



September 8, 2014

Jason Surratt
Main & 7th Strategies LLC
704 Main Street, Suite 305-5
Oregon City, OR 97045

Re: Acceptance Letter of Approval for Adaptive Reuse/Building Rehab Grant Program
702 Main Street, Oregon City, Oregon

Dear Jason,

As you are already aware, a staff review was completed on your Adaptive Reuse/Building Rehab application and a report was made to the Oregon City Urban Renewal Commission (URC) at its meeting on September 3, 2014. The grant is authorized not to exceed \$150,000 for the following building interior (non-façade) improvements—restore the additional 2,400 square feet on the first floor to accommodate restaurant/retail spaces; redo restrooms to meet ADA requirements; modify the elevator to reach the lower level; finish the lower level for a tenant(s); the addition of a second stairway to the lower level; a sprinkler system for lower level; and the addition of historic accents to existing structural beams at the property located at 702 Main Street.

Prior to beginning any work, the following items must be submitted:

- 1) Certificate of insurance naming the City of Oregon City Urban Renewal Commission as an additional insured.
- 2) Posting of match/grant information sign identifying the Oregon City Urban Renewal Agency as the grantor.
- 3) Proof that all applicable Community Development Department and Public Works permits have been received.
- 4) Copy of contracts between the owner and contractor.

Prior to the disbursement of funds, the following items must be submitted:

- 1) Verification by the Oregon City Building Division that the work has been completed in accordance with the approved grant.
- 2) Documentation of final invoicing from contractor.
- 3) Evidence the contractor has been paid.

This grant will expire no later than one year from the date of the Urban Renewal Commission grant award, or September 3, 2015. To document your acceptance of this

July 1, 2015

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grant, please sign and date both copies of this letter and return one to me at your earliest convenience. In the meantime, if you have any questions or require any additional information, please contact me at 503.496.1552 or eunderwood@orc.org

Acknowledgment and Acceptance of Grant:

Jason Surratt

Date

Sincerely,

Eric Underwood
Economic Development Manager

EU/mbb