

**MINUTES OF THE PROCEEDINGS OF THE
URBAN RENEWAL AGENCY**

February 5, 2008

The minutes of the proceedings of a regular meeting 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, 500 Central Avenue, Coos Bay, County, Oregon.

Those Attending

Those present were Chair Jon Eck and Board Members Michele Burnette, Mark Daily, Stephanie Kramer, Jeff McKeown, Gene Melton, and John Muenchrath. Staff present were City Manager Chuck Freeman, City Clerk Vicki English, Fire Chief Stan Gibson, Finance Director Janell Howard, Public Works and Development Director Jim Hossley, Assistant City Manager Joyce Jansen, Library Director Carol Ventgen, Police Chief Eura Washburn.

**Approval of the Minutes of November 20,
December 4, and 18, 2007**

Board Member McKeown moved to approve the minutes of November 20, December 4, and December 18, 2007 as presented. Board Member Muenchrath seconded the motion which passed with Chair Eck and Board Members Burnette, Daily, Kramer, McKeown, Melton, and Muenchrath voting aye.

**Acceptance of the Annual Financial Audit for
Fiscal Year Ending June 30, 2007**

Finance Director Janell Howard stated that we received a clean, unqualified opinion on the Urban Renewal Agency audit, as well. The same SAS 112, new audit standard, pertains to the Urban Renewal Agency as the City. Board Member Muenchrath asked if there was anything we could do to encourage the Water Board to complete their audit earlier next year. Ms. Howard stated that two of the four Board Members of the Water Board are appointed by the City of Coos Bay Council. Board Member McKeown said he was disappointed that audit firm left before giving the Urban Renewal audit report was presented. He asked that we communicate to the auditors that we would like them to stay for the Urban Renewal meeting next year. Board Member Daily suggested that we might have the auditor discuss both at the City Council meeting. Board Member McKeown said that would be an acceptable option. Board Member Muenchrath stated that if there were issues on the Urban Renewal audit that he would prefer that the auditor stay. Otherwise, he was fine with them discussing it with the City audit. Board Member Kramer agreed. Ms. Howard stated apologized for the miscommunication. In previous years the auditor had not stayed and did a separate presentation for Urban Renewal, even when the auditor was local. She said that she would request that they discuss both at the City Council meeting next year. Board Member Burnette moved to accept the Annual Financial Audit for the Fiscal Year Ending June 30, 2007. Board Member Muenchrath seconded the motion which passed with Chair Eck and Board Members Burnette, Daily, Kramer, McKeown, Melton, and Muenchrath voting aye.

**Authorize Expenditure for Coos Art Museum
Mabel Hansen Gallery Remodel**

Finance Director Janell Howard explained that when this Coos Art Museum Mabel Hansen Gallery Project was awarded in September, it was awarded under the City Council agenda. Since this would be an Urban Renewal project if there public funds expended, Ms. Howard requested that the Agency re-award the bid to Donald Thompson, Inc. Chair Eck asked who was managing the funds for this project. Ms. Howard said the Art Museum had deposited funds with the City in November and the City is managing the project including the administration of the funds. Board Member Daily stated that the Art Museum was purchased with Urban Renewal funds, so it made sense that we would authorize this under Urban Renewal. Board Member McKeown stated that the Art Museum had raised \$100,000 for this project. Board Member Daily moved that we re-award the Art Museum project to Donald Thompson, Inc. and authorize the expenditure of \$104,000 and a contingency of 10%. Board Member Kramer seconded the motion which passed with Chair Eck and Board Members Burnette, Daily, Kramer, McKeown, Melton, and Muenchrath voting aye.

Public Comments

No public comments were given.

Adjourn

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

Jon Eck, Chair

Attest:

Mark Daily, Secretary