

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

March 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 7:48 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, Rob Miles, and Sara Stephens. Board Member Carmen Matthews 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 Nichole Rutherford, 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.

Public Comments

No public comment forms were received.

Consent Calendar

Chair Kilmer reviewed the consent calendar which consisted of:

2a: Approval of February 15, 2022 Minutes

2b: Acceptance of February 2022 Financial Reports and Check Register

Board Member Miles moved to approve the consent calendar as presented. Board Member Farmer 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 #22-02

Assistant City Manager 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 include appropriating grant funding not included in the budget, appropriating additional carryover balance from the prior fiscal year that was more than budgeted and are 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 allows 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 to adjust carryover balances which varied from the original budget adoption, as well as, adjust appropriations accordingly, and appropriate bond proceeds received for the 4th Street Road Improvement project.

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

Board Member Stephens moved to adopt of Resolution 22-02 approving a supplemental budget for fiscal year 2021-22. Board Member Miles seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Matthews, Miles, Stephens. Absent: DiNovo.

Consideration of Approval to Begin Process to Amend the Empire District Urban Renewal Plan

City Manager Rodger Craddock stated with the recent interest to locate the new library facility in John Topits Park, staff began the process of selecting a design consultant. Following a formal request process, Hacker Architect was awarded the contract to work with staff in development of design for the new library facility. Upon award, Hacker began gathering information through a series of community meetings which focused on input on the use and design of the library facility, as well as, a preferred site within John Topits Park. Initially, Hacker shared three sites identified in the south east portion of the park. With community input, the preferred site was selected, near the already developed Park area off of Hull Street.

This site selection process included locating the site best for constructability, least amount of infrastructure costs, ease of access, and least disturbance of existing trail system and urban forest areas. With site selection determine, Hacker continued with design of the new facility, which was now planned to include both a Library and 911 Communication Center. As this site was the best and preferred option, staff requested Agency support and approval to begin the process of amending the Empire Urban Renewal Plan to add a portion of the parcel that included the site selected.

As with past Plan amendments, staff would work with the Agency's URA consultant, Elaine Howard. Ms. Howard would assist with development of a timeline for the process, as well as, the detailed steps necessary to ensure public participation and concurrence from the overlapping taxing districts. Due to the nature of the acreage recommended for addition to the Plan, the overlapping taxing districts would not be affected by its addition as the property was currently property tax exempt and would remain so. It was expect this process to nearly align with the upcoming ballot measure approval, with the necessary enacted ordinance to amend the Plan to become effective by June 3, 2022. The direction of the Agency would determine the extent of future projects for the Empire District, with costs to be determined.

Board Member Farmer moved to authorize staff to begin the process of amending the Empire Urban Renewal Plan, including the distribution of the Empire Plan, with recommended amended elements for public review, beginning the required forty-five day Consult and Confer period with the overlapping taxing districts. Board Member Miles 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 April 5, 2022.



Stephanie Kilmer, Chair

Attest: 

Nichole Rutherford, City Recorder