

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

**October 24, 2017**

The minutes of the proceedings of a City Council and Urban Renewal work session of the City of Coos Bay, Coos County, Oregon, held at 5:30 pm in Fire Station No. 1 Conference Room - 450 Elrod Avenue, Coos Bay, Oregon.

### **Those Attending**

Those present were Mayor Joe Benetti and Councilors Lucinda DiNovo, Drew Farmer, Jennifer Groth, Stephanie Kilmer, and Phil Marler. Councilor Stephanie Kramer was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Intermediate Accountant Nicki Rutherford, Wastewater Project Engineer Jennifer Wirsing, Library Director Sami Pierson, Planner Debbie Eler, and Police Captain Chris Chapana.

### **Review of the Following Council/URA Agenda for November 7, 2017**

#### **Forget Me Not Proclamation**

A proclamation was proposed to honor disabled American Veterans who served our nation by displaying the Forget Me Not as its memorial flower. The displaying of the Forget Me Not was a tradition which began in the years following the first World War.

#### **Consideration of a Façade Grant for Coos Elderly Services Inc.**

Planner Debbie Eler stated a façade improvement grant application was submitted by Coos Elderly Services, Inc. for the property at 390 South 2nd Street. The proposed project included replacement of the current floor to ceiling exterior windows with a solid wall construction and windows and weather sealant at the base of the existing walls/windows to eliminate leaks at the window array.

The Design Assistance Team reviewed and recommended approval of the applicant's submittal on October 18, 2017. The Urban Renewal Agency Façade Improvement Program would provide a 50/50 grant with a maximum award of \$25,000 per fiscal year. The applicant obtained the required bids: \$81,500, \$98,454, and \$161,718.93.

#### **Proposed Vacation of Hemlock Avenue - Request for Continuance**

Planner Debbie Eler stated the owners of the property on both sides of the platted Hemlock Avenue right-of-way between North Front Street and the bay submitted a vacation application. If approved, the Hemlock Avenue right-of-way would be used in conjunction with future development.

On October 10, 2017 the Planning Commission through the public hearing process recommended approval of the request, subject to a condition "per ORS 271.190 the Board of Commissioners for the International Port of Coos Bay (Port) must approve the vacation, since the proposed vacation area was within 5,000 feet of the harbor or pier head line of the

Port".

The October 16, 2017 Port meeting was canceled and precluded their consideration until their November 20, 2017 meeting. Staff requested to continue the hearing to December 5, 2017 to eliminate the additional publishing cost and to provide written notice of the date change to the affected property owners.

### **Miscellaneous Transportation Engineering Services Contract**

Wastewater Project Engineer Jennifer Wirsing stated the City advertised for qualified firms to submit Statement of Qualifications (SOQ's) to provide the City miscellaneous transportation engineering services on an as needed basis. SOQ's were due 2 p.m. on October 23rd with one SOQ being received. Staff contacted additional firms to inquire if the submission time frame was too short, which was confirmed to be the reason for the limited response. The deadline was extended an additional two weeks to allow other firms to respond.

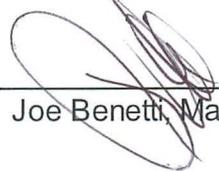
### **Executive Session**

An Executive Session was held pursuant to ORS 192.660 (2) (h) for the purpose of 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 items for discussion, Mayor Benetti adjourned the work session. The next regular Council meeting was scheduled for November 7, 2017 in the Council Chambers at City Hall.

Attest:   
Susanne Baker, City Recorder

  
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Joe Benetti, Mayor