

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

**February 16, 2021**

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 8:16 pm in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

**Those Attending**

Those present were Chair Stephanie Kilmer and Board Members Joe Benetti, Drew Farmer, Phil Marler, Carmen Matthews, and Rob Miles. Board Member Lucinda DiNovo was absent. 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, and Deputy Police Chief Chris Chapanar. City staff attending remotely by teleconference was Library Director Sami Pierson.

**Public Comments**

No public comments were made.

**Public Comment Form**

No public comment forms were received.

**Consent Calendar**

Chair Kilmer reviewed the consent calendar which consisted of:

2a: Approval of February 2, 2021 Minutes

2b: Approval of January 2021 Financial Reports

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

**Approval of Grant Writing Services Contract for New Library Building Funding**

Library Director Sami Pierson stated in order to build a new library facility, multiple funding sources are being pursued. One funding stream was grants from private foundations and governmental agencies. While grant writing would cost the Agency money, the return could result in a substantial portion of the new library building construction being funded. City Manager Rodger Craddock stated Cascadia Consulting Partnership was chosen for the success percentage in writing grants and compensation would be to pay for work on each grant.

Board Member Marler moved to approve contracting with Cascadia Consulting Partnership grant writing services, as recommended by the Library Steering Committee. Board Member

Miles seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Matthews, Miles. Absent: DiNovo.

### **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 March 2, 2021.



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Stephanie Kilmer, Chair

Attest:   

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Nichole Rutherford, Recorder