

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

April 21, 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 8:12 pm in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those attending remotely by teleconference were Chair Stephanie Kilmer and Board Members Joe Benetti, Lucinda DiNovo, Phil Marler, and Rob Miles. Board Members Drew Farmer and Carmen Matthews were absent. City staff attending remotely by teleconference were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Nichole Rutherford, Deputy Finance Director Melissa Olson, Public Works and Community Development Director Jim Hossley, and Fire Chief Mark Anderson.

Public Comments

No public was in attendance and no comments were provided online.

Public Comment Form

No public comments were provided.

Consent Calendar

Chair Kilmer reviewed the consent calendar which consisted of:

2a: Acceptance of April 7, 2020 Minutes

2b: Approval of March 2020 Financial Reports

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

Approval of Facade Improvement Program Grant Application for 242 S. Broadway

Public Works and Community Development Director Jim Hossley stated the property owner of 242 South Broadway (Sharkbites) submitted a Facade Improvement Grant application for repairs of facade damage resulting from a recent motor vehicle accident. The facade was approximately 25-feet wide and 14-feet tall. The project included framing, wood siding and windows; additionally, proposed to continue the wood and rounded window design of the primary facade immediately north of the damaged section. The applicant had applied for the required structural permit (#187-20-000093-STR).

The Facade Improvement Program provided a 50/50 grant with a maximum grant award of \$25,000 per fiscal year. The program required three bids be obtained for the facade project.

The applicant requested \$25,000 for the proposed project and was able to acquire two of the required three contractor bids, but unable to get a third bid due to current local contractor workloads. The submitted bids were \$71,120 and \$73,574; also submitted an invoice for \$2,500 in architectural design. The Design Assistance Team (DAT) reviewed the project via email on March 17, 2020, and recommended the proposed facade should be designed to match the primary facade.

Board Member Joe Benetti stated he would like the Agency to make a bigger investment by approving the current grant and help fund other projects to the building, update the facade grant project, and suggested the owner go back to the architect for various design scenarios with costs associated. Board Member Lucinda DiNovo agreed as a major building downtown the Agency could take on more expense. Board Member Phil Marler asked how much was budgeted for facade grants for 2020-2021. Finance Director Nichole Rutherford stated \$750,000 was proposed for Downtown District and \$50,000 for Empire District.

Mr. Hossley stated Operations Administrator Randy Dixon had reviewed the building and provided an estimate between \$30,000 to \$35,000 to pressure wash the exterior, remove some concrete stucco, patching, crack filling, replace some window wood frames, replace windows, caulk windows, replace metal roof edge cap, and prime and paint both sides of the building. City Manager Rodger Craddock stated the Coos Bay Public Library and Art Museum had similar work done at the same cost, the URA could pre-approve additional funds now while workers are mobilized on site, and could potentially enter into an agreement with the owner's financial institution to make paying invoices an easier process. The property owner stated he was willing and interested in working with the agency and architect to come up with solutions to make the building more presentable, would like to do work on the North bound and South bound sides but had not been able to financially complete. The Agency discussed awarding the grant of \$25,000 for the proposed project, with an additional \$40,000 of eligible expenses, not to exceed \$65,000 total.

Board Member Benetti moved to approve up to \$65,000 of eligible expenses for the building located at 242 South Broadway. Board Member DiNovo seconded the motion which carried. Ayes: Benetti, DiNovo, Kilmer, Marler, Miles. Absent: Farmer, Matthews.

Agency Manager's Report

City Manager Rodger Craddock stated the Department of Environmental Quality (DEQ) and Department of Justice approved the prospective purchaser agreement for the purchase of the Front Street scrap yard, waiting on a few signatures to record agreement and close. There was an agreement with the owner providing ability for the city to receive funds from past insurers by November 30, 2020, with split of insurance proceeds up to \$120,000, but uncertain city would receive any funds. City Attorney Nate McClintock stated the insurance company was to protect the insured, not the property, if any pollution leaked into adjoining property, which did not appear to be an issue in this case. Mr. McClintock did not believe any money would be available through insurance, but reached out to attorney with the insurance company, and would update with any response.

Board Member Rob Miles stated facade program changes have been talked about a lot and requested it be put on agenda to work on appropriate plan. Board Member DiNovo asked if it was considered under goal setting sessions. Mr. Craddock stated it was considered in past goal setting and would ask the urban renewal consultant to come give the Agency options.

Adjourn

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



Stephanie Kilmer, Chair

Attest: 

Lucinda DiNovo, Secretary