

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

December 21, 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, Carmen Matthews, and Rob Miles. Councilor Stephanie Kilmer attended virtually by teleconference. Councilors Lucinda DiNovo and Sara Stephens were absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Assistant City Manager/Finance Director Nichole Rutherford, Deputy Finance Director Melissa Olson, Public Works and Community Development Director Jim Hossley, Fire Chief Mark Anderson, and Police Chief Chris Chapanar. City staff attending remotely by teleconference was Library Director Sami Pierson.

5:50 pm - Council Interviews

Committee interviews were held in the City Hall Conference Room.

Flag Salute

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

Public Comments

Ken Folker, Coos Bay thanked Council for all they do for the city and their continued efforts to do good work, and wished everyone a Merry Christmas and Happy New Year. Jim Behrends, Coos Bay stated the Planning Commission would be recommending an ordinance on short-term vacation rentals which needed further study, should be looked at carefully, and over time would lose 75 units of housing. Joe Slack, Coos Bay stated concern for the future location of the Coos Bay Public Library and wanted it located in downtown Coos Bay. Christine Moffitt, Coos Bay stated as a resident of Empire was excited to have the library in the district, thanked everyone for their leadership and contributions to the city, and stated there needed to be more information regarding short-term vacation rentals and Homestay due to the housing crisis.

Public Comment Form

No public comment forms were received.

Consent Calendar

Mayor Benetti reviewed the consent calendar which consisted of:

3a: Approval of December 7, 2021 Minutes

3b: Acceptance of November 2021 Financial Reports and Check Registers

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

Presenting a Retirement Plaque to Sergeant Hugo Hatzel

Police Chief Chris Chapanar, on behalf of the Coos Bay Police Department, City of Coos Bay, and Coos Bay Police Officers Association, presented Sergeant Hugo Hatzel with a retirement plaque to honor his twenty-five years of service to the community as a police officer.

Approval of Appointments to the Budget Committee, Design Assistance Team, Planning Commission, and Tree Board

On December 21, 2021, the City Council interviewed applicants who wished to be considered for appointment or re-appointment on the Budget Committee, Design Assistance Team, Planning Commission, and Tree Board.

City Manager Rodger Craddock stated the City received three applications for appointments to the Budget Committee to fulfill four openings; three full terms and one unexpired term vacated by Sarah Stephens when she was appointed to the City Council to fulfill former Councilor Marler's term. All appointments were three-year terms ending December 31, 2024. Applications were received from Sean Patrick Murphy, Harold Folker (re-appoint), and Stephen Horne (re-appoint). Sean Patrick Murphy was unable to attend the interview.

Four applications were received for appointment to the Design Assistance Team to fulfill five openings; four terms ending December 31, 2021 and one term which ended December 31, 2020 but was not filled. All appointments were four-year terms ending December 31, 2025. Applications were received from Victoria Crumpacker, Ryan Tuss, Andrew Locati (reappoint), and Ariann Lyons (re-appoint).

Two applications were received for appointment to the Planning Commission to fulfill two openings. All appointments were four-year terms ending December 31, 2025. Applications were received from Jim Berg (re-appoint) and Jeff Marineau (re-appoint). Two applications were received for appointment to the Tree Board to fulfill two openings due to early resignations; Brian Allen citizen-at-large term ending June 30, 2024 and Blair Holman professional knowledge term ending June 30, 2023. Applications were received from Patrick Bringardner to fulfill Brian Allen's unexpired term and Chris Eades to fulfill Blair Holman's unexpired term.

Council discussed rescheduling the interview with Sean Patrick Murphy.

Councilor Miles moved to accept the slate of all applicants with exception of Sean Patrick Murphy. Councilor Farmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Matthews, Miles. Absent: DiNovo, Stephens.

Presentation on the City Audit for Fiscal Year 2020-21 by Pauly, Rogers and Co, PC Auditor Tara Kamp

Senior Auditor Tara Kamp stated Pauly, Rogers and Co. performed the external, independent audit of the fiscal year 2020-2021 financial statements and records. The firm was directly responsible to the legislative body to express an opinion on the fairness of the presentation of the financial statements. Management was responsible for compliance with legal requirements, maintaining adequate internal controls, and conducting programs economically and efficiently. The firm issued an unmodified opinion on the City of Coos Bay fiscal year 2020-2021 financial statements with no exceptions or issues requiring comment for the State minimum standards and no management letter was issued. One minor notation on page 104 regarding an over-budget expenditure. 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. Assistant City Manager/Finance Director Nichole Rutherford stated the over-expenditure was in the Hotel/Motel Tax Fund due to receiving more lodging tax revenue than expected in the last quarter of the year with a portion going to the VCB; it was too late in the year to correct receiving more funds than anticipated.

Councilor Farmer moved to accept the fiscal year 2020-2021 City of Coos Bay audit. Councilor Matthews seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Matthews, Miles. Absent: DiNovo, Stephens.

Amendment to Intergovernmental Agreement for Management, Cleanup, and Disposition of Englewood School Site

City Manager Rodger Craddock stated on December 30, 2014 at 3:57 am, the Coos Bay Fire Department responded to the report of a structure fire at 1400 Pennsylvania Avenue which is located in the Englewood area of Coos Bay. This was the location of the old Englewood School which was owned by Sean Sullivan. The entire structure suffered heavy fire, smoke, water, and heat damage. Based on the post fire conditions the property was posted as "dangerous" and "unsafe to occupy" on January 2, 2015 by Mike Smith, Coos Bay Building Codes Administrator. In addition to the dangerous and unsafe conditions resulting from the fire, the property owner had a large accumulation of trash located in what can be described as a small dump or landfill on a portion of the property. Numerous actions were taken in an effort to persuade the property owner to abate dangerous and nuisance conditions (municipal code violations), none of which were successful. Ultimately the property owner abandoned the property and left the area.

In 2018 the county foreclosed on the property for unpaid taxes. Both the city and the county had a shared desire to abate the dangerous and nuisance conditions by cleaning up the site. In 2019 the city entered into an inter-governmental agreement with Coos County for the cleanup of the county property which was the former location of the Englewood School and the transfer of the property to Oregon Coast Community Action (ORCCA) to be used for a low-income housing development. The city had secured the necessary funds, created a cleanup plan, obtained the necessary state and federal approvals and secured a contractor to undertake the project. ORCCA had been working with Northwest Housing Alternatives (NHA) on housing development plans. On December 13, 2021, the city received a letter from ORCCA requesting to withdraw its position in the property transfer process and to allow for a

direct transfer of the property to NHA.

Councilor Farmer recused himself as he was the Director of ORCCA and drafted the requested withdrawal letter.

Councilor Matthews moved to authorize the City Manager to sign the IGA amendment with Coos County for the management, cleanup, and ultimate transfer of the old Englewood School site to Northwest Housing Alternatives. Councilor Miles seconded the motion which carried. Ayes: Benetti, Kilmer, Matthews, Miles. Abstain: Farmer. Absent: DiNovo, Stephens.

City Manager's Report

City Manager Rodger Craddock thanked Council on behalf of city staff for their leadership, all their volunteer hours, great example they set, and the holiday treats they provided to staff; gave an overview of the agenda items on the final work session meeting of 2021; in 2022 would need to update Council Rules; discussed how car charging stations were operated and who maintained them; and development code related to annexations on the Council Goals. Mayor Benetti, Councilor Miles, and Councilor Matthews volunteered to be part of a subcommittee to review Council Rules along with City Staff to update and bring back to Council for review.

Council Comments

Councilor Kilmer thanked city staff for all their work, Finance Department for the great audit report, and wished the Council, staff, and community a Merry Christmas. Councilor Farmer wished everyone a happy holiday and to stay safe over the next couple weeks. Councilor Miles stated the Library Steering Committee met with the architecture team, toured the future library site, five sites were identified, narrowed down to three potential sites to seek public input on, discussion of building a road on the site, and various meetings would be held in January 2022; congratulated Sergeant Hazel on his retirement; welcomed Nolan Scoville to the Police Department; and wished staff, Council, and everyone a Merry Christmas. Councilor Matthews thanked Sergeant Hatzel for his service, thanked everyone who applied for all the committee openings, thanked the Finance team for the audit, gave appreciation for city staff, thanked Council for his first experience in public governance, and wished everyone Happy Holidays. Mayor Benetti congratulated Sergeant Hatzel, appreciated staff and Council, and wished everyone a Happy Holiday.

Adjourn

There being no further business to come before the council, Mayor Benetti adjourned the meeting. The next regular council meeting was scheduled for January 4, 2022. These minutes were approved as presented by City Council on January 4, 2022.



Joe Benetti, Mayor

Attest: Nichole Rutherford
Nichole Rutherford, City Recorder