

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

October 16, 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 Council Chambers at City Hall, 500 Central 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 Karen Costello, Finance Director Susanne Baker, Economic Revitalization Administrator Joyce Jansen, Public Works and Development Director Jim Hossley, Library Director Sami Pierson, Fire Chief Stan Gibson and Police Chief Gary McCullough.

Flag Salute

Mayor Shoji opened the meeting and asked Collin Maya 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 October 2, 2012; 3b: acceptance of September 2012 accounts payable and payroll check registers; 3c: acceptance of the September 2012 combined cash report; 3d: acceptance of a DUII Traffic Safety Enforcement Grant; and 3e: acceptance of a Safety Belt Enforcement Grant. Councilor Melton moved to approve the consent calendar which consisted of approving the minutes of October 2, 2012, accepting the September 2012 accounts payable and payroll check registers, accepting the September 2012 combined cash report, accepting a DUII Traffic Enforcement Grant, and accepting a Safety Belt Enforcement Grant. Councilor Kramer seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Kramer, Melton, and Vaughan voting aye. Councilor Muenchrath was absent.

Review of the Empire Business District Design Standards

Public Works and Development Director Jim Hossley stated at the February 21, 2012 Council meeting staff was directed to proceed with revising the design standards for the Empire business district area. In March 2012 the City contracted with John Morgan of the Morgan CPS Group, Inc. to develop clear and objective standards and a two-prong approach for review of applications. On September 3, 2012 the City received draft design standards from Mr. Morgan which focused on creating administrative review standards for the first prong portion of the application review. Mr. Morgan proposed the first prong would be evaluated by staff prior to approving a building permit; it would be "yes" and "no" questions for elements such as: window styles, size and placement, door locations, color pallet, siding, or roofing materials. Mr. Hossley

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noted the Mr. Morgan's proposed process met the clear and objective test as required by Oregon law.

Mr. Hossley stated the second prong would be for applicants proposing new buildings or would be deviating from the clear and objective standards for reasons such as the location of the building, unique use, a creative idea, etc. The applicant would be required to advocate for their project design before the Design Review Committee and the Planning Commission. Discussion commenced regarding the progress to date on the first prong, Mr. Morgan's timeframe for completion, and the desire to have a more thorough draft by December for the Planning Commission to review.

Review of the Parks Master Plan Survey

Public Works and Development Director Jim Hossley stated in late 2011 the Parks Commission requested City staff to upgrade the existing Parks Master Plan. In early 2012, City staff created a paper and online Parks Master Plan survey and advertised the survey through local media sources. The Parks Commission established zones for commissioners to actively communicate and promote the survey in the community. Mr. Hossley stated though there were not as many survey respondents as desired, 80% who did respond felt that parks were important; the opportunity to enjoy the outdoors was the most selected answer; and a dog park was the most requested new park. Information from the survey would be provided to the Parks Commission to formulate recommendations on policy for the Council to consider for approval. Discussion commenced on the various levels of parks within the city limits; maintenance of the parks; and consideration to be given to be able to maintain existing parks versus establishing new parks.

Consideration of Approval of Amendments to the Rules of the City Council for the City of Coos Bay – Approval Would Require Adoption of Resolution 12-23

City Manager Rodger Craddock stated the current Council Rules were adopted by Resolution 00-40. On March 6, 2012 a Charter/Rule Making Advisory Committee was formed and comprised of Mayor Shoji, Councilors Kramer and Muenchrath. The committee met four times over the last four months to review the Coos Bay City Charter, current Coos Bay Council Rules, and various council rules from other jurisdictions. Mr. Craddock advised the Charter/Rule Making Advisory Committee were recommending the following changes to the current Council Rules: reformatting the Council Rules to be consistent with the City Charter; adding an a section for authorization, amendment, waiver; rules for calling an emergency meeting; censor; updated the order of the agenda as currently being conducted; clarification on how to place an item on the agenda; Councilor Groth suggested the interaction with staff, Section 4(4) two hour rule should be made consistent throughout the document; minimum votes required; Council liaison role defining; clarifying role of Council when interacting with staff. Consensus was to send the policy back to the advisory group for clarification on items and adopt a resolution at another meeting. Councilor Groth suggested staff provide the ordinances with the demographic requirements of each committee for consideration to change in order to broaden the pool of possible candidates.

City Attorney's Report

City Attorney Karen Costello sat in for Nate McClintock, no comments were given.

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City Manager's Report

City Manager Rodger Craddock provided a disk containing the completed Timber Management Plan and stated the State of Oregon Building Codes Division would be relocating in the near future from Coquille to Coos Bay City Hall.

Council Comments

Councilor Kramer encouraged everyone to vote. Councilor Hanson was pleased with the City Hall rededication ceremony and was impressed with staff. Councilor Vaughan stated the fundraising kick-off for the Egyptian Theater Association was successful and the Surf Riders Foundation held a fundraiser, Stand-Up for the Bay. Councilor Melton was pleased with the information received at the League of Oregon Cities. Mayor Shoji recognized Council candidate Dennis Dater and suggested historical, pre-European development pictures be displayed at City Hall.

Adjourn

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting was scheduled for November 6, 2012 in the Council Chambers at City Hall.

Attest:



Susanne Baker, City Recorder



Crystal Shoji, Mayor