

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

November 3, 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, Stephanie Kramer, Thomas Leahy, and Mike Vaughan. Councilors Mark Daily and Jennifer Groth were absent. 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 20, 2015. Councilor Brick moved to approve the consent calendar approving the minutes of October 20, 2015. Councilor Kramer seconded the motion which carried with Mayor Shoji and Councilors Brick, Kramer, and Leahy voting aye. Councilors Daily, Groth, and Vaughan were absent.

New Council Business

No new business was presented.

Presentation of the Coos Bay Urban Forestry Plan

Public Works Director Jim Hossley stated in 2014 the Tree Board agreed to revisit the tree species list for the City of Coos Bay and to create an Urban Forestry Plan. The Tree Board took time with staff to inventory some of the tree species and mapped areas in an effort to create tree zones. Zone #1 was the Downtown and Empire commercial area; Zone #2 was right-of-way; and Zone #3 was park property. The Tree Board renewed the tree species list in January 2015. Staff was currently working on the tree zone map(s) to identify the different zones. The Tree Board's vision regarding Urban Forestry Plan included the following components once completed 1) zone maps, 2) tree inventory, 3) tree assessment, 4) species distribution and plant selection, 5) maintenance, and 6) planting specifications.

Councilor Vaughan entered the meeting at 7:03 p.m.

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Tree Board Member Rex Miller provided a brief history on the sunset maple tree; were planted in the 1970's throughout the city; noted it was a fast growing tree; caused sidewalk damage due to the way the trees were planted. In 1996 the City replaced the sunset maple with the armstrong maple, a slower growing tree; noted the trees were planted with a 20-inch galvanized collar in addition to placing two pieces of half-inch rebar in the sidewalk to insure adequate spacing for the roots; recommended the red maple remain the tree of choice for main corridors in Downtown and Empire. Mayor Shoji inquired about planting magnolia trees. Mr. Miller did not recommend use of magnolia trees in the main corridor. Mayor Shoji inquired as to the purpose of the "approved tree list" whereby Mr. Miller explained the Tree Board created the list for use when planting trees in city right-of-way. Councilor Vaughan noted evergreen trees were not on the approved tree list; suggested there was room for consideration for adding a variety of different evergreen species; suggested environmental and climate conditions should be looked at when considering what tree to plant; asked the Tree Board to consider increasing the size of the tree cuts (length-wise) in the sidewalks to better accommodate tree roots; suggested using pavers around the trees in lieu of concrete sidewalk. Mayor Shoji inquired if citizens were supposed to check with the City when planting trees. Mr. Hossley referenced Coos Bay Municipal Code (CBMC) Section 8.3 which covered trees and the Tree Board and defined a "street tree" as any tree, shrub, bush, and other woody vegetation on land located within or adjacent to public rights-of-way within the City. Tree Board Chair Cora Vandervelden stated the Tree Board recommended Public Works Department provide home owners with the list of approved trees when permits were issued. No decisions were made.

Coos Bay Pubic Library Annual Report

Library Director Samantha Pierson provided an annual report on the Coos Bay Library. During the 2014/2015 fiscal year the library had 191,381 visitors, 297,166 items circulated, 38,548 computer uses, answered 26,186 reference questions, provided 171 programs for children, 126 for adults, and the programs were attended by 12,836 citizens. The library had over 70 volunteers with more than 3,600 volunteer hours. Ms. Pierson extended a special thank you to the library board members, library staff, and volunteers.

City Manager Rodger Craddock stated the Library was the most used city service other than wastewater; noted staff was moving forward with drafting a request for proposal for a needs assessment to determine what was needed to replace the Library building.

Presentation of Pump Station No. 1 Landscape Concepts

Public Works Director Jim Hossley stated at the September 15, 2015 Council Meeting, staff presented the Pump Station 1 upgrade project. The Council requested staff to investigate landscaping alternatives for the proposed project. The Dyer Partnership (Engineer of Work) obtained the sub consultant Dougherty Landscape Architects to perform this landscaping design. Mr. Hossley introduced Mr. David Dougherty, a licensed landscape architect who presented the Council with the following three alternatives: L1-ornamental/robust, initial cost \$8,222 with annual water costs of \$340, and annual maintenance of \$480; L2-native/low maintenance, initial cost \$7,904 with annual water costs of \$315, and annual maintenance of \$360; and L3-rock, initial cost \$3,230 with zero annual water costs, and annual maintenance of \$300. Mr. Dougherty stated plants and trees proposed in the alternatives could be changed.

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Councilor Vaughan suggested a hybrid between the rock landscape and low maintenance native shrubs landscape. Councilor Leahy expressed concern about the long-term commitment and upkeep of shrubs. Mayor Shoji and Councilors Brick, Kramer, and Leahy preferred the L2-native/low maintenance landscape plan. Council consensus was to move forward with the L2-low maintenance landscape plan. Mr. Dougherty stated he would be happy to submit a preliminary plan identifying all plant and tree species; also welcomed Council suggestions for preferred plant and trees.

Acceptance of Mingus Pool Repair Grant

Public Works Director Jim Hossley stated in April 2015 the City applied for funding through the Oregon Parks and Recreation Department Local Government Grant Program (LGGP) to make repairs to the Mingus Pool. The repairs were to make life safety improvements including improvements to mechanical operations, the pool tank wearing surface, the water disinfection system, and plumbing and tile repairs to the showers/restrooms. In September 2015 the City received notification of grant award in the amount of \$221,774 grant. The total project cost was estimated to be \$371,770. The City's required match was \$149,996 of which \$50,000 would be in-kind with the remaining \$99,996 coming out of the Parks Improvement Fund.

Councilor Brick exited the meeting at 7:58 p.m. and re-entered at 8:01 p.m.

Councilor Kramer moved to accept the grant award from the Oregon Parks and Recreation Department Local Government Grant Program in the amount of \$221,774. Councilor Brick seconded the motion which carried with Mayor Shoji and Councilors Brick, Kramer, Leahy, and Vaughan voting aye. Councilors Daily and Groth were absent.

Ratification and Appointments to the Brownfields Action Committee

Community Development Director Eric Day at the September 15, 2015 City Council meeting, the Council formed the Brownfield Action Committee (BAC) which was a required component of the Environmental Protection Agency (EPA) grant that the City received last year. Mr. Day noted the BAC committee was advisory in nature and reported to the City Council; their role was to assist staff and the Council in determining outcomes for the grant project and to assist in the implementation of the proceeds. The BAC would meet as needed over the lifetime of the grant (likely to be about three years).

The Council approved the BAC to consist of up to nine (9) members comprised of City Councilors, Planning Commission (PC) members, Design Assistance Team (DAT) members, and other interested people demonstrating specific skills and/or knowledge which pertained to the project. Staff advertised the committee openings to the public and the previously mentioned City committees. Staff received two nominations each from the DAT, PC, and City Council and additionally received three at large applications from the public. The names of those who were nominated and/or applied were: DAT – Hilary Baker and Ariann Lyons; PC - Jim Berg and Christine Coles; City Council – Mayor Crystal Shoji and Councilor Mike Vaughn, and; At Large Applicants – Andrew Locati, Chris Gedrose and Elizabeth Spona.

Councilor Kramer moved to ratify the appointments of Hilary Baker and Ariann Lyons from the Design Assistance Team; Jim Berg and Christine Coles from the Planning Commission; Andrew

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Locati, Chris Gedrose, and Elizabeth Spona as the citizen-at-large members; Mayor Shoji and Councilor Vaughan as the Council representatives to the Brownfields Action Committee for the lifetime of the grant for approximately three years. Councilor Brick seconded the motion which carried with Mayor Shoji and Councilors Brick, Kramer, Leahy, and Vaughan voting aye. Councilors Daily and Groth were absent.

City Manager Rodger Craddock stated citizens Anne Donnelly and Nate Clausen had expressed interest in assisting the committee and noted the public was welcome to provide the committee with input.

Award of Contract for Repairs to the Ed Lund Building

Public Works Director Jim Hossley stated on August 23, 2015 at approximately 3:00 pm the City owned Ed Lund building on South Wall Street in Empire caught fire and suffered extensive damage to the interior and exterior of the facility. The building structure was insured through CityCounty Insurance (CIS), the City's insurance provider. Directed by CIS, the City obtained costs to mitigate the smoke and fire damage caused by the fire from Willamette Valley Restoration (WVR) at a cost of approximately \$44,657.10. On September 1, 2015 the City Council awarded a contract up to \$50,000 with WVR to complete the work. Since that time, WVR decided not to sign the contract and were not comfortable with the cost they gave the City. The City rebid the project and received two responses: Morrison Gederos Construction LLC for \$68,140 and M.A.G Construction LLC for \$32,000. M.A.G. Construction, LLC was the low bid; staff recommended a contingency of \$3,200 for a total amount of \$35,200. Councilor Kramer inquired why the original bid was twice the cost whereby Mr. Hossley stated he believed the original bid/contractor was using sub-contractors. Councilor Kramer moved to award the Ed Lund building rehabilitation contract to M.A.G. Construction for an amount not to exceed \$35,200. Councilor Brick seconded the motion. Councilor Vaughan expressed concern about specifications and project oversight. A call for the question was made which carried with Mayor Shoji and Councilors Brick, Kramer, Leahy, and Vaughan voting aye. Councilors Daily and Groth were absent.

City Attorney's Report

City Attorney Nate McClintock stated he sent Council an email earlier in the day regarding the upcoming annual review of the City Manager which was scheduled for December 1, 2015.

City Manager's Report

City Manager Rodger Craddock stated there were three openings on the Planning Commission and two on the Budget Committee; noted the City received draft biological opinion from the National Marine Fisheries Service (NMFS) for the Empire Treatment Plant; estimated construction would commence in early 2016.

Council Comments

Councilor Brick commended the Public Works Department for their response and follow-up to car accident which took place in his neighborhood earlier in the week. Councilor Kramer encouraged everyone to vote. Mayor Shoji stated she received an email from a national

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financial group which listed the City of Coos Bay as one of top 10 cities in Oregon for lower taxes.

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 17, 2015 in the Council Chambers at City Hall.

Crystal Shoji, Mayor

Attest: _____
Susanne Baker, City Recorder