

Coos County Urban Renewal Agency

Board Meeting  
and  
Budget Hearing

Thursday June 29, 2023

125 Central Ave, Coos Bay, OR 97420

**COOS COUNTY URBAN RENEWAL AGENCY  
NORTH BAY DISTRICT**

P.O. Box 1215 • Coos Bay, Oregon 97420 • 541-267-7678

**M E M O R A N D U M**

**TO:** Coos County Urban Renewal Agency Board  
and all Interested Parties

**FROM:** John Burns, Agency Administrator

**DATE:** June 21, 2022

**SUBJECT:** CCURA Board Meeting Notice

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**NOTICE OF REGULAR CCURA BOARD MEETING**

The Board of Directors of the Coos County Urban Renewal Agency Board – North Bay District, Coos County, State of Oregon, will hold a regular Board Meeting and Budget Hearing on **Thursday, June 29, 2023 at 7:30 a.m.** in the Port of Coos Bay’s Commission Chambers located at 125 West Central Avenue, Suite 230, Coos Bay, OR 97420.

The purpose of the hearing is to discuss with interested persons the FY 2023/24 budget as approved by the Coos County Urban Renewal Agency’s Budget Committee. Copies of the budget document may be inspected or obtained at [www.portofcoosbay.com/ccura](http://www.portofcoosbay.com/ccura) or by calling the Port’s Administrative office at 541-267-7678.

Members of the public are invited to view the meeting live on the Port of Coos Bay’s YouTube Channel at the following link: [www.youtube.com/portcoos](http://www.youtube.com/portcoos).

Members of the public may provide public comment in person, via Zoom, or in writing. If members of the public would like to provide public comment during the meeting via Zoom, please call the Port’s Administrative office at 541-267-7678 by 4:00 p.m. on Wednesday, June 28, 2023. Written comment will be accepted until 4:00 p.m. on Wednesday, June 28, 2023, by sending an email to [portcoos@portofcoosbay.com](mailto:portcoos@portofcoosbay.com) with the subject line ‘Public Comment’.

JB/lf

**COOS COUNTY URBAN RENEWAL AGENCY  
REGULAR BOARD MEETING  
7:30 a.m. Thursday, June 29, 2023**

Port of Coos Bay Commission Chambers, 125 West Central Avenue, Suite 230, Coos Bay, Oregon 97420  
Watch Live on YouTube: [www.youtube.com/portcoos](http://www.youtube.com/portcoos)

**TENTATIVE AGENDA**

1. **CALL MEETING TO ORDER**
  
2. **INTRODUCTION OF GUESTS**
  
3. **CONSENT ITEMS**
  - A. Approval of June 16, 2022 Board Meeting Minutes ..... 5
  - B. Approval of May 23, 2023 Budget Committee Meeting Minutes ..... 7
  
4. **OPEN BUDGET HEARING – FY 2023/24 BUDGET**
  
5. **BUDGET HEARING – FY 2023/24 BUDGET**
  - A. Public Hearing
  - B. Review of Budget Document
  
6. **CLOSE BUDGET HEARING – FY 2023/24 BUDGET**
  
7. **OPEN BOARD MEETING**
  
8. **ACTION ITEMS**
  - A. 2023Res01 Adoption of Budget for Fiscal Year 2023/24 ..... Megan Richardson, 11
  
10. **PUBLIC COMMENT**
  
11. **SCHEDULE NEXT MEETING DATE**- To Be Determined
  
12. **OTHER/ADJOURN**

# Consent Items

**COOS COUNTY URBAN RENEWAL AGENCY  
REGULAR BOARD MEETING  
7:30 a.m. Thursday, June 16, 2022**

Port of Coos Bay Commission Chambers, 125 W. Central Ave, Suite 230, Coos Bay, OR 97420

**DRAFT MINUTES**

**ATTENDANCE**

**Agency Board Members:**

Chairman Todd Goergen, At Large; Eric Farm, Port Commissioner; Kyle Stevens, Port Commissioner; Pat Goll, City of North Bend; Bill Richardson, City of North Bend; John Sweet, Coos County; and Melissa Cribbins, Coos County. Lucinda DiNovo, City of Coos Bay; and Joe Benetti, City of Coos Bay; were absent.

**Guests:**

John Burns, Port Staff; Lanelle Comstock, Port Staff; Megan Richardson, Port Staff; Mike Dunning, Port Staff; Krystal Karcher, Port Staff; and Nathan McClintock, Legal Counsel.

**1. CALL MEETING TO ORDER**

Chair Todd Goergen called the meeting to order at 7:34 a.m.

**2. INTRODUCTION OF GUESTS**

**3. CONSENT ITEMS**

**A. Approval of June 10, 2021 Board Meeting Minutes**

Upon a motion by John Sweet (Second by Melissa Cribbins), the Agency Board Members voted to approve the June 10, 2021 Board Meeting Minutes. **Motion Passed.**

**B. Approval of May 2, 2022 Budget Committee Meeting Minutes**

Upon a motion by John Sweet (Second by Eric Farm), the Agency Board Members voted to approve the May 2, 2022 Budget Committee Meeting Minutes. **Motion Passed.**

**4. BUDGET HEARING – FY 2022/23 BUDGET**

**A. Public Hearing**

Chair Goergen opened the public hearing for the fiscal year 2022/23 budget at 7:37 a.m.

The Coos County Urban Renewal Agency’s Budget Committee approved the proposed 2022/23 Fiscal Year Budget after its first budget committee meeting May 2, 2022. Each year, following the Budget Committee’s approval of the budget, the Board of Directors is required to hold a public hearing. The objective of the public hearing is to receive testimony from any person present. The public hearing is scheduled for 7:30 a.m., June 16, 2022, prior to the regular Board meeting.

Port staff is seeking Board adoption of the fiscal year 2022/23 budget in the amount of \$1,712,325.

Chair Goergen asked for any additional comments on the proposed budget. There being none, Chair Goergen closed the public hearing at 7:38 a.m. and opened the Regular Board Meeting.

**B. 2022Res01: Adoption of Budget, Making Appropriations, Imposing and Categorizing Taxes – Combined for 2022/23 Fiscal Year**

Upon a motion by John Sweet (Second by Eric Farm), the Agency Board Members voted to approve Resolution 2022Res01, a resolution adopting a budget approved by the budget committee for the Fiscal Year 2022/23 in the sum of \$1,712,325 now on file at the Agency Office. **Motion Passed.**

Upon a motion by Eric Farm (Second by John Sweet), the Agency Board Members voted to approve the certification to the County Assessor for the North Bay District a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX of the Oregon Constitution. **Motion Passed.**

**6. INFORMATION ITEMS**

**A. Project Update: Transpacific Parkway Drainage Project**

Mike Dunning stated the project was put to bid and results came in very high, over 100% of budget. The engineer's estimate was about \$208,000 for this work and the low bid came in at \$425,000 and the next bid was close to \$475,000. Staff will continue to evaluate; the bids came in last week. Under Oregon statute, when the bids are all over the estimate the Agency can do value engineering with the low bidder. Port staff will work with the low bidder and SHN Engineering.

Chair Goergen asked how many bids there were. Mr. Dunning confirmed there were two bidders. Eric Farm asked when the engineer's estimate was prepared. Mr. Dunning stated it was updated about six months ago.

**B. Agency Financial Statements**

Chair Goergen asked if any Directors had questions for staff about the Agency financial statements included in the packet.

**C. Independent Accountants' Reports FY 2020/21**

Chair Goergen asked if any Directors had questions for staff about the Independent Accountants' Report included in the packet.

**7. PUBLIC COMMENT**

**8. SCHEDULE NEXT MEETING DATE – To Be Determined**

**9. OTHER/ADJOURN**

Chair Goergen adjourned the meeting at 7:42 a.m.

**DRAFT**  
**COOS COUNTY URBAN RENEWAL AGENCY**  
**BUDGET COMMITTEE MEETING**  
**7:30 a.m. Tuesday May 23, 2023**

Port of Coos Bay Commission Chambers, 125 W. Central Ave, Suite 230, Coos Bay, OR 97420

**ATTENDANCE**

**Agency Board Members:**

Chairman Todd Goergen, At Large; Eric Farm, Port Commissioner; Pat Goll, City of North Bend; Joe Benetti, City of Coos Bay; John Sweet, Coos County; were present. Kyle Stevens, Port of Coos Bay; and Jessica Engelke City of North Bend attended via zoom. Bob Main and Lucinda DiNovo were absent.

**Budget Committee Members:**

Jayson Wartnik, Maeora Mosieur, Elise Hamner, Timm Slater, Ed Ellingsen, Rod Taylor, and Jeff Bunnell were present. George Wales was absent.

**Guests:**

John Burns, Port Staff; Lanelle Comstock, Port Staff; Mike Dunning, Port Staff; Megan Richardson Port Staff; and Laura Fortin, Port Staff.

**1. CALL MEETING TO ORDER**

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

**2. INTRODUCTION OF GUESTS**

**3. SELECTION OF BUDGET COMMITTEE CHAIR**

Upon a motion by Joe Benetti (Second by John Sweet), the Budget Committee Members voted to appoint Todd Goergen as the Budget Committee Chair. **Motion Passed.**

**4. REVIEW FY 2023/24 BUDGET DOCUMENT**

Mr. Goergen reviewed the budget. He stated the resources for available cash on hand is \$1,890,000; previous taxes yet to be received are \$8,000; interest earned is \$12,000; and tax increment revenues projected are \$323,387. Total resources except the taxes to be levied is \$1,910,000, adding in taxes to be levied would be \$323,387; total resources for the agency are \$2,233,387.

Expenditures include insurance for \$4,000; publications and advertisement for \$1,000; legal counsel for \$6,000; management fee to the Port for \$15,000, audit and accounting services for \$7,500; and \$100 for professional services, making total materials and services \$33,600. Debt services is \$5,848, for a total expenditure line of \$39,448 The unappropriated ending fund balance of \$2,193,939.

Mr. Wartnik asked where the increase in the tax review came from. Ms. Richardson answered that these figures come from the County. Mr. Goergen commented that perhaps the increase is coming from some of the capital improvements on Southport.

Ms. Hamner asked if the minutes from last year's budget meeting had not been approved yet. Ms. Comstock explained that the minutes are sent to the Board for approval.

Mr. Farm asked about the Professional Services Project Support line item, and the Transpacific Project. Mr. Goergen said the project is not complete and he thinks it is on hold, due to the Port's Terminal Project. The only cost expenditure was for professional services. Mr. Dunning said that amount was \$8,000. Mr. Slater asked if there were any current projects. Mr. Goergen confirmed there are not.

Ms. Mosieur commented that the proposed interest income is the same as it was for the past budget, she questioned with the increasing interest rates, how it is not affecting this budget. Ms. Richardson answered rates are going up, however there has not been an increase in this fund due to the balance. Mr. Wartnik asked if there is any statutory restriction for investment. Ms. Richardson explained there are not; interest earned goes into revenues and transfers into the State Pool. Ms. Mosieur asked about the debt service if it is a fixed rate. Ms. Richardson explained the principle remains the same and it is just the interest that changes.

Mr. Sweet commented that he does not feel there has been a very tight job of budgeting, and a 25% management increase is a lot. Mr. Burns replied that the expense of Port staff has not diminished over the years, and this management cost has not been increased to cover the additional costs. Mr. Burns further explained added expenses such as insurance coverage, and meeting structure, for example adding zoom capabilities. Mr. Goergen added that the management fee has not been increased in many years.

## 5. PUBLIC COMMENT

## 6. PRESENT THE MOTION TO RECOMMEND THE BUDGET, OR SCHEDULE A FOLLOW UP MEETING

Upon a motion by John Sweet (Second by Maeora Mosieur), the Budget Committee Members voted to approve the certification to the County Assessor of a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX of the Oregon Constitution. **Motion Passed.**

Upon a motion by John Sweet (Second by Maeora Mosieur), the Budget Committee Members voted to approve the proposed budget for the Fiscal Year 2023/24 and forward it to the Coos County Urban Renewal Agency Board of Directors for adoption. **Motion Passed.**

## 7. COMMITTEE COMMENT

Chair Goergen asked if there were any additional questions. Discussions opened with a question about the North Bend Bridge crossing the Bay. Mr. Burns said there is work being done on the bridge, however it is open for service. Mr. Goll confirmed there have been a lot of repairs done over the past



year and the bridge is getting better. Mr. Burns gave an overview of the current projects happening on the Railroad Bridges. Crews are completing a \$35 million project to steal bridges along the rail line. The replacement of the Coalbank Slough bridge has been completed, and work is being done on the three swing span bridges; the crossing in North Bend, the Reedsport crossing, and the Florence crossing. Partney Construction recently completed work on ten bridges in the Eugene area. Contractors are embarking on a \$10 million Tie and Ballast Replacement Project along the rail line as well. There was a question asked if there would be any rail traffic along the line from Coos Bay to Coquille. Mr. Burns said there are no customers south of Coos Bay at this time. Mr. Burns added that GMA Garnet is currently moving six to eight cars a month.

Mr. Sweet shared information regarding Roseburg Lumber's project in Coquille. He said they are spending \$50 million for a new dryer, and significant plant upgrades, \$150 million is being spent to upgrade the Riddle plywood plant, and \$500 million in Dillard is planned for a particle board plant. Mr. Sweet said almost three quarters of a billion dollars are being invested. Mr. Goll mentioned that they have established a steady chip load business in Green Hill coming to Jordan Cove. Mr. Burns said the chip movement in Weed has picked up significantly as well.

Mr. Ellingsen asked about public access to the North Spit. Mr. Dunning reported that the areas currently closed will be permanently closed for about two years while the jetty project is being completed. Discussions were shared regarding the road conditions on the North Spit. Suggestions were to keep an eye on the conditions to avoid it worsening.

## **8. ADJOURN**

Mr. Goergen adjourned the meeting at 7:48 a.m.

# Action Items

**COOS COUNTY URBAN RENEWAL AGENCY  
NORTH BAY DISTRICT**

**ACTION/DECISION REQUEST**

**DATE:** June 29, 2023

**PROJECT TITLE:** Resolution 2023Res01: Adoption of Budget, Making Appropriations, Imposing and Categorizing Taxes – Combined for the 2023/24 Fiscal Year

**ACTION REQUESTED:** Approval of Resolution 2023Res01: Adoption of Budget, Making Appropriations, Imposing and Categorizing Taxes – Combined for the 2023/24 Fiscal Year

**BACKGROUND:**

The Coos County Urban Renewal Agency’s Budget Committee approved the proposed 2023/24 Fiscal Year Budget after its first budget committee meeting May 23, 2023. Each year, following the Budget Committee’s approval of the budget, the Board of Directors is required to hold a public hearing. The objective of the public hearing is to receive testimony from any person present. The public hearing is scheduled for 7:30 a.m., June 29, 2023, prior to the regular Board meeting.

**RECOMMENDATION MOTIONS:**

- a. Approve the certification to the County Assessor for the North Bay District a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX of the Oregon Constitution.
- b. Adopt the budget approved by the budget committee for the Fiscal Year 2023/24 in the sum of \$2,233,387.00 now on file at the Agency Office.

**COOS COUNTY URBAN RENEWAL AGENCY  
NORTH BAY DISTRICT  
RESOLUTION 2023Res01**

BE IT RESOLVED that the Board of Commissioners of the Coos County Urban Renewal Agency (North Bay District) hereby adopts the budget approved by the budget committee for fiscal year 2023/2024 in the sum of \$ 2,233,387.00 now on file at the Agency Office.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2023 and for the purposes shown below are appropriated as follows:

<u>GENERAL FUND</u>		
Materials & Services	\$	33,600.00
Debt Service	\$	5,847.61
Total Transfers to Other Funds	\$	-
Operating Contingency	\$	-
Total General Fund		<u>\$ 39,447.61</u>
 <u>UNAPPROPRIATED ENDING FUND BALANCE</u>		
General Fund	\$	2,193,939.39
Special Revenue Fund	\$	-
Special Reserve Fund	\$	-
Capital Fund	\$	-
Total Unappropriated Ending Fund Balance		<u>\$ 2,193,939.39</u>
 <b><u>TOTAL BUDGET</u></b>		 <b><u>\$ 2,233,387.00</u></b>

BE IT FURTHER RESOLVED that the Agency Board of the Coos County Urban Renewal Agency hereby resolves to certifies to the County Assessor for the North Bay District a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX of the Oregon Constitution.

The foregoing resolution was approved and duly adopted this 29th day of June 2023 by the Agency Board of the Coos County Urban Renewal Agency, North Bay District.

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Todd Goergen, Chairman  
Coos County Urban Renewal Agency

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Eric Farm, Vice Chair  
Coos County Urban Renewal Agency