

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

**April 17, 2012**

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 Library Meeting Room, 525 Anderson Avenue, Coos Bay, Coos County, Oregon.

**Those Attending**

Those present were Chair Gene Melton and Board Members Jennifer Groth, Jon Hanson, Stephanie Kramer, Crystal Shoji, John Muenchrath, and Mike Vaughan. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Public Works and Development Director Jim Hossley, Economic Revitalization Administrator Joyce Jansen, Library Director Samantha Pierson, 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 March 6 and 20, and April 9, 2012; and 2b: acceptance of the March 2012 URA combined cash report. Board Member Shoji moved to approve the consent calendar approving the minutes of March 6 and 20, and April 9, 2012, and accepting the March 2012 URA combined cash report. Board Member Muenchrath seconded the motion which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, Muenchrath, and Vaughan voting aye.

**Review of the Façade Improvement Program**

Economic Revitalization Administrator Joyce Jansen stated the Agency implemented the current façade improvement program in November 2006. Funding for the grant program was approved with \$100,000 for the Downtown district and \$50,000 for the Empire district. The purpose of the Façade Improvement Program was to provide financial assistance to property owners and tenants of commercial properties to promote the revitalization of Coos Bay's Urban Renewal Districts. Ms. Jansen provided a brief overview of the Façade Improvement Program requirements which included the application process, a 50/50 grant match, eligibility, architectural guidelines, and the approval process. Ms. Jansen advised over the past several months a number of changes to the program were suggested which included: changing the projects eligible for funding, a rating or point system to determine funding levels, setting a level at which an architect for the project would be required, and changing or increasing the grant amount for business owners not owning the building their business was located. The estimated value of façade project's for the Downtown district was \$828,971 with total awarded grants at \$363,786; and Empire district estimated value of façade projects at \$282,283 with total awarded grants at \$130,081. Ms. Jansen provided a summary of other cities façade grant program and suggested coordinating a work session for further consideration of program changes.

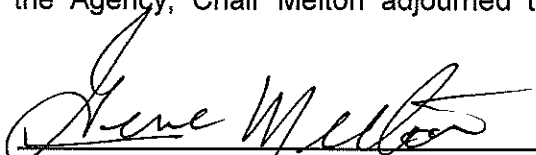
Board Member Groth inquired what the program challenges were whereby Ms. Jansen

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recommended businesses making substantial changes to their façade should be required to hire an architect. Chair Melton inquired about the Dolphin Theatre project. Ms. Jansen advised the Dolphin Theatre was not a façade grant but noted the Agency was assisting to fund the construction of an ADA bathroom. Board Member Shoji was in favor of a work session. Board Member Muenchrath expressed his support for the current façade program but was in favor of a work session to review. Board Member Vaughan suggested including representatives from the Main Street Program in the work session. Board Member Groth suggested future consideration should be given to providing assistance with elevator grants and shoring up/stabilizing buildings. Board Member Hanson suggested Ms. Jansen provide a list of pros and cons of past projects. It was the consensus of the Agency to schedule a work session for review and discussion of possible changes.

**Adjourn**

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

  
Gene Melton, Chair

Attest:

  
Jennifer Groth, Secretary