

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

April 15, 2014

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, Thomas Leahy, Crystal Shoji, and Mike Vaughan. Board Member John Muenchrath was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Community Development Director Eric Day, Public Works Director Jim Hossley, Battalion Chief Dan Crutchfield, and Police Captain Chris Chapanar.

Public Comments

No comments were given.

Consent Calendar

Chair Daily reviewed the consent calendar which consisted of 2a: approval of the minutes of March 18, and April 1, 2014; and 2b: acceptance of the March 2014 URA combined cash report. Board Member Kramer moved to approve the consent calendar approving the minutes of March 18, and April 1, 2014, and accepting the March 2014 combined cash report. Board Member Groth seconded the motion which passed with Chair Daily and Board Members Groth, Kramer, Leahy, Shoji, and Vaughan voting aye. Board Member Muenchrath was absent.

Approval of the Oregon Department of Transportation (ODOT) Plans for Highway 101 Fence/Sidewalk Project

Public Works Director Jim Hossley stated on March 19, 2013 the Urban Renewal Agency (URA) authorized an intergovernmental agreement between the City of Coos Bay, ODOT, and Coos Bay Rail to create pedestrian access and construct a fence along the eastside of Highway 101/Bayshore. Mr. Hossley stated over the past year ODOT worked to secure the needed portions of property from the Port for the project and complete design plans which were provided for the Agency's review. Mr. Hossley provided the Agency with a PowerPoint presentation detailing the historical and proposed rail designs. Costs associated with the project included \$50,000 in URA funding for prepping and powder coating the fencing stock plus \$68,354.50 for construction of an additional 50 sections/fence panels and in-kind labor to prep the site for construction; the Port of Coos Bay Rail contributed \$35,500 to the City for the project and ODOT provided approximately \$60,000 in engineering and design and committed to funding \$140,000 towards the construction of the project. Staff would also be requesting City Council approval for an additional \$82,000 (approximately) to cover the City's required match of the federal Surface Transportation Program (STP) funds. Mr. Hossley stated construction work would be performed by ODOT's independent contractor and managed by the City of Coos Bay. Mr. Hossley requested the Agency to award a contract to Coast Metal Works, Inc. in the amount of \$68,354.50 to fabricate fence railing plus approve the expenditure of an additional \$85,500 of

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which \$35,000 was received from the Oregon International Port of Coos Bay for the project. Board Member Shoji moved to award a contract to Coast Metal Works, Inc. in the amount of \$68,354.50 and to approve the expenditure of funds not to exceed \$85,500 for the project (\$50,000 from the URA and \$35,500 received from the Oregon International Port of Coos Bay); total expenditure not to exceed \$153,854.50. Board Member Kramer seconded the motion. Chair Daily asked staff to work with Port of Coos Bay to seek additional funding for the project. A call for the question was made which passed with Chair Daily and Board Members Groth, Kramer, Leahy, Shoji, and Vaughan voting aye. Board Member Muenchrath was absent.

Approval of an Intergovernmental Agreement (IGA) for the Urban Renewal Agency (URA) Du Jour Financing 2014 – Approval Would Require Adoption of Resolution 14-01

City Manager Rodger Craddock stated the consideration of the approval of an intergovernmental agreement for the Urban Renewal Agency du jour financing was the same as the IGA and resolution the City Council adopted earlier in the evening. Board Member Kramer moved to adopt Resolution 14-01 approving an Intergovernmental Agreement between the City of Coos Bay and the Coos Bay Urban Renewal Agency and authorized up to \$406,626 in du jour financing budgeted plan projects of which \$350,180 would be for the Empire District and \$56,446 for the Downtown District. Board Member Shoji seconded the motion which passed with Chair Daily and Board Members Groth, Kramer, Leahy, Shoji, and Vaughan voting aye. Board Member Muenchrath was absent.

Approval of an Award of Contract for a Realtor of Record

Consideration of the award of contract for a Realtor of Record was the same contract award the City Council adopted earlier in the evening. Board Member Groth moved to award the Realtor of Record contract to Pacific Properties. Board Member Kramer seconded the motion which passed with Chair Daily and Board Members Groth, Kramer, Leahy, Shoji, and Vaughan voting aye. Board Member Muenchrath was absent.

Approval of a Contract for a Financial Advisor of Record

Consideration to approve the Financial Advisor of Record contract was also a same request adopted by the City Council earlier in the evening. Board Member Groth moved to award the Financial Advisor of Record contract to Wedbush Securities, Inc. Board Member Kramer seconded the motion which passed with Chair Daily and Board Members Groth, Kramer, Leahy, Shoji, and Vaughan voting aye. Board Member Muenchrath was absent.

Adjourn

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

Mark Daily, Chair

Attest:

Mike Vaughan, Secretary