

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

**May 6, 2008**

The minutes of the proceedings of a regular meeting of the City of Coos Bay Urban Renewal Agency, held at 8:16 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, Stephanie Kramer, Jeff McKeown, Gene Melton and John Muenchrath. Board Member Mark Daily was absent.

City staff present was 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 15, 2008**

Board Member McKeown moved to approve the minutes of April 15, 2008 as presented. Board Member Burnette seconded the motion which passed with Chair Eck and Board Members Burnette, Kramer, McKeown, Melton and Muenchrath voting aye.

### **Approval of a Façade Grant for the Hall Building Located at 320 Central Avenue**

Joyce Jansen, Assistant City Manager reported that the Historic Design Review Committee reviewed and approved the façade grant for a maximum of \$25,000. The building is currently white and will be changing to a neutral color with a black trim, and the new awning will be a black and white stripe. Board Member Burnette moved to approve the award of \$25,000 for the Hall Building through the Façade Improvement Program. Board Member Muenchrath seconded the motion which passed with Chair Eck and Board Members Burnette, Kramer, McKeown, Melton and Muenchrath voting aye.

### **Amendment to Professional Services Contract with Koos Environmental Services, Inc. for Central Dock Environmental Site Assessment Project**

Jim Hossley, Public Works and Development Director reported that the City has been involved in the environmental site assessment project at the Central Dock property for almost three years. Requirements for the city have continued to grow. The goal is for the report to satisfy DEQ, so that they will provide the City with a "No Further Action" letter. Board member Muenchrath moved to approve the amendment to the contract with Koos Environmental in the amount of \$13,110. Board Member Kramer seconded the motion which passed with Chair Eck and Board Members Burnette, Kramer, McKeown, Melton and Muenchrath voting aye.

### **Presentation of the Hollering Place Master Plan by Alpha Community Development**

Chuck Freeman stated that this is the final proposal for the Hollering Place. Rick Stevens, design developer and project leader for Alpha Community Development did a PowerPoint

presentation. He stated that their proposal included a strategy and implementation action plan. The overview covered issues, strategy, analysis, citizen involvement, master planning, design, and the action plan. He covered the ten areas of expertise for their firm which included concurrency planning, public involvement & media relations, context-sensitive, historic design, sustainable design, integrated planning & design, market-driven economic development, coastal & tourism development, public-private partnerships, project implementation and development management. Jerry Palmer, owner of Alpha Community Development, spoke in more detail about the issues and expertise of the firm. Board Member McKeown stated that his area of concern is when to get a potential developer; he doesn't want to get ahead by design and have a developer not be interested. McKeown asked if the firm will be involved in getting a developer. Mr. Stevens said that their firm would help prepare the developer solicitation packet, but they needed to be independent of the solicitation process. Chair Eck thanked Alpha Community Development for their presentation.

#### **Presentation of the Hollering Place Master Plan by Leland Consulting, Crow/Clay and Associates**

Chuck Freeman stated that when Crow/Clay did their presentation Leland Consulting was unable to attend and the Agency had requested that they present at a future meeting. Hillary Baker thanked the agency for extending their presentation and expressed their experience with waterfront property and their availability to the city at any time. Ms. Baker introduced Chris Zahas from Leland Consulting. Mr. Zahas gave an overview of his firm's consulting experience. He will be the project manager. Their approach on the project will be to get the developer early in the project, preferably to find a local developer, and to set clear goals and objectives criteria. The site has three important features: access, view and water, but not without challenges. Board Member McKeown asked if it was large enough for a developer to be interested in. Mr. Zahas stated yes, four acres is large enough for a project. Board Member McKeown also asked about some successes that the firm has had with similar projects. Chris reported on some of his agency developments, including working on the original Bandon Dunes project. Chair Eck suggested that we bring this back to the May 20, 2008 meeting to select a firm at that time.

#### **Public Comments**

There were no public comments.

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**Adjourn**

There being no further business to come before the Agency, Chair Eck adjourned the meeting at 9:06 p.m.

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Jon Eck, Chair

Attest:

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Mark Daily, Secretary