

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

September 3, 2013

The minutes of the proceedings of a regular meeting of the City Council of the City of Coos Bay, Coos County, Oregon, held at 7 p.m. in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Mayor Crystal Shoji and Councilors Mark Daily, Jennifer Groth, Stephanie Kramer, Gene Melton, and Mike Vaughan. Councilor John Muenchrath was absent. City staff present were City Manager Rodger Craddock, City Attorney Nathan McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Library Director Sami Pierson, Community Development Director Eric Day, Public Works Director Jim Hossley, Acting Fire Chief Mark Anderson, and Police Sergeant Mike Shaffer.

Flag Salute

Mayor Shoji opened and led the Council and assembly in the salute to the flag.

Councilor Vaughan entered the meeting.

Public Comments

Bitten Duggan, Coos Bay: stated she volunteered on the board for Neighbors in Need and noted the organization was working on a new fund raising campaign. Brian Bowers, Coos Bay Downtown Association: introduced the new Main Street Manager, Katherine Hayes.

City Attorney Nate McClintock and Acting Fire Chief Mark Anderson entered the meeting.

Consent Calendar

Mayor Shoji reviewed the consent calendar which consisted of 3a: approval of the minutes of August 20, 2013. Councilor Groth moved to approve the consent calendar approving the minutes of August 20, 2013. Councilor Melton seconded the motion which carried with Mayor Shoji and Councilors Daily, Groth, Kramer, Melton, and Vaughan voting aye. Councilor Muenchrath was absent.

Introduction of New City Employees and Presentation of an Employee Retirement

Police Sergeant Mike Shaffer introduced two new Police Reserve Officers, Jordan Moeller and Luke McGriff; Police Captain Chris Chapanar announced the promotion of Reserve Officer Darin Porter to Sergeant. Community Development Director Eric Day introduced new City Planner, Aaron Harris. Library Director Sami Pierson introduced Reference Librarian Paul Addis and Youth Services Librarian Rebekah Westmark. Former Library employee Patricia Flitcroft was not available for presentation of the retirement plaque.

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Semi-Annual Report on the Visitor Information Center (VIC) by Bay Area Chamber of Commerce (BACC) by Timm Slater

Timm Slater, Executive Director of the BACC, provided information on activities of interest at the VIC such as visitor counts, tourist inquires, monthly events, reader board activity, volunteer staff, and overall operations at the VIC. Councilor Daily inquired if the VIC had a designated website whereby Mr. Slater and City Manager Rodger Craddock advised they would update the BACC's and City's websites to include information about the VIC.

Semi-Annual Report on the Coos Bay/North Bend Visitor Convention Bureau (VCB) by Katherine Hoppe

Katherine Hoppe, Director of Promotions and Conventions for the VCB provided a report on the VCB's activities. Highlights included an update on the VIC's website features and usage, in addition to the annual tourism revenue statistics, the 2013/2014 marketing plan, updates to the convention packets to include sporting events, and recently published tourism promotions/media publications. Ms. Hoppe encouraged the City to work on publishing downtown walking maps.

Public Hearing to Consider a Proposed Solid Waste Rate Adjustment – Approval Would Require Adoption of Resolution 13-12

City Manager Rodger Craddock stated staff received a request for a 1.7% rate increase from Coos Bay Sanitary and Les' Sanitary Services. The increase would result in a \$0.33 cent rate adjustment for a basic 35 gallon cart and would be effective October 1, 2013. Mayor Shoji opened the public hearing. No comments were given and the hearing was closed. Bill Richardson of Les Sanitary explained both districts were seeking an adjustment based on 75% of the 2013 Consumer Price Index (CPI) for Portland-Salem. Councilor Kramer moved to adopt Resolution 13-12 approving an adjustment in collection rates for solid waste collection holders. Councilor Melton seconded the motion. Councilor Daily stated he would be voting against the increase until the City negotiated updated contracts to ensure citizens benefited from competitive pricing. A call for the question was made which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, and Vaughan voting aye and Councilor Daily voting nay. Councilor Muenchrath was absent.

Review of the Revised Empire Design Standards

Community Development Director Eric Day stated at the February 19, 2013 Council meeting, Council directed staff to revise the "1st and 2nd Prong" approach of the proposed Empire Design Standards. Revisions included Clear and Objective Standards – 1st Prong: The first step would be to allow applicants to follow a pre-appointed process for design which would allow staff to simply "check the boxes" yes or no, approve the application, and move the applicant forward. Flexibility/Creativity – 2nd Prong: Under this option, the applicant must demonstrate their proposed design for the building or remodeling was consistent with the intent of the standards and conformed where possible. The second prong would allow the applicant flexibility in their design choices but required them to take part in a staff led pre-application conference with the Design Review Committee (DRC). After the conference with staff and the DRC, a public hearing would then be held before the Planning Commission for review/approval of the applicants design approach. Councilor Daily expressed concern about a lack of continuity if the

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Empire Standards were revised. Councilor Groth was in support of the proposed changes. Councilor Vaughan suggested incorporating language within the ordinance to support each buildings architectural style. Councilor Kramer expressed concern about the architectural requirements for new buildings. Mayor Shoji was in support of the two-prong system and made several recommendations for changes to various parts of the proposed draft ordinance. City Manager Rodger Craddock explained there were two different types of design standards (context and theme) and recommended the Council choose one standard to enforce. It was the consensus of the Council to continue to enforce the specified colored pallet, to support a context style design standard, to require a minimum of four design elements, a minimum of three site detail enhancements, for display windows to encompass a minimum of 50 percent of the first floor building above the exterior walking surface, to allow the use of attraction devices including balloons and inflatables, and continue to disallow the use of electronic message display signs.

Approval to Award an Emergency Contract for a Storm Drain Repair at South 4th Street and Curtis Avenue

Public Works Director Jim Hossley clarified the emergency contract for storm drain repairs on South 4th and Curtis was approved by the Council on July 16, 2013; advised Benny Hempstead Excavating Inc. was awarded the contract. Total cost for repairs was \$29,500.

Approval to Set a Public Hearing Date Before the Planning Commission on a Proposed Alley Vacation for Cedar Avenue Between Bayshore Drive and North Broadway

City Manager Rodger Craddock stated the Urban Renewal Agency (URA) previously discussed the possibility of selling a URA owned property at the NW corner of Cedar Ave and Bayshore Drive; noted citizen Ray Penny owned property just south of the URA's lot and suggested vacating the unimproved street between the two properties to make the properties more desirable. Staff evaluated and concurred it was highly unlikely Cedar Avenue, between South Broadway and Bayshore Avenue would be developed due to the topography of the area; Mr. Craddock recommended postponing consideration pending further review/evaluation from Oregon Department of Transportation (ODOT).

City Attorney's Report

No Comments were given.

City Manager's Report

City Manager Rodger Craddock asked for the Council's assistance scheduling dates for the following work sessions: Consideration of the National Defense Authorization Act (NDAA), a wastewater rate study, and review of the Parks Master Plan with the Parks Commission.

Council Comments

Councilor Vaughan commented the area around the Wastewater Treatment Plant No. 1 was looking blighted. Councilor Kramer stated Empire Café had a new chef and extended dinner hours; Empire boat ramp was experiencing heavy use and advocated improving the lot; advised there was a hedge near the Hollering Wayside in need of trimming.

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Adjourn

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting was scheduled for September 17, 2013 in the Council Chambers at City Hall.

Crystal Shoji, Mayor

Attest:

Susanne Baker, City Recorder