


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

MEETING DATE	AGENDA ITEM NUMBER
January 17, 2012	

TO: Chair Gene Melton and Board Members

FROM: Joyce Jansen, Economic Revitalization Administrator 

Through: Rodger Craddock, City Manager *REC*

ISSUE **Consideration of Approval of a Façade Grant for Highway 101 Harley Davidson**

BACKGROUND

Alan Pettit, owner of Highway 101 Harley Davidson located at 536 South 2<sup>nd</sup> Street, has submitted a façade grant application for the purpose of replacing the windows and doors on the north side of his building. The proposal has been reviewed by the Design Review Committee and the committee recommends approval of the grant. The committee suggested replacing the windows on the east side of the building when possible. Mr. Pettit is also considering upgrading the awnings at a future time. In preparation for the grant, an energy audit was performed on the building, although the current energy assistance program does not include window replacement, the owner is in the process of replacing lighting fixtures. As his budget allows, the owner will make additional improvements to the building.

Three bids were received for the project and the low bid was \$12,650. The façade improvement program is a 50/50 matching grant with a maximum of \$25,000 grant. The award of funding is based on the low bid and the amount of this grant would be \$6,325.

ADVANTAGES

The façade grant will enable the property owner to improve the appearance of the north side of his building and will also significantly improve the energy efficiency of the building.

DISADVANTAGES

None identified.

BUDGET IMPLICATIONS

Funding for the proposed improvements would be from the Downtown Urban Renewal budget / Façade Improvement Program in the amount of \$6,325.

ACTION REQUESTED

Staff is requesting the Agency approve a façade grant for Highway 101 Harley Davidson in the amount of \$6,325.

Attachment: Grant application



COOS BAY URBAN RENEWAL AGENCY  
FAÇADE IMPROVEMENT PROGRAM  
APPLICATION

Name of applicant Alan Pettit

Name of business Highway 101 Harley-Davidson (DBA)  
Legal - LKP Investments, LLC

Address of business storefront or building to be rehabilitated 536 S. 2nd St.  
Coos Bay

Phone number 541-266-7051 Fax number 541-266-0310

E-mail address al@hdcoosbay.com

Type of business motorcycle sales, service and merchandise

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

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

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

Property owner or Property Manager's name (if different from applicant) \_\_\_\_\_

Property owner or Property Manager's address/phone number \_\_\_\_\_

PROPOSED FAÇADE IMPROVEMENTS

Please describe the proposed improvement(s) to the property. Include three copies and one original color photograph that show existing conditions of each façade proposed for renovation. Describe completely proposed improvement(s): \_\_\_\_\_

The front windows of the store are very old  
single pane, aluminum frame. As shown in one  
of the pictures the framing is deteriorating  
and mold has penetrated the seams. Many  
of the seals are dried and cracked. We propose  
to replace the windows with double pane safety  
glass with black framing. Exterior paint where  
we repair windows.  
Also need to replace glass doors.

Estimated cost of project \$ 10-15K

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

Proposed start date August 1 2011 Estimated completion date No later than Dec 31, 2012  
*revised: Jan. 2012* *revised: Feb 29, 2012*

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

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

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#### **REQUIRED SUBMITTALS**

The following items must be with the application form:

- Three (3) detailed, itemized competitive bids from licensed contractors for the proposed work
- Evidence of property ownership and, for tenant business applicants, include written permission from the property owner
- Evidence that all city taxes, licenses and fees are current
- Proof in the form of documentation (a letter) from applicant's bank or lending institution demonstrating financial ability to complete the project
- One (1) copy of a Location map and a site plan drawn to scale indicating property lines, existing and adjacent structures and existing landscaping
- 12 copies of building elevation(s) drawn to scale indicating all existing as well as proposed design and structural changes and building materials and colors. The elevation drawing(s) should also include the size and location on the building of any modifications, e.g. awning changes
- 12 samples of materials and color samples
- Construction timeline

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

THE APPLICANT UNDERSTANDS THAT THE PROPOSED EXTERIOR STOREFRONT IMPROVEMENTS MUST BE EVALUATED AND APPROVED BY THE COOS BAY URBAN RENEWAL AGENCY AS WELL AS OTHER LOCAL AGENCIES. CERTAIN CHANGES OR MODIFICATIONS MAY BE REQUIRED BY THESE AGENCIES OR BY THE COOS BAY URBAN RENEWAL AGENCY PRIOR TO FINAL APPROVAL FOR FUNDING.

IMPROVEMENTS WILL BE EVALUATED ON THE CRITERIA LISTED IN THE GUIDELINE SECTION OF THE FAÇADE IMPROVEMENT PROGRAM DESCRIPTION.

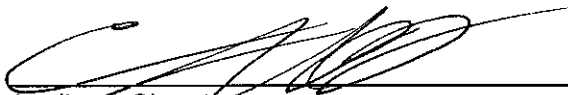
GRANT FUNDS ARE CONSIDERED TAXABLE INCOME BY THE INTERNAL REVENUE SERVICE. A W-9 FORM MUST BE SUBMITTED TO THE CITY OF COOS BAY IF GRANT FUNDS ARE AWARDED TO THE APPLICANT.

**CERTIFICATION BY APPLICANT**

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

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

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

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

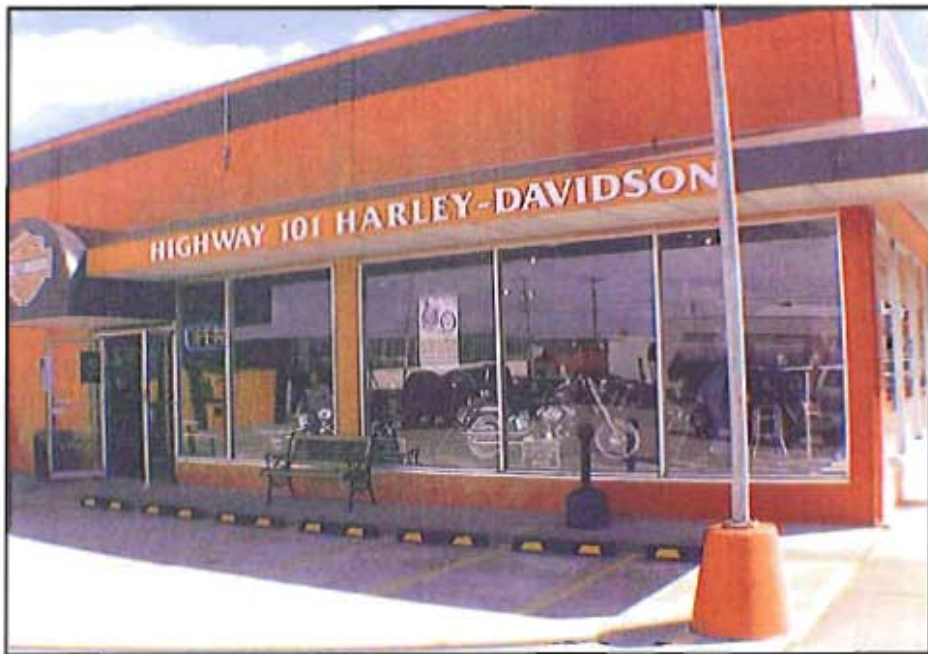
8/8/11  
\_\_\_\_\_  
Date

Return Application to:

**COOS BAY URBAN RENEWAL AGENCY  
Economic Revitalization Administrator  
500 Central Avenue  
Coos Bay, OR 97420  
(541) 269-8924**



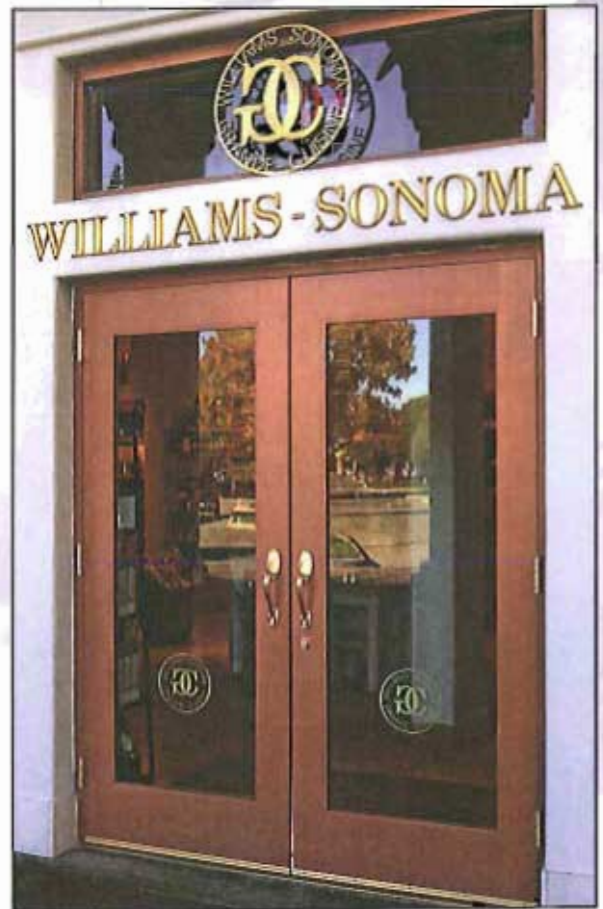
Hwy 101 Harley-Davidson  
536 South 2<sup>nd</sup> Street, Coos Bay







# ENTRANCE HARDWARE



*Example of the style  
of door to be installed*



**BEEBE ENTERPRISES INC**

1078 Hobbs Court  
 Bend, OR 97701  
 541-404-4040 Billing Dept  
 beebe@bendbroadband.com      beebe@bendbroadband.com  
 Fax #      541-318-5041

# Estimate

Date	Estimate #
10/12/2011	5034

Name / Address
Harley Davidson 101 536 2nd St Coos Bay, OR 97420

Project

Description	Qty	Rate	Total
Install 72"x82" dual black framed aluminum doors.		7,435.00	7,435.00
Install 2 8'x10' windows for north side of building. Bid includes the removal of existing glass and metal.		5,215.00	5,215.00
<i>Confirmed that bid includes the transom window above the door.</i>			

It's been a pleasure working with you!	<b>Total</b>	\$12,650.00
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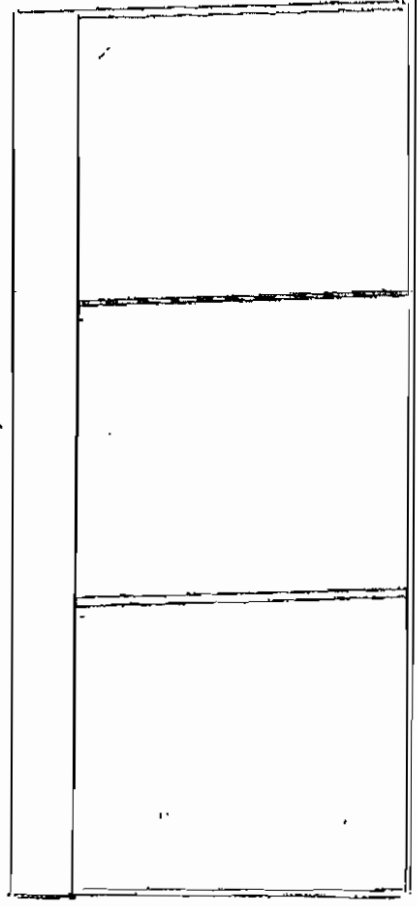
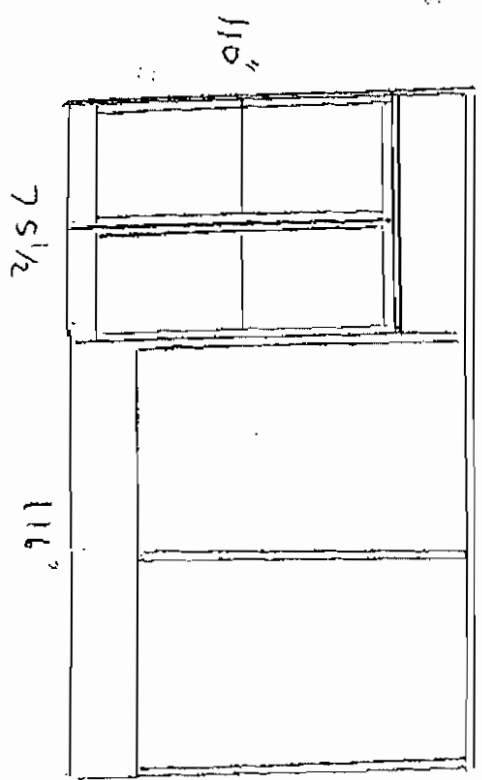
**BEEBE ENTERPRISES INC**

1078 Hobbs Court  
Bend, OR 97701  
541-404-4040 Billing Dept  
beebe@bendbroadband.com  
Fax = 541-318-5041  
beebe@bendbroadband.com

**Estimate**

Date	Estimate #
10/12/2011	5034

Name / Address
Harley Davidson 101 536 2nd St Coos Bay, OR 97420



Attn: Katie

Wilson Dunn Glass Inc.

50211 Suite C  
P.O. Box 645  
Bandon, OR 97411  
(541)347-9304\*FAX(541)347-7138

### Estimate

Date	Estimate #
5/19/2010	1008

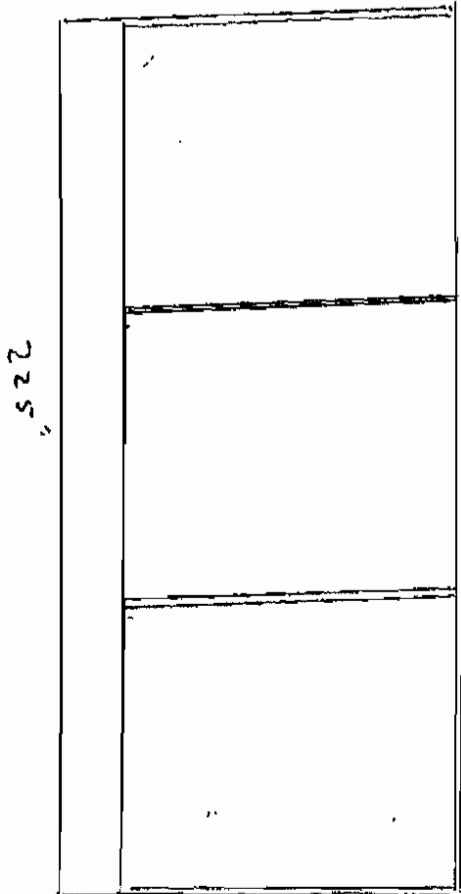
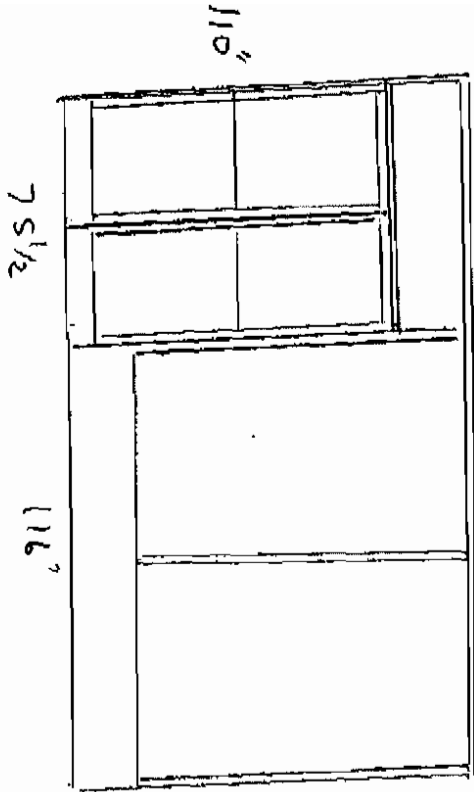
*Revised Estimate  
9/15/11*

Name / Address
Harley Davidson of Coos Bay

Description	Qty	Cost	Project
			Total
Estimate for Store Front at Harley Davidson Shop, Coos Bay		0.00	0.00
Removal of Existing Store Front North Side. Reinstall new Vistawall 2" x 4 1/2" Black Framed Aluminum. Center Glaze with 1" LOF Coated Tempered Glass. New Entry Doors with Transom Single Acting Out-Swing, with 10" Bottom Rails. 2 - ADA Surface Mount Closers with Hold Open Handles. All caulked and installed to manufactures Specifications. Total price installed		- 13,815.00	13,815.00
Price is subject to change if additional labor or materials is needed. Estimate is good for 30 days.		<b>Total</b>	\$13,815.00

WILSON DUNN GLASS INC.  
P.O. BOX 645  
BANDON, OR 97411

*North side only*



*pg 2*

WILSON DUNN GLASS INC.  
P.O. BOX 645  
BANDON, OR 97411  
PH # 541-347-9384  
Fax # 541-347-7138

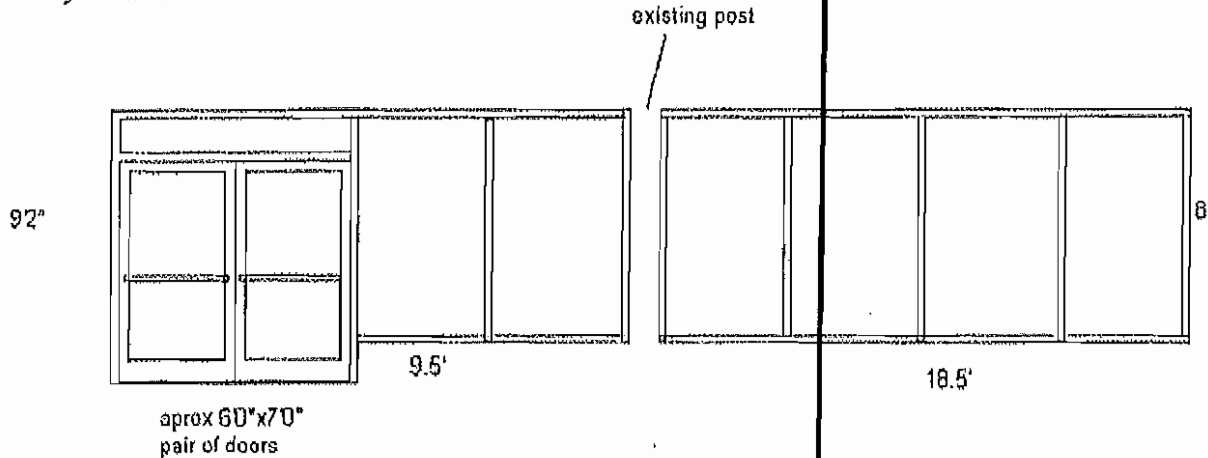
**AREA  
GLASS & MIRROR, INC.**  
 MAILING ADDRESS: PO BOX 488 NORTH BEND OR 97459  
 OFFICE: 3219 BROADWAY NORTH BEND OR 97459  
 Email: areglass1@verizon.net  
 TELEPHONE: (541) 756-2539  
 FAX: (541) 756-2530

### ESTIMATE

Date September 23, 2011  
 Prepared For Harley-Davidson/Highway 101 Phone 541-266-7051  
 Address 536 S 2<sup>nd</sup> St Fax 541-266-0310  
Coos Bay OR 97420

Job location Same

Furnish and install US Aluminum Brand Store Front including one pair of 400 series doors, single acting swing out only with standard push pull hardware and surface mounted closer, with transom and store front windows as drawn below; using 2" x 4 1/2" hollow non thermal break black anodized store front metal, installed using the stacking method, reusing your existing flashing, all glazed with clear insulated tempered glass, in your existing openings. This bid includes removal and disposal of the existing storefront glass and metal, except flashing which will be reused. Also included is a temporary board up after metal is installed while insulated glass units are being built for a total of thirteen thousand two hundred dollars. To upgrade to Tempered over laminated glass will be an additional two thousand ninety dollars.



**Removal and replacement of awning is not included in this bid and may be necessary to install transom glass.**

New flashing is not included and if replacement is needed additional costs will be incurred. *Drawing not Scaled*

*Bid is good for 30 days*

We propose to furnish the above for the sum of \$15,290.00 with Lami option

Prepared by Russ Thompson

Accepted by \_\_\_\_\_ Date \_\_\_\_\_

When Required \_\_\_\_\_ Customer order No. \_\_\_\_\_





Angela Cowan  
Private Banker

Regional Bank Private Banking  
MAC P6234-011  
200 N Broadway  
Coos Bay, OR 97420  
866 409-4742  
541 267-7658 Fax  
541 404-6901 Cell  
angela.m.cowan@wellsfargo.com

July 19, 2011

Coos Bay Urban Renewal Agency  
Economic and Community Development Manager  
500 Central Avenue  
Coos Bay, OR 97420

RE: Highway 101 Harley Davidson

To Whom It May Concern:

I am providing this letter to you at the request of our client, Alan Pettit of Highway 101 Harley Davidson.

Highway 101 Harley Davidson has banked with Wells Fargo since 2006. Their accounts have been kept in good standing with no overdrafts and meeting all minimum balance requirements.

Please call me if you have any questions at 1-866-409-4742 toll free or my cell phone at 541-404-6901.

Sincerely,

A handwritten signature in cursive script that reads "Angela Cowan".

Angela Cowan  
Private Banker  
Wells Fargo Bank

**CITY OF COOS BAY  
BUSINESS LICENSE**

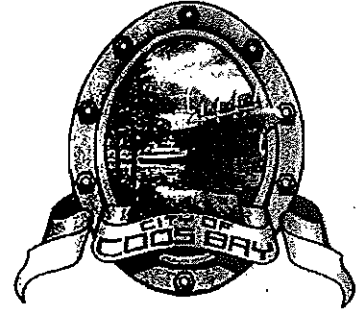
This business is hereby licensed in accordance with the Business License Ordinances of the City of Coos Bay, Oregon.  
This license is to be posted in a conspicuous place and is valid until: **December 31, 2011**

Business License No: BUS-0001161

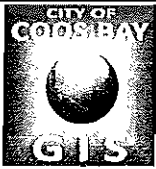
Business: HIGHWAY 101 HARLEY-DAVIDSON

Site Address: 536 S 2ND ST

Mailing Address: C. ALAN PETTIT  
536 S. 2ND ST  
COOS BAY OR 97420



fbuscert.rpt



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# COOS County Assessor's Summary Report

## Real Property Assessment Report

FOR ASSESSMENT YEAR 2011

**NOT OFFICIAL VALUE**

July 8, 2011 2:11:30 pm

Account # 6877000	Tax Status ASSESSABLE
Map # 25S1335-BA-02600	Acct Status ACTIVE
Code - Tax # 6962-6877000	Subtype NORMAL
Legal Descr See Record	
Mailing Name OPEN ROAD INVESTMENTS, LLC	Deed Reference # See Record
Agent	Sales Date/Price See Record
In Care Of	Appraiser
Mailing Address	
536 S 2ND ST	
COOS BAY, OR 97420	

Prop Class 201	MA	SA	NH	Unit
RMV Class 201	03	13	CCB	39602-1

Situs Address(s)	Situs City
ID# 10 536 S 2ND	COOS BAY
ID# 175 ELROD	COOS BAY

Value Summary					
Code Area	AV	RMV	RMV Exception	CPR %	
6962 Land	140,210	198,230	Land	0	
Impr.	188,400	266,370	Impr.	0	
<b>Code Area Total</b>	<b>328,610</b>	<b>464,600</b>		<b>0</b>	
<b>Grand Total</b>	<b>328,610</b>	<b>464,600</b>		<b>0</b>	

Land Breakdown											
Code Area	ID#	RFD	Ex	Plan Zone	Value Source	TD%	LS	Size	Land Class	LUC	Trended RMV
6962	10	R		C-2	Market	100	A	0.59	IMP	*	198,230
<b>Grand Total</b>								<b>0.59</b>			<b>198,230</b>

Improvement Breakdown										
Code Area	ID#	Yr Built	Stat Class	Description	TD%	Total Sq. Ft.	Ex% MS Acct #	Trended RMV		
6962	1	1946	580	Automotive - dealership/parts/service	100	12,900		229,200		
6962	2	0	580	Automotive - dealership/parts/service	100	0		37,170		
<b>Grand Total</b>							<b>12,900</b>	<b>266,370</b>		

Comments: RAILROAD ADDITION  
 LOTS 5-8 BLK 25  
 NAPA AUTO PARTS  
 95 BOE #189 1995-96  
 96 BOE #563 1996-97  
 NOW LOTS 1-8 BLK 25



# Statement of Tax Account

COOS COUNTY TAX COLLECTOR  
COOS COUNTY COURTHOUSE  
COQUILLE, OREGON 97423  
(541) 396-3121 x333

8/11/2011 2:46:34 PM

OPEN ROAD INVESTMENTS, LLC  
536 S 2ND ST  
COOS BAY, OR 97420

<b>Tax Account #</b>	6877000	<b>Lender</b>	
<b>Account Status</b>	Active	<b>Loan #</b>	
<b>Roll Type</b>	Real Property	<b>Property ID</b>	6962 25S1335-BA-02600
<b>Situs Address</b>	536 S 2ND, COOS BAY, OR 97420-	<b>Interest To</b>	Aug 15, 2011

## Tax Summary

Tax Year	Tax Type	Total Due	Current Due	Interest Due	Discount Available	Original Due	Due Date
2010	ADVALOREM	0.00	0.00	0.00	0.00	5,077.91	Nov 15, 2010
2009	ADVALOREM	0.00	0.00	0.00	0.00	4,893.96	Nov 15, 2009
2008	ADVALOREM	0.00	0.00	0.00	0.00	4,866.92	Nov 15, 2008
2007	ADVALOREM	0.00	0.00	0.00	0.00	2,772.20	Nov 15, 2007
2006	ADVALOREM	0.00	0.00	0.00	0.00	2,968.32	Nov 15, 2006
2005	ADVALOREM	0.00	0.00	0.00	0.00	2,749.23	Nov 15, 2005
2004	ADVALOREM	0.00	0.00	0.00	0.00	2,645.27	Nov 15, 2004
2003	ADVALOREM	0.00	0.00	0.00	0.00	2,583.73	Nov 15, 2003
<b>Total</b>		0.00	0.00	0.00	0.00		

### Lighting & Lighting Controls

#### Existing Equipment

	Quantity
<input checked="" type="checkbox"/> Incandescent bulbs	Estimate: 8
<input type="checkbox"/> Lighting controls	
<input type="checkbox"/> Exit signs <input type="checkbox"/> Incandescent <input type="checkbox"/> LED	
<input type="checkbox"/> T12	Estimate:
<input checked="" type="checkbox"/> T8	Estimate: 80
<input type="checkbox"/> Exterior lighting	
<input type="checkbox"/> Parking lot lighting	

Daylighting? **Yes** How much: 10%  
Is daylighting an option? **No**

### Office Equipment

#### Existing Equipment

	Quantity
<input checked="" type="checkbox"/> Printer	4
<input checked="" type="checkbox"/> Monitor	8
<input checked="" type="checkbox"/> Desktop	8
<input type="checkbox"/> Laptop	
<input checked="" type="checkbox"/> Copier	1
<input type="checkbox"/> Servers	

PC power management: **No** Virtualization: **No**  
On-site data center: **No** Air-flow management: **No**  
Type of cooling system in data center? \_\_\_\_\_  
Do you need to upgrade your system? **No**

### Swimming Pool

Outdoor swimming pool Hours of operation: \_\_\_\_\_  
How is it heated? \_\_\_\_\_  
 Indoor swimming pool Hours of operation: \_\_\_\_\_  
How is it heated? \_\_\_\_\_

### Solar

Solar water heating  
What type? \_\_\_\_\_ Size? \_\_\_\_\_  
 Solar electric  
 Onsite electricity generation installed & operating (not a generator)  
Is onsite cogeneration installed and operating? **No**

### Foodservice Equipment

#### Existing Equipment

	Quantity
<input checked="" type="checkbox"/> Refrigeration	1
<input type="checkbox"/> Freezer	
<input type="checkbox"/> Gas fryer	
<input type="checkbox"/> Electric fryer	
<input type="checkbox"/> Convection oven	
Size: _____ Fuel: _____	
<input type="checkbox"/> Hot food holding cabinet	
Size: _____ Fuel: _____	
<input type="checkbox"/> Vent hood	
Serial #: _____	
Model #: _____	

### Grocery

#### Existing Equipment

	Quantity
<input type="checkbox"/> Night covers	
<input type="checkbox"/> ECM	
<input type="checkbox"/> Anti-sweat glass door controls	
<input type="checkbox"/> Evaporator fan controls	
<input type="checkbox"/> LED case lighting	

### Priorities & Recommendations:

-Replace any remaining T12 fluorescent fixtures with T8 bulbs and electronic ballasts. Energy Trust offers an incentive for this upgrade.

-Replace the 320w metal halide low-bay fixtures with 4-lamp T5HO fluorescent fixtures. Also add motion detection to control the lighting in this space and to further increase energy savings. There are incentives available through Energy Trust for this upgrade.

-Replace most or all of the lighting located in the showroom area. There are too many fixtures using too much energy for what you are getting out of them. Let's discuss this point further with my lighting specialist. There are incentives available through Energy Trust for this upgrade.

-Insulate the roof wherever possible. A large portion of the building has no roof/attic insulation. This will significantly reduce the cost to heat this space during the winter. There are incentives available through Energy Trust for this upgrade.

-Seal all air leaks in the building. There are several air leaks, they seem to be mostly around doors. By sealing the air leaks it will reduce temperature fluctuations and heating costs.

-Replace the single-paned windows with a new double-paned version. This will reduce heat loss in the building. There are no incentives available through Energy Trust for this upgrade.