

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

January 4, 2011

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 Jon Eck, Jennifer Groth, Joanie Johnson, Stephanie Kramer, Gene Melton, and John Muenchrath. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Rae Lea Cousens, Deputy Finance Director Susanne Baker, Public Works and Development Director Jim Hossley, Economic Revitalization Administrator Joyce Jansen, Fire Chief Stan Gibson, Library Director Carol Ventgen, Operations Administrator Randy Dixon, and Police Chief Gary McCullough.

Flag Salute

Mayor Crystal Shoji opened the meeting and asked Library Director Carol Ventgen to lead the Council and assembly in the salute to the flag.

Public Comments

Steve Pickering, Coos Bay: Stated the businesses who utilized virtual business incubator funds for non-brick and mortar projects have gone out of business; and questioned if Coos Bay Urban Renewal funds were used for moving and operating the Boat Building Center in North Bend. Gino Landrum, Coos Bay: Questioned the negativity in The World newspaper regarding entrepreneurs.

Consent Calendar

Mayor Shoji reviewed the consent calendar which consisted of 3a: approval of the minutes of the December 21, 2010 Council Meeting. Councilor Johnson moved to approve the consent calendar approving the minutes of the December 21, 2010 Council Meeting. Councilor Eck seconded the motion which passed with Mayor Shoji and Councilors Eck, Groth, Johnson, Kramer, Melton, and Muenchrath voting aye.

Presentation of Appreciation of Service Award to Scott Frasier

Mayor Shoji presented an appreciation of service plaque to Scott Frasier for his service on the Budget Committee from March 2008 through December 2010.

Presentation on the City Audit for FYE 10 by Auditor Tara Kamp

Tara Kamp of Pauly, Rogers and Co. P.C. stated the City of Coos Bay's audit for FYE10 was completed and the Council had that document before them. The Coos Bay Urban Renewal Agency's audit for FYE10 was also completed and that document would be given to the Agency at their January 18, 2010 meeting. The first component of the audit was of the financial statements to verify compliance with generally accepted accounting principles and the second audit was to insure compliance with Oregon Municipal Audit Law, compliance with Oregon

City Council Minutes – January 4, 2011

Budget Law and testing of bids and quotes. Ms. Kamp stated SAS 114 requires communication with management of the results of the audits which were excellent; resulted in an unqualified opinion or clean audit; and “no management comments”. Ms. Kamp noted one non-significant exemption (p.24), an over expenditure of one line item. Ms. Kamp stated based upon the audit and testing, financial statements are fairly stated, there were no difficulties in performing the audit, no disagreements with management or the accounting, and adjusting entries were completed together with staff. Ms. Kamp stated the City and Urban Renewal Agency will be complying with the GASB 54 pronouncement effective for FYE 11 with regards to segregating and categorizing fund balances. Ms. Kamp thanked Finance Director Rae Lea Cousens and commended her professionalism. Councilor Muenchrath moved to accept the FYE10 City audit report in compliance with SAS 114. Councilor Eck seconded the motion which carried with Mayor Shoji and Councilors Eck, Groth, Johnson, Kramer, Melton, and Muenchrath voting aye.

Public Hearing to Consider Approval of Amending Municipal Code Chapter 17.240 Design Standards for Empire – Approval Would Require Enactment of the Proposed Amending Ordinance

Planning Administrator Laura Barron read the public disclosure statement and stated in 1997 the Urban Renewal Agency approved the “Historical Waterfront” theme for the Empire area. In 2001 the City Council approved design review guidelines and standards intended to evoke the appearance of the prevailing architecture styles of buildings in the mid-to-late 1800’s. Implementation of the standards have been difficult and several joint work sessions of the City Council, Planning Commission, and Historic Design Review Committee were held to change the guidelines and standards. Ms. Barron stated the Planning Commission unanimously recommended approval of the proposed changes of the guidelines and standards at their December 14, 2010 meeting.

Mayor Shoji opened the public hearing. Mark Daily, Coos Bay: Stated the design review standards were developed to provide continuity and attract customers and businesses and he did not know why the standards would be changed when they worked well.

Gino Landrum, Coos Bay: Stated ethnic and old town business districts attract customers and referenced Portland and local Hispanic restaurants; suggested the creation of an old town theme; and suggested there should not be unfunded mandates for private business owners.

Robert Cribbens, Coos Bay: Asked if the business owners had been asked their opinion.

Mayor Shoji closed the public hearing. Councilor Johnson stated a business district theme benefits the business and building owners by providing standards for improvements and suggested requirements should be tasteful, not necessarily historical. Councilor Groth asked where direction came to proceed with the changes wherein Ms. Barron stated from Council and through problems encountered with businesses going through the process. Staff received complaints regarding the standards and complaints of governmental mandates on private businesses. Councilor Muenchrath confirmed the significant language changes eliminated the words “time period” and “historic” and instead referenced the early 1800’s; stated when restrictions were cumbersome, improvements would not be done; stated he would be for loosening up the requirements; questioned why drive-thru windows were restricted and why electrical and mechanical signs were prohibited; and suggested historical districts work best if they are grassroots efforts. Councilor Kramer suggested the Vickie Dugger downtown study recommended no drive-thru windows wherein Ms. Barron stated drive-thru windows break up

City Council Minutes – January 4, 2011

the continuity in the pedestrian area.

Mayor Shoji stated she considers an ordinance first as a business owner navigating the process and also as a Councilor being able to stand behind every aspect of the ordinance when challenged. Mayor Shoji suggested format issues be resolved for clarity, such as the color of paint, landscaping, murals, and terminology (rhythm); suggested a mini-variance at staff level; and would like to refer the ordinance back to Planning Commission to ask for definitive standards. Councilor Melton stated there were conflicts between the standards and what was actually able to be accomplished on the building lot. Councilor Eck stated there have been appeals to the Council regarding the design review criteria and he would support relaxing the standards. Councilor Kramer moved to refer the Empire Design Standards back to the Planning Commission to address the concerns expressed by the Council. Mayor Shoji seconded the motion which carried with Mayor Shoji and Councilors Eck, Groth, Johnson, Kramer, Melton, and Muenchrath voting aye.

Approval of Janitorial Service Contract

Operations Administrator Randy Dixon stated three different vendors provide janitorial services for City Hall, Visitor Information Center, and the City Shops. To improve efficiencies, the scope of services for janitorial services was revised and bids solicited. Several bids were submitted with one disqualified as a result of the background check. Councilor Muenchrath suggested he would like to see a cost savings rather than an increased contract. Councilor Eck stated he believed the Council has the responsibility to provide sanitary conditions to the public and staff and the \$1,000 increase seemed reasonable for the additional service. Councilor Johnson suggested the additional service for an entire year seemed reasonable. Mr. Dixon stated the price could be negotiated with Bay Area Enterprises to meet the financial and sanitary needs. Councilor Muenchrath moved to authorize staff to negotiate a janitorial contract for City Hall, Visitor Information Center, and the City Shops with Bay Area Enterprises for a not to exceed \$3,325 per month or \$39,900 per year. Councilor Johnson seconded the motion which carried with Mayor Shoji and Councilors Eck, Groth, Johnson, Kramer, Melton, and Muenchrath voting aye.

Coos Bay Public Library's Quarterly Report by Library Director Carol Ventgen

Library Director Carol Ventgen provided a quarterly report from July - December 2010 of library activities and services offered to the public, circulation, visitors, questions answered, Library building expansion, children services and programs, Ford Family Foundation grant opportunity, and adult programs and services.

City Attorney's Report

No comments were given.

City Manager's Report

City Manager Rodger Craddock stated the Fire Department will pick up Christmas trees on January 8th starting at 9:00 a.m., and they will also accept canned food donations; and car seat

City Council Minutes – January 4, 2011

inspections will be provided to the public the first Wednesday of every month between 11:00 a.m. and 1:00 p.m. at the new fire station.

Public Comments

Mike Vaughan, Coos Bay: Attended a Weed Advisory Board meeting and was provided an application for the board and stated the design review standards proposed a more relaxed color option and he defined rhythm as how a passing driver views a mural.

Council Comments

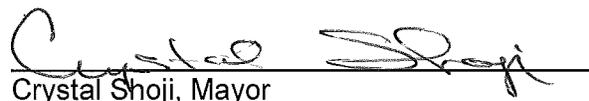
Councilor Melton stated no Urban Renewal funds were being spent on the temporary location of the Boat Building Center in North Bend, the building was being furnished at no cost; and suggested the Welcome to Coos Bay signs needed to be cleaned. Councilor Kramer stated the pier at the Boat Building Center was being repaired by Doug Devine. Councilor Muenchrath suggested placement of a crosswalk on Thompson Road between Bay Area Hospital and Bay Clinic; and suggested opening up the boardwalk for businesses and kiosks for this summer. Councilor Johnson stated past discussions of businesses locating on the boardwalk have involved the Oregon Department of Transportation and both of the railroads with rails in the right of way; and suggested the Java Jones virtual business incubator grant was approved prior to the recent criteria change. Mayor Shoji stated public input was being taken on the old fire station and Lockhart building lots through Ms. Jansen at City Hall and through Councilor Groth's and Mayor Shoji's Facebook accounts; appreciated The World and their interest in the City of Coos Bay; and stated she received a suggestion for the City to paint the faded downtown light poles.

Executive Session

Councilor Johnson moved to move into executive session. Councilor Eck seconded the motion which carried with Mayor Shoji and Councilors Eck, Groth, Johnson, Kramer, Melton, and Muenchrath voting aye. An executive session was held pursuant to ORS 192.660 (2)(d) for the Purpose of Discussing Labor Negotiations. The Council reconvened into regular session.

Adjourn

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting is scheduled for January 18, 2011 in the Council Chambers at City Hall.


Crystal Shoji, Mayor

Attest:



Rae Lea Cousens, City Recorder