

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

May 14, 2019

The minutes of the proceedings of a City Council and Urban Renewal work session of the City of Coos Bay, Coos County, Oregon, held at 5:30 pm in Fire Station No. 1 Conference Room, 450 Elrod Avenue, Coos Bay, Oregon.

Those Attending

The present were Mayor Joe Benetti and Councilors Lucinda DiNovo, Drew Farmer, Stephanie Kilmer, Carmen Matthews, and Rob Miles. Councilor Phil Marler 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, Operations Administrator Randy Dixon, Fire Battalion Chief Jeffery Adkins, and Police Chief Gary McCullough.

Review of the Following Council/URA Agenda for May 21, 2019

Consideration of Approval of a Warming Center Policy

Public Works and Community Development Director Jim Hossley stated a Warming Center Policy was recommended to the Council by the Homeless Workgroup. The policy outlines procedures and guidelines for warming center operation in the City. The following purpose statement identifies when a warming center can be established:

The purpose of this warming center policy is to provide standards for temporary protection when the National Weather Service projects a temperature of 36 degrees or inclement weather (such as high wind warnings or heavy rain and wind events or wind chills at or below 32 degrees) warranting the opening of the warming center as determined by the City Manager or their designee.

Protocol to activate the warming center is as follows: Standby is called 72 hours out if the night time average forecast is below 36 degrees. The first night of an activation is called 48 hours out if the average forecasted temperature is still below 36 degrees. Consecutive activation nights will be called 24 hours out if the average forecasted temperature remains under 36 degrees.

Requirements:

1) Meeting with the Fire Chief and Building Official and a walk-through of the proposed facility.

2) Compliance with requirements of the warming center to:

A. Accept responsibility for the safety of anyone using the facility.

B. Designate a responsible person with authority to insure order and security, as well as,

watch for hazardous conditions. This responsible person must remain alert at all times while the warming center is operational.

C. Limit areas authorized for warming center use within the business/building area to the space identified in the Fire Chief and Building Official walk through. Access shall be denied to areas where people cannot be adequately supervised.

D. Limit the maximum occupancy based on the area and number identified by the Fire Chief and the Building Official during the walk-through. This occupancy will include staff.

E. Contact the City of Coos Bay Police Department (541-269-8911) with the estimated time of opening and expected closure time of the warming center.

F. Prohibit beds or private spaces.

Currently, the Devereux Center is the only facility offering warming center services. Once authorized, this Warming Center policy would provide directives for the Devereux Center and others to provide warming center services. Council discussed and consensus was to allow City staff to implement the Warming Center Policy.

Consideration of Approval of a Property Watch Program

Police Chief Gary McCullough stated through the Property Watch program, business owners would have an opportunity to enter into a partnership with the Coos Bay Police Department to help manage the unwanted trespassing and potential damage that can occur after hours and during times when business was not under operation. The agreement would allow the Coos Bay Police Department to have discretionary authority to take appropriate action on the behalf of the commercial property/business owner. The officer would be given the ability to take the necessary action without the need to call the owner or their designee, which often delays the progress or prevents any action from taking place. The agreement is a simple registration (and cancellation) process, renewed annually, and require on-premise posted signage of participation in program which may include exclusion criteria. Council discussed the signage; how it would look and placement, and requested an update on the final signage design and requirements. Council consensus to allow City staff to implement the Property Watch program.

Discussion Regarding the Award of Consulting Services and Construction Bid for Pump Station 17 and the Force Main Under the Bay Project

Public Works and Community Development Director Jim Hossley stated Pump Station 17 (PS17) is the major pump station that serves the Eastside area. The pump station and force main have been identified as a Wastewater Capital Improvement Project. The City contracted with Dyer to perform design services. Bids were advertised and opened on Tuesday, May 7, 2019. Two bids were received: Laskey Clifton for \$2,626,533.25 and Pacific Excavation for \$2,829,566. Dyer reviewed the bids and recommended award to Laskey Clifton. Dyer also submitted a scope and fee to perform construction management services for \$229,520. Per the recommendation of Financial Rate Consultant Steve Donovan, staff applied for a Department of Environmental Quality (DEQ) State Revolving Fund (SRF) loan for this project in the amount of \$3,200,000. This loan was out for public

review, ending May 20, 2019. Staff will present the loan documents to Council for review at the May 28, 2019 work session. Upon approval of the SRF loan, staff requests Council to approve the contract for Dyer to perform construction management services and award the bid for construction to Laskey Clifton. Staff would be requesting a 15% contingency.

Review of the Fiscal Year Ending (FYE) 2020 Street Improvement Projects

Public Works and Community Development Director Jim Hossley stated staff was recommending street maintenance projects to undertake over the next five construction seasons. The projects were selected based primarily on Pavement Condition Index (PCI) score, geographic location, and cost/available budget. For the first construction season (this summer), staff proposed a pothole blade patching project and intended to start overlay projects in the Empire Urban Renewal District.

The proposed streets for pothole blade patching this summer were: N. Morrison Street, Harris Avenue to Taylor Avenue; S. 2nd Street, Elrod Avenue to Lockhart Avenue; Southwest Boulevard, Illinois Avenue to City limits; Applewood Court, Coos River Highway to Applewood Drive; S. Wall Street, Michigan Avenue to Pacific Avenue; 10th Street, Commercial Avenue to N. 8th Terrace and Hemlock Avenue intersection; S. Broadway Street, Johnson Avenue to end of S. Broadway; E Street, 14th Avenue to 6th Avenue; and Donnelly Avenue, 6th Street to 7th Street.

The proposed Empire Urban Renewal District projects were: Michigan Ave, Empire to Mill; S. Norman Avenue, Newmark Avenue to Ocean; S. Wasson, Newmark Avenue to Michigan Avenue; N. Schoneman, Newmark Avenue to Urban Renewal boundary, and N. Cammann, Newmark Avenue to Schetter Avenue.

Council discussed concern for how long patches would last before major road construction capital projects completed and number of potholes filled versus long-term fixes. Council consensus for City staff to start the bid process.

Review of 4th Street Road Improvements

Public Works and Community Development Director Jim Hossley stated since 2015, the City had periodically considered options for a new striping configuration of 4th Street between Commercial and Golden Avenues. More recently, Civil West Engineering was contracted to provide concept plans for 4th Street to allow multimodal use of the right-of-way. The proposals were presented to the community at several public meetings, and they received input from abutting property owners. Civil West was currently contracted to design the selected concept approved by the Council. During design, traffic signal conflicts with ADA access were identified that significantly increased the cost estimate for the project.

Prior to the start of the work session, the Council, City staff, and members of the public walked a portion of 4th Street to observe the street layout pending project readjustments. Council consensus to proceed with the project, including project adjustments and a narrowed scope from Commercial Avenue to Curtis Avenue.

Other Business

City Manager Rodger Craddock asked Council preference for the May 28, 2019 work

session due to Memorial Day on Monday, May 27, 2019; Council consensus to proceed with the meeting.

Mr. Craddock received a request to give a presentation to the Council regarding the condition and loss of the dunes from Jeff Malik, Eugene Cascades & Coast, for the Oregon Dunes Restoration Collaborative (ODRC). Council Rules 2.7.2.4 state matters for request of agenda items that do not pertain to the City business needed approval of the Council. Council discussed and consensus to request presentation information and documentation before making a decision on a presentation and guidelines for agenda.

Executive Session

Deputy Finance Director Melissa Olson 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 items for discussion, Mayor Benetti adjourned the work session. The next regular Council meeting was scheduled for May 21, 2019 in the Council Chambers at City Hall.



Joe Benetti, Mayor

Attest: Nichole Rutherford
Nichole Rutherford, City Recorder