

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

**July 21, 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. City staff present were City Manager Chuck Freeman, City Attorney Nate McClintock, Deputy Finance Director Susanne Baker, City Engineer Carl Nolte, Finance Director Rae Lea Cousens, Fire Chief Stan Gibson, Economic and Community Development Manager Joyce Jansen, Library Director Carol Ventgen, and Police Chief Rodger Craddock.

**Approval of the Minutes of July 7, 2009**

Board Member Eck moved to approve the minutes of July 7, 2009. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

**Egyptian Theatre Preservation Association (ETPA)  
Financial Report and Approval to Renew the  
Management Agreement**

Egyptian Theatre Preservation Association (ETPA) Treasurer Susan Watson stated many projects have been completed; once the structural report is complete grants will be sought; there have been many live performances; and a \$15,000 operating reserve fund has been setup. Fundraising Chair Rick Shear stated ETPA has partnered with other fundraising groups to hold successful events. Chair Melton asked City Attorney Nate McClintock to clarify the responsibility for structural repairs. City Attorney Nate McClintock stated EPTA is responsible for routine maintenance and structural repairs to maintain the integrity of the building. Mr. Shear suggested tabling the agreement until the language can be revisited. Board Member McKeown stated the Agency's position is for EPTA to assume structural responsibility and suggested tabling the issue until the geotech is complete. Board Member Daily suggested language wherein the Agency is responsible for pre-existing structural issues. Chair Melton suggested extending the agreement for six months. Board Member Pundt moved to extend the existing contract for six months with the Egyptian Theatre Preservation Association. Board Member Daily seconded the motion which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

**Request Approval to Award the Work Order for  
The Downtown Traffic Study**

City Engineer Carl Nolte stated in 2007/2008 the City began a review of the traffic flow in the "downtown corridor" at the request of merchants and other interested parties. Several public hearings were held with discussion including one-way traffic, difficult intersections, confusing signage, and other items believed to be attributing to the struggling economic conditions of the

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downtown. Previous traffic studies include the 1997 Downtown Parking and Circulation Study and 2004 Transportation System Plan. Mr. Nolte stated ODOT is required to be included in the review process for changes in the downtown traffic circulation and will not accept a traffic study more than three years old. City Manager Chuck Freeman suggested tabling the item until the traffic engineer is able to explain the details.

### **Approval of Proposed Settlement to Clear Title Of Coos Bay Waterfront Land**

City Manager Chuck Freeman stated the State of Oregon Division of State Lands (DSL) claims ownership of many acres along the Coos Bay waterfront on the basis that the submerged and submersible lands within the bed and banks of Oregon waterways were substantially filled in the 1800's to mid 1900's. The State of Oregon now claims ownership of the waterfront upland created as a result of the fill. For the last two years the Agency has been negotiating with DSL and have reached an agreement for DSL to release interest in the parcels. Mr. Freeman stated a committee will meet with each of the affected property owners, provide a letter as to the details of the settlement agreement, and provide each with the opportunity to reimburse the Agency for the costs incurred. The DSL total cost of the settlement is \$100,109. Board Member McKeown moved to approve the settlement plan and authorize the Board Member McKeown, Urban Renewal Chair Melton, and City Manager Chuck Freeman to meet with affected property owners. Board Member Eck seconded the motion. Board Member Daily called for the question which passed with Chair Melton and Board Members Daily, Eck, Kramer, Johnson, McKeown and Pundt voting aye.

### **Award of Bid for the Visitor's Information Center**

City Engineer Carl Nolte stated Crow/Clay and Associates has designed the new Visitor Center, advertised for bids, and received nine bids in response to the RFP. The apparent low bidder was deemed non-responsive because of their failure to submit a list of first tier subcontractors. The next three bidders are close in their bids and the recommendation for bid award is dependent upon the Agency's selection of alternates. Mr. Nolte stated the remaining architectural fees range from \$8,000 to \$31,219, based upon the alternates selected. Crow/Clay and Associates Mike Crow stated the bid is approximately \$40,000 less than the preliminary estimate. Board Member McKeown asked Mr. Crow if there are problem construction areas foreseen with Mr. Crow's response noting the foundation, which is unknown until construction commences. Board Member Johnson and Pundt and Chair Melton stated the \$1.2 million budget is a concern and there may be a foundation issue. Board Member Johnson stated she is not comfortable already being over budget and insufficient square footage to accommodate the desired occupants. City Manager Chuck Freeman stated the base bid, including all of the alternates, not including the contingency, places the project over budget by \$73,901. Board Member McKeown stated there will be Oregon Energy Trust savings and though still unknown, possibly a Blue Sky grant. Board Member McKeown moved to award the bid for the Visitor's Information Center with Alternates 1, 2, and 3. Board Member Melton seconded the motion. Board Member Daily suggested including all of the alternates. Board Member McKeown amend his motion to include the base bid and all of the alternates. Chair Melton seconded the motion as amended which passed with Chair Melton and Board Members Daily, Kramer, McKeown, and Pundt voting aye and Board Member Johnson voting no. Board Member Daily moved to award the Visitor's Information Center to the apparent low bidder.

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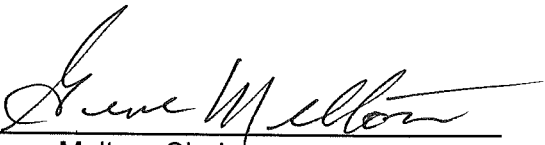
Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Daily, Kramer, Johnson, McKeown and Pundt voting aye. Board Member Eck abstained from the vote citing a conflict of interest, is deemed, pursuant to the provisions of 4.7.4 of the Rules of the City Council, to have voted with the majority, which approved the motion. The apparent low bidder was Harmon Construction at \$1,180,150.

### Public Comments

Helen Brunnell-Mineau, 95616 Coos River Lane: Stated the DSL land claim of submerged and submersible lands is a form of extortion. Gino Landrum, 63281 Clover Drive: Questioned the traffic change in the first block of Anderson, Agency funding, the solar alternate on the new Visitor Information Center, and the entrances to the City. Rich Shear 2155 N 11<sup>th</sup> Street: Stated the curb markings downtown need updated due to the increased parking enforcement and asked if the merchant courtesy parking passes are still valid.

### Adjourn

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

  
Gene Melton, Chair

Attest:   
Mark Daily, Secretary