

**CITY OF COQUILLE**  
**COUNCIL MEETING MINUTES**  
**January 6, 2003**

**COUNCIL PRESENT:** Mayor Mike Swindall, Mayor-Elect Steve Britton, Councilors: E.N. "Corky" Daniels, Kathy Hagen, Mollie Anderson, Fran Capehart, Janice Torbeck and Loran Wiese

**STAFF PRESENT:** City Manager Terence O'Connor, Public Works Director John Higgins, Fire Chief Dave Waddington, Library Director Sharon Smith, Community Activities Director Ann Steeves, Finance Director Sherri Flora, City Attorney John Trew

**PRESS:** Robert Jump, Coquille Valley Sentinel

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

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

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

**3. INSTALLATION OF NEW MAYOR AND COUNCILORS**

City Recorder Sherri Flora administered the oaths of office to newly elected Mayor Steve Britton, Councilor Janice Torbeck and re-elected councilors Loran Wiese and Mollie Anderson.

**4. SELECTION OF COUNCIL PRESIDENT**

Councilor Anderson made a motion to elect Loran Wiese as Council President. Councilor Capehart seconded the motion, with all voting in favor.

**5. MAYOR'S COMMENTS**

Mayor Britton stated that his first official act would be to submit the following recommendations to Council for approval:

Planning Commission:	Tony Spenader, Terry Mai, Ron Tollenaar and Bruce Parker
Budget Committee:	Clay Davis
Park and Recreation Committee:	Norma Chappelle and Dennis Graham

Councilor Anderson made a motion to accept the Mayor's recommendations for the various committees. Councilor Capehart seconded the motion, with all voting in favor.

**6. COUNCIL COMMENTS**

Each Councilor individually welcomed the new mayor and Councilor Torbeck and thanked Mike Swindall and Bruce Parker for their past service to the City. Councilor Torbeck thanked Mike Swindall for getting her involved in community service and Mayor Britton for encouraging her to run for Councilor. She thanked Councilor Wiese for giving her courage and confidence in her early years and stated that she is looking forward to working with the Mayor and Council and then thanked all citizens of Coquille who put their confidence in her.

## **7. STAFF REPORTS**

Staff individually welcomed the new mayor and Councilor Torbeck and thanked Mike Swindall and Bruce Parker for their past service to the City. Chief Waddington stated that he would have annual fire and ambulance statistics at the next council meeting and noted that the Ambulance Department had responded to a record 525 ambulance calls. Community Services Director Ann Steeves stated that staff has been working to clean up the community building basement. In addition, she is working on a FEMA grant application due in March, to provide tools for public safety agencies. She also reported that she would be helping with a Homeland Security Summit of seven counties at SWOCC campus on January 9, co-hosted by Oregon Emergency Management. Library Director Sharon Smith reported that a new children's library assistant, Jan Payne, has been hired to replace Shelley Wilson and that she would have a report on 2002 library statistics at the next Council meeting. Finance Director Sherri Flora reported staff will be working on the 2003-04 budget beginning this month, with department heads completing their requests by month end. She also stated that we have received word from the actuary that the City's PERS rate was expected to increase from 11% to 18% or approximately \$70,000 for the next budget year and that staff would like to plan a work session for Council on the financial challenges the City faces.

## **8. CITY MANAGER'S REPORT**

City Manager O'Connor presented his report to Council reporting on the following:

- North Bend Airport District – the cities of Myrtle Point, Powers and Lakeside have sent letters to Coos County seeking to be excluded from the North Bend Airport District. The City of Myrtle Point will be having an executive session with their attorney on January 21, for deciding the next step. They have invited Coquille City Council to attend. Mayor Britton stated that he would like to have someone in attendance at that meeting. Mayor Britton and Councilor Wiese stated that they would attend the meeting and bring information back to the Council.
- City of Myrtle Point – City Manager Bud Schmidt is seeking permission from his Council to begin discussions with the City of Coquille regarding exploration of ideas concerning the possibilities of finding economies of service or service provision in the area of ambulance and fire service between Coquille and Myrtle Point. Council directed the City Manager to begin discussions and report back to Council.

## **9. PUBLIC PARTICIPATION**

JoAnn Galloway, South Coast Cruisers, requested Council permission for street closure for Gay 90s celebration for car show and cruise. Councilor Wiese made a motion to approve the car show cruise route and street closure request. Councilor Daniels seconded the motion. Community Services Director Steeves stated that the Chamber of Commerce wants to expand the Gay 90's celebration and would like to meet with South Coast Cruisers to discuss the car show route and parking before Council makes a final decision on the street closure.

Councilor Wiese withdrew his motion. Councilor Anderson made a motion to approve the closure of the streets for June 7 Gay 90s celebration, with the South Coast Cruisers and the Chamber of Commerce working on the car show route and parking. Councilor Daniels seconded the motion, with all voting in favor.

Troy Cooper, representing Columbia Empire Volleyball Association, requested a waiver of fees to use the Community Building for volleyball practice Monday and Wednesday from 6:00 to 8:00 p.m. until June. Councilor Capehart made a motion for Ms. Steeves and Troy Cooper to schedule a two-hour period, two times per week, with a 60-day trial period and fee waiver. Councilor Torbeck seconded the motion, with all voting in favor.

Connie Logan introduced new Operation Coquille Chairman Don Delyria. Mr. Delyria stated that Operation Coquille meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of the month at the Community Building. Laura Jo Hofsess, Chamber President, invited everyone to the Chamber's annual event this Friday.

**10. CONSENT CALENDAR**

- A. City Council minutes of December 2, 2002
- B. Appointment of City manager as Budget officer

Councilor Anderson made a motion to approve the consent calendar, with the addition of the appointment of City Manager as Budget Officer for 2003-04. Councilor Daniels seconded the motion, with all voting in favor.

**11. PRESENTATION OF 2002 CITY AUDIT**

Laura Fisher, representing Moss Adams LLP, presented the City's annual audit report to the Council. Councilor Anderson made a motion to accept the 2002 audit. Councilor Daniels seconded the motion, with all voting in favor.

**12. REQUEST FOR CONSIDERATION OF A NO PARKING ZONE ON THE WEST SIDE OF THE 1300 BLOCK OF N. GOULD**

Councilor Wiese moved to accept staff recommendation and directed staff to prepare a resolution to eliminate parking on the pavement in front of the Graham's driveway and any other driveways that may be affected. Councilor Daniels seconded the motion, with all voting in favor.

**13. RESOLUTION 01-2003 RESOLUTION SPECIFYING PASSENGER CAR ONLY PARKING SPACE ON HIGHWAY 42 NEXT TO THE BROILER RESTAURANT**

Councilor Anderson moved that staff bring resolution to eliminate 3 parking spots. Councilor Daniels seconded the motion. Discussion followed. Councilor Anderson withdrew her motion.

Councilor Anderson made a motion to eliminate the first parking space and designate the next two parking spaces as passenger parking only. Councilor Daniels seconded the motion, with all voting in favor.

Councilor Anderson made a motion to approve Resolution 01-2003, as amended for wording changes to include elimination of first parking space and designation of next two parking spaces as passenger vehicles only. Councilor Daniels seconded the motion, with all voting in favor.

**14. RESOLUTION 02-2003 RESOLUTION ELIMINATING 2 PARKING SPACES ON N. CENTRAL IN FRONT OF SOUTHWEST PHYSICAL THERAPY**

Councilor Anderson made motion to adopt Resolution 02-2003. Councilor Wiese seconded the motion, with all voting in favor. Councilor Anderson stated that she would like the Public Safety Committee to look at 17<sup>th</sup> Street and Ivy near Jefferson School and commented that either 17<sup>th</sup> or Ivy needs a stop sign.

**15. RESOLUTION 03-2003 RESOLUTION PROVIDING FOR AN UNBUDGETED TRANSFER OF APPROPRIATIONS BETWEEN THE GENERAL FUND, OPERATING CONTINGENCY CATEGORY AND THE POLICY AND LEGISLATION CATEGORY**

City Manager O'Connor stated that at the last meeting, Council authorized moving forward with the audit of Verizon. This resolution provides the funding for that audit. Councilor Wiese made a motion to approve Resolution 03-2003. Councilor Anderson seconded the motion, with all voting in favor.

**16. CONSIDERATION OF PUBLIC WORKS MUTUAL AID AGREEMENT**

Public Works Director John Higgins explained that, in the event of a major emergency or disaster as defined in ORS 40 1.025 (4), the City could borrow equipment from the Oregon Department of Transportation. Councilor Wiese made a motion to enter into the Oregon Public Works Emergency Response Mutual Aid Agreement. Councilor Anderson seconded the motion, with all voting in favor.

**17. ADJOURNMENT**

Hearing no further business to come before the Council, Mayor Britton adjourned the meeting at 8:50 p.m.

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Mayor

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

**COQUILLE URBAN RENEWAL AGENCY  
BOARD MEETING MINUTES  
January 6, 2003**

**1. SELECTION OF URA CHAIR AND VICE CHAIR POSITIONS**

Member Kathy Hagen nominated Loran Wiese as Urban Renewal Agency Chairman. Member Mollie Anderson seconded the motion, with all voting in favor. Chairman Wiese called for nominations for Vice Chair. Member Kathy Hagen nominated Member Corky Daniels as Vice Chairman. Member Steve Britton seconded the motion, with all voting in favor.

**2. CONSENT CALENDAR: APPROVAL OF URA MINUTES OF DECEMBER 2, 2002**

Member Kathy Hagen made a motion to approve the Urban Renewal Agency Board minutes of December 2, 2002. Member Corky Daniels seconded the motion, with all voting in favor.

**3. POWER POINT PRESENTATION OF URA AND CIF PROJECT**

City Manager O'Connor presented a history of urban renewal in Coquille and described the Community Incentive Fund project. After the presentation, Chairman Wiese opened discussion to Board Members first.

**4. RECONSIDERATION OF URA RESOLUTION 03-2002**

Chairman Wiese stated that due to the possibility that not enough people were notified of last Urban Renewal Agency meeting, even though Public Meeting laws were followed, he would entertain a motion to reconsider action of URA Board on December 2. Member Kathy Hagen made a motion to reconsider the action of December 2, 2002 URA meeting and rescind URA Resolution 03-2002. Member Steve Britton seconded the motion, with all voting in favor.

Member Mollie Anderson stated that she still stands where she did in December, that this is a very good project and what urban renewal funds are intended for in Coquille and throughout the state. She stated that urban renewal money cannot be used for general operations but it can be used for this project per the Urban Renewal plan and that she believes this project is the catalyst to get the downtown development started and make Coquille a destination shopping place again. She also stated that this has been a goal for the last 12-14 years and this pilot project will show the citizens what the downtown can look like. This is a vital project for which the City will receive \$63,000 from the state.

Member Fran Capehart stated that Mr. Sturdivant was the only business owner to come forward and contribute money to a project. She also stated that this should be an incentive and she would like to see other property owners come forward with ideas and their money. Member Kathy Hagen stated that she would like to see this project move forward, especially since Mr. Sturdivant was willing to contribute. She commented that if this project is not done, the door on economic development downtown will be closed. Member Corky Daniels stated that while he is all for the general projects and urban renewal, he voted no in December because he believes that contributing \$10,000 of public tax money to a private building is not right. Chairman Loran Wiese stated that while he is in favor of the project, he cannot support using public money for private projects. Member Jan Torbeck stated that she thought she understood how the money was to be used at the last meeting. However, after reading the newspaper article she thought it was interior renovations that were at issue. She obtained the spreadsheet budget and determined that there were only exterior renovations in the project budget and that those would benefit the City as a whole. She stated that she wholeheartedly endorses this project. Discussion followed from the audience.

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Member Mollie Anderson made a motion to pledge \$10,000 of urban renewal funds to be used with State Community Incentive Funds to undertake a renewal project in the downtown portion of Coquille for the Sturdivant Building and approve URA Resolution 01-2003. Member Fran Capehart seconded the motion, with members Hagen, Anderson, Capehart, Torbeck and Britton voting in favor and Members Wiese and Daniels voting in opposition.

**5. CIF ROUND 3 CONSIDERATION**

**6. URA ADJOURNMENT**

There being no further Urban Renewal Agency business to come before the Board, Chairman Wiese adjourned the meeting at 10:10 p.m.

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Chairman

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