

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

June 21, 2011

The minutes of the proceedings of the City of Coos Bay Urban Renewal Agency, held immediately following the City Council meeting held at 7 p.m. in the Council Chambers, 500 Central Avenue, Coos Bay, Coos County, Oregon.

Those Attending

Those present were Chair Gene Melton and Board Members Joanie Johnson, Stephanie Kramer, John Muenchrath, Crystal Shoji, and Mike Vaughan. Councilor Jennifer Groth was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Acting Finance Director Susanne Baker, Acting Deputy Finance Director Amy Kinnaman, Public Works and Development Director Jim Hossley, Operations Administrator Randy Dixon, Economic Revitalization Administrator Joyce Jansen, Acting Library Director Carol Ventgen, Fire Battalion Chief Howard Gibson, and Police Chief Gary McCullough.

Public Comments

Ray Arndt, Lakeside: Stated he was the co-owner of a new restaurant (Encie's) located at the corner of 4th and Anderson in Coos Bay. Mr. Arndt anticipated Encie's would be open for business in early July and welcomed everyone to stop by.

Consent Calendar

Chair Melton reviewed the consent calendar which consisted of 2a: approval of the minutes of May 24 and June 7, 2011; and 2b: acceptance of the May URA combined cash report. Board Member Vaughan requested item 2a: approval of the minutes of June 7, 2011 be moved down to the agenda as item 3a for further discussion. Board Member Shoji moved to approve the consent calendar as amended approving the minutes of May 24 2011 and accepting the May URA combined cash report. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Johnson, Kramer, Muenchrath, Shoji, and Vaughan voting aye. Board Member Groth was absent.

Request to Appoint URA Members to the Egyptian Theatre Steering Committee

Economic Revitalization Administrator Joyce Jansen stated the board of the Egyptian Theatre Preservation Association (ETPA) discussed forming a steering committee at the ETPA board meeting last week. The ETPA board approved submitting the concept to the Urban Renewal Agency requesting three URA members be appointed to the committee as well as the City's Economic Revitalization Administrator, Joyce Jansen. The responsibilities of the Steering Committee would include organizing the project, drafting a memorandum of understanding, developing a project calendar, arranging for a board training workshop, and assisting in the development of the strategic and business plans. Board Member Muenchrath moved to appoint URA Chair Gene Melton, Board Members Crystal Shoji, and Mike Vaughan, and Economic Revitalization Administrator, Joyce Jansen to the Egyptian Theatre Restoration Steering Committee. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Johnson, Kramer, Muenchrath, Shoji, and Vaughan voting aye. Board Member Groth was absent.

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Approval of the Minutes of June 7, 2011

Board Member Vaughan requested the motion pertaining to the consideration of John Zhen's request for a Façade grant extension be amended to state the remaining \$25,000 be contingent upon submission of scaled drawings, and completion of the step down as approved by the Design Review Committee. Board Member Muenchrath moved to approve the June 7, 2011 minutes as amended. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Johnson, Kramer, Muenchrath, Shoji, and Vaughan voting aye. Board Member Groth was absent.

Consideration of Old Marshfield Concepts

Operations Administrator, Randy Dixon provided a presentation on concept changes for the Old Marshfield District for the Agency's consideration. Mr. Dixon highlighted the following existing conditions on Central Avenue: the street surface of Central Avenue, underground utilities, Sternberg lighting, parking, signage, traffic control devices, recommended improvements, and cost estimates. Improvements already made to Central Avenue included upgraded Sternberg lights, globes cleaned, replaced flags, pressure washed sidewalks, cleaned concrete planter boxes, and the demolition of the Lockhart building. Councilor Vaughan inquired if there were plans to secure the former site of the Lockhart building. City Manager Rodger Craddock stated it was his understanding that once the newly planted grass took root the fence around the site would be taken down.

Mr. Dixon stated consideration of making 4th Street an effective entry point for parking lots would require an additional traffic study and review by the Oregon Department of Transportation (ODOT). Board Member Shoji inquired if a traffic engineer had to complete the traffic study or if city staff could complete the study. Mr. Dixon stated city staff could complete a traffic count to better determine the volume which could be used to recommend changes. Mark Daily, Coos Bay: Recommended adding a center turn lane on 4th at Bennett Avenue; suggested adding signs to promote the use and availability of the public parking lot; and expressed concern over creating an identity crisis for businesses already promoting the downtown competing with the new concept of Old Marshfield. Board Member Johnson suggested adding spaces for RV's to park in the public parking lot. Board Member Shoji suggested once traffic was changed back to two lanes at the first block of Anderson, traffic would flow more smoothly. Gary Rifkin, Coos Bay: Stated the availability and use of the public parking lot was critical to downtown businesses; suggested a traffic count for the use of the public parking lot at this point in time would be unreasonable because there was not signage even advertising the lot as a public parking lot; and expressed his hope for all of Coos Bay to be successful.

Mr. Dixon stated cost estimates for the hardware required for light pole banners ranged from \$225 to \$250 per light pole. The banners would be used to advertise the Old Marshfield District but could also provide a space for business owners to advertise their business. City Manager Rodger Craddock clarified the ordinance would not allow for business use of public banners to advertise and consideration of such would require the ordinance to be changed. Mr. Dixon stated use of the banner poles along Highway 101 would require permission from ODOT and expressed the importance of following Federal sign regulations. Central Avenue improvement options from Highway 101 to 4th Street included: Option one which was estimated at \$2,388,500 for removal of brick curb and street brick, demolition of the concrete street, installation of new

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concrete curb, asphalt, seal coating, striping and signing; Option Two would be \$47,000 for replacement of broken bricks, cleaning street concrete, restriping, signage, removal of drinking fountain, and replacement of Sternberg globes. Board Member Kramer inquired if Option One included the cost to move utilities underground whereby Mr. Dixon stated the cost estimate for Option One did not include the costs to underground the utilities. Board Member Muenchrath inquired why Central was not a two-way street from 4th Street to Highway 101. City Manager Craddock stated it was his understanding ODOT would not allow traffic flow off of Central to 101; Mr. Craddock suggested staff would look into the matter for future deliberation. It was the consensus of the Agency to postpone consideration pending further information from staff.

Transit Transfer Station in Downtown

Public Works and Development Director stated Bruce Bennett with Coos County Area Transit (CCAT) was searching for a location to place a transit transfer station. Mr. Bennett suggested the Pedway as a possible location. From a functionality and operational perspective, the location worked very well. The transfer station would provide a central location for CCAT local buses and for buses from Curry Public Transit, Myrtle Point, Coquille, Powers, Lakeside, and Reedsport. The only structure envisioned for the transfer station would be a bus shelter and possibly a restroom facility. Curb cuts would be required on both ends of the Pedway with traffic moving from west to east and parking on the north side. Funding for the project would come from Oregon Department of Transportation (ODOT) and other grants to CCAT. Mr. Bennett stated Michael Ward Director of ODOT Public Transit Division was scheduled to visit the Pedway next week and would be considering the use of South Broadway as an exit from the Pedway. Joanne Wasbauer, General Manager of Curry Public Transit, stated ODOT highly encouraged agreements between transit systems from different counties getting together to coordinate shared use facilities and suggested such arrangement would be beneficial for receiving grants. No decisions were made.

Board Member Comments

Board Member Vaughan suggested any changes to Central Avenue would only produce an enhanced empty street; recommended changing the double yellow line to a single yellow line on 4th Street to legalize the turn into the public parking lot; and requested a street inventory to be used by the new Tree Board members in consideration of maintaining and or removing trees in need of replacement.

Adjourn

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

Attest:


Jennifer Groth, Secretary


Gene Melton, Chair