

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

February 17, 2009

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, County, Oregon.

Those Attending

Those present were Chair Gene Melton and Board Members Mark Daily, Jon Eck, Joanie Johnson, Stephanie Kramer, Jeff McKeown, and John Pundt. Staff present were City Manager Chuck Freeman, City Attorney Nate McClintock, Deputy Finance Director Susanne Baker, Economic and Community Development Manager Joyce Jansen, Public Works and Development Director Jim Hossley, City Engineer Carl Nolte, Finance Director Rae Lea Cousens, Fire Chief Stan Gibson, Library Director Carol Ventgen, and Police Chief Rodger Craddock.

Approval of the Minutes of January 20, 2009

Board Member Eck moved to approve the minutes of January 20, 2009 as presented. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, Kramer, McKeown, and Pundt voting aye.

**Consideration of a Virtual Business Incubator Grant Application
Submitted by Bay Area Enterprises**

Economic and Community Development Manager Joyce Jansen presented a grant application on behalf of Bay Area Enterprises for \$7,562.66 which includes replacing interior lighting, replacing carpeting, interior painting, and the purchase of a cash register. Ms. Jansen stated all of the improvements listed on the grant application meet the criteria set forth in the Virtual Business Incubator program. Board Member McKeown moved to approve the grant application in the amount of \$7,500. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, Kramer, McKeown and Pundt voting aye.

**Consideration of a Virtual Business Incubator Grant Application
Submitted by Java Jones Coffee House**

Economic and Community Development Manager Joyce Jansen presented a grant application on behalf of Java Jones Coffee House for \$8,389 which includes advertising for \$300/month; new signs; replacing a stovetop; registration fee for a workshop; and purchase of a big screen TV, DVD electronics, and computer. Ms. Jansen stated all of the improvements listed on the grant application meet the criteria set forth in the Virtual Business Incubator program. Board Member Daily moved to approve the grant application in the amount of \$7,500. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, Kramer, and McKeown voting aye. Board Member Pundt 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.

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Consideration of a Virtual Business Incubator Grant Application Submitted by Siren Song

Economic and Community Development Manager Joyce Jansen presented a grant application on behalf of Siren Song for \$7,500 which includes upgrading signage above Katrina Kathleen's; upgrading the sign above the storefront; advertising monthly mailers, KCBY, Yellow Pages, and Bi-Coastal Media; and website development. Ms. Jansen stated all of the improvements listed on the grant application meet the criteria set forth in the Virtual Business Incubator program. Board Member McKeown moved to approve the grant application in the amount of \$7,500. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, Kramer, McKeown and Pundt voting aye.

Consideration of Request to Make Application for the Egyptian Theater In National Historic Register

Public Works and Development Director Jim Hossley stated the Egyptian Theater Preservation Association has prepared an application for Preliminary National Register Eligibility Evaluation Form for Historic Buildings to determine if the building is eligible for placement on the National Register of Historic Buildings. If the theater is eligible for consideration, the Urban Renewal Agency can then consider whether to place the building on the register. Board Member Kramer stated her business is on the National Historic Registry and there are restrictions on repairing and upgrading buildings. Board Member McKeown moved to direct staff and the Egyptian Theater Preservation Association to proceed with submitting the Preliminary National Register Eligibility Evaluation Form for Historic Buildings to the Oregon Historic Preservation Office. Board Member Eck seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, Kramer, McKeown and Pundt voting aye.

Exterior Design Modification on the Visitor Information Center Project

Hilary Baker, Crow/Clay and Associates, provided an interim design development power point presentation with details of all elevations, the heavy timber entrances, exposed trusses with an overhang, glassed pavilion, and detailing of the brick façade. Ms. Baker stated to replicate a wooden roof structure the spacing between the seams can be reduced to 8-9" rather than 12" in order to help tie-in with the older buildings. Ms. Baker confirmed for Board Member McKeown that areas eligible for LEED certification had been reviewed and mechanical and electrical consultants contacted. Board Member McKeown moved to approve the architectural treatments and aesthetic enhancements as presented. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Johnson, Kramer, McKeown and Pundt voting aye.

Public Comments


No public comments were given.

Adjourn

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

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Gene Melton, Chair

Attest: 
Mark Daily, Secretary