

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

August 7, 2018

The minutes of the proceedings of a regular meeting of the City Council of the City of Coos Bay, Coos County, Oregon, held at 7:00 pm in the Council Chambers at City Hall, 500 Central 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, Acting Finance Director Amy Kinnaman, Interim Deputy Finance Director Nicki Rutherford, Public Works and Community Development Director Jim Hossley, Fire Chief Mark Anderson, Library Director Sami Pierson, and Police Chief Gary McCullough.

Flag Salute

Mayor Benetti opened the meeting and asked Susanne Baker to led the Council and assembly in the salute to the flag.

Public Comments

Sherri Neal, 609 Exchange Street, North Bend: Ms. Neal stated she was a teacher in Coos Bay and was speaking on behalf of Surf Rider Foundation and their interest in eliminating plastic pollution. Surf Rider Foundation offered options in including the City in their solution by either presenting information at an upcoming City Council meeting or partnering with the City on a public forum. Mayor Benetti suggested working with Rodger to schedule a presentation at upcoming work session.

Consent Calendar

Mayor Benetti reviewed the consent calendar which consisted of:

- 3a: Approval of the Council and Agency Work Session Minutes of July 10, 2018
- 3b: Approval of the City Council Minutes of July 17, 2018
- 3c: Approval of the Council and Agency Work Session Minutes of July 24, 2018
- 3d: Acceptance of the City June Combined Cash Reports
- 3e: Adoption of Resolution 18-22 Amending the Council Rules
- 3f: Adoption of Resolution 18-23 Approving a Supplemental Budget for the CAD/RMS Purchase

3g: Approval of the Refreshing Youth Collections Grants 2017

Councilor Kilmer moved to approve consent calendar as presented. Councilor Marler seconded the motion which carried. Ayes: Benetti, DiNovo, Farmer, Groth, Kilmer, Marler. Absent: Kramer.

Presentation of Employee Retirement Recognition for Finance Director Susanne Baker

Mayor Benetti presented former Finance Director Susanne Baker with a plaque in appreciation of her nearly 31 years of devoted service to the citizens of Coos Bay.

Semi-Annual Report on the Coos Bay/North Bend Visitor & Convention Bureau

Coos Bay/North Bend Visitor and Convention Bureau (VCB) Director Janice Langlinais presented a review of the VCB's marketing and advertising projects over the last several months which included a re-branding of the VCB with new marketing materials and website update. Ms. Langlinais explained new advertising had expanded into territories not previously reached and marketing had opened opportunities for trade show presentations. This expanded scope helped to connect with Rick Dancer's Live Facebook segments "That Oregon Life" with Oregon's Adventure Coast, generating several segments on our local area and reaching over 270,000 viewers. Future plans included increased marketing and advertising efforts via additional financial support from the City of Coos Bay, also allowing for VCB's management of the Visitor Information City, and developing a regional collaboration with other Oregon South Coast travel and tourist organizations and destinations.

Semi-Annual Report on the Visitor Information Center

Visitor Information Center Executive Director Timm Slater shared the semi-annual report including stats on tourist inquiries and visitor counts, and details of revenues and expenditures of the Coos Bay Visitor Information Center (VIC). Very successful events supported by VIC such as First Friday Wine Walk and the Tall Ships, and a noticed increase in use of VIC conference room and VIC center business displays. Future plans included growing the volunteer program, developing relationship with two other local visitor centers, and training for volunteers and community ambassadors.

Consideration of 4th Street Road Safety Improvement Options

Mayor Benetti discussed the two 4th Street road safety improvement options (A and C) and offered the audience an opportunity to view the plans available on back wall for possible discussion, prior to Council discussion and approval. Mayor Benetti invited public comment. Carmen Matthews shared his concern about crossing near Bennett Street. Police Chief Gary McCullough shared crossing at Bennett Street was often an area resulting in traffic citations. Councilor DiNovo reminded Council of the efforts undertaken to ensure open process for citizen input. Councilor Kilmer shared her passion for the downtown area and continued development, and believed Option C provided the needs addressed by the community but significant impact could also be made by just re-stripping. Councilor Marler

noted safety consultants preferred Option A, but agreed striping would make difference. Councilor Farmer noted Option C was preferred by the public. Mayor Benetti shared he was in favor of Option A, based upon discussions with business owners within the area and considerations addressed by emergency responders. City Manager Rodger Craddock noted city staff would proceed based upon Council direction.

Councilor Kilmer moved to direct staff and the consultant (Civil West Engineering) on alternative C regarding design and project specs of 4th Street improvement. The motion was not seconded. Motion failed.

Councilor Groth moved to direct staff and the consultant (Civil West Engineering) on alternative A regarding design and project specs of 4th Street improvement. Councilor Farmer seconded the motion which carried. Ayes: Benetti, DiNovo, Farmer, Groth, Marler. Nays: Kilmer. Absent: Kramer.

Consideration of Approval to Amend the Restoration Policy for Utility and Service Lateral Installation – Approval Would Require Adoption of Resolution 18-24

Public Works and Community Development Director Jim Hossley stated in December 2017, the Council adopted Resolution 17-25, Restoration Policy for Utility and Service Lateral Installation in Coos Bay Right-of-Way. To provide time for impacted utility providers to budget for changes, the resolution was written with an effective begin date of September 1, 2018. Since adoption of the policy, staff found some areas of the policy that needed revised. Staff recommended Section V 3 be revised to have owners of owner occupied single family residences be responsible for the installation of pavement surfaces when they created sewer lateral trench cuts. The City would then reimburse the owner for the cost of the pavement installation. As was currently written, the policy required the City to install the trench pavement. Additional language was added for rental of road signs.

Councilor DiNovo moved to adopt Resolution 18-24 amending the Restoration Policy for Utility and Service Lateral Installation in City of Coos Bay Right-of-Way. Councilor Kilmer seconded the motion which carried. Ayes: Benetti, DiNovo, Farmer, Groth, Kilmer, Marler. Absent: Kramer.

Consideration of Award of Contract for Final Design of Pump Station 17 and Force Main

Public Works and Community Development Director Jim Hossley shared the force main that served the Eastside area, currently aligned under Isthmus Slough Bridge and went through the downtown area, would be realigned to go north towards Eastside boat ramp then west under the slough to the newly constructed Pump Station 1 at Birch and Front Street. In October 2017, the City advertised a Request for Qualifications (RFQ) to perform pre and final design on this force main project along with design for Pump Station 17 upgrade; project was awarded to The Dyer Partnership. In March 2018, Council approved the pre-design contract. Pre-design efforts were complete and were reviewed by the Oregon Department of Environmental Quality (DEQ). The next step was to authorize final design. The Dyer Partnership submitted a scope and fee for final design and environmental processing for an amount of \$204,800.

Councilor Kilmer moved to award the contract to The Dyer Partnership for Final Design of

Pump Station 17 and the Eastside Force Main for an amount not to exceed of \$204,800. Councilor Groth seconded the motion which carried. Ayes: Benetti, DiNovo, Farmer, Groth, Kilmer, Marler. Absent: Kramer.

Consideration of Approval to Amend the Oregon Infrastructure Finance Authority Loan for the Planning and Designing of the Plant 2 Upgrade Project – Approval Would Require Adoption of Resolution 18-25

Public Works and Community Development Director Jim Hossley stated in June 2012, Council adopted Resolution 12-18 and entered into a loan agreement with Oregon Infrastructure Finance Authority (IFA). The loan and grant were for plan and design of Plant 2 upgrade project, numerous inflow and infiltration reduction projects, and one storm drain project. In all, there were 16 projects for a total loan and grant amount of \$4,803,213 (of which \$500,000 was a grant). All projects were completed or nearly completed with the exception of the Birch and Front Storm Drain Replacement project. The responsive bid was larger than the original IFA approved budget. City staff discussed options with IFA, and IFA agreed to increase the loan to cover the difference by an amount of \$175,000. They also honored the 1.94% interest rate of the original loan.

Councilor DiNovo moved to adopt Resolution 18-25 authorizing amendment to Resolution 12-18 for a loan increase from Oregon IFA. Councilor Marler seconded the motion which carried. Ayes: Benetti, DiNovo, Farmer, Groth, Kilmer, Marler. Absent: Kramer.

Approval of the Proposed Ordinance Granting Douglas Fast Net to Construct, Operate, and Maintain a Telecommunications Network – Approval Would Require Enactment of the Draft Ordinance

Acting Finance Director Amy Kinnaman stated on July 5, 2017 the City Council approved an amendment to a Telecommunication Franchise Agreement Ordinance No. 321. The ordinance was amended to reflect a change of ownership due to Tribal One Broad Band Technologies, LLC dba ORCA (ORCA) selling their fiber, DSL broadband operations, and customer base to Douglas Services, Inc. dba Douglas Fast Net (DFN). Ms. Kinnaman noted by enacting the ordinance, Council would set forth the contract with Douglas Fast Net to continue remittance of the seven percent (7%) in franchise fees to the City, approximately \$26,000 each year.

Councilor Farmer moved to enact the proposed ordinance to repeal Ordinances 396, 488, and 321 granting Douglas Fast Net to construct, operate, and maintain a telecommunications network within the City of Coos Bay. Councilor Kilmer seconded the motion. Interim Deputy Finance Director Nicki Rutherford read the ordinance by title only and Ordinance 499 was enacted by the following vote:

Aye: Benetti, DiNovo, Farmer, Groth, Kilmer, Marler.

Nay: None.

Absent: Kramer

Approval of an Award for a Banking Services Contract With U.S. Bank

Acting Finance Director Amy Kinnaman stated Umpqua Bank provided the City with local

banking services for more than 20 years. Because it had been quite some time since a request for banking services had been completed, a Request For Proposals (RFP) was advertised and five formal proposals were received: Banner Bank, First Interstate Bank, Oregon Pacific Bank, U.S. Bank, and Umpqua Bank. Staff evaluated all of the proposals and identified Banner and U.S. Bank as the leading prospects. Staff interviewed both Banner and U.S. Bank, and determined the U.S. Bank proposal was most cost effective and offered more services specifically tailored to government entities. The U.S. Bank proposal provided a 7-10 year contract, and offered security and technology enhancements to prevent fraud. It also offered the best earnings credit of 0.8% (minimum) and a minimum interest rate of 0.25% to be earned on all balances which altogether was projected to offset monthly bank fees. The U.S. Bank proposal also provided a \$1,400 conversion incentive to help purchase new checks, bank stamps, deposit slips, etc., and a \$500 credit to offset one-time treasury management setup fees. Additionally, U.S. Bank had a department, customer services contact, and online banking system dedicated solely and specifically for governmental entities.

Councilor DiNovo moved to award the contract for banking services to U.S. Bank as provided in their June 7, 2018 RFP scaled respectively to the services staff determines would maximize the benefits of City funds on deposit, decrease risk, and mitigate fraud. Councilor Kilmer seconded the motion which carried. Ayes: Benetti, DiNovo, Farmer, Groth, Kilmer, Marler. Absent: Kramer.

City Manager's Report

City Manager Rodger Craddock shared staff changes in Finance Department, including recent retirement of Finance Director Susanne Baker which resulted in promotions within the department. Mr. Craddock introduced the two newest Finance Department staff members: Melissa Olson, Deputy Finance Director and Allison Young, Finance Assistant. Mr. Craddock stated downtown sidewalk improvements were continuing, and recently he visited the Eastside school area, along with staff, to access areas with safety concerns to be improved relating to Safe Routes to School initiative. Estimated project costs were approximately \$1.4 million; grant required a 40% match; collaboration with Coos Bay School District was started for other funding sources in an attempt to lower the City's match to \$340,000. Mr. Craddock noted the agreement between the Visitor Convention Bureau and City for management of the VIC was nearing completion with a few details to be worked out.

Council Comments

Councilor Kilmer attended the various National Night Out gatherings around the community and was impressed with what neighborhoods organized; the Downtown Association's Farmer's Market continued to grow with over 86 vendors this last week; Downtown Association was busy with planning for upcoming festivals: Blackberry Arts and Fun Festival. Ms. Kilmer encouraged participation in the "Its all Berry Good" recipe contest; email questions to promotions@coosbaydowntown.org. Councilor Groth shared Coos Bay Library was hosting a Volunteer Fair on August 24, 2018 from 10:30 am to 1:30 pm.

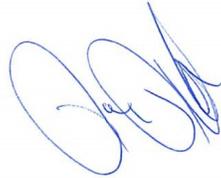
Executive Session

Acting Finance Director Amy Kinnaman read the executive session meeting disclosure statement. An executive session was held pursuant to Oregon Revised Statute (ORS)

192.660 (2) (e) for the purpose of discussing real property negotiations. No decisions were made.

Adjourn

There being no further business to come before the Council, Mayor Benetti adjourned the meeting. The next Council meeting was scheduled for August 21, 2018 in the Council Chambers at City Hall.



Joe Benetti, Mayor



Attest:

Amy Kinnaman, Acting City Recorder