

Coos County Urban Renewal Agency
Board Meeting

Friday, October 19, 2018, 1:00pm

125 Central Ave, Coos Bay, OR 97420
2nd Floor Conference Room

**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: October 15, 2018

SUBJECT: CCURA Meeting Notice

NOTICE OF REGULAR CCURA MEETING

A public meeting of the Coos County Urban Renewal Agency Board – North Bay District, Coos County, State of Oregon, will be held in the Port of Coos Bay Second Floor Conference Room, located at 125 Central Avenue, Suite 230, Coos Bay, Oregon, 97420. The meeting will take place on **Friday, October 19, 2018, at 1:00 p.m.**

JB/km

**COOS COUNTY URBAN RENEWAL AGENCY
REGULAR BOARD MEETING
1:00 p.m. Friday, October 19, 2018**

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

TENTATIVE AGENDA

1. CALL MEETING TO ORDER

2. INTRODUCTION OF GUESTS

3. CONSENT ITEMS

A. Approval of May 30, 2018 Regular Board Meeting & Budget Hearing Minutes

4. ACTION ITEMS

5. PUBLIC COMMENT

6. DISCUSSION ITEMS

A. Transpacific Parkway Drainage Issue

7. SCHEDULE NEXT MEETING DATE

8. OTHER/ADJOURN

Consent Items

**COOS COUNTY URBAN RENEWAL AGENCY
REGULAR BOARD MEETING & BUDGET HEARING**

7:30 A.M. Thursday, May 30, 2018

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

DRAFT MINUTES

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; John Sweet, Coos County; Melissa Cribbins, Coos County; and Nathan McClintock, Legal Counsel.

Brianna Hanson, Port Commissioner; Joe Benetti, City of Coos Bay; and Adam Foxworthy, At Large; were excused.

Guests: John Burns, Port Staff; Fred Jacquot, Port Staff; Megan Richardson, Port Staff; Lanelle Comstock, Port Staff; Krystal Moffett, Port Staff; and Maeora Mosieur, Budget Committee.

1. CALL MEETING TO ORDER

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

2. INTRODUCTION OF GUESTS

3. CONSENT ITEMS

A. Approval of April 11, 2018, Board Meeting Minutes and April 25, 2018 Budget Committee Meeting Minutes

Upon a motion by Mike Erbele (Second by Melissa Cribbins), the Agency Board Members voted to approve the April 11, 2018 Board Meeting Minutes and the April 25, 2018 Budget Committee Meeting Minutes. **Motion Passed.**

4. OPEN BUDGET HEARING – FY 2018/19 BUDGET

A. Public Hearing

Chair Todd Goergen opened the public budget hearing at 7:32 a.m. No comments were made. Chair Todd Goergen closed the public budget hearing at 7:35 a.m. and opened the agency board meeting for discussion.

5. BUDGET HEARING FY 2018/19 BUDGET

Mr. Goergen stated the budget committee has recommended approval of the budget as presented. Mr. Goergen asked for any Board discussion of the budget or questions from Port staff. Ms. Cribbins asked if there are any projects to be completed this year. Mr. Jacquot stated there are funds set aside for a study of the stormwater plan for the district, and for a tsunami resiliency plan. The next step in both projects would be to present to the Board an action plan. Mr. Jacquot spoke of an upcoming presentation by DLCD in Charleston regarding tsunami planning. Mr. Jacquot stated that he has asked DLCD to consider presenting to Port staff, and if so would invite agency Board members to also attend. He said the data models they have developed show the likely times of inundation at the North Spit, which would go into the resiliency planning. Mr. Jacquot stated that if progression on the stormwater plan is made, there is a possibility of light construction later in the year. Mr. Sweet asked if these two plans are part of the \$288,000 line item for professional services. Mr. Jacquot stated that is the allocated amount in the plan amendment, but he is unsure if that full amount would be utilized for the two projects. Mr. Sweet questioned the stormwater plan with the development yet to come, and the ability to make a plan when it is not known what will be where. Mr. Jacquot stated that from Port perspective, there are strategic goals for the properties on the North Spit and looking at a full build-out, Port staff would be able to make some assumptions about the impact of stormwater. By soliciting input from the existing businesses and taking into consideration known wetland and flooding issues, a comprehensive plan could be developed to allow for better stormwater management. Mr. Sweet expressed concern about spending money too soon. Mr. Jacquot spoke of looking at the conditions required for any development, and that both projects would have implications for that future development. Mr. Jacquot spoke of the flooding issues on Transpacific Parkway likely being due to previous partial developments. Mr. Goergen spoke of the difficulty in accurately predicting levels of development, and the possibility of spending money on a plan for a specific level of development that doesn't occur. However, he said there is also the need to be prepared so as not to hinder development.

Mr. Sweet spoke of the current state of resiliency on the North Spit, and the possibility that the future Jordan Cove development will add to that. A resiliency plan must include the possibility of Jordan Cove, even if it is not known precisely what, or if, that development will occur. Mr. Sweet expressed concern about the need to proceed with a great deal of deliberation and caution before spending such a large amount of money. Mr. Jacquot stated that the Agency directors have the capacity to provide direction as to how and when money is to be spent. Port staff intends to present a plan to the Agency Board sometime this fiscal year to develop the stormwater management plan, and at that time will take direction on how to proceed. Mr. Sweet spoke of the need to have the drainage issues on Transpacific Parkway fixed now to give tangible results to an ongoing problem and expressed a desire to see money set aside in the budget for that purpose. Ms. Cribbins stated that a change in the budget would not be required as that is a broad category, but this issue should be given priority. Mr. Jacquot asked if the Board desires Port staff to develop a plan to fix the drainage issues as the next project. Mr. Burns spoke of spending more time with the stakeholders to figure out the appropriate methodology before proceeding.

Mr. Graham asked where Jordan Cove is in the permitting process. Mr. Goergen said the schedule from FERC has not been announced, though Pembina continues to move forward with the project

and they are optimistic. Currently they are expecting a permit in the first quarter of 2019, though projects on the West Coast are hard to permit.

Mr. Goergen moved the meeting forward by asking for any additional questions on the budget document.

Upon a motion by Melissa Cribbins (Second by Jennifer Groth), the Agency Board Members voted to approve Resolution 2018Res02 to adopt the budget approved by the budget committee for the fiscal year 2018/2019 in the sum of \$1,225,974 now on file with the Agency office. **Motion Passed.**

6. **CLOSE BUDGET HEARING – FY 2018/19 BUDGET**

7. **OPEN BOARD MEETING**

8. **ACTION ITEMS**

There are no other action items.

9. **PUBLIC COMMENT**

There was no public comment. Mr. Goergen asked for any other Agency comments.

10. **SCHEDULE NEXT MEETING DATE**

Mr. Jacquot confirmed that June 25, 2018 is the effective date of the plan amendment, and recording will be made on that date.

Mr. Goergen shared that a date will be set for the next quarterly meeting; at that time, there will be a better understanding of the needs regarding the drainage issue and an action plan may be developed.

11. **OTHER/ADJOURN**

Chair Todd Goergen adjourned the meeting at 7:52 a.m.

Action Items

Other Items

Coos County Urban Renewal Agency
Balance Sheet
As of September 30, 2018

	<u>Sep 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
State Treasurer LGIP	1,130,166.58
Umpqua Bank	18,009.45
Total Checking/Savings	<u>1,148,176.03</u>
Total Current Assets	<u>1,148,176.03</u>
TOTAL ASSETS	<u>1,148,176.03</u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	4,588.20
Net Income	1,143,587.83
Total Equity	<u>1,148,176.03</u>
TOTAL LIABILITIES & EQUITY	<u>1,148,176.03</u>

Coos County Urban Renewal Agency
Profit & Loss
July through September 2018

	<u>Jul - Sep 18</u>
Ordinary Income/Expense	
Income	
Cash Carry Over	1,143,105.25
Interest	6,371.66
Taxes - Current Year	2,373.46
Taxes - Previously Levied	3,135.61
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Total Income	1,154,985.98
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Gross Profit	1,154,985.98
Expense	
DEBT SERVICE	
Interest-Debt Service	1,907.13
Principal (Umpqua payoff 7/20)	5,000.00
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Total DEBT SERVICE	6,907.13
MATERIALS AND SERVICES	
Audit	1,040.00
Insurance	200.00
Legal Counsel	175.00
Management	3,000.00
Professional Services	76.02
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Total MATERIALS AND SERVICES	4,491.02
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Total Expense	11,398.15
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Net Ordinary Income	1,143,587.83
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Net Income	1,143,587.83

**Coos County Urban Renewal Agency
 Profit & Loss Budget vs. Actual
 July through September 2018**

	<u>Jul - Sep 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Cash Carry Over	1,143,105.25	1,120,000.00	23,105.25	102.1%
Interest	6,371.66	12,000.00	-5,628.34	53.1%
Taxes - Current Year	2,373.46	83,974.00	-81,600.54	2.8%
Taxes - Previously Levied	3,135.61	10,000.00	-6,864.39	31.4%
Total Income	<u>1,154,985.98</u>	<u>1,225,974.00</u>	<u>-70,988.02</u>	<u>94.2%</u>
Gross Profit	1,154,985.98	1,225,974.00	-70,988.02	94.2%
Expense				
DEBT SERVICE				
Interest-Debt Service	1,907.13	1,910.00	-2.87	99.8%
Principal (Umpqua payoff 7/20)	5,000.00	5,000.00	0.00	100.0%
Total DEBT SERVICE	<u>6,907.13</u>	<u>6,910.00</u>	<u>-2.87</u>	<u>100.0%</u>
MATERIALS AND SERVICES				
Audit	1,040.00	7,500.00	-6,460.00	13.9%
Insurance	200.00	2,000.00	-1,800.00	10.0%
Legal Counsel	175.00	6,000.00	-5,825.00	2.9%
Management	3,000.00	12,000.00	-9,000.00	25.0%
Professional Services	76.02			
Professional Svcs (Project)	0.00	288,000.00	-288,000.00	0.0%
Publications and Advertising	0.00	1,000.00	-1,000.00	0.0%
Total MATERIALS AND SERVIC...	<u>4,491.02</u>	<u>316,500.00</u>	<u>-312,008.98</u>	<u>1.4%</u>
Total Expense	<u>11,398.15</u>	<u>323,410.00</u>	<u>-312,011.85</u>	<u>3.5%</u>
Net Ordinary Income	<u>1,143,587.83</u>	<u>902,564.00</u>	<u>241,023.83</u>	<u>126.7%</u>
Net Income	<u><u>1,143,587.83</u></u>	<u><u>902,564.00</u></u>	<u><u>241,023.83</u></u>	<u><u>126.7%</u></u>