

## **MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL**

**January 29, 2007**

The minutes of the proceedings of a meeting of the City Council of the City of Coos Bay, Coos County, Oregon, held at 6 p.m. in the small meeting room at the Coos Bay Public Library, 525 Anderson Avenue, Coos Bay, Oregon.

### **Those Attending**

Those present were Mayor Jeff McKeown and Councilors Michele Burnette, Mark Daily, Jon Eck, Roger Gould, Stephanie Kramer, and John Muenchrath. City staff present were Interim City Manager Joyce Jansen, Acting Deputy Recorder Jackie Mickelson, City Attorney Nate McClintock, Public Works and Development Director Jim Hossley, Finance Director Janell Howard, Fire Chief Stan Gibson, Library Director Carol Ventgen, and Police Chief Eura Washburn.

### **Welcome by Mayor McKeown**

Mayor McKeown opened the meeting and welcomed everyone.

### **Presentation by Interim City Manager Joyce Jansen**

Interim City Manager Joyce Jansen gave a brief review of the Goals and Organizational Chart; Elected Officials List and Committee Information; City Charter; City Council Rules; Government Standards and Practices; City Council Handbook; Downtown Urban Renewal District Plan; Empire Urban Renewal District Plan; and City and Urban Renewal Budgets from the notebooks she had provided for each councilor.

### **Presentation by City Attorney Nate McClintock**

City Attorney Nate McClintock briefly reviewed the rules of a public meeting which included notices, a quorum, voting, protocol/procedures, executive sessions, public records, conflict of interest, and ex-parte contacts.

### **Presentation by Department Heads**

Library Director Carol Ventgen briefly reviewed the history and organizational structure of the Coos Bay Public Library. Fire Chief Stan Gibson reported on a grant received to purchase property of houses that were flooded in December 2006 on the Old Wireless Lane; the purchase of a new fire engine and equipment; he briefly reviewed the taxing district for the rural areas who contract with the Coos Bay Fire Department and the revenue it generates for the general fund; the time spent since 1992 searching for a new fire station siting; distributed the list of those locations and briefly reviewed advantages and disadvantages; and commented on other locations for consideration; and possible consideration for a bond in May. Public Works and Development Director Jim Hossley commented he would be meeting with DEQ to go over the facilities plans for the wastewater facilities plant improvements. Finance Director Janell Howard reported on the organizational structure and duties of the Finance Department. Police Chief Eura Washburn gave a brief update on the organization structure and briefly reviewed her background with the Police Department. Councilor Gould briefly reviewed the role of councilors.

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**Adjourn**

There being no further business to come before the Council, Mayor McKeown adjourned the meeting to February 6, 2007 in the Council Chambers at City Hall.

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Jeff McKeown, Mayor

Attest:

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Jackie Mickelson, Acting Deputy Recorder