

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

September 5, 2017

The minutes of the proceedings of a regular meeting of the Urban Renewal Agency of the City of Coos Bay, Coos County, Oregon, held at 7:35 pm in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Stephanie Kramer and Board Members Lucinda DiNovo, Drew Farmer, Jennifer Groth, Stephanie Kilmer, and Phil Marler. Board Member Joe Benetti was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Intermediate Accountant Nichole Rutherford, Public Works and Community Development Director Jim Hossley, Library Director Sami Pierson, Fire Chief Mark Anderson, and Police Chief Gary McCullough.

Public Comments

No public comments were given.

Consent Calendar

Chair Kramer reviewed the consent calendar which consisted of:

2a: Acceptance of the July Combined Cash Reports

Board Member Kilmer moved to approve the consent calendar as presented. Board Member Groth seconded the motion which carried. Ayes: DiNovo, Farmer, Groth, Kilmer, Kramer, Marler. Absent: Benetti.

Consideration of a Façade Improvement Grant for the Location of 791 N. Front Street

Public Works and Community Development Director Jim Hossley stated the applicant for 791 N. Front Street requested a façade improvement grant to repair the exterior stucco, repaint and replace gutters and down spouts. The Design Assistance Team (DAT) met on August 17, 2017 to review the final submission and recommended award of the project as submitted.

The property was located in the Waterfront Heritage District and the floodplain and would be monitored to verify continued compliance with the City's Flood Damage Prevention Ordinance (CBMC 17.347). The façade improvement program provided a 50/50 grant (based on the lowest bid) with a maximum grant award of \$25,000 per fiscal year. Three bids were obtained: stucco repair and repainting (\$7,800, \$8,210, and \$10,250) and the gutters and downspouts (\$800, \$870.20 and \$912) for a combined lowest bid total of \$8,600.

Board Member Groth moved to award a façade improvement grant for up to \$4,300 to the property owner of 791 North Front Street. Board Member Farmer seconded the motion which earned. Ayes: DiNovo, Farmer, Groth, Kilmer, Kramer, Marler. Absent: Benetti.

Approval of an Intergovernmental Agreement with Port of Coos Bay for Engineering Services of Earthen Berm Repair

The earthen berm on the east side of the Coos Bay Rail yard had been sloughing into the bay, and it had deteriorated to the point that portions of the City walkway on top of the berm had begun to fail. While the berm is owned by the Port of Coos Bay, the City owned and maintained the walkway constructed upon the berm. The City and the Port had entered into a Memorandum of Understanding (MOU) for the purpose of engaging an engineering firm to evaluate and prepare the necessary engineering plans for the restoration of the berm. The Port wished to formalize the agreement between the City and the Port in regards to cost-sharing for the necessary engineering services.

Board Member DiNovo moved to approve an Intergovernmental Agreement with Port of Coos Bay for engineering services of earthen berm repair. Board Member Kilmer seconded the motion which carried. Ayes: DiNovo, Farmer, Groth, Kilmer, Kramer, Marler. Absent: Benetti.

Adjourn

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

Attest:  _____
Drew Farmer, Secretary

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Stephanie Kramer, Chair