

## MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

December 18, 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 Mark Daily, 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, Deputy Finance Director Amy Kinnaman, Economic Revitalization Administrator Joyce Jansen, Public Works and Development Director Jim Hossley, Fire Chief Stan Gibson, Police Captain Chris Chapanar and Police Chief Gary McCullough.

### City Council Interviews

At 6:10 p.m. prior to the start of the regularly scheduled Council meeting, the Council interviewed applicants for the Parks Commission, Tree Board, and Coos Bay/North Bend Water Board in the City Hall Conference Room. No decisions were made.

### Flag Salute

Mayor Shoji opened the meeting and called for a moment of silence in observation of the victims of the recent shootings. Mayor Shoji led 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 December 1 and 4, 2012; and 3b: acceptance of November 2012 accounts payable and payroll check registers; 3c: acceptance of the November 2012 combined cash report; and 3d: approval of an OLCC license for Sombrero Restaurant. Councilor Groth moved to approve the consent calendar approving the minutes of December 1 and 4, 2012, accepting the November 2012 accounts payable and payroll check registers, accepting the November 2012 combined cash report, and approving an OLCC license for the Sombrero Restaurant. Councilor Muenchrath seconded the motion which carried with Mayor Shoji and Councilors Daily, Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye.

### Presentation on the Parking Enforcement in the Downtown Area

Police Captain Chris Chapanar provided a PowerPoint presentation on the downtown parking enforcement program and the various ways parking enforcement was managed over the years. Captain Chapanar advised downtown parking enforcement was recently suspended due to lack of staff resources and higher demands placed on current staff members and presented Council

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with the following options for consideration for resuming parking enforcement: Outsource, hire an additional ¼ time employee, or provide volunteer based parking enforcement.

Anne Maria Larson, Coos Bay: Suggested the City should take down parking signs if parking limits were not going to be enforced. Wim deVriend, Coos Bay: recommended focusing parking enforcement in problem areas. Tom Burdett, North Bend: recommended identifying and creating defined parking spaces for business owners/employees and commerce customers. Councilor Muenchrath suggested increasing fines for parking tickets and was in favor of continuing City operated enforcement. Councilor Groth suggested the City work with the Downtown Association to better determine the scope of the problem. It was the consensus of the Council to direct staff to work with the Downtown Association to assess the parking needs across the entire downtown for future consideration.

### **Appointments to the Parks Commission and Tree Board**

City Manager Rodger Craddock advised the appointment to the Coos Bay/North Bend Water Board would be made at the January 2, 2013 Council meeting.

The Council interviewed applicants for appointment to the Parks Commission to fulfill three openings on the Parks Commission. Applications were received from Carmen Matthews, Beverly Meyers, Patty Scott, and Kim Singh. By action of Council ballot the Council appointed Carmen Matthews, Beverly Meyers, and Patty Scott to the Parks Commission for four year terms ending December 31, 2016.

The Council also interviewed applicants for appointment to the Tree Board to fulfill an unexpired term vacated by Larry Plews. One application was received from Kim Singh. By action of Council ballot the Council appointed Kim Singh to the Tree Board for the remainder of the unexpired term ending June 30, 2015.

### **Approval of the Oregon Public Works Emergency Response Cooperative Assistance Agreement**

Public Works and Development Director Jim Hossley stated the Oregon Public Works Emergency Response Cooperative Assistance Agreement was up for renewal. The mutual aid agreement would remain in effect for five years after the date of execution and would: Enable public works agencies to support each other during an emergency; provides the mechanism for immediate response to the Requesting Agency when the Responding Agency determines it could be provided the needed resource and expertise; and sets up the documentation needed to seek minimum reimbursement when possible from federal agencies. Councilor Kramer moved to authorize the Mayor to sign the Oregon Public Works Emergency Response Cooperative Assistance Agreement. Councilor Groth seconded the motion which carried with Mayor Shoji and Councilors Daily, Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye.

### **Consideration of Approval to the Amendment of the Coos Bay Council Rules**

City Manager Rodger Craddock stated during the Council/URA Goal Setting on December 1, 2012, discussion included amending the current Council Rules to add a provision precluding

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Council members from applying for employment with the City while they served on the Council. With the assistance of the City Attorney the following proposed language was drafted for consideration:

“In accordance with the City Charter, Council members are precluded from holding office while an employee of the City, other than in positions which are substantially volunteer in nature. Council members are further prohibited from applying for an employment position with the City while in office. This rule does not prohibit a Council member from engaging in ordinary business transactions with the City to provide a product and/or service which the Council member (or his/her business) offers to the public on a regular basis.”

Councilor Kramer moved to adopt Resolution 12-28 amending the Coos Bay Council Rules. Councilor Daily seconded the motion. The Council continued discussion on the matter. Mr. Craddock stated during his three years as City Manager he received applications for employment on four different occasions from City Councilors; noted one Councilor was hired by the City but he never experienced any repercussions from any of the Councilors for the decisions. Mr. Craddock stated the City had a hiring policy to hire the best fit for the position and advised unless it was a Council Rule, the City did not normally disclose names of applicants. A call for the question was made which failed with Councilors Daily and Kramer voting aye and Mayor Shoji and Councilors Groth, Melton, Muenchrath and Vaughan voting nay.

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

City Attorney Nate McClintock reported the City filed a foreclosure action on Lockhart building, a judgment was signed by the court and the next step was a Sherriff's sale which was anticipated to occur within the next 60 days.

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

City Manager Rodger Craddock stated the review of Council Goals was tentatively scheduled for consideration at the next Council meeting; reported the City recently signed a lease with ORCA Communications for the lease of the underground pipe that goes under the bay at North Spit; the agreement will not only provide economic development opportunities for the North Spit but also provide some revenue to the City.

### **Council Comments**

Councilor Vaughan expressed concern about invasive species plants at the pump station located at Newmark and LaClair. Councilor Kramer relayed a citizen concern about pot holes on Wasson Street. Councilor Daily stated National Homeless Person Memorial Day was scheduled for Friday, December 21<sup>st</sup> at the Coos Bay Boardwalk. Councilor Groth noted potential problem with use/access to City Wi-Fi. Mayor Shoji encouraged everyone to attend the Ken Means Carousel exhibit at Coos Art Museum.

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**Executive Session**

An executive session was held pursuant to ORS 192.660 (2) (h) for Consultation with Legal Counsel Concerning Legal Rights and Duties Regarding Current Litigation or Litigation Likely to be Filed. No decisions were made.

**Adjourn**

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting was scheduled for January 2, 2013 in the Council Chambers at City Hall.

Attest:

  
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Susanne Baker, City Recorder

  
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Crystal Shoji, Mayor