

**COOS COUNTY URBAN RENEWAL AGENCY
BUDGET COMMITTEE MEETING
7:30 A.M. Wednesday, April 25, 2018**

Port of Coos Bay Conference Room, 125 Central Avenue, Suite 230, Coos Bay, Oregon 97420

ATTENDANCE

Agency Board Members: Chairman Todd Goergen, At Large; Eric Farm, Port Commissioner; Howard Graham, City of North Bend; Mike Erbele, City of North Bend; Jennifer Groth, City of Coos Bay; and Joe Benetti, City of Coos Bay.

Budget Committee Members: Pamela Plummer; Gary Gregor; Jeff Bunnell; George Wales; and Jayson Wartnik.

Guests: John Burns, Port Staff; Fred Jacquot, Port Staff; Megan Richardson, Port Staff; and Amrha Wimer, Port Staff.

1. CALL MEETING TO ORDER

Chair Todd Goergen called the meeting to order at 7:30 a.m.

2. INTRODUCTION OF GUEST

3. SELECTION OF BUDGET CHAIR

Upon a motion by Howard Graham (Second by Greg Gregor), the Budget Committee Members voted to appoint Todd Goergen as Budget Committee Chair. **Motion Passed.**

4. RECEIVE FY 2018/2019 BUDGET MESSAGE

Megan Richardson presented the budget message for fiscal year 2018/2019 for the North Bay District of the Coos County Urban Renewal Agency. The budget was prepared in accordance with the directions of the Agency Board and with the current state statutes and administrative regulations.

The CCURA was approved for formation by the Coos County Board of Commissioners in December 1985. The Agency works closely with the cities of Coos Bay and North Bend, the CB/NB Water Board, Coos County and the Port of Coos Bay. The Port has served as the administrator for the Agency since 2000.

In the upcoming fiscal year, the agency will no longer receive the Special Levy. This reduces the anticipated property tax revenues by about \$100,000. This year's property tax revenue is projected to be \$84,000.

The Agency completed a plan amendment to extend the Agency's existence until fiscal year 2038. The amended plan updates the long-term plan for development of the land resources under its jurisdiction. It incorporates the need to promote and attract development of industrial sites as well as maintaining opportunities for a wide range of recreational use on parcels set aside for such purpose.

Fiscal year 2018/19 focuses on completing two new plans for the agency. The first, is a Stormwater Management Plan for comprehensive stormwater management throughout the district. The plan would address short term and long term needs for flood control, stormwater pollution control, and stormwater conveyance from upland properties into detention locations or final dispersal into the bay. The plan will evaluate the potential construction of detention/containment facilities to serve current and future industrial development and runoff from public roads. Construction of immediate flood control measures may be considered as well.

The second plan proposed for the upcoming fiscal year is a Disaster Safety and Resiliency Plan for the North Bay District. This plan would coordinate with current efforts underway with the State and County to identify safety and resiliency measures to be incorporated into current infrastructure and future development in the district.

After the repayment and restructuring of the Umpqua Bank loan, the annual principal payment is now \$5,000. The required debt service reserve of two times annual principal payment [\$10,000] is incorporated in the General Fund's unappropriated balance carried forward. At fiscal year end 2017/2018 the outstanding bank loan will be \$45,000.

The normal Agency operating expenses are anticipated to remain at prior years' level, around \$30,000.

The current planned expenditures and expected revenues for the remainder of the current fiscal year (2017/2018) will result in the following projected carry forward ending cash balance on June 30, 2018:

Total General Fund Carry Forward	<u>\$1,120,000</u>
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5. REVIEW FY 2018/2019 BUDGET DOCUMENT

Budget Chair Todd Goergen reviewed the budget document.

Mr. Goergen reviewed the proposed Resources with the Budget Committee stating cash on hand is \$1,120,000; previously levied taxes expected to be received is \$10,000; interest is \$12,000; tax increment revenues is \$83,974. Total resources is \$1,225,974.

Mr. Goergen reviewed the Expenditures with the Budget Committee stating insurance is \$2,000; publications is \$1,000 which is a bump of \$400 over the previous budget; legal counsel is \$6,000 which is less than last year budget of \$10,000; management is \$1,000 a month for Port staff to administer the agency; audit is \$7,500 which is an increase because of the increased spending that will require a more in-depth review; professional services – project support is \$288,000. Mr.

Jacquot stated the \$288,000 is the amount in the financial plan for the fiscal year for special studies based on the plan amendment. \$125,000 will be for the Storm Water Management Plan and about \$120,000 for a Tsunami Resiliency Plan. The \$288,000 is a place holder and a proposal will be brought to the Agency Board once a scope is developed.

Mr. Goergen stated feedback from the public during the plan amendment update included incorporating an evacuation plan for the North Spit.

Mr. Gregor asked if future expenses will be presented to the Board. Mr. Jacquot stated that when ready to request solicitations for service, it will be brought before the Board. Once bids are received, it will also be brought before the Board again for authorization.

Mr. Goergen went over the plan amendment. He stated it eliminated the special levy so there is no impact on tax payers outside of the URA district.

Mr. Gregor stated there is a lot of work that needs to get done and will be very costly and asked how it will get done. Mr. Goergen stated the Agency is not responsible to fund the whole project but to leverage private capital.

6. PUBLIC COMMENT

There was no public comment.

7. CONFIRM NEXT BUDGET MEETING DATE OR APPROVE BUDGET

Upon a motion by Jennifer Groth (second by Mike Erbele), the Budget Committee Members voted to recommend approval of the Coos County Urban Renewal Agency Budget for the fiscal year July 1, 2018 to June 30, 2019 to the full agency. **Motion Passed.**

8. OTHER/ADJOURN

Todd Goergen adjourned the meeting at 8:01 a.m.