

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

October 4, 2011

The minutes of the proceedings of the City of Coos Bay Urban Renewal Agency, held at 7 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 Jennifer Groth, Joanie Johnson, Stephanie Kramer, Crystal Shoji, John Muenchrath and Mike Vaughan. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Acting Finance Director Susanne Baker, Acting Deputy Finance Director Amy Kinnaman, Public Works and Development Director Jim Hossley, Economic Revitalization Administrator Joyce Jansen, Library Director Carol Ventgen, Fire Chief Stan Gibson, and Police Captain Chris Chapanar.

Flag Salute

Chair Melton opened the meeting and asked Ken Harlan to lead the Board and assembly in the salute to the flag.

Public Comments

No comments were given.

Consent Calendar

Chair Melton reviewed the consent calendar which consisted of 3a: approval of the minutes of September 20, 2011. Board Member Kramer moved to approve consent calendar approving the minutes of September 20, 2011. Board Member Groth seconded the motion which passed with Chair Melton and Board Members Groth, Johnson, Kramer, Shoji, Muenchrath and Vaughan voting aye.

Consideration of Approval on the 2nd Street Parking Revision

Public Works and Development Director Jim Hossley stated at the September 20, 2011 meeting the Urban Renewal Agency discussed parking issues in the downtown particularly related to 2nd Street between Anderson and Commercial Avenue. As a result of the discussion and public input received, staff was directed to evaluate moving parking on 2nd Street from the west side to the east side of the street. Additionally, staff was asked to evaluate revising 2nd Street to one-way northbound between Anderson and Commercial Avenues with parking on both sides. While evaluating the options, staff determined it was necessary to keep the Coos County Area Transit (CCAT) bus stop and shelter in its present location on the west side of 2nd Street just north of Central Avenue in effort to service special needs citizens who required easy access to that specific location in downtown. Staff also determined loading zones were necessary to accommodate various businesses on 2nd Street.

Mr. Hossley recommended implementing Option D should any changes be made to the present circulation and parking layout for 2nd Street. Option D would maintain the two-way traffic and move parking from the west side to the east side of 2nd Street. It also included the bus stop, two

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40-foot long loading zones, resulted in a total of eight parking spaces, and slight modifications to the bump outs and crosswalk on the south end of 2nd Street. Mr. Hossley noted staff did not recommend converting 2nd Street to one-way with parking on both sides due to potential traffic flow problems. Board Member Kramer inquired about lengthening parking time limits whereby Mr. Hossley stated staff was reviewing options. Board Member Muenchrath inquired how often the Fire Department responded to the area around 2nd Street. Fire Chief Stan Gibson stated once the Chandler Building was fully occupied he estimated the Department would respond approximately twice a week.

Ray Penny, Coos Bay: Provided a letter to the Agency and requested the parking revision be returned to Option E. Beth Clarkson, Coos Bay: Recommended leaving the 2nd Street revision in its current configuration noting the current parking configuration benefited her business. Darcy Burn, Coos Bay: Suggested more vehicles were speeding down 2nd Street since the traffic revision. Megan Osborn, Coos Bay: Stated she spoke with UPS and FedEx truck drivers who advised her they would not utilize loading zones to drop off packages and suggested adding loading zones was a waste of viable parking spaces. Board Member Shoji stated she was in favor of two-way traffic with parking being moved to the other side of the street. Board Member Muenchrath recommended keeping 2nd Street as a two-way, mitigating the safety concerns, and moving parking to the other side of the street. Board Member Johnson was also in favor of keeping 2nd Street as a two-way but suggested there needed to be more traffic enforcement to reduce speeding in the area. Chair Melton was also in favor of the two-way streets on 2nd and 3rd Streets but he recommended waiting approximately six months to reconsider any changes to the parking. Chair Melton expressed concern about turning northbound from Anderson to 2nd Street. Board Member Kramer moved to approve Option D. Board Member Shoji seconded the motion. City Manager Rodger Craddock advised with regards to the loading zones that staff could reduce the number or move their location as needed. A call for the question was made which passed with Chair Melton and Board Members Johnson, Kramer, Shoji, Muenchrath and Vaughan voting aye and Board Member Groth voting nay.

Approval of City Hall Seismic Upgrade Construction Manager General Contractor (CMGC) Contract

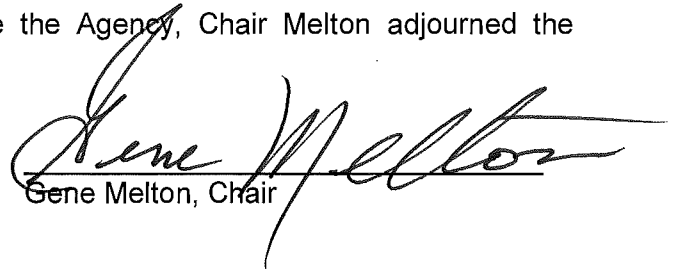
Public Works and Development Director Jim Hossley stated the City recently completed a Request for Proposal (RFP) for Construction Manager/General Contractor (CM/GC) services for the Seismic Rehabilitation and Remodel of City Hall and the Police Station. Eight firms attended the pre-mandatory proposal meeting held on August 29, 2011 to discuss the project and tour city hall. The deadline to submit proposals was 2:00 p.m. on September 8, 2011. The City received four proposals: Harmon Construction Company, Adroit Construction Company, Chambers Construction Company, and Ausland Group Construction Services. The top three finalists were invited to be interviewed by a team consisting of City employees, and various other personnel from outside agencies including ZCS engineering and Oregon Department of Transportation. Mr. Hossley noted all firms underwent a rigorous evaluation process to help determine the firm that would best provide CM/GC services to seismically retrofit City Hall and to meet the code requirements outlined in ACSE41-06 for Seismic Rehabilitation of an Existing Building. Chair Melton inquired if there were enough funds to cover the costs for the seismic rehabilitation of City Hall whereby Mr. Hossley confirmed the final negotiated bid would take the funding into consideration and components beyond the seismic retrofit scope of work would be

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eliminated if necessary. Board Member Groth inquired if the CM/GC construction fee was included in the total estimated cost for construction whereby Mr. Hossley confirmed the construction fees were included in the total costs for construction. Board Member Muenchrath inquired if Chambers Construction was going to use non-local subcontractors. Mr. Hossley advised per the RFP Chambers would be required to solicit bids from local subcontractors. Board Member Shoji inquired if there were notes from the evaluation process and if the notes were available for review. City Manager Rodger Craddock advised evaluation notes were available for review. Board Member Shoji moved to accept Chambers Construction Company proposal for CM/GC services for the Seismic Rehabilitation and Remodel of City Hall and Police Station for a pre-construction phase fee not to exceed \$7,150 and a construction phase fee of 2.60% of the Guaranteed Maximum Price; and to direct staff to negotiate a Guaranteed Maximum Price for the rehabilitation and remodel work with Chambers Construction Company. Board Member Groth seconded the motion which passed with Chair 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