

**CITY OF COQUILLE  
COUNCIL MEETING MINUTES  
December 2, 2002**

**COUNCIL PRESENT:** Mayor Mike Swindall, Councilors: E.N. "Corky" Daniels, Kathy Hagen, Loran Wiese, Mollie Anderson, Bruce Parker, and Fran Capehart

**STAFF PRESENT:** City Manager Terence O'Connor, Police Chief Mike Reaves, Fire Chief Dave Waddington, Finance Director Sherri Flora, City Attorney John Trew, Library Director Sharon Smith, Community Activities Director Ann Steeves, Public Works Director John Higgins

**PRESS:** Robert Jump, Coquille Valley Sentinel

**AUDIENCE:** A roster of those present is on file in the City Recorder's Office.

**1. CALL TO ORDER AND FLAG SALUTE**

Mayor Swindall called the meeting to order at 7:00 p.m. and led those assembled in a salute to the flag.

**2. MAYOR'S COMMENTS**

Mayor Swindall thanked the staff for the potluck dinner tonight in honor of him and Councilor Parker. He stated that he has seen some good changes in staff since he has been here and he wants to thank staff for all that they have done.

**3. COUNCIL COMMENTS**

Councilor Parker stated that he has a great deal of respect for the Council that he has worked with for the past four years. He added his thanks to all and commented that he has gained a great understanding for what it takes to initiate and run issues within the city and is looking forward to future city service.

Councilor Daniels thanked Councilor Parker and Mayor Swindall for making it easy to work with the council and all the help they have given to him. Councilor Wiese added his thanks for all the help and the work done by Councilor Parker and Mayor Swindall. He stated that what happens behind the scenes on the Council and the mayorship is often very time consuming and highly stressful. He commented that they have done a remarkable job and he appreciates their work. Councilor Anderson also thanked them for accepting her on the Council and for taking time out of their lives to serve the City. Councilor Capehart added her thanks to both and stated that this is a very rewarding volunteer job. She also thanked Steve Britton for all the work he has done on the Christmas lights and mentioned the Tour of Homes this Saturday. Councilor Parker thanked the Rotary for putting in the energy and effort in getting the lights hung. The Coquille Chamber has some good plans and they are partnering with the City to expand the Santa Claus rides for the Christmas season. He thanked Louise Pace for all her efforts within the Chamber.

**4. STAFF REPORTS**

Chief Dave Waddington, on behalf of the Coquille Fire Department and ambulance, thanked Mayor Swindall and Councilor Parker for the effort and dedication to the City and their support of emergency services. He reported that it has been a long week for Coos County firefighters and stated that the memorial service for the Coos Bay firefighters was very moving and well attended. He stated that during the weekend Coquille will be sending two firefighters to the North Bend Fire Department to help out and provide support. The Coquille Fire Department responded to a Thanksgiving morning residential fire and did a wonderful job as they continue to work through a difficult time. The Department is providing stress debriefing for individuals who are struggling.

Public Works Director John Higgins thanked Mayor Swindall and Councilor Parker for all of their years of service to the City. Community Services Director Ann Steeves added her thanks for all of the hours they have dedicated to the community. She stated that there are many other opportunities for service and thanked them for their past support. She reported that she is continuing to work on the community building

brochure and had come up with an idea to help offset the printing costs of the brochure. She requested Council feedback for charging businesses a fee to have their logo printed on the back of the brochures, since they will be circulated widely on the South Coast. She reported that FEMA has 2002

supplemental appropriations available. She has been working across the County to put together an emergency work group. Work will be done to prepare a draft grant request to obtain some of the supplemental appropriations. These monies can be used for emergency planning, citizen core and community emergency response teams for disaster planning, which will help citizens become more educated about what they would need in an emergency or disaster scenario. She stated that City Manager O'Connor will be discussing the Community Incentive Fund Grant later in the agenda. She also commented that she had provided Council with a listing of dates for the Ford Leadership Training. She has submitted a list of names from the community that we believe should be involved in the training, including the Council, downtown merchants, Operation Coquille and Chamber members. On December 9, Senator Wyden, Governor-elect Kulongowski, Senator Smith will be unveiling the Oregon Business Plan in Portland, which is basically an economic summit that will lay the foundation for the governor-elect's future agenda for economic development within the state and Mrs. Steeves wanted to know if anyone on the Council was interested in attending. Also, on December 10 in Salem, the Oregon Emergency Management Department is offering training for public officials for what kind of decisions would need to be made while working in a disaster environment and provide some tools to work with. Finally, Mrs. Steeves stated that she will be leaving tomorrow on vacation for the rest of the week and that she will be a speaker at a conference in Las Vegas.

Councilor Hagen stated that she would like to have representation at the economic summit so that Coquille would have some input. Councilor Hagen made a motion directing Ann Steeves to attend the economic summit on December 9 in Portland. Councilor Parker seconded the motion, with all voting in favor.

Library Director Sharon Smith added her thanks to all of the other comments for the service given to the community by Mayor Swindall and Councilor Parker. The library circulation experienced a small decrease for the month of November. She reported that tax monies have begun to be collected and anticipates that we will be meeting revenue projections. During November, the library had their month long celebration of the Library Service District and a meeting of the Coos Library Board which was well attended at the Community Building. The SWOCC Board of Education, which acts as the fiscal agent for the District in terms of its contracts, approved the new contract for the vendors of the Coastline catalog system and she anticipates that the purchase will be concluded and the installation will begin in January. Police Chief Mike Reaves thanked Mayor Swindall and Councilor Parker for all that they have done and stated that it has been a pleasure working with them both. He reported that one police car is currently not operational after being involved in a deer accident. He stated that the department is currently working with five people now and managing very well. Finance Director Sherri Flora thanked Mayor Swindall and Councilor Parker and stated that they have worked on some tough issues and she has appreciated their dedication, patience and support as they have worked together to understand the financial aspects of the City, working to solve budget and utility billing issues and problems and do what is best for the City. She stated that she will miss working with them.

## **5. CITY MANAGER'S REPORT**

City Manager Terence O'Connor presented Councilor Parker with a plaque for his 4 years of service to the City. He then presented Mayor Swindall with a plaque for his six years service as Councilor and ten years service as Mayor and stated that a number of changes have been made as the result of the Mayor's leadership.

City Manager O'Connor stated that with the completion of the access road, the developer has questioned what Council wants to name the new street. According to the City ordinance, the street name on the newly completed Adams Street extension would be Southeast Adams Avenue. Technically, streets south of main street should have the word south in them and those that run east and west are to be called avenues. Councilor Wiese made a motion to name the street South Mill Avenue. Councilor Hagen seconded the motion, with all voting in favor.

City Manager O'Connor provided the Council with an update on the Southern Oregon Coast Housing Opportunity Provider (SOCKHOP) network, which is essentially a consortium of local governments and County governments to provide low income housing rehabilitation grants or loans.

**6. PUBLIC PARTICIPATION**

Lee Sparks, representing ODOT, expressed his thanks to Mr. Mayor and Councilor Parker and all the Council and staff for their work. He wished the Mayor and Councilor Parker good luck.

**7. CONSENT CALENDAR**

A. City Council minutes of November 4, 2002

Councilor Anderson made a motion to approve the consent calendar. Councilor Daniels seconded the motion, with all voting in favor.

**8. OPERATION COQUILLE REPORT**

Louise Pace, representing Operation Coquille, requested that Council grant an exception for use of the Community Building beyond midnight on New Year's Eve. Operation Coquille is planning to hold a community celebration and breakfast until 1:00 a.m.

Councilor Wiese made a motion to grant an exception for New Year's Eve for the Operation Coquille event. Councilor Daniels seconded the motion, with all voting in favor.

**9. CANVASS OF VOTES FOR CITY COUNCIL AND PUBLIC SAFETY MEASURE**

Councilor Anderson made a motion to accept the canvass of votes for City Council and the Public Safety measure. Councilor Wiese seconded the motion, with all voting in favor.

**10. SAFETY COMMITTEE RECOMMENDATIONS**

Police Chief Reaves reported on the Public Safety Committee meeting held November 13, 2002. He stated that Mr. Pat Shealy had withdrawn his request upon learning that state law prohibits blocking any driveway, public or private. In addition, Chief Reaves reported that the Public Safety Committee examined the possibility of placing a yield sign adjacent to the post office mailbox in front of the Community Building. The recommendation of the Committee was to move the yellow, center line on Birch Street in front of the Post Office. Councilor Anderson made a motion to accept the recommendation on Birch Street. Councilor Wiese seconded the motion with all voting in favor. Chief Reaves also stated that the Committee had reviewed a request for a left turn lane from N. Central on to W. 3<sup>rd</sup> Street. Councilor Anderson made a motion directing staff to prepare a resolution to remove parking place in front of Southwest Physical Therapy at 279 N. Central. Councilor Wiese seconded the motion, with all voting in favor.

**11. LIBRARY BOARD RECOMMENDATION – PROPOSED NEW HOURS**

Councilor Anderson made a motion to accept the Library Board recommendation for the new library hours. Councilor Hagen seconded the motion, with all voting in favor.

**12. SCBEC – SENIOR MEALS CONTRACT PROPOSAL**

Councilor Anderson made a motion to accept the South Coast Business Employment Corporation (SCBEC) proposal, which would increase the current Community Building rental rate for Senior Meals from \$19.25 to \$26.00 per day. Councilor Capehart seconded the motion, with all voting in favor except Councilor Hagen who abstained.

**13. ORDINANCE 1436 AN ORDINANCE AMENDING SECTION 13.04.060C METER READING AND BILLING OF THE COQUILLE MUNICIPAL CODE**

Councilor Anderson made a motion to adopt Ordinance 1436. Councilor Capehart seconded the motion. The Council was polled with the following results:

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Voting Aye: Mayor Swindall and Councilors Daniels, Wiese, Hagen, Anderson, Capehart and Parker  
Voting No: None  
Absent: None

**14. RESOLUTION 35-2002 A RESOLUTION SETTING FORTH COPYING CHARGES**

Councilor Anderson made a motion to approve Resolution 35-2002. Councilor Capehart seconded the motion, with all voting in favor.

**15. INTERGOVERNMENTAL AGREEMENT TO AUDIT VERIZON**

City Manager O'Connor stated that in August Council directed staff to send a letter of interest regarding the audit of Verizon and Qwest. The City had been approached by a consortium of other cities to audit the franchise fees being paid to cities by Verizon or Qwest. The estimated cost to the City is \$1,423.19, which would be paid from the contingency line item in the General Fund. In addition, there would be staff time to verify city addresses. Councilor Wiese made a motion to approve the intergovernmental agreement. Councilor Anderson seconded the motion, with all voting in favor.

**16. AMBULANCE TRANSPORT AGREEMENT WITH COQUILLE VALLEY HOSPITAL**

Dennis Zielenski, representing Coquille Valley Hospital, stated that he was here to formalize the agreement and relationship that already exists between the City and the hospital. The reason for the agreement now is that the hospital is submitting an application for critical access designation and needs to be able to demonstrate to regulatory bodies that it can provide and make available specific services, including ambulance services. He also stated that the current City charges have been incorporated as an exhibit to the agreement. Councilor Anderson made a motion to approve the agreement with the Coquille Valley Hospital. Councilor Daniels seconded the motion, with all voting in favor.

*Mayor Swindall closed the regular City Council meeting. Chairman Parker opened the Urban Renewal Agency meeting at 8:10 p.m.*

**17. RESOLUTION URA 03-2002 A RESOLUTION PLEDGING URBAN RENEWAL FUNDS TO BE USED WITH STATE COMMUNITY INCENTIVE FUNDS TO UNDERTAKE A RENEWAL PROJECT IN THE DOWNTOWN PORTION OF COQUILLE**

Chairman Parker read Resolution URA 03-2002. City Manager O'Connor explained that originally the City had requested approximately \$200,000 in Community Incentive Funds. The State initially offered \$63,000 towards the project on 1<sup>st</sup> and Central, for both streetscaping and the work on the Sturdivant building. However, less than a week ago, they came back with second thoughts regarding the amount of funds being used for the private portion of the project. The State prefers that the majority of the Community Incentive Funds be used on the public space portion of the project and are requesting that the City take their place on the private side of the project. Mr. O'Connor stated that the Urban Renewal Plan specifically lists work inside and outside of a building within the Urban Renewal area. Therefore, the use of Urban Renewal funds for this project is completely within the scope of the Urban Renewal Agency.

Chairman Parker agreed with the use of Urban Renewal funds for this project. He commented that with Mrs. Steeve's efforts and other efforts, the Sturdivant Building is an ideal starting place. Mrs. Anderson concurred and stated that this is going to be the catalyst to get the entire downtown area started. In addition,

she stated that work has begun on the Georgia Pacific site but in order to bring the two sites together, some work needs to be done on the downtown area. She also commented that this is an excellent opportunity for the use of the Urban Renewal funds for the City, for Mr. Sturdivant and for downtown development. Councilor Parker mentioned that Mr. Sturdivant had already deposited \$10,000 of his own money with the City as a show of good faith.

Mr. Wiese stated that the Urban Renewal Agency is set up with public funds to do public projects. He stated that he is very uncomfortable taking public money and putting it into a private building. If the Board does this now, they would be setting a precedent and the next time someone has a \$10,000 project, the Board would have an obligation to consider that project and again spend public money on private property. Mr. Wiese given the condition of the sidewalks, streets, and signage downtown, he cannot justify putting \$10,000 into a private building. Mrs. Hagen stated that she would like to see the project but agrees with Mr. Wiese.

City Manager O'Connor explained that part of the project addresses the items that Mr. Wiese has concerns about such as replacing sidewalks, decorative lamps and streetscaping, trying to make a model of what can happen downtown. There is not enough money if every building owner came forward and wanted the Agency to contribute \$10,000 to their building and that this is a one-time opportunity using Community Incentive funds and \$10,000 of Urban Renewal Agency funds. It is now a philosophical issue that the Urban Renewal Agency Board has to decide on. It is completely within the scope of the plan but it is a policy issue.

Mrs. Capehart stated that Tom Sturdivant was the only person who attended all the meetings and was willing to contribute his money and use his building as a model and she wants to see this project happen. Community Services Director Steeves stated that the project would redo the exterior of the Sturdivant Building, returning it to its original architectural foundation, replace sidewalks, install benches, street lights and planters for a total estimated cost of \$93,000. She stated that approximately \$10,000 would be in-kind staff time, \$10,000 funded by Mr. Sturdivant, \$63,600 from the Community Incentive funds and \$10,000 from Urban Renewal Agency. She also stated that approximately 50% of the total cost would be spent on the building and 50% on the public space portion.

Mr. Swindall stated that he understands Mr. Wiese's concerns. However, he stated that if the downtown area is to change, this has to be the first step. Mrs. Anderson commented that she views the Urban Renewal funds similar to grant funds the City has received in the past from federal, state and local agencies. These Urban Renewal funds can be used as a grant to help with the downtown redevelopment. She stated that planning, architectural drawings, and meetings have happened before. However, no business owner has previously been willing to contribute his own money. Mr. Parker stated that a great deal of effort has taken place to make this project work and it should be allowed to happen so that there is a model for the downtown area.

Mr. Daniels stated that he feels the same way as Mr. Wiese regarding this project. Mr. Parker stated that the Agency will be getting a good return on its \$10,000 investment in this project in the form of public improvements to sidewalks, street landscape and lighting.

In response to questions raised by Jan Torbeck and Steve Britton, attorney John Trew stated that the current agenda item under discussion was the pledging of \$10,000 in URA funds per the State's request last week. He stated that he was not prepared to discuss other URA issues of how to finance the \$10,000 within the URA context. City Manager O'Connor stated that in the future, the Urban Renewal Agency Board would need to review programs and set parameters for loans, grants, private and public property issues.

Mrs. Anderson stated that improvements done to this building will increase the assessed value and bring additional revenue to the Urban Renewal Agency and that it is not wrong to use these funds to get the downtown improvements started. Mrs. Anderson made a motion to approve Resolution URA 03-2002. Mrs. Capehart seconded the motion, with Members Hagen, Anderson, Capehart, Parker and Swindall voting in favor and Members Wiese and Daniels voting in opposition.

## **18. ADJOURNMENT**

Hearing no further business to come before the Council, Mayor Swindall adjourned the meeting at 8:40 p.m.

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
City Recorder