

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

November 18, 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 Brian Bowers, Jennifer Groth, Stephanie Kramer, Thomas Leahy, Crystal Shoji, and Mike Vaughan. 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, 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 October 7, 2014; 2b: acceptance of the September 2014 URA combined cash report, and; 2c: acceptance of the October 2014 URA combined cash report. Board Member Shoji moved to approve the consent calendar approving the minutes of October 7, 2014, and accepting the September and October 2014 combined cash reports. Board Member Groth seconded the motion which passed with Chair Daily and Board Members Bowers, Groth, Kramer, Leahy, Shoji, and Vaughan voting aye.

New Urban Renewal Business

Chair Daily inquired if consideration of not allowing chain-link fence within the urban renewal districts was planned for a future agenda. City Manager Rodger Craddock advised the matter was scheduled to be discussed at the Agency's January meeting.

Award of Contract for the Environmental Protection Agency (EPA) Grant Writing

Community Development Director Eric Day stated staff sent out a request for qualifications (RFQ) seeking qualified environmental consulting and/or planning firms to provide assistance with: securing a United States EPA Community Wide Grant for the assessment, cleanup, and redevelopment of brownfields properties within the Front Street planning area of Coos Bay, and; implementation of an environmental assessment, remedial planning, community outreach, and other environmental and planning components. Four statements of qualifications (SOQ's) were received; staff selected Stantec Consulting Services, Inc. of Bellevue, Washington to write and manage the EPA Community Wide Assessment Grant. Stantec proposed to write the grant free of charge and then, if awarded, implement the environmental assessment, planning, community outreach, and other components of the project. Mr. Day advised the cost of implementation would be paid from the grant proceeds. Board Member Kramer moved to award the

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Environmental Protection Agency Community Wide Assessment Grant contract to Stantec Consulting Services, Inc. Board Member Groth seconded the motion. Discussion continued. A call for the question was made which passed with Chair Daily and Board Members Bowers, Groth, Kramer, Leahy, Shoji, and Vaughan voting aye.

Adjourn

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

Mark Daily, Chair

Attest: _____
Mike Vaughan, Secretary