

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

November 7, 2017

The minutes of the proceedings of a regular meeting of the Urban Renewal Agency of the City of Coos Bay, Coos County, Oregon, held at 8:35 pm in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Stephanie Kramer and Board Members Joe Benetti, Lucinda DiNovo, Drew Farmer, Jennifer Groth, Stephanie Kilmer, and Phil Marler. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Library Director Sami Pierson, Public Works and Community Development Director Jim Hossley, Planning Administrator Tom Dixon, Fire Chief Mark Anderson, and Police Chief Gary McCullough.

Public Comments

No comments were given.

Consent Calendar

Chair Kramer reviewed the consent calendar which consisted of:

2a: Approval of the minutes of September 19 and October 3, 2017

2b: Acceptance of the September Combined Cash Reports

Board Member Groth moved to approve consent calendar as presented. Board Member DiNovo seconded the motion which carried. Ayes: Benetti, DiNovo, Farmer, Groth, Kilmer, Kramer, Marler.

Consideration of a Façade Grant for Coos Elderly Services Inc.

Planning Administrator Tom Dixon stated a façade improvement grant application was submitted by Coos Elderly Services, Inc. for property at 390 South 2nd Street. The proposed project included removal and replacement of the current floor to ceiling exterior windows with a solid wall construction extending from the existing sidewalk grade to three or four feet above the sidewalk with windows then placed above. The request also included a new weather sealant at the base of the existing walls/windows to eliminate leaks at the window array. On October 18, 2017, the Design Assistance Team reviewed the application and recommended approval of the project as proposed. Subject to approval of the Urban Renewal Agency, the façade improvement program provided a 50/50 grant with maximum grant award of \$25,000 per fiscal year. As required by the program, three bids for the project

were obtained: \$81,500, \$98,454, and \$161,718.93.

Board Member Benetti suggested the Agency needed to revamp the facade grant process; suggested one bid should be sufficient.

Board Member Farmer moved to award a façade improvement grant of up to \$25,000 to the building owner of Coos Elderly Service, Inc. for façade improvements as proposed at 390 S. 2nd Street, Coos Bay, Oregon. Board Member Groth seconded the motion which carried. Ayes: Benetti, DiNovo, Farmer, Groth, Kilmer, Kramer, Marler.

Adjourn

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



Stephanie Kramer, Chair



Attest:

Susanne Baker, City Recorder