

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

May 21, 2013

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, Deputy Finance Director Amy Kinnaman, Public Works and Development Director Jim Hossley, Fire Chief Stan Gibson and Police Chief Gary McCullough.

Public Comments

No comments were given.

Consent Calendar

Chair Melton reviewed the consent calendar which consisted of 2a: approval of the minutes of April 16, 2013; and 2b: acceptance of the April 2013 URA combined cash report. Board Member Shoji moved to approve the consent calendar approving the minutes of April 16, 2013, and accepting the April 2013 URA combined cash report. Board Member Kramer seconded the motion which passed with Chair Melton and Board Members Daily, Groth, Kramer, Muenchrath, Shoji and Vaughan voting aye.

Presentation on the Downtown Wayfinding Signs by the Downtown Association and Consideration of Approval on Location, Number of Signs, and Authorization of a Memorandum of Understanding (MOU)

Public Works and Development Director Jim Hossley stated the Coos Bay Downtown Association (DTA) proposed to install sign posts to match the Sternberg period light poles in the downtown. City staff would order and install the posts and the DTA would design and order the signage. Mr. Hossley briefly reviewed a Memorandum of Understanding (MOU) which outlined the responsibilities of the DTA and the City and noted staff recommend the Agency agree to the location and number of signs to be erected and to authorize the City Manager to execute the MOU. Brian Bowers of the DTA stated the wayfinding signage would help direct pedestrian and tourists around the Boardwalk and the Visitor Information Center (VIC). Mr. Bowers provided cost estimates for installation which totaled \$23,210; stated the DTA would contribute \$10,000 and requested the City to cover the difference of \$13,210. The proposed locations for the signs were the entry way of the Boardwalk, the south side of the VIC, and on the corner of Central and 2nd Street. Board Member Vaughan suggested the Agency should review and provide input on the proposed signage graphics. Board Member Muenchrath moved to approve the MOU for the amounts involved subject to providing a map with the specific locations of the way signs and to providing the Agency with an opportunity to have input on the design of the maps. Board Member Daily seconded the motion. Board Member Muenchrath amended his motion to include a not to exceed limit of \$14,000. Board Member Daily re-seconded the

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motion. Discussion continued. A call for the question was made which passed with Chair Melton and Board Members Daily, Groth, Kramer, Muenchrath, Shoji and Vaughan voting aye.

Adjourn

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

Gene Melton, Chair

Attest:

Mike Vaughan, Secretary