

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

**April 16, 2013**

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, and Crystal Shoji. Board Member Mike Vaughan was absent. City staff present were City Manager Rodger Craddock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Economic Revitalization Administrator Joyce Jansen, Public Works and Development Director Jim Hossley, Library Director Sami Pierson, 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 March 19, 2013; and 2b: acceptance of the March 2013 URA combined cash report. Board Member Muenchrath moved to approve the consent calendar approving the minutes of March 19, 2013, and accepting the March 2013 URA combined cash report. Board Member Shoji seconded the motion which passed with Chair Melton and Board Members Daily, Groth, Kramer, Muenchrath, and Shoji voting aye. Board Member Vaughan was absent.

**Approval of a Façade Improvement Grant Application from the Ford Building Located at 245 South 2<sup>nd</sup> Street**

Economic Revitalization Administrator Joyce Jansen presented a Façade Improvement Grant Application on behalf of David Ford for his building located at 245 South 2<sup>nd</sup> Street. Ms. Jansen stated Mr. Ford was working with Oregon Energy Trust and Sol Coast Design to include energy efficient and green technology throughout the building. The low bid for the project was \$58,735. 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 to renovate the interior and exterior of the building was \$25,000. Ms. Jansen noted due to the amount of work necessary to renovate the façade of the building, the project would be completed in two phases; the first phase would replace and/or relocate windows and doors, repair and paint the exterior and replace sidewalks on the north side of the building; phase 2 would add architectural features and awnings. Ms. Jansen stated Mr. Ford met all requirements of the grant application; the Design Review Committee (DRC) reviewed the project and recommended the Agency approve the façade grant. Board Member Daily announced his son was working on the renovation project whereby the Agency declared no conflict. Board Member Shoji moved to approve the façade improvement grant for \$25,000 to David Ford to renovate property located at 245 South 2<sup>nd</sup> Street, Coos Bay. Board Member Kramer seconded the motion which passed with Chair

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Melton and Board Members Daily, Groth, Kramer, Muenchrath, and Shoji voting aye. Board Member Vaughan was absent.

### **Approval of an Intergovernmental Agreement (IGA) from the Transportation Alternatives Program Phase II**

Public Works and Development Director Jim Hossley stated consideration of the approval of an intergovernmental agreement from the Transportation Alternatives Program Phase II was the same project and IGA as the City Council adopted earlier in the evening. Board Member Kramer moved to accept the project and the \$160,000 expenditure for Phase 2 of the Empire Boulevard Multi-Modal Project. Board Member Shoji seconded. Discussion continued. A call for the question was made which passed with Chair Melton and Board Members Daily, Groth, Kramer, Muenchrath, and Shoji voting aye. Board Member Vaughan was absent.

### **Approval of an Intergovernmental Agreement (IGA) for the Urban Renewal Agency Du Jour Financing 2013 – Approval Would Require Adoption of Resolution 13-03**

Finance Director Susanne Baker stated the consideration of the approval of an intergovernmental agreement for the Urban Renewal Agency du jour financing was the same as the IGA and resolution the City Council adopted earlier in the evening. Board Member Muenchrath moved to adopt Resolution 13-03 approving an Intergovernmental Agreement between the City of Coos Bay and the Coos Bay Urban Renewal Agency and authorized up to \$735,971 in du jour financing budgeted plan projects of which \$380,137 would be for the Empire District and \$355,834 for the Downtown District. Board Member Daily seconded the motion which passed with Chair Melton and Board Members Daily, Groth, Kramer, Muenchrath, and Shoji voting aye. Board Member Vaughan was absent.

### **Adjourn**

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

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Gene Melton, Chair

Attest:

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Mike Vaughan, Secretary