

**COOS COUNTY URBAN RENEWAL AGENCY  
REGULAR BOARD MEETING**

**7:30 A.M. Thursday, August 29, 2019**

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

**ATTENDANCE**

**Agency Board Members:**

Chairman Todd Goergen, At Large; Howard Graham, City of North Bend; Mike Erbele, City of North Bend; Joe Benetti, City of Coos Bay; John Sweet, Coos County; Melissa Cribbins, Coos County; and Nathan McClintock, Legal Counsel

**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 7:35 a.m.

**2. INTRODUCTION OF GUESTS**

**3. CONSENT ITEMS**

**A. Approval of June 20, 2019 Budget Hearing and Board Meeting Minutes**

Upon a motion by Joe Benetti (Second by John Sweet), the Agency Board Members voted to approve the June 20, 2019 Budget Hearing and Board Meeting Minutes. **Motion Passed.**

**4. DISCUSSION ITEMS**

**A. Intergovernmental Agreement Renewal**

John Burns stated the Intergovernmental Agreement for Port administrative services expires before the end of the year and recommended keeping the IGA intact for another 5-year period as it is. Nathan McClintock stated no action is needed; it will automatically renew. Melissa Cribbins and John Sweet confirmed no objection to the renewal. Todd Goergen stated the notification deadline if either party wished to terminate is September 1, 2019 but there is no indication of that. No motion is needed.

**5. ACTION ITEMS**

**A. Staggering of Term Expirations**

The Coos County Urban Renewal Agency was formed by Coos County Ordinance # 85-11-015L pursuant to ORS Chapter 457. Bylaws for the Agency in Section 03.03.040 state the following:

- (4) The powers of the Coos County Urban Renewal Agency shall be exercised by a Commission composed of ten (10) members appointed by the Coos County Board of Commissioners. The first eight (8) members of the Commission shall be two (2) officials from each of the following governing bodies:
- a) The City Council of the City of Coos Bay;
  - b) The City Council of the City of North Bend;
  - c) The Port Commission of the Oregon International Port of Coos Bay; and
  - d) The Coos County Board of Commissioners.

The remaining two members of the Commission shall be appointed by the Coos County Board of Commissioners from the public-at-large.

- (6) The members of the Commission appointed pursuant to Subsection (4) of this Section shall serve for a term of two years from the date of appointment or until a successor is appointed by the Coos County Board of Commissioners. The initial terms shall expire on December 31<sup>st</sup> and shall be staggered so that one member from each governing body shall expire each year.

At the December 12, 2017 Agency Board meeting, it was determined that each governing body would designate members as Seat A or Seat B. This was presented at the February 13, 2018 meeting. However, Seats A and B remain with the same year expiration dates; current Agency Board roster was included in the meeting packet. Seats A and B need to be staggered to be in compliance with the bylaws of the Agency, and renewals of the term expirations will need to be approved by the Coos County Board of Commissioners, upon recommendation from the Coos County Urban Renewal Agency.

Ms. Cribbins asked about the vacancy in the at-large position. Mr. Burns confirmed, stating there have been some inquiries about that position. Howard Graham asked if vacancies have previously been advertised. Ms. Cribbins asked Port staff to look into this and Lanelle Comstock confirmed.

Upon a motion by John Sweet (Second by Mike Erbele), the Agency Board Members voted to approve the recommendation to the Coos County Board of Commissioners for the renewal of Agency Board members in Seats A to expire in odd years, beginning December 31, 2021 and Agency Board members in Seats B to expire in even years, beginning December 31, 2020. **Motion Passed.**

## **6. INFORMATION ITEMS**

### **A. Insurance Renewal**

Included in the meeting packet as information, the renewal of the employee theft insurance coverage will be a premium of \$206 for each of three years.

### **B. Project updates**

Mr. Burns offered an update on the North Spit drainage project. The Port recently received survey results from the County but it looks to be the same as previous. Mike Dunning reached out to the County and is waiting for more information. Mr. Burns shared a recent conversation he had with

Jason Smith of Southport Forest Products, stating Mr. Smith is open to creating a discharge path through the Southport property so long as it does not interfere with his operations. John Sweet stated this should be a low cost fix to reopen the natural drainage that has been blocked by sand.

Mr. Burns stated that Port staff have been looking into grants or other funding possibilities for the safety and evacuation plan for the North Spit, reaching out to the Forest Service and BLM. No feedback has been received as of yet, but staff will continue to move forward.

7. **PUBLIC COMMENT**

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

9. **OTHER/ADJOURN**

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