

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

March 17, 2009

A work session was held March 16, 2009 at 6:30 p.m. in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon to review the March 17, 2009 City Council and Urban Renewal meeting agendas. No decisions were made.

A regular meeting was held by the City of Coos Bay Urban Renewal Agency immediately following the City Council meeting held at 7:00 p.m. in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, 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, Police Chief Rodger Craddock, and Fire Chief Stan Gibson.

Approval of the Minutes of February 17, 2009

Board Member Daily moved to approve the minutes of March 3, 2009 with the corrections on Page 8 and 9, Board Member Johnson was present for the vote and Board Member Kramer was absent. Board Member Eck seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

**Consideration of a Virtual Business Incubator Grant Application
Submitted by Paris Flea Market, Katrina Kathleen's, Bay Area
Nutrition, Outdoor Inn, Leaf's Treehouse,
and Rife's Home Furniture**

Economic and Community Development Manager Joyce Jansen presented grant applications on behalf of Paris Flea Market for \$7,400 for window signage, advertising, and fixtures for display of merchandise; Katrina Kathleen's for \$7,495 for window signage, advertising, and fixtures for display of merchandise; Bay Area Nutrition for \$5,667 for advertising, computer replacement, software upgrade, and fax/copier; Leaf's Treehouse for installation of energy efficient lighting and occupancy sensors for \$6,900; and Rife's Home Furniture for \$7,500 for advertising. Board Member Eck moved to approve the grant applications as presented. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

The Outdoor In grant application of \$7,500 for signage, advertising, exterior paint, workshop fee, and computer replacement was reviewed with Councilor Daily recusing himself because he is the grant applicant. Board Member McKeown moved to approve the Outdoor In grant application for \$7,500. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Eck, Kramer, Johnson, McKeown and Pundt voting aye. Councilor Daily 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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Economic and Community Development Manager Joyce Jansen stated additional funding is needed for the downtown program and suggested \$70,000. Board Member Eck moved to approve an additional \$70,000 for the downtown program. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

Consider Approval for Request to Expand the Downtown Urban Renewal Agency Boundary

City Manager Chuck Freeman stated Mike Vaughan, co-owner of Garden Elements, submitted a request to expand the Downtown Urban Renewal Agency boundary to include the property located at 599 North Broadway. Mr. Freeman stated the original size of the district when formed in 1988 was 1,293 acres and may be increased by 1%, or 12.9 acres without losing the ability to levy the special levy. In 2004 the district expanded 5.9 acres to include Wastewater Treatment Plant No. 1 leaving a balance of 7.0 acres before reaching the 1% threshold. Mr. Freeman presented several options and stated a substantial plan amendment would be required. A consensus of the Agency was for staff to develop information on the cost to expand the district and provide the information in a report. Garden Elements Mike Vaughan stated his business offers an aesthetic appeal to the entry into downtown Coos Bay.

Approval of Schematic Design, Budget, and Timeline for the Visitor Information Center Project

Crow/Clay and Associates Mike Crow and Hilary Baker stated a schematic design has been developed retaining the original elements (Virtual Business Incubator, volunteer area, visitor center, offices, conference room, restrooms, mechanical, janitorial and storage areas). Mr. Crow stated high efficiency equipment for the heating/cooling and lights will increase the budget over the standard equipment however it will achieve a performance payback of \$125 a month, realize some savings from the Energy Trust, provide energy efficiency, and longevity. Board Member McKeown stated he would like to see the cost saving options developed through the Energy Trust. Board Member McKeown moved to approve the conceptual plan as presented. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

Public Comments

Timm Slater: Encouraged the Agency members to apply for available grant programs.

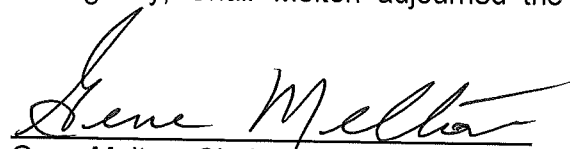
Adjourn

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

Attest:



Mark Daily, Secretary



Gene Melton, Chair