

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

February 18, 2020

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 8:14 pm in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Stephanie Kilmer and Board Members Joe Benetti, Lucinda DiNovo, Drew Farmer, Phil Marler, Carmen Matthews, and Rob Miles. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Nichole Rutherford, Deputy Finance Director Melissa Olson, Community Development Administrator Carolyn Johnson, Fire Chief Mark Anderson, and Police Chief Gary McCullough.

Public Comments

No public comments were given.

Consent Calendar

Chair Kilmer reviewed the consent calendar which consisted of:

- 2a: Approval of minutes of January 21, 2020
- 2b: Approval of January 2020 Financial Reports
- 2c: Approval of the 2020 URA Downtown District Request for Financing - Approval Would Require Adoption of Resolution 20-02

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

Approval of Façade Improvement Program Grant Request for Exterior Improvements at 375 Central Avenue

Community Development Administrator Carolyn Johnson stated Bridge Street Commercial LLC was the new owner of 375 Central Avenue, a National Historical Register property formerly housing Marshfield City Hall. While interior renovations of the building had commenced, Bridge Street Commercial LLC requested a \$50,000 Façade Improvement Grant. Their façade project included repair/replacement of windows with like-kind materials/design and stained-glass window replacement using the original design. All doors would be restored; old wood covers and boarded-over entries/exits and service access points would be removed, rehabilitated and rebuilt. At the main entrance, the lions added in the 1960's would be cleaned and painted, and the building steps will be resurfaced and/or replaced as necessary for compliance with a previously authorized stair improvement project.

New awnings, monument sign, and many of the doors and windows would be replaced to the specifications of the 1920's period from when the building was constructed. Exterior in-ground ambient lighting for all building sides would be installed, along with refurbished period street lamps and sconces where possible.

Staff was notified on February 12, 2020, that due to design work to be authorized by SHPO, the overhead "carriage" doors in the coffee shop area reminiscent of the old firehouse would not be in this round of exterior improvements. Bridge Street LLC may apply for a second Facade Improvement grant to cover the costs and installation of these doors.

The Facade Improvement Program currently provides a 50/50 grant (based on the lowest bid) with a maximum grant award of \$25,000 per fiscal year. The program also requires three bids be obtained for the facade project. The applicant seeks \$50,000 and an exception to the three bid requirements as they are currently working with a local, licensed contractor for all improvements. The URA Board had discretion to authorize funds beyond the program maximum and to waive the three-bid requirement.

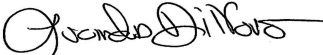
Board Member Marler moved to approve 50% match of up to and including \$50,000 for a facade improvement grant request from Bridge Street Commercial LLC subject to State Office of Historic Preservation (SHPO) requirements, Planning Commission conditions, and city staff review and approval of bid documents. Board Member Farmer seconded the motion which carried. Ayes: Benetti, DiNovo, Farmer, Kilmer, Matthews, Miles.

Adjourn

There being no further business to come before the agency, Chair Kilmer adjourned the meeting.



Stephanie Kilmer, Chair



Attest: _____
Lucinda DiNovo, Secretary