

**MINUTES OF THE PROCEEDINGS OF A JOINT
CITY COUNCIL AND URBAN RENEWAL AGENCY WORK SESSION**

January 10, 2017

The minutes of the proceedings of a City Council work session of the City of Coos Bay, Coos County, Oregon, held at 5:30 p.m. in the meeting room at Fire Station 1, 450 Elrod Avenue, Coos Bay, Oregon.

Those Attending

Those present were Mayor Joe Benetti and Councilors Lucinda DiNovo, Drew Farmer, Jennifer Groth, and Stephanie Kilmer. Councilors Stephanie Kramer and Phil Marler were absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Public Works Director Jim Hossley, Police Chief Gary McCullough, and Community Development Director Eric Day.

Mayor Benetti opened the meeting and stated the purpose of the meeting was for an informal review of the upcoming January 10, 2017 council agenda.

Annual System Development Charge Report

City Manager Rodger Craddock stated the system development charge (SDC) revenues collected for each system and project related expenses was presented as a requirement of Oregon Revised Statute 223. The City of Coos Bay implemented SDC's in 2006 (transportation, wastewater, and stormwater) and then placed a moratorium in 2008. Mr. Craddock stated the past Council had expressed interest in removing the moratorium and staff had been working with FCS Group, a firm specializing in public sector finance, to provide a qualitative assessment for re-implementation. Due to the complexity of the analysis and reprioritizing of other issues, the project was set aside. Mr. Craddock requested direction from the Council. The SDC's would require an update of the capital improvement plans, review of the regulations, and an update of the ordinances. Mr. Craddock shared recent discussions, a fee in lieu that the Planning Department found other cities used to generate resources for repairs to increase wastewater line capacity. The fee would be included in the upcoming update of the city fee resolution. Consensus was for staff to pursue removing the moratorium.

Urban Renewal Agency Annual Financial Report for Fiscal Year 2015/16

City Manager Rodger Craddock stated Oregon Revised Statute (ORS) 457.460 required a financial impact statement from the URA to be filed with the City Council by January 31st of each year. This report was in addition to the URA Budget and the URA Audit which were accepted by the Council last year. Discussion ensued on Mr. Craddock's contact with a marketing firm to highlight the City projects and achievements through social media. Mayor Benetti asked if there was interest in pursuing the special option levy wherein Mr. Craddock stated the URA consultant was preparing a document on the possible revenue, negative impacts of compression, and recommendations.

Consideration of Approval of the Purchase of Three Trucks for the Public Works Department

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City Manager Rodger Craddock stated replacement of equipment and vehicles was an on-going effort to sustain fleet reliability. Replacing equipment and vehicles at the end of their useful life saved the City money, improved customer response time, and helped ensure safety. Industry standards for vehicle replacement were 6-10 years of use or 100,000 miles of which over 80% of Public Work's fleet exceeded these ranges. Staff utilized the Oregon Department of Administrative Services Procurement Services (DASPS) to obtain state bids on outfitted Dodge Ram pickup, \$32,660.20, and two Chevrolet pickups at \$39,627.48 each. Staff proposed a contingency of 5% for a total of \$117,510.16. The purchase was funded in this fiscal year's budget in Fund 34 at \$122,500.

Façade Improvement Grant for Downtown Northwest Fitness Center

City Manager Rodger Craddock stated façade improvement grant applicants for the Downtown Northwest Fitness Center, 217 S. Broadway, proposed to use grant funds to repair and replace stucco/trim work, paint the east-facing façade, replace all of the windows and exterior doors, and replace the awning. The total improvements were estimated at \$750,000.

Community Development Director stated the Design Assistance Team (DAT) met with the applicant on December 20, 2016 and recommended approval of the project. The program would provide a maximum grant of \$25,000. The program required three bids which the applicant was only able to obtain two, \$69,940 and \$86,745. Discussion ensued to consider increasing the budget for next fiscal year for the facade programs.

Other Discussion

Councilor DiNovo asked for an update on the video taping of the work sessions and discussion ensued on the merits of business discussion at the work session, the cost for the additional recordings, and the information available in the staff reports provided to the Council for action.

Mayor Benetti asked about the proposed agenda software wherein Mr. Craddock introduced the Novus program which would provide agendas electronically, embedded agenda items and minutes, and many other user friendly features.

Mayor Benetti suggested if a Councilor would like to join him at the Chamber's WBC City presentation on January 25th or if there were items to present he would encourage the rest of the Council to let him know.

City Manager Craddock discussed the upcoming goal setting session; adding one staff member to engineering to meet the demands of the increased work load, accurate processing of pay requests, and compliance with state and federal rules; a multi-million dollar grant for Southwestern Oregon Community College that hinged upon the positive outcome of the wastewater plant moving to the construction phase.

Adjourn

There being no further business to come before the Council, Mayor Benetti adjourned the meeting. The next regular Council meeting was scheduled for January 17, 2017 in the Council Chambers at City Hall.

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Joe Benetti, Mayor

Attest: _____
Susanne Baker, City Recorder

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

January 17, 2017

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 Joe Benetti and Councilors Lucinda DiNovo, Drew Farmer, Jennifer Groth, Stephanie Kilmer, and Phil Marler. Councilor Stephanie Kramer was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Community Development Director Eric Day, Public Works Director Jim Hossley, Fire Chief Mark Anderson, and Police Sergeant Mike Shaffer.

Flag Salute

Mayor Benetti opened the meeting and asked Councilor Drew Farmer to lead the Council and assembly in the salute to the flag.

Public Comments

Ken Folker, Coos Bay: thanked Veterans, police, fire, and all public servants for their service; wished everyone a happy new year. Greg Mello, Coos Bay: stated he lived 200 block on N. Schoneman Street; expressed concern about excess garbage and homeless camp in his neighborhood; did not know what needed to be done but was willing to be part of solution. City Manager Craddock stated he was working to coordinate community wide meeting to address the issue. Jennifer Barbee, Coos Bay: stated she lived near Mr. Mello; there was a homeless camp located behind her home; people were constantly trespassing on her property and would steal anything that was not nailed down; wanted to clean up her neighborhood and be part of the solution.

Consent Calendar

Mayor Benetti reviewed the consent calendar which consisted of 3a: approval of the minutes of December 27, 2016 and January 3, 2017; 3b: acceptance of the December 2016 accounts payable and payroll check registers; 3c: acceptance of the December combined cash report; 3d: approval of the annual system development charge (SDC) report, and; 3e: acceptance of the Urban Renewal Agency (URA) annual financial report for fiscal year (FY) 2015-2016. Councilor DiNovo moved to approve the consent calendar approving the minutes of December 27, 2016 and January 3, 2017, accepting the December 2016 accounts payable and payroll check registers, accepting the December combined cash report, approving the annual SDC report, and accepting the URA annual financial report for FY 2015-2016. Councilor Groth seconded the motion which carried with Mayor Benetti and Councilors DiNovo, Farmer, Groth, Kilmer, and Marler voting aye. Councilor Kramer was absent.

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Report by Marshfield High School Key Club

No representative was present; no report was given.

Approval to Purchase Three Public Works Trucks

Public Works Director Jim Hossley stated staff utilized the Oregon Department of Administrative Services Procurement Services (DASPS) to obtain state bids on outfitted Dodge Ram pickup, \$32,660.20, and two Chevrolet pickups at \$39,627.48 each. Staff proposed a contingency of 5% for a total of \$117,510.16. The purchase was funded in this fiscal year's budget in Fund 34 at \$122,500. Councilor Groth moved to approve the purchase of two 1-Ton Chevrolet pickup trucks and one ¾ ton Dodge Ram 2500 pickup through the Oregon Department of Administrative Services Procurement Services for a total not to exceed \$117,510.16 which included contingency and trucks fully outfitted for use. Councilor Kilmer seconded the motion which carried with Mayor Benetti and Councilors DiNovo, Farmer, Groth, Kilmer, and Marler voting aye. Councilor Kramer was absent.

City Manager's Report

City Manager Rodger Craddock noted there was a conflict with next two Council work sessions, proposed combining both meetings (January 24th and February 14th) to take place on Tuesday, January 31, 2017; noted the Marshfield High School Key Club planned to take on the care and maintenance of the 10th Street Park as community service project. City Manager Craddock stated City Day at the Capital organized through the League of Oregon Cities was scheduled to take place on Wednesday, February 8, 2017. The event was a chance to stand with other city officials from around Oregon in support of the League's advocacy efforts. It was also the time to let legislators know how actions they took impacted our communities and the difficult decisions we make. Any Council member interested in attending the Bay Area Chamber of Commerce Awards Luncheon on January 28, 2017 should contact the City Managers office.

Council Comments

Councilor Kilmer announced the Coos Bay Downtown Association would be holding their annual meeting at 5:30 p.m. on January 19th at the Black Market Gourmet. Councilor Groth noted gooregon.org was proposing infrastructure legislation. Mayor Benetti questioned about repair of Johnson Street in the vicinity of Fred Meyer and Safeway. City Manager Rodger Craddock stated the street was privately owned; City staff spoke with Fred Meyers and Safeway to address the issue. Mayor Benetti questioned what could be done to persuade the owners to make the necessary repairs. City Attorney Nate McClintock stated the property was vacated and was private property. Mayor Benetti encouraged the public to attend and interact with the council work sessions.

Public Comments

Henry Delaney, Coos Bay: stated he just purchased the building next Egyptian theatre, Northwest Fitness. Mr. Delaney proposed to create a mission of health for the City; suggested a cooperative approach between the City, local restaurants, and other area health and fitness facilities to integrate voluntary and free programs with schools. Mr. Delaney stated he wanted

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to make a proclamation as a City to create an initiative to become the healthiest city in America. Noted the private and public sector would need to work together; models of the concept were already built, and suggested it was a way to attract new business. Mr. Delaney proposed a healthy meal walk in lieu of the wine walk or another idea to promote sustainable living.

Executive Session

An executive session was held pursuant to ORS 192.660 (2) (d) for the purpose of discussing labor negotiations.

Adjourn

There being no further business to come before the Council, Mayor Benetti adjourned the meeting. The next regular Council meeting was scheduled for February 7, 2017 in the Council Chambers at City Hall.

Joe Benetti, Mayor

Attest: _____
Susanne Baker, City Recorder