

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

November 19, 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 Mark Daily and Board Members Jennifer Groth, Stephanie Kramer, Gene Melton, Crystal Shoji, and Mike Vaughan. Board Member John Muenchrath was absent. City staff present were City Manager Rodger Craddock, City Attorney Nathan McClintock, Finance Director Susanne Baker, Library Director Sami Pierson, Community Development Director Eric Day, Public Works Director Jim Hossley, Acting Fire Chief Mark Anderson, and Police Chief Gary McCullough.

Public Comments

No comments were given.

Consent Calendar

Chair Daily reviewed the consent calendar which consisted of 2a: approval of the minutes of November 5, 2013; and 2b: acceptance of the October 2013 URA combined cash report. Board Member Groth moved to approve the consent calendar approving the minutes of November 5, 2013 and accepting the October 2013 URA combined cash report. Board Member Kramer seconded the motion which passed with Chair Daily and Board Members Groth, Kramer, Melton, Shoji, and Vaughan voting aye. Board Member John Muenchrath was absent.

Egyptian Theatre Project Contingency

City Manager Rodger Craddock stated that one of the key components to the Egyptian Theater project was the electrical power source, a 1600 amp services transformer, which needed to be upgraded. The transformer was proposed to be located on the east side of 2nd Court directly behind the Egyptian Theater by Pacific Power at a cost estimate of \$25,000. During the site inspection between City staff and Pacific Power's engineer, it was determine the proposed location of the vault and transformer would interfere with access along the sidewalk behind the theater and a better location would be on the east side of 2nd Court with all the other transformers. This change would require an additional 125 feet of high voltage line which increased the cost estimate approximately \$12,000. Board Member Shoji moved to approve the power upgrades at a cost of \$37,858. Board Member Groth seconded the motion which passed with Chair Daily and Board Members Groth, Kramer, Melton, Shoji, and Vaughan voting aye. Board Member Muenchrath was absent.

Approval of a Phase II Façade Improvement Grant Application for the Ford Building Located at 245 South 2nd Street

Community Development Director Eric Day presented a façade improvement grant application on behalf of David Ford for his building located at 245 South 2nd Street. Mr. Ford proposed

Urban Renewal Agency Minutes – November 19, 2013

Phase II improvements which included demolition of the existing storefront on the east elevation and construction of recessed entries, pilasters, glass block, and center gable element; installing cornice trim, awnings, pilasters on the north and south sides, and replacement of sidewalk and brick pavers on the east side of the building. The Agency previously awarded Mr. Ford \$25,000 on April 16, 2013 for Phase I improvements.

The low bid for the project was \$120,866. 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. Mr. Day 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 Shoji moved to approve the façade improvement grant for \$25,000 to David Ford to renovate property located at 245 South 2nd Street, Coos Bay; for Phase II of his project which included demolition of the existing storefront on the east elevation and construction of recessed entries, pilasters, glass block and center gable element; installing cornice trim, awnings, pilasters on the north and south sides, and replacement of sidewalk and brick pavers on east side of the building located at 245 South 2nd Street, Coos Bay, Oregon. Board Member Kramer seconded the motion which passed with Chair Daily and Board Members Groth, Kramer, Melton, Shoji, and Vaughan voting aye. Board Member Muenchrath was absent.

Adjourn

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

Mark Daily, Chair

Attest:

Mike Vaughan, Secretary