

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

**May 5, 2009**

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, City Clerk Amy Kinnaman, Economic and Community Development Manager Joyce Jansen, Public Works and Development Director Jim Hossley, City Engineer Carl Nolte, Finance Director Rae Lea Cousens, Library Director Carol Ventgen, and Fire Chief Stan Gibson.

**Approval of the Minutes of April 21, 2009**

Board Member Kramer moved to approve the minutes of April 21, 2009. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

**Review and Adoption of Eligibility Criteria for Virtual Business Incubator Program Grants**

Chair Melton requested the Agency table the discussion to allow staff time to review the information during the scheduled work session on Monday May 11, 2009 at 7:00 PM in the Library Meeting room.

**Approval of a Façade Improvement Grant Application For Super 8 Hotel**

Economic and Community Development Manager Joyce Jansen presented a Façade Improvement Grant Applications on behalf of Super 8 Hotel for \$72,905 with \$29,820 eligible for the façade grant and a 50/50 match requirement; making the total grant amount to be considered by the Agency \$14,910 for exterior lighting and painting. Ms. Jansen noted the Historic Design Review Committee reviewed the documentation submitted with the application and suggested for appearance and longevity the awning fabric be replaced rather than painted; Board Member McKeown moved to approve the Façade Improvement Application as presented. Board Member Eck seconded the motion which passed with Chair Melton and Board Members, Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

**Requests for Funding from the Virtual Business Incubator Program and Approval for Additional Funding**

Economic and Community Development Manager Joyce Jansen presented grant applications on behalf of Arctic Ice Company for \$7,500 to replace lighting in the manufacturing facility; Benetti's Italian Restaurant for \$7,500 to remodel the men's and women's restrooms in the main restaurant; Gourmet Coastal Coffee for \$7,500 to replace flooring, signage, paint, consultant

## **Urban Renewal Agency Minutes – May 5, 2009**

services to reorganize kitchen area, advertising, upgrade furniture and replace kitchen equipment; Super 8 Hotel for \$7,500 to purchase new signage, computer system and advertising. Chair Melton requested the Agency table the consideration for approval of the Super 8 Hotel grant application until the next Urban Renewal Meeting on May 19, 2009 to review grant eligibility. Board Member Kramer moved to approve the grant applications for Arctic Ice Company, Benetti's Italian Restaurant and Gourmet Coastal Coffee 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**

Joe Benetti, 740 Telegraph Dr; expressed his support of the Virtual Business Incubator Program and its positive impact on local businesses; Bryan Lyon, Manager of Virk Hospitality Coos Bay, Inc dba, Super 8; stated Virk Hospitality was a family owned business; pays 8.5% of gross revenue to use the Super 8 name in addition to a monthly franchise fee.

### **Adjourn**

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

---

Gene Melton, Chair

Attest:

---

Mark Daily, Secretary