

# MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

February 5, 2019

The minutes of the proceedings of a regular meeting of the City Council of the City of Coos Bay, Coos County, Oregon, held at 7:00 pm in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

## **Those Attending**

Those present were Council President Phil Marler and Councilors Drew Farmer, Stephanie Kilmer, Carmen Matthews, and Rob Miles. Mayor Joe Benetti and Councilor Lucinda DiNovo were absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Nichole Rutherford, Deputy Finance Director Melissa Olson, Public Works and Community Development Director Jim Hossley, Fire Chief Mark Anderson, and Police Chief Gary McCullough.

## **Flag Salute**

Council President Marler opened the meeting and led the Council and assembly in the salute to the flag.

## **Public Comments**

Dick Leshley, Coos Bay presented a certificate of appreciation for Mayor Benetti in recognition and appreciation of outstanding service and assistance which contributed to the advancement of the American Legion programs and activities.

## **Consent Calendar**

Council President Marler reviewed the consent calendar which consisted of:

- 3a: Approval of the Council and Agency Work Session Minutes of January 8, 2019
- 3b: Approval of the City Council Minutes of January 15, 2019
- 3c: Approval of the Council and Agency Work Session Minutes of January 22, 2019
- 3d: Acceptance of the City December Combined Cash Reports
- 3e: Approval to Accept a \$4,000 Overtime Grant Award From Oregon Impact for 3-Flags Safety Belt Enforcement
- 3f: Approval to Accept a \$1,800 Overtime Grant Award From Oregon Impact for Distracted Driver Enforcement
- 3g: Approval to Accept a \$3,000 Overtime Grant Award From Oregon Impact for Pedestrian Safety Enforcement Grant

- 3h: Adoption of Resolution 19-03 Approving an Interfund Capital Loan From the Rainy Day Reserve Fund to Major Capital Reserve Fund
- 3i: Acceptance of the Urban Renewal Agency Annual Financial Report for Fiscal Year Ended June 30, 2018

Councilor Kilmer moved to approve consent calendar as presented. Councilor Farmer seconded the motion which carried. Ayes: Farmer, Kilmer, Marler, Matthews, Miles. Absent: Benetti, DiNovo.

### **Report by Marshfield High School Key Club Members**

Marshfield High School (MHS) Key Club representatives Sofia Munoz and Zachariah Sahli summarized upcoming Key Club activities, shared various ongoing fundraising activities and achievements by various MHS clubs, committees, and athletic teams.

### **Presentation on the Coos Bay-North Bend Water Board**

Coos Bay-North Bend Water Board (Water Board) General Manager Ivan Thomas provided an update to the Council which included past, present, and future projects. The Water Board recently completed several water main projects, 9,000 gallon aluminum chlorohydrate tank replacement, paperless billing, accepted credit card payments, gas chlorine to sodium hypochlorite conversion project, and a seismic analysis of Upper Pony Creek Dam which found it would withstand a 9.0 plus magnitude earthquake. Current projects are the steel reservoir maintenance program, Wisconsin pump station improvements, Coos River Highway water main replacement, Glasgow telemetry replacement, and Joe Ney Dike repair. Future projects are the McCullough Bridge water main relocation; McCullough Bridge water pipe painting; E Street, 3rd Avenue, and Madrona Street water main replacements; 18" transmission main tunnel repair, and master planning not completed since 1996.

### **Presentation on the Coos Bay-North Bend Visitor & Convention Bureau and Visitor Information Center's Semi-Annual Report**

The City of Coos Bay, City of North Bend, and the Coquille Indian Tribe created an intergovernmental entity known as the Coos Bay-North Bend Visitor and Convention Bureau (Bureau) in 2010. The Bureau has engaged in activities designed to promote events and attractions in the Coos Bay/North Bend geographic area so as to attract tourists and foster an important component of the local economy. When possible, they work to coordinate their efforts with other efforts in the area to achieve maximum return on monies expended on tourism promotion from all sources. The agreement was amended in July 2018 to provide the means by which an orderly withdrawal of one of the three parties could be accomplished without the termination of the Bureau and agreement, and to provide the ability of the Bureau to provide visitor information center services to the individual members. Bureau Director Janice Langlinais stated in January 2019 the transit lodging tax increase from 7% to 9.5% was approved and would take effect April 1, 2019; November 1, 2018 the Bureau took over the management of the Visitor Information Center (VIC); and over last six months the VIC welcomed 15,616 visitors from 49 states and 28 countries.

The Bureau had increased advertising, promotions, and media coverage; added the ability to track website visitors through digital advertising; 2018 occupancy rates increased 7% for October, 8.6% for November, and 4.6% for December from previous years; and the Bureau had attended several meetings, conferences, and conventions, along with Ms. Langlinais sitting on various boards and committees to represent tourism in the Coos Bay, North Bend and Charleston area.

### **Presentation on the Coos Bay Downtown Association's Semi-Annual Report**

Coos Bay Downtown Association (CBDA) Main Street Manager and Executive Director Holly Boardman provided a semi-annual report to the Council as part of the their management agreement with the City. Ms. Boardman highlighted 2018 activities: promoted 3A Basketball OSAA (Oregon School Activities Association) State Championship, Maritime Legacy Days, Farmers' Market, Music on the Corner, Blackberry Arts Festival, Trick-or-Treat, Downtown Holiday Open Houses, Santa and tree lighting, Shop Small Saturday, and annual meeting "Celebrate Downtown". The 2019 events calendar: CBDA annual meeting January 17, 3A Basketball Tournament February 28-March 2, Maritime Legacy Days May 1-May 5, Farmers' Market May 1-October 30, Blackberry Arts Festival August 24-August 25, Bay Area Fun Festival September 21-September 22, Halloween Trick-or-Treat October 31, Holiday Open Houses November 8-November 9, Santa and tree lighting November 29, and Shop Small Saturday November 30. CBDA projects: purchase of designs and taking bids for building the running legs bike racks to be installed by the City of Coos Bay, updated the Downtown Wayfinding signs, and maintenance of City flower baskets and banner displays. The past year Ms. Boardman worked to strengthened the partnership between CBDA, City, and Chamber of Commerce; grew CBDA membership, achieved Main Street standards; and published and distributed monthly newsletters.

### **Adoption of the "Rules of Conduct" Regarding Exclusionary Ordinance 501**

City Manager Rodger Craddock stated on September 18, 2018, the Council enacted Ordinance 501, giving law enforcement officers, or any person specifically authorized by the City Manager, the authority to exclude individuals from city parks, recreational areas, city owned or leased properties, or city-sponsored events for a period of up to ninety (90) days based upon a reasonably objective belief by the officer, or authorized person, that the individual engaged in: Conduct made criminal as either a misdemeanor or felony under State Law; Conduct in violation of a City ordinance or code; and Conduct in violation of a City Council adopted "rules of conduct". The Coos Bay City Library already had an established "Library Code of Conduct" which was previously approved by the Library Board, but had not officially been adopted by the Council. Staff requested the Council consider adopting the Coos Bay Library Code of Conduct as an official rule/policy of the City.

Councilor Kilmer moved to adopt the Library Code of Conduct as City Council adopted rules of conduct. Councilor Matthews seconded the motion which carried. Ayes: Farmer, Kilmer, Marler, Matthews, Miles. Absent: Benetti, DiNovo.

### **Discussion of a Transportation User Fee**

Public Works and Community Development Director Jim Hossley stated over the past several months the Council held several work sessions and regular Council meetings in order to obtain public input on the Transportation User Fee (TUF), with focus on implementing a

flat \$10 per month TUF. Council also explored a \$15 or \$20 TUF for commercial properties. A \$10/\$15 combination TUF would generate an additional \$40,200 per year. A \$10/\$20 TUF combination would result in an additional \$80,400 per year (\$402,000 in five years) over the \$10 only TUF. Staff provided a spreadsheet of potential projects that could be completed with a \$10/20 TUF over the next five years. City Manager Rodger Craddock stated he had not received any feedback from Bay Area Chamber of Commerce (BACC) or business community yet. Mr. Hossley stated draft ordinance and resolution documents for the proposed combination \$10/\$10, \$10/\$15, and \$10/\$20 TUF would be presented to Council for review and discussion on February 12, 2019. Council President Marler noted Council would make final consideration on this matter at the March 5, 2019 City Council meeting. No public comments were made.

### **Amend Civil West Engineering Contract for Eastside Safe Routes to School Design Contract**

Public Works and Community Development Director Jim Hossley stated Coos Bay School District #9, the Oregon Department of Transportation (ODOT), and City of Coos Bay partnered on a \$2,000,000 Safe Routes to School (SRTS) grant application for a project in Eastside to provide better access to and from Millicoma School. The proposed project included improvements to storm infrastructure, sidewalks, ADA ramps, marked crosswalks, and rapid flash beacons (RFB). Civil West Engineering Services was awarded the contract to provide design plans to submit with the grant application in the amount of \$97,598. Civil West Engineering's original design scope did not include right-of-way surveying, environmental permitting, environmental meetings, and reimbursable cost associated with coordinating environmental concurrence because staff did not know if the city would be awarded the grant. The \$2,000,000 grant from the Oregon Transportation Commission (OTC) was approved and staff requested consideration to amend the Civil West Engineering contract to proceed with the SRTS project.

Councilor Matthews moved to amend the Civil West Engineering SRTS design contract to include environmental permitting, environmental meetings, project surveying, in the amount of \$31,894.00 plus contingency, for a total contract value not to exceed \$150,000.00 for the pedestrian SRTS improvements project in Eastside. Councilor Farmer seconded the motion which carried. Ayes: Farmer, Kilmer, Marler, Matthews, Miles. Absent: Benetti, DiNovo.

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

City Manager Rodger Craddock stated City Council meetings would be adjusted as such: February 12, 2019 would be a special Council meeting to accept the agreement with the Oregon Department of Transportation for the \$2,000,000 Safe Routes to Schools, followed by a joint City Council and Urban Renewal Agency (URA) Work Session at 5:30 pm in the Council Chambers; February 19, 2019 a joint City Council meeting with the Confederated Tribes of the Coos, Lower Umpqua, and Siuslaw Indians' (CTCLUSI) Tribal Council to discuss the Tribe application for Traditional Cultural Property Historic District and how it will affect planning and permitting at 7:00 pm at the Coos Bay Public Library; and February 26, 2019 a URA board meeting followed by a joint City Council and URA Work session at 5:30 pm in Council Chambers. Invitation to a swearing in ceremony for two new police officers on February 19, 2019 at 10:00 am in Council Chambers.

City Council Goal Setting meeting was scheduled for March 22, 2019. Budget Committee meetings scheduled for April 9, 2019 with additional dates as needed on April 11, 2019 and April 18, 2019. The Homeless Workgroup recommended an additional resource officer and new ordinance regarding the registration of vacant homes and buildings; a draft ordinance would be presented for Council consideration at the next work session meeting.

### **Council Comments**

Councilor Farmer commended Community Development Administrator Carolyn Johnson on her work with the Homeless Committee. Councilor Miles attended the Chamber of Commerce awards banquet January 26, 2019, congratulated Jennifer Groth who received the Citizen of the Year award, and Councilor Matthews for Seven Devils Brewery receiving honors for Business of the Year. Councilor Kilmer thanked the additional city staff that have attended the Homeless Workgroup meetings and the Homeless Workgroup has been a great group bringing people together to share information and benefit from the discussions. Councilor Marler stated January 30, 2019, Council attended the Chamber of Commerce Business Connection meeting where the City of Coos Bay and City of North Bend Mayors presented; commended Mayor Benetti and City Manager Rodger Craddock for the presentation on what the City Council had and will accomplish, gave an idea how much the Council has tried and will get done, and thanked the Council and Mr. Craddock.

### **Executive Session**

Deputy Finance Director Melissa Olson read the executive session meeting disclosure statement. An executive session was held pursuant to Oregon Revised Statute (ORS) 192.660 (2) (e) for the purpose of discussing real property negotiations. No decisions were made.

### **Adjourn**

There being no further business to come before the Council, Council President Marler adjourned the meeting. The next regular Council meeting was scheduled for March 5, 2019 in the Council Chambers at City Hall.



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Phil Marler, Council President

Attest:   

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Nichole Rutherford, City Recorder