

**MINUTES OF THE PROCEEDINGS OF THE
CITY OF COOS BAY CITY COUNCIL**

October 20, 2009

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 which was immediately preceded by an Executive Session held for Consultation with Legal Counsel Concerning Legal Rights and Duties Regarding Current Litigation or Litigation Likely to be Filed.

Those Attending the City Council Meeting

Those present were Mayor Jeff McKeown and Councilors Mark Daily, Jon Eck, Joanie Johnson, Stephanie Kramer, Gene Melton, and John Pundt. City staff present were Acting City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Rae Lea Cousens, Deputy Finance Director Susanne Baker, Public Works and Development Director Jim Hossley, City Engineer Carl Nolte, Fire Chief Stan Gibson, Library Director Carol Ventgen, Economic and Community Development Manager Joyce Jansen, and Police Captain Cal Mitts.

Flag Salute

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

Consent Calendar

Mayor McKeown reviewed the consent calendar which consisted of 2a: approval of the minutes of October 6, 2009; 2b: acceptance of the September monthly financial reports, 2c: appointments to the Historic Design Review Committee, 2d: notification of the fire prevention grant application, and 2e: acceptance of the safety belt traffic grant. Mayor McKeown moved agenda item 5, approval of fire station change orders No. 1 and 2, to item 2f on the consent calendar at the recommendation of staff. Councilor Daily moved to approve the consent calendar as amended. Councilor Johnson seconded the motion which carried with Mayor McKeown and Councilors Daily, Eck, Johnson, Kramer, Melton, and Pundt voting aye.

Presentation of Appreciation Certificate Award to Kathryn Netter

Mayor McKeown presented Kathryn Netter a certificate of appreciation for service on the Historic Design Review Committee from January 2004 through August 2009.

**Presentation on Staffing Levels of the Coos Bay
Public Library By Library Director Carol**

Library Director Carol Ventgen stated current staffing levels were comparable to those in 2003, before budget and staff reductions were made to balance the Fiscal Year (FY) 2004-2005 budget. Ms. Ventgen stated the current library circulation and the number of visitors were comparable to 2003 statistics. The changes since 2003 included an increase in the number of programs presented to the public, research and information requests had more than doubled, and public access computers increased. Nonetheless, maintaining high service levels with reduced staff was accomplished through staff reorganization, increased use of technology, and streamlining of staff functions for efficiency. Ms. Ventgen suggested restoring the Young Adult

Librarian position would provide a resource for constituency not being addressed as desired. Goals supported by the Library Board's public planning process included expansion of building space and service to teens.

Approval of Intra-Fund Contingency Transfer of Appropriations to Expenditures for Severance Package - Approval would Require Adoption of Resolution 09-25

Finance Director Rae Lea Cousens stated Resolution 09-25 would transfer General, Wastewater, and Building Codes Fund appropriations from contingency to operations to fund the City Manager's severance package. This transfer would not increase any of the total appropriations and would comply with ORS 294.450, allowing transfers of general operating contingency appropriations up to 15 percent of the total appropriations of the fund by resolution. Councilor Eck moved to approve Resolution 09-25, contingency transfers to cover the City Manager's severance. Councilor Melton seconded the motion which carried with Mayor McKeown and Councilors Daily, Eck, Johnson, Kramer, Melton, and Pundt voting aye.

Consider Alternatives for Standing Council Committee Meetings

Acting City Manager Rodger Craddock stated the Standing Council Committees were created in September 2007 to provide the Council with detailed information on projects and current issues. At the recent Council work session staff was directed to place on the agenda the topic of Standing Council Committees and to offer alternative methods of informing the Council on issues and projects outside of regular Council meetings. Mr. Craddock presented five options: 1. Maintain the Standing Council Committee but change their frequency of meetings to quarterly or as needed; 2. Replace the Standing Council Committees with written monthly reports from Department Heads and weekly updates from the City Manager; 3. Replace Standing Council Committees with regularly scheduled or as needed Council Work Sessions; 4. Maintain current schedule; and 5. Keep the Standing Council Committees as-is. Mayor McKeown inquired about the additional workload of Option 2 for the Department Heads. Mr. Craddock stated the Department Head's reports generate the City Manager's weekly reports. Councilor Daily suggested a quarterly report from the Department Heads and changing the frequency of the Standing Council Committees to meet as needed. Councilor Kramer suggested work sessions in place of the Standing Council Committee meetings, and continuing the weekly updates from the City Manager. Councilor Eck suggested work sessions to keep the entire Council apprised of projects and issues. Mayor McKeown suggested the entire Council comprise each of the committees, preferred discussions be held at regular Council meetings, and reserving work sessions for issues requiring more time than regular Council meetings allow. Councilor Pundt concurred with the idea of bringing issues and information to the entire Council. By consensus of the Council, work sessions would be held for topics requiring more time than regular Council meetings allow, City Manager weekly updates would continue, and quarterly updates from the Department Heads at Council meetings would continue.

Public Comments

Robert Cribbins, 319 N 8th Street: Stated he had previously brought to the Council's attention the inadequate traffic circulation at 7th and Anderson in the past and reiterated the hazards of the intersection and the need to change the traffic pattern.

City Attorney's Report

No report provided.

City Manager's Report

Acting City Manager Rodger Craddock reported the pedway design consultant requested information from staff and names of key stakeholders to schedule an informational and data gathering meeting with a community wide meeting to follow; Boat Building Center groundbreaking will be November 7th, 11:00 a.m. on-site; and staff appreciation dinner has been scheduled for December 4th at the Red Lion.

Council Comments

Councilor Pundt suggested the intersection at 7th and Anderson is hazardous, pleased to see progress at the Visitor's Center, was sorry to see the Wednesday Market season ending, and appreciated the Council working with the League of Oregon Cities facilitator and was looking forward to a follow-up work session. Councilor Kramer complimented the Boat Building Board of Directors, expressed appreciation for Mr. Dick Wagner's expertise, and stated there has been national coverage of the center in the Wooden Boat Building magazine. Councilor Daily requested staff to place RV parking in the large 2nd street parking lot on the agenda, suggested a work session on filling the City Manager position, and reminded everyone to drive safe during Halloween. Councilor Johnson stated the Chamber Monster Bash fundraiser was scheduled for 7:00 p.m. at the Mill Casino, defined a community partner as anyone the City engages in business with, including both profit and non-profit, for the betterment of our community. Councilor Melton stated he has been engaged in visiting and listening to the community at large. Councilor Eck was pleased with the progress on the Visitor's Center, Fire Station, and the waterfront mural. Mayor McKeown stated the article in the Wooden Boat Building magazine complimented the support of the City, reminded the community to view the Women's Crisis Center exhibit in the lobby and the importance of their service in our community; attended a dinner hosted by Travel Oregon at Bandon Dunes wherein the Agency was complimented on the Visitor Center project and was updated on the efforts of the State to promote tourism; and asked staff to confer with the Council's calendars to schedule a work session for the filling of the City Manager position.


Adjourn

There being no further business to come before the Council, Mayor McKeown adjourned the meeting. The next regular Council meeting is scheduled for November 3, 2009 in the Council Chambers at City Hall.

Attest:



Rae Lea Cousens, City Recorder


Jeff McKeown, Mayor