



CITY OF COOS BAY URBAN RENEWAL AGENCY MEETING NOTICE

June 5, 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

1. Public Comments
2. Consent Calendar
 - a. Approval of the Minutes of May 5, and May 15, 2012
 - b. Adoption of resolution 12-06 extending workers' compensation coverage to urban renewal volunteers
3. Public Hearing on the Approved Budget for Fiscal Year 2012/2013 – Adoption of Resolution URA 12-07 will Adopt the Budget for Fiscal Year 2012/2013 and Make Appropriations and Levying Taxes
4. Clarification on Landscaping for the Old Fire Station Lot
5. 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
WORK SESSION MEETING**

May 5, 2012

The minutes of the proceedings of the City of Coos Bay Urban Renewal Agency Work Session held immediately following the City Council meeting held at 9:00 a.m. at the Coos Bay Fire Station, 450 Elrod 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, Economic Revitalization Administrator Joyce Jansen, and City Attorney Nathan McClintock.

Review of the Façade Improvement Grant Program

A work session was held for the purpose of reviewing who and what was eligible, amount of funding available, and the evaluation process for the Façade Improvement Grant Program. No decisions were made.

Discussion on the 7th and Central Avenue Traffic Island

The Agency had a discussion on the consideration of the 7th Street and Central Avenue traffic island. It was the consensus of the Agency the 7th Street and Central Avenue traffic island was a valid project to be considered at a future date. No decisions were made.

Adjourn

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

Gene Melton, Chair

Attest:

Jennifer Groth, Secretary

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

May 15, 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, Library Director Samantha Pierson, 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 April 17, 2012; and 2b: acceptance of the April 2012 URA combined cash report. Board Member Muenchrath moved to approve the consent calendar approving the minutes of April 17, 2012, and accepting the April 2012 URA combined cash report. Board Member Shoji seconded the motion which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, Muenchrath, and Vaughan voting aye.

Public Hearing to Consider Accepting a \$2.1 Million Dollar Transportation Commission Flexible Fund Program Grant for the Empire Boulevard Multi-Modal Project – Approval Would Require Adoption of Resolution 12-04

Public Works and Development Director Jim Hossley stated the Urban Renewal Agency applied for and was awarded an Oregon Transportation Commission Flexible Funds Program grant in the amount of \$2.1 million for Phase 1 of the Empire Pedestrian and Bicycle Project which required a \$600,000 grant match from the Agency for a total project cost of \$2.7 million. The proposed project would increase pedestrian and bicyclist safety through the widening and overlay of South Empire Boulevard from Newmark to Fulton Avenue. Chair Melton opened the public hearing. No comments were given and the hearing was closed. Board Member Shoji moved to authorize the City Manager to enter into an Intergovernmental Agreement with Oregon Department of Transportation in order to administer the improvements to Empire Boulevard and adopt Resolution 12-04. Board Member Muenchrath seconded the motion which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, Muenchrath, and Vaughan voting aye.

Urban Renewal Agency Minutes – May 15, 2012

Public Hearing to Consider Accepting a \$225,000 Oregon State Marine Board and Oregon Department of Fish and Wildlife Grant for the Eastside Boat Ramp – Approval Would Require Adoption of Resolution 12-05

Public Works and Development Director Jim Hossley stated The Urban Renewal Agency applied for and was awarded a \$20,000 grant from the Oregon State Marine Board and a \$145,000 grant from the Oregon Department of Fish and Wildlife (ODF&W) for capital improvements to the Eastside Boat Ramp. The City's match was in-kind services along with the Agency's match for rental equipment and other project costs totaling \$60,000; for a total project cost of \$225,000 commencing in the FYE 11-12 budget. Improvements to the facility included: an addition of 23 parking spaces for vehicle/boat trailers, 22 vehicle parking spaces, and a fish cleaning station. In addition to the expansion, the City planned to crack seal, seal coat, stripe, and sign the existing parking lot. Chair Melton opened the public hearing. No comments were given and the hearing was closed. Board Member Muenchrath moved to authorize the City Manager to enter into an agreement with the Oregon State Marine Board to administer the improvements to the Eastside Boat Ramp Facility and adopt Resolution 12-05. Board Member Vaughan seconded the motion which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, Muenchrath, and Vaughan voting aye.

Adjourn

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

Gene Melton, Chair

Attest:



Jennifer Groth, Secretary

CITY OF COOS BAY URBAN RENEWAL AGENCY

Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
June 5, 2012	

TO: Chair Melton and Board Members

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

ISSUE Adoption of Resolution For Volunteer Workers' Compensation Coverage

BACKGROUND

City County Insurance Services requires that members pass a resolution to extend workers' compensation insurance coverage to volunteers. The volunteer roster is updated throughout the year and will be reviewed at year-end.

ADVANTAGES

Adoption of the resolution will allow the Urban Renewal Agency to provide workers' compensation coverage to volunteers with City County Insurance Services.

DISADVANTAGES

None.

BUDGET

The Fiscal Year 2012-2013 volunteer workers' compensation coverage will be contractually paid by the Urban Renewal Agency.

RECOMMENDATION

It is staff's recommendation the Agency adopt the resolution.

Urban Renewal Agency of the City of Coos Bay

Resolution 12-06

A RESOLUTION OF THE URBAN RENEWAL AGENCY OF CITY OF COOS BAY, COOS COUNTY, OREGON EXTENDING WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE URBAN RENEWAL AGENCY.

WHEREAS, the Urban Renewal Agency of the City of Coos Bay elects the following pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteer workers as required by CIS for the Fiscal Year July 1, 2012 through June 30, 2013.

1. An aggregate assumed annual wage of \$2,500 will be used per volunteer board, commission and/or council for the performance of administrative duties; and
2. Non-public safety volunteers will keep track of their hours and have their assumed payroll reported in the correct class code for the type of work being performed using Oregon minimum wage; and
3. A roster of active volunteers will be kept monthly for reporting purposes. It is acknowledged that CIS may request copies of these rosters during year-end audit; and
4. Unanticipated volunteer projects or exposure not addressed herein will be added onto the Urban Renewal Agency's coverage agreement (1) by endorsement, (2) with advance notice to CIS, and (3) allowing two weeks for processing. It is hereby acknowledged that coverage of this type cannot be backdated.

NOW, THEREFORE, BE IT RESOLVED by the Urban Renewal Agency of the City of Coos Bay to provide for workers' compensation insurance coverage as indicated above. This resolution will be updated annually.

The foregoing resolution was duly adopted by the Urban Renewal Agency of the City of Coos Bay, Coos County, Oregon this 5th day of June 2012.

Gene Melton, Chair

ATTEST:



Susanne Baker, City Recorder

CITY OF COOS BAY URBAN RENEWAL AGENCY

Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
June 5, 2012	

TO: Chair Melton and Board Members

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

ISSUE Public Hearing on Approved Fiscal Year 2012-2013 Budget and Adoption of Resolution Making Appropriations and Levying Taxes

BACKGROUND

The proposed budget fiscal year 2012-2013 was reviewed on April 19, 2012 by the Urban Renewal Agency Budget Committee, and was approved and forwarded to the Agency for adoption on June 5, 2012. In accordance with Oregon budget law a public hearing before the Agency has been scheduled and published for the purpose of taking public input on the approved budget.

ADVANTAGES

Adoption of the budget will provide the Urban Renewal Agency with appropriation authority for Fiscal Year 2012-2013.

DISADVANTAGES

None

BUDGET

Adoption of the resolution will adopt the budget for Fiscal Year 2012-2013, make appropriations and will levy division of revenue taxes.

RECOMMENDATION

It is staff's recommendation the Agency

- 1) Hold the public hearing and accept input on the approved budget; and
- 2) Adopt the resolution adopting the 2012-2013 budget and levying taxes.

Urban Renewal Agency of the City of Coos Bay

Resolution URA 12-07

A RESOLUTION OF THE URBAN RENEWAL AGENCY OF THE CITY OF COOS BAY, COOS COUNTY, OREGON, FOR THE 2012-2013 TAX YEAR, MAKING APPROPRIATIONS FOR THE PURPOSES DESIGNATED, AND LEVYING TAXES.

WHEREAS, a hearing was held at the City of Coos Bay, within the said district on June 5, 2012 to discuss the 2012-2013 budget and tax levy for 2012-2013.

BE IT RESOLVED that the Board of Directors of the Urban Renewal Agency of the City of Coos Bay hereby adopts the budget for the fiscal year 2012-2013 in the total of **\$ 11,859,912** now on file in the Finance Department at City Hall, 500 Central Avenue, Coos Bay, Oregon.

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2012 and for the purposes shown below, are hereby appropriated.

APPROPRIATIONS FOR THE FISCAL YEAR ENDING JUNE 30, 2013

DOWNTOWN SPECIAL REVENUE FUND 51

Debt Service	\$ 222,064	
Transfers to Other Funds	<u>1,088,296</u>	
Total Downtown Special revenue Fund Appropriations:		\$ 1,310,360

EMPIRE SPECIAL REVENUE FUND 52

Debt Service	\$ -	
Transfers to Other Funds	<u>619,886</u>	
Total Empire Special Revenue Fund Appropriations		\$ 619,886

DOWNTOWN PROGRAM FUND 56

Capital Outlay		\$ 23,825
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EMPIRE PROGRAM FUND 53

Capital Outlay		\$ 443,326
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DOWNTOWN BOND FUND 54

Debt Service		\$ 1,054,940
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EMPIRE BOND FUND 55

Debt Service		\$ 619,883
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DOWNTOWN CAPITAL PROJECTS FUND 57

Materials and Services	\$ 457,237	
Capital Outlay	<u>1,539,750</u>	
Total Downtown Capital Projects Fund Appropriations		\$ 1,996,987

EMPIRE CAPITAL PROJECTS FUND 58

Materials and Services	\$ 178,887	
Capital Outlay	<u>4,380,469</u>	
Total Empire Capital Projects Fund Appropriations		<u>\$ 4,559,356</u>
TOTAL APPROPRIATIONS ALL FUNDS		\$ 10,628,563
Total Unappropriated :		
Downtown Bond Reserve 54	\$ 1,034	
Downtown Capital Projects 57	<u>\$ 291,525</u>	
Total Unappropriated All Funds		\$ 292,559
Total Reserve Funds:		
Downtown Bond Reserve 60	\$ 699,076	
Empire Bond Reserve 61	<u>239,714</u>	
Total Reserve for Future Expenditures Funds		<u>\$ 938,790</u>
Total Budget Fiscal 2012-2013		<u>\$ 11,859,912</u>

BE IT RESOLVED that the Board of Directors of the Urban Renewal Agency of the City of Coos Bay hereby resolves to certify to the county assessor for the Downtown Plan Area and the Empire Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under section 1c, Article IX, of the Oregon Constitution and no money is to be raised through the imposition of a special levy.

The foregoing resolution was duly adopted by the Board of the Urban Renewal Agency of the City of Coos Bay, Coos County, Oregon this 5th day of June 2012.

Gene Melton, Chair

ATTEST: _____
Susanne Baker, City Recorder

CITY OF COOS BAY URBAN RENEWAL AGENCY
Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
June 5, 2012	

TO: Chair Melton and Board Members

FROM: Rodger Craddock, City Manager *RC*

ISSUE Clarification on the Landscaping of the Old Fire Station Lot

BACKGROUND

At the November 15, 2011 URA meeting, the Agency Board voted unanimously that "the long term development goals for both lots (Lockhart & the old fire station lots) be for business purposes" (construction of a commercial building) (see attachment A). At the February 21, 2012 URA meeting, the Agency Board reviewed an interim landscaping development proposal which included a grove of trees at as estimated cost of between \$10,000 to \$50,000 (see attachment B). The discussion concluded with the majority of the Agency Board approving "...not to exceed \$5,000 to purchase ground cover" for the old fire station lot. At the meeting, staff advised they "would work with the Parks Commission and seek input from the Downtown Association and local business and provide the Agency with the proposal."

Staff recently took a staff generated landscaping proposal to the Parks Commission (see attachment C). During the Parks Commission meeting Councilor Vaughan presented a proposal for an interim development of the vacant lot which included the construction of up to three pyramids (see attachment D). Additionally, a third proposal generated through the Downtown Association was presented at the Parks Commission (see attachment E). Based on conversations from the Parks Commission meeting, Councilor Vaughn has combined and refined an alternative design which incorporates the Downtown Association's proposal and his proposal (see attachment F).

Staff is concerned that proposals if implemented are going beyond the scope of what the Agency approved at its February 21, 2012, and it may prevent the URA from achieving its goal of business development at the site. In addition, staff is concerned about the liability of constructing a large, scalable, concrete pyramid. These concerns are shared by our City's Insurance Agent of Record and the City Attorney.

ACTION REQUESTED

Please provide staff clarification and direction.

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

November 15, 2011

The minutes of the proceedings of the City of Coos Bay Urban Renewal Agency, held immediately following the City Council meeting held at 7 p.m. in the Council Chambers, 500 Central Avenue, Coos Bay, Coos County, Oregon.

Those Attending

Those present were Chair Gene Melton and Board Members Jennifer Groth, Joanie Johnson, 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, Public Works and Development Director Jim Hossley, Economic Revitalization Administrator Joyce Jansen, Fire Chief Stan Gibson, and Police Captain Chris Chapamar.

Public Comments

No comments were given.

Consent Calendar

Chair Melton reviewed the consent calendar which consisted of 2a: approval of the minutes of October 18, 2011; 2b: acceptance of the October 2011 URA combined cash report; and 2c: approval of the Memorandum of Understanding (MOU) with the Egyptian Theatre Preservation Association (ETPA). Board Member Shoji moved to approve consent calendar approving the minutes of October 18, 2011, accepting the October 2011 URA combined cash report, and approving the Memorandum of Understanding (MOU) with the ETPA. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Groth, Johnson, Kramer, Shoji, Muenchrath and Vaughan voting aye.

Approval of Development Options for the Lockhart and Old Fire Station Vacant Lots

Economic Revitalization Administrator Joyce Jansen stated the Urban Renewal Agency requested input from the public at the October 18, 2011 meeting on four concept designs for the use of the vacant lots located in the downtown core area and was once again presenting the item for further public input. The lots for review were the site of the Lockhart building located at the corner of Central Avenue and 3rd Street and the site of the old downtown fire hall located at the corner of Anderson Avenue and 4th Street. Member Kramer asked how long until the City would own the property wherein City Attorney Nate McClintock stated in approximately 18 months. Member Muenchrath stated there were a lot of good ideas and he would like to see the lots sold, businesses created, and the properties placed back on the tax roll. Member Shoji stated the City's current facilities were not able to be maintained, funding was difficult, and she also would like to see the properties placed on the tax roll. Member Shoji stated the Agency should determine the long term purpose and the processes to achieve the goal and would like to see design criteria placed for development of the lots. Member Groth stated she concurred with Member Shoji and there were standards already in place that may be utilized. Chair Melton asked if this would be a goal setting session topic. Member Shoji stated she would like to take public comment tonight and she was ready to make a long term purpose decision. Member Vaughan stated there were budgetary constraints however trees could be planted economically.

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Chair Melton stated the budget was a concern and suggested not planting trees which would be cut down in a couple of years. Member Johnson suggested the Tree Board did not like to see trees cut once they were planted. Member Vaughan suggested keeping the trees in a container and planting them in the ground in the interim and replanting the trees at another location in the future.

Mark Daily, Coos Bay: Stated the Lockhart lot would be a good parking lot; suggested placing the lot in an auction; and suggested to not block the adjacent businesses signage. Beth Clarkson, Coos Bay: Suggested pocket parking, a stage area, and suggested the old fire station lot be graveled and used for community events. Chris Coles, Coos Bay: Suggested there were options for both lots which would not cost a lot of money; provided a brochure on the Power of Ten, which states it was important to provide a location where ten simple activities could be enjoyed. Gino Landrum, Coos Bay: Asked if the properties would be available for lease.

Member Groth asked how long until development could begin wherein City Manager Rodger Craddock stated once development criteria were developed a Request for Proposals similar to what was done for the Hollering Place could be prepared.

Member Shoji moved to define the ultimate long term development goal for both lots be for business purposes and amended the motion to direct staff to look into the concepts, options, and the processes to use to achieve the goal. Board Member Kramer seconded the motion and amendment which passed with Chair Melton and Board Members Groth, Johnson, Kramer, Shoji, Muenchrath and Vaughan voting aye.

City Manager Rodger Craddock stated staff needed direction on the various processes; decisions could be made in the interim, and cautioned interim development of the Lockhart lot when the City did not own the property.

Consideration on an Alternative Transit Transfer Station Location

Public Works and Development Director Jim Hossley reported city staff met with the Design Review Committee (DRC), Bruce Bennett of South Coast Area Transit, and Art Poole of the Coos County Transit/Special Transportation Fund Committee on October 31, 2011 and November 4, 2011 to discuss the transfer station at the Pedway. At the October 31st meeting the Committee discussed possible layouts for the restroom and bus shelters at the Pedway location based on the dimensions of the property. However, the majority of Committee members felt other locations for the transit transfer station should be investigated based on several different concerns. As such, two alternative sites were discussed: The 14-foot wide sidewalk west of the Pedway, across from S. 2nd Court; and the north portion of the parking lot on the east side of S. 2nd Street, north of Curtis Avenue. At the November 4th meeting the Committee discussed the two alternative sites after receiving background information regarding site dimensions. The sites were narrowed down, by unanimous agreement, to the parking lot strip on the east side of S. 2nd Street as the best site for the transfer transit station, restroom, and shelters. Mr. Hossley noted the decision was made based on several different reasons which included: ease of circulation for the buses, room for future expansion of transit services, future taxi parking, and an opportunity for increased pedestrian connections from S. Broadway to businesses on S. 4th, the Library, and Coos Art Museum.

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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 3rd and Central Avenue, and the old fire station located at the corner of 4th 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

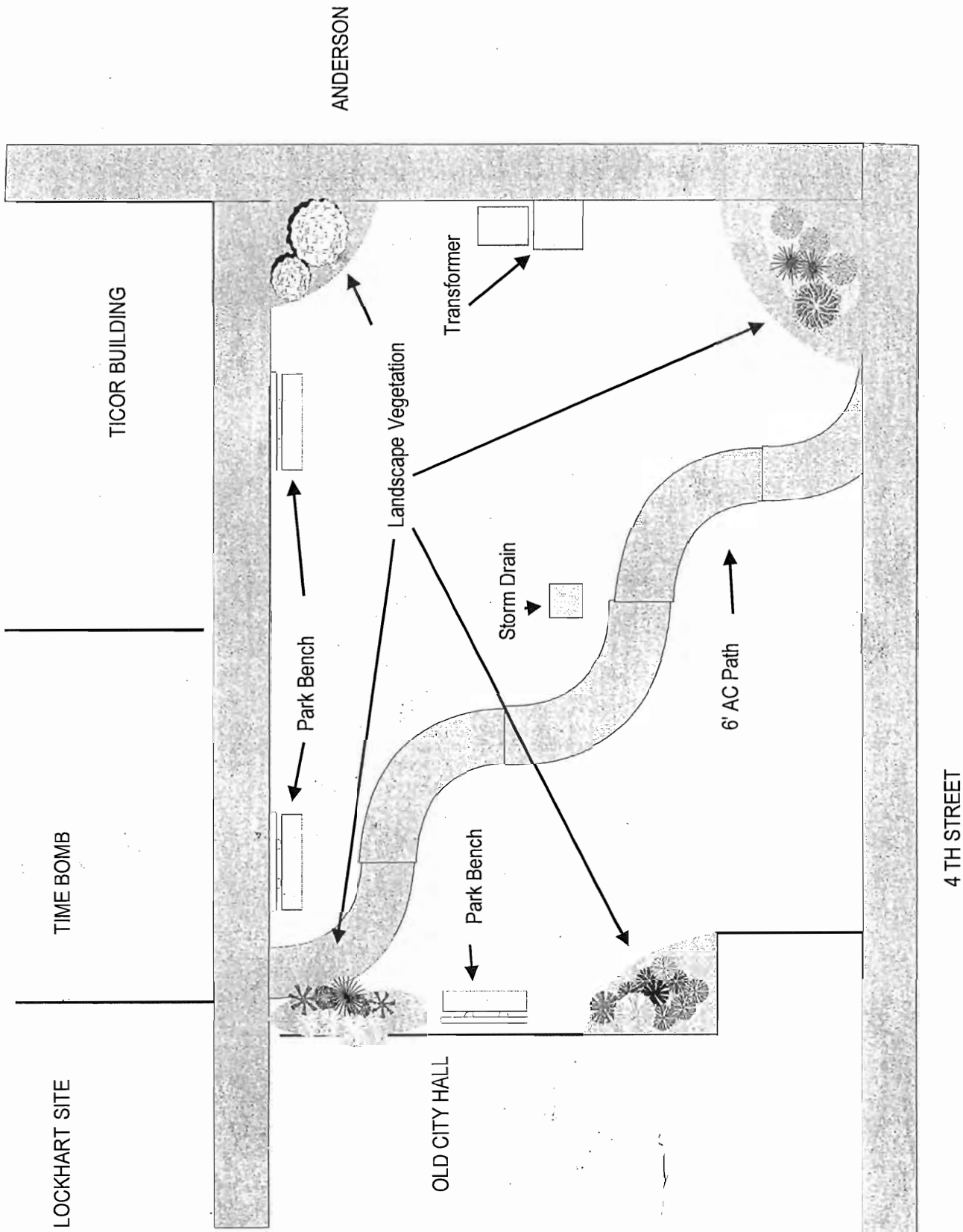
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future use throughout the City. Board Member Muenchrath suggested implementing the Interim project in phases and recommended a budget of \$10,000. Mr. Hossley advised there was not a budget in place for the proposed project noting further research 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.

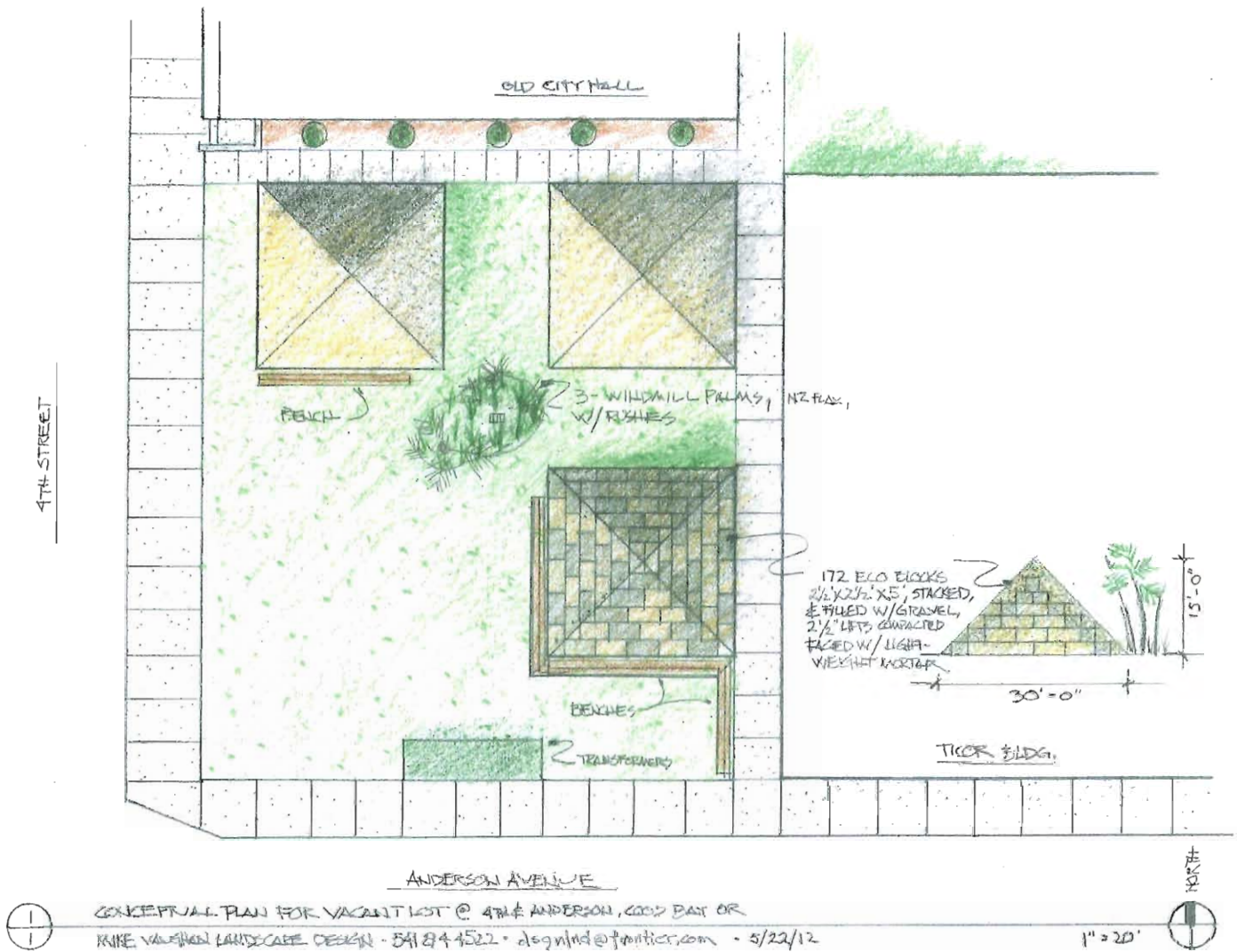
Discussion on the Second Court Project Status

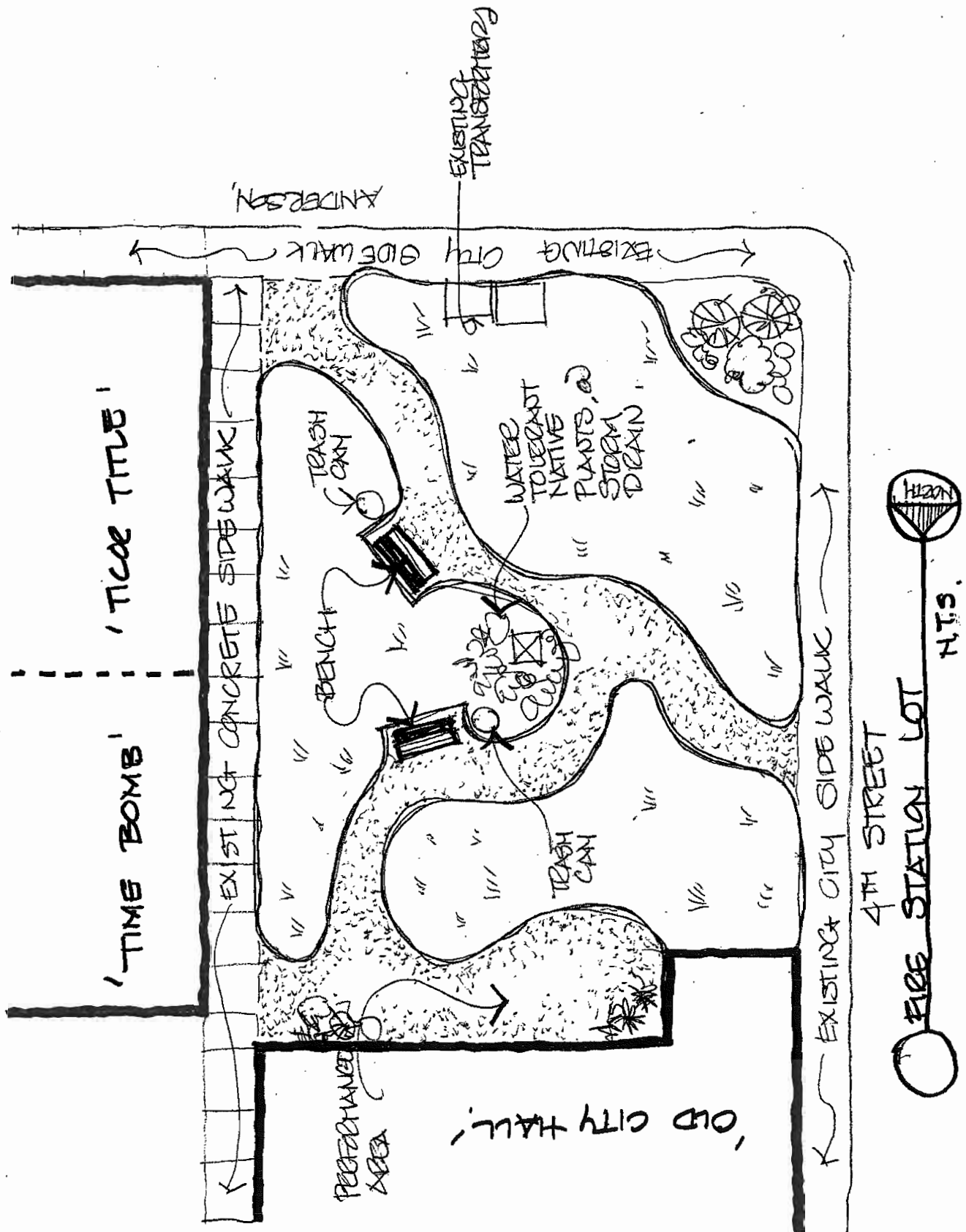
Public Works and Development Director Jim Hossley stated Agency members expressed interest in making improvements to the 2nd Court south of Anderson Avenue located behind the west side of the Egyptian Theatre. City staff and the Design Review Committee met last fall and came up with the following concepts to make 2nd 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 2nd Court Improvement Committee which was a spinoff from the Your Town meeting had already completed project of picking up trash and weeds along 2nd 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 2nd 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 2nd Court Improvement project. Mr. Craddock



ATTACHMENT C





ATTACHMENT E

