

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

August 17, 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, Jeff McKeown, and John Pundt. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Rae Lea Cousens, Intermediate Accountant Amy Kinnaman, Library Director Carol Ventgen, Public Works and Development Director Jim Hossley, City Engineer Carl Nolte, Economic Revitalization Administrator Joyce Jansen, Fire Chief Stan Gibson, and Police Captain Cal Mitts.

Consent Calendar

Chair Melton reviewed the consent calendar which consisted of 1a: approval of the July 20, 2010 Urban Renewal Meeting, and 1b: approval of the Visitor Information Center (VIC) Change Order No. 12. Board Member Eck moved to approve the consent calendar approving the minutes of the July 20, 2010 Urban Renewal Meeting and approving the VIC Change Order No. 12 to Harmon Construction for \$14,183. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, Kramer, McKeown and Pundt voting aye.

**Presentation on the Draft Hollering Place Project
Marketing Plan**

Economic Revitalization Administrator Joyce Jansen stated the Hollering Place Mater Plan was adopted in December 2008 and a contract to assist the City in marketing and development was signed with Johnson Reid of Portland in January 2009. The adoption of design standards and rezoning were completed June 15, 2010 which readied the project for marketing for further development. Jerry Johnson of Johnson and Reid presented the draft marketing plan and request for qualification for the Agency's consideration. Mr. Johnson suggested developing a selection team to follow through on a three step process for the request for qualifications which included a deadline of September 30, 2010 for accepting letters of interest; a deadline of October 29, 2010 for submission of a statement of qualifications; and for the review and selection of team or hold interviews on November 16, 2010.

Presentation on the Downtown Traffic Plan

Public Works and Development Director Jim Hossley reported a Downtown Traffic Study was completed by Kittleson & Associates, Inc in 1997 and in 2004 the city completed the Coos Bay Transportation System Plan (TSP). The TSP looked at all modes of transportation in the Coos Bay area. Mr. Hossley reported the current study for the Downtown Traffic Plan was started in 2008 with a series of public meetings to receive public input as well as direction from the Urban Renewal Agency. As a result, consultants from Southern Oregon Transportation Engineering, LLC and Civil West Engineering Services prepared a traffic study for the downtown central

business district and the surrounding area of Coos Bay to address circulation and operational concerns. The analysis evaluated the impacts associated with converting one-way streets to two-way streets, and considered mitigation measures for unconventional intersections.

Garret Pallo of Civil West and Kim Parducci of Southern Oregon Transportation Engineering, LLC provided a brief PowerPoint presentation of the Downtown Traffic Study. The consultant's recommendations were: Remove the existing traffic signal on Anderson at S. 2nd Street, estimated costs for removal were \$15,000 - \$20,000; remove westbound movement on Anderson, estimated costs for striping and reconfiguration were \$10,000 - \$15,000; convert N. 2nd Street and N. 3rd Street to two-way traffic, estimated construction costs were \$50,000 - \$75,000; reconfigure the island median at the intersection of 7th Street and Central Avenue to prohibit westbound through movements, estimated costs were \$30,000 - \$50,000; and remove the southbound stop sign at the Ocean Boulevard and Central Avenue intersection and implement a "Road Diet" along Central Avenue and Ocean Boulevard extending eastward to 7th Street and northward to Butler Road, estimated costs for Section A (8th to Butler) was \$15,000 - \$20,000, Section B (Butler to Woodland) \$10,000 - \$15,000, and Section C (Woodland to Newmark) \$30,000 - \$50,000.

Board Member Kramer suggested the Board should implement the consultant's recommendations or stop spending money for traffic studies. Board Member Pundt agreed with the recommendation for the road diet on Ocean Boulevard. Board Member Daily stated this was the third recommendation for the road diet and suggested the Board should consider implementing the change. Board Member Eck suggested implementing Sections A and B of the suggested road diet. Board Member McKeown agreed with Board Member Eck regarding Sections A and B and suggested further consideration would be necessary for Section C. Board Member Johnson suggested eliminating Section C of the road diet and to take the Police Department's needs into consideration when making the proposed changes. Board Member McKeown moved to accept the final draft of the Downtown Traffic Study and to direct staff to bring back recommendations and budget implications for further review. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, Kramer, McKeown and Pundt voting aye.

Approval to Transfer Central Dock Property to the Coos County Historical Society

Public Works and Development Director Jim Hossley stated the Urban Renewal Agency originally acquired the Central Dock property in 2003 for the purpose of conveying the property to the Coos County Historical Society (CCHS) for siting a maritime museum. Mr. Hossley noted that documentation was not currently in place to formally transfer the property for the Agency to CCHS. However, CCHS requested the Agency consider approving the transfer of the property to CCHS subject to the finalization of the Perspective Purchaser Agreement (PPA), a transfer agreement, and deed documents. CCHS planned a ribbon cutting for the project for September 4, 2010. Mr. Hossley noted there were no budget implications related to the proposed action however, the Urban Renewal Agency had previously expended approximately \$900,000 related to the property.

Board Member Kramer questioned if Department of Environmental Quality (DEQ) would hold CCHS responsible for any contamination on the proposed site. Mr. Hossley stated it was

possible the City could be considered liable but it was most likely that DEQ would hold the parties actually responsible for the contamination. City Attorney Nate McClintock further clarified under the current federal law and as the owner of the property the City could be held responsible for the existing contamination on the property. Board Member Daily expressed concern over the City's indemnity and if the City could hold CCHS financially responsible if DEQ held the City responsible for the existing contamination. City Attorney Nate McClintock clarified the purpose of the PPA was to limit CCHS's exposure to liability for existing contamination. Board Member Daily suggested a work session for further consideration of transferring the property. City Manager Rodger Craddock stated the City's Environmental Attorney recommended moving forward in transferring the property. Board Member Johnson suggested the City would be held liable whether they sold the property or transferred the property. Board Member McKeown recommended moving forward at the advice of the City's Environmental Attorney. Board Member Kramer inquired what would happen if the PPA was not approved whereby Board Member McKeown stated the City would still own a vacant lot.

Board Member Johnson moved to approve the transfer of the Central Dock Property to the Coos County Historical Society subject to finalization of the Prospective Purchaser Agreement with DEQ and execution of a property deed. Board Member McKeown seconded motion which motion passed with Chair Melton and Board Members Eck, Johnson, McKeown and Pundt voting aye and Board Members Daily and Kramer voting nay. Chair Melton read the following into the record, "Title transfer of the Central Dock Property to the Coos County Historical Society is to be effective upon entry of the consent judgment ("General Judgment") in State of Oregon vs. Coos County Historical Society, in connection with the Prospective Purchaser Agreement to be finalized between the Oregon Department of Environmental Quality and the Coos County Historical Society".

Approval of the Blue Heron Bistro Façade Grant Request

Economic Revitalization Administrator Joyce Jansen presented a Façade Improvement Grant Applications on behalf of Blue Heron Bistro for \$6,483.52 with \$6,483.52 eligible for the façade grant and a 50/50 match requirement; making the total grant amount to be considered by the Agency \$3,242 for improvements to the patio half wall and gate for the emergency exit on the west side of the building. Ms. Jansen noted the Historic Design Review Committee (HDRC) reviewed the application on June 29th and July 8th and recommended the main panel of the door and two side panels be half-lites, the color of the door and panels to be painted the same color as the existing wood trim, and the blue color remaining on the fascia of the clerestory be painted to match the trim on the building. The HDRC's concern was the mass or "weight" of the tower and the need for something "solid" looking to support the tower. Wim deVriend owner of the Blue Heron Bistro disliked the Committee's recommendation and submitted a letter on July 9, 2010 proposing to paint the door a lighter color and for the two side panels on the door to be full-lites.

Mr. deVriend provided the Urban Renewal Agency with pictures of previous improvements which included the building with double doors, and a picture the building with Mr. deVriend's requested improvement of a single door. Board Member McKeown suggested the Urban Renewal Agency follow the HDRC's recommendation. Mr. deVriend expressed frustration with the requirements of the HDRC. Board Member Eck expressed the importance of the HDRC but did not see a problem with Mr. deVriend's preferred improvements. Board Member McKeown

moved to approve the Façade Improvement Application as recommended by the Historical Design Review Committee. Board Member Daily seconded the motion which passed with Chair Melton and Board Members Daily, Kramer, McKeown and Pundt voting aye and Board Members Eck and Johnson voting nay.

Request for Funds to Renovate the Egyptian Theatre Sign

Economic Revitalization Administrator Joyce Jansen reported the Egyptian Theatre Preservation Association applied for a community grant through the City's budget process for the purpose of refurbishing the theatre's lighted sign. The Budget Committee suggested consideration to fund the project should be made by the city's Urban Renewal Agency. Ms. Jansen stated Tracy Mueller from Art Signs examined the sign and his recommendations were to make repairs to the support structure, repaint the sign, clean and repaint fascia and soffit, and replace transformers, wiring, neon and insulator posts, insulator housings, and flashing lights with LED lights; estimated cost was \$20,280.50 with \$2,028 for contingency, for a total estimated project cost of \$22,308.50. Board Member Pundt moved to approve the project and funding for the renovation of the Egyptian Theatre Sign not to exceed \$22,308.50 and contingent upon staff working with the Energy Trust to design the sign and to seek grant funds. Board Member Eck commented that Art Signs was placed at a disadvantage in the bidding process since their quote was made public record and inquired if there was any way around the bidding process since Art Signs had already put a great deal of effort into the project. City Attorney Nate McClintock stated the bidding process was necessary and a requirement of current contracting rules. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

Update on the Boat Building Center and Roof Repair Request

City Manager Rodger Craddock stated today he was informed of deficiencies with the pier structure; the deficiencies appeared significant and may need to be taken care of before the Agency continues with any other phase of the Boat Building Center project. Consideration of the Boat Building Center's roof repair request was postponed to allow staff time to re-evaluate the project and to access the problems with the pier structure.

Approval to Demolish the Old Downtown Fire Station

Consideration to approve the demolition of the Old Downtown Fire Station was postponed until the September 21, 2010 Urban Renewal Agency Meeting.

Discussion on the Status of the Lockhart and Rifkin Buildings

Chair Melton directed staff to continue negotiating with Gary Rifkin with regards to the Rifkin building. The discussion on the status of the Lockhart and Rifkin buildings was postponed until the September 21, 2010 Urban Renewal Meeting.

Public Comments

Steve Pickering, Coos Bay: stated he was offended at the suggestion of not having prayer at

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public meetings or dedications. Mike Vaughn, Coos Bay: stated he was confused by the acceptance of the Blue Heron Façade grant.

Adjourn

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


Gene Melton, Chair

Attest: 
Mark Daily, Secretary