

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

February 17, 2015

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 Fred Brick, Mark Daily, Jennifer Groth, Stephanie Kramer, Thomas Leahy, and Mike Vaughan. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Community Development Director Eric Day, Library Director Sami Pierson, Public Works Director Jim Hossley, Fire Chief Mark Anderson, and Police Chief Gary McCullough.

City Council Work Session

At 6:00 p.m. prior to the start of the regularly scheduled Council meeting, a work session was held in the City Hall conference room for the purpose of reviewing the land development code rewrite. Community Development Director Eric Day presented a section of the new land development code and received suggestions on areas for staff to further review. No decisions were made.

Flag Salute

Mayor Shoji opened the meeting and asked Linda Clem to lead the Council and assembly in the salute to the flag.

Public Comments

Linda Clem, Coos Bay: Requested slow traffic signs for South 8th Street; and stated gravel was needed for the alleyway access to the South 10th Street Park and requested the fence be moved to allow for more parking. Vincent Zuniga, Coos Bay: Concurred with Ms. Clem's comments regarding South 10th Street Park.

Consent Calendar

Mayor Shoji reviewed the consent calendar which consisted of 3a: approval of the minutes of February 3, 2015; 3b: acceptance of the January 2015 accounts payable and payroll check registers; 3c: acceptance of the January 2015 combined cash report, and 3d: acceptance of a pedestrian safety crosswalk enforcement grant. Councilor Kramer moved to approve the consent calendar approving the minutes of February 3, 2015, accepting the January 2015 accounts payable and payroll check registers, accepting the January 2015 combined cash report, and accepting a pedestrian safety crosswalk enforcement grant. Councilor Groth seconded the motion which carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan voting aye.

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New Council Business

Mayor Shoji stated she would write a letter to the legislature to endorse the Revitalized Main Street Act to help restore older buildings in response to a request by Restore Oregon.

Semi-Annual Report on the Visitor Information Center

Timm Slater, Executive Director of the Bay Area Chamber of Commerce (BACC), provided information on activities of interest at the Visitor Information Center (VIC) such as tourist inquiries, monthly events, reader board activity, visitor counts, and revenue and expenditure details. Volunteer support staff training continued to be a focus and priority of the VIC and the BACC. Councilor Brick asked about the tourist trending graph. Councilor Kramer asked how businesses could be included in the local business showcase. Mayor Shoji expressed concern regarding the coordination of fulfillment requests between the VIC and Coos Bay North Bend Visitor Convention Bureau (VCB).

Presentation of a Proclamation on World Rotary Day

Coos Bay Rotary Member Chris Gedrose stated the World Rotary Day proclamation would identify the City of Coos Bay as a community that recognized Rotary International for its 110 years of service to improving the human condition in local communities around the world. Stephanie Kilmer, Coos Bay North Bend Rotary President, discussed the work of all three local clubs. Mr. Gedrose and Mayor Shoji read the proclamation aloud, declaring the February 23, 2015 as World Rotary Day. Councilor Kramer moved to approve the World Rotary Day proclamation. Councilor Groth seconded the motion which carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan voting aye.

Approval of an Intergovernmental Agreement for the Urban Renewal Agency Du Jour Financing 2015 – Approval Would Require Adoption of Resolution 15-03

Finance Director Susanne Baker stated per ORS 457, the Oregon Constitution and as confirmed by the City's Urban Renewal Agency Consultant, Elaine Howard and the Association of Oregon Revitalization Agencies (AORA), tax increment Urban Renewal revenue could only be spent on debt service. To convert the tax increment revenue received by the URA into debt service, the URA would initiate a loan from the City and immediately repay the debt in a du jour financing. The loan proceeds received by the URA would then be available to be expended on capital projects as budgeted. To complete the process, Ms. Baker presented an IGA between the City and URA and a resolution for the Council's approval. The proposed IGA and resolution authorized up to \$308,299 in du jour financing; \$223,963 for the Empire District and \$84,336 for the Downtown District. Councilor Groth moved to adopt Resolution 15-03. Councilor Daily seconded the motion which carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan voting aye. Councilor Daily stated the process to spend tax increment funds should be similar to the way other tax revenue was allowed to be expended.

Approval of Request for Proposal Award for Fuel Services Bid

Finance Director Susanne Baker stated Bassett Hyland had been providing fueling services to City's vehicle fleet for many years. Staff recently advertised a request for proposal (RFP) for

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fuel services (gasoline and diesel) to provide other vendors the opportunity to provide fuel services as well to ensure the city was receiving the best pricing available. Two local vendors responded to the RFP, Bassett-Hyland and Carson-Davis Oil. Bids were based upon the Oil Pricing Information System (OPIS) rack price, which was the pricing benchmark utilized by the oil industry. Ms. Baker reviewed the basic requirements of the RFP including an ongoing best price guarantee and noted the contract would be for a five-year period with a possible three-year extension. Each department with a vehicle fleet reviewed the bids and unanimously recommended Carson-Davis Oil due to the overall per gallon reduction in gasoline and diesel pricing. Councilor Groth moved to award the fuel services bid to Carson-Davis Oil. Councilor Kramer seconded the motion which carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan voting aye.

Consideration of Approval of Direction of Traffic Change on 3rd Street Between Commercial and Market Avenues

Public Works Director Jim Hossley stated the City Council requested staff evaluate converting the direction of traffic flow on 3rd Street between Commercial and Market Avenues and to seek input from neighboring property owners and the Downtown Association. A notification letter was sent regarding the Council's intention and property owners/interested parties were invited to either contact Mr. Hossley with their comments or attend the February 17, 2015 Council meeting. Councilor Leahy stated he attended a Downtown Association meeting in which they preferred the existing configuration and Mr. Hossley stated the adjacent property owner, Mr. Whitty, was indifferent. Mr. Hossley briefly reviewed what was discussed at the prior Council meeting and noted if the Council approved the change, traffic would be one-way north on 3rd Street between Commercial and Market Avenues. Mayor Shoji moved to approve the traffic change on 3rd Street (making the direction of travel north, not south) between Commercial and Market Avenues. Councilor Kramer seconded the motion which carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, and Vaughan voting aye and Councilor Leahy voting nay.

Consideration of a Work Order Award for Design and Construction Management Services for the 10th Street Sewer Line Replacement Project

Public Works Director Jim Hossley stated the City's sewer collection crew performed a video investigation for the portion of sanitary sewer along S. 10th Street south of Curtis Avenue and determined there were two segments of six-inch concrete pipe with deficiencies. The two segments were aligned along the eastern portion of the right of way, were constructed in 1954, and approximately 462 feet in length. Additionally, the manhole connecting the two segments has deteriorated and holds sewage which surcharges with the potential for a sewage backup into 346 S. 10th Street. In order to correct the slope of the pipe, formal engineering design must occur. Mr. Hossley noted the job was an emergency project but if properly inspected and maintained in the interim, staff would have time to contract with an engineer, prepare a design, and advertise a formal bid. A design cost of \$29,015 was submitted by HGE, Inc. (under the Miscellaneous Services Contract) for engineering design, bidding and construction management services. Due to unforeseen challenges, a 20% contingency in the amount of \$5,803 was recommended. Councilor Kramer moved to approve the award of the work order to HGE, Inc. for design and construction management services for S. 10th Street sewer replacement project for the cost of \$34,818. Councilor Groth seconded the motion which carried with Mayor Shoji

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and Councilors Brick, Groth, Kramer, Leahy, and Vaughan voting aye and Councilor Daily voting nay.

City Attorney's Report

No comments were given.

City Manager's Report

City Manager Rodger Craddock stated the boardwalk flag poles had been evaluated and those which were structurally compromised would be removed, which would leave eight poles remaining. Mr. Craddock suggested the Flag Committee meet to select which flags to fly. A partial road diet was proposed on Ocean Blvd from the "Y" to Norman and possibly to Radar with funding from the Tribe's casino project; the Morrison Street property was sold with the funds deposited into the General Fund; and the Coos Historical Maritime Museum expressed interest in displaying the Tug Irene at their facility and suggested placing a steam donkey under the City's shed in its place.

Council Comments

Councilor Leahy attended a Tall Ship conference and anticipated interest in the bay area to increase; and acknowledged the work Katherine Hoppe had done for the Coos Bay North Bend Visitor Convention Bureau and her new position at The Mill. Councilor Vaughan attended a visioning conference and would bring a report to the Council. Councilor Daily requested an update on the property next to the Coos Historical Maritime Museum wherein Mr. Craddock stated the clouded title was close to being resolved with the Division of State Lands. Councilor Brick stated he was thankful for recent training opportunities and the emphasis on ethics; and was appreciative of the Boys and Girls Club. Councilor Kramer stated the Charleston Crab Feed had good attendance and requested a trash can be located at Newmark and South Empire Blvd. Mayor Shoji stated she was proud that issues in government were forward for review even when there was just a perception of something not being right; and stated the walking tour maps represented the downtown well.

Executive Session

An executive session was scheduled pursuant to ORS 192.660 (2) (d) for the purpose of conducting discussing labor negotiations. No decisions were made.

After the executive session and in while in open session, Councilor Daily suggested a work session to discuss budget and staffing policies and to provide direction wherein Councilor Groth stated there has been an issue with attendance by the Council at work sessions. Mayor Shoji reminded of the State of the City Address at the Library, February 20th, and invited the Council to participate.

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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 March 3, 2015 in the Council Chambers at City Hall.

Crystal Shoji, Mayor

Attest: _____
Susanne Baker, City Recorder