

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

August 4, 2009

A regular meeting was held by the City of Coos Bay Urban Renewal Agency immediately following the City Council meeting held at 7:00 p.m. in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Gene Melton and Board Members Mark Daily, Jon Eck, Joanie Johnson, Stephanie Kramer, Jeff McKeown, and John Pundt. City staff present were City Manager Chuck Freeman, Acting City Attorney Karen Costello, City Clerk Amy Kinnaman, Public Works and Development Director Jim Hossley, City Engineer Carl Nolte, Finance Director Rae Lea Cousens, Fire Chief Stan Gibson, Economic and Community Development Manager Joyce Jansen, Library Director Carol Ventgen, Police Chief Rodger Craddock.

Approval of the Minutes of July 21 and July 23, 2009

Chair Melton requested the July 21, 2009 minutes be amended to reflect Harmon Construction as the apparent low bidder at \$1,180,150 for the construction of the Visitor's Information Center and to reflect the settlement costs with Division of State Lands in the amount of \$100,109. Board Member Kramer moved to approve the minutes of July 21, and July 23, 2009 as amended. Board Member Eck seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

**Ratification of Appointments to the Coos Bay Boat
Building School Board of Directors**

Economic and Community Development Manager Joyce Jansen stated Resolution 09-04 was adopted June 16, 2009 establishing the Coos Bay Boat Building School Board of Directors; with four members appointed to three-year terms and three members appointed to two-year terms. Ms. Jansen stated the Agency received thirteen applications and the selection committee reviewed all applications and recommended the appointments of Jim Berg, Ted Chism, Leonard Kokel, Tom Leahy and Dr. Jerry Miller in addition to Stephanie Kramer and Gene Melton as the representatives from the Urban Renewal Agency. City Manager Chuck Freeman stated the City's Planning Administrator advised due to zoning and land use in the district the "Boat Building School" from this point forward be identified as the "Boat Building Center". Board Member Johnson moved to appoint Jim Berg, Ted Chism, Tom Leahy and Dr. Jerry Miller to the three-year terms ending July 31, 2012; and Leonard Kokel, Stephanie Kramer and Gene Melton to two-year terms ending July 31, 2011. Board Member Daily seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

**Request to Solicit Statements of Qualifications for
Structural and Geotechnical Services for the
Egyptian Theatre**

City Engineer Carl Nolte presented a request to solicit statements of qualifications for structural and geotechnical services for the Egyptian Theatre. The information provided by this

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investigation will result in preparations of engineer's estimates of probable costs to address foundation issues. Board Member Daily moved to approve the request to solicit Request for Qualifications for structural and geotechnical services for the Egyptian Theatre. Board Member Pundt seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

Approval of the Revised Visitor Information Center Financing – Approval will Require Adoption of Resolution 09-06

City Manager Chuck Freeman presented a revised cost estimate for financing of the construction for the Visitors Information Center increasing the costs from \$1.2 Million to \$1.45 Million. Resolution 09-06 will allow the Urban Renewal Agency to pay for the costs of construction invoiced 60 days prior (6-4-09) to the adoption of Resolution 09-06 with financing proceeds. Board Member Kramer moved to approve the revised Visitor Information Center financing and Resolution 09-06. Board Member McKeown seconded the motion which passed with Chair Melton and Board Members Daily, Kramer, McKeown and Pundt voting aye and Board Member Eck and Johnson voting nay.

Presentation on the Downtown Corridor Traffic Study by Southern Oregon Transportation Engineering, LLC President Kim Parducci

Kim Parducci, President of Southern Oregon Transportation Engineering, LLC stated she reviewed the prior downtown traffic studies completed in 1997 and 2004 to assist in addressing downtown traffic concerns. It was Ms. Parducci's view that the studies provided limited and outdated data on traffic flow in the downtown area; and from traffic engineering standpoint an impact study could provide a flow of traffic, identify safety issues, and provide various options for routing traffic in addition to providing a model of the downtown area to address future traffic needs/concerns. City Manager Chuck Freeman stated more focus was needed on the vitality of the downtown and less on traffic movement and suggested starting with 2nd and 3rd Streets. Board Member McKeown moved to approve a work order to perform a downtown corridor traffic study with the stipulation that traffic counts be minimized to exactly no more that what is need and that Ms. Parducci provide recommendations based on the findings. Board Member Daily seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

Requests of a Façade Improvement Grant for the Coos Bay Elks Lodge

Economic and Community Development Manager Joyce Jansen presented a Façade Improvement Grant Application on behalf of the Coos Bay Elks Lodge for \$9,087 with all \$9,087 eligible for the façade grant and a 50/50 match requirement; the total grant amount to be considered by the Agency is \$4,543.50 for exterior paint and repairs, and window replacement. Ms. Jansen noted the Historic Design Review Committee reviewed the documentation submitted and recommends approval of the grant; Board Member Kramer moved to approve the Façade Improvement Application as presented. Board Member Eck seconded the motion which

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passed with Chair Melton and Board Members, Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

Requests for Funding from the Virtual Business Incubator Program for The Old Tower House Bed and Breakfast

Economic and Community Development Manager Joyce Jansen presented a grant application on behalf of The Old Tower House Bed and Breakfast for \$7,200 for advertising and improvements to the building; with a \$300 reserve provided if the business owner completes the 10-week small business workshop within two years. Board Member Johnson moved to approve the grant application as presented. Board Member Daily seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, McKeown, and Pundt voting aye. Board Member Kramer abstained from the vote citing a conflict of interest, is deemed, pursuant to the provisions of 4.7.4 of the Rules of the City Council, to have voted with the majority, which approved the motion.

Request to Fund 2009 Shop Local Campaign

Economic and Community Development Manager Joyce Jansen stated the 2008 Shop Local Campaign utilized television and radio to develop a showcasing of the Downtown and Empire shopping areas and emphasized on the impact to local economy when shoppers spend their money in their own community. Cindi Miller, President of the Downtown Association, presented two options for the 2009 Shop Local Campaign. The first option provides four months of print, radio and media coverage; total cost, \$17,000. The second option offers the same media mix as option one but increases the level of exposure; total cost, \$25,000. Ms. Miller noted that both options will continue the 2008 effort of promoting local business, contributing to the economic health of the Empire and Downtown businesses and educating the public on the economic benefits of shopping in local businesses. Board Member McKeown suggest the 2009 Shop Local Campaign partner with the City of North Bend. Board Member Kramer moved to authorize \$25,000 to the 2009 Shop Local Campaign. Board Member McKeown seconded the motion which passed with Chair Melton and Board Members, Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

Public Comments

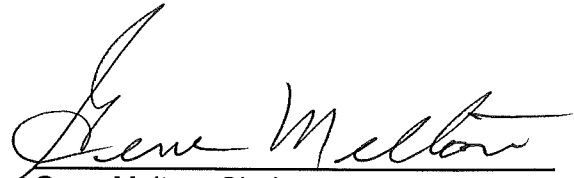
Anne Marie Larson, Coos Bay; pleased Board Member Eck and Johnson voted against the financing of the Visitors Information Center; would like to know who authorized the City to act on behalf of the land owners as it relates to the Division of State Lands (DSL) property developments. Geno Landrum 63281 Clover Drive: stated he was confused by the relationship between the Urban Renewal Agency, City of Coos Bay, and Chamber of Commerce; the URA has the responsibility of placing liens against property owners that fail to pay debts to the Agency; suggested a parking garage in place of the Lockhart Building; wanted to know what the process is for presenting business models for the Hollering Place and improving the Empire District. Board Member Johnson stated the Bay Area Chamber of Commerce is a non-profit professional organization made up of Coos Bay, North Bend and Charleston business communities; works for a healthy economic climate for the good of the jobs capital creation and honest efficient government; it provides action through several committees including, Leadership Coos, Independent Business Operators, Economic Outlook Forum, Transportation,

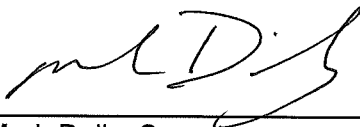
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Government Affairs, and Economic Development; all services offered by these committees are open and available to all local businesses.

Adjourn

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


Gene Melton, Chair

Attest: 

Mark Daily, Secretary