

**City of Coquille
Council Meeting Minutes
April 18, 2016**

COUNCIL PRESENT: Mayor Rowe, Councilors Dennis Graham, Susan Heaton, Fran Capehart, Dave Chappelle, and Linda Short.

STAFF PRESENT: City Manager Marchant, Fire Chief Waddington, Public Works Director-Planner Urban, Finance Director Dufner, Library Director Conner and City Recorder Collins

PRESS: None

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

1. CALL TO ORDER

Mayor Rowe called the meeting to order at 10:14 p.m.

2. ACCEPT REQUEST FOR PROPOSAL FOR INSURANCE AGENT OF RECORD

City Manager Marchant said for several years the City's insurance needs have been serviced by Davis and Juul Insurance. In February, there was a structure change in the agency and Clay Davis is no longer with the company. With the change, the question was brought up if the agency still had the expertise to provide the insurance brokerage needs to the City. Since the time is approaching for insurance renewal, this is when the agent reviews all of our coverage for accuracy. The City advertised for request for proposals to see who could meet our needs. We only received only one response from Clay Davis Insurance Services, LLC.

Councilor Graham made a motion to accept the request for proposal from Clay Davis Insurance Services, LLC. Councilor Wiese seconded the motion, and all voted in favor.

3. APPOINT INSURANCE AGENT OF RECORD

Councilor Heaton made a motion to appoint Clay Davis Insurance Services, LLC as the insurance agent of record for the City of Coquille. Councilor Short seconded the motion, all voted in favor.

4. ADJOURN

Mayor Rowe adjourned the meeting at 10:17

Mayor, Matt Rowe

City Recorder, Rene Collins