

## MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

January 23, 2002

The minutes of the proceedings of a special 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 Present

Those present were Mayor Joe Benetti and Councilors Anna Marie Larson, Jeff McKeown, Don Spangler and Kevin Stufflebean, Judy Weeks. Councilor Cindi Miller was absent due to illness. City staff present were City Manager Bill Grile, Deputy Recorder Joyce Jansen, Finance Director Janell Howard, Fire Chief Stan Gibson, Police Sgt. Kevin Hedgepeth, and Library Director Carol Ventgen. Also present was School District Systems Analyst Tim Enright.

### Presentation of City Technology Plan

City Manager Grile briefly reviewed the progress of the city to move forward with computer technology. He reported during last year's budget process, the City Council requested staff draft a technology plan for the city. Mr. Grile reported Computer Systems Analyst Tim Enright has helped staff develop a plan and also inventoried the city's computer systems.

Mr. Enright explained his position with the school district is to evaluate the technology for the school district and he has 15 years' experience. He reported the school district has over 1,000 computers and maintenance is greatly simplified when all the computers have the same programs. Mr. Enright explained what a cable plant is and its purpose. He commented having one central location would be more cost effective and maximize the city's resources; moving to one center is estimated to cost between \$10,000 to \$15,000. Mr. Enright explained the purpose of network switches and establishing zones, such as police, community services, public, and finance zones to protect information, but allow public access to certain information areas. Mr. Grile commented the libraries are connected through the Coos Library Network, but not with city hall offices. Mr. Enright reported the library could be connected to city hall when we go with band width connectivity with the state. He explained networking provides a layer of security which is very important, but it is also easy for staff to use. Mr. Grile commented each department would have a person trained as a systems coordinator. Mr. Enright reported the city currently has three servers and if we can move to one computer, maintenance is easier and more cost effective; and also it is easier to do system updates. Mr. Grile commented the server in Community Services is in bad shape and has gone down for one to two weeks at a time. Two of the city's servers can still be used, but the city will need four to set up the system. Another advantage to replacing the servers with one computer, would be the ease of managing the city's web site. Mr. Enright noted the life expectancy of a server is ten years. The plan begins with building the infrastructure and adding workstations in the following years of the plan.

Councilor Spangler commented by continuing to use the old system and phasing into the new system, the five year plan makes it affordable. Mr. Grile noted each year the Council and the Budget Committee will evaluate the plan and funding. Councilor McKeown inquired if the plan will lock the city into a plan that would be obsolete in a couple of years and Mr. Enright said it would not, the city would see a savings in establishing a process for purchasing software, hardware, and providing training. Mr. Enright reported the cost of a workstation has dropped considerably in the past few years and there is a saving when buying the same brand

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and re-using parts. He commented the plan should be evaluated at the end of each year and changes made where needed. Mr. Grile commented staff would like to move forward with a partnership with the school district. The school district and the city have worked together on several projects and there is a lot to benefit from a partnership. The district maintains over 1000 workstations with a five-person department and they feel they could adequately take on the maintenance of the city's computers. Councilor Weeks suggested looking for grant funds.

Mayor Benetti inquired if the city would need to continue budgeting \$50,000 per year after the five-year plan has been completed. Mr. Enright commented there would still need to be replacements of some equipment and program upgrades as necessary. Councilor Stufflebean stated he could support the concept, but expressed concern about funding. Mr. Grile commented it would be his burden to figure out how to fund the plan and staff is looking for new sources of revenue such as requiring a business license for telecommunications providers. Councilor McKeown commented new technology is necessary to function in the current world and he was pleased to have a technology plan in place.

Councilor Weeks commented staff is requesting the council approve a five-year plan for a council that may not be here in five years. Mayor Benetti commented the city would still have the problem, no matter who is on the council, and a new system will save in costs and improve efficiency. He further commented the plan will be evaluated each year to determine progress and make changes if needed. Councilor Spangler reported the work the district has done for the city could have cost \$40,000 to \$50,000 if done by a consultant, and he recommended the council support the plan and adopt the concept. Mayor Benetti agreed and suggested staff come back with suggestions for the budget process. He expressed appreciation to Mr. Enright and his staff for developing the plan and doing the inventory.

Mr. Enright commented he meets on a regular basis with managers throughout the state and the partnership between the city and the district is one of a kind in the state. Mayor Benetti noted the partnership is a benefit to the whole community. Mr. Grile reported next year's budget will include funding for 1/5 of an IT manager. The position is a school district employee and by funding 1/5 of the position, the employee would be available one day a week at city hall to provide systems support.

### Adjournment

There being no further business to come before the City Council, Mayor Benetti adjourned the meeting to 7:00 p.m. February 5, 2002.

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Joe Benetti, Mayor

ATTEST:

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Joyce Jansen, Deputy Recorder