

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

**October 6, 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 Acting City Manager Rodger Craddock, City Attorney Nate McClintock, Intermediate Accountant Amy Kinnaman, Finance Director Rae Lea Cousens, Deputy Finance Director Susanne Baker, Public Works and Development Director Jim Hossley, Fire Chief Stan Gibson, Assistant Library Director Ellen Thompson, Economic and Community Development Manager Joyce Jansen, and Police Sergeant Chris Chapanar.

**Consent Calendar**

Chair Melton reviewed the consent calendar which consisted of; 1a: approval of the minutes of September 15 & 21, 2009, 1b: approval of the Shop Local Advertising Campaign, and 1c: award of on call service contracts. Councilor Daily requested item 1b, the approval of the Shop Local Advertising Campaign be moved to the agenda for further consideration. Board Member Eck moved to approve consent calendar for the minutes of September 15 & 21, 2009 and the award of on call service contracts. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

**Shop Local Advertising Campaign**

Councilor Daily suggested the focus and name of the Shop Local Campaign be changed to Shop Coos Bay. Councilor Daily moved to approve the consent calendar item 1b with the emphasis being on Shop Coos Bay rather than Shop Local. Councilor Kramer seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

**Annual Report from the Oregon Historic  
Rail Museum by Dick Jamsgard**

Dick Jamsgard, President of the Historic Railway Society, briefly reviewed the improvements made to railway cars, including the recent acquisition of an era - 1946 wooden caboose. Mr. Jamsgard noted the museum served to provide an educational experience for visitors and local residents and invited board members to tour the museum; requested the city to consider providing insurance coverage for the museum in addition to providing assistance with utilities. Mr. Jamsgard stated the museum was open 9 a.m. to 3 p.m., Wednesday through Saturday and admission was free.

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### **Visitor Information Center Project Update by Hilary Baker**

Hilary Baker of Crow/Clay and Associates provided an update on the Visitor Information Center (VIC) construction project. Ms. Baker reported construction began August 24<sup>th</sup>; stated demolition of the old building was completed. Ms. Baker noted soils engineering tests identified impenetrable obstacles at the three foot level which required exploratory excavation of the building footprint to ascertain the extent of the obstacles and identify if the obstacles would impede the pile driving process. Excavation results identified varied objects that would have impeded the pile driving process; the exploration and removal of the objects and required backfill was unforeseen and added seven days to the completion date. Ms. Baker estimated the new date for completion was the end of June, 2010 and noted pile driving began September 21<sup>st</sup> and was completed on September 23<sup>rd</sup>; and concrete for the pile caps was poured on October 5<sup>th</sup>.

Ms. Baker reported all subcontractors responsible for submitting paper work required by the Oregon Energy Trust were contacted and made aware of the required documentation. Ms. Baker stated the city received a Blue Sky grant for the installation of photovoltaic panels (PVP) and noted the grant requires the PVP's to be monitored by a data monitoring system which was not part of the original scope of work and suggested the costs of the data monitoring system may be covered by the grant. Ms. Baker stated the original contract was for \$1,180,050 including all alternates and noted one contract modification which reduced the need for special inspection; reported the new contract total was \$1,176,550. However, Ms. Baker anticipated additional contract modifications which included the rewiring the reader board to the new building; modifying plans for the installation of outlets on the outside of the building to better accommodate community events, and possibly repairing sidewalks adjacent to the construction site.

Ms. Baker reported the foundation of the Prefontaine Memorial Monument was tied into an existing grade beam and due to the fragile nature of the monument it was recommended the monument not be moved. Ms. Baker noted plans called for the entire site to be raised 13 inches and since the memorial could not be moved, to better preserve the Prefontaine memorial the civil engineer was working on plans to possibly extend the existing sidewalk around the monument.

### **Virtual Business Incubator Grant Awards for Oregon Inspiration, LLC, Under the Sun Tans and Hydro Massage, and OrCoast Music**

Economic and Community Development Manager Joyce Jansen presented grant applications on behalf of Oregon Inspiration, LLC for \$7,200 for advertising, marketing, signage and aesthetic improvements; Under the Sun Tans and Hydro Massage for \$7,200 for advertising, computer and software upgrades and signage; and OrCoast Music for \$7,200 for signage, exterior paint, lighting for sign, entrance and canopy and advertising. Ms. Jansen noted the maximum amount for a grant application was \$7,200 with an additional \$300 held in reserve for two years for reimbursement to the business owner, pending completion of a 10-week small business workshop. Board Member McKeown moved to approve the Oregon Inspiration, LLC and Under the Sun Tans and Hydro Massage grant applications as presented. Board Member Pundt seconded the motion which passed with Chair Melton and Board Members Daily, Eck,

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Kramer, Johnson, McKeown and Pundt voting aye. Board Member McKeown moved to approve the OrCoast Music grant application as presented. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Johnson, Kramer, and McKeown voting aye. Board Member Eck and Pundt abstained from the vote citing a conflict of interest, are 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.

### **Consideration of Approval of a Downtown Mural Restoration**

Economic and Community Development Manager Joyce Jansen presented a proposal for the restoration of a waterfront mural on the building located at Broadway and Anderson. Ms. Jansen reported the mural was constructed and painted 20 years ago by Mike Vaughn; Mr. Vaughn recently submitted a proposal to restore the mural to include an addition of a wood bumper to the wall to help protect the mural from damage. Mr. Vaughn would coordinate the project, provide necessary property and liability insurance coverage, and hire workers through Atlas Employment. Ms. Jansen advised the mural was located on a “party wall” belonging to both the City of Coos Bay and building owners, Brian and Lea Menten and noted the Menten’s did provide written permission for the proposed project. Ms. Jansen noted the estimated cost of the project was \$9,500 and the City would be responsible for removing outdated signs from the wall. Board Member Pundt moved to approve the mural restoration project, a \$5,000 advance to begin the project, and a contract not to exceed \$10,000. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

### **Approval of Intra-Fund Transfer of Appropriations to Empire Capital Projects Fund – Approval would Require Adoption of Resolution 09-07**

Finance Director Rae Lea Cousens stated the adoption of Resolution 09-07 would make the necessary Appropriations for fiscal year 2009-10 and would assure the additional Empire Capital Projects Fund Materials and Services expenditures were authorized by Budget Law and provided transparency to the public. Board Member McKeown moved to adopt Resolution 09-07. Board Member Johnson seconded the motion. Board Member Eck questioned if resolution 09-07 should be changed to state URA 09-07. Board Member McKeown amended the motion to approve the intra fund transfer of appropriations. Board Member Johnson seconded the motion as amended which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

### **Public Comments**

Steve Pickering, 2170 N 28th: suggested the city put more effort in promoting the Oregon Historic Rail Museum. Geno Landrum, 63291 Clover Drive: requested the Urban Renewal Agency and city staff support downtown businesses by shopping downtown. Mike Vaughn, 598 N 4<sup>th</sup> Ct: requested use of the city’s boom truck to aid in the downtown mural restoration. Acting City Manager Rodger Craddock stated staff was looking into the availability of the city’s boom truck. Board Member Daily stated he was contacted by a citizen regarding the recently announced closure of the Coos Bay branch of Bank of America and questioned if staff should

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be directed to see if anything could be done about the decision to close the banking center. John Knutson, 785 N. 4<sup>th</sup> Court: offered the use of his 65 foot man-lift to Mike Vaughn for use during the mural restoration and thanked the Board Members for their time as volunteers to the city.

**Adjourn**

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

  
Gene Melton, Chair

Attest:   
Mark Daily, Secretary