

## MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

October 20, 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, Deputy Finance Director Amy Kinnaman, Library Director Sami Pierson, Public Works Director Jim Hossley, Community Development Director Eric Day, Fire Chief Mark Anderson, and Police Chief Gary McCullough.

### **Flag Salute**

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

### **Public Comments**

No comments were given.

### **Consent Calendar**

Mayor Shoji reviewed the consent calendar which consisted of 3a: approval of the minutes of October 6, 2015; 3b: acceptance of the September 2015 accounts payable and payroll check registers; 3c: acceptance of the September 2015 combined cash report; 3d: approval of a new outlet full on-premise Oregon Liquor Control Commission (OLCC) license for Spotlight Country Bar and Lounge LLC, and 3e: ratify appointment of Joanne Moss to the Urban Renewal Advisory Committee. Councilor Groth moved to approve the consent calendar approving the minutes of October 6, 2015, accepting the September 2015 accounts payable and payroll check registers, accepting the September combined cash report, approving a new outlet full on-premise OLCC license for Spotlight Country Bar and Lounge, LLC, and ratifying appointment of Joanne Moss (in place of Julie Graham, term ending July 31, 2016) to the Urban Renewal Advisory Committee. Councilor Daily seconded the motion which carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan voting aye.

### **New Council Business**

Councilor Daily requested a status update on the Prefontaine mural. City Manager Rodger Craddock advised Mayor Shoji sent him the contact information but he still needed to follow up on the matter. Councilor Vaughan offered to donate a piece of kinetic artwork he created for placement along the north end of the new bridge railing in front of Sause Brothers (where Highway 101 North turned into Front Street). City Manager Craddock stated the Council would need to provide staff with direction and authorization to discuss the matter with Oregon Department of Transportation (ODOT). Councilor Vaughan suggested existing street lighting in the area where the art would be placed was excessive; did not think the area needed another streetlight but if lighting was necessary, it could be incorporated as part of the artwork. Mayor

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Shoji moved for staff to take the necessary action to look into acceptance and placement of the artwork at the proposed location. Councilor Kramer seconded the motion. Councilor Daily suggested the Public Improvement Project Committee review the matter. Councilor Groth recommended speaking with businesses that were in proximity of the proposed location for the kinetic art piece. A call for the question was made with carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan voting aye.

### **Public Hearing to Consider Becoming Part of a Certified Local Government Program: a.) Approval of Proposed Ordinance Establishing a Historic Preservation Process – Approval Would Require Enactment of the Draft Ordinance; b.) Approval of a Proposed Draft Ordinance Amending Ordinance No. 456 Design Assistance Team – Approval Would Require Enactment of the Draft Ordinance**

Community Development Director Eric Day stated the Certified Local Government (CLG) program was designed to promote historic preservation at the local level; it was a federal program (National Park Service) administered by the Oregon State Historic Preservation Office (SHPO). Mr. Day stated based on direction from the Council, staff utilized the State Historic Preservation Model as a guiding document to development an ordinance to create a Historic Preservation program. Staff also proposed amendments to the existing ordinance (No. 456) which governed the Design Assistance Team (DAT) to utilize existing DAT members as the Historic Preservation Committee (HPC). Mr. Day noted both the DAT and Planning Commission (PC) reviewed the draft ordinances; both suggested revisions which were provided to the Council. Local governments were required to meet certain qualifications to become “certified” and to qualify to receive matching grants from SHPO. Mr. Day reviewed the qualification requirements with the Council; noted the proposed Historic Preservation Ordinance would allow the City to be certified as a “Certified Local Government”, which would expand grant and training opportunities for the City of Coos Bay and eligible property owners. Mr. Day stated the proposed revisions to Ordinance No. 456 included changes to the historic preservation duties to allow the existing DAT to act as the HPC for the City of Coos Bay; noted the existing committee members had the background, education, and experience required to function as the HPC. Councilor Leahy inquired if the historic preservation process would include Empire whereby Mr. Day affirmed it would encompass the entire City. Mayor Shoji stated the Historic Pioneer Marshfield Cemetery group requested the City approve the historic preservation program.

Mayor Shoji opened the public hearing. No public comments were given and the hearing was closed. Councilor Groth moved to enact the ordinance establishing a historic preservation process to identify, recognize, and preserve significant properties and to encourage the rehabilitation of historic building structures. Councilor Daily seconded the motion. Deputy Finance Director Amy Kinnaman read the ordinance by title only and Ordinance No. 471 was enacted by the following vote:

Aye:	Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan
Nay:	None
Absent:	None

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Mayor Shoji opened the public hearing. No public comments were given and the hearing was closed. Councilor Vaughan moved to enact the ordinance amending Ordinance No. 456 related to the powers and duties of the design assistance team to include historic preservation. Councilor Brick seconded the motion. Deputy Finance Director Amy Kinnaman read the ordinance by title only and Ordinance No. 472 was enacted by the following vote:

Aye:	Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan
Nay:	None
Absent:	None

### **Approval to Accept the Healthy Eating Active Living Grant – Approval Would Require Adoption of Resolution 15-20**

Public Works Director Jim Hossley stated as a result of Councilor Groth's efforts, the City was awarded a \$5,290 Healthy Eating Active Living (HEAL) grant from the Oregon Public Health Institute (OPHI) to help fund the Coos Waterfront Park and Walkway Signage project. The project would add signage to aid pedestrians in navigating the asphalt trails, boardwalks, crosswalks, roadways and sidewalks currently used by citizens and visitors to walk along the industrial waterfront in the downtown. The proposed course of action was for the City to submit a request for proposal to engage the service of a local graphic designer to provide draft logos based on suggestions from Councilor Vaughan and CONNECT!(Boardwalk group). Proposed logos would be available for review by interested parties by end of year; interested parties included Coos Bay City Council, North Bend City Council, CONNECT!, and perhaps the Design Assistance Team. Mr. Hossley noted the project would need to be completed by March 2016. Councilor Vaughan stated the Coquille Tribe was added to the list of stakeholders. Councilor Kramer moved to adopt Resolution 15-20, adopting a supplemental budget making appropriations, and accepting the HEAL grant. Councilor Groth seconded the motion which carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan voting aye.

### **Consideration for Approval of an Additional Expenditure for the New Extended Service Office (ESO) Truck**

Public Works Director Jim Hossley stated at the March 17, 2015 Council meeting, the Council approved the purchase of a replacement delivery vehicle for the Library Extended Service Office (ESO) for an amount not to exceed \$48,250. On June 30, 2015 the Council authorized an increase to the purchase price (\$48,781) due to a typo in the March 17<sup>th</sup> council report, in addition to approving expenses made to outfit the vehicle to suit the ESO's specific use which included titling costs, graphics, and safety equipment. Council approved cost was \$52,381.

After placing the truck in service, ESO staff found additional modifications were necessary to improve function, operation, and safety. Modifications included replacing the lift gate and adding fans to the box to allow for proper airflow while sorting books. The ESO held off on purchase and installation of previously authorized expense for placing graphics on the van because the required modifications exceed the amount authorized by Council by \$135.24. Cost of graphics was \$1,779; estimated additional funds required for the truck modifications were \$1,914.24. Councilor Daily inquired the Council's approval was necessary since the matter was

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also approved by the Coos County Library Service District (CCLSD). City Manager Rodger Craddock advised because the City was the fiscal agent for the ESO, they were required to follow the City's purchasing rules.

Mayor Shoji moved to authorize the expenditure of an additional \$3,000 for the ESO delivery truck which included a contingency for any additional unexpected costs. Councilor Kramer seconded the motion. Councilor Brick noted he expressed concern over the original purchase price and was displeased with the increased expenses and lack of detail and planning for the vehicle purchase. Mayor Shoji stated she was the former Chair of the CCLSD and explained the reason the CCLSD preferred to have the City of Coos Bay as the fiscal agent was because the Coos Bay Library was the largest library within the district and a better fit. Councilor Groth stated she was uncomfortable approving \$3,000 for no specific reason. A call for the question was which carried with Mayor Shoji and Councilors Daily, Kramer, Leahy, and Vaughan voting aye and Councilors Brick and Groth voting nay.

Mayor Shoji requested alternative options for approving ESO purchases. City Manager Craddock stated staff could look into revising the City's purchasing rules.

### **Discussion on the Nutwood Avenue Local Improvement District**

Public Works Director Jim Hossley stated on March 17, 2015 Council considered a petition from neighbors along Nutwood Avenue and 11th Street to form a local improvement district (LID) to pave a portion of the gravel roads in their neighborhood, Nutwood Avenue and 11th Street. Council directed staff to move forward with preliminary plans and estimates for the improvements. Council requested staff get costs estimates for three different options; one meeting the City's design standards which included a 28 foot wide street section, sidewalk and curbs on both sides; the second for a 28 foot street section only; the third for a 20 foot street section only.

The City contracted with The Dyer Partnership to prepare preliminary plans and cost estimates for three different options. The estimated costs ranged from \$361,000 for a 20' wide pavement section to \$703,000 for the City's standard street section with sidewalk and curb. The engineer, staff, and neighbors met to attempt to find a less expensive solution. By shortening the length of the improvements and eliminating improvements to the already paved portion of Nutwood at the intersection of Coos Bay Blvd, the estimated cost of paving a 20' wide section ranged from \$171,000 to \$188,000. All estimates included construction costs, a 10% contingency, administrative cost, engineering design cost, and engineering construction services.

Mr. Hossley provided the Council with a letter received from Blair Holman and Ginny Tabor which indicated the neighborhood was not able to reach a consensus on paying for the proposed LID. The letter requested the Council to consider relaxing the design standards for established neighborhoods. Mr. Hossley stated City standards did not differentiate between existing and new streets; noted while such differentiation may be warranted, reduction of design standards was not prudent. When performing significant infrastructure improvements in the City's right-of-way, the City was obligated to meet generally accepted engineering design standards for safety. When paving streets the City was required to design for both vehicle and pedestrian safety; accessibility (ADA) standards, floodplain, and environmental considerations were also cited. Mr. Hossley since the property owners in the proposed LID were not able to

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reach a consensus on moving forward with establishing the LID and constructing the road improvement project, staff recommended the Council take no further action on the matter. Mr. Hossley provided the Council with a PowerPoint presentation showing the general location, topography, and various paving options for the proposed LID. Councilor Groth inquired about the addition funds required to cover the cost of paving. City Manager Rodger Craddock advised with Council approval, surface transportation funds (STP) could be used to bridge the costs. Councilor Vaughan suggested there were improvements that could be made to improve the gravel road (short of paving) which would make it less costly to maintain. Mayor Shoji stated she recently attended a conference on growth and infrastructure; attended a session on street improvements; overall consensus was cities should find a way to provide modifications to road standards in effort to work with property owners willing to fund street improvements.

Blair Holman, Coos Bay stated he disagreed with information provided in the staff report; suggested the proposed LID streets were not narrow and thought the road base appeared solid; it was his opinion if the cost for the proposed LID was half or less of the estimated cost, the neighborhood would have found consensus to proceed. Craig Main, Coos Bay supported the LID project and expressed disappointment over the lack of consensus to proceed; suggested strip paving as an alternative. Councilor Daily suggested there was a community advantage when a street was paved; suggested the City assist with funding LID's. Mayor Shoji motioned for staff to provide some criteria for a variance to road standards that could be weighed against neighborhoods wanting to improve their roads. Councilor Kramer seconded the motion. Councilor Groth stated she was not in favor of using City funds for LID projects; supported finding alternatives. Councilor Leahy expressed concern about maintaining minimum standards to improve street integrity. City Manager Rodger Craddock stated the City had more needs than resources; advised staff could bring back a proposal for street design standard variance. Councilor Daily noted the street standards were not arbitrary; suggested the City did not proportion appropriate funds for street maintenance. A call for the question was carried with Mayor Shoji and Councilors Brick, Groth, Kramer, Leahy, and Vaughan voting aye and Councilor Daily voting nay.

### **Discussion on the City of Coos Bay's Logo**

City Manager Rodger Craddock stated at the August 18, 2015 Coos Bay Urban Renewal meeting, the Agency reviewed conceptual drawings for improvements to the City's north and south 101 entrances. During the ensuing discussion, there were comments from Agency members regarding current "Welcome to Coos Bay" signs as well as the City logo and the need to update and/or replace the current logo and signs. City Manager Craddock provided the Council with an overview of the City's logo and sign history; noted staff anticipated new and larger signs would be incorporated with the project to enhance the City's Hwy 101 entrances. Changing the design of the sign would likely have minimal impact on the project costs and presented a good opportunity to make changes to City Entrance Welcome Signs / City Logo, the design of the welcome signs, and or the City's logo.

City Manager Craddock stated should the Council come to a consensus there were other options to consider including scope of the project, what process to use in obtaining a new logo and/or welcome sign design and logo, and determining what the Council envisioned for the design; suggested limiting the project to just the design of the City entrance signs. A full blown rebranding would require changing out the City logo which was utilized on the City's stationary,

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forms, business cards, website, City/department Facebook pages, vehicle decals, uniform patches, etc. Staff recommended the Council could take the project in stages and limit the first stage to the entrance signs.

City Manager Craddock suggested the Council enlist the assistance from a graphic designer to develop a new logo based on the Council's guidance. Councilors Daily and Vaughan were in favor of designing a new logo and to incorporate the "Tall Ship" theme. Councilor Brick supported the Tall Ship theme; suggested enlisting public participation on the new design. Councilor Groth recommended having a graphic designer submit several options and for the public vote on the design. Councilor Vaughan was not in favor of the public choosing the final design citing qualification concerns. Councilor Groth reiterated Councilor Vaughan's previous comment about making sure the new welcome signs were not overly detailed and could be easily recognized when driving. Consensus of the Council was to have a graphic designer provide a dozen different logo choices using the "Tall Ship" theme in various settings, Council would then narrow down the selection to three, and the public would then vote on the final three.

### **City Attorney's Report**

No comments were given.

### **City Manager's Report**

No comments were given.

### **Council Comments**

Councilor Kramer recognized Empire community member named "Paul" for his efforts picking up trash and helping to keep the community clean. Councilor Leahy noted Greg McKenzie's video on the Coos Bay Boat Building Center took the audience choice award at the Bandon Film Festival. Councilor Groth Bay Area Enterprise Zone workgroup met earlier in the day with Jordan Cove for review of the Community Enhancement Plan; Jordan Cove planned to make a final decision on whether to move forward with the project in mid to late 2016. Mayor Shoji highlighted the "Sense of Place" exhibit at Coos Art Museum.

### **Adjourn**

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting was scheduled for November 3, 2015 in the Council Chambers at City Hall.

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Crystal Shoji, Mayor

Attest: \_\_\_\_\_  
Susanne Baker, City Recorder