

## CITY OF COOS BAY URBAN RENEWAL AGENCY MEETING NOTICE

March 20, 2012

The meeting will be held immediately following the City Council Meeting  
Which begins at 7 p.m. in the Meeting Room at the Public Library  
525 Anderson Avenue – Coos Bay, Oregon

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1. Public Comments
2. Consent Calendar
  - a. Approval of the minutes of February 21, 2012
  - b. Acceptance of February Combined Cash Report
  - c. Adoption of Resolution 12-02 Amending the Empire Urban Renewal Agency Plan to Add the Dolphin Theatre as a Project
  - d. Adoption of Resolution 12-03 accepting a grant from the Three Rivers Foundation and adopting the supplemental budget and making appropriations
3. Consideration of Approval of a Façade Grant Application for Little Caesars Restaurant located at 789 South Broadway
4. Consideration of Approval of Façade Grant Application for Jon & Patricia Webster located at 165 South 5<sup>th</sup> Street
5. Consideration of the Funding Request for the Main Street Program
6. Award of a General Construction Contract for the Dolphin Theatre Project
7. Adjourn

All citizens addressing the Urban Renewal Agency under regular agenda items or public comments are required by URA Rule 4.8.4 to sign-in on the forms provided on the agenda table and podium.

If you require a listening enhancement device please contact the City Recorder.  
Please silence electronic devices – Thank you.

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

**February 21, 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 Library Meeting Room, 525 Anderson Avenue, Coos Bay, Coos County, Oregon.

**Those Attending**

Those present were Chair Gene Melton and Board Members Jennifer Groth, Jon Hanson, Stephanie Kramer, Crystal Shoji, John Muenchrath and Mike Vaughan. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Public Works and Development Director Jim Hossley, Economic Revitalization Administrator Joyce Jansen, 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 January 17, 2012; 2b: acceptance of the January 2012 URA combined cash report; and 2c: adoption of Resolution 12-01 approving an Intergovernmental Agreement (IGA) between the City of Coos Bay and the Urban Renewal Agency for Du Jour Financing. Board Member Muenchrath moved to approve the consent calendar approving the minutes of January 17, 2012, accepting the January 2012 URA combined cash report, and adopting Resolution 12-01 approving an IGA between the City of Coos Bay and the Urban Renewal Agency for Du Jour Financing. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, Muenchrath, and Vaughan voting aye.

**Approval of an Amendment to the Memorandum of Understanding with the Egyptian Theatre Preservation Association to Add a Policy for Restricted Donations**

Economic Revitalization Administrator Joyce Jansen stated the Egyptian Theatre was closed for public use on March 15, 2011. A Memorandum of Understanding (MOU) between the Urban Renewal Agency (URA) and the Egyptian Theatre Preservation Association (ETPA) was approved in November 2011 which designated the roles and responsibilities of the URA, ETPA, and the Egyptian Theatre Restoration Steering Committee for the Egyptian Theatre restoration project. Since the closure the ETPA continued with fund raising, donations, and membership dues. A separate bank account was established for funds received for the purpose of restoring the theatre and a policy was developed to manage the donated funds in the unlikely event the efforts to restore the Egyptian Theatre was abandoned. The ETPA adopted a Restricted Donations Policy at their January board meeting, and requested the URA add a restricted donations policy to the MOU. Ms. Jansen stated the City Attorney prepared an amendment to the MOU which created a policy for management of the restricted donations for the Egyptian Theatre restoration project. Board Member Shoji moved to approve the amendment to the MOU adding the policy for managing restricted donations. Board Member Kramer seconded the

## **Urban Renewal Agency Minutes – February 21, 2012**

motion which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, Muenchrath, and Vaughan voting aye.

### **Status of the Eastside Boat Ramp Parking Expansion Project**

Public Works and Development Director Jim Hossley stated completion of the first expansion phase of the Eastside Boat Ramp parking was delayed last summer due to wetland and permitting issues. Since that time all wetlands had been delineated and all required permits were submitted. Mr. Hossley advised a grant application was submitted to the State Marine Board on February 16, 2012 to fund the full expansion project which would include: parking expansion to the east and west of the existing lot, resurfacing and striping the existing lot, and the additions of a fish cleaning and boat washing station. Mr. Hossley noted the wash station would help to minimize the spread of invasive species. The total estimated project costs were \$319,791 with an estimated grant match of \$71,350 of which \$33,600 would be in-kind labor services from the City and \$37,750 in cash from urban renewal funds. Chair Melton inquired if the parking lot on the east side was still being developed whereby Mr. Hossley confirmed the parking on the east side would be implemented. Board Member Groth inquired as to the role of the Port of Coos Bay (Port) in the project. Mr. Hossley advised the Port of Coos Bay owned the property and by agreement the City/Agency built and maintain infrastructure on the site. Board Member Groth inquired if the Port would be making any financial contribution to the project. City Manager Rodger Craddock advised the Port hired and paid for Stuntzner Engineering to provide the layout for the engineering portion of the project and completed the wetland delineations. No decisions were made.

### **Consideration of Interim Improvement Options for Lockhart and Old Fire Station Sites**

Public Works and Development Director Jim Hossley stated staff was seeking the Agency's direction and parameters on the use of the vacant lots which were the former sites of the Lockhart building located at the corner of 3<sup>rd</sup> and Central Avenue, and the old fire station located at the corner of 4<sup>th</sup> Street and Anderson. Mr. Hossley requested the Agency's direction regarding the interim use and the possibility for temporary improvements for the old fire station lot; noted any direction for the Lockhart property must take into account that the property was not currently owned by the City/Agency. Board Member Muenchrath inquired where the Agency was in the process for acquiring the Lockhart property. City Attorney Nate McClintock advised a notice of lien was sent to the legal owner of the property approximately 30 days ago and upon 60 days after sending the lien notice the City/Agency would then move forward with the process which included filing a lawsuit to legally acquire the property and a one year wait period after receiving the court order.

Mr. Hossley provided a concept plan to the City/Agency drafted by Board Member Vaughan. Board Member Vaughan provided a brief overview of the proposed concept design for interim use at the fire station property; estimated total project cost between was between \$10,000 and \$50,000 depending on the scale of implementation. Board Member Kramer inquired if water was available to care for the trees. Mr. Hossley stated staff would use a watering truck to water the trees or they could look into making a connection to the water available at the street. Board Member Shoji expressed concern about spending money on a lot which the City planned to permanently develop. Board Member Vaughan advised the trees would remain in their nursery pots and would not be planted and could be used as a rotating collection of trees available for

## **Urban Renewal Agency Minutes – February 21, 2012**

future use throughout the City. Board Member Muenchrath suggested implementing the interim project in phases and recommended a budget of \$10,000. Mr. Hossley advised there was not a budget in place for the proposed project noting further research was required to see if urban renewal funds could be used to purchase trees. If purchasing trees was determined not to be an allowable use of urban renewal funds, costs would have to be paid out of the General Fund. Board Member Hanson suggested consideration needed to be made for the current economic climate and expressed concern about spending money on a temporary project. Board Member Kramer inquired as to the timeframe for developing the property. City Manager Rodger Craddock estimated one to two years for permanent development of the property. Board Member Groth noted concern that consideration of only one design was not a good public process and suggested a variety of designs might help to identify a project that was more economical or useful. Board Member Shoji moved to set a limit of not to exceed \$5,000 to purchase ground cover. Board Member Kramer seconded the motion. Mr. Hossley recommended if the proposed motion were to pass that staff work with the Parks Commission to put together a design based on the \$5,000 limit, request input from the Downtown Association and local businesses, and provide the Agency with the proposal. A call for the question was made which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, and Vaughan voting aye and Board Member Muenchrath voting nay.

### **Discussion on the Second Court Project Status**

Public Works and Development Director Jim Hossley stated Agency members expressed interest in making improvements to the 2<sup>nd</sup> Court south of Anderson Avenue located behind the west side of the Egyptian Theatre. City staff and the Design Review Committee met last fall and came up with the following concepts to make 2<sup>nd</sup> Court more inviting to pedestrians: improvements to and the additions of canopies on the eastside of the street, improving lighting, and adding landscaping on the west side. The 2<sup>nd</sup> Court Improvement Committee which was a spinoff from the Your Town meeting had already completed project of picking up trash and weeds along 2<sup>nd</sup> Court and a mural contest was underway to paint the wall on the west side of the street. Mr. Hossley noted the Agency had not formally directed staff to create a 2<sup>nd</sup> Court improvement project and requested further direction on the issue.

Board Member Shoji inquired if there was a list of proposed projects for the Second Court. Mr. Hossley stated there was a list of projects based on staff and Design Review Committee recommendations. Board Member Kramer inquired as to the total estimated costs for the recommended projects and if there were funds available for the project(s). City Manager Rodger Craddock suggested should the Agency desire to designate Second Court as a project the Agency could direct staff to put together list of projects and costs for future consideration. Board Member Groth suggested including input from the businesses located in the vicinity of Second Court. Board Member Shoji requested including a list of the process involved i.e. if zoning ordinances needed to be changed to allow signage on the back of the buildings, or if infrastructure needed to be moved. Chair Melton inquired if the Second Court project could be incorporated with the Main Street Grant project. Brian Bowers advised the Main Street Committee had discussed the Second Court project but also knew the Urban Renewal Agency was considering the project. Mr. Bowers suggested the possibility that the Main Street Committee and the Urban Renewal Agency could look at working together on the project once the Committee had more information on the project. Chair Melton inquired about putting together a list of projects and costs for the 2<sup>nd</sup> Court Improvement project. Mr. Craddock

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advised staff would prepare a list of projects and costs and recommended moving forward with replacing the landscaping as intended by staff and the Design Review Committee due to the previous removal of unacceptable landscaping.

Board Member Muenchrath inquired as to the status of the Prefontaine mural. Board Member Vaughan advised a request was made to Nike for use of the Prefontaine branding and they were waiting to see if Nike would grant the permission.

**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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Jennifer Groth, Secretary

**CITY OF COOS BAY URBAN RENEWAL AGENCY**  
**Agenda Staff Report**

<b>MEETING DATE</b> March 20, 2012	<b>AGENDA ITEM NUMBER</b>
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**TO:** Chair Gene Melton and Board Members

**FROM:** Susanne Baker, Finance Director  
**Through:** Rodger Craddock, City Manager 

**ISSUE:** February 2012 Urban Renewal Fund Summary, Balance Sheet, Combined Cash Investment Reports

**BACKGROUND:**

These reports are being provided to the Urban Renewal Agency and the public pursuant to a recommendation from the City's Auditor and City Manager to provide transparency and full disclosure to all interested parties. Routinely, the Urban Renewal transactions are included in three of the City's four bank statements (Accounts Payable, Local Government Investment Pool and Umpqua Bank State Pool) and are balanced by the middle of the following month; expenditures and receipts are updated daily; deposits made daily; and the financial reports available upon request as well as uploaded monthly onto the Citywide drive.

**ATTACHED REPORTS:**

The **Fund Summary** shows all Urban Renewal funds are within appropriation levels for February with 67% of the fiscal year having elapsed. Urban Renewal Downtown Property Tax Collections are at 90.6% of budget and Urban Renewal Empire Property Tax Collections are at 95.1% of budget.

The **Balance Sheet** shows the Beginning Balance (Fund Balance 7/1/11); (Used or Earned) or the difference between what has been earned to what has been spent (7/1/2011 through 02/29/2012); and the Ending Balance or what amount remains as Fund Balance on 02/29/2012.

Balance Sheet Fund	Beginning Fund Balance FYE11 Audited	(Used) Earned	Ending Fund Balance
Downtown Special Revenue	903,221.85	(310,653.17)	592,568.68
Empire Special Revenue	441,103.58	(318,040.24)	123,063.34
Empire Program	429,550.35	1,870.71	431,421.06
Downtown Bond	1,033.66	0.00	1,033.66
Empire Bond	.15	0.00	.15
Downtown Program	23,064.12	100.46	23,164.58
Downtown Capital Projects	2,055,395.65	635,392.15	2,690,787.80
Empire Capital Projects	735,690.92	511,770.90	1,247,461.82
Downtown Bond Reserve	665,719.94	0.00	665,719.94
Empire Bond	239,710.86	0.00	239,710.86

Reserve			
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The **Combined Cash Investment Report** shows total combined cash of \$6,014,930.89 (see table below).

Combined Cash Accounts:

Allocations to:	
Downtown Special Revenue Fund	\$ 592,568.68
Empire Special Revenue Fund	123,062.34
Empire Program Fund	431,421.06
Downtown Bond Fund	1,033.66
Empire Bond Fund	.15
Downtown Program Fund	23,164.58
Downtown Capital Projects Fund	2,690,787.80
Empire Capital Projects Fund	1,247,461.82
Downtown Bond Reserve Fund	665,719.94
Empire Bond Reserve Fund	239,710.86
<b>TOTAL URBAN RENEWAL AGENCY COMBINED CASH</b>	<b>\$ 6,014,930.89</b>

**DISADVANTAGES:**

None.

**BUDGET:**

The cash carryover is secure (fully collateralized or held in State's Local Government Investment Pool) and available for operations.

**ACTION:**

If it pleases the Urban Renewal Agency, accept this monthly Fund Summary/Balance Sheet/Combined Cash Reports for February 29, 2012.

Attachments:

- Fund Summary February 29, 2012 (10 pages)
- Balance Sheet February 29, 2012 (10 pages)
- Combined Cash Investment February 29, 2012 (1 page)

City of Coos Bay  
Fund Summary  
For the 8 Months Ending February 29, 2012

Downtown Special Revenue Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	870,000.00	870,000.00	.0
Property Taxes	7,422.19	864,059.94	953,342.00	89,282.06	90.6
Use Of Money & Property	637.46	4,659.98	10,000.00	5,340.02	46.6
Total Fund Revenue	8,059.65	868,719.92	1,833,342.00	964,622.08	47.4
 <u>Expenditures</u>					
Expenditures	829,650.00	1,179,373.09	1,833,342.00	653,968.91	64.3
Total Fund Expenditures	829,650.00	1,179,373.09	1,833,342.00	653,968.91	64.3
Net Revenue Over Expenditures	( 821,590.35 )	( 310,653.17 )	.00	310,653.17	.0



City of Coos Bay  
Fund Summary  
For the 8 Months Ending February 29, 2012

Empire Special Revenue Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	430,000.00	430,000.00	.0
Property Taxes	4,488.61	527,449.42	554,481.00	27,031.58	95.1
Use Of Money & Property	381.50	2,509.77	.00	( 2,509.77 )	.0
<b>Total Fund Revenue</b>	<b>4,870.11</b>	<b>529,959.19</b>	<b>984,481.00</b>	<b>454,521.81</b>	<b>53.8</b>
<u>Expenditures</u>					
Expenditures	728,144.00	847,999.43	984,481.00	136,481.57	86.1
<b>Total Fund Expenditures</b>	<b>728,144.00</b>	<b>847,999.43</b>	<b>984,481.00</b>	<b>136,481.57</b>	<b>86.1</b>
<b>Net Revenue Over Expenditures</b>	<b>( 723,273.89 )</b>	<b>( 318,040.24 )</b>	<b>.00</b>	<b>318,040.24</b>	<b>.0</b>

City of Coos Bay  
Fund Summary  
For the 8 Months Ending February 29, 2012

Empire Program Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	429,550.00	429,550.00	.0
Use Of Money & Property	194.38	1,870.71	.00	( 1,870.71 )	.0
<b>Total Fund Revenue</b>	<b>194.38</b>	<b>1,870.71</b>	<b>429,550.00</b>	<b>427,679.29</b>	<b>.4</b>
<u>Expenditures</u>					
Expenditures	.00	.00	429,550.00	429,550.00	.0
<b>Total Fund Expenditures</b>	<b>.00</b>	<b>.00</b>	<b>429,550.00</b>	<b>429,550.00</b>	<b>.0</b>
<b>Net Revenue Over Expenditures</b>	<b>194.38</b>	<b>1,870.71</b>	<b>.00</b>	<b>( 1,870.71 )</b>	<b>.0</b>

City of Coos Bay  
Fund Summary  
For the 8 Months Ending February 29, 2012

Downtown Bond Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Other Financing Sources	829,650.00	1,179,373.09	1,528,974.00	349,800.91	77.1
Total Fund Revenue	829,650.00	1,179,373.09	1,528,974.00	349,600.91	77.1
<u>Expenditures</u>					
Expenditures	829,650.00	1,179,373.09	1,528,974.00	349,800.91	77.1
Total Fund Expenditures	829,650.00	1,179,373.09	1,528,974.00	349,600.91	77.1
Net Revenue Over Expenditures	.00	.00	.00	.00	.0

City of Coos Bay  
Fund Summary  
For the 8 Months Ending February 29, 2012

Empire Bond Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Other Financing Sources	728,144.00	847,999.43	967,858.00	119,858.57	87.6
Total Fund Revenue	728,144.00	847,999.43	967,858.00	119,858.57	87.6
<u>Expenditures</u>					
Expenditures	728,144.00	847,999.43	967,858.00	119,858.57	87.6
Total Fund Expenditures	728,144.00	847,999.43	967,858.00	119,858.57	87.6
Net Revenue Over Expenditures	.00	.00	.00	.00	.0

City of Coos Bay  
Fund Summary  
For the 8 Months Ending February 29, 2012

Downtown Program Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	23,000.00	23,000.00	.0
Use Of Money & Property	10.44	100.46	.00	( 100.46 )	.0
<b>Total Fund Revenue</b>	<b>10.44</b>	<b>100.46</b>	<b>23,000.00</b>	<b>22,899.54</b>	<b>.4</b>
<u>Expenditures</u>					
Expenditures	.00	.00	23,000.00	23,000.00	.0
<b>Total Fund Expenditures</b>	<b>.00</b>	<b>.00</b>	<b>23,000.00</b>	<b>23,000.00</b>	<b>.0</b>
<b>Net Revenue Over Expenditures</b>	<b>10.44</b>	<b>100.46</b>	<b>.00</b>	<b>( 100.46 )</b>	<b>.0</b>

City of Coos Bay  
Fund Summary  
For the 8 Months Ending February 29, 2012

Downtown Capital Projects Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryever	.00	.00	1,280,000.00	1,280,000.00	.0
Use Of Money & Property	839.02	8,561.77	.00	( 8,561.77 )	.0
Other Revenue	1,259.25	1,259.25	18,000.00	16,740.75	7.0
Transfers In	829,581.00	829,581.00	829,581.00	.00	100.0
Total Fund Revenue	<u>831,679.27</u>	<u>839,402.02</u>	<u>2,127,581.00</u>	<u>1,288,178.98</u>	<u>39.5</u>
<u>Expenditures</u>					
Expenditures	<u>2,213.42</u>	<u>204,009.87</u>	<u>2,127,581.00</u>	<u>1,923,571.13</u>	<u>9.6</u>
Total Fund Expenditures	<u>2,213.42</u>	<u>204,009.87</u>	<u>2,127,581.00</u>	<u>1,923,571.13</u>	<u>9.6</u>
Net Revenue Over Expenditures	<u><u>829,465.85</u></u>	<u><u>635,392.15</u></u>	<u><u>.00</u></u>	<u><u>( 635,392.15 )</u></u>	<u><u>.0</u></u>

City of Coos Bay  
Fund Summary  
For the 8 Months Ending February 29, 2012

Empire Capital Projects Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	600,000.00	600,000.00	.0
Use Of Money & Property	234.01	2,685.43	3,000.00	314.57	89.5
Other Revenue	.00	427.00	.00 (	427.00 )	.0
Transfers In	728,083.00	728,083.00	728,083.00	.00	100.0
<b>Total Fund Revenue</b>	<b>728,317.01</b>	<b>731,195.43</b>	<b>1,331,083.00</b>	<b>599,887.57</b>	<b>54.9</b>
<u>Expenditures</u>					
Empire Capital Projects Fund	.00	219,424.53	1,331,083.00	1,111,658.47	16.5
<b>Total Fund Expenditures</b>	<b>.00</b>	<b>219,424.53</b>	<b>1,331,083.00</b>	<b>1,111,658.47</b>	<b>16.5</b>
<b>Net Revenue Over Expenditures</b>	<b>728,317.01</b>	<b>511,770.90</b>	<b>.00 (</b>	<b>511,770.90 )</b>	<b>.0</b>

City of Coos Bay  
Fund Summary  
For the 8 Months Ending February 29, 2012

Downtown Bond Reserve Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Use Of Money & Property	.00	.00	665,720.00	665,720.00	.0
Use Of Money & Property	.00	.00	2.00	2.00	.0
<b>Total Fund Revenue</b>	<b>.00</b>	<b>.00</b>	<b>665,722.00</b>	<b>665,722.00</b>	<b>.0</b>
<u>Expenditures</u>					
Expenditures	.00	.00	665,722.00	685,722.00	.0
<b>Total Fund Expenditures</b>	<b>.00</b>	<b>.00</b>	<b>665,722.00</b>	<b>665,722.00</b>	<b>.0</b>
<b>Net Revenue Over Expenditures</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.0</b>



City of Coos Bay  
Fund Summary  
For the 8 Months Ending February 29, 2012

Empire Bond Reserve Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Use Of Money & Property	.00	.00	239,711.00	239,711.00	.0
Use Of Money & Property	.00	.00	3.00	3.00	.0
<b>Total Fund Revenue</b>	<b>.00</b>	<b>.00</b>	<b>239,714.00</b>	<b>239,714.00</b>	<b>.0</b>
<u>Expenditures</u>					
Expenditures	.00	.00	239,714.00	239,714.00	.0
<b>Total Fund Expenditures</b>	<b>.00</b>	<b>.00</b>	<b>239,714.00</b>	<b>239,714.00</b>	<b>.0</b>
<b>Net Revenue Over Expenditures</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.0</b>

City of Coos Bay  
Balance Sheet  
February 29, 2012

Downtown Special Revenue Fund

ASSETS

51-000-100-1001	Cash - Combined Fund	592,568.68	
51-000-100-1204	Taxes Receivable	107,070.00	
	<b>Total Assets</b>		<b>699,638.68</b>

LIABILITIES AND EQUITY

LIABILITIES

51-000-200-2040	Deferred Revenue	107,070.00	
	<b>Total Liabilities</b>		<b>107,070.00</b>

FUND EQUITY

Unappropriated Fund Balance:			
51-000-200-2500	Fund Balance	903,221.85	
	Revenue over Expenditures - YTD	( 310,653.17 )	
	<b>Balance - Current Date</b>		<b>592,568.68</b>
	<b>Total Fund Equity</b>		<b>592,568.68</b>
	<b>Total Liabilities and Equity</b>		<b>699,638.68</b>

City of Coos Bay  
Balance Sheet  
February 29, 2012

Empire Special Revenue Fund

ASSETS

52-000-100-1001	Cash - Combined Fund	123,062.34	
52-000-100-1204	Taxes Receivable	60,282.00	
	Total Assets		183,344.34

LIABILITIES AND EQUITY

LIABILITIES

52-000-200-2040	Deferred Revenue	60,281.00	
	Total Liabilities		60,281.00

FUND EQUITY

Unappropriated Fund Balance:			
52-000-200-2500	Fund Balance	441,103.58	
	Revenue over Expenditures - YTD	( 318,040.24 )	
	Balance - Current Date	123,063.34	
	Total Fund Equity		123,063.34
	Total Liabilities and Equity		183,344.34

City of Coos Bay  
 Balance Sheet  
 February 29, 2012

Empire Program Fund

ASSETS

53-000-100-1001	Cash - Combined Fund		431,421.06	
	Total Assets			431,421.06

LIABILITIES AND EQUITY

FUND EQUITY

	Unappropriated Fund Balance:			
53-000-200-2500	Fund Balance	429,550.35		
	Revenue over Expenditures - YTD	1,870.71		
	Balance - Current Date		431,421.06	
	Total Fund Equity			431,421.06
	Total Liabilities and Equity			431,421.06

City of Coos Bay  
 Balance Sheet  
 February 29, 2012

Downtown Bond Fund

ASSETS

54-000-100-1001	Cash - Combined Fund	1,033.66	
54-000-100-1490	Future Bond Requirements	2,926,837.46	
54-000-100-1494	Future Require - URA Bond 2009	1,173,000.00	
	<b>Total Assets</b>		<u><u>4,100,871.12</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

54-000-200-2406	Reserve For Future Debt	2,926,837.46	
54-000-200-2410	Reserve Future Debt-URA Bond	1,173,000.00	
	Unappropriated Fund Balance:		
54-000-200-2500	Fund Balance	1,033.66	
	<b>Balance - Current Date</b>		<u>1,033.66</u>
	<b>Total Fund Equity</b>		<u><u>4,100,871.12</u></u>
	<b>Total Liabilities and Equity</b>		<u><u>4,100,871.12</u></u>

City of Coos Bay  
 Balance Sheet  
 February 29, 2012

Empire Bond Fund

ASSETS

55-000-100-1001	Cash - Combined Fund	.15	
55-000-100-1490	Future Bond Requirements	1,335,048.67	
	Total Assets		<u>1,335,048.82</u>

LIABILITIES AND EQUITY

FUND EQUITY

55-000-200-2406	Reserve For Future Debt	1,335,048.67	
	Unappropriated Fund Balance:		
55-000-200-2500	Fund Balance	.15	
	Balance - Current Date		<u>.15</u>
	Total Fund Equity		<u>1,335,048.82</u>
	Total Liabilities and Equity		<u>1,335,048.82</u>

City of Coos Bay  
Balance Sheet  
February 29, 2012

Downtown Program Fund

<u>ASSETS</u>			
56-000-100-1001	Cash - Combined Fund	23,164.58	
		23,164.58	
	Total Assels		23,164.58
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
Unappropriated Fund Balance:			
56-000-200-2500	Fund Balance	23,064.12	
	Revenue over Expenditures - YTD	100.46	
		23,164.58	
	Balance - Current Date		23,164.58
	Total Fund Equity		23,164.58
	Total Liabilities and Equity		23,164.58

City of Coos Bay  
Balance Sheet  
February 29, 2012

Downtown Capital Projects Fund

ASSETS

57-000-100-1001	Cash - Combined Fund	2,690,787.80	
	Total Assets		2,690,787.80

LIABILITIES AND EQUITY

FUND EQUITY

Unappropriated Fund Balance:			
57-000-200-2500	Fund Balance	2,055,395.65	
	Revenue over Expenditures - YTD	635,392.15	
	Balance - Current Date		2,690,787.80
	Total Fund Equity		2,690,787.80
	Total Liabilities and Equity		2,690,787.80



City of Coos Bay  
Balance Sheet  
February 29, 2012

Empire Capital Projects Fund

ASSETS

58-000-100-1001	Cash - Combined Fund	1,247,461.82	
	Total Assets		1,247,461.82

LIABILITIES AND EQUITY

FUND EQUITY

Unappropriated Fund Balance:			
58-000-200-2500	Fund Balance	735,690.92	
	Revenue over Expenditures - YTD	511,770.90	
	Balance - Current Date		1,247,461.82
	Total Fund Equity		1,247,461.82
	Total Liabilities and Equity		1,247,461.82

City of Coos Bay  
Balance Sheet  
February 29, 2012

Downtown Bond Reserve Fund

ASSETS

60-000-100-1001	Cash - Combined Fund	665,719.94	
	Total Assets		<u>665,719.94</u>

LIABILITIES AND EQUITY

FUND EQUITY

60-000-200-2500	Unappropriated Fund Balance: Fund Balance	665,719.94	
	Balance - Current Date	665,719.94	
	Total Fund Equity		<u>665,719.94</u>
	Total Liabilities and Equity		<u>665,719.94</u>

City of Coos Bay  
Balance Sheet  
February 29, 2012

Empire Bond Reserve Fund

ASSETS

61-000-100-1001	Cash - Combined Fund	239,710.86	
	Total Assets		<u>239,710.88</u>

LIABILITIES AND EQUITY

FUND EQUITY

61-000-200-2500	Unappropriated Fund Balance: Fund Balance	239,710.86	
	Balance - Current Data	239,710.86	
	Total Fund Equity		<u>239,710.86</u>
	Total Liabilities and Equity		<u>239,710.86</u>

City of Coos Bay  
Combined Cash Investment  
February 29, 2012

Combined Cash Accounts

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cash Allocation Reconciliation

51 Allocation to Downtown Special Revenue Fund	592,568.68
52 Allocation to Empire Special Revenue Fund	123,062.34
53 Allocation to Empire Program Fund	431,421.06
54 Allocation to Downtown Bond Fund	1,033.66
55 Allocation to Empire Bond Fund	.15
56 Allocation to Downtown Program Fund	23,164.58
57 Allocation to Downtown Capital Projects Fund	2,690,787.80
56 Allocation to Empire Capital Projects Fund	1,247,461.82
60 Allocation to Downtown Bond Reserve Fund	665,719.94
61 Allocation to Empire Bond Reserve Fund	239,710.86
	_____
Total Allocations to Other Funds	6,014,930.89
	_____
Zero Proof if Allocations Balance	6,014,930.69
	_____

**CITY OF COOS BAY URBAN RENEWAL AGENCY**  
**Agenda Staff Report**

MEETING DATE	AGENDA ITEM NUMBER
March 20, 2012	

TO: Chair Gene Melton and Board Members

FROM: Joyce Jansen, Economic Revitalization Administrator 

Through: Rodger Craddock, City Manager 

**ISSUE Approval of an Amendment to the Empire Plan to Add the Dolphin Theater as a Project**

**BACKGROUND**

The Dolphin Theatre Association purchased the old Sunset Theatre building located at 580 Newmark Avenue in the June 2011. The building has been vacant and unused for many years and certain improvements and repairs are required before the facility may be open to the public. The Agency reviewed the project on July 5, 2011 and approved amending the Empire Plan to add the Dolphin Theatre renovation as a project. At that time the Agency also committed \$100,000 to the project. With assistance from city staff a project to construct ADA compliant restrooms and minor repairs to the lobby has been undertaken.

One of the goals of the Empire Plan is to develop or redevelop vacant and under-utilized property. Repurposing the old theater building is a significant component for the revitalization of the Empire business district. The facility will provide a place for community theater, cultural and education activities, and a community meeting place.

**ADVANTAGES**

A public/private partnership between the Agency and the Dolphin Theatre Association will take an underutilized building and redevelop it for use. The project is an important component of the economic revitalization of the Empire business district.

**DISADVANTAGES**

None identified.

**BUDGET IMPLICATIONS**

The Agency committed \$100,000 to the project for construction of ADA restrooms and minor repairs to the lobby. The funds are budgeted in the Empire Plan capital projects line item 58-945-530-3124.

**ACTION REQUESTED**

Staff is requesting the Agency adopt Resolution 12-02 amending the Empire Urban Renewal Agency Plan to add the Dolphin Theatre restoration as a project.

# Dolphin Theatre

580 Newmark Avenue, Coos Bay OR



View showing off street parking area on the east side of the theater.



Sunset Theatre  
1949-1952

**Urban Renewal Agency of the City of Coos Bay**

**Resolution URA 12-02**

**A RESOLUTION OF THE URBAN RENEWAL AGENCY OF THE CITY OF COOS BAY, COOS COUNTY, OREGON MAKING A MINOR PLAN AMENDMENT TO THE COOS BAY EMPIRE URBAN RENEWAL PLAN**

WHEREAS, the City of Coos Bay adopted the Empire Urban Renewal Plan ("Plan") on August 30, 1995, which Plan has been amended from time to time; and

WHEREAS, the Urban Renewal Agency of the City of Coos Bay ("Agency") administers the Plan; and

WHEREAS, a general objective of the Plan is to develop or redevelop vacant and under-utilized property for redevelopment; and

WHEREAS, the Dolphin Theatre project is a vital component of the economic revitalization of the Empire business district; and

WHEREAS, the public/private partnership to repurpose an unused and vacant building will provide a facility for community theater, cultural and educational activities, and a community meeting place; and

WHEREAS, the Agency finds it desirable to amend the Coos Bay Empire Urban Renewal Plan to authorize assistance for the repair of an underutilized building for use by the Dolphin Theatre Association as an urban renewal project; and

WHEREAS, Article VII of the Plan allows the plan to be amended by resolution of the Agency unless the amendment:

- Adds land to the Empire Urban Renewal Area (the "Area"), except for an addition of land that totals not more than one percent of the existing area of the Area, or
- Increases the maximum amount of indebtedness issued or incurred under the Plan; and

WHEREAS, the amendment neither adds land to the Area nor increases the maximum amount of indebtedness issued or incurred under the Plan and therefore may be adopted by resolution of the Agency;

NOW, THEREFORE, BE IT RESOLVED by the Urban Renewal Agency of the City of Coos Bay the Empire Urban Renewal Plan is amended as shown in Exhibit A, which is incorporated by reference in this resolution.

Return to: City of Coos Bay Recorder  
500 Central Avenue  
Coos Bay OR 97420

The foregoing resolution was duly adopted by the Urban Renewal Agency of the City of Coos Bay, Coos County, Oregon this 20<sup>th</sup> day of March 2012.

\_\_\_\_\_  
Gene Melton, Chair

ATTEST:

\_\_\_\_\_  
Susanne Baker, City Recorder

State of Oregon )  
County of Coos )  
City of Coos Bay )

On this \_\_\_\_ day of March 2012 before me personally appeared the within named Gene Melton, Chair of the City of Coos Bay Urban Renewal Agency, and Susanne Baker, City Recorder of the City of Coos Bay, and the seal affixed hereto is the official seal of the City of Coos Bay.

\_\_\_\_\_  
Notary Public for Oregon

My commission expires:\_\_\_\_\_



EXHIBIT A

AMENDMENT TO THE EMPIRE URBAN RENEWAL PLAN

Section III C of the Plan is amended to add as an urban renewal project under Phase III:

Assistance to the Dolphin Theatre Association for repair and renovation of the building located at 580 Newmark Avenue.

**CITY OF COOS BAY URBAN RENEWAL AGENCY**  
**Agenda Staff Report**

<b>MEETING DATE</b> March 20, 2012	<b>AGENDA ITEM NUMBER</b>
---------------------------------------	---------------------------

TO: Chair Gene Melton and Board Members

FROM: Joyce Jansen, Economic Revitalization Administrator 

Through: Rodger Craddock, City Manager 

**ISSUE      Accepting a Grant from the Three Rivers Foundation**

**BACKGROUND**

The Hollering Place Wayside project was completed in 2010 and a dedication held November 4, 2010. Preserving the area's history is a component of the concept plan for the Hollering Place and with that in mind, the City and the Confederated Tribes partnered in August 2010 to participate in the historic marker program through Oregon Travel Information Council (OTIC). An Historic Marker Committee was formed consisting of Tom Greaves, Steve Skinner, Mike Vaughan, Wendy Williford, Steve Greif, and Joyce Jansen to work with OTIC on developing the marker and interpretive signs. During 2011 staff worked with the Daughters of the American Revolution to re-locate the Camp-cast-away historic marker to the wayside. Dedication of the marker was held June 25, 2011.

To be considered for the program an entity is required to submit a pre-application for their project and if accepted, approval to submit the full application is given. The Hollering Place marker project pre-application was accepted on June 12, 2011 and the full application was submitted in December. OTIC reviewed and accepted the application on February 22, 2012. The Historic Marker Committee will meet with OTIC on March 15<sup>th</sup> to begin developing information for the marker and interpretive signs and visit the site to consider locations for the interpretive signs. The project is expected to take six to ten months to complete.

The total cost for the marker and interpretive signs is \$16,300 and to help fund the project a grant application was submitted to the Three Rivers Foundation in December 2011. Notification of the grant award of \$2,000 was received February 8, 2012. Availability of the grant was unknown at the time the Urban Renewal Agency's budget was adopted. A supplemental budget is required to be adopted in order for the grant funds to be appropriated to the Empire Capital Improvements Fund. Resolution 12-03 has been prepared and notice of consideration of the supplemental budget has been published as required by local budget law.

**ADVANTAGES**

Preserving the history of the Hollering Place is included in the concept plan and the grant will help fund the development and construction of the historic marker and interpretive signs. The Hollering Place has always been one of the most important places of commerce, transportation, and communication on Coos Bay. The marker and signage will preserve the history of the Native American village and the European settlement of Empire City.

DISADVANTAGES

None identified.

BUDGET IMPLICATIONS

Grant funds in the amount of \$2,000 will be appropriated to the Empire Capital Improvements Funds budget. The balance of the project, \$14,300, will be paid from line item 58-945-530-3108.

ACTION REQUESTED

Staff is requesting the Agency adopt Resolution 12-03 adopting the supplemental budget and making appropriations to the Empire Capital Improvements Funds.

Attachments

- Resolution URA 12-03
- Hollering Place History
- OTIC / Heritage Programs Information

**Urban Renewal Agency of the City of Coos Bay**

**Resolution 12-03**

**A RESOLUTION OF THE URBAN RENEWAL AGENCY OF CITY OF COOS BAY, COOS COUNTY, OREGON, ADOPTING A SUPPLEMENTAL BUDGET, MAKING APPROPRIATIONS IN THE EMPIRE CAPITAL IMPROVEMENTS FUND**

WHEREAS, the Urban Renewal Agency of the City of Coos Bay has complied with the provisions of ORS 294.471(3) where the new appropriation differs by less than ten percent of the individual fund; and

WHEREAS, the Urban Renewal Agency of the City of Coos Bay has received a grant through the Three Rivers Foundation in the amount of \$2,000 to develop a historic marker to be placed at the Hollering Place Wayside located on South Empire Blvd. The grant and Urban Renewal Agency share of \$14,300 will fund the project for a total of \$16,300 in FYE12-13 Empire Capital Improvements Fund budget, new appropriations are made as set forth:

<u>Empire Capital Improvements Fund</u>		
Requirements	Grants	\$2,000
Requirements	Capital	\$2,000
New Total Empire Capital Improvements Fund		\$1,224,892

The foregoing resolution was duly adopted by the Urban Renewal Agency of the City of Coos Bay, Coos County, Oregon this 20<sup>th</sup> day of March 2012.

\_\_\_\_\_  
Gene Melton, Chair

ATTEST: \_\_\_\_\_  
Susanne Baker, City Recorder

## The Hollering Place

Prepared by Steve Greif

This special place has always been a center of commerce, transportation, and communication. Native Hanis Coos people established a village near here on the east shore of the bay called Kie-mis-tic. Another village named El-ka-titc (Hollering Place) was directly across the bay on the North Spit. As the narrowest part of the lower Coos Bay (about 600 yards) is between these two villages, people traveling along the Pacific Ocean beach route would yell for someone to paddle over and provide passage. Later, Euro-American settlers adopted this same practice and the location became generally known as the "Hollerin' Place".

In 1826 early U.S. explorer and fur trader Jedediah Smith, travelling overland from California, camped near here. He noted "a great many Inds. in camp with fish and berries for sale" before crossing over the bay on his way north. In 1852, the *Captain Lincoln*, a military schooner, ran aground directly west of here on the ocean side of the spit. Natives helped to rescue the crew, then "were much disposed to barter" with the soldiers during their four-month encampment of Camp Castaway (see related monument nearby).

In 1853, the first Euro-American settlement on the bay, Empire City, was established here. Its location has all to do with geography. Once over the Coos Bay bar, this is the first site along the lower channel's shoreline to provide a water depth (23'-26') adequate for anchorage of ships. Elsewhere extensive tidal mudflats are exposed at low tide making ship anchorage near shore impossible.

Empire City became the seat of Coos County and remained so until 1896. Nearby docks exported lumber, coal, and agricultural products and off-loaded fish. The original courthouse stood on the lot directly north of here. Prior to the 1920s, this was the entrance/exit point for many ship-bound passengers. A lifesaving station was established directly west on the spit to safeguard passage. Capt. James Magee, master bar pilot, built his home in 1873 just below this wayside. It still stands today. The Major Morton Tower House (1869), located one block northeast, which used the parlor as the area's first customhouse, and the Charles Tower House (1872), behind you on the north side of Newmark, are two of the oldest homes in the county.

All of these historic sites can be visited by walking the Sawmill & Tribal Trail which begins here. The route honors paths developed by Coos tribal ancestors that connected their bayside villages as well as lumbermen and shipbuilders who walked between sawmills here and old-town North Bend. Today, hikers along the 400 mile Oregon Coast Trail also pass by this point.

Revised: Feb. 2012



# HERITAGE PROGRAMS

Historical markers

Heritage trees

Heritage Map

Audio Tour

**\* Sponsors Sought for Newly Designed Historical Marker Series**



We help preserve and present Oregon's deep, rich history through our Heritage Tree and Historical Marker programs.

## Oregon!

...A land filled with wonder and majesty sculpted by glacial and volcanic activity. A land that has drawn people for over 10,000 years-people who have left their legacy through stories of adventure, discovery, hardship and prosperity, simple daily life, community, and communion with the land. We invite you to set out on an adventure of your own by exploring Oregon's heritage through its Historical Markers and Heritage Trees.

## Historical Markers

Oregon's Historical Markers have a history of their own. Many were built by the Oregon Department of Transportation in the 1940's, 50's and 60's. They are majestic, routed wood signs made from native Port Orford cedar and routed by master craftsmen. When the Travel Information Council adopted the program in 1991, signs had not been built for many years and many were suffering the effects of Oregon's climate. The Travel Information Council is currently restoring old markers with the assistance of dedicated volunteers. Recent markers tell their tales through panels of colorful text and graphics mounted on cedar frames and posts. Old and new markers not only tell the stories of Oregon, they reflect the changing perspective of Oregon history.



## Heritage Trees

Oregon is renowned for its magnificent trees, and its heritage is reflected in both native and imported species. We have trees that flourished during the time of the dinosaurs (early Mesozoic) and those that were brought as nuts or seedlings by settlers along the Oregon Trail. For centuries our economic prosperity and social customs have been intertwined with the trees among which we live.



The Heritage Tree Program is the first state-sponsored heritage tree program in the country. It was begun in 1995 under the auspices of the Travel Information Council by a dedicated group of individuals. The program was established to increase public awareness of the important contribution of trees to Oregon's history and the significant role they play in the quality of our daily life. There is much to explore and see. We hope you enjoy your journey through Oregon's past and present.



## Listen to Audio Tours

Learn about the Oregon Travel Information Council's Audio Tours and listen to stories about Oregon's Heritage Features.





[ [Home](#) ]

## HERITAGE PROGRAMS

Historical  
markers

Heritage  
trees

Heritage  
Map

Audio  
Tour

Choose a marker ...

### Historical marker program description

Persons who have been dead for a length of time, generally at least 50 years in order for their ideas, services, and/or accomplishments to be placed in accurate historical perspective. There must be a place in the State of Oregon where they:

1. Were born, or ...
2. Were killed, if death was of state or national significance, or ...
3. Lived for a substantial period of time at a permanent residence, or ...
4. Performed some act of state or national significance.

**Events** which took place within the State of Oregon, generally at least 50 years ago, which are mentioned in at least one authoritative historical work and were:

1. Military operations, or ...
2. Meetings with historically important results, or
3. Acts of such historic importance as to have changed the course of state or national history.

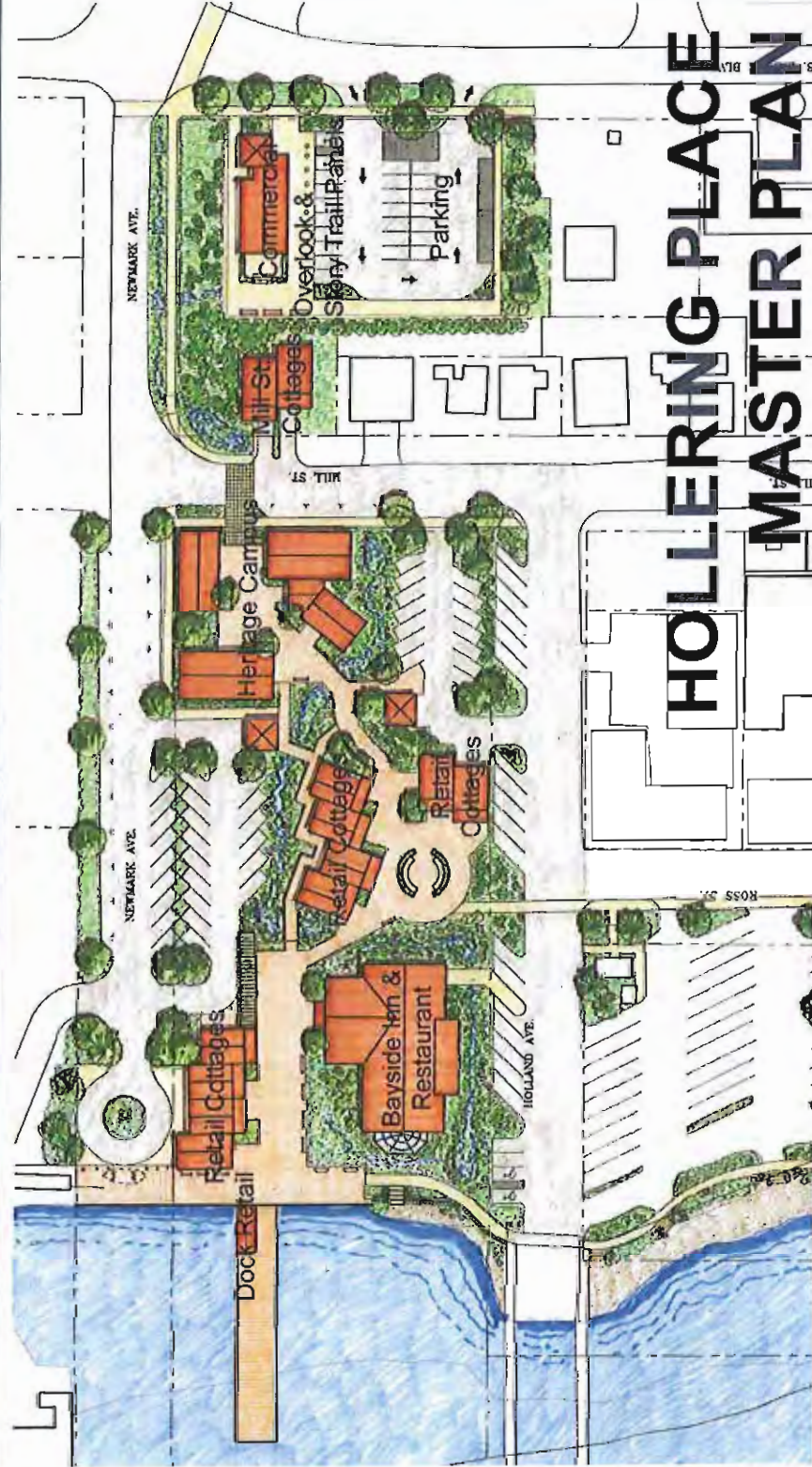
#### Places:

1. Where a historic event occurred, or ...
2. That have special historic interest by reason of being the first of what later became an institution of general use and acceptance in the field of human relations, or ...
3. That are associated with native American culture, or ...
4. That are authoritatively identified with non-Indian exploration and settlement.

**Geologic features** which are generally within one mile of the marker site and/or are visible from the site, and are:

1. Of state or national significance, i.e. a landmark for the Oregon Trail pioneers or Native Americans, aided in settlement of state, etc., or ...
2. Unique to the state or Northwest, e.g. deepest, widest, first, last, oldest, etc., or ...
3. Illustrate hazards, e.g., volcanoes, earthquakes, tsunamis, which are of continuing concern and for which the public need continued reminders., or ...
4. Exemplary examples of natural events.

Jump to: [Business sales and services](#) | [Council Administration](#) | [Traveler Info](#) | [email:admin@oregontic.com](mailto:admin@oregontic.com)  
Oregon Travel Information Council // 1500 Liberty St. SE, Suite 150, Salem OR 97302-4609  
voice 1.800.574.9397 // fax 503.378.6282



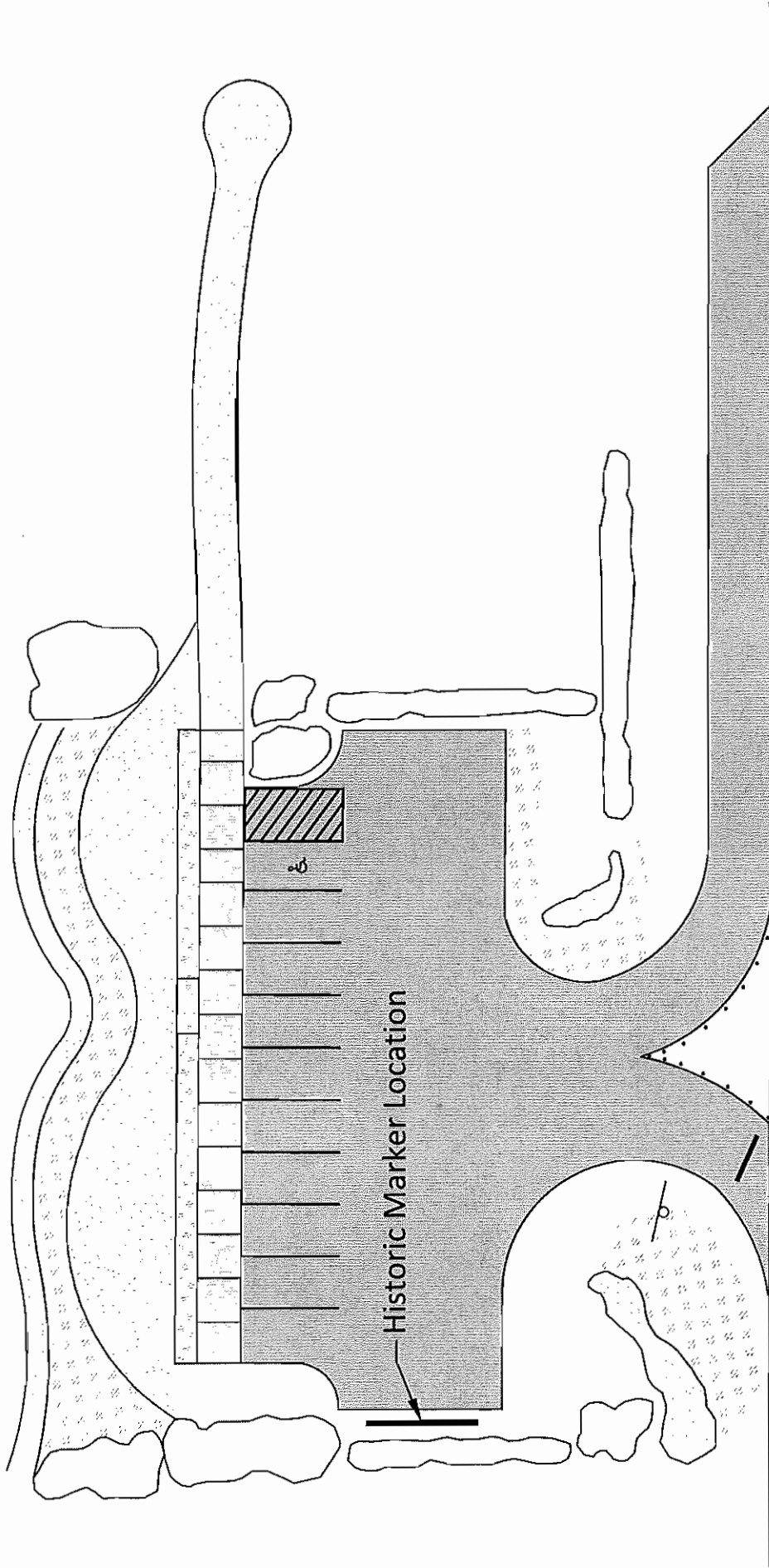
# HOLLERING PLACE MASTER PLAN



Adopted December 2, 2008



Wayside at the Historic Hollering Place  
Dedicated November 4, 2010



112 South Empire Blvd (Cape Arago Hwy)

## Hollering Place Historic Marker Timeline

July 2010	Staff met with Confederated Tribes and Oregon Travel Information Council
Aug. 2010	Historic Marker Advisor Committee established
Sept. 21, 2010	First committee meeting
Jan. 27, 2011	Committee meeting
Feb. 14, 2011	Committee meeting
Feb. 28, 2011	Committee meeting
Apr. 8, 2011	Pre-application submitted
June 12, 2011	Pre-Application accepted
July 26, 2011	Annie Von Domitz site visit for Hollering Place and for a regional marker at the Visitor Information Center
Sept. 21, 2011	Teleconference with Annie Von Domitz to review process for development of the historic marker and submission of the formal application
Dec. 6, 2011	Submitted application to OTIC for regular-size marker and three interpretive signs
Dec. 15, 2011	Submitted grant application to Three Rivers Foundation
Jan. 20, 2012	Notification that we will receive a grant
Feb. 18, 2012	Rec'd \$2,000 grant
Feb. 22, 2012	OTIC accepted project for the historic marker program
Mar. 15, 2012	Meeting in Coos Bay with OTIC, include site visit

## OREGON HISTORICAL MARKERS



### Wood Mounted Historical Marker

- 45"x 60" full-color phenolic resin panel
- Wood posts and support structure
- Anodized aluminum frame
- Can be located on highway right-of-way

### Pedestal Historical Marker

- 28" x 36" full-color phenolic resin panel
- Anodized aluminum frame/mount
- Low profile
- Best located in pedestrian areas



**CITY OF COOS BAY URBAN RENEWAL AGENCY**  
**Agenda Staff Report**

MEETING DATE	AGENDA ITEM NUMBER
March 20, 2012	

TO: Chair Gene Melton and Board Members

FROM: Joyce Jansen, Economic Revitalization Administrator 

Through: Rodger Craddock, City Manager

**ISSUE Façade Grant Application – Little Caesar’s Located at 789 South Broadway**

**BACKGROUND**

Jerry Briggs has leased property at 789 South Broadway and will be opening a Little Caesar's in Coos Bay. He currently has a Little Caesar's restaurant in North Bend and this will be his second establishment. Mr. Briggs has submitted a façade grant application for the purpose of refurbishing and recovering the awning. He has fulfilled the program requirements and as a commercial tenant is eligible for a grant up to \$5,000. Businesses also located in the building are US Cellular and Under the Sun Tanning.

The façade grant program provides for matching grant funds for building owners and commercial tenants other than the building owner up to 50% of the project from a minimum of \$1,000 to \$5,000 for tenants and a maximum of \$25,000 for building owners. Projects eligible for the program include restoration of masonry, brickwork or wood and metal cladding, replacement or repair of architectural features, replacement or repair of awnings, installation or repair of exterior lighting, installation or repair of gutters and downspouts, window repair/replacement, structural support for façade only, entranceway modification, new construction for façade treatments only, and painting of exterior walls. The grant program currently does not include the cost of signage.

Mr. Briggs has obtained three bids for the project as required by the façade improvement program. The amount of the low bid is \$7,940 and includes the cost for signage. The signage on the awning is estimated at \$500. Mr. Briggs is requesting the Agency approve the grant with signage included and for the proposed color scheme.

The Design Review Committee reviewed the proposed project on March 5<sup>th</sup> using the program architectural guidelines which are attached. The guidelines are advisory *only* and provide *suggestions* for ways to rehabilitate structures. The committee considered the basic color guidelines of the grant program:

- Choose exterior colors that harmonize (rather than contrast) with the surrounding buildings. Color should not be used as a "sign" or to attract attention. Intense or extremely bright colors create disharmony that may distract from the attractiveness of the urban renewal districts.
- Using harmonizing colors does not limit applicants to the same colors as neighboring properties. There is broad latitude in these color guidelines.

It is the recommendation of the Design Review Committee the Little Caesar awning be in harmony with the adjoining US Cellular awning and the color orange be used only in the sign portion of the awning. The adjoining awning is bright blue (see attachment). The committee also noted the program does not include payment for signage. Mr. Briggs desires to stay with his original design using the franchise colors of orange with black and white accents.

#### ADVANTAGES

The Façade Improvement Program is designed to provide financial assistance to property owners and tenants of commercial properties to promote the revitalization of Coos Bay's Urban Renewal Districts. Mr. Briggs has paid for interior changes in order to open Little Caesar's in this location and approval of the grant would help with the cost of restoring the awning.

#### DISADVANTAGES

None identified.

#### BUDGET IMPLICATIONS

If the Agency approves the application as submitted, the amount of the grant would be \$3,970. Without the cost of the signage, the grant would be \$3,470. The grant would be funded from the Downtown Urban Renewal District façade program budget.

#### ACTION REQUESTED

Staff is requesting direction from the Agency on Mr. Brigg's grant application. Options the Agency may wish to consider are:

- 1) Approve the grant in the amount of \$3,970 for the color and signage as proposed in the application, or
- 2) Approve the grant for \$3,470 in the color recommended by the Design Review Committee excluding the cost of the signage, or
- 3) Approve the grant for \$3,970 in the color recommended by the Design Review Committee including the cost of signage.

#### Attachments:

- Program guidelines
- Grant application

**FAÇADE IMPROVEMENT PROGRAM**  
**Architectural Guidelines**

Guidelines are advisory, providing suggestions for ways in which to rehabilitate existing structures, not rigid, inflexible rules.

For all properties:

- Protect and maintain masonry, wood and architectural metals through appropriate treatments such as cleaning, rust removal, paint removal and reapplication of protective coating systems.
- Evaluate the overall condition of the building materials to determine whether more than simple protection and restoration are required, or if major repairs to features will be necessary.
- A building with multiple tenants must be remodeled in a unified manner.
- The HDRC and CBURA, at their discretion, may consider other conditions and building appurtenances.

For historically significant properties:

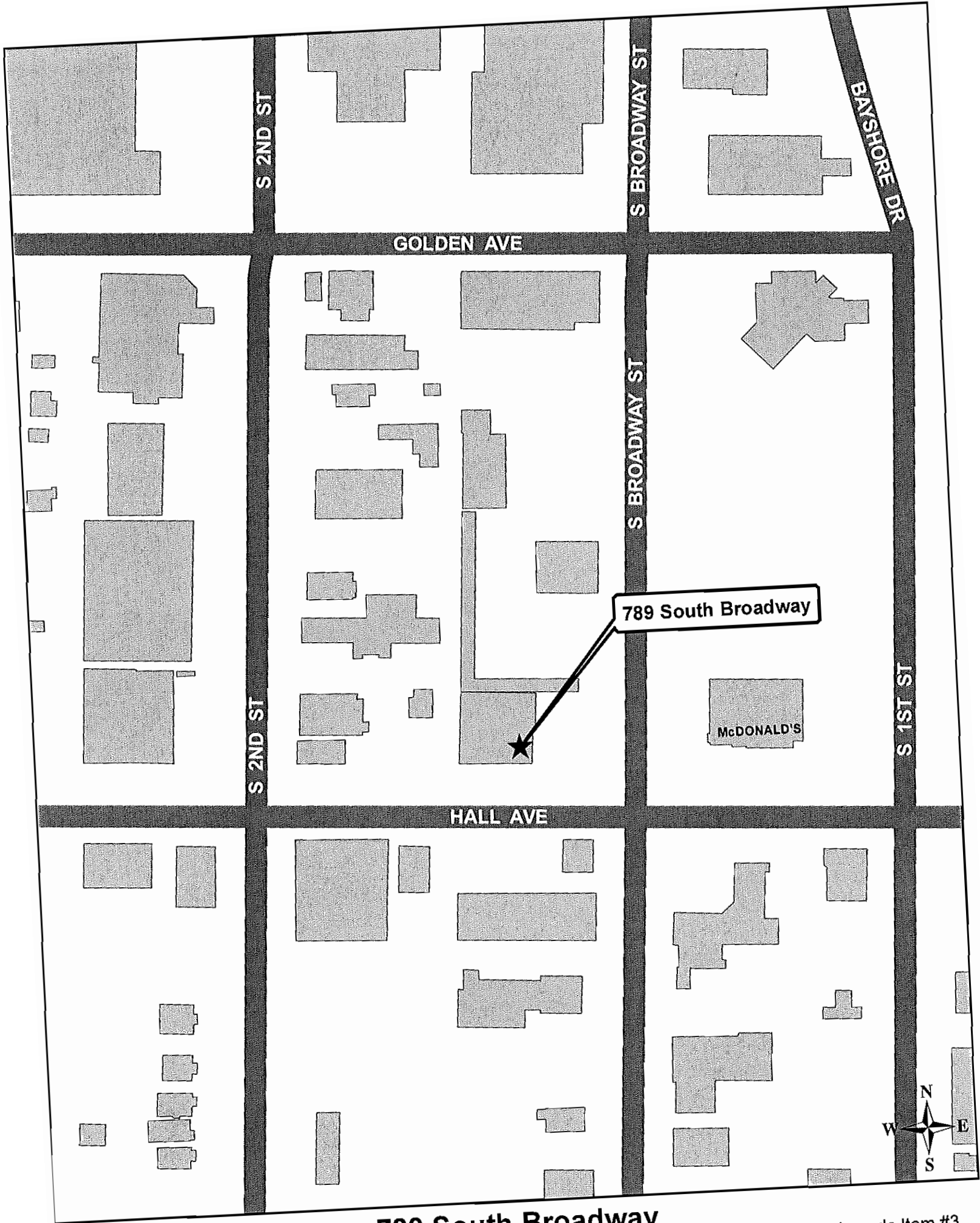
- Identify, retain and preserve storefronts and their functional and decorative features that are important in defining the overall character of the building, such as display windows, doors, transoms, kick plates, corner posts, etc. Removing inappropriate, non-historic cladding, false roofs and other later alterations can help reveal the historic character of a storefront.
- Replace in-kind features that are too deteriorated to restore if the overall form and detailing are still evident, using the physical evidence as a model. If using the same material is not technically or economically feasible, then comparable substitute materials may be considered.

For other than historically significant properties:

- Introduce a design that is compatible in size, scale, material or color to surrounding properties.
- Lighting standards and fixtures shall be of a design and size compatible with the building and adjacent areas.
- Building components, such as windows, doors, eaves and parapets, shall be coordinated with the design theme and proportional with each other.

Basic Color Guidelines for applicants and the HDRC/CBURA to consider:

- Choose exterior colors that harmonize (rather than contrast) with the surrounding buildings. Color should not be used as a “sign” or to attract attention. Intense or extremely bright colors create disharmony that may distract from the attractiveness of the urban renewal districts.
- Using harmonizing colors does not limit applicants to the same colors as neighboring properties. There is broad latitude in these color guidelines.
- When considering color, applicants should include all elements of the property – walls, fences, planters, signs and other accessory structures.
- Keep it simple. Too many different colors or too many shades of a color are distraction and tend to detract from the building’s appearance.
- Natural material, like stone or brick, usually are more interesting and attractive when left in their natural state, not painted.



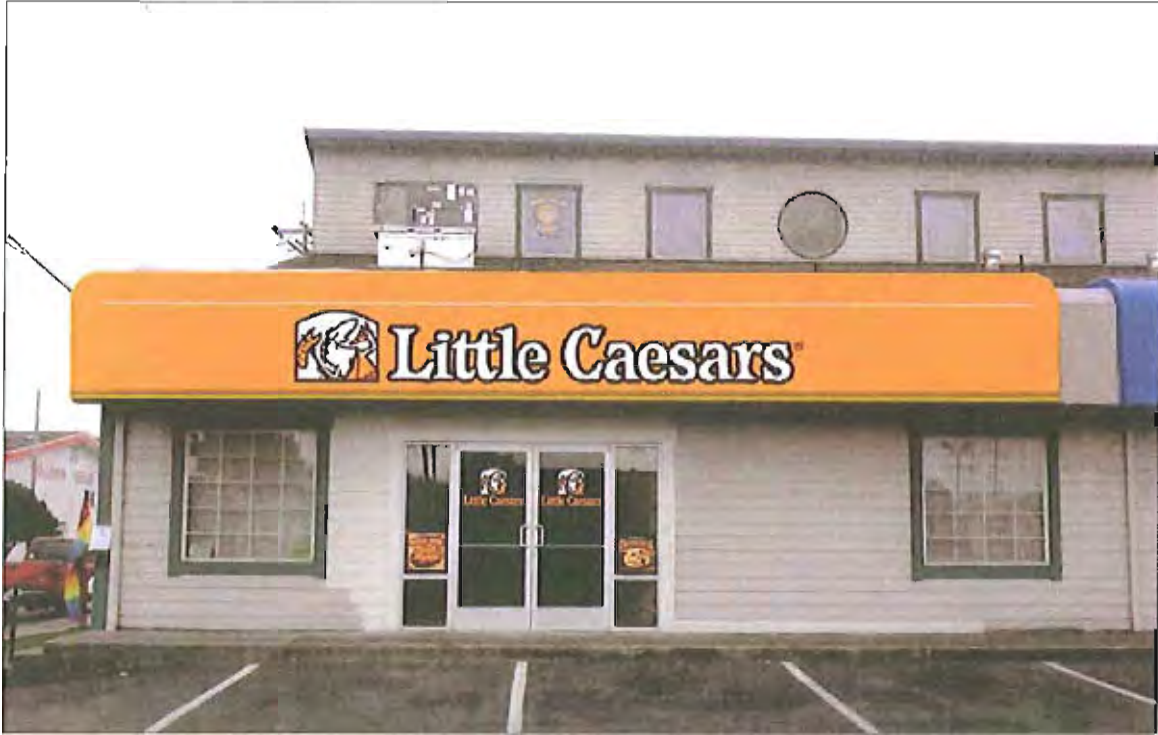
**789 South Broadway**

Agenda Item #3

Little Caesar's Façade Application

789 South Broadway, Coos Bay

February 2012



Proposed façade improvement project



Current awning

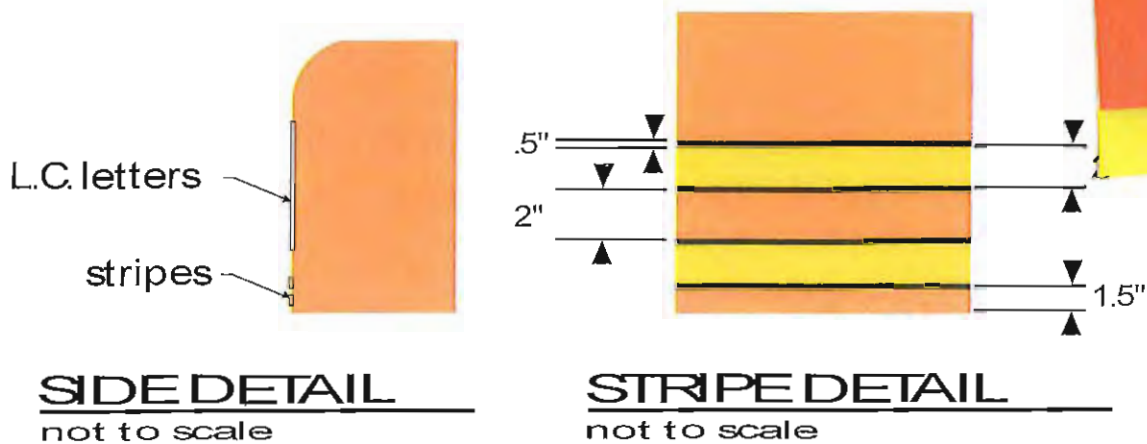
Under the Sun Tans  
106 Hall Avenue







Material: "Cooley Brite #2119" with (2) 2"  
yellow stripes w/ black pin stripping  
Letters: White w/ black outline



L.C.E written approval of graphics and shop drawings are required prior to the manufacture of the awning. This approval is limited to the referenced awning only.



**COOS BAY URBAN RENEWAL AGENCY  
 FAÇADE IMPROVEMENT PROGRAM  
 APPLICATION**

Name of applicant Briggs Inc., Jerry Briggs President

Name of business Little Caesars Pizza

Address of business storefront or building to be rehabilitated 789 Broadway

Phone number 541 888-9436 Fax number 541 888-4796

E-mail address jerry@briggsinc.biz

Type of business Carry-out Pizza

Applicant is the  Property Owner  Business Owner  Other \_\_\_\_\_

If not owner of property, does applicant have lease: yes  no

If yes, Expiration Date: 3/1/2017 plus 3 - 5yr If no, explain: \_\_\_\_\_  
Renewals.

Property owner or Property Manager's name (if different from applicant) Softwave Enterprises LLC

Property owner or Property Manager's address/phone number PO BOX 1647 Gold Beach, OR 97444

Suzanne Ector 541 425-0225

**PROPOSED FAÇADE IMPROVEMENTS**

Please describe the proposed improvement(s) to the property. Include three copies and one original color photograph that show existing conditions of each façade proposed for renovation. Describe completely proposed improvement(s): Awning refurbishment and recovering.

Existing awning structure is faded, rusted, and filthy. Awning  
is in 3 sections with egg crate style light diffusers. Main  
awning frames need refinishing and recovering. Egg crate light  
diffusers need major cleaning and/or replacement, framing is rusted  
out and needs aluminum replacements. Lighting needs rework / re-  
placement. The 3 awning sections are approximately 37ft long.

Estimated cost of project \$8500.00

The expected processing time from application to final commitment of funds is 4-6 weeks.

Proposed start date February 22, 2012 Estimated completion date April 1, 2012

If this is a time critical project, please state latest date that applicant can be notified of grant funding approval April 1, 2012.

Brief explanation of factors contributing to the critical timing of this project: Grand opening May 1st 2012, The awning contractor needs 3~4 weeks after removing the awning to order material, complete the recondition, recover and re-install. Awning construction timeline follows: April 1 or before if possible, remove existing awning structure and re-install 1 week prior to Grand opening.

#### **REQUIRED SUBMITTALS**

The following items must be with the application form:

- Three (3) detailed, itemized competitive bids from licensed contractors for the proposed work
- Evidence of property ownership and, for tenant business applicants, include written permission from the property owner
- Evidence that all city taxes, licenses and fees are current
- Proof in the form of documentation (a letter) from applicant's bank or lending institution demonstrating financial ability to complete the project
- One (1) copy of a Location map and a site plan drawn to scale indicating property lines, existing and adjacent structures and existing landscaping
- 12 copies of building elevation(s) drawn to scale indicating all existing as well as proposed design and structural changes and building materials and colors. The elevation drawing(s) should also include the size and location on the building of any modifications, e.g. awning changes
- 12 samples of materials and color samples
- Construction timeline

**If required information is not submitted with the application, application will be returned to Applicant for completion prior to review by the Design Review Committee.**

**THE APPLICANT UNDERSTANDS THAT THE PROPOSED EXTERIOR STOREFRONT IMPROVEMENTS MUST BE EVALUATED AND APPROVED BY THE COOS BAY URBAN RENEWAL AGENCY AS WELL AS OTHER LOCAL AGENCIES. CERTAIN CHANGES OR MODIFICATIONS MAY BE REQUIRED BY THESE AGENCIES OR BY THE COOS BAY URBAN RENEWAL AGENCY PRIOR TO FINAL APPROVAL FOR FUNDING.**

**IMPROVEMENTS WILL BE EVALUATED ON THE CRITERIA LISTED IN THE GUIDELINE SECTION OF THE FAÇADE IMPROVEMENT PROGRAM DESCRIPTION.**

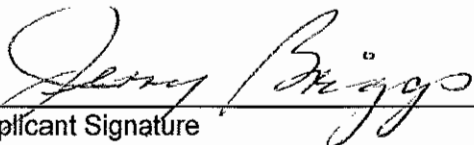
**GRANT FUNDS ARE CONSIDERED TAXABLE INCOME BY THE INTERNAL REVENUE SERVICE. A W-9 FORM MUST BE SUBMITTED TO THE CITY OF COOS BAY IF GRANT FUNDS ARE AWARDED TO THE APPLICANT.**

### **CERTIFICATION BY APPLICANT**

The Applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a grant, and is true and complete to the best of the Applicant's knowledge and belief.

If the Applicant is not the owner of the property to be rehabilitated, or if the Applicant is an organization rather than an individual, the Applicant certifies that her/she has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached.

Verification of any of the information contained in this application may be obtained from any source named herein.

  
\_\_\_\_\_  
Applicant Signature

2/22/12  
\_\_\_\_\_  
Date

President Briggs Inc.

Return Application to:

**COOS BAY URBAN RENEWAL AGENCY  
Economic Revitalization Administrator  
500 Central Avenue  
Coos Bay, OR 97420  
(541) 269-8924**

**CITY OF COOS BAY  
DESIGN REVIEW COMMITTEE**

**Monday, March 5, 2012 at 12:00 PM  
City Hall, 500 Central Avenue – Public Works Conference Room**

**MEMBERS:** Chairman Hilary Baker, Patrick Erm, Darla Lesan, Andy Locati, Ariann Lyons, Sarah Recken  
Bob Sasanoff and Planning Commissioner Bruce Harlan

**STAFF:** Joyce Jansen, Economic Revitalization Administrator  
Laura Barron, Planning Administrator  
Debbie Erler, Planner 1

**DRAFT**

**GUEST:** Jerry Briggs and Michael Turner

Chairman Baker stated there are two proposed applications for Façade Improvements Grants. Attached to each application are the guidelines that the application must follow. She stated the Design Review Committee is acting as an advisory committee and making a recommendation to the City Council.

**Façade Improvement Grant - 789 South Broadway**

The applicant, Jerry Briggs, is requesting approval to replace the covering on the existing awning, repair the framework and replacement interior lighting of the awning for, Little Caesar's, located at 789 South Broadway.

Mr. Briggs stated he plans to recover the existing awning and make structural repairs to the framework. He said the awning will be orange with a little yellow accent color with white Little Caesar lettering/ logo and it will be back lit.

Chairman Baker asked if the cost of the awning includes the signage. Mr. Briggs stated the orange material is bleached so that the logo and signage area is white.

Ms. Recken stated she has concerns about the signage cost being included in the awning funding. She said in the past signage was not funded.

Mrs. Jansen stated currently the Façade Improvement Program does not pay for signage. She stated the Urban Renewal Agency has had recent discussions and some believe signage should be included, but the current standards do not include funding for signage. The submitted bid does include the cost of the signage.

Chairman Baker stated the awning and the signage are two separate issues as far as funding is concerned, but the Design Review Committee is looking at both elements.

Mr. Locati stated the City Council could request that the cost of the signage be removed from the bid. Mrs. Jansen stated normally the bids show the awning cost separate from the signage cost, this bid did not but that is how it was done in the past. Chairman Baker stated the Design Review Committee is reviewing the request based on the provided guidelines and the City Council will make the decision.

The Committee discussed past awning applications where signage design was reviewed by the Committee, but the cost of the signage was not part of the grant funding. Mrs. Jansen agreed that the Committee has approved signage on awnings, but the signage was not funded.

Ms. Recken asked if the applicant would consider having a blue awning that would be more cohesive to the building and the existing blue awning at the north end of the building, instead of the bright orange color associated with the current business. She said the awning could be blue with the sign area being orange with white lettering/logo.

Mr. Sasanoff stated that the Façade Improvement Guidelines indicate that buildings with multiple tenants must be remodeled in a unified manner. He said the awning design is unified, but the color is not unified. He said the "Basic color guidelines" of the Façade Improvement Program also indicate the applicant should choose exterior colors that harmonize not contrast with surrounding buildings. The guidelines also indicate the color should not be used as a sign or to attract attention and that intense or extremely bright colors create disharmony that may distract from the attractiveness of the urban renewal districts.

Mr. Briggs stated the tanning business on the south elevation, facing Hall Avenue has the same orange colored awning. Mr. Sasanoff stated the awning is on a side street and it is much smaller located only over the entry. The awning does not dominate the façade. Mr. Sasanoff added that the owner of the business did not request Urban Renewal Funds and was not subject to the guidelines as outlined in the Façade Improvement Grant. Mrs. Jansen stated currently on the buildings east elevation the existing awnings are different colors. Mr. Sasanoff agreed, but stated the current colors (Maroon and Blue) are not contrasting colors. Mrs. Lesan stated orange is the direct opposite of blue.

Mr. Sasanoff stated if the owner is asking for grant funds then the Façade Improvement Guidelines, the guidelines need to be followed. He stated the awning could be grey or blue with the sign area being orange with white lettering and Little Caesar's logo.

Andy Locati stated the signage is not included in the Façade Improvement Funding. He asked if replacement of siding can be included in a Façade Improvement Grant. Ms. Baker stated siding is eligible for façade improvement funds. Ms. Baker asked if Mr. Locati was acting as a DRC member or as the applicant's representative. Mr. Locati stated he is just problem solving. He said there is a gray building and a dark green trim and three different colors on the awning. Mr. Briggs stated if he request is approved there would only be two colors (orange and blue). Mr. Locati stated the owner of the building intends to apply for a Façade Improvement later in the year to replace siding on the south side of the building.

Ms. Recken stated the intent for the city is to have visual cohesion and with the proposed orange awning the building will be visually split in half. She said she is in favor of an awning color that ties the awning to the building and the sign area of the awning being the proposed logo.

The Committee discussed the awning color and the process of bleaching the color out of the awning for the white lettering. The proposed orange sections of the awing will need to be added/attached. Ms. Baker stated as was previously mention orange and blue are direct opposite on the color wheel and signage on a large orange awning abutting a large blue awning would be lost.

Mr. Briggs stated the blue awning material was recently replaced. He asked if they applied for Façade Improvement Funding. Ms. Baker stated they did not apply for funding. Mrs. Lesan stated since the abutting awning was recently replaced, the blue material should be available. She said visually orange and blue are opposing colors and an orange sign area would be more visually appealing on a blue awning and the signage would glow in the dark and stand out. She added that it would also provide visual cohesion for the building.

Mr. Erm stated the signage area on the awning will need to be bleached for the white areas and they add color back in (orange, yellow and black) where needed. The Committee discussed that an oval shape sign area would be appealing.

**MOTION:** Hilary Baker – Recommend that the awning color be the same blue as the abutting awning on the north portion of the building to provide cohesion for the building and that the sign area (in the center of the awning) reflect the business colors and logo.  
**SECOND:** Darla Lesan  
**VOTE:** Unanimous    **ABSTAIN:** Andy Locati and Patrick Erm

### **Façade Improvement Grant – 165 South 5<sup>th</sup> Street**

Michael Turner representing the applicants, Jon & Patricia Webster, are requesting approval for replacement of windows and doors for the building at 165 S 5<sup>th</sup> Street. The Art Connection is currently in the building and they will be moving to 4<sup>th</sup> and Anderson (Bank of America Building). Mr. and Mrs. Webster also own the building adjoining this building which is the location of Outlaw Photography. Colors for the remodel would match those of the adjoining building. She stated “The Art Connection” has been in the building for about 18 years. She said that portion of the building is very dated and they would like to alter the façade to match the rest of the building. She said the submitted drawings are from 2009 and indicate that the siding and double pane windows making the building more modern to match the rest of the building.

Ms. Baker asked if the store front would remain the same. Mrs. Turner stated that they intend to replace the wall, but it will be in the same location with smaller windows for display.

Ms. Baker stated the existing store front (1960’s bebop style) is becoming historical and is one of the characteristics of downtown Coos Bay, which to some may be out of date, but to others the style is worth preserving.

The Committee discussed how the building will be used. Mrs. Turner explained the history of the building and the needs to have the area remain one larger space (instead of two separate spaces) because of the location of the restrooms. The Committee discussed that the proposed windows seem too small for retail display (other than small items). Mrs. Turner stated they are comfortable with losing the two entrances for the one centered entrance.

Mr. Locati discussed the structural elements of the roof/wall with Mrs. Turner. He stated the concrete wall may be supporting the roof structure. Ms. Baker suggested the applicants could save a lot of money by keeping the existing concrete wall and replacing the windows with double pane. She stated the proposed windows are so small you would not get much of a display value out of them. She stated the windows can be taken to the sloped canopy. You could keep the existing façade; refurbish the existing canopy; use a color scheme to enhance the building; and replace the windows with double pane insulated windows. She added the building would look sharp and would keep the buildings historical character of downtown Coos Bay, and it would cost a lot less money.

Mrs. Recken stated the larger display windows would afford a tenant more options for display. She stated she agrees with reinforcing what is already there and preserving the historical character.

Ms. Baker stated the Façade Improvement Guidelines do indicate that storefronts of historical significant properties and their functional/decorative features should be preserved and would keep the buildings historical character of downtown Coos Bay.

Mrs. Turner stated she can see (and respects) the Committee's point of view, but they are not interested in preserving the style of the building. She stated they want this portion of the building to match the rest of the building. She stated the applicant intend to replace the flat roof with a sloped roof that matches the rest of the building in the next year or two.

- MOTION:** Mrs. Baker - Recommend refurbishing and retaining the existing façade as discussed.
- SECOND:** Mrs. Lesan
- VOTE:** Unanimous

**ADJOURNMENT:** 1:00 p.m.

\_\_\_\_\_  
Hilary Baker, Chairman  
City of Coos Bay  
Coos County, Oregon

ATTEST: \_\_\_\_\_  
Debbie Erler, Planner


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**CITY OF COOS BAY URBAN RENEWAL AGENCY**  
**Agenda Staff Report**

MEETING DATE	AGENDA ITEM NUMBER
March 20, 2012	

TO: Chair Gene Melton and Board Members

FROM: Joyce Jansen, Economic Revitalization Administrator 

Through: Rodger Craddock, City Manager 

ISSUE Façade Grant Application – Jon and Patricia Webster

BACKGROUND

Jon and Patricia Webster own property located at 165 South 5<sup>th</sup> Street and plan to remodel the building. Their daughter Michelle Turner is acting as their representative for the façade grant application process. An application for a façade improvement grant has been submitted for remodel of the façade. The building was constructed in 1963 and the owners plan to remodel the building's facade to match the adjoining building which they also own. At this time two bids have been received and the third is in the works. The low bid for the project is \$51,200. Staff has reviewed the application and other than receipt of the third bid, the application fulfills program requirements.

The façade grant program provides for matching grant funds for building owners and commercial tenants other than the building owner up to 50% of the project from a minimum of \$1,000 to \$5,000 for tenants and a maximum of \$25,000 for building owners. Projects eligible for the program include restoration of masonry, brickwork or wood and metal cladding, replacement or repair of architectural features, replacement or repair of awnings, installation or repair of exterior lighting, installation or repair of gutters and downspouts, window repair/replacement, structural support for façade only, entranceway modification, new construction for façade treatments only, and painting of exterior walls.

The Design Review Committee reviewed the proposed façade project on March 5, 2011. The guidelines, which are attached to this report, are advisory *only* and provide *suggestions* for ways to rehabilitate structures. The building's façade is an example of architecture from the 1960s (pictures are attached). The committee considered the program guidelines in reviewing the proposal, specifically the section on historically significant properties:

- Identify, retain and preserve storefronts and their functional and decorative features that are important in defining the overall character of the building, such as display windows, doors, transoms, kick plates, corner posts, etc. Removing inappropriate, non-historic cladding, false roofs and other later alterations can help reveal the historic character of a storefront.
- Replace in-kind features that are too deteriorated to restore if the overall form and detailing are still evident, using the physical evidence as a model. If using the same material is not technically or economically feasible, then comparable substitute materials may be considered.

It is the recommendation of the Design Review Committee the building retain its 1960s façade and façade improvements be made with an appropriate color scheme and replacement of the windows and doors. Because the building is proposed for retail use, the committee also recommended that all the display windows be of the same size. Committee Chair Hilary Baker explained a number of downtown buildings are of this design and could be considered historical assets to the downtown area. Two examples of the 1960s design are the Rifkin building on South 3<sup>rd</sup> Street, the location of Time Bomb, and the building located next to Farmer's Insurance on Anderson Avenue. The downtown area does not have design standards requiring property owners maintain the historic era of their buildings. As noted, the program guidelines are advisory and not requirements. The owners wish to proceed with the remodel project as proposed in their application.

The Art Connection is currently located in the building and will be moving to 245 South 4<sup>th</sup> Street (the old Bank of America building) the first of April. When the remodel has been completed, Michelle Turner will open her business, Memories of Time, in the building. Until a few months ago her business was located in the Hall Building on Central Avenue in the corner space now occupied by Tiny Toes.

#### ADVANTAGES

The Façade Improvement Program is designed to provide financial assistance to property owners and tenants of commercial properties to promote the revitalization of Coos Bay's Urban Renewal Districts. The grant will greatly assist the owner with making improvements to the building. With the Art Connection moving to 4<sup>th</sup> Street, another empty downtown building will be filled with a strong well-known business and a downtown business that closed a few months ago will re-open.

#### DISADVANTAGES

None identified.

#### BUDGET IMPLICATIONS

If the Agency approves the application as submitted, the amount of the grant would be \$25,000. The grant would be funded from the Downtown Urban Renewal District façade program budget.

#### ACTION REQUESTED

Staff is requesting direction from the Agency on the grant application. Options the Agency may wish to consider are:

- 1) Approve the project as presented and award a grant in an amount not to exceed \$25,000, contingent upon receipt of the third bid.
- 2) Deny the grant based on the review and recommendation of the Design Review Committee that the building retain its 1960s design.

#### Attachments

- Program guidelines
- Application

**FAÇADE IMPROVEMENT PROGRAM**  
**Architectural Guidelines**

Guidelines are advisory, providing suggestions for ways in which to rehabilitate existing structures, not rigid, inflexible rules.

For all properties:

- Protect and maintain masonry, wood and architectural metals through appropriate treatments such as cleaning, rust removal, paint removal and reapplication of protective coating systems.
- Evaluate the overall condition of the building materials to determine whether more than simple protection and restoration are required, or if major repairs to features will be necessary.
- A building with multiple tenants must be remodeled in a unified manner.
- The HDRC and CBURA, at their discretion, may consider other conditions and building appurtenances.

For historically significant properties:

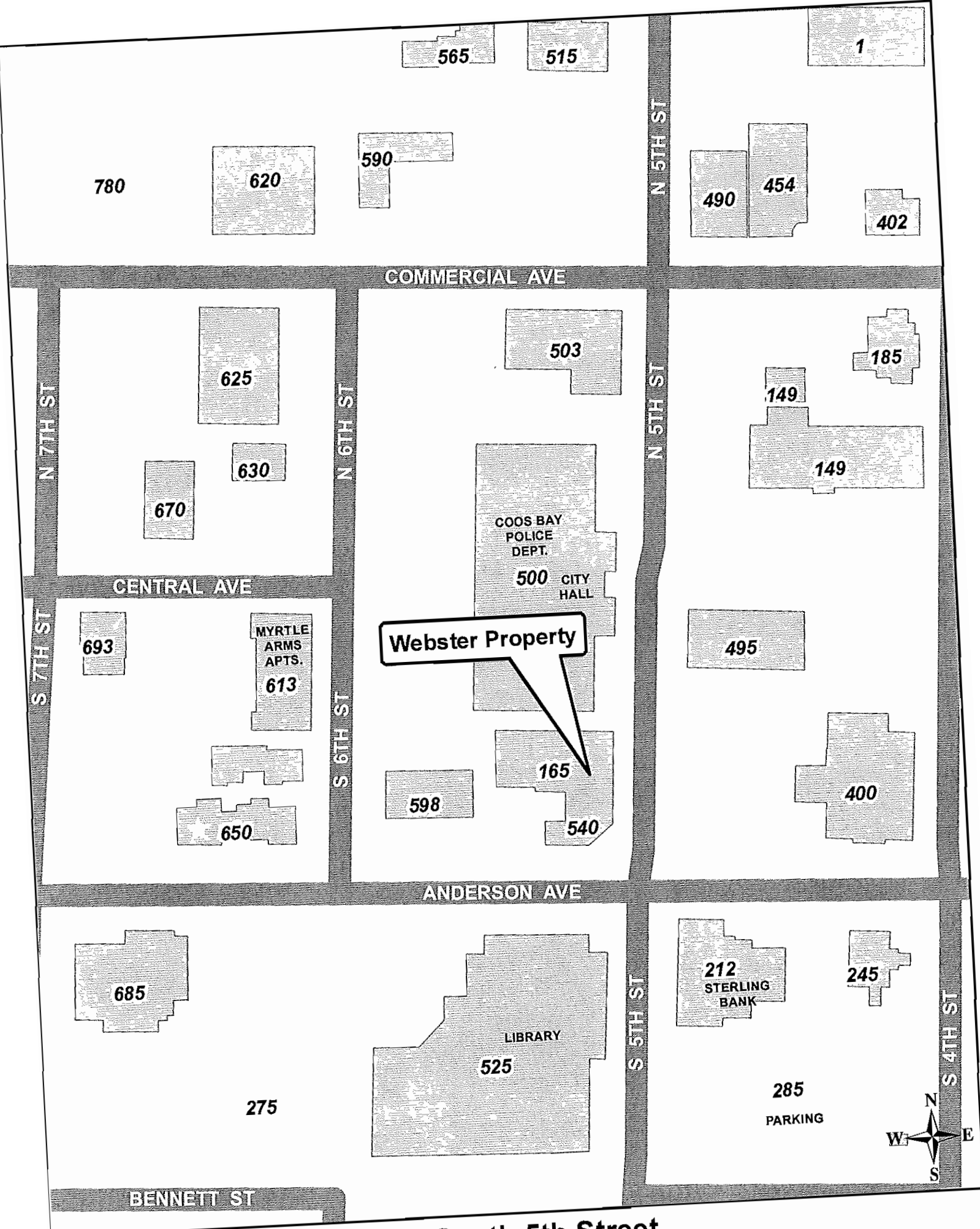
- Identify, retain and preserve storefronts and their functional and decorative features that are important in defining the overall character of the building, such as display windows, doors, transoms, kick plates, corner posts, etc. Removing inappropriate, non-historic cladding, false roofs and other later alterations can help reveal the historic character of a storefront.
- Replace in-kind features that are too deteriorated to restore if the overall form and detailing are still evident, using the physical evidence as a model. If using the same material is not technically or economically feasible, then comparable substitute materials may be considered.

For other than historically significant properties:

- Introduce a design that is compatible in size, scale, material or color to surrounding properties.
- Lighting standards and fixtures shall be of a design and size compatible with the building and adjacent areas.
- Building components, such as windows, doors, eaves and parapets, shall be coordinated with the design theme and proportional with each other.

Basic Color Guidelines for applicants and the HDRC/CBURA to consider:

- Choose exterior colors that harmonize (rather than contrast) with the surrounding buildings. Color should not be used as a “sign” or to attract attention. Intense or extremely bright colors create disharmony that may distract from the attractiveness of the urban renewal districts.
- Using harmonizing colors does not limit applicants to the same colors as neighboring properties. There is broad latitude in these color guidelines.
- When considering color, applicants should include all elements of the property – walls, fences, planters, signs and other accessory structures.
- Keep it simple. Too many different colors or too many shades of a color are distraction and tend to detract from the building’s appearance.
- Natural material, like stone or brick, usually are more interesting and attractive when left in their natural state, not painted.



**Webster Property**

**165 South 5th Street**

Agenda Item #4

**Jon & Patricia Webster Façade Project**  
165 South 5<sup>th</sup> Street



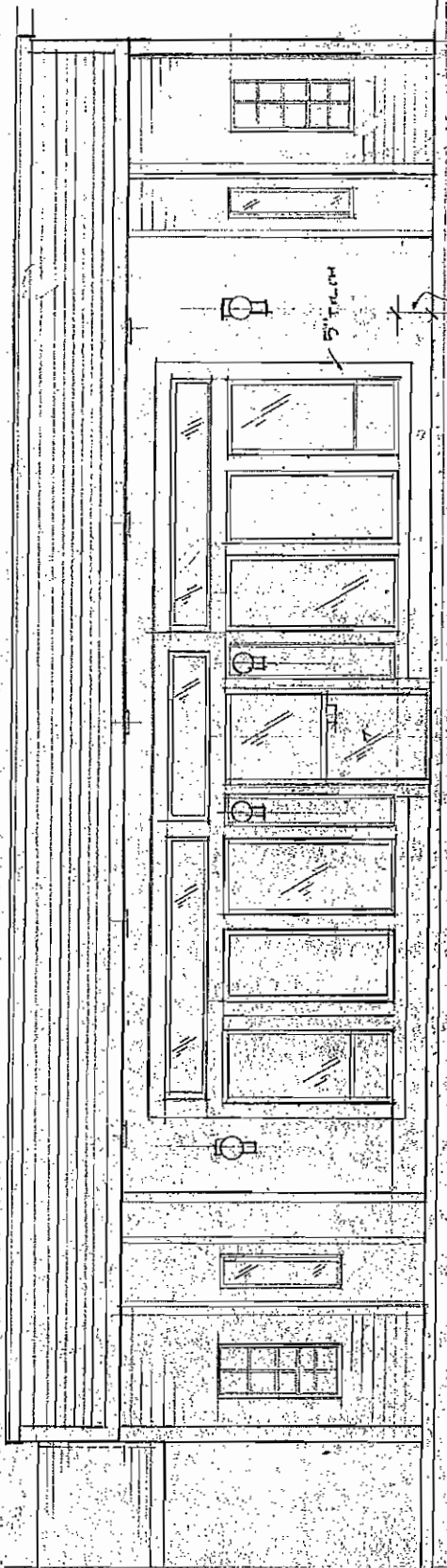
The Art Connection has been located at 165 South 5<sup>th</sup> Street for 18 years.

Rondi Potter will be moving the business to 165 South 4<sup>th</sup> Street the first of April.

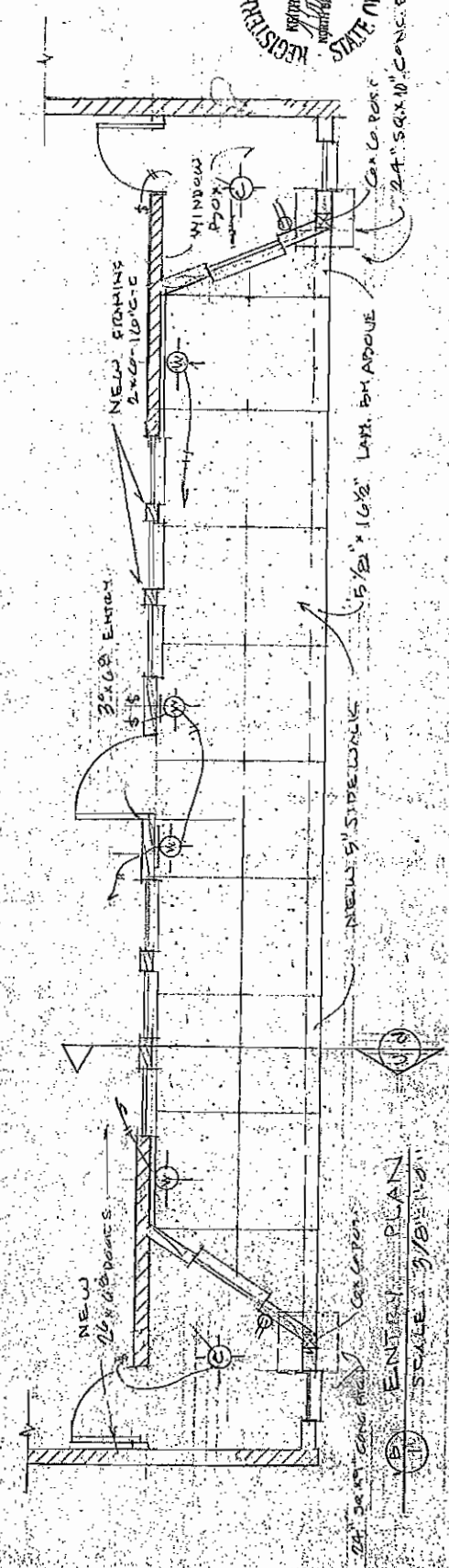
After renovation of the interior and remodel of the façade, Michelle Turner will locate her scrapbook business, Memories of Time in the building.



The Jon and Patricia Webster also own the building next door, 540 Anderson Avenue, the current location of Outlaw Photography.



**(A) EAST ELEVATION**  
SCALE: 3/8"=1'-0"



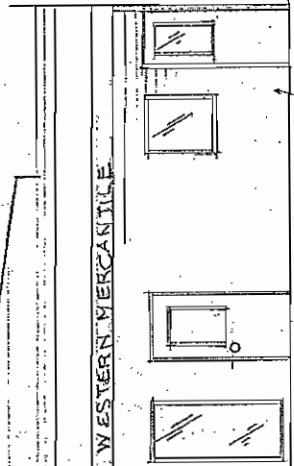
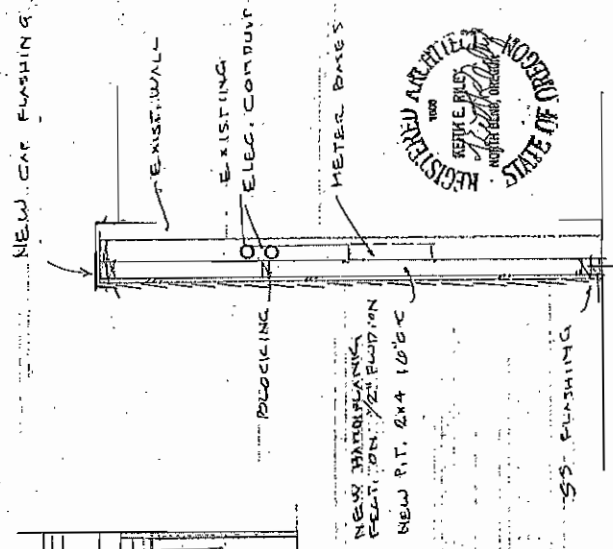
**(B) ENTRY PLAN**  
SCALE: 3/8"=1'-0"

REGISTERED ARCHITECT  
NORTH & SPOFFORD  
NORTH DAKOTA  
STATE OF NORTH DAKOTA  
REGISTERED ARCHITECTS

REGISTERED ARCHITECT  
NORTH & SPOFFORD  
NORTH DAKOTA  
STATE OF NORTH DAKOTA  
REGISTERED ARCHITECTS

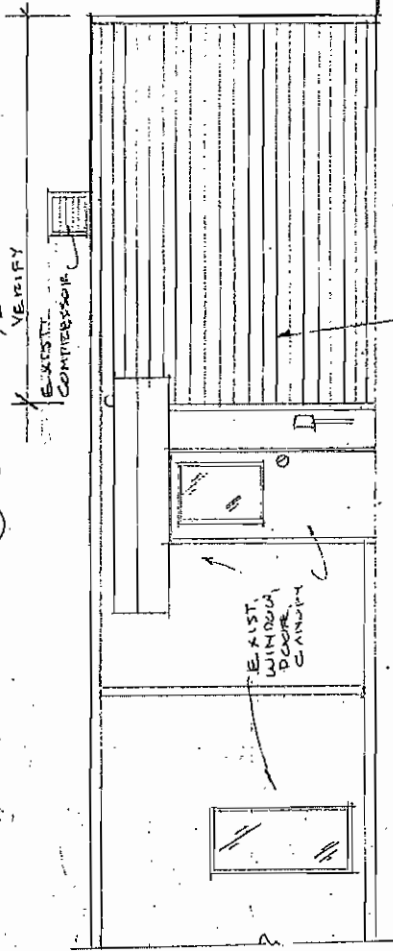
WESTERN MERCANTILE  
COOS BAY, OR  
EAST ELEVATION  
FLOOR PLAN

1/1/09



NEW TRIM PLANING  
RELOCATION 1/2" ELEVATION  
NEW P.T. 2x4 10'0"

(B) NEW WALL SECTION  
SCALE 1/2" = 1'-0"



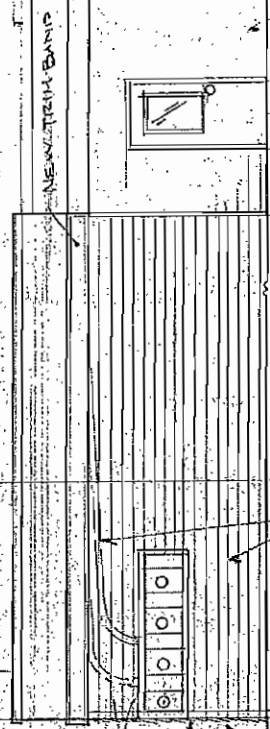
(D) WEST ELEVATION  
SCALE 1/2" = 1'-0"

WESTERN MERCANTILE  
SOUTH ELEVATION  
SECTIONS

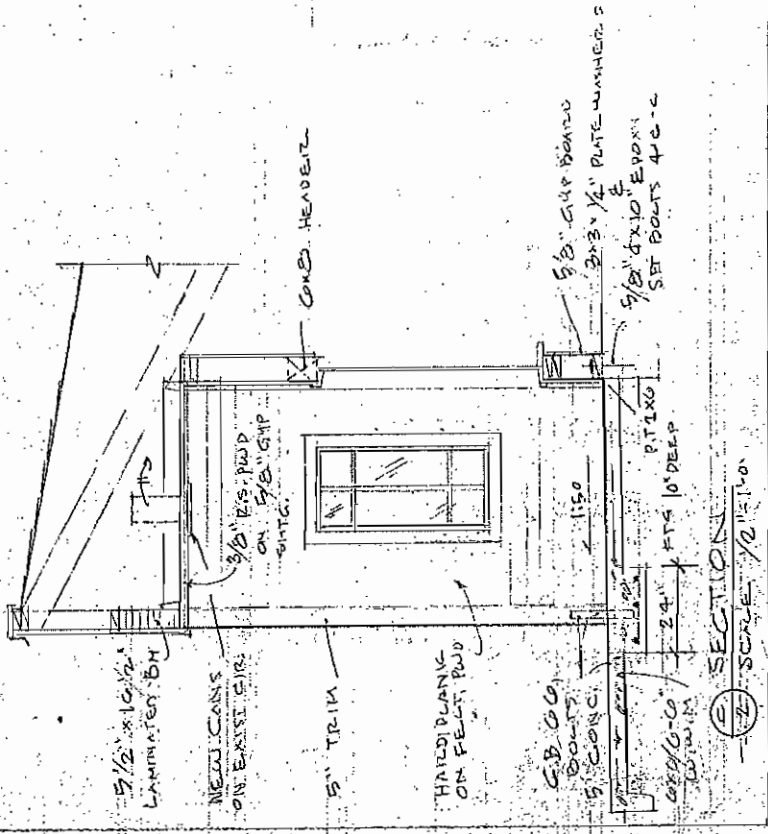


11/09  
2

(A)



(A) SOUTH ELEVATION  
SCALE 1/4" = 1'-0"



(C) SECTION  
SCALE 1/2" = 1'-0"





**COOS BAY URBAN RENEWAL AGENCY  
FAÇADE IMPROVEMENT PROGRAM  
APPLICATION**

Name of applicant Jon & Patricia Webster  
62874 Red Dike Road Coos Bay OR 97420

Name of business \_\_\_\_\_

Address of business storefront or building to be rehabilitated Coos Art Connection  
165 South 5th Street, Coos Bay

Phone number (541) 267-3148 Fax number (541) 269-7231

E-mail address michellek.turner@live.com

Type of business Landlord

Applicant is the  Property Owner  Business Owner  Other \_\_\_\_\_

If not owner of property, does applicant have lease: yes  no

If yes, Expiration Date: \_\_\_\_\_ If no, explain: \_\_\_\_\_

Property owner or Property Manager's name (if different from applicant) S/A

Property owner or Property Manager's address/phone number S/A

**PROPOSED FAÇADE IMPROVEMENTS**

Please describe the proposed improvement(s) to the property. Include three copies and one original color photograph that show existing conditions of each façade proposed for renovation. Describe completely proposed improvement(s):

To update and improve the appearance of the  
building located at 165 S. 5th # B, Coos Bay OR  
97420

Estimated cost of project \$52,000

The expected processing time from application to final commitment of funds is 4-6 weeks.

Proposed start date 4-13-12 Estimated completion date 5-13-12

If this is a time critical project, please state latest date that applicant can be notified of grant funding approval \_\_\_\_\_.

Brief explanation of factors contributing to the critical timing of this project: Once current tenant has relocated the remodel would commence.

**REQUIRED SUBMITTALS**

The following items must be with the application form:

- Three (3) detailed, itemized competitive bids from licensed contractors for the proposed work
- Evidence of property ownership and, for tenant business applicants, include written permission from the property owner
- Evidence that all city taxes, licenses and fees are current
- Proof in the form of documentation (a letter) from applicant's bank or lending institution demonstrating financial ability to complete the project
- One (1) copy of a Location map and a site plan drawn to scale indicating property lines, existing and adjacent structures and existing landscaping
- 12 copies of building elevation(s) drawn to scale indicating all existing as well as proposed design and structural changes and building materials and colors. The elevation drawing(s) should also include the size and location on the building of any modifications, e.g. awning changes
- 12 samples of materials and color samples
- Construction timeline

**If required information is not submitted with the application, application will be returned to Applicant for completion prior to review by the Design Review Committee.**

**THE APPLICANT UNDERSTANDS THAT THE PROPOSED EXTERIOR STOREFRONT IMPROVEMENTS MUST BE EVALUATED AND APPROVED BY THE COOS BAY URBAN RENEWAL AGENCY AS WELL AS OTHER LOCAL AGENCIES. CERTAIN CHANGES OR MODIFICATIONS MAY BE REQUIRED BY THESE AGENCIES OR BY THE COOS BAY URBAN RENEWAL AGENCY PRIOR TO FINAL APPROVAL FOR FUNDING.**

**IMPROVEMENTS WILL BE EVALUATED ON THE CRITERIA LISTED IN THE GUIDELINE SECTION OF THE FAÇADE IMPROVEMENT PROGRAM DESCRIPTION.**

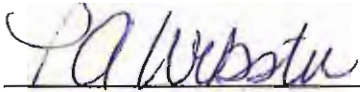
**GRANT FUNDS ARE CONSIDERED TAXABLE INCOME BY THE INTERNAL REVENUE SERVICE. A W-9 FORM MUST BE SUBMITTED TO THE CITY OF COOS BAY IF GRANT FUNDS ARE AWARDED TO THE APPLICANT.**

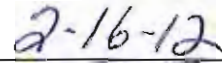
**CERTIFICATION BY APPLICANT**

The Applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a grant, and is true and complete to the best of the Applicant's knowledge and belief.

If the Applicant is not the owner of the property to be rehabilitated, or if the Applicant is an organization rather than an individual, the Applicant certifies that her/she has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached.

Verification of any of the information contained in this application may be obtained from any source named herein.

  
\_\_\_\_\_  
Applicant Signature

  
\_\_\_\_\_  
Date

Return Application to:

**COOS BAY URBAN RENEWAL AGENCY  
Economic Revitalization Administrator  
500 Central Avenue  
Coos Bay, OR 97420  
(541) 269-8924**

Jon & Patricia Webster  
62874 Red Dike Rd  
Coos Bay, OR 97420

March 13, 2012

City of Coos Bay  
Coos Bay, OR 97420

Re: Third Bid

Dear Joyce,

I'm writing in reference to the third bid required for the facade grant. As to date, we have been unsuccessful at obtaining this objective. It seems that when other building contractors find out that I'm the building owner and a building contractor, they choose not to bid my job. I do understand their position as it takes many hours even days to put together a bids for something they will most likely not perform.

We potentially have a third contractor, but to date his bid has not surfaced. If you have any question, please don't hesitate to contact me.

Sincerely,

Jon Webster

A handwritten signature in black ink that reads "Jon Webster". The signature is written in a cursive style with a long horizontal stroke at the end.

**CITY OF COOS BAY  
DESIGN REVIEW COMMITTEE**

**Monday, March 5, 2012 at 12:00 PM  
City Hall, 500 Central Avenue – Public Works Conference Room**

**MEMBERS:** Chairman Hilary Baker, Patrick Erm, Darla Lesan, Andy Locati, Ariann Lyons, Sarah Recken  
Bob Sasanoff and Planning Commissioner Bruce Harlan

**STAFF:** Joyce Jansen, Economic Revitalization Administrator  
Laura Barron, Planning Administrator  
Debbie Erler, Planner 1

**DRAFT**

**GUEST:** Jerry Briggs and Michael Turner

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Chairman Baker stated there are two proposed applications for Façade Improvements Grants. Attached to each application are the guidelines that the application must follow. She stated the Design Review Committee is acting as an advisory committee and making a recommendation to the City Council.

**Façade Improvement Grant - 789 South Broadway**

The applicant, Jerry Briggs, is requesting approval to replace the covering on the existing awning, repair the framework and replacement interior lighting of the awning for, Little Caesar's, located at 789 South Broadway.

Mr. Briggs stated he plans to recover the existing awning and make structural repairs to the framework. He said the awning will be orange with a little yellow accent color with white Little Caesar lettering/ logo and it will be back lit.

Chairman Baker asked if the cost of the awning includes the signage. Mr. Briggs stated the orange material is bleached so that the logo and signage area is white.

Ms. Recken stated she has concerns about the signage cost being included in the awning funding. She said in the past signage was not funded.

Mrs. Jansen stated currently the Façade Improvement Program does not pay for signage. She stated the Urban Renewal Agency has had recent discussions and some believe signage should be included, but the current standards do not include funding for signage. The submitted bid does include the cost of the signage.

Chairman Baker stated the awning and the signage are two separate issues as far as funding is concerned, but the Design Review Committee is looking at both elements.

Mr. Locati stated the City Council could request that the cost of the signage be removed from the bid. Mrs. Jansen stated normally the bids show the awning cost separate from the signage cost, this bid did not but that is how it was done in the past. Chairman Baker stated the Design Review Committee is reviewing the request based on the provided guidelines and the City Council will make the decision.

The Committee discussed past awning applications where signage design was reviewed by the Committee, but the cost of the signage was not part of the grant funding. Mrs. Jansen agreed that the Committee has approved signage on awnings, but the signage was not funded.

Ms. Recken asked if the applicant would consider having a blue awning that would be more cohesive to the building and the existing blue awning at the north end of the building, instead of the bright orange color associated with the current business. She said the awning could be blue with the sign area being orange with white lettering/logo.

Mr. Sasanoff stated that the Façade Improvement Guidelines indicate that buildings with multiple tenants must be remodeled in a unified manner. He said the awning design is unified, but the color is not unified. He said the "Basic color guidelines" of the Façade Improvement Program also indicate the applicant should choose exterior colors that harmonize not contrast with surrounding buildings. The guidelines also indicate the color should not be used as a sign or to attract attention and that intense or extremely bright colors create disharmony that may distract from the attractiveness of the urban renewal districts.

Mr. Briggs stated the tanning business on the south elevation, facing Hall Avenue has the same orange colored awning. Mr. Sasanoff stated the awning is on a side street and it is much smaller located only over the entry. The awning does not dominate the façade. Mr. Sasanoff added that the owner of the business did not request Urban Renewal Funds and was not subject to the guidelines as outlined in the Façade Improvement Grant. Mrs. Jansen stated currently on the buildings east elevation the existing awnings are different colors. Mr. Sasanoff agreed, but stated the current colors (Maroon and Blue) are not contrasting colors. Mrs. Lesan stated orange is the direct opposite of blue.

Mr. Sasanoff stated if the owner is asking for grant funds then the Façade Improvement Guidelines, the guidelines need to be followed. He stated the awning could be grey or blue with the sign area being orange with white lettering and Little Caesar's logo.

Andy Locati stated the signage is not included in the Façade Improvement Funding. He asked if replacement of siding can be included in a Façade Improvement Grant. Ms. Baker stated siding is eligible for façade improvement funds. Ms. Baker asked if Mr. Locati was acting as a DRC member or as the applicant's representative. Mr. Locati stated he is just problem solving. He said there is a gray building and a dark green trim and three different colors on the awning. Mr. Briggs stated if he request is approved there would only be two colors (orange and blue). Mr. Locati stated the owner of the building intends to apply for a Façade Improvement later in the year to replace siding on the south side of the building.

Ms. Recken stated the intent for the city is to have visual cohesion and with the proposed orange awning the building will be visually split in half. She said she is in favor of an awning color that ties the awning to the building and the sign area of the awning being the proposed logo.

The Committee discussed the awning color and the process of bleaching the color out of the awning for the white lettering. The proposed orange sections of the awning will need to be added/attached. Ms. Baker stated as was previously mention orange and blue are direct opposite on the color wheel and signage on a large orange awning abutting a large blue awning would be lost.

Mr. Briggs stated the blue awning material was recently replaced. He asked if they applied for Façade Improvement Funding. Ms. Baker stated they did not apply for funding. Mrs. Lesan stated since the abutting awning was recently replaced, the blue material should be available. She said visually orange and blue are opposing colors and an orange sign area would be more visually appealing on a blue awning and the signage would glow in the dark and stand out. She added that it would also provide visual cohesion for the building.

Mr. Erm stated the signage area on the awning will need to be bleached for the white areas and they add color back in (orange, yellow and black) where needed. The Committee discussed that an oval shape sign area would be appealing.

**MOTION:** Hilary Baker – Recommend that the awning color be the same blue as the abutting awning on the north portion of the building to provide cohesion for the building and that the sign area (in the center of the awning) reflect the business colors and logo.  
**SECOND:** Darla Lesan  
**VOTE:** Unanimous **ABSTAIN:** Andy Locati and Patrick Erm

### **Façade Improvement Grant – 165 South 5<sup>th</sup> Street**

Michael Turner representing the applicants, Jon & Patricia Webster, are requesting approval for replacement of windows and doors for the building at 165 S 5<sup>th</sup> Street. The Art Connection is currently in the building and they will be moving to 4<sup>th</sup> and Anderson (Bank of America Building). Mr. and Mrs. Webster also own the building adjoining this building which is the location of Outlaw Photography. Colors for the remodel would match those of the adjoining building. She stated “The Art Connection” has been in the building for about 18 years. She said that portion of the building is very dated and they would like to alter the façade to match the rest of the building. She said the submitted drawings are from 2009 and indicate that the siding and double pane windows making the building more modern to match the rest of the building.

Ms. Baker asked if the store front would remain the same. Mrs. Turner stated that they intend to replace the wall, but it will be in the same location with smaller windows for display.

Ms. Baker stated the existing store front (1960’s bebop style) is becoming historical and is one of the characteristics of downtown Coos Bay, which to some may be out of date, but to others the style is worth preserving.

The Committee discussed how the building will be used. Mrs. Turner explained the history of the building and the needs to have the area remain one larger space (instead of two separate spaces) because of the location of the restrooms. The Committee discussed that the proposed windows seem too small for retail display (other than small items). Mrs. Turner stated they are comfortable with losing the two entrances for the one centered entrance.

Mr. Locati discussed the structural elements of the roof/wall with Mrs. Turner. He stated the concrete wall may be supporting the roof structure. Ms. Baker suggested the applicants could save a lot of money by keeping the existing concrete wall and replacing the windows with double pane. She stated the proposed windows are so small you would not get much of a display value out of them. She stated the windows can be taken to the sloped canopy. You could keep the existing façade; refurbish the existing canopy; use a color scheme to enhance the building; and replace the windows with double pane insulated windows. She added the building would look sharp and would keep the buildings historical character of downtown Coos Bay, and it would cost a lot less money.

Mrs. Recken stated the larger display windows would afford a tenant more options for display. She stated she agrees with reinforcing what is already there and preserving the historical character.

Ms. Baker stated the Façade Improvement Guidelines do indicate that storefronts of historical significant properties and their functional/decorative features should be preserved and would keep the buildings historical character of downtown Coos Bay.

Mrs. Turner stated she can see (and respects) the Committee's point of view, but they are not interested in preserving the style of the building. She stated they want this portion of the building to match the rest of the building. She stated the applicant intend to replace the flat roof with a sloped roof that matches the rest of the building in the next year or two.

- MOTION:** Mrs. Baker - Recommend refurbishing and retaining the existing façade as discussed.
- SECOND:** Mrs. Lesan
- VOTE:** Unanimous

**ADJOURNMENT:** 1:00 p.m.

\_\_\_\_\_  
Hilary Baker, Chairman  
City of Coos Bay  
Coos County, Oregon

ATTEST: \_\_\_\_\_  
Debbie Erler, Planner


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**CITY OF COOS BAY URBAN RENEWAL AGENCY**  
**Agenda Staff Report**

<b>MEETING DATE</b> March 20, 2012	<b>AGENDA ITEM NUMBER</b>
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TO: Chair Gene Melton and Board Members

FROM: Joyce Jansen, Economic Revitalization Administrator   
Brian Bowers, President, Coos Bay Downtown Association Board

Through: Rodger Craddock, City Manager 

ISSUE      **Consideration of the Funding Request for the Main Street Program – Coos Bay Downtown Association**

BACKGROUND

The Main Street approach is a proven comprehensive approach to historic commercial district revitalization. The program works together with the State Historic Preservation Office (SHPO), Business Oregon, and the Historic Preservation League of Oregon (HPLO) to assist cities in revitalizing their downtown areas by supporting existing businesses and development of new businesses. Services offered include technical assistance, funding opportunities, and training. Main Street is successful because it is a community-based program involving business and property owners. It is not a program administered by local government. Cities support and participate in the program by having a "seat at the table" and providing the same services offered to all citizens in the community.

The City of Coos Bay endorsed the Main Street Program as an economic and community development tool in November 2011 with the adoption of Resolution 11-27. The Downtown Urban Renewal Plan classifies potential urban renewal projects in three general broad categories: Waterfront Development, Core Area Revitalization, and Streets and Infrastructure. The Main Street program's goal of revitalizing historic downtowns and improving the economy fits into the Core Area Revitalization category. The City Council's 2012 Goals include supporting the Downtown Association with its efforts to bring economic development through the Main Street program.

The Downtown Association applied for and was accepted into the Transforming Downtown Level of Main Street in January 2012. Once accepted into the program, the board moved forward with establishing the Main Street committees and scheduling training. Oregon Main Street Coordinator Sheri Stuart presented board training and individual committee training in Coos Bay on February 28<sup>th</sup> and 29<sup>th</sup>. Brian's report will explain more about the committees and their responsibilities.

The Downtown Association is requesting the Agency consider short-term funding to establish the Main Street program in downtown Coos Bay in the amount of \$24,000 annually for three years. The Association has committed funds to support Main Street and will also be seeking grants for the program.

### ADVANTAGES

Local business and property owners and the Coos Bay Downtown Association have committed to implementing Main Street in downtown Coos Bay. The Main Street approach has been successful in many communities in Oregon and across the country and we believe the program will prove successful in our city. The continued support of the City and the Agency will significantly help the Association and community succeed with this endeavor.

### DISADVANTAGES

None identified.

### BUDGET IMPLICATIONS

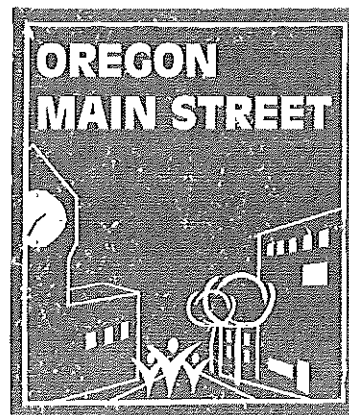
If the funding concept is acceptable to the Agency, a place holder for \$24,000 would be included in the proposed Downtown Urban Renewal District budget for fiscal year 2012/2013.

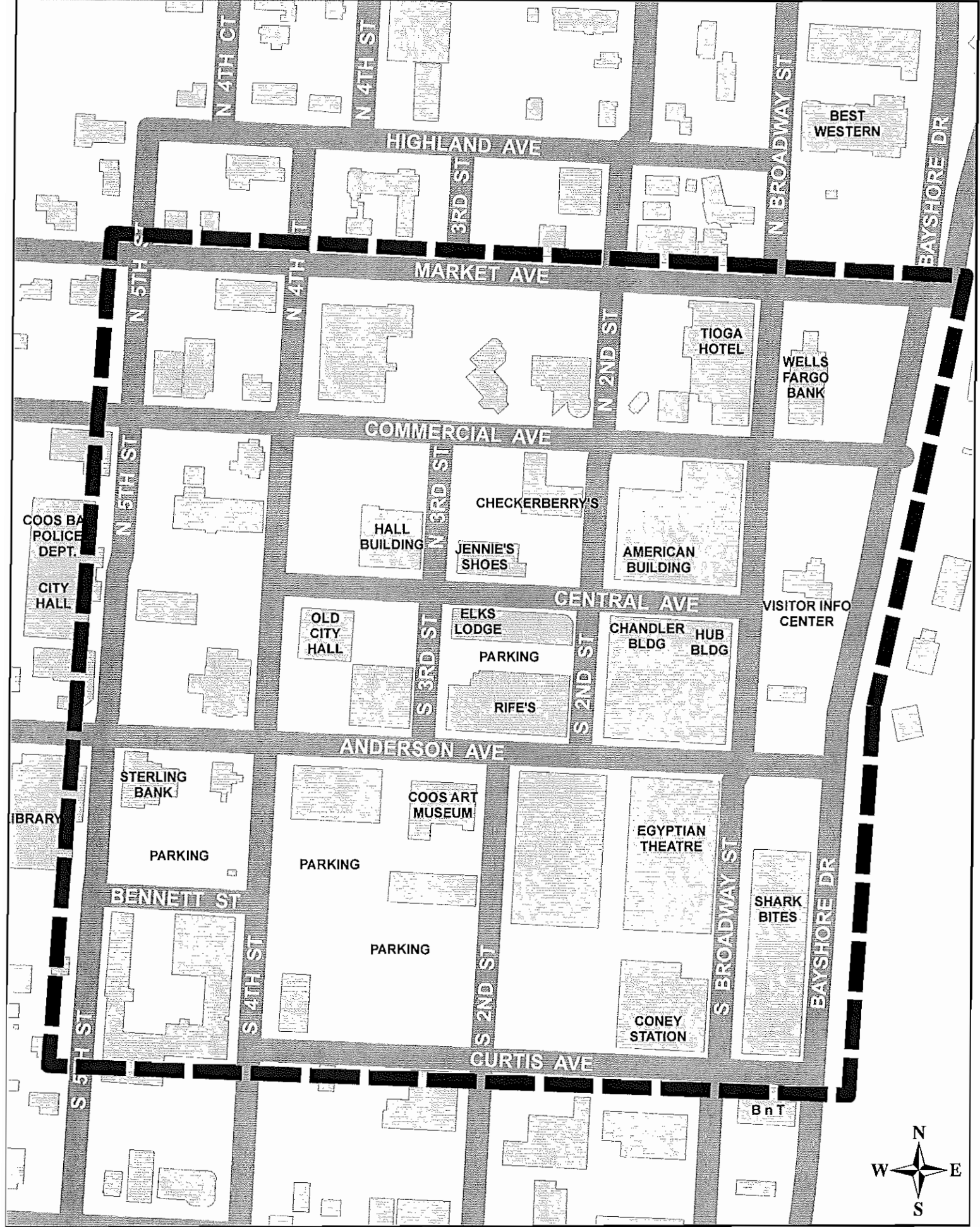
### ACTION REQUESTED

Staff is requesting direction from the Agency regarding future funding for the Coos Bay Downtown Association Main Street Program. If the Agency agrees with the concept, direct staff to include the funding request in the proposed 2012/2013 budget. An agreement between the Association and the Agency would be developed and presented to the Agency at a future time.

#### Attachments:

- President Bower's Report
- Map of the Main Street District





# Downtown Business District

## **Coos Bay Downtown Association Main Street Program**

### **Summary**

The Coos Bay Downtown Association is seeking a monetary benefit of \$24,000 per year for the next three years. These funds will be used to solidify the practical aspects of the Main Street grassroots efforts with regard to operational expenses. As you may be aware, we were accepted into the Main Street Transforming Downtown program as of January of this year. We are now moving forward with this process, which is creating expenses that we are seeking ways to cover until we become self-sustaining.

### **Review of Oregon Main Street**

In review, Oregon Main Street works with communities to develop comprehensive, incremental revitalization strategies based on a community's unique assets, character and heritage. The Main Street Approach is a proven and detailed method of attaining historic district revitalization. This methodology has been implemented in more than 2,200 cities and towns in 40 states across the nation.

### **The Main Street Approach**

*The Main Street Approach* is based on a four-point strategy: *Organization, Promotion, Design and Economic Development.*

- The *Organization Committee's goal* is to find the money and people to help make us function as well as develop policies and procedures.
- The *Promotion Committee's goal* is to promote the district as the heart and soul of our town. Their desire is to promote the district to local consumers, tourists and prospective businesses.
- The *Design Committee's goal* is to develop the visual aspects of the district. They want to improve rundown buildings and educate building owners on the importance of a maintenance program. They also focus on visual merchandising, landscaping and traffic flow.
- The *Economic Development Committee's goal* is to work on recruiting and sustaining businesses. They analyze the mix of downtown businesses and how to leverage what is available in order to saturate downtown with the best mix of vendors. Part

of this will be to recruit business that can sustain steady activity in a second floor level location; this to fill the many empty second floor spaces in the downtown.

**Facts and Dollars**

In 2011, Oregon Main Street had 24 communities in either the transforming or performing groups. The total reinvestment statistics for these 24 communities are as follows:

- Private dollars reinvested       \$ 8,183,193
- Public dollars reinvested       \$18,661,200
- Total private rehab projects:       216
- Net business gain:               151
- Net Job gain:                       435

The Coos Bay Downtown Association (CBDA) has been able to apply a portion of this approach, but not all of it. That is why we feel this program will help us be successful in revitalizing the downtown area. The current board of the CBDA are: Brian Bowers, Doug Woolsey, Gina Young, Candis Wade, Cindi Miller, Sharan Thompson, Joyce Jansen, Julie Graham and Beth Clarkston.

Brian Bowers has been appointed as Main Street Coordinator; Doug Woolsey and Gina Young, Co-Chairs/Organization Committee; Julie Graham, Chair/Design Committee; Beth Clarkston, Chair/Promotions Committee; Joyce Jansen, Chair/Economic Development Committee. The committee members are as follows:

**Promotions Committee**

Beth Clarkson, Chair

Owner of Checkerberry's Flowers and Gifts

Dick Leshley

Owner of Yellow Cab Taxi

Gary Rikfin

Downtown Property Owners

Ron Thayer

Advertising Manager at The World newspaper

Brian Menten

Owner of Shark Bites, Broadway Hall (previously the on Broadway Theatre), and Waxers Surf Shop

Libby Bridgham

Owner of Time Bomb

Carmen Matthews

Micro-brewery looking to locate in the downtown area

### **Organization Committee**

Doug Woolsey, Co-Chair  
American Family Insurance  
Gina Young, Co-Chair  
Partner in Bay Appliance and TV  
Deb Lal  
Owner of Downtown Fitness  
Candis Wade  
Marketing Director, Ticor Title  
Jennifer Groth  
City Councilor  
Larry Reiber  
Scoville and Reiber Accounting

### **Design Committee**

Julie Graham, Chair  
Account Executive, Bi-Coastal Media  
Hilary Baker  
Design Associate with Crow/Clay and Associates  
Tammy Tice  
Owner of Advanced Property Management  
Cindi Miller  
Owner of Creative Advertising and Sales Manager at KDOC radio  
Perry St. John  
Sol Coast Solar

### **Economic Development Committee**

Joyce Jansen, Chair  
Economic Develop Administrator, City of Coos Bay  
Gary Rifkin  
Downtown Property Owner  
Margaret Barber  
Margaret Barber Consulting  
Joe Benetti  
Owner of Benetti's Restaurant  
  
Sarah Harper  
Owner of Joey's Arcade

We feel these committee members represent a excellent cross section of Coos Bay.

**The Bottom Line**

There are several areas where expenses have increased due to Main Street. A partial listing of these expenses is below:

Manager’s Salary	\$19,000
Office Rent	\$ 3,540
Supplies	\$ 1,800
Equipment	\$ 1,000
Office Furniture	\$ 5,000
Copies & Mailing	\$ 1,000
Advertising/Marketing	\$10,000

These are just some of the expenses that this bequest would be used to cover.

The Coos Bay Downtown Association currently has a budget of about \$30,000 which is used to cover current expenses. In order to cover these new expenses and have money to do projects we are, in addition to this request, applying for grants and looking for new fund raising events.

**In Conclusion**

We believe this investment by the Urban Renewal Agency will significantly improve the city’s downtown business climate and property values. When we improve the downtown area, property values will increase, which will generate more revenue. We also feel this request meets the Urban Renewal Agency category of Core Area Revitalization.

We are not looking for “handout”, rather we are looking for “hand up”. With this monetary assistance in getting started, and a couple of years of operations we have every confidence that we will show progress, positively promote our successes, share our vision for the future and finally, create an economic–business improvement district so that we can become self sustaining.



## 2012 Work Plan Overview

### Organization

**Goal:** Provide leadership and encourage participation in developing a sustainable, comprehensive downtown revitalization organization using the Main Street Approach®.

#### Objectives:

1. Create a clear, unified vision for downtown and market the message.
2. Develop a budget and funding plan.  
*Potential Activities:*
  - Economic Improvement District
  - Fundraisers
  - Enhanced membership campaign
3. Develop a volunteer recruitment and retention plan.

### Design

**Goal:** Create a vibrant and welcoming downtown by enhancing the pedestrian environment and encouraging visual improvements through good design compatible with historic features.

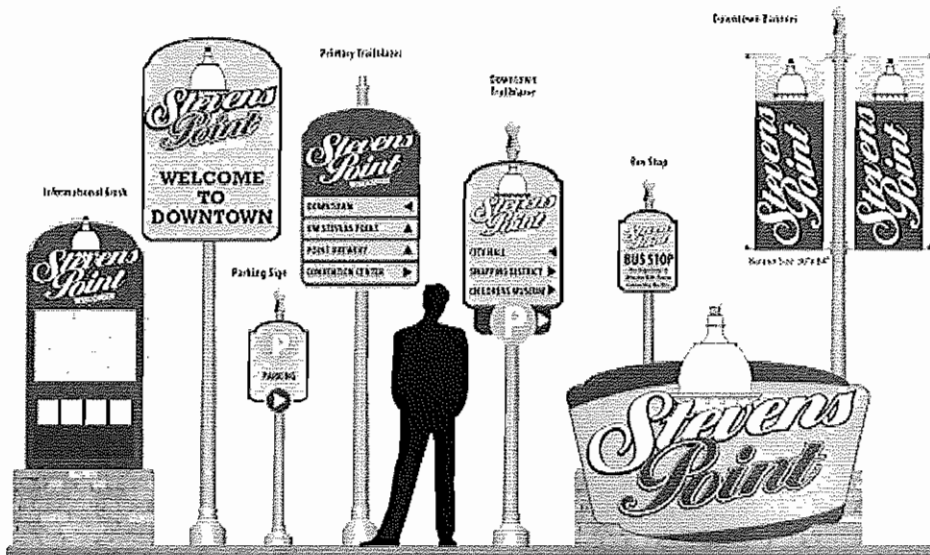
#### Objectives:

1. Identify options to improve and maintain downtown buildings.  
*Potential Activities:*
  - Incentives
  - Community Initiated Development
  - Community Development Corporation
  - Award program/certificates
  - Education
2. Manage and market parking.  
*Potential Activities:*
  - “Park it Here” campaign
  - Signage for parking lots
  - Identify employee areas
  - Improve parking connections
  - Pedways/bikeways



3. Better coordinated wayfinding signage system.

*Sample:*



## Promotion

**Goal:** Promote historic downtown as the gathering place of Coos Bay to live, shop, dine, invest, and visit.

### Objectives:

1. Decide on and support the "Brand."
2. Continue to expand, enhance, market events (e.g., Blackberry Arts Festival, Halloween Trick or Treat, etc.)

*Suggested Potential Activities:*

- Add weekend activities to generate more downtown foot-traffic.
- Share information on how businesses can tie into existing and new events.

3. Develop new, year-round activities to promote and market what is available downtown.

*Potential Activities:*

- Walking guide
- Cross-promotions

*Suggested Potential Activity:*

- Charm Trail (Pendleton example)?

4. Rediscover, promote, and honor our heritage.

*Potential Activities:*

- Educate about area's history

*Suggested Potential Activity:*

- Potentially tie-in to national historic preservation month in May?

## Economic Development

**Goal:** Strengthen and expand the economic base of historic downtown Coos Bay.

### Objectives:

1. Improve downtown business mix.

*Potential Activities:*

- Cluster analysis
- List of target business types
- Encourage other businesses to locate downtown
- Maintain an up to date business and building inventory
- Long-term, encourage school uses downtown

2. Identify uses for upper floors.

*Suggested Potential Activities:*

- *Contact Roseburg about upper story study.*

3. Support efforts to re-open the Egyptian.

*Suggested additional Objective/Potential Activities:*

4. *Help businesses to survive and thrive.*

*Potential Activities:*

- *Foster idea sharing.*
- *Find funding.*


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**CITY OF COOS BAY URBAN RENEWAL AGENCY**  
**Agenda Staff Report**

<b>MEETING DATE</b> March 20, 2012	<b>AGENDA ITEM NUMBER</b>
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**TO:** Chair Melton and Board Members

**FROM:** Jim Hossley, Public Works & Development Director 

**Through:** Rodger Craddock, City Manager 

**ISSUE:** Consideration to Approve – Award of Construction Contract for the Dolphin Theater Restrooms

**BACKGROUND:**

The City of Coos Bay recently solicited a request for bids to demolish and renovate existing restroom facilities at the Dolphin Theater at 580 Newmark Avenue. The goal of this remodel project is for the restroom facilities to meet the Oregon Structural Specialty Code. The work involves removal of existing building material in the existing restrooms as well as renovation which includes framing, finish carpentry, concrete work, utilities (water, electric, and sewer).

**ADVANTAGES:**

This project will allow an otherwise derelict building to be used for performing arts activities. The Dolphin Theater has the potential to enhance the economic and cultural vitality of the community.

**DISADVANTAGES:**

Other than cost, none

**BUDGET IMPLICATIONS:**

The Urban Renewal Agency previously committed \$100,000 toward the Dolphin Theater improvement project. The bids for the restroom demolition and renovation came in as follows:

<b>Bidder</b>	<b>Bid Amount</b>
Shane Thurston Construction	\$67,396
Stumbo Construction	\$73,590
Davidson Builders Inc.	\$74,754
Scott Partney Construction	\$77,890
Jerry Fedler Construction Inc.	\$88,333
Blue Earth Federal	\$88,813
Tom E. Gayeski Construction Inc.	\$92,600
Taylor Site Development Inc.	\$93,467
Ron Kaufmann Builders	\$96,500

**RECOMENDATION:**

If it pleases the Agency, City staff recommends the Agency award the contract to demolish and

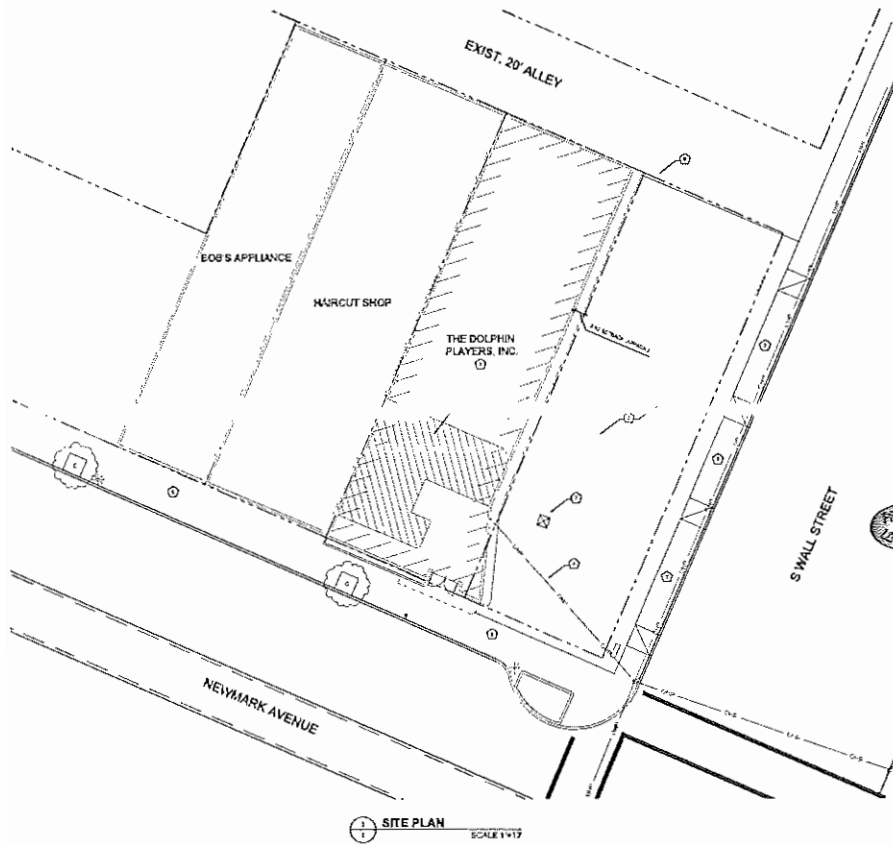
renovate the Dolphin Theater restrooms to Shane Thurston Construction for \$67,396 and authorize the City Manager to execute the contract on behalf of the Urban Renewal Agency.

**ATTACHMENTS:**

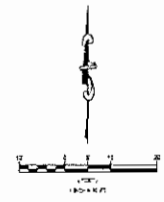
Dolphin Theater Remodel Plans

# DOLPHIN THEATRE RESTROOM REMODEL

## 580 NEWMARK AVE, COOS BAY, OREGON



1 SITE PLAN  
SCALE: 1/4" = 1'-0"



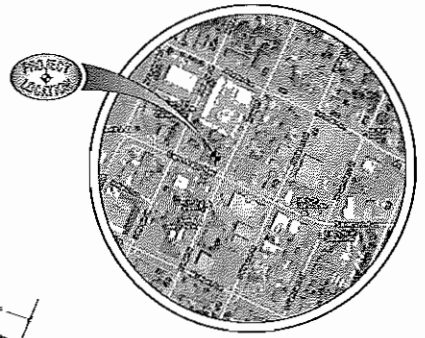
ALL DIMENSIONS SHOWN ARE APPROXIMATE AND FIELD MEASUREMENTS SHOULD BE USED TO VERIFY DIMENSIONS.

**KEYED NOTES**

- 1 EXISTING CONCRETE FOUNDATION
- 2 EXISTING CONCRETE FOUNDATION
- 3 EXISTING CONCRETE FOUNDATION
- 4 EXISTING CONCRETE FOUNDATION
- 5 EXISTING CONCRETE FOUNDATION
- 6 EXISTING CONCRETE FOUNDATION
- 7 EXISTING CONCRETE FOUNDATION
- 8 EXISTING CONCRETE FOUNDATION

**GENERAL INFORMATION**

DESIGNED BY: ZCS ARCHITECTURE  
 DRAWN BY: ZCS ARCHITECTURE  
 CHECKED BY: ZCS ARCHITECTURE  
 PROJECT NO.: 2024-001  
 DATE: 10/20/24  
 SHEET NO.: 1 OF 5  
 PROJECT ADDRESS: 580 NEWMARK AVE, COOS BAY, OR 97331  
 CLIENT: THE DOLPHIN PLAYERS, INC.  
 CONTRACT NO.: 2024-001  
 PERMIT NO.: 2024-001  
 SCALE: AS SHOWN  
 DATE: 10/20/24  
 DRAWN BY: ZCS ARCHITECTURE  
 CHECKED BY: ZCS ARCHITECTURE



2 VICINITY MAP  
SCALE: 1" = 1/8"

CITY OF COOS BAY	
DOLPHIN THEATRE	
RESTROOM RENOVATION	
580 NEWMARK AVE, COOS BAY, OR	
DATE	10/20/24
DRAWN BY	ZCS
CHECKED BY	ZCS
SCALE	AS SHOWN
COVER SHEET & SITE PLAN	
1 of 5	

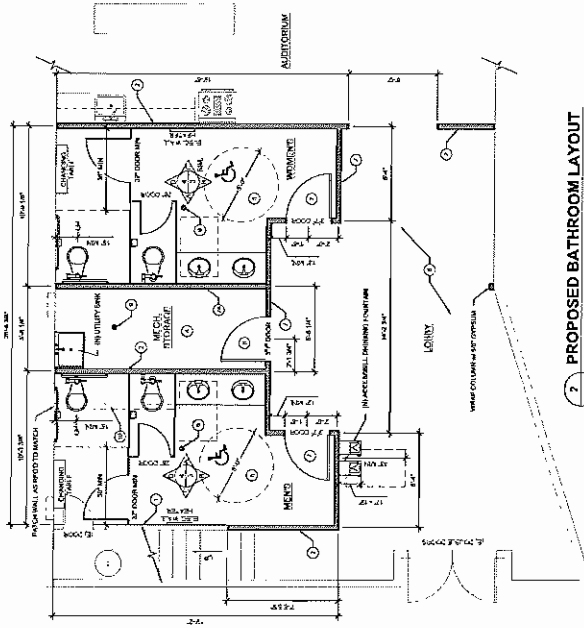
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12	1

CITY OF COOS BAY  
 DOLPHIN THEATRE  
 RESTROOM RENOVATION  
 580 NEWMARK AVE, COOS BAY, OR

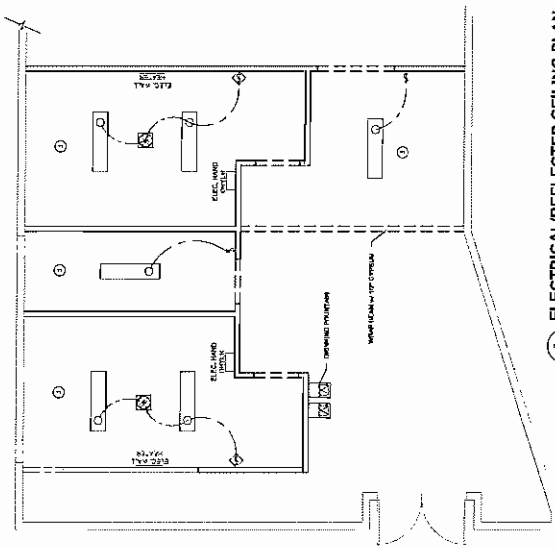
**ZS**  
 ZSHEINEN • GRATER • SOUDERS  
 ARCHITECTS  
 1000 S. STATE ST. SUITE 100  
 COOS BAY, OR 97331  
 PHONE: 541.338.4444  
 FAX: 541.338.4445  
 WWW.ZSARCHITECTS.COM



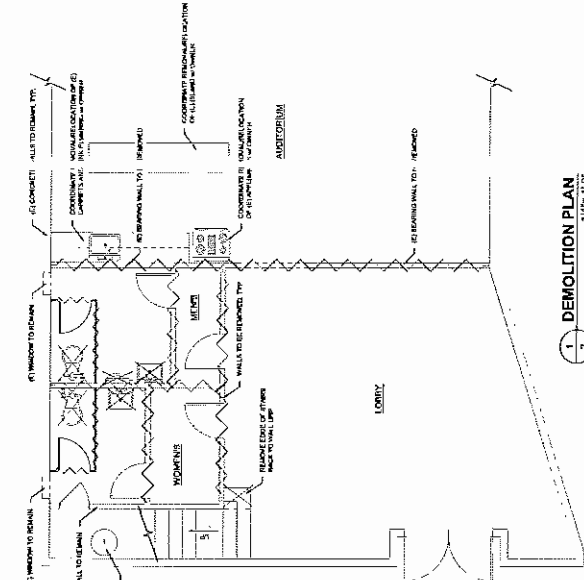
PROJECT NO. 2015-001  
 DATE 10/20/15  
 DRAWN BY JLS  
 CHECKED BY JLS  
 PROJECT NO. 2015-001  
 DEMO AND PROPOSED RESTROOM PLANS  
 2 OF 5



2 PROPOSED BATHROOM LAYOUT  
 1/4" = 1'-0"



3 ELECTRICAL REFLECTED CEILING PLAN  
 1/4" = 1'-0"



1 DEMOLITION PLAN  
 1/4" = 1'-0"

**KEYED NOTES:**

1. REMOVE ALL CONCRETE ON EXTERIOR WALLS IN RESTROOMS.
2. REMOVE ALL CONCRETE ON EXTERIOR WALLS IN LOBBY.
3. REMOVE ALL CONCRETE ON EXTERIOR WALLS IN AUDITORIUM.
4. REMOVE ALL CONCRETE ON EXTERIOR WALLS IN RESTROOMS.
5. REMOVE ALL CONCRETE ON EXTERIOR WALLS IN LOBBY.
6. REMOVE ALL CONCRETE ON EXTERIOR WALLS IN AUDITORIUM.
7. REMOVE ALL CONCRETE ON EXTERIOR WALLS IN RESTROOMS.
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9. REMOVE ALL CONCRETE ON EXTERIOR WALLS IN AUDITORIUM.
10. REMOVE ALL CONCRETE ON EXTERIOR WALLS IN RESTROOMS.
11. REMOVE ALL CONCRETE ON EXTERIOR WALLS IN LOBBY.
12. REMOVE ALL CONCRETE ON EXTERIOR WALLS IN AUDITORIUM.

**GENERAL INFORMATION:**

1. VERIFY ALL DEMOLITION WORK IS COMPLETED, VERIFY FINISHES IN RESTROOMS.
2. VERIFY ALL DEMOLITION WORK IS COMPLETED, VERIFY FINISHES IN LOBBY.
3. VERIFY ALL DEMOLITION WORK IS COMPLETED, VERIFY FINISHES IN AUDITORIUM.
4. VERIFY ALL DEMOLITION WORK IS COMPLETED, VERIFY FINISHES IN RESTROOMS.
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**PROJECT NOTES:**

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**SCHEME INCLUDES:**

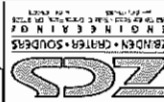
- 1. DEMOLITION PLAN
- 2. PROPOSED BATHROOM LAYOUT
- 3. ELECTRICAL REFLECTED CEILING PLAN

**GENERAL INFORMATION:**

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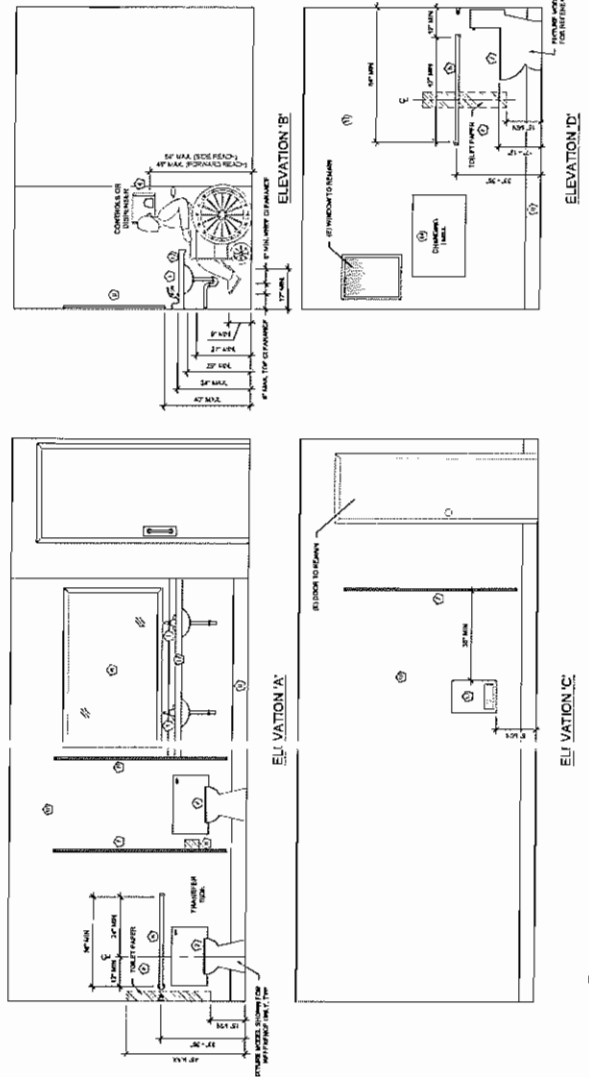
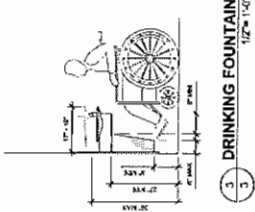
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CITY OF COOS BAY  
 DOLPHIN THEATRE  
 RESTROOM RENOVATION  
 580 NEWMARK AVE, COOS BAY, OR



RESTROOM RENOVATION  
 ELEVATIONS  
 3 of 5

- GENERAL ELEVATION NOTES:**
1. CHECK PANEL LAYOUTS AND DIMENSIONS AGAINST ARCHITECTURAL DRAWINGS AND FIELD TO FIELD DIMENSIONS TO VERIFY ALL PANELS FIT TOGETHER AT JOINTS AND TO MATCH UP WITH ADJACENT PANELS.
  2. VERIFY ALL DIMENSIONS AND MATERIALS AGAINST ARCHITECTURAL DRAWINGS AND FIELD TO FIELD DIMENSIONS TO VERIFY ALL PANELS FIT TOGETHER AT JOINTS AND TO MATCH UP WITH ADJACENT PANELS.
  3. VERIFY ALL DIMENSIONS AND MATERIALS AGAINST ARCHITECTURAL DRAWINGS AND FIELD TO FIELD DIMENSIONS TO VERIFY ALL PANELS FIT TOGETHER AT JOINTS AND TO MATCH UP WITH ADJACENT PANELS.
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**RESTROOM UPGRADES - ELEVATIONS**  
 1/2" = 1'-0"





NO.	REVISION
1	
2	
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4	
5	

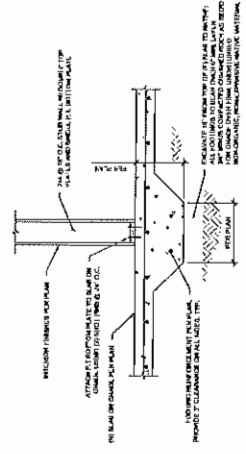
CITY OF COOS BAY  
 DOLPHIN THEATRE  
 RESTROOM RENOVATION  
 580 NEWMARK AVE, COOS BAY, OR



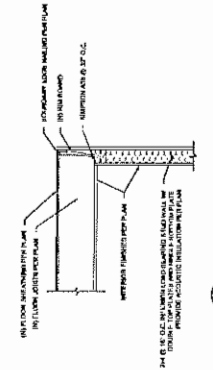
PROJECT NO.	18-001
DATE	12/20/18
DESIGNED BY	DA
CHECKED BY	DA
DATE	12/20/18



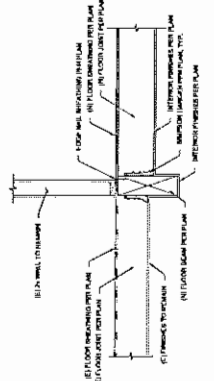
DETAILS  
 5 of 5



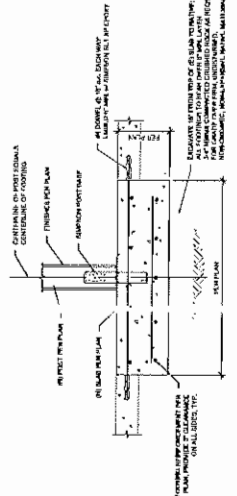
3 TYP. INT. CONT. FOOTING  
 3/4" x 1'-0"



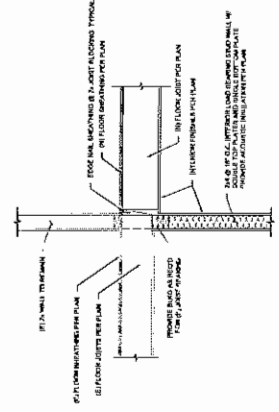
5 TYP. INTERIOR BEARING WALL  
 3/4" x 1'-0"



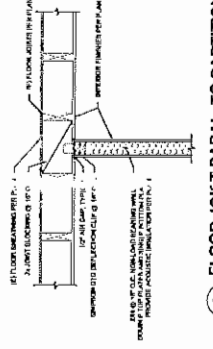
9 FLOOR JOIST TO FLOOR BEAM  
 3/4" x 1'-0"



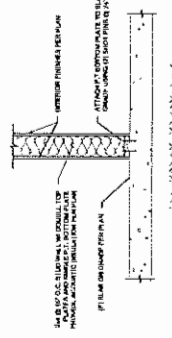
2 TYP. INT. THICKENED SPREAD FOOTING  
 3/4" x 1'-0"



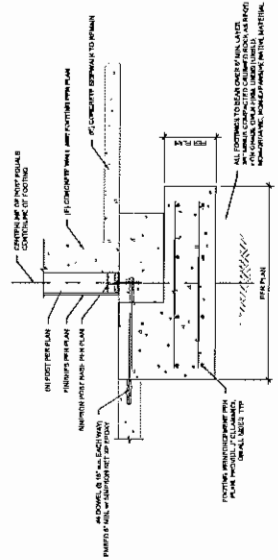
5 TYP. INT. BEARING WALL  
 3/4" x 1'-0"



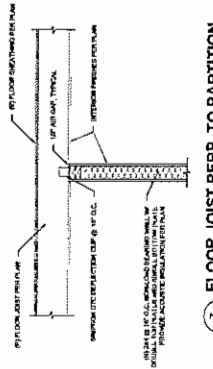
9 FLOOR JOIST PARAL. TO PARTITION  
 3/4" x 1'-0"



1 TYP. INT. WALL TO SLAB  
 3/4" x 1'-0"



4 TYP. INT. THICKENED SPREAD FOOTING  
 3/4" x 1'-0"



7 FLOOR JOIST PERP. TO PARTITION  
 3/4" x 1'-0"