

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

May 23, 2017

The minutes of the proceedings of a City Council and Urban Renewal Agency 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 Councilors Drew Farmer, Jennifer Groth, Stephanie Kilmer, and Stephanie Kramer. Mayor Joe Benetti and Councilors Lucinda DiNovo and Phil Marler were absent. City staff present were City Manager Rodger Craddock, Finance Director Susanne Baker, Public Works and Community Development Director Jim Hossley, and Police Chief Gary McCullough.

Council Chair Jennifer Groth opened the meeting and stated the purpose of the meeting was for an informal review of the upcoming June 6, 2017 agenda, no decisions would be made.

Supplemental Budget to Adopt Resolution 17-13 Appropriating Funds in the General, State Gas Tax, 9-1-1, and Street Improvement Funds

Finance Director Susanne Baker stated a supplemental budget was proposed to appropriate funds for the General fund from contingency to operations to offset unanticipated expenses due to attrition and retirement's city wide as well as overtime in Dispatch and Police operations. Additionally, the appropriation would offset the change in aggregating all General Fund telephone services together, moving to a new phone system, higher electrical utility costs, and upgrading fiber connectivity to work towards technology redundancy. The supplemental budget also authorized additional transfer appropriations from the General, State Gas Tax, and Street Improvement funds in anticipation of receiving more revenue than budgeted for the Pacific Power and Light franchise fees. This would allow for the funds to be transferred for capital expenditures.

Adoption of Resolution 17-08 Revising City Fees

City Manager Rodger Craddock stated an update of the City fee resolution provided transparency to the public on the business fees to provide city services. The fee resolution was updated on an ongoing basis to reflect changes in costs and requirements. The proposed fee resolution would update the liquor initial application, special, and annual license renewal from \$25 to \$50 to more accurately reflect the time spent by staff for the approval process. The fee had not been updated for many years.

Discussion of Wastewater Projects for 2017 Summer/Fall Construction Season

Public Works and Community Development Director Jim Hossley stated Oregon coastal weather, abundant ground water, and tidal influences made storm and sanitary sewer work difficult during the winter. Typically, projects required several contract awards for various phases (design, bidding and construction management services, and contractor services). For efficiency, the construction schedule was proposed with final awards to be taken directly to the regular Council meetings. Staff presented the following projects: N. 2nd Street (Civil West), 4th and Highland (HGE), West of Plant 1 (HGE), 6th Avenue storm culvert replacement (Dyer), 4th, 5th, and 6th Avenue and basin FF (HGE), Birch and Front storm sewer replacement (Dyer), and

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Mingus Park (TBD). The first three projects were anticipated to be presented to Council on June 20th.

Smaller repair projects included 6th and Central Avenue Storm Replacement, 5th and Highland sanitary sewer replacement, Butler Road Storm culvert repayment, and storm sewer replacement at Ocean Boulevard at Vine Avenue. Funding for all of the projects will be from the State of Oregon IFA loans, DEQ loans, and Wastewater capital funds.

Consider Posting No Parking on One Side of 20th Street

Public Works and Community Development Director Jim Hossley stated 20th Street in Englewood, off of California Ave., was only 18 feet wide which did not allow for sufficient curbside parking on both sides of the street. There were mail boxes on the west side and nothing on the east side of 20th Street. The neighborhood requested "No Parking Signs" be installed on the east side of 20th Street to eliminate vehicles from parking on both sides of the street to allow vehicular traffic and emergency service vehicles access to the street.

Approval of an Addendum to Existing Contract with CH2M for the Operations, Maintenance, and Management for the Wastewater System for Fiscal Year Ending (FYE) 2017

Public Works and Community Development Director Jim Hossley stated in 2015 the City advertised a request for qualifications for operations, maintenance, and management of the wastewater system. Two qualifications were received (CH2M and Veolia) and on March 1, 2016, City Council directed staff to negotiate a ten-year contract with CH2M. The original contract was set to expire June 30, 2016. Prior to the contract expiring, the Council explored privatization of the wastewater system and the negotiations were put on hold. In 2017 the Council decided to not pursue privatization and negotiations resumed. The final contract would be forwarded to the Council for consideration in June along with an amendment for services from July 1, 2016 through June 30, 2017. The amendment did not have any changes or cost increases from the last amendment and fulfilled contractual obligations during the gap period.

Public Contracting Rules Revision – Adoption of Resolution 17-14

City Manager Rodger Craddock stated the contract rules had not changed for several years and the majority of items contracted were those projects which were identified during the budget process. To gain efficiency, updating the contracting rules would result in a lesser cost for projects and provide authorized staff higher purchasing thresholds. Mr. Craddock suggested an example of the purchase and equipping of new police cars.

Public Works and Community Development Director Jim Hossley stated the City's local public contracting rules had not been substantially revised in a decade. Over the last decade the State of Oregon revised purchasing and contracting thresholds in an effort to be efficient and address changing needs. Staff proposed to revise the local public contracting rules to provide better utilization of both staff and the Council's time. The revisions mostly increased the dollar amount limits for authorization, which were still less than those promulgated through the State Attorney General's Model Public Contracting Rules.

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Other Business

Thomas Gollihur: Representing the Englewood Diking District (the Board was present) requested the Council consider moving forward with the diking reinforcement project commenced by Randy Dixon, Operations Administrator to prevent failure of the dike and not just elevating Southwest Boulevard. City Manager Rodger Craddock stated the majority of the dike was not within the city limits, the diking district did not have funds sufficient to address the need, and subsequently Randy Dixon worked on a grant for the vulnerable sections of the dike. Mr. Craddock suggested in a meeting with County Commissioner Sweet, Mr. Sweet was not in favor of the project because the entire dike was not addressed as well as a cash match problem. Another option was to apply for a grant for a boat ramp in the Old Wireless Lane vicinity which could provide possible funds to raise the dike in this area. In discussion with the Council, direction was given to redirect Randy Dixon's time to the City's infrastructure rather than issues in the County. Councilor Groth was concerned the County was not more of a partner and the City should not carry the burden of such a project. Mr. Craddock stated the lower pasture lands would flood and likely involve Illinois, California, and 13th Street. Councilor Kilmer stated elevating SW Blvd would help many residents located within the City limits to access their property. Bill Bouska stated the residents had worked on the dike themselves and the degradation of the dike was on the water side due to the increased volume of water as a result of the east dike being opened. Mr. Bouska stated Randy Dixon advised the grant for the boat ramp would provide more funding to repair the dike and would have been a win-win for everyone. Mr. Craddock stated the options could be to continue as directed by the Council or bring the matter back before the Council as an agenda item. Consensus was for the County to have input, to invite the County to the discussion with the full Council, and it would not be right to expect the City to carry the full burden. Joan Morrison stated she was subject to the prior flood and as a result had to live in a trailer for two years while her home was renovated. City Manager Craddock stated he would invite the County Commissioner(s).

Adjourn

There being no further items for discussion, Council Chair Jennifer Groth adjourned the work session. The next regular Council meeting was scheduled for June 6, 2017 in the Council Chambers at City Hall.

Attest:



Susanne Baker, City Recorder



Joe Benetti, Mayor