

# MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

October 22, 2019

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 Councilors Lucinda DiNovo, Drew Farmer, Stephanie Kilmer, Phil Marler, and Rob Miles. Mayor Joe Benetti and Councilor Carmen Matthews were absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Nichole Rutherford, Deputy Finance Director Melissa Olson, Library Director Sami Pierson, Community Development Administrator Carolyn Johnson, Fire Battalion Chief Jeffery Adkins, Police Chief Gary McCullough, and Police Captain Chris Chapanar.

## **Public Comments**

Don Hines, Coos Bay stated in 2014 he asked permission to buy and install six pieces of gym equipment at John Topits Park and was denied, in 2019 the City installed equipment at the park, and wished the City to install more equipment in the future.

## **Review of the Following Council/URA Agenda for November 5, 2019**

### **Review of the Coos Bay Municipal Code Title 17 Amendments Section 17.370 – Vacation Rentals**

Community Development Administrator Carolyn Johnson stated the city's development code currently does not include vacation rental standards. Consequently residential property owners seeking vacation rental authorization must go through the lengthiest, most costly and time consuming planning commission conditional use permit review process. The planning commission recommended addition of vacation rental standards to the development code and a type II land use application process. If the proposed ordinance outlining these standards was adopted, the recommended changes would minimize city review time and applicant costs and provide clear and standardized regulations for vacation rental use and neighborhood comfort. Minor cleanup of language to clarify definitions was also included in the proposed ordinance to reference vacation rentals in the industrial commercial and commercial districts.

Council discussed accessory dwelling units, signage, location limitations, and noticing requirements. Ms. Johnson stated James Behrends of Coos Bay contacted the city regarding the proposed change and submitted concerns along with proposed changes. Mr. Behrends presented his proposed changes to the council. City staff recommended the concerns and proposed changes go back to the planning commission for review and make recommendations. Council consensus for planning commission to further review the proposed ordinance and compare with other municipalities.

## **Consider Approval of City Supplemental Budget for 2019-2020 fiscal year - Approval**

### **Would Require Adoption of Resolution 19-22**

Finance Director Nichole Rutherford stated it was anticipated during the fiscal year that several supplemental budgets would be brought forward to the Council for consideration to adjust the budget based upon operational needs. Reasons for a supplemental budget include appropriating grant funding not included in the budget, appropriating additional carryover balance from the prior fiscal year that was more than budgeted and are needed to meet operational needs, reallocating funds within categories, and appropriating new funds. Ms. Rutherford highlighted some supplemental budget items for consideration.

### **Consider Approval of URA Supplemental Budget for 2019-2020 fiscal year - Approval Would Require Adoption of Resolution 19-07**

Finance Director Nichole Rutherford stated it was anticipated during the fiscal year that several supplemental budgets will be brought forward to the Agency for consideration to adjust the budget based upon operational needs. Reasons for a supplemental budget include appropriating grant funding not included in the budget, appropriating additional carryover balance from the prior fiscal year that was more than budgeted and are needed to meet operational needs, reallocating funds within categories, and appropriating new funds. Ms. Rutherford highlighted some supplemental budget items for consideration.

### **Presentation of a Centennial Anniversary of Zonta International Day Proclamation**

City Manager Rodger Craddock stated the Zonta Club of the Coos Bay area encourages all citizens to join the Zonta International Centennial Anniversary Celebration November 8, 2019 at the historical Egyptian Theatre. The program will include a celebration of their organization's history, and the showing of the academy award winning 2018 documentary film short "Period End of Sentence."

### **Approval of the Coos Bay Public Library's Three-Year Strategic Plan**

Library Director Sami Pierson stated the Coos Bay Public Library worked with the community and other stakeholders to create a new three-year strategic plan. The library board approved 2019-2022 plan has five main strategies: enhance education and learning for residents of all ages, build a strong and resilient community, develop a skilled workforce, increase use of library services and collections by underserved communities, and replace current inadequate and failing facility with a new library. The strategic and implementation plan will guide the library for the next three years.

### **Discussion of Parking on Streets in Empire Urban Renewal District**

City Manager Rodger Craddock stated staff was preparing to re-stripe the on-street parking spaces in the Empire downtown area. The re-striping is proposed on North Cammann Street, as well as, the first block off each side (north and south) of Newmark Avenue for Marple Street, Wall Street, and Wasson Street. The striping would be on both new and old asphalt surfaces. Councilor Kilmer requested that the city council discuss the parking layout, particularly on south Wasson Street. The previous parking layout on the first block of south Wasson Street was angled parking on easterly and westerly sides. City staff recommended diagonal parking on the east side and parallel parking on the west side of south Wasson

Street. Additionally, the bus company requested diagonal parking on Schetter Street adjacent to the bus barn. Council consensus for city staff to move forward with staff recommended striping plans.

### **Review Changes to Municipal Code 10.40 Towing of Illegal Vehicles**

Police Chief Gary McCullough stated the Coos Bay Police Department staff receives numerous reports on the same abandoned vehicles located in the city limits of Coos Bay. This has become an issue as the language in the current municipal code regarding abandoned vehicle's does not specifically state the vehicles need to be removed from the city streets, right of ways, and public areas of the city. Mr. McCullough highlighted the proposed ordinance changes in definitions, verbiage for abandoned vehicles prohibited, proper noticing, process, and procedures.

### **Council Comments**

Councilor Farmer stated at a recent training opportunity in Pennsylvania, he saw Pittsburgh Police Department had videos of aspects of police officer duties for better community understanding of procedures and suggested having a similar resource on the City website. Councilor DiNovo stated the Confederated Tribes of the Coos, Lower Umpqua, and Siuslaw Indians would be having a public meeting on October 24, 2019 at the Dolphin Theatre from 5:30-7:00 for updates on the Hollering Place. Councilor Kilmer asked if there was an update regarding North Bend Council received comments from petitioners regarding an appeal process. City Manager Rodger Craddock stated he did not know what had happened, but there was a relevant State of Oregon Land Use Board of Appeals (LUBA) ruling regarding fees and anyone making an appeal would bear the cost of the fees. Councilor Marler reminded Council not to have ex parte contact and not respond to emails received.

City Manager Rodger Craddock stated he received notification the planning commission had approved the eel grass application on October 22, 2019. Mr. Craddock noted it was probable council would receive an appeal.

### **Adjourn**

There being no further business to come before the council, Council President Marler adjourned the work session. The next regular council meeting was scheduled for November 5, 2019 in the council chambers at city hall.



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Phil Marler, Council President

Attest: Nichole Rutherford  
Nichole Rutherford, City Recorder