

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

December 2, 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 Mayor Crystal Shoji and Board Members Fred Brick, Mark Daily, Jennifer Groth, Stephanie Kramer, and Mike Vaughan. Board Member Elect Thomas Leahy was absent. City staff present were City Manager Rodger Craddock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Community Development Director Eric Day, Public Works Director Jim Hossley, Library Director Sami Pierson, Fire Chief Mark Anderson, and Police Captain Chris Chapanar.

Public Comments

Margie Ryan, Coos Bay: stated she was a board member of the Coos Head Food Coop; inquired if it was possible to shift the urban renewal district boundaries whereby City Manager Rodger Craddock advised expanding the district was possible with a minor plan amendment. Board Member Daily further explained there was limited capacity available to expand the district.

Election of Officers

By action of Council ballot the Agency appointed Jennifer Groth as Urban Renewal Agency Chair for a term ending with the next general biennium election.

It was the consensus of the Agency to appoint the next highest vote for Agency Chair as Vice-Chair. Mark Daily was appointed as the Urban Renewal Agency Vice-Chair for a term ending with the next general biennium election.

By action of Council ballot the Agency appointed Mike Vaughan as Urban Renewal Agency Secretary for a term ending with the next general biennium election.

Consent Calendar

Chair Groth reviewed the consent calendar which consisted of 2a: approval of the minutes of November 18, 2014. Board Member Kramer moved to approve the consent calendar approving the minutes of November 18, 2014. Board Member Shoji seconded the motion which passed with Chair Groth and Board Members Brick, Daily, Kramer, Shoji, and Vaughan voting aye. Board Member Elect Leahy was absent.

New Urban Renewal Business

Board Member Daily requested discussion of the Snug Harbor Railroad be added to a future agenda.

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Presentation of the City of Coos Bay Urban Renewal Agency Audit for the Fiscal Year Ending 2014 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, 2014 (FYE14) 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”. Board Member Daily inquired about the charging of staff time towards urban renewal projects. Ms. Kamp stated she was not aware of any specific rules but noted other municipalities operated in the same manner. Board Member Kramer moved to accept the FYE14 Urban Renewal Agency audit report in compliance with SAS 114. Board Member Shoji seconded the motion which passed with Chair Groth and Board Members Brick, Daily, Kramer, Shoji, and Vaughan voting aye. Board Member Elect Leahy was absent.

Adjourn

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

Jennifer Groth, Chair

Attest: _____
Mike Vaughan, Secretary