

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

**June 5, 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, Economic Revitalization Administrator Joyce Jansen, Engineering Service Coordinator Jennifer Wirsing, Library Director Samantha Pierson, Fire Chief Stan Gibson, and Police Captain Chris Chapana.

**Public Comments**

No comments were given.

**Consent Calendar**

Chair Melton reviewed the consent calendar which consisted of 2a: approval of the minutes of May 5 and 15, 2012; and 2b: adoption of Resolution 12-06 extending workers' compensation coverage to urban renewal volunteers. Board Member Muenchrath moved to approve the consent calendar approving the minutes of May 5 and 15, 2012, and adopting Resolution 12-06 extending workers' compensation coverage to urban renewal volunteers. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, Muenchrath, and Vaughan voting aye.

**Public Hearing on the Approved Budget for Fiscal Year (FY) 2012/2013 – Adoption of Resolution URA 12-07 Would Adopt the Budget for FY 2012/2013, Make Appropriations and Levy Taxes**

Finance Director Susanne Baker stated the proposed budget for fiscal year 2012/2013 was reviewed by the Urban Renewal Agency Budget Committee on April 19, 2012, and was approved for forwarding to the Agency for adoption. Chair Melton opened the public hearing no public comments were given and the hearing was closed. Board Member Groth moved to adopt Resolution URA 12-07 adopting the budget for fiscal year 2012/2013, making appropriations and levying taxes. Board Member Shoji seconded the motion which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, Muenchrath, and Vaughan voting aye.

**Clarification on Landscaping for the Old Fire Station Lot**

City Manager Rodger Craddock stated staff presented a proposal for landscaping on the Old Fire Station lot to the Parks Commission. During the Parks Commission meeting Councilor Vaughan and the Downtown Association also presented a proposal for interim development of the lot. Based on the discussion at the Parks Commission meeting, Councilor Vaughan combined and refined an alternative design which incorporated his and the Downtown

## Urban Renewal Agency Minutes – June 5, 2012

Association's proposals. Mr. Craddock noted the following staff concerns: the proposals would go beyond the scope the Agency approved at the February 21, 2012 meeting, could possibly prevent the URA from achieving its goal of business development at the site, potential liability of constructing a large, scalable, concrete pyramid. Mr. Craddock advised the aforementioned concerns were also shared by the City's Insurance Agent of Record and the City Attorney. Board Member Groth inquired if all three proposals could be completed within the budgeted amount of \$5,000. Mr. Craddock stated it was his belief that both the City's and the Downtown Association's proposals could be accomplished within the \$5,000 budget; Board Member Vaughan suggested the materials to complete pyramid depicted in his proposal would be donated and/or purchased through fundraising efforts to benefit the Egyptian Theatre.

Board member Shoji expressed concern about the lot being developed as a public space noting the long term goal for the lot was for business development. Board Member Groth stated the consultant for the Egyptian Theatre should be included on discussions involving any fundraising campaigns. Board Member Kramer suggested the proposed pyramid design could be incorporated at the Pedway. Chair Melton expressed concern about the potential liability of the pyramid design. Board Member Hanson stated the interim development of the old fire station lot should be temporary. Brian Bowers, Coos Bay: stated the Coos Bay Downtown Association's goal was to support business development, make the downtown more presentable, and to work with City staff to implement a design for the vacant lot. The Downtown Association's proposal was a variation based on the City's proposal which incorporated the use of gravel; Mr. Bowers noted concerns about the use of the gravel and ADA requirements. Chris Coles, Coos Bay: stated on behalf of the Parks Commission she expressed support for the City's proposal due to its simplicity which could easily transition for business development; also expressed concern about ADA accessibility.

Board Member Shoji moved to direct staff to develop the lot based on the limit of \$5,000, to incorporate some of the design ideas presented by Councilor Vaughan and the Downtown Association, in addition to addressing some of the noted concerns, to include a sign advising the future purpose for the lot was for business development, and the final design did not need to be approved by the Agency. Board Member Groth seconded the motion. Board Member Vaughan stated he wanted to be part of a review process for the final design work and suggested the Agency should approve the final design. Chair Melton stated he was confident in staff's ability to design and implement the project and cautioned there was a potential conflict with Board Member Vaughan providing assistance and directing staff due to his position on the Council. Board Member Muenchrath also supported the Agency approving a final design. Mr. Craddock suggested the Parks Commission could review the final design. Board Member Shoji amended the motion to included incorporating a simple design using native plants but did not include the use of the pyramid and blocks and for the Parks Commission to review and approve the final design. Board Member Groth re-seconded the motion as amended. Board Member Vaughan suggested the Agency did not have a conventional method for the design process on projects and expressed concern achieving unprofessional results. A call for the question was made which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, Muenchrath, and Vaughan voting aye.

**Urban Renewal Agency Minutes – June 5, 2012**

**Adjourn**

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

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Gene Melton, Chair

Attest:

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Jennifer Groth, Secretary