

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

February 16, 2016

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 at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Jennifer Groth and Board Members Fred Brick, Mark Daily, Stephanie Kramer, Thomas Leahy, Crystal Shoji, and Mike Vaughan. City staff present were City Manager Rodger Craddock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Library Director Sami Pierson, Community Development Director Eric Day, Public Works Director Jim Hossley, Fire Chief Mark Anderson, and Police Chief Gary McCullough.

Public Comments

No comments were given.

Consent Calendar

Chair Groth reviewed the consent calendar which consisted of 2a: approval of the minutes of February 2, 2016 and; 2b: acceptance of the January 2016 combined cash report. Board Member Brick moved to approve the consent calendar approving the minutes of February 2, 2016 and accepting the January 2016 combined cash report. Board Member Daily seconded the motion which passed with Chair Groth and Board Members Brick, Daily, Kramer, Leahy, Shoji, and Vaughan voting aye.

New Urban Renewal Business

No new urban renewal business was presented.

Consideration of a Façade Improvement Grant for Bristol Properties, LLC

Community Development Director Eric Day presented a façade improvement grant application on behalf of Bristol Properties, LLC. for their building located at 333 S. 4th Street. Mr. Day noted the partial two-story building was constructed in the late 1950's as a sales office and garage for a car dealership and the structure was later used by the State Police. On January 26, 2016 the Design Assessment Team reviewed the application and recommended approval of the project as proposed. The applicants proposed to use the façade grant to replace doors and windows on the east elevation on the first and second floor, install a door on the second floor to provide access to the roof, repair stucco on the east and north wall on the second floor and on the south wall of the first floor, repair the rock veneer, repair and paint the wood siding, and install exterior lighting.

Bids received were \$51,800, \$79,831, and \$84,799. Based on the façade programs 50/50 grant match requirement with a maximum grant of \$25,000 per fiscal year per building, the total grant amount to be considered by the Agency to renovate the exterior of the building was \$25,000. Board Member Daily cited an indirect financial benefit noting the proposed property was located

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next to property he owned; stated he wished to abstain from the vote. City Manager Rodger Craddock noted Board Member Daily had a perceived conflict of interest but no actual conflict. Building owner Joe Slack stated the offices of HGE would relocate to the building once renovations were complete; expressed appreciation for the façade improvement program. Board Member Shoji moved to award a façade improvement grant for \$25,000 to building owner Bristol Properties, LLC for façade improvements as proposed at 333 S. 4th St., Coos Bay, Oregon. Board Member Brick seconded the motion which passed with Chair Groth and Board Members Brick, Kramer, Leahy, Shoji, and Vaughan voting aye. Board Member Daily having abstained from the vote, is 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.

Approval of an Intergovernmental Agreement for the Urban Renewal Agency Du Jour Financing 2016 – Approval Would Require Adoption of Resolution 16-01

Finance Director Susanne Baker stated the IGA was discussed in the City Council meeting and adopted earlier in the evening. Board Member Kramer moved to adopt Resolution 16-01 approving an IGA between the City of Coos Bay and the Coos Bay Urban Renewal Agency and authorized \$447,754 in du jour financing of which \$311,362 would be for Empire and \$136,392 for Downtown. Board Member Brick seconded the motion which passed with Chair Groth and Board Members Brick, Daily, Kramer, Leahy, Shoji, and Vaughan voting aye.

Adjourn

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

Attest:  _____
Mike Vaughan, Secretary

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Jennifer Groth, Chair