

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

April 5, 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 8:55 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, Lucinda DiNovo, Rob Miles, and Sara Stephens. Board Member Carmen Matthews attended remotely by teleconference. Board Member Drew Farmer 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, Police Chief Chris Chapanar, and 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 March 15, 2022 Minutes

2b: Acceptance of Oregon Parks & Recreation Department Heritage Program Certified Local Government Grant

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

Authorize Expenditure for Engineering Services Contract for Summer 2022 Street Projects

Public Works and Community Development Director Jim Hossley stated as part of the continued efforts by Council to improve city streets and enhance their drivability and safety, staff continually identifies streets in need of repair. The two street repair projects for which staff was seeking the Agency's expenditure authorization of URA funds for engineering services were as follows:

North Wasson Street (Newmark Ave to Schetter Ave) Empire URA Funded \$67,453.00: Grind and inlay, 2" depth for approximately 520 feet, removal and replacement of the asphalt

surface and sub grade repairs in areas where the subgrade has failed, four ADA curb ramp improvements located in all four quadrants of the N Wasson St & Schetter Ave intersection, and center line and parking striping.

Michigan Avenue (S Empire Blvd to S Cammann St) Empire URA Funded \$38,993.00: Grind and inlay 2" depth for approximately 1,150 feet, removal and replacement of the asphalt surface and sub grade repairs in areas where the subgrade has failed, nine ADA curb ramp improvements and new crosswalks (four located in all four quadrants of the Michigan Ave & S Camman St intersection, one in the northeast quadrant of Michigan Ave & S Wasson St, and four located in all four quadrants of the Michigan Ave & S Marple St intersection), and center line striping.

Staff was working with utility providers in an effort to facilitate less traffic interruptions in the area by coordinating work. In addition to the work on these streets, city staff continues city-wide pothole repairs and has contracted with another engineering firm to provide design and construction management services for two other 2022 street repair projects.

At the November 23, 2021 work session, staff discussed the 2022 streets repair projects with Council. Funding for the projects would come from the TUF and 2% franchise fee, as well as, Urban Renewal funds. Staff requested The Dyer Partnership provide an estimate for design, bidding, and construction management for four of the projects under their miscellaneous engineering services contract. Two of the projects were proposed to be paid using TUF/2% revenue and the other two with Empire Urban Renewal funds. Staff requested the Agency to authorize the expenditure of up to \$106,446 in Urban Renewal funds for the cost associated with these services. By separate action, staff requested the City Council award a contract to The Dyer Partnership for engineering services for all four projects and consider authorizing funding for engineering services for the other two projects using TUF/2% fees. The cost for the engineer's services contract for all four projects was \$212,629. The TUF/2% franchise fee portion of this total cost was \$106,183. The remainder would come from Empire Urban Renewal funds. The engineer's estimates for the cost of repairs to the four streets was \$697,000 including contingency.

Board Member DiNovo moved to authorize the expenditure of \$106,446 for engineering services to be performed by The Dyer Partnership. Board Member Miles seconded the motion which carried. Ayes: Benetti, DiNovo, Kilmer, Matthews, Miles, Stephens. Absent: Farmer.

Consideration of Approval to Amend Empire District Urban Renewal Plan

Assistant City Manager Nichole Rutherford stated during the summer of 2021, the Agency undertook an amendment process to add acreage and additional projects, as well as, increase the maximum indebtedness to the Empire District Urban Renewal Plan (Plan). Following that effort, work began on siting of the new library and 911 communication center within John Topits Park in Empire. This work included site assessments regarding wetlands and environmental impacts to the current park area, with a focus on limiting the impacts to the park by maintaining park infrastructure to the greatest extent possible. These assessments identified a site within John Topits Park which would allow for the least disruption to the current park trail system, incorporate already developed paved areas for parking, and essentially provide for a building site which was ultimately cohesive with the park setting. This new site was just outside the recently added acreage with the 2021 Plan amendment. This amendment would add 8.94 acres to the Plan area to enable construction of the new facility

which was already included as a project in the Plan. This Plan amendment does not have any financial impact on the overlapping taxing districts, as the acreage to be added was already public/non-taxed property, and this status would remain unchanged. At the March 15, 2022 Agency meeting, staff was instructed to begin work with the Agency's urban renewal consultant, Elaine Howard. Staff followed the authorization with distribution of the Empire Plan, including the recommended amended elements, to the overlapping taxing districts, beginning the required 45 Consult and Confer period.

Board Member Miles moved to adopt the Empire District Urban Renewal Plan amendment. Board Member Stephens seconded the motion which carried. Ayes: Benetti, DiNovo, Kilmer, Matthews, Miles, Stephens. Absent: Farmer.

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 3, 2022.



Stephanie Kilmer, Chair

Attest: 

Nichole Rutherford, City Recorder