

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

**May 4, 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 8:43 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, Phil Marler, Carmen Matthews, and Rob Miles. Board Members Lucinda DiNovo and Drew Farmer were 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.

**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 April 20, 2021 Minutes

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

**Consideration of Amendment to 4th Street Construction Management Contract**

Public Works and Community Development Director Jim Hossley stated Knife River Materials was previously granted an extension to their 4th Street construction contract. The extension was granted because the startup of the project was slowed due to the COVID-19 pandemic and shutdown, as well as, the addition of street lighting, expanding limits at the southern end of projects limits, and additional work along Curtis Avenue. The unforeseen pandemic event was out of the control of the contractor, as well as, hindered the ability to get materials delivered in a timely manner. All this led to extending the construction contract to August 31, 2021. The original construction completion date was December 20, 2020. Because of this extension, Civil West requested an amendment to the fee for their construction management contract with the city. This amendment covered the construction management and inspection for half of the additional days as the consultant worked the other half of the days within their existing budget. The original Civil West Engineering construction management contract was signed in April 2020 for work through December 2020 for a fee of

\$150,000. The source of funds was the Urban Renewal Downtown Capital Projects fund. The fee for the amendment for an additional 90 days of work was \$51,744. The source of the additional funds was the same as the initial contract.

Board Member Marler moved to approve the amendment to the 4th Street construction management contract with Civil West Engineering for a fee not to exceed \$51,744.00. Board Member Matthews seconded the motion which carried. Ayes: Benetti, Kilmer, Marler, Matthews, Miles. Absent: DiNovo, Farmer.

**Consideration of Approval to Amend the Empire District Urban Renewal Plan**

Agency Manager Rodger Craddock stated the agenda item has been removed and would be rescheduled for a later date.

**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 May 18, 2021.



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Stephanie Kilmer, Chair

Attest:   

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Nichole Rutherford, Recorder