

MINUTES OF THE COOS BAY CITY COUNCIL

September 5, 1995

The minutes of the proceedings of a regular meeting of the City Council of the City of Coos Bay, Coos County, Oregon, beginning with a work session at 7:00 p.m. in the Council Chambers and proceeding to a regular session in the Council Chambers at 7:30 p.m.

Those Present

Those present were Mayor Joanne Verger and Councilors Joe Benetti, Cindi Miller, Don Spangler, Judy Weeks, and Dave Williams. Councilor Combs arrived at 8:00 p.m. Staff in attendance included Interim City Manager Chuck Knight, City Attorney Randall Tosh, City Clerk Joyce Jansen, Community Services Director Bruce Meithof, and Police Chief Marc Adams. Members of the media were also present.

Work Session

Mayor Verger reviewed the agenda for the meeting. Councilor Williams expressed concern about the re-organization of the public works and community development departments and whether the head of the department should be both the head of the department and the deputy city manager. City Attorney Tosh requested item #2d be removed from the consent calendar and a redraft of the resolution would be submitted at the next council meeting. Consensus of the Council was the title would be director of community services.

Councilor Miller asked for clarification of funding and expenditures on item #2e 10th Street Park. Verger said service clubs were to be contacted by staff about doing some of improvements to the park. Bruce Meithof reported letters had been sent to local service clubs but no responses had been received. Councilor Benetti said he recalled the money was to be taken from the parks department and not from the contingency funds. After discussion of funding for the improvements, Benetti asked staff to review the recording from the last council meeting and report to the Council. Verger asked that the item be placed on the agenda for September 19th.

Councilor Weeks asked about the process for approving OLCC work permit applications and if they require Council approval. Interim City Manager Knight said it does not need Council approval and should be removed from the agenda.

Mayor Verger said Tom Thompson requested that Council reconsider the alternatives for development of mall block three. Meithof reviewed the development options and reported the request for bids would be sent on the 7th and the bid opening would be held on the 19th. He reported the estimated project completion date was November 30th. He said if another alternative was selected the project would be delayed until next Spring due to time required for additional drawings, the bid process, and working around the Fun Festival and holiday season.

Verger noted the request for extension from Diane Hannah, award of bids for a backhoe, flatbed truck, and sewer replacement project. Meithof reviewed installation of a traffic light at Elrod and First Street. He said the State requires no parking areas around the intersection and that five parking spaces will be designated no parking. Weeks asked if additional City funds would be

necessary before the signal was installed and Meithof said no.

Meithof reviewed the re-organization of the public works and community development departments and establishment of the planning division. He said the planning coordinator's salary was originally brought to Council with other management salaries and was not approved. He gave a brief history of the salary cutback and the three-year plan to bring the salary up. He said he recommends a salary increase and title change because the re-organization places additional duties on this position and it becomes a supervisory position. Meithof reported his proposal also includes the elimination of the office manager and creating another codes specialist position. He said with the merger of the two departments there were two administrative positions and the office needs only one of these positions. Verger commented that the activity in the planning division has increased substantially in the past few years. Benetti asked for the amount the re-organization cost the city. Meithof responded the yearly increase is approximately \$10,000.

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Flag Salute

Mayor Verger called the meeting to order and led the assembly in the salute to the flag.

Consent Calendar

Mayor Verger read the items on the agenda which included the following items:

- a) approval of the minutes of the regular meeting of August 15, 1995
- b) approval of the minutes from the executive sessions of August 21, 23, and 24, 1995
- c) approval of minutes of a special meeting of August 24, 1995
- f) adoption of Resolution 95-19 amending Resolution 95-8 FY 95/95 budget appropriations
- g) setting a public hearing before the Planning Commission - street vacation on a portion of Myrtle Street

Consent items d), e), and h) were removed from the agenda. Councilor Weeks moved to approve the consent calendar as amended. The motion was seconded by Councilor Miller and carried with the Mayor and all Councilors present voting aye.

Citizen/Public Comments

Flora Lee Lockhart, Coos Bay, speaking as president of Downtown Association, thanked Interim City Manager Knight for attending the association board meeting. She reported that the association has set aside \$250 to purchase flowers for the downtown area and requested the City repair the sprinkler system in the flower beds in the mall. Lockhart asked when restrooms would

be built in the downtown area and said she is frequently asked by shoppers for restroom facilities. She said it was her understanding that public restrooms were planned for the area next to Jennie's. Councilor Benetti commented that people often come to his business to use the facilities and he hoped that downtown businesses would also allow public use of their facilities. Meithof said existing restrooms can be used unless they have been approved for employee use only. Lockhart said a number of the electrical and water meter boxes stick up above sidewalk level and she asked the City to write letters to the utility companies about the hazard. Councilor Weeks asked where these are located and Lockhart said they are all over town. She said there are still several dangerous sidewalks that need attention and several people have fallen due to the red brick edging. Mayor Verger asked City Attorney Tosh if a clarification has been made on sidewalk responsibility. Tosh said the ordinance states that property owners are responsible for the care and upkeep of the sidewalks. Verger asked if letters have been sent out to property owners and Tosh said he had not been requested to do so.

Request to Reconsider the Development of Mall Block Three

Tom Thompson, owner of old city hall, said the mall is looking very good with the canopies coming down. He said the business owners in block three would like more time to consider the options for block three. Mayor Verger said the Council visited the site and consensus of the Council was to go through to 4th Street. She asked what were their objections to this alternative. Thompson replied that they would like a little more time to consider the options and not hurry through the project. Verger said the time restraint was to complete the project by November 30th in time for the holidays. Thompson said with only two or three retail stores in the area there was not an urgency to complete the project. Spangler asked which option the businesses want and stated that with more people stopping downtown, more parking is needed. Thompson said they would like more time to review the options. Verger commented that most of the businesses have known for quite some time that the improvements were planned. Benetti said the work was not to interfere with the Fun Festival and holiday shopping and that is why the urgency. He said this has been in the plans for quite some time and the majority of the businesses want this done as soon as possible.

Judy Lovell, business owner in Coos Bay, said it was really nice to have the openness in the downtown area. She expressed concern about the City being done before Thanksgiving. She said she would like to see the priorities changed to removing the remaining canopies on Third Street rather than starting the work on block three after the holidays. Benetti said the canopies on Third Street are not a part of this project and would need to be addressed at a later date. Miller said the concern was the shopping done during the Thanksgiving holiday. Miethof said giving a contractor less than 30 days to complete the project increases the cost and that the weather is also a factor. He said the actual construction should be done a week before the 30th.

Jack Fitzpatrick, manager of the Hall Building, thanked the Council for work they are doing in the mall. He said the contractor was rude and access to the building was closed off during the construction. He stated that fixing up the outside of the building cannot be planned until the canopies on Third Street come down. Councilor Weeks pointed out that other businesses were also roped off during the construction.

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Flora Lee Lockhart, downtown business owner, said she is delighted to have canopies during the rainy season. She said she had not seen the plan for block three and is unhappy about that. She said she preferred the plan which allows for a plaza. Benetti commented that the plan has been around for some time for opening up the mall.

Weeks asked the status for the Fun Festival vendors setting up Friday and Meithof said the contractor would be out by then. Benetti suggested the Council remain with their decision and address the Third Street canopies later. Combs and Weeks responded in agreement with Benetti. Spangler said he is concerned that the downtown businesses have time to review the options. Williams said he preferred option 1A from the standpoint of cost savings and comments from people he has talked to in the downtown area. He said the savings could be used to take down the Third Street canopies. Consensus of the Council was to remain with alternative 2a.

Abatement of Substandard Dwelling Extension Request - Diane Hannah

Diane Hannah, 1041 South 7th Street, distributed photos of the work she has completed on her house. She explained that she needs an extension in order to make the remaining improvements on the house. Councilor Combs complimented her on the work she has accomplished. Councilor Miller moved to grant the six month extension. The motion was seconded by Councilor Weeks and carried with the Mayor and all Councilors present voting aye.

Hannah said the City has not yet worked on the problems with the ditch as promised two years ago. Mayor Verger asked her to talk with Meithof regarding the ditch.

Award of Bid - Backhoe Loader

Meithof reported the loader came in under bid and that neither of the bidders were local. He said for items over \$50,000 the City must advertise statewide. Councilor Miller moved to accept the low bid of \$63,668 from Western Power Equipment. The motion was seconded by Councilor Weeks and carried with the Mayor and all Councilors present voting aye.

Award of Bid - Flatbed Truck

Meithof reported the low bid was for \$19,505 which is below the budgeted amount. He said it was staff's recommendation the bid be awarded to Tower Ford with the addition of a tool box for \$339. Councilor Spangler commented he was glad to see the bids were local. Councilor Miller moved to award the bid of \$19,844 to Tower Ford. The motion was seconded by Councilor Benetti and carried with the Mayor and all Councilors present voting aye.

Award of Bid - Empire District Sanitary Sewer Replacement Project

Meithof reported that this project has been before the Council previously, but the bid had been withdrawn. He said the City went out for bid again and the bids came in too high and would have used all of the funds for the year in that line item. He stated at that time the project was

downsized from 800 to 400 feet. Councilor Williams commented that the estimate was much lower than the bids. Councilor Benetti said it appeared to be more cost effective to do the whole project now rather than in two phases. Meithof responded if the City did the whole project there would not be money available for making repairs during the rest of the year. Councilor Spangler asked if the City would be spending \$35,000 more by doing the project in two phases and Meithof said yes. Mayor Verger asked if a replacement and repair plan has yet been established. Meithof said it has not but that he intends to prepare such a plan. Mayor Verger moved to reject all bids in order to complete the project in one phase and save the City \$35,000. The motion was seconded by Councilor Miller and carried with the Mayor and all Councilors present voting aye.

Councilor Benetti moved to have staff rebid the project for 831 feet. The motion was seconded by Councilor Miller and carried with the Mayor and all Councilors present voting aye.

Approval of Elrod Traffic Signal and No Parking Area - Resolution 95-20

Councilor Benetti moved to approve the no parking area as established by Resolution 95-20. The motion was seconded by Councilor Weeks and carried with the Mayor and all Councilors present voting aye.

Community Services Re-Organization/Job Comparison

Meithof reported that with the re-organization of the public works and community development departments the planning division was established. He stated with the increased duties and supervisory responsibilities he recommended a pay increase and title change for the planning coordinator. Meithof said the consolidation also brought an administrative assistant and an office manager to the department and that both positions are not needed. He said he would like to eliminate the office manager position and create a codes specialist position. He stated additional duties of supervising the building inspection and maintenance divisions have been added to the city engineer but a salary adjustment would not be made. He said the total cost of the proposal was \$141 per month. Councilor Benetti asked for clarification on the actual increase. Meithof said the increase for the planning administrator would be \$399 per month, the office manager/codes specialist would save \$250 per month, for a net cost of \$141 increase.

Councilor Combs asked if the increase could be phased in and Meithof said yes. Mayor Verger asked if the \$399 is the total cost and Meithof said it is salary and does not include workers' comp and benefits. He said he would like to bring the planning administrator salary into parity with the other supervisors.

Benetti expressed concern about the cost of the re-organization and the way it has been presented to the Council. Combs suggested reviewing the re-organization. Verger commented the Council was in favor of streamlining City services and being more user friendly, but that consideration of the financial impact had not been given. She said it has come before the Council in pieces and it is difficult to see the whole picture. Meithof commented that this is not the only impact of the consolidation and mentioned remodeling city hall for a one stop permitting center and providing ADA accessibility. Councilor Spangler commented that Council had asked for the re-

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organization and that it has already been adopted. He said Mr. Cupples should be compensated for additional responsibilities and the money is in the budget.

Councilor Weeks moved to give the planning administrator a \$150 increase now with the balance of the increase given in the next fiscal year. The motion was seconded by Combs and failed with Benetti voting aye and the Mayor and all other Councilors voting no.

Councilor Spangler moved to increase the salary by \$190 per month. The motion was seconded by Councilor Combs and carried with the Mayor and Councilors Benetti, Combs, Spangler, and Williams voting aye. Councilors Miller and Weeks voting no.

City Manager's Report

Knight said he would be bringing the remodelling suggestions to the Council at the next meeting. He commended staff for their support during his time in the city manager's office. He said he will bring a request to purchase city owned property to the October 3rd meeting.

Spangler asked for consideration of the title of deputy city manager. Verger commented that Resolution 95-17 would be brought back to the Council at their next meeting.

Mayor and Council Comments

Councilor Spangler asked for an update on the signs for the city and the boardwalk. Meithof said the State has guidelines for signing and will bring a report to the Council.

Councilor Weeks thanked the Mayor for sending the letter to RailTex about the railcars being parked along the waterfront. She said she has not been receiving notification of meetings for the Skateboarding Association and noted that there have been problems at the park.

Councilor Combs said the City needs to keep up on the problems at the skateboard park. He said the State Marine Board has been working on the Eastside boat ramp and asked Meithof for an update on the project.

Councilor Williams said he would like the Parks Commission to look into the progress at the Scout Cabin in preparation for use by other organizations. He said the County is getting ready to sell some property in Empire and may be asking for a rezone from commercial to residential use. He suggested that this be looked at and perhaps it should be kept as commercial. Meithof said it is currently zoned general industrial and the reason for the rezone is that general industrial zoning requires a vegetation barrier. He said the County recently logged the area and if it is rezoned to residential they could avoid replanting the barrier. He said the County has not yet submitted a rezone application. Verger commented that the City does not have much land zoned general industrial and suggested that Council have some input into the process. Meithof said the rezone application would go to the Planning Commission and they will make a recommendation to the Council which will require Council action. He cautioned Council not to discuss the rezone issue until it comes before the Council.

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Councilor Miller said the Blackberry Arts Festival was wonderful and the Air Fair was very successful. She said tomorrow night is the first class for the Citizen Police Academy and she will give a report at the next Council meeting.

Councilor Benetti said the skateboard park have been in good use. He said he noticed boards are being used at the park and asked staff to look into it. He commented the boardwalk has been very successful and a minimum of 50 to 100 people a day use the facility.

Mayor Verger said she has received a report that people from the Lucky Logger RV park use the boardwalk and shop in the downtown area. She reminded Council of the reception for Library Director Carol Ventgen on Friday in recognition of 20 years of service.

Executive Session

Mayor Verger moved to adjourn to executive session pursuant to ORS 192.660 (1) (d) for the purpose of discussing personnel matters, and (1) (e) for discussion of real property transaction. The motion was seconded by Councilor Benetti and carried with the Mayor and all Councilors present voting aye.

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Councilor Benetti moved to adjust the salary for the Interim City Manager to \$5,075 per month. The motion was seconded by Councilor Weeks and carried with the Mayor and all Councilors present voting aye.

Adjournment

There being no further business to come before the Council, Mayor Verger adjourned the meeting to September 18, 1995 at 6:00 p.m. in the Manager's Conference Room at City Hall.

Joanne Verger
Mayor of the City of Coos Bay
Coos County, Oregon

ATTEST:

Joyce Jansen
City Clerk of the City of Coos Bay
Coos County, Oregon