

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

August 21, 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, Jon Hanson, Stephanie Kramer, Crystal Shoji, John Muenchrath, and Mike Vaughan. City staff present were Acting City Attorney Karen Costello, Deputy Finance Director Amy Kinnaman, Economic Revitalization Administrator Joyce Jansen, Library Director Sami Pierson, Public Works and Development Director Jim Hossley, Engineering Service Coordinator Jennifer Wirsing, 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 July 3, 2012; 2b: acceptance of the June 2012 URA combined cash report; and 2c: acceptance of the July 2012 URA combine cash report. Board Member Shoji moved to approve the consent calendar approving the minutes of July 3, 2012, and accepting the June and July 2012 combined cash reports. Board Member Muenchrath seconded the motion. Board Member Groth requested the minutes of July 3, 2012 be amended to reflect the following for the Consideration of Downtown Trash Enclosures: It was the consensus of the Agency to direct staff to include local business impacted by the changes in the research and discussion to propose locations, alternative construction material, and to present recommendations to the Agency. Board Member Shoji moved to approve the consent calendar as amended. Board Member Muenchrath re-seconded the motion as amended which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, Muenchrath, and Vaughan voting aye.

Review of the Façade Improvement Grant Program

Economic Development Administrator Joyce Jansen stated to assist property and business owners in making improvements to their buildings the Urban Renewal Agency amended both district plans and adopted a façade improvement grant program in November 2006. Since inception, twenty-one grants totaling \$368,786 with a project value of \$840,443 were awarded in the Downtown District and four grants totaling \$130,081 with a total project value of \$282,283 were awarded in the Empire District. Ms. Jansen noted the Agency held a work session in May to review the façade grant program and proposed the following changes: require a pre-application to provide greater assistance to the applicant in the grant process; proposed maximum grant of \$25,000 be available to both property and business owners; include signage, sidewalk replacement, landscaping and development of outdoor space as eligible uses of grant funds; develop standards for awnings and signage; development of a checklist to aid in the approval consideration of the improvement project; provide a definition for the City's meaning of

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historic buildings, and review the Ordinance establishing the Design Review Committee which did not include reviewing of façade grant applications as a role of the committee.

Ms. Jansen stated the proposed revisions to the façade grant program were not anticipated to impact the budget but noted the change in funding eligibility and additional components could increase the number of application submitted. Board Member Groth suggested with regards to developing a checklist that including consideration of whether or not the project increased the value of property or promoted economic development was subjective and was not easily measured. Board Member Shoji was not inclined to approve funding for signage. Board Member Muenchrath suggested applicants should be required to provide scaled drawings and recommended additional standards for the consideration of landscaping and outdoor space. It was the consensus of the Agency to direct staff to implement the revisions to the grant eligibility, the pre-application, change the maximum grant available, include sidewalks in the grant, include updating the definition for the city's meaning of historic buildings, and to continue to refine the other proposed changes for future consideration.

Approval of the KPFF Value Analysis of ZCS Structural Evaluation Report of the Egyptian Theatre

Public Works and Development Director Jim Hossley stated in July 2012 the Agency contracted with KPFF Consulting Engineers to review the 2010 Facilities Improvement Evaluation report completed by ZCS Engineers. Mr. Hossley advised KPFF completed their assessment and noted they generally agree with the findings in the ZCS report. The report identified that full seismic upgrade work was typically only required by the Oregon Structural Specialty Code (OSSC) and municipal codes if a change in occupancy or an increase in structural demand occurs due to an alteration. Based on this information the theatre would not require a full mandatory seismic upgrade as part of the currently recommended modifications.

Based on the information collected from both the ZCS and KPFF reports, staff identified two potential options for consideration: Option one included creating final design plans and specifications for a full seismic upgrade in addition to various other upgrades; estimated cost of \$3.7 million. Option two would entail mitigation of the structural deficiencies and adding seismic reinforcement where necessary in addition to various other upgrades; estimated cost of \$500,000 to \$550,000. Mr. Hossley advised since the time KPFF wrote and submitted their report they have since contacted the City and suggested the need for additional geotechnical investigation. Board Member Shoji suggested there were no real assurances with option one and questioned if the estimated cost for option two was understated. Chair Melton suggested option two would allow the Egyptian Theatre to re-open and start generating revenue to assist in fund raising efforts.

Robert Moore, Coos Bay: stated the eligibility of state or federal funding was a mute point and suggested there were grant funds available to cover the cost of repairs. Greg Rueger, Coos Bay: stated he was a member of the Egyptian Theatre Preservation Association and was in favor of option two. Board Member Muenchrath moved to request staff to enter into negotiations with KPFF to pursue option two. Board Member Shoji seconded the motion which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, Muenchrath, and Vaughan voting aye.

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Adjourn

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

Gene Melton, Chair

Attest:

Jennifer Groth, Secretary