

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

November 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, 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 Captain Chris Chapanar.

Flag Salute

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

Public Comments

Robert Metcalfe, Coos Bay: spoke in support of House Bill 3400 and Measure 91; requested the Coos Bay City Council consider allowing marijuana sales. Ken Folker, Coos Bay: stated the traffic lights at Anderson, Bayshore, and Broadway were out of sequence. Stephanie Kilmer, Coos Bay: announced on behalf of Rotary and K-DOCK radio that the "Bus Jam" food and toy donation event was scheduled for Saturday, December 5th from 10 a.m. to 3 p.m. at the Coos Bay and North Bend Bi-Mart Stores and US Cellular in Bandon; announced Bay Area Teen Idol kids would be singing Christmas carols prior to the annual Coos Bay Tree Lighting event at 5:45 p.m. on November 27, 2015. Rob Taylor, Bandon: requested the Council allow time for himself and Robert Metcalfe to speak at the City Council meeting scheduled for consideration of House Bill 3400 and Measure 91 covering marijuana sales. Susan Anderson, Coos Bay: encouraged the Council to find a new site for the Coos Bay Library.

Consent Calendar

Mayor Shoji reviewed the consent calendar which consisted of 3a: approval of the minutes of November 3, 2015; 3b: acceptance of the October 2015 accounts payable and payroll check registers; 3c: acceptance of the October combined cash report, and; 3d: approval of an Oregon Department of Transportation (ODOT) seat belt enforcement grant. Councilor Kramer moved to approve the consent calendar approving the minutes of November 3, 2015, accepting the October 2015 accounts payable and payroll check registers, accepting the October combined cash report, and approving an ODOT seat belt enforcement grant. Councilor Groth seconded the motion which carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan voting aye.

New Council Business

No new business was presented.

City Council Minutes – November 17, 2015

Presentation of the Library Strategic Plan

Library Director Samantha Pierson stated the Coos Bay Public Library began the formal process for a Strategic Plan (Plan) in January 2015 which included hiring a library consultant (Penny Hummel); funding for the library consultant was obtained from the Ford Family Foundation and the Coos Bay Public Library Foundation. Ms. Hummel worked with the library staff, members of the library board, the Friends of the Library, and Library Foundation members to gather information about the library and community. Ms. Pierson stated the purpose of the Plan was to identify services the library provided to develop a roadmap for service implementation over the next three years. Ms. Pierson provided the Council with a draft copy of the Plan and noted it had already been reviewed by the Coos Bay Public Library Board, members of the Foundation, community members, and other stakeholders and that the Library Board recommended the Council adopt the 2015-2018 Plan. Mayor Shoji stated she would like to review the outcome of needs analysis prior to approving the Plan. Councilor Daily suggested the Library had expanded its services beyond the Library's original mission. Ms. Pierson stated the purpose of the library was to provide access to information and life-long learning. Councilor Groth moved to accept the Coos Bay Public Library Strategic Plan 2015-2018 as recommended by the Coos Bay Library Board. Councilor Brick seconded the motion which carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan voting aye.

Approval of 4th Street Traffic Control Striping Plan from Anderson to Golden Avenues

Public Works Director Jim Hossley stated at the March 3, 2015 City Council meeting, staff presented information in relation to the City's September 2014 partnership with Oregon Department of Transportation (ODOT) to restripe 4th Street south of Anderson Avenue. During the presentation, Council members noted concern that some of the street markings on southbound 4th Street north of Golden Avenue were unclear and confusing. There was also discussion about providing a left turn lane on northbound 4th Street west onto Bennett Avenue.

At the April 21, 2015 City Council meeting staff noted the arrows painted on 4th Street between Curtis and Donnelly Avenues appeared to cause the most driver confusion. In the area where the arrows were painted, 4th Street narrowed by 5 feet on each side of the yellow centerline (10 feet total). Mr. Hossley stated the intent of the arrows was to advise drivers of the transition. Because on-street parallel parking was permitted in the area, the remaining lane was approximately 18 feet wide; too narrow for two southbound travel lanes and very wide for a single lane. The Council directed staff to remove the two merge arrows painted on southbound 4th Street between Bennett and Donnelly Avenues and to add a dedicated left-turn lane on northbound 4th Street at Bennett Avenue.

Mr. Hossley stated the City contracted with Civil West Engineering Services to prepare a striping plan for the left-turn lane and crosswalk. Civil West Engineering representative Eric Farnsworth provided the Council with a PowerPoint presentation with two proposals for the revised restriping of 4th Street between Bennett and Donnelly; noted focus of the plan was to minimize impact of traffic on adjacent streets and to optimize the flow of traffic through the area. City Manager Rodger Craddock stated Council Daily suggested using a road diet concept similar to the one implanted on Ocean Boulevard; having one lane going each direction in addition to including a center turn lane to serve as a turning lane; suggested the consultant review the proposal to ensure it met the manual on uniform traffic control devices (MUTCD)

City Council Minutes – November 17, 2015

guidelines and general accepted engineering practices. Councilor Vaughan suggested incorporating bike lanes and additional spacing for street trees. Councilor Daily suggested the Council consider forming a committee to review street striping in effort to develop a master striping plan; Councilors Daily and Vaughan expressed interest in serving on the committee. City Manager Rodger Craddock suggested adding the crosswalk and bump outs only which would allow time for the Council to develop a striping plan. Mr. Farnsworth advised against adding a bike lane on 4th Street between Bennett and Donnelly due to the lack of bike lanes in adjacent blocks.

Councilor Kramer moved to add the crosswalk and bump outs on northbound 4th Street at Bennett Avenue. Councilor Brick seconded the motion. Councilor Vaughan stated he wanted tree spacing added to the motion and he had professional information regarding bump outs and crosswalks he wanted to bring to staffs attention. City Manager Rodger Craddock stated the current discussion was a traffic safety/engineering issue and not a landscape design issue. A call for the question was made which carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan voting aye.

Discussion of Tiered High Strength Wastewater Rates

Public Works Director Jim Hossley provided a brief history on the wastewater rate discussions which took place at the July 21, August 18, and September 1, 2015 City Council meetings. At the September 1, 2015 meeting, Mayor Shoji requested staff explore a tiered rate approach for the high strength users. Consensus of the Council was for staff to postpone the hearing for consideration of the 50/50 rate split between the high strength and all other user classifications to allow time for staff to research an alternative tiered rate structure by use for high strength users.

Mr. Hossley stated between the August 18th and September 1st meetings, staff requested the City's rate consultant, Steve Donovan, to work on the 50/50 split scenario. Per the 50/50 scenario the assumed domestic concentrations remained at 200 mg/l and the assumed commercial high strength concentration was lowered from 350 mg/l to 275 mg/l. The revision in the assumed strength concentration resulted in a \$0.09 increase per 100 cubic feet (cf) for all domestic strength users and a \$0.69 decrease per 100 cf for the commercial high strength user. After receiving further Council direction on September 1st, staff explored ways to create a tiered structure for high strength users; noted communities with tiered high strength user rates commonly differentiated the various tiers based on BOD and TSS loadings typical of a particular use. Many communities then charged the user based on the actual measurement of the BOD and TSS produced by the user. Mr. Hossley advised the City of Coos Bay did not have the resources to measure actual BOD and TSS loadings; suggested the measurements could be completed by/or at the expense of the individual customer; noted several variables would influence the cost of determining the BOD and TSS loadings which could range from several hundreds of dollars per customer to several thousand dollars per customer.

Mr. Hossley stated based on Council direction he created a three-tier structure which grouped user types in the various tiers based on assumed BOD and TSS loads typical of the particular use. The information was then sent to Mr. Donovan to construct a rate charge based on the proposed tiers. Mr. Donovan proposed the volume rate for domestic strength users would increase by \$0.04 per 100 cubic feet. The volume rate for tier one high strength users would

City Council Minutes – November 17, 2015

decrease by \$0.49 per 100 cf; tier two would decrease \$0.22 per 100 cf; and tier three would increase \$0.05 per 100 cf. Mr. Hossley advised the assumed BOD and TSS loads used for the proposed tiered method as presented were artificially low in order to create a decrease to the high strength rate; actual thresholds should be doubled or tripled to accurately reflect high strength user's impact on the system.

Mr. Hossley stated the option of implementing the three-tier system provided a reduction of wastewater rates for most high strength users; the three-tier system had potential to more fairly allocate rates among high strength users, assuming loading allocations were correct. If Council were to implement the 50/50 split option, current high strength users would realize reduction in wastewater rates. Some users could see significant monthly reductions in their wastewater bills. If Council were to take no action, the City's wastewater rate structure would remain unchanged; noted existing threshold concentrations were industry standard, and were used in jurisdictions across the country and the current structure was the most legally defensible of the three options.

Mr. Hossley advised any reduction in the commercial high strength volume charge, and the corresponding reduction in revenue recovered from the class would have to be made up from volume rate increases to the domestic strength customer classes. Based on historical metered flow data, roughly 91% of total wastewater system flows originated from the domestic strength customer classes, and only 9% of metered flow originated from the commercial high strength class. Resulting in a relatively large reduction in the commercial high strength volume charge would translate into a modest increase in the domestic strength volume charge. Staff requested Council direction in effort to calculate budget implications.

Mayor Shoji noted the tiered rate structure would provide decreases to high strength users with the highest volume; was in favor of not making any changes to the current rate structure and to direct staff to complete a request for proposal (RFP) to prepare a cost of service and rate analysis to examine and recommend a tiered rate structure and to insure rates were appropriate to meet the community's wastewater needs. Councilor Groth inquired why the current structure was likely the most legally defensible of the three options. City Attorney Nate McClintock stated it would be inappropriate to charge different rates for users with the same BOD and TSS loads. Councilor Daily spoke in favor of supporting the 50/50 split option. Councilor Vaughan suggested the City provide incentives to reduce the BOD and TSS loads; recommended the City setup a voluntary composting program to reduce load on the wastewater system. Mr. Hossley reported the City recently completed a biosolids report analysis and was advised it was not economically feasible. Councilor Leahy stated City of Eugene had a waste prevention and green building program and suggested the Coos Bay should start looking into such programs.

Councilor Groth moved direct staff to complete a request for proposal (RFP) to prepare a cost of service and rate analysis to examine and recommend a tiered rate structure and to insure rates were appropriate to meet the community's wastewater needs to be completed after the operational and maintenance contract was awarded and construction costs were known for Wastewater Treatment Plant # 2. Councilor Kramer seconded the motion. Councilor Vaughan recommended asking the solid waste franchisees to look into implementing composting program. Councilor Brick suggested there was grounds for a rate change. A call for the question was made which carried with Mayor Shoji and Councilors Brick, Daily, Groth, Kramer, Leahy, and Vaughan voting aye.

City Council Minutes – November 17, 2015

City Attorney's Report

City Attorney Nate McClintock reminded the Council about the upcoming annual review of the City Manager scheduled for December 1, 2015.

City Manager's Report

City Manager Rodger Craddock recommend Council consider setting a public hearing for February 16, 2016 for the purpose of taking public comments to consider adopting the proposed amended development code.

Council Comments

Councilor Groth announced a Job Fair was scheduled to take place on Wednesday, November 18th at the Coos Bay Library. Councilor Leahy announced the Empire Tree Lighting was scheduled for Saturday, December 5th at 5 p.m. and the Coos Bay Boat Building Center beach clean-up was scheduled for November 22nd at 3 p.m. Councilor Vaughan stated there was a large amount of garbage at the apartment complex in the area of 7th and Hemlock. Mayor Shoji reminded the community to attend the annual Coos Bay Tree Lighting event at 5:45 p.m. on Friday, November 27th.

Adjourn

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting was scheduled for December 1, 2015 in the Council Chambers at City Hall.


Crystal Shoji, Mayor

Attest: 
Susanne Baker, City Recorder