

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

October 20, 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, Finance Director Rae Lea Cousens, Deputy Finance Director Susanne Baker, Public Works and Development Director Jim Hossley, City Engineer Carl Nolte, Chief Stan Gibson, Library Director Carol Ventgen, Economic and Community Development Manager Joyce Jansen, and Police Captain Cal Mitts.

Consent Calendar

Chair Melton reviewed the consent calendar which consisted of; 1a: approval of the minutes of October 6, 2009, 1b: approval of the South Coast Development Council payment for Fiscal Year 2008-2009, and 1c: support of South Coast Development Council's county-wide grant application. Board Member Kramer requested to move consent calendar item 1b and Board Member Johnson requested to move 1c down to the agenda. Board Member Daily moved to approve the minutes of the October 6, 2009 meeting. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

Approval of Grant Match for Empire Boat Ramp Restrooms

Public Works and Development Director Jim Hossley reported staff applied for and received a grant of \$80,000 from the Oregon State Marine Board (OSMB) to replace the restrooms at the Empire Boat Ramp. The grant requires a match of \$20,000 in cash and \$2,000 in-kind services. The grant will provide a new pre-fabricated restroom facility and demolition of the old facility. The grant match was planned to be expended from the Parks Improvement Fund 17, however the carryforward was inadequate and subsequently staff requests the Agency consider Empire Urban Renewal funds for the match. Board Member Kramer asked the balance of the Empire Urban Renewal fund whereby Acting City Manager Craddock stated there were sufficient funds in the Empire Urban Renewal fund and the project falls within the plan. Board Member Johnson reminded the grant had not been applied for at budget time and was not fully anticipated. Board Member McKeown moved to include the project in the Empire Urban Renewal Agency budget. Board Member Daily stated the project would bring people into the area and benefit the Agency. Board Member Pundt seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

**Item 1B Approval of the South Coast Development
Council payment for Fiscal Year 2008-2009**

Board Member Kramer stated the Agency didn't owe the money and requested a vote of the Agency. Board Member Pundt asked if a report had been received detailing activities

performed during the time period in question. Board Member Daily stated during the negotiation meeting with South Coast Development Council (SCDC) tasks were discussed such as Lowe's, south town, Fred Meyer, and others. Board Member Daily suggested with the new director in place and the emphasis on the Main Street project, the Agency would benefit and he was satisfied with the decision. Acting City Manager Rodger stated based on the discussions, projects, and time lines, the director had an Agency work load of 71% which was negotiated to 62.5%. Board Member Johnson moved to approve the SCDC negotiated payment of \$15,625, 62.5%, for the 2008-2009 outstanding balance. Board Member Eck seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, McKeown, and Pundt voting aye and Board Member Kramer voting nay.

Item 1C Support of South Coast Development Council (SCDC) County-Wide Grant Application

Economic and Community Development Manager Joyce Jansen stated SCDC Director Sandy Messerle was the lead on applying for an American Institute of Architects (AIA) grant that would partner entities throughout our community. Award of the grant would provide a sustainable design assessment of our community, a report highlighting collective strengths and weaknesses, focusing on sustainability, opportunities, and obstacles to overcome. If the county-wide grant is awarded it would be paid by the AIA at a cost of \$15,000 with a community match of \$5,000. Ms. Jansen requested a letter of support for the application from the Agency. Board Member Daily moved to support the application to the AIA with a letter from the Agency. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown, and Pundt voting aye.

Approval of Visitor Information Center Project Change Orders and Request for Photovoltaic System Public Interface

Hilary Baker of Crow/Clay & Associates presented Change Order No. 1 deduction of \$3,500, omitting special inspections and Change Order No. 2, an addition providing underground power to the reader board along Hwy 101. Board Member Eck advised he would abstain from participation in the discussion because his employer was involved in a portion of the project. Ms. Baker stated pending changes included modifications to the concrete flatwork at the Prefontaine Memorial, modification of the power outlets on the north wall, and providing power in the trenches with removable lids to the north and south. Construction Change Directive No. 1 included removal of below grade obstacles: Part 1 excavation and backfill up to underside of pile caps at a cost of \$48,623; and Part 2 excavation and backfill from underside of pile caps to elevation of structural backfill with the pricing in process. Board Member Daily asked the status of restrooms in the new structure whereby Acting City Manager Craddock stated the concerns of the volunteers in the Visitor's Center regarding the number of restrooms was also a concern of staff. Public Works and Development Director Jim Hossley provided a power point demonstration of the public interface for the energy savings calculator for the photovoltaic system. Mr. Hossley stated an Energy Trust grant requirement mandated the use of a specific vendor, Fat Spaniel, for five years to provide the photovoltaic system public interface. The information would provide analysis of energy savings by use of the photovoltaic system in the building.

Public Comments

Steve Pickering, 2170 N 28th: Stated there are three new businesses in the Urban Renewal Districts; visited eight of the Virtual Business Incubator recipients and complimented the program; complimented the Agency on the waterfront mural upgrade; suggested a crosswalk from the new Visitor's Center to the boardwalk; and stated his structural concerns of the Koke building. Board Member Johnson welcomed the new businesses and stated the Community Coalition had registered their name with the State and were looking for members. Board Member Pundt asked the status of the Hollering Wayside wherein Acting City Manager Craddock stated a report would be forthcoming. Board Member Kramer thanked Rodger Craddock for stepping into the role of Acting City Manager.

Adjourn

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


Gene Melton, Chair

Attest: 

Mark Daily, Secretary