

## MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

September 18, 2007

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 Jeff McKeown and Councilors Michele Burnette, Mark Daily, Jon Eck, Roger Gould, Stephanie Kramer, and John Muenchrath. City staff present were City Manager Chuck Freeman, Clerk to the Council Jackie Mickelson, City Attorney Nate McClintock, Public Works and Development Director Jim Hossley, Finance Director Janell Howard, Fire Chief Stan Gibson, and Support Services Supervisor Linda Mitchell.

### **Flag Salute**

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

### **Report from Marshfield High School Student Council Representative Kate O'Donnell**

No report was given.

### **Consideration of the Award of Contract for the Mabel Hansen Gallery Remodel at the Coos Art Museum**

Public Works and Development Jim Hossley reported this request was to approve the remodeling contract for the Mabel Hansen Gallery located at the Coos Art Museum. Mr. Hossley reported the plan was designed by HGE, Inc. and this would improve the gallery room environment. There were two bids with the low bidder being Donald W. Thompson, Inc. at \$104,000. Mr. Hossley commented staff recommended awarding Donald Thompson, Inc. the bid and directing staff to prepare the contract documents for the Mayor's signature.

Steven Brooks, Museum Director, expressed the importance for the remodel and encouraged approval of the bid. Mayor McKeown commented no money was budgeted for the remodel and asked if the intention was to raise the needed \$4,000. Mr. Brooks commented a fundraiser was scheduled. Mr. Hossley recommended adding a 10% contingency to allow flexibility for the contractor. Councilor Eck moved to award contractor Donald W. Thompson, Inc. for \$104,000 with a 10% contingency. Councilor Kramer seconded the motion which carried with Mayor McKeown and Councilors Burnette, Daily, Eck, Gould, Kramer, and Muenchrath voting aye.

### **Consideration of Appointments to the Standing Council Committees**

City Manager Chuck Freeman reported he distributed a list drafted by Councilor Muenchrath on the suggested council rotation for the Standing Council Committees. He noted he had a quote from Channel 14 for their services and a contract was being drafted. Councilor Muenchrath briefly reviewed the suggested committee rotation, and commented each committee would meet once a month. Mayor McKeown commented he liked the committee rotation and would like to try it for six months. Councilor Muenchrath moved to accept the rotations and scheduling as

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outlined and the dates would be adjusted as appropriate. Councilor Daily seconded the motion which carried with Mayor McKeown and Councilors Burnette, Daily, Eck, Gould, Kramer, and Muenchrath voting aye.

### **Consideration of Approval to Purchase Two Vehicles for the Public Works and Development Department**

Public Works and Development Director Jim Hossley reported the Budget Committee approved the purchase of two half-ton pickup trucks one for street maintenance and one for wastewater for a total amount of \$54,000. Mr. Hossley reported staff sent an invitation to quote for a 2008 half-ton pickup truck to three local firms. Tower Ford was the low bidder for a standard cab Ford F150 at \$14,345 and Tower Ford was the second low bidder behind the State for the extended cab Ford F150 at \$17,520; however, the difference was very small. Staff requested the Council consider approving the purchase of the two 2008 Ford F150 pickup trucks from Tower Ford for a total cost of \$31,865. Councilor Muenchrath moved to approve the purchase of two half-ton pickups from Tower Ford in the amounts of \$14,345 and \$17,520. Councilor Burnette seconded the motion which carried with Mayor McKeown and Councilors Burnette, Daily, Eck, Gould, Kramer, and Muenchrath voting aye.

### **Report from Finance Director Janell Howard on Changes in the 2007/2008 Budget Since Adoption**

Finance Director Janell Howard commented she would be reporting on the changes from the adopted 2007/08 budget. Ms. Howard reported the Council approved a staff increase in the Planning Division on August 21<sup>st</sup> and commented the funds would not have an impact in the 2007-08 due to savings from unfilled positions, but the future cost would be \$67,000 with approximately half coming from the General Fund. On September 4<sup>th</sup> the Council elected not to implement a transient room tax increase in the budget which was originally to increase the revenue in the Hotel/Motel Tax Fund by \$200,000. This was to fund approximately \$139,000 for additional positions, approximately \$38,000 for non-profit contributions, and \$22,000 for special projects in City parks. Ms. Howard reported with the exception of a part time employee in the maintenance in parks/streets, none of the money had been spent. She reported the Hotel/Motel Tax Fund was charged 28% for the parks maintenance worker hired in July and approximately \$2,500 had been spent for the position. Ms. Howard asked direction from the Council for funding the non profit organizations. Mayor McKeown commented it would require some thought and suggested Mr. Freeman consider options for later consideration.

### **Public Comments**

No public comments were given.

### **City Attorney's Report**

City Attorney Nate McClintock reported his wife would be having her twin babies tomorrow. He also reported he had sent a letter to Mr. Schmiedeberg and the Egyptian Theatre asking them to address their disputes with one another and not involve the City of Coos Bay or the Urban Renewal Agency.

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### **City Manager's Report**

City Manager Chuck Freeman reminded the Council of the Goal Setting Work Session on Saturday, and the League of Oregon Cities Conference Thursday, September 27<sup>th</sup> in Bend. He also reported he had purchased a house.

### **Council Comments**

Councilor Burnette expressed her disappointment on the attendance at the Emergency Preparedness meeting at the Coos Bay Public Library; but reported there would be a training session on September 25<sup>th</sup> at 6:30 p.m. at the Bay Area Hospital. Councilor Burnette reported she attended the Bay Area Fun Festival; met the guests from Choshi, Japan; and attended the Choshi Bridge dedication. Councilor Kramer expressed her appreciation for the joint meeting with the County regarding the PSAP Center, and thanked Vicki Dugger for her presentation at the Empire meeting. Councilor Daily encouraged community support of the Egyptian Theatre and reported on community support for a theatre in Florida. Councilor Eck commented the Prefontaine race was very successful and expressed his appreciation to Councilor Gould for his help to make it successful. Fire Chief Gibson reported on a fundraiser held at the Fire Department for Anna Weidemiller who had a serious diving accident and reported \$3,400 was raised. Councilor Gould commented the Prefontaine run was very successful and was the largest registration yet. He thanked everyone for making the Choshi, Japan visitors stay enjoyable; and thanked the Council for their support, attendance at the events, and attendance at the Choshi Bridge dedication.

Mayor McKeown commented he enjoyed the Choshi Bridge dedication, meeting the guests from Choshi, Japan, and thanked Mr. & Mrs. Goodman for being hosts. Mayor McKeown reported he and his wife visited Norfolk, Virginia for an opening of a container ship terminal similar to the one being proposed here. Mayor McKeown commented he attended a forum for the ten year plan on homelessness, and reported there were 10,000 people in the county living below the poverty line.

### **Adjourn**

There being no further business to come before the Council, Mayor McKeown adjourned the meeting to October 2, 2007 in the Council Chambers at City Hall.

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Jeff McKeown, Mayor

Attest:

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Jackie Mickelson, Clerk to the Council