

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

December 4, 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 Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Gene Melton and Board Members Mark Daily, Jennifer Groth, Stephanie Kramer, John Muenchrath, Crystal Shoji, 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, Library Director Sami Pierson, Public Works and Development Director Jim Hossley, and Police Captain Chris Chapanar.

Public Comments

No comments were given.

Consent Calendar

Chair Melton reviewed the consent calendar which consisted of 3a: approval of the minutes of November 20, 2012. Board member Muenchrath moved to approve the minutes of November 20, 2012. Board Member Groth seconded the motion which passed with Chair Melton and Board Members Daily, Groth, Kramer, Shoji, Melton, Muenchrath, and Vaughan voting aye.

Presentation on the Fiscal Year Ending 2012 City of Coos Bay Urban Renewal Agency Audit by Tara Kamp

Finance Director Susanne Baker introduced Tara Kamp of Pauly Rogers and Co. P.C., retained to provide audit services to the Coos Bay Urban Renewal Agency. Ms. Kamp stated the Coos Bay Urban Renewal audit for FYE12 was completed and Agency had the document before them. The first component of the audit was the financial statements to verify compliance with generally accepted accounting principles and the second audit was to ensure compliance with Oregon Municipal Audit Law, compliance with Oregon Budget Law and testing of bids and quotes. Ms. Kamp noted the Statement of Auditing Standard No. 114 (SAS 114) required communication with management of the results of the audits which were excellent; resulted in an unqualified opinion or clean audit; and "no management comments". Ms. Kamp thanked Finance Director Susanne Baker and the entire Finance Department staff for their timeliness in financial reporting and accuracy. Board Member Kramer moved to accept the FYE12 Urban Renewal Agency audit report in compliance with SAS 114. Board Member Muenchrath seconded the motion which passed with Chair Melton and Board Members Daily, Groth, Kramer, Shoji, Melton, Muenchrath, and Vaughan voting aye.

Discussion of the Egyptian Theatre Sidewalk Bump Out

Public Works and Development Director Jim Hossley provided a brief history of the proposed construction of a bump out in front of the Egyptian Theatre along Highway 101. City staff

Urban Renewal Agency Minutes – December 4, 2012

contracted with Dyer Partnership Engineers & Planners, Inc (Dyer) to research and coordinate with Oregon Department of Transportation (ODOT) and make recommendations regarding the proposed bump out. The following concerns were noted: If a bump out was constructed there would be potential for increased pedestrian accidents. The bump out would cause restrictions to the flow of traffic and impact bicycle safety along Highway 101. ODOT indicated they would not be in favor of the proposed bump out and would most likely oppose the project. Mr. Hossley noted prior to seeking ODOT approval for the project, the City would have to prepare a detailed traffic study and traffic plan; estimated cost for the study and plan design was \$45,000. No action was taken.

Adjourn

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

Gene Melton, Chair

Attest:

Mike Vaughan, Secretary