

MINUTES
COOS COUNTY URBAN RENEWAL AGENCY
BUDGET COMMITTEE MEETING
Wednesday, May 6, 2026, 7:30 a.m.

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

Meetings are broadcast live on [YouTube](#). Hyperlinks below redirect to recording.

ATTENDANCE

Agency Board Members: Chair Todd Goergen; Jessica Engelke, City of North Bend; Matt Hamilton, City of North Bend; Joe Benetti, City of Coos Bay; Lucinda DiNovo, City of Coos Bay; Elise Hamner, Port of Coos Bay; Kyle Stevens, Port of Coos Bay; Drew Farmer, Coos County; and John Sweet, Coos County.

Budget Committee Members: Ed Ellingsen; A. LaMar Hoy; Rod Taylor; Timm Slater; and Jayson Wartnik. Rosey Thomas; George Wales; and Jeff Bunnell were absent.

Guests: Lanelle Comstock, Port Staff; Megan Richardson, Port Staff; Ray Dwire, Port Staff; Rick Adamek, Port Staff; Krystal Karcher, Port Staff; Mary Green, Port Staff; and Christina Sanders, Port Staff.

1. [Call Meeting to Order](#)

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

2. [Introduction of Board Members and Guests](#)

3. [Selection of Budget Committee Chair](#)

Upon a motion by John Sweet (second by Joe Benetti), the Budget Committee Members voted to appoint Todd Goergen as the Budget Committee Chair. **Motion Passed Unanimously.** (Ayes: Benetti, DiNovo, Ellingsen, Engelke, Farmer, Goergen, Hamilton, Hamner, Slater, Stevens, Sweet, Taylor, and Wartnik. Nays: None. Absent: Bunnell, Hoy, Thomas, and Wales.)

4. [Review FY 2026/27 Budget Document](#)

Megan Richardson reviewed the proposed budget document for FY 2026/27. Available cash on hand, at the time of publication, is \$2,920,898. Estimated previously levied taxes to be received total \$8,000. Interest earnings are budgeted at \$95,000 and tax increment revenues total \$428,383. Resources for FY 2026/27, with taxes, total \$3,452,281.

The budget for expenses includes supplies, insurance, publications and advertising, legal counsel, management, audit, and professional services. Total expenses for materials and services are \$883,500, with current debt service budgeted at \$5,212. This is the last debt service payment on this loan; then it will be complete. Budgeted expenditures total \$888,712. The unappropriated ending fund balance is \$2,563,569, for a total of \$3,452,281.

Ms. Richardson provided the Committee with an email showing the estimate that Paul Slater sent regarding the amount Coos County would charge in addition to the contract for the engineering and design. She stated the County is charging for direct hours, totaling approximately \$10,000, and a 15% markup fee for processing. This information was not included in the published budget, as it was not available to Ms. Richardson then. She explained the line item under Expenditure for Management Fee was originally budgeted at \$40,000, which included \$15,000 for the Port, with the remainder being for Coos County. Ms. Richardson stated she is not confident that amount will be sufficient to cover the upcoming fiscal year based on the email from Mr. Slater. Based on the 15% and Mr. Slater's \$10,000 estimate, Ms. Richardson proposed to increase the Management line item under Materials and Services by \$105,000, for a total of \$145,000, to cover what the estimate is for the project. Total Materials and Services changed to \$988,500, Total Expenditures to \$993,712, and the Unappropriated Ending Fund Balance would then be reduced to \$2,458,569.

Elise Hamner asked to discuss the changes more in depth, including the project cost and when it would be spent. Ms. Richardson stated that, according to the email from Mr. Slater, an engineering and design contract has already been signed with David Evans and Associates, and approximately \$314,000 will be spent this fiscal year. In fiscal year 2026/27, approximately \$761,000 will be spent, and in fiscal year 2027/28, approximately \$719,000 will be spent. There is also an additional approximate \$10,000 that is directly billed by the County, and an additional approximate \$10,000 will be billed for the third year as well. Mr. Slater noted that the project is scheduled to go to bid in the spring of 2028, with construction beginning that year. The Committee discussed the project's progression and timeline, emphasizing that the road work would proceed regardless of the container terminal's status, though certain elements, like rail crossings, might be impacted.

Jayson Wartnik asked about the beginning cash balance presented in the budget document, requesting clarification on how the figure corresponds to year-to-date activity and whether any internal estimates were applied. Ms. Richardson explained the figure of \$2,920,898 represented the cash balance as of the time of publication and that no specific increases were projected, noting that the Agency earns nominal monthly interest. Ms. Richardson further clarified that the Agency operates on a cash-based accounting system and acknowledged that the available starting balance could decrease by \$314,000, which would be a cautious approach if the Committee was worried about the Unappropriated Ending Fund balance and wanted to offset any outstanding engineering and design bills that haven't been paid yet. The Committee agreed to reduce the available cash on hand by \$314,000, which is what has been estimated will be paid out this fiscal year.

Mr. Wartnik asked for clarification on the total calculations reflected in the budget, stating that the beginning balance should represent the current cash position adjusted for anticipated activity over the remaining three months of the fiscal year. Ms. Richardson responded that while the beginning balance should be refined for accuracy, the unappropriated ending balance is not being spent, and the proposed budget includes enough revenue to cover anticipated expenditures and does not present a risk of a funding shortfall for the upcoming fiscal year.

Ms. Richardson went over the updated budget document, starting with the decrease in available cash on hand, changed to \$2,561,898, assuming that the estimate Mr. Slater provided gets paid. The changes to the expenses included increasing the Materials and Services Management line to \$145,000, bringing the Total Resources balance to \$3,093,569. Total Expenditures increased to \$993,712, and the Unappropriated Ending Fund Balance decreased to \$2,099,569, bringing the total balance to \$3,093,569.

The Committee discussed scheduling a separate meeting with David Evans and Associates to discuss the design process, answer questions, and provide a breakdown of the different phases of the project. Mr. Slater provided an email to Ms. Richardson that was shared with the Committee regarding the schedule.

5. Public/Committee Comment

There were no members of the public present to provide comments.

Joe Benetti suggested incorporating a bike path into the Parkway project design, noting potential tourism value and compatibility with existing trail systems. The Committee discussed concerns regarding safety and the mix of industrial traffic with recreational use; however, there was general agreement to explore the feasibility of the path during the design phase. Committee members discussed whether a bike path should be a core project expense or if it should be pursued via outside grants to avoid burdening local taxpayers. It was suggested that once a project cost for the roadway is established, seeking grant funding for such an amenity would be more feasible. Committee members reiterated the necessity of reviewing the David Evans and Associates contract to better understand the project's phasing and scope.

Ms. Richardson went over the updated budget document, starting with the decrease in available cash on hand, changed to \$2,561,898, assuming that the estimate Mr. Slater provided gets paid. The changes to the expenses included increasing the Materials and Services Management line to \$145,000, bringing the Total Resources balance to \$3,093,281. Total Expenditures increased to \$993,712, and the Unappropriated Ending Fund Balance decreased to \$2,099,569, bringing the total balance to \$3,093,281.

6. Present The Motion To Recommend The Budget, Or Schedule A Follow Up Meeting

Upon a motion by Jayson Wartnik (second by Rod Taylor), the Budget Committee Members voted to approve the proposed budget for the Fiscal Year 2026/27 with revisions to account for an estimated \$359,000 in engineering and design contract payments, a corresponding reduction to the available cash on hand, and forward to the Coos County Urban Renewal Agency Board of Directors for adoption. **Motion Passed Unanimously.** (Ayes: Benetti, DiNovo, Ellingsen, Engelke, Farmer, Goergen, Hamilton, Hamner, Hoy, Slater, Sweet, Taylor, and Wartnik. Nays: None. Absent: Bunnell, Stevens, Thomas, and Wales.)

Upon a motion by Joe Benetti (second by John Sweet), 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 Unanimously.** (Ayes: Benetti, DiNovo, Ellingsen, Engelke, Farmer, Goergen, Hamilton, Hamner, Hoy, Slater, Sweet, Taylor, and Wartnik. Nays: None. Absent: Bunnell, Stevens, Thomas, and Wales.)

7. Adjourn

Todd Goergen adjourned the meeting at 8:24 a.m.