

## **MINUTES OF THE PROCEEDINGS OF THE URBAN RENEWAL AGENCY**

**April 15, 2008**

The minutes of the proceedings of a regular meeting of the City of Coos Bay Urban Renewal Agency, held at 8:57 p.m. in the City Council Chambers, 500 Central Avenue, Coos Bay, Oregon.

### **Those Attending**

Those present were Chair Jon Eck and Board Members Michele Burnette, Mark Daily, Stephanie Kramer, Jeff McKeown, Gene Melton and John Muenchrath.

City staff present were City Manager Chuck Freeman, City Attorney Nate McClintock, City Clerk Vicki English, Police Chief Rodger Craddock, Fire Chief Stan Gibson, Finance Director Janell Howard, Public Works and Development Director Jim Hossley, Assistant City Manager Joyce Jansen, and Library Director Carol Ventgen.

### **Approval of the Minutes of April 1, 2008**

Board Member Melton moved to approve the minutes of April 1, 2008 as presented. Board Member Burnette seconded the motion which passed with Chair Eck and Board Members Burnette, Daily, Kramer, McKeown, Melton and Muenchrath voting aye.

### **Presentation of the Hollering Place Master Plan Proposal by Oregon Downtown Development Association**

Tom Bennett Urban Design Architect of PB Placemaking introduced himself and the other members of the project team. Among them were, Jerry Johnson, Richard Zita, and Ron Horres. Mr. Bennett presented a five minute video from Vicki Dugger, Director of the Oregon Downtown Development Association (ODDA). Ms. Dugger was unable to attend the meeting due to a previous engagement. Ms. Dugger gave an overview of the identifying goals, market feasibility, and their approach to phase one. Jerry Johnson gave a presentation on the marketing analysis for the project, stating that the project needs to be marketed prior to designing a master plan. Mr. Bennett gave a power point presentation on the Hollering Place Master Plan Proposal. The presentation covered such issues as preserving and enhancing views, accessibility for people and cars, connecting the town with the waterfront, and environmental factors such as wind, designing outside areas and interpretative projects. Included in the presentation were several conceptual designs and examples of already completed projects. Ron Horres reported on the engineering aspects of the project. Mr. Horres stated that there were some constraints with the projects such as flooding, earthquake, foundation and utility infrastructure. However, Mr. Horres said, all projects have constraints and what needs to be done is to find the best way to incorporate the constraints with the goals. His goal in this project would be to come up with engineering solutions to the constraints and come up with the best project for the site. In conclusion Mr. Bennett said that ODDA uses the charrette approach which is a very economical approach putting everyone together in one place at one time solving the problems and coming up with the solutions together. Chair Eck thanked the team for their presentation.

**Quarterly Financial Report From the Egyptian Theatre Preservation Association by Susan Watson**

David Engholm stated that the organ that was taken out was not the Wurlitzer but one that was sitting dormant in the theatre. Mr. Engholm reported on some of the projects that have taken place in the theatre. Also Mr. Engholm talked about some upcoming fundraisers which include; buying one of the original theatre chairs for \$50 and having a plaque with your name put on it, and a fundraiser to get the lights working on the marquee. Mr. Engholm introduced the new President, Aaron Real. Mr. Real spoke about the future goals of the theatre. Susan Watson, Egyptian Theatre Treasurer, gave a presentation of the financial report and a summary of accomplishments. Ms. Watson reported that they received their 501(c)(3) recognition from the IRS in August 2007. Ms. Watson said that they received their first large grant from the Coquille Tribe in the amount of 30,000 for a new heating system. Ms. Watson reviewed the financial report as of February 29, 2008. Ms. Watson gave an overview of the theatre's special events such as community fundraisers, live concerts and plays. She thanked the Community and the City of Coos Bay for all the support that they have given the theatre. Board Member Daily stated that the theatre was a perfect place for a fundraiser and the schools are taking advantage of it. Board Member Kramer asked how much it cost to sponsor a movie for a fundraiser and Ms. Watson replied that the cost ranged from 150 to 250 dollars. Board Member Melton asked if the theatre was open to all non-profit organizations for fundraisers; Ms. Watson said that it was. Chair Eck thanked the agency for keeping up the theater.

**Approval of the Downtown Visitor's Center and Restrooms Conceptual Plans, Cost Estimate, Scope of Design, and Approval to contract for Full Design**

Jim Hossley, Public Works Director, reported that the Urban Renewal Agency Board Members determined that construction of downtown restrooms is a number one priority. Mr. Hossley stated that Hilary Baker with Crow/Clay and Associates was contacted to prepare a rendering and cost estimate for the addition of a restroom and refurbishing the façade for the entire Visitor's Center. Mr. Hossley stated that Ms. Baker has proposed three different schemes for consideration. The first is for the addition of restrooms alone plus an alternate bid for partial replacement and repair of siding on the existing building. The second scheme is to re-side, re-roof the existing building and provide new canopies as well as an alternate bid to add additional square feet of space at the west end of the building. The third scheme is to remodel the existing restrooms in lieu of adding new restrooms, remodel the building façade plus add a 600 square foot addition to the west end of the existing Visitors Center. Mr. Hossley said that the estimated cost of construction of the restrooms and façade enhancements ranges from \$160,371 to just under \$400,000 depending on the scope of work to be accomplished. There will be additional costs for architectural and engineering design work. This could be as much as 15% depending on the scope of the work. Ms. Baker addressed the Agency and gave an overview of the cost estimates, plans and sketches for each scheme. Board Member McKeown asked if the building could be shifted to the north in the event that Central would be opened up. Ms. Baker stated that it could however it would interfere with the parking to the north. Board Member McKeown commented that this is one of the most visible buildings in the area and is an opportunity to enhance the downtown and he would like to go forward with alternative three. Chair Eck stated that the Visitor Center is the hand that we extend to visitors and would like to see the Board think about what we want to do in the future. Board Member Daily stated that the cost for the refurbishing of the Visitor Center is large and a future plan for downtown may not accommodate

the plans for this building. He said that he would like more information such as a traffic study and that he does not want to discourage this but would like to table it until there is more information. Ms. Baker stated that she felt that scheme three wasn't adequately developed yet and she suggested it could use some more design development. Furthermore she suggested that she could pursue the option of putting the building further north and see what the impact on the parking would be and then present the new design to the Agency. Board Member Muenchrath suggested that the presentation be on power point so the audience would have a chance to see the design. There was consensus from the Board Members to have Ms. Baker bring to the Agency more information incorporating the design for the future plan for downtown.

**Public Comments**

Joanie Johnson of Sincerely Yours Antique Mall stated that she was concerned about multiple ownerships of some of the downtown buildings and feels that the City needs to act quickly to enact an ordinance addressing the limitation on non-retail businesses at street level. Ms. Johnson commented on other concerns such as putting in an access at the south end of the boardwalk, widening parking spaces for larger vehicles, opening up Anderson to 4th Street, having RV parking across from the Outdoor-In, and removing the planters on Central Avenue to open up more parking spaces. Board Member Daily added that the traffic study is phase one to revamping the downtown.

Geno Landrum of Coos Bay thanked the Urban Renewal Agency for taking the need for the downtown restrooms seriously.

**Adjourn**

There being no further business to come before the Agency, Chair Eck adjourned the meeting at 10:09 p.m.

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Jon Eck, Chair

Attest:

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Mark Daily, Secretary