

## **MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL**

**August 14, 2018**

The minutes of the proceedings of a City Council and Urban Renewal work session of the City of Coos Bay, Coos County, Oregon, held at 5:30 pm in Fire Station No. 1 Conference Room - 450 Elrod Avenue, Coos Bay, Oregon.

### **Those Attending**

Those present were Mayor Joe Benetti and Councilors Lucinda DiNovo, Jennifer Groth, and Stephanie Kilmer. Councilors Drew Farmer, Stephanie Kramer, and Phil Marler were absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Acting Finance Director Amy Kinnaman, Interim Deputy Finance Director Nicki Rutherford, Public Works and Community Development Director Jim Hossley, and Police Captain Chris Chapanar.

### **Review of the Following Council/URA Agenda for August 21, 2018**

#### **Consider Accepting Oregon Brownfields Redevelopment Fund Grant**

Public Works and Community Development Director Jim Hossley stated the Oregon Business Development Department (a.k.a. Business Oregon) approved award of a \$60,000 Oregon Brownfields Redevelopment Fund Grant to the Urban Renewal Agency. The grant was to complete work necessary to obtain a prospective purchaser agreement (PPA) with Oregon Department of Environmental Quality for the property located at 891 N. Front Street. Business Oregon staff was preparing the grant contract for the URA's and Business Oregon's signature. The contract would be ready for review and signature in the coming weeks. Award included an estimated \$15,000 towards specialized attorney review of the PPA. The process allowed for work to progress prior to signed contract.

#### **Approve Amendment #2 to Contract with Stantec for Brownfields Consulting Services**

A \$60,000 Brownfields Technical Assistance Grant from Business Oregon was awarded to the URA for completing the work necessary for the Prospective Purchaser Agreement for the 891 North Front Street property which the URA was in the process of acquiring. Staff recommended amending the City's existing brownfields consulting services contract with Stantec to do most of the work funded by the grant. As the Business Oregon grant would be accepted by the URA and the purchase of 891 N. Front Street would be completed using Urban Renewal funds, staff recommended the work performed under the amendment be approved for payment with urban renewal funds. The work performed by Stantec would be refunded by the grant, totaling \$45,000.

#### **Blade Patching and Grind Inlay Bid**

Public Works and Community Development Director Jim Hossley stated the City advertised for competitive bids for blade patching and grind inlay for several street locations throughout Coos Bay. Locations were selected based upon wear of street, with only a small portion of all potholes selected for this project due to funding constraints. Selected locations were:

## BLADE PATCH 2 INCHES

<u>Location</u>	<u>From</u>	<u>To</u>
E Street	7th St.	9th Street
Pennsylvania	SW Blvd. S.	17th Street
F Street	12th Court	11th Street
Yew Street	Koosbay Blvd.	End of Yew
5th Street	Johnson Ave.	Golden Ave.
5th Street	Kruse Ave.	Johnson Ave.
Radar Road	South of 1405	Fulton Ave.
N. Crocker	963 N. Crocker	975 N. Crocker
7th Street	Anderson Ave.	Central Ave.
Anderson Ave.	Broadway Ave.	Bayshore Ave.
Anderson Ave.	2nd Court	2nd Court

## GRIND 4 INCH INLAY

<u>Location</u>	<u>From</u>	<u>To</u>
Anderson Ave.	5th Street	6th Street
Newmark Ave.	Wal-Mart	East City Limits

The City received one bid from Knife River on the blade patching for \$163,570 and grind inlay for \$32,320. City Manager Rodger Craddock suggested transferring \$90,000 from the Street Improvement Fund to Gas Tax Fund to provide additional funding for the project. Mr. Craddock stated State gas tax funds came in throughout the year and projects had to be planned around funds received. Acting Finance Director Amy Kinnaman advised a supplemental budget for transfer could be presented at the next Council meeting.

### **Next Steps for the Wastewater Treatment Plant 1 Upgrade Project**

Public Works and Community Development Director Jim Hossley stated the City completed and submitted to the Department of Environmental Quality (DEQ), a facility plan amendment (FPA) for the Wastewater Treatment Plant 1 upgrade project. While it was not required, a Value Analysis (VA) could be performed. The VA would review the recommendations in the FPA to make comment and provide validation to the amendment's recommendation or provide options for the City to consider. If Council elected to perform a VA, upon completion of the VA, the next step for the City would be to commence with design efforts. However, another path that Council could pursue was to go directly into design efforts and not perform a VA. City Manager Rodger Craddock explained the difference between value engineering and VA; noting VA would be more appropriate for the Plant 1 project.

Councilor Lucinda DiNovo entered the work session at 5:45.

### **Other Business**

City Manager Rodger Craddock provided a status update on the management agreement between the City of Coos Bay and the Coos Bay-North Bend Visitor and Convention Bureau (VCB) to take over management of the Visitor Information Center. Discussion included hours of operation, termination clause, volunteer staffing, and selling of Coos Bay merchandise. Revenue and expense projections were also discussed.

**Adjourn**

There being no further items for discussion, Mayor Benetti adjourned the work session. The next regular Council meeting was scheduled for August 21, 2018 in the Council Chambers at City Hall.



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Joe Benetti, Mayor



Attest:

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Amy Kinnaman, Acting City Recorder