

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

December 18, 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 Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Gene Melton and Board Members Mark Daily, Jennifer Groth Stephanie Kramer, John Muenchrath, Crystal Shoji, and Mike Vaughan. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Economic Revitalization Administrator Joyce Jansen, 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 December 4, 2012; and 2b: acceptance of the November 2012 URA combined cash report. Board Member Shoji moved to approve the consent calendar approving the minutes of December 4, 2012, and accepting the November 2012 URA combined cash report. Board Member Groth seconded the motion which passed with Chair Melton and Board Members Daily, Groth, Kramer, Muenchrath, Shoji, and Vaughan voting aye.

Approval of a Façade Improvement Grant for Suzanne Ector for Property Located at the Corner of South Broadway and Hall Avenue

Economic Revitalization Administrator Joyce Jansen presented a Façade Improvement Grant Application on behalf of Suzanne Ector, owner of commercial property located at the corner of South Broadway and Hall Avenue. Businesses currently located in the building were Little Caesars, US Cellular, and Under the Sun Tans. The grant program allows one grant per tenant or owner per building location in any one fiscal year. Ms. Jansen noted Little Caesars was awarded a façade grant in fiscal year 2011/2012 for replacement of an awning. The proposed project would replace the existing lap siding, window, door, and corner trim on the south side of the building and included painting the exterior using the existing color scheme.

Ms. Jansen noted the Design Review Committee (DRC) reviewed the application and recommended approval of the grant with the condition that all elevations of the building be visually appropriate and cosmetically equal. Due to the visibility from the street, staff and the committee suggested the owner at least pressure-wash the north side of the building; which would be considered maintenance and not eligible for the grant. Three bids were obtained for the façade project, bids ranged from \$83,288, \$32,496 and \$29,586. Based on the façade programs 50/50 grant match requirement with a maximum grant of \$25,000, the total grant amount to be considered by the Agency for the proposed project was \$14,793.

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Board Member Shoji moved to award the façade improvement grant for \$14,793 to Suzanne Ector contingent upon following the recommendations of the Design Review Committee to include at least pressure washing the north side of the building as part of the project. Board Member Groth seconded the motion. Discussion ensued resulting in Board Members Shoji and Groth withdrawing the motion and second. Board Member Muenchrath moved to award the façade improvement grant for \$14,793 to Suzanne Ector contingent upon the north side of the building have equal appearance as the south side of the building following the improvement process. The motion was not seconded. Board Member Daily moved to award the façade improvement grant for \$14,793 to Suzanne Ector. Board Member Groth seconded the motion which failed with Chair Melton and Board Members Daily and Muenchrath voting aye and Board Members Groth, Kramer, Shoji, and Vaughan voting nay. Board Member Shoji moved to award the façade improvement grant for \$14,793 to Suzanne Ector contingent upon cleaning the north side of the building as part of the project. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Daily, Groth, Kramer, Muenchrath, Shoji, and Vaughan voting aye.

Adjourn

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

Gene Melton, Chair

Attest:

Mike Vaughan, Secretary