.47
Downtown Program Fund	\$32,856.14
Downtown Capital Projects Fund	\$3,644,711.03
Empire Capital Projects Fund	\$2,392,856.34
Downtown Bond Reserve Fund	\$640,000.00
Empire Bond Reserve Fund	\$526,000.00
<b>TOTAL URA COMBINED CASH</b>	<b>\$8,215,046.74</b>

City of Coos Bay  
Balance Sheet  
June 30, 2021

Downtown Special Revenue Fund

ASSETS

51-000-100-1001	Cash - Combined Fund	102,364.13	
51-000-100-1204	Taxes Receivable	119,720.22	
	Total Assets		222,084.35

LIABILITIES AND EQUITY

LIABILITIES

51-000-200-2040	Deferred Revenue	88,098.91	
	Total Liabilities		88,098.91

FUND EQUITY

	Unappropriated Fund Balance:		
51-000-200-2500	Fund Balance	408,500.61	
	Revenue over Expenditures - YTD	( 274,515.17)	
	Balance - Current Date	133,985.44	
	Total Fund Equity		133,985.44
	Total Liabilities and Equity		222,084.35

City of Coos Bay  
Balance Sheet  
June 30, 2021

Empire Special Revenue Fund

ASSETS

52-000-100-1001	Cash - Combined Fund	54,949.39	
52-000-100-1204	Taxes Receivable	66,908.03	
	Total Assets		121,857.42

LIABILITIES AND EQUITY

LIABILITIES

52-000-200-2040	Deferred Revenue	50,857.11	
	Total Liabilities		50,857.11

FUND EQUITY

	Unappropriated Fund Balance:		
52-000-200-2500	Fund Balance	300,989.25	
	Revenue over Expenditures - YTD	( 229,988.94)	
	Balance - Current Date	71,000.31	
	Total Fund Equity		71,000.31
	Total Liabilities and Equity		121,857.42



City of Coos Bay  
Balance Sheet  
June 30, 2021

Empire Program Fund

ASSETS

53-000-100-1001	Cash - Combined Fund	477,281.20	
	Total Assets		477,281.20

LIABILITIES AND EQUITY

FUND EQUITY

	Unappropriated Fund Balance:		
53-000-200-2500	Fund Balance	473,494.37	
	Revenue over Expenditures - YTD	3,786.83	
	Balance - Current Date	477,281.20	
	Total Fund Equity		477,281.20
	Total Liabilities and Equity		477,281.20

City of Coos Bay  
Balance Sheet  
June 30, 2021

Downtown Bond Fund

ASSETS

54-000-100-1001	Cash - Combined Fund	318,436.04	
54-000-100-1495	Future Req - Downtown 2019A	3,020,000.00	
54-000-100-1496	Future Req - Downtown 2020A	1,183,590.21	
	Total Assets		4,522,026.25

LIABILITIES AND EQUITY

FUND EQUITY

54-000-200-2411	Res Fut Debt - Downtown 2019A	3,020,000.00	
54-000-200-2412	Res Fut Debt - Downtown 2020A	1,183,590.21	
	Unappropriated Fund Balance:		
	Revenue over Expenditures - YTD	318,436.04	
	Balance - Current Date	318,436.04	
	Total Fund Equity		4,522,026.25
	Total Liabilities and Equity		4,522,026.25

City of Coos Bay  
Balance Sheet  
June 30, 2021

Empire Bond Fund

ASSETS

55-000-100-1001	Cash - Combined Fund	25,592.47	
55-000-100-1491	Future Req - Empire 2018A	1,168,000.00	
55-000-100-1492	Future Req - Empire 2019A	2,801,700.00	
	Total Assets		3,995,292.47

LIABILITIES AND EQUITY

FUND EQUITY

55-000-200-2407	Res For Future Debt Emp 2018A	1,114,700.00	
55-000-200-2408	Res Fut Debt - Empire 2019A	2,855,000.00	
	Unappropriated Fund Balance:		
55-000-200-2500	Fund Balance	2,000.00	
	Revenue over Expenditures - YTD	23,592.47	
	Balance - Current Date	25,592.47	
	Total Fund Equity		3,995,292.47
	Total Liabilities and Equity		3,995,292.47

City of Coos Bay  
Balance Sheet  
June 30, 2021

Downtown Program Fund

ASSETS

56-000-100-1001	Cash - Combined Fund	32,856.14	
	Total Assets		32,856.14

LIABILITIES AND EQUITY

FUND EQUITY

Unappropriated Fund Balance:			
56-000-200-2500	Fund Balance	32,595.44	
	Revenue over Expenditures - YTD	260.70	
	Balance - Current Date	32,856.14	
	Total Fund Equity		32,856.14
	Total Liabilities and Equity		32,856.14

City of Coos Bay  
Balance Sheet  
June 30, 2021

Downtown Capital Projects Fund

ASSETS

57-000-100-1001	Cash - Combined Fund	3,644,711.03	
57-000-100-1299	AR/FS	29,212.15	
	Total Assets		3,673,923.18

LIABILITIES AND EQUITY

LIABILITIES

57-000-200-2001	Accounts Payable	671,335.20	
	Total Liabilities		671,335.20

FUND EQUITY

	Unappropriated Fund Balance:		
57-000-200-2500	Fund Balance	2,856,263.54	
	Revenue over Expenditures - YTD	146,324.44	
	Balance - Current Date	3,002,587.98	
	Total Fund Equity		3,002,587.98
	Total Liabilities and Equity		3,673,923.18

City of Coos Bay  
Balance Sheet  
June 30, 2021

Empire Capital Projects Fund

ASSETS

58-000-100-1001	Cash - Combined Fund	2,392,856.34	
	Total Assets		2,392,856.34

LIABILITIES AND EQUITY

LIABILITIES

58-000-200-2001	Accounts Payable	20,815.00	
	Total Liabilities		20,815.00

FUND EQUITY

Unappropriated Fund Balance:			
58-000-200-2500	Fund Balance	1,733,005.60	
	Revenue over Expenditures - YTD	639,035.74	
	Balance - Current Date	2,372,041.34	
	Total Fund Equity		2,372,041.34
	Total Liabilities and Equity		2,392,856.34

City of Coos Bay  
Balance Sheet  
June 30, 2021

Downtown Bond Reserve Fund

ASSETS

60-000-100-1001	Cash - Combined Fund	640,000.00	
	Total Assets		640,000.00

LIABILITIES AND EQUITY

FUND EQUITY

	Unappropriated Fund Balance:		
60-000-200-2500	Fund Balance	390,000.00	
	Revenue over Expenditures - YTD	250,000.00	
	Balance - Current Date	640,000.00	
	Total Fund Equity		640,000.00
	Total Liabilities and Equity		640,000.00

City of Coos Bay  
Balance Sheet  
June 30, 2021

Empire Bond Reserve Fund

ASSETS

61-000-100-1001	Cash - Combined Fund	526,000.00	
	Total Assets		526,000.00

LIABILITIES AND EQUITY

FUND EQUITY

	Unappropriated Fund Balance:		
61-000-200-2500	Fund Balance	433,500.00	
	Revenue over Expenditures - YTD	92,500.00	
	Balance - Current Date	526,000.00	
	Total Fund Equity		526,000.00
	Total Liabilities and Equity		526,000.00



City of Coos Bay  
Fund Summary  
For the 12 Months Ending June 30, 2021

Downtown Special Revenue Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	350,000.00	350,000.00	.0
Property Taxes	24,812.37	1,687,143.30	1,619,258.00	( 67,885.30)	104.2
Use Of Money & Property	.00	3,341.53	5,000.00	1,658.47	66.8
Total Fund Revenue	24,812.37	1,690,484.83	1,974,258.00	283,773.17	85.6
<u>Expenditures</u>					
Expenditures	.00	1,965,000.00	1,974,258.00	9,258.00	99.5
Total Expenditures	.00	1,965,000.00	1,974,258.00	9,258.00	99.5
Net Revenue Over Expenditures	24,812.37	( 274,515.17)	.00	274,515.17	.0

City of Coos Bay  
Fund Summary  
For the 12 Months Ending June 30, 2021

Empire Special Revenue Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	265,000.00	265,000.00	.0
Property Taxes	12,477.00	839,422.01	857,093.00	17,670.99	97.9
Use Of Money & Property	.00	2,089.05	5,000.00	2,910.95	41.8
Total Fund Revenue	12,477.00	841,511.06	1,127,093.00	285,581.94	74.7
<u>Expenditures</u>					
Expenditures	.00	1,071,500.00	1,127,093.00	55,593.00	95.1
Total Expenditures	.00	1,071,500.00	1,127,093.00	55,593.00	95.1
Net Revenue Over Expenditures	12,477.00	( 229,988.94)	.00	229,988.94	.0

City of Coos Bay  
Fund Summary  
For the 12 Months Ending June 30, 2021

Empire Program Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	475,000.00	475,000.00	.0
Use Of Money & Property	.00	3,786.83	5,000.00	1,213.17	75.7
Total Fund Revenue	.00	3,786.83	480,000.00	476,213.17	.8
<u>Expenditures</u>					
Expenditures	.00	.00	480,000.00	480,000.00	.0
Total Expenditures	.00	.00	480,000.00	480,000.00	.0
Net Revenue Over Expenditures	.00	3,786.83	.00	( 3,786.83)	.0

City of Coos Bay  
Fund Summary  
For the 12 Months Ending June 30, 2021

Downtown Bond Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Other Financing Sources	.00	4,487,250.00	4,487,250.00	.00	100.0
Total Fund Revenue	.00	4,487,250.00	4,487,250.00	.00	100.0
<u>Expenditures</u>					
Expenditures	.00	4,168,813.96	4,487,250.00	318,436.04	92.9
Total Expenditures	.00	4,168,813.96	4,487,250.00	318,436.04	92.9
Net Revenue Over Expenditures	.00	318,436.04	.00	( 318,436.04)	.0

City of Coos Bay  
Fund Summary  
For the 12 Months Ending June 30, 2021

Empire Bond Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	2,000.00	2,000.00	.0
Other Financing Sources	.00	979,000.00	979,000.00	.00	100.0
Total Fund Revenue	.00	979,000.00	981,000.00	2,000.00	99.8
<u>Expenditures</u>					
Expenditures	.00	955,407.53	981,000.00	25,592.47	97.4
Total Expenditures	.00	955,407.53	981,000.00	25,592.47	97.4
Net Revenue Over Expenditures	.00	23,592.47	.00	( 23,592.47)	.0

City of Coos Bay  
Fund Summary  
For the 12 Months Ending June 30, 2021

Downtown Program Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	33,000.00	33,000.00	.0
Use Of Money & Property	.00	260.70	3,000.00	2,739.30	8.7
Total Fund Revenue	.00	260.70	36,000.00	35,739.30	.7
<u>Expenditures</u>					
Expenditures	.00	.00	36,000.00	36,000.00	.0
Total Expenditures	.00	.00	36,000.00	36,000.00	.0
Net Revenue Over Expenditures	.00	260.70	.00	( 260.70)	.0

City of Coos Bay  
Fund Summary  
For the 12 Months Ending June 30, 2021

Downtown Capital Projects Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	2,635,000.00	2,635,000.00	.0
Revenue From Other Agencies	10,000.00	74,200.00	104,200.00	30,000.00	71.2
Use Of Money & Property	.00	243,151.73	25,000.00	( 218,151.73)	972.6
Other Revenue	19,212.15	99,380.76	101,756.00	2,375.24	97.7
Transfers In	.00	4,702,072.68	5,775,926.00	1,073,853.32	81.4
Total Fund Revenue	29,212.15	5,118,805.17	8,641,882.00	3,523,076.83	59.2
<u>Expenditures</u>					
Expenditures	671,335.20	4,972,480.73	8,641,882.00	3,669,401.27	57.5
Total Expenditures	671,335.20	4,972,480.73	8,641,882.00	3,669,401.27	57.5
Net Revenue Over Expenditures	( 642,123.05)	146,324.44	.00	( 146,324.44)	.0

City of Coos Bay  
Fund Summary  
For the 12 Months Ending June 30, 2021

Empire Capital Projects Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	1,700,000.00	1,700,000.00	.0
Use Of Money & Property	.00	14,511.13	15,000.00	488.87	96.7
Other Revenue	.00	109,787.57	.00	( 109,787.57)	.0
Transfers In	.00	1,405,625.77	1,932,963.00	527,337.23	72.7
Total Fund Revenue	.00	1,529,924.47	3,647,963.00	2,118,038.53	41.9
<u>Expenditures</u>					
Expenditures	20,815.00	890,888.73	3,647,963.00	2,757,074.27	24.4
Total Expenditures	20,815.00	890,888.73	3,647,963.00	2,757,074.27	24.4
Net Revenue Over Expenditures	( 20,815.00)	639,035.74	.00	( 639,035.74)	.0



City of Coos Bay  
Fund Summary  
For the 12 Months Ending June 30, 2021

Downtown Bond Reserve Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	390,000.00	390,000.00	.0
Other Financing Sources	.00	250,000.00	250,000.00	.00	100.0
Total Fund Revenue	.00	250,000.00	640,000.00	390,000.00	39.1
<u>Expenditures</u>					
Expenditures	.00	.00	640,000.00	640,000.00	.0
Total Expenditures	.00	.00	640,000.00	640,000.00	.0
Net Revenue Over Expenditures	.00	250,000.00	.00	( 250,000.00)	.0

City of Coos Bay  
Fund Summary  
For the 12 Months Ending June 30, 2021

Empire Bond Reserve Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	433,500.00	433,500.00	.0
Other Financing Sources	.00	92,500.00	92,500.00	.00	100.0
Total Fund Revenue	.00	92,500.00	526,000.00	433,500.00	17.6
<u>Expenditures</u>					
Expenditures	.00	.00	526,000.00	526,000.00	.0
Total Expenditures	.00	.00	526,000.00	526,000.00	.0
Net Revenue Over Expenditures	.00	92,500.00	.00	( 92,500.00)	.0

Check Issue Date	Check Number	Payee	GL Account	Check Amount
06/08/2021	124603	Kyle Electric Inc	570002002001	1,100.23
06/08/2021	124613	PLATT	570002002001	311.41
Total 06/08/2021:				1,411.64
06/10/2021	124635	Consolidated Supply Co.	570002002001	990.58
06/10/2021	124637	Elaine Howard Consulting LLC	580002002001	6,429.50
Total 06/10/2021:				7,420.08
06/11/2021	981	Umpqua Bank	570002002001	301.73
Total 06/11/2021:				301.73
06/14/2021	124666	Civil West Engineering Services Inc	570002002001	19,031.16
06/14/2021	124669	ODOT Financial Svcs MS#21	570002002001	2,430.46
06/14/2021	124673	The Nancy Devereux Center	570002002001	10,476.00
06/14/2021	124674	Tioga LLC	570002002001	88,075.50
Total 06/14/2021:				120,013.12
06/18/2021	124683	Farr's True Value Hdwr	570002002001	13.99
Total 06/18/2021:				13.99
06/21/2021	124695	Rock Face LLC	570002002001	253,656.42
06/21/2021	124702	CB-NB Water Board - Water	570002002001	865.00
06/21/2021	124707	Consolidated Supply Co.	570002002001	166.30
Total 06/21/2021:				254,687.72
06/22/2021	999	Umpqua Bank	570002002001	3,510.00
Total 06/22/2021:				3,510.00
06/30/2021	124772	Roto-Rooter Inc	570002002001	18,050.00
06/30/2021	124775	South Coast Office Supply	580002002001	29.84
Total 06/30/2021:				18,079.84
Grand Totals:				405,438.12

# CITY OF COOS BAY URBAN RENEWAL AGENCY

## Agenda Staff Report

This item was previously discussed at on 7/27/2021

MEETING DATE	AGENDA ITEM NUMBER
August 3, 2021	3.

TO: Chair Kilmer and Board Members

FROM: Debbie Erler, Planner and Carolyn Johnson, Community Development Administrator

THROUGH: Jim Hossley, Public Works and Community Development Director

ISSUE: Approval of Request for Urban Renewal Improvement Program Grant Request for 260 and 265 South Broadway

### **SUMMARY:**

The property owners of 260 and 265 South Broadway have jointly submitted an Urban Renewal Improvement Grant application for repairs and façade improvements. Structure frontages are on Broadway Avenue (west) and Bayshore Avenue (east) for the following work and improvements:

260 SOUTH BROADWAY (Restaurant O): Broadway Avenue elevation work would include removal of existing awning frame; existing windows, exterior wall framing and wood siding. A rebuild of the lower portion of the wall would enable compliance with flood-proofing requirements. Additional work would include relocation of emergency/service door, installation of 12' wide by 6' tall glass overhead garage door, installation of new wall framing, new fiber cement siding and new polycarbonate awnings. Painting of exterior siding and trim is also a part of the project. Bayshore Avenue elevation work would include repair of existing wood siding and existing awning frames, painting of existing siding, trim and window frames, and installation of new awning material and under-awning LED lighting.

### 265 SOUTH BROADWAY (My Yarn Shop):

Broadway Avenue elevation work included repair of existing concrete finish, new paint on existing walls, trim, and window frames and installation of new polycarbonate awnings and new under-awning LED lighting. Bayshore Avenue elevation changes would be achieved with repair of existing concrete finish, painting of exterior walls, trim and window frames and installation of new awning material and under-awning LED lighting.

### **ACTION REQUESTED:**

If it please the Agency, approve the Urban Renewal Improvement Program grants as follows:

For 260 South Broadway: Authorize \$80,127.81 (75% of project construction cost of 106,837.08), plus up to \$7,500.00 professional design services.

For 265 South Broadway: Authorize \$43,138.05 (75% of the project construction cost of \$57,517.39), plus up to \$7,500.00 professional design services.

**BACKGROUND:**

The Urban Renewal Improvement Grant Program currently provided a 50/50 grant (based on the lowest bid) and guidelines indicated a maximum award of \$25,000 per fiscal year. The program guidelines required three written bids be obtained for the improvement project. Design, architectural, and engineering services, up to 15% of the total project cost, to a maximum of \$7,500 were also eligible. The applicants had requested additional funding in the amount of 75% of the total construction project cost. Due to local contractor workloads, the applicant was able to acquire one bid for the proposed project.

The bid for 260 South Broadway eligible expenses was \$104,823.00. The total project construction cost includes a bid of \$104,823.00 and a permit estimate cost of \$2,014.08, with additional professional design services up \$7,500.00.

The bid for eligible expenses for 265 South Broadway was \$56,143.00. The total project construction cost includes a bid of \$56,143.00 and a permit estimate cost of \$1,374.39. Subject to compliance with required permits (structural, electrical and floodplain).

The Design Assistance Team (DAT) reviewed the project and recommended approval. The Agency reviewed this proposal at the July 27, 2021 work session.

**BUDGET IMPLICATIONS:**

Funding for the Urban Renewal Agency Downtown Improvement Program (#57-940-520-2415) for FY 2021/2022 for new grants is \$750,000.00.

**ATTACHMENT(S):**

- ▢ 260 S Broadway - Applicant Submittal
- ▢ 265 S Broadway - Applicant submittal
- ▢ 260-265 S Broadway - Bid & Req for Additional funding



# City of Coos Bay

## Coos Bay Urban Renewal Improvement Program Application

Name of applicant Kariktan Cruz and Eoghain O'Neill

Name of business Restaurant "O"

Address of business storefront or building to be rehabilitated 260 S. Broadway, Coos Bay, OR

Broadway elevation and Bayshore elevation

Phone number 541-551-0191

E-mail address kariktan@masterchefoneill.com

Type of business Restaurant

How many years in business \_\_\_\_\_

Applicant is the ☐ Property Owner ☒ Business Owner ☐ Other Current restaurant owners have option

If not owner of property, does applicant have lease: yes ☒ no ☐ to purchase building which they plan on doing.

If yes, Expiration Date: 11/2022

If no, explain: \_\_\_\_\_

Property owner or property manager's name (if different from applicant), address and phone number

Joe Benetti P.O. Box 283, Coos Bay, OR 97420 541-297-6066

### PROPOSED IMPROVEMENTS

Please describe in detail the proposed improvements to the property.

#### BROADWAY ELEVATION:

Removal of existing awning frame

Removal of existing windows, exterior wall framing and wood siding

Rebuilding of lower portion of wall to comply with flood-proofing requirements

Relocation of emergency / service door

Installation of 12' wide x 6' tall glass overhead

garage door

Installation of new wall framing

Installation of new fiber cement siding

Painting of exterior siding and trim

Installation of new polycarbonate awnings

#### BAYSHORE ELEVATION:

Repair of existing wood siding

Painting of existing siding, trim and window frames

Repair of existing awning frames

Installation of new awning material

Installation of under awning LED lighting

Estimated cost of project \_\_\_\_\_

Proposed start date August 4, 2021

Time line/estimated completion date for project 6 months



If this is a time critical project, please state latest date that applicant can be notified of grant funding approval\_\_\_\_\_.

Brief explanation of factors contributing to the critical timing of this project:\_\_\_\_\_

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The expected processing time from submission of application to final commitment of funds is 4-6 weeks.

### **REQUIRED SUBMITTALS**

The following items must be submitted with the completed application:

- |       |    |   |
|-------|----|---|
| HGE   | 1. | Provide three (3) copies of the application, any drawing(s), material/color samples and current photographs showing existing conditions of façade proposed for renovation. Documents and photos may be submitted electronically to <a href="mailto:derler@coosbay.org">derler@coosbay.org</a> . |
| HGE   | 2. | Three (3) detailed, itemized competitive bids from licensed contractors for the proposed work. The grant award is based on the low bid; however, an applicant may use his/her choice of contractor and pay the difference.  |
| Owner | 3. | Evidence of property ownership. A copy of property tax record (available from the county assessor's webpage) may be used. For tenant business applicants, written and signed permission from the property owner is required.  |
| Owner | 4. | Evidence that all city taxes, licenses and fees are current. For taxes, a copy of property tax information from the Assessor's webpage. For licenses, a photocopy of current business license may be submitted.   |
| Owner | 5. | Proof in the form of documentation from the applicant's bank or lending institution demonstrating financial ability to complete the project. This document would be similar to a letter of recommendation from your banker.   |
| City  | 6. | One copy of a location map (Provided by the City staff).  |
|       | 7. | If architectural changes are being made to the façade of a structure in a design review area:   |
| HGE   | a. | A site plan drawn to scale indicating property lines, existing and adjacent structures and existing landscaping is required.  |
| HGE   | b. | 10 copies of building elevation(s) drawn to scale indicating all existing as well as proposed design and structural changes and building materials and colors. The elevation drawing(s) should also include the size and location on the building of any sign modifications or awning changes.  |
| HGE   | c. | If the project is repair/replacement of siding, repair/replacement of existing architectural features, and painting, color digital pictures shall be submitted and a site plan drawing is not required.   |
| HGE   | d. | 10 copies of materials and color samples.   |

**NOTE:** If required information is not submitted with the application, application will be returned to Applicant for completion prior to review by the Design Review Committee.

The applicant understands that the proposed improvements must be evaluated and approved by the Coos Bay Urban Renewal Agency as well as other local agencies. Certain changes or modifications may be required by these agencies or by the Coos Bay Urban Renewal Agency prior to final approval for funding.

Improvements will be evaluated on the criteria listed in the guideline section of the Urban Renewal Improvement Program.

Grant funds are considered taxable income by the Internal Revenue Service. A W-9 form must be submitted to the City of Coos Bay if grant funds are awarded to the applicant.

The Applicant must sign a grant agreement to maintain the improvements for a minimum of five (5) years.

#### **CERTIFICATION BY APPLICANT**

The Applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a grant, and is true and complete to the best of the Applicant's knowledge and belief.

If the Applicant is not the owner of the property to be rehabilitated, or if the Applicant is an organization rather than an individual, the Applicant certifies that her/she has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached.

Verification of any of the information contained in this application may be obtained from any source named herein.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
07/03/2021

Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
07/03/2021

Date

Return Application to:

**COOS BAY URBAN RENEWAL AGENCY  
Department of Community Development  
500 Central Avenue, Coos Bay, OR 97420**





West Elevation  
S. Broadway Existing Facades





260 & 264 S Bayshore Drive Elevation



PROJECT:

FACADE IMPROVEMENTS  
RESTAURANT "O"  
August 3, 2021  
260, 265 S. BROADWAY AND  
260, 265 S. BAYSHORE, COOS BAY, OREGON

Urban Renewal Agency Meeting

[illegible]

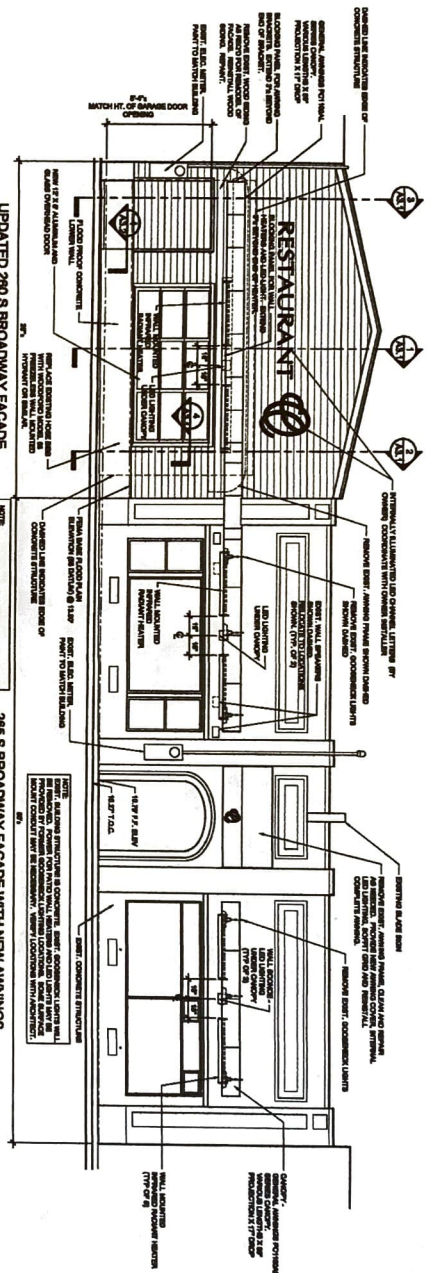
**260 S BAYSHORE FACADE**  
**BID #1 - B**

## EAST ELEVATION

[illegible]

- REPAIR SCREWS AS NECESSARY
- CLEAN
- PAINT EXIST. SCREWS AND TRIM
- REMOVE EXIST. FINISH TRIM, GLASS AND REPAIR AS NEEDED. PROVIDE NEW FINISH COVER
- LEAD LINING, ROOFING SHEET AND INSULATION COMPLETE ASSEMBLY.

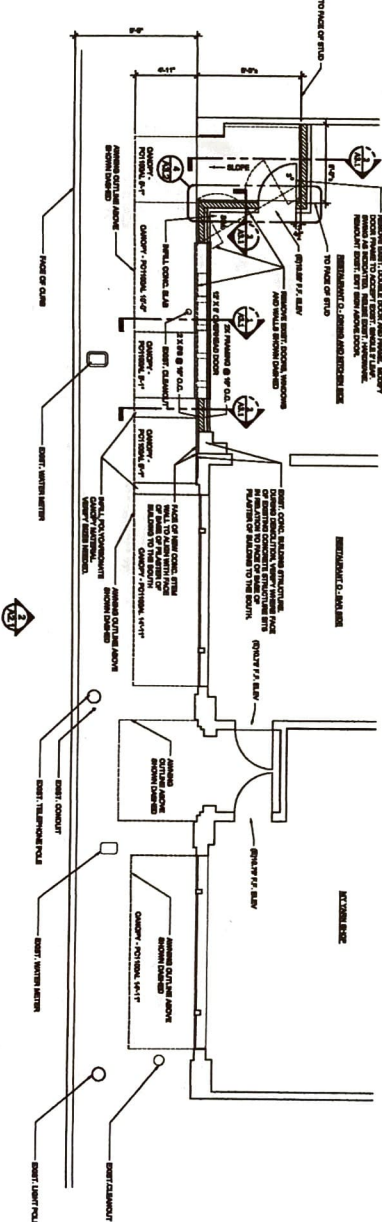
STIMULANTLY ELIMINATED LEAD CHAINS, LETTERS BY OWNER COORDINATE WITH OWNER INSTALLER.



UPDATED 200 S BROADWAY FACADE  
BID #1 - A

2 WEST ELEVATION - FACADE IMPROVEMENTS  
SCALE: 1/8" = 1'-0"

200 S BROADWAY FACADE WITH NEW AWNINGS  
BID #2 - A



UPDATED 200 S BROADWAY FACADE WITH NEW AWNINGS  
BID #1 - A

1 FLOOR PLAN - S. BROADWAY SIDE - WEST ELEVATION  
SCALE: 1/8" = 1'-0"

200 S BROADWAY FACADE WITH NEW AWNINGS  
BID #2 - A

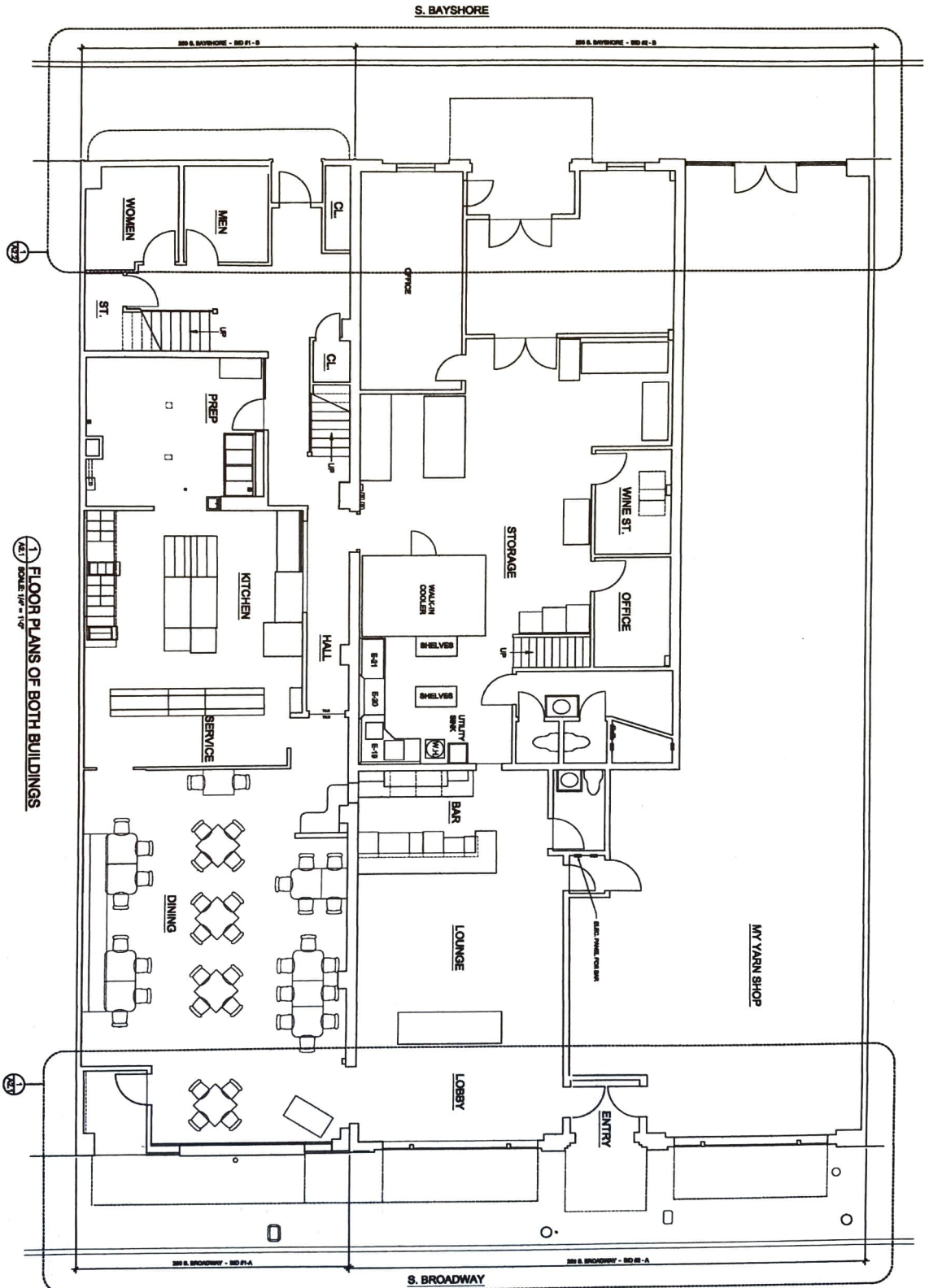
PROJECT NO. 21-08  
RESTAURANT "O" FACADE REMODEL  
MY YARN SHOP FACADE REMODEL  
COOR: BAY, CROSBY, AND SHERMAN

CONSTRUCTION NOTES:  
1. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF CHICAGO AND THE ILLINOIS BUILDING CODE.  
2. ALL MATERIALS SHALL BE OF THE HIGHEST QUALITY AND SHALL BE SUBMITTED FOR APPROVAL TO THE CITY OF CHICAGO.  
3. ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.  
4. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CHICAGO AND THE ILLINOIS BUILDING CODE.  
5. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CHICAGO AND THE ILLINOIS BUILDING CODE.  
6. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CHICAGO AND THE ILLINOIS BUILDING CODE.  
7. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CHICAGO AND THE ILLINOIS BUILDING CODE.  
8. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CHICAGO AND THE ILLINOIS BUILDING CODE.  
9. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CHICAGO AND THE ILLINOIS BUILDING CODE.  
10. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CHICAGO AND THE ILLINOIS BUILDING CODE.

<p>HGE ARCHITECTS, INC. 300 S. CHICAGO CHICAGO, IL 60604 312.467.1111 hgearchitects.com</p>		<p>PROJECT NO. 21-08 RESTAURANT "O" FACADE REMODEL MY YARN SHOP FACADE REMODEL COOR: BAY, CROSBY, AND SHERMAN</p>	<p>DATE: 08/01/2021 DRAWN BY: [Name] CHECKED BY: [Name] APPROVED BY: [Name]</p>	<p>A2.1</p>
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1 FLOOR PLANS OF BOTH BUILDINGS  
(NOT TO SCALE 1/8" = 1'-0")

<p><b>HGE</b> ARCHITECTS, P.C. 328 S. 6TH STREET COOS BAY, OR 97420 503.745.1111 www.hgearchitects.com</p>	<p>PROJECT NO.: 21.06 <b>RESTAURANT "O" FACADE REMODEL</b> Agencies: Urban Renewal, City of Coos Bay COOS BAY, OREGON 97420</p>	<p>DATE: 04.18.21 DRAWN BY: J. H. HGE CHECKED BY: J. H. HGE DATE: 04.18.21</p>	<p><b>A2.3</b></p>
	<p>Urban Renewal, City of Coos Bay, 3/23/21</p>		
	<p>PROJECT NO.: 21.06 <b>RESTAURANT "O" FACADE REMODEL</b> Agencies: Urban Renewal, City of Coos Bay COOS BAY, OREGON 97420</p>		
	<p>DATE: 04.18.21 DRAWN BY: J. H. HGE CHECKED BY: J. H. HGE DATE: 04.18.21</p>		

SECTION 1  
SCALE: 3/4" = 1'-0"

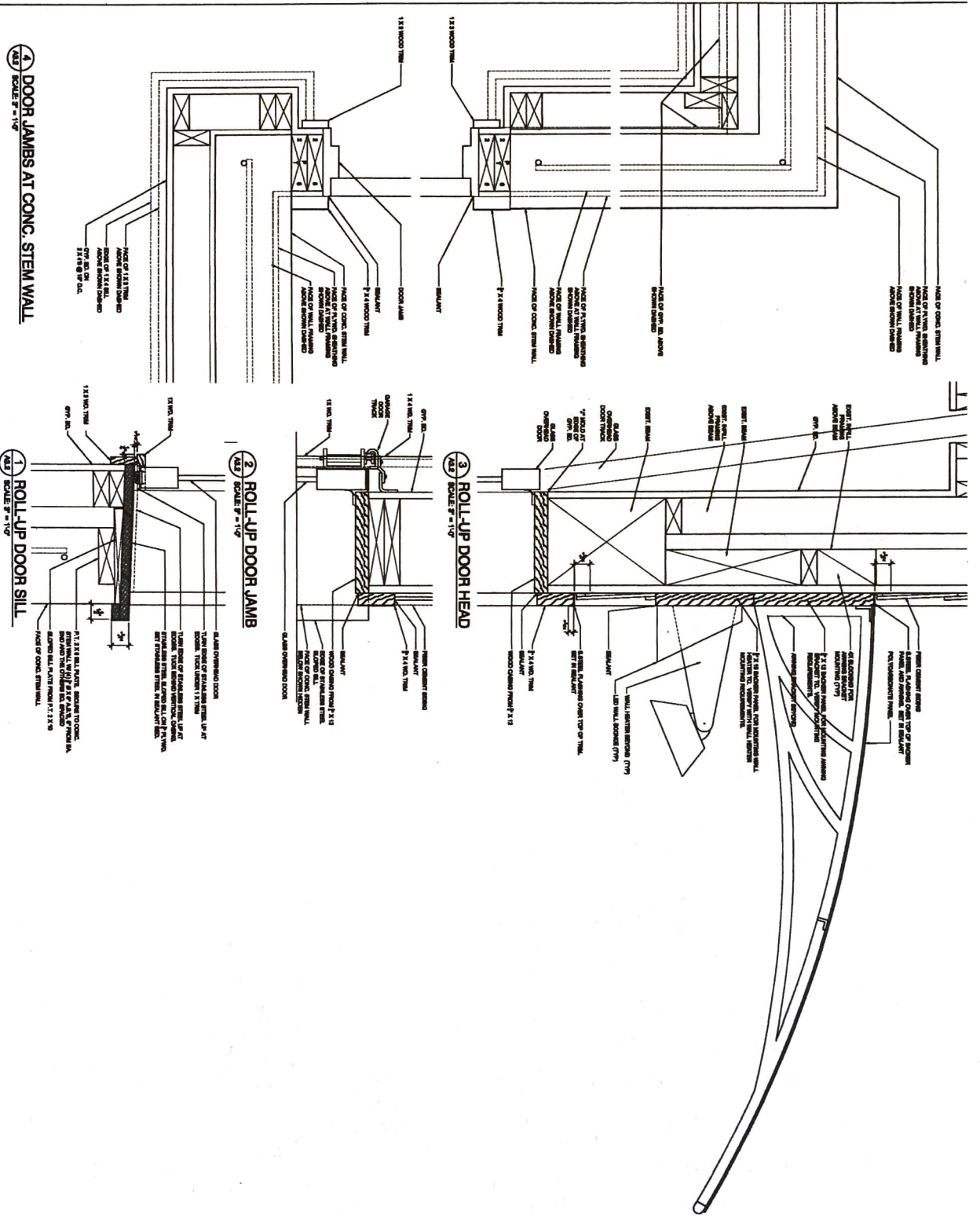


2 SECTION  
AS 1 SCALE 3/4" = 1'-0"



3 SECTION  
AS.1 SCALE: 3/4" = 1'-0"





**HGE**  
ARCHITECTS, P.C.

303 S. 4TH STREET  
COVINGTON, LA 70040  
P: 504.835.1111  
F: 504.835.1112  
www.hgearchitects.com

PROJECT NO.: 21.06

**RESTAURANT "O" FACADE REMODEL**  
**MY YARN SHOP FACADE REMODEL**

200 S. 3RD STREET, COVINGTON, LA 70040

**A3-2**

Urban Renewal



**From:** [Andrew Locati](#)  
**To:** [Debbie Eder](#)  
**Cc:** [Tonya Davis](#)  
**Subject:** 260 and 265 S. Broadway Facade Improvement Grant Applications (Restaurant "O" and My Yarn Shop)  
**Date:** Friday, July 9, 2021 4:04:36 PM  
**Attachments:** [2 Tom Gayewski Construction bid.pdf](#)  
[2 Backman Construction email.pdf](#)  
[2 Bourell Construction email.pdf](#)  
[2 Grandaw Construction email.pdf](#)

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Debbie,

Attached is a detailed bid from Tom Gayewski for both addresses broken out into Bid #1 – A (West), Bid #1 B (East) and Bid #2 – A (West) and Bid #2 – B (East).

Also attached are copies of the of the emails I sent to Backman Construction, Bourell Construction and Grandaw Construction. I called and talked to all of the contractors listed several weeks ago to see if they were interested and would be able to get us a bid for the project. All of them said they were interested and would try to get us a bid. They also mentioned that they were very busy as seems to be the case for everyone around here. I did receive a bid from Tom Gayewski Construction, but unfortunately have not received bids from any of the other contractors.

Andrew J. Locati, AIA  
Principal Architect

**HGE ARCHITECTS, Inc.**

333 South 4th Street, Coos Bay, Oregon 97420  
Ph: 541.269.1166 x 273 / Fx: 541.269.1833 / Mobile: 541.252.1919  
[alocati@hge1.com](mailto:alocati@hge1.com)  
[www.hge1.com](http://www.hge1.com)

Please consider the environment before printing. Thank you.

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## Record Fee Estimate

EST-00001-21-000049

City of Coos Bay

500 Central Avenue  
Coos Bay, OR 97420  
Phone: 541-269-8918  
Fax: 541-269-8916

www.coosbay.org

permits@coosbay.org

Estimate Prepared: 7/12/21 11:26 am

Valid for 90 days from estimate date.

**Work Description:** Estimate

**Contractor Provided Job Value:** \$105,000.00

Fee	Qty	Fee Amt	Fee Status	Amt Paid	Balance Due
Structural plan review fee	1 Ea	\$706.69	NEW	\$0.00	\$706.69
Structural building permit fee	1 Ea	\$1,087.22	NEW	\$0.00	\$1,087.22
State of Oregon Surcharge - Bldg (12% of applicable fees)	1 Ea	\$130.47	NEW	\$0.00	\$130.47
Technology Fee	1 Ea	\$89.70	NEW	\$0.00	\$89.70

Total Fees:	\$2,014.08
Total Invoiced Fees:	\$0.00
Total Fees Paid:	\$0.00
Total Balance Due:	\$2,014.08

# Estimate Only



## Record Fee Estimate

EST-00001-21-000050

City of Coos Bay

500 Central Avenue  
Coos Bay, OR 97420  
Phone: 541-269-8918  
Fax: 541-269-8916

www.coosbay.org

permits@coosbay.org

Estimate Prepared: 7/12/21 11:29 am

Valid for 90 days from estimate date.

**Work Description:** Estimate

**Contractor Provided Job Value:** \$57,000.00

Fee	Qty	Fee Amt	Fee Status	Amt Paid	Balance Due
Structural plan review fee	1 Ea	\$482.24	NEW	\$0.00	\$482.24
Structural building permit fee	1 Ea	\$741.91	NEW	\$0.00	\$741.91
State of Oregon Surcharge - Bldg (12% of applicable fees)	1 Ea	\$89.03	NEW	\$0.00	\$89.03
Technology Fee	1 Ea	\$61.21	NEW	\$0.00	\$61.21

Total Fees:	\$1,374.39
Total Invoiced Fees:	\$0.00
Total Fees Paid:	\$0.00
Total Balance Due:	\$1,374.39

# Estimate Only





## City of Coos Bay

### Coos Bay Urban Renewal Improvement Program Application

Name of applicant Kariktan Cruz and Eoghain O'Neill / Judy Mogan  
Name of business Restaurant "O" / My Yarn Shop  
Address of business storefront or building to be rehabilitated 265 S. Broadway, Coos Bay, OR  
Broadway elevation and Bayshore elevation  
Phone number 541-551-0191 E-mail address kariktan@masterchefoneill.com  
Type of business Restaurant / Retail How many years in business \_\_\_\_\_  
Applicant is the ☐ Property Owner ☒ Business Owner ☐ Other Current restaurant owners have option  
If not owner of property, does applicant have lease: yes ☒ no ☐ to purchase building which they plan on  
If yes, Expiration Date: 11/2022 If no, explain: \_\_\_\_\_  
doing.  
My Yarn Shop lease is month to month  
Property owner or property manager's name (if different from applicant), address and phone number  
Joe Benetti P.O. Box 283, Coos Bay, OR 97420 541-297-6066

#### **PROPOSED IMPROVEMENTS**

Please describe in detail the proposed improvements to the property.

##### BROADWAY ELEVATION:

Repair of existing concrete finish

Painting of existing walls, trim and  
window frames

Installation of new polycarbonate awnings

Installation of new under awning LED lighting

##### BAYSHORE ELEVATION:

Repair of existing concrete finish

Painting of existing walls, trim and  
window frames

Repair of existing awning frames

Installation of new awning material

Installation of under awning LED lighting

Estimated cost of project \_\_\_\_\_

Proposed start date August 4, 2021

Time line/estimated completion date for project 6 months

If this is a time critical project, please state latest date that applicant can be notified of grant funding approval\_\_\_\_\_.

Brief explanation of factors contributing to the critical timing of this project:\_\_\_\_\_

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The expected processing time from submission of application to final commitment of funds is 4-6 weeks.

### **REQUIRED SUBMITTALS**

The following items must be submitted with the completed application:

- |       |    |   |
|-------|----|---|
| HGE   | 1. | Provide three (3) copies of the application, any drawing(s), material/color samples and current photographs showing existing conditions of façade proposed for renovation. Documents and photos may be submitted electronically to <a href="mailto:derler@coosbay.org">derler@coosbay.org</a> . |
| HGE   | 2. | Three (3) detailed, itemized competitive bids from licensed contractors for the proposed work. The grant award is based on the low bid; however, an applicant may use his/her choice of contractor and pay the difference.  |
| Owner | 3. | Evidence of property ownership. A copy of property tax record (available from the county assessor's webpage) may be used. For tenant business applicants, written and signed permission from the property owner is required.  |
| Owner | 4. | Evidence that all city taxes, licenses and fees are current. For taxes, a copy of property tax information from the Assessor's webpage. For licenses, a photocopy of current business license may be submitted.   |
| Owner | 5. | Proof in the form of documentation from the applicant's bank or lending institution demonstrating financial ability to complete the project. This document would be similar to a letter of recommendation from your banker.   |
| City  | 6. | One copy of a location map (Provided by the City staff).  |
|       | 7. | If architectural changes are being made to the façade of a structure in a design review area:   |
| HGE   | a. | A site plan drawn to scale indicating property lines, existing and adjacent structures and existing landscaping is required.  |
| HGE   | b. | 10 copies of building elevation(s) drawn to scale indicating all existing as well as proposed design and structural changes and building materials and colors. The elevation drawing(s) should also include the size and location on the building of any sign modifications or awning changes.  |
| HGE   | c. | If the project is repair/replacement of siding, repair/replacement of existing architectural features, and painting, color digital pictures shall be submitted and a site plan drawing is not required.   |
| HGE   | d. | 10 copies of materials and color samples.   |

**NOTE:** If required information is not submitted with the application, application will be returned to Applicant for completion prior to review by the Design Review Committee.

The applicant understands that the proposed improvements must be evaluated and approved by the Coos Bay Urban Renewal Agency as well as other local agencies. Certain changes or modifications may be required by these agencies or by the Coos Bay Urban Renewal Agency prior to final approval for funding.

Improvements will be evaluated on the criteria listed in the guideline section of the Urban Renewal Improvement Program.

Grant funds are considered taxable income by the Internal Revenue Service. A W-9 form must be submitted to the City of Coos Bay if grant funds are awarded to the applicant.

The Applicant must sign a grant agreement to maintain the improvements for a minimum of five (5) years.

#### **CERTIFICATION BY APPLICANT**

The Applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a grant, and is true and complete to the best of the Applicant's knowledge and belief.

If the Applicant is not the owner of the property to be rehabilitated, or if the Applicant is an organization rather than an individual, the Applicant certifies that her/she has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached.

Verification of any of the information contained in this application may be obtained from any source named herein.

\_\_\_\_\_  
Applicant

07/03/2021

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

07/03/2021

\_\_\_\_\_  
Date

Return Application to:

**COOS BAY URBAN RENEWAL AGENCY  
Department of Community Development  
500 Central Avenue, Coos Bay, OR 97420**









260 & 264 S Bayshore Drive Elevation



333 S. 4TH STREET  
COOS BAY, OR 97420  
P: 541.269.1166  
general@hgel.com  
www.hgel.com

**PROJECT:**  
**FACADE IMPROVEMENTS**  
**RESTAURANT "O"**

266, 265 S. BROADWAY AND  
260, 265 S. BAYSHORE, COOS BAY, OREGON

PRELIMINARY  
NOT FOR  
CONSTRUCTION

PROJECT NO: 2105

DATE: JUNE 2023

#### REVISIONS

# I

Re

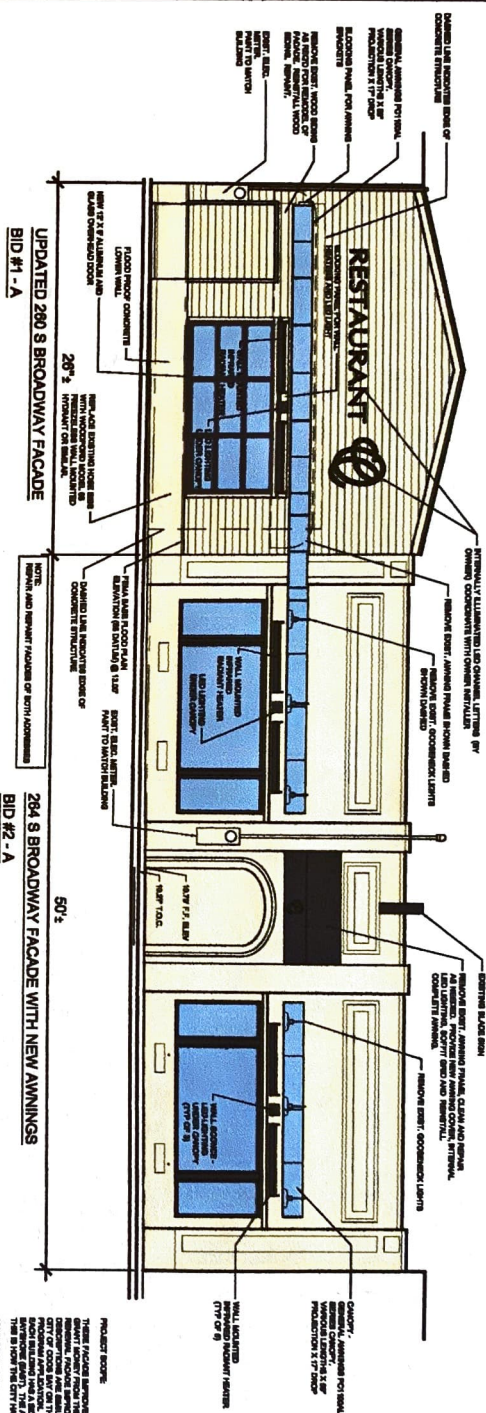
**SHEET NO.** 7

02

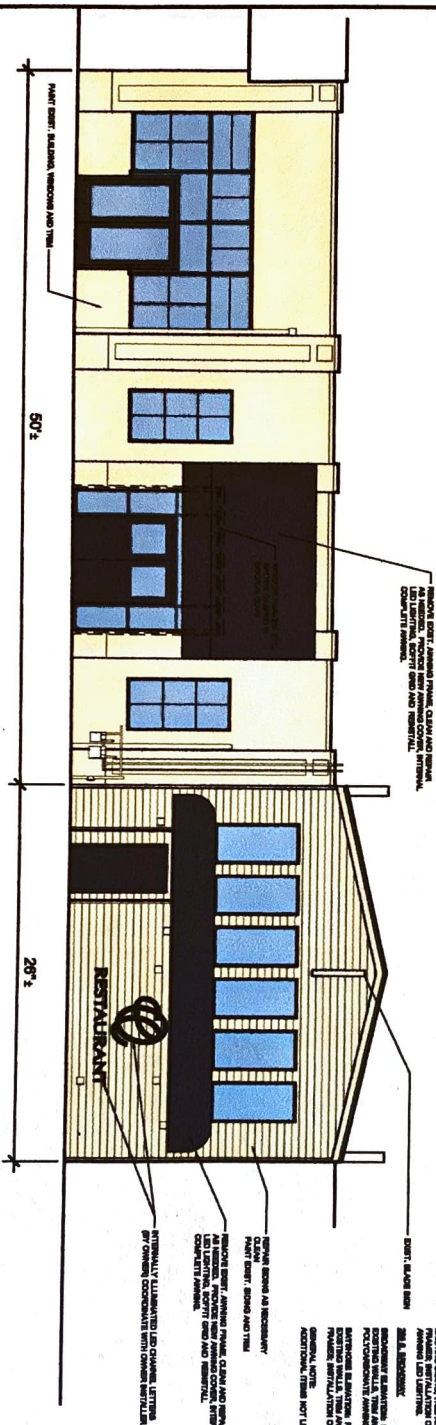
Jr

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Urban Renewal Agency Meeting August 3, 2021



## WEST ELEVATION



**265 S BAYSHORE FACADE**  
**BID #2 - B**

## EAST ELEVATION

**260 S BAYSHORE FACADE**  
**BID #1 - B**



**1 FLOOR PLAN - S. BROADWAY SIDE - WEST ELEVATION**  
**SCALE: 1/4" = 1'-0"**

[illegible]





PROJECT NO.: 21.08

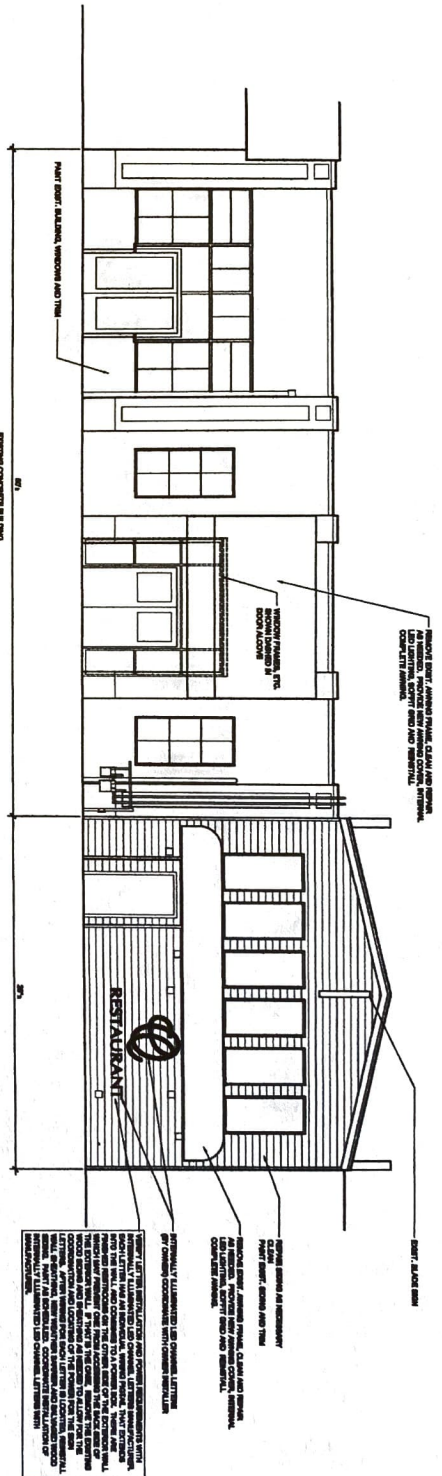
**RESTAURANT "O" FACADE REMODEL  
MY YARN SHOP FACADE REMODEL**

900 N. MILWAUKEE AVE. S.W. UNIT 100, SEASIDE, OREGON 97138

BOOS BAY, OREGON 97430

REVISIONS	DATE	DESCRIPTION
1	01/01/2021	Initial Design
2	02/01/2021	Revised Design
3	03/01/2021	Final Design

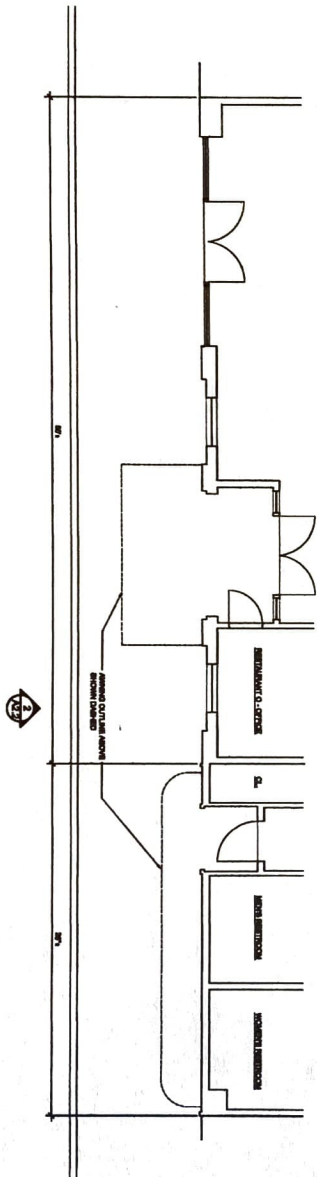
A2.2



266 S BAYSHORE FACADE  
BID #2 - B

NOTE:  
REINFORCED CONCRETE FACADE OF BETH LEONARD

2 EAST ELEVATION - FACADE IMPROVEMENTS  
AS SCALE 1/4" = 1'-0"

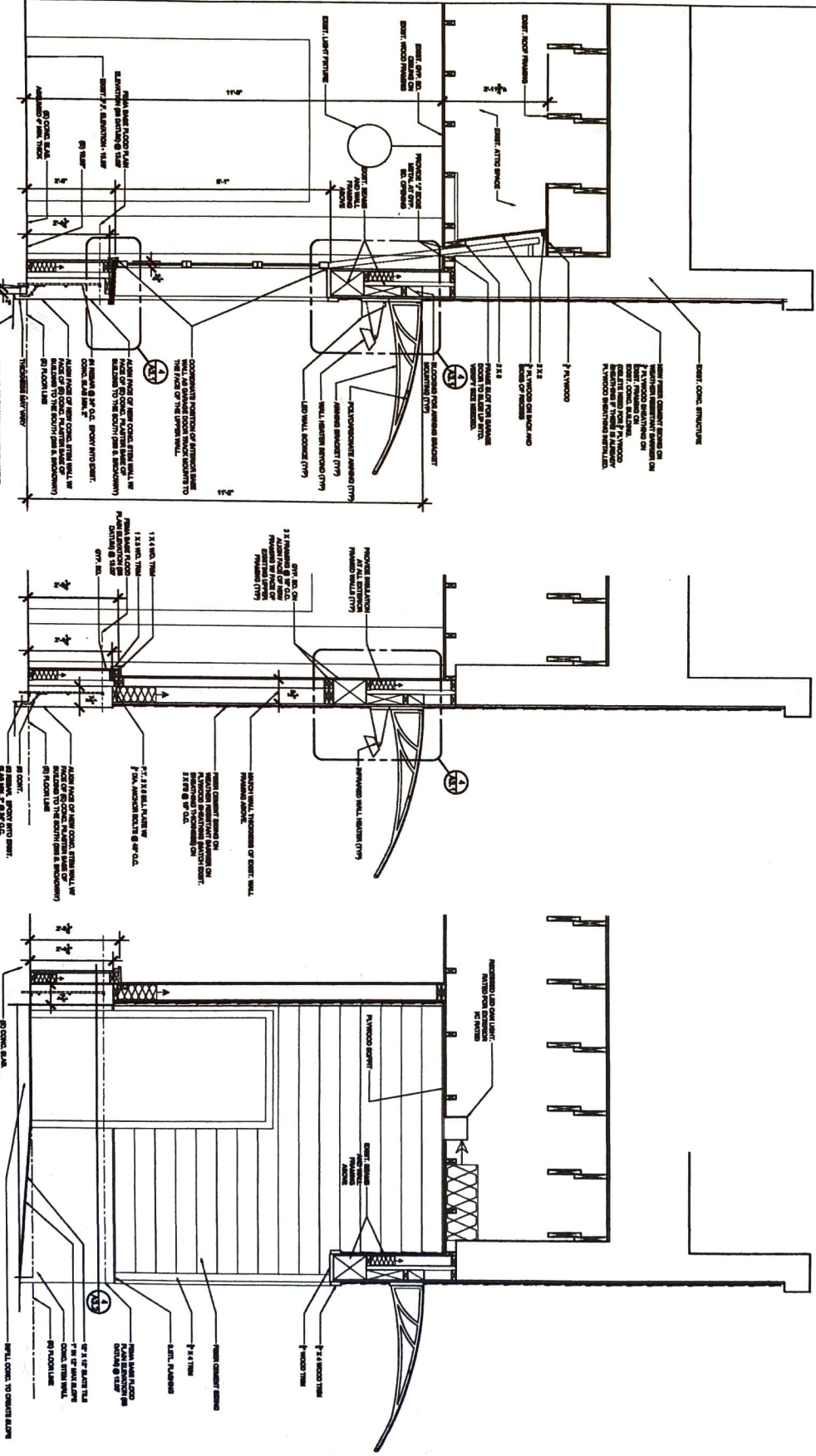


286 S BAYSHORE FACADE  
BID #2 - B

286 S BAYSHORE FACADE  
BID #1 - B

1 FLOOR PLAN - S. BAYSHORE DRIVE - EAST ELEVATION  
ASB SCALE 1/4" = 1'-0"





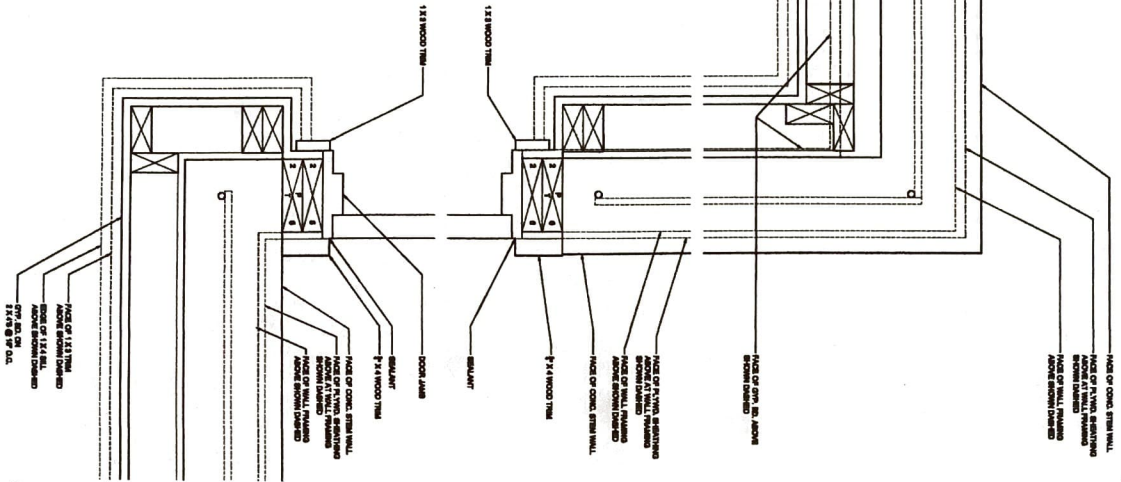
**1 SECTION AT ROLL-UP DOOR**  
SCALE: 3/4" = 1'-0"

**2 SECTION AT FRONT WALL**  
SCALE: 3/4" = 1'-0"

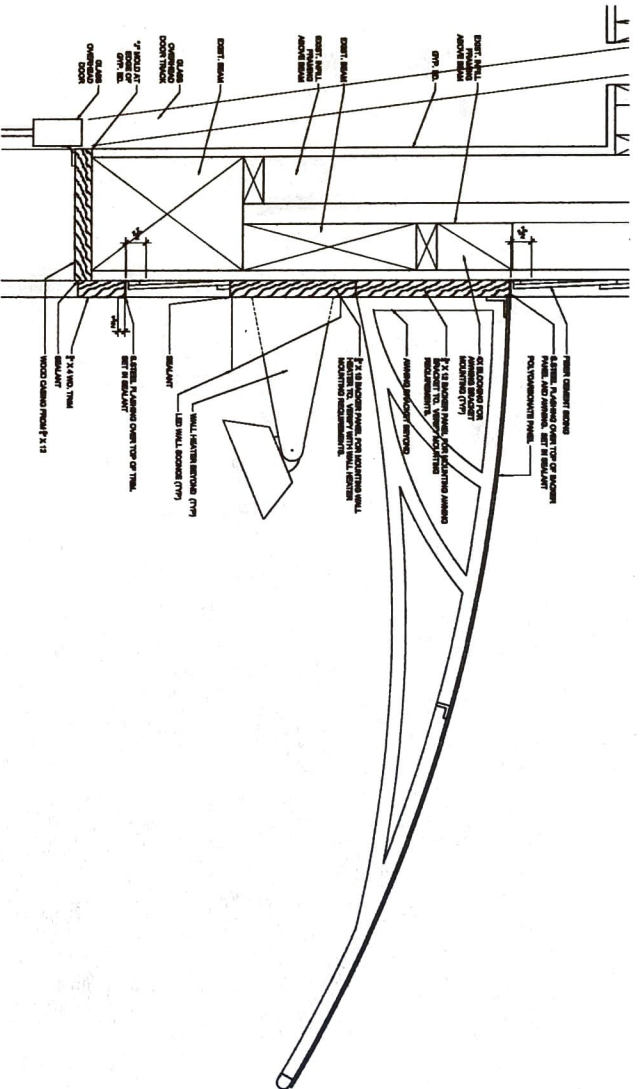
**3 SECTION AT ALCOVE WALL**  
SCALE: 3/4" = 1'-0"



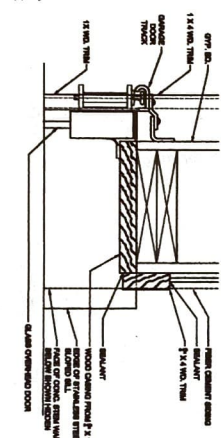
**1** DOOR JAMBS AT CONC. STEM WALL  
SCALE: 2" = 1'-0"



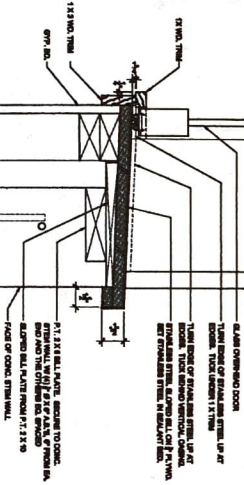
**3** ROLL-UP DOOR HEAD  
SCALE: 2" = 1'-0"



**2** ROLL-UP DOOR JAMB  
SCALE: 2" = 1'-0"



**4** ROLL-UP DOOR SILL  
SCALE: 2" = 1'-0"



**From:** [Andrew Locati](#)  
**To:** [Debbie Erler](#)  
**Cc:** [Tonya Davis](#)  
**Subject:** 260 and 265 S. Broadway Facade Improvement Grant Applications (Restaurant "O" and My Yarn Shop)  
**Date:** Friday, July 9, 2021 4:04:36 PM  
**Attachments:** [2\\_Tom Gayewski Construction bid.pdf](#)  
[2\\_Backman Construction\\_email.pdf](#)  
[2\\_Bourell Construction\\_email.pdf](#)  
[2\\_Grandaw Construction\\_email.pdf](#)

---

Debbie,

Attached is a detailed bid from Tom Gayewski for both addresses broken out into Bid #1 – A (West), Bid #1 B (East) and Bid #2 – A (West) and Bid #2 – B (East). Also attached are copies of the of the emails I sent to Backman Construction, Bourell Construction and Grandaw Construction. I called and talked to all of the contractors listed several weeks ago to see if they were interested and would be able to get us a bid for the project. All of them said they were interested and would try to get us a bid. They also mentioned that they were very busy as seems to be the case for everyone around here. I did receive a bid from Tom Gayewski Construction, but unfortunately have not received bids from any of the other contractors.

Andrew J. Locati, AIA  
Principal Architect

**HGE ARCHITECTS, Inc.**

333 South 4th Street, Coos Bay, Oregon 97420  
Ph: 541.269.1166 x 273 / Fx: 541.269.1833 / Mobile: 541.252.1919  
[alocati@hge1.com](mailto:alocati@hge1.com)  
[www.hge1.com](http://www.hge1.com)

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## Record Fee Estimate

EST-00001-21-000049

City of Coos Bay

500 Central Avenue  
Coos Bay, OR 97420  
Phone: 541-269-8918  
Fax: 541-269-8916

www.coosbay.org

permits@coosbay.org

Estimate Prepared: 7/12/21 11:26 am

Valid for 90 days from estimate date.

**Work Description:** Estimate

**Contractor Provided Job Value:** \$105,000.00

Fee	Qty	Fee Amt	Fee Status	Amt Paid	Balance Due
Structural plan review fee	1 Ea	\$706.69	NEW	\$0.00	\$706.69
Structural building permit fee	1 Ea	\$1,087.22	NEW	\$0.00	\$1,087.22
State of Oregon Surcharge - Bldg (12% of applicable fees)	1 Ea	\$130.47	NEW	\$0.00	\$130.47
Technology Fee	1 Ea	\$89.70	NEW	\$0.00	\$89.70

Total Fees:	\$2,014.08
Total Invoiced Fees:	\$0.00
Total Fees Paid:	\$0.00
Total Balance Due:	\$2,014.08

# Estimate Only





## Record Fee Estimate

EST-00001-21-000050

City of Coos Bay

500 Central Avenue  
Coos Bay, OR 97420  
Phone: 541-269-8918  
Fax: 541-269-8916

www.coosbay.org

permits@coosbay.org

Estimate Prepared: 7/12/21 11:29 am

Valid for 90 days from estimate date.

**Work Description:** Estimate

**Contractor Provided Job Value:** \$57,000.00

Fee	Qty	Fee Amt	Fee Status	Amt Paid	Balance Due
Structural plan review fee	1 Ea	\$482.24	NEW	\$0.00	\$482.24
Structural building permit fee	1 Ea	\$741.91	NEW	\$0.00	\$741.91
State of Oregon Surcharge - Bldg (12% of applicable fees)	1 Ea	\$89.03	NEW	\$0.00	\$89.03
Technology Fee	1 Ea	\$61.21	NEW	\$0.00	\$61.21

Total Fees:	\$1,374.39
Total Invoiced Fees:	\$0.00
Total Fees Paid:	\$0.00
Total Balance Due:	\$1,374.39

# Estimate Only

**From:** [Andrew Locati](#)  
**To:** [Debbie Erler](#); [Tonya Davis](#)  
**Cc:** [Eoghan O'Neill](#); [Rica Cruz](#); ["Joe Benetti"](#)  
**Subject:** 21.05 Restaurant "O" Facade Improvement Grant - Funding Letter  
**Date:** Wednesday, July 14, 2021 9:21:41 AM  
**Attachments:** [Facade Improvement Grant Increase Funding Request letter with permit estimates.pdf](#)

---

Debbie and Tonya,

Please find attached a letter requesting additional façade improvement grant funding for the 260 and 265 S. Broadway projects. Please include this with the applications for review by the Urban Renewal Agency.

Please let us know the date and time of the Urban Renewal Agency meeting and when we should be there.

Thanks for all your help on these applications.

Andrew J. Locati, AIA  
Principal Architect

**HGE ARCHITECTS, Inc.**

333 South 4th Street, Coos Bay, Oregon 97420  
Ph: 541.269.1166 x 273 / Fx: 541.269.1833 / Mobile: 541.252.1919  
[alocati@hge1.com](mailto:alocati@hge1.com)  
[www.hge1.com](http://www.hge1.com)

Please consider the environment before printing. Thank you.

**Confidentiality Statement:** This e-mail message including any attachments is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message



333 S. 4TH STREET  
COOS BAY, OREGON 97420  
P: 541.269.1166  
www.hge1.com

**July 14, 2021**

Coos Bay Urban Renewal Agency  
Department of Community Development  
Façade Improvement Grant Program  
Coos Bay City Hall  
500 Central Avenue  
Coos Bay, Oregon 97420

*Transmitted via email*

Attn: Urban Renewal Agency

Re: Façade Improvement Grant Applications for 260 and 265 S. Broadway (Restaurant "O" and My Yarn Shop.

Dear Urban Renewal Agency:

I am writing this letter on behalf of the owners of Restaurant "O", who are submitting these Façade Improvement Grant Applications for the above-mentioned buildings.

The COVID-19 pandemic has had a devastating affect on the restaurant and hospitality industry around the world, with Coos Bay being no exception. From being mandated to close the restaurant and having no patrons, to trying to adapt to take-out, to trying to figure out how to offer outdoor dining and eventually being able to have limited indoor dining. The past year has had an adverse effect on the restaurant, its patrons and it has been a struggle keeping things going. The façade remodel and improvements that are being planned would be advantageous for us as we would be able to offer more outdoor dining along the west side of the buildings and freshen up the look of the buildings and make them look like a more cohesive unit. We would like to remodel both of the buildings together, rather than separately in phases, as any construction will affect the operation of the business and doing both buildings together would affect it for the least amount of time. We are starting to see things recover as more people get vaccinated, but hearing about new variants, we are concerned that we may see restrictions come back. These improvements would help us diversify our service for our patrons against an uncertain future.

The bids that were requested from the contractors noted that both buildings would be remodeled at the same time, as that would be the most economical, since there wouldn't be a second mobilization needed for the second building, plus some of the improvements on the west side of the buildings encompass both buildings, such as the continuous awnings. The wall mounted radiant patio heaters and the internally lit LED channel letters are not allowed to be funded by the grant, so those costs will be paid for by the owner. We are hoping that the funding would allow us to do both projects at once.





Thank you for your consideration,

Respectfully,

**HGE ARCHITECTS, Inc.**



A  
Project Architect  
Owner Representative

AJL:

Enclosures: Permit Fee Estimates

cc:



ARCHITECTURE  
LANDSCAPE ARCHITECTURE

Urban Renewal Agency Meeting August 3, 2021

# CITY OF COOS BAY URBAN RENEWAL AGENCY

## Agenda Staff Report

This item was previously discussed at Urban Renewal meeting on 9/1/2020

MEETING DATE	AGENDA ITEM NUMBER
August 3, 2021	4.

TO: Chair Kilmer and Board Members

FROM: Nichole Rutherford, Assistant City Manager/Finance Director

THROUGH: Rodger Craddock, Agency Manager

ISSUE: Approval of Revision to Previously Approved Façade Improvement Grant Request for 275 North Broadway (Tioga building)

### **SUMMARY:**

During September 2020, the Urban Renewal Agency approved a Building Improvement Grant for extensive renovations of the facade, the historic sign, and installation of fencing and exterior lighting of the Tioga building. The cost for those improvements was estimated at \$528,985, with the Agency approving \$264,492.50 towards the project which is now nearly complete. In addition to the façade project, the owners of the property remodeled and refurbished numerous apartments, some of which were out of service for several years.

The building owners desired to remodel the second floor of the building which once housed an expansive ballroom. The old ballroom and the majority of the second floor has been dormant for many years. The owners want to put the second floor back into productive commercial use. As such, additional funding is being sought by the building owners for both residential rehab and remodeling the second floor. Pictures showing the condition of some of rooms when the building was acquired and current condition of the second floor can be found at <https://photos.app.goo.gl/DM4qzxJEvXc2XzZp7>.

A total of \$200,000 is being requested of which \$100,000 is for the rehabilitation of residential units in the building and the other \$100,000 is for renovation of the 2nd floor.

The request was reviewed and discussed by the Agency at their work session on July 27, 2020.

### **ACTION REQUESTED:**

If it pleases the Agency, approve the Building Improvement Grant request for an additional \$200,000 for interior renovations to apartments and the second floor.

### **BACKGROUND:**

As noted in the summary section above, the Agency previously approved a Façade

Improvement Grant for \$264,492.50 for improvements to the Tioga building façade, lighting and sign, as well as addition of fencing and security lighting to the back parking lot. Extensive interior improvements to the building were also done to put several apartments back into use. As such, final costs have far exceeded the initial estimated costs.

Included in the Downtown URA Plan is to "Provide financial assistance to owners and tenants to encourage commercial viability of the District." The owners of the Tioga desired to remodel and put back into service the second floor of the building. Their strategy included opening the Marshfield Innovation Center which will include single offices, work sharing space and a conference room. In addition, they plan to remodel and reopen the ball room.

The recently updated 2021-2023 Council Goals included to encourage the development of upper floor housing in vacant and/or underdeveloped upper floor buildings in the Downtown and Empire URA Districts. When the current owners purchased the Tioga Hotel, more than 10% of the apartments were unrented and/or uninhabitable.

Because the Tioga building has such a historical significance for the community, and South Coast, this building refurbishment helps to highlight the entrance into the downtown core area and also brings additional housing units back into the market which is currently suffering from a shortage, as well as getting an underdeveloped second floor commercial back in to productive use is prompting the developer to request additional grant funds.

#### **BUDGET IMPLICATIONS:**

For fiscal year 2021-2022, the Downtown Capital Improvements Fund has budgeted \$750,000 for the Building Improvement Grant Program (formally the Façade Improvement Program). Additionally, several projects from the previous fiscal year have not been completed, resulting in additional carryover available in this current fiscal year, as well as option of the Agency to reallocate previously appropriated funds into the Building Improvement Grant program line item.

- ▣ 275 N Broadway.FIG Applicant Submittal
- ▣ 241 N Broadway.FIG Applicant Submittal
- ▣ 1928 Koski building transom window photo
- ▣ Floor Plan

# **Urban Renewal Grant Proposal**

**The Tioga LLC**

**July 2020**





## City of Coos Bay

### Façade Improvement Grant Program Application

Name of applicant Robb Crocker

Name of business Tioga LLC

How many years in business 1

Address of business storefront or building to be rehabilitated 275 Broadway Coos Bay

Phone number 503-869-1998 E-mail address robb@opportas.com

Type of business Rental

Applicant is the ☒ Property Owner ☐ Business Owner ☐ Other \_\_\_\_\_

If not owner of property, does applicant have lease: yes ☐ no ☐

If yes, Expiration Date: \_\_\_\_\_ If no, explain: \_\_\_\_\_

Property owner or property manager's name (if different from applicant), address and phone number \_\_\_\_\_  
Chris Edmiston. 1-503-997-9952. [Wcamanagement@me.com](mailto:Wcamanagement@me.com).

Please call with any questions.

#### PROPOSED FAÇADE IMPROVEMENTS

Please describe the proposed improvements to the property. Include three copies and one original color photograph that show existing conditions of façade proposed for renovation. Photos may be submitted electronically to [derler@coosbay.org](mailto:derler@coosbay.org). Describe completely proposed improvements:

Please see attached narrative.

Estimated cost of project \$631,130

Proposed start date August 2020

Time line/estimated completion date for project September 2020

If this is a time critical project, please state latest date that applicant can be notified of grant funding approval July 31, 2020.

Brief explanation of factors contributing to the critical timing of this project: This project is

subject to weather permitting and must be completed during summer months.

The expected processing time from submission of application to final commitment of funds is 4-6 weeks.

#### **REQUIRED SUBMITTALS**

The following items must be with the application form:

1. Three (3) detailed, itemized competitive bids from licensed contractors for the proposed work. The grant award is based on the low bid, however, an applicant may use his/her choice of contractor and pay the difference.
2. Evidence of property ownership. A copy of property tax record (available from the county assessor's webpage) may be used. For tenant business applicants, written and signed permission from the property owner is required.
3. Evidence that all city taxes, licenses and fees are current. For taxes, a copy of property tax information from the Assessor's webpage. For licenses, a photocopy of current business license may be submitted.
4. Proof in the form of documentation from the applicant's bank or lending institution demonstrating financial ability to complete the project. This document would be similar to a letter of recommendation from your banker.
5. One copy of a location map. May be obtained from the Public Works Engineering Department.
6. If architectural changes are being made to the façade of the structure:
  - a. A site plan drawn to scale indicating property lines, existing and adjacent structures and existing landscaping is required.
  - b. 12 copies of building elevation(s) drawn to scale indicating all existing as well as proposed design and structural changes and building materials and colors. The elevation drawing(s) should also include the size and location on the building of any sign modifications or awning changes.
  - c. If the project is repair/replacement of siding, repair/replacement of existing architectural features, and painting, color digital pictures shall be submitted and a site plan drawing is not required.
7. 12 copies of materials and color samples

**NOTE:** If required information is not submitted with the application, application will be returned to Applicant for completion prior to review by the Design Review Committee.

The applicant understands that the proposed exterior storefront improvements must be evaluated and approved by the Coos Bay Urban Renewal Agency as well as other local agencies. Certain changes or modifications may be required by these agencies or by the Coos Bay Urban Renewal Agency prior to final approval for funding.

Improvements will be evaluated on the criteria listed in the guideline section of the Façade Improvement Grant Program description.

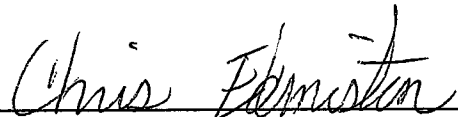
Grant funds are considered taxable income by the Internal Revenue Service. A W-9 form must be submitted to the City of Coos Bay if grant funds are awarded to the applicant.

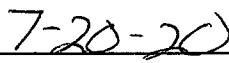
**CERTIFICATION BY APPLICANT**

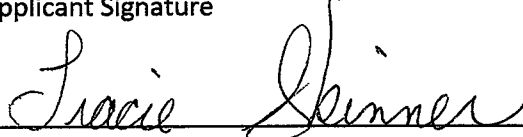
The Applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a grant, and is true and complete to the best of the Applicant's knowledge and belief.


If the Applicant is not the owner of the property to be rehabilitated, or if the Applicant is an organization rather than an individual, the Applicant certifies that her/she has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached.

Verification of any of the information contained in this application may be obtained from any source named herein.

  
\_\_\_\_\_  
Applicant Signature

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Applicant Signature

  
\_\_\_\_\_  
Date

Return Application to:

**COOS BAY URBAN RENEWAL AGENCY  
Department of Community Development  
500 Central Avenue  
Coos Bay, OR 97420  
(541) 269-8918**

Work Plan Narrative

## **“Tioga Hotel Exterior Restoration”**

275 N. Broadway, Coos Bay, OR

The Tioga Hotel is one of the most historically significant buildings in Downtown Coos Bay. It is one of only nine buildings in the downtown core listed on the National Historic Register. Originally known as the “Marshfield Hotel,” the Tioga was envisioned by community leaders and citizens to be the most magnificent hotel built in Oregon. Over 250 citizens of Marshfield invested their hard-earned dollars to build the Hotel in 1925, only to see their investment disintegrate a few years later with the great recession; AFTER they poured the nine story concrete frame and installed the foundational plumbing infrastructure. Known by locals as the “White Elephant,” the half-completed building sat vacant for over two decades until a Portland investor bought the property and completed the hotel in 1949. He didn’t finish construction of the building to the original 1920’s architectural plans, but instead altered the plans to include art deco influences, making the Tioga a truly unique structure in Oregon.

Sitting prominently at the north entrance of Downtown Coos Bay on highway 101, the nine-story, 110 foot tall Tioga Hotel was, and still is the tallest building on the entire Oregon Coast. It is a towering beacon in Downtown Coos Bay, and is undoubtedly the first structure most travelers gaze upon when entering from the north. For a number of reasons, the Tioga Hotel never quite lived up to its “luxury hotel” vision. Mismanagement, a handful of absentee and/or undercapitalized owners and some rough economic cycles conspired to keep the Tioga from reaching its ultimate potential. Various renovation plans have been attempted, but none of them have gone far enough to help the Tioga shine like the jewel it was originally envisioned to be. In spite of this handicap, the Tioga was still a pivotal community asset, commercial center and social gathering place. It was used as a hotel until the late 1970’s, when the upper rooms were remodeled and converted to apartments. Previous owners of the last 40 years haven’t made aesthetic appeal a priority. As a result, most of the paint jobs done to the Tioga did nothing to evolve the image of a giant, uninspiring stucco block with windows, an art deco neon sign and some 1920’s architectural ornamentation.

The entire roof was replaced in 2018, but the rest of the building’s exterior hasn’t been properly maintained for over 20 years. As such, it is in desperate need of attention. Not only to repair cracks in the stucco and reinforced concrete that are allowing water to penetrate and deteriorate the building, but also to replace failing and inefficient aluminum windows installed in the 1970’s with energy efficient and period appropriate windows and restore the original neon Tioga sign.

As part of our exterior repair and renovation, we will bring new life to the Tioga and make what is now a relative eyesore into something that will visually captivate citizens and visiting

passers-by. In addition to repairing the shell to stop moisture intrusion, with a period appropriate color palette and creative paint scheme, we will accentuate the unique and positive architectural attributes of the building while creatively melding the original 1920's design intent with what was completed in the art deco period of the late 1940's and early 1950's.

We will use *approved* paint and materials that, in accordance with the Secretary of the Interior's Standards for Rehabilitation, match as closely as possible the colors and materials that were, or would have been used when the Tioga was completed in 1949.

The renovation/enhancement project will consist of the following:

1. Repairing the exterior stucco and concrete to properly patch and fill cracks.
2. Repairing and resealing exterior penetrations around windows, doors, vents, etc.
3. Carefully prepping exterior surfaces for priming and painting.
4. Priming all exterior surfaces.
5. Painting all exterior surfaces with colors and paint schemes that match historic aesthetic.
6. Removing, refurbishing and repairing the original Tioga neon sign to its original colors.

In addition to painting, we intend to add architectural lighting to draw attention to the details of the classical architecture at night and provide contrast and interest to the Coos Bay skyline.

And finally, to help improve security and dissuade unlawful activity, we will be enclosing the parking lot with decorative iron fencing and add lighting to better illuminate the parking area at night.

Please note that some bids are for both the Tioga and Koski buildings. In which case we are using  $\frac{1}{3}$  of the total bid to be used for the Koski and  $\frac{2}{3}$  of the bid to be for the Tioga.





MACFIELD  
HOTEL

Urban R



Urban Renewal Age



 OPPORTAS  
CAPITAL



SW 7064  
**Passive**  
Locator Number: 236-C1

SW 7746  
**Rushing River**  
Locator Number: 247-C6

SW 6258  
**Tricorn Black**  
Locator Number: 251-C1

SW 6349  
**Pennywise**  
Locator Number: 125-C6



**SHERWIN-WILLIAMS**

Urban Renewal Agency Meeting August 3, 2021

Actual color may vary from on-screen representation. To confirm your color choices prior to purchase, please view a physical color chip, color card, or painted sample.

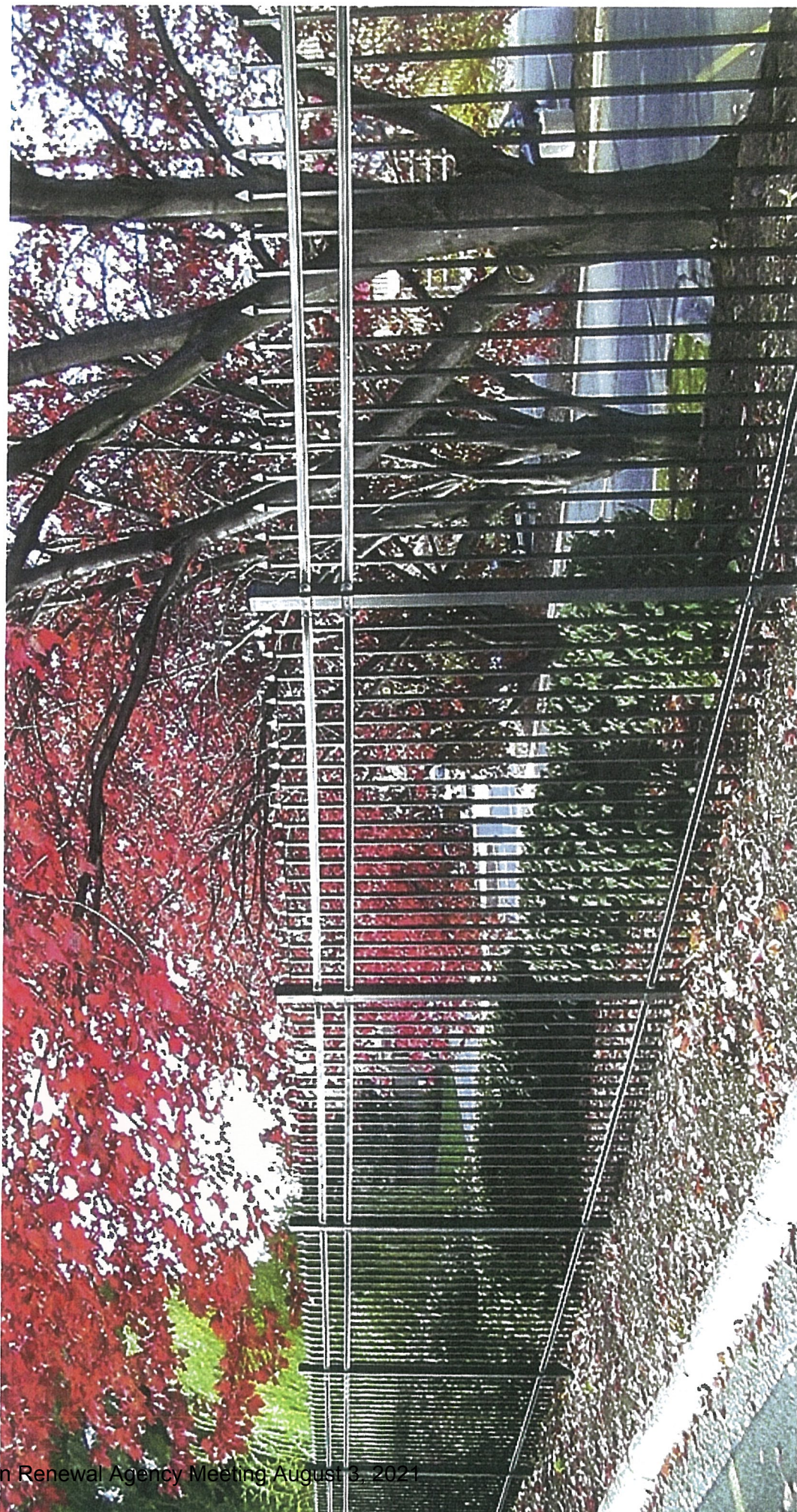
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## NIGHT VIEW OF UP-MOUNT ACCENT LIGHTING











## LED Cylinder Outdoor Wall Wash, Up and Down Sconce Light, 24 Watt, 1680 Lumens, 3000K Warm White

MODEL: MEL-26100W

| LED OUTDOOR LIGHT

Available Online: <https://www.maxximastyle.com/MEL-26100W>

Provide beautiful ambient lighting to any outdoor wall area with our decorative LED wall wash, up and down sconce light. This fixture consumes only 24 watts of energy while providing 1,680 lumens of 3000K warm white light output.

Perfect for houses, building entrances, walkways and perimeters, the vertical design of this LED wall-mounted fixture provides both uplight and downlight to any area. Suitable for residential or commercial applications, this LED wall wash light provides perfect illumination from both the top and bottom, highlighting the exterior of any building.

Constructed of rugged, aluminum alloy and glass lens at both ends, this outdoor wall wash light is durable and suitable for wet locations to withstand the elements. With a clean, elegant, black body this cylindrical, tube shaped sconce light could also be installed for indoor use, creating warm ambient, accent lighting in larger areas.

Included mounting hardware provides easy installation, simply connect the wires and secure the fixture to any wall using the mounting bracket. IP65 rated, ETL listed and a 3-year warranty, rated to last up to 50,000 hours, providing you with years of exterior illumination.

✓ This Item Ships Free



## Description

**24**  
WATTS  
ENERGY

**120**  
WATTS  
EQUIV

**WARM  
WHITE  
3000K**

**1680**  
LUMENS

**5/5**  
BRIGHTNESS

## ABOUT

Provide beautiful ambient lighting to any outdoor wall area with our decorative LED wall wash, up and down sconce light. This fixture consumes only 24 watts of energy while providing 1,680 lumens of 3000K warm white light output.



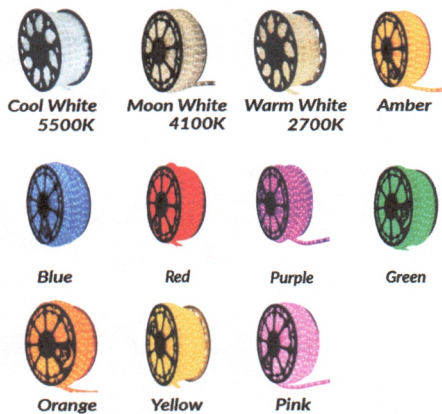
## 120V 513PRO Series LED Rope Light

### DESCRIPTION

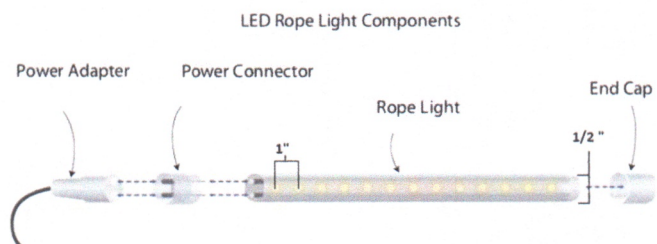
Material: UV Protected Clear PVC  
Voltage: 120V  
Diode Type: 513  
Light Output: ~130 Lumens per Foot  
Dimming Capacity: 5 - 100% range  
Power Rating: 1.12w per Foot  
Max Run: 150 Feet  
Dimensions: 1/2" Diameter x 150' Length  
Certifications: cETLus Listed for Indoor/Outdoor Use (5006083)



### COLOR



### DIMENSIONS



### ORDERING INFORMATION

AK-LED-513	FINISH	KITS	
	CW	Cool White	STD 1x 2' Power Cord   1x Power Connector   1x 1/2" End Cap
	MW	Moon White	PREM 2x 2' Power Cord   2x Power Connector   2 x 1/2" End Cap   100x Mounting Clips
	WW	Warm White	DLX 3x 2' Power Cord   2x 6' Power Cord   5x Power Connector
	AMB	Amber	5x Invisible Splice Connectors   5x 1/2" End Caps   150x Mounting Clips
	BLU	Blue	
	RED	Red	
	PUR	Purple	
	GRN	Green	
	ORG	Orange	
	YLW	Yellow	
	PINK	Pink	

AK-LED-513 - \_\_\_\_ - \_\_\_\_

Fixture Type: \_\_\_\_\_

Job Name: \_\_\_\_\_

Notes: \_\_\_\_\_

**Urban Renewal Grant Proposal**  
**The Koski LLC**  
**July 2020**



## City of Coos Bay

### Façade Improvement Grant Program Application

Name of applicant Robb Crocker

Name of business Koski LLC

How many years in business 1

Address of business storefront or building to be rehabilitated 241 Broadway Coos Bay

Phone number 503-869-1998

E-mail address robb@opportas.com

Type of business Rental

Applicant is the ☒ Property Owner ☐ Business Owner ☐ Other \_\_\_\_\_

If not owner of property, does applicant have lease: yes ☐ no ☐

If yes, Expiration Date: \_\_\_\_\_ If no, explain: \_\_\_\_\_

Property owner or property manager's name (if different from applicant), address and phone number \_\_\_\_\_  
Chris Edmiston. 1-503-997-9952. [Wcamanagement@me.com](mailto:Wcamanagement@me.com).

Please call with any questions.

#### PROPOSED FAÇADE IMPROVEMENTS

Please describe the proposed improvements to the property. Include three copies and one original color photograph that show existing conditions of façade proposed for renovation. Photos may be submitted electronically to [derler@coosbay.org](mailto:derler@coosbay.org). Describe completely proposed improvements:

Please see attached narrative.

Estimated cost of project \$106,445

Proposed start date July 2020

Time line/estimated completion date for project September 2020

If this is a time critical project, please state latest date that applicant can be notified of grant funding approval July 31, 2020.

Brief explanation of factors contributing to the critical timing of this project: This project is

subject to weather permitting and must be completed during summer months.

The expected processing time from submission of application to final commitment of funds is 4-6 weeks.

#### **REQUIRED SUBMITTALS**

The following items must be with the application form:

1. Three (3) detailed, itemized competitive bids from licensed contractors for the proposed work. The grant award is based on the low bid, however, an applicant may use his/her choice of contractor and pay the difference.
2. Evidence of property ownership. A copy of property tax record (available from the county assessor's webpage) may be used. For tenant business applicants, written and signed permission from the property owner is required.
3. Evidence that all city taxes, licenses and fees are current. For taxes, a copy of property tax information from the Assessor's webpage. For licenses, a photocopy of current business license may be submitted.
4. Proof in the form of documentation from the applicant's bank or lending institution demonstrating financial ability to complete the project. This document would be similar to a letter of recommendation from your banker.
5. One copy of a location map. May be obtained from the Public Works Engineering Department.
6. If architectural changes are being made to the façade of the structure:
  - a. A site plan drawn to scale indicating property lines, existing and adjacent structures and existing landscaping is required.
  - b. 12 copies of building elevation(s) drawn to scale indicating all existing as well as proposed design and structural changes and building materials and colors. The elevation drawing(s) should also include the size and location on the building of any sign modifications or awning changes.
  - c. If the project is repair/replacement of siding, repair/replacement of existing architectural features, and painting, color digital pictures shall be submitted and a site plan drawing is not required.
7. 12 copies of materials and color samples

**NOTE:** If required information is not submitted with the application, application will be returned to Applicant for completion prior to review by the Design Review Committee.



Work Plan  
Narrative  
**“Koski Building Exterior Restoration”**  
241 N. Broadway, Coos Bay, OR

The Koski building is a historically important asset to Downtown Coos Bay. It is one of only nine buildings in the downtown core listed on the National Historic Register. Built in 1926 by Finnish immigrant and master tailor J.V. Koski, the building originally housed his tailoring business, a bar and billiards room and barber on the ground floor and offices for a labor union and other professionals on the second floor. In 1948, Mr. Koski added a mezzanine level, to which he moved his tailoring business so he could collect additional rental income by renting his street level retail space. According to the Historic Registry, the mezzanine was converted to apartments in 1957. The top floor was converted from office space to 16 “sleeping rooms” and then later into nine apartments and three sleeping rooms, which is how it is currently utilized.

The building underwent an extensive and beautiful restoration in 1993. Unfortunately, it looks like it's been 1993 since ANYTHING (aside from a new roof) has been done to maintain what was once an extremely attractive downtown building.

The roof was replaced last fall, but it is clear that the rest of the building's exterior hasn't been properly maintained for many years. The painted exterior is not only tired and failing, but water has penetrated the exterior and is starting to separate the stucco from the reinforced concrete skeleton in multiple areas. As such, it is in desperate need of attention. Not only to repair cracks in the stucco and reinforced concrete that are allowing water to penetrate and deteriorate the building, but also to reseal window sills and door jams.

As part of our exterior repair and renovation, we will restore the aesthetic appeal of the Koski Building back to its original use, and make what is now a blighted eyesore a visual delight. In addition to repairing the shell to stop moisture intrusion, we will accentuate the unique and positive architectural attributes of the building with a white paint scheme like what was utilized in the extraordinary 1993 restoration.

We will use *approved* paint and materials that, in accordance with the Secretary of the Interior's Standards for Rehabilitation, match the color and materials that were, or would have been used when the Koski was completed in 1926.

The renovation project will consist of the following:

1. Repairing the exterior stucco and concrete to properly patch and fill cracks.
2. Repairing and resealing exterior penetrations around windows, doors, vents, etc.
3. Carefully prepping/scraping/washing exterior surfaces for priming and painting.
4. Priming all exterior surfaces.
5. Painting all exterior surfaces with colors and paint schemes that match historic aesthetic.

6. Repairing and replacing the front transom windows to repair the damage done since the 1993 historic renovation.

On top of that, in conjunction with the Tioga Hotel renovation, we will be improving the safety and security of the back parking area by installing decorative iron fence around the perimeter of the lot as well as better lighting.

Please note that the bids for this project may include both the Tioga and the Koski buildings. We are dividing these bids with 2/3 of the total going to the Tioga and 1/3 of the bid for the Koski, whenever the bids are for a singular building it will be noted on the bid which building it is for.

The applicant understands that the proposed exterior storefront improvements must be evaluated and approved by the Coos Bay Urban Renewal Agency as well as other local agencies. Certain changes or modifications may be required by these agencies or by the Coos Bay Urban Renewal Agency prior to final approval for funding.

Improvements will be evaluated on the criteria listed in the guideline section of the Façade Improvement Grant Program description.

Grant funds are considered taxable income by the Internal Revenue Service. A W-9 form must be submitted to the City of Coos Bay if grant funds are awarded to the applicant.

#### **CERTIFICATION BY APPLICANT**

The Applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a grant, and is true and complete to the best of the Applicant's knowledge and belief.

If the Applicant is not the owner of the property to be rehabilitated, or if the Applicant is an organization rather than an individual, the Applicant certifies that her/she has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached.

Verification of any of the information contained in this application may be obtained from any source named herein.

Chris Edmiston  
Applicant Signature

7-20-20  
Date

Tracie Skinner  
Applicant Signature

7-20-20  
Date

Return Application to:

**COOS BAY URBAN RENEWAL AGENCY  
Department of Community Development  
500 Central Avenue  
Coos Bay, OR 97420  
(541) 269-8918**













\*Proposed\*  
Tioga Second Floor  
4.21.21