

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

December 3, 2013

The minutes of the proceedings of the City of Coos Bay Urban Renewal Agency, held immediately following the City Council meeting held at 7 p.m. in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Mark Daily and Board Members Jennifer Groth, Stephanie Kramer, Gene Melton, John Muenchrath, Crystal Shoji, and Mike Vaughan. City staff present were City Manager Rodger Craddock, City Attorney Nathan McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Library Director Sami Pierson, Community Development Director Eric Day, Public Works Director Jim Hossley, Acting Fire Chief Mark Anderson, and Police Chief Gary McCullough.

Public Comments

No comments were given.

Consent Calendar

Chair Daily reviewed the consent calendar which consisted of 2a: approval of the minutes of November 19, 2013. Board Member Shoji moved to approve the consent calendar approving the minutes of November 19, 2013. Board Member Groth seconded the motion which passed with Chair Daily and Board Members Groth, Kramer, Melton, Muenchrath, Shoji, and Vaughan voting aye.

Presentation of the City of Coos Bay Urban Renewal Agency Audit for the Fiscal Year Ending 2013 by Auditor Tara Kamp

Finance Director Susanne Baker introduced Tara Kamp of Pauly Rogers and Co. P.C., retained to provide audit services to the Coos Bay Urban Renewal Agency. Ms. Kamp stated the Coos Bay Urban Renewal audit for fiscal year ending June 30, 2013 (FYE13) was completed and Agency had the document before them. The first component of the audit was the financial statements to verify compliance with generally accepted accounting principles and the second audit was to ensure compliance with Oregon Municipal Audit Law, compliance with Oregon Budget Law and testing of bids and quotes. Ms. Kamp noted the Statement of Auditing Standard No. 114 (SAS 114) required communication with management of the results of the audits which were excellent; resulted in an unmodified opinion or clean audit; and “no management comments”. Ms. Kamp commended Finance Director Susanne Baker and the entire Finance Department for their excellent work. Board Member Muenchrath moved to accept the FYE13 Urban Renewal Agency audit report in compliance with SAS 114. Board Member Kramer seconded the motion which passed with Chair Daily and Board Members Groth, Kramer, Shoji, Melton, Muenchrath, and Vaughan voting aye.

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Consideration of a Façade Improvement Grant Application for Phones Plus Located at 85 Hall Avenue

Community Development Director Eric Day presented a façade improvement grant application on behalf of Chris Cheeley of Phones Plus for their building located at 85 East Hall Avenue. Phones Plus proposed improvements which included removal of both overhead garage doors and replacing the T1-11 sheet siding with architectural steel wall solutions; replacing all windows and doors with aluminum storefront components and installing new exterior lighting for visual enhancement and security. The proposed color scheme was metallic silver and matte black for the main body color and patriot red for the trim. The low bid for the project was \$77,700. Based on the façade programs 50/50 grant match requirement with a maximum grant of \$25,000, the total grant amount to be considered by the Agency to renovate the interior and exterior of the building was \$25,000. Mr. Day stated Phones Plus met all requirements of the grant application; the Design Review Committee (DRC) reviewed the project and recommended the Agency approve the façade grant. Mr. Cheeley thanked the Board for their comments and consideration. Board Member Muenchrath moved to approve the façade improvement grant for \$25,000 to Phones Plus for façade improvements as proposed at 85 East Hall Avenue, Coos Bay, Oregon. Board Member Shoji seconded the motion which passed with Chair Daily and Board Members Groth, Kramer, Melton, Muenchrath Shoji, and Vaughan voting aye.

Approval of an Exclusive Negotiations Agreement with the Confederated Tribes of Coos, Lower Umpqua, and Siuslaw Indians

City Attorney Nate McClintock stated an exclusive negotiations agreement was drafted with the Confederated Tribes of Coos, Lower Umpqua, and Siuslaw Indians (CTCLUSI) for the development of the Hollering Place. Mr. McClintock recommended approval of the agreement; advised the agreement required CTCLUSI to make a \$10,000 refundable deposit with the Agency to fund any payment that the CTCLUSI would be obligated to make under a Disposition and Development Agreement (DDA). Board Member Kramer moved to authorize the City Manager to sign the exclusive negotiation agreement to continue negotiations with CTCLUSI. Board Member Groth seconded the motion. Discussion continued. A call for the question was made which passed with Chair Daily and Board Members Groth, Kramer, Melton, Muenchrath Shoji, and Vaughan voting aye.

Executive Session

An executive session was held pursuant to ORS 192.660 (2) (e) for the purpose of discussing real property transactions. No decisions were made.

Adjourn

There being no further business to come before the Agency, Chair Daily adjourned the meeting.

Mark Daily, Chair

Attest: _____
Mike Vaughan, Secretary