

## **MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL**

**September 4, 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, Jon Hanson, Stephanie Kramer, Gene Melton, and Mike Vaughan. Councilor John Muenchrath was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Economic Revitalization Administrator Joyce Jansen, Library Director Sami Pierson, Public Works and Development Director Jim Hossley, Planning Administrator Laura Barron, Fire Chief Stan Gibson, and Police Chief Gary McCullough.

### **Flag Salute**

Mayor Shoji opened the meeting and led the Council and assembly in the salute to the flag.

### **Public Comments**

Gina Young, Coos Bay: On behalf of the Coos Bay Downtown Association extended an invitation to the Mayor and Council to attend an open house and welcome reception on Thursday, Sept 13<sup>th</sup> to welcome the new Main Street Manager, Nathan Jurey.

### **Consent Calendar**

Mayor Shoji reviewed the consent calendar which consisted of 3a: approval of the minutes of August 21, 2012. Councilor Kramer moved to approve the consent calendar which consisted of approving the minutes of August 21, 2012. Councilor Melton seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Kramer, Melton, and Vaughan voting aye. Councilor Muenchrath was absent.

### **Presentation on Look Me in the Eye Proclamation by Heather Hopkins-Slechta**

Heather Hopkins-Slechta presented on behalf of the Star of Hope and stated the Look Me in the Eye campaign was an effort to provide people with a better understanding of developmental disabilities and to help break down barriers between people. Ms. Hopkins-Slechta and Mayor Shoji read the proclamation declaring September 2012 as Look Me in the Eye month. Councilor Melton moved to approve the proclamation. Councilor Kramer seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Kramer, Melton, and Vaughan voting aye. Councilor Muenchrath was absent.

### **South Coast Development Council Update by Director Sandra Messerle**

South Coast Development Director Sandra Messerle provided an overview of the various projects in progress by the South Coast Development Council which consisted of: development of the North Spit, New Business Startup Services, exploring establishment of a South Coast

**City Council Minutes – September 4, 2012**

Angel Investor Network, and a Food Hub. Business recruitment and expansion within Coos Bay included: Dave’s Pizza, First Call Resolution, Little Italy; ongoing recruitment included a Fish Packaging Plant, Knutson’s Towboat, and development of Oregon Resources Corporation. Ms. Messerle advised the SCDC was also working closely with the Coos Bay Downtown Business Association on successful completion of the USDA Main Street grant. Industrial and Commercial Recruitment and Development included: assisting in the development the Southwest Oregon Regional Airport Master Plan, and participating in the open house for the Jordon Cove Project. Legislative Advocacy included collaboration and or participation with the Oregon Economic Development Association, New Shores Fishing Economic Impact Initiative, Coastal Economic Development Conference, Bay Area Chamber of Commerce, and Legislative Action Team.

**Public Hearing to Consider Approval of a Proposed Ordinance for the Coos Bay Municipal Code Test Amendment to Expand the Downtown Parking Lot Assessment District – Approval Would Require Enactment of the Proposed Ordinance**

Planning Administrator Laura Barron read the public hearing disclosure and stated applicant Gary Rifkin initiated the proposed amendment to expand the Parking Lot Assessment District to include property he owned at 446/454 Commercial Avenue. The City legislatively expanded the proposal to include additional properties in the area in order to make the map easier to read/implement and to benefit properties where there was inadequate or no off-street parking available. The proposed area for expansion was described as follows: In the plat of the Town of Marshfield, the south half of Block 6, the west 12 feet of Block 7, Block 14, Lots 1 and 4; Block 15, Lots 1, 2, 3, 4, 6, and 7; and, Block 16, Lots 2 and 3. On August 14, 2012 the Planning Commission voted unanimously to recommend approval of the proposed amendment to expand the downtown Parking Lot Assessment District with the exclusions of the building owned by Southwestern Oregon Publishing Company (The World) located at 350 Commercial Avenue. The recommended exclusion was a result of a request from the landowner, Clark Walworth. Mr. Walworth did not see the value of being included in the district since the property included a private parking. Ms. Barron noted a letter of objection was received from Richard Nored of The Peregrine Group, Inc. Mr. Nored’s concern was that the City adopted specific regulations to control growth and development in the Central Commercial District and there was no rational reason not to adhere to the existing parking requirements.

Mayor Shoji inquired if anyone on the Council had a conflict of interest or bias, or if anyone in the audience objected to anyone on the Council hearing the matter. No conflicts or concerns were noted. Mayor Shoji opened the public hearing. Gary Rifkin, Coos Bay: hoped the Council would find in support of the Planning Commission’s findings and recommendations and thanked the Council for their consideration. There being no further comments, Mayor Shoji closed the public hearing. Councilor Groth moved to enact the ordinance approving the expansion of the Parking Lot Assessment District and to adopt the findings and recommendations of the Planning Commission. Councilor Melton seconded the motion. Deputy Finance Director Amy Kinnaman read the ordinance by title only and Ordinance No. 448 was enacted by the following vote:

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|---------|--|
| Aye:    | Mayor Shoji and Councilors Groth, Hanson, Kramer, and Melton |
| Nay:    | Vaughan  |
| Absent: | Muenchrath   |

**City Council Minutes – September 4, 2012**

Ms. Barron advised there would be a twenty-one day appeal period.

**Public Hearing to Consider Approval of a Proposed Ordinance for the Alley Vacation South of Schetter and North of Newmark Avenue and Between North Morrison and North Schoneman Streets – Approval Would Require Enactment of the Proposed Ordinance**

Planning Administrator Laura Barron stated on August 14, 2012 the Planning Commission voted unanimously to recommend approval of the proposed alley vacation described as: Vacation of the alley located in Block 28, First Addition to Empire, Section 20BA, Township 25 South, Range 13 West of the Willamette Meridian, Coos County, Oregon. The applicant, 1090 Newmark, LLC owned the property on both sides of the east 215 feet of the alley proposed to be vacated. The City legislatively expanded the proposal to include the remainder of the alley, the west 125 feet, since it would no longer be of use to anyone except the abutting landowners. Ms. Barron advised the alley was not platted as a through right of way and that it ended approximately 56 feet short of Schoneman Avenue. Mayor Shoji inquired if anyone on the Council had a conflict of interest or bias, or if anyone in the audience objected to anyone on the Council hearing the matter. No conflicts or concerns were noted. Mayor Shoji opened the public hearing. No public comments were given and the hearing was closed. Councilor Groth moved to enact the ordinance approving the proposed vacation of the alley located in Block 28, and to adopt the findings and recommendations of the Planning Commission. Councilor Melton seconded the motion. Deputy Finance Director Amy Kinnaman read the ordinance by title only and Ordinance No. 449 was enacted by the following vote:

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|---------|---|
| Aye:    | Mayor Shoji and Councilors Groth, Hanson, Kramer, Melton, and Vaughan |
| Nay:    | None  |
| Absent: | Muenchrath  |

Ms. Barron advised there would be a twenty-one day appeal period.

**Consideration of Approval to Prepare Proposed Revisions to the Coos Bay Municipal Code and the Fee Resolution Related to Business Licenses**

Public Works and Development Director Jim Hossley provided a brief history on the purpose and requirements of Coos Bay Municipal Code (CBMC) 5.05, Business Licenses Generally and 5.20 Secondhand Stores and Gem and Precious Metal Dealers. Mr. Hossley stated Steve Pilant, with the Green Spot, came to the City Council last month to voice his concern regarding the City's business license code and specifically fees for businesses conducting swap meets. Mr. Pilant suggested there were other businesses which appeared to be conducting businesses similar to his, but were paying lower business license fees. Upon review of the noted concern, staff concurred with Mr. Pilant and recommended that staff should come back with proposed language changes to CBMC 5.05 and 5.20 as well as the Fee Resolution. Mr. Hossley advised staff would charge Mr. Pilant's for a business license under the General Business category and would be refunding the excess fees he paid this year under the Flea Market category. It was the consensus of the Council to direct staff to prepare proposed revisions to the applicable CBMC and the portion of the Fee Resolution related to business licenses as well as impose a temporary annual cap of \$25 on the Flea Market category in the Fee Resolution (Resolution 12-02) until such time as City Council adopts a new Fee Resolution.

## **City Council Minutes – September 4, 2012**

### **Presentation on the New e-Permitting System by Public Works and Development Director Jim Hossley**

Public Works and Development Director Jim Hossley provided a brief overview and PowerPoint presentation of the new State of Oregon e-Permitting system which the City was in the process of implementing for the application, submittal, and review building permits. The system would allow applicants to submit permit applications online, review the application progress, and pay application/permit fees online. Mr. Hossley noted e-Permitting was paid for out of a 12% surcharge the State charges on all building permits issued by the City of Coos Bay and other communities throughout Oregon.

### **City Attorney's Report**

No comments were given.

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

City Manager Rodger Craddock provided updates on the following projects: temporary improvements to old Fire Station lot, the City Hall Seismic project was nearing completion which included finishing the roof and Council Chambers, and improvements to the Eastside Boat Ramp. Expressed his thanks to Becky and Cricket Soles for the efforts and improvements to the Marshfield Pioneer Cemetery; advised City staff was recently contacted by a non-profit organization to hold a special fundraising event in downtown which would require closing down several City streets; and proposed for staff to draft an ordinance and application process which would require reimbursement for City services. Mr. Craddock advised his annual review was due and inquired as to the Council's preferred process.

### **Council Comments**

Councilor Melton was pleased with the recent improvements made to the Eastside Boat Ramp. Councilor Vaughan Inquired about scheduling a walkthrough of Wastewater Treatment Plant No. 2 to assess the proposed upgrades; expressed his desire to be more involved with the Downtown Main Street program and design process; recommended upgrading the waiting area chairs outside of the City Manager's office; and suggested the fence at the Marshfield Cemetery should be replaced. Mayor Shoji suggested installing lighter colored carpeting in the remodeled Council Chambers; complimented the Dolphin Players for their new theatre located in the Empire District; and expressed concern about an agenda she received from the Southwest Area Commission on Transportation which oversees transportation for the Coos Bay area and noted Coos Bay was not adequately represented on the Commission and requested staff look into the matter.

### **Adjourn**

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting was scheduled for September 18, 2012 in the Meeting Room at the Coos Bay Public Library.

**City Council Minutes – September 4, 2012**

  
Stephanie Kramer, Council President

Attest:   
Susanne Baker, City Recorder