

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

August 2, 2011

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, Coos County, Oregon.

Those Attending

Those present were Chair Gene Melton and Board Members Jennifer Groth, Joanie Johnson, Stephanie Kramer, Crystal Shoji, John Muenchrath and Mike Vaughan. City staff present were City Manager Rodger Craddock, Acting City Attorney Karen Costello, Acting Finance Director Susanne Baker, Acting Deputy Finance Director Amy Kinnaman, Planning Administrator Laura Barron, Public Works and Development Director Jim Hossley, Library Director Carol Ventgen, Fire Battalion Chief Mark Anderson, Fire Chief Stan Gibson, and Police Chief Gary McCullough.

Public Comments

No comments were given.

Consent Calendar

Chair Melton reviewed the consent calendar which consisted of 2a: approval of the minutes of July 19, 2011. Board Member Shoji moved to approve consent calendar approving the minutes of July 19, 2011. Board Member Johnson seconded the motion which passed with Chair Melton and Board Members Groth, Johnson, Kramer, Shoji, Muenchrath and Vaughan voting aye.

Consideration of Approval of a Façade Grant for First Call Resolution Located at 161 Anderson Avenue

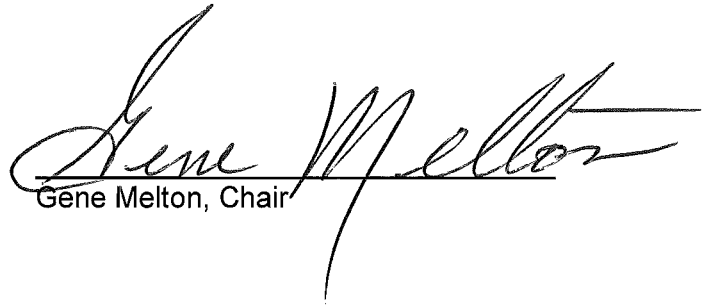
City Manager Rodger Craddock presented a façade improvement grant application on behalf of John Stadter and Matthew Achak, owners of First Call Resolution. Proceeds of the grant would be to remodel the interior and exterior of the building. Mr. Craddock noted the grant program was a 50/50 match based on the low bid; 50 percent of the low bid was \$24,579. Board Member Vaughan expressed concern over the design costs and questioned if there more detailed plans available for review. Planning Administrator Laura Barron clarified the original design was modified and two different plans were reviewed by the Design Review Committee. Ms. Barron recommended requesting an itemized billing for the cost of the plans. Board Member Shoji expressed concern that the plans were not dated and did not list the name and address of architecture or designer. Board Member Vaughan suggested the requirements for the design plans should be enforced. Mr. Craddock noted the Design Review Committee had already approved the plans and plans did meet the goals of the façade program and suggested if the Agency wanted to create new rules or enforce old rules it should start at the beginning of the application process. Board Member Shoji requested an itemized billing for the design fees and requested all drawings maintained at City Hall list the name, address, and contact information of the designer. Board Member Shoji inquired if the City would be maintaining the alley and requested consideration of fixing up the alley be placed on a future agenda. Board Member Muenchrath moved to approve the façade grant award for First Call Resolution in the amount of \$24,579. Board Member Johnson seconded the motion which passed with Chair

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Melton and Board Members Groth, Johnson, Kramer, Shoji, Muenchrath and Vaughan voting aye.

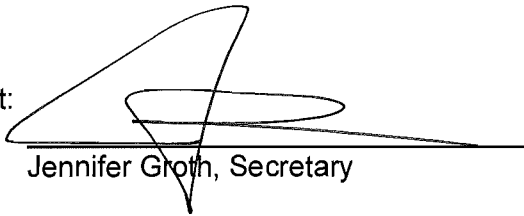
Adjourn

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



Gene Melton, Chair

Attest:



Jennifer Groth, Secretary