

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

December 1, 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 8:18 pm in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Mayor Joe Benetti and Board Members Lucinda DiNovo, Drew Farmer, Stephanie Kilmer, Phil Marler, Carmen Matthews, and Rob Miles. City staff present 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, Fire Chief Mark Anderson, Police Chief Gary McCullough, Deputy Police Chief Chris Chapanar, and Library Director Sami Pierson. City staff attending remotely via teleconference was Community Development Administrator Carolyn Johnson.

Election of Agency Officers

Board Member DiNovo nominated Stephanie Kilmer as Urban Renewal Agency Chair for a term ending with the next general biennium election. Board Member Marler seconded the motion which carried. No further nominations were made. Ayes: Benetti, DiNovo, Farmer, Kilmer, Marler, Matthews, Miles.

Board Member Matthews nominated Drew Farmer as Urban Renewal Agency Vice-Chair for a term ending with the next general biennium election. Board Member Marler seconded the motion which carried. No further nominations were made. Ayes: Benetti, DiNovo, Farmer, Kilmer, Marler, Matthews, Miles.

Board Member Marler nominated Lucinda DiNovo as Urban Renewal Agency Secretary for a term ending with the next general biennium election. Board Member Farmer seconded the motion which carried. No further nominations were made. Ayes: Benetti, DiNovo, Farmer, Kilmer, Marler, Matthews, Miles.

Public Comments

No public comments were given.

Public Comment Form

No public comment forms were received.

Consent Calendar

Chair Kilmer reviewed the consent calendar which consisted of:

2a: Approval of November 17, 2020 Minutes

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

Presentation of the Urban Renewal Agency of the City of Coos Bay Audit for Fiscal Year 2019-20 by Pauly, Rogers and Co, PC

Senior Auditor Tara Kamp stated Pauly, Rogers and Co. issued an unmodified opinion on the Urban Renewal Agency fiscal year 2019-2020 financial statements and no management letter was issued. An unmodified opinion means the Agency was given a “clean” opinion with no reservations. It was the independent auditor's judgment the financial records and statements were fairly and appropriately presented, and in accordance with generally accepted accounting principles (GAAP). An unmodified opinion is the most common type of auditor's report and the desired result.

Board Member Miles moved to accept the fiscal year 2019-2020 Urban Renewal Agency audit. Board Member DiNovo seconded the motion which carried. Ayes: Benetti, DiNovo, Farmer, Kilmer, Marler, Matthews, Miles.

Approval of Façade Improvement Grant for 247 South 2nd Street - 7-Devils Brewery

Community Development Administrator Carolyn Johnson stated the applicant, Carmen Matthews, requested a Façade Improvement Grant for \$11,841, up to 50% of \$23,682, from the Urban Renewal Agency (Agency) fiscal year 2020-2021 (FY21) budget. The requested funds would be used to construct a patio cover on the south side of Seven Devils Brewery located at 247 South 2nd Street. The patio cover would enhance customer outdoor dining with rain and sun protection and provide a pedestrian scale architectural improvement. The Façade Improvement Program currently provides a 50/50 grant match for eligible projects, requiring three bids for project construction. The applicant requested an exception to the three-bid requirement. The Design Assistance Team (DAT) reviewed the project and recommended approval as submitted. Agency Manager Rodger Craddock stated as Board Member Matthews was the applicant it was a conflict of interest and would abstain from the vote. Board Member Matthews stepped down to answer questions of the Agency.

Board Member DiNovo moved to approve the Façade Improvement Grant request for up to \$11,841 of eligible expenses for the approved project at 247 South 2nd Street. Board Member Marler seconded the motion which carried. Ayes: Benetti, DiNovo, Farmer, Kilmer, Marler, Miles. Abstain: Matthews.

Executive Session

Deputy Finance Director Melissa Olson read the executive session meeting disclosure statement. An executive session was held pursuant to Oregon Revised Statute (ORS) 192.660 (2) (e) for the purpose of discussing real property transactions. No decisions were made.

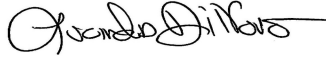
Adjourn

There being no further business to come before the agency, Chair Kilmer adjourned the meeting. These minutes were approved as presented by the Urban Renewal Agency on January 5, 2021.



Stephanie Kilmer, Chair

Attest:



Lucinda DiNovo, Secretary