

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

December 20, 2022

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, 500 Central Avenue, Coos Bay, Oregon.

Flag Salute

Council President Rob Miles opened the meeting and led the council and assembly in the salute to the flag.

Those Attending

Those present were Council President Rob Miles and Councilors Drew Farmer, Stephanie Kilmer, Rob Miles, and Sara Stephens. Mayor Joe Benetti attended remotely by teleconference. Councilors Lucinda DiNovo and Carmen Matthews were absent. City staff present were City Manager Rodger Craddock, Assistant City Manager Nichole Rutherford, Finance Director Melissa Olson, Deputy Public Works and Community Development Director/City Engineer Jennifer Wirsing, Fire Battalion Chief Jeff Adkins, Police Chief Chris Chapanar, Library Director Sami Pierson, and Public Works Operations Administrator Greg Hamblet.

Recording of November 2022 Election Results, Oath of Office and Election of Council President

Review of Official Canvass of Votes - November 2022 Election Results

Assistant City Manager Nichole Rutherford reviewed the election results for the City of Coos Bay, found on page three of the Final Official Totals Report certified by the County Clerk on December 2, 2022. The Charter of the City of Coos Bay dictates the results of elections be made a matter of record in the journal of Council proceedings. This recording included:

Total Ballots Cast: 6,679

Total Registered Voters: 11,310

Total votes cast for Mayor: 4,226

Total votes cast for Councilor (vote for 3 open positions): 10,342

Total votes cast for Mayor, by each person: Joe Benetti 3,912; and Write-in 314.

Total votes cast for Councilor, by each person: Carmen Matthews 3,451, Rob Miles 3,416, Sara Stephens 3,244, and Write-in 231

Total votes for/against each proposition: None

Elected to Office of Mayor: Joe Benetti

Elected to Office(s) of Councilor: Carmen Matthews, Rob Miles, and Sara Stephens

Measure(s) enacted or approved: Measure 6-202 was approved by votes, which approved prohibiting psilocybin-related businesses within Coos Bay. For this measure: Ballots Cast – 8,679, Registered Voters – 11,310, Total Votes – 6,415, Yes Votes – 3,664, No Votes – 2,751

Administration of the Oath of Office

The oath of office was administered to Mayor Joe Benetti and Councilors Rob Miles and Sara Stephens by Assistant City Manager Nichole Rutherford. Councilor Carmen Matthews oath of office was delayed until the next scheduled council meeting.

Election of Council President

City Manager Rodger Craddock stated by council rules the nominations were done by ballot, to suspend rules for vocal vote a motion was needed by council. Councilor Kilmer moved to suspend council rules for a vocal vote. Councilor Stephens seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Miles, Stephens. Absent: DiNovo, Matthews.

Councilor Stephens nominated Councilor Miles as Council President for a term ending with the next general biennium election. Councilor Farmer seconded the motion which carried. No further nominations were made. Ayes: Benetti, Farmer, Kilmer, Miles, Stephens. Absent: DiNovo, Matthews.

Mayor Benetti moved to close the nominations. Councilor Kilmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Miles, Stephens. Absent: DiNovo, Matthews.

Public Comments

Ken Folker, Coos Bay thanked the Police Department, doctors, nurses, and Fire Department for everything they do and wished everyone a Merry Christmas.

Public Comment Form

No public comment forms were received.

Consent Calendar

Council President Miles reviewed the consent calendar with consisted of:

- 3a: Acceptance of November 2022 Financial Reports and Check Register

Councilor Farmer moved to approve the consent calendar as presented. Councilor Stephens seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Miles, Stephens. Absent: DiNovo, Matthews.

Presentation of Retirement Plaque to Senior Officer Babb

Police Chief Chris Chapanar, on behalf of the Coos Bay Police Department, City of Coos Bay, and Coos Bay Police Officers Association, presented Senior Officer Darrell Babb with a retirement plaque to honor his twenty-three years of service to the community.

Report by Marshfield High School Key Club Members

Marshfield High School (MHS) Key Club representative Harper Thompson summarized upcoming Key Club activities, shared various ongoing fundraising activities and achievements by various MHS clubs, committees, and athletic teams.

Presentation of Audit for Fiscal Year 2021-22 by Pauly, Rogers and Co, PC - Tara Kamp, CPA

Finance Director Melissa Olson stated the City of Coos Bay engaged Pauly, Rogers and Co to perform the external, independent audit of the fiscal year 2021-22 financial statements and records. Pauly, Rogers, and Co. Senior Auditor Tara Kamp presented the audit and stated Pauly, Rogers and Co issued an unmodified opinion on the City of Coos Bay fiscal year 2021-22 financial statements and no management letter was issued. An unmodified opinion means the City of Coos Bay was given a “clean” opinion with no reservations. It was the independent auditor's judgment the financial records and statements were fairly and appropriately presented, and in accordance with generally accepted accounting principles (GAAP). An unmodified opinion is the most common type of auditor's report and the desired result.

Councilor Kilmer moved to accept the fiscal year 2021-22 audit. Councilor Stephens seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Miles, Stephens. Absent: DiNovo, Matthews.

2023/2033 Parks, Recreational and Cultural Facilities Plan

Community Development Consultant Carolyn Johnson stated the City Council on May 24, 2022 directed an update and revision of the 2013/2023 Parks Master Plan to reflect resident and visitor interests in parks, recreational and cultural facilities. The provided 2023/2033 Parks, Recreational and Cultural Facilities Plan, (Plan) was consistent with Council direction. The Plan had been developed over the past seven months with community feedback, Parks Commission work sessions and public hearings and Council work sessions. The Plan included:

Preface: The preface was authorized by Council September 27, 2022.

Acknowledgements Chapter 1: Plan Preparation noted the Plan's purpose and public participation efforts.

Chapter 2: Plan Context described the City's location, demographic reference, key resources that were either identified by the public or were required for future funding to show consistency with the State Comprehensive and Outdoor Recreation Plan (SCORP) and identification and descriptions of city facilities and needs.

Chapter 3: Framework for the Future speaks to Council leadership, the community's vision and the Plan goals and objectives.

Plan Appendices:

- A: Public survey, survey results and comments,
- B: Park and Recreation facility standards,
- C & C1: Funding resources and opportunities,
- D: 2020 Coos Bay Decennial census,
- E: Sawmill and Tribal Trail brochure.

The Parks Commission sought discussion with the Council regarding a recommendation for funding key priority projects identified in the Plan in the FY 2023/2024 budget year. These projects included: Empire Lake bridge installation of bridges at John Topits Park as noted in Plan section 2.4.1a(2); Mingus Pond dredging as noted in Plan section 2.4.1a(1); and Citywide branding of parks, recreational, and cultural facilities as noted in Plan section 3.3,

Goal 2, Objectives 1 and 2.

Council President Miles opened the public hearing. Ralph Moore, Coos Bay thanked Ms. Johnson for sending a copy of the plan, the council for support of the Mingus Park Pool and Marshfield Sun Museum, stated consideration of kayaks was missing from the plan and gave a list of locations kayak launches could be located. Susan Robbins, Coos Bay stated a hand rail was needed at stairs in Mingus Park. Mike Vaughan, Coos Bay stated a kayak ramp was needed and asked for additional maintenance at the city boardwalk to enhance the environment for tourists. The public hearing was closed.

Council discussion ensued; consensus to add parks to the council goals and to look for grant funding.

Councilor Farmer moved to adopt Resolution 22-30 adopting the 2023/2033 Parks, Recreational and Cultural Facilities Plan. Councilor Kilmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Miles, Stephens. Absent: DiNovo, Matthews.

Approval of Community Development Block Grant Application Submission

Assistant City Manager Nichole Rutherford stated Neighborworks Umpqua's (NWU) Home Repair Department assists very low-, low- and moderate-income families with grants for home repair to conserve the existing housing supply, encourages maintenance of existing residential neighborhoods, stimulates investment, and improves the general housing conditions of the region. NWU has a long track record of administering and completing home repairs in Southwestern Oregon. Typical repairs correct life/health/safety issues (plumbing, dry rot repair, mold remediation, indoor air quality, sewer or water connections), improves accessibility (widening doorways, building ramps, installing grab bars), and repair or sometimes replacing critical home components (roofs, heating, ventilation, and cooling systems, windows, foundations, deteriorated siding etc.). Items that are cosmetic only were not permitted. All projects are subject to an environmental review process and historic structures are subject to review by the State Historic Properties Office (SHPO) prior to work being started. The recently completed CDBG project was very successful, positively impacting over fifty homeowners, and allowing them to remain in their homes which was of importance during the current housing shortage and limited low-income housing options in this area. If awarded this grant, this work would be in line with the efforts necessary to reduce barriers to housing which are part of Oregon Housing and Community Services focus under OAR 813-112-0030 relating to severely rent burdened community designation. There were no matching fund requirements for this grant application, thus no city dollars were required for this project. Staff time for some administration was anticipated.

Councilor Stephens moved to approve partnering with Neighborworks Umpqua to assist in the preparation of a Community Development Block Grant to be used to rehabilitate homes within Coos Bay, Reedsport, and Coos County. Councilor Farmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Miles, Stephens. Absent: DiNovo, Matthews.

Extension of Appointments to Various City Boards and Committees

City Manager Rodger Craddock stated due to staff changes within the city manager office, two terms on the budget committee which were set to expire on December 31, 2022, were not noticed timely to plan for an open position process. This process includes posting a public notice for an open position, accepting applications for a set period of time,

establishing an interview schedule, and selecting candidate(s) for appointment. This process could take a little as thirty days, or longer, depending on the community interest. Staff contacted the appointed members with expiring terms on the Budget Committee, Parks Commission, and Planning Commission and all had interest in seeking re-appointment, with willingness to extend their term of service. Staff recommended these appointments be extended through March 31, 2023, or until a successor candidate was appointed through the open public process. The following appointed positions are set to expire on December 31, 2022: Budget Committee - Brenda Brecke and Ali Mageehon; Planning Commission - Amy Aguirre and Bill Davis; CB/NB Water Board - Charlie Sharps; and CB/NB/Charleston VCB - Rodger Craddock.

Councilor Kilmer moved to reappoint Rodger Craddock to the CB/NB/Charleston VCB term. Councilor Farmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Miles, Stephens. Absent: DiNovo, Matthews.

Councilor Stephens moved to extend the December 31, 2022 expiring terms until March 31, 2023, or earlier appointment of candidates can be made for the Budget Committee, Planning Commission, and CB/NB Water Board. Councilor Kilmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Miles, Stephens. Absent: DiNovo, Matthews.

City Manager's Report

City Manager Rodger Craddock stated appreciation of the council's support and Christmas treats provided to all city staff, thanked council for their sympathies for the passing of his father-in-law, and stated the Council Goals Setting meeting was scheduled for January 21, 2023.

Council Comments

Councilor Stephens stated appreciation for Key Club attending, was excited for the CDBG grant, and thanked the voters for their faith in electing her. Councilor Kilmer stated collection of toys provided for 986 children and wished everyone a happy holiday. Councilor Farmer wished happy holidays to everyone. Mayor Benetti stated the Blue House on Empire Blvd was having an open house through December 23, 2022, thanked the voters for electing the council and mayor positions, thanked council for their support and work, and wished everyone a happy holiday. Council President Miles thanked the voters and wished everyone a safe and happy holiday.

Adjourn

There being no further business to come before the council, Councilor President Miles adjourned the meeting. The next regular council meeting was scheduled for January 3, 2023.