

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

January 17, 2012

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 Library Meeting Room, 525 Anderson Avenue, Coos Bay, Oregon.

Those Attending

Those present were Mayor Crystal Shoji and Councilors Jennifer Groth, Stephanie Kramer, Gene Melton, John Muenchrath, and Mike Vaughan. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Intermediate Accountant Debbie Frankenberger, Economic Revitalization Administrator Joyce Jansen, Public Works and Development Director Jim Hossley, Library Director Samantha Pierson, Fire Chief Stan Gibson, and Police Sergeant Eric Schwenninger.

Flag Salute

Mayor Shoji opened the meeting and asked Howard Forte to lead the Council and assembly in the salute to the flag.

Public Comments

No comments were given.

Consent Calendar

Mayor Shoji reviewed the consent calendar which consisted of 3a: approval of the minutes of January 3, 2012; 3b: acceptance of December 2011 accounts payable and payroll check registers; and 3c: acceptance of the December 2011 combined cash report. Councilor Melton moved to approve the consent calendar approving the minutes of January 3, 2012, accepting the December 2011 accounts payable and payroll check registers, and accepting the December 2011 combined cash reports. Councilor Muenchrath seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye.

Presentation by Executive Director Roger Langlie of the Bob Belloni Ranch

Executive Director Roger Langlie rescheduled his presentation to the February 21, 2012 City Council Meeting.

Appreciation Plaque to Howard Forte

In consideration of Howard Forte's service on the Budget Committee from February 20, 2007 to December 31, 2011, Mayor Shoji presented Mr. Forte an appreciation of service plaque. Mr. Forte expressed his thanks and stated it was a pleasure to serve on the committee. Mayor Shoji thanked Mr. Forte for his dedication and volunteer effort.

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Filing of the Urban Renewal Annual Financial Impact Statement for Fiscal Year 2010/2011 with the City Council

Economic Revitalization Administrator Joyce Jansen stated Oregon Revised Statutes (ORS) 457.460 required a financial impact statement from the Urban Renewal Agency be filed with the Council by January 31st of each year. The report complied with ORS 457.460 and was in addition to the Urban Renewal Budget adopted on June 7, 2011 and the Urban Renewal Agency Audit accepted on December 6, 2011. Ms. Jansen explained the components of the financial report and noted the report was available on the city's website or at the Finance Department during normal business hours. The purpose of the urban renewal was to improve specific areas of the city which were poorly developed or underdeveloped, eliminate blight, and encourage economic development. Ms. Jansen noted major projects during 2010/2011 included the downtown traffic circulation project, Coos Art Museum elevator, Library HVAC system, Hollering Place Wayside, Boat Building Center, Empire Blvd. sidewalk project, and façade grants. Councilor Groth inquired regarding the status of John Zhen's façade grant wherein City Manager Rodger Craddock stated the grant was extended to May 31, 2012. Councilor Kramer moved to approve the filing of the Urban Renewal Annual Financial Impact Statement for Fiscal Year 2010/2011. Councilor Melton seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye.

Approval of an Emergency Operations Plan

Fire Chief Stan Gibson stated the Emergency Operations Plan (EOP) was an all-hazard, all-scale plan providing framework for the City of Coos Bay to respond and recover from emergencies and disasters. Chief Gibson explained the Coos Bay EOP addressed systems and strategies for agencies, facilities, operations, and personnel relied on during an emergency and was primarily applicable to extraordinary situations and was not intended for day-to-day emergency situations. The EOP was developed in cooperation with Coos County and the City of North Bend, used best practices recommended by FEMA and Oregon Emergency Management Agency, and functioned as a bridge among local, state, and federal emergency management systems. Councilor Muenchrath asked if the EOP included provisions for a food bank wherein Chief Gibson replied provisions for a food bank were included in the EOP and stated the Council and staff would be trained on all aspects of the EOP on Saturday, January 21, 2012. Councilor Melton moved to approve the 2012 City of Coos Bay Emergency Operations Plan. Councilor Kramer seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye.

Approval of a Revised Coos Bay Boat Building Center Management Agreement

City Manager Rodger Craddock stated the city entered into a three-year management agreement with the Coos Bay Boat Building Center (BBC) in January 2010 which included an annual management fee of \$8,000, paid quarterly. Due to structural issues the BBC could not use the building for the past year and temporarily relocated to the Business Incubator in North Bend. Mr. Craddock stated the BBC Board of Directors requested a revised management agreement to extend the term an additional ten months and increase the management fees. The proposed agreement would begin January 1, 2012 and end December 31, 2013; fees would be paid monthly rather than quarterly and would increase to \$14,400 annually (\$1,200 monthly) for 2012 and \$9,600 annually (\$800 monthly) for 2013. The total cost of the

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agreement was \$24,000 which would be paid out of the Hotel/Motel fund. Mr. Craddock stated the BBC Board of Directors were in the process of completing their business plan with the goal of becoming self-sufficient by January 1, 2014. The center re-opened in its permanent location earlier this month and classes were already underway, a gift shop opened and many donations of boats and tools were made. Mr. Craddock concluded the BBC was a key component of the Hollering Place, served as an educational and recreational facility, and helped to preserve the city's boat building heritage noting the city's financial assistance with BBC operational costs would help the center be successful and fulfill their mission. Councilor Kramer moved to approve the proposed management agreement and authorize the City Manager to execute the agreement. Councilor Melton seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye. BBC Board President Jim Berg thanked the Council for their support over the last two and one half years. Mr. Berg stated the BBC was fully functional, had in excess of 100 members, had abundant volunteer opportunities, and urged the Council members and community to visit the facility which was now open on Saturdays.

Council Appointment to the Coos Bay/North Bend Visitors & Convention Bureau

City Manager Rodger Craddock stated due to Councilor Joanie Johnson's resignation an appointment was needed to fill the City's vacant position on the Coos Bay/North Bend Visitor & Convention Bureau (VCB) Board. The appointment was for the duration of the vacant term ending November 20, 2012. Mayor Shoji expressed interest in the VCB position if someone was interested in her position on the board of the Oregon Coastal Zone Management Association (OZCMA). Councilor Kramer volunteered to take over Mayor Shoji's position on the OZCMA board. Councilor Groth moved to appoint Mayor Shoji to the Coos Bay/North Bend Visitor & Convention Bureau Board. Councilor Melton seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye.

City Attorney's Report

No report was given.

City Manager's Report

City Manager Rodger Craddock stated there was one open position for the City Council and three openings for the Planning Commission and the deadline to submit applications was January 27, 2012. One letter of interest was submitted for the Council position and three applications were submitted for the Planning Commission with interviews to be held prior to the Council meeting on February 7, 2012.

Mr. Craddock stated a company was interested in leasing property for one dollar per year at the Visitors Information Center to construct an electric vehicle charging station with solar capabilities. The company would maintain the property and would require two parking spots. Councilor Vaughan asked the elapsed time to charge an electric car at a level 4 charging station and Mr. Craddock replied under twenty minutes. Mr. Craddock also stated the City was contacted by a company interested in leasing an unused sewage pipeline located under the bay between Empire and the north spit to run fiber optic lines. The pipeline was built for wastewater but may not be large enough for the original purpose intended.

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Councilor Kramer thanked the fire department for their quick response when she had her accident. Councilor Muenchrath recognized the seconded anniversary of the Citizens United Supreme Court decision and expressed an interest in drafting a resolution that would demonstrate the City's support to amend the Constitution to establish corporations are not people and money is not speech. Councilor Melton expressed concern regarding the intersection located at Merchant and Jackson streets and felt stop signs should be installed at the northwest and southwest corners of the four way intersection and asked staff to investigate. Mayor Shoji urged members of the community to apply for the open Planning Commission positions and stated it was great experience for other community leadership positions. Ms. Shoji enjoyed being involved with the Coquille Tribal Community Fund and the annual award of 2011 grant funds.

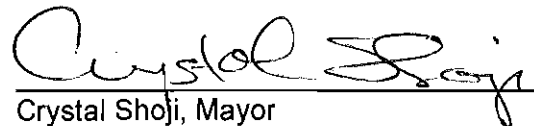
Adjourn

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting was scheduled for February 7, 2012 in the Meeting Room at the Coos Bay Public Library.

Attest:



Susanne Baker, City Recorder



Crystal Shoji, Mayor