

## MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

April 1, 2008

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.

### **Work Session – Visitors Center/Chamber agreement and the Visitor and Convention Bureau**

Chuck Freeman, City Manager reported that the current signed agreement requires the City to fund \$53,000 of transient tax money to the Chamber of Commerce to manage and operate the Coos Bay Tourist Information Center. This funding is to pay for salaries, utilities, personal property taxes, workers compensation insurance, and to provide access to the restrooms. Katherine Hoppe, Director of the Coos Bay-North Bend Visitors and Convention Bureau (VCB) said her office was at the Visitor's Center and that the arrangement works out very well. Ms. Hoppe also explained that the mailings and brochures are paid for by the VCB. Councilor Daily expressed that he had a number of concerns including that Coos Bay does not have fair representation on the VCB, based on funding, that non-Chamber members are not represented equally by the Visitors Center, and that there was no supervision or accountability to the City. The Visitors Center promotes only Chamber members, unless they go to the website which includes all members. The Mayor suggested that we consider the Visitor Center employee be an employee of the City. Ms. Howard stated that if we could contract with another entity that has a similar mission to the Visitors Center, such as the VCB, they would not necessarily need to be an employee of the City. Chuck reviewed what a budget might look like if we had the Visitors Center in-house and also what it would look like combined with the City's portion of the 2% VCB funds. There was consensus from the Council to have staff look at other options.

### **Those Attending**

Those present were Mayor Jeff McKeown and Councilors Michele Burnette, Mark Daily, Jon Eck, Stephanie Kramer, Gene Melton and John Muenchrath.

City staff present were City Manager Chuck Freeman, City Attorney Nate McClintock, City Clerk Vicki English, Police Chief Rodger Craddock, Finance Director Janell Howard, Public Works and Development Director Jim Hossley, Fire Battalion Chief Dean Martin and Library Director Carol Ventgen.

### **Flag Salute**

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

### **Consent Calendar**

Mayor McKeown reviewed the consent calendar which consisted of approval of the minutes of March 18, 2008. Councilor Burnette moved to approve the consent calendar as presented. Councilor Eck seconded the motion which carried with Mayor McKeown and Councilors Burnette, Daily, Eck, Kramer, Melton and Muenchrath voting aye.

### **Legislative Report by Representative Arnie Roblan**

Arnie Roblan, State Representative, discussed the special session that he attended in February 2008. Mr. Roblan gave an overview on why the special session took place. He reported that there was a group of Oregon citizens that were asked to look at the way we run government in Oregon at the legislative level and to make suggestions that they believed would make it more efficient and work better. One of the suggestions was to try and go to annual session instead of the current regular session that is held every two years. Mr. Roblan briefly discussed some of the issues and Bills that were passed during the session. Among those were consumer protection on toy recalls, funding for the State Police, relief on estate taxes for family farmers, forest owners and commercial fishing businesses, and rebalancing the Department of Human Services budget. Mark Daily asked about the expense of having an annual work session as opposed to every 2 years. Mr. Roblan said that he felt having limits on the sessions had to be more efficient and that an annual session could work.

### **Public Hearing to Consider an Empire Parking District**

Laura Barron, Planning Administrator, read the Public Hearing Disclosure Statement. Ms. Barron reported that the City of Coos Bay, as applicant, is proposing to amend the text of the Land Development Ordinance to create a parking district in the Empire District. Ms. Barron described the proposed area's boundaries as the commercial area in Empire and a small portion of the residential-professional district. She also stated that the Planning Commission unanimously recommended denial of the proposed parking district. Ms. Barron said that the majority of area is made of small lots and there is no area for off street parking. The land development standards require that when a new use is established compliance with the "off street" parking standards is required. Therefore the first option is to consider "off street parking" such as shared parking (McKay's being an example), the second option is to apply for a "variance" (Star of Hope being an example). In February, the Planning Commission discussed the lack of parking and considered it as an impediment to growth. In this regard, Vickie Dugger did a report for the Oregon Downtown Business Association which considered the need for employees to park "off site" as available because of the importance of "on street" parking to business, which she reported to have a value of \$25 an hour. At this time there is no problem with on street parking as the side streets have 70 and 80 feet right of ways. However, the Planning Commission remains concerned that there will not be enough parking for customers in the future. Presently there is the potential of 420 parking spaces with diagonal parking on the side streets and parallel parking on Newmark. To be clear, different types of businesses require different amounts of parking spaces. As an example, a general retail business requires one parking space per 250 square feet; a specialty store requires one space per 500 square feet; and an eating establishment requires one space per 100 square feet. In answer to this concern Ms. Barron proposes reducing the parking district by requiring that any "use" included in the area must provide "off street" parking for the amount of spaces required in excess of 25 parking spaces. This alternative reduces the parking district but insures more parking for the businesses within the district. Included in the language would be that any "use" in excess of 25 parking spaces would be required to provide on-site parking for the amount over 25. Mayor McKeown opened the Public Hearing. Norma Frost stated that she is not using half of her building because of the parking regulations and the alleys are not big enough to park in. John Punt who owns three properties in the district spoke in support, stating that the district

boundaries made sense as proposed and they need to move this along as quickly as possible. Mayor McKeown closed the Public Hearing. Councilor Daily moved to adopt the creation of the parking district in the Empire District as recommended by staff which included the requirement to provide on-site parking for the amount over 25. Councilor Burnette seconded the motion which carried with Mayor McKeown and Councilors Burnette, Daily, Eck, Kramer, Melton and Muenchrath voting aye.

**Presentation of a Proclamation on Child Abuse Prevention and Awareness Month by Sonia Amlin**

Sonia Amlin made the presentation of the Proclamation on Child Abuse Prevention and Awareness Month. The Proclamation identifies the City of Coos Bay as a community that does not accept child abuse and makes a commitment to create and support the value of raising our children and supporting our families as a priority for all citizens and that this be recognized in the month of April. Councilor Burnette moved to approve the Proclamation and to have Mayor McKeown sign the Proclamation on Child Abuse Prevention and Awareness Month. Councilor Eck seconded the motion which carried with Mayor McKeown and Councilors Burnette, Daily, Eck, Kramer, Melton and Muenchrath voting aye.

**Presentation of a Proclamation on Veterans of America's Armed Forces by Bill Kehler**

Bill Kehler, State Commander for AMVET made the presentation of the Proclamation Because We Care Day. The Proclamation recognizes April 1st as Because We Care Day and declares that all our citizens pay tribute to hospitalized veterans. Councilor Muenchrath moved to approve the Because We Care Day and to have Mayor McKeown sign the Proclamation Because We Care Day. Councilor Kramer seconded the motion which carried with Mayor McKeown and Councilors Burnette, Daily, Eck, Kramer, Melton and Muenchrath voting aye.

**Presentation of a Proclamation on National Telecommunicator's Week by Police Chief Rodger Craddock**

Police Chief Rodger Craddock made the presentation of the Proclamation on National Telecommunicator's Week. He asked the Council to recognize April 9 through April 13 as National Telecommunicators Week. Councilor Burnette moved that Mayor McKeown sign the National Telecommunicators Proclamation. Councilor Daily seconded the motion which carried with Mayor McKeown and Councilors Burnette, Daily, Eck, Kramer, Melton and Muenchrath voting aye.

**Ready-to-Read Outstanding Project Award Presented by Oregon State Library Consultant Katie Anderson**

Library Director, Carol Ventgen introduced Katie Anderson, Youth Services Consultant from the Oregon State Library. She presented the Ready to Read Outstanding Project Award to the Coos Bay Public Library. The 2006/2007 Grant provided transportation for children from the Even Start Program at the Newmark Center to the library for bilingual story time. Pat Flitcroft, Youth Librarian, spoke and said that she was much honored to receive the "Ready-to-Read Outstanding Project Award" as presented by Katie Anderson. Director Ventgen introduced John Littlefield, Chair of the Library Board of Trustees and Barbara Butler, Chair of the Library

Foundation who spoke about the library renovation project. Mr. Littlefield also asked the public for their suggestions on how best to celebrate the Library's upcoming hundred year anniversary in 2010. Ms. Butler thanked all the Coos Bay Library's renovation project supporters; \$60,000 was received from the Urban Renewal Agency, and the remainder of the \$129,000 was from gifts and grants from the Friends of the Library, Trust Management Services and the William K. Blund Family Fund of the Oregon Community Foundation.

### **Approval to Purchase a Heavy Duty Truck for the Wastewater Division**

Jim Hossley, Public Works Director reported that the 2007-08 Budget Committee approved the purchase of a heavy duty pickup truck to replace the 1993 Ford F350 which was originally transferred from the Fire Department and currently has 74,000 miles of heavy use. The new 2008 F450 Ford truck was found through the state contracting process. Staff requested quotes from local vendors for the same vehicle but they were unable to provide quotes. The state contract for this truck has been awarded to Northside Truck and Equipment of Portland, for the total price of the chassis of \$22,716.30. The service body cost is expected not to exceed \$10,000. Councilor Muenchrath moved to approve the purchase of the Ford F-450 from Northside Truck and Equipment of Portland for the total cost of \$22,716.30 and approve staff to solicit bids for the service body at a not-to-exceed price of \$10,000. Councilor Kramer seconded the motion which carried with Mayor McKeown and Councilors Burnette, Daily, Eck, Kramer, Melton and Muenchrath voting aye.

### **Consideration of the Coos Bay/North Bend Communication Proposal**

Mayor McKeown stated that he was disappointed that we will not be working and meeting with the City of North Bend on a regular basis as he had hoped but would continue to keep working with them. Mayor McKeown said the proposal is far from what he would like to do but the proposal is something that should be approved. Mayor McKeown suggested that we should tentatively set up a committee to work with the County and perhaps some of the other Cities within our South Coast area. Councilor Daily stated that he had a concern with number three on the proposal. He didn't think it was necessary to have a new agenda item added to all regular council sessions, but that it should be added as needed. Councilor Burnette noted that the Council's minutes are currently being supplied through the City's website and Channel 14. Councilor Muenchrath agreed with Councilor Daily and added that the agenda item should be as needed when issues are relevant to both Cities as a whole. Councilor Daily moved to adopt the Coos Bay/North Bend Communication Proposal with a modification to item three to have an agenda item as needed, to eliminate item two since agendas and minutes are available on our website and furthermore to eliminate the last sentence of the proposal which states, *This process would allow North Bend to pursue their "full council" approach to conducting City business.* Councilor Muenchrath second the motion which carried with Mayor McKeown and Councilors Burnette, Daily, Eck, Kramer, Melton and Muenchrath voting aye.

### **Public Comments**

Katherine Hoppe shared information on the planning for the Prefontaine Home Town Project. Ms. Hoppe expressed her appreciation to the Coquille Tribe for their grant of \$1,000. Ms. Hoppe reported that April 4th and 5th she will be attending the Governor's Conference and the VCB will be honored for the first time by receiving the Creative Tourism Award.

Camby Collier from the Barview district submitted a packet opposing the LNG site. She also proposed the development of decentralized energy. She also expressed concern about the seniors in our area and that we should capitalize on their ideas and utilize them in our committees. She stated that they are a great resource and they have the time and the energy. Mayor McKeown suggested Ms. Collier attend the RSVP banquet in May.

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

City Attorney, Nate McClintock reminded the Councilors that the Verified Statement of Economic Interest Forms will be coming from the Ethics Committee and that it is important that they are completed and returned by April 15th to avoid potential fines. Mr. McClintock said that there will also be a quarterly report that will be sent that will need to be completed by April 15th as well.

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

Chuck Freeman reported that PSAP Committee kickoff will be on April 20<sup>th</sup>. He thanked Laura Barron for all her work with the Empire Parking District. Mr. Freeman also stated that Mr. Hossley will be hiring seasonal workers to take care of the parks through September. Mr. Freeman said that the Traffic-flow Study will soon be under way in Downtown. He commented that the library remodel project is complete and the library is open. Mr. Freeman said that he met with the Chair of the Devereux Center today about issues affecting the whole community and he hopes to work with the City of North Bend and the entire community on these issues.

### **Council Comments**

Councilor Melton commended Ms. Ventgen and the library staff on their expansion and remodel. Councilor Kramer thanked Ms. Barron and the Council for the work on the Empire Parking District. Councilor Burnette said she had a tour of the Egyptian Theater and it was very interesting. Ms. Burnette also stated that she went on a tour of the Boy's and Girl's Club and commented on the good work that they do. Councilor Daily stated that he also opposes the LNG terminal and wants to adopt the letter to support the Governor's letter. Councilor Muenchrath wanted to state publicly that for public safety the fire station is needed and he encourages the public to support the new fire station. Mayor McKeown stated that the fire station committee is putting together a campaign to inform the community on why we need a new fire station. On another note, he stated that he is frustrated with North Bend and hopes that our vision can include the hopes of both cities.

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**Adjourned**

There being no further business to come before the Council, Mayor McKeown adjourned the meeting at 9:01 p.m. until April 15, 2008 in the Council Chambers at City Hall.

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Jeff McKeown, Mayor

Attest:

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Janell K. Howard, City Recorder