

**MINUTES OF THE PROCEEDINGS OF THE
JOINT WORKSESSION OF THE CITY OF COOS BAY URBAN RENEWAL AGENCY
AND URBAN RENEWAL ADVISORY COMMITTEE**

October 20, 2015

The minutes of the proceedings of the joint meeting of the City of Coos Bay Urban Renewal Agency and Urban Renewal Advisory Committee, held at 5 p.m. in the Myrtlewood Room at the Library, 525 Anderson Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Jennifer Groth and Board Members Fred Brick, Mark Daily, Thomas Leahy, Crystal Shoji, and Mike Vaughan. Board Member Stephanie Kramer was absent. City staff present were City Manager Rodger Craddock, Finance Director Susanne Baker, Community Development Director Eric Day, Planning Administrator Tom Dixon, Public Works Director Jim Hossley, Library Director Sami Pierson, and Police Chief Gary McCullough.

Urban Renewal Advisory Committee: Hilary Baker, Drew Farmer, Scott Frasier, Joanne Moss, Deb Lal, and Andrew Locati. Board Member Jim Berg was absent.

Review and Discussion of the Coos Bay Downtown Urban Renewal Plan

Elaine Howard, urban renewal consultant, presented a video titled "Urban Renewal: Transforming Oregon Communities" as a resource of the impact of urban renewal projects around Oregon.

Ms. Howard reviewed the agenda which consisted of continued discussion on updating the downtown urban renewal plan goals and accomplishments of the plan; review of the goals and their relevance; and discussion of future projects.

Waterfront

Goal: Develop the city's waterfront to enhance its potential for recreation, tourism and other commercial activities while preserving its alternate role as a working waterfront which support the area's forest products and marine related economy.

Suggested Goal Change: (Create development incentives or Enhance) that support the city's waterfront as a working waterfront which supported the area forest products and marine related economy while enhancing its potential for recreation, tourism, and other commercial mixed use activities in order to generate a more vibrant water-oriented district.

Ideas: Marina, restaurant, area for locals - fishing, work with partners, ramps/moorage, float homes access, heritage, develop Eastside moorage, create incentives for outside investment, working waterfront, diversify, passenger rail service

The Downtown Core – The Pedestrian Mall

Goal: Revitalize the downtown core area by repair and change to, but not total elimination of, the pedestrian mall and by other activities which promote the effective utilization of this area for a wide variety of purposes while recognizing its changing role away from high traffic, consumer related activities.

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Suggested Goal Change: Revitalize the downtown core, including its historic heritage, that made it an economically healthy, attractive and unique environment for people to live, work, shop and socialize (recreate).

Ideas: Business – facilitation, educate; second floor development; regional cultural center; mixed use living; more two-way streets; Farmer’s Market – street issues; art/murals

Infrastructures

Goal: Improvement of streets, utilities, and other essential infrastructures in areas of the city within the district where they have deteriorated, are non-existent or where modifications are necessary to support and/or encourage the expansion of new commercial and industrial activity.

Suggested Goal Change: Improvement of streets, utilities, and other essential infrastructure in areas of the city within the district where they had deteriorated, were non-existent or where modifications were necessary to support and/or encourage the expansion of new development.

Ideas: Complete streets, two-way streets, bike lanes, action words on goals

Projects/Needs:

- Replace force main sewer lines north of pump station 1
- Install sewer mains to service properties north of Historical Museum
- New sewer pump station would be needed to support development north of Historical Museum
- New pump station(s) and upgrade to existing pump stations would be required to accommodate development of Port property north of Eastside boat ramp
- Storm water improvement projects in the downtown core, Lockhart Ave area, and area north of Historical Museum
- Traffic signal at Hwy 101 and Greenwood Ave
- Pedestrian access along east side of Highway 101

Dick Jamesgard discussed the Historical Rail Museum projects and desire to expand, funding pending. Ms. Howard through Eric Day would send out an email with the infrastructure projects; requested the committee review and finalize the goals. Mr. Rodger Craddock reconfirmed prioritization of projects should be based upon those which created taxable assessed value and increased the tax base.

Adjourn

There being no further business to come before the Agency, Chair Groth adjourned the meeting with the next meeting scheduled for November 17, 2015.

Jennifer Groth, Chair

Attest: _____
Mike Vaughan, Secretary

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

October 20, 2015

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 Jennifer Groth and Board Members Mark Daily, Stephanie Kramer, Thomas Leahy, Crystal Shoji, and Mike Vaughan. Board Member Fred Brick was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Library Director Sami Pierson, Community Development Director Eric Day, Public Works Director Jim Hossley, Fire Chief Mark Anderson, and Police Chief Gary McCullough.

Public Comments

No comments were given.

Consent Calendar

Chair Groth reviewed the consent calendar which consisted of 2a: approval of the minutes of September 1, and September 15, 2015; 2b: acceptance of the August 2015 combined cash report, and; 2c: acceptance of the September 2015 combined cash report. Board Member Kramer moved to approve the consent calendar approving the minutes of September 1, and September, 15, 2015 and accepting the August and September 2015 combined cash reports. Board Member Daily seconded the motion which passed with Chair Groth and Board Members Daily, Kramer, Leahy, Shoji, and Vaughan voting aye. Board Member Brick was absent.

New Urban Renewal Business

Board Member Daily expressed excitement over the Oregon Coast Historic Railway Museum's efforts to bring the Snug Harbor Railroad to the Boardwalk.

Approval of a Change Order for the Egyptian Theatre Canopy Project

Public Works Director Jim Hossley provided a brief history on the Egyptian Theatre Canopy project which the Agency awarded on July 21, 2015 to DLB Construction for a contract amount of \$181,157. Mr. Hossley stated DLB Construction worked with KPFF Engineering for design of the canopy per George Kramer's architectural renderings. During the canopy design process an accurate anchoring detail for the new canopy could not be provided until after demolition of the old canopy. Once demolition was complete, KPFF Engineering verified the anchor system and finalized a new canopy anchor design. Cost of the additional field investigation and design time by KPFF totaled \$10,344.43 and added 60 days to the construction contract. Mr. Hossley advised the Egyptian Theatre Preservation Association secured grants for the canopy project which totaled \$215,922. Board Member Vaughan disliked the placement of the Egyptian Theatre reader board. City Manager Rodger Craddock noted the Egyptian Theatre Preservation Association approved the placement of the reader board. Board Member Kramer moved to approve a change order for DLB Construction, Inc. in the amount of \$10,344.43 to fabricate and

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install the anchor system for the new canopy (for total revised contract amount of \$191,501.43). Board Member Shoji seconded the motion which passed with Chair Groth and Board Members Daily, Kramer, Leahy, Shoji, and Vaughan voting aye. Board Member Brick was absent.

Adjourn

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

Jennifer Groth, Chair

Attest: _____
Mike Vaughan, Secretary

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

November 3, 2015

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 Secretary Mike Vaughan and Board Members Fred Brick, Stephanie Kramer, Thomas Leahy, and Crystal Shoji. Chair Jennifer Groth and Board Member Mark Daily were absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Library Director Sami Pierson, Community Development Director Eric Day, Public Works Director Jim Hossley, Fire Chief Mark Anderson, and Police Chief Gary McCullough.

Public Comments

No comments were given.

New Urban Renewal Business

No new business was presented.

Approval of Additional Construction Funds for Empire Boulevard Enhancement Project

Public Works Director Jim Hossley stated the City received grant awards through Oregon Department of Transportation (ODOT) to fund the Empire Boulevard Enhancement project. Between the City's URA matching funds and ODOT's grant funds, \$5,367,533 was authorized for expenditure on the construction phase of the project. The amount was determined based on ODOT's engineering cost estimates and included estimated costs for construction, engineering, management, and a 10% contingency. On October 22, 2015 the City received the following bid results from ODOT: LaDuke Construction, \$4.82 million; Knife River, \$4.99 million; JAL, \$5.25 million; Laskey-Clifton, \$5.31 million, and; Carter & Co., \$5.83 million.

Mr. Hossley noted the lowest bid was approximately 5% over ODOT's estimate. LaDuke's bid for construction, plus engineering management, and a 10% contingency totaled \$5,631,674; \$264,141 over the amount authorized for the project. Per the City's intergovernmental agreement (IGA) with ODOT, the City was responsible for additional funding required beyond the estimated amount for the construction phase. Mr. Hossley advised the estimated cost for the now completed design engineering (PE) phase and right-of-way (ROW) acquisition phase was underspent. Unfortunately, ODOT's project accounting rules did not allow for the under spent funds to be rolled into the overage in the construction phase at this time. In order to keep the project moving forward, the URA would need to agree to fund the entire construction phase overage (\$264,141) and request ODOT continue to move the project forward. The ODOT project manager forecasted the actual overage would be closer to \$40,000, once the remaining funds in the PE and ROW phases were rolled into the Construction Phase. Mr. Hossley stated the actual figure and the funds would not be rolled into the construction phase until the end of January 2016 at the earliest.

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Staff asked ODOT if it was possible to rebid the project in hopes of a better price and were advised at a minimum, it would cost an additional \$30,000 in engineering and administrative cost to rebid. Bidding in the fall (as ODOT did) was an ideal time for the best bids. Additionally, most materials costs were expected to rise. ODOT's experts recommend against rebidding the project as they expect rebid prices would come in higher. Mr. Hossley stated because of state law, ODOT could not shorten or reduce the scope of the project in an effort to reduce cost without going out to bid again. Should the Agency choose not to approve the additional match, the City would have to reimburse ODOT their cost for the project to date including PE and ROW phase costs; estimated reimbursement was \$640,000 which would be in addition to the \$163,350 the City had already paid for the PE and ROW phase.

Board Member Shoji moved to approve an additional \$264,141 grant match for the Empire Boulevard Enhancement project, increasing the total authorized match for the grant match to \$1,094,173 and authorized staff to request ODOT move forward with the construction phase of the Empire Boulevard Enhancement project. Board Member Leahy seconded the motion. Board Member Kramer stated she was not pleased with the use of additional Urban Renewal funds; suggested the City should also contribute funds. A call for the question was made which passed with Secretary Vaughan and Board Members Brick, Kramer, Leahy, and Shoji voting aye. Chair Groth and Board Member Daily were absent.

Adjourn

There being no further business to come before the Agency, Secretary Vaughan adjourned the meeting.

Jennifer Groth, Chair

Attest: _____
Mike Vaughan, Secretary

**MINUTES OF THE PROCEEDINGS OF THE
JOINT WORKSESSION OF THE CITY OF COOS BAY URBAN RENEWAL AGENCY
AND URBAN RENEWAL ADVISORY COMMITTEE**

December 15, 2015

The minutes of the proceedings of the joint meeting of the City of Coos Bay Urban Renewal Agency and Urban Renewal Advisory Committee, held at 5 p.m. in the Myrtlewood Room at the Library, 525 Anderson Avenue, Coos Bay, Oregon.

Review and Discussion of the Coos Bay Downtown Urban Renewal Plan

Due to unforeseen circumstances the December 15, 2015 joint work session meeting of the Coos Bay Urban Renewal Agency and Urban Renewal Advisory Committee was postponed for a future meeting date in 2016 yet to be determined.

Jennifer Groth, Chair

Attest: _____
Mike Vaughan, Secretary