

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

April 2, 1996

The minutes of the proceedings of the regular meeting of the City Council of the City of Coos Bay, Coos County, Oregon, beginning with the evaluation of the City Manager at 6:00 p.m., proceeding to a work session in the Council Chambers at 7:00 p.m. and then proceeding to the regular session in the Council Chambers at 7:30 p.m.

Those Present

Those present were Mayor Joanne Verger, Councilors Joe Benetti, Gary Combs, Cindi Miller, Don Spangler, Judy Weeks, and Dave Williams. City staff present were City Manager Bill Grile, City Clerk Joyce Jansen, City Attorney Randall Tosh, Finance Director Gail George, Library Director Carol Ventgen, Fire Chief Cliff Vaniman, Community Services Director Bruce Meithof, Police Chief Marc Adams, and Accounting Operations Supervisor Mary Beth Holst. Members of the media were also present.

COUNCIL MEETING

Evaluation of the City Manager

Mayor Verger opened the meeting for the purpose of conducting the six-month evaluation of the City Manager. She reported the evaluation would cover the areas of relationship to the Council, administration, leadership, community/public relations, personnel and labor relations, and meetings with community groups and other agencies. She commented the evaluation would be open to the public and department heads had been invited to submit written comments to the Council.

Mayor Verger commented that Mr. Grile's communication style kept the Council informed and he was considerate of other's views. He has received good reviews from the department heads and has gained a lot of respect for his willingness to listen and learn. She reported he follows the lead of the Council and works tirelessly to bring about the Council's desires. He has demonstrated good leadership skills and that personnel relations have been handled with sensitivity and trust. Mrs. Verger said she was pleased with his involvement in the community and observed that his enthusiasm has been contagious both in the public and at city hall. She expressed concern for the number of hours Mr. Grile worked.

Councilor Combs commented Mr. Grile's communication with the Council was very good and his computer skills were an advantage. Mr. Grile's leadership has been very good and he leads by example; has strong negotiation skills and was sensitive in dealing with people. Mr. Combs cautioned him on spending so many hours on the job and was pleased with his community involvement; however, he occasionally slips into a planning mode rather than as administrator.

Councilor Weeks commented that communication with the Mayor and Council could be improved somewhat, but that communication with department heads has improved. She said the open door policy was a plus for the City and his involvement with outside agencies was valuable. She complimented Mr. Grile on developing a partnership with the homebuilder's association, and cautioned him on the number of hours he works. Mrs. Weeks said the project notebook was very helpful, although some improvement was needed.

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Councilor Spangler said Mr. Grile kept the Council well informed and was responsive to all Councilors equally. He commended Mr. Grile for keeping ahead of things going on with the City and for taking care of business before it becomes a problem. Mr. Spangler said he has had many good comments from the community and from department heads. He was appreciative of Mr. Grile's involvement with the community and outside agencies, and suggested Mr. Grile delegate more matters to staff.

Councilor Benetti commented Mr. Grile has an excellent relationship with the City Council, he listens well and follows through on matters; he is organized and keeps department heads informed. Mr. Benetti suggested that he delegate more to department heads and not burn out by putting in so many hours. He commented that the reports from department heads have been positive. Mr. Benetti commended Mr. Grile on his involvement in the community; however, he should put a limit on the number of meetings he attends. Mr. Benetti expressed concern about problems in the community services department, and concluded his remarks stating he was proud of the job Mr. Grile has done for the City.

Councilor Miller agreed with the positive remarks and said she was concerned with the amount of time Mr. Grile works. She was proud of the excellent job Mr. Grile has done and appreciated the 'can do' attitude he has brought to the City Council and city hall.

Councilor Williams agreed with the other comments and said the relationship with the Council was commendable. He was pleased that Mr. Grile faced problems head-on and was quick to work out solutions to difficult matters. Mr. Williams commended him on an outstanding job with the goal setting session, budget process, Internet, and remodel of city hall.

Mayor Verger thanked Councilors for their comments and asked Mr. Grile for his response. City Manager Grile commented he never doubted being able to do the job, but there had been some in the community who had been concerned. He said it is a very challenging job and has stretched his skills to the limit, and he has enjoyed it very much. Mr. Grile commented that communication with the Council was very important to him and he would work on ways to more effectively communicate with the Council. He commented that he does delegate a considerable amount of work to department heads and that meetings and the open door policy take up a good share of his time. He concluded his remarks saying he was very enthused about the City of Coos Bay and thanked the City Council for their confidence.

Mayor Verger thanked the Council for their remarks and invited the public to make comments. **Flora Lee Lockhart** thanked Mr. Grile for working with the Coos Bay Downtown Association. She reported there would be a meeting with the Coos Bay Downtown Association, Empire Business Association, and North Bend Downtown Association to plan a bay area event. **Sargent Webster** commented he had originally objected to Mr. Grile's appointment, but has since come to appreciate Mr. Grile's performance.

WORK SESSION

A change in the March 19, 1996 minutes to show Councilor Spangler's motion to table the request for a zone change on the Morrison property; which died for lack of a second was noted. City Manager Grile reported a change in the appointment to the Tourism and Promotion Committee to

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Tom Cottrell. Councilor Benetti requested the addition of an agenda item to discuss changes in the Tourism and Promotion Committee agreement; consensus of the Council was to add the item to the agenda. Councilor Spangler inquired if the RVs for Habitat for Humanity would be required to hook up to the sewer and City Manager Grile responded the ordinance does not require hookup if the RV is self-contained. Mayor Verger commented the public hearing on the 1996 proposed goals was important for helping the Council to keep in touch with the desires of the community. Councilor Spangler said he expected the goals to have deadlines and be divided into short-term and long-term goals. Mr. Grile responded staff had a work session on the goals, but before proceeding, information was needed from the budget committee as to funding for the goals. Mr. Grile commented the aerial photographs are critical for maintaining a data base of development in the city. Council briefly discussed the Blanco street improvement project and the project management notebook.

COUNCIL MEETING

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 consent calendar which consisted of the following items:

- a) approval of minutes of the regular meeting of March 19, 1996
- b) Community College Month Proclamation

Mayor Verger read the proclamation to the assembly. Councilor Weeks moved to approve the consent calendar as presented with corrections. The motion was seconded by Councilor Miller and carried with the Mayor and all Councilors present voting aye.

Appointment to the Tourism Promotion Committee

Kay Heikkela presented outgoing member Councilor Miller with a certificate of appreciation and commended Ms. Miller for her many hours of service on the committee. Mrs. Heikkela introduced Tom Cottrell, owner of the Best Western Hotel, as appointee to the Tourism and Promotion Committee representing the Bay Area Motel Association. Mayor Verger asked Mr. Cottrell to tell the Council about himself. Mr. Cottrell reported he had lived in Coos Bay since 1972 when he purchased the Holiday Motel. He has worked hard in the community, and is currently governor of the Best Western chain for the Southwestern Oregon region.

Councilor Spangler commented that in a previous discussion with Mr. Cottrell, he had not been aware of the motel association. Mr. Spangler asked how many people were members of the association and Mr. Cottrell said ten local hotels were members. Mr. Spangler asked for a membership roster and said he had not been able to find anyone who belonged to the association. Mr. Cottrell said the association had met a number of times when issues concerning hotels have come up. Councilor Benetti reported there was an association, and that Gordon Joelson was the

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president. Councilors Combs and Miller commended Mr. Cottrell for his work in the community and said they looked forward to working with him. Councilor Benetti moved to appoint Tom Cottrell to the Tourism and Promotion Committee, representing the Bay Area Motel Association. Councilor Combs seconded the motion which carried with the Mayor and all Councilors present voting aye.

Tourism and Promotion Agreement

Councilor Benetti pointed out that a number of changes in the agreement have occurred and suggested the agreement be rewritten. He reported a change was necessary in the section dealing with the March 1st deadline for a quarterly report, action plan and goals to be submitted to the Council. City Attorney Tosh commented the document was an inter-governmental agreement and would require the changes be presented to both Coos Bay and North Bend City Councils. Consensus of the Council was to have the committee review the agreement and prepare a recommendation for changes to be made.

Request to Renew Saturday Market Agreement - Steven Chamberlain

Mayor Verger reported the City had received positive feedback from downtown merchants about the Saturday Market. Mr. Chamberlain said a number of improvements are planned, especially to the look of the booths. Councilor Miller inquired if there would be a wider variety of products this year and Mr. Chamberlain responded the association had been working on it, but the agreement with the Eugene Saturday Market does not allow for resale items. Discussion followed regarding the market operating on July 4th, and it was agreed the market would break down well in advance of the firework display. Mayor Verger moved to renew the Saturday Market agreement. Councilor Miller seconded the motion which carried with all present voting aye.

Following discussion regarding the annual fee, Councilor Weeks moved to waive the fee for an additional year. Councilor Miller seconded the motion which carried with all present voting aye. Mr. Grile noted the change of address to 375 Central Avenue, phone 269-0661.

Habitat for Humanity's Request for Fee Waiver and Right-of-Way Use Permit

Dixie Sheldon, Habitat for Humanity, explained they are a non-profit organization that works with low income families to build them homes. The homes are built with contributions from the community, and volunteers provide the labor and work with the family in the construction of the home. Habitat for Humanity is planning to build seven houses on John Street and are requesting the City waive the building fees amounting to approximately \$1100 per house. They are also requesting a right-of-way use permit to allow eight RVs to park on John Street for a two week period in April. Councilor Miller moved to approve the right-of-way use permit and approve the fee waiver for six dwellings in the amount of \$7,017.36. Councilor Spangler seconded the motion which carried with the Mayor and all Councilors present voting aye.

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Public Hearing on Proposed 1996 Council Goals

Mayor Verger opened the public hearing on the proposed 1996 Council goals. Ralph Larson, Coos Bay, questioned why the stop light at Elrod Avenue had not yet been installed, stating that it had been requested some years ago. Councilor Benetti responded the State has planned installation of the light for July. Councilor Combs suggested citizens contact the Oregon Department of Transportation about the traffic light and that perhaps this would help speed up the process. There being no further comments from the public, Mayor Verger closed the public hearing.

Adoption of 1996 Council Goals

Mayor Verger commented the goals would be prioritized and given long-term and short-term determination after the budget process has been completed. City Manager Grile suggested staff prepare the timeline for the goals after funding has been considered by the budget committee. The City Council goals are attached hereto and made a part of thereby. Councilor Combs moved to adopt the 1996 Council goals and instruct staff to set bench marks and cost estimates. Councilor Miller seconded the motion which carried with the Mayor and all Councilors present voting aye.

Award of Contract - Aerial Photos

Community Services Director Meithof reported the City's practice had been to update the aerial photos every ten years. He said the photos are an important tool and provide accurate inventory information and a history of development of the city. Mr. Meithof requested Council approve the purchase and spread the cost over a four-year period. He commented that future plans include entering the information into the CAD (computer mapping system) which would be beneficial to staff and citizens. City Manager Grile also expressed his support for the update. Councilor Combs moved to award the contract to Cascade Mapping, Inc. for the amount of \$88,292. Councilor Weeks seconded which carried with the Mayor and all Councilors present voting aye.

Request for Blanco Street Improvements to be Moved Ahead on the Project Schedule

City Manager Grile recommended the Council not move the priority of the Blanc project forward due to the effect it would have on other projects. Mayor Verger commented it would not be fair to the other citizens whose projects had come in ahead of Mr. Auer's if Council moved his up in time. Consensus of the Council was not to take action on Mr. Auer's request.

Public Comments

Gary Rifkin, 580 North 3rd Street, asked the Council to revisit the ordinance on rollerblading and skateboarding. He said the ordinance sends a message to youth that they are not important, and suggested a route be established from Mingus Park to the bikepath. Mr. Grile commented staff had prepared a map of areas proposed for skating restrictions and would be bringing a report back to the Council.

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Bruce Anderson, 700 Denise, Coos Bay, requested the Council waive the rezone application fees and initiate a zone change for property located in the First Addition of Empire for Lots 112 - 120 and County owned Lots 113 - 117. He said the County supports changing the zoning from general industrial to residential. Mayor Verger inquired why he had started with the City Council rather than following the process of going to planning commission. Mr. Anderson responded the County had already paid rezone fees. City Manager Grile commented one individual should not be treated differently from any other and he recommended Mr. Anderson start with the planning office, apply and file with the required fee. Consensus of the Council was for Mr. Anderson to proceed through the Planning Commission.

City Attorney's Report

City Attorney Tosh reported the Chamber of Commerce lease would be brought to the Council at the next meeting.

City Manager's Report

City Manager Grile commented on holding a work session for the Budget Committee. Consensus of the Council was to hold the meeting on April 8th at 7:00 p.m. Mr. Grile reported the next citywide staff meeting would be held on April 15th and invited Council to attend. He said he would be speaking at the Coos Bay Downtown Association meeting on April 11th on the subject of urban renewal. Mr. Grile commended Chuck Knight for his leadership of the committee who developed the City's mission statement. Mr. Grile reported, on the suggestion of Councilor Miller, the City would conduct a canned food drive in conjunction with the brush pick up scheduled in May. He thanked the Council for their confidence and said he was looking forward to the next six months.

Mayor and Council Comments

Councilor Combs reported the Parks Commission had reviewed revision of usage fees for the Scout Cabin and the Empire Community Building. The fee schedules would be recommended to Council for approval at a future meeting. He reported a grant has been submitted to the Marine Board for needed repairs to the Empire boat ramp. Mr. Combs said the Marine Board would be reviewing funding for the Eastside boat ramp at their July 18th meeting.

Councilor Weeks reported she had been contacted by a North Bend City Councilor about forming a committee to study jail issues. Mayor Verger said she had talked with Chief Adams and suggested Coos Bay postpone forming a committee. Chief Adams commented Senate Bill 1145 had created a local public safety committee, on which he serves, that is looking into several safety issues. Mayor Timm Slater is also a representative on the committee. Chief Adams said he represents police chiefs in the county and he would be happy to carry Council concerns to the meetings. Councilor Benetti suggested Mr. Grile look into the matter and report back to Council. He further stated the jail issue was a City goal. Councilor Weeks requested minutes of the meetings be copied to the Council and should the time come, a committee be formed.

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Councilor Spangler complimented Chief Adams on the professionalism of the Citizen's Police Academy. He reported attending a seminar on executive sessions and conflicts of interest and found it very informative.

Mayor Verger reported being contacted by Ken Duvall regarding the Joint TV Committee. North Bend had changed their members and are interested in meeting. She requested someone replace her on the committee as she serves on the Public TV Access Committee. Mayor Verger reported on a regional meeting being held on April 11th to discuss transportation. Coos Bay will be on the agenda to make comments and she will be attending. She reported four regional meeting will be held after which Neil Goldschmidt would compile the information for a report to the governor.

Executive Session

On motion by Mayor Verger, seconded by Councilor Benetti with the Mayor and all Councilors present voting aye, the Council went into executive session pursuant to ORS 192.660 (1) (h) for the purpose of discussing pending litigation..

Adjournment

There being no further business to come before the Council, Mayor Verger adjourned the meeting to April 16, 1996 at 7:00 p.m. in the Council Chambers of 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