

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

**March 2, 2010**

A regular meeting was held by the City of Coos Bay Urban Renewal Agency immediately following the City Council meeting held at 7 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, and John Pundt. Board Member Jeff McKeown was absent. City staff present were 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, Fire Chief Stan Gibson, Library Director Carol Ventgen, and Acting Police Chief Gary McCullough.

**Consent Calendar**

Chair Melton reviewed the consent calendar which consisted of the approval of the minutes of the February 9 and February 16, 2010. Board Member Eck moved to approve the minutes of the February 9 and February 16, 2010. Board Member Pundt seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, Kramer, and Pundt voting aye. Board Member McKeown was absent.

**Consideration of Virtual Business Grant  
Applications from Outlaw Photography and  
Concrete Pirate**

City Manager Rodger Craddock presented a grant application on behalf of Outlaw Photography for \$7,200 for advertising and a printer. Mr. Craddock noted the maximum amount for a grant application was \$7,200 with an additional \$300 held in reserve for two years for reimbursement pending completion of a 10-week small business workshop. Board Member Kramer moved to approve the Outlaw Photography grant application as presented. Board Member Daily seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, Kramer, and Pundt voting aye. Board Member McKeown was absent. City Manager Rodger Craddock presented a grant application on behalf of Concrete Pirate for \$5,249.98 for advertising, signage, equipment and display cabinet, and registration for the business plan workshop. Mr. Craddock noted the maximum amount for a grant application was \$7,200 with an additional \$300 held in reserve for two years for reimbursement pending completion of a 10-week small business workshop. Board Member Kramer moved to approve the Concrete Pirate grant application as presented. Board Member Eck seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, Kramer, and Pundt voting aye. Board Member McKeown was absent. Board Member Kramer suggested revisiting the requirement of the 10-week small business workshop.

**Request to Create A Facilities Improvement Plan for the  
Egyptian Theater by City Engineer Carl Nolte**

City Engineer Carl Nolte stated as part of the management agreement between the Urban

Renewal Agency and the Egyptian Theater Preservation Association (Association), the Association was responsible for routine building maintenance and structural repairs. The Association requested City staff assist in the development of a facilities improvement plan which would provide a prioritized task list, with cost estimates, and assist in submitting grant applications. On December 30, 2009 ZCS and SHN Engineering conducted on-site evaluation and review of previous structural and geotechnical reports and prepared tasks by priority which include: Perform investigation of existing structural elements, repair areas where destructive investigation was required, 3D Survey Services, geotechnical investigation, initial site assessment, investigation of the rear wall settlement, side walk cracking, investigation back stage settlement, investigation under stage retaining wall cracking and mud and water seepage; perform structural calculations, evaluate existing structural systems and provide structural designs, coordinate cost consulting to establish estimated construction costs, prepare and coordinate the final facilities development plan, environmental survey, mechanical services, electrical services, plumbing services, and fire/life/safety issues, and code review. The cost estimate for these tasks include: ZCS Engineering, \$145,090 with an allowance for reimbursable expenses of \$17,250; SHN Consulting Engineers, \$28,410 with an allowance for reimbursable expenses of \$5,500; project contingency of \$20,000; and additional \$33,750 for additional contract services for a total project of \$250,000. Board Member Pundt suggested the facilities improvement plan was a significant amount of funds to expend from the Downtown Urban Renewal funds without having first prioritized prior commitments. City Manager Craddock suggested postponing the agenda item until the next meeting where a complete list of projects and budgets would be presented for the Agency to prioritize based on funding and debt capacity limitations. Board Member Daily suggested the Agency should know the debt capacity limitation of each district and the cumulative amount expended for each district. Board Member Daily requested Mr. Craddock to contact the Egyptian Theater Association regarding possible assistance with the marquis lighting.

**Presentation on the Hollering Place Wayside  
Parking Area by City Engineer Carl Nolte**

City Engineer Carl Nolte stated at the January 5, 2010 Agency meeting staff presented a design for the wayside parking area and directed staff to move forward with construction. Since the January 5, 2010 meeting, additional public comments were received and optional designs developed. The cost estimates for each option included: Original design \$54,000; Option No. 1 with green rock estimated at \$77,084; Option No. 1a with asphalt estimated at \$101,589; Option 2 at \$78,512; Option 3 at \$66,532; Option 4 at \$88,161; Option 5 at \$91,139; and Option 6 at \$10,853. Chair Melton opened the floor for public comments. Mike Vaughan, 598 N 4<sup>th</sup> Ct, Coos Bay: Stated Option 6 would be scalable to fit the budget, provided reserve for future expansion, and explained the various components. Steve Skinner, 2310 Lombard, North Bend: Stated a historical wayside with interpretive exhibits were desired for this location, connection with the Boat Building Center, and respect the heritage of the area. Tom Greaves, 155 S Mill, Coos Bay: Thanked the Council for the additional time provided to develop the project, thanked City Engineer Carl Nolte for his work regarding the storm drainage run off, and stated the Empire Coalition Committee would provide a recommendation if needed at their meeting next week. City Manager Craddock stated the original budget was \$55,000 and all options fit within the plan with the exception of Option 5.

**Public Comments**

Gino Landrum, 63281 Clover Drive, Coos Bay: Requested the Agency prioritize urban renewal projects. Steve Pickering, 2170 N 28<sup>th</sup> Street, Coos Bay: Stated urban renewal projects need to be prioritized according to the funds available and prior commitments. Mike Vaugan, 598 N 4<sup>th</sup> Ct, Coos Bay: Stated urban renewal grants should focus on improving the visual aesthetics on the outside of the structures to remove blight.

**Adjourn**

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

  
Gene Melton, Chair

Attest:

  
Mark Daily, Secretary