

Tillamook Urban Renewal Agency

Regular Monthly Board Meeting

April 10, 2024 - 6:00 p.m.

Agenda and Public Meeting Notice

Tillamook City Hall ~ 210 Laurel Avenue ~ Tillamook OR 97141

[Or join us virtually on Microsoft Teams](#)

CALL TO ORDER & ROLL CALL

APPROVAL OF MEETING MINUTES

1. TURA Board Meeting - March 13, 2024

PUBLIC NON-AGENDA ITEMS

COMMITTEE REPORTS

1. Proposal & Justification: Fire Department Generator
2. Proposal & Justification: Chamber of Commerce/Justin Aufdermauer
3. Proposal & Justification: Beals Bldg/Valerie Schumann

NEW BUSINESS

1. James Potts - TURA Lien

PENDING BUSINESS

1. EV Charging Station/Tillamook Area Chamber of Commerce Update

This is a public meeting per ORS Chapter 192. The Board reserves the right to adjourn into Executive Session per ORS 192.660. The meeting location is accessible to persons with disabilities. Please contact the office of the City Manager at 503-842-2472 should special accommodations be required for citizens with visual or hearing impairment. Persons with hearing impairments may contact the Oregon Relay Service at 1-800-648-3458 (TTY) OR 1-800-848-4442 (VOICE).

Se anima a los ciudadanos que tengan interés en el tema (s) del orden del día para asistir a esta reunión es una reunión pública por Estatutos Revisados de Oregon 192, con el testimonio público permitido, una vez reconocido por el Presidente del Comité. El comité anteriormente se reserva el derecho celebrar una sesión ejecutiva por los Estatutos Revisados de Oregon Capítulo 192.660. El Ayuntamiento es accesible a discapacitados. Por favor, póngase en contacto con la oficina del administrador de la ciudad deben ser adaptaciones especiales requerida. Los ciudadanos con impedimentos visuales o manuales pueden comunicarse con el Servicio de Retransmisión de Oregon llamando al 1-800-648-3458 (TTY) or 1-800-848-4442 (VOZ).

Meeting Date April 10, 2024 - Posted April 8, 2024

*Website: www.tillamookor.gov/urban-renewal * Tillamook City Hall *
Tillamook Urban Renewal Agency - 210 Laurel Avenue - Tillamook, OR 97141

2. Administrator
3. Essential Document Updates
 - a. Bylaws
 - b. Policies & Procedures

PROJECT UPDATES

CONSENT AGENDA - BILLS, PAYMENTS, FINANCIAL REPORTS

BOARD COMMENTS - NON-AGENDA ITEMS

CORRESPONDENCE AND INFORMATION

1. Rate increase for TURA legal counsel

ADJOURNMENT

This is a public meeting per ORS Chapter 192. The Board reserves the right to adjourn into Executive Session per ORS 192.660. The meeting location is accessible to persons with disabilities. Please contact the office of the City Manager at 503-842-2472 should special accommodations be required for citizens with visual or hearing impairment. Persons with hearing impairments may contact the Oregon Relay Service at 1-800-648-3458 (TTY) OR 1-800-848-4442 (VOICE)

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Meeting Date April 10, 2024 - Posted April 8, 2024

***Website: www.tillamookor.gov/urban-renewal * Tillamook City Hall ***
Tillamook Urban Renewal Agency - 210 Laurel Avenue - Tillamook, OR 97141

TURA Regular Meeting
Meeting Date: 04/10/2024

Information

Subject:

TURA Board Meeting - March 13, 2024

Background:

Recommendation:

Motion:

Attachments

Minutes

Minutes for the 13 March 2024 General Meeting

Tillamook Urban Renewal Agency | City Hall and Microsoft Teams Internet Conferencing, Dial-in Available.

1. **Introduction.** Meeting is called to order and roll is taken by Chair Ruth LaFrance (RLF); Vice-Chair Logan Laity (LL) certifies quorum. (1813)
2. **Minutes.** Sierra Lauder (SL) moves to approve the minutes of the February 14th, 2024 General Meeting of the Tillamook Urban Renewal Agency as presented. John Sandusky (JS) seconds and the motion PASSED with four ayes, zero nays, and one abstention. (1814)
3. **Tillamook Vision.** Sierra Lauder (SL) moves and to approve a loan package of two contracts, notated below. John Sandusky (JS) seconds and the motion PASSED unanimously. (1818)
 1. Contract A: Building Exterior consists of a forgivable loan in the amount of \$130,000.
 1. Forgiveness of \$65,000 of Contract A is contingent on the tenant increasing employment by 4.5 FTE, with at least 0.5 FTE of the total being doctoral-level provider(s), within 24 months after project completion.
 2. Forgiveness of \$65,000 of Contract A is contingent on the tenant sustaining another insurance panel, within 24 months after project completion.
 3. In the event forgiveness is not met for Contract A within 24 months from the project's completion, the remaining amount will begin to accrue interest and will be on a ten year amortization schedule.
 4. The interest rate for Contract A will be set at LGIP + 1% at date the project contract is signed.
 2. Contract B: Parking Lot consists of a ten-year loan in the amount of \$50,000 at an interest rate to be set at LGIP + 1% at the date the project contract is signed.
4. **Tillamook Fire District.** The Board discussed the generator application and did not take any action.
5. **McGinley Reimbursement Request.** The Board discussed the reimbursment process. SL moves to reimburse Stealhead Highway LLC for his 411 Pacific Ave Contract \$261,107.77. JS seconds the motion, approved unanimously. (1907)
6. **Bouchard Reimbursement Request.** SL moves to reimburse 110 Stillwell for the requested amount. JR seconds the motion, approved unanimously. (1908)
7. **Downtown Project Extension.** SL moves to grant Downtown Cheddar/DMG a project extension request of one year. LL seconds, approved unanimously. (1910)
8. **Election of Officers.**
 1. SL confirmed that the Bylaws stipulate the current VC, Logan Laity, be elevated to the position of Chair; LL accepts.

2. JR nominates Annesa Ayers for VC. JS seconds, approved unanimously.
9. **Hurliman CPA – City Coordination.** There was another miscommunication but we feel that our relationship is improving (there was an authentication issue.) TURA requires the financial report by the first Wednesday of the month. The City is responsible for the Project Commitment list.
10. **Administrator.** We have two applicants. SL is going to represent TURA on the interview pannel.
11. **Essential Document Updates.** Tabled.
12. **Project Updates.**
 1. RLF : Dennis Wine, 1 month.
 2. SL : EV Chargers. Waiting on an IGA. We are in the final weeks before this money will expire. Staff will send to the TURA attorney before we next meet.
 3. LL : Req. update on press. Nathan George stated that this is a much more significant project than originally scoped. Engineering is going to look at the project then the City will bid it out. It was noted that TURA will on occasion grant up to \$2,000 for engineering.
13. **Consent Agenda.** No remaining items to discuss.
14. **Adjourn.** (1930)

Roll Call

- ☒ ~~Annesa Ayers~~
- ☒ ~~Ruth LaFrance~~
- ☒ ~~Logan Laity~~
- ☒ ~~Sierra Lauder~~
- ☒ ~~Garrett Noffsinger~~
- ☒ ~~John Sandusky~~

Staff

- ☒ ~~Nathan George~~

Prepared by Logan Laity, Chair.

TURA Regular Meeting
Meeting Date: 04/10/2024

Information

Subject:

Proposal & Justification: Fire Department Generator

Background:

Recommendation:

Motion:

Attachments

Application

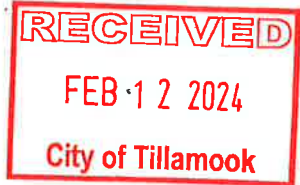
Quotes



Tillamook Urban Renewal Agency - 210 Laurel Avenue - Tillamook, Oregon 97141
- Phone: 503-842-2472 or 503-374-1830 - Fax: 503-842-3445

Tillamook Urban Renewal Agency Public Project Application

Date of Submission 02/12/2024



1) Applicant:

Name: Tillamook Fire District
Mailing Address: 2310 4th St.
Tillamook, Oregon 97141
Phone: 503-842-7587 Cell Phone: 503-812-7365
Email address: Firechief@tillamookfire.com

2) Business or Property Needing Improvement:

Business Name or Description: Tillamook Fire District
Station 71.
Property Address: 2310 4th St. Tillamook, Oregon
Owner's Name: Publicly owned
Owner's Address: same as above
Owner or Business Phone: _____

3) Brief Description of Renovation Project, including estimated completion date:

Remove and replace an aged 1943 WWII
naval diesel powered electric generator,
with a 125 KW Cummins generator. (2024)
If the grant is approved, start date
would coincide with planned 'seismic upgrade'
to station 71 that is schedule to start
in August 2024.



Tillamook Urban Renewal Agency - 210 Laurel Avenue - Tillamook, Oregon 97141
 - Phone: 503-842-2472 or 503-374-1830 - Fax: 503-842-3445

Please complete the Project Budget below:

Expenses	Amount
Permits - included in bid.	
Architect - engineering <u>not</u> included in bid	
Materials 125 KW Generator	\$ 84,040 ⁰⁰
and	
Labor =	\$ 82,000 ⁰⁰
Other Project Expense Excavation	\$ 30,000 ⁰⁰
Other Project Expense Crane	\$ 10,000 ⁰⁰
Total Expense	\$ 206,040 ⁰⁰

Project Funding Sources	Amount
Amount of TURA Loan Request	
Amount of TURA Grant Request	\$ 206,040 ⁰⁰
Owner Contribution	
Other Source of Funds	
Other Source of Funds	
Total Cost of Project	206,040 ⁰⁰

Where did your estimated costs come from? Inland Electric Corp.
1725 N. Roosevelt Dr. Seaside, OR. 97138
WBE # 3303 CCB # 151632



Tillamook Urban Renewal Agency - 210 Laurel Avenue - Tillamook, Oregon 97141
- Phone: 503-842-2472 or 503-374-1830 - Fax: 503-842-3445

4) If applicant is not the owner of the subject property, does applicant:

Rent or Lease _____ Lease Expires _____

5) To be included with application

- ___ Evidence of Ownership
- ___ Property Owner Consent Form
- ___ Plot Plan
- ___ Preliminary Design Drawings (rough design showing approximate improvements)
- ___ Cost Estimates from Licensed Contractors
- ___ Copy of Lease (if applicable)
- ___ Grant Approval Agreement and Receipt of Funding
- ___ City and/or County Permits (upon request)

6) Certification by Applicant

The applicant certifies that all information in this application, and all information furnished in support of this application, is true and complete to the best of the applicant's knowledge and that all required permits have been obtained.

If the applicant is not the owner of the property to be renovated, or if the applicable business is a partnership corporation, etc. rather than an individual, the applicant certifies that he/she has the authority to sign and enter into an agreement to perform the renovation work on the property.

Jeffrey R. Ruy, Fire Chief
Applicant's Signature

02/12/2024
Date

Applicant's Signature

Date

Return Completed Application to: Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, OR 97141

After Recording Return to:
Tillamook Fire District
2310 Fourth Street
Tillamook, Oregon 97141

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INDEXED

Send Tax Statement to:
Tillamook Fire District
2310 Fourth Street
Tillamook, Oregon 97141

QUITCLAIM DEED

TILLAMOOK CITY, OREGON, an Oregon Municipal Corporation, hereinafter called Grantor, RELEASES AND QUITCLAIMS unto TILLAMOOK FIRE DISTRICT, an Oregon Municipal Corporation, hereinafter called Grantee, all that real property situated in Tillamook County, Oregon, as more particularly described:

Lots 5, 6, 7 and the South 20 feet of
Lot 2, Block 32, THAYER'S FOURTH ADDITION
TO TILLAMOOK, in Tillamook County, Oregon.

There is no dollar consideration paid for this conveyance, the true and actual consideration being the construction of a fire station serving the public.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

DATED: May 23, 1996.

TILLAMOOK CITY, OREGON, a
Municipal Corporation

By: J. Robert McPheeters
J. ROBERT MCPHEETERS, Mayor

STATE OF OREGON)
County of Tillamook } ss.

May 22nd, 1996. Personally appeared J. Robert McPheeters, Mayor of Tillamook City, Oregon and acknowledged the foregoing instrument on behalf of said entity by authority thereof. BEFORE ME.

Maria C. Grzelak
Notary Public for Oregon

96351125

I hereby certify that the within instrument was received for record and recorded in the County of Tillamook, State of Oregon.

JUNE 6 12 36 PM '96

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Witness my hand and seal, Clerk
JOSEPHINE UPTON, County Clerk



DEPUTY
5.00
20.00
1.00
9.00
DOUIT
AST
ADMIN
PLCP



CERTIFIED TO BE A TRUE AND
CORRECT COPY OF THE ORIGINAL
CHRISTY BIGGS

BY Nicole Edwards DEPUTY





Tillamook Fire District

Proudly Serving the Citizens of Central Tillamook County

Office of the Fire Chief

Chief Jeff McBrayer

2310 4th St. Tillamook, OR 97141

503-812-7365

Tillamook Fire District Disaster Preparedness and Mitigation

Emergency Backup Generator Replacement Proposal



Tillamook Fire District

Proudly Serving the Citizens of Central Tillamook County

Office of the Fire Chief

Chief Jeff McBrayer

2310 4th St. Tillamook, OR 97141

503-812-7365

Tillamook Fire District Urban Renewal Project Presentation

To: Tillamook Urban Renewal Agency (TURA)
210 Laurel Avenue
Tillamook, OR 97141

From: Tillamook Fire District
2310 Fourth St.
Tillamook, OR 97141

Re: Emergency Disaster Preparedness and Mitigation

Board Members this presentation to follow is regarding the replacement of the emergency backup generator at Tillamook Fire Station 71. Located at 2310 Fourth St. in Tillamook, the fire station is within the boundary for the Urban Renewal District. Replacing the former three-story firehouse, Station 71 was built in 1982 and has a long history of serving the residents and visitors of Tillamook as the main fire station. A standby generator is a back-up electrical system that operates automatically. Within seconds of a utility outage an automatic transfer switch senses the power loss, commands the generator to start and then transfers the electrical load to the generator. The standby generator begins supplying power to the circuits. During a severe weather event or natural disaster, it is very common for community members to come to the Fire Station seeking shelter or a safe place.

With the help of this board, my goal is to re-establish a safe and sustainable location for the firefighters and community members of Tillamook. The backup generator delivers power to critical business systems and operations during loss of electricity or power outage. The generator creates electrical energy by burning the fuel to power systems and appliances. At Station 71 electricity is needed to open garage bay doors and maintain operating systems to the fire and rescue apparatus, keeping them ready to respond and assist community members and visitors in the event of an emergency or life-threatening situation. The replacement of the generator will bring Station 71 up-to-date and allow emergency operations to continue during a power outage.

The current backup generator at Station 71 was donated in 1943 from the World War II Naval base at the port of Tillamook and is significantly underpowered for this facility. This generator is only able to power 40% of Station 71, the desired and recommended generator is a 125KW generator and is expected to power up to 100% of the Station. That percentage of function will heat the station, keep radios and essential equipment charged, and allow the Firefighters to open doors and continue to serve the community of Tillamook.

The age of the current generator presents a number of issues. The company that manufactured the generator closed its door for business in the mid 1960s and there are no parts available or existing to replace any broken parts and no information or details about this generator. There are also no mechanics that have any knowledge of how to repair the generator. Our in-house Logistics officer has done his best to assess and maintain the performance with basic maintenance.



Tillamook Fire District

Proudly Serving the Citizens of Central Tillamook County

Office of the Fire Chief

Chief Jeff McBrayer

2310 4th St. Tillamook, OR 97141

503-812-7365

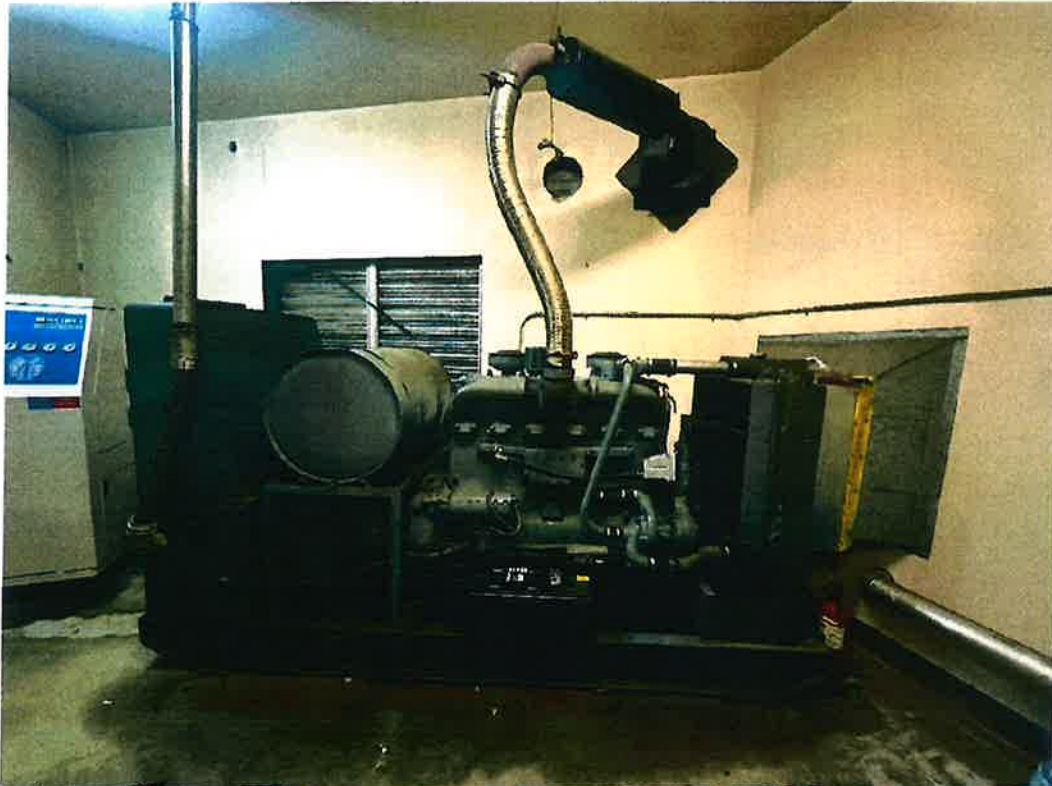
Recently, on January 9th, 2024, while conducting monthly maintenance our logistics officer, discovered a fuel leak from the fuel line/hose. Because there are no parts available, we were not able to replace the hose/line. This generator has an external fuel tank that is basically a modified 55gal steel barrel, that will only power the station for a maximum of 24 hours, sitting next to the generator inside the generator room which is a safety hazard. The new generator will have a self-contained fuel tank and system and will be installed outside of the facility in a secure area this will get Station 71 up to date on safety and code standards.

It is our mission to continue to serve the citizens and visitors of Tillamook in their time of need. And with the help of funding this project, we will have a safe place for Community Members and Firefighters and volunteers to continue serving the urban and rural district of Tillamook in a power outage or emergency.

Sincerely,

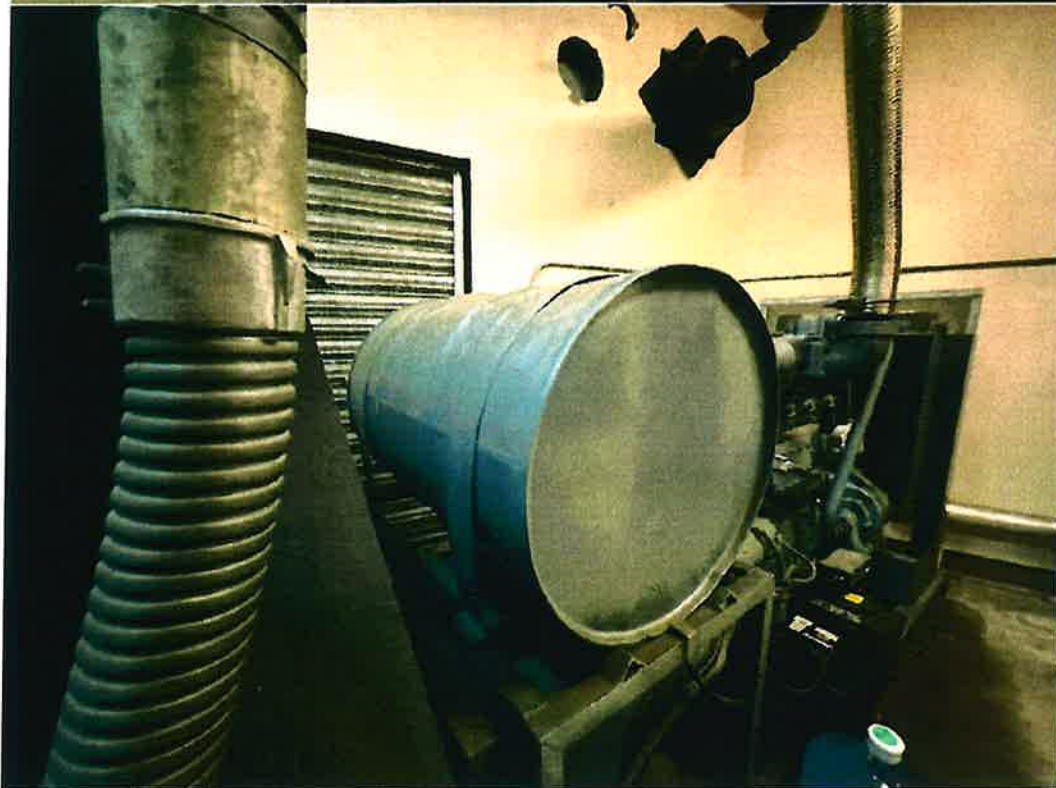
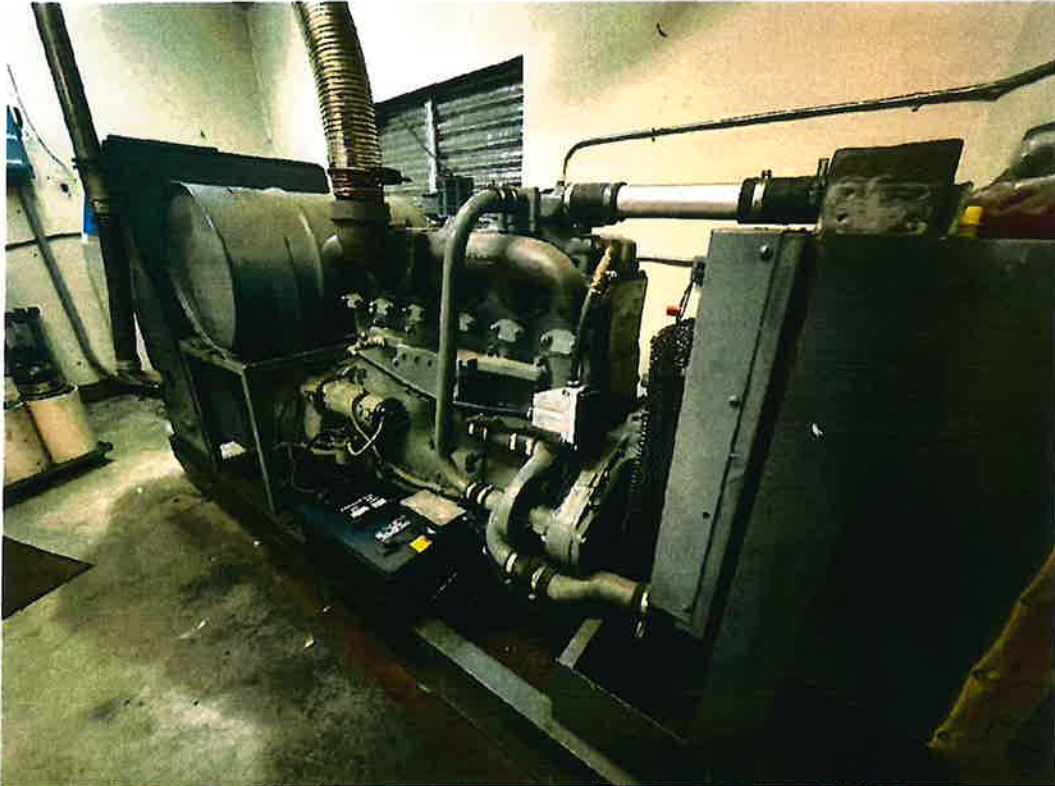
Jeff McBrayer
Fire Chief, Tillamook Fire District

Side view of the current Generator inside Station 71



Control Pannel and Wall Side of the current Generator inside Station 71

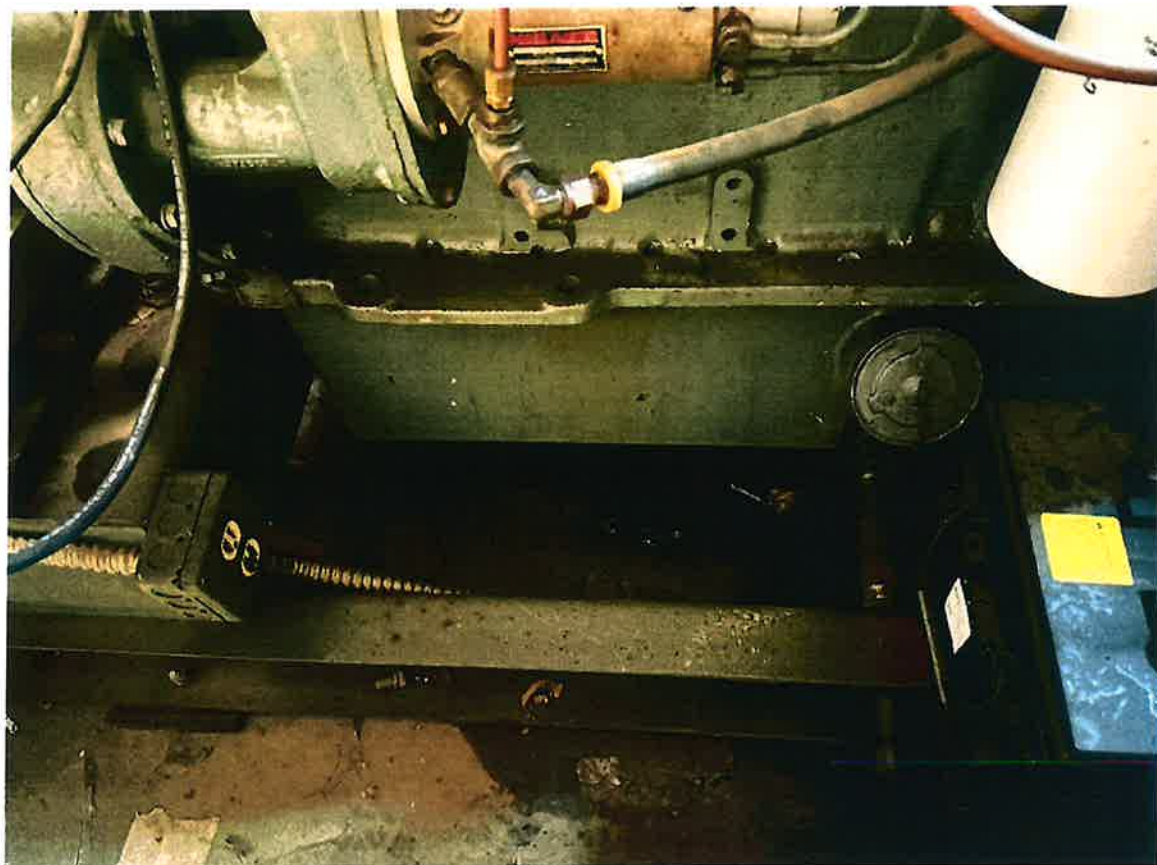
Engine of the current Generator inside Station 71



55 gal Fuel Drum of the current Generator inside Station 71



Control Pannel of the current Generator inside Station 71



Fuel Leak from the current Generator inside Station 71

Wednesday, April 3, 2024

Koa Lyu
Fire District Liaison
Tillamook Fire District
2310 4th St.
Tillamook, OR 97141

To whom it may concern:

At the committee review meeting the TURA Justification Committee requested a re-quote for the project with a local crane service and getting more quotes from other companies. Attached are the requested quotes, for the Tillamook Fire District generator replacement project:

First, the list of Electrical Contractors I reached out to with the contact results of request for quotes.

Second, a project sheet with a budget of subcontracted items to complete the project contacting through Tillamook Fire District.

Third, the originally submitted Inland Electrical Quote minus the Crane services that will be locally contracted for \$3500. Also attached is a second quote from Inland Electric with a higher powered generator.

Following are Two(2) other quotes from Miami Cove Electric and EC Electric.

Regardless of which quote is chosen, as requested by a TURA committee member Tillamook Fire District will be contracting crane services locally thru Burdens Towing.

Our preference is to contract all services directly and complete the project utilizing the budget calculated on the Tillamook Fire District Project Sheet.

Please feel free to contact my with any questions or for more information.

Thank you,

A handwritten signature in black ink, appearing to be 'Koa Lyu', with a long horizontal flourish extending to the right.

Koa Lyu
Fire District Liaison
Tillamook Fire District

Electrical Contractor Contacts

Inland Electric – Email - Adjusted quote and quoted with higher powered generator for 2nd option.

Western State Electric (911 Center Generator Project) – Emailed- Cannot quote, small crew.

Miami Cove Electric (Garibaldi) – Email and Call – Received email quote.

M & W Electric, Nelson Brooks (Lincoln City) – Emailed, no response.

Bogh Electric, Tony Bogh (Warrenton) – Emailed, no response.

Cummins Inc., Mark Wahlberg – Emailed, Sales only not contractor. Got quote for generator, direct purchase.

JJ Electrical Service – Emailed, unable to quote. “Extremely backed up”.

Doug’s Electrical Service - Emailed, unable to quote. “Not enough manpower”.

Chestnut Electric – Emailed, no response.

Angus Electric – Not interested in project.

EC Electric – Called – Received quote.



Tillamook Fire District



Project Data Sheet

Project Name:	Backup Generator Replacement [St. 71]		
Project Manager:	FF Lyu	Project Type:	<input type="checkbox"/> MASTER <input checked="" type="checkbox"/> SUB
Start Date:		Completion Date:	
		If Sub, name of Master Project: Facility Disaster Preparedness	

Purpose:

Replace the backup generator at Station 71, to enhance disaster preparedness.

Brief Description:

A standby generator is a back-up electrical system that operates automatically. Within seconds of a utility outage an automatic transfer switch senses the power loss, commands the generator to start and then transfers the electrical load to the generator. The standby generator begins supplying power to the circuits. During a severe weather event or natural disaster, it is very common for community members to come to the Fire Station seeking shelter or a safe place. The current backup generator at Station 71 was donated in 1943 from the World War II Naval base previously located at the port of Tillamook and is significantly underpowered for this facility. This generator is only able to power 40% of Station 71, the desired and recommended generator is a 125KW generator and is expected to power up to 100% of the Station. That percentage of function will heat the station, keep radios and essential equipment charged, and allow the Firefighters to open doors and continue to serve the community of Tillamook.

Objective Summary:

The goal is to re-establish a safe and sustainable location for the firefighters and community members of Tillamook. The backup generator delivers power to critical business systems and operations during loss of electricity or power outage. The generator creates electrical energy by burning the fuel to power systems and appliances. At Station 71 electricity is needed to open garage bay doors and maintain operating systems to the fire and rescue apparatus, keeping them ready to respond and assist community members and visitors in the event of an emergency or life-threatening situation. The replacement of the generator will bring Station 71 up-to-date and allow emergency operations to continue during a power outage.

Materials/Equipment Needed:	Est. Budget				
	Item	Description	Cost	Quantity	Total
Permits					
125 KW Generator	Generator	150 KW	\$ 75,000.00	1	\$ 75,000.00
Switches	Excavation	Concrete	\$ 30,000.00	1	\$ 30,000.00
Piping & Wiring	Install Labor	Wiring Etc.	\$ 80,000.00	1	\$ 80,000.00
Excavation	Crane	Burdens 8hrs	\$ 3,500.00	1	\$ 3,500.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
	Total:			4	\$ 188,500.00

Comments:

EC Electric (Wiring, Install, Labor), Cummins Inc. Sales (Generator), Burden's Towing (Crane Services).

Authorized Rep:		Date:	3/6/24
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Industrial * Commercial * Manufacturing * Residential

WBE #3303

Physical Address: 1725 N. Roosevelt Dr, Seaside OR 97138

Mailing address: 360 SE Baseline, Hillsboro, OR 97123

Phone: 503-717-9148 Fax: 503-717-4147

OR: CCB # 151632 WA: NORTHBE941BD

Tillamook Fire Department Generator

Bid #772

December 15, 2023

Kyle Adams

Subject: Generator Upgrade

Thank you for considering Inland Electric to meet your electrical needs. It is our desire to provide quality electrical installations for a fair price. For this project we will provide labor and materials to complete the project.

Our proposal includes the following:

- Electrical permit
- 125 KW Cummins Generator
- 600 A service rated Transfer switch
- Piping and re wiring of the service
- Excavation to intercept the existing feeders
- Installation of new feeders to gear
- Moving the new Generator location outside of generator room
- Leaving existing gear in place and re using
- Commissioning and startup
- This pricing is a budget only with no design or engineering to work off of

Exclusions

- Cutting and patching of siding and walls
- Cutting and drilling of Structural Concrete
- Engineering
- Movement of genset due to property lines and setbacks

Generator Package.....	\$84,040
Labor and Materials.....	\$82,000
Excavation Budget.....	\$30,000
Total.....	\$196,040.00

+ Locally Contracted Crane Services
\$3500.00

Total \$199,540.00



Industrial * Commercial * Manufacturing * Residential
WBE #3303

Physical Address: 1725 N. Roosevelt Dr, Seaside OR 97138
Mailing address: 360 SE Baseline, Hillsboro, OR 97123
Phone: 503-717-9148 Fax: 503-717-4147
OR: CCB # 151632 WA: NORTHBE941BD

Tillamook Fire Department Generator

Bid #772

March 21, 2024
Koa Lyu

Subject: Generator Upgrade

Thank you for considering Inland Electric to meet your electrical needs. It is our desire to provide quality electrical installations for a fair price. For this project we will provide labor and materials to complete the project.

Our proposal includes the following:

- Electrical permit
- 200 KW Cummins Generator
- 800 A service rated Transfer switch
- Piping and re wiring of the service
- Excavation to intercept the existing feeders
- Installation of new feeders to gear
- Moving the new Generator location outside of generator room
- Leaving existing gear in place and re using
- Commissioning and startup
- This pricing is a budget only with no design or engineering

Exclusions

- Cutting and patching of siding and walls
- Cutting and drilling of Structural Concrete
- Engineering
- Movement of genset due to property lines and setbacks
- Disposal of old Generator and fuel
- Deisel Fuel

Generator Package.....	\$98,050
Labor and Materials.....	\$88,000
Excavation Budget.....	\$30,000
Total.....	\$216,050.00

Miami Cove Electric
507 E. Garibaldi Avenue; P.O. Box 545
Garibaldi, OR 97118
Phone (503) 322-3300 / Fax (503) 322-2707
E-mail: miamicove@earthlink.net



March 29, 2024

Tillamook Fire District
2310 4th St
Tillamook, OR 97141
E-mail: klyu@tillamookfire.com
Phone: 808-285-3248

Re: Electrical Proposal – Generator + Automatic Transfer – 2310 4th St, Tillamook

We propose to furnish all material and perform all labor necessary to complete the following:

- Provide and install (1) 150 KW 3-Phase diesel Generator.
 - Provide and install (1) 600 amp rated automatic transfer switch.
 - Provide and install conduit and wiring on surface from panel to generator location.
 - Provide electrical permit and inspections.
- **GENERAL NOTE: Repairs not included in bid, and are to be contracted by customer if needed. Examples: repairs where sheet rock has to be cut back, roof repair where old mast was removed, and/or siding repair from where meter was removed.**

All work shall be completed in a substantial and workman like manner according to standard practices for the sum of: **One Hundred Eight Thousand, Five Hundred and No/100's Dollars (\$108,500.00).**
If paying by credit card add 3.5% for fees.

Bid price to be in effect for fifteen calendar days after which the price may be adjusted to reflect changes in the cost of material.

Please Note: In order to schedule work, the attached Acceptance of Proposal must be signed and returned.

Respectfully submitted,

Stacey Hurliman

Stacey Hurliman,
Miami Cove Electric, CCB# 83255

FW: Station 71 Generator proposal

Subject: Station 71 Generator proposal

Good morning Sir,

Thank you for the opportunity to provide a budgetary estimate of cost for the following project:

-Provide and install a 150KW, 120/208 volt, three-phase, diesel Kohler Generator, in a Sound and Weather Proof enclosure, a 24-hour, 215-gallon capacity sub-base fuel tank, Battery Charger, Block Heater, RSA III ATS Annunciator, Remote E-stop, NFPA110 Compliant, UL2200 and IBC Certified.

-Provide and install a 600 amp rated Automatic Transfer Switch.

-Freight and startup included on the above items, along with a 5-year Warranty.

*Offloading, Placement, Excavation, Concrete work, and Diesel Fuel by purchaser or others.

-Provide and install conduit and wiring for the connection of the new generator and transfer switch to the existing facility power system.

-Necessary permits, fees, and associated costs for the listed installation.

The proposed budget for this project is \$95,640.00.

Please feel free to reach out if you have any further questions or concerns on this proposal.

Best Regards,

Ryan Upton
EC Electric



Ryan Upton
Service Electrician

T: (503) 812-0173

E: Ryan.Upton@ecpowerslife.com | W: ECPowersLife.com

A: 9400 3rd St, Bay City, OR 97107

TURA Regular Meeting
Meeting Date: 04/10/2024

Information

Subject:

Proposal & Justification: Chamber of Commerce/Justin Aufdermauer

Background:

Recommendation:

Motion:

Attachments

Application

Tillamook Urban Renewal Agency Private Project Application

Date of Submission 3/19/2024



1) Applicant:

Name: Tillamook Chamber of Commerce

Mailing Address: 208 Main Ave Tillamook, OR 97141

Phone: 503-842-7525 Cell Phone: _____

Email address: justin@tillamookchamber.org

2) Business or Property Needing Improvement:

Business Name or Description: Tillamook Chamber of Commerce

Property Address: 208 Main Ave Tillamook, OR

Owner's Name: _____

Owner's Address: _____

Owner or Business Phone: _____

3) Brief Description of Renovation Project, including estimated completion date:

Roof Replacement.

Please complete the Project Budget below:

Expenses	Amount
Permits <i>City of Tillamook/ Tillamook County</i>	<i>927-</i>
Architect	
Materials <i>Washington Roofing Co.</i>	<i>38,520-</i>
Labor	
Other Project Expense <i>Contingency (10%)</i>	<i>3,852-</i>
Other Project Expense	
Total Expense	<i>43,299-</i>

Project Funding Sources	Amount
Amount of TURA Loan Request	
Amount of TURA Grant Request	<i>\$28,299-</i>
Owner Contribution	<i>\$ 5,000-</i>
Other Source of Funds <i>Tillamook County</i>	<i>\$10,000-</i>
Other Source of Funds	
Total Cost of Project	<i>43,299-</i>

Where did your estimated costs come from? *Washington Roofing Co.*
and Dr. Roof.

4) If applicant is not the owner of the subject property, does applicant:

Rent or Lease _____ Lease Expires _____

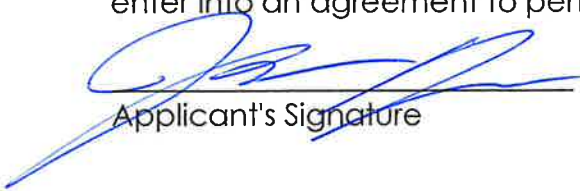
5) To be included with application

- ☐ Evidence of Ownership
- ☒ NA Property Owner Consent Form
- ☒ Plot Plan
- ☒ Preliminary Design Drawings (rough design showing approximate improvements)
- ☒ Cost Estimates from Licensed Contractors
- ☒ NA Copy of Lease (if applicable)
- ☒ Grant Approval Agreement and Receipt of Funding
- ☐ City and/or County Permits (upon request)
- ☒ IRS W-9 Form

6) Certification by Applicant

The applicant certifies that all information in this application, and all information furnished in support of this application, is true and complete to the best of the applicant's knowledge and that all required permits have been obtained.

If the applicant is not the owner of the property to be renovated, or if the applicable business is a partnership corporation, etc. rather than an individual, the applicant certifies that he/she has the authority to sign and enter into an agreement to perform the renovation work on the property.


Applicant's Signature

3/19/2024
Date

Applicant's Signature

Date

Return Completed Application to: Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, OR 97141

Approval Agreement and Receipt of Funding

Applicant's Name: Tillamook Chamber of Commerce

In consideration of the receipt of funding from TURA:

1. I understand that monies shall not be distributed until all proposed work is completed and inspected.
2. I understand that an inspection of the project must be performed by TURA Contract Committee upon completion of the project.
3. **I agree to follow the plan submitted with the application. I understand that any and all changes to the approved plan must be approved by the TURA board and that failure to do so may annul the project funding agreement.**
4. If attached, I understand and agree to "Conditions of Approval" as developed by the TURA Board.
5. I agree to complete all improvements within one year of approval from the TURA Board. Any time extension must be filed and approved the TURA Board.
6. I waive and relinquish all claims, demands, and liabilities, past, present or future, of any nature against all officers, directors, members, agents and employees of TURA ("Indemnified Persons") arising from, related to or connected with the Grant or Loan and agree to indemnify and hold harmless each Indemnified Person from and against all claims, demands, and liabilities arising from, related to or connected with the Grant or Loan or the use, occupation, or implementation of the project.

Applicant Signature



Date

3/19/2024

I acknowledge receipt of Grant or Loan funding in full.

Applicant Signature _____

Date _____

Return to:

Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, OR 97141
503-842-2472

Request for Taxpayer Identification Number and Certification

a Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Tillamook Area Chamber of Commerce		
2 Business name/disregarded entity name, if different from above		
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) a _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) a _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.) See instructions. 208 Main Avenue	Requester's name and address (optional)	
6 City, state, and ZIP code Tillamook, OR 97141		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-				-	
or									
Employer identification number									
9	3	-	0	2	9	7	1	6	4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person 	Date 3/19/2024
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



2024

Tillamook Urban Renewal Agency Grant Request Emergency Roof Replacement on Tillamook Chamber

PROJECT DESCRIPTION:

The Tillamook Chamber embarked on a comprehensive facility improvement project in 2023, initially focusing on a meeting room renovation. Unforeseen challenges arose during this renovation, with a concealed roof leak discovered upon the removal of drywall. The removal process revealed significant rot around a roof truss, prompting the replacement of the truss with a glue-lam beam. Subsequent roof inspections exposed urgent roof replacement.

The roof issues stem from installation errors and shortcuts by a now-defunct contractor, which, despite a roof replacement in 2017, require immediate attention. Three additional leaks have been identified, underscoring the critical need to address the roof's structural integrity. Legal avenues for warranty claims are impractical, leading the Chamber to allocate resources to essential repairs over incurring legal fees.

This funding request not only addresses immediate facility needs but also ensures the preservation and enhancement of a vital community asset. The positive economic impact and improved community livability resulting from the project underscore its significance in fostering a resilient and prosperous local economy.

PROMOTING ECONOMIC DEVELOPMENT:

- **Business Engagement:** The Chamber of Commerce's involvement in this project demonstrates its commitment to local businesses, promoting a thriving economic environment.
- **Community-Focused Investment:** Directing funds towards essential repairs rather than legal fees ensures a more strategic use of resources, fostering economic stability within the community.
- **Collaborative Community Support:** Showcase collaboration between government entities, local businesses, and the community, fostering a sense of shared responsibility for community infrastructure.
- **Economic Stimulus:** The project will generate economic activity should local contractors and suppliers be available, contributing to the overall economic well-being of Tillamook.

ENHANCING COMMUNITY LIVABILITY:

- **Functional Community Spaces:** The meeting room renovation aims to create a more functional and welcoming space for community events and activities, enhancing the overall quality of community life.
- **Preserve Community Assets:** Ensure the structural integrity of the Chamber's facility, preserving a valuable community asset.
- **Tourism and Community Image:** A well-maintained Chamber facility enhances the overall community image, potentially attracting more visitors and bolstering tourism-related activities.

TURA GOALS:

The funding request not only addresses immediate facility needs but also promotes economic development, community livability, and the preservation of a vital community asset. It meets several TURA goals and demonstrates collaboration between different entities and strategic resource allocation.

Goal One: Promote private development to increase the City's economic base

- **Objective 1.f:** Supporting economic vitality by enhancing the Chamber's facility promotes activities that attract new business and people to the downtown area, aligning with the goal of increasing economic activity.
- **Objective 1.c:** Rehabilitating the Chamber building contributes to creating alluring commercial spaces, encouraging private investment and development within the district.
- **Objective 1.e:** By improving the structural integrity and aesthetics of the Chamber building, the project helps in creating a more inviting environment that can attract new businesses and visitors, furthering economic growth.

Goal Two: Improve and retain existing profitable businesses

- **Objective 2.b:** The project aims to retain and enhance the Chamber of Commerce's operations, contributing to the retention and expansion of businesses within the commercial district.
- **Objective 2.c:** The Chamber's facility improvement project aligns with the City's Comprehensive and Town Center plans, supporting existing profitable businesses and fostering their growth.

Goal Five: Upgrade and repair existing buildings within the renewal area

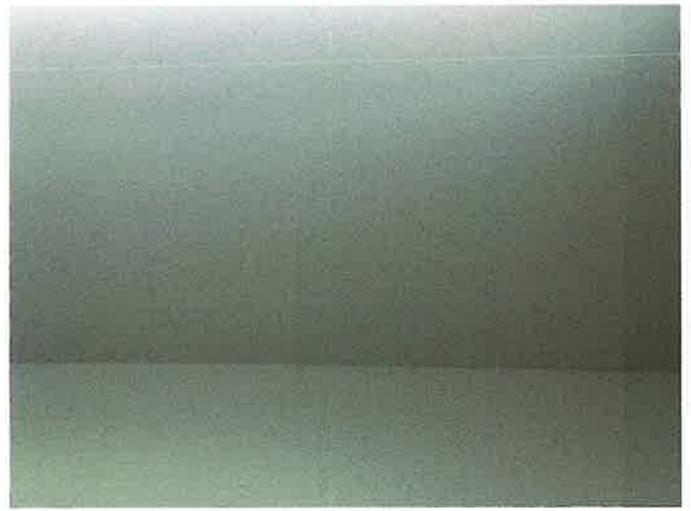
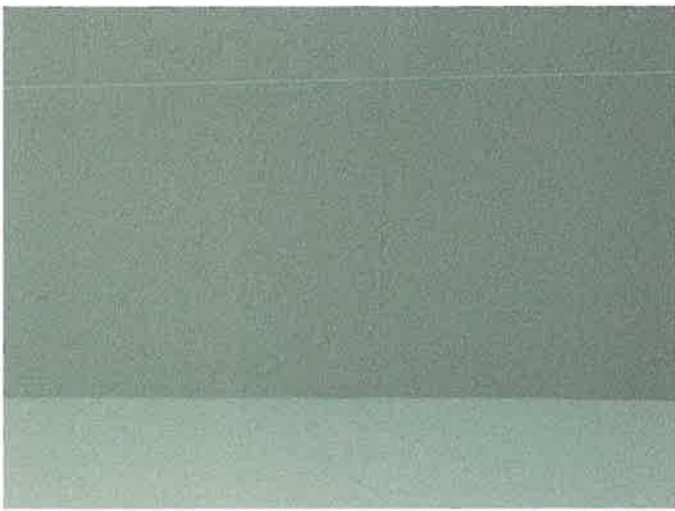
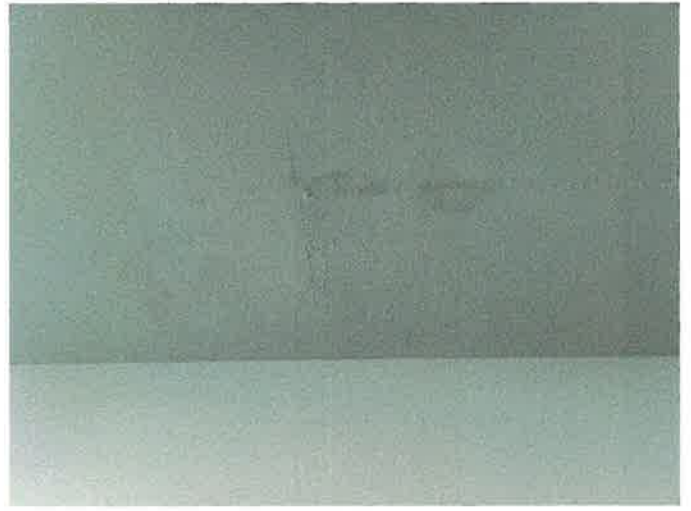
- Objective 5.b: The roof replacement and overall facility improvements enhance the overall aesthetics of the renewal plan and contribute to architectural continuity.
- Objective 5.c: Addressing structural issues and ensuring building code compliance improve safety and accessibility, aligning with the goal of upgrading existing buildings within the renewal area.

RESOURCES:

Responding to the pressing roof issues and project cost overruns, the Tillamook Board of County Commissioners approved a special request for TLT facilities funds totaling \$40,000. This includes \$30,000 for other project cost overruns and \$10,000 for the impending roof replacement. Simultaneously, the Chamber board has committed \$5,000 toward the impending roof replacement, leaving a funding gap of \$28,299.

The Chamber is requesting a \$28,999 grant from the Tillamook Urban Renewal Agency to repair a vital component to the integrity of our downtown property.

INTERIOR CEILING DAMAGE FROM ROOF LEAKAGE:



Optional Roof
Area B

Proposed
Roof Area
A



Prepared For:

Justin Aufdermauer

208 Main St

Tillamook, OR 97141

3/5/2024



- Overview of roof looking West.
- Roof appears to be comprised of a single layer of granulated cap sheet above felt underlayment with a plywood substrate.
- Roof system has numerous defects in workmanship and installation practices. Reroof is recommended.



- Roofing material at parapet wall appears to be installed loosely without proper termination. Material appears to be falling down in several areas. Note bubble in roofing just behind sewer pipe, this is trapped water within the roof system.



- Multiple failures are present at counterflashing at parapet wall. This condition allows water to infiltrate the roof system and will ultimately cause interior and structural damage.
- Encapsulating this wall is recommended with scope of re-roof.



- **Example of failure at counterflashing.**



- **Example of roof material falling down due to improper termination. This condition allows water to infiltrate the roof system and will ultimately cause interior and structural damage.**
- **Note: Seams do not overlap one another.**



- **Previous repair attempts are evident. Seam failures are present at this time. This condition allows water to infiltrate the roof system and will ultimately cause interior and structural damage.**



- **Example of seam failure and separation.**



- **Roof material appears to be tucked up behind vertical wall panels with no termination present.**



- **Improper detail at roof penetration.**

February 28, 2024

Re: Washington Roofing
1700 S.W. Highway 18
McMinnville, OR 97128

To Whom It May Concern:

Please be advised that Washington Roofing, of McMinnville, Oregon, has been an authorized dealer/contractor for Duro-Last Roofing, Inc. since December, 1985. They have fulfilled all of our requirements and are in good standing to install all Duro-Last materials. Washington Roofing has achieved the distinguished level of Duro-Last Platinum Contractor, based on over 10,700,000 square feet of membrane installed and consistent high inspection scores. They have received and maintained the necessary training to install the Duro-Last Roofing System. They may purchase Duro-Last materials and are entitled to the services and privileges which accompany such authorization.

Upon payment of all related invoices and completion of a satisfactory inspection by a Duro-Last Technical Representative, the standard Duro-Last warranty will be issued. Duro-Last Roofing Systems® are proudly manufactured in the United States of America.

Please feel free to contact us, should you require further assistance.

Sincerely,



Tim Hart
Vice President
Western Operations



Washington Roofing Company

1700 SW Hwy 18 • McMinnville OR 97128
Phone 503.472.7663 • Fax 503.472.3394
Licensed & Bonded, CCB#55201
wrc@washingtonroofingcompany.com

CONTRACT

Proposal & Acceptance

March 5, 2024

Bid #C03-24-109A Page 1

Justin Aufdermauer
208 Main Ave
Tillamook, OR 97141

503-812-3556
justin@tillamookchamber.org

Project: 208 Main Ave Tillamook, OR 97141

INVESTMENT: Commercial Roof

Commercial Grade 50 Mil Duro-Last Single Ply PVC Membrane Roof System	Area A	\$34,184.00
Commercial Grade 50 Mil Duro-Last Single Ply PVC Membrane Roof System	Area B	\$ 4,336.00

Colors: Gray, Dark Gray, Terra Cotta, Tan or White

20-year Manufacturer's Non-Prorated Material and Labor Warranty

2-year Washington Roofing Company Workmanship Warranty

Scope of work to include:

- Lift time necessary to perform roof system assembly
- Go over existing roof system
- Maintain existing fire rating
- Install Duro-Weave separation slip sheet
- Install Duro-Last Single Ply Membrane, mechanically attached per Manufacturer's Specifications
- Install roof system to meet wind uplift conditions for building location and height
- Install new perimeter termination
- Proper tie into perimeters
- Properly flash all rooftop protrusions with custom fabricated curbs, stacks, and pitch pockets per manufactures specification
- Install per manufacturer's specifications: drains, term bar, vents, fasteners, caulking as necessary
- Install wood nailers to receive new roof assembly as needed
- Wrap roof system up walls (min 8") install termination bar and metal reglet detail as needed
- Wrap roof system to exterior perimeter of roofline(s)
- Install removable reglet metal counter flashings at parapet wall caps and mechanical equipment as required
- Proper tie into existing drainage system with Duro-Last custom drains and overflows
- Install leaf strainers at drainages as necessary
- Install walk pads at roof access or service side of mechanical equipment at cost of \$65.00 each (others to locate)

Coping:

\$ Included

Scope of work to include:

- Install 6" 2pc 24-gauge Kynar finish metal coping with gravel stop (standard copings meet ANSI-SPRI-ES-1 installation)
- Includes all cleat attachments, splice plates, expansion joints, straps, hangers, sealants and fasteners as necessary

Above Deck High Density Rigid RV20 Insulation System (Area A Only)

\$ Included

Scope of work to include:

- 2-layers high density poly-iso rigid insulation offset and staggered
- Includes larger fasteners for entire roof assembly
- Install wood ledger to receive new roof height
- Install larger copings to counter flash new roof height
- Existing rooftop protrusions and sidewall terminations that do not accommodate new roof deck height at additional cost

General Notes and Approval/Signatures Located on Page 2



Washington Roofing Company

1700 SW Hwy 18 • McMinnville OR 97128
Phone 503.472.7663 • Fax 503.472.3394
Licensed & Bonded, CCB#55201
wrc@washingtonroofingcompany.com

CONTRACT

Proposal & Acceptance

March 5, 2024

Bid #C03-24-109A Page 2

Justin Aufdermauer
208 Main Ave
Tillamook, OR 97141

503-812-3556
justin@tillamookchamber.org

Project: 208 Main Ave Tillamook, OR 97141

Notes:

Maintain an OSHA compliant worksite
Any additional work not listed in proposed price for repairs or plywood replacement at **\$106.00** per man hour plus material costs
Operations to be maintained during course of installation
Sidewalk or pedestrian right of way closures by others or at cost, not included in proposed price
Building permits by others or at cost, not included in proposed price
State of Oregon Corporate Activity Tax not included in proposed price. Tax cost to be invoiced at close of project
DEQ required core sample and asbestos testing for disposal included in proposed price (does not include abatement if needed)
Proper access to jobsite must be provided
Dry rot repairs at time and material
Structural repairs for abandoned protrusions to be done at time and material
Existing rooftop protrusions and sidewall terminations that do not accommodate new roof deck finish at additional cost
Protect surrounding property and landscaping throughout duration of project
Provide our own power, sanitation facilities for work crew and necessary equipment to complete project
Provide complete cleanup of jobsite, including running a magnet to remove nails
If insulation does not meet building code interior or exterior requirements, additional scope of work and cost will apply
Not responsible for roofing debris falling or dust into building interior due to openings in structural decking during the course of roof demolition. Interior protection for falling debris or dust by others
Not responsible for presence (known or unknown) of lead-based paint and/or lead-based paint hazards, risk assessment or inspection by others, remediation by others
Not responsible for leakage above or behind roof termination at adjacent building(s) with elevated side walls
Allow a minimum 30 days from receipt of deposit for order to be placed
Estimated job completion rate: 2 days +/-

Scope of Work and Pricing Located on Page 1

WE PROPOSE all material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving extra costs will be executed only upon written orders and/or verbal consent. This will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays that are beyond our control. The Owner is to carry fire, tornado and other necessary insurance. WRC workers are fully covered by Worker's Compensation Insurance:

Please list bid choice(s) and corresponding price----- Dollars (\$_____).

Payment to be made as follows: **30% OF BID AMOUNT REQUIRED DOWN AT SIGNING OF CONTRACT, BALANCE DUE UPON COMPLETION OF THE JOB.**

Any account not paid in full within 30 days of completion of work and/or billing will be charged a late charge of 1½% per month (18% per annum) from date of completion of work and/or billing until paid.

ACCEPTED the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of acceptance: _____

By: _____

By: _____

Respectfully submitted,
WASHINGTON ROOFING COMPANY

By: Mike Williams
This contract may be withdrawn by us if not accepted within 15 days. Washington Roofing Company is entitled to recover its reasonable attorney fees and collection costs incurred in enforcing this agreement, even though no lawsuit is filed. If a lawsuit is filed, the court, including any appellate court, shall set the amount of attorney fees.

Upon acceptance of this contract, your signature will acknowledge receipt of your "Information Notice" & "Consumer Notification"

CONSUMER NOTIFICATION

You can do more to protect yourself before hiring a contractor than the CCB can do to help you after problems have developed. Here are some suggestions to prevent problems on construction projects.

Choose a registered contractor

Check if your contractor is registered with the CCB. Call during regular business hours at 503.378.4621 ext. 4900 with the contractor's registration number or phone number.

Registration means the contractor has a surety bond and liability and property insurance. Registration does not mean a guarantee of the contractor's work.

Check the contractor's registration category. Each category has different surety bond liability insurance requirements for new contractors:

- **General Contractor-All Structures (\$15,000 bond, \$500,000 insurance)**
- **General Contractor-Residential-only (\$15,000 bond, \$500,000 insurance)**
- **Specialty Contractor-All Structures (\$10,000 bond, \$500,000 insurance)**
- **Specialty Contractor-Residential-only (\$10,000 bond, \$300,000 insurance)**
- **Limited Contractor-(\$5,000 bond, \$100,000 insurance)**
- **Consultant (\$10,000 bond, \$300,000 insurance)**

Check out your contractor

ASK FOR AND CHECK OUT REFERENCES

DON'T AUTOMATICALLY ACCEPT THE LOWEST BID

GET EDUCATED. Request a free brochure called, "16 ways to avoid repair, remodeling, construction and landscaping problems." Use the phone number or the web address below.

BE SMART DURING YOUR PROJECT

Take your time and plan the project.	Read your lien notice. The business you contract with is required by law to give you a document called " <u>Information Notice to Owner about Construction Liens</u> " if the contract price is more than \$1,000. You can get a free copy by contacting the CCB by phone or at the web address below.
Have a signed, written contract before the work is started or you pay any money. Only sign a contract when you understand all the terms.	Do not pay the full cost of the job in cash before the work begins.
Make changes to the original contract in writing, including any differences in cost and extensions of completion dates.	Keep good written records. Keep receipts, change orders, a phone conversation log, etc.

If you have a complaint

Contact the CCB (use the phone number or the web address below). If you have questions about filing a claim call, 503.378.4621 ext 4910. You can file a claim against a registered contractor within one year of the work being substantially completed.

Owner's Duty to Notify Contractor Prior to Court Action or Arbitration

Oregon Law contains important requirements you must follow before you may start a court action or arbitration against any contractor, subcontractor or supplier (materials or equipment) for construction defects.

Before you commence a court action or arbitration, you must do the following:

1. Deliver a written notice of any conditions you allege are defective to the contractor, subcontractor or supplier you believe is responsible for the alleged defect.
2. Provide the contractor, subcontractor or supplier the opportunity to make an offer to repair or pay for the defects. You are not obligated to accept any offer made by the contractor, subcontractor or supplier.

There are strict deadlines and procedures that must be followed under Oregon Law. Failure to meet those deadlines or follow those procedures will affect your ability to commence arbitration or a court action. You should contact an attorney for information on deadlines and procedures required under Oregon law.

Your contractor is supplying this notice to you to fulfill the requirements of SB 909 enacted by 2003 Oregon Legislature.

Information in this brochure is not legal advice. For legal advice, consult with an attorney.

Construction Contractors Board
PO Box 14140, 700 Summer St NE, Suite 300
Salem OR 97309-5052
Fax 503.373.2007 www.oregon.gov/ccb



Chamber of Commerce

Roof Replacement Proposal

Chamber of Commerce
208 Main Avenue
Tillamook, OR 97141

Josh Bennett
Chamber of Commerce c/o Lot 35 Homes
208 Main Avenue
Tillamook, OR 97141



Prepared By:
Tom Shannon—360-214-6387 Cell

Date: January 19, 2024

Existing Conditions / Roof Sample

2

Chamber of Commerce
208 Main Avenue
Tillamook, OR 97141

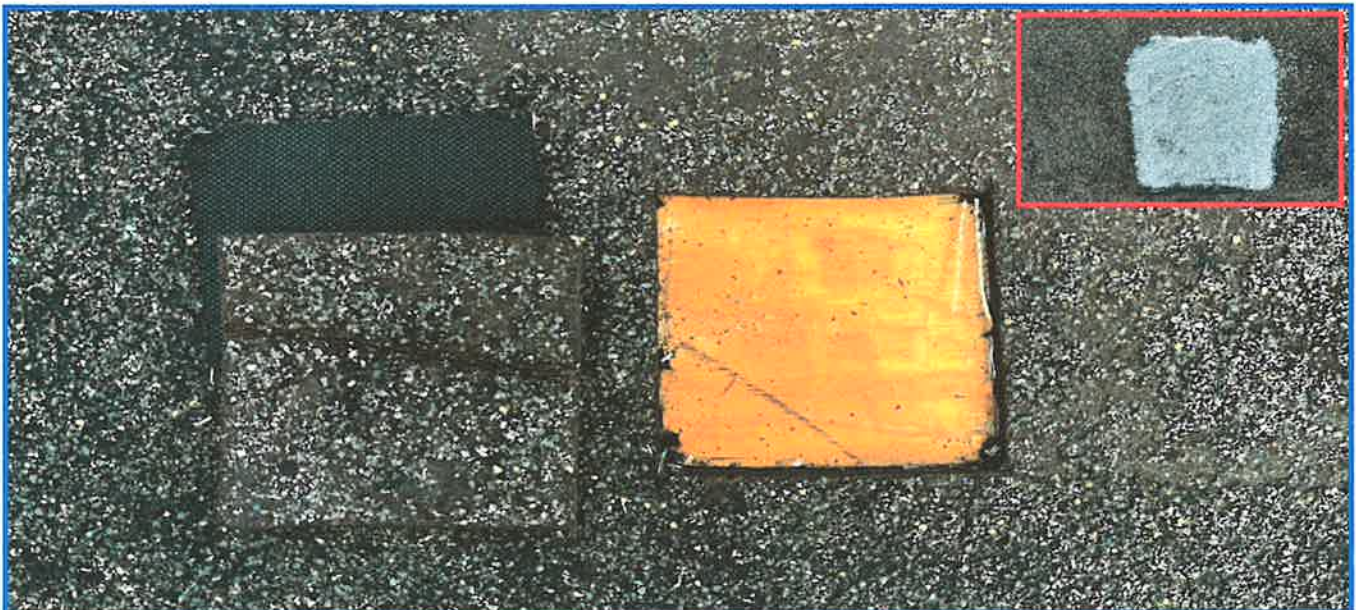
The existing roof assembly consists of the following: (From Top To Bottom)

- Granulated Fiberglass Cap Sheet (Adhered)
- 1-layer of Fiberglass Base Sheet (Mechanically Attached)
- 1-layer of unknown underlayment (Mechanically Attached)
- Plywood / Wood Board Deck

The test cut area was repaired with a 3-course application of Modified Roof Cement and covered by White ceramic granules. (Red Box)

Observations / Recommendations:

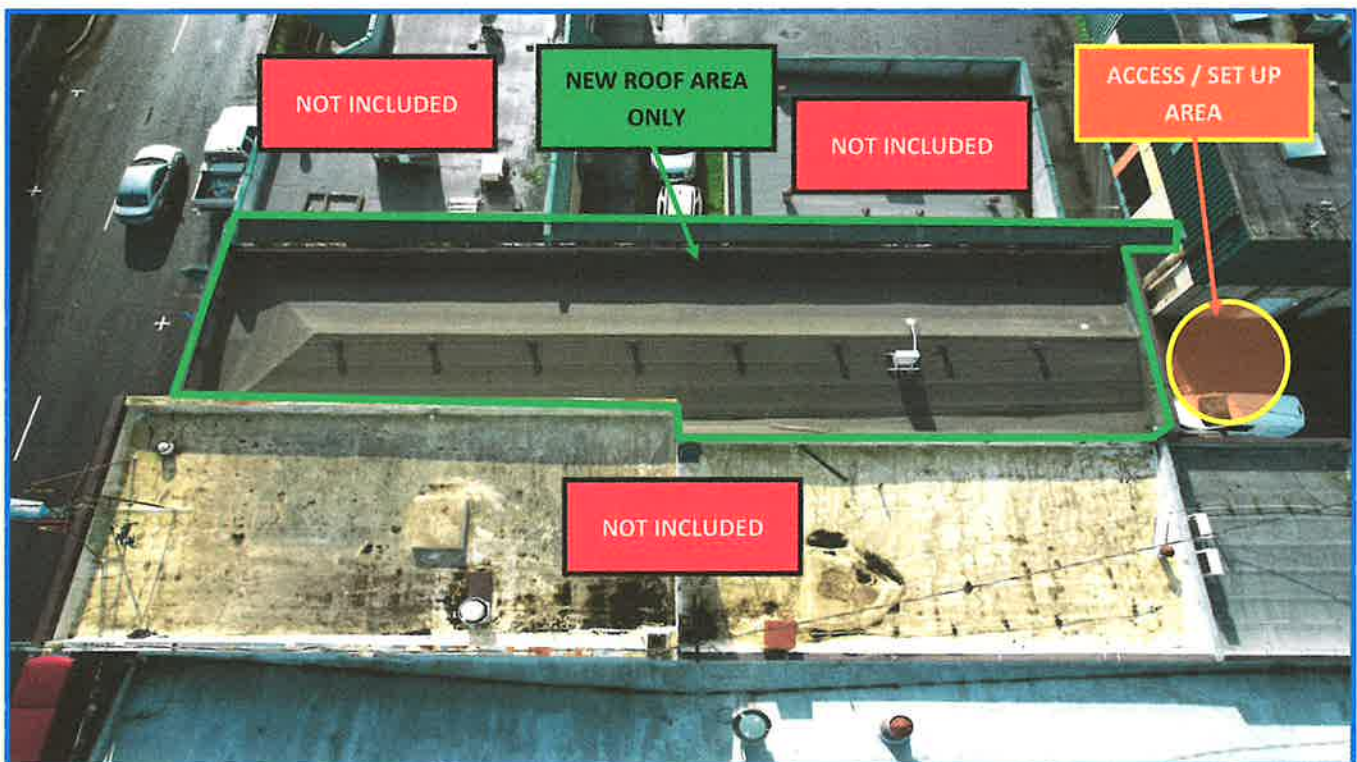
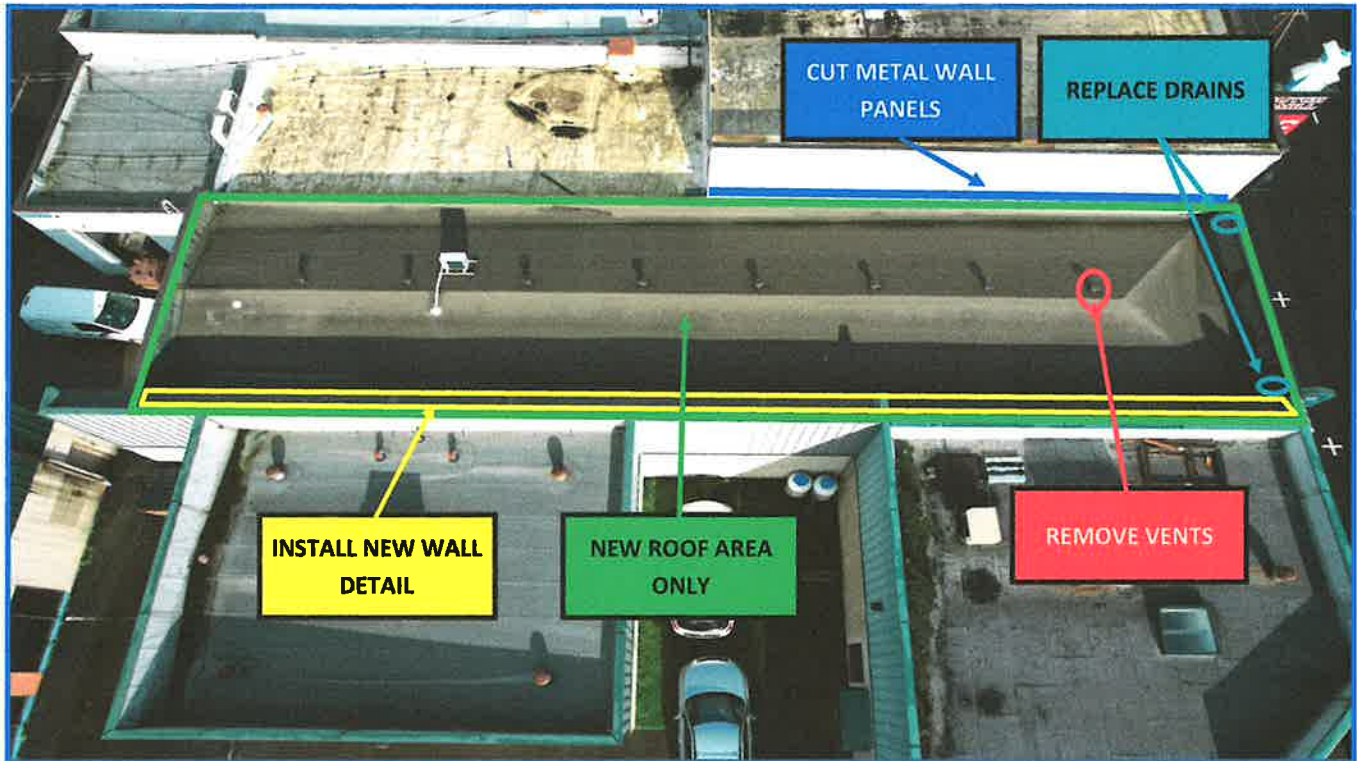
During our inspection several design and installation flaws were observed. Most of the concerns with the roof are with the installation of the existing roof system and range from multiple types of material used, details not finished or well designed as well as openings caused by these issues along with the lack of regular maintenance. We believe that the cost and possible outcome to try and perform repairs on the existing system are too significant to recommend repairs. Therefore we recommend a complete replacement. Two primary options exist for replacement, overlay the existing or tear off the existing and install a new insulated roof system. Due to the current construction that includes an unvented, insulated space we recommend the complete tear off option be utilized and sufficient insulation be installed to keep the dew point temperature above the vapor barrier to provide the best chance of avoiding extensive condensation.



Roof Plan

3

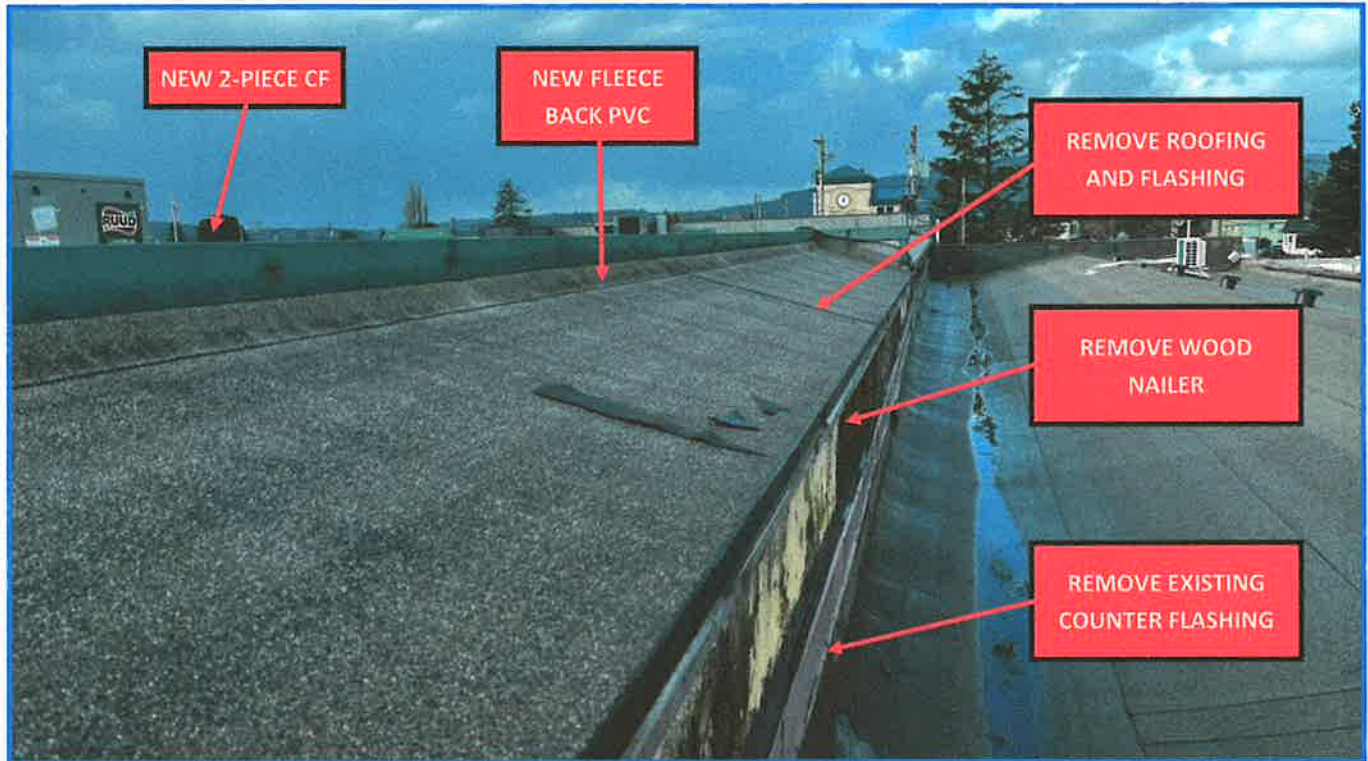
Chamber of Commerce
208 Main Avenue
Tillamook, OR 97141



Replacement Scope—Photos

4

Chamber of Commerce
208 Main Avenue
Tillamook, OR 97141



Replacement Scope—Photos

5

Chamber of Commerce
208 Main Avenue
Tillamook, OR 97141



New Roof System—Scope of Work

6

Chamber of Commerce
208 Main Avenue
Tillamook, OR 97141

Overlay Option #1 (Not Recommended)—Scope of Work

- Remove the existing base and wall flashings, pipe, and drain flashings, down to an acceptable substrate and dispose of legally off-site. **The existing field membrane will remain in place and will be prepared as required by the Manufacturer.**
- If damaged deck is suspected, remove the roof in the area, inspect the deck and replace damaged on a Time and Material Basis. We will obtain the Owners permission prior to any replacement.
- Remove the existing coping, edge flashings and counter flashing and dispose of.
- Cut the existing metal panels to allow for the new roof installation (North High Wall Only).
- Install new retro-fit drains at each of the existing locations.
- Mechanically attach 1-layer of 3/8" Fanfold over the left in place roof system.***
- **At the large South Wall Only:** Remove the wood nailer and gravel stop, Adhere 1-layer of 1/4" Primed densdeck on the vertical surface, adhered new Durolast 50 Mil Fleece back PVC membrane.
- Mechanically attach new Durolast 50 Mil Durotuff PVC single ply membrane over the new coverboard.
- Adhere new Durolast 50 Mil Durotuff PVC single ply membrane over all base and wall flashing areas.
- Replace the existing vents with new Durolast Plenum vents **(these do not appear to be working as they do not have any inflow venting to push the hot air to these vents).**
- Install new 24 GA sheet metal counterflashing at the North wall under the metal panels to cover the top of the new base flashings.
- Install new Durolast 2-piece compression flashing at the perimeter walls.
- A mechanical contractor will need to raise the existing split unit to allow for the new roof installation.
- Roofing Permit to be purchased Dr Roof and paid for by the Owner.
- Issue a 2-year Contractor Warranty and a 15-year NDL Manufacturer's Warranty.

*****Over the last 5-7 years, several single ply roof systems that are installed over existing roof systems have shown signs of amplified condensation issues due to improper ventilation causing damage to the roof deck. As each roof is different, we will provide recommendations for added insulation, vapor barrier or revision of the existing insulation and/or venting, but it is the owners responsibility to decide what is best for their building. This is not a guarantee against condensation and the damage associated with this condition.**

New Roof System—Scope of Work

7

Chamber of Commerce
208 Main Avenue
Tillamook, OR 97141

Tear-off Option #2 (Recommended)—Scope of Work

- Remove the existing roof system including base and wall flashings, pipe, vents and drain flashings, down to an acceptable substrate and dispose of legally off-site.
- Lift the deck and replace damaged on a Time and Material Basis. We will obtain the Owners permission prior to any replacement.
- Remove the existing coping, edge flashings and counter flashing and dispose of.
- Cut the existing metal panels to allow for the new roof installation (North High Wall Only).
- Install new retro-fit drains at each of the existing locations.
- Adhere 1-layer of Durolast Self-Adhered Vapor Barrier over the roof field area and turned up the vertical surfaces to the height of the new insulation.
- Adhere 2-layers of 2.6" Polyiso insulation (R30) and 1-layer of 1/4" Densdeck coverboard over the new vapor barrier. **(The insulation is the minimum required by the State of Oregon. In addition it will help move the dew point above the vapor barrier and help in limiting condensation)**
- **At the large South Wall Only:** Remove the wood nailer and gravel stop, adhere new Durolast 50 Mil Fleece back PVC membrane.
- Adhere attach new Durolast 50 Mil Durotuff PVC single ply membrane over the new coverboard.
- Adhere new Durolast 50 Mil Fleece back PVC single ply membrane over all base and wall flashing areas.
- Install new 24 GA sheet metal counterflashing at the North wall under the metal panels to cover the top of the new base flashings.
- Install new Durolast 2-piece compression flashing at the perimeter walls.
- A mechanical contractor will need to raise the existing split unit to allow for the new roof installation.
- Roofing Permit to be purchased Dr Roof and paid for by the Owner.
- Issue a 2-year Contractor Warranty and a 15-year NDL Manufacturer's Warranty.

Pricing / Qualifications / Exclusions

Chamber of Commerce

208 Main Avenue
Tillamook, OR 97141

Roof Replacement Scope of Work: Option #1—Overlay (Not Recommended)

Durolast 50 Mil Durotuff PVC single ply membrane with 15-year NDL warranty.

Replacement Cost: \$37,966.00

Roof Replacement Scope of Work: Option #2—Tear Off (Recommended)

Durolast 50 Mil Durotuff PVC single ply membrane with 15-year NDL warranty.

Replacement Cost: \$75,852.00

Qualifications:

- Quote is Valid Through 2/30/24—No price escalation or protection.
- We will require a Hazardous Material report or Good Faith Letter.
- If damaged decking / substrate is discovered we will replace the damaged wood on a Time and Material Basis. It is the Owners responsibility to either approve Dr Roof to replace or provide alternative replacement in a timely manner and in sufficient time for the area to be brought into a watertight condition before the end of the work day.
- Our proposal does not include any guarantee, for or against, or provide for proper ventilation which, without, could lead to condensation. In addition, we do not assume any design liability in these areas. Condensation and associated damage is not covered by either the Contractor or Manufacturer's warranties.

Exclusions:

- All Wood Work unless listed.
- Interior work of any kind including cleaning and protection
- Walkpads
- Installation over buried components on the deck surface
- Hazardous Material testing and abatement, Demolition other than listed
- Electrical, Plumbing and Mechanical work, Correction of roof slope or ponding water conditions
- Shop and As-Built Drawings, WSST, Permits, Bonds, Code Compliance and Upgrades
- Fume Mitigation, Dust Control
- Upgrading Ventilation / Condensation Mitigation
- Unforeseen Conditions

TURA Regular Meeting
Meeting Date: 04/10/2024

Information

Subject:

Proposal & Justification: Beals Bldg/Valerie Schumann

Background:

Recommendation:

Motion:

Attachments

Application

Pre-Application for TURA Assistance

Please review all program guidelines prior to completion of this form in order to select the TURA goals that your project fits. TURA potentially offers grants, loans, combinations of grants and loans, design assistance, and blade sign assistance.

Date: 3/20/2024

1) **Applicant:**

Name: Valerie Schumann

Mailing Address: PO Box 475, Garibaldi, OR 97118

Project Address: 302 Main Avenue, Tillamook, OR 97141

Phone: 971-265-1070 Cell Phone: 503-812-8423

Email address: vschumann@bhhsnw.com

2) **Property Owner (if not applicant):**

Name: _____

Mailing Address: _____

Project Address: _____

Phone: _____ Cell Phone: _____

Email address: _____

3) **Anticipated total project costs:** \$268,215 + \$100,000 (elevator)

4) **Design/Engineering assistance requested?** (Yes) X (No) _____

5) **Project Summary:** On an attached page, please submit a narrative description of the proposed project.

6) **TURA Objectives:** Please review the **TURA Goals and Objectives** and answer the following questions:

Please note: 1) To be considered for funding, projects must meet at least one or more of TURA's objectives. 2) TURA does not expect any given project to meet all of the objectives set forth.

Does your project meet the objectives of TURA GOAL 1: "Promote private development to increase the City's economic base"? If so, how? Yes - see attached

Does your project meet the objectives of TURA GOAL 2: "Improve and retain existing profitable business"? If so, how? _____

Does your project meet the objectives of TURA GOAL 3: "Provide efficient safe, and effective streets, streetscapes, and open spaces"? If so, how? _____

Does your project meet the objectives of TURA GOAL 4: "Maintain, remodel, and construct public parks and open spaces, public facilities, and public safety facilities to maintain and enhance safety in the renewal area and increase public utilization of the renewal area"? If so, how? _____

Does your project meet the objectives of TURA GOAL 5: "Upgrade and Repair Buildings within the existing renewal area"? If so, how? yes- see attached

Does your project meet the objectives of TURA GOAL 6: "Provide for new housing units that collectively reflect a diversity of housing types, occupancy (rental and owner occupied) and income levels in the city"? If so, how? yes- see attached

7) Application Information and Process:

Funding approval will come from the Board of Directors only after submission of a fully completed application. Funding is issued on a reimbursement basis, to the applicant. Any project renovations begun before formal approval by the Board will not be considered as part of the project.

8) Other Certification by Applicant:

The applicant certifies that all information in this pre-application and all information furnished in support of this pre-application is true and complete to the best of the applicant's knowledge. If the applicant is not the owner of the project property, or if the applicable business is a partnership or corporation rather than an individual, the applicant certifies that he/she has the authority to sign and enter into an agreement to perform the renovation work on the property.

Valerie Schuman
Applicant Signature

3.20.24
Date

Valerie Schuman
Property Owner Signature

3.20.24
Date

Thank you for submitting this pre-application. This allows TURA to understand the scope of your proposed project and determine the extent of funding that might be available. **A Pre-Application Meeting with the TURA Proposal & Justification Committee and staff will be scheduled as soon as possible.** The intention of the Pre-Application process is to allow TURA to give feedback on whether the project meets the goals and objectives of TURA prior to going through the information gathering required for the actual application. For additional information or questions, please call 503-374-1830.

Return Completed Application to: Tillamook Urban Renewal Agency
210 Laurel Avenue
Tillamook, OR 97141

FOR OFFICE USE ONLY			
Grant Amount Request	\$	Applicant Contribution	\$
Loan Amount Request	\$	Estimated Start Date	
Combination Request	\$	Estimated End Date	
In-Kind Contribution	\$		
Notes:			

PROJECT SUMMARY:

The Beals Building at 302 Main Avenue has long deserved a proper renovation, not just the continued occupancy as allowed, with a paint job and new awning canvas. The building is purported to be an unreinforced masonry building, yet also has shown evidence of supports and possible iron or steel reinforcement, by our current architect William Tripp, a credentialed architect particularly in relation to historic building renovation.

The Beals Building has held up remarkably well given the decades of neglect, supporting the wise investment of TURA funds to utilize the solid salvageable character of the building and ensure the buildings' sustainability for another hundred years. The Beals Building was built by the legendary local citizen Arthur "Generous" Beals. Mr. Beals owned five lumber mills in Tillamook County, with substantial structural beams on the interior of the building, still show impressively, part of the confirmation that this building is worth saving for generations to come.

The Priority projects with this submittal are the critical new roof installation, to be preceded by the important structural engineering assessment and feasibility study to chronicle the condition of the building and determine the most strategic next steps for this iconic Beals Building's bright future within the important Downtown Urban Renewal District.

Solving the Stairway Issue: - The Stairway to the 2nd Floor of the Beals Building is within the Coliseum Theater Property with a 99-year lease from the Theater to the Beals Building through 2037. The available documents recorded in 1937, (99-year Lease, Party-Wall Agreement, Warranty Deed) memorialize the relationship between these 2 buildings built by Arthur Beals. The documents are a bit controversial and confusing to any reader at first, second or third read. Subjective or as ill-written they may be, they are seemingly conclusive that the Beals Building might not have a continued access or secondary access point. This has been recently confirmed by the current owners of the Coliseum Theater. This emphasizes the importance of the study of the building's "Adaptive Reuse" through the Design and Engineering Assistance Request to plan for the installation of an interior staircase, fire escape exit and future elevator serving the Beals 2nd floor. These documents are out again for attorney review and are available for study.

TURA Objectives Met:

Goal One:

Promote private development to increase the City's economic base.

1.c - Assistance for rehabilitating the existing Beals Building to eliminate the current long-standing vacancy and accommodate more profitable and alluring commercial businesses.

1.d. - Return of the buildings approximately 11,000 square foot building with 5,000 square foot basement to available commercial retail/restaurant space is expected to Increase the number of family wage jobs within the district, as the renovated building attracts commercial tenants, owner/operators, and commerce.

1.e. - Help create enhanced economic vitality by promoting and creating commercial and residential activities within the building whereby encouraging uses that bring a measurable amount of new business activity in the Downtown Urban Renewal area.

Goal Five:

Upgrade and repair existing buildings within the renewal area.

5.a. Improve the appearance of existing buildings to enhance the overall aesthetics of the renewal plan.

5.b. Repair and improve existing historical buildings for architectural continuity and a revitalized appearance.

5.c. Improve the safety of older buildings regarding seismic stability, fire safety, building code compliance and accessibility to persons with disabilities by repairing or upgrading existing buildings to current code. Architect Bill Tripp has identified multiple additional funding sources for a new owner if these importance safety, compliance, and ADA standards are addressed, especially in conjunction with the historic nature of the Beals Building.

Goal Six:

Provide for new housing units that collectively reflect a diversity of housing types, occupancy (rental or owner occupied).

The 2nd floor is well suited for conversion to housing or mixed-use office/residential units. The interior has existing rooms that could be converted into six to eight units.


In Priority Order: Funds are urgently needed to re-roof the building to preserve the asset, along with the important Design/Engineering work for the strategic outline for the buildings next steps. Following such, with a new owner, such as Dennis Wine secured, the important exterior painting and new awning can be scheduled, along with the interior sprinkler and elevator installation.

Prospects: Numerous prospective buyers are interested in the property yet the overall projected renovation budget, of which these multiple bids are but a fraction of the overall costs, will be a powerful tool in securing the perfect and positively influential new owner for The Beals Building.

Work Completed to Date by Owners:

Majority of the environmental remediation has been completed. Deteriorated interior walls and ceilings removed.

Thank you for your continued consideration. We appreciate that TURA acknowledges the priority status of the Beals Building renovation in Downtown Tillamook.

Respectfully,
 3/20/24
Valerie Schumann

Tillamook Urban Renewal Agency Private Project Application

Date of Submission 3/20/2024

1) Applicant:

Name: Valerie Schumann

Mailing Address: PO Box 475, Garibaldi, OR 97118

Phone: 503-812-8423 Cell Phone: _____

Email address: vschumann@bhhsnw.com

2) Business or Property Needing Improvement:

Business Name or Description: Beals Building

Property Address: 302 Main Avenue, Tillamook, OR 97141

Owner's Name: Valerie Schumann/Gary Nothstein

Owner's Address: 406 Garibaldi Avenue, Garibaldi, OR 97118

Owner or Business Phone: 503-812-8423

3) Brief Description of Renovation Project, including estimated completion date:

This project is to reinstall a new roof with required seismic reinforcement
as confirmed through the design and engineering research and investigation.

To be followed with the installation the buildings' sprinkler system, exterior paint and awning replacement.

Elevator bids are in process to address ADA and expiration of the 99 year
lease (in 2037), serving the BEALS building yet within the Coliseum
Theatre.

Please complete the Project Budget below:

Expenses	Amount
Permits	TBD
Architect	TBD
Materials	included in bids
Labor	included in bids
Other Project Expense	\$268,215
Other Project Expense	\$100,000 (elevator)
Total Expense	\$368,215

Project Funding Sources	Amount
Amount of TURA Loan Request	
Amount of TURA Grant Request	\$368,215
Owner Contribution	\$125,000 (to date)
Other Source of Funds	New Owner - TBD
Other Source of Funds	Grant Funding Research Ongoing
Total Cost of Project	\$368,215

Where did your estimated costs come from? See attached bids.

Tillamook Urban Renewal Agency
 ~ 210 Laurel Avenue ~ Tillamook, Oregon 97141
 ~ Phone: 503-842-2472 ~ Fax: 503-842-3445



4) If applicant is not the owner of the subject property, does applicant:

Rent or Lease _____ Lease Expires _____

5) To be included with application

- ☒ Evidence of Ownership
- ☐ Property Owner Consent Form
- ☒ Plot Plan
- ☐ Preliminary Design Drawings (rough design showing approximate improvements)
- ☒ Cost Estimates from Licensed Contractors
- ☐ Copy of Lease (if applicable)
- ☐ Grant Approval Agreement and Receipt of Funding
- ☐ City and/or County Permits (upon request)
- ☐ IRS W-9 Form

6) Certification by Applicant

The applicant certifies that all information in this application, and all information furnished in support of this application, is true and complete to the best of the applicant's knowledge and that all required permits have been obtained.

If the applicant is not the owner of the property to be renovated, or if the applicable business is a partnership corporation, etc. rather than an individual, the applicant certifies that he/she has the authority to sign and enter into an agreement to perform the renovation work on the property.

Valene Schuman

Applicant's Signature

3.20.2024

Date

DocuSigned by:
G. N. S.

Applicant's Signature

Mar-20-2024 | 8:31 PM PDT

Date

Return Completed Application to: Tillamook Urban Renewal Agency
 210 Laurel Avenue
 Tillamook, OR 97141

Tillamook County
2023 Real Property Assessment Report
 Account 119115

Map	1S1025AD10700	Tax Status	Assessable
Code - Tax ID	0938 - 119115	Account Status	Active
		Subtype	NORMAL
Legal Descr	Multiple Lots - See legal report for full description		
Mailing	SCHUMANN, VALERIE J & NOTHSTEIN, GARY E PO BOX 475 GARIBALDI OR 97118	Deed Reference #	2022-1078
		Sales Date/Price	04-13-2021 / \$0
		Appraiser	KARI FLEISHER
Property Class	201 MA SA NH		
RMV Class	201 07 ST 500		

Site	Situs Address	City
1	302 MAIN AVE	TILLAMOOK
	306 MAIN AVE	TILLAMOOK
	308 MAIN AVE	TILLAMOOK

Value Summary					
Code Area		RMV	MAV	AV	RMV Exception CPR %
0938	Land	106,080		Land	0
	Impr	816,430		Impr	0
Code Area Total		922,510	355,020	355,020	0
Grand Total		922,510	355,020	355,020	0

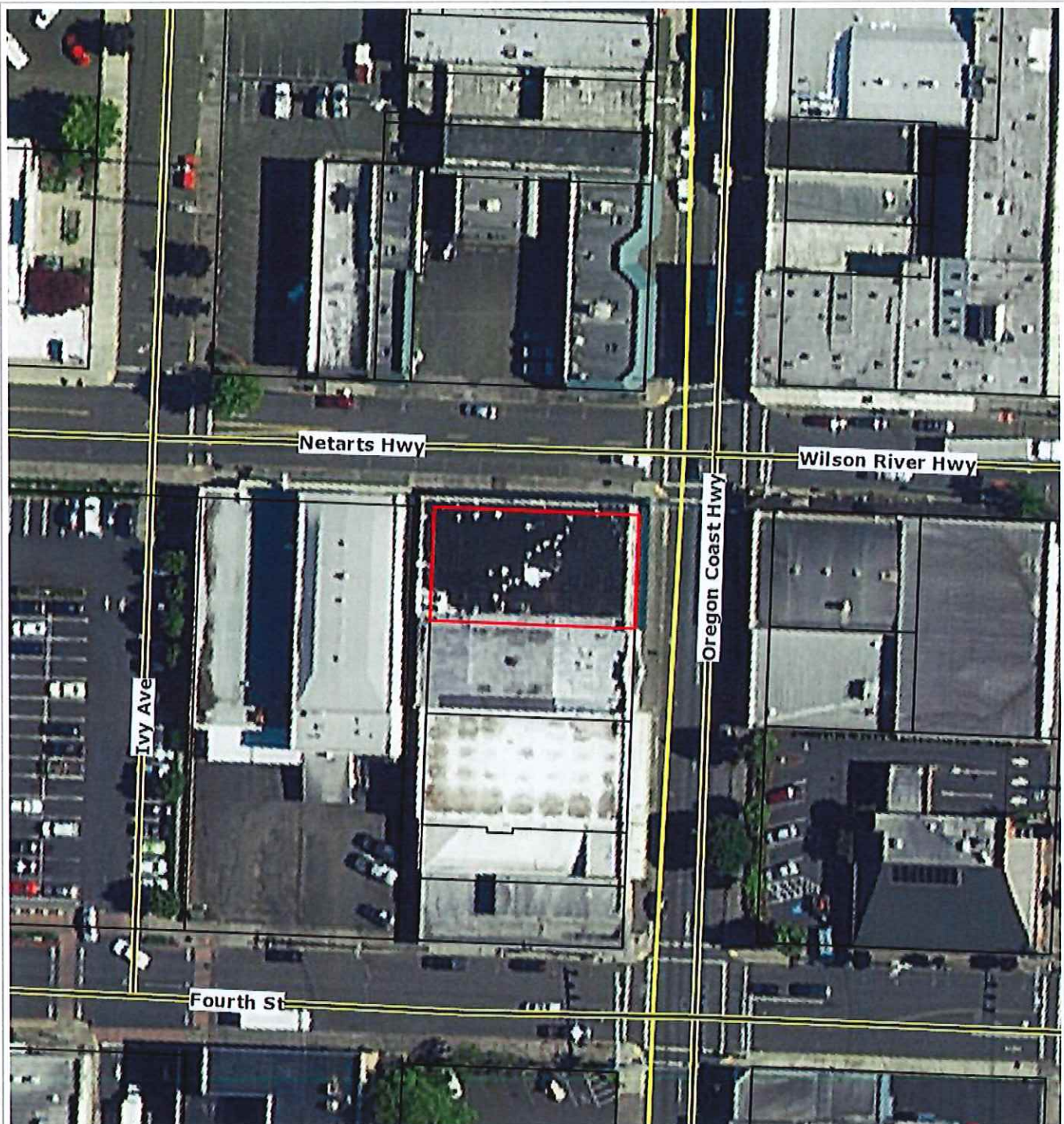
Land Breakdown									
Code Area	ID #	RFPD	Ex	Plan Zone	Value Source	Trend %	Size	Land Class	Trended RMV
0938	1	<input checked="" type="checkbox"/>		TM-C-C	Commercial Site	105	0.13 AC		88,080
					OSD - AVERAGE	100			18,000
Code Area Total							0.13 AC		106,080

Improvement Breakdown									
Code Area	ID #	Year Built	Stat Class	Description	Trend %	Total Sqft	Ex%	MS Acct	Trended RMV
0938	1	1932	442	Retail Store - Commercial	149	10,933			816,430
Code Area Total						10,933			816,430

Exemptions / Special Assessments / Notations				
Code Area 0938				
Special Assessments			Amount	Acres Year Used
■ SOLID WASTE			36.00	3.00 2023

Comments 8/6/14 Reappraised RMV for 2014/15. Adjusted acreage to match GIS. KF

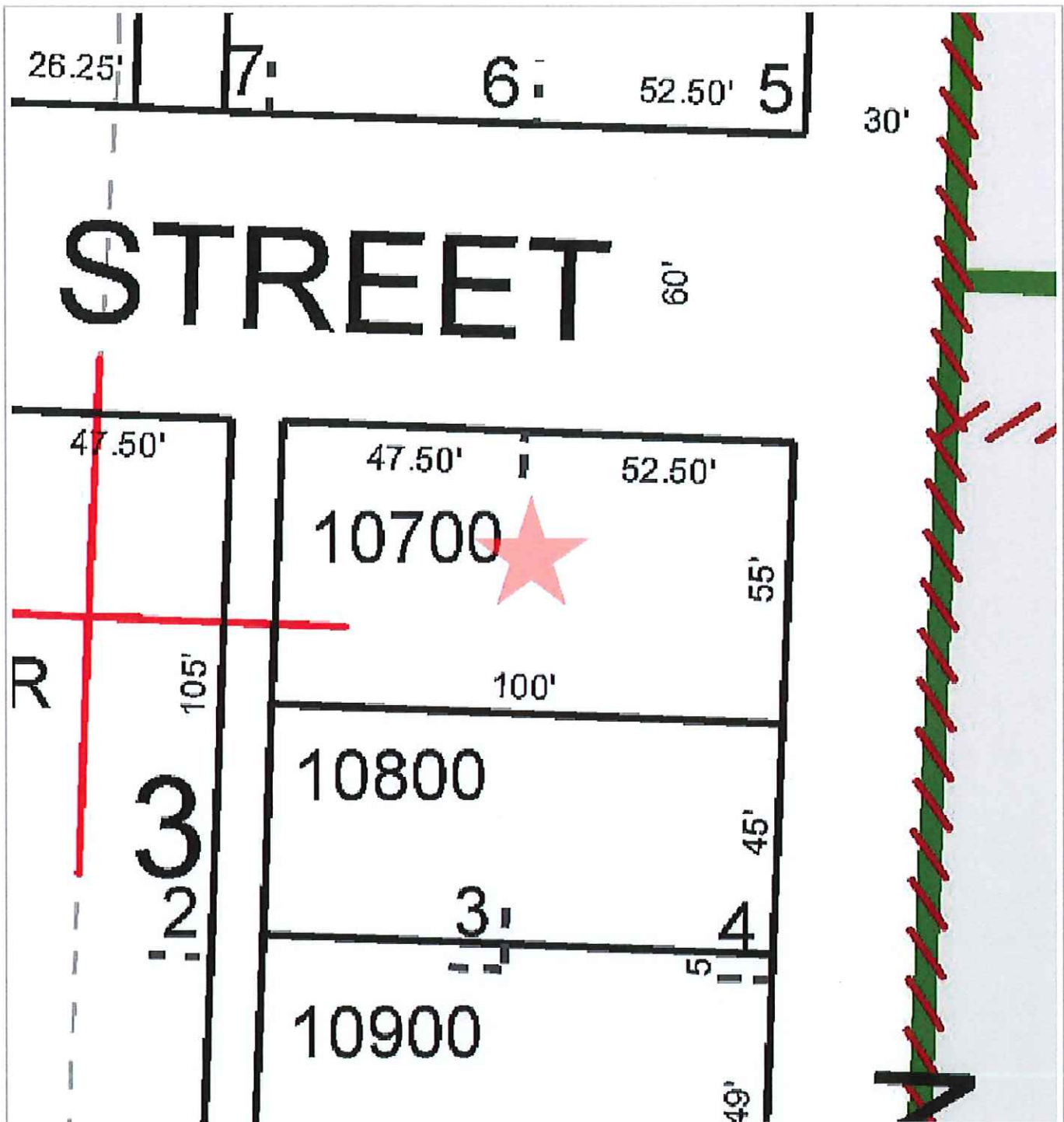
Aerial Map



TICOR TITLE COMPANY

Parcel ID: 119115R

This map/plat is being furnished as an aid in locating the herein described Land in relation to adjoining streets, natural boundaries and other land, and is not a survey of the land depicted. Except to the extent a policy of title insurance is expressly modified by endorsement, if any, the Company does not insure dimensions, distances, location of easements, acreage or other matters shown thereon.



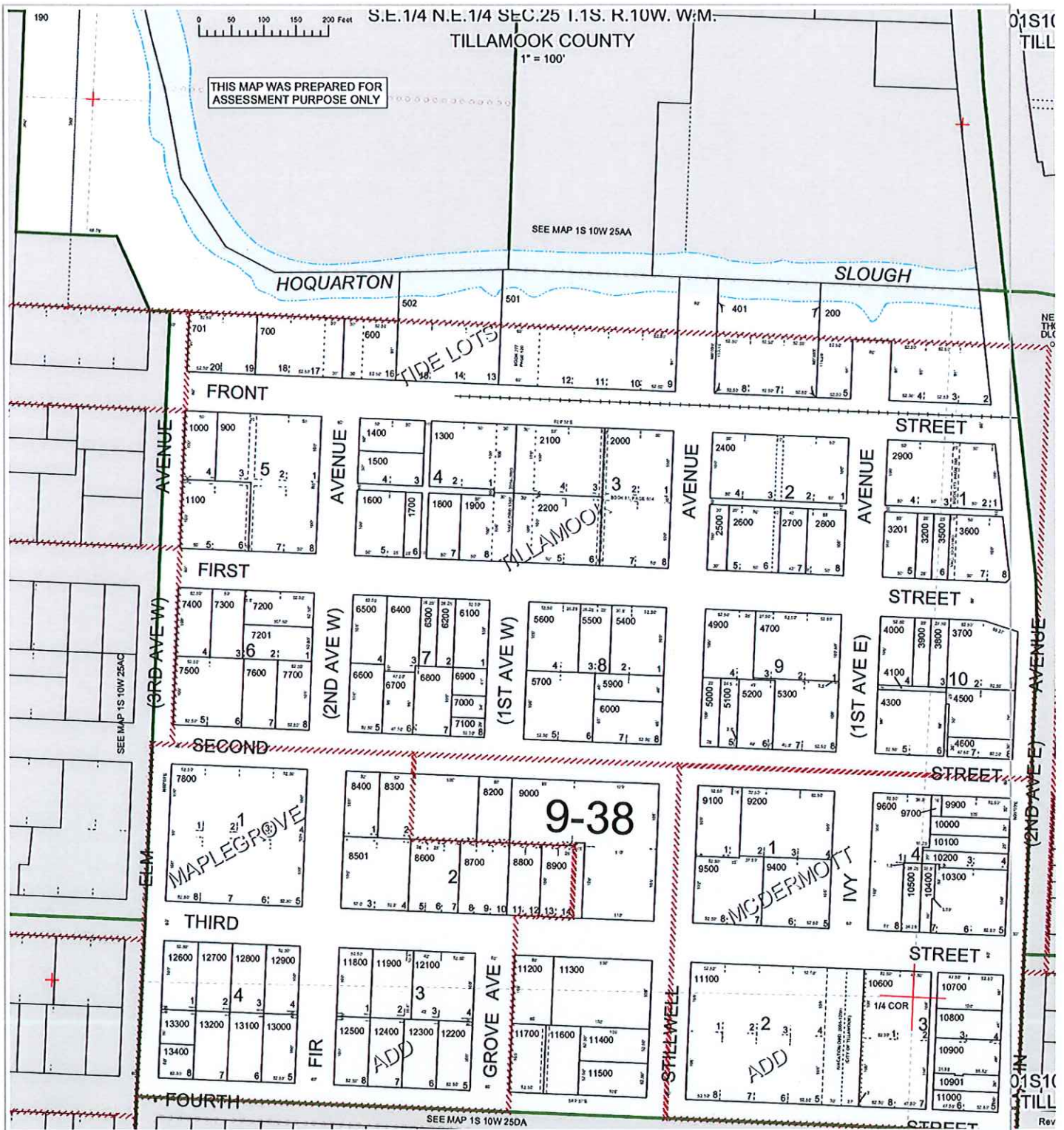
TICOR TITLE COMPANY

Parcel ID: 119115R

Site Address: 302 Main Ave

This map/plat is being furnished as an aid in locating the herein described Land in relation to adjoining streets, natural boundaries and other land, and is not a survey of the land depicted. Except to the extent a policy of title insurance is expressly modified by endorsement, if any, the Company does not insure dimensions, distances, location of easements, acreage or other matters shown thereon.

Full Assessor Map

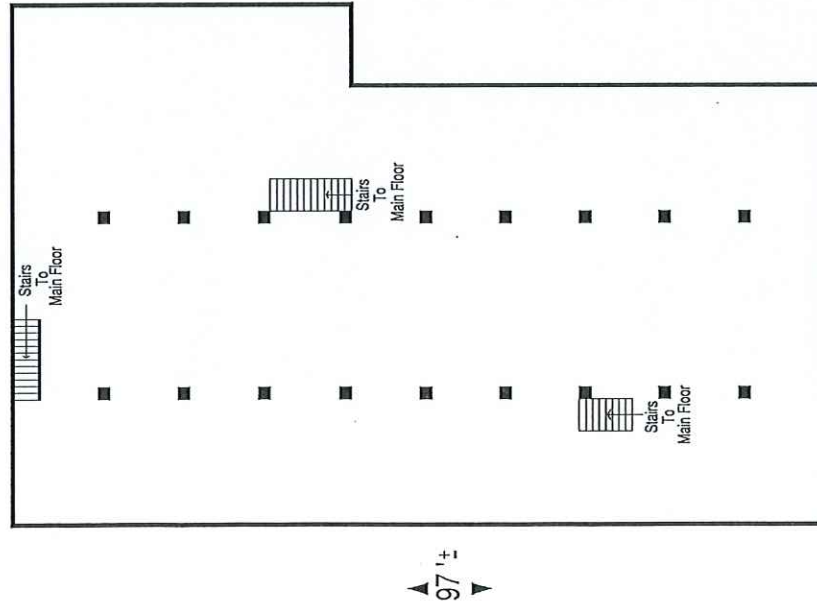
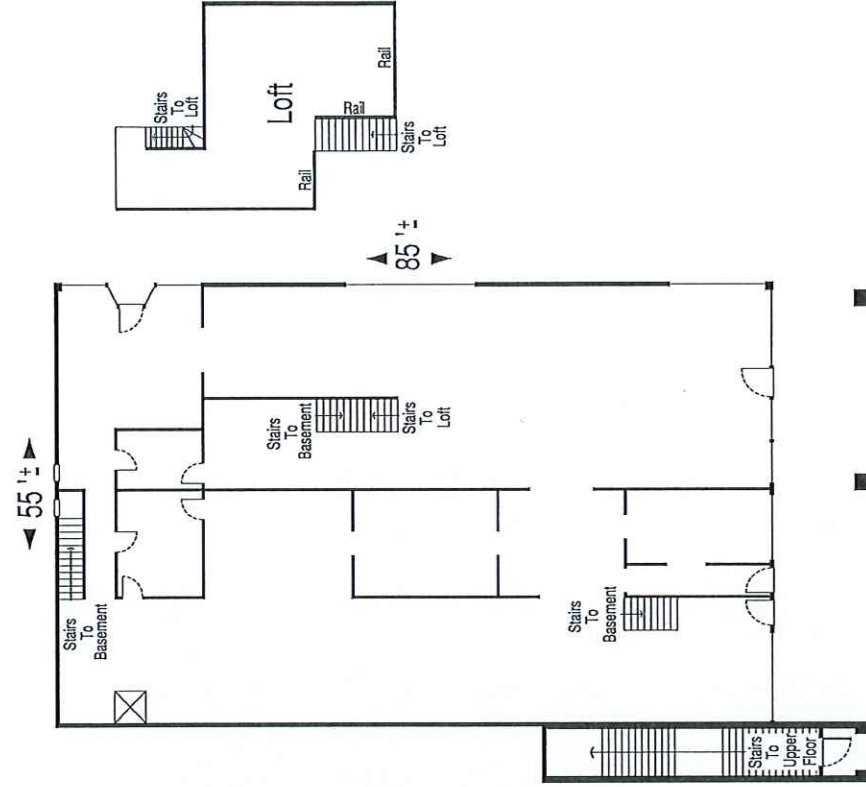
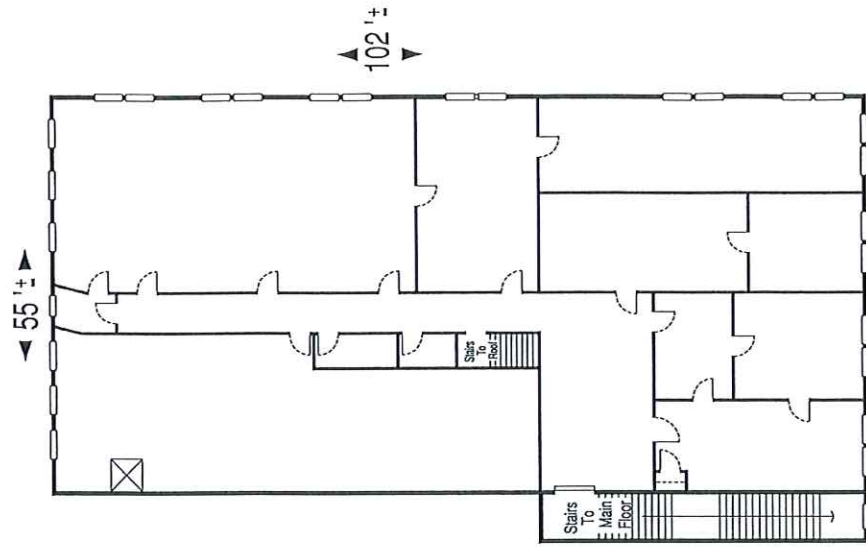


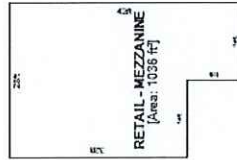
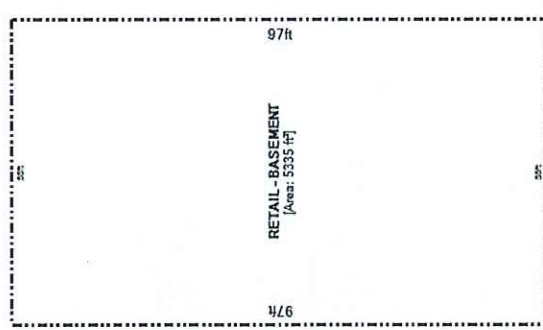
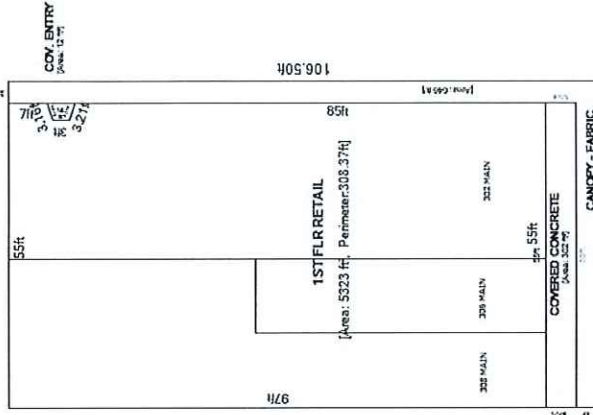
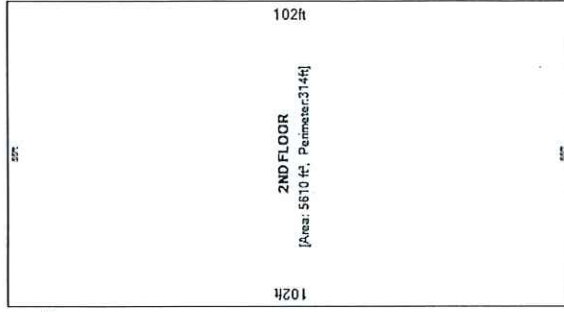
TICOR TITLE COMPANY

Parcel ID: 119115R

Site Address: 302 Main Ave

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MAP ID: 15 10 15AD 10700
ACCT: 119115
SITUS: 302, 306, 308 Main Ave, Tillamook
BY: KF 8-6-14

Beals Building Roof Bids

Washington Roofing Company - \$95,455

Pinnacle Roofing and Repair, LLC - \$135,000



Washington Roofing Company

1700 SW Hwy 18 • McMinnville OR 97128
Phone 503.472.7663 • Fax 503.472.3394
Licensed & Bonded, CCB#55201
wrc@washingtonroofingcompany.com

CONTRACT

Proposal & Acceptance

February 13, 2024

Bid #C02-24-065 Page 1

Dennis Wine
301 Main Ave
Tillamook, OR 97141

503-842-2005
Djwine10@gmail.com

Project: 302 Main Ave. Tillamook, OR 97141

INVESTMENT: Entire Roof (See Attached Schematic)

Commercial Grade 50 Mil Duro-Last Single Ply PVC Membrane Roof System **\$72,464.00**

Colors: Gray, Dark Gray, Terra Cotta, Tan or White

20-year Manufacturer's Non-Prorated Material and Labor Warranty

2-year Washington Roofing Company Workmanship Warranty

Scope of work to include:

- Lift time necessary to perform roof system assembly
- Complete demolition and disposal of existing roof system
- Remove all abandoned protrusions with deck repair
- Inspect roof substrate for damages
- UL Class A rated roof system
- Install 1/4" fire rated protection hard board mechanically attached
- Install 31.5 mil self-adhering Duro-Guard vapor barrier with (perm rating ≤ 0.017)
- Install Duro-Last Single Ply Membrane, mechanically attached per Manufacturer's Specifications
- Install roof system to meet wind uplift conditions for building location and height
- Install new perimeter termination
- Properly flash all rooftop protrusions with custom fabricated curbs, stacks, and pitch pockets per manufactures specification
- Install per manufacturer's specifications: drains, term bar, vents, fasteners, caulking as necessary
- Install wood nailers to receive new roof assembly as needed
- Wrap roof system to exterior perimeter of roofline(s)
- Install 6" 2pc 24-gauge Kynar finish metal coping with gravel stop (standard copings meet ANSI-SPRI ES-1 installation)
- Proper tie into existing drainage system with Duro-Last custom drains and overflows
- Install leaf strainers at drainages as necessary
- Install walk pads at roof access or service side of mechanical equipment at cost of \$65.00 each (others to locate)

Option: 30 x 36 URH-AL Aluminum Roof Hatch **\$ 2,243.00**

Scope of work to include:

- Remove and dispose existing roof hatch
- Install new 30 x 36 roof hatch with flashing kit

Option: Above Deck High Density Rigid RV30 Insulation System **\$20,748.00**

Scope of work to include:

Required by code if interior insulation will not be installed

- 2-layers high density poly-iso rigid insulation offset and staggered
- Includes larger fasteners for entire roof assembly
- Install wood ledger to receive new roof height
- Install larger copings to counter flash new roof height
- Existing rooftop protrusions and sidewall terminations that do not accommodate new roof deck height at additional cost

Initial

General Notes and Approval/Signatures Located on Page 2



Washington Roofing Company

1700 SW Hwy 18 • McMinnville OR 97128
Phone 503.472.7663 • Fax 503.472.3394
Licensed & Bonded, CCB#55201
wrc@washingtonroofingcompany.com

CONTRACT
Proposal & Acceptance
February 13, 2024
Bid #C02-24-065 Page 2

Dennis Wine
301 Main Ave
Tillamook, OR 97141

503-842-2005
Djwine10@gmail.com

Project: 302 Main Ave. Tillamook, OR 97141

Notes:

Maintain an OSHA compliant worksite
Any additional work not listed in proposed price for repairs or plywood replacement at **\$106.00** per man hour plus material costs
Operations to be maintained during course of installation
Sidewalk or pedestrian right of way closures by others or at cost, not included in proposed price
Building permits by others or at cost, not included in proposed price
State of Oregon Corporate Activity Tax not included in proposed price. Tax cost to be invoiced at close of project
DEQ required core sample and asbestos testing for disposal included in proposed price (does not include abatement if needed)
Proper access to jobsite must be provided
Not responsible for interior water intrusion to building interior and insulation during demolition of existing roof system
Existing rooftop protrusions and sidewall terminations that do not accommodate new roof deck finish at additional cost
Protect surrounding property and landscaping throughout duration of project
Provide our own power, sanitation facilities for work crew and necessary equipment to complete project
Provide complete cleanup of jobsite, including running a magnet to remove nails
Not responsible for satellite or antenna alignment or tuning during course of roof system installation
Not responsible for roofing debris falling or dust into building interior due to openings in structural decking during the course of roof demolition. Interior protection for falling debris or dust by others
Not responsible for presence (known or unknown) of lead-based paint and/or lead-based paint hazards, risk assessment or inspection by others, remediation by others
Not responsible for leakage above or behind roof termination at adjacent building(s) with elevated side walls
Not responsible for leakage or any water damage caused by/to EIFS or any type of synthetic stucco siding adjacent to or in contact with the new roof system
Allow a minimum 30 days from receipt of deposit for order to be placed
Estimated job completion rate: 4 days +-

Scope of Work and Pricing Located on Page 1

WE PROPOSE all material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving extra costs will be executed only upon written orders and/or verbal consent. This will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays that are beyond our control. The Owner is to carry fire, tornado and other necessary insurance. WRC workers are fully covered by Worker's Compensation Insurance:

Please list bid choice(s) and corresponding price----- Dollars (\$_____).

Payment to be made as follows: 30% OF BID AMOUNT REQUIRED DOWN AT SIGNING OF CONTRACT, BALANCE DUE UPON COMPLETION OF THE JOB.

Any account not paid in full within 30 days of completion of work and/or billing will be charged a late charge of 1 1/2% per month (18% per annum) from date of completion of work and/or billing until paid.

ACCEPTED the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of acceptance: _____

By: _____

By: _____

Respectfully submitted,
WASHINGTON ROOFING COMPANY

By:

Mike Williams

This contract may be withdrawn by us if not accepted within 15 days. Washington Roofing Company is entitled to recover its reasonable attorney fees and collection costs incurred in enforcing this agreement, even though no lawsuit is filed. If a lawsuit is filed, the court, including any appellate court, shall set the amount of attorney fees.

Upon acceptance of this contract, your signature will acknowledge receipt of your "Information Notice" & "Consumer Notification"



19205 Oatfield Rd
Gladstone, OR 97027
CCB 190292

Date:12/21/23

Roofing Quote

Project Address:
The Beals Building
302 Main Ave
Tillamook, OR

To furnish material and labor – complete in accordance with specifications below for the sum of:
\$110,000.

SCOPE OF WORK:

- 1.) Tear off and dispose of all flat roofing. Inspect roof deck and replace rotten wood for an additional cost of \$75/ man hour plus cost of materials.
- 2.) Install moisture barrier (FR10).
- 3.) Install ¼" dens deck with plates and screws. Install all necessary flashings including pipe flashings and cap metal for perimeter of the parapet wall.
- 4.) Fully adhere (glue) 60mil single ply TPO membrane and heat weld seams.
- 5.) If county code requires R-38 insulation to be installed then 6.3" of poly iso insulation board will be installed. The additional cost will be \$25,000.

This type of roofing should be done when there is no chance of rain for several days and temperatures of 70 deg or more. This type of roof has several steps included and it is impossible to tarp a flat roof affectively. The glue used is most affective when temps are above 70. A fully adhered system is much preferred due to the fact that there is no possibility of have any condensation issues. A mechanically attached system requires several vents on each section to be installed and often times will still have moisture issues.

Pinnacle Roofing & Repair LLC to provide a 5 year workmanship/labor warranty.

Customer Representative Signature of Acceptance:_____

Beals Building Awning

Pike Awning Co. - \$16,680



Date: February 23, 2024

BUDGETARY

FROM THE DESK OF: Joe Spearing | joe@pikeawning.com

7300 SW LANDMARK LANE PORTLAND, OREGON 97224
O: (503)624-5600 | C: (503)758-4084 | www.pikeawning.com

SUBMITTED TO: Valerie Schumann

SITE: 302 Main (Hwy 101) Avenue N
Tillamook OR 97141

Phone: 503-812-8423

Email: vschumann@bhhsnw.com

INCLUDES:

[1] Pipe Frame Awning Recover, complete and installed

- Frame: existing framework
- Size:
 - o 106'6" wide by 4' projection, by 6' height (North Side)
 - o 59' wide by 4' projection, by 6' height (East Side)
- Fabric: Sunbrella 100% acrylic canvas color: to be determined by customer [10 yr. war.]
 - o Seams: Welded
 - o Thread: Tenara by Gortex, lifetime warranty
- Valance: Loose

Cost: \$16,680

Estimated lead time: minimum of 10 weeks from order to install

****Pike will need to survey site before final quotation is produced*

TOTAL \$ _____ **Accepted by:** _____ **Date:** _____ **Price good for 30 days**

Payment Terms: 1/2 down to start the job, balance in full due upon completion. We kindly ask that you pay by check, a 3% fee will be added if paying by credit card



Beals Building Fire Protection

*Wyatt Fire Protection (Option 1) - **\$137,000***

*Wyatt Fire Protection (Option 2) - **\$152,000***



DATE 2/27/2024

Valerie Schumann

Thank you for your business!

DATE 2/27/2024

Valerie Schumann

Thank you for your business!

Beals Building Painting

Great NW Painting and Construction **\$19,080**

A-1 Painting - **\$39,375**

ESTIMATE

Great NW Painting &
Construction CCB #208763
9520 2nd St
Bay City, OR 97107

alberto.greatnwpainting@gmail.com
(503) 812-0268
<http://greatnwpainting.com>



Valerie Schumann

Bill to

Valerie Schumann
1923 3rd st
Tillamook, OR 97141

Estimate details

Estimate no.: 1219
Estimate date: 03/18/2024

#	Product or service	Qty	Rate	Amount
1.	Exterior Painting Painting of exterior of Beals Building	1	\$0.00	\$0.00
2.	Contractor hereby agrees to furnish all material and perform the following services -Apply mildew cleaner. Wash and rinse building. Ensure surfaces are clean before painting -Inspect all surfaces and scrape off any loose/chipping paint. -Apply oil based primer on any raw wood on window frames and trim. -Wire brush/sand any rusting metal . Treat rust with Rust Reformer and apply primer. -Apply Drylok Masonry Crack Sealer on any cracks in masonry -Prep building for paint, Mask windows, awning, cover sidewalks, and protect surrounding surfaces as needed. -Apply 2 coats of Sherwin Williams Loxon XP Elastomeric Waterproofing coating on building (Client to specify a color) -Apply 2 coats of Sherwin Williams Duration on accent trim (Client to specify color) -Clean up and dispose of garbage.	1	\$19,080.00	\$19,080.00
Total				\$19,080.00

Note to customer

Contractor provides a workmanship warranty for a period of 12 months from the date of project completion. Contractor will repair peeling, blistering and chipping paint resulting from defective workmanship. (Excludes consequential or incidental damages caused by accident, abuse or normal wear and tear)

Bill Scholerman
PH. 503-322-0318
Cell: 503-801-3614
Lic.#46097

P.O.Box 271
Garibaldi, OR 97118

A-1 PAINTING

Proposal and Contract

TO Dennis Wine

Exterior Painting bid for Beals building Date Feb - 22, 2024

Dear Sir:

A-1 Painting proposes to furnish all materials and perform all labor necessary to complete the following:

This bid is for exterior powerwashing, prep, and painting the Beals building

There is approx 7,875 sq' of surface to paint -
x 5.00 per sq'
= \$39,375.00

All of the above work to be completed in a substantial and workmanlike manner according to standard practices for the sum of _____ Dollars (\$ 39,375.00)

Payments to be made when the job is completed and approved

_____ as the work progresses to the value of _____ percent (_____ %) of all work completed. The entire amount of contract to be paid within _____ days after completion.

Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing

Respectfully submitted,

By A-1 Painting

Bill Scholerman

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which _____ agree to pay the amount mentioned in said proposal, and according to the terms thereof.

ACCEPTED

Date, _____, 20____

Beals Building Elevator

Nice Excavation - \$85,000 - 115,000

QUOTE


Date: 2-23-24
Invoice #
Expiration Date:

Nice Excavation

Nice Excavation
Gene Nice
PO Box 219,
Garibaldi, OR 97118
(503) 812-3369

TO Dennis Wine
2011 Third Street
Tillamook OR 97141

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Gene	Building on Corner 3 rd & 101 Tillamook Or	Due on completion	
QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Install and Elevator for 3 Floors in Building Cost Will vary from 85,000 to 115,000 Depends on which Model. Does not include All changes to Install		
	<p>*Note: We are not responsible for any damage done to or From project of unknown underground waterlines, electrical Lines and any unknown objects underground.</p>		
		SUBTOTAL	
		SALES TAX	
		TOTAL	

Quotation prepared by: 

This is a quotation on the goods named, subject to the conditions noted below: (Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.)

To accept this quotation, sign here and return: _____

Thank you for your business!

PO Box 219, Garibaldi, OR 97118 (503) 812-3369



Tillamook Urban Renewal Agency ~ 210 Laurel Avenue ~ Tillamook, Oregon 97141
~ Phone: 503-842-2472 ~ Fax: 503-842-3445

Design or Engineering Assistance Application

Date of Submission 3-20-2024

Applicant Information:

Name Valerie Schumann

Address P.O. Box 475 Garibaldi, OR 97118

Address of Subject Property 302 Main Ave. Tillamook, OR 97141

Assessor Tax Lot Number 1S1025AD10700

Contact Person Valerie Schumann Email Address vschumann@bhhsnw.com

Phone Number (503) 812-8423 Fax Number _____

☒ Building Owner

☐ Tenant

Building Owner Information (if different from applicant):

Contact Person _____

Contact Address _____

Email Address _____ Phone Number _____

Fax Number _____

☐ Owner is aware of the application

☐ Owner has endorsed the application

Potential Design and/or Engineering Firm Information:

Company Wm Tripp/Tripp Architecture (360) 510-3797 Grummel Engineering Inc

Address 222 NW 11th Ave. Portland 97209 920 SW 3rd Ave Portland 97201
Suite 200

Contact Name Bill Tripp Phone/Email Alex or Bob Grummel
(503) 228-8212 alex@grummelengineering.com
bill@tripparch.com



Tillamook Urban Renewal Agency ~ 210 Laurel Avenue ~ Tillamook, Oregon 97141
~ Phone: 503-842-2472 ~ Fax: 503-842-3445

Please submit the following information with your application:

☒ Photographs clearly showing existing conditions of the building to be improved.

☒ A written description of the proposed work (attached).

☐ Basic drawings or sketches showing the proposed improvements.

n/a ☐ Written consent from the property owner, if owner is different from applicant.

Requirements:

- Professional design or engineering work shall not begin until this application is approved by the Tillamook Urban Renewal Agency board.
- Design and Engineering services are limited to signs, facades, building exterior improvements, or other TURA Plan approved renovations. A further description of eligible/ineligible projects are described by Program Guidelines.
- Design and Engineering assistance funding shall be issued by the Tillamook Urban Renewal Agency board directly to the applicant after proof of payment and receipt of reproducible design materials.

Project Start Date As Soon as Funds Available

Expected Completion Date 4 weeks from Commencement

Total Estimated Cost of Project \$30,000

Grant Amount Requested \$30,000

to immediately
be followed
by roof/building
work & installation

I agree that the information provided above and within is accurate and correct to the best of my knowledge and that all required permits will be obtained. I also assure that my person and business are in compliance with all laws, ordinances, rules and regulations of the State of Oregon and the Tillamook Urban Renewal Agency.

Signature of Applicant Valene Schumann

DocuSigned by:
Valene Schumann
26E4B798034441C...

Date 3/20/24

Design or Engineering Assistance Application

THE BEALS BUILDING – 302 Main Avenue (Hwy 101)

WRITTEN SUMMARY OF PROPOSED WORK:

The Beals Building is a 100 year-old, historically significant building in downtown Tillamook. It was last used as ground floor retail, vacated approximately seven years ago. The 2nd floor was built as medical/dental office, long vacated, patching the leaky roof for over a decade. The basement has been used for storage. It is currently unoccupied.

The proposed project will greatly enhance the integrity of the TURA District by revitalizing the appearance of the Beals Building, bringing it back to life with vibrant commercial retail / restaurant space and much needed housing on the second floor.

The proposed project has two components. The first is to install a new roof, essential to preserving the building, and should be done as soon as possible. The second is a feasibility study to assess the adaptive re-use of the building for commercial and residential use, with particular emphasis on providing affordable workforce housing.

NEW ROOF

At the time of re-roofing a structural seismic upgrade should be installed. This work consists of a new plywood roof diaphragm with appropriate attachments to the roof framing and attachment of the assembly to the perimeter parapet walls.

Cost estimates for re-roofing:

- | | |
|--------------------------|----------------------|
| 1. Roofing | \$100,000 – Estimate |
| 2. Roof Diaphragm | \$56,000 – \$84,000 |
| 3. Engineering for above | \$10,000 – \$15,000 |

FEASIBILITY STUDY for ADAPTIVE RE-USE

The feasibility study will explore the potential of returning the Beals Building to active use with retail and/or a restaurant on the ground floor and residential units on the second floor. Fire and life safety issues and structural issues, especially seismic bracing will be the major focus as well as giving the building a general facelift.

Some more general structural issues have been identified, including the configuration of the party wall to the neighboring theater building and verifying the capacity of some existing large wood beams and joists.

In addition an energy audit will look at the insulation of the building envelope and recommended improvements to doors and windows.

The study will be performed by William C. Tripp, Architect and Grummel Engineering with input from various sub-contractors and consultants.

Included in the feasibility study are the following:

- concept level floor plans, building sections, and elevations
- building code review
- accessibility review
- seismic evaluation report to ASCE 41 protocol ("Tier 1 Report")
- required gravity load structural upgrades, if any
- requirements for elevator, fire stairs, exit paths
- proposed housing unit types and sizes
- HVAC, Plumbing, and Electrical improvement summary (bidder designed)
- façade changes, if any
- concept plan of ground floor retail and/or restaurant
- concept plan of potential basement uses

Cost estimates for Feasibility Study:

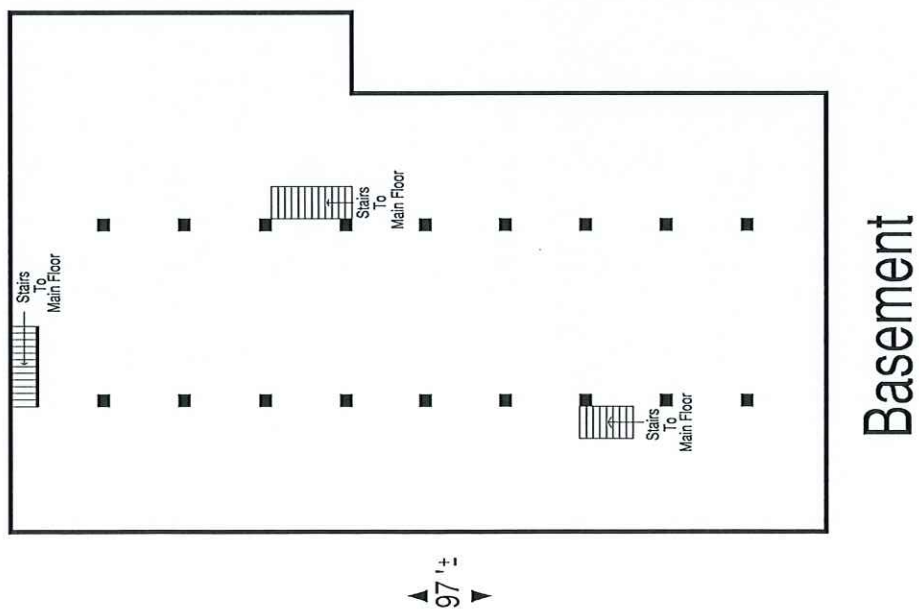
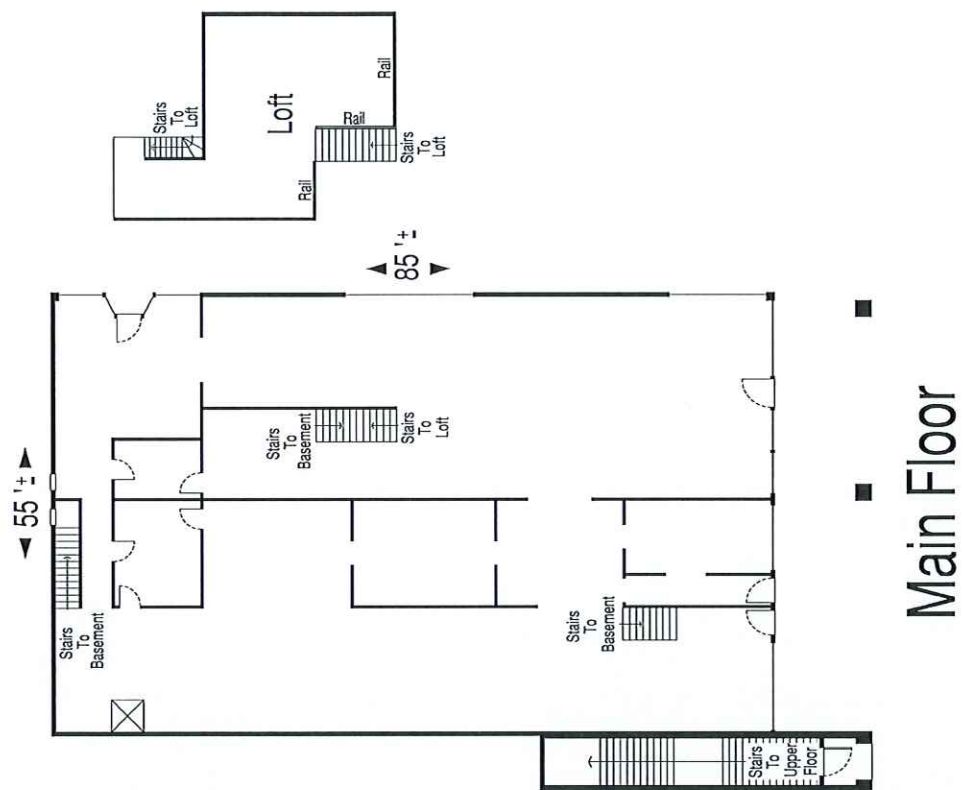
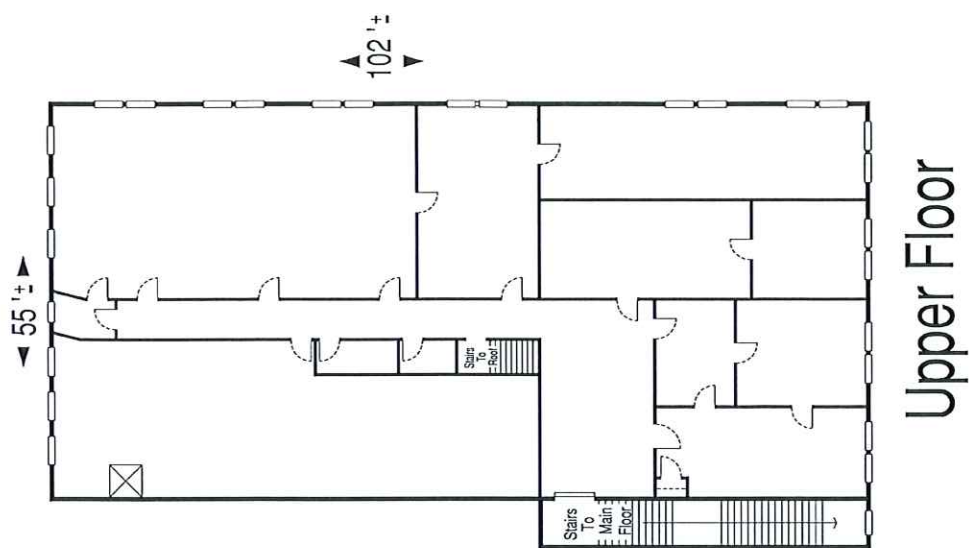
1. Adaptive Re-use Report (William Tripp, Architect)	\$5,000 - \$10,000
2. Seismic Report (Grummel Engineering)	\$3,000 – \$4,000
3. Gravity Loads Report (Grummel Engineering)	\$1,500
4. HVAC, Plumbing, Electrical reports	bidder-furnished
5. Sprinkler Plan	bidder-furnished

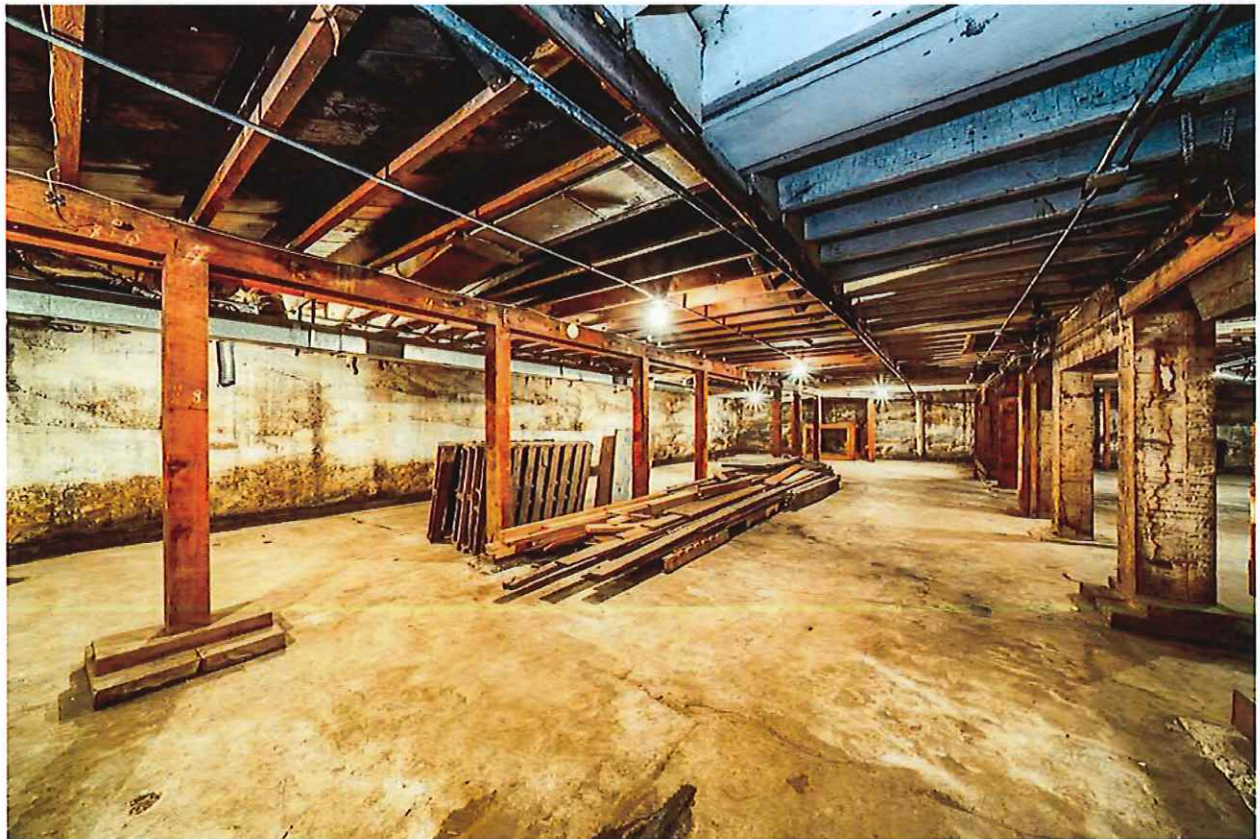
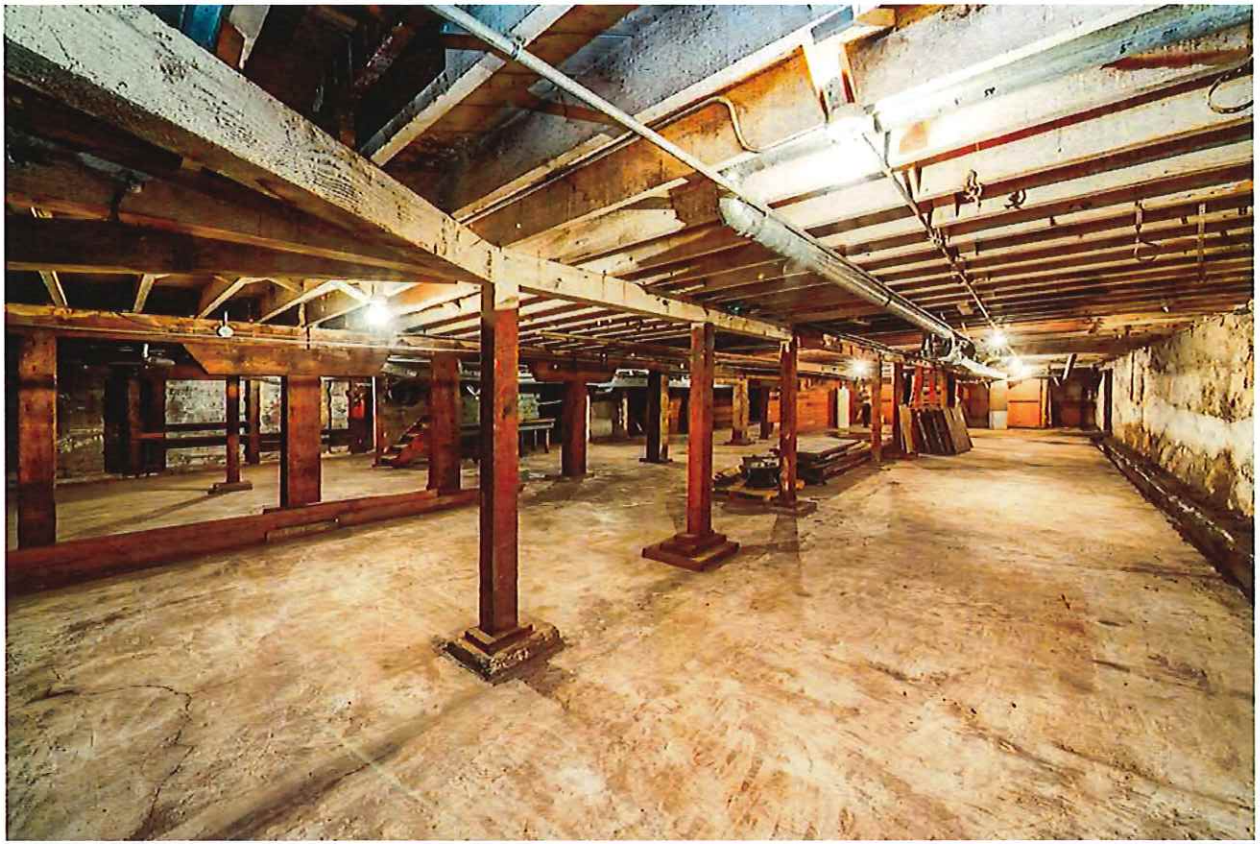
SUMMARY

The Beals Building is a valuable community asset and bringing it back as a vital community property will greatly enhance Downtown Tillamook. Funds to protect the Beals Building from water damage are essential to preserving this asset. Housing, especially workforce housing, is a critical community need, which recent state legislation has confirmed. The feasibility study will be critical in seeking government and non-profit funds to make this project viable.

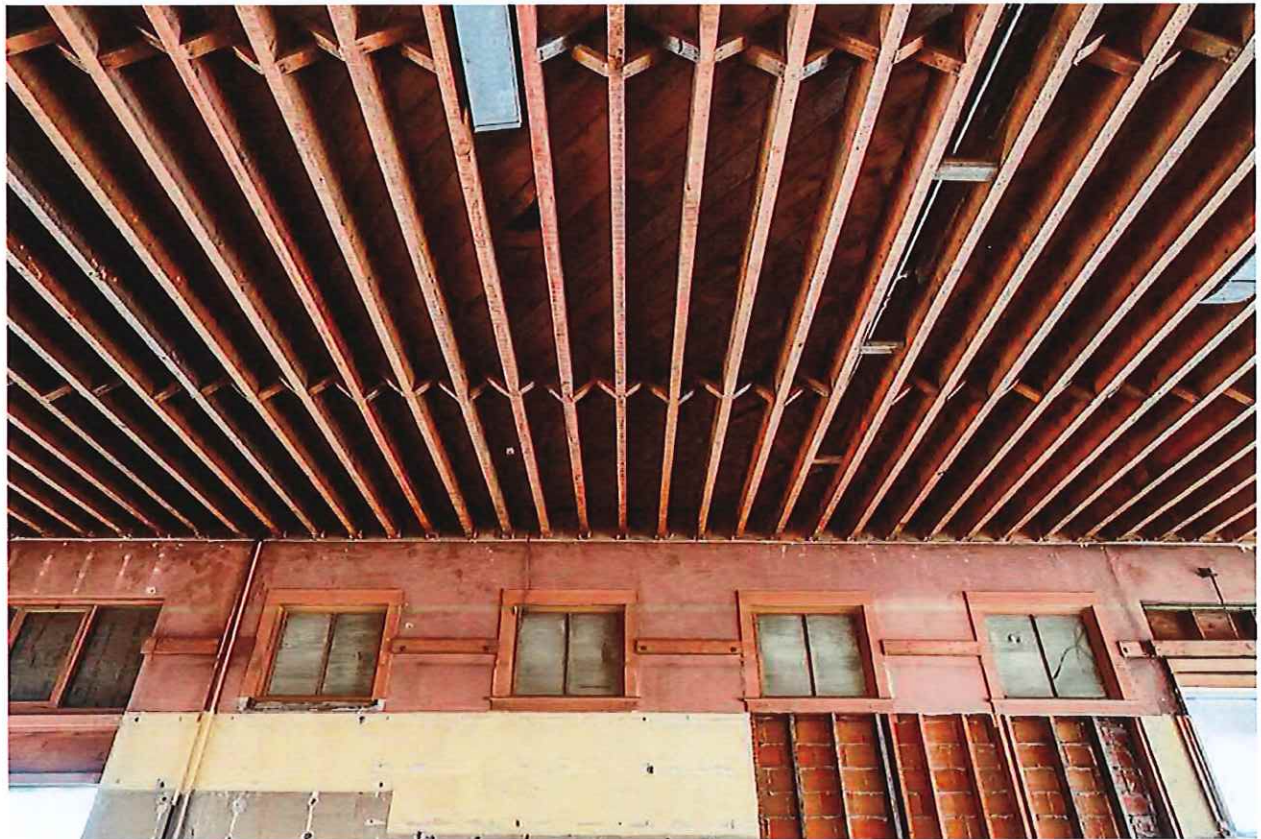
Respectfully Submitted.

Valerie Schumann, Property Owner
William Tripp, Architect
March 2024

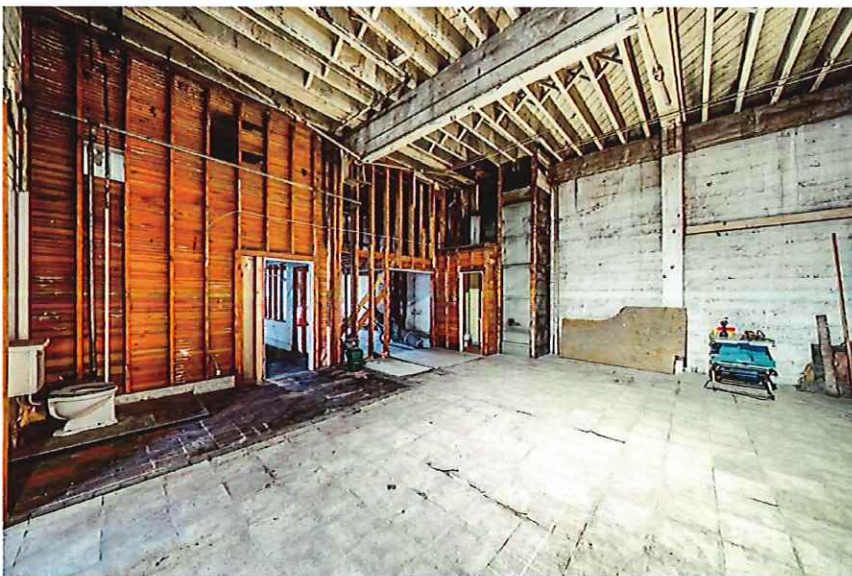




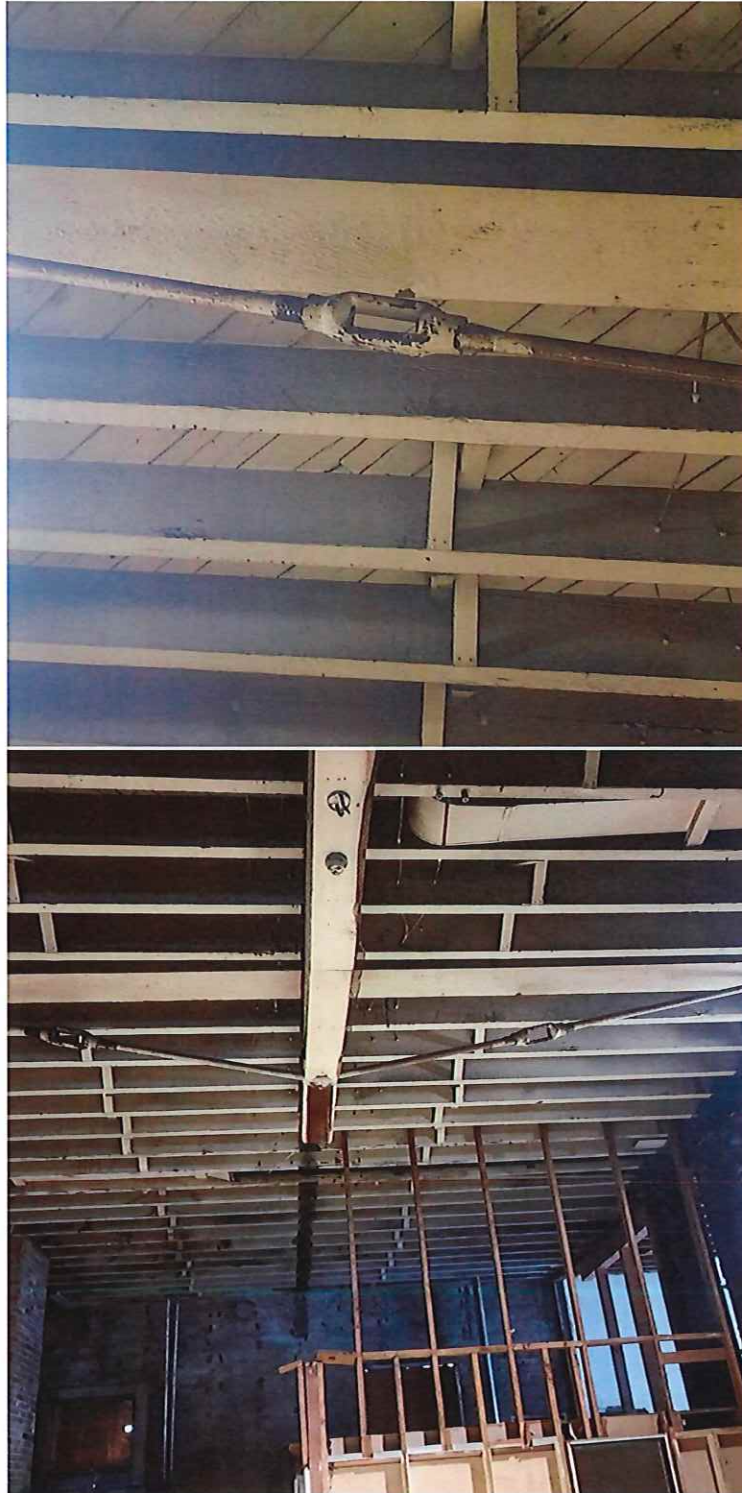
Basement - Facing West (Top Photo)
Facing East (Bottom Photo)
302 Main Ave - "Beals Building"



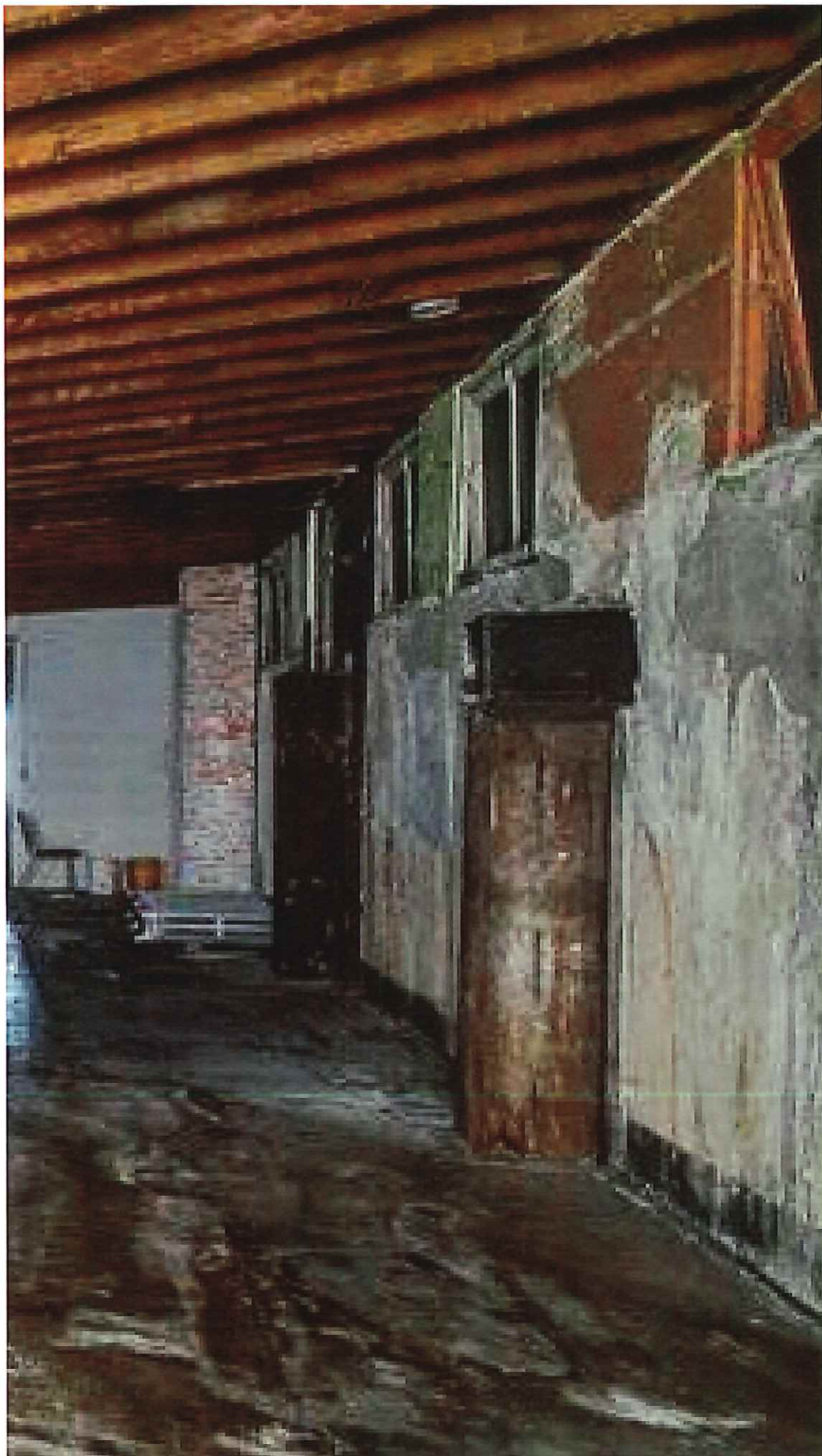
302 Main Ave. / Beals Building
Interior / Ground Floor > 1 of 2



302 Main/Beals Building
Interior/Ground Floor > 2 of 2



Ground Floor Ceiling
Showing "Composite Beam"
Beals Building
302 Main Avenue



2nd Floor- Shared Bracing w/ Coliseum theater
Back Side - 200 Main Ave. (Party Wall)

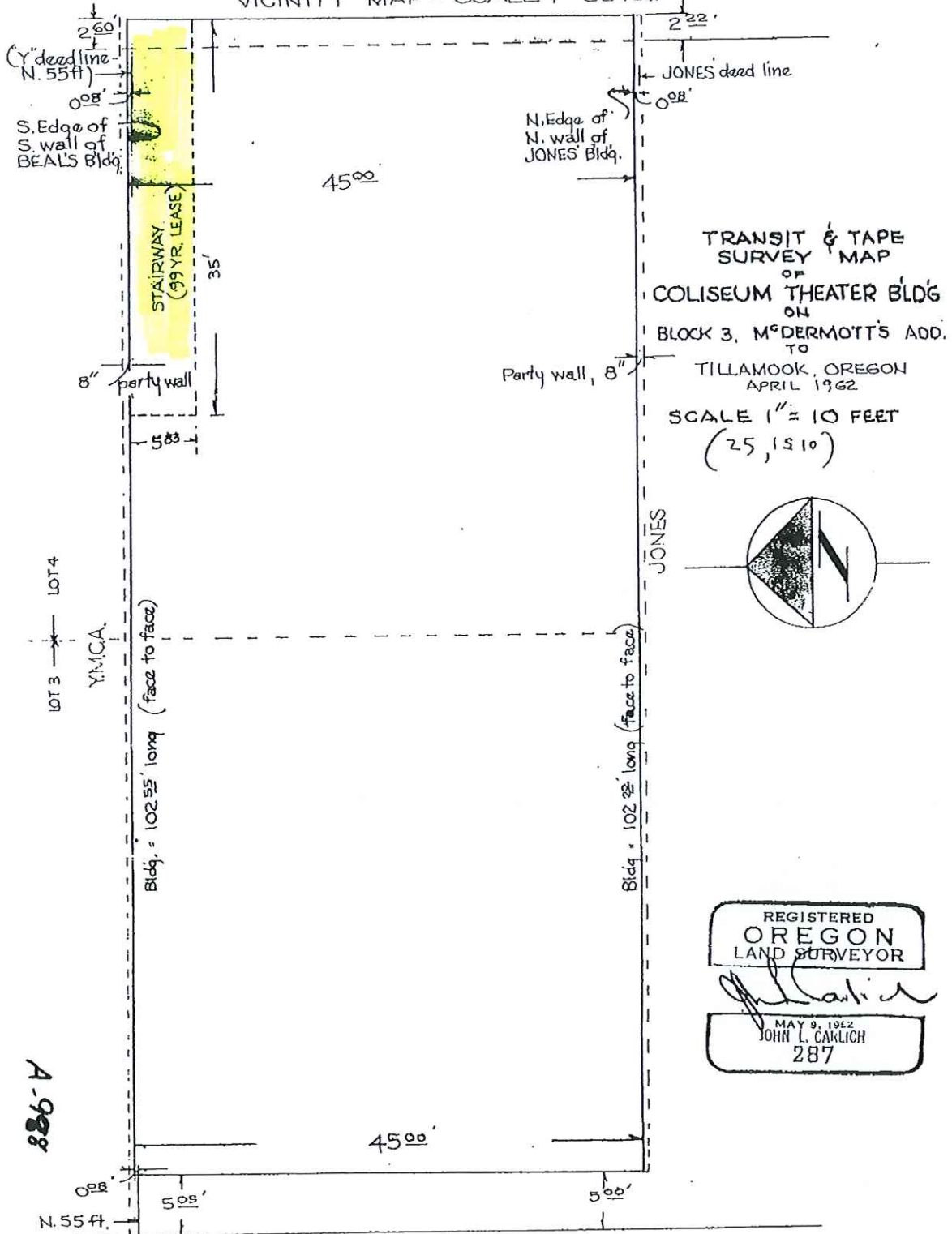
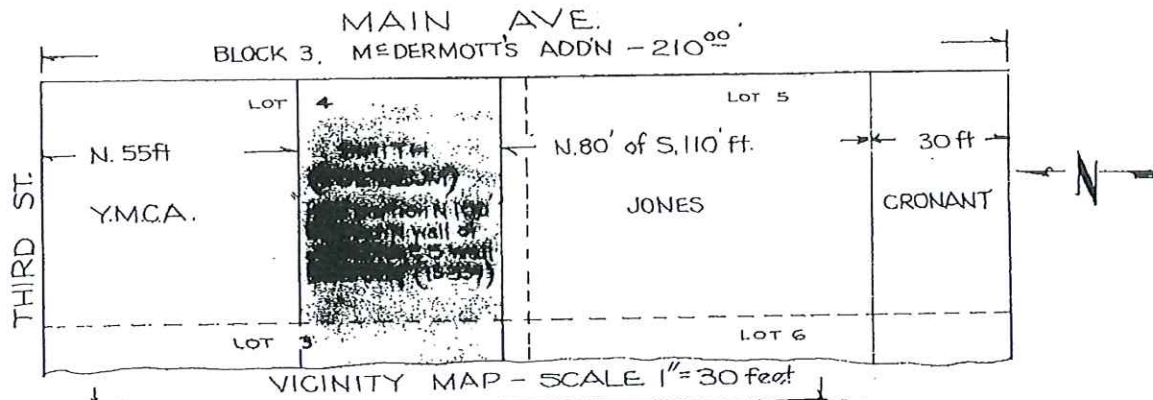
Exterior
Door to
2nd
Floor



Access
Contiguous
to
Beals
Bldg.

Beals
Stairway -
99 year
Lease
Expires
2037



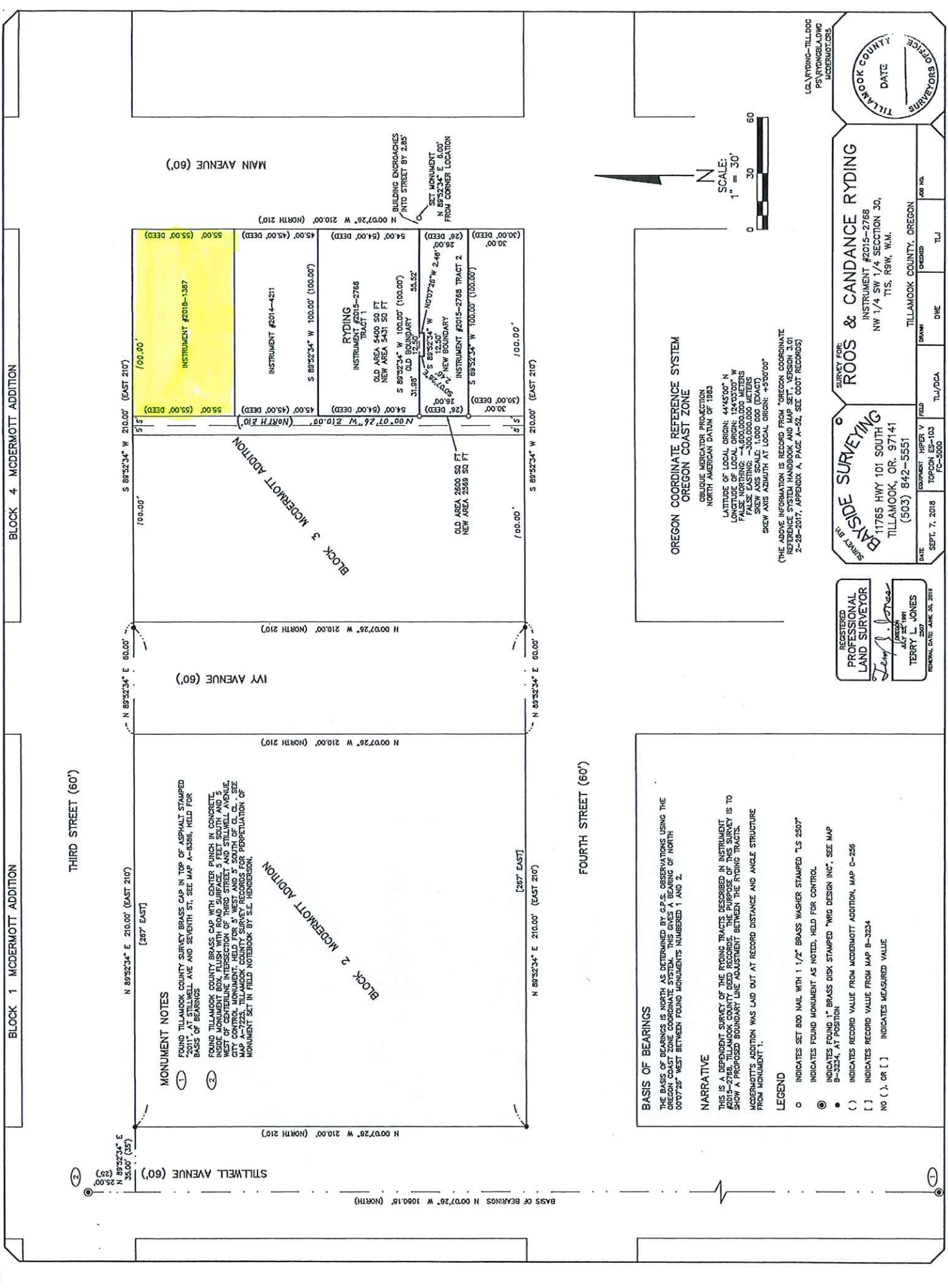


REGISTERED
OREGON
LAND SURVEYOR

MAY 9, 1962
JOHN L. CARLICH
287

A-988

A 988



BASIS OF BEARINGS

THE BASIS OF BEARINGS IS NORTH AS DETERMINED BY C.P.S. OBSERVATIONS USING THE
NAD 83 DATUM. THE BEARING OF THE LINE FROM MONUMENT 1 TO MONUMENT 2
00°07'26" WEST BETWEEN FOUND MONUMENTS NUMBERED 1 AND 2.

NARRATIVE

THIS IS A DEPENDENT SURVEY OF THE RYDING TRACTS DESCRIBED IN INSTRUMENT
#2015-2768, TILLAMOOK COUNTY DEED RECORDS. THE PURPOSE OF THIS SURVEY IS TO
SHOW A PROPOSED BOUNDARY LINE ADJUSTMENT BETWEEN THE RYDING TRACTS.
MCDERMOTT'S ADDITION WAS Laid OUT AT RECORD DISTANCE AND ANGLE STRUCTURE
FROM MONUMENT 1.

LEGEND

- INDICATES SET 800 NAIL WITH 1 1/2" BRASS WASHER STAMPED "LS 2507"
- INDICATES FOUND MONUMENT AS NOTED, HELD FOR CONTROL
- INDICATES FOUND 1" BRASS DISK STAMPED "MRG DESIGN INC", SEE MAP B-3254, AT POSITION
- () INDICATES RECORD VALUE FROM MCDERMOTT ADDITION, MAP C-256
- [] INDICATES RECORD VALUE FROM MAP B-3254
- No () or [] INDICATES MEASURED VALUE

**OREGON COORDINATE REFERENCE SYSTEM
OREGON COAST ZONE**

OBlique MERCATOR PROJECTION
NORTH AMERICAN DATUM OF 1983
LATITUDE OF LOCAL ORIGIN: 44°45'00" N
LONGITUDE OF LOCAL ORIGIN: 123°00'00" W
FALSE EASTING: 300,000.00 METERS
FALSE NORTING: 300,000.00 METERS
SKEW AXIS SCALE: 1:000,000 (EXACT)
SKEW AXIS ADJUST AT LOCAL ORIGIN: +3'00"00"
(THE ABOVE INFORMATION IS RECORD FROM "OREGON COORDINATE
REFERENCE SYSTEM HANDBOOK AND MAP SET, VERSION 3.01
2-28-2017, APPENDIX A, PAGE A-52, SEE 0007 RECORDS)

REGISTERED
PROFESSIONAL
LAND SURVEYOR
Terry L. Jones
JULY 22ND 1961
TERRY L. JONES
RENEWAL DATE: JUNE 30, 2019

SURVEY BY
BRASIDE SURVEYING
11765 HWY 101 SOUTH
TILLAMOOK, OR. 97141
(503) 842-5551

SURVEY FOR
ROOS & CANDANCE RYDING
INSTRUMENT #2015-2768
NW 1/4 SW 1/4 SECTION 30,
T1S, R9W, W1M.

DATE	SEPT. 7, 2018	EQUIPMENT	HIPER V	FIELD	TLJ/DCA	DWE	TLJ	JOB NO.
		TOPCON ES-103		PC-3000				

TILLAMOOK COUNTY, OREGON

TILLAMOOK COUNTY
DATE
OFFICE

LGL\RYDING-TILL.DOC
PS\RYDINGBUILDING
MCDERMOTT.CRS

Tillamook Urban Renewal Agency

210 Laurel Avenue

Tillamook, Oregon 97141

Phone 503-842-2472 Direct 503-374-1814 Fax 503-842-3445



Prospective Purchaser of the Beals Building,

Re: Invitation to apply for financial support for rehabilitation of the historic Beals Building

As part of your considerations related to the potential purchase of the historic Beals Building located in downtown Tillamook, please be informed of the support opportunities offered by the Tillamook Urban Renewal Agency (TURA). Our agency is committed to enhancing our town center for the benefit of all who live here and those who visit. We invite you to apply for financial assistance from us upon your purchase of the Beals Building. Please note: This letter is not a promissory of funds. It is an invitation to apply for funds.

We have identified the Beals Building as a key community asset qualified for TURA financial support. The Beals Building is listed in our Urban Renewal Plan as a *Potential Opportunity Site for Development and/or Redevelopment*. The building is currently within the top ten on the private project priorities list. The Urban Renewal Agency provides funding through loans, grants, or both. Funds for private projects are awarded for improving the exterior and interior conditions of buildings or properties within the Tillamook Urban Renewal Area.

We look forward to working with you to lower some thresholds for your long-term investment and to ease your entry into our community. We welcome your interest and possible investment in our town center and want to emphasize our interest in helping you realize the optimum value in rehabilitating the heart of our downtown.

Sincerely,

TURA Board of Directors

TURA Regular Meeting
Meeting Date: 04/10/2024

Information

Subject:
COMMITTEE REPORTS

Background:

Recommendation:

Motion:

Attachments

P&J Minutes

Minutes for the 27 March 2024 P&J Committee Meeting

Tillamook Urban Renewal Agency | City Hall and Microsoft Teams Internet Conferencing, Dial-in Available.

1. **Introduction.** Meeting is called to order and roll is taken by Logan Laity (LL) following a delayed start due to technical difficulties. (1813)
2. **Tillamook Chamber.** Justin Aufdermauer (JA) presented a private pre-application to replace the roof on the building owned by the Tillamook Chamber of Commerce Building at 208 Main Ave as supported by a TURA grant of \$28,999. The property is within the Urban Renewal Zone and meets at least one TURA Goal.
3. **Beals Building.** Valarie Schumann (VS) presented a private application to principally fund roofing and an elevator as supported by a TURA grant of \$368,215. The property is within the Urban Renewal Zone and meets at least one TURA Goal.

"We don't provide funds for a building to be sold." - Todd Bouchard (TB)

4. **Adjourn.** (1848)

Roll Call

- ☒ Annesa Ayers
- ☒ Todd Bouchard
- ☒ Ruth LaFrance, Excused
- ☒ Logan Laity

Staff

- ☒ Tammy

Prepared by Logan Laity.

TURA Regular Meeting
Meeting Date: 04/10/2024

Information

Subject:

CONSENT AGENDA - BILLS, PAYMENTS, FINANCIAL REPORTS

Background:

Recommendation:

Motion:

Attachments

Commitment List

Tillamook Urban Renewal Agency
Project Commitments and Funds
3/25/2024

OUTSTANDING COMMITMENTS	PAYOUT YEAR	PRIVATE AMOUNT REMAINING	PUBLIC AMOUNT REMAINING	PROJECT DEADLINE	STATUS
Jones Knudson Apts - 312 Main Ave	22-23	\$6,000.00		Nov-23	In Progress
Fantasea Hospitality LLC - 110 Stillwell Renov.	22-23	\$72,546.54		Apr-24	Reimb, Req.
Steelhead Highway - 411 Pacific Ave	23-24	\$12,892.23		Sep-24	In Progress
City of Tillamook - Hadley Drainage	20-21		\$30,029.27	Jul-24	In Progress
HomeLife Furniture	24-25	\$110,000.00		Feb-25	In Progress
Tillamook Vision Center	24-25	\$130,000.00		Apr-25	In Progress
TOTAL		\$331,438.77	\$30,029.27		

PROJECT FUNDS AVAILABLE	AMOUNT
Approx Total of all General Fund Accounts (11/6/2023)	\$1,030,831.49
Agency Operating Reserve - quarterly	\$16,700.00
Minus the above commitments - Public Projects	\$30,029.27
Minus the above commitments - Private Projects	\$331,438.77
Remaining Balance Available for Projects	\$652,663.45
Debt Service Reserve (2023-2024) - Separate Account	\$546,634.00

total with payments processed for 3.13.24 mtg

PRIVATE LOAN BALLOON PAYMENTS DUE	DATE	AMOUNT
TOTAL		\$0.00

PRE-APP & APPLICATION REQUESTS	TYPE	APPROX. REQUEST	STATUS	STATUS DATE
9th St Sidewalks	private	\$13,000.00	Pre-App Accepted	5/16/2023
Wastewater Plant Screw Press	public	\$325,000.00	Pending App	5/18/2023
Tillamook Fire District	public	\$206,040.00	Pending App	2/12/2024
Total Potential Expenditures		\$338,000.00		

TURA Regular Meeting
Meeting Date: 04/10/2024

Information

Subject:

Rate increase for TURA legal counsel

Background:

Recommendation:

Motion:

Attachments

Rate increase letter

March 29, 2024

SENT VIA EMAIL to: theitsman@tillamookor.gov

Tammy Heitsman
TURA Administrator
Tillamook Urban Renewal Agency

Re: Rate Increase

Dear Tammy:

It has been a pleasure to serve as legal counsel to the Tillamook Urban Renewal Agency (“TURA”). All of us at Beery, Elsner & Hammond, LLP (“BEH”) hope TURA continues to find our services valuable and responsive to your needs.

As you are likely aware, BEH was founded with the goal of creating a law office for all local governments, regardless of size, that would be similar in nature to the in-house legal departments of larger jurisdictions. To do this, we have compiled a team of attorneys, each of whom has a general background in municipal law as well as an expertise in another area of law often needed by local governments. This team approach ensures that our clients not only receive top-notch legal services tailored to their needs, but that they receive such services in an affordable manner.

We at BEH feel strongly about this mission, and we appreciate your participation in our “great experiment.” Our dedication to local governments and all the good that they do for our communities makes our work fulfilling and worthwhile. At the same time, however, we recognize that inflation rates have continued to be exceptionally high since we last examined our rates in 2022, and the labor market still presents many challenges for employers. Statewide, the recruitment and retention of municipal attorneys has become particularly difficult in recent years. Because of these factors, and after much deliberation, we have determined that it is necessary to adjust our rates in order to keep pace with increasing operating costs, including recruitment and retention of attorneys and staff. However, we also recognize that we must remain affordable for those clients that rely on our firm to provide ongoing services such as serving as their city attorney, agency general counsel, land use counsel or labor counsel. For these types of clients, we have established discounted hourly rates, effective July 1, 2024, that will be as follows:

Partner and Of Counsel	\$305.00
Senior Associate	\$285.00
Associate	\$265.00
Paralegal	\$185.00
Legal Assistant	\$160.00
Law Clerk	\$100.00

In deciding on these changes, we considered the regional inflation rate over the past two years as well as hourly rates within the overall legal market and among other government practitioners. Recognizing that inflation affects government entities differently than private sector companies, it was important to us that any increase still remains below the annual average increases for the applicable consumer price index (CPI-U). In addition, based on our review of the market, we found that these rates are still significantly lower than industry standard for attorneys with our level of experience, and competitive with or lower than other government practitioners.

You will also notice a few changes besides simply adjusting rates. First, we have added a new rate category for law clerks. We are excited to let you know that we are starting a law clerk program this summer for current law students, with the goal of helping to shape future attorneys while nurturing law students' interests in municipal law. This program is one part of the firm's efforts to help address the current challenges in the municipal attorney labor market. Even though the law clerk rate is already low, we commit to monitoring billing so that you are only billed for law clerk work product that meets our high standards and provides meaningful benefit to our clients. Because this is a new rate category for BEH that was not part of our existing rate schedule, and our law clerk program is commencing in May, this specific change will be effective May 1, 2024 for all clients.

Second, our market research revealed that, while our 2022 associate rate was competitive, our rates for more senior attorneys were exceptionally low. In recognition of the years of experience, foundational municipal law knowledge, and resulting efficiencies and reduced time it takes senior attorneys to complete legal work, we have raised these rates while holding the associate rate at the same 2022 level. We believe having a wider differential among our rates is consistent with the regional legal market, and that all of our rates nevertheless remain competitive with or below those of other government practitioners.

We are grateful for your understanding and trust that these changes will help us continue providing you with superior service. If you have any questions or concerns, please feel free to call to me to discuss.

Sincerely,



Chad A. Jacobs

CAJ/yh