

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

July 3, 2012

The minutes of the proceedings of the City of Coos Bay Urban Renewal Agency, held immediately following the City Council meeting held at 7 p.m. in the Library Meeting Room, 525 Anderson Avenue, Coos Bay, Coos County, Oregon.

Those Attending

Those present were Chair Gene Melton and Board Members Jennifer Groth, Stephanie Kramer, Crystal Shoji, John Muenchrath, and Mike Vaughan. Board Member Jon Hanson was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Intermediate Accountant Debbie Frankenberger, Economic Revitalization Administrator Joyce Jansen, Library Director Sami Pierson, Public Works and Development Director Jim Hossley, Fire Chief Stan Gibson, and Police Chief Gary McCullough.

Public Comments

No comments were given.

Consent Calendar

Chair Melton reviewed the consent calendar which consisted of 2a: approval of the minutes of June 5, 2012 and 2b: acceptance of the May 2012 URA combined cash report. Board Member Muenchrath moved to approve the consent calendar approving the minutes of June 5, 2012, and accepting the May 2012 URA combined cash report. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Groth, Kramer, Shoji, Muenchrath, and Vaughan voting aye. Board Member Hanson was absent.

Approval of a Management Agreement with the Coos Bay Downtown Association Main Street Program

Economic Development Administrator Joyce Jansen stated the Coos Bay Downtown Association applied for the Transforming Downtown level of the Oregon Main Street program and was accepted in January 2012. The Urban Renewal Agency (URA) received a report from Brian Bowers, President of the Downtown Association, in March 2012 requesting a commitment for short-term financial support for the Main Street program and the URA committed \$24,000 annually for three years with funding to begin fiscal year 2012/2013. The Downtown Association was also accepted in the Resource Assistance for Rural Environments (RARE) program and the funding commitments from RARE, the URA, and the Downtown Association would fund a position and operational expenses for the Main Street office. Ms. Jansen stated the goal of the association was to seek sustainable funding for future support of the program. Board Member Groth moved to authorize the City Manager to execute a management agreement with the Coos Bay Downtown Association funding the Main Street Program at \$24,000 annually not to exceed a three-year period. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Groth, Kramer, Shoji, Muenchrath, and Vaughan voting aye. Board Member Hanson was absent.

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Consideration of Approval to Award the Request for Qualifications to KPFF Consulting Engineers for the Egyptian Theatre Restoration Project

Public Works and Development Director Jim Hossley stated in December 2010 ZCS Engineers performed an evaluation of the Egyptian Theater and identified significant structural problems which resulted in the closure of the theatre March 2011. The City has maintained the building and has continued to regularly inspect it for additional damage. To correct the deficiencies, bring the building up to current structural standards, and repair other electrical and plumbing issues it was estimated to cost approximately \$3.7 million. Option 1 included moving forward with a full seismic upgrade as detailed in the December 2010 ZCS report and would cost an estimated \$3.7 million. Option 2 included creating a plan to upgrade the building to prevent collapse during a seismic event to protect the occupants within the building; however the building would sustain significant damage. Mr. Hossley stated Option 2 would be more cost effective to the restore the Egyptian Theatre.

Staff prepared a Request for Qualification (RFQ) to utilize the ZCS report to design an ADA accessible restroom, assess the building and provide recommendations to remove the dangerous building designation. The work would only encompass Phase 1 restoration work with the goal of opening the theatre to patrons to generate revenue. Additional phases would focus on additional restoration and improvements to existing systems and features for expanded operation and use. The City received eight responses to the RFQ which will be funded from the Downtown Capitol Projects Fund for \$7,500. Board Member Shoji moved to award the bid to KPFF Consulting Engineers for the Egyptian Theatre restoration project at a cost of \$7,500 for Phase 1. Board Member Muenchrath seconded the motion which passed with Chair Melton and Board Members Groth, Kramer, Shoji, Muenchrath, and Vaughan voting aye. Board Member Hanson was absent.

Consideration of Downtown Trash Enclosures

Public Works and Development Director Jim Hossley stated trash container storage and pick-up was a challenge in downtown due to zero lot line setbacks for buildings. Mr. Hossley stated the issue was more challenging for food service establishments than for retail and professional service businesses that placed their 35 gallon trash containers on the public sidewalk to be picked up on a weekly basis. Many food service and other businesses place dumpsters in City right of way or parking lots.

Mr. Hossley stated options to consider included prohibiting placement of dumpster in the right of way and parking lots or require tenants/business owners to shield trash containers from view. Additionally, the URA could consider fully or partially funding the construction of dumpster enclosures at one or more locations in downtown parking lots. Businesses using the existing enclosure on the south side of Anderson between Bayshore and Broadway are in favor of an improved enclosure and understood the need to limit access to the enclosure. Mr. Hossley stated placement of two or three replacement enclosures would result in the loss of parking spaces and possibly a tree at a cost of approximately \$28,000 per enclosure.

It was the consensus of the Council to direct Staff to propose locations, alternative construction material, and present recommendations to Council.

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Proposed Egyptian Theatre Preservation Obelisk Fundraising Structure in the Pedway

City Manager Rodger Craddock stated a conceptual drawing of a proposed obelisk in the Pedway was included in Council packets as drafted by Board Member Vaughan. Mr. Craddock stated under the current conceptual plan, the Obelisk would be constructed and paid for by donations of time, services and materials from area professionals and contractors. The obelisk could be used as a fundraising thermometer for the Egyptian Theatre restoration project. The conceptual plan was presented to the Egyptian Theatre Preservation Association (ETPA) and the URA's Egyptian Theatre Fundraising consultant.

Public Works and Development Director Jim Hossley stated a building permit would be needed; the Oregon Department of Transportation (ODOT) would need to be consulted; there were no height limitations in the Municipal Code; letters of intent for contributions would be needed; and the plan would need to be reviewed by the Design Review Committee (DRC). Mr. Hossley stated the proposed project was in the conceptual stage and was not listed on the City's current goals as an identified project and staff was looking for direction from the Agency on how to proceed.

Board Member Vaughan presented a revised plan for the structure and discussed various visions for the Pedway. Coos Bay Downtown Association (CBDA) President Brian Bowers stated the proposed project had not been discussed and would be discussed at the next CBDA meeting. Dave Abernathy, Coos Bay stated many members of the ETPA supported the project but the ETPA had not yet voted on the proposed project. Bob Moore, Coos Bay stated since the Egyptian Theatre was closed it had become invisible; the obelisk could be used as a lightning rod to invigorate the community to support the fundraising efforts for the Egyptian Theatre and he would be one of the first to donate to the project.

Board Member Vaughan would continue to research the project and gather commitments from the community.

Adjourn

There being no further business to come before the Agency, Chair Melton adjourned the meeting.

Gene Melton, Chair

Attest:

Jennifer Groth, Secretary