



# REVISED

## CITY OF COOS BAY CITY COUNCIL MEETING

**April 17, 2012 – 7:00 p.m.**

**Library Meeting Room – 525 Anderson Avenue – Coos Bay, Oregon**

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- 1) Flag Salute
- 2) Public Comments
- 3) Consent Calendar
  - a) Approval of the minutes of April 3, 2012
  - b) Acceptance of March Check Register
  - c) Acceptance of March Combined Cash Report
- 4) Presentation on the Retirement of Police K-9 Patrol Dog Vico
- 5) Presentation on the Arbor Day Tree Planting Activities by Public Works Director Jim Hossley
- 6) Presentation on the Volunteer Recognition Week Proclamation by Library Director Sami Pierson
- 7) Award of Contract for an Emergency Sewer Line Replacement
- 8) Council Appointment to the Coos Bay-North Bend Water Board Budget Committee
- 9) Consideration of Boardwalk Flags
- 10) City Attorney's Report
- 11) City Manager's Report
- 12) Council Comments
- 13) Adjourn

All citizens addressing the City Council under regular agenda items or public comments are required by City Council Rule 4.8.4 to sign-in on the forms provided on the agenda table and podium.

If you require a listening enhancement device please contact the City Recorder.  
Please silence electronic devices – Thank you.

## MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

April 3, 2012

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 p.m. in the Library Meeting Room, 525 Anderson Avenue, Coos Bay, Oregon.

### Those Attending

Those present were Mayor Crystal Shoji and Councilors Jennifer Groth, Jon Hanson, Gene Melton, John Muenchrath, and Mike Vaughan. Councilor Stephanie Kramer was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Public Works and Development Director Jim Hossley, Planning Administrator Laura Barron, Library Director Sami Pierson, Fire Chief Stan Gibson, Communications Supervisor Tessa Cupp, and Police Chief Gary McCullough.

### Flag Salute

Mayor Shoji opened the meeting and asked Peggy Thornton, Coordinator for the Coos Bay School District's Talented and Gifted (TAG) program and all of the TAG students to lead the Council and assembly in the salute to the flag.

### Public Comments

Larry Bowers Sr., Coos Bay: suggested using recycled asphalt from the Empire Boulevard improvement project to improve the sidewalks along 101 near the Mill Casino. City Manager Rodger Craddock advised he would pass the information to City of North Bend. Suzan and Ken Beyer, Coos Bay: expressed concern about the amount of litter along Ocean Boulevard, Central Avenue and the downtown area; inquired if the City had a litter patrol. Mayor Shoji thanked the Beyer's for bringing the need for litter cleanup to the communities' attention and noted there was a citywide cleanup scheduled for April 28<sup>th</sup>. Joyce Clark, Coos Bay: requested the Council to pass an ordinance banning any signs (election, garage sale, advertising, etc.) on Ocean Boulevard between 19<sup>th</sup> Street and Woodland Drive. Mr. Craddock advised per City ordinance the Public Works Department would remove signs that cause a visibility problem.

### Consent Calendar

Mayor Shoji reviewed the consent calendar which consisted of 3a: approval of the minutes of March 6 and 20, 2012. Councilor Muenchrath moved to approve the consent calendar approving the minutes of March 6 and 20, 2012. Councilor Melton seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Melton, Muenchrath, and Vaughan voting aye. Councilor Kramer was absent.

### Consideration of Approval of a National Public Health Week Proclamation by Coos County Friends of Public Health President Lindi Quinn

Coos County Friends of Public Health President Lindi Quinn stated the National Public Health Proclamation would encourage healthy living in our community with a goal of helping Americans be more focused on preventing illness and enhancing overall health and wellbeing. Ms. Quinn

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read the proclamation aloud, declaring April 2-8, 2012 as National Public Health Week. Ms. Quinn noted this year's theme was "A Healthier America Begins Today" and provided a brief overview of the Coos County Public Health program. Councilor Melton moved to approve the National Public Health Week proclamation. Councilor Groth seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Melton, Muenchrath, and Vaughan voting aye. Councilor Kramer was absent.

### **Presentation on the Results of a Student Survey on Waterfront Uses and Consideration of Approval of a Resolution to Support a Coos Waterfront Walkway Partnership**

Councilor Groth stated prior to joining the City Council she served on the Coos Waterfront Walkway Partnership (CWWP) which was formed to research ideas on a walkway that would connect the City of Coos Bay and the City of North Bend to enhance the waterfront and allow pedestrians to walk along the bay. Councilor Groth stated she collaborated with Talented and Gifted (TAG) Coordinator Peggy Thornton on a civic project in which TAG students from the Milner Center Program conducted a survey of students to inquire what types of things young people in the community would like to see on the waterfront. TAG students from the Milner Center Program provided a presentation on their survey of the Coos Bay Waterfront. Suggestions included a candy shop, restaurant, art studio/art work, adding plant life, additional lighting, a public restroom, and a jogging path; activities included fishing, free boat rides, and periscope to see underwater.

Councilor Groth advised the CWWP was currently working under a grant from the National Park's Service to develop a concept plan; in order to move forward with the waterfront plan, the CWWP requested all members to approve a resolution to set priorities for development, consent to pursue grant funding, and agree to collaborate on identified funding requests. Future plans included grant writing to secure funding for planning in order to develop a construction budget and move forward with the project. Councilor Groth briefly reviewed the program's priorities, and public meeting results. Mayor Shoji suggested the Bay Area Chamber of Commerce, and the Confederated Tribes should be included in the project. Councilor Vaughan suggested if the current rail line was not feasible to maintain it would be a viable use for a walkway. Councilor Melton moved to approve the Coos Waterfront Walkway Partnership Resolution 2012-01 Approving and in Support of the Funding for Priority Project Areas. Councilor Vaughan seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Melton, Muenchrath, and Vaughan voting aye. Councilor Kramer was absent.

### **Public Hearing on a Proposed Plan Amendment from "Residential Low-density (R-L)" to "Commercial (C)" and from "Single-family and Duplex Residential (R-2)" to "General Commercial (C-2)" Zone Designation for Property Located at 490 Fulton Avenue – Approval Would Require Enactment of the Proposed Ordinances**

Planning Administrator Laura Barron read the public hearing disclosure aloud and stated on March 13, 2012 the Planning Commission unanimously recommended approval of the proposal to change the .12 acre subject property from plan designation "Residential Low-density (R-L)" to "Commercial (C)" and from "Single-family and Duplex Residential (R-2)" to "General Commercial (C-2)" zone designation. The subject property, located on the southeast corner of Fulton Avenue and S. Marple Street, was described as Lot 2, Block 98, First Addition to Empire and was currently developed with a single-family dwelling. Ms. Barron advised the City of Coos

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Bay was the applicant and owner and the City proposed the re-designations in order to assemble the subject property with the remainder of the adjacent city block for the purpose of developing a wastewater treatment facility. Cost for the development would be reduced because of the close proximity of the two acres to the existing facility. Minimal changes would be required to redirect wastewater collection systems from the existing wastewater treatment plant (WWTP) to the location east of S. Empire Boulevard. Ms. Barron stated to the east and southeast of the subject property was residentially zoned and developed property; to the west was the existing WWTP facility, single-family dwellings, and an art gallery zoned commercial; to the north was the remainder of the adjacent city block, which was undeveloped, and further north was undeveloped Webster Avenue and an RV park all zone commercial.

Mayor Shoji opened the public hearing and inquired if any Council member had a bias or conflict of interest to report; no bias or conflict was reported by members of the Council. No comments were given and the hearing was closed.

Councilor Muencharth moved to enact the ordinance based on the findings and conclusions set forth in the Planning Commission’s Final Recommendation to approve the plan map amendment to change the designation from “Residential Low-density (R-L)” to “Commercial (C)”. Councilor Melton seconded the motion. Deputy Finance Director Amy Kinnaman read the ordinance by title only and Ordinance No. 445 was enacted by the following vote:

- Aye: Mayor Shoji and Councilors Groth, Hanson, Melton, Muenchrath, and Vaughan
- Nay: None
- Absent: Councilor Kramer

Councilor Melton moved to enact the ordinance based on the findings and conclusions set forth in the Planning Commission’s Final Recommendation to approve the zone change to change the designation from “Single-family and Duplex Residential (R-2)” to “General Commercial (C-2)”. Councilor Muenchrath seconded the motion. Deputy Finance Director Amy Kinnaman read the ordinance by title only and Ordinance No. 446 was enacted by the following vote:

- Aye: Mayor Shoji and Councilors Groth, Hanson, Melton, Muenchrath, and Vaughan
- Nay: None
- Absent: Councilor Kramer

Ms. Barron stated there would be a 21 day appeal period from the date the decision was placed in writing. City Manager Rodger Craddock stated the current tenant renting the home on the wastewater treatment plant property had given notice they would be vacating the property and it was the City’s intent once the property was vacated to sell the modular home to the highest bidder and have it removed from the site.

**Presentation on the National Telecommunicator’s Week Proclamation by Police Chief Gary McCullough**

Police Chief Gary McCullough stated in 1991, Congress proclaimed the second week of April of each year was to be dedicated to the men and women serving as public safety

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telecommunicators. The proclamation would identify the City of Coos Bay as a community that recognizes the important contributions public safety telecommunicator's make each day. Chief McCullough introduced Communications Supervisor Tessa Cupp. Ms. Cupp and Mayor Shoji read the proclamation aloud, declaring April 8-14, 2012 as National Telecommunicator's Week. Councilor Melton moved to approve the National Telecommunicator's Week proclamation. Councilor Muenchrath seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Melton, Muenchrath, and Vaughan voting aye. Councilor Kramer was absent.

### **Presentation on the Child Abuse Presentation and Awareness Month Proclamation by Police Chief Gary McCullough**

Police Chief Gary McCullough stated by Presidential Proclamation since 1983, the month of April has been known as National Child Abuse Prevention Month. During the month of April, victims, service providers, criminal justice members, allied professionals, and community volunteers join together to raise awareness about child abuse and how to prevent it. Chief McCullough introduced Michelle Nicolaus from the Coos Bay Child Abuse Intervention Center. Ms. Nicolaus and Mayor Shoji read the proclamation aloud, declaring April as Child Abuse Prevention and Awareness Month. Councilor Muenchrath moved to approve the Child Abuse Prevention and Awareness Month proclamation. Councilor Melton seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Melton, Muenchrath, and Vaughan voting aye. Councilor Kramer was absent. Ms. Nicolaus advised tomorrow was the National Day of Hope; 162 pinwheels would be placed in front of the Child Abuse Intervention Center building to honor all the children seen by the center in 2011. Chief McCullough advised in observation of National Child Abuse Prevention Month the City would be placing blue lights on a tree located in the Pedway and noted a sign would be placed in front of the tree marking it as the "Tree of Hope".

### **Presentation on the National Library Week Proclamation by Library Director Sami Pierson**

Library Director Sami Pierson stated National Library Week was a national observance sponsored by the American Library Association (ALA) and libraries across the country each April. The proclamation would identify the City of Coos Bay as a community that recognized the importance of public libraries. Ms. Pierson and Mayor Shoji read the proclamation aloud, declaring April 8-14, 2012 as National Library Week. Councilor Muenchrath moved to approve the National Library Week proclamation. Councilor Groth seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Melton, Muenchrath, and Vaughan voting aye. Councilor Kramer was absent.

### **Award of Emergency Contract to Johnson Rock**

Public Works and Development Director Jim Hossley stated on March 21, 2012 a Life Care Center representative notified the City of a slope failure; the Life Care Center was located at 2910 Ocean Boulevard. Sometime during the early morning the slope located on the south side of the facility, east of the driveway and north of Ocean Boulevard, failed and a large amount of stormwater runoff from the failure was entering into the facility's parking lot. City staff immediately responded and installed pumps at two upstream manholes to attempt to relieve the system of stormwater runoff. Pursuant to the City's emergency contracting rules, staff

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requested emergency repair quotes from two local contractors in effort to mitigate potential damage to the Life Care facility, underground utilities, and the adjacent sidewalk. Johnson Rock provided the lowest quote of \$49,999 which included a contingency of replacing up to 80 lineal feet of sidewalk. Councilor Groth inquired since the repair was made during the rainy season if it would compromise the long term quality of the repair. Mr. Hossley stated he had no concerns for the long term quality of the repair.

Councilor Hanson stated he did business with and knew the owners of with Johnson Rock and wished to recuse himself from voting. City Attorney Nate McClintock stated a Council member could abstain from voting if there was a conflict based on financial interest in which a Council member or their family member had a personal financial interest. Mayor Shoji inquired if Councilor Hanson could make a fair decision or if he felt there was a conflict of interest. Councilor Hanson stated he was comfortable making a decision. Councilor Muenchrath moved to approve the award of the emergency contract (after the fact) for the storm drain repair adjacent to the Life Care Facility to Johnson Rock for \$49,999 pursuant to the Emergency Contract rules found in Section 11 of the City of Coos Bay Ordinance O-365. Councilor Groth seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Melton, Muenchrath, and Vaughan voting aye. Councilor Kramer was absent.

### **Approval of the American Federation of State, County, and Municipal Employees (AFSCME) Fiscal Year 2012-2016 Collective Bargaining Agreement**

City Manager Rodger Craddock stated the labor contract between the City and the American Federation of State, County, and Municipal Employees (AFSCME) union was slated to expire on June 30, 2012. Currently AFSCME represented a total of 28 city employees: Three in the Finance Department, eight in the Library, sixteen in the Public Works and Development Department (Parks, Streets, Engineering, and Planning) and one in the Police Department (Code Enforcement Officer). Mr. Craddock, Finance Director Susanne Baker, Public Works and Development Director Jim Hossley, Library Director Sami Pierson, and City Attorney Nate McClintock met with the AFSCME's Bargaining Team Members on February 14, March 6, and March 20, 2012. Prior to the meeting with the AFSCME's Bargaining Team, the City requested a review of the current Collective Bargaining Agreement (CBA) by labor attorneys with the Local Government Personnel Institute (LGPI); a number of suggested non-economic language changes were made for the purpose of clarification and administration of the CBA.

Based on the meetings, several tentative agreements were made subject to the approval of the Council. Under the proposed contract, bargaining unit members would receive a cost of living increase of 2.7% effective July 1, 2012 and for the subsequent years of 2013, 2014, and 2015 cost of living increases with a minimum of 2% and a maximum of 5% each year which would be equal to the US CPI-W-Size B/C, January of the previous year to January of the current year. Proposed vacation changes included an addition of 1.67 hours of vacation per month for unit members with more than twenty-five years of service. Clothing and uniform changes would provide unit members working in the Streets, Parks, Engineering, and Shops division a reimbursement of up to \$175 per year for the purchase of work related footwear which met the minimum safety standards. The Continuing Education Incentive would provide reimbursement of up to \$750 for bargaining unit members completing approved college level course work relevant to the employee's role in the organization. Mr. Craddock provided the Council with a brief overview of potential budget implications for the fiscal years of the proposed contract and

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noted the AFSCME union had already met and ratified the contract. Councilor Melton moved to approve the tentatively negotiated contract changes and to allow the City Manager to sign a new four year FYE 2012-2016 labor contract with the American Federation of State, County, and Municipal Employees Council 78, AFL-CIO. Councilor Muenchrath seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Melton, Muenchrath, and Vaughan voting aye. Councilor Kramer was absent.

### **Consideration of Approval of the 2011-2013 Regional Hazmat Contract**

Fire Chief Stan Gibson stated in 1992, the Coos Bay Fire Department entered into an agreement with the State of Oregon's Office of the State Fire Marshal to provide a Regional Hazardous Materials Emergency Response Team (RHMERT). Mr. Gibson advised the 2011-2013 agreement was delayed due to a review of all RHMERT contracts by the state. Per the contract the state would provide up to \$72,654 for equipment, training, outreach programs, and medical surveillance for team members; the team was comprised of both active and volunteer firefighters from Coos Bay, North Bend, and Coquille. Mr. Gibson stated the RHMERT's area of responsibility was from the southern Lane County line to the California border and from the Pacific Ocean inward to the Douglas County limit signs; on average the team was called out twice a year for events such as an unknown chemical or for accident response involving a vehicle carrying hazardous materials. Councilor Muenchrath inquired as to the total cost of the 1.5% premium pay. City Manager Rodger Craddock advised the 1.5% premium pay was governed by the Fire Department's collective bargaining agreement and agreement with the State provided the City reimbursement of the 1.5%. Mayor Shoji moved to approve the City Manager to sign the agreement with the State of Oregon's Office of State Fire Marshal for a two year continuation of the Regional Hazardous Materials Emergency Response Team. Councilor Muenchrath seconded the motion which carried with Mayor Shoji and Councilors Groth, Hanson, Melton, Muenchrath, and Vaughan voting aye. Councilor Kramer was absent.

### **City Attorney's Report**

City Attorney Nate McClintock stated he was happy the AFSCME negotiations were complete.

### **City Manager's Report**

City Manager Rodger Craddock was pleased to report the City was awarded a \$2.1 million dollar grant from the Oregon Department of Transportation (ODOT) for work on S. Empire Boulevard. Improvements to S. Empire Boulevard included widening the roadway, the addition of sidewalks, bicycle lanes, improved landscaping, and additional parking. Councilor Vaughan inquired if the design work for the S. Empire Boulevard project was completed by ODOT. Public Works and Development Director advised the project would be overseen by ODOT's regional office in Roseburg and noted OBEC and Civil West Engineering completed the design work. City Manager Rodger Craddock requested the communities support in completing two ongoing surveys available on the City's website for the marketing study for Egyptian Theatre and the Parks Masterplan.

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### Council Comments

Councilor Hanson thanked everyone who participated in the American Federation of State, County, and Municipal Employees (AFSCME) negotiations. Councilor Muenchrath expressed his thanks for the presentation provided by Talented and Gifted (TAG) students from Milner Center Program. Councilor Vaughan advised a Field Guide to Weeds on the Oregon Coast would be available at the Weed Advisory Booth at the upcoming Home and Garden Show. Mayor Shoji suggested the American flags along the waterfront should be switched to the International flags in anticipation of the upcoming arrival of the Tall Ships; noted the current American flags were in need of replacement. City Attorney Nate McClintock advised there was a resolution in place which required the American flags to remain in place along the waterfront until all American Soldiers were brought home; City Manager Rodger Craddock advised the resolution would be brought before the Council for future consideration.

### Adjourn

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting was scheduled for April 17, 2012 in the Meeting Room at the Coos Bay Public Library.

\_\_\_\_\_  
Crystal Shoji, Mayor

Attest:

\_\_\_\_\_  
Susanne Baker, City Recorder



**CITY OF COOS BAY CITY COUNCIL**  
**Agenda Staff Report**

<b>MEETING DATE</b> April 17, 2012	<b>AGENDA ITEM NUMBER</b>
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**TO:** Mayor Shoji and City Councilors

**FROM:** Susanne Baker, Finance Director

**Through:** Rodger Craddock, City Manager *RC*

**ISSUE:** March 2012 Accounts Payable and Payroll Check Registers

**BACKGROUND:**

This report is being provided to the Council and public from a recommendation of our Auditor and the City Manager to provide transparency and full disclosure to all interested parties. Routinely, the accounts payable checks are issued weekly, and the payroll checks issued twice monthly. Attached are the March Accounts Payable (AP) and Payroll (PR) Check Registers totaling \$410,597.15 and \$764,710.27 respectively. The attached Accounts Payable Check Register includes a Payment Approval Report noting the details of all checks over \$25,000. For confidentiality, segregation of duties, and the best utilization of the accounting software program, payroll benefit checks and electronic transmittals are expensed from the payroll account. TABLE #1 reflects the payroll benefit checks greater than \$25,000.

**TABLE #1**

<b>Payroll Transmittals Electronic Funds Transfer EFT</b>	<b>Payee</b>	<b>Amount</b>	<b>Description</b>
PR Vendor 16 Transmittal #4564	City County Insurance	\$ 72,204.56	February Payroll: Health/Life Insurance/ Premium due 3/10/12
PR Vendor 17 Transmittal #4565	Oregon PERS	\$ 90,223.77	February Retirement Contribution/ Invoice due 3/10/12
PR Vendor 29 Transmittal #4727	City County Insurance	\$ 32,781.41	Quarterly Workers' Compensation Payment due 4/1/12
PR Vendor 1 Transmittal #4736	Internal Revenue Service	\$112,406.75	March 31, 2012 pay date Federal Withholding Taxes, Medicare and Social Security
PR Vendor 2 Transmittal #4737	Oregon Dept of Revenue	\$ 33,563.33	March 31, 2012 pay date State Withholding Taxes

**ADVANTAGES:**

This process provides for full public disclosure and transparency in government.

**DISADVANTAGES:**

None

**BUDGET:**

The Accounts Payable and the Payroll are within the budget appropriations for FYE12.

**RECOMMENDATION:**

None at this time

Attachments:

Check Register GL Posting Periods 03/12 – Accounts Payable 03/01/2012 through 03/31/2012 (4 pages)  
Check Register AP – Payment Approval Report Invoices >\$25K – 03/01/2012 through 03/31/12 (2 pages)  
Check Register – Check Issue Date Check Register - Payroll – 03/01/2012 through 03/31/2012 (4 pages)

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
03/12	03/02/2012	94500	999850	VOID - Chapanar, Chris	01-000-200-2001	79.00 -M
03/12	03/02/2012	94551	1001547	Access Info Mgmt DBA	01-000-200-2001	26.00
03/12	03/02/2012	94552	1001696	AG West Supply	02-000-200-2001	269.86
03/12	03/02/2012	94553	103323	Agri-Tech Design	03-000-200-2001	1,645.00
03/12	03/02/2012	94554	109490	Amerigas - North Bend	01-000-200-2001	43.00
03/12	03/02/2012	94555	116800	Arl Signs	34-000-200-2001	520.75
03/12	03/02/2012	94556	135616	Bassett-Hyland Energy Co	01-000-200-2001	212.46
03/12	03/02/2012	94557	952261	Bayshore Paints	01-000-200-2001	116.33
03/12	03/02/2012	94558	1000537	Canine Pro, LLC	01-000-200-2001	500.00
03/12	03/02/2012	94559	999829	Cardinal Employment Ser., Inc	33-000-200-2001	2,349.23
03/12	03/02/2012	94560		Information Only Check	03-000-200-2001	.00 V
03/12	03/02/2012	94561	116918	Carquest of Coos Bay	03-000-200-2001	786.95
03/12	03/02/2012	94562	215505	CDW Government Inc	40-000-200-2001	3,255.49
03/12	03/02/2012	94563	999850	Chapanar, Chris	01-000-200-2001	33.00
03/12	03/02/2012	94564	1000208	Charties Truck Service DBA	03-000-200-2001	967.40
03/12	03/02/2012	94565	999508	Charter Communications	01-000-200-2001	84.99
03/12	03/02/2012	94566	1001153	Civil West Engineering Inc	29-000-200-2001	2,165.06
03/12	03/02/2012	94567	1001862	Dixon, Joanne	01-000-200-2001	30.00
03/12	03/02/2012	94568	314525	Enviro-Clean Equipment	03-000-200-2001	17,718.51
03/12	03/02/2012	94569		Information Only Check	01-000-200-2001	.00 V
03/12	03/02/2012	94570		Information Only Check	01-000-200-2001	.00 V
03/12	03/02/2012	94571	322610	Farr's True Value Hdwr	03-000-200-2001	933.12
03/12	03/02/2012	94572	1001603	Frontier	01-000-200-2001	3,081.56
03/12	03/02/2012	94573	999380	Handsaker, S. Upholstery DBA	03-000-200-2001	25.00
03/12	03/02/2012	94574	999680	Koontz Machine & Welding, Inc,	03-000-200-2001	597.70
03/12	03/02/2012	94575	999965	Laskey-Clifton Corp	02-000-200-2001	4,957.24
03/12	03/02/2012	94576	1001073	Lexipol LLC	01-000-200-2001	2,450.00
03/12	03/02/2012	94577	625450	Main Rock Products Inc	02-000-200-2001	232.93
03/12	03/02/2012	94578	999298	Merrill, Sean	01-000-200-2001	352.00
03/12	03/02/2012	94579	1001302	Nature's Design Photography	05-000-200-2001	292.50
03/12	03/02/2012	94580	202103	Niel Caffey	02-000-200-2001	200.00
03/12	03/02/2012	94581	1000653	NW Natural	05-000-200-2001	296.32
03/12	03/02/2012	94582	1001727	Pentair Pump Group INC	29-000-200-2001	233.15
03/12	03/02/2012	94583	757000	Recorded Books LLC	07-000-200-2001	33.00
03/12	03/02/2012	94584	352100	Reese Electric Co Inc	01-000-200-2001	1,734.94
03/12	03/02/2012	94585	825500	Seawestern Fire Apparatus	01-000-200-2001	1,825.68
03/12	03/02/2012	94586	999830	SHN Consulting Engin & Geo Inc	29-000-200-2001	3,350.00
03/12	03/02/2012	94587	840050	Showcases	07-000-200-2001	584.50
03/12	03/02/2012	94588	918215	Tom's Lock & Key, DBA	01-000-200-2001	45.50
03/12	03/02/2012	94589	922669	Tri-County Plumbing	03-000-200-2001	1,324.86
03/12	03/02/2012	94590	986315	World, The	01-000-200-2001	319.23
03/12	03/02/2012	94591	997804	Zumar Industries Inc	02-000-200-2001	364.27
03/12	03/09/2012	94592	103323	Agri-Tech Design	02-000-200-2001	1,412.00
03/12	03/09/2012	94593	103324	Airgas NorPac	01-000-200-2001	43.92
03/12	03/09/2012	94594		Information Only Check	07-000-200-2001	.00 V
03/12	03/09/2012	94595	999686	Amazon/GE Money	07-000-200-2001	728.50
03/12	03/09/2012	94596	999694	Aramark Uniform Sar. Inc.	02-000-200-2001	371.86
03/12	03/09/2012	94597	999549	Auto Additions, Inc	34-000-200-2001	34,079.03
03/12	03/09/2012	94598	1000854	Banc of America Leasing	01-000-200-2001	129.67
03/12	03/09/2012	94599	135616	Bassett-Hyland Energy Co	05-000-200-2001	7,080.67
03/12	03/09/2012	94600	138353	Bay Area Hydraulics, Inc	01-000-200-2001	49.99
03/12	03/09/2012	94601	952261	Bayshore Paints	01-000-200-2001	99.32
03/12	03/09/2012	94602	999424	Brilliance Audio, Inc.	07-000-200-2001	159.40
03/12	03/09/2012	94603	223750	C J O'Neil & Co	03-000-200-2001	289.00
03/12	03/09/2012	94604	118918	Carquest of Coos Bay	01-000-200-2001	94.22
03/12	03/09/2012	94605	999209	Caselle, Inc.	01-000-200-2001	763.33
03/12	03/09/2012	94606	213750	Cash & Carry /United Grocers	07-000-200-2001	28.99

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
03/12	03/09/2012	94607	240539	CB-NB Water Board	01-000-200-2001	392.12
03/12	03/09/2012	94608	240539	CB-NB Water Board	01-000-200-2001	393.18
03/12	03/09/2012	94609	216350	Centric Elevator Corp of	01-000-200-2001	175.69
03/12	03/09/2012	94610	217709	Chamber's Plumbing & HTG	01-000-200-2001	141.14
03/12	03/09/2012	94611	229900	Coastal Paper & Supply Inc	01-000-200-2001	753.30
03/12	03/09/2012	94612	1000821	Computer Works	01-000-200-2001	380.00
03/12	03/09/2012	94613	1001412	Comspan Communications	01-000-200-2001	114.49
03/12	03/09/2012	94614	1001412	Comspan Communications	01-000-200-2001	346.39
03/12	03/09/2012	94615	1001523	Coos Bay Boat Build Center	05-000-200-2001	1,200.00
03/12	03/09/2012	94616	240723	Coos County Clerk	01-000-200-2001	41.00
03/12	03/09/2012	94617	1001808	Coos County Road Department	01-000-200-2001	345.48
03/12	03/09/2012	94618	240886	Coos Grange Supply Co	01-000-200-2001	343.42
03/12	03/09/2012	94619	253640	Crown Roofing	03-000-200-2001	100.00
03/12	03/09/2012	94620	1000141	Custom Micro, Inc	01-000-200-2001	6,090.00
03/12	03/09/2012	94621	272250	Day Wireless Systems Inc	01-000-200-2001	220.00
03/12	03/09/2012	94622	273219	DEMCO	07-000-200-2001	396.32
03/12	03/09/2012	94623	862356	Diane's So Coast Xterminat Inc	01-000-200-2001	125.00
03/12	03/09/2012	94624	1001083	Donovan Enterprises, Inc	03-000-200-2001	1,040.00
03/12	03/09/2012	94625	314525	Enviro-Clean Equipment	03-000-200-2001	93.23
03/12	03/09/2012	94626	1001810	Esperance, Chris	01-000-200-2001	13.00
03/12	03/09/2012	94627	1001323	Eugene Police Dept	01-000-200-2001	99.00
03/12	03/09/2012	94628	322621	Farwest Tire, Inc.	03-000-200-2001	1,721.85
03/12	03/09/2012	94629	999188	Fastenal Company	02-000-200-2001	388.67
03/12	03/09/2012	94630	1000114	Ferrellgas	02-000-200-2001	953.21
03/12	03/09/2012	94631	1001898	Fleage, Judy	07-000-200-2001	51.00
03/12	03/09/2012	94632	1001691	Fleet Pride Heavy Duty Experts	03-000-200-2001	86.96
03/12	03/09/2012	94633	1001603	Frontier	01-000-200-2001	200.80
03/12	03/09/2012	94634	352703	Gale	07-000-200-2001	38.93
03/12	03/09/2012	94635	378121	Gold Coast Security Inc	02-000-200-2001	276.75
03/12	03/09/2012	94636		Information Only Check	01-000-200-2001	.00 V
03/12	03/09/2012	94637		Information Only Check	01-000-200-2001	.00 V
03/12	03/09/2012	94638		Information Only Check	01-000-200-2001	.00 V
03/12	03/09/2012	94639	378513	Golder Company Inc	01-000-200-2001	1,032.56
03/12	03/09/2012	94640	1001699	Historic Theatre Consultants	57-000-200-2001	1,500.00
03/12	03/09/2012	94641	452615	Honda World	02-000-200-2001	45.04
03/12	03/09/2012	94642	1000666	Hoppe, Katherine	33-000-200-2001	363.89
03/12	03/09/2012	94643		Information Only Check	07-000-200-2001	.00 V
03/12	03/09/2012	94644	476508	Ingram	07-000-200-2001	1,193.79
03/12	03/09/2012	94645	696285	North Bend, City of	01-000-200-2001	220.80
03/12	03/09/2012	94646	706251	OMI, Inc	03-000-200-2001	161,796.25
03/12	03/09/2012	94647	1000026	OR Dept of Consumer & Business	01-000-200-2001	168.00
03/12	03/09/2012	94648	1000842	Schwenninger, Eric	01-000-200-2001	42.00
03/12	03/09/2012	94649	1000376	Shell Fleet Plus	01-000-200-2001	54.41
03/12	03/09/2012	94650	999135	Sparks, Randy	01-000-200-2001	21.00
03/12	03/09/2012	94651	999197	Terry Stragey	01-000-200-2001	41.75
03/12	03/09/2012	94652	906800	Thomas Bouregy & Co Inc	07-000-200-2001	139.50
03/12	03/09/2012	94653	1001867	WatchGuard Video	34-000-200-2001	21,370.00
03/12	03/09/2012	94654	986914	Xerox Corporation	07-000-200-2001	330.96
03/12	03/14/2012	94655	999886	Amazon/GE Money	07-000-200-2001	49.94
03/12	03/14/2012	94656	112720	Annas Consultants Inc	01-000-200-2001	374.84
03/12	03/14/2012	94657	1001704	Bandwidth.com INC	01-000-200-2001	115.62
03/12	03/14/2012	94658	999888	Bay Area Copier Co., Inc.	01-000-200-2001	1,033.55
03/12	03/14/2012	94659	1000792	Bay Cities Ambulance	01-000-200-2001	204.89
03/12	03/14/2012	94660	212600	Cascade Fire Equipment	01-000-200-2001	163.76
03/12	03/14/2012	94661	1001412	Comspan Communications	05-000-200-2001	125.25
03/12	03/14/2012	94662	862358	Diane's So Coast Xterminat Inc	01-000-200-2001	40.00
03/12	03/14/2012	94663	260808	DJC	01-000-200-2001	477.50

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
03/12	03/14/2012	94664	1001901	DOGAMI Portland	01-000-200-2001	1,354.00
03/12	03/14/2012	94665	1001359	Eileen Traylor	33-000-200-2001	300.00
03/12	03/14/2012	94666	378513	Golder Company Inc	01-000-200-2001	67.03
03/12	03/14/2012	94667	999814	Integra Telecom, Inc Billing	01-000-200-2001	373.70
03/12	03/14/2012	94668	517200	Ken Ware Chevrolet	02-000-200-2001	140.06
03/12	03/14/2012	94669	999704	Koos Environmental Serv., Inc	58-000-200-2001	450.00
03/12	03/14/2012	94670	532800	Kyle Electric Inc	07-000-200-2001	160.00
03/12	03/14/2012	94671	870913	Les Schwab Tire Centers	01-000-200-2001	602.25
03/12	03/14/2012	94672	573900	Life Safety Corporation	01-000-200-2001	656.42
03/12	03/14/2012	94673	1000219	Mack's Saw Shop	01-000-200-2001	35.50
03/12	03/14/2012	94674	999298	Merrill, Sean	01-000-200-2001	176.00
03/12	03/14/2012	94675	999362	Myers, Patrick Tree Ser Inc.	02-000-200-2001	450.00
03/12	03/14/2012	94676	999753	Net Assets Corporation	01-000-200-2001	310.00
03/12	03/14/2012	94677	999565	News-Review Publishing Co, The	07-000-200-2001	199.00
03/12	03/14/2012	94678	696327	North Bend Medical Center	01-000-200-2001	556.00
03/12	03/14/2012	94679	1001520	OACP	01-000-200-2001	350.00
03/12	03/14/2012	94680	1000576	OCEA	01-000-200-2001	175.00
03/12	03/14/2012	94681	1001697	ODOT DMV Services	01-000-200-2001	60.00
03/12	03/14/2012	94682	1000231	Office Max	07-000-200-2001	121.42
03/12	03/14/2012	94683	706080	One Call Concepts Inc	03-000-200-2001	62.04
03/12	03/14/2012	94684	1000026	OR Dept of Consumer & Business	02-000-200-2001	44.80
03/12	03/14/2012	94685	1000652	ORCA Communications	01-000-200-2001	1,158.67
03/12	03/14/2012	94686	706855	Oregon Connection, The	33-000-200-2001	81.00
03/12	03/14/2012	94687	707838	Oregon Pacific Co	02-000-200-2001	374.48
03/12	03/14/2012	94688	708300	Oregon Tool & Supply Inc	03-000-200-2001	86.50
03/12	03/14/2012	94689	710235	Pacific Power & Light Co	01-000-200-2001	3,395.79
03/12	03/14/2012	94690	710128	Pacific Power Products	03-000-200-2001	29.72
03/12	03/14/2012	94691		Information Only Check	01-000-200-2001	.00 V
03/12	03/14/2012	94692	590000	PRO Build	01-000-200-2001	1,235.66
03/12	03/14/2012	94693	999519	ProQuest LLC	07-000-200-2001	31.81
03/12	03/14/2012	94694	999571	Public Safety Center, Inc.	01-000-200-2001	310.35
03/12	03/14/2012	94695	1000369	Random House, Inc	07-000-200-2001	45.00
03/12	03/14/2012	94696	352100	Reese Electric Co Inc	02-000-200-2001	837.09
03/12	03/14/2012	94697	999223	Roto-Rooter, Inc	01-000-200-2001	329.75
03/12	03/14/2012	94698	1000673	RP & T Trucking LLC	02-000-200-2001	185.00
03/12	03/14/2012	94699	825500	Seawestern Fire Apparatus	01-000-200-2001	737.62
03/12	03/14/2012	94700	1000165	Sentinel, The	07-000-200-2001	25.00
03/12	03/14/2012	94701	1001783	Sherwin-Williams Co	02-000-200-2001	12.16
03/12	03/14/2012	94702	862426	So Coast Office Supply	01-000-200-2001	774.24
03/12	03/14/2012	94703	862456	So Coast Saw & Garden	01-000-200-2001	524.15
03/12	03/14/2012	94704	1001551	Staples Advantage Pmnts	08-000-200-2001	331.98
03/12	03/14/2012	94705	930936	United Pipe & Supply Co	03-000-200-2001	56.96
03/12	03/14/2012	94706	930943	Upbeat, Inc.	01-000-200-2001	709.54
03/12	03/14/2012	94707	1000235	UPS Store, The DBA	01-000-200-2001	98.73
03/12	03/14/2012	94708		Information Only Check	01-000-200-2001	.00 V
03/12	03/14/2012	94709	934000	VOID - Vend West Services Inc	02-000-200-2001	.00
03/12	03/14/2012	94710	999120	Verizon Wireless	01-000-200-2001	1,037.30
03/12	03/14/2012	94711	986315	World, The	01-000-200-2001	407.48
03/12	03/20/2012	94712		Information Only Check	01-000-200-2001	.00 V
03/12	03/20/2012	94713	934000	Vend West Services Inc	02-000-200-2001	596.40
03/12	03/23/2012	94714	999157	3M Library Systems	07-000-200-2001	6,393.00
03/12	03/23/2012	94715	1000757	Carlson, Amy	08-000-200-2001	46.00
03/12	03/23/2012	94716	240539	CB-NB Water Board	02-000-200-2001	793.51
03/12	03/23/2012	94717	999850	Chapanar, Chris	01-000-200-2001	151.00
03/12	03/23/2012	94718	1001153	Civil West Engineering Inc	29-000-200-2001	11,237.38
03/12	03/23/2012	94719	1000821	Computer Works	05-000-200-2001	3,349.00
03/12	03/23/2012	94720	1000507	Creekridge Capital LB#17	07-000-200-2001	749.01

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
03/12	03/23/2012	94721	290650	Dyer Partnership, The	29-000-200-2001	926.50
03/12	03/23/2012	94722	1001902	Ekelund, Lisa	08-000-200-2001	46.00
03/12	03/23/2012	94723	1001904	First Call Resolution LLC	57-000-200-2001	23,559.08
03/12	03/23/2012	94724	352725	Galls An Aramark Company	01-000-200-2001	90.98
03/12	03/23/2012	94725	517195	Kendall, June	32-000-200-2001	228.74
03/12	03/23/2012	94726	605350	McCullough, Gary	01-000-200-2001	151.00
03/12	03/23/2012	94727	1001666	Mobile Mini INC	34-000-200-2001	188.49
03/12	03/23/2012	94728	1001903	Neff, Kevin	08-000-200-2001	46.00
03/12	03/23/2012	94729	1000578	OPTA	08-000-200-2001	500.00
03/12	03/23/2012	94730	1001207	VOID - Oregon Library Association	07-000-200-2001	657.00
03/12	03/23/2012	94731	1001712	RSD Refrigeration Supplies Dis	01-000-200-2001	422.20
03/12	03/23/2012	94732	999830	SHN Consulting Engin & Geo Inc	57-000-200-2001	3,432.75
03/12	03/23/2012	94733		Information Only Check	01-000-200-2001	.00 V
03/12	03/23/2012	94734		Information Only Check	01-000-200-2001	.00 V
03/12	03/23/2012	94735	1000160	Visa - Elan Financial Service	01-000-200-2001	5,827.56
03/12	03/23/2012	94736	1001492	ZCS Engineering INC	34-000-200-2001	14,269.09
03/12	03/29/2012	94737	1001547	Access Info Mgmt DBA	01-000-200-2001	150.00
03/12	03/29/2012	94738	1000333	VOID - Adlerhorst International Inc	01-000-200-2001	9,120.23
03/12	03/29/2012	94739	103323	Agri-Tech Design	01-000-200-2001	120.00
03/12	03/29/2012	94740	103324	Airgas NorPac	01-000-200-2001	22.72
03/12	03/29/2012	94741	999686	Amazon/GE Money	07-000-200-2001	85.16
03/12	03/29/2012	94742	1000920	Anderson, Jared	02-000-200-2001	32.47
03/12	03/29/2012	94743	1001876	DEQ Dept of Environmental Qual	29-000-200-2001	940.00
03/12	03/29/2012	94744	999298	VOID - Merritt, Sean	01-000-200-2001	352.00
Totals:						<u>410,597.15</u>

Deted: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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

Report Criteria:  
 Vendor Name = "Auto Additions, Inc", "OMI, Inc"

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD	Job No
706251	OMI, Inc	201203	Waste Water Operations	03/01/2012	71,190.35	71,190.35	03/09/2012	
			Waste Water Operations		37,213.14	37,213.14	03/09/2012	
			Waste Water Operations		40,449.06	40,449.06	03/09/2012	
			Waste Water Operations		12,943.70	12,943.70	03/09/2012	
					<u>161,796.25</u>	<u>161,796.25</u>		
999549	Auto Additions, Inc	IN0005065	527 Tahoe Vin ... 177958	02/15/2012	6,658.25	6,658.25	03/09/2012	
		IN0005071	522 Video install ICOP/Watchguard transl	02/15/2012	585.74	585.74	03/09/2012	
		IN0005228	525 Tahoe Vin ... 182519	02/29/2012	13,700.02	13,700.02	03/09/2012	
		IN0005229	526 Tahoe Vin ... 182544	02/29/2012	13,135.02	13,135.02	03/09/2012	
					<u>34,079.03</u>	<u>34,079.03</u>		

Total Paid: 195,875.28  
 Total Unpaid: -  
 Grand Total: 195,875.28

Dated: \_\_\_\_\_  
Mayor: \_\_\_\_\_  
City Council: \_\_\_\_\_  
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City Recorder: \_\_\_\_\_  
City Treasurer: \_\_\_\_\_

Report Criteria:  
Vendor Name = "Auto Additions, Inc", "OMI, Inc"



Report Criteria:  
 Transmittal Checks Are Included

Pay Per Date	Jrnl	Check Date	Check Number	Payee	Tranmittal No/ Emp No	Description	GL Account	Amount
02/29/12	CDPT	03/06/12	4564	City County Insurance	16	Employee Insurance Premiums	01-000-200-2034	72,204.56
02/15/12	CDPT	03/06/12	4565	Oregon PERS	17	Employee Retirement	01-000-200-2035	90,223.77
03/15/12	PC	03/15/12	4566	Fare, Matthew M	126002		99-000-100-1002	352.07
03/15/12	PC	03/15/12	4567	McAvoy, Daniel W	126008		99-000-100-1002	2,023.05
03/15/12	PC	03/15/12	4568	Seldon, Michael A	126017		99-000-100-1002	1,395.59
03/15/12	PC	03/15/12	4569	Wilson, Jason H	126018		99-000-100-1002	941.82
03/15/12	PC	03/15/12	4570	Miles, Randy S	126021		99-000-100-1002	1,120.46
03/15/12	PC	03/15/12	4571	Takis, Stephen P	126034		99-000-100-1002	1,149.71
03/15/12	PC	03/15/12	4572	Owens, Howard D	126035		99-000-100-1002	1,537.47
03/15/12	PC	03/15/12	4573	Argyle, Tanya	213019		99-000-100-1002	1,415.25
03/15/12	PC	03/15/12	4574	Kinnaman, Amelia J.	213020		99-000-100-1002	1,450.49
03/15/12	PC	03/15/12	4575	Frankenberger, Deborah M	213021		99-000-100-1002	819.29
03/15/12	PC	03/15/12	4576	Barr, Crystal C	226001		99-000-100-1002	1,243.70
03/15/12	PC	03/15/12	4577	Magill, Elisa A	227032		99-000-100-1002	765.07
03/15/12	PC	03/15/12	4578	Hossley, James G	227033		99-000-100-1002	1,661.99
03/15/12	PC	03/15/12	4579	Carlson, Amelia Berry	227035		99-000-100-1002	1,289.51
03/15/12	PC	03/15/12	4580	Spann, Jessica Joye	227041		99-000-100-1002	471.75
03/15/12	PC	03/15/12	4581	Baker, Susanne M	231002		99-000-100-1002	1,255.76
03/15/12	PC	03/15/12	4582	Neff, Kevin Lynn	231020		99-000-100-1002	1,315.21
03/15/12	PC	03/15/12	4583	Wirsing, Jennifer L	231023		99-000-100-1002	1,548.47
03/15/12	PC	03/15/12	4584	Moore, Joseph Michael	232001		99-000-100-1002	377.40
03/15/12	PC	03/15/12	4585	Anderson, Jared	232002		99-000-100-1002	898.32
03/15/12	PC	03/15/12	4586	Christiana, Philip A	232005		99-000-100-1002	641.18
03/15/12	PC	03/15/12	4587	Pace, Matthew James	232010		99-000-100-1002	1,087.38
03/15/12	PC	03/15/12	4588	La Praim, Julie A	232012		99-000-100-1002	819.29
03/15/12	PC	03/15/12	4589	Jackson, Thomas T	232016		99-000-100-1002	806.79
03/15/12	PC	03/15/12	4590	Kaiser, Frank Lynn	232022		99-000-100-1002	633.28
03/15/12	PC	03/15/12	4591	Sheaffer, Walter P	232034		99-000-100-1002	564.79
03/15/12	PC	03/15/12	4592	Pierson, Samantha K	251003		99-000-100-1002	1,236.67
03/15/12	PC	03/15/12	4593	Price, Nancy Waterman	251009		99-000-100-1002	670.57
03/15/12	PC	03/15/12	4594	Shamet, Barbara J	251010		99-000-100-1002	594.40
03/15/12	PC	03/15/12	4595	Fisher, Valerie J	251029		99-000-100-1002	321.42
03/15/12	PC	03/15/12	4596	Knight, Dolores L	251031		99-000-100-1002	1,073.99
03/15/12	PC	03/15/12	4597	Mitchell, Linda S	324004		99-000-100-1002	1,301.27
03/15/12	PC	03/15/12	4598	Sparks, Randy L	324007		99-000-100-1002	330.73
03/15/12	PC	03/15/12	4599	Wilson, Rhonda M	324035		99-000-100-1002	1,314.78
03/15/12	PC	03/15/12	4600	Akers, Tia D	324037		99-000-100-1002	840.45
03/15/12	PC	03/15/12	4601	Wetmore, Anthony S	324043		99-000-100-1002	580.40
03/15/12	PC	03/15/12	4602	Lounsbury, Robert A	324044		99-000-100-1002	652.91
03/15/12	PC	03/15/12	4603	Dubray, Ramona A	324054		99-000-100-1002	732.73
03/15/12	PC	03/15/12	4604	Cupp, Tessa M	324058		99-000-100-1002	576.66
03/15/12	PC	03/15/12	4605	Craddock Jr, Rodger E	324059		99-000-100-1002	1,865.23
03/15/12	PC	03/15/12	4606	McCullough, Gary L	324060		99-000-100-1002	1,689.02
03/15/12	PC	03/15/12	4607	Mills, Cal Patrick	324061		99-000-100-1002	1,706.05
03/15/12	PC	03/15/12	4608	Rogers, Terry Scott	324065		99-000-100-1002	532.52
03/15/12	PC	03/15/12	4609	Kirk, Peter E	324067		99-000-100-1002	1,781.39
03/15/12	PC	03/15/12	4610	Merritt, Sean Trefle	324070		99-000-100-1002	1,509.36
03/15/12	PC	03/15/12	4611	Ereth, Mark W	324074		99-000-100-1002	377.40
03/15/12	PC	03/15/12	4612	Shaffer, Michael W	324075		99-000-100-1002	985.89
03/15/12	PC	03/15/12	4613	Thompson, Helen N	324079		99-000-100-1002	955.69
03/15/12	PC	03/15/12	4614	West, Timothy S	324082		99-000-100-1002	381.02
03/15/12	PC	03/15/12	4615	Esperance, Christine Marie	324101		99-000-100-1002	961.64
03/15/12	PC	03/15/12	4616	Lindahl, Thomas W	324103		99-000-100-1002	1,286.60
03/15/12	PC	03/15/12	4617	Pollin, Tracye K.	324105		99-000-100-1002	891.14
03/15/12	PC	03/15/12	4618	Lawson, Daniel R	324107		99-000-100-1002	1,318.75
03/15/12	PC	03/15/12	4619	Looney, Bryan R	324108		99-000-100-1002	732.73
03/15/12	PC	03/15/12	4620	Pickett, Jennifer M	324110		99-000-100-1002	377.40
03/15/12	PC	03/15/12	4621	McGarity, Kristen Marie	324112		99-000-100-1002	1,180.63

Pay Per Date	Jrnl	Check Date	Check Number	Payee	Tranmittal No/ Emp No	Description	GL Account	Amount
03/15/12	CDPT	03/15/12	4622	Internal Revenue Service	1	93-6002141 01-000-200-2031 S	01-000-200-2031	15,916.10
03/15/12	CDPT	03/15/12	4623	OR Dept of Revenue - SWT	2	State Withholding Tax 01-000-200	01-000-200-2032	5,598.51
03/15/12	CDPT	03/09/12	4624	Internal Revenue Service	1	324060 Vacation Payout Check EF	01-000-200-2031	1,205.81
03/15/12	CDPT	03/09/12	4625	OR Dept of Revenue - SWT	2	324060 Vacation Payout Check EE	01-000-200-2032	394.02
03/30/12	PC	03/30/12	4626	Fare, Matthew M	126002		99-000-100-1002	4,161.08
03/30/12	PC	03/30/12	4627	Anderson, Mark R	126003		99-000-100-1002	5,929.05
03/30/12	PC	03/30/12	4626	Gibson, Stanley L	126006		99-000-100-1002	4,412.34
03/30/12	PC	03/30/12	4629	McAvoy, Daniel W	126008		99-000-100-1002	1,999.89
03/30/12	PC	03/30/12	4630	Crutchfield, Daniel C	126016		99-000-100-1002	3,929.11
03/30/12	PC	03/30/12	4631	Seldon, Michael A	126017		99-000-100-1002	2,904.67
03/30/12	PC	03/30/12	4632	Wilson, Jason H	126018		99-000-100-1002	3,385.80
03/30/12	PC	03/30/12	4633	Haagen, Kevin J	126020		99-000-100-1002	4,671.16
03/30/12	PC	03/30/12	4634	Miles, Randy S	126021		99-000-100-1002	3,414.29
03/30/12	PC	03/30/12	4635	Cunningham, Kevin D	126023		99-000-100-1002	3,829.22
03/30/12	PC	03/30/12	4636	Vetter, Douglas J	126026		99-000-100-1002	4,566.41
03/30/12	PC	03/30/12	4637	Takis, Stephen P	126034		99-000-100-1002	3,020.54
03/30/12	PC	03/30/12	4638	Owens, Howard D	126035		99-000-100-1002	3,330.99
03/30/12	PC	03/30/12	4639	Martin, Dean E	126036		99-000-100-1002	5,225.29
03/30/12	PC	03/30/12	4640	Adkins, Jeffery S	126041		99-000-100-1002	4,032.26
03/30/12	PC	03/30/12	4641	Jansen, Joyce L	212002		99-000-100-1002	4,405.93
03/30/12	PC	03/30/12	4642	McClintock, Nathan Byron	212004		99-000-100-1002	4,153.27
03/30/12	PC	03/30/12	4643	Mickelson, Jackie Rose	212010		99-000-100-1002	2,658.53
03/30/12	PC	03/30/12	4644	Kremers, Julie L	213018		99-000-100-1002	2,787.45
03/30/12	PC	03/30/12	4645	Argyle, Tanya	213019		99-000-100-1002	1,565.93
03/30/12	PC	03/30/12	4646	Kinnaman, Amelia J.	213020		99-000-100-1002	2,091.94
03/30/12	PC	03/30/12	4647	Frankenbarger, Deborah M	213021		99-000-100-1002	1,789.71
03/30/12	PC	03/30/12	4648	Barr, Crystal C	226001		99-000-100-1002	1,635.76
03/30/12	PC	03/30/12	4649	Erter, Debbie L	227004		99-000-100-1002	2,745.58
03/30/12	PC	03/30/12	4650	Barron, Laura J	227005		99-000-100-1002	4,034.56
03/30/12	PC	03/30/12	4651	Magill, Elisa A	227032		99-000-100-1002	2,118.94
03/30/12	PC	03/30/12	4652	Hossley, James G	227033		99-000-100-1002	4,457.76
03/30/12	PC	03/30/12	4653	Carlson, Amelia Berry	227035		99-000-100-1002	1,514.81
03/30/12	PC	03/30/12	4654	Palton, Pamela G	227038		99-000-100-1002	2,223.81
03/30/12	PC	03/30/12	4655	Smith, Michael J	227040		99-000-100-1002	4,841.42
03/30/12	PC	03/30/12	4656	Spann, Jessica Joye	227041		99-000-100-1002	2,367.05
03/30/12	PC	03/30/12	4657	Baker, Susanne M	231002		99-000-100-1002	2,829.42
03/30/12	PC	03/30/12	4858	Neff, Kevin Lynn	231020		99-000-100-1002	2,513.83
03/30/12	PC	03/30/12	4659	Dixon, Randy D.	231022		99-000-100-1002	4,972.06
03/30/12	PC	03/30/12	4660	Wirsing, Jennifer L	231023		99-000-100-1002	1,627.36
03/30/12	PC	03/30/12	4661	Moore, Joseph Michael	232001		99-000-100-1002	1,461.11
03/30/12	PC	03/30/12	4662	Anderson, Jared	232002		99-000-100-1002	1,717.17
03/30/12	PC	03/30/12	4663	Carlson, Brad E	232004		99-000-100-1002	2,762.94
03/30/12	PC	03/30/12	4664	Christiana, Philip A	232005		99-000-100-1002	2,176.00
03/30/12	PC	03/30/12	4665	Pace, Matthew James	232010		99-000-100-1002	1,934.67
03/30/12	PC	03/30/12	4666	La Praim, Julie A	232012		99-000-100-1002	2,063.68
03/30/12	PC	03/30/12	4667	Jackson, Thomas T	232016		99-000-100-1002	1,805.60
03/30/12	PC	03/30/12	4668	Kaiser, Frank Lynn	232022		99-000-100-1002	1,804.72
03/30/12	PC	03/30/12	4669	Eck, Lloyd J	232032		99-000-100-1002	2,944.54
03/30/12	PC	03/30/12	4670	Sheaffer, Walter P	232034		99-000-100-1002	1,857.04
03/30/12	PC	03/30/12	4671	Filitcroft, Iris P	251002		99-000-100-1002	2,555.80
03/30/12	PC	03/30/12	4672	Pierson, Samantha K	251003		99-000-100-1002	3,367.48
03/30/12	PC	03/30/12	4673	Couture, Beverly A	251005		99-000-100-1002	2,556.36
03/30/12	PC	03/30/12	4674	Granstrom, Pamela R	251007		99-000-100-1002	2,348.01
03/30/12	PC	03/30/12	4675	Price, Nancy Waterman	251009		99-000-100-1002	2,494.03
03/30/12	PC	03/30/12	4676	Shamet, Barbara J	251010		99-000-100-1002	810.33
03/30/12	PC	03/30/12	4677	Vaughan, Deborah Dilley	251014		99-000-100-1002	199.67
03/30/12	PC	03/30/12	4678	Fisher, Valerie J	251029		99-000-100-1002	1,698.21
03/30/12	PC	03/30/12	4679	Knight, Dolores L	251031		99-000-100-1002	1,427.89
03/30/12	PC	03/30/12	4680	Knutson, Margarit Diane	251055		99-000-100-1002	322.28
03/30/12	PC	03/30/12	4681	Pedersen, Winifred Joan	251064		99-000-100-1002	356.34
03/30/12	PC	03/30/12	4682	Collins, Laura R	251066		99-000-100-1002	48.60

Pay Per Date	Jrnl	Check Date	Check Number	Payee	Tranmittal No/ Emp No	Description	GL Account	Amount
03/30/12	PC	03/30/12	4683	Mikowski, Holly Ann	251069		99-000-100-1002	374.43
03/30/12	PC	03/30/12	4684	Suppas, Josephine M	251072		99-000-100-1002	59.37
03/30/12	PC	03/30/12	4665	Lesco, Barbara Claire	251080		99-000-100-1002	238.56
03/30/12	PC	03/30/12	4686	Spence, Christina Marie	251090		99-000-100-1002	555.00
03/30/12	PC	03/30/12	4667	Wright, Kimie	251091		99-000-100-1002	580.98
03/30/12	PC	03/30/12	4688	Mitcholl, Linda S	324004		99-000-100-1002	1,928.47
03/30/12	PC	03/30/12	4689	Sparks, Randy L	324007		99-000-100-1002	3,606.68
03/30/12	PC	03/30/12	4690	Wilson, Rhonda M	324035		99-000-100-1002	1,764.65
03/30/12	PC	03/30/12	4691	Akers, Tia D	324037		99-000-100-1002	2,598.85
03/30/12	PC	03/30/12	4692	Larson, Catherine Elizabeth	324041		99-000-100-1002	3,558.58
03/30/12	PC	03/30/12	4693	Wetmore, Anthony S	324043		99-000-100-1002	4,279.55
03/30/12	PC	03/30/12	4694	Lounsbury, Robert A	324044		99-000-100-1002	3,223.18
03/30/12	PC	03/30/12	4695	Dubray, Ramona A	324054		99-000-100-1002	2,093.22
03/30/12	PC	03/30/12	4696	Cupp, Tessa M	324058		99-000-100-1002	2,519.74
03/30/12	PC	03/30/12	4897	Craddock Jr, Rodger E	324059		99-000-100-1002	5,379.64
03/30/12	PC	03/30/12	4698	McCullough, Gary L	324060		99-000-100-1002	3,805.22
03/30/12	PC	03/30/12	4699	Mills, Cal Patrick	324061		99-000-100-1002	3,582.65
03/30/12	PC	03/30/12	4700	Myers, Steven A	324083		99-000-100-1002	4,715.64
03/30/12	PC	03/30/12	4701	Rogers, Terry Scott	324065		99-000-100-1002	2,894.43
03/30/12	PC	03/30/12	4702	Babb Jr, Darrell D	324066		99-000-100-1002	4,153.75
03/30/12	PC	03/30/12	4703	Kirk, Peter E	324067		99-000-100-1002	2,823.00
03/30/12	PC	03/30/12	4704	Hatzel, Hugo J	324068		99-000-100-1002	5,498.29
03/30/12	PC	03/30/12	4705	Merrill, Sean Trefle	324070		99-000-100-1002	3,403.97
03/30/12	PC	03/30/12	4706	Labrousse, Kenneth Jamas	324071		99-000-100-1002	4,230.60
03/30/12	PC	03/30/12	4707	Chapanar, Christopher J	324073		99-000-100-1002	5,384.78
03/30/12	PC	03/30/12	4708	Ereth, Mark W	324074		99-000-100-1002	4,839.93
03/30/12	PC	03/30/12	4709	Shaffer, Michael W	324075		99-000-100-1002	4,903.35
03/30/12	PC	03/30/12	4710	Zavada, Jeffrey P	324076		99-000-100-1002	3,090.39
03/30/12	PC	03/30/12	4711	Wheeling, Mark E	324077		99-000-100-1002	4,750.35
03/30/12	PC	03/30/12	4712	Thompson, Helen N	324079		99-000-100-1002	1,842.09
03/30/12	PC	03/30/12	4713	Schwenninger, Eric Wayne	324081		99-000-100-1002	5,256.42
03/30/12	PC	03/30/12	4714	West, Timothy S	324082		99-000-100-1002	3,408.76
03/30/12	PC	03/30/12	4715	Gulbransen, Aaron D	324084		99-000-100-1002	3,662.70
03/30/12	PC	03/30/12	4716	Esperance, Christine Marie	324101		99-000-100-1002	1,797.21
03/30/12	PC	03/30/12	4717	Lindahl, Thomas W	324103		99-000-100-1002	2,788.21
03/30/12	PC	03/30/12	4718	Pollin, Tracye K.	324105		99-000-100-1002	2,461.35
03/30/12	PC	03/30/12	4719	Lawson, Daniel R	324107		99-000-100-1002	2,319.11
03/30/12	PC	03/30/12	4720	Looney, Bryan R	324108		99-000-100-1002	3,230.97
03/30/12	PC	03/30/12	4721	Meier, Ty David	324109		99-000-100-1002	3,210.63
03/30/12	PC	03/30/12	4722	Pickett, Jennifer M	324110		99-000-100-1002	2,634.30
03/30/12	PC	03/30/12	4723	McGarity, Kristen Marie	324112		99-000-100-1002	1,374.28
03/30/12	CDPT	03/30/12	4724	ASIFlex	30	Flexible Spending - 01-000-200-20	01-000-200-2034	621.66
03/30/12	CDPT	03/30/12	4725	ASIFlex - Admin Fea	31	Admin Fee Flexible Spending - 01	01-000-200-2034	11.25
03/30/12	CDPT	03/30/12	4726	CB Volunteer Firefighter As:	20	CBVFA 01-261-520-2109	01-261-520-2109	3,416.67
03/30/12	CDPT	03/30/12	4727	City County Insurance	29	QUARTERLY WORKER'S COMPE	01-000-100-1101	32,781.41
03/30/12	CDPT	03/30/12	4728	Coos Bay Police Officer Ast	12	Police Dues 01-000-200-2038 C	01-000-200-2036	1,504.50
03/30/12	CDPT	03/30/12	4729	DHR Child Support	13	Employee Child Support 01-000-2	01-000-200-2038	205.00
03/30/12	CDPT	03/30/12	4730	HSA BANK	19	All Groups EE/ER Contributions C	01-000-200-2034	8,734.89
03/30/12	CDPT	03/30/12	4731	IAFF	8	Fire Dues 01-000-200-2036 IAFI	01-000-200-2036	900.00
03/30/12	CDPT	03/30/12	4732	ICMA	15	Employee 457 Contributins 01-00	01-000-200-2033	1,275.00
03/30/12	CDPT	03/30/12	4733	ING	18	Employee 457 Contributions 01-0	01-000-200-2033	2,750.67
03/30/12	CDPT	03/30/12	4734	Merrill Lynch	28	Merrill Lynch HSA HSA Merrill Ly	01-000-200-2034	187.50
03/30/12	CDPT	03/30/12	4735	Nationwide Retirement Solu	11	Employee 457 Contributions 01-0	01-000-200-2033	15,414.00
03/30/12	CDPT	03/30/12	4736	Internal Ravenua Service	1	93-6002141 01-000-200-2031 S	01-000-200-2031	112,406.75
03/30/12	CDPT	03/30/12	4737	OR Dept of Revenue - SWT	2	State Withholding Tax 01-000-200	01-000-200-2032	33,563.33
03/30/12	CDPT	03/30/12	4738	OR Dept of Revenue - WC	3	Workers' Benefit Fund Assess 01-	01-000-200-2032	460.62
03/31/12	CDPT	03/30/12	4739	Internal Revenue Service	1	93-6002141 01-000-200-2031 S	01-000-200-2031	783.14
03/31/12	CDPT	03/30/12	4740	OR Dept of Revenue - SWT	2	State Withholding Tax 01-000-200	01-000-200-2032	224.39
03/31/12	CDPT	03/30/12	4741	OR Dept of Revenue - WC	3	Workers' Benefit Fund Assess 01-	01-000-200-2032	.34
03/15/12	PC	03/15/12	34783	Burrís, Willy B	126040		99-000-100-1002	804.43
03/15/12	PC	03/15/12	34784	Ekelund, Lisa Marie	227042		99-000-100-1002	1,066.47

Pay Per Date	Jrnl	Check Date	Check Number	Payee	Tranmittal No/ Emp No	Description	GL Account	Amount
03/15/12	PC	03/15/12	34785	Thompson, Ellen Claire	251025		99-000-100-1002	761.96
03/15/12	PC	03/15/12	34766	Kirby, Michelle M	324042		99-000-100-1002	1,135.80
03/15/12	PC	03/09/12	34787	McCullough, Gary L	324060		99-000-100-1002	3,623.89
03/30/12	PC	03/30/12	34788	Burris, Willy B	126040		99-000-100-1002	2,786.49
03/30/12	PC	03/30/12	34789	Ekelund, Lisa Marie	227042		99-000-100-1002	1,177.17
03/30/12	PC	03/30/12	34790	Clausen, Nathan G	232033		99-000-100-1002	2,621.00
03/30/12	PC	03/30/12	34791	Thompson, Ellen Claire	251025		99-000-100-1002	2,698.01
03/30/12	PC	03/30/12	34792	Simmons, Marjorie A	251042		99-000-100-1002	199.52
03/30/12	PC	03/30/12	34793	Fitzhenry, Sarah Marie	251045		99-000-100-1002	1,583.32
03/30/12	PC	03/30/12	34794	Polenz, Jessie K	251083		99-000-100-1002	1,255.96
03/30/12	PC	03/30/12	34795	Rieck, Trevor L	251095		99-000-100-1002	313.25
03/30/12	PC	03/30/12	34796	Mauer, Larry P	324025		99-000-100-1002	606.35
03/30/12	PC	03/30/12	34797	Kirby, Michelle M	324042		99-000-100-1002	2,358.04
03/30/12	CDPT	03/30/12	34798	AFLAC	4	Employee Premium Contributions	01-000-200-2038	1,283.22
03/30/12	CDPT	03/30/12	34799	AFSCME	5	Employee Dues	01-200-200-2036 01-000-200-2036	1,353.06
03/30/12	CDPT	03/30/12	34800	Bay Area Athletic Club	6	Employee Dues	01-000-200-203E 01-000-200-2038	45.00
03/30/12	CDPT	03/30/12	34801	Downtown Health & Fitness	9	Employee Dues	01-000-200-203E 01-000-200-2038	260.00
03/30/12	CDPT	03/30/12	34802	Union Security Insurance Co	10	Addntl Life for Public Safety	01-00 01-261-510-1010	44.38
03/30/12	CDPT	03/30/12	34803	United Way of Southwestern	33	Employee Donations	United Way 01-000-200-2038	50.95
03/31/12	PC	03/31/12	34804	Zavada, Jeffrey P	324076		99-000-100-1002	1,872.59
Grand Totals:								<u>764,710.27</u>

Report Criteria:  
 Transmittal Checks Are Included

**CITY OF COOS BAY CITY COUNCIL**  
**Agenda Staff Report**

<b>MEETING DATE</b> April 17, 2012	<b>AGENDA ITEM NUMBER</b>
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**TO:** Mayor Shoji and City Councilors

**FROM:** Susanne Baker, Finance Director  
**Through:** Rodger Craddock, City Manager *RCB*

**ISSUE:** March 2012 Fund Summary, Balance Sheet, Combined Cash Investment Reports

**BACKGROUND:**

These reports are being provided to the Council and the public pursuant to a recommendation from the City's Auditor and City Manager to provide transparency and full disclosure to all interested parties. Routinely, the City's five bank statements (Accounts Payable, Payroll, Local Government Investment Pool, Umpqua Bank State Pool, and Umpqua Bank Money Market Investment Account) are balanced by the middle of the following month; a Certificate of Deposit (Library) is balanced quarterly when interest earned; expenditures and receipts are updated daily; deposits made daily; and the financial reports available upon request as well as uploaded monthly onto the Citywide drive.

**ATTACHED REPORTS:**

The **Fund Summary** shows all City funds are within appropriation levels for March with 75% of the fiscal year having elapsed. General Fund Property Tax Collections are at 94.8% of budget.

The **Balance Sheet** shows the Beginning Balance (Fund Balance 7/1/11); (Used or Earned) or the difference between what has been earned to what has been spent (7/1/2011 through 3/31/2012); and the Ending Balance or what amount remains as Fund Balance on 3/31/2012.

Balance Sheet Fund	Beginning Fund Balance FYE11 Audited	(Used) Earned	Ending Fund Balance
General	3,968,255.92	262,954.11	4,231,210.03
Gas Tax	88,815.07	146,394.57	235,209.64
Wastewater	1,737,219.63	(30,317.82)	1,706,901.81
Hotel/Motel	100,843.48	(21,890.31)	78,953.17
Library	368,793.52	141,990.57	510,784.09
Bldg. Codes	313,097.48	218,044.31	531,141.79
9-1-1	96,111.45	(5,529.93)	90,581.52

The **Combined Cash Investment Report** shows total combined cash of \$21,501,579.65 (see table below).

Combined Cash Accounts:

Accts Payable	*130,000.30	Sweep	Timing, checks paid in March; normal \$150,000 sweep balance
Payroll	*(50,559.69)	"	Timing, checks paid in March; normal zero sweep balance
Local Government Investment Pool (LGIP)	518,812.36	Investment On Demand	0.5323 % annualized interest rate: 3/31/2012
Umpqua, State Pool Account	*16,040,993.43	Operations	0.6499 % annualized interest rate: 3/31/12; 100% collateralization effective 1-01-10; Division of State Finance Administrative Decision
Umpqua - CD Library Certificate	59,827.90	Not allocated compounded quarterly	0.40 % Library, 18 mos. Opened 09/02/2011, matures 03/02/2013
Umpqua Money Market - Jurisdictional	4,802,505.35	Not allocated	.6500% Jurisdictional Exchange, Money Market annualized interest rate: 3/31/2012
Cash Allocated*	16,639,246.40	Across funds	See Cash Allocation Reconciliation
<b>COMBINED CASH</b>	(allocated* & unallocated)	Umpqua Bank LGIP Umpqua Bank Umpqua Bank	Operations (allocated) \$* 16,120,434.04 Investment (allocated) 518,812.36 CD (unallocated) 59,827.90 Investment (unallocated) 4,802,505.35
<b>TOTAL COMBINED CASH</b>			<b>\$ 21,501,579.65</b>
<b>Less Unallocated Cash</b>			<b>\$ 4,862,333.25</b>
<b>Total Allocated Cash</b>			<b>\$ 16,639,246.40</b>

\*130,000.30 + (50,559.69) + 16,040,993.43 = \$16,120,434.04; Umpqua Operations Allocated

<b>Entities</b>	<b>Fund Numbers</b>	<b>Cash Allocated*</b>
City of Coos Bay	1-32,34, 39-42	\$ 10,542,876.24
<b>Total City</b>		
<b>Urban Renewal Agency</b>	51-61	5,964,308.51
<b>Visitors Convention Bureau</b>	33	132,061.65
<b>Total Cash Allocated</b>		\$ 16,639,246.40

\*Umpqua Operations \$16,120,434.04+ LGIP Investment \$518,812.36 = \$16,639,246.40 Cash Allocated

**DISADVANTAGES:**

None

**BUDGET:**

The cash carryover is secure (fully collateralized or held in State's Local Government Investment Pool) and available for operations.

**ACTION:**

If it pleases the Council, accept this monthly Fund Summary/Balance Sheet/Combined Cash Reports for March 31, 2012.

Attachments:

Fund Summary March 31, 2012 (7 pages)

Balance Sheet March 31, 2012 (7 pages)

Combined Cash Investment March 31, 2012 (2 pages)

City of Coos Bay  
Fund Summary  
For the 9 Months Ending March 31, 2012

General Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	3,237,500.00	3,237,500.00	.0
Property Taxes	156,591.00	4,898,507.99	5,169,475.00	270,967.01	94.8
Franchise Taxes	122,745.55	999,132.31	1,430,000.00	430,867.69	69.9
Licenses & Permits	4,606.08	125,605.80	130,000.00	4,394.20	96.6
Fines, Grants & State Revenues	26,658.78	326,380.83	614,200.00	287,819.17	53.1
Use Of Money & Property	7,997.93	76,841.47	97,500.00	20,658.53	78.8
Services	1,992.17	368,411.35	457,864.00	89,452.65	80.5
Repayments	.00	555.79	.00	( 555.79 )	.0
Other Revenue	3,702.18	21,498.49	10,720.00	( 10,778.49 )	200.6
Other Financing Sources	704,942.00	3,646,939.00	5,896,164.00	2,249,225.00	61.9
<b>Total Fund Revenue</b>	<b>1,029,235.69</b>	<b>10,463,873.03</b>	<b>17,043,423.00</b>	<b>6,579,549.97</b>	<b>61.4</b>
<u>Expenditures</u>					
City Council	350.83	66,688.16	95,500.00	28,611.84	70.0
City Manager	11,153.17	113,330.40	152,298.00	38,967.60	74.4
Urban Renewal Administration	18,714.46	201,967.59	261,535.00	59,567.41	77.2
Finance Department/accounting	14,827.52	156,708.30	256,916.00	100,207.70	61.0
City Attorney	4,398.89	42,483.66	59,822.00	17,338.34	71.0
City Hall	1,374.95	65,597.78	118,100.00	52,502.22	55.5
Community Promotion & Support	.00	48,000.00	48,000.00	.00	100.0
Non-departmental	7,048.55	145,508.81	200,389.00	54,880.19	72.6
Other Financing Uses	.00	2,180,658.00	4,858,633.00	2,677,975.00	44.9
Police Administration	271,216.79	2,491,217.35	3,622,841.00	1,131,623.65	68.8
Police Support Services	57,946.71	505,776.76	701,259.00	195,482.24	72.1
Codes Enforcement	3,560.12	32,329.10	67,951.00	35,621.90	47.6
Fire Department Operations	175,153.74	1,650,717.19	2,223,945.00	573,227.81	74.2
Community Services Admin.	4,097.15	47,899.99	61,592.00	13,692.01	77.8
C.S. Planning Division	17,280.29	157,638.47	226,772.00	69,133.53	69.5
Coastal Implementation Grant	.00	8,000.00	16,000.00	8,000.00	50.0
Engineering Division	6,660.75	62,544.85	97,930.00	35,385.15	63.9
Parks Division	15,758.90	235,507.51	373,440.00	137,932.49	63.1
ODF&W Department	.00	.00	500.00	500.00	.0
CBNBWB Series 2010 Water Proj	704,942.00	1,988,145.00	3,600,000.00	1,611,855.00	55.2
<b>Total Fund Expenditures</b>	<b>1,314,484.82</b>	<b>10,200,918.92</b>	<b>17,043,423.00</b>	<b>6,842,504.08</b>	<b>59.9</b>
<b>Net Revenue Over Expenditures</b>	<b>( 285,249.13 )</b>	<b>262,954.11</b>	<b>.00</b>	<b>( 262,954.11 )</b>	<b>.0</b>



City of Coos Bay  
Fund Summary  
For the 9 Months Ending March 31, 2012

Gas Tax Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	88,815.00	88,815.00	.0
Revenue From Other Agencies	52,749.85	580,093.58	800,000.00	219,906.42	72.5
Use Of Money & Property	113.83	397.56	250.00 (	147.56 )	159.0
Miscellaneous	.00	25,226.50	30,750.00	5,523.50	82.0
Transfer From GF	.00	175,000.00	175,000.00	.00	100.0
Total Fund Revenue	52,863.68	780,717.64	1,094,815.00	314,097.36	71.3
 <u>Expenditures</u>					
Maintenance Department	46,108.01	634,323.07	1,094,815.00	460,491.93	57.9
Total Fund Expenditures	46,108.01	634,323.07	1,094,815.00	460,491.93	57.9
Net Revenue Over Expenditures	6,755.67	146,394.57	.00 (	146,394.57 )	.0

City of Coos Bay  
Fund Summary  
For the 9 Months Ending March 31, 2012

Wastewater Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	840,000.00	840,000.00	.0
Revenue From Other Agencies	.00	215,766.59	175,000.00	( 40,766.59 )	123.3
Use Of Money & Property	1,617.56	10,081.22	13,000.00	2,918.78	77.6
Current Services	373,473.95	3,028,738.06	4,832,100.00	1,603,361.94	65.4
Miscellaneous	.00	( 1,914.11 )	.00	1,914.11	.0
<b>Total Fund Revenue</b>	<b>375,091.51</b>	<b>3,252,671.76</b>	<b>5,660,100.00</b>	<b>2,407,428.24</b>	<b>57.5</b>
<u>Expenditures</u>					
W/w Administration	14,071.52	1,314,240.60	2,004,413.00	690,172.40	65.6
Plant #1	82,294.66	755,543.55	1,096,647.00	341,103.45	68.9
Plant #2	49,083.47	456,903.45	697,740.00	240,836.55	65.5
Sanitary & Storm Drain	71,672.78	535,301.35	1,276,189.00	740,867.65	42.0
Stormwater	24,427.91	221,000.63	585,111.00	364,110.37	37.8
<b>Total Fund Expenditures</b>	<b>241,550.34</b>	<b>3,262,989.58</b>	<b>5,660,100.00</b>	<b>2,377,110.42</b>	<b>58.0</b>
<b>Net Revenue Over Expenditures</b>	<b>133,541.17</b>	<b>( 30,317.82 )</b>	<b>.00</b>	<b>30,317.82</b>	<b>.0</b>

City of Coos Bay  
Fund Summary  
For the 9 Months Ending March 31, 2012

Hotel/Motel Tax Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	66,363.00	66,363.00	.0
Taxes	8.47	273,745.76	465,517.00	191,771.24	58.8
Use Of Money & Property	51.13	877.63	1,220.00	342.37	71.9
Visitor Center Revenue	618.88	7,438.90	.00 (	7,438.90 )	.0
Other Revenue	1,325.31	8,257.93	.00 (	8,257.93 )	.0
Transfer From General Fund	.00	127,696.00	127,696.00	.00	100.0
<b>Total Fund Revenue</b>	<b>2,003.79</b>	<b>418,016.22</b>	<b>660,796.00</b>	<b>242,779.78</b>	<b>63.3</b>
<u>Expenditures</u>					
Hotel/motel Tax Fund	26,069.31	439,906.53	660,796.00	220,889.47	66.6
<b>Total Fund Expenditures</b>	<b>26,069.31</b>	<b>439,906.53</b>	<b>660,796.00</b>	<b>220,889.47</b>	<b>66.6</b>
<b>Net Revenue Over Expenditures</b>	<b>( 24,065.52 )</b>	<b>( 21,890.31 )</b>	<b>.00</b>	<b>21,890.31</b>	<b>.0</b>

City of Coos Bay  
Fund Summary  
For the 9 Months Ending March 31, 2012

Library Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	289,688.00	289,688.00	.0
Revenue From Other Agencies	.00	805,735.52	929,400.00	123,664.48	86.7
Use Of Money & Property	595.96	3,337.72	4,500.00	1,162.28	74.2
Current Services	7,741.34	60,359.75	92,026.00	31,666.25	65.6
Miscellaneous	4,217.88	23,735.62	30,000.00	6,264.38	79.1
Total Fund Revenue	12,555.18	893,168.61	1,345,614.00	452,445.39	66.4
<u>Expenditures</u>					
Library Fund	76,243.34	751,178.04	1,345,614.00	594,435.96	55.8
Total Fund Expenditures	76,243.34	751,178.04	1,345,614.00	594,435.96	55.8
Net Revenue Over Expenditures	( 63,688.16 )	141,990.57	.00	( 141,990.57 )	.0

City of Coos Bay  
Fund Summary  
For the 9 Months Ending March 31, 2012

Building Codes Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	96,000.00	96,000.00	.0
Licenses & Permits	10,818.75	375,519.38	417,450.00	41,930.62	90.0
Use Of Money & Property	277.35	2,363.56	2,000.00	( 363.56 )	118.2
Other Income	128.60	23,378.60	100.00	( 23,278.60 )	1378.6
Transfers In	.00	64,298.00	118,295.00	53,997.00	54.4
<b>Total Fund Revenue</b>	<b>11,224.70</b>	<b>465,559.54</b>	<b>633,845.00</b>	<b>168,285.46</b>	<b>73.5</b>
<u>Expenditures</u>					
Codes Department	23,838.62	247,515.23	633,845.00	386,329.77	39.1
<b>Total Fund Expenditures</b>	<b>23,838.62</b>	<b>247,515.23</b>	<b>633,845.00</b>	<b>386,329.77</b>	<b>39.1</b>
<b>Net Revenue Over Expenditures</b>	<b>( 12,613.92 )</b>	<b>218,044.31</b>	<b>.00</b>	<b>( 218,044.31 )</b>	<b>.0</b>

City of Coos Bay  
Fund Summary  
For the 9 Months Ending March 31, 2012

9-1-1 Tax Fund

	Period Actual	YTD Actual	Budget	Variance	Pcnt
<u>Revenue</u>					
Carryover	.00	.00	32,227.00	32,227.00	.0
Revenue From Other Agencies	.00	94,060.33	170,250.00	76,189.67	55.3
Use Of Money & Property	48.65	457.76	.00	( 457.76 )	.0
<b>Total Fund Revenue</b>	<b>48.65</b>	<b>94,518.09</b>	<b>202,477.00</b>	<b>107,958.91</b>	<b>46.7</b>
<u>Expenditures</u>					
9-1-1 Tax Fund	7,513.61	100,048.02	202,477.00	102,428.98	49.4
<b>Total Fund Expenditures</b>	<b>7,513.61</b>	<b>100,048.02</b>	<b>202,477.00</b>	<b>102,428.98</b>	<b>49.4</b>
<b>Net Revenue Over Expenditures</b>	<b>( 7,464.76 )</b>	<b>( 5,529.93 )</b>	<b>.00</b>	<b>5,529.93</b>	<b>.0</b>

City of Coos Bay  
 Balance Sheet  
 March 31, 2012

General Fund

ASSETS

01-000-100-1001	Cash - Combined Fund	4,373,358.15	
01-000-100-1015	Petty Cash	800.00	
01-000-100-1101	Prepaid Workers Comp Ins.	19,303.11	
01-000-100-1201	Accounts Receivable	3,694.16	
01-000-100-1202	Assessments Receivable Dist 72	216,409.03	
01-000-100-1204	Taxes Receivable	584,781.00	
01-000-100-1207	Accounts Receivable-Unapplied	( 1,418.76 )	
01-000-100-1208	Assessments Receivable Dist 78	21,413.03	
01-000-100-1209	Assessments Receivable Dist 99	66,316.18	
01-000-100-1350	Postage Inventory	107.01	
	Total Assets		<u>5,284,762.91</u>

LIABILITIES AND EQUITY

LIABILITIES

01-000-200-2015	Unclaimed Property Liability	59.95	
01-000-200-2034	Insurance Payable	71,104.41	
01-000-200-2035	P.E.R.S. Payable	91,627.39	
01-000-200-2040	Deferred Tax Revenue	584,781.00	
01-000-200-2041	Deferred Revenue - Dist 72	216,409.03	
01-000-200-2043	Deferred Revenue - District 78	21,413.03	
01-000-200-2044	Deferred Revenue - District 99	66,316.18	
01-000-200-2045	Deferred Revenue District 2010	1,641.89	
	Total Liabilities		1,053,552.88

FUND EQUITY

Unappropriated Fund Balance:			
01-000-200-2500	Fund Balance	3,968,255.92	
	Revenue over Expenditures - YTD	<u>262,954.11</u>	
	Balance - Current Date		<u>4,231,210.03</u>
	Total Fund Equity		<u>4,231,210.03</u>
	Total Liabilities and Equity		<u>5,284,762.91</u>

City of Coos Bay  
 Balance Sheet  
 March 31, 2012

Gas Tax Fund

ASSETS

02-000-100-1001	Cash - Combined Fund		235,209.64	
	Total Assets			<u>235,209.64</u>

LIABILITIES AND EQUITY

FUND EQUITY

	Unappropriated Fund Balance:			
02-000-200-2500	Fund Balance	88,815.07		
	Revenue over Expenditures - YTD	<u>146,394.57</u>		
	Balance - Current Date		<u>235,209.64</u>	
	Total Fund Equity			<u>235,209.64</u>
	Total Liabilities and Equity			<u>235,209.64</u>



City of Coos Bay  
 Balance Sheet  
 March 31, 2012

Wastewater Fund

ASSETS

03-000-100-1001	Cash - Combined Fund	1,525,337.07	
03-000-100-1201	Accounts Receivable	229,927.24	
	Total Assets		<u>1,755,264.31</u>

LIABILITIES AND EQUITY

LIABILITIES

03-000-200-2103	490 Fullon Weseman/Stonesifer	1,295.00	
	Total Liabilities		1,295.00

FUND EQUITY

03-000-200-2520	Accrued Vac. & Comp. Liability	47,067.50	
	Unappropriated Fund Balance:		
03-000-200-2500	Fund Balance	1,737,219.63	
	Revenue over Expenditures - YTD	( 30,317.82 )	
	Balance - Current Date	1,706,901.81	
	Total Fund Equity		<u>1,753,969.31</u>
	Total Liabilities and Equity		<u>1,755,264.31</u>

City of Coos Bay  
Balance Sheet  
March 31, 2012

Hotel/Motel Tax Fund

<u>ASSETS</u>			
05-000-100-1001	Cash - Combined Fund	79,106.10	
05-000-100-1201	Accounts Receivable	22.07	
	Total Assets		79,128.17
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
05-000-200-2040	Deferred Revenue	175.00	
	Total Liabilities		175.00
<u>FUND EQUITY</u>			
	Unappropriated Fund Balance:		
05-000-200-2500	Fund Balance	100,843.48	
	Revenue over Expenditures - YTD	( 21,890.31 )	
	Balance - Current Date	78,953.17	
	Total Fund Equity		78,953.17
	Total Liabilities and Equity		79,128.17

City of Coos Bay  
 Balance Sheet  
 March 31, 2012

Library Fund

ASSETS

07-000-100-1001	Cash - Combined Fund	450,756.19	
07-000-100-1015	Peity Cash	200.00	
07-000-100-1150	Investments - Nonspendable	59,827.90	
		<u>          </u>	
	Total Assets		<u>510,784.09</u>

LIABILITIES AND EQUITY

FUND EQUITY

07-000-200-2501	Fund Balance - Nonspendable	59,827.90	
	Unappropriated Fund Balance:		
07-000-200-2500	Fund Balance	308,965.62	
	Revenue over Expenditures - YTD	141,990.57	
		<u>          </u>	
	Balance - Current Date	450,956.19	
		<u>          </u>	
	Total Fund Equity		<u>510,784.09</u>
			<u>          </u>
	Total Liabilities and Equity		<u>510,784.09</u>

City of Coos Bay  
 Balance Sheet  
 March 31, 2012

Building Codes Fund

ASSETS

08-000-100-1001	Cash - Combined Fund	544,649.28	
08-000-100-1201	Accounts Receivable	23,250.00	
	<b>Total Assets</b>		<b>567,899.28</b>

LIABILITIES AND EQUITY

LIABILITIES

08-000-200-2116	Sur-charge Deposit	3,463.66	
08-000-200-2120	Chamber's Permit Deposit	56.40	
08-000-200-2121	Tri-county Plumbing Deposit	364.26	
08-000-200-2126	All Weather Heating Deposit	403.76	
	<b>Total Liabilities</b>		<b>4,288.08</b>

FUND EQUITY

08-000-200-2520	Accrued Vac. & Comp. Liability	32,469.41	
	Unappropriated Fund Balance:		
08-000-200-2500	Fund Balance	313,097.48	
	Revenue over Expenditures - YTD	218,044.31	
	<b>Balance - Current Date</b>	<b>531,141.79</b>	
	<b>Total Fund Equity</b>		<b>563,611.20</b>
	<b>Total Liabilities and Equity</b>		<b>567,899.28</b>

City of Coos Bay  
 Balance Sheet  
 March 31, 2012

9-1-1 Tax Fund

ASSETS

10-000-100-1001	Cash - Combined Fund		90,581.52	
	Total Assets			<u>90,581.52</u>

LIABILITIES AND EQUITY

FUND EQUITY

	Unappropriated Fund Balance:			
10-000-200-2500	Fund Balance		96,111.45	
	Revenue over Expenditures - YTD	(	5,529.93 )	
	Balance - Current Date			<u>90,581.52</u>
	Total Fund Equity			<u>90,581.52</u>
	Total Liabilities and Equity			<u>90,581.52</u>

City of Coos Bay  
 Combined Cash Investment  
 March 31, 2012

Combined Cash Accounts

99-000-100-1001	Cash - Checking Accts Payable	130,000.30
99-000-100-1002	Cash - Checking Payroll	( 50,559.69 )
99-000-100-1003	Cash - Lqip State Pool	518,812.36
99-000-100-1004	Umpqua Bank - State Pool	16,040,993.43
99-000-100-1005	Umpqua Bank - CD Library	59,827.90
99-000-100-1008	Umpqua Bank - Jurisdictional	4,802,505.35
	<b>Total Combined Cash</b>	<b>21,501,579.65</b>
99-000-100-1082	FB-Nonspendable Juris Exchange	( 4,802,505.35 )
99-000-100-1090	FB-Nonspendable Library CD	( 59,827.90 )
99-000-100-1000	Cash Allocated To Other Funds	( 16,639,246.40 )
	<b>Total Unallocated Cash</b>	<b>.00</b>

Cash Allocation Reconciliation

1	Allocation to General Fund	4,373,358.15
2	Allocation to Gas Tax Fund	235,209.64
3	Allocation to Wastewater Fund	1,525,337.07
5	Allocation to Hotel/Motel Tax Fund	79,106.10
7	Allocation to Library Fund	450,756.19
8	Allocation to Building Codes Fund	544,649.28
10	Allocation to 9-1-1 Tax Fund	90,581.52
11	Allocation to G.O. Bond Redemption Fund	587,638.64
12	Allocation to Revenue Bond Fund	975,354.00
15	Allocation to Special Improvement Fund	142,691.13
16	Allocation to Street Improvement Fund	266.39
17	Allocation to Parks Improvement Fund	118,116.14
18	Allocation to Bike/pedestrian Path Fund	14,401.20
19	Allocation to Transportation SDC Fund	14,391.71
20	Allocation to Wastewater SDC Fund	242,839.51
21	Allocation to Stormwater SDC Fund	18,701.26
23	Allocation to Insurance Reserve Fund	298,313.55
27	Allocation to Fira Dapt. Equipment Reserve	76,604.22
29	Allocation to Wastewater Improvement Fund	251,505.61
32	Allocation to Trust Fund	16,535.26
33	Allocation to Coos Bay-North Bend VCB	132,061.65
34	Allocation to Major Capital Reserve Fund	( 50,737.55 )
39	Allocation to Jurisdictional Exchange Fund	( 7,531.05 )
40	Allocation to Technology Reserve Fund	226,316.93
41	Allocation to County-wide CAD Core Reserve	23,742.25
42	Allocation to Rainy Day Reserve Fund	294,729.09
51	Allocation to Downtown Special Revenue Fund	621,357.91
52	Allocation to Empire Special Revenue Fund	140,527.47
53	Allocation to Empire Program Fund	431,636.03
54	Allocation to Downtown Bond Fund	1,033.66
55	Allocation to Empire Bond Fund	.15
56	Allocation to Downtown Program Fund	23,176.12
57	Allocation to Downtown Capital Projects Fund	2,604,613.59
58	Allocation to Empire Capital Projects Fund	1,236,532.78
60	Allocation to Downtown Bond Reserve Fund	665,719.94
61	Allocation to Empire Bond Reserve Fund	239,710.86

City of Coos Bay  
Combined Cash Investment  
March 31, 2012

Total Allocations to Other Funds	16,639,246.40
Allocation from Combined Cash Fund - 99-000-100-1000	( 16,639,246.40 )
Zero Proof if Allocations Balance	.00

# CITY OF COOS BAY COOS BAY

## Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
April 17, 2012	

TO: Mayor Shoji and City Councilors

FROM: Gary L. McCullough, Chief of Police  
Through: Rodger Craddock, City Manager *REE*

**ISSUE:** Retirement of Police K-9 Vico

### **BACKGROUND:**

K-9 Vico began his career as a patrol K-9 with the Coos Bay Police Department in January 2006. During his career, Vico was deployed over 117 times and located 35 persons as well as several key pieces of evidence and articles. K-9 Vico seemed to possess an astute skill for locating items dropped along the track by the suspect.

K-9 Vico had many distinguishing moments in his career. In 2007, Sgt. Merritt and Vico were recognized by the Oregon Police Officers Association after locating an Alzheimer's patient who was lost in a wooded area.

K-9 Vico was a member of the Oregon Police Canine Association for his entire career. K-9 Vico retired from police work in February 2012 after a very successful career of service to our community. Vico will now spend his days relaxing at Sgt. Merritt's home as a true member of the Merritt family.



**CITY OF COOS BAY**  
**Agenda Staff Report**

<b>MEETING DATE</b>	<b>AGENDA ITEM NUMBER</b>
April 17, 2012	

**TO:** Mayor Shoji and City Councilors

**FROM:** Jim Hossley, Public Works Director  
**Through** Rodger Craddock, City Manager



**ISSUE:** Arbor Day, April 24, 2012 Tree Planting Activities

**BACKGROUND:**

The first Arbor Day took place on April 10, 1872 in Nebraska. It was the brainchild of Julius Sterling Morton (1832-1902), a Nebraska journalist and politician originally from Michigan. Throughout his long and productive career, Morton worked to improve agricultural techniques in his adopted state and throughout the United States when he served as President Grover Cleveland's Secretary of Agriculture. He proposed that a special day be set aside dedicated to tree planting and increasing awareness of the importance of trees, "Arbor Day".

In recognition of Arbor Day, Public Works and Development Department has partnered with Harding Learning Center and CH2MHill to plant 17 trees. The trees are 2" caliper and will be planted on April 26, 2012. The Harding Learning Center will plant 15 trees in Mingus Park, and CH2MHill (OMI) staff will plant two trees on 2<sup>nd</sup> street; one in front of the Green Spot and one in front of the Coos Bay Library.

**BUDGET IMPLICATIONS:**

None

**ADVANTAGES:**

Replace trees that were damaged during the past storms and improve the City's tree canopy.

**DISADVANTAGES:**

None

**ACTION REQUESTED:**

None

**CITY OF COOS BAY CITY COUNCIL**  
**Agenda Staff Report**

MEETING DATE	AGENDA ITEM NUMBER
April 17, 2012	

TO: Mayor Shoji and City Councilors

FROM: Jackie Mickelson, Executive Assistant *gm*

Through: Rodger Craddock, City Manager *see*

ISSUE: **Proclamation for Volunteer Appreciation Week April 15 -21, 2012**

**BACKGROUND:**

Volunteerism can be traced back as far as the 1600's. Individual volunteers along with organized groups of volunteers were instrumental in the founding of our Nation. Volunteerism has played essential roles in shaping and the evolution of the United States as we know it today.

Locally, volunteers have been active in the shaping of the City of Coos Bay and making daily improvements affecting the quality of life for those who live, work, or visit our City. Currently, the City of Coos Bay benefits from the collective work of the following volunteer groups or people in the departments of the City of Coos Bay: Visitors Information Center; Coos Bay Library; Public Works and Development Department; Fire Department; Police Department; Mayor, City Councilors, and various City Committees, Commissions, and Boards.

**BUDGET IMPLICATIONS:**

N/A

**ADVANTAGES:**

The proclamation identifies the City of Coos Bay as a community that recognizes the important contributions volunteers make in our City each day.

**DISADVANTAGES:**

None

**ACTION REQUESTED:**

If it pleases the Council, staff requests the proclamation be approved.



# Proclamation

**WHEREAS**, numerous volunteers give of their time and experience to help others by volunteering thousands of hours per year in all City departments. Coos Bay's volunteers are made up of individuals who have families, are workers, retirees, and men and women of all ages and backgrounds; and,

**WHEREAS**, the entire community can affect positive change with any volunteer action, no matter how big or small. The collective result of the work done by our city's volunteers is that Coos Bay becomes a more desirable place to both live and visit; and,

**WHEREAS**, the giving of oneself in service to another empowers the giver and the recipient; and,

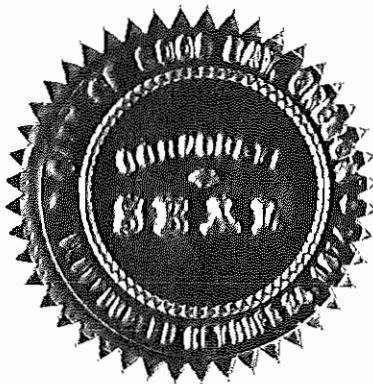
**WHEREAS**, the City of Coos Bay wishes to recognize the efforts of the men, women, young adults, and children that have given of themselves; and

**WHEREAS**, volunteers are vital to our future as a caring and productive community;

**THEREFORE**, Be It Resolved that I, Crystal Shoji, Mayor of the City of Coos Bay, hereby proclaim April 15 – 21, 2012 as

## Volunteer Recognition Week

in Coos Bay, Oregon, and urge my fellow citizens to recognize the crucial role played by volunteers in our community. By volunteering and recognizing those who serve, we help move our city towards its mission of enhancing the quality of life for all citizens as well as the cultural, historical, and natural beauty of our area.



IN WITNESS WHEREOF, I hereunto set my hand and cause the seal of the City of Coos Bay to be affixed on the 17<sup>th</sup> day of April 2012.


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Crystal Shoji, Mayor

**CITY OF COOS BAY CITY COUNCIL**  
**Agenda Staff Report**

<b>MEETING DATE</b> April 17, 2012	<b>AGENDA ITEM NUMBER</b>
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**TO:** Mayor Shoji and City Council

**FROM:** Jim Hossley, Public Works and Development Director 

**Through:** Rodger Craddock, City Manager 

**ISSUE:** Consideration Approval to Award Emergency Contract – Sewer Line Replacement on 7<sup>th</sup> Street and Central Avenue

**BACKGROUND:**

On April 5, 2012, OMI staff advised the City of a collapsed sewer line on 7<sup>th</sup> Street at Central Avenue. It was determined that additional sewer line in Central Avenue is in need of immediate repair as well. The immediate repair is necessary to avoid sewer system overflow. Staff sought and received quotes from the three contractors to do the emergency repair. Staff selected the contractor with the lowest quote, Laskey-Clifton Corporation, and on April 10th the contractor was given direction to start work. For the city to expedite the repair, the city's contract rules, Ordinance No. 365, does allow for a contracting method that is different than the normal approach. For projects over \$50,000, Section 11, (b) of the contracting rules applies and is provided below:

**Section 11. Emergency Contracts.**

(b) Emergency Contracts in Excess of \$50,000. The Board may enter into public contracts in excess of \$50,000 without competitive bidding when circumstances that could not reasonably be anticipated necessitate the prompt establishment and performance of the contract in order to preserve public funds, property, or the uninterrupted provision of government services. In exercising its authority under this exemption, the Board shall:

- (1) To the extent reasonable under the circumstances, encourage competition by attempting to make informal solicitations or to obtain informal quotes from potential suppliers of goods or services;
- (2) Make written findings describing the circumstances that require the prompt performance of the contract, and of the harm anticipated to result from failing to establish the contract on an expedited basis;
- (3) Make specific finding of the measures taken under Subsection (1) of this section to encourage competition, the amounts of the quotes or proposals obtained, if any, and the reason for selecting the particular contractor.

(c) No contract shall be let pursuant to this section in the absence of a substantial risk of loss, damage, or interruption of services that would occur if contract award awaited the time necessary, given the complexity of the project, to solicit, receive and analyze bids or proposals.

In accordance with (b) (2) and (b) (3) above, the findings describing the circumstances that require the prompt performance of the contract, and of the harm anticipated to result from failing to establish the contract on an expedited basis are as follows:

On April 5, 2012 CH2M Hill staff discovered that a 60 year old sewer line had collapsed in 7<sup>th</sup> Street. This particular line serves the Dairy Queen restaurant and a single family residence. The additional damaged line in Central Avenue serves the Green Lightning Laundry and the Myrtle Arms Apartment. Because of the high volume of waste water

produced by these businesses and the apartment, the potential for sewer overflow is high. The wet weather at this time of the year compounds the potential for overflow. Overflow of the sanitary sewer can create a health hazard to humans and the environment. Additionally, the City could be subject to fines should the sewer line overflow.

To encourage competition, staff contacted three local contacting firms to provide quotes. The three firms are Johnson Rock Products, Knife River and Laskey-Clifton. The City received quotes from each as follows:

Laskey-Clifton Corporation	\$111,945.30
Knife River Materials	\$138,032.00
Johnson Rock Products	\$138,167.00

**ADVANTAGES:**

Awarding a contract through the City's emergency procurement process allows the City make the repairs as soon as possible. The timely repair will minimize potential for back of sewerage into adjacent buildings and residences, and prevent spills into the environment.

**DISADVANTAGES:**

Due to the emergency nature of the project, staff did not have the time to obtain formal competitive bids nor define a detailed scope of work. This increases the likelihood of change orders and possibly higher contract cost due to unknown subsurface conditions.

**BUDGET:**

The contract amount is \$111,945. Additional cost could be incurred should damage be discovered in manholes or due to unforeseen subsurface conditions. The source of funds for this contract is the Wastewater Expenditures Fund, Collection System/Sanitary Department, Emergency Repairs (03-353-520-2110).

**RECOMMENDATION:**

If it pleases the Council, approve the award of, and authorize the City Manager to sign, the emergency contract for the emergency sewer line repair and replacement on 7<sup>th</sup> Street and Central Avenue with Laskey-Clifton Corporation for \$111,945.30 pursuant to the Emergency Contract rules found in Section 11 of City of Coos Bay Ordinance O-365.

**CITY OF COOS BAY CITY COUNCIL**  
**Agenda Staff Report**

MEETING DATE	AGENDA ITEM NUMBER
April 17, 2012	

**TO:** Mayor Shoji and City Councilors  
**FROM:** Rodger Craddock, City Manager *RC*  
**ISSUE:** Council Appointment to the Coos Bay / North Bend Water Board Budget Committee

**BACKGROUND:**

Staff received a letter from Rob Schab, General Manager of the Coos Bay / North Bend Water Board, requesting an appointment of a Coos Bay City Council Member to their upcoming Budget Committee. The Coos Bay / North Bend Water Board's Budget Committee meetings are scheduled for May 24<sup>th</sup>, May 31<sup>st</sup>, and June 7<sup>th</sup>. All of the meetings are scheduled to start at noon and are normally limited to one hour in duration. Lunch is provided at the meetings.

Last year, Councilor Groth served as the Council representative on this committee. In talking with Mr. Schab, I learned that there are no term limits, i.e. the Council could choose to appoint the same member to represent the City each year, or the Council could choose to appoint a different councilor each year, if you so desire.

**ACTION REQUESTED:**

Please determine who will represent the City on the Coos Bay / North Bend Water Board Budget Committee.

**CITY OF COOS BAY**  
**Agenda Staff Report**

MEETING DATE	AGENDA ITEM NUMBER
April 17, 2012	

TO: Mayor Shoji and City Councilors

FROM: Jim Hossley, Public Works Director  
Through Rodger Craddock, City Manager

ISSUE: Consideration of Board Walk Flags

**BACKGROUND:**

In the early 1990's, upon completion of the boardwalk project, the City initiated a project to place flags along the new boardwalk. At the time, it was determined we would fly the flags from various countries whose ships called on Coos Bay. To further narrow down which nations' flags would be used, staff used selection criteria that included flag color and cost. Flags chosen for the boardwalk represented the United States and 22 other nations. The nations selected:

- Australia
- Bahamas
- Canada
- China (Taiwan)
- Denmark
- France
- Greece
- Ireland
- Italy
- Japan
- Malaysia
- Mexico
- Netherlands
- Norway
- PANAMA
- Papua New Guinea
- Philippines
- South Korea
- Spain
- Sweden
- United Kingdom
- United States

For Memorial Day and the 4<sup>th</sup> of July, American flags would replace all the international flags. At the July 7, 2009 City council meeting, Councilor Melton suggested leaving the American flags up on the boardwalk until all the Veterans return home. On July 21, 2009, the City Council adopted Resolution 09-21 declaring continual display of the United States flag on all Coos Bay boardwalk flag poles until such time as all United States military personnel are withdrawn from

Iraq and Afghanistan.

During "Council Comments" at the April 3, 2012 City Council Meeting, Mayor Shoji suggested the American flags along the waterfront should be switched to the international flags in anticipation of the upcoming arrival of the Tall Ships. The City Attorney advised the Council of Resolution 09-21 and the City Manager advised that Resolution 09-21 would be brought before the Council for future consideration.

ADVANTAGES:

N/A

DISADVANTAGES:

None

BUDGET IMPLICATIONS:

The international flags that previously flew over the board walk are not in good conditions and are not recommended for use. A typical 3' X 5' flag cost \$62.50. Thus  $\$62.50 \times 22 = \$1375.00$  + shipping = \$1475.00. Delivery time depends upon availability. Flags not in stock could take up to 4 weeks to deliver.

ACTION REQUESTED:

Staff requests the Council direct staff how they wish to proceed.



## City Council Minutes – April 3, 2012

### Council Comments

Councilor Hanson thanked everyone who participated in the American Federation of State, County, and Municipal Employees (AFSCME) negotiations. Councilor Muenchrath expressed his thanks for the presentation provided by Talented and Gifted (TAG) students from Milner Center Program. Councilor Vaughan advised a Field Guide to Weeds on the Oregon Coast would be available at the Weed Advisory Booth at the upcoming Home and Garden Show. Mayor Shoji suggested the American flags along the waterfront should be switched to the International flags in anticipation of the upcoming arrival of the Tall Ships; noted the current American flags were in need of replacement. City Attorney Nate McClintock advised there was a resolution in place which required the American flags to remain in place along the waterfront until all American Soldiers were brought home; City Manager Rodger Craddock advised the resolution would be brought before the Council for future consideration.

### Adjourn

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting was scheduled for April 17, 2012 in the Meeting Room at the Coos Bay Public Library.

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Crystal Shoji, Mayor

Attest:

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Susanne Baker, City Recorder

**City Council Minutes – July 7, 2009**

closes tomorrow with 10 applications received to date and asked the Council how they would like to handle the interviews. Consensus of the Council was to invite Dick Wagner to be involved in a work session. The Tourist Information Center (TIC) bid opening is Thursday at 2:00 p.m.; the food drive ends with a caravan on Saturday to the Newmark Center with our citizens contributing four boxes; update on grant applications: TIC \$26,000, new fire department \$45,000, retrofit of the city maintenance shop \$5,200, retrofit of various city street lights \$131,000, the State of Oregon failed to fund the Oregon Emergency Jobs grants (elk, gis mapping of city infrastructure, and painting of the Empire Fire Station), and research continues for funding to replace the bridge at John Topits park.

**Council Comments**

Councilor Daily enjoyed the 4<sup>th</sup> of July air show and community events; Councilor Johnson appreciates the American flags on the boardwalk; Councilor Melton suggested leaving the flags up on the boardwalk until all the Veterans return home, stated the Egyptian Theater Preservation committee is well managed, and asked when the geotech for the Egyptian Theater will be completed wherein City Engineer Carl Nolte stated a Request for Qualifications (RFQ) needs to be prepared; Councilor Pundt stated the Clamboree was a success, asked when the 10<sup>th</sup> Street project would be completed, and is concerned with the traffic at Schoneman and Newmark; Councilor Kramer stated the Clamboree was a success, stated 79% of the church material for the new fire station was recycled, and stated she would like a work session with the Historic Design Review Board to review design standards; Councilor Eck expressed displeasure with the construction area left by the Coos Bay –North Bend Water Board over the 4<sup>th</sup> of July for the community event in Mingus Park; Mayor McKeown stated the Clamboree was a success, commended the Relay for Life, stated the 4<sup>th</sup> of July in Mingus Park was great, and staff is working with the Port on potentially locating a dog park and shelter on the Eastside airport property.

**Adjourn**

There being no further business to come before the Council, Mayor McKeown adjourned the meeting. The next regular Council meeting is scheduled for July 21, 2009 in the Council Chambers at City Hall.

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Jeff McKeown, Mayor

Attest:

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Rae Lea Cousens, City Recorder

## **City Council Minutes – July 21, 2009**

City Manager Chuck Freeman stated the fees have been discussed for the past several months and Resolution 09-22 is brought forward to comply with new state regulations. Councilor Melton and Johnson questioned the impact business license fees have on small businesses. Councilor Daily suggested 1-5 employees \$25, 30-100 employees \$30, and over 100 employees \$200. Mayor McKeown suggested 1-5 employees \$25 and 6-10 employees \$50. Councilor Daily moved to adopt Resolution 09-22. Councilor Johnson seconded the motion. The motion was amended by Councilor Eck and the seconded amended by Councilor Melton to revise the fee schedule 1-5 employees \$25 and 6-10 employees \$50 which carried with Mayor McKeown and Councilors Daily, Eck, Johnson, Kramer, Melton, and Pundt voting aye.

### **Approval of the Continual Display of the American Flag – Approval will Require Adoption of Resolution 09-21**

City Manager Chuck Freeman stated pursuant to direction from the City Council at the July 7, 2009 meeting staff was directed to prepare a resolution in support of continually displaying the American flags along the boardwalk until all of the United States military personnel are withdrawn from Iraq and Afghanistan. The resolution states the flag at the southwest corner of Commercial and Bayshore will be lowered in lieu of the flags along the boardwalk as necessary. Councilor Pundt moved to adopt Resolution 09-21. Councilor Johnson seconded the motion. Councilor Melton suggested amending the resolution to revisit the policy after one year. Councilor Pundt moved to adopt Resolution 09-21 as amended to revisit the policy after one year. Councilor Johnson seconded the motion which carried with Mayor McKeown and Councilors Daily, Eck, Johnson, Kramer, Melton, and Pundt voting aye.

### **Reward Fund for Conviction of Graffiti**

Police Chief Rodger Craddock stated the increase in graffiti has prompted the need to institute a Graffiti Rewards Program. The program is anticipated to lead to the identification, apprehension, and conviction of vandals who damage or deface both public and private property. Chief Craddock proposed a \$50 reward. Councilor Pundt moved to authorize staff to institute a Graffiti Rewards Program. Councilor Eck seconded the motion which carried with Mayor McKeown, Councilors Daily, Eck, Johnson, Kramer, Melton, and Pundt voting aye.

### **Councilor Appointments for Sub-Committee To Meet with Bay Area Chamber of Commerce**

Mayor McKeown stated he would like to appoint Councilor Pundt, Councilor Daily, and himself to the subcommittee. Mayor McKeown stated the meetings will be public and all of the Councilors are welcome to attend. Councilor Melton moved to appoint Councilor Pundt, Councilor Daily, and Mayor McKeown to a sub-committee to meet with Bay Area Chamber of Commerce. Councilor Eck seconded the motion which carried with Mayor McKeown, Councilors Daily, Eck, Johnson, Kramer, Melton, and Pundt voting aye.

### **Presentation on the Lockhart South Wall Structural Report By City Engineer Carl Nolte**

City Engineer Carl Nolte stated at the June 2, 2009 Council meeting staff was instructed to obtain a structural evaluation on the common wall between the Lockhart Building and the Tree

**CITY OF COOS BAY**

**Resolution 09-21**

**A RESOLUTION OF THE CITY OF COOS BAY, COOS COUNTY, OREGON,  
DECLAIRING CONTINUAL DISPLAY OF THE UNITED STATES FLAG ON ALL COOS  
BAY BOARD WALK FLAG POLES**

WHEREAS, on July 7, 2009 the Coos Bay City Council, recognizing that the members of the Oregon National Guard play an essential role in safeguarding the rights and freedoms of Americans and unceasingly provide a vital public service to Oregon citizens, did adopt a proclamation recognizing July 2009 as Oregon National Guard Month; and

WHEREAS, the Oregon National Guard has consistently demonstrated its value to our state and our nation; and

WHEREAS, our all United States military personnel face urgent and perilous duties associated with their responsibilities; and

WHEREAS, Coos Bay residents and City Council desire to demonstrate their continued support for and recognition of the sacrifices made by all our military personnel, their families and loved ones; and

WHEREAS, the Coos Bay City Council desires to fly United States flags on all flag poles along the Coos Bay City Board Walk to demonstrate their continued support and recognition of all our military personnel, their families and loved ones.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Coos Bay declares that United States flags shall be continually displayed on all flag poles along the Coos Bay City Board Walk until such time as all United States military personnel are withdrawn from Iraq and Afghanistan and do recognize that the United States flag flying at the southwest corner of Commercial Avenue and Bayshore Drive shall be flown at half staff, when required, in lieu of the flags along the Board Walk

The foregoing resolution was duly adopted by the City Council of the City of Coos Bay, Oregon this 21<sup>st</sup> day of July 2009.

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Jeff McKeown, Mayor

ATTEST:

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Rae Lea Cousens, City Recorder