

**COOS COUNTY URBAN RENEWAL AGENCY  
BUDGET COMMITTEE MEETING**

**7:30 A.M. Tuesday, June 9, 2020**

Port of Coos Bay Conference Room, 125 Central Avenue, Suite 210, Coos Bay, Oregon 97420  
Zoom Webinar

**ATTENDANCE**

**Agency Board Members:**

Chairman Todd Goergen, At Large; Eric Farm, Port Commissioner; James Martin, Port Commissioner; Howard Graham, City of North Bend; Mike Erbele, City of North Bend; Joe Benetti, City of Coos Bay; and John Sweet, Coos County.

**Budget Committee Members:**

Pam Plummer; Bob Main; Ed Ellingsen; Jayson Wartnik; and Macora Mosieur.

**Guests:**

John Burns, Port Staff; Lanelle Comstock, Port Staff; Megan Richardson, Port Staff; and Krystal Moffett; Port Staff.

**1. CALL MEETING TO ORDER**

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

**2. INTRODUCTION OF GUESTS**

John Burns opened the meeting with a few items of housekeeping related to the combined Zoom Webinar and in-person nature of the meeting.

**3. SELECTION OF BUDGET COMMITTEE CHAIR**

Todd Goergen stated he is budget committee chair and moved the meeting forward.

**4. REVIEW FY 2020/21 BUDGET DOCUMENT**

Megan Richardson, Director of Finance, reviewed the budget document which is similar to last year's budget. There is more cash on hand than last year, due to not much being spent other than attorney fees and the administrative fee to the Port. The available cash on hand is \$1.3 million with the estimated previously levied taxes to be received at \$10,000, bank interest at \$12,000, and estimated tax revenue of \$100,000. Total resources budgeted this year is \$1,422,000.

Expenses budgeted include insurance, publications and advertising, legal counsel, management, and audit for a total of \$128,500. The budget for legal counsel this year is increased due to the

budgeted \$100,000 for project support and the potential need for legal review of contracts or invitations to bid. Activity in the past has not warranted a large audit review but it is budgeted for this year. If a large project were to be pursued then a more formal audit review would be required. The debt service is budgeted at \$6,696. After that payment is made early in the fiscal year, there is about \$30,000 debt remaining which is set to be paid off in 2026. Principal is \$5,000 and interest makes up the remaining portion. Total resources budgeted, with an unappropriated ending fund balance of approximately \$1.2 million, is \$1,422,000.

John Sweet asked about the \$100,000 for project support. Chair Goergen stated that amount is a placeholder. Estimated legal fees are associated with that placeholder, as well as the larger budgeted audit amount.

Chair Goergen asked for an update on the drainage issue on Transpacific Parkway. Mr. Sweet stated there hasn't been enough rain this year for it to be problematic again. The issue is still there.

**5. PUBLIC COMMENT**

**6. CONFIRM NEXT BUDGET MEETING DATE OR APPROVE BUDGET**

Upon a motion by Maora Mosieur (Second by John Sweet), the Budget Committee Members voted to recommend approval of the Coos County Urban Renewal Agency Budget for the fiscal year July 1, 2020 to June 30, 2021 to the full agency. **Motion Passed.**

**7. OTHER/ADJOURN**

Chair Todd Goergen adjourned the meeting at 7:41 a.m.