

# MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

April 20, 2021

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.

## **Those Attending**

Those present were Mayor Joe Benetti and Councilors Drew Farmer, Stephanie Kilmer, Phil Marler, Carmen Matthews, and Rob Miles. Councilor Lucinda DiNovo was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Nichole Rutherford, Deputy Finance Director Melissa Olson, Public Works and Community Development Director Jim Hossley, Fire Chief Mark Anderson, and Deputy Police Chief Chris Chapanar. City staff attending remotely by teleconference was Library Director Sami Pierson,

## **Flag Salute**

Mayor Benetti opened the meeting and led the council and assembly in the salute to the flag.

## **Public Comments**

No public comments were made.

## **Public Comment Form**

No public comment forms were received.

## **Consent Calendar**

Mayor Benetti reviewed the consent calendar which consisted of:

- 3a: Approval of April 6, 2021 Minutes
- 3b: Acceptance of March 2021 Check Registers
- 3c: Acceptance of March 2021 Financial Reports
- 3d: Approval of North Bend City Council Appointment to Coos Library Board

On April 13, 2021 the North Bend City Council approved the reappointment of Laurie Nordahl to serve another four-year term on the Coos County Library Service District Advisory Board (CLB). This position was one of two filled by a person from North Bend. North Bend and Coos Bay are required to approve each other's nominations to the CLB.

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

## **New Building Codes Administrator**

Building Codes Administrator Amy Linder, hired April 12, 2021 introduced herself to the Council.

## **Consideration of Approval to Amend the City Fee Schedule - Approval Would Require Adoption of Resolution 21-09**

Finance Director Nichole Rutherford stated the City's fee schedule was reviewed regularly for potential increases to fees either based upon a cost analysis of providing services relative to the fee charged or upon annual market factors (Consumer Price Index or Municipal Cost Index, as examples). The proposed revised fee resolution included the required update for moorage fees per the annual change in the noted Municipal Cost Index (MCI). In addition to this moorage fee increase was a clerical correction missed with the last update to the fee schedule. Staff also completed a moorage survey of other facilities along the Oregon coast as a comparison to the services available and fees charged to the City's moorage customers. The results of that survey were provided to the council. Budget implications were expected to be minimal with only a slight increase in revenues, as the annual moorage fees increase was only 1.7% (per MCI), the expected annual moorage revenue increase would be roughly \$1,500.

Councilor Kilmer moved to adopt Resolution 21-09 to amend the City's fee schedule. Councilor Marler seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Matthews, Miles. Absent: DiNovo.

## **Consideration of Approval of Timber Cove Developer's Wastewater Infrastructure Cost Share Request**

Public Works and Community Development Director Jim Hossley stated the Timber Cove Manufactured Home Park had been planned and discussed for more than two years. The land use for the project was reviewed and approved by the Planning Commission. Since the inception of the project, development and construction cost have increased significantly. So much so the owners/funders for the project have determined the project was no longer financially viable. However, the project manager hired by the property owners, Brad Woodruff of Red Moon Development and Construction, was interested in buying the property and developing it with conventional stick-built homes instead of a manufactured home park development. If the project moves forward, it would be completed in phases. The first phase would be 138 to 150 homes with subsequent fifty home lot phases to follow for total number of approximately 400 homes. The housing project would be beneficial to the city given the area's low housing stock. Changing the Timber Cove project from a manufacture home park to stick built homes would also increase the annual tax revenue for the city.

Shifting from a manufactured home park to a stick-built subdivision would require the developer to undergo a new land use application process to create the platted home lots. Internal street standards for a manufactured home park are different from those for a subdivision so that would need to be addressed. Mr. Woodruff proposed the internal streets remain private. For either a manufacture home park or a subdivision, there would be a need for a pump station and force main to convey the sewerage to wastewater treatment plant #2. As a manufactured home park, the pump station was proposed to be privately owned and maintained as allowed under state regulations. Per state regulations, a pump station serving a

subdivision of two or more lots is required to be publicly owned and meet stricter Oregon Department of Environmental Quality (DEQ) standards thus requiring redesign. Staff calculated the cost of design and construction cost of the public portion of the wastewater infrastructure (pump station and force main) would be approximately \$2,400,000. The developer requested the city consider a cost sharing agreement to fund the design and construction of the public portion of the wastewater infrastructure, pump station and force main. The city's portion would be \$1,200,000. Funds would come from the city's Wastewater Improvement Fund emergency/unplanned projects line item. The new pump station and force main project would be done in lieu of other wastewater projects. It may be possible the city can get a DEQ State Revolving Fund (SRF) loan to finance the city's portion of the project.

Council discussion ensued, consensus the City contributing to the infrastructure would incentivize development for the housing shortage, and to add a safe-guard into the agreement to recoup some or all of the funds if the development was not completed.

Councilor Kilmer moved to authorize the City Manager to enter into a cost sharing agreement with the developer of Timber Cove for the City to contribute up to \$1,200,000 for design and construction of a public wastewater pump station and force main. Councilor Matthews seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Matthews, Miles. Absent: DiNovo.

### **Consideration of Approval of Employment Agreement for the City Manager**

City Attorney Nate McClintock stated a little over thirty years ago, Rodger Craddock began his association with the City when he was sworn in as a reserve officer by former Chief Rollie Payne. Mr. Craddock served as a volunteer from March 15, 1991 until November 15, 1995, when he began serving as a fulltime employee in the police department. Nearly all the employees that were here when he began employment with the City have since retired. While he was eligible to retire nearly two years ago, he has delayed that retirement to continue to serve the citizens of Coos Bay. As with all departments, succession planning is key to the continued success of the City as a whole, so a phased retirement has been developed. With Council support, this phased plan would result in final retirement date in a little over three years. While it is Mr. Craddock's desire to continue serving the Council and the City until June 30, 2024, he would like to take advantage of beginning his PERS retirement beginning July 1, 2021. Legislation enacted into law in 2019 (SB1049), allows public employers to retain a PERS retiree full-time through the end of 2024, in an effort to slow the increase of employer PERS contribution rates. Retaining a PERS retiree lessens the overall PERS costs for the employer, for that employee, and the amount which is contributed is credited towards the employer's unfunded liability account. While the proposed employment agreement is for three years, it may be terminated by a vote of the majority of the council at a duly authorized public meeting at any time during the three-year period. It should also be noted that the proposed employment agreement provides fewer benefits than the existing employment agreement. The proposed employment agreement presented to the Council has an estimated annual savings to the City of \$15,000.

Councilor Marler moved to approve the City Manager's three year employment agreement, commencing July 1, 2021 and ending June 30, 2024. Councilor Matthews seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Matthews, Miles. Absent: DiNovo.

## City Manager's Report

City Manager Rodger Craddock thanked Council for approval of his employment agreement and stated it made sense to start a transition plan; thanked Council and Budget Committee for their preparation and review of the budget on April 15, 2021; the rail improvements at Hemlock and highway 101 intersection were complete and the signaling would be completed in six weeks; Face Rock Creamery celebrated their grand opening on April 18, 2021; Real Deal Store would be opening where Marshfield Bargain House was on April 28, 2021; and during Prefrontaine Drive improvement project it was found to have no road base with only two inches of asphalt so project would now be a one inch overlay.

## Council Comments

Councilor Farmer stated he appreciated Mr. Craddock's planning ahead, staying for three more years, and wished him well in retirement. Councilor Matthews thanked Mr. Craddock for planning for the City's best interest and gave condolences for the tragedy in the parking lot downtown in which a women was killed that morning. Councilor Marler gave condolences for the incident that morning, thanked Mr. Craddock for everything he has done, stated he was only trying to look out for the best for the citizens with his comments, and expressed concern for the size of the trees along the sidewalk in front of the World Newspaper. Councilor Kilmer stated Mr. Craddock was a great leader, summer pothole work had started and was concerned notifications had not gone out, and stated the budget was presented well which helped them accomplish the task in one day. Councilor Miles stated the Coos Bay Public Library was open for limited browsing and thanked Mr. Craddock for all his service. Mayor Benetti asked if new dump station markers could be put up as it appeared they were past the street to turn and it was causing individuals to have to turn around, thanked Mr. Craddock for his service and what can be accomplished over the next three years, and stated it was important for Councilors to make comments so there can be discussions.

## Adjourn

There being no further business to come before the council, Mayor Benetti adjourned the meeting. The next regular council meeting was scheduled for May 4, 2021. These minutes were approved as presented by City Council on May 4, 2021.



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Joe Benetti, Mayor

Attest: Nichole Rutherford  
Nichole Rutherford, City Recorder