

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

March 5, 2013

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, 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, 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 led the Council and assembly in the salute to the flag.

Public Comments

Rex Miller, Coos Bay: expressed concern about the City's image due to panhandling along north bound 101 and Johnson Avenue. Eli Thompson-Poore, Coos Bay: also expressed concern about panhandling and the destruction of business property; suggested adding signage to prohibit such activity. City Attorney Nate McClintock advised begging was a first amendment right and the City could not ban people from panhandling. Nathan Jurey, Coos Bay: on behalf of the Coos Bay Downtown Association invited everyone to attend "Second Saturday Arts" on March 21st at the downtown Coos Bay Fire Station for the purpose of encouraging culture and creativity in downtown Coos Bay.

Consent Calendar

Mayor Shoji reviewed the consent calendar which consisted of 3a: approval of the minutes of February 19, 2013. Councilor Groth moved to approve the consent calendar approving the minutes of February 19, 2013. Councilor Melton seconded the motion which carried with Mayor Shoji and Councilors Daily, Groth, Kramer, Melton, and Vaughan voting aye. Councilor Muenchrath was absent.

Presentation on the Boys & Girls Club of Southwestern Oregon by Chief Professional Officer Denise Gould

The Boys & Girls Club of Southwestern Oregon Chief Professional Officer (CPO) Denise Gould provided a brief history of the Boys & Girls Club; highlighted the benefits of the Club. Ms. Gould encouraged the Council to contact her to schedule a visit of the Boys & Girls Club. Program Director Angie Reiber provided information on Project Fast Forward, Summer Recreation, Sports Camps and various other programs. Mayor Shoji inquired as the Boys & Girls Club annual budget whereby Ms. Gould stated the annual budget was \$1.3 million dollars derived from grants, program fees, and individual donations.

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Update and Request from the Boat Building Center by Jim Berg

Boat Building Center (BBC) President Jim Berg reviewed the various projects, grant, and fundraising efforts of the BBC; requested the City continue the monthly stipend of \$1,000. Councilor Kramer inquired if the BBC had received any grants. Mr. Berg stated the BBC applied for three grants and was awarded one. City Manager Rodger Craddock provided a brief history on the BBC; advised he was recently contacted by members of the BBC to discuss the possibility of increasing the management agreement stipend to \$1,000 per month and extending the agreement for two years. The current monthly stipend was \$800 per month through December 2013; the \$1,000 per month would be a \$2,400 annual increase. Mr. Craddock advised the BBC was started as an urban renewal project but the management stipend was not an eligible URA expense. The stipend was budgeted in the Hotel/Motel Tax Fund 5; noted budgeted expenses in the fund exceeded the expected transient tax revenue, resulting in a required transfer from the general fund. Mr. Craddock expressed concern about the City maintaining core services noting the City expected to experience flat general fund revenues while general fund expenses increased.

Councilor Groth inquired if the BBC had a strategic and financial plan in place to become self-sufficient and if there were members on the Board that had experience with working with a non-profit. Mr. Berg advised the board had an ongoing plan for sustainability; noted the board met twice a week but did not have a great deal of experience in managing a non-profit. Councilor Daily was in favor of the City funding the BBC project with BBC continuing to work on becoming self-sufficient. Sarah Reckon, Coos Bay; stated she served as board support to the BBC and noted the BBC was making good forward progress. Councilor Kramer suggested the BBC was key in developing the Hollering Place. Mayor Shoji expressed concern about increasing the monthly stipend. Councilor Kramer moved to increase the monthly stipend from \$800 to \$1,000 for 2013. Councilor Vaughan seconded the motion. Councilor Melton spoke in favor of supporting the BBC. A call for the questions was made which carried with and Councilors Daily, Kramer, Melton, and Vaughan voting aye and Mayor Shoji and Councilor Groth voting nay. Councilor Muenchrath was absent.

Report on the Coos Bay Public Library Relevance and Activities by Library Director Sami Pierson

Library Director Sami Pierson provided a report of library activities and services offered to the public. Ms. Pierson provided circulation habits of customers; visitors in the Library; materials added; materials withdrawn; summer reading program details; and classes and workshops. Councilor Daily inquired if the digital age and e-books changed the need for the Library. Ms. Pierson advised the Library was a gathering place for the community and worked to encourage use of the new technologies by providing patrons with digital materials, support, and education.

Approval to Award Professional Services Contract for Bidding and Construction Management Services for Pump Station #4

Public Works and Development Director Jim Hossley due to ongoing maintenance and performance issues Pump Station 4 located adjacent to Blossom Gulch School was in need of an overhaul. Mr. Hossley noted significant environmental concerns due to the pump stations location along Blossom Gulch Creek which was a salmon bearing stream and utilized as a

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minor hatchery. The plan proposed abandoning the existing pump station site to relocate and rebuild across the stream, on higher ground, and outside of the stream limits. The plans and specifications for the new Pump Station 4 were prepared in 2011/2012 by Civil West Engineering Services, Inc. and were approved by the Department of Environmental Quality (DEQ) and the local resource agencies. Mr. Hossley noted the Pump Station 4 project was included on the take down list for the Oregon Infrastructure Finance Authority (IFA) loan; estimated cost for the bidding and construction management was \$76,066. Councilor Kramer moved to approve the award of the contract for bidding and construction management services to Civil West Engineering Services, Inc. Councilor Vaughan seconded the motion which carried with Mayor Shoji and Councilors Daily, Groth, Kramer, Melton, and Vaughan voting aye. Councilor Muenchrath was absent.

Consideration of Approval for a Janitorial Contract

Public Works and Development Director Jim Hossley stated the City's contract with Bay Area Enterprise (BAE) for janitorial service was due to expire in March 2013. Mr. Hossley noted BAE was a nonprofit organization and was exempt from the competitive bidding process under ORS 279C.335 (1) (a). City staff was pleased with the level of service provided by BAE and recommended continuing with BAE without going through the bidding process for janitorial services. Councilor Groth moved to authorized City staff to negotiate a new agreement with Bay Area Enterprise not to exceed \$42,400 annually for custodial services. Councilor Melton seconded the motion. Mayor Shoji inquired how many times a week the Visitor Information Center (VIC) was being cleaned. Mr. Hossley advised the VIC was scheduled to be cleaned six days a week. Mayor Shoji suggested evaluating the VIC winter cleaning schedule for a potential cost savings. A call for the question was made which carried with Mayor Shoji and Councilors Daily, Groth, Kramer, Melton, and Vaughan voting aye. Councilor Muenchrath was absent.

Establishing a Streets Task Force Membership

City Manager Rodger Craddock provided the Council with an outline for the formation and composition of the Streets Task Force which included appointing Councilor Groth to represent the Council on the task force; the Council directly appointing stake holders and ex-officio subject matter experts; selecting at-large members through an application process. Staff recommended eligibility for members of the Streets Task Force be similar to the recently adopted eligibility of the Parks Commission; all members shall be city residents, members residing outside the City, but who own property within the City would be considered to have residential status. The Council could also allow membership for a non-resident who possessed subject matter expertise that was relevant to the task force. It was the consensus of the Council to direct staff to move forward with establishing the Streets Task Force as presented.

Establishing an Urban Renewal Agency Advisory Committee

City Manager Rodger Craddock provided the Council with an outline for the formation and composition of the Urban Renewal Advisory Committee which included five different options for consideration. Mayor Shoji and Councilors Groth and Melton expressed support for options two and four. Mayor Shoji moved to select option four. Councilor Kramer seconded the motion

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which carried with Mayor Shoji and Councilors Daily, Groth, Kramer, Melton, and Vaughan voting aye. Councilor Muenchrath was absent.

City Attorney's Report

No comments were given.

City Manager's Report

No comments were given.

Council Comments

Councilor Kramer stated the Sunset Pub property was up for auction and suggested the Urban Renewal Agency should look into the matter. Councilor Vaughan expressed concern about the proposed fencing for the railroad along Highway 101 North and requested the matter be placed on a future agenda. Mayor Shoji thanked the fire department for hosting the 3A basketball teams; noted she had received several citizen requests to "go dark" in celebration of Earth Hour on March 23rd to raise awareness of environmental challenges; and suggested a community group should work on organizing the effort.

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 March 19, 2013 in the Council Chambers at City Hall.

Attest:



Susanne Baker, City Recorder



Crystal Shoji, Mayor