

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

**September 5, 2006**

The minutes of the proceedings of a meeting 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, County, Oregon.

**Those Attending**

Those present were Chair Kevin Stufflebean and Board Members Joe Benetti, Jon Eck, Cindi Miller, and John Muenchrath. Board Members Roger Gould and Jeff McKeown were absent. Staff present were City Manager Scott McClure, City Attorney Nate McClintock, Deputy Recorder Joyce Jansen, Public Works and Development Director Jim Hossley, Finance Director Janell Howard, Fire Chief Stan Gibson, Library Director Carol Ventgen, and Police Chief Eura Washburn.

**Discussion on Façade Improvement Program**

City Manager Scott McClure reported the Agency had expressed an interest in creating a Façade Improvement Program to help improve the condition of buildings in the urban renewal districts. The types of improvements recommended by staff were any improvements including painting, new windows, new awning, brick repair, etc. The project scope would be between \$2,500 and \$20,000. A loan program could be added for projects above \$20,000. Reimbursement method would be a cash grant of 50% of the total project upon project completion. Proper maintenance of the improvements would be required for a period of five years. Design review standards would be applied to the projects and the Historic Design Review Committee would review and approve the applications. Mr. McClure commented the program funding could be set at \$100,000 per year for the Downtown District and \$50,000 per year for the Empire District.

Chair Stufflebean commented the Empire Plan does have building improvement included in the plan. Board Member Miller supported the concept of the improvement program and having the property owner involved financially. Chair Stufflebean commented the previous program required the whole exterior of the building be brought up to standards. Mr. McClure commented the proposed plan was much simpler and included the owner putting funds into the project. Board Member Benetti commented the plan was a good start and could be changed in the future if needed. Mark Daily, Coos Bay, asked if the concept could include landscaping. City Attorney McClintock commented the program would be for facades because the URA plans include façade improvements. Consensus of Agency Board was to move forward with the plan.

**Consideration to Approve a Request from the Egyptian Theatre Preservation Association to Purchase a DVD Projection System**

City Manager Scott McClure reported quotes for a DVD projection system were received from Oregon Satellite \$14,689; CCS Presentation Systems \$12,995, and Pro Sound and Video \$11,445 + cables. Mike Tribble, Egyptian Theatre Association, commented Oregon Satellite would be donating the labor and providing a better system, and they are a local company and would provide maintenance on the equipment. Mr. Tribble also commented

the equipment is easier to use and cheaper than film. Board Member Benetti commented the equipment would be owned by the urban renewal agency. Board Member Miller moved to approve the purchase of a DVD projection system from Oregon Satellite in the amount of \$14,689. Board Member Eck seconded the motion which passed with all board members present voting aye.

**Approval of Contingency for Firefighter Memorial Project**

City Manager Scott McClure reported funding for the firefighter memorial project was approved June 6, 2006, but did not include a contingency. Staff recommendation was for a 10% contingency. Board Member Miller moved to approve \$26,230 contingency. Board Member Eck seconded the motion which passed with all board members present voting aye.

**Public Comments**

No public comments were given.

**Adjourn**

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

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Kevin Stufflebean, Chair

Attest:

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John Muenchrath, Secretary