

**CITY OF COQUILLE**  
**CITY COUNCIL MEETING MINUTES**  
**June 21, 2004**

**COUNCIL PRESENT:** Mayor Steve Britton, Councilors: E.N. "Corky" Daniels, Kathy Hagen, Fran Capehart, Jan Torbeck and Mollie Anderson

**STAFF PRESENT:** City Manager Terence O'Connor, Public Works Director John Higgins, Police Chief Mike Reaves, Finance Director Michelle Forrest, Library Director Anne Conner, Fire Chief Dave Waddington

**PRESS:** The World

**AUDIENCE:** A roster of those present is on file in the City Recorder's Office.

**1. CALL TO ORDER**

Mayor Britton called the meeting to order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

Mayor Britton led those assembled in a salute to the flag.

**3. MAYOR'S COMMENTS**

Mayor Britton welcomed everyone and asked for Council comments.

**4. COUNCIL COMMENTS**

Councilor Hagen thanked the fire department for watering the city flowers. Councilor Capehart presented a "Letter of Promulgation" for a Coos County Natural Hazard Mitigation Plan. Councilor Capehart made a motion to adopt the Letter of Promulgation. Councilor Anderson seconded. Councilor Torbeck abstained from the vote due to not hearing the discussion. All others voted in favor. Councilor Capehart also invited everyone to see a physical fitness demonstration on July 12<sup>th</sup> sponsored by Rotary.

**5. STAFF REPORTS**

Fire Chief Waddington said that burning Southwestern Motors would not be a good idea as there would be potential liability. He asked that other means be found for taking care of the building. Fire Chief Waddington also said he is looking into a lease purchase for a new fire engine. Finance Director Forrest presented Resolution 09-2004, allowing the cost of replacement of filter media for the City swimming pool to be born by the contingency line item in the General Fund. Councilor Anderson moved to adopt Resolution 09-2004. Councilor Capehart seconded. All voted in favor.

**6. CITY MANAGER'S REPORT**

Chamber of Commerce would like to hold a seminar Wednesday at 5:30 in the Community Services Building called, "It Pays To Please," teaching effective phone techniques. This will be free. Councilor Anderson made a motion to allow the use of the Community Services Building for this seminar. Councilor Capehart seconded. All voted in favor.

City Manager O'Conner said that the appraisal of Credit Union would be another two weeks as the appraiser is going in for back surgery.

City Manager O'Conner said that there were 18 RFP Master Development Partnership packets given out for the development of the GP site, but only one response has been received. He will be seeking clarification from the

other 17 as far as why they didn't respond. He recommended that the committee review the one proposal that was received.

**7. PUBLIC PARTICIPATION**

None.

**8. PUBLIC HEARING – FISCAL YEAR 2004-2005 CITY BUDGET & STATE REVENUE SHARING**

Mayor Britton stated that now is the time and place as advertised for the Public Hearing on the 2004-2005 City Budget and State Revenue Sharing. There were no comments regarding the budget or use of State revenues. Mayor Britton closed the Public Hearing and Council went back into regular session.

**9. ORDINANCE 1450 AN ORDINANCE DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES**

Councilor Anderson made a motion to adopt Ordinance No. 1450, an Ordinance declaring the City's election to receive State Revenues. Councilor Daniels seconded. The Council was polled with the following results:

Voting Aye: Mayor Britton and Councilors Daniels, Hagen, Anderson, Capehart and Torbeck

Voting No: None

Absent: Councilor Wiese.

**10. RESOLUTION 8-2004 A RESOLUTION ADOPTING THE 2004-05 CITY OF COQUILLE BUDGET, MAKING APPROPRIATIONS AND LEVYING TAXES**

Councilor Anderson made a motion to adopt Resolution No. 08-2004, a Resolution adopting the 2004-2005 City of Coquille Budget, making appropriations and levying taxes. Councilor Daniels seconded. All voted in favor.

**11. REQUEST BY TOM & SANDY GILLIARD TO ELIMINATE 1 ON STREET PARKING SPACE IN FRONT OF THEIR HOUSE AT 153 N. BAXTER**

Public Works Director Higgins presented Resolution 10-2004, eliminating the parking space on the West side of N. Baxter St. between 1<sup>st</sup> St. and E. 2<sup>nd</sup> St. beginning 134' South of the SW corner of E. 2<sup>nd</sup> St. and N. Baxter St. and ending 146' South of the same beginning location. Councilor Anderson moved to adopt Resolution 10-2004. Councilor Capehart seconded. All voted in favor.

**12. ADJOURNMENT**

Hearing no further business, the meeting was adjourned at 8:00 p.m.

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
City Recorder

June 21, 2004

**1. CALL TO ORDER**

Urban Renewal Agency Mr. Daniels called the meeting to order at 8:00 p.m.

**2. PUBLIC HEARING – FISCAL YEAR 2004-2005 AGENCY BUDGET**

At 8:00 p.m. Committee Member Daniels stated that now is the time and place as advertised for the Public Hearing on the budget for the Urban Renewal Agency. Mr. Daniels went over the resolution and asked if there were any comments from the audience. Lowell Thomas, 854 N. Elliott, Coquille, asked if the budget included the cost of the approved awning project. City Manager O'Conner said that the Urban Renewal Funds would be used for the awnings as well as the sidewalk improvement project at the Southwestern Motors site. Hearing no further comments, Mr. Daniels closed the Public Hearing at 8:10 p.m. and opened back into regular session.

**3. URBAN RENEWAL AGENCY RESOLUTION 01-2004 A RESOLUTION ADOPTING THE - 2004-2005 URBAN RENEWAL DISTRICT BUDGET, MAKING APPROPRIATIONS AND LEVYING TAXES**

Councilor Anderson made a motion to adopt Resolution 01-2004, a Resolution adopting the 2004-2005 Urban Renewal District Budget, making appropriations and levying taxes. Councilor Capehart seconded. All voted in favor.

**4. URBAN RENEWAL AGENCY ADJOURNMENT**

Hearing no further business to come before the Board, Mr. Daniels adjourned the meeting at 8:15 p.m.

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Chairman

ATTEST: \_\_\_\_\_  
Secretary

**CITY OF COQUILLE  
CITY COUNCIL WORK SESSION MINUTES  
JUNE 21, 2004**

**1. CALL TO ORDER**

Mayor Britton called the meeting to order at 8:15 p.m.

**2. PRESENTATION BY RICH FISH OF AMERICAN EXPRESS ON CITY INVESTMENTS**

Rich Fish of American Express commented on the investment options for the Rietman monies. He reviewed the Prudent Investor Rule, items that must be considered, the importance of factoring in inflation, the importance of preserving the principal, and suggested looking at a multitude of laddered bonds. He spoke of the importance of setting a goal first, then making an investment plan and sticking to it. Councilor Torbeck agreed that the plan is the most important thing and asked that at the next workshop meeting, we discuss the Investment Policy. Finance Director Forrest said that these moneys were currently being held in two separate accounts with Smith Barney earning less than 1% interest. Council directed Finance Director

Forrest to investigate if the LGIP would offer a better interest rate and to move these accounts to two separate accounts in the LGIP if the interest rate is higher.

**3. DISCUSSION OF CITY OF COQUILLE ADA TRANSITION PLAN**

City Manager O'Connor presented an ADA plan to be reviewed and discussed at July's Council Meeting.

**4. ADJOURNMENT**

Hearing no further business, Mayor Britton adjourned the meeting at 8:30 p.m.

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Mayor

ATTEST: \_\_\_\_\_  
City Recorder