

1 Depoe Bay Urban Renewal Agency  
2 Regular Meeting  
3 Tuesday, September 20, 2011, 6:15 P.M.  
4 Depoe Bay City Hall  
5  
6

7 PRESENT: Chair R. Johnson, C. Connors, S. Hoitink, B. Leff, T. Lewis, G. Spores,  
8 D. Zimmerman  
9

10 ABSENT: P. Cameron, D. Goddard  
11

12 STAFF: City Recorder P. Murray, City Field Superintendent T. Owings, City Planner L. Lewis,  
13 Recording Secretary E. LuMaye  
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16 I. CALL MEETING TO ORDER AND ESTABLISH A QUORUM

17 Chair Johnson called the Urban Renewal Agency meeting to order and established a quorum at  
18 6:15 PM.  
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20 II. APPROVE MINUTES – September 6, 2011 Regular Meeting

21 Motion: Leff moved to approve the minutes of the September 6, 2011 Regular Urban Renewal  
22 Meeting, as written. Connors seconded the motion.  
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24 Chair Johnson said it was moved and seconded, and called for discussion. There was none.  
25

26 Vote: Motion passed.

27 Ayes: Connors, Hoitink, Johnson, Leff, T. Lewis, Spores, Zimmerman  
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29 III. Agreement for Survey Services – Harbor Survey

30 Owings said that the re-bid including cost of insurance was received from Mr. Ferguson (copy  
31 attached to original of these minutes).  
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33 Motion: Connors moved to accept the proposal from Darius Ferguson in the amount of \$6,160 for  
34 survey services of the harbor. Leff seconded the motion.  
35

36 Chair Johnson said it was moved and seconded, and called for discussion. An Agency member  
37 asked when Mr. Ferguson was expected to begin the survey; Owings said he would call Mr.  
38 Ferguson tomorrow.  
39

40 Vote: Motion passed.

41 Ayes: Connors, Hoitink, Johnson, Leff, T. Lewis, Spores, Zimmerman  
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43 IV. FISCAL YEAR 2011-12 PROJECTS

44 • Bay Street Improvements

45 Owings said this project was awarded to Devils Lake Rock, that notice was issued, and he's waiting  
46 for proof of bonding. Sidewalks won't be disturbed, so customers will be able to access businesses  
47 on Bay Street during the project.  
48

49 • Hwy 101 Light Signal – Left Turn

50 Owings said he is still waiting to hear back from ODOT Traffic Signal Engineer Craig Black; the  
51 previous email contact had said it would take a while. An Agency member asked if Owings had  
52 spoken with Lincoln City about their left turn signal in the Oceanlake district, which has now been  
53 taken out because it slowed traffic down. Owings was directed to find out why Lincoln City removed  
54 their left turn signal.

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2
- South of Bridge Hwy 101 Pedestrian Improvements

3 There was brief discussion about preliminary engineering for this project before Chair Johnson  
4 mentioned there is a grant opportunity that might fund the project. Discussion continued in Item V.

- 5  
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- Pedestrian Access – Harbor

7 This item also had the potential to be funded with a Flexible Funds Grant Program and was  
8 discussed under agenda Item V.

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10 V. 2011-13 FLEXIBLE FUNDS GRANT PROGRAM – ELIGIBLE PROJECTS

- 11
- Pedestrian Improvements – Hwy 101 South of Bridge/East & Shell Ave.
  - 12 • Pedestrian Improvements – Hwy 101 Harney-Sunset/West
  - 13 • Streetscaping – Hwy 101

14 City Planner L. Lewis spoke about a funding opportunity from ODOT (see printout attached to  
15 original of these minutes). The Flexible Funds Grant Program is about two years old and funds \$21  
16 million statewide. Eligible projects are “non-highway” – projects that don’t involve travel lanes -  
17 projects that involve pedestrians, bicycles, streetscaping, and things like that. Applications are due  
18 October 20; selections will be made in February. Design and environmental studies would be done  
19 in 2012, with construction being likely to take place mid-2013 through 2014. Chair Johnson said  
20 with the application due in mid-October, there isn’t time to do preliminary engineering on the Hwy  
21 101 south of the bridge pedestrian improvements; therefore, preliminary engineering won’t be  
22 started until a decision is made regarding the Flexible Funds Grant Program. He said the minimum  
23 funding amount is \$50,000 and the maximum amount is \$2 million; the entire estimated cost of  
24 south-of-bridge/Shell Avenue pedestrian improvements is about \$1.7 million. L. Lewis said the  
25 undergrounding utilities cost estimate is a wild card (see copy of memo dated 9/15/11 attached to  
26 original of these minutes) until they start digging; there are also crosswalks included in the  
27 estimated price. There was discussion about crosswalks, including ODOT’s not approving a  
28 requested crosswalk by Schoolhouse Ave, although there are other possibilities at Ellingson, Evans,  
29 Graham, and Heiberg. L. Lewis said the ODOT State Traffic Engineer must approve any locations of  
30 crosswalks that occur on a State highway. She also mentioned putting underground utilities south  
31 of bridge under landscaping instead of under sidewalks. Owings said there is a lot of room on the  
32 east side of Hwy 101 south of the bridge for both sidewalks and landscaping, and that he and L.  
33 Lewis had discussed putting the sidewalks in without having to deal with the undergrounding until a  
34 later date when the funding is available. There was brief discussion regarding streetscaping north  
35 of the bridge; Mayor Connors said she felt it was very important from a streetscaping perspective  
36 to underground utilities in the three blocks of the downtown core; there was discussion about the  
37 potential cost [of the excavation required in that rocky area]. Discussion turned to the question of  
38 what project(s) should be submitted on the grant application. L. Lewis said that connectivity from  
39 point A to point B is stressed in the application; and Hwy 101 south of the bridge to Shell Avenue,  
40 connecting to the park is a good connectivity project. The estimated cost of a sidewalk connecting  
41 Hwy 101 to the east side of Shell Avenue and down to the park was \$93.3 thousand. It was not  
42 known if undergrounding utilities would be an eligible project; L. Lewis was asked to find out. Chair  
43 Johnson clarified that what the Agency members were considering was: L. Lewis would complete a  
44 Flexible Fund Grant Application for sidewalks (including underground utilities if they are an eligible  
45 project) on the east side of Hwy 101 south of the bridge to Shell Avenue, and a sidewalk on the  
46 east side of Shell Avenue from Hwy 101 to City Park. There was brief discussion about a possible  
47 project for pedestrian improvements on the west side of Hwy 101 between Harney and Sunset  
48 Streets. Owings explained that a few years ago PUD needed to replace some power poles. The City  
49 asked about undergrounding at that time, and they were agreeable, but when the economy  
50 dropped the project was put off. PUD is still willing to talk to the City about a potential partnership  
51 in getting started with undergrounding utilities on the west side of Hwy 101 at the north end of  
52 town (Harney Street to Sunset Street).

1 Motion: Leff moved to empower staff to develop a grant application for the Flexible Funding  
2 Program, to cover the projects from the Hwy 101 bridge to Schoolhouse Street east side sidewalk  
3 with or without crosswalks, underground utilities, and Shell Avenue as outlined in the notes.  
4 Hoitink seconded the motion.

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6 Chair Johnson said it was moved and seconded, and called for discussion. Murray clarified the  
7 Urban Renewal Agency's (URA) role in the grant application process; the City will apply for the  
8 grant, but the URA will need to commit the 10.27% match. Chair Johnson restated the motion. It  
9 was agreed the motion needed to be revised.

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11 Re-stated Motion: Leff moved that the URA will agree to pay the 10.27% matching funds for the  
12 project, should the Flexible Funds Grant be won. Motion failed for lack of second after brief  
13 discussion.

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15 Motion: Mayor Connors moved that the URA will provide a 10.27% match, if the City Council  
16 agrees to go ahead with putting a grant application in for flexible funds for the 2011-13 Flexible  
17 Funds Grant Program for south of the bridge and Shell Avenue. Leff seconded the motion.  
18 Zimmerman said he was getting motion sickness.

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20 Chair Johnson said it was moved and seconded, and called for discussion. There was brief  
21 discussion. City Planner Lewis clarified that if the flexible funds do not cover the underground  
22 utilities, that portion of the project will be excluded from the application.

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24 Vote: Motion passed.

25 Ayes: Connors, Hoitink, Johnson, Leff, T. Lewis, Spores, Zimmerman

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27 VI. SOUTH OF BRIDGE HWY 101 – VISIONARY PLAN – REVITALIZATION, REZONING

28 Chair Johnson said the visionary plan has to do with why the Agency is doing this, and he thought  
29 it should be worked into the grant application. He also asked the Agency to consider recommending  
30 to the Council that the Planning Commission look into changing the zoning along the east side of  
31 Hwy 101 south of the bridge from Light Industrial to Commercial; L. Lewis said it's already zoned  
32 Commercial as far south as O'Downey's. There was not Agency support to pursue this suggestion.

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34 Murray said a motion was needed to approve the agreement with Mr. Ferguson.

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36 Motion: Leff moved to approve the agreement for harbor survey services with Darius Ferguson, and  
37 authorize the Chair to sign. Mayor Connors seconded the motion.

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39 Chair Johnson said it was moved and seconded, and called for discussion. There was none.

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41 Vote: Motion passed.

42 Ayes: Connors, Hoitink, Johnson, Leff, T. Lewis, Spores, Zimmerman

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44 IV. ADJOURN

45 There being no further business, the meeting was adjourned at 6:59 PM.

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Richard Johnson, Chair

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54 Emma LuMaye, Recording Secretary