

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

October 1, 2002

The minutes of the proceedings of a regular meeting of the City Council of the City of Coos Bay, held at 7 p.m. in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Coos County, Oregon.

Those Attending

Those present were Mayor Joe Benetti and Councilors Jon Eck, Roger Gould, Anna Marie Larson, Jeff McKeown, and Kevin Stufflebean. Councilor Cindi Miller was absent. City staff present were City Manager Bill Grile, Deputy Recorder Joyce Jansen, City Attorney Nathan McClintock, Community Services Director Shanda Shribbs, Fire Chief Stan Gibson, Police Capt. Eura Washburn, Finance Director Janell Howard, and Library Director Carol Ventgen.

Flag Salute

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

Consent Calendar

Mayor Benetti reviewed the consent calendar which consisted of approval of the minutes of July 24, August 6, August 20, and September 3, 2002, approval of the Make a Difference proclamation, and approval of an intergovernmental agreement with the City of North Bend for the provision of building inspection services. Councilor Eck moved to approve the consent calendar as presented. Councilor Gould seconded the motion which passed with the Mayor and all Councilors present voting aye.

Report from Tourism Promotions Committee by Beve Saukko

Beve Saukko reported the Tourism Promotions Committee has proceeded with new designs for the billboards at Cottage Grove and Crescent City. The new theme is "We Love it Here" and is being used in magazine and newspaper ads as well. Ms. Saukko commented the money left from the weather cam will be used for advertising the Jazz Festival and Shore Acres State Park. She reported a number of smaller organizations have contacted the committee about holding their conventions in the Bay Area.

Annual Report to the Council by Operations Management International [OMI]

Steve Simpson, Operations Manager distributed copies of OMI's annual report and presented Mayor Benetti with a rebate check to the City in the amount of \$21,543.44.

Department Head Report by Finance Director Janell Howard

Finance Director Janell Howard reported the Finance Department has been busy working on the details for the proposed budget cuts and reorganization and preparing for the annual audit.

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Approval of Ballot Title Language for the Public Safety Operating Levy

City Attorney Nathan McClintock explained that language regarding the requirement for a voter turnout of 50 percent to pass the operating levy is required by law and needs to be added to the ballot title previously approved by the City Council. Councilor Stufflebean moved to approve the language as presented. Councilor Gould seconded the motion which passed with the Mayor and all Councilors present voting aye.

Approval of the Needs and Issues Priority List

Community Services Director Shanda Shribbs reported review and preparation of the Needs and Issues Priority List is an annual process in which all municipalities participate. Federal and state agencies, and private foundations use the lists as a resource for keeping up with projects that may be eligible for grant funding. Ms. Shribbs noted that the list is not a funding program. There was discussion on the various projects listed, why infrastructure projects are not included, and the purpose of the list. Councilor McKeown moved to approve the Needs and Issues Priority List as recommended. Councilor Stufflebean seconded the motion which passed with Mayor Benetti and Councilors Eck, Gould, McKeown, and Stufflebean voting aye; Councilor Larson voting no.

Approval to Proceed to Replace the Police and Fire Radio Communications Equipment

City Manager Bill Grile reported the communications system is not functioning properly and is a serious public safety problem. The system has been analyzed by experts and it is estimated the problem can be resolved with the addition of two receivers at a cost of \$40,000. Capt. Washburn explained the problem is that in certain areas of the city, radio communication is interrupted by Douglas County's system which causes times when our officers cannot communicate with one another. Wayne Cook from Day Wireless briefly explained the causes for the black outs and how the additional receivers would resolve the problem. Mr. Cook explained the current receiver is 20 years old and typically, the equipment is designed for 15 years. Councilor Gould moved to approve the expenditure of up to \$40,000 from the repair and replacement fund to improve the communications system. Councilor Stufflebean seconded the motion which passed with the Mayor and all Councilors present voting aye.

Approval to Purchase Two Vehicles for the Police Department

Capt. Washburn reported the department is requesting approval to purchase two vehicles to replace two 1995 cars that have over 100,000 miles and also have mechanical problems. There was discussion on a safety issue with Ford Crown Victoria gas tanks and whether the department would still need the new vehicles if the public safety levy does not pass. City Manager Bill Grile explained the department's vehicle replacement plan and commented that funds in the repair and replacement accounts cannot be used for operations. Mayor Benetti noted that three vehicles had been approved in the budget and commended staff for considering ordering only two vehicles. Councilor Stufflebean moved to authorize \$55,000 from repair and replacement for the purchase of two police vehicles. Councilor McKeown seconded the motion which passed with the Mayor and all Councilors present voting aye.

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Consideration of Recommended Budget Cuts and Reorganization

City Manager Bill Grile presented a power point report on the City's budget challenges and the factors contributing to the funding shortfall. Mr. Grile explained that in order to sustain services, the City must cut expenses to bring spending in line with income. Staff is recommending budget cuts be implemented February 1st rather than waiting until the beginning of the next fiscal year, July 1st. Mr. Grile reviewed the costs associated with making the cuts February 1st or July 1st, 2003. He explained the proposed cuts were determined by departments' percentage of the general fund; public safety represents 77 percent of the budget and all other services 23 percent. The proposal for Council's consideration is for 70 percent of the cuts would be in public safety in the amount of \$447,760.

Mr. Grile explained the reorganization in Community Services would combine the parks and streets divisions, have three senior employees taking early retirement and contracting back for six months out of the year, would reassign office staff duties, and place the operations administrator position back in the union. The reorganization of the City Manager's Office and Finance Department would eliminate the assistant city manager and accounting supervisor positions; both are non-represented positions. The deputy recorder would move to the Finance Department and be assigned personnel and workers comp duties and the duties from the supervisor's position would be distributed among finance staff and the deputy recorder. Clerical work for the City Manager's Office would be performed by a ¾ time clerical assistant. Other changes in the proposal include discontinuing municipal court, eliminating special programs such as DARE and Safety Town, changing the accounting clerks in finance to non-represented positions, and establishing two new classifications in the library.

Mr. Grile reviewed the amounts for the cost of living adjustments for the bargaining units and noted the non-represented staff deferred their adjustments last July which would have been \$70,000. The cost of living adjustments for Police would be \$105,000, \$40,000 for Fire, and \$52,000 for AFSCME. Mr. Grile noted AFSCME has made a tentative agreement to defer the cost of living adjustments and he commended AFSCME personnel for taking this step and for working with management on resolving the budget situation. Mr. Grile reported the public safety levy could be 83 cents to \$1.03 per thousand, depending on whether SCINT and the Airport District measures pass in November. At \$1.03, \$3,025,000 would be generated over a five year period. The levy would prevent cutting five officers, one clerical specialist, and three firefighters; although, even with the passage of the levy, the city would be still be short \$164,000 next July because of the police and fire COLAS of \$145,000 and anticipated insurance increases of \$62,000. The proposed cuts would involve 12.75 positions representing an actual layoff of eight positions which would leave a total of 85 positions.

Finance Director Janell Howard commented the reorganization of the Finance Department and City Manager's Office represents the most efficient use of staff knowledge and skills. Community Services Director Shanda Shribbs reviewed the reorganization of her department and commented the further reduction of staff would slow progress in all areas of service. Community Services staff is trying to make the best of the situation and keep a positive outlook. Councilor McKeown commended Ms. Shribbs and her staff for working up a creative solution. Library Director Carol Ventgen reported advancements in technology and more demands for library services lead to the creation of the new positions. Fire Chief Stan Gibson reported the reduction in staff would place two firefighters at the downtown station and one firefighter at Empire and at Eastside. The department has been running for some time at this level and fire personnel will continue to make it as easy on the public as possible and will continue recruiting volunteers.

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Mayor Benetti commended the city manager and staff for their work in trying to resolve a difficult situation, and commented the City is fortunate to have dedicated professionals working for them. Mayor Benetti reported the city manager is not asking for a decision from the Council at this time, but is asking the Council to give consideration to the proposal and make a decision at the next meeting.

City Attorney's Report

City Attorney Nathan McClintock reported he will be working with North Bend City Attorney Mike Stebbins on language for the consolidation ballot title. Mayor Benetti noted the joint convention has been scheduled for October 16th.

City Manager's Report

City Manager Bill Grile reported the solid waste franchise requires a review and public hearing on the third anniversary of the agreement and the review has been scheduled for October 15th. The city has been notified by Sen. Smith's office of grant money available for projects along Hwy 101 and staff has submitted the Tug Irene project for consideration.

Council Comments

Councilor Larson commented the Fun Festival was successful and thanked Joe Neal and Don Laiche for helping with the waterfront activity. Councilor Stufflebean thanked Music on the Bay for arranging for the concerts in September, and the Fun Festival Committee for a good job. Councilor McKeown commented the Fun Festival and Concerts in Mingus are examples of what a community can accomplish by working together. He further commented that the City has gone through difficult times before and will get through the current budget situation, and perhaps there will be positives to come out of the process. Councilor Eck commended Cindi Miller and Connie Davis for their work on organizing the Fun Festival, and stated he has received great comments about the Music on the Bay concerts. Councilor Gould commended the city manager and staff on putting together an excellent presentation on the budget conditions and proposed resolution. He encouraged the public to watch Channel 14.

Mayor Benetti reported the work of the Charter Commission has been completed and he thanked Councilor Gould and Jerry Lesan for serving as Coos Bay's representatives on the commission. Councilor Gould commented Mr. Lesan did an exceptional job as the Chair of the committee. Mayor Benetti read a letter from Councilor Miller thanking city staff for their work before and during the Fun Festival. Mayor Benetti reported he will be out of town October 20th through 25th and reminded everyone of the OMI appreciation lunch tomorrow. The date of October 29th was set for the annual review of the city manager.

Executive Session

Councilor Stufflebean moved to go into an executive session pursuant to ORS 192.660 (1) (e) for the purpose of discussing labor negotiations. Councilor Eck seconded the motion which passed with the Mayor and all Councilors present voting aye.

The Council reconvened into regular session.

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Adjourn

There being no further business to come before the Council, Mayor Benetti adjourned the meeting to October 15, 2002 in the Council Chambers at City Hall.

Joe Benetti, Mayor

ATTEST:

Joyce Jansen, Deputy Recorder