

## MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

December 3, 2013

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 Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

### **Those Attending**

Those present were Mayor Crystal Shoji and Councilors Mark Daily, Jennifer Groth, Stephanie Kramer, Gene Melton, John Muenchrath, and Mike Vaughan. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Library Director Sami Pierson, Community Development Director Eric Day, Public Works Director Jim Hossley, Acting Fire Chief Mark Anderson, and Police Chief Gary McCullough.

### **Flag Salute**

Mayor Shoji opened the meeting and asked Mike Chavez to lead the Council and assembly in the salute to the flag.

### **Public Comments**

No comments were given.

Mike Chavez, Coos Bay: announced on behalf of K-DOCK radio that the "Bus Jam" food and toy donation event was scheduled for Saturday, December 7<sup>th</sup> from 10 a.m. to 3 p.m. at the Coos Bay and North Bend Bi-Mart Stores and US Cellular in Bandon. Katherine Hayes, Coos Bay: spoke on behalf of the Coos Bay Downtown Association; thanked the community for their support the Santa Claus Coming to Town event.

### **Consent Calendar**

Mayor Shoji reviewed the consent calendar which consisted of 3a: approval of the minutes of November 19, 2013; and 3b: approval of a change of ownership and trade name for the Sombrero Mexican Restaurant existing OLCC license. Councilor Groth moved to approve the consent calendar approving the minutes of November 19, 2013 and approving a change of ownership and trade name for the Sombrero Mexican Restaurant existing OLCC license. Councilor Muenchrath seconded the motion which carried with Mayor Shoji and Councilors Daily, Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye.

### **Presentation on the City Audit for the Fiscal Year Ending 2013 by Auditor Tara Kamp**

Finance Director Susanne Baker stated Pauly, Rogers and Co., P.C. were retained to perform audit services for the City of Coos Bay. Tara Kamp of Pauly, Rogers and Co., P.C. stated the City of Coos Bay's audit for fiscal year ending June 30, 2013 (FYE13) was completed and the Council had the document before them. The first component of the audit was of the financial statements to verify compliance with generally accepted accounting principles, the second part of the audit was to ensure compliance with Oregon Municipal Audit Law, compliance with Oregon Budget Law and testing of bids and quotes. The third part of the audit process for

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FYE13 included a review of federal grant awards and expenditures with no exceptions noted. Ms. Kamp commended Finance Department noting they were a leader in the industry with their use of technology for business processes and efficiency. Ms. Kamp noted the Statement of Auditing Standards 114 (SAS 114) required communication with management of the results of the audits which were excellent; resulted in an unmodified opinion or clean audit; and “no management comments”; stated based upon the audit and testing, financial statements are fairly presented, there were no difficulties in performing the audit, no disagreements with management or the accounting, and adjusting entries were completed together with staff. Councilor Kramer moved to accept the FYE13 City audit report in compliance with SAS 114. Councilor Groth seconded the motion which carried with Mayor Shoji and Councilors Daily, Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye.

### **Consideration of Approval of an Oregon Infrastructure Finance Authority (IFA) Wastewater Loan and Grant – Approval Would Require Adoption of Resolution 13-13**

Public Works Director Jim Hossley advised on November 5<sup>th</sup>, the Council approved acceptance of the Phase 2 IFA loan and grant totaling \$7,784,025. Staff requested Council approve the proposed resolution in effort to satisfy State of Oregon requirements and to confirm the Council’s acceptance of the terms of the grant and loan. Mr. Hossley stated the amount of the loan was \$7,034,025 with a 20-year term at an interest rate of 1.00% and the grant award to the City totaled \$750,000. Councilor Muenchrath moved to adopt Resolution 13-13. Councilor Kramer seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye and Councilor Daily voting nay.

### **City Attorney’s Report**

No comments were given.

### **City Manager’s Report**

Public Works Director Jim Hossley provided the Council with updates on the following projects: the Egyptian Theatre restoration and Wastewater Treatment Plant No. 2 (WWTP#2) design process; a notice of intent for Construction Management/General Contracting (CMGC) services was sent to Mortenson Construction for the construction of WWTP#2; a \$50,200 contract was negotiated with Stuntzner Engineering for the 2014 timber management services. City Manager Rodger Craddock stated he recently met with Charleston Sanitary District to discuss the new wastewater treatment plant and required cost sharing on their behalf; noted he would be scheduling a joint work session in January with the Council and Charleston Sanitary District Board; Council goal setting was scheduled for December 14<sup>th</sup>; and noted there were still open positions on the Budget Committee.

### **Council Comments**

Councilor Vaughan provided the Council with a handouts detailing information about landscape architecture; expressed concern about water pooling on the sidewalk in front of the Egyptian Theatre; suggested citizen Fred Fisher be invited to the Finance Committee meeting regarding moorage rates. Councilor Kramer announced Tree Lighting in Empire was scheduled for Friday, December 6<sup>th</sup> at 6 p.m.; expressed thanks to Coos Bay Fire and Dispatch. Councilor

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Daily recalled seeing rope lighting along the Boardwalk during the holiday season in past years and suggested staff look into using the rope lighting again. Mayor Shoji suggested the Council discuss the Council's goals and expectations for various organizations such as the South Coast Development Council and Visitors Convention Bureau.

**Adjourn**

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting was scheduled for December 17, 2013 in the Council Chambers at City Hall.

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Crystal Shoji, Mayor

Attest: \_\_\_\_\_  
Susanne Baker, City Recorder