

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

**February 16, 2016**

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 Coos Bay Public Library, 525 Anderson Avenue, Coos Bay, Oregon.

**Those Attending**

Those present were Chair Jennifer Groth and Board Members Fred Brick, Mark Daily, Stephanie Kramer, Thomas Leahy, and Crystal Shoji. Councilor Mike Vaughan 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, and Police Chief Gary McCullough.

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

**Review and Discussion of the Coos Bay Downtown Urban Renewal Plan**

City Manager Rodger Craddock reviewed the implementation of the Downtown Plan, the agenda for the meeting, debt maturity, and the process to update the Agencies goals for future projects. Inclusion of the façade program was a successful change to the plan.

**Goal 1 Waterfront**

Enhance the City's waterfront by developing its potential for diverse uses with an emphasis on recreation, tourism, residential, and commercial use.

Discussion on clarifying what was meant by the waterfront in the plan. Further delineation included consideration of how to refer to the Eastside waterfront area within the plan.

Objective 1 Provide more attractive and aesthetic design.

- Strategy A Improve or install sidewalks, bike paths, water access, and parking where appropriate.
- Strategy B Incorporate area lighting, benches, public art, and street furniture where appropriate.
- Strategy C Expand the wayfinding sign program along the waterfront area.
- Strategy D Assess the feasibility of the removal or reuse of existing docks and/or pilings.

Objective 2 Attract investment to the waterfront with an emphasis on mixed-use projects which incorporated a high level of design.

- Strategy A Work in partnership with potential developers and/or land owners to improve needed infrastructure and/or other incentives to support the proposed use(s).
- Strategy B Identify potential waterfront locations for recreational uses such as kayaks, paddleboards, etc.

**Urban Renewal Agency and Urban Renewal Advisory Committee  
Minutes – February 16, 2016**

Strategy C Assess the feasibility of and the location for additional City docks and/or float houses.

Goal 2 Revitalize the downtown commercial core of the City by improving the built environment and emphasizing the historic heritage of the area.

Objective 1 Encourage residential and commercial uses in the downtown area with an emphasis on second floor office and residential uses.

Strategy A Complete a building assessment and inventory for potential redevelopment of underutilized buildings within the downtown area

Strategy B Assist property owners and developers in rehabilitating existing buildings and property to accommodate more profitability and entice commercial business.

Objective 2 Support the improvement of historically significant buildings within the downtown area.

Discussion of the Agency partnering with business owners to fill financial gaps such as installation of an elevator. Projects were mostly contingent upon a successful pro forma to create profit and encourage businesses. Provide concept drawings of what buildings could look like to entice improvements and building owners to invest in their assets and partner with the Agency. Redevelop buildings before they were too far gone structurally. Consider the impact of changing the facades of the buildings between Hwy 101 and Bayshore, Curtis, and Anderson.

Strategy A Fully implement and support the Certified Local Government program to benefit area building owners and the district.

Strategy B Encourage area building owners to pursue inclusion into available state and federal historic programs.

Objective 3 Evaluate a two-way street system in the downtown to promote better accessibility.

Discussion of traffic revision fatigue and the traffic flow on Central. Cost would be approximately \$1,000,000 a block to move the utilities within Central Avenue. City Manager Rodger Craddock discussed financing options such as pay-as-you-go and lump sum financing. Consider changing traffic to two-way in the central core area.

Strategy A Complete a transportation circulation study to determine the value and expense of changing the downtown street patterns.

Goal 3 Improve streets, streetscapes, utilities, parks and public spaces to enhance investment and development of existing commercial areas within the district.

Objective 1 Enhance safe and efficient connectivity of land uses within the district.

Discussion of crosswalk placement and ODOT's regulatory authority. Look into reinstalling the crosswalk at Koosbay Blvd. Discussion of evaluating the two downtown empty lots (3<sup>rd</sup> and Central and 4<sup>th</sup> and Central). Discussion of refinishing the light poles in conjunction with removing the brick inlays as a new streetscape project. Eliminate graffiti quickly.

**Urban Renewal Agency and Urban Renewal Advisory Committee  
Minutes – February 16, 2016**

Strategy A Continue to partner with Oregon Department of Transportation (ODOT) to explore improvements along Bayshore and Broadway for bicycle lanes and enhanced pedestrian safety.

Strategy B Improve the aesthetic appearance of the Hwy 101 entrances to the City.

Strategy C Improve the aesthetic appearance of the downtown streetscape.

Objective 2 Construct or reconstruct utilities as necessary to encourage and permit development of private properties and public amenities within the district.

Discussion of making natural gas available to promote business activity. Discussion of pending capital improvements needed for the Library and whether to fully fund public buildings with urban renewal funds.

Strategy A Evaluate infrastructure deficiencies in the downtown area.

Strategy B Commit to a clear capital improvements (CIP) for making public investment decisions for public improvements.

Strategy C Leverage the Agency's financial resources to the maximum extent possible with other public and private investment and other public and private funding sources to support infrastructure projects in an effort to promote district economic development.

The committee was assigned to review the project goals from previous discussions.

Waterfront:

Waterfront walkway

Front Street master plan

Front Street

Recreational water access for kayaks and paddleboards

Ecological projects to educate

101 corridor streetscape

Boardwalk development – kiosks; ramps, and docks (Parks Commission)

Replace visible chain link fence

Pilings and dock near Central Dock

Float homes

Eastside old airport area – wetland issues; sports complex, golf course

Coos Historical Museum access

Marina expansion/enhancements

The Downtown Core – The Pedestrian Mall

Pedestrian mall – Central Ave, solid concrete, planter box, no elevation change, and utilities

Upper floor redevelopment

Include McAuley Hospital into the district; partner with a developer

Fletcher building

American building

North Point building

**Urban Renewal Agency and Urban Renewal Advisory Committee  
Minutes – February 16, 2016**

Infrastructure

Complete streets

Two-way streets

Bike lanes

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

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Jennifer Groth, Chair

Attest: \_\_\_\_\_

Mike Vaughan, Secretary

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

**February 16, 2016**

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 Fred Brick, Mark Daily, Stephanie Kramer, Thomas Leahy, Crystal Shoji, and Mike Vaughan. City staff present were City Manager Rodger Craddock, 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 February 2, 2016 and; 2b: acceptance of the January 2016 combined cash report. Board Member Brick moved to approve the consent calendar approving the minutes of February 2, 2016 and accepting the January 2016 combined cash report. Board Member Daily seconded the motion which passed with Chair Groth and Board Members Brick, Daily, Kramer, Leahy, Shoji, and Vaughan voting aye.

**New Urban Renewal Business**

No new urban renewal business was presented.

**Consideration of a Façade Improvement Grant for Bristol Properties, LLC**

Community Development Director Eric Day presented a façade improvement grant application on behalf of Bristol Properties, LLC. for their building located at 333 S. 4<sup>th</sup> Street. Mr. Day noted the partial two-story building was constructed in the late 1950's as a sales office and garage for a car dealership and the structure was later used by the State Police. On January 26, 2016 the Design Assessment Team reviewed the application and recommended approval of the project as proposed. The applicants proposed to use the façade grant to replace doors and windows on the east elevation on the first and second floor, install a door on the second floor to provide access to the roof, repair stucco on the east and north wall on the second floor and on the south wall of the first floor, repair the rock veneer, repair and paint the wood siding, and install exterior lighting.

Bids received were \$51,800, \$79,831, and \$84,799. Based on the façade programs 50/50 grant match requirement with a maximum grant of \$25,000 per fiscal year per building, the total grant amount to be considered by the Agency to renovate the exterior of the building was \$25,000. Board Member Daily cited an indirect financial benefit noting the proposed property was located

## Urban Renewal Agency Minutes – February 16, 2016

next to property he owned; stated he wished to abstain from the vote. City Manager Rodger Craddock noted Board Member Daily had a perceived conflict of interest but no actual conflict. Building owner Joe Slack stated the offices of HGE would relocate to the building once renovations were complete; expressed appreciation for the façade improvement program. Board Member Shoji moved to award a façade improvement grant for \$25,000 to building owner Bristol Properties, LLC for façade improvements as proposed at 333 S. 4<sup>th</sup> St., Coos Bay, Oregon. Board Member Brick seconded the motion which passed with Chair Groth and Board Members Brick, Kramer, Leahy, Shoji, and Vaughan voting aye. Board Member Daily having abstained from the vote, is deemed, pursuant to the provisions of 4.7.4 of the Rules of the City Council, to have voted with the majority, which approved the motion.

### **Approval of an Intergovernmental Agreement for the Urban Renewal Agency Du Jour Financing 2016 – Approval Would Require Adoption of Resolution 16-01**

Finance Director Susanne Baker stated the IGA was discussed in the City Council meeting and adopted earlier in the evening. Board Member Kramer moved to adopt Resolution 16-01 approving an IGA between the City of Coos Bay and the Coos Bay Urban Renewal Agency and authorized \$447,754 in du jour financing of which \$311,362 would be for Empire and \$136,392 for Downtown. Board Member Brick seconded the motion which passed with Chair Groth and Board Members Brick, Daily, Kramer, Leahy, Shoji, and Vaughan voting aye.

### **Adjourn**

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

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Jennifer Groth, Chair

Attest: \_\_\_\_\_  
Mike Vaughan, Secretary