

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

**November 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 7:31 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, and Rob Miles. Board Members Carmen Matthews and Sara Stephens attended remotely by teleconference. Board Member Lucinda DiNovo was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Assistant City Manager/Finance Director Nichole Rutherford, Deputy Finance Director Melissa Olson, Public Works and Community Development Director Jim Hossley, Fire Chief Mark Anderson, and Police Chief Chris Chapanar. City staff attending remotely by teleconference was Library Director Sami Pierson.

**Public Comments**

No public comments were made.

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No public comment forms were received.

**Consent Calendar**

Chair Kilmer reviewed the consent calendar which consisted of:

2a: Approval of November 2, 2021 Minutes

2b: Acceptance of October 2021 Financial Reports and Check Register

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

**Public Hearing for Consideration of Supplemental Budget for 2021-2022 Fiscal Year - Approval Would Require Adoption of Resolution #21-08**

Assistant City Manager/Finance Director Nichole Rutherford stated it was anticipated during the fiscal year that several supplemental budgets would be brought forward to the Agency for consideration to adjust the budget based upon operational needs. Reasons for a supplemental budget included appropriating grant funding not included in the budget, appropriating additional carryover balance from the prior fiscal year that was more than budgeted and were needed to meet operational needs, reallocating funds within categories, and appropriating new funds. The Urban Renewal Agency of the City of Coos Bay (Agency) has complied with the provisions of ORS 294.471 which allow for appropriation of funds and

adjustment of a fund's expenditures by more than ten (10) percent of total fund expenditures; providing the governing body, at a regularly scheduled meeting shall: open a public hearing to accept public comments regarding the proposed supplemental budget, with notice of the public hearing to have been made at least five days prior to the hearing, and adopt a resolution stating the need, purpose, and amount of the appropriation. The proposed supplemental budget was presented to adjust carryover balances which varied from the original budget adoption, as well as adjust appropriations accordingly.

Chair Kilmer opened the public hearing. No public comments were provided. The public hearing was closed.

Board Member Miles moved to adopt Resolution 21-08 approving a supplemental budget for fiscal year 2021-22. Board Member Farmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Matthews, Miles, Stephens. Absent: DiNovo.

### **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 December 7, 2021.



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Stephanie Kilmer, Chair

Attest:   

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Nichole Rutherford, Recorder