

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

**February 15, 2022**

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 8:21 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 Drew Farmer, Rob Miles, and Sara Stephens. Board Members Lucinda DiNovo and Carmen Matthews attended virtually by teleconference. Board Member Joe Benetti was absent. City staff present were City Attorney Nate McClintock, Assistant City Manager Nichole Rutherford, Finance Director Melissa Olson, Public Works and Community Development Director Jim Hossley, Fire Chief Mark Anderson, Police Chief Chris Chapanar, and Library Director Sami Pierson. City staff attending remotely by teleconference was City Manager Rodger Craddock.

**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 December 21, 2021 Minutes
- 2b: Acceptance of December 2021 Financial Reports and Check Register
- 2c: Acceptance of January 2022 Financial Reports and Check Register

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

**Consideration to Provide Gap Funding for the Empire and Eastside Boat Ramp Float Replacement Project**

Public Works and Community Development Director Jim Hossley stated Council was committed to efforts to improve the conditions of the city's access to the bay for both the citizens of Coos Bay and visitors to our city. This Project was for the fabrication and delivery of fourteen (14) aluminum boat ramp floats, as per the plans and technical specifications issued by the Oregon State Marine Board (OSMB). Six (6) boat ramp floats were to be delivered to the Empire Boat Ramp and eight (8) were to be delivered to the Eastside Boat

Ramp. This project would increase the capacity of access to the water for both angler and recreational use. On January 25, 2022 the City publicly opened electronic bids for the Empire and Eastside Boat Ramp Float Replacement Project; two bids were received. The low responsive bidder was Topper Industries Inc, LLC. for the amount of \$406,444. The city originally received grant funds from ODFW in the amount of \$203,250 and from Oregon State Marine Board (OSMB) in the amount of \$67,750, for a total of \$271,000. The OSMB Engineer's estimate of \$290,000 potentially would require additional funds from the city or agency. The responsive bid exceeded engineer estimates by \$116,444. The large difference between the engineer's estimate and bid was contributed to increased material cost, limited availability of materials, and increased shipping costs. ODFW agreed to increase their grant amount by \$105,444 for a total of \$308,694. Staff requested the Agency fund the gap between construction costs and grant funding which was \$30,000 to be shared by the Downtown Capital Projects Fund for the Eastside Boat Ramp and Empire Capital Project Fund for the Empire Boat Ramp.

Board Member Farmer moved to provide financial support to fill the gap between estimated project costs and grant funding in an amount of \$30,000, contingent upon city council acceptance the additional grant dollars from Oregon Department of Fish and Wildlife (ODFW) in the amount of \$105,444 and award of construction contract. Board Member Miles seconded the motion which carried. Ayes: DiNovo, Farmer, Kilmer, Matthews, Miles, Stephens. Absent: Benetti.

**Adoption of Resolution 22-01 Approving an Intergovernmental Agreement (IGA) between the City of Coos Bay and Urban Renewal Agency for Du Jour Financing**

Assistant City Manager Nichole Rutherford stated in ORS 457 and the Oregon Constitution, as well as, confirmed by the City's Urban Renewal Agency Consultant, Elaine Howard and the Association of Oregon Revitalization Agencies (AORA), tax increment urban renewal revenue can only be spent on debt service. There were two methods to expend urban renewal tax increment revenue on debt service, one of which involves obtaining conventional financing through bonds or a bank loan. This process involves the use of financial advisers, bond attorneys, and a request for funding to solicit bids for financing and other financing costs. This conventional bond or loan process provides a large amount of tax increment revenue to expend on typically long-term capital projects within the urban renewal plans. The second option is an overnight loan process, du jour financing, from the City of Coos Bay which is a substantial cost savings in financing fees and other related costs over the conventional process. Du jour financing converts the current year tax increment revenue into debt service proceeds and immediately repays the debt service. To complete this process, an IGA between the City of Coos Bay and the Urban Renewal Agency of the City of Coos Bay, along with resolutions are presented to the city council and agency board for approval. The financing process was approved in the FYE 2021-2022 budget to fund this year's budgeted projects.

Board Member Miles moved to adopt Resolution 22-01 to approve an IGA between City of Coos Bay and the Urban Renewal Agency of the City of Coos Bay and authorize up to \$1,547,413 in du jour financing budgeted to fund planned projects of which \$447,474 will be for the Empire District and \$1,099,939 for the Downtown District. Board Member Farmer seconded the motion which carried. Ayes: DiNovo, Farmer, Kilmer, Matthews, Miles, Stephens. Absent: Benetti.

**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 15, 2022.



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Stephanie Kilmer, Chair

Attest:   

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Nichole Rutherford, Recorder