

Clackamas County Historical Society

PO BOX 2211 • Oregon City, OR 97045 • (503) 655-5574
www.clackamas history.org

May 1st, 2015

City of Oregon City
& Metro Enhancement Committee
c/o Michele Beneville
625 Center Street
Oregon City, OR 97045

4:12pm

APR 29 2015

A handwritten signature in blue ink, appearing to be "R. E. Pennington", is written over the date stamp.

Dear Oregon City Metro Enhancement Committee;

Thank you for your review of the attached application materials for the 2015 Oregon City Metro Enhancement Grant, submitted and certified by the Clackamas County Historical Society.

We are enlisting your support to help us preserve the Museum of the Oregon Territory building's initial, "First Impression" curb-appeal, public safety, and lobby presentation, all of which will improve the neighborhood property value. A better first impression, from parking lot to admission desk, will also enhance our ability to continue to attract a growing, sustainable customer-base and related, supportive income.

We believe these simple measures are eminent and vital to keep the Museum of the Oregon Territory among our city's most appealing cultural heritage attractions. Attached you will find our letter of support, contractor's bids, and photos documenting this project's goals.

Thank you for Metro's ongoing measures to improve Oregon City.

Most respectfully yours,

A handwritten signature in blue ink, which reads "R. E. Pennington", is written over the typed name.

R. E. Pennington
Program Director, on behalf of Board Members of the
Clackamas County Historical Society

MUSEUM OF THE OREGON TERRITORY • STEVENS-CRAWFORD HERITAGE HOUSE

2012-2013 CCHS Board of Directors: Patty Brown, Wade Byers, Penny Charman, Craig Danielson, Darlene Judkins, Cherie McGinnis, Larry McIntyre, Kari L. Mitchell, Karin Morey, Marilyn Morrissey, Dr. T. Michael Norris, John Salisbury, Ron Thom



**Oregon City-Metro Enhancement Grant
Application for Funds
July 1, 2015 through June 30, 2016**

Before filling out this form, please read the Oregon City-Metro Enhancement Grant Application Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications must be received by **5:00 pm on Wednesday, April 29, 2015** to be considered for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Museum of the Oregon Territory First Impression Project

Organization Clackamas County Historical Society

Is this a Non-Profit Organization? Yes No

Non-Profit Federal tax exempt ID Number EIN-602-4919

Address PO Box 2211 (Mailing) - 211 Tumwater Drive (Physical)

City, State, Zip Oregon City, Oregon 97045

Project Coordinator C. Blayock/R. Pennington Phone 503.655.5574

Email programs@clackamashistory.org

Chairperson of Governing Board (If Applicable) Dr. T. Michael Norris

Phone 503.655.5574

Signature

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**

Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	\$9,864
+ Matching Funds (Cash):	\$4,059
+ In-Kind Matching Funds:	\$1,128
= Total Cost of Project:	\$16,051

Proposal Information

1. Is this your first grant application to the Oregon City-Metro Enhancement Committee?

Yes No

2. Have you received an Oregon City-Metro Enhancement Grant in the last 3 years?

Yes No

If yes, please describe the projects/programs for which you received funding.

2014-2015 : Upgrade to 20% of MOOT's existing HVAC units and Exterior Native Plant Landscaping Project -on track

2013-2014 : Repair of failed segment of MOOT's Steel Roof & Select Solar Window Replacement - Completed

3. If you received an Oregon City-Metro Enhancement Grant last year, what is the status of the project?

The METRO Grant that the Clackamas County Historical Society received in the 2014-2015 cycle was a dual project to:

a) replace two of the physical heating and cooling units in the Museum of the Oregon Territory, critical to maintaining a stable temperature to preserve museum artifacts and ensure comfort of rental parties, and b) beautify/plant hillside facing Hwy 99E between ODOT Property and the MOOT Building with attractive native plants also useful in cultural education.

The project is slated for completion by 6/30/2015. Both HVAC units described in the grant have been replaced and re-fitted within budget. A contract is in effect to plant all native, hardy plants (suitable for both shady and sunny zones) around the building, with the most decorative flowering plants on the highway-facing slope (enticing the eye, enhancing weed control with use of native ground covers, reducing toxic pesticide use) and placement of the most culturally significant, edible historic plants in level, safe zones where students and visitors can appreciate them on a guided or self-guided educational walk.

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes No

If yes, please explain.

The items in the grant to follow will not need to be re-addressed for several years.

5. Briefly describe the project for which you are requesting funds.

This grant addresses 3 items of long-deferred maintenance that exceed the current CCHS budget. All affect safety and/or first-impression aesthetics of the Museum of the Oregon Territory, a key cultural and tourism institution in Oregon City.

Project elements are: removal and replacement of a large, dying oak tree; resurfacing of key area(s) of the parking lot; and the repainting of a lackluster front lobby.

The MOOT parking lot is a "first impression" that greets over 18,267 visitors per year. Please note that the museum's 2014 visitation numbers rose nearly 20% from the previous year. Many who step out into the parking lot are brand new to Oregon City - drawn to the Tumwater Room from out of town - for a wedding, memorial service, educational event, or legislative or business meeting. Others are patrons of the Stillhouse Pub, an enterprise that helps subsidize museum operations with modest monthly parking lot use-fees. The asphalt is currently cracked, and it is becoming less safe each passing season for walking, especially for women in heeled shoes, or for senior citizens.

The MOOT Lobby which welcomes many casual visitors dropping in for information and services when travelling on Hwy 99, has not been painted in 25 years. It is an "institutional" white with innumerable stains. This affects the first impressions of the museum. Painting it with popular, warm and inviting colors will give it a cleaner and more modern look, to match the exhibit space, painted in 2014. This need includes the 3 story stairwell, which is the gateway to the 3rd Floor Tumwater Room. Repainting will maximize facility rental potential, which subsidizes approximately 50% of employee salaries of Clackamas County Historical Society staff.

The third item in this project is removal of an old oak tree, looming dangerously over several parking spots. Multiple arborists have independently warned that it will not last long and is currently a noted safety hazard. We plan to remove it immediately, grind out the stump for maximum aesthetics, and replace it with young oak sapling for the enjoyment of future generations.

6. Describe why this project was selected and the community need(s) to which it will respond.

These needs have been prioritized by our Board, Facility Manager, and Exhibits Manager - and are also priorities of the 3rd floor wedding facility leasee. They are finite expenses that will provide immediate improvement to the safety of the facility, its property value, and attractiveness of this public cultural feature of Oregon City.

7a. Identify and describe how your proposal meets one or more of the goals for funding (check those below that apply and describe by item number below).

<input checked="" type="checkbox"/>	1. Increase attractiveness/market value of residential, commercial or industrial areas.	<input type="checkbox"/>	6. Increase recycling efforts to provide a reduction in solid waste.
<input type="checkbox"/>	2. Enhance new or existing wildlife, riparian, wetlands, forests or river areas.	<input type="checkbox"/>	7. Increase employment or economic opportunities for City residents.
<input checked="" type="checkbox"/>	3. Preserve or increase recreational areas and programs within the City.	<input checked="" type="checkbox"/>	8. Rehabilitate or upgrade the market value of housing or commercial property.
<input checked="" type="checkbox"/>	4. Improve safety within the City.	<input checked="" type="checkbox"/>	9. Provides work or training opportunities to benefit youth, seniors and low-income residents.
<input type="checkbox"/>	5. Result in significant improvement in the cleanliness of the City.	<input checked="" type="checkbox"/>	10. Enhance art and culture within the City.

7b. List by item number in 7a and describe how the project meets the each goal.

1. Increase attractiveness/market value of residential/commercial/industrial areas: MOOT is positioned in a key location for the planned Willamette Falls revitalization efforts, turning an "industrial" area into a cultural tourism destination. Our museum exhibits increasingly emphasize fishing, green hydropower generation, and the industrial mill history of Oregon City - and have a view of all of the above. Therefore, this project will increase the value of all three area concerns: residential, commercial, and industrial. It will also protect our own property market value.

3. Preserve or increase recreational areas and programs within the city: MOOT's parking lot is projected to host an increasing number of visitors. Spring 2015 programs doubled this year, and Summer 2015 cultural education programs have tripled. In addition, other recreational groups use our parking lot for walking-club destinations and car-club events.

4. Improve safety within the city: Parking lot surface is developing cracks that are several inches high and deep. Tree is in danger of falling in the event of heavy rains and/or winds, and must be removed. These are safety concerns for local citizens.

8. Rehabilitate/upgrade market value: Although MOOT is a non-profit public facility, and not a "commercial" property per se, this project is part of a 5 year plan of addressing facility upgrade needs that have been unaddressed in the past 1-2 decades.

9. Provides work or training to benefit youth, seniors: MOOT is operated by 6-12 daily volunteers that total 40+ in number. Last year they worked over 9,000 hours. Volunteers are usually senior citizens retired from successful professional careers, but many are older adults who have had limited job experience. All enjoy the daily interaction of volunteering, and development of their personal skill set. A half dozen in recent years have been young adults just out of college, building a resume for the first time. Investments in our customer base (such as improving the first impression of our facility) ensure that all volunteers will continue to have meaningful work to do: engaging with customers daily as greeters, docents, and library assistants.

10. Enhance culture within the city: Beginning in 2015, The Museum of the Oregon Territory began to charge for admission. This will help lead CCHS to greater financial independence in the future. Our paying customers have been very happy with the updated exhibits they find on the 2nd floor once they are admitted. Door Tracking shows that 17% of daily visitors in March 2015, however, choose to not enter when they learned of our low (\$3-5) admission fees. We believe that improvement of the paint on the first floor lobby will enhance these potential visitors' first impressions of MOOT as an updated, vibrant museum - which it is, as the attached photos attest.

8. Project Period: 12 months

(Number of months in duration)

Beginning Date: 7/1/2015

Ending Date: 6/30/2016

9. What is the geographic area of Oregon City where the project will take place?

Canemah Neighborhood, off Hwy 99E, opposite of the old Blue Heron Paper Mill Site and Willamette Falls.
Please see Canemah Neighborhood Association letter of support, attached.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

Current Tumwater Facility Use for (weddings, meetings, conventions, dinners, memorial services, Rotary, Master Gardeners classes) and current MOOT Museum Visitation, (including senior group, special program and night class attendees) is over 18,000, combined.

11. What community resources will be used as support for this project (i.e. community, city-owned property, city departments, transportation services or other civic groups)?

N/A

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

Project overseer Roxandra Pennington and Facility Manager Terry Judkins have completed several grant funded projects together in recent years - on time and within budget. Among them are:

Successful completion of outdoor viewing plaza & bench with interpretive plaque (concrete, electrical, structural) - 2014.

Completion of three grant-funded marketing videos for county heritage attractions with screen installations - 2013.

Completion of PGE-funded exhibit renovations with seating and theatre/artwork installation - 2012.

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

Painting of lobbys & stairwell ; To be initiated and completed by spring 2016, as soon as facility rental and wedding season schedules allow.

Resurfacing of Parking Lot's most critical segments: To be initiated and completed in fall of 2015.

Removal of Oak/Replanting: To be initiated and completed in July 2015.

14. An exit report will be included as part of the OC-MEC agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

Project effectiveness will be measured objectively by tracking of facility rental us number as compared to previous year's; the number of walk-ins that pay as opposed to opting out of admission charges (already tracking), MOOT annual attendance counts.

We will take before/after images for visual documentation of the parking lot improvements, and also visually document the oak tree removal.

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time, use \$22.55. (This is the value of volunteer labor time as of 1/10/15, according to the Independent Sector and The Bureau of Labor Statistics).

Item	Source of Support	Estimated Value (\$)
Terry Judkins, PGE retired	Project Physical Management	\$1,128

16. List all grants applied for in support of this project and commitments confirmed to date.
 Home Depot Grant (\$5,000) Pending, unverified- For Bulk Paint and Parking lot sealing supplies.

17. What is the percentage of OC-MEC funds to be used for personnel services or administrative costs? 8%

18. Will the administrator be a paid position? Yes No

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

****These figures will be transferred to the table on the first page of this application.

Proposed Budget

Suggested List (not inclusive)	(A) OC-MEC Grant Dollars	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)				\$0
Grant Mgmt/Admin. 50 hrs	\$564	\$564	\$0	\$1,128
Project Administration costs (clerical, advertising, graphics, printing, postage) N/A	\$0	\$0	\$0	\$0
Proj.Physical Mgmt 50 hrs.	\$0	\$0	\$1,128	\$1,128
Materials Paint & Labor	\$3,000	\$1,250	\$0	\$4,250
Asphalt Resurfacing Labor	\$6,000	\$1,545	\$0	\$7,545
Equipment/Supplies				\$0
				\$0
Construction Costs White Oak Tree Removal	\$300	\$1,700	\$0	\$2,000
				\$0
Event Costs N/A	\$0	\$0	\$0	\$0
				\$0
Transportation Costs N/A	\$0	\$0	\$0	\$0
				\$0
Insurance Costs (if needed) N/A	\$0	\$0	\$0	\$0
Additional Costs (List)				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
Totals	\$9,864	\$5,059	\$1,128	\$16,051

Canemah Neighborhood Association

Date: 2/20/2015

To:

Michelle Beneville
Metro Enhancement Committee (OC-MEC)
625 Center Street
Oregon City, OR 97045



Dear OC-MEC Grant Review Board,

This letter is to express support on behalf of the **Oregon City Canemah Neighborhood Association** for the Clackamas County Historical Society's **Museum of the Oregon Territory "1st Impression: Parking Lot & Lobby Restoration Project"**, under review for **METRO Enhancement Grant** Funding.

Specifically, this grant is a request for funding to remove dead, hazardous trees, resurface the museum's public parking lot, and repaint/recarpet the entrance lobby and stairwell/library foyer area visible from the entrance lobby at MOOT.

We believe these are investments in Oregon City's future with the probability of:

- ~**improving safety** in the City
- ~maintaining high standards for optimum **property values** within our neighborhood, and
- ~**increasing tourism potential** by improving "first impressions" in a highly public, visitors' services area.

Appreciation for the Willamette River is key to developing cultural, business, and recreational tourism in Oregon City. That, in turn, leads to economic growth. The Museum of the Oregon Territory is uniquely positioned on Hwy 99E, luring in visitors with both a distinct view of the Willamette Falls and interpretive exhibits that tell the story of the area's human and industrial history, including Canemah's Native American history and Steamships. MOOT staff then serves to direct tourists to other services, and heritage locales.

The Museum of the Oregon Territory, part of the CCHS non-profit heritage operations, maintains their substantial buildings without a steady form of city or county support. CCHS relies on small grants from private foundations, individual gifts, event rental fees, visitor donations, modest admission fees, and fundraisers for support. However, City and County contributions are vital for breaching the inevitable gap between income and expenses.

There are few non-profit organizations in our neighborhood more worthy of assistance through OC-MEG funds. MOOT representatives state that they currently serve 18,000 visitors annually. We assert that the upkeep of Museum of the Oregon Territory is a worthwhile investment in Oregon City.

We have lent our support to renovation efforts at MOOT in recent years, to improve HVAC systems, window seals and make roof repairs. CCHS staff assures us that these projects have been completed with diligence.

With this letter, therefore, we lend our support to the Clackamas County Historical Society's ongoing mission to continue to preserve and protect the history of Oregon City and Clackamas County, as we can attest to the present and future enrichment that the Museum of the Oregon Territory holds for the Canemah Neighborhood.

Sincerely,

Lila Bayne
Canemah Neighborhood Association Representatives

Canemah Chart

Sense of Place Permaculture, LLC
 PO Box 418
 Clackamas, OR 97015

CCB#182633 LCB#8795
 Ph# 971.344.0810
 Fax#503.656.2762

Proposal/Contract

Today's date:	2/16/2015
Work scheduled for:	
Job address if different	

Name and address	
Museum of the Oregon Territory PO Box 2211 Oregon City, OR 97045	
Client Phone	503-487-7789

Description	Qty	Rate	Total
Remove white oak tree in parking lot and grind stump to where another tree can be replanted. Chips, if any, from tree to be deposited in a pile where they can be used for upcoming landscape project. Several pieces of large wood to also be retained for use in landscaping project. All other debris to be hauled off site and recycled.	1	1,480.00	1,480.00
Plant 1.5" caliper Oregon white oak tree, stake tree, mulch, and set up treegator.	1	560.00	560.00

Thank you for the opportunity to provide this proposal.	Estimated total	\$2,040.00
---------------------------------------------------------	------------------------	------------

Terms: Total due upon completion of work. If it becomes necessary to seek remedy for non-payment, client agrees to pay all collection costs incurred by Sense of Place Permaculture, LLC including legal fees and costs, whether legal action is taken or not. Contractor agrees to complete work in a timely and professional manner using quality materials and industry approved methods. Changes to scope of work may incur additional cost and must be documented in writing. Cancellation of this contract must be mailed to address above within 72 hours of the date accepted. If required by the Oregon Construction Contractors Board, client signature below indicates receipt of Consumer Protection Notice, Notice of Procedure, and Information Notice to Owner about Construction Liens.

System warranted against defects in materials and workmanship for a period of 2 years. Contractor not responsible for delays due to weather, materials availability, or client acceptance of quote.

Client signature X _____ Date _____

Contractor signature X _____



Estimate

Date	Estimate #
11 24 2014	97

Kevin Aldrich
 5103 SE 99th Avenue
 Portland, OR 97266
 Ph. 503-760-2222

Name / Address
Museum of the Oregon Terr. 211 Tumwater dr. Oregon City, Or. 97045

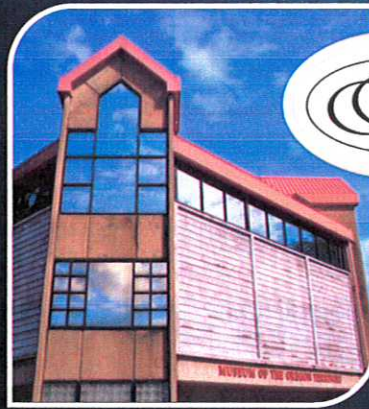
Project

Description	Total
MASK OFF ALL AREAS NOT PAINTING IN LOBBY, BREAKROOM AND STAIRWAY. COVER ALL FLOORS WITH TARPS. CAULK AND SPACKLE WALLS, CEILINGS. SAND ALL AREAS NEEDED. APPLY PRIMER TO ALL STAINS OR PATCHING ON WALLS AND CEILINGS. APPLY FINISH COATS OF PAINT ON LOBBY, BREAKROOM AND STAIRWAY WALLS AND CEILINGS. OFF WHITE COLOR ON ALL WALLS AND CEILINGS IN LOBBY, BREAKROOM AND STAIRWAY. REMOVE ALL MASKING AND TARPS. CLEAN UP JOB SITE AND PLACE FURNITURE BACK TO ORIGINAL POSITION. ALL MATERIALS NEEDED TO COMPLETE PROJECT ARE INCLUDED.	4,250.00
Total	\$4,250.00

Signature Kevin Aldrich

Signature _____

This is the Museum of the Oregon Territory, overlooking the Willamette Falls Legacy Project Future Development Site.

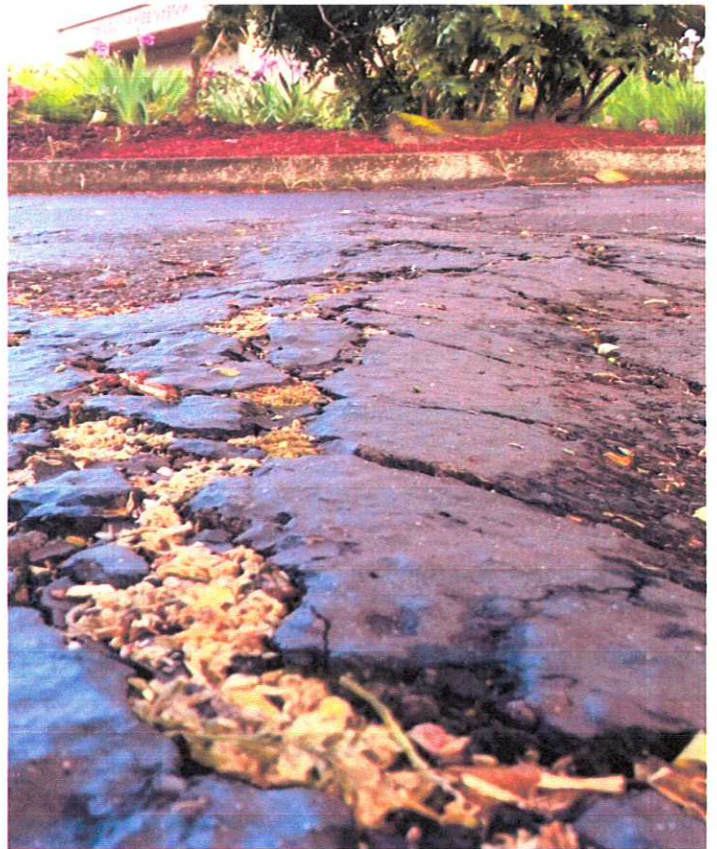


**Clackamas
County
Historical
Society**

This 3 part request to METRO includes:

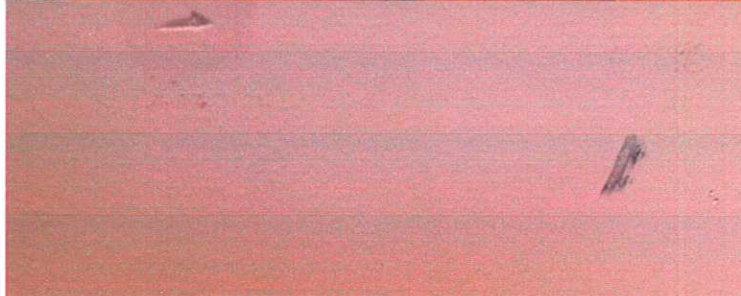
- **Paint** (1st floor lobby/gift shop & stairwell , only)
- **Asphalt, Parking Lot**
- **Oak Tree**

First Impressions



Part 1: Museum of the Oregon Territory Parking Lot

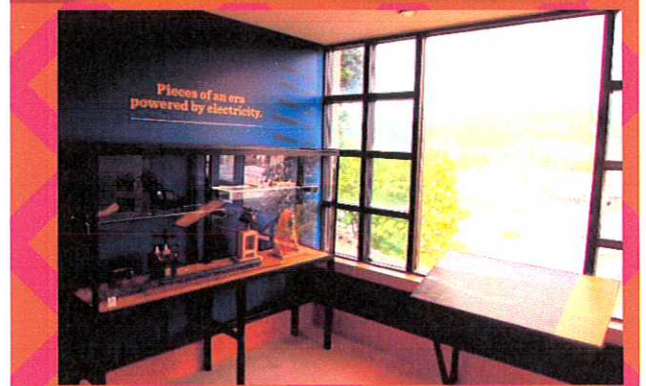
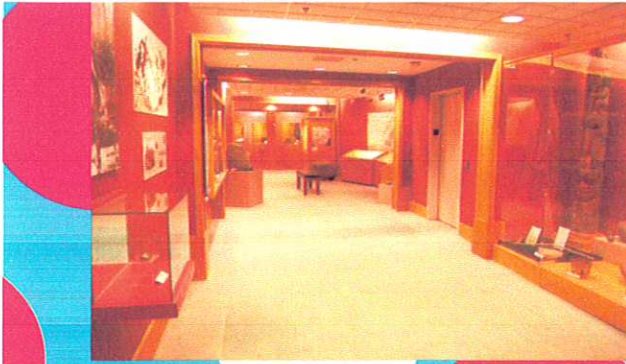
April 29, 2015



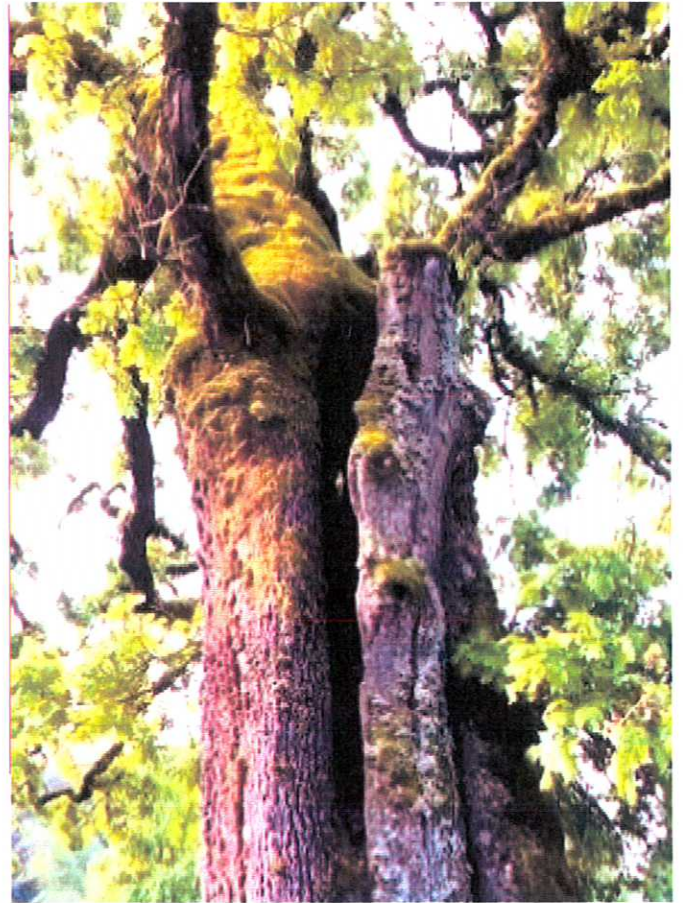
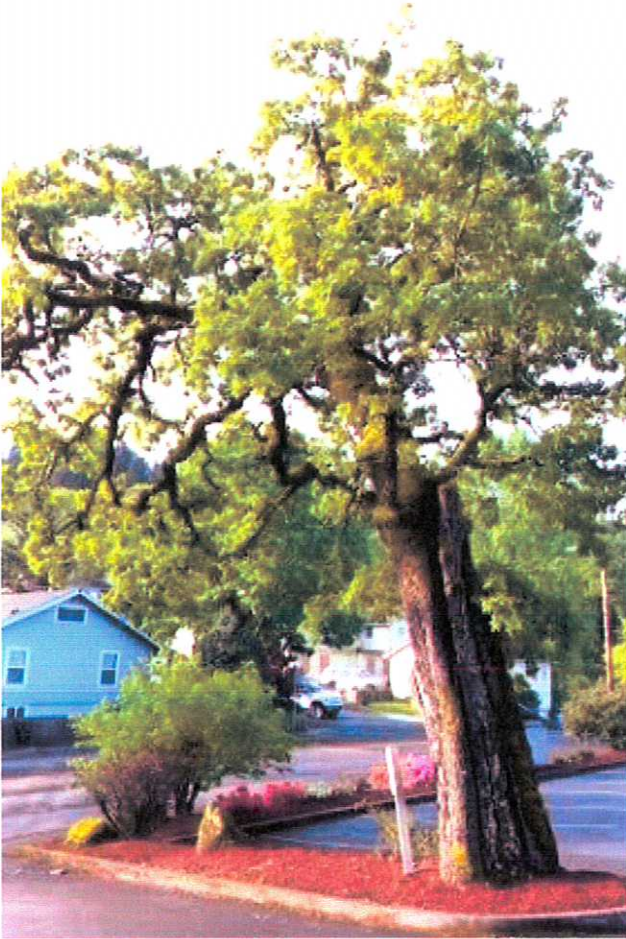
Part 2: MOOT Lobby First Impression
gives no hint of museum's quality. April 29, 2015



Welcome, wedding guests and potential facility renters! (First Impression of stair well, from lobby to wedding rental area upstairs.



For comparison: The Museum 2nd Floor—repainted last year. Offered for your consideration of the stark contrast to first impressions of our lobby.



Part 3: Oak is falling—as per 1/2 dozen arborists surveyed. Remove/
replant for public safety. (Thank you.)

Clackamas County Historical Society



MUSEUM OF THE OREGON TERRITORY

211 Tumwater Dr
Oregon City, OR

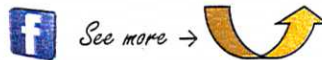
503-655-5574
Call for Days
& Hours

with
Clackamas County Family
History Research Library

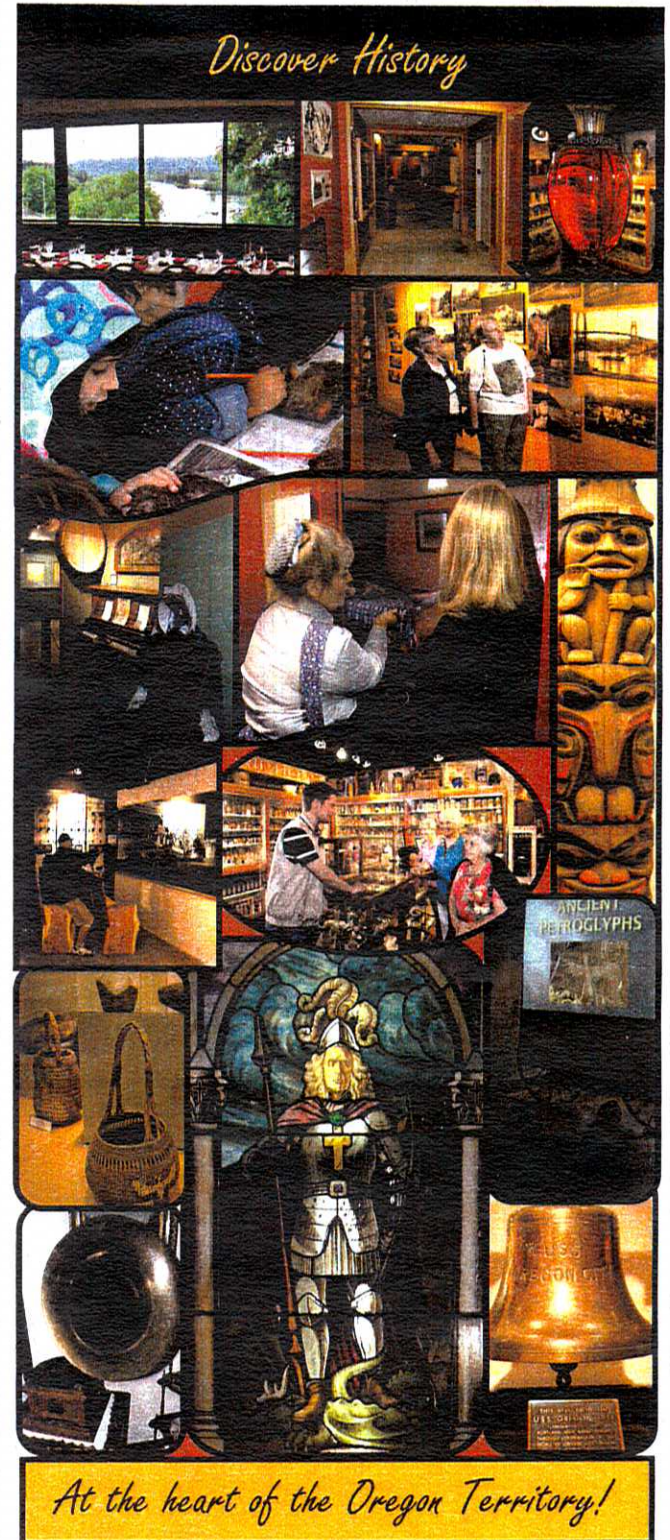


and
603 6th St
Oregon City
503-655-2866

THE STEVENS-CRAWFORD HERITAGE HOUSE



www.clackamashistory.org



At the heart of the Oregon Territory!