

CITY OF COQUILLE
REGULAR COUNCIL MEETING, URA MEETING

CITY COUNCIL CHAMBERS
851 NORTH CENTRAL BLVD
COQUILLE, OREGON
MONDAY, APRIL 7TH, 2025

Any person needing reasonable accommodation to attend or participate in a public meeting, please contact the City Recorder's office by telephone (541) 396-2115, by email ekinney@cityofcoquille.org, or in person at 851 N. Central Blvd.

EXECUTIVE SESSION, 6:15 P.M.

THE CITY OF COQUILLE COUNCIL WILL MEET IN EXECUTIVE SESSION PURSUANT TO ORS 192.660 **(2) (d)**, WHICH ALLOWS THE COUNCIL TO MEET IN EXECUTIVE SESSION **TO CONDUCT DELIBERATIONS WITH PERSONS DESIGNATED BY THE GOVERNING BODY TO CARRY ON LABOR NEGOTIATIONS** DESIGNATED STAFF SHALL BE ALLOWED TO ATTEND THE EXECUTIVE'S SESSION. ALL OTHER MEMBERS OF THE REPRESENTATIVES OF THE NEWS MEDIA AND AUDIENCE ARE ASKED TO LEAVE THE ROOM. NO DECISION MAY BE MADE IN EXECUTIVE SESSION. AT THE END OF THE EXECUTIVE SESSION, WE WILL RETURN TO OPEN SESSION AND WELCOME THE AUDIENCE BACK INTO THE ROOM.

THE CITY OF COQUILLE COUNCIL WILL MEET IN EXECUTIVE SESSION PURSUANT TO ORS 192.660 **(2) (a)**, WHICH ALLOWS THE COUNCIL TO MEET IN EXECUTIVE SESSION **TO CONSIDER THE EMPLOYMENT OF PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER OR INDIVIDUAL AGENT.** REPRESENTATIVES OF THE NEWS MEDIA AND DESIGNATED STAFF SHALL BE ALLOWED TO ATTEND THE EXECUTIVE'S SESSION. ALL OTHER MEMBERS OF THE AUDIENCE ARE ASKED TO LEAVE THE ROOM. REPRESENTATIVES OF THE NEWS MEDIA ARE SPECIFICALLY DIRECTED NOT TO REPORT ON ANY OF THE DELIBERATIONS DURING THE EXECUTIVE SESSION EXCEPT TO STATE THE GENERAL SUBJECT OF THE SESSION AS PREVIOUSLY ANNOUNCED. NO DECISION MAY BE MADE IN EXECUTIVE SESSION. AT THE END OF THE EXECUTIVE SESSION, WE WILL RETURN TO OPEN SESSION AND WELCOME THE AUDIENCE BACK INTO THE ROOM.

WE WILL BE STREAMING LIVE ON FACEBOOK @ 7:00 PM

REGULAR MEETING 7:00 PM

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE
3. MAYOR COMMENTS
4. COUNCIL COMMENTS
5. CONSENT CALENDAR
 - MEETING MINUTES 3/3/2025
 - MEETING MINUTES 3/19/2025
6. STAFF REPORTS
7. PUBLIC PARTICIPATION

If you would like to participate and you cannot attend in person, please email ekinney@cityofcoquille.org no later than Friday, April 4th, 2025, by 12:00pm.

8. REQUEST TO LEASE PROPERTY
9. CONSIDERATION OF COUNCIL GOALS, FY25-26
10. CONSIDER APPLICATION(S) FOR BUDGET COMMITTEE
11. CONSIDER VACATION OF PARK AT JEFFERSON SCHOOL SITE
12. PRESENTATION ON ADOPT A PARK PROGRAM
13. CONSIDER LIBRARY BOARD APPLICATION
14. RESOLUTION 04-2025 ADD A SAFE DEPOSIT BOX AT FIRST COMMUNITY CREDIT UNION
15. GOOD OF THE ORDER
16. ADJOURN

URA MEETING

AGENDA

1. CALL TO ORDER
2. CONSENT CALENDAR
 - MEETING MINUTES 3/3/2025

- 3. DISCUSSION OF CENTRAL BLVD STRIPING PROJECT**
- 4. A RESOLUTION AMENDING THE 2024-2025 FISCAL YEAR BUDGET OF THE CITY OF COQUILLE URBAN RENEWAL AGENCY**
- 5. GOOD OF THE ORDER –**
- 6. ADJOURN**

The City of Coquille is an equal opportunity provider and employer.

CITY OF COQUILLE
REGULAR COUNCIL MEETING, URA MEETING

CITY COUNCIL CHAMBERS
851 NORTH CENTRAL BLVD
COQUILLE, OREGON
MONDAY, MARCH 3RD, 2025

COUNCIL PRESENT: Mayor Flaherty, Councilor Westrum, Councilor Corbus, Councilor Waddington, Councilor Cooper, Councilor Marshall

STAFF PRESENT: City Manager Neuerburg, Finance Director Aeling, Fire Chief Ferren, Deputy Chief Fire Marshal Wells, Chief Doyle, Library Director Lucas, Public Works Director Denning, City Recorder Kinney, City Attorney Betts

COUNCIL WORK SESSION, 6:15 P.M.—Discuss Ambulance Service Tax Levy

Mayor Flaherty calls the Work Session to order at 6:17 p.m.

Mayor Flaherty adjourns the Work Session at 6:58 p.m.

REGULAR MEETING 7:00 PM

AGENDA

1. CALL TO ORDER

Mayor Flaherty calls the Council Meeting to order at 7:04 p.m.

2. PLEDGE OF ALLEGIANCE

3. MAYOR COMMENTS

Mayor Flaherty gives a shout out to City Recorder Kinney for organizing the Job Fair and a shout out to Miss Coos County for having him be a judge.

4. COUNCIL COMMENTS

Councilor Waddington: Congratulates the high school sports teams and the firefighters for their awards.

Councilor Marshall: Gives kudos to the finance team for their hard work.

Councilor Cooper: Thanks everyone in attendance for staying informed and being involved.

5. CONSENT CALENDAR

- **MEETING 2/3/2025**
- **SPECIAL MEETING 2/24/2025**

Councilor Marshall: Motions to approve minutes.

Councilor Waddington: Seconds the motion.

All vote in favor, Councilor Westrum was not present at the time of the vote.

6. STAFF REPORTS

City Manager Neuerburg: Speaks about a recent LOC meeting where they mentioned that nearly 75% of Oregon cities will experience a budget shortfall in 2025.

7. PUBLIC PARTICIPATION

David Krapes speaks about the issues he is having on First Street with transients loitering and vandalizing his building.

8. APPOINT PLANNING COMMISSIONERS

-CHARLIE DAVIS

Mayor Flaherty: Motions to reappoint Charlie Davis to the Planning Commission

Councilor Cooper: Seconds the motion

All vote in favor

9. AFTER SCHOOL PROGRAM PRESENTATION

Sheri Woolcock: gives an update on the after-school program.

10. REVIEW AND ACCEPT BIDS FOR COQUILLE COMMUNITY BUILDING REROOF PROJECT

Councilor Marshall: Motions to accept the bids.

Councilor Cooper: Seconds the motion.

All vote in favor.

11. AWARD BID FOR COQUILLE COMMUNITY BUILDING REROOF PROJECT

Public Works Director Denning: Staff recommends accepting the lower bid.

Councilor Marshall: Moves to award the Coquille Community Building Reroof Project to C&R Homes and Construction in the amount of \$328,350.00

Councilor Cooper: Seconds the motion

All vote in favor.

12. GOOD OF THE ORDER

City Manager Neuerburg: Informs Council about their Goal Setting Session on March 17th and the Town Hall Meeting on April 10th.

13. ADJOURN

Mayor Flaherty: adjourns the meeting at 7:48 p.m.

Attest:

Mayor Flaherty

City Recorder, Liz Kinney

**CITY OF COQUILLE
SPECIAL COUNCIL MEETING**

**CITY COUNCIL CHAMBERS
851 NORTH CENTRAL BLVD
COQUILLE, OREGON
WEDNESDAY, MARCH 19TH, 2025**

COUNCIL PRESENT: Mayor Flaherty, Councilor Westrum, Councilor Corbus, Councilor Waddington

STAFF PRESENT: City Manager Neuerburg, Finance Director Aeling, Fire Chief Ferren, City Recorder Kinney, City Attorney Costello

SPECIAL MEETING @ 5:00 PM

AGENDA

1. CALL TO ORDER

Mayor Flaherty: Calls the meeting to order at 5:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

4. COUNCIL DISCUSSION OF OPTIONS FOR AMBULANCE SERVICE

Mayor Flaherty: Reads a statement giving background to the situation.

5. RESOLUTION 03-2025, A RESOLUTION CALLING FOR A WITHDRAWAL OF RESOLUTION 02-2025: AN ELECTION IN THE CITY OF COQUILLE ON MAY 20, 2025, TO SUBMIT TO CITY VOTERS THE CREATION OF A LOCAL OPTION TAX TO SUPPORT AMBULANCE SERVICES

Councilor Westrum: Motions to approve Resolution 03-2025. A Resolution revoking Resolution 02-2025 calling for an election in the City of Coquille on May 20, 2025, to submit to city voters the creation of a local option tax to support ambulance services for five years.

Councilor Corbus: Seconds the motion.

All vote in favor.

6. GOOD OF THE ORDER

City Manager Neuerburg: Asks the Council if they would like to delay upcoming URA projects.

Mayor Flaherty: States that they should continue with the striping project on Central and hold off on the First National Bank Park Project.

All Councilors agree.

Councilor Westrum: Gives a reminder of openings on the Budget Committee, Planning Commission, City Council, and Library Committee.

Mayor Flaherty: Gives a statement of Councilor Chappelle's passing and his upcoming celebration of life on March 29th.

7. ADJOURN

Mayor Flaherty: adjourns the meeting at 5:15 p.m.

Attest: _____
Mayor Flaherty

City Recorder, Liz Kinney



Memorandum

To: Coquille City Council
From: Forrest H. Neuerburg, City Manager
Re: Council Meeting Report
Date: 03.28.2025

Consideration of Council Goals—Included in the Council Packet is a summation of the results from the Council work session to set goals for the upcoming fiscal year. The council is requested to consider adopting the presented goals.

Appointment of Budget Committee members—At the time of this report, there is one applicant for the Budget Committee. We currently have two members appointed (David Jennings and Claire Martin), so there are a maximum of 5 open slots.

Request for the City to Lease Property—The Coquille Broiler has an expired personal easement for a portion of the City-Owned property in the parking lot to the East of the building. The Broiler's representatives have provided a revised area (significantly larger than the original request) to lease. Representatives are scheduled to be on hand to make a presentation of the concept.

Potential Ambulance Fee—At Council's direction, Staff is evaluating a potential Ambulance Fee. The value of the fee will be determined during the standard budget process of the City.

FHN

LOC'S REVENUE REFORM PROJECT

Mayor Jessica Engelke, North Bend, LOC President
Patty Mulvihill, LOC Executive Director



REVENUE REFORM PROJECT

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What is the Revenue Reform Project?



How did we get to revenue challenges?

Measure 5

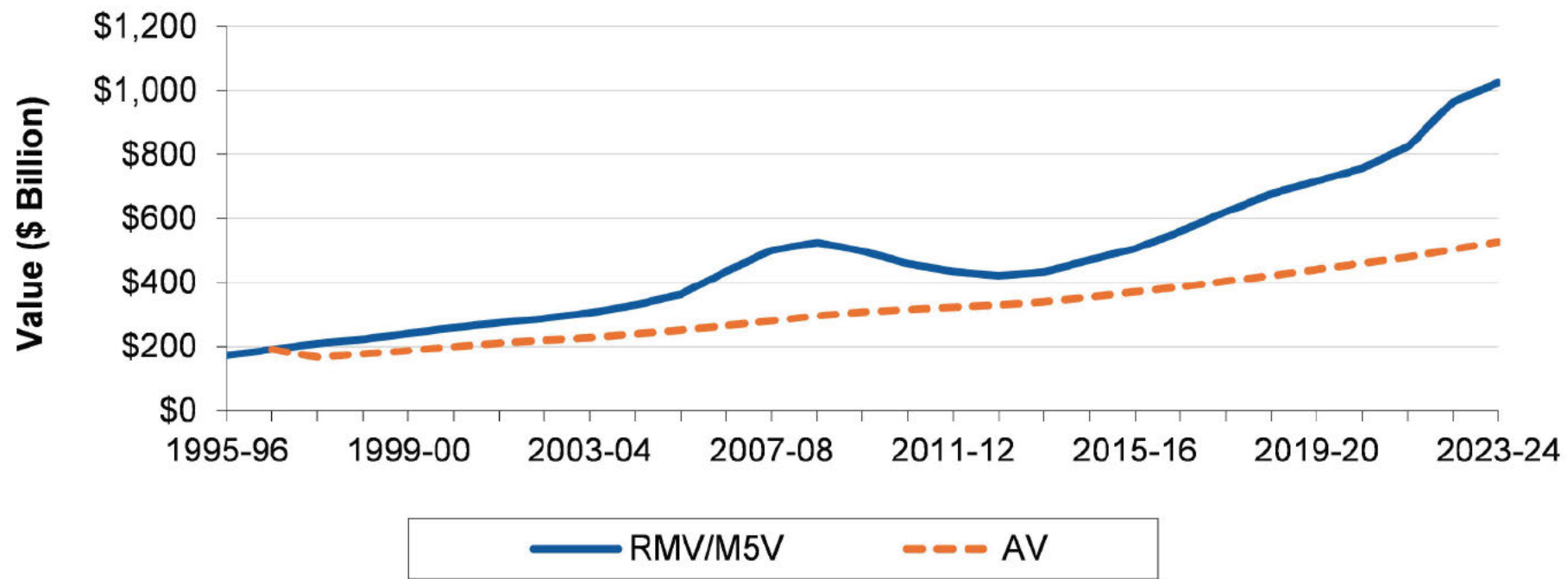
- Passed in 1990
- Limits \$5 per \$1,000 real market value (RMV) for schools
- Limits \$10 per \$1,000 RMV for general government taxes
- Applies only to operating taxes, not bonds

Measure 50

- Passed in 1997
- Repealed M47
- Created permanent rates
- Assessed value (AV) was set at 90% of 1995-96 AV for each property
- AV limited to 3% annual growth
- For new property, $AV = (RMV) \times (AV/RMV \text{ of similar property})$

Property Taxes Grow Steadily, Not with Growth

**Exhibit 7—Assessed and Real Market Value of Taxable Property in Oregon,
FY 1995-96 to FY 2023-24**



What happens when you hit M5 limits?

Compression!

- Compression proportionately reduces levy rates until the taxes are within the Measure 5 limits
- Local option levies and special districts are compressed first, then permanent rate
- General obligation bonds are **NOT** subject to compression.

Compression by Type of Government in FY 23-24

District	Total #	# in Compression	% in Compression	Total Compression
City	241	182	76%	\$ 48.5 M
County	36	35	97%	\$ 20.8M
School	205	185	90%	\$ 71.3M
Other	765	387	51%	\$ 14.2M
Total	1247	789	63%	\$ 154,988,722

Key Findings from the Project

- There is a city funding crisis, but voters do not see it yet.
- Voters do not understand city revenue streams, or how taxes work.
- Voters are concerned about growth management and tourism impacts.
- Voters are not relying on cities for information, but rather high-level noise sources.
- Cities all face the same revenue problem but there is not a unified voice.
- Not every city understands the full revenue toolkit available to it.



LEGISLATE



EDUCATE



COMMUNICATE

LEGISLATE – SHORT-TERM

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2025 – 2027 Legislative Sessions



TRANSIENT
LODGING TAX
FLEXIBILITY



ADJUST CHANGE
PROPERTY RATIO



INVESTMENT
PROPERTY
SURCHARGE



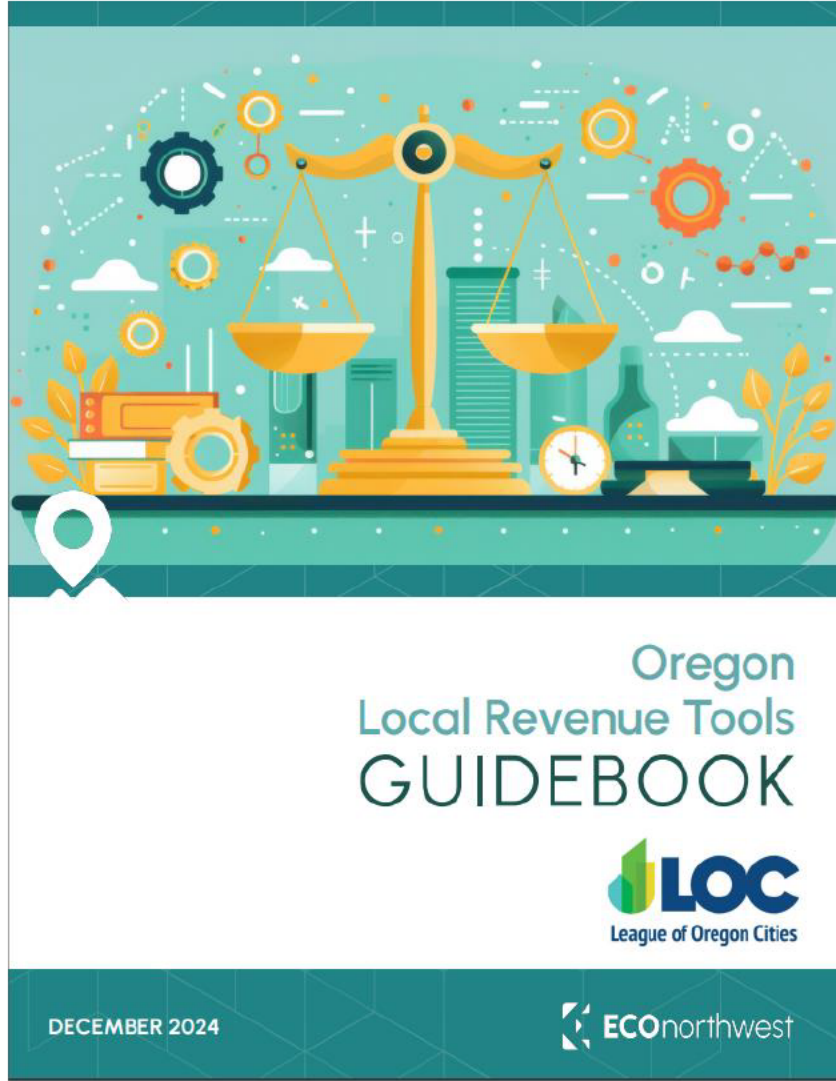
EXPANDING
LOCAL CONTROL
OF LEVIES

LOC'S LEGISLATIVE STRATEGIES

What Do You Think & What Do You Need from the LOC to Help?

EDUCATE – CITIES

Local Revenue Tools Guidebook



- **Part 1** of the guide focuses on how to create a revenue strategy and get voter buy-in.

- **Part 2** is a comprehensive catalog of revenue tools from cities across Oregon.

Taxes on Goods and Services ("what you buy")

Revenue Tool	Who Primarily Pays?	What Does It Pay For?	What is Taxed?	Top Considerations
General Sales Tax (page 29)	Residents Visitors Businesses	Both: Services and capital improvements	Most goods and services (e.g., clothes, events, landscaping, repairs)	Large and stable revenue source for broad use. But little public support and concerns about disproportionate impacts on lower-income individuals.
Targeted Sales Tax (page 32)	Residents Visitors Businesses	Both: Services and capital improvements	Specific goods and services (e.g., prepared food, rental car)	Requires coordination with retailers, can unintentionally drive away economic activity, and useful for targeting goods or services.
Fuel Tax (page 34)	Residents Visitors Businesses	Both: Transportation infrastructure maintenance and investments	Gas consumption	Limited to transportation related improvements. Strong nexus between tax and benefit. Eroding tax base due to fuel-efficient and electric vehicles.
Transient Lodging Tax (TLT) (page 36)	Visitors	Services mostly: 70% related to tourism; 30% is discretionary	Lodging bookings based on cost of lodging	Limited tax base (lodging activities) and revenue use (promotion of tourism and tourism related facilities). Likely supported by the public.
Construction Excise Tax (CET) (page 39)	Developers	Capital: Affordable housing or school facilities	Value of construction permits	Clear nexus between tax and benefit, though revenues can fluctuate with development activity.

Taxes on Income ("what you earn")

Revenue Tool	Who Primarily Pays?	What Does It Pay For?	What is Taxed?	Top Considerations
Personal Income Tax (page 43)	Workers	Both: Services and capital improvements	Workers' wages and salaries	A substantial and versatile revenue source. Strong administrative and political challenges.
Business Income Tax (page 45)	Businesses	Both: Services and capital improvements	Businesses' net incomes	Can generate substantial revenue, but risks to economic activity.
Payroll Tax (page 47)	Workers and businesses	Both: Services and capital improvements	Workers' wages and salaries	Can generate substantial revenue for a predefined funding objective but can have adverse effects on lower- income workers.

Taxes on Property ("what you own")				
Revenue Tool	Who Primarily Pays?	What Does It Pay For?	What is Taxed?	Top Considerations
Local Option Levies (page 51)	Property owners	Both: Services and programs mostly but can fund capital expenses.	Assessed value of property	Generates moderate to high revenues in five-year timespans. Limited duration reassures voters but can be risky for some cities.
Special Districts (page 53)	Property owners	Services: Targeted or new municipal services	Assessed value of property	Can effectively fund singular or specialized service needs. Usually supported by the public.
Local Improvement District (LID) (page 55)	Property owners	Capital: Infrastructure improvements	Assessed value of property	Clear nexus and sufficient revenue to fund identified projects. Costs shared among participating property owners.
Economic Improvement District (EID) / Enhanced Service District (ESD) / Business Improvement District (BID) (page 57)	Business owners and/or property owners in a commercial district	Capital (EID): Commercial district capital improvements Services (ESD/ BID): Commercial district services	Assessed value of property, or business location in a commercial district	Versatile funding solutions to shared problems. Effective and well-managed districts have the potential for long- term stability and growth.
General Obligation (GO) Bonds (page 61)	Property owners	Capital: Capital investments	Assessed value of property	Potential for substantial funding for capital investment. Passing a GO Bond requires careful campaigning.
Tax Increment Financing (TIF) (page 63)	Property owners	Capital: Improvements for economic development or housing	Increases to assessed value of property	Funds capital projects related to economic development and housing. Generates revenues without raising taxes.

Fees and Charges (“what you do”) – Unlike taxes, fees are typically tied to specific uses, like building permits, utility services, or park entry fees.

Revenue Tool	Who Primarily Pays?	What Does It Pay For?	What is Charged?	Top Considerations
Franchise Fees and Utility License Fees (ULFs) (page 67)	Utility providers	Both: Services and capital improvements	Fees on utility service providers, who then pass on the costs to customers	Stable and broad revenue source with unrestricted uses, but there are uncertainties about future revenue growth with changing regulations.
Municipal Services Fees (page 70)	Utility customers	Both: Services and capital improvements	Municipal services (through utility bills)	Easy to generate revenue, but with political challenges and disproportionate impacts.
Fees for Specific Services (page 74)	Residents Visitors Businesses	Services mostly: services related to fee	Specific services (e.g., copies, permits, rentals)	Nexus between fee and benefit. Highly variable considerations city to city.
Fines and Penalties (page 76)	Residents Visitors Businesses	Services mostly: services related to the violation	Violations	Not a reliable funding source. But can promote compliance.
System Development Charges (SDCs) (page 79)	Developers	Capital: infrastructure improvements	New development	Recovers a portion of costs associated with new development. Revenue is development-driven, likely fluctuating over time.

LOC'S CITY EDUCATION STRATEGY

What Do You Think About the Revenue Toolkit & What Else Do You Need?

**EDUCATE –
RESIDENTS/BUSINESSES**

Educating Voters on Revenue Realities



1. Define Revenue Sources
2. Identify Expenses
3. Showcase Gap Between Revenue & Expenses
4. Tell Your Story – Paint Your Picture

LOC'S VOTER EDUCATION STRATEGY

What Do You Think About Educating Your Voters & How Can LOC Help?

COMMUNICATE

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Proposed Communication Resources



CONTRACTS WITH
COMMUNICATION FIRMS



CONTRACTS WITH
GRAPHIC DESIGNERS



EDUCATIONAL TRAININGS
& MATERIALS

LOC'S COMMUNICATION STRATEGY

What Do You Think About LOC's Communication Ideas & What Do You
Need to Help Communicate Revenue Needs to Your Residents?



QUESTIONS



Memorandum

To: Honorable Mayor and Council
From: Michelle Aeling
Re: April Finance/HR Report
Date: 03.30.2025

Finance

FY 2022-2023 Audit Update Bank Reconciliation for this Fiscal Year is completed. The Auditor has asked for samples, and we are sending those to them as requested. We have a couple of things that need balanced in the accounts, and then we will be ready to send that to the Auditors as well.

FY 2023-2024 Audit Update Bank Reconciliation is almost done for this Fiscal Year as well. I am very grateful to Laura Fisher, our preaudit team member and to Lori Cannon for cranking those months out so quickly. It will allow us to finish the FY 2022-2023 Audit, and dig right into the next audit.

Budget Report

General Fund and General Budget Status

During the month of March, I produced several finance analysis reports. One that I am closely paying attention to is a cash burn report. I am looking at future revenue streams and expenses. We are going to tighten spending even more than we have. I have asked each department head for suggestions of things to cut in their budget. We have had some really good suggestions come out of this.

During the month, Forrest and I have met with the different departments in the City, and also asked for ideas. We have also answered a lot of questions for employees. While the City has inherited this unfortunate circumstance, we are navigating the best we can.

Attached, you will find my Finance Report and Check Register Report. If you have questions about this report, or City Finances, please feel free to email me at maeling@cityofcoquille.org. I will be composing an FAQ for all citizens. All questions asked will be kept anonymous, but answered on the FAQ. If you are asking the question, then know someone else is asking the question. I have the start of a list of questions just from watching Facebook, but I want to cover all things concerning our citizens, and address the misinformation flooding our community.

Human Resources

New Job Postings We have offered a conditional job offer to a Seasonal Pool Manager, and hope to have this person on board soon. This month, we will also be reviewing applications for the Relief Operator position. More to come!

Huge Thank You! I want to extend a huge thank you to all of our City Departments that helped us through the continual storm surge during the month of March. In like a lion, not sure its leaving like a lamb, but thank you to our Police, Firefighters, Ambulance, and our Public Works teams.

Coquille Valley Chamber is hosting the 2025 River Days June 6th and 7th! If you are interested in helping that weekend, they are looking for volunteers. Many hands make light work! I am fortunate to have a little time to help, and the energy from this group is inspiring. If you have questions, or would like to volunteer, email chambercoquille@gmail.com or call/text me at 541.551.1240.



CITY OF COQUILLE

APRIL 2025 FINANCE REPORT

CITY OF COQUILLE GENERAL FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
<i>* BEGINNING FUND BALANCE</i>	\$ 236,957	\$ 236,957		
REVENUES				
TAXES	\$ 1,413,115	\$ 1,456,000	\$ (42,885.15)	97.05%
FRANCHISE FEES	\$ 440,091	\$ 600,548	\$ (160,457.45)	73.28%
MISC LICENSES	\$ 245	\$ 600	\$ (355.00)	40.83%
STATE SHARED REVENUE	\$ 101,340	\$ 127,000	\$ (25,659.61)	79.80%
PLANNING RECEIPTS	\$ 7,550	\$ 4,000	\$ 3,550.00	188.75%
FINES	\$ 15,726	\$ 26,000	\$ (10,274.38)	60.48%
COMMUNITY SERVICES REV	\$ 93,873	\$ 113,800	\$ (19,926.58)	82.49%
PARKS AND REC REVENUE	\$ 5,569	\$ 12,100	\$ (6,531.00)	46.02%
CODE ENFORCEMENT REV	\$ -	\$ -	\$ -	0.00%
MISC REVENUE	\$ 99,990	\$ 186,000	\$ (86,010.10)	53.76%
GRANTS	\$ 187,031	\$ 43,000	\$ 144,030.67	434.96%
TRANSFERS	\$ 1,107,231	\$ 2,214,461	\$ (1,107,230.50)	50.00%
TOTAL REVENUES	\$ 3,708,717	\$ 5,020,466	\$ (1,311,749.10)	73.87%
EXPENDITURES				
POLICY AND LEGISLATION	\$ 71,076	\$ 91,000	\$ (19,924.23)	78.11%
SUPPPORT SERVICES	\$ 1,080,466	\$ 1,139,173	\$ (58,706.78)	94.85%
POLICE DEPARTMENT	\$ 989,235	\$ 1,323,643	\$ (334,407.72)	74.74%
PLANNING DEPARTMENT	\$ 13,057	\$ 25,500	\$ (12,442.86)	51.20%
CODE ENFORCEMENT	\$ 48,177	\$ 51,412	\$ (3,234.90)	93.71%
PARKS AND RECREATION	\$ 38,831	\$ 42,020	\$ (3,189.39)	92.41%
COMMUNITY SERVICES	\$ 258,834	\$ 449,322	\$ (190,487.76)	57.61%
TRANSFERS	\$ 641,056	\$ 1,284,112	\$ (643,056.00)	49.92%
OPERATING CONTINGENCY	\$ -	\$ 614,284	\$ (614,284.00)	0.00%
TOTAL EXPENDITURES	\$ 3,140,732	\$ 5,020,466	\$ (1,879,733.64)	62.56%
FUND BALANCE	\$ 567,985			

CITY OF COQUILLE
STREET FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 70,740	\$ 70,740		
REVENUES				
TAXES	\$ 192,396	\$ 317,115	\$ (124,719)	60.67%
MISC REVENUE	\$ -	\$ -	\$ -	0.00%
GRANTS	\$ -	\$ -	\$ -	0.00%
TRANSFERS	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUES	\$ 263,136	\$ 387,855	\$ (124,719)	67.84%
EXPENDITURES			\$ -	
PERSONNEL	\$ 63,274	\$ 129,395	\$ (66,121)	48.90%
MATERIALS AND SERVICES	\$ 92,076	\$ 131,400	\$ (39,324)	70.07%
CAPITAL OUTLAY	\$ -	\$ -	\$ -	0.00%
TRANSFERS	\$ 63,530	\$ 127,060	\$ (63,530)	50.00%
TOTAL EXPENDITURES	\$ 218,880	\$ 387,855		56.43%
FUND BALANCE	\$ 44,256			

CITY OF COQUILLE
SYSTEM DEVELOPMENT FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 45,874	\$ 45,874		
REVENUES				
PARKS SDC	\$ -	\$ -	\$ -	0.00%
STREET SDC	\$ -	\$ -	\$ -	0.00%
WATER SDC	\$ 3,328	\$ 2,500	\$ 828	133.12%
SEWER SDC	\$ -	\$ 2,000	\$ (2,000)	0.00%
STORM WATER SDC	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUES	\$ 49,202	\$ 50,374	\$ (1,172)	97.67%
EXPENDITURES		\$ -	\$ -	
	\$ -	\$ 50,374	\$ (50,374)	0.00%
TOTAL EXPENDITURES	\$ -	\$ 50,374	\$ (50,374)	0.00%
FUND BALANCE	\$ 49,202			

CITY OF COQUILLE
CAPITAL PROJECTS FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 50,919	\$ 50,919		
REVENUES				
LICENSES	\$ 52,726	\$ 80,000	\$ (27,274)	65.91%
GRANTS	\$ 2,695,381	\$ 3,153,905	\$ (458,524)	85.46%
MISC REVENUE	\$ 2,951	\$ -	\$ 2,951	0.00%
SALE OF PROPERTY	\$ -	\$ -	\$ -	0.00%
INTEREST	\$ -	\$ -	\$ -	0.00%
TRANSFERS	\$ 896,114	\$ 1,792,227	\$ (896,114)	50.00%
TOTAL REVENUES	\$ 3,698,091	\$ 5,077,051	\$ (1,378,960)	72.84%
EXPENDITURES				
SUPPORT SERVICES	\$ 67,414	\$ 295,000	\$ (227,586)	22.85%
PARKS	\$ 543,483	\$ 752,051	\$ (208,568)	72.27%
WATER	\$ 155,328	\$ 225,000	\$ (69,672)	69.03%
SEWER	\$ 20,675	\$ 60,000	\$ (39,325)	34.46%
URBAN DEVELOPMENT	\$ -	\$ -	\$ -	0.00%
STREETS	\$ -	\$ -	\$ -	0.00%
LIBRARY	\$ 870,786	\$ 700,000	\$ 170,786	124.40%
FIRE AND AMBULANCE	\$ 1,702,262	\$ 2,645,000	\$ (942,738)	64.36%
TRANSFERS	\$ 200,000	\$ 400,000	\$ (200,000)	0.00%
TOTAL EXPENDITURES	\$ 3,559,948	\$ 5,077,051	\$ (1,517,103)	70.12%
FUND BALANCE	\$ 138,143			

CITY OF COQUILLE
LIBRARY FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 313,358	\$ 313,358		
REVENUES				
TAXES	\$ 421,613	\$ 375,000	\$ 46,613	112.43%
GRANTS	\$ -	\$ 50,000		0.00%
MISC REVENUE	\$ 3,706	\$ 2,610	\$ 1,096	142.01%
REIMBURSABLE REVENUE	\$ 7,953	\$ -		0.00%
TRANSFERS		\$ -	\$ -	0.00%
TOTAL REVENUES	\$ 746,631	\$ 740,968	\$ 5,663	100.76%
EXPENDITURES				
PERSONNEL	\$ 289,007	\$ 412,202	\$ (123,195)	70.11%
MATERIALS AND SERVICES	\$ 32,339	\$ 62,460	\$ (30,121)	51.78%
CAPITAL OUTLAY	\$ 4,597	\$ 7,000	\$ (2,403)	65.67%
TRANSFER	\$ 87,500	\$ 175,000		
CONTINGENCY		\$ 84,306	\$ (84,306)	0.00%
TOTAL EXPENDITURES	\$ 413,443	\$ 740,968	\$ (327,525)	55.80%
FUND BALANCE	\$ 333,188			

CITY OF COQUILLE
LIBRARY MEMORIAL FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 221,798	\$ 221,798		
REVENUES				
TRANSFER FROM	\$ 87,500	\$ 175,000	\$ (87,500)	50.00%
DONATIONS	\$ 47,981	\$ 2,000	\$ 45,981	2399.04%
TOTAL REVENUES	\$ 357,279	\$ 398,798	\$ (41,519)	89.59%
EXPENDITURES				
MATERIALS AND SERVICES	\$ 21,202	\$ 42,000	\$ (20,798)	50.48%
CAPITAL OUTLAY	\$ 83,814	\$ 85,500	\$ (1,686)	98.03%
TRANSFER TO	\$ 135,649	\$ 271,298	\$ (135,649)	50.00%
TOTAL EXPENDITURES	\$ 240,666	\$ 398,798	\$ (158,132)	60.35%
FUND BALANCE	\$ 116,613			

CITY OF COQUILLE
COMMUNITY SUPPORT FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 1,131,041	\$ 1,131,041		
REVENUES				
INTEREST	\$ 55,285	\$ 8,000	\$ 47,285	691.06%
l wan TOTAL REVENUES	\$ 1,186,326	\$ 1,139,041	\$ 47,285	104.15%
EXPENDITURES				
MATERIALS AND SERVICES	\$ -	\$ -	\$ -	
TRANSFERS	\$ 569,521	\$ 1,139,041	\$ (569,521)	50.00%
TOTAL EXPENDITURES	\$ 569,521	\$ 1,139,041	\$ (569,521)	50.00%
FUND BALANCE	\$ 616,805			

CITY OF COQUILLE
AMBULANCE FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 1	\$ 1		
REVENUES				
AMBULANCE SERVICE	\$ 269,969	\$ 400,000	\$ (130,031)	67.49%
UTILITY FEE (FROM UB BILL)	\$ 17,840	\$ 22,000	\$ (4,160)	0.00%
FIREMED	\$ 3,120	\$ 5,000		
GRANTS			\$ -	0.00%
MISC REVENUE	\$ 8,704	\$ 500	\$ 8,204	1740.80%
INTEREST		\$ -	\$ -	0.00%
TRANSFERS	\$ 387,056	\$ 774,111	\$ (387,056)	50.00%
TOTAL REVENUES	\$ 686,689	\$ 1,201,612	\$ (514,923)	57.15%
EXPENDITURES				
PERSONNEL	\$ 727,733	\$ 1,098,942	\$ (371,209)	66.22%
MATERIALS AND SERVICES	\$ 52,593	\$ 102,670	\$ (50,077)	51.22%
CAPITAL OUTLAY		\$ -	\$ -	0.00%
DEBT		\$ -	\$ -	0.00%
TRANSFERS		\$ -	\$ -	0.00%
TOTAL EXPENDITURES	\$ 780,325	\$ 1,201,612	\$ (421,287)	64.94%
FUND BALANCE	\$ (93,636)			

CITY OF COQUILLE
WATER FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
* <i>BEGINNING FUND BALANCE</i>	\$ 31,909	\$ 31,909		
REVENUES				
REVENUE	\$ 1,064,563	\$ 1,400,000	\$ (335,437)	76.04%
New Water Serv/Acct Maint.	\$ 4,045	\$ 7,000	\$ (2,955)	57.79%
MISC REVENUE	\$ 16,184	\$ 20,100	\$ (3,916)	80.52%
GRANTS		\$ -	\$ -	0.00%
TOTAL REVENUES	\$ 1,116,701	\$ 1,459,009	\$ (342,308)	76.54%
EXPENDITURES				
PERSONNEL	\$ 421,052	\$ 573,247	\$ (152,195)	73.45%
MATERIALS AND SERVICES	\$ 311,033	\$ 554,000	\$ (242,967)	56.14%
CAPITAL OUTLAY	\$ -	\$ 15,000	\$ (15,000)	0.00%
DEBT	\$ 144,634	\$ 212,000	\$ (67,366)	68.22%
TRANSFERS	\$ 33,000	\$ 66,000	\$ (33,000)	50.00%
OPERATING CONTINGENCY	\$ -	\$ 38,762	\$ (38,762)	0.00%
TOTAL EXPENDITURES	\$ 909,719	\$ 1,459,009	\$ (549,290)	62.35%
FUND BALANCE	\$ 206,982			

CITY OF COQUILLE
SEWER FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
* <i>BEGINNING FUND BALANCE</i>	\$ 992,406	\$ 992,406		
REVENUES				
REVENUE	\$ 1,016,241	\$ 1,256,850	\$ (240,609)	80.86%
MISC REVENUE	\$ 75	\$ 500	\$ (425)	0.00%
TOTAL REVENUES	\$ 2,008,722	\$ 2,249,756	\$ (241,034)	89.29%
EXPENDITURES				
PERSONNEL	\$ 433,242	\$ 573,765	\$ (140,523)	75.51%
MATERIALS AND SERVICES	\$ 315,420	\$ 532,348	\$ (216,928)	59.25%
CAPITAL OUTLAY	\$ 48,582	\$ 40,000	\$ 8,582	121.45%
DEBT	\$ 135,270	\$ 365,439	\$ (230,169)	37.02%
TRANSFERS	\$ 178,523	\$ 357,046	\$ (178,523)	50.00%
OPERATING CONTINGENCY	\$ -	\$ 381,158	\$ (381,158)	0.00%
TOTAL EXPENDITURES	\$ 1,111,037	\$ 2,249,756	\$ (1,138,719)	49.38%
FUND BALANCE	\$ 897,685			

CITY OF COQUILLE
STORMWATER FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 1	\$ 1		
REVENUES				
INTEREST	\$ -	\$ -	\$ -	0.00%
TRANSFERS	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUES	\$ 1	\$ 1	\$ -	100.00%
EXPENDITURES				
PERSONNEL	\$ -	\$ -	\$ -	0.00%
MATERIALS AND SERVICES	\$ -	\$ -	\$ -	0.00%
CAPITAL OUTLAY	\$ -	\$ -	\$ -	0.00%
TRANSFERS	\$ -	\$ -	\$ -	0.00%
CONTINGENCY	\$ -	\$ 1	\$ (1)	0.00%
TOTAL EXPENDITURES	\$ -	\$ 1	\$ (1)	0.00%
FUND BALANCE	\$ 1			

CITY OF COQUILLE
FIRE FUND

AS OF MAR 28 2025	YTD ACTUAL	2025 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 1	\$ 1		
REVENUES				
TAXES	\$ 129,197	\$ 258,395	\$ (129,198)	50.00%
RURAL FIRE DIST	\$ -	\$ 200,000	\$ (200,000)	0.00%
INTEREST	\$ -	\$ -	\$ -	0.00%
GRANTS	\$ -	\$ 35,000	\$ (35,000)	0.00%
DONATIONS/MISC	\$ -	\$ -	\$ -	0.00%
TRANSFER FROM	\$ -	\$ 2,000	\$ (2,000)	0.00%
TOTAL REVENUES	\$ 129,198	\$ 495,396	\$ (366,198)	26.08%
EXPENDITURES				
PERSONNEL	\$ 270,878	\$ 255,596	\$ 15,282	105.98%
MATERIALS AND SERVICES	\$ 88,488	\$ 176,800	\$ (88,312)	50.05%
CAPITAL OUTLAY	\$ -	\$ -	\$ -	0.00%
TRANSFERS	\$ 31,500	\$ 63,000	\$ (31,500)	50.00%
TOTAL EXPENDITURES	\$ 390,866	\$ 495,396	\$ (104,530)	78.90%
FUND BALANCE	\$ (261,668)			

CITY OF COQUILLE
SIDEWALK FUND

AS OF MAR 28 2025	YTD ACTUAL	2024 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 16,313	\$ 16,313		
REVENUES				
INTEREST	\$ -	\$ -	\$ -	0.00%
TRANSFERS	\$ 1,844	\$ 3,687	\$ (1,844)	50.00%
TOTAL REVENUES	\$ 18,157	\$ 20,000	\$ (1,844)	90.78%
EXPENDITURES				
MATERIALS AND SERVICES	\$ -	\$ 20,000	\$ (20,000)	0.00%
CAPITAL OUTLAY	\$ -	\$ -	\$ -	0.00%
TOTAL EXPENDITURES	\$ -	\$ 20,000	\$ (20,000)	0.00%
FUND BALANCE	\$ 18,157			

CITY OF COQUILLE
PROPERTY MANAGEMENT FUND

AS OF MAR 28 2025	YTD ACTUAL	2024 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 915,305	\$ 915,305		
REVENUES				
SALES OF PROPERTY/TIMBER	\$ 4,219	\$ -	\$ 4,219	0.00%
LEASE	\$ 5,094	\$ 5,500	\$ (406)	92.62%
RENTS	\$ -	\$ -	\$ -	0.00%
TRANSFERS	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUES	\$ 924,619	\$ 920,805	\$ 3,814	100.41%
EXPENDITURES				
MATERIALS AND SERVICES	\$ 329	\$ 5,500	\$ (5,171)	5.99%
CAPITAL OUTLAY	\$ 141,515	\$ 142,000	\$ (485)	99.66%
DEBT	\$ 25,000	\$ 25,000	\$ -	100.00%
TRANSFERS	\$ 361,653	\$ 723,305	\$ (361,653)	50.00%
OPERATING CONTINGENCY	\$ -	\$ 25,000	\$ (25,000)	0.00%
TOTAL EXPENDITURES	\$ 528,497	\$ 920,805	\$ (392,308)	57.40%
FUND BALANCE	\$ 396,121			

CITY OF COQUILLE
EQUIPMENT RESERVE FUND

AS OF MAR 28 2025	YTD ACTUAL	2024 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 888,805	\$ 888,805		
REVENUES				
TRANSFERS	\$ 31,500	\$ 63,000	\$ (31,500)	50.00%
TOTAL REVENUES	\$ 920,305	\$ 951,805	\$ (31,500)	96.69%
EXPENDITURES				
CAPITAL OUTLAY	\$ 131,906	\$ 384,180	\$ (252,274)	34.33%
Transfers	\$ 283,813	\$ 567,625	\$ (283,813)	50.00%
TOTAL EXPENDITURES	\$ 131,906	\$ 951,805	\$ (819,899)	13.86%
FUND BALANCE	\$ 788,399			

CITY OF COQUILLE
RESERVE FUND

AS OF MAR 28 2025	YTD ACTUAL	2024 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 292,974	\$ 292,974		
REVENUES				
POLICE EVIDENCE	\$ 325	\$ 1,000	\$ (675)	32.48%
DONATIONS	\$ 15,847	\$ 38,000	\$ (22,153)	41.70%
TRANSFERS	\$ 170,303	\$ 340,606	\$ (170,303)	0.00%
TOTAL REVENUES	\$ 479,449	\$ 672,580	\$ (193,131)	71.29%
EXPENDITURES				
MATERIALS AND SERVICES	\$ 100,293	\$ 109,000	\$ (8,707)	92.01%
LOAN RESERVE FUNDS	\$ -	\$ 563,580	\$ (563,580)	0.00%
TOTAL EXPENDITURES	\$ 100,293	\$ 672,580	\$ (572,287)	14.91%
FUND BALANCE	\$ 379,156			

CITY OF COQUILLE
URBAN RENEWAL FUND

AS OF MAR 28 2025	YTD ACTUAL	2024 BUDGET	VARIANCE	% OF BUDGET
* BEGINNING FUND BALANCE	\$ 2,340,415	\$ 2,340,415		
REVENUES				
TAXES	\$ 573,980	\$ 552,000	\$ 21,980	103.98%
INTEREST	\$ 100,863	\$ 70,000	\$ 30,863	144.09%
TOTAL REVENUES	\$ 3,015,259	\$ 2,962,415	\$ 52,844	101.78%
EXPENDITURES				
PERSONNEL	\$ 73,345	\$ 148,900	\$ (75,555)	49.26%
MATERIALS AND SERVICES	\$ 234,008	\$ 2,213,515	\$ (1,979,507)	10.57%
CAPITAL OUTLAY	\$ -	\$ -	\$ -	0.00%
TRANSFERS	\$ 225,000	\$ 450,000	\$ (225,000)	0.00%
CONTINGENCY	\$ -	\$ 150,000	\$ (150,000)	0.00%
TOTAL EXPENDITURES	\$ 532,354	\$ 2,962,415	\$ (2,430,061)	17.97%
FUND BALANCE	\$ 2,482,905			

Accounts Payable

Checks by Date - Summary by Check Date

User: maeling@cityofcoquille.org
Printed: 3/30/2025 5:14 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	180060	Douglas Fast Net	03/03/2025	2,139.76
ACH	500149	NW Natural	03/03/2025	4,637.67
ACH	9002121	Great America Financial Svcs.	03/03/2025	215.00
ACH	9002232	Bluefin Payment Systems	03/03/2025	2,509.46
11051	100087	911 Supply	03/03/2025	207.42
11052	101009	Action Trophies	03/03/2025	157.00
11053	300031	American Water Works Assoc.	03/03/2025	431.00
11054	170062	Arcadia Enviromental	03/03/2025	210.00
11055	9002523	Arcadia Training and Consulting, LLC	03/03/2025	720.00
11056	9002439	AT&T MOBILITY	03/03/2025	1,135.07
11057	100096	Atlas Edge Staffing Services	03/03/2025	100.00
11058	101022	Bassett-Hyland Energy Co.	03/03/2025	2,633.72
11059	101674	Bound Tree Medical, LLC	03/03/2025	268.54
11060	101699	Cardinal Services	03/03/2025	937.16
11061	101825	Cascade Fire Equip Co.	03/03/2025	27.32
11062	101689	Coastal Paper & Supply, Inc.	03/03/2025	440.48
11063	101818	Coos County Solid Waste	03/03/2025	281.08
11064	101013	Dave's Repair	03/03/2025	1,962.85
11065	9002132	ELM USA Inc.	03/03/2025	278.22
11066	170197	Executech Utah, LLC	03/03/2025	8,506.56
11067	101111	Farr's True Value Hdwr.	03/03/2025	271.93
11068	130043	Ferguson Waterworks	03/03/2025	6,571.81
11069	9002524	Freedom Fence	03/03/2025	8,750.00
11070	9002517	GB United Ventures, LLC	03/03/2025	4,200.00
11071	101603	Gold Coast Security, Inc.	03/03/2025	130.00
11072	150060	Gold Coast Truck Repair	03/03/2025	10,025.42
11073	700162	Golder's Napa	03/03/2025	101.90
11074	200211	Grainger, Inc.	03/03/2025	59.90
11075	9002525	Heartlink Health Services	03/03/2025	115.00
11076	101132	HGE INC.	03/03/2025	33,219.85
11077	101311	HMW CPAs & Associates, LLC	03/03/2025	19,316.00
11078	101061	Industrial Source	03/03/2025	198.20
11079	101144	Ingram Library Services	03/03/2025	1,516.59
11080	180023	J.D. Myrtle Saw Shop	03/03/2025	46.00
11081	101153	Johnson Rock Products	03/03/2025	900.00
11082	101254	Les Schwab Tire Center	03/03/2025	495.96
11083	102219	McKay's	03/03/2025	56.94
11084	101392	Milk-E-Way Feed & Trucking	03/03/2025	36.59
11085	600133	Muenchrath Law LLC	03/03/2025	500.00
11086	200195	North Central Lab., Inc.	03/03/2025	203.60
11087	500082	OAWU	03/03/2025	1,075.36
11088	101188	Oregon Association Chiefs of Police	03/03/2025	300.00
11089	101201	Oregon Department of Transportation	03/03/2025	427.05
11090	101280	Oregon Linen, Inc.	03/03/2025	85.29
11091	100098	Oregon Water Resources Department	03/03/2025	230.00
11092	180064	Pacific Office Automation	03/03/2025	109.10
11093	101207	Pacific Power	03/03/2025	24,218.54

Check No	Vendor No	Vendor Name	Check Date	Check Amount
11094	101632	Reserve Account Pitney Bowes Bank Inc R	03/03/2025	282.93
11095	170215	POSM Software LLC	03/03/2025	1,000.00
11096	170108	Rye Tree Service Inc	03/03/2025	14,264.50
11097	101256	SAIF Corp. of Oregon	03/03/2025	11.43
11098	170254	SHELDON PLANNING	03/03/2025	4,832.40
11099	101252	South Coast Office Supply	03/03/2025	1,221.22
11100	101567	Stuntzner Engineering and Forestry	03/03/2025	9,893.10
11101	101102	The Dyer Partnership	03/03/2025	32,747.00
11102	101277	Tower Motor Company, Inc.	03/03/2025	115.42
11103	101723	Verizon	03/03/2025	72.23
11104	600218	Western Exterminator Company	03/03/2025	111.90
11105	110006	Ziply Fiber	03/03/2025	114.28
Total for 3/3/2025:				205,625.75
ACH	101090	First Community Credit Union	03/04/2025	56.00
ACH	101593	CIS Trust	03/04/2025	30.00
ACH	700205	ASI Flex-FSA Fees	03/04/2025	18.75
ACH	9002200	Local Government Investment Pool	03/04/2025	0.30
11106	9002176	3J Consulting	03/04/2025	416.00
11107	101022	Bassett-Hyland Energy Co.	03/04/2025	1,891.34
11108	300145	Bio-Med Testing Service, Inc.	03/04/2025	60.00
11109	101674	Bound Tree Medical, LLC	03/04/2025	299.97
11110	9002195	CANON FINANCIAL SERVICES, INC	03/04/2025	127.20
11111	101689	Coastal Paper & Supply, Inc.	03/04/2025	244.94
11112	101606	Coquille Parts & Logging Supply/Carquest	03/04/2025	54.37
11113	200356	Coquille School District	03/04/2025	200.00
11114	101070	Coquille Supply	03/04/2025	446.72
11115	101098	Demco Educational Corp.	03/04/2025	150.57
11116	101111	Farr's True Value Hdwr.	03/04/2025	67.52
11117	130043	Ferguson Waterworks	03/04/2025	668.21
11118	101603	Gold Coast Security, Inc.	03/04/2025	288.00
11119	700162	Golder's Napa	03/04/2025	264.63
11120	120023	IDEXX Laboratories	03/04/2025	243.98
11121	101061	Industrial Source	03/04/2025	139.83
11122	160063	International Association for Property and E	03/04/2025	340.00
11123	101153	Johnson Rock Products	03/04/2025	2,000.00
11124	101161	League of Oregon Cities	03/04/2025	1,441.13
11125	9002234	Bud Nelson	03/04/2025	100.00
11126	101644	North Bend Medical Center, Inc.	03/04/2025	350.00
11127	200195	North Central Lab., Inc.	03/04/2025	153.50
11128	900100	Oregon City Planning Directors Assoc. OC	03/04/2025	327.26
11129	101280	Oregon Linen, Inc.	03/04/2025	130.03
11130	9002526	Kim Phelps	03/04/2025	100.00
11131	210006	Pitney Bowes Global Financial Services, LI	03/04/2025	143.91
11132	9002354	S+B James Management	03/04/2025	10,086.49
11133	101554	Seawestern Fire Appartus/Equip	03/04/2025	1,236.98
11134	9002527	Smeed Communication Services	03/04/2025	26,473.00
11135	180037	Springbrook Holding Co.	03/04/2025	60.00
11136	9002528	Tomahawk Live Trap	03/04/2025	46.12
11137	500087	Tritech Software Systems	03/04/2025	1,038.51
11138	101294	Vend West Services, Inc.	03/04/2025	63.00
Total for 3/4/2025:				49,758.26
ACH	101110	Aflac	03/05/2025	110.82
ACH	101473	Nationwide Retirement Solutions	03/05/2025	550.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	101518	Coquille Police Assn.	03/05/2025	70.00
ACH	101593	CIS Trust	03/05/2025	62,907.07
ACH	102023	P E R S	03/05/2025	79,531.71
ACH	102080	Teamsters 206 Employers Trust	03/05/2025	14,577.76
ACH	180025	Coquille Police Association	03/05/2025	330.00
ACH	700204	ASI Flex	03/05/2025	700.00
ACH	9002123	IRS	03/05/2025	48,049.01
ACH	9002124	State of Oregon	03/05/2025	13,624.00
ACH	9002125	State of Oregon	03/05/2025	197.38
ACH	9002228	State of Oregon	03/05/2025	2,614.74
ACH	101090	First Community Credit Union	03/05/2025	44.00
11139	101714	Coquille Valley Fitness Center	03/05/2025	196.00
11140	150061	Momentum Fitness	03/05/2025	555.50
11141	101762	Standard Insurance Co.	03/05/2025	341.25
11142	101327	State of Oregon	03/05/2025	315.50
11143	101327	State of Oregon	03/05/2025	101.00
11144	101327	State of Oregon	03/05/2025	207.00
11145	101267	Teamsters Local Union No.206	03/05/2025	426.00
11146	101699	Cardinal Services	03/05/2025	678.03
11147	101593	CIS Trust	03/05/2025	60.00
11148	101689	Coastal Paper & Supply, Inc.	03/05/2025	17.88
11149	101606	Coquille Parts & Logging Supply/Carquest	03/05/2025	31.43
11150	101070	Coquille Supply	03/05/2025	12.87
11151	101111	Farr's True Value Hdwr.	03/05/2025	236.62
11152	130043	Ferguson Waterworks	03/05/2025	40.18
11153	9002529	Goble Sampson Associates INC	03/05/2025	1,522.35
11154	101603	Gold Coast Security, Inc.	03/05/2025	467.02
11155	700162	Golder's Napa	03/05/2025	145.00
11156	300072	Heard Farms, Inc.	03/05/2025	3,936.00
11157	9002164	High Performance Audio Visual	03/05/2025	295.00
11158	101095	McCowan Clinical Laboratory, Inc	03/05/2025	500.00
11159	101280	Oregon Linen, Inc.	03/05/2025	15.30
11160	170254	SHELDON PLANNING	03/05/2025	3,335.30
11161	101102	The Dyer Partnership	03/05/2025	36,284.66
11162	9002513	Trojan Technologies Corp.	03/05/2025	254.00
11163	9002366	Subsidiary of Bray International, INC Unit	03/05/2025	393.74
Total for 3/5/2025:				273,674.12
ACH	101090	First Community Credit Union	03/06/2025	1,040.31
ACH	101090	First Community Credit Union	03/06/2025	61.49
11164	9002245	Bibliotheca, LLC	03/06/2025	14,569.00
Total for 3/6/2025:				15,670.80
ACH	101090	First Community Credit Union	03/10/2025	576.21
ACH	101090	First Community Credit Union	03/10/2025	630.90
ACH	101090	First Community Credit Union	03/10/2025	201.06
ACH	101090	First Community Credit Union	03/10/2025	190.76
Total for 3/10/2025:				1,598.93
ACH	101090	First Community Credit Union	03/11/2025	10.71
Total for 3/11/2025:				10.71

Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	9002123	IRS	03/14/2025	14,267.99
ACH	9002124	State of Oregon	03/14/2025	4,165.54
ACH	9002125	State of Oregon	03/14/2025	60.46
ACH	9002228	State of Oregon	03/14/2025	14.79
11165	9002147	Canopy	03/14/2025	96.25
11166	101327	State of Oregon	03/14/2025	121.20
11167	101327	State of Oregon	03/14/2025	315.50
Total for 3/14/2025:				19,041.73
ACH	101090	First Community Credit Union	03/18/2025	870.47
ACH	101090	First Community Credit Union	03/18/2025	145.10
Total for 3/18/2025:				1,015.57
ACH	180060	Douglas Fast Net	03/20/2025	2,118.72
11168	9002176	3J Consulting	03/20/2025	1,096.00
11169	9002196	ADDCOX HEATING CENTER	03/20/2025	1,584.76
11170	10722	Beery, Elsner & Hammond, LLP	03/20/2025	1,397.50
11171	102999	Bi-Mart Corporation	03/20/2025	189.99
11172	400600	BridgeTower OpCo, LLC	03/20/2025	208.12
11173	101699	Cardinal Services	03/20/2025	819.35
11174	170075	Certified Laboratories	03/20/2025	159.90
11175	101689	Coastal Paper & Supply, Inc.	03/20/2025	176.21
11176	101606	Coquille Parts & Logging Supply/Carquest	03/20/2025	28.57
11177	9002142	Coquille Valley Historical Society	03/20/2025	14,656.59
11178	160078	Costello Law Office, PC	03/20/2025	10,867.50
11179	119997	Country Media Inc.	03/20/2025	236.39
11180	101111	Farr's True Value Hdwr.	03/20/2025	168.42
11181	130043	Ferguson Waterworks	03/20/2025	1,096.75
11182	101603	Gold Coast Security, Inc.	03/20/2025	195.00
11183	101132	HGE INC.	03/20/2025	23,320.20
11184	101311	HMW CPAs & Associates, LLC	03/20/2025	17,788.00
11185	101158	Kincheloe & Sons, Inc.	03/20/2025	1,108.70
11186	200195	North Central Lab., Inc.	03/20/2025	346.45
11187	101280	Oregon Linen, Inc.	03/20/2025	57.94
11188	180064	Pacific Office Automation	03/20/2025	100.00
11189	101207	Pacific Power	03/20/2025	22,170.37
11190	101482	Quill Corporation	03/20/2025	140.54
11191	180037	Springbrook Holding Co.	03/20/2025	204.85
11192	9002383	Stantec Consulting Services, INC	03/20/2025	15,019.25
11193	101567	Stuntzner Engineering and Forestry	03/20/2025	1,899.80
11194	9002530	David Tams	03/20/2025	680.00
11195	101723	Verizon	03/20/2025	61.76
Total for 3/20/2025:				117,897.63
ACH	101090	First Community Credit Union	03/24/2025	183.77
ACH	101090	First Community Credit Union	03/24/2025	106.29
ACH	101090	First Community Credit Union	03/24/2025	346.89
ACH	101090	First Community Credit Union	03/24/2025	323.41
11196	9002413	KATHY WILSON	03/24/2025	50.00
Total for 3/24/2025:				1,010.36
11197	130102	Tanner Barrett	03/26/2025	116.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
11198	UB*00652	PATRICK FLYNN	03/26/2025	75.00
Total for 3/26/2025:				191.00
Report Total (187 checks):				685,494.86

Fire Training Drills:	CFD Calls for Service:	28	Coquille Valley Ambulance Calls for Service 124		
Skill Relays 2	Good Intent	11	Transported 69	Interfacility Transfers 19	
Meet W/ Admin 2	Wildland Fires	1	No Transports 55	Public/Medical Assist 0	
Hydrant Evolutions 2	Assist Ambulance	7	Cancelled 11	Assist CVH 0	
Association Meeting 2	Vehicle Fire	1	Mutual Aid Request 0	M.P. Assist Coquille 3	
	Structure Fire	2	Assist other Amb 2	Assist Law Enforcement 3	
	Other Fires	3			
The statistics above represent the previous month. (i.e. March council meeting = January statistics)					

On 3/4/25 CFD responded to a shop fire in Fairview's fire district. With rapid response and quick thinking from the homeowner we were able to contain the fire with minimal damage to the structure. There were a couple of motorcycles that were destroyed during the fire and damage to a boat that was in the shop. There were minor injuries reported by the homeowner, but no one was transported to the hospital. The cause of the fire was determined to be a fuel line spilling on a propane heater.

On 3/10/25 CFD responded to a structure fire on Layton Ln. Upon arrival the shop and a structure that was covering a camp trailer were fully involved and mostly on the ground. The fire was extending into the residence and all the people were out. CFD did a primary search of the residence while focusing firefighting efforts on the residence. 1 cat and 1 dog were rescued from the residence. CFD was assisted by its auto aid units and OSFM. The cause of the fire was determined to be space heaters inside of the camp trailer.

During the wind storm on 3/27/25 CFD was requested to assist with a tree down across a power line and the road on Beaver Hill Rd. It was also reported that the powerlines were arcing and smoking. Upon arrival CFD found no arcing or smoking. Traffic was diverted at North Bank & Beaver Hill as well as at HWY 101 & Beaver Hill.

On 3/30/25 CFD responded to a fire in the walls and ceiling of a residence that was started at the wood stove. CFD had a rapid response due to 2 part time firefighters living just around the corner from the residence. The firefighters took quick action pulling the ceiling down and placing water on the fire in that area. The rest of the department had a delayed response due to the road being washed out on Fat Elk Rd. Upon arrival of the rest of CFD they went to work chasing flame damage and smoke in walls. There was some extension into the upstairs bedrooms with minor smoke damage. The fire was determined to be caused by failure of the wood stove/ chimney.

Kenneth W. Wells
Coquille Fire Department
89 W. Central Blvd.
Coquille, OR 97423

March 31, 2025

Coquille City Council
851 N. Central Blvd.
Coquille, OR 97423

Re: March Updates

Honored Members of the Council,

I am still covering down on the ambulance, as we are still down two Paramedics this month. Responded mainly to medical calls for assistance. Several calls for service for storm related issues.

Inspections:

- Roseburg Forest Products- Assisted Oregon State Fire Marshal's Office with annual inspection of RFP plants 5 & 6.
- McKay's Market- Assisted OSFM with reinspection of Coquille McKay's

Instigations:

- Layton Lane- Assisted OSFM's office with origin and cause investigation. Determined to be accidental.
- Hathorn Rd- Assisted OSFM and OSP with final interviews and scene investigation.

Kenneth W. Wells
Deputy Chief Fire Marshal
Code Enforcement Officer

PLANNING DEPARTMENT UPDATE: March 2025

PLANNING DEPARTMENT HOURS: The Planning Department office hours are 10:00am to 3:00pm every Monday and Wednesday, at City Hall. Anyone with questions about land use or building permits is welcome to stop by City Hall and see me. For immediate questions email planning@cityofcoquille.org.

NEXT PLANNING COMMISSION MEETING: Planning Commission meetings are held the second Monday of each month, at 6:00pm, at City Hall. Upcoming agendas:

April 14, 2025	Planning File 2025-04: An application to construct a new garage with (a) its side wall approximately 3 feet from the 12th street-side property line (~20 feet from the built street), and (b) its front/vehicle door side facing an existing “non-conforming” driveway on Collier; requiring (a) a variance to the standard 20-foot street-side-setback on 12th, and (b) a review of the existing non-conforming driveway access on Collier. Subject Property: 1184 N Collier.
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MARCH PLANNING APPLICATIONS: The Planning Department issued 3 land use permits in March: 1 Floodplain Development Permit and Zoning Compliance Letter for a foundation repair and 1 Zoning Compliance Letter for a septic repair.

GRANTS:

Submitted and waiting on responses:

- Application for ODOT All Roads Transportation Safety Program grant to add sidewalk to the west side of Central, between approximately 10th and 6th Streets: on June 26th, we were informed our project was selected to proceed to the “scoping stage” of the grant application process. After ODOT completes their scoping effort, they’ll announce the grant recipients.

Awarded and in progress:

- Local Government Grant from Oregon Parks and Recreation Department for \$240,000 to construct a new playground at Sturdivant park, directly east of the gazebo on the river side. Construction expected this year.
- Safe Drinking Water Revolving Loan Fund \$1,821,144 grant and a \$1,670,556 low interest loan (1%) for our water reservoir reconditioning/repair projects: construction projects scheduled to be completed in 2026.
- Community Development Block Grant project: design/engineering/permitting of three other top priority water system improvements: improvements to the water treatment plant, the replacement of a raw water main line, and improvements to the Oerding Tank. Design/engineering/permitting project scheduled to be completed in 2025. In Fall of 2025 (July 1 - September 30), we’ll apply for funding to construct these projects.

Upcoming Reports Due:

- Bi-annual Oregon State Marine Board Maintenance Assistance Grant (MAG) of \$12,000 for ongoing maintenance of Sturdivant Park boating facilities: grant report due April 1

COMMUNITY BUILDING

We are getting ready for our 2025 pool season. Pool Manager interviews were conducted at the end of March, and we are hoping to have someone hired around the first week of April. The Pool Manager will get things organized and ready at the pool house regarding scheduling swimming lessons, pool parties, and getting the pool house itself ready for the season. We are still currently accepting lifeguard applications if you know anyone who might be interested. They can grab an application from Keri at the Community Building, City Hall or online at cityofcoquille.org

Our much-needed sound system upgrade by Smeed Communications is complete! We have a successful surround sound system that can be heard very easily during auctions, banquets and all other events that are held in the large auditorium. We will be implementing enhanced control through a remote tablet for the new system in the coming weeks to allow users more versatility with the sound system.

We are currently getting contracts signed and bonds obtained for the reroofing project. I will update everyone when the contractor's schedule is set, but we anticipate that it will be in the June-August timeframe. The impact of the project on CCB events is expected to be minimal.

PARKS

Hundred Acre Wood Trails

Our trails have been uploaded to the Trailforks application. This app is very popular with mountain bike enthusiasts and will help promote our trails with the hiking and biking crowd.

5th Street Park

As announced by Chief Doyle in a March 27 press release, the restrooms at 5th Street Park will be closed through April 14th due to recent and ongoing vandalism.

Sturdivant Park

Thank you to Rotary for their \$5,000 contribution to the playground project! This funding will be used to add benches to the new playground.

Following the March flood event, we observed some unprecedented sloughing of our riverbank in Sturdivant Park, just downstream of the Highway 42S bridge, as shown in the photo below. We believe that this may have been caused by increased water velocity along the edge of the river, which occurs when debris gets hung up on the bridge supports and restricts flow in the middle of the river, and we have shared our concerns with ODOT. This new bank failure poses no immediate problems with the park infrastructure, but if the failure continues downstream, it could threaten the functionality and integrity of the Sturdivant Park boat launch.



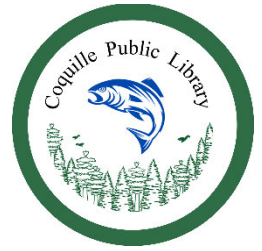
Adopt-a-Park Program

I will be presenting a proposed Adopt-A-Park Program at this month's meeting on behalf of the Parks Committee.

SEWER / WATER

As part of the preliminary engineering efforts on the Rink Creek Reservoir dredging project, we are investigating alternatives to traditional dredging. Early indications are that hydraulic dredging and collecting and drying the dredge spoils on the reservoir property could be a good option. This option would call for far less road construction and create less disturbance in the reservoir watershed and would likely be much more cost effective than traditional dredging and hauling the dredge spoils by truck.

The Coquille Public Library



259 N Adams | Coquille, OR 97423 | (541)396-2166 | coquillelibrary.org

Coquille Library Director's Report – March 2025

Administrative

Local fund-raising campaign continues, join in the marriage of bank + library, buy a safety deposit box drawer front for a gift that won't wear out. Many blank drawer fronts remain.

Library Programing

- Kids –
 - Homeschool Program – Mondays @ 1:00
 - Babytime Playtime – Tuesdays @ 1:30
 - Preschool Storytime – Wednesdays @ 10:30
 - Lincoln Elementary – EIGHT classroom visits each Wednesday
 - Toddler Time Playtime – Thursdays @ 1:30
 - Playtime Storytime program – Fridays @ 10:30 at the big gym
 - Afterschool program – M/W/F afterschool until 5:30
- Teens –
 - Teen programs Thursdays @ 4
 - DND Programs 1st/3rd Tuesdays @ 4
- Family Programs –
 - Ukulele Club – 4th Tuesday @ 4
- Adults –
 - Friday Programs: Weekly, 11 am
 - 1st Friday – Movie Matinee
 - 2nd Friday – Age Café'
 - 3rd Friday – Chair Yogo
 - 4th Friday – Cook the Book
 - Writing Group – 2nd Wednesday @ 6pm
 - Nonstop Non-Fiction Bookclub – 1st Thursday @ noon
 - Fiction Bookclub – Last Friday @ 1 pm

Respectfully submitted, Teresa Lucas, Library Director

"Libraries should be doing things to induce great gasps of amazement!" Eli Neiburger

CPL Report Card

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FYTD
Checkouts	3112	2787	1983	2834	3477	3394	3946	3488					25021
Renewals	1858	1755	1589	1233	1773	2339	2158	2055					14760
Total CIRC	4970	4542	3572	4067	5250	5733	6104	5543					39781
Programs	26	19	1	43	45	43	76	64					317
Program Attendance	1036	739	6	1043	917	985	1411	1120					7257
Interlibrary Loans	19	28	18	13	18	16	25	26					163
Internet Usage	304	273	219	219	229	236	295	253					2028
Wireless Usage	4838	3667	3077	2760	2295	1928	1851	1808					22224
New Cards	17	23	10	26	28	20	46	59					229
Notary Service	10	4	19	4	2	2	2	2					45
Foot Traffic	4190	4061	4789	5030	4424	4080	4123	3587					34284
Phone Calls	127	120	141	155	105	132	98	103					981

April 2025 Programs

**K
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Homeschool: Mondays @ 1 pm

Baby time Playtime: Tuesdays @ 1:30

Preschool Storytime: Wednesdays @ 10:30

Lincoln Elementary: Wed/8 classrooms

Toddler time Playtime: Thursdays @ 1:30

Playtime Storytime: Fridays @ 10:30

TEENS

D&D: 1st/3rd Tuesday @ 4

Teen Program: Thursdays @ 4

FAMILY

Ukulele Club:

4th Tuesday @ 4

Nonstop NF Bookclub: 1st Thursday @ noon

Movie Matinee: 1st Friday @ 11 am

Writing Group: 2nd Wednesday @ 6pm

Age Cafe: 2nd Friday @ 11am

Chair Yoga: 3rd Friday @ 11 am

Cook the Book: 4th Friday @ 11 am

Fiction Bookclub: last Friday @ 1 pm

**AD
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Ryan Doyle – Chief of Police

Police Chief's Report, April 2025

Last Month:

The Department hosted a booth at the City's Career Fair on March 6th at the Coquille Community Building. The Career Fair was an excellent opportunity to speak with prospective job seekers about career and volunteer opportunities with the Coquille Police Department.

Two applications for Reserve Officer positions with the Coquille Police Department have been received and one candidate is presently undergoing background investigation. Several other community members have expressed interest in our Reserve Program, and we are hopeful that more applications will be submitted.

The Department's comprehensive audit of the evidence section took place March 10th through March 12th. All property contained within the Department's Evidence section is now integrated into a streamlined database that will allow ease in tracking of dispositions, disposal and increased accountability. The Department will be implementing several practices and procedures that were suggested by the auditor that will further streamline and simplify workflow in our Evidence Section. Special recognition is in order of Tobia Cochran's efforts in her day-to-day management of our Evidence Section as well as her significant efforts in preparation for the audit. Officer Aaron Mayo's assistance was also instrumental in completing the audit. Well done, Tobia and Officer Mayo!

The Department received an extraordinarily generous donation from Wal-Mart in the amount of \$5000.00 for this year's Shop with Heros event. Planning and preparations for Shop with Heros, 2025 will soon be underway. Wal-Mart's donation, the largest received to date, will go a long way in providing Christmas gifts to underprivileged youth in our community. Thank you, Wal-Mart!

Planning and preparations for this year's 4th annual Cars and Cops car show have been finalized. The car show will be held on Saturday June 7th from 9:00am to 2:00pm on First Street in downtown Coquille as one of the many events of the Coquille Riverdays celebration. Registration and admission are free, with registration beginning at 8:00am. Sponsorship donations are being accepted at the Coquille Police Department.



Ryan Doyle – Chief of Police

Officer Aaron Mayo attended ARIDE (Advanced Roadside Impaired Driving Enforcement) training hosted by the Springfield Police Department in conjunction with DPSST. ARIDE equips officers to observe, identify and articulate signs of impairment related to drugs, alcohol or a combination of both, in order to reduce the number of impaired driving incidents, serious injuries and fatal crashes.

The Department hosted a Defensive Tactics Instructor School in conjunction with DPSST. The Department utilized School District facilities during Spring Break for the training venue. Officer Cotter attended the training and will be the Department's in-house Defensive Tactics Instructor.

Officer Cotter assisted the Coos County Sheriff's Office and the Major Crimes Team with a recent homicide investigation. Captain Sanborn of the Sheriff's Office expressed his thanks for CPD's assistance with the investigation and commented that Officer Cotter was an excellent addition to the Major Crimes Team. Two suspects have been taken into custody as a result of the investigation.

From February 15th to March 15th, Coquille Police Officers made a total of 38 arrests. Seventeen of those arrests, (44%) were subjects previously arrested by the Coquille Police Department or other local agency, within 24 hours of a prior arrest and subsequent release from the Coos County Jail.

Next Month:

At the end of March, the Department's temporary emergency schedule was suspended with the return of Officer Rowe from family leave. As of April 1st, the Department will return to regular 24-hour patrol coverage and staffing.

Records and Evidence Specialist, Tobia Cochran will be attending a Property and Evidence Management conference along with training in Advanced Concepts in Evidence Management in Salem, Oregon, April 15th through the 17th. Tobia received a scholarship to attend the third day of training which includes the advanced concepts instruction.

Officer Rowe will be attending a DPSST Firearms Instructor Development course April 21st through 24th in Redmond, Oregon. Upon completion of this training, Officer Rowe will assist in administering Departmental firearms training and qualifications.



Arrests by Agency

3/17/2025

Report Period from:
02/15/2025 - 03/15/2025

Agency: **Q**

Offense Description:	Name	Juvenile:	Adult:	Incident:	Date
CRIMINAL MISCHIEF		0	2		
	LUCAS	Melissa	Q20250079		2/15/2025
	BARTLETT	Nicholas	Q20250115		3/5/2025
CRIMINAL TRESPASS		0	9		
	CADY	Darlene	Q20250104		2/27/2025
	CADY	Darlene	Q20250105		2/28/2025
	CADY	Darlene	Q20250107		3/1/2025
	LUCAS	Melissa	Q20250088		2/17/2025
	LUCAS	Melissa	Q20250088		2/17/2025
	LUCAS	Melissa	Q20250095		2/20/2025
	LUCAS	Melissa	Q20250118		3/9/2025
	STORM	Alexander	Q20250124		3/11/2025
	FLOYD	Deven	Q20250118		3/9/2025
CRIMINAL TRESPASS-1		0	2		
	STORM	Alexander	Q20250119		3/9/2025
	NEWPORT	Lance	Q20250112		3/4/2025
CRIMINAL TRESPASS-2		0	7		
	STORM	Alexander	Q20250126		3/11/2025
	SCHMIDT	Jonathon	Q20250076		2/15/2025
	MAROTTA	Sherida	Q20250123		3/11/2025
	LUCAS	Melissa	Q20250085		2/17/2025
	EMERY	William	Q20250093		2/18/2025
	EMERY	William	Q20250092		2/18/2025
	CADY	Darlene	Q20250102		2/26/2025
DISORDERLY CONDUCT II		0	3		
	EMERY	William	Q20250091		2/18/2025

Arrests by Agency

3/17/2025

Report Period from:
02/15/2025 - 03/15/2025

Offense Description:	Name	Juvenile:	Adult:	
			Incident:	Date
	EMERY	William	Q20250091	2/18/2025
	EMERY	William	Q20250091	2/18/2025
DISPUTE		0	2	
	BENJAMIN	Tamara	Q20250077	2/15/2025
	GOETSCH	Courtney	Q20250080	2/15/2025
DISPUTE,FAMILY		0	1	
	THOMMEN	Ryan	Q20250129	3/12/2025
DISTURBANCE		0	1	
	JEFFREY	Elizabeth	Q20250132	3/15/2025
DUII		0	1	
	WILSON	Steven	Q20250116	3/5/2025
IMPR USE 911 EMERGENCY		0	2	
	EPPERSON	Melanie	Q20250097	2/23/2025
	EPPERSON	Melanie	Q20250097	2/23/2025
ROBBERY-3		0	1	
	EDWARDS	Jordan	Q20250110	3/3/2025
SHOPLIFTER		0	1	
	BANKS	Christopher	Q20250078	2/15/2025
THEFT-3		0	1	
	WALETICH	Kayla	Q20250083	2/16/2025
WARRANT SERVICE		0	5	
	EPPERSON	Melanie	Q20250106	2/28/2025
	MAROTTA	Sherida	Q20250128	3/11/2025
	BARTLETT	Nicholas	Q20250113	3/4/2025
	SIMPSON	Adrianne	Q20250131	3/13/2025
	KILCOYNE	Derek	Q20250096	2/21/2025
	SUBTOTALS:	0	38	
	TOTALS:	0	38	



From: 02/15/2025 to 03/15/2025

Calls For Service

Calls	Officer
136	COTTER, Emily
119	BARRETT, Tanner
103	PIERCE, Jessica
81	Miller, Doug
8	DOYLE, Ryan
3	Mayo, Aaron
450	Total

Self Initiated Calls

Calls	Officer
59	BARRETT, Tanner
39	COTTER, Emily
28	PIERCE, Jessica
24	Miller, Doug
3	DOYLE, Ryan
1	Mayo, Aaron
154	Total

Traffic Stops

Calls	Officer
12	COTTER, Emily
3	BARRETT, Tanner
2	PIERCE, Jessica
2	Miller, Doug
19	Total

Arrests/Cites

Calls	Officer
12	Miller, Doug
12	COTTER, Emily
10	BARRETT, Tanner
6	PIERCE, Jessica
40	Total

Incidents

Incidents	Officer
19	COTTER, Emily
15	Miller, Doug
11	BARRETT, Tanner
9	PIERCE, Jessica
2	Mayo, Aaron
1	DOYLE, Ryan
57	Total

Citations

Citations	Officer
5	COTTER, Emily
1	Miller, Doug
6	Total



CAD CQPD Calls by OffenseCQPD

3/17/2025

From: 02/15/202 to 03/15/2025

<i>Offense Description:</i>	<i>Offense Code:</i>	<i>Total Incidents for The Specific Description:</i>
ABANDONED VEHICLE	ABANVEH	1
ACCIDENT	ACCIDENT	2
ACCIDENT, HIT & RUN	ACCHR	2
ALARM	ALARM	2
ALARM,BUSINESS	ALARMBUS	6
ALARM,RESIDENCE	ALARMRES	1
ALARM,TEST	ALARMTEST	1
ANIMAL COMPLAINT	ANIMCOMP	2
ARREST	ARREST	2
ASSIST,AMBULANCE	ASSTAMB	6
ASSIST,FIRE DEPT	ASSTFD	4
ASSIST,OUTSIDE AGENCY	ASSTOA	25
ASSIST,PUBLIC	ASSTPUB	7
ASSIST,PUBLICWORKS	ASSTPW	1
ASSIST,SERVICE CHILDREN & FAMI	ASST,SCF	12
ATTEMPT TO LOCATE	ATL	4
ATTEMPT TO LOCATE DRUNK DRIV	ALTRKDR	1
BACKGROUND CHECK	BKGND CHK	12
BURGLARY	BURG	1
CASUAL CONTACT	CAS CONTA	9
CHECK,WELFARE	CHEKWELF	15
CHILD ABUSE	CHILDABUS	1
CHILD RELATED	CHILDREL	1
CIVIL PROBLEM	CIVILPROB	7
COMMUNITY POLICING	COMMPOL	2
COURT TIME	COURT	5
CRIMINAL MISCHIEF	CRIMMIS	6
CRIMINAL TRESPASS	CRIMTRES	39
CUSTODIAL INTERFERENCE	CUSTINTR	2
DAMAGE CITY PROPERTY	DAMCITP	1
DEAD ANIMAL	DEADAN	1
DECEASED SUBJECT	DEADSUB	1
DISORDERLY CONDUCT	DOC	16
DISPUTE	DISPUTE	10
DISPUTE,FAMILY	DISPFAM	4
DISTURBANCE	DISTURBAN	4
DOG AT LARGE	DOGAL	5
DOG BARK	DOGBARK	2
DOG, FOUND	DOG, FOUN	1
DOG, LOST	DOG, LOST	1
DRIVING COMPLAINT	DRIVCOMP	8
DRIVING WHILE SUSPENDED	DWS	3
DUII	DUII	1
FOLLOW UP	FOLUP	27
FOUND PROPERTY	FNDPROP	4
FOUND WALLET	FNDWAL	1

CAD CQPD Calls by OffenseCQPD

3/17/2025

From: 02/15/202 to 03/15/2025

<u>Offense Description:</u>	<u>Offense Code:</u>	<u>Total Incidents for The Specific Description:</u>
FRAUD	FRAUD	2
HARASSMENT	HARASS	1
ID THEFT	THFTID	1
ILLEGAL CAMPING	ILLEGCAM	2
INCOMPLETE CALL	INCALL	9
INFO NON CRIMINAL	INFONOCR	1
INFORMATION	INFO	2
INTOXICATED SUBJECT	INTOXSUB	1
JUVENILE PROBLEM	JUVPROB	3
LOCATED WANTED SUBJECT	LOCSUB	2
LOST PROPERTY	LOSTPROP	3
LOUD NOISE	LOUDNOIS	2
MEDICAL ASSIST	MEDIASST	1
MENTAL SUBJECT	MENTAL	18
MISUSE OF 9-1-1	MISUSE 9-1-	2
OLCC LICENSING	7401	3
OPEN DOOR	OPN DR	1
PARK VIOLATION	PARKVIO	3
PATROL CHECK	PTRLCHK	59
PATROL REQUEST	PTRLRQ	1
Person Stop	PERSON_ST	11
PROPERTY RELEASE	PROPERTY	2
PUBLIC RECORDS REQUEST	0100.200	7
RECORDS CHECK	RECCKEK	3
RUNAWAY JUVENILE	RUNAWAY	2
SEX OFFENDER REGISTRATION	SEXOFFREG	5
SHOPLIFTER	SHOPLIFT	2
SHOTS FIRED	SHOTFIR	2
STALKING	STALKING	1
SUBPOENA SERVICE	SUBPOENA	2
SUICIDAL SUBJECT	SUICSUBJ	1
SUSPICIOUS CONDITIONS	SUSPCON	8
SUSPICIOUS SUBJECT	SUSPSUB	15
SUSPICIOUS VEHICLE	SUSPVEH	8
THEFT	THEFT	9
THREATS	THREATS	5
TRAFFIC HAZARD	TRAFHAZ	2
TRAFFIC SIGN DOWN	SIGNDOW	1
TRAFFIC SIGNAL MALFUNCTION	TRAFSIGMA	2
Traffic Stop	TRAFFIC_ST	1
TRAFFIC_STOP	TRAFFIC_ST	14
TREE DOWN	TREEDOW	1
UNKNOWN PROBLEM	UNKNPROB	1
UNLAWFUL ENTRY INTO MV	VEHENTRY	1
VIOLATION COURT ORDER	VIOCRTORD	1
WARRANT	WARRANT	10
WARRANT SERVICE	WARSVC	6
WATER PROBLEM	WATPROB	1

TOTAL INCIDENTS: 510

**CITY OF COQUILLE
CITY COUNCIL AGENDA ACTION SHEET**

Date: April 7, 2025

Agenda Number: 8

1. Agenda Title: REQUEST TO LEASE CITY PROPERTY

Presented By: City Manager Forrest Neuerburg

Explanation: The owner of the Coquille Broiler, through their agent, is requesting the City to LEASE property adjacent to the Broiler for future use.

Fiscal Impact: Approximately \$250 PER YEAR, 25 YEARS

Staff Recommendation: The amount of land requested has increased significantly from 625 square feet (roughly the current footprint) to 3,125 square feet. Staff recommend if the Council is amenable to this expanded footprint to increase the proposed rent from \$250 to a larger amount (say \$750 per year). There is the question of whether the City wants to give up this much additional parking space and the owner hasn't provided any drawings of what would be in the space. Council may wish to ask for more information prior to approving this lease.

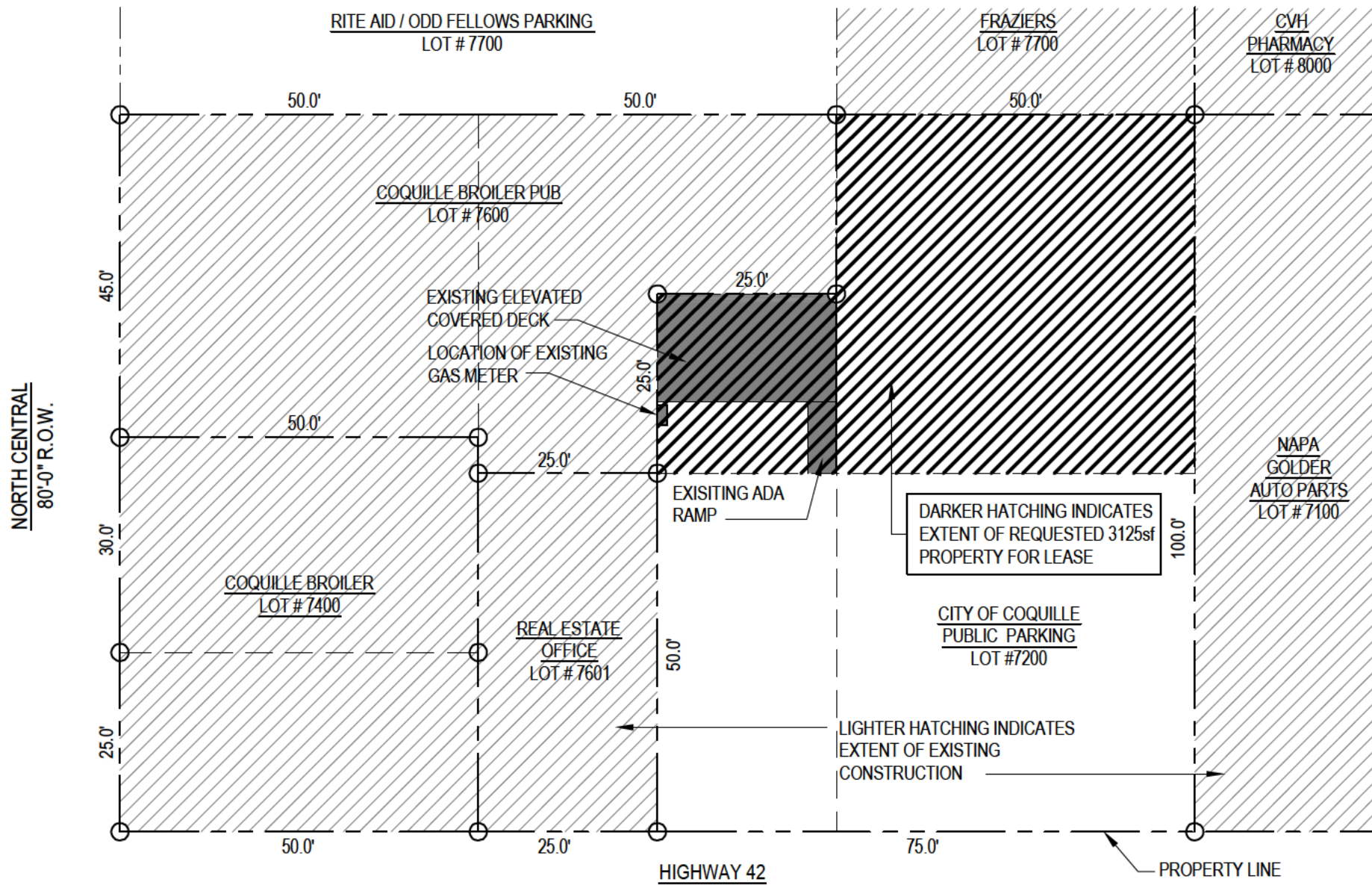
Council Action:

_____ Passed

_____ Tabled

_____ Failed

BROILER - LAND ACQUISITION REQUEST
28S13W01AC LOT 7200
COQUILLE, OREGON 97423



SITE PLAN

SCALE : 1"=20'-0"



LEASE

City of Coquille, a Municipal Corporation of the State of Oregon (“Landlord”) and Lesley Joan Nelson, Trustee, Lesley Joan Nelson Living Trust (Tenant”), agree as follows:

1. Premises. Landlord leases to Tenant and Tenant leases from Landlord the darker hatched portion of Tax lot 7200 as depicted in the attached Broiler – Land Acquisition Request dated 12-31-24.

2. Term. The Effective Date of the Lease is May 1, 2025. The term of the Lease is twenty-five (25) years ending April 30, 2050.

3. Consideration. Tenant shall pay the following in consideration of its tenancy:

3.1 Rent. Tenant will pay rent of two hundred fifty dollars (\$250.00) per year, with the first payment due within five (5) days after the Effective Date of this Lease, and each annual installment beginning in 2026 due on the first day of May of each year.

3.2 Utilities; Services Fees. Tenant shall be solely responsible for all utilities, insurance, and other payments necessary for Tenant’s use and enjoyment of the Premises under the terms of this Lease.

4. Use of Premises.

4.1 Permitted Uses. Subject to the terms of this Lease, Tenant may use the Premises for outdoor food and beverage service for Tenant’s operation of Coquille Broiler, and for no other purpose.

4.1 Compliance with Laws. Tenant shall comply with all the rules, regulations, and laws in effect by any local, state, or federal authority having jurisdiction over the Premises. Tenant is solely responsible for obtaining any other permits or approvals as may be necessary for the use of the Premises. Furthermore, Tenant agrees to indemnify the Landlord for any damages caused by the violation thereof of any permits or approvals that may otherwise be required.

4.2 Prohibited Uses. The Premises shall not be used for any purposes other than the Permitted Uses, without prior written consent of Landlord. Any other use of the Premises not otherwise described as a Permitted Use shall be considered a prohibited use, which includes, without limitation: any act or inaction by Tenant that constitutes waste; the operation, maintenance, or permission of a nuisance in, on, or upon the Premises; and use of the Premises for any unlawful purpose.

4.3 Alterations and Improvements. Tenant shall not make any alterations, additions, or improvements to or upon the Premises without the consent of the Landlord, except for those improvements and alterations that are necessary for Tenant’s Permitted Uses or already exist upon the Effective Date. Except as otherwise expressly agreed to by the parties in writing, improvements and alterations shall become the property of Lessor. Upon termination or expiration of the Lease, at Lessor's written request, Lessee promptly shall remove any Lessee alterations and improvements that Lessor requests be removed.

4.4 Assignments. Tenant may not assign, sublease or otherwise transfer any rights under this Lease of portion of the Premises without the prior written consent of the Landlord.

4.5 Maintenance. Tenant shall maintain, repair, and replace the Premises and Improvements as necessary to keep them in good order, condition, and repair throughout the entire Term. Tenant's obligations extend to both structural and nonstructural items. Major Maintenance shall include such permanent repairs and improvements to Premises as roofing and rot repair to the building. In no instance shall the Landlord be responsible for any maintenance or repair work due to damage caused by the negligence of Tenant or its agents, invitees, or guests.

4.6 Landlord Reimbursement. Any maintenance, repair and replacement performed by Tenant on the Premises shall be without expense of any kind (direct or indirect) whatsoever to Landlord. Tenant shall be solely responsible for any damages that may be caused as a result of Tenant's use and operation. Should the Landlord incur costs as a result of Tenant's misuse of the Premises or Property, Tenant agrees to reimburse Landlord within ten (10) days, upon the receipt of an invoice and documentation of such expense.

5. Insurance and Indemnification.

5.1 Indemnity. Subject to the limitations of the Oregon Tort Claims Act, ORS 30.260 – 30.300, and the Oregon Constitution Article XI, Section 7, Tenant agrees to defend, indemnify and hold harmless Landlord, against any and all loss, damage, liability, claims, demands, or costs resulting from injury or harm to persons or property to the extent arising out of or in any way resulting from the Tenant's use of the Premises. Tenant's indemnification obligation shall extend to claims arising from the acts and omissions of Tenant's officers, employees, agents, contractors, licensee, invitees, and guests. Tenant shall not be responsible for third-party claims resulting solely from the negligence or other wrongful acts or omissions of Landlord or Landlord's officers, employees, or agents.

5.2 Liability. Tenant shall assume all liability related to injury, death, or disease to invitees or licensees. Tenant shall be deemed solely responsible for any theft, damage, or destruction to any materials, equipment, or any other property of Tenant, or anyone acting on behalf of Tenant in connection with or incidental to this Lease.

5.3 Insurance.

(a) Liability Insurance. Tenant shall continuously maintain at its expense throughout the term of this Lease, and any renewal period, public liability and property damage insurance with the combined single limit of not less than Two Million Dollars (\$2,000,000). Such insurance shall provide coverage for bodily injury, death or property damage in connection with Tenant's use or occupancy of the Premises or the exercise or enjoyment of rights or privileges granted by this Lease.

(b) Personal Property Insurance. Tenant shall, at its expense, insure its personal property, equipment and trade fixtures located on the Premises.

(c) Proof of Insurance. Upon request, Tenant shall provide proof of insurance to City in the form of certificates evidencing the required coverage.

5.4 No Third-Party Beneficiary. The purpose of this Section 5 is to allocate risk between Landlord and Tenant. This Section is not intended to benefit or limit the liability of any third-party.

6. Real- and Personal Property Tax.

Tenant shall be responsible for payment of all real property taxes and personal property taxes assessed against any real property, personal property, equipment, or fixtures on the Premises.

7. Default.

7.1 Default. The occurrence of any one or more of the following events constitutes a Default and breach of this Lease by Tenant:

7.1.1 Tenant fails to timely pay any sum owed to Landlord.

7.1.2 Tenant, whether by action or inaction, fails to perform any of its obligations under this Lease and such Default continues and is not remedied within thirty (30) days after Landlord has given Tenant a notice specifying the same.

7.1.3 Tenant uses the Property for any use other than those identified under Section 4, or ceases to use the Premises for the purposes stated herein for a period of ninety (90) days.

7.2 Remedies on Default. In the event of Default, Landlord may, in its sole discretion, terminate the Lease effective immediately upon Tenant's receipt of Landlord's written notice thereof. Landlord shall be entitled to recover damages from the Tenant for the Default, and Landlord may re-enter, take possession, and remove any persons or property by legal action. Landlord shall be entitled to recover immediately from Tenant any costs assessed upon the Premises as the result of Tenant's, or its employees' or agents', impermissible use of the Premises, including but not limited to the reasonable costs of any cleanup, refurbishing, removal of Tenant's property and fixtures, any remodeling or repair costs, all attorney fees and court costs or any other expense occasioned by Tenant's Default. These remedies shall be in addition to and not exclude any other remedy available to Landlord under applicable law. The provisions of this Section shall survive the expiration or earlier termination of this Lease.

8. General and Miscellaneous Provisions.

8.1 Force Majeure. If the performance by either of the Parties of their respective obligations under this Lease (excluding monetary obligations) is delayed or prevented in whole or in part by any legal requirement, and not attributable to an act or omission of the Party or by any acts of God, fire or other casualty, floods, storms, explosions, accidents, epidemics, war, civil disorders, strikes or other labor difficulties, shortage or failure of supply of materials, labor, fuel, power, equipment, supplies or transportation, or by any other cause not reasonably within the Party's control, whether or not specifically mentioned, the Party shall be excused, discharge and released of performance to the extent such performance or obligation (excluding any monetary obligation) is so limited or prevented by such occurrence without liability of any kind.

8.2 Prior Agreements. This instrument is the entire agreement of the parties pertaining to the Lease of the Premises and supersedes and replaces all written and oral agreements made or existing between the Parties, their representatives, or predecessors in interest.

8.3 Notices. Any notice required or permitted under this Lease shall be in writing and shall be deemed to be given when (1) actually delivered personally, (2) forty-eight (48) hours after having been deposited in the United States mail as certified or registered mail addressed as follows, or (3) when a facsimile confirming receipt of a facsimile transmission is received by the sender who sent the initial facsimile transmission, or to such other person, physical or mailing address, or facsimile transmission number as one party may designate by written notice to the other party:

If to Landlord:

Forrest Neuerburg
City Manager
PO Box 490
Coquille, OR 97423

If to Tenant:

Lesley Joan Nelson, Trustee
Lesley Joan Nelson Living Trust
57581 Crest Acres Road
Coquille, OR 97423-8503

8.4 Attorney Fees and Costs. In the event a dispute shall arise under or about this Lease, then the prevailing Party therein shall be entitled to recover from the non-prevailing Party all costs, expenses and attorneys' fees which may be incurred on account of such dispute, whether or not suit or other legal or quasi-legal proceedings may be brought, as well as at every stage of any such proceedings from the time such dispute first arises through trial, arbitration or other proceedings and all appellate processes.

8.4 Non-waiver. Failure by either Party at any time to require performance by the other Party of any party of the provisions hereof shall in no way affect the Party's rights hereunder to enforce the same, nor shall any waiver by any Party of the breach hereof be held to be a waiver of any succeeding breach or a waiver of this non-waiver clause.

8.5 Amendments. This Lease may be amended, modified, or extended without new consideration, but only by written instrument executed by both Parties.

8.6 Governing Law. This Lease shall be construed in accordance with and governed by the laws of the State of Oregon.

8.7 Severability. If any portion of this Lease shall be invalid or unenforceable to any extent, the validity of the remaining provisions shall not be affected thereby.

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IN WITNESS WHEREOF, Tenant and Landlord have caused this Lease to be executed by duly authorized officers.

LANDLORD: City of Coquille

By Forrest Neuerburg, City Manager (Date)

TENANT: Lesley Joan Nelson Living Trust

By Lesley Joan Nelson, Trustee (Date)

Re: Coquille Broiler

From Gabrielle Colton <gabrielle@allcityindustrial.com>
Date Thu 3/6/2025 2:11 PM
To Forrest Neuerburg <fneuerburg@cityofcoquille.org>

Caution! This message was sent from outside your organization.

That is correct, we want to have the capability of having events during Coquille River Days and improving the dumpster area as well the encasing that look over around them.

Gabrielle Colton

Owner/Contractor

Text or call: 541-304-2394
Gabrielle@allcityindustrial.com
Allcityindustrial.com
CCB# 250850
Coquille, Oregon

On Thu, 6 Mar 2025 at 1:13 PM Forrest wrote:

Good afternoon,

So to be clear, you originally requested 625 square feet, but now are asking to lease 3,125 square feet?

Thanks,

Forrest

From: Gabrielle Colton <gabrielle@allcityindustrial.com>
Sent: Wednesday, March 5, 2025 10:47 PM
To: Forrest Neuerburg <fneuerburg@cityofcoquille.org>
Subject: Re: Coquille Broiler

Caution! This message was sent from outside your organization.

Hi Forrest,

Attached is a revised proposed rental area.

Gabrielle Colton

Owner/Contractor

Text or call: 541-304-2394

Gabrielle@allcityindustrial.com

Allcityindustrial.com

CCB# 250850

Coquille, Oregon

On Mon, 24 Feb 2025 at 3:27 PM Forrest wrote:

So, to keep this ball rolling, we'd need a more "formal" drawing with a title on it as well that says "Broiler proposed Lease Area" of something of that nature.

From: Gabrielle Colton <gabrielle@allcityindustrial.com>

Sent: Monday, February 24, 2025 3:19 PM

To: Forrest Neuerburg <fneuerburg@cityofcoquille.org>

Cc: Dave Reed <info@waywardstudio.com>

Subject: Re: Coquille Broiler

Caution! This message was sent from outside your organization.

I attached a sketch of the desired area for lease. 16 additional feet towards Napa and back to fraizers. We plan on remodeling the ramp leading in to Coleen's as it is not up to code and we plan on renting the unit out pretty soon.

Let me know if you have any questions for me!

Gabrielle Colton

Owner/Contractor

Text or call: 541-304-2394

Gabrielle@allcityindustrial.com

Allcityindustrial.com

CCB# 250850

Coquille, Oregon

On Mon, 24 Feb 2025 at 2:56 PM Forrest wrote:

That sounds good. We'll look for the updated document.

From: Gabrielle Colton <gabrielle@allcityindustrial.com>
Sent: Monday, February 24, 2025 1:38 PM
To: Forrest Neuerburg <fneuerburg@cityofcoquille.org>
Cc: Dave Reed <info@waywardstudio.com>
Subject: Re: Coquille Broiler

Caution! This message was sent from outside your organization.

Hi Forrest,

I will review these in further detail over the next few days. But at first glance, the land acquisition diagram is inaccurate to what we would like to request. We would like to request an additional ten feet towards the highway and also towards Napa (10 feet beyond our original easement lot), so that we can expand our smoking porch and avoid the oil tanks located under the parking lot during building. We would also like the additional space to offer outdoor food service during Gay 90's, this diagram attached appears to be the size we already have an easement for.

I will send you drawings we have drafted up to review that display our requested lease area.

Thank you for your help!

Gabrielle Colton

Owner/Contractor

Text or call: 541-304-2394
Gabrielle@allcityindustrial.com
Allcityindustrial.com
CCB# 250850
Coquille, Oregon

On Mon, 24 Feb 2025 at 6:47 AM Forrest wrote:

Good morning, Gabrielle,

Please see the attached proposed documents.

Once you've reviewed we can set up a time to discuss.

Thanks,

Forrest

From: Gabrielle Colton <gabrielle@allcityindustrial.com>

Sent: Saturday, February 22, 2025 5:30 PM

To: Forrest Neuerburg <fneuerburg@cityofcoquille.org>

Subject: Re: Coquille Broiler

Caution! This message was sent from outside your organization.

Hi Forrest,

Is there a good time this week to talk about a lease agreement?

Gabrielle Colton

Owner/Contractor

Text or call: 541-304-2394

Gabrielle@allcityindustrial.com

Allcityindustrial.com

CCB# 250850

Coquille, Oregon

On Fri, 21 Feb 2025 at 9:27 AM Dave wrote:

Hi Forrest,

Sorry about that,

Thank you for clarifying!

Without a doubt, the owners would like to move forward with a lease agreement that would allow for the replacement of the existing infrastructure in the parking lot. From the beginning, the owners focus has been to reconstruct the ADA ramp and covered decking in compliance with the building code (2022 OSSC), ensuring customer safety.

I was asked by the owners to facilitate the best way to secure the location of the existing infrastructure for reconstruction, however I am not qualified to speak on their behalf regarding the terms of a new lease.

I Have included the owners in this email to keep them in the loop, and begin a dialogue to establish a lease that works for both the owners and the City of Coquille.

Thank you,

Dave Reed

Wayward R Studio

541-551-0057

From: Forrest Neuerburg <fneuerburg@cityofcoquille.org>

Sent: Thursday, February 20, 2025 4:44 PM

To: Dave Reed <info@waywardrstudio.com>

Subject: Re: Coquille Broiler - Next Step

Good afternoon, Dave,

What you discounted in your proposed response was:

ORS 221.727 (Alternative procedure for sale of city-owned real property; public notice and hearing) provides:

Notwithstanding ORS 221.725, a city council may adopt, after public notice and hearing, a procedure for the sale of individual parcels of a class of city-owned real properties, or any interest therein, under a single program established within the city for the sale of that class of properties. The city may thereafter sell any parcel under that adopted procedure in lieu of the procedure under ORS 221.725. (Emphasis added.)

To date, the City has not identified any such class of properties and it is unlikely this would happen to facilitate this process.

I would suggest we return to the idea of a Lease of the property.

Regards,

Forrest

From: Dave Reed <info@waywardrstudio.com>

Sent: Tuesday, February 18, 2025 11:39 AM

To: Forrest Neuerburg <fneuerburg@cityofcoquille.org>

Subject: Re: Coquille Broiler - Next Step

Caution! This message was sent from outside your organization.

Hi Forrest,

I was presenting the lease to buy scenario based on my review of the City Council video on February 3rd.

The City Council instructed staff to discuss moving forward, however they did not provide any specific direction (sale or lease of the property), and tabled the issue. I acknowledge the mayor's concern regarding the sale of the property (600sf) was based on another entity (not the Broiler) providing the highest bid.

My proposal for the purchase of the property would use the "alternative procedure for sale of city-owned real property (ORS 221.727)", avoiding the issue voiced by the mayor, while allowing for the owners of the broiler to maintain their ADA access and existing infrastructure/services that are already established in that location. The owners would prefer to move forward with the Lease to buy, ensuring that access and infrastructure for the building will remain intact for themselves and future owner.

For reference:

ORS 221.725

Sale of real property by city

#5 As used in this section and ORS 221.727 (Alternative procedure for sale of city-owned real property), "sale" includes a lease-option agreement under which the lessee has the right to buy the leased real property in accordance with the terms specified in the agreement. [1983 c.216 §1; 2005 c.22 §164; 2021 c.624 §3

We are happy to draft a lease (with purchase option) in compliance with ORS 221.727 for the city Council to consider at the March meeting, but would like to discuss the terms and estimated price for the property prior to drafting the document.

I am happy to discuss further at your convenience.

Thank you,

Dave Reed
Wayward R Studio
541-551-0057

From: Forrest Neuerburg <fneuerburg@cityofcoquille.org>
Sent: Tuesday, February 18, 2025 9:53 AM
To: Dave Reed <info@waywardstudio.com>
Subject: Re: Coquille Broiler - Next Step

Good morning,

The Council expressed no interest in selling the property. They instructed staff to provide a lease as the primary method to facilitate the transaction.

Get Outlook for Android

From: Dave Reed <info@waywardstudio.com>
Sent: Tuesday, February 18, 2025 8:49:25 AM
To: Forrest Neuerburg <fneuerburg@cityofcoquille.org>
Subject: Coquille Broiler - Next Step


Caution! This message was sent from outside your organization.

Hi Forrest,

I have spoken with the owners of the Broiler, following the results of the City Council meeting last week. They would like to pursue a lease agreement to rebuild the existing ADA ramping and covered porch structure. Specific to the lease, the owners would like to establish a lease with the right to purchase under ORS 221.727 (alternative procedure for sale of city-owned real property).

Please let me know what you would need from me to pursue this option.

Thank you,



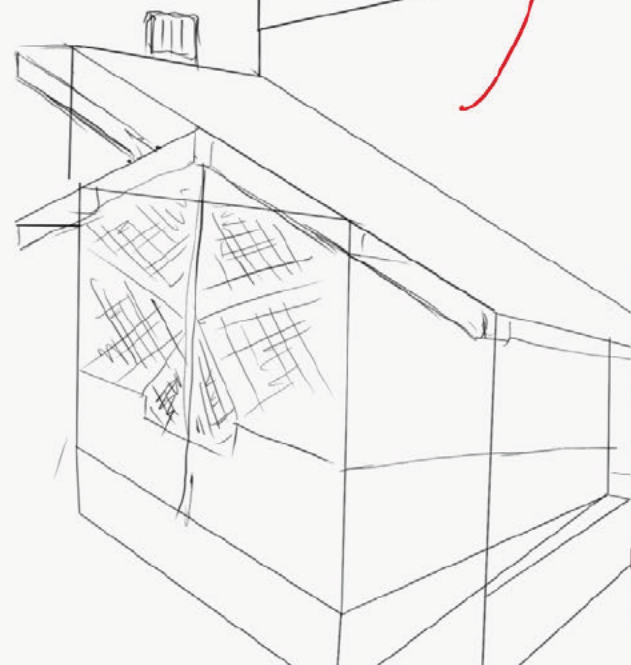
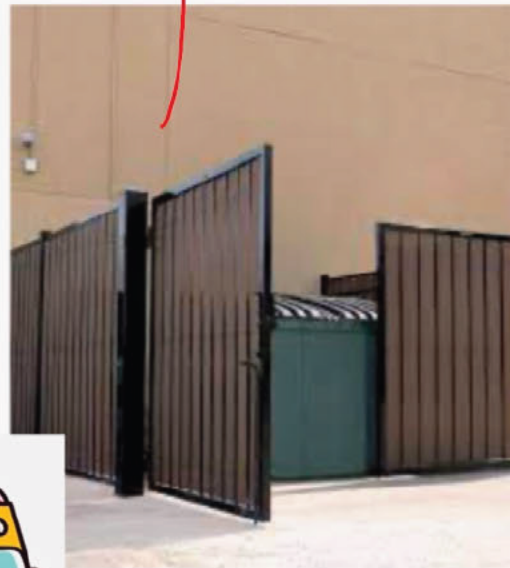
Dave Reed
Wayward R Studio
541-551-0057

Coquille Broiler parking lot lease proposal



We currently pay someone to clean the city lot.

The lot is currently not kept clean, Frazier's piles cardboard under stairs and around dumpster. We'd like to install dumpster fences to enclose dumpsters, cardboard and grease trap



After our ADA ramp was hit by a vehicle, we discovered rot and parts of the deck that weren't created to current codes. We plan on expanding the deck and making it nicer for our community to enjoy. This is the only ADA entrance to our building.



During Coquille River Days and other holidays, we'd love to host an outdoor beer garden, live bands and a food truck.



Right now, we are the only ones cleaning and maintaining the parking lot. We'd love the opportunity to make this a space that the city can be proud of and enjoy.

**CITY OF COQUILLE
CITY COUNCIL AGENDA ACTION SHEET**

Date: April 7, 2025

Agenda Number: 9

1. Agenda Title: CONSIDERATION OF COUNCIL GOALS

Presented By: City Manager Forrest Neuerburg

Explanation: Following the Council Work session on March 17th, the attached list was developed following discussion and ranking by the City Council. The item is provided for consideration of adoption by the Council

Fiscal Impact: Varies based upon project type and scope.

Staff Recommendation: Staff recommends the Council adopt the provided goals for FY25-26.

Council Action:

_____ Passed

_____ Tabled

_____ Failed

City Council Prioritized Goals, FY 25-26

Top Tier Goals

- #1 Advocate for the Ambulance and Fire Department.
- #2 Anchor Ambulance and Fire better within our budget.
- #3 Seek expansion of the Coquille boundary for housing and business development (i.e. annexation).
- #4 Work hard on Budget to reclaim funds back into Departments wherever possible.

2nd Tier Goals

Consider GP Lots for sale and development of housing and new businesses.

Tighten City expenditures, remove unnecessary expenses.

Continue to find housing and business development opportunities.

Improve safety traffic flow on Central Blvd between 3rd and 10th.

3rd Tier Goals

Create More Youth Events

Keep supporting staff training and resources that improve process and job quality.

Make Improvements to 5h Street Park including sidewalk and parking.

4th Tier Goals (in no particular order)

Hold Town Hall Meetings annually, not for specific topics.

Plan and develop Hundred Acre Wood Phase II.

Adopt consistent signage and wayfinding.

Demolish remnants of Bills Place/Theatre.

Continuing Goals/Projects—not ranked in order

1. Continue to address budget errors, including education elements.
2. Complete Sturdivant Park Playground Project.
3. Implement Streetscapes design downtown through URA.
4. Continue Water Projects and other infrastructure improvements.
5. Re-roof the CCB.
6. Develop/Finish Pocket Park (1st National Bank lot).
7. Keep building strong relationships with local businesses/agencies.
8. Improve City Streets, intersections, pavement, sidewalks.

**CITY OF COQUILLE
CITY COUNCIL AGENDA ACTION SHEET**

Date: April 7, 2025

Agenda Number: 10

1. Agenda Title: CONSIDER BUDGET COMMITTEE APPLICATIONS

Presented By: City Manager Forrest Neuerburg

Explanation: The City Council has requested applications for the Budget Committee.

Fiscal Impact: None

Staff Recommendation: The Council has asked for members of the Public to apply for the Budget Committee. In addition to current Council Members, the Budget Committee includes Dave Jennings and Claire Martin.

Council Action:

_____ Passed

_____ Tabled

_____ Failed



City of Coquille

City of Coquille

City Recorder
851 N. Central Blvd
Coquille OR 97423-1253
541-396-2115 x 206 Fax: 541-396-5125
ewright@cityofcoquille.org

Committee/ Board/ Commission Application

1. Committee or Commission for which you are applying: Budget
2. Name: Sean Sanborn
Telephone Number: [REDACTED] Email: [REDACTED]
3. Mailing Address: [REDACTED]
4. Physical Address: Same
5. How long have you lived in Coquille? 18 yrs.
6. Do you serve on any other committee? Yes If yes, please list committees: Coquille School Dist. Budget Committee
7. Amount of time per month you expect to commit: As needed.
8. Personal background: Lt. Enforcement for Coos + City, Army
9+ yrs. Graduate Myrtle Point
9. Why do you desire to be on this particular committee or commission?
To be active in ~~being~~ being a good steward of
public \$. Asked by Councilor.

Please return all forms to: Elizabeth Wright, City Recorder, 851 N. Central, Coquille OR, 97423 If you have any questions, call Elizabeth Wright at 541-396-2115 x 206.



City of Coquille

City Recorder
851 N. Central Blvd
Coquille OR 97423-1253
541-396-2115 x 206 Fax: 541-396-5125
ekinney@cityofcoquille.org

Committee/Commission Application

1. Committee or Commission for which you are applying: Finance / Budget
2. Name: Donald "Joe" Root
Telephone Number: [REDACTED] Email: [REDACTED]
3. Mailing Address: [REDACTED]
4. Physical Address: _____
5. How long have you lived in Coquille? 2 years
6. Do you serve on any other committee? No If yes, please list committees: _____

7. Amount of time per month you expect to commit: 5-10 hours
8. Personal background: Data Engineer and analytics
consultant, Air Force Veteran,
small business owner

9. Why do you desire to be on this particular committee or commission?
I think my analytics, finance, and reporting
background could help the city

Please return all forms to: Liz Kinney, City Recorder, 851 N. Central, Coquille OR, 97423 If you have any questions, call Liz Kinney at 541-396-2115 x 206.

CITY OF COQUILLE CITY COUNCIL AGENDA ACTION SHEET

Date : March 31, 2025

Agenda Number : 11

Agenda Title : Vacation of the Jefferson School park

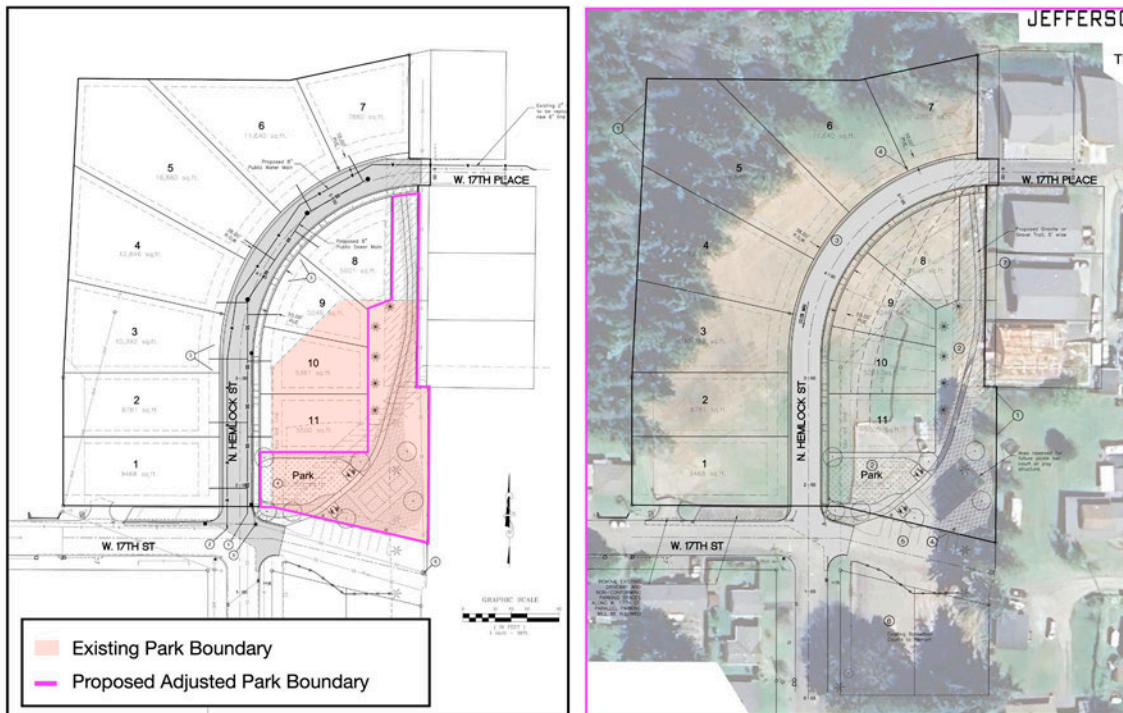
Presented By : Hailey Sheldon

Issue:

At their January 13th meeting, Planning Commission approved the below-configured “subdivision” of the old Jefferson School property. Along with the subdivision, the Planning Commission approved the reconfiguration of the public parkland adjacent to the subdivision, as also depicted below. (Planning Files 2022-04, 2024-44)

To reconfigure the parkland: it must be “vacated,” then “(re)-dedicated” to the public in the new configuration.

The area proposed to be vacated is depicted below as “Existing Park Boundary.”



The procedure used for this vacation: A motion by the Council to vacate the parkland following [ORS 271.130 Vacation on City Governing Body’s Own Motion](#).

Following Council motion: an order vacating the park, including a metes-and-bounds description of the parkland, will be prepared for the Mayor’s signature and recording.

This matter was noticed following [ORS 271.110 \(Notice of hearing\)](#); the following notice was made:

- Newspaper notice in the Coquille Sentinel once each week for two consecutive weeks prior to the hearing (March 19 and 26, 2025).
- Posted notice in two places on the property (March 21, 2025).

In addition, the matter of the “reconfiguration” of the Jefferson Park has been publicly noticed for consideration at the following public meetings:

- Monday April 11, 2022 meeting of the Planning Commission
- Thursday April 21, 2022 meeting of the Parks and Recreation Committee
- Monday January 13, 2025 meeting of the Planning Commission

Background note: Prior to the Planning Commission’s review and approval of the Jefferson School Phase 2 tentative subdivision plat, City staff consulted with the City’s surveyor (Mike Erickson, Dyer Partnership) and the Coos County Surveyor (Mike Dado), regarding the procedure to reconfigure the public park and found this two-step process to meet the City’s code, County’s standards, and ORS: (1) adjust the common property line between subject property and the adjacent park, (2) subdivide the reconfigured subject property. Following the Planning Commission’s tentative subdivision approval, during the processing of that property line adjustment, the Coos County Assessor’s office found the parkland vacation necessary.

Fiscal Impact : Unknown

Draft Motions :

I move to order the approximately 0.64 acre public park at the northeast intersection of 17th and Hemlock Streets, referred to as the “Jefferson School Park,” vacated.

I move to table the matter of vacating the approximately 0.64 acre public park at the northeast intersection of 17th and Hemlock Streets, referred to as the “Jefferson School Park,” until May 5, 2025.

Council Action :

_____ Passed _____ Tabled _____ Failed

**CITY OF COQUILLE
CITY COUNCIL AGENDA ACTION SHEET**

Date : April 7, 2025
Agenda Number : [12]
Agenda Title : Adopt-A-Park Program
Presented By : Mark Denning

Explanation: A request for the Council to review and provide feedback on a proposed Adopt-A-Park Program for the City of Coquille

Attached is the draft documentation outlining an Adopt-A-Park Program proposed by the Parks Committee. The city's Human Resources Department, with the help of our insurance representative, is currently reviewing the program's compatibility with city insurance requirements. Pending HR approval of the program and associated documents and procedures, the Parks Committee would like to implement this program following our April meeting. The draft program is being presented here to allow Council to ask questions and provide feedback.

Fiscal Impact : Minimal – expenses covered through existing parks budgets

Staff Recommendation : Provide feedback

Council Action : None required - for information and discussion.



Adopt-A-Park Program

City of Coquille Adopt-A-Park Program

About the Adopt-A-Park Program

The primary purpose of the Adopt-A-Park Program is to create a sense of community through involvement in caring for and maintaining our public parks.

Assisting Public Works staff with routine maintenance, clean up, and beautification of parks, and trails; volunteers will spruce up a designated area by removing litter and debris, controlling weeds, caring for plants, mulching around trees and planting areas, raking leaves, sweeping ball courts, identifying hazards, reporting vandalism, and planting trees, shrubs and other approved vegetation.

Why Adopt-A-Park?

The City of Coquille has a small Parks Department. It is often challenging to keep up with the tremendous care and use of our open spaces. Your volunteer efforts can make a difference in achieving a higher standard for these important areas in our community. With your help we can make and keep our parks and trails safe, functional and beautiful.

Who can Adopt-A-Park?

Adopt-A-Park aims to unite and support all people interested in improving the City of Coquille Parks. Our participants can include:

- | | |
|-----------------------------|----------------------------|
| * Civic Organizations | * Church groups |
| * Senior Citizen groups | * Scouts |
| * Neighborhood Associations | * Businesses |
| * Youth groups | * Non-profit organizations |
| * Schools | * Community groups |
| * Families | |

What You Can Do!

Groups care for their adopted area in the following ways:

- * Pick up litter
- * Raking wood chips (playgrounds)
- * Reporting park hazards
- * Spreading bark dust and/or mulch
- * Sweep courts and pathways
- * Pulling weeds
- * Report irrigation problems

Under the direction of the City of Coquille Public Works department:

- * Pruning
- * Planting
- * Amenity Repair
- * Special projects

Requirements and Expectations:

We ask for a minimum commitment of one year of service to your adopted park or trail. At the end of your initial commitment you can renew with approval from the City. We also ask that groups perform tasks at their location a minimum of once per quarter for a minimum of two hours per quarter.

Each group must select a spokesperson. This person will be the point of contact for the group. The spokesperson will also be responsible to ensure that each participant complies with the Adopt-A-Park program requirements and safety procedures and has signed an liability release with the City of Coquille. The spokesperson will pick up and return the supplies provided by the City of Coquille and notify the City of any hazardous items (if any).

The adopting group must enter into a signed agreement with the Public Works Director. Park sites and trails will be assigned on a first-come, first serve basis.

What are Participants Responsible for?

- * Participants are required to read, understand, and abide by the Safety Guidelines.
- * Participants must abide by all park rules and related municipal codes.
- * Groups must notify the Adopt-A-Park Program Coordinator to change group duties.
- * Groups should strive to spend a minimum of _____ hours per quarter at the adopted site.
- * Groups perform work during daylight hours.

- * All volunteers under the age of 18 must have adult supervision.
- * Participants must keep track of the number of hours spent working, on a monthly basis and report total hours to the Program Coordinator. Hours are due by the 10th day of every month for the previous month's accumulated hours. We document this information and tabulate total yearly hours, which help our program in the following ways:
 - * Accounts for donated time for annual reports.
 - * Confirms growth or decline in participation.
 - * Helps the office provide participant recognition.
 - * Provides for Workers Compensation coverage for volunteers.

Recognition

- * An official Certificate of Adoption.
- * An adoption sign with adopter's name (text only) which will be posted at the adopter's site after 20 hours of volunteer reported hours. The sign will remain posted as long as the group/individual remains an active volunteer.
- * Department may promote adopter in Department Program Guides or materials.

One Day Clean-ups

If you or your group or business cannot commit the time to adopt a park, or trail, but would like to help, you are welcome to organize a one-day clean-up of an area. Please check out the Volunteers page of the City of Coquille website to organize an event or join an existing event.

Areas for Adoption and Clean Up

Parks

- *Sturdivant Park
- *Reitman Park
- *5th Street Park
- *Sanford Heights Park

Trails

- *Hundred Acre Wood
- *Riverwalk

How to Apply

1. Visit the City of Coquille website
2. Click on Parks
3. Click on Adopt-A-Park (links to external website)
4. Click on Program Application, fill it out and submit it.
5. Click on Volunteer Service Agreement and Release for Group Spokesperson and any other initial group members. Print and fill out. Volunteers under 18 years of age must include a parent/guardian signature.
6. Email forms to:
coquillecommunityconnection@gmail.com
7. The Program Coordinator will review your adoption proposal. You will be contacted upon approval to set up an appointment to go over any questions and receive basic instructions.
8. No later than 30 days before your adoption term expires, groups must submit a Renewal or Cancellation form.

City of Coquille Adopt-A-Park Program

Safety Guidelines

- 1) Youth under the age of 18 years must be supervised at all times.
- 2) Review safety rules carefully before you begin the cleanup project.
- 3) Add additional safety precautions you feel appropriate.

DO:

- Do wear light or bright colored clothing, hard-soled shoes, and sturdy work gloves.
- Do use sun block and/or wear a hat.
- Do contact Public Works immediately if you notice a safety hazards such as a broken swing or other piece of play equipment
- Do tie bags tightly before placing them next to trash receptacles.
- Do work during park hours.
- Do work with a partner.
- Do make sure that all participants in your group are familiar with these safety precautions.

DON'T

- Don't overexert yourself. Be sure to take frequent breaks, drink liquids, and dress appropriately for the weather.
- Don't bring small children or pets along on projects.
- Don't ever leave children or pets locked in the car at a work location.
- Don't pick up materials you suspect might be hazardous, such as needles or drug paraphernalia. Immediately call Coos Bay Police Dispatch at (541) 269-8911 (extension 0) and give the precise location of the material. Dispatch will contact the City of Coquille Police Department.

Litter Removal:

- Leave full trash bags beside trash receptacles in the park or call to arrange for pickup. Always wear work gloves.
- Work only during daylight hours.
- Work with a partner whenever possible.
- Don't work under potentially dangerous weather conditions such as heavy rain or wind.

- Do not over-exert yourself. Be sure to take breaks and drink plenty of fluids.
- Do not pick up litter close to the edge of curbs unless oncoming traffic is clearly visible.
- Do not stomp on trash bags (stomping may cause sharp objects to puncture the bag.)

Weed Removal

- Before removing weeds, check with the Program Manager to get approval.
- Leave organic material in paper yard bags together near the curb for easy pick up.
- Any use of power equipment needs to be coordinated beforehand with the City of Coquille Public Works department.
- Do not spray or use any chemicals.
- Do not over-exert yourself. Be sure to take break and drink plenty of fluids.
- Small children should not use weeding tools. Participants must be at least 12 years old to use weeding tools.
- Wear protective gear-safety glasses/goggles, safety vest, long pants and long sleeves, sturdy shoes and gloves.
- Be cautious around thorny or poisonous bushes such as poison oak or star thistle.

On a Pathway or Trail

- Do not block pathway or trail
- Be cautious and respectful of pedestrians, cyclists, animals, and other trail users.

City of Coquille Adopt-A-Park Program

Volunteer Code of Ethics Agreement

Volunteers are an important asset to the City and make it possible for the City to deliver services to Coquille residents. As a volunteer, your conduct reflects upon the City of Coquille. As such, it is important that you adhere to the City's Volunteer Code of Ethics.

I, _____ as a volunteer with the City of Coquille, agree to:

- Conduct myself in a professional manner; maintaining high standards of integrity and honesty.
- Treat all members of the public, employees, and other volunteers with dignity, impartiality and respect.
- Be accountable and responsible for my acts and omissions.
- Avoid any activity that could be seen as a conflict of interest, such as accepting gifts or favors from individuals or businesses that could be seen as an attempt to influence a City decision.
- Respect confidential information that is available to me as a result of my volunteer work with the City, and refrain from using it for personal gain or for personal, non-City business related reasons. I will bring any violation of this confidentiality to the attention of my supervisor.
- Follow the City's Zero Tolerance policy for wrongdoing including, but not limited to, sexual harassment, other forms of harassment, discrimination, drug or alcohol use, theft, violence, unsafe acts, and falsification of any forms.
- Promptly raise questions and concerns regarding possible violations of City policy or local, state, or federal law with my immediate supervisor or the Department Head.
- I understand that I may be released from my volunteer service by not adhering to the above Code of Ethics.

Volunteer Signature

Parent/Guardian if under 18 yrs old

Date

Date

City of Coquille Adopt-A-Park

Volunteer Service Agreement and Release

This Form Must Be Signed By All Adopt-A-Park Volunteers, And The Parents Or Guardian Of Any Volunteer Under The Age Of 18 Years.

Contact Information:

Organization or group _____

Organization or group contact person _____

Phone number _____ email _____

Assumption of Risk

I am aware that engaging in an Adopt-A-Park activity may involve certain risks, dangers, and hazards. I agree to wear protective equipment including but not limited to gloves and eye protection and to follow all safety guidelines while participating to minimize any such risks. If I am unclear about how to perform a particular activity or how to perform a particular activity safely, I agree to seek guidance from City staff or volunteer coordinators to learn how to safely conduct the activity. I freely accept and fully understand and assume all risks and dangers.

Release of Liability

I agree to waive any and all claims against the City of Coquille. I release the City of Coquille of any and all liability for any loss, damage, injury or expense, of whatever form or nature, for bodily injury, death, or property damage, that I may suffer as a result of participating in the Adopt-A-Park Program.

I have read and understand this release. I am aware that by signing this release, I am waiving certain rights that my heirs, next of kin, executors, administrators and assigns may otherwise have against the City of Coquille.

I understand the City of Coquille may photograph or videotape the volunteer event or activity in which I am (or my child is) participating. I give my permission for the City to use photographs or videotape of me (or my child) for the purpose of promoting the City of Coquille and its services/ programs. I give my permission with the following understanding: No compensation of any kind will be paid to me (or my child) at this time or in the future for the use of my (or my child's) likeness.

I also acknowledge and agree that my (or my child's) services are provided for the convenience of the City and may be terminated for any reason and at any time by the City without prior notice or hearing.

I, the undersigned, certify that the information stated on this agreement and release is true, complete and correct to the best of my knowledge and belief and is made in good faith. Any false statements made by me may be used as a basis of rejection for this application or termination of volunteer services.

This agreement shall remain in effect until terminated in writing by either party.

Volunteer Signature	Phone	Email

**CITY OF COQUILLE
CITY COUNCIL AGENDA ACTION SHEET**

Date: April 7, 2025

Agenda Number: 13

1. Agenda Title: CONSIDER LIBRARY BOARD APPLICATION

Presented By: City Manager Forrest Neuerburg

Explanation: The City Council has requested applications for the Library Board.

Fiscal Impact: None

Staff Recommendation: The Council has asked for members of the Public to apply for the Library Board.

Council Action:

☐ Passed

☐ Tabled

☐ Failed

Meet Monthly
3rd Thursday
@ noon

Return ASAP
In position July 1/26
→ then can reapply.



City of Coquille

City of Coquille

City Recorder
851 N. Central Blvd
Coquille OR 97423-1253
541-396-2115 x 206 Fax: 541-396-5125
kbenson@cityofcoquille.org

Committee/Commission Application

1. Committee or Commission for which you are applying: LIBRARY BOARD
2. Name: STEVEN CROUCH
Telephone Number: [REDACTED] mail: [REDACTED]
3. Mailing Address: [REDACTED]
4. Physical Address: [REDACTED]
5. How long have you lived in Coquille? 4 years
6. Do you serve on any other committee? NO If yes, please list committees: _____

7. Amount of time per month you expect to commit: AS MUCH AS NECESSARY
8. Personal background: RETIRED. WORKED CLOSELY
WITH SACRAMENTO PUBLIC LIBRARY AUTHORITY
(SPLA) DURING THE YEARS 2002-2012.
THE SPLA HAS 28 BRANCHES AND OVER 175
EMPLOYEES. PROFESSOR AT U.C.D. FOR 6YRS
9. Why do you desire to be on this particular committee or commission?
I HAVE A DEEP FONDNESS FOR
LIBRARIES AND I'M AN AVID
READER OF MOSTLY FICTION BOOKS.

Please return all forms to: Kelly Benson, City Recorder, 851 N. Central, Coquille OR, 97423
If you have any questions, call Kelly Benson at 541-396-2115 x 206.



City of Coquille

City Recorder
851 N. Central Blvd
Coquille OR 97423-1253
541-396-2115 x 206 Fax: 541-396-5125
kbenson@cityofcoquille.org

Committee/Commission Application

1. Committee or Commission for which you are applying: Library Board
2. Name: Barbara Steele
Telephone Number: [REDACTED] Email: [REDACTED]
3. Mailing Address: [REDACTED]
4. Physical Address: Same
5. How long have you lived in Coquille? 49 years
6. Do you serve on any other committee? no If yes, please list committees: _____

7. Amount of time per month you expect to commit: 5 hours a month
8. Personal background: I worked in Lincoln library for 15 years. I volunteer for the school district labeling books for Accelerated Reader program.

9. Why do you desire to be on this particular committee or commission?
I have been on the Board before. I'm a library user and love the library. And helped move the library. Advocate for the library.

Please return all forms to: Kelly Benson, City Recorder, 851 N. Central, Coquille OR, 97423
If you have any questions, call Kelly Benson at 541-396-2115 x 206.

**CITY OF COQUILLE
CITY COUNCIL AGENDA ACTION SHEET**

Date: April 7, 2025

Agenda Number: 14

1. Agenda Title: Resolution adding a Safe Deposit Box at First Community Credit Union

Presented By: Finance/HR Director Michelle Aeling

Explanation: We are paying thousands a month to support historical data on the server. To remedy this, our IT has offered to place this historical data on a portable hard drive that we will then keep in a fireproof and off site location. First Community Credit Union has Safe Deposit Boxes that meet both of these criteria. The box will need two signers to gain access, just like we have a 2 signature requirement on our checking account.

Fiscal Impact: A 3X5 Box is \$25/year and will have a one time key deposit of \$25.

Staff Recommendation: Staff recommends the Council adopt Resolution 04-2025.

Council Action:

_____ Passed

_____ Tabled

_____ Failed

City of Coquille

Resolution 04-2025

A RESOLUTION ADDING A SAFE DEPOSIT BOX AT FIRST COMMUNITY CREDIT UNION.

WHEREAS The City of Coquille would like to open a Safe Deposit Box at the First Community Credit Union at 200 N Adams St, Coquille, OR; and

WHEREAS the Safe Deposit box access will be restricted to the following renters: Mayor Sam Flaherty, City Manager Forrest Neuerburg, Finance/HR Director Michelle Aeling, Finance Supervisor Lori Cannon; and

WHEREAS the Safe Deposit Box shall require 2 signatures to open the box each time access is needed;

NOW THEREFORE, The City of Coquille will open a Safe Deposit Box as outlined above.

The foregoing Resolution was duly adopted by the City of Coquille Council, Coos County, Oregon this 7th day of April 2025.

Mayor Sam Flaherty

ATTEST:

Elizabeth Kinney, Recorder

**CITY OF COQUILLE
URA MEETING**

**CITY COUNCIL CHAMBERS
851 NORTH CENTRAL BLVD
COQUILLE, OREGON
MONDAY, MARCH 3RD, 2025**

COUNCIL PRESENT: URA Member Flaherty, URA Member Westrum, URA President Corbus, URA Member Waddington, URA Member Cooper, URA Member Marshall

STAFF PRESENT: City Manager Neuerburg, Finance Director Aeling, Fire Chief Ferren, Deputy Chief Fire Marshal Wells, Chief Doyle, Library Director Lucas, Public Works Director Denning, City Recorder Kinney, City Attorney Betts

URA MEETING

AGENDA

1. CALL TO ORDER

URA President Corbus: Calls the meeting to order at 7:49 p.m.

2. CONSENT CALENDAR

-MEETING MINUTES 2/3/2025

URA Member Marshall: Motions to approve the minutes.

URA Member Cooper: Seconds the motion.

All vote in favor.

**3. CONSIDER APPROVING FUNDS TOWARDS COQUILLE COMMUNITY
BUILDING REROOF PROJECT--\$200,000**

URA Member Flaherty: Motions to approve funds towards the Coquille Community Building Reroof Project in the amount of \$200,000.00

URA Member Cooper: Seconds the motion.

All vote in favor.

4. GOOD OF THE ORDER –

5. ADJOURN

URA President Corbus: Adjourns the URA Meeting at 7:53 p.m.

Attest: _____
URA President Corbus

City Recorder, Liz Kinney

**COQUILLE URBAN RENEAWL AGENCY
URA BOARD AGENDA ACTION SHEET**

Date: April 7, 2025

Agenda Number: 4

1. Agenda Title: **A RESOLUTION AMENDING THE 2024-2025 FISCAL YEAR BUDGET OF THE CITY OF COQUILLE URBAN RENEWAL AGENCY**

Presented By: Finance/HR Director Michelle Aeling

Explanation: The Oregon Business Development Department Brownsfield Redevelopment Fund provided the City of Coquille a grant to support redevelopment of real property located at 0 Mill Avenue (RV Lot) Coquille, OR. This resolution will add a revenue line to the URA budget (OBDD Grant) to allow the URA to receive grant disbursements as work is completed.

Fiscal Impact: \$60,000

Staff Recommendation: Staff recommends the URA Board adopt Resolution 02-2025

URA Board Action:

 Passed

 Tabled

 Failed

City of Coquille Urban Renewal Agency

URA Resolution 02-2025

A RESOLUTION AMENDING THE 2024-2025 FISCAL YEAR BUDGET OF THE CITY OF COQUILLE URBAN RENEWAL AGENCY, COOS COUNTY, OREGON AND HEREBY ADOPTING A SUPPLEMENTAL BUDGET ADDING A NEW REVENUE LINE.

WHEREAS ORS 294.471(1)(a) allows a supplemental budget to be prepared when an occurrence or condition exists that was not ascertainable when preparing the original budget; and

WHEREAS the Oregon Business Development Department Brownsfield Redevelopment Fund provided a grant to the URA for the Coquille Former GP Mill Redevelopment Assesment; and

WHEREAS the Grant funds were not anticipated in the budgeting process;

NOW THEREFORE, the funds shall be appropriated as shown below:

URA FUND

Source

OBDD Grant 60,000

Total updated URA Revenue 3,022,415

Use

URA Projects (increased 60,000) 2,247,515

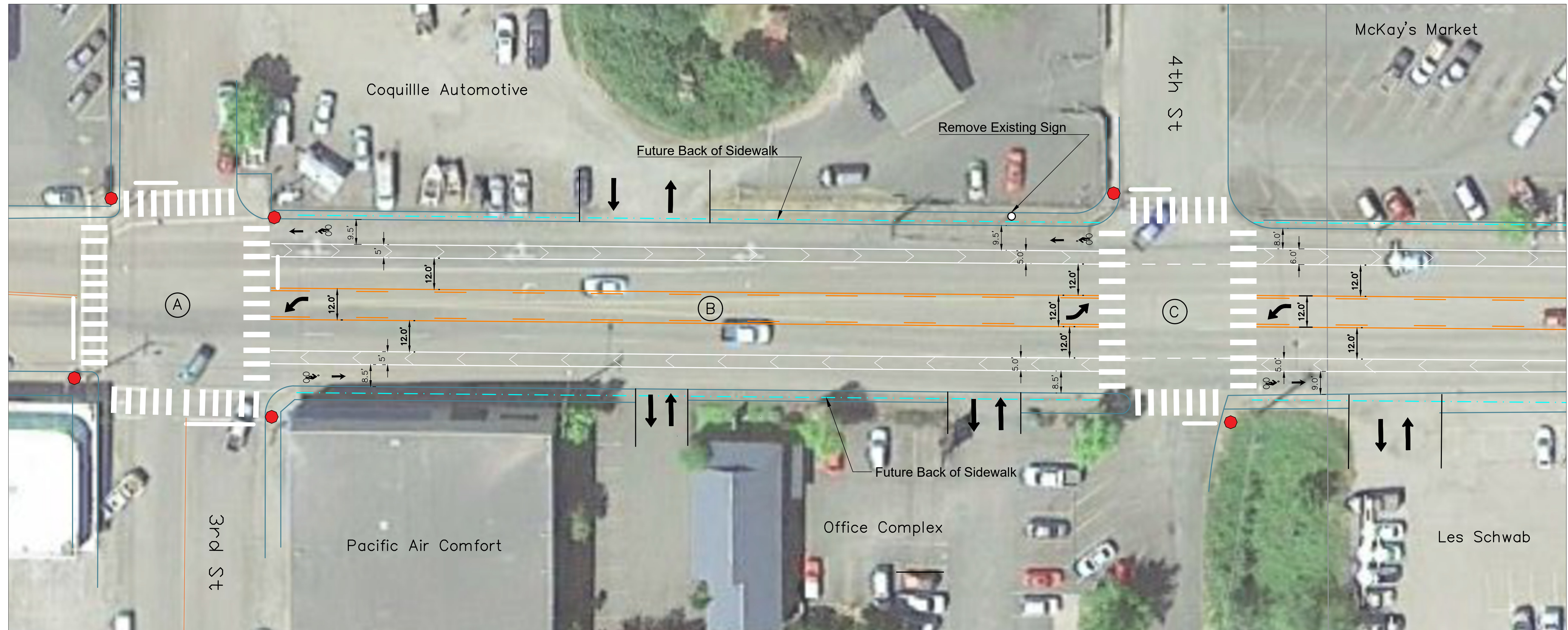
Total updated URA Expenditures 3,022,415

The foregoing Resolution was duly adopted by the Coquille Urban Renewal Agency Board, Coos County, Oregon this 7th day of April 2025.

URA Board President

ATTEST:

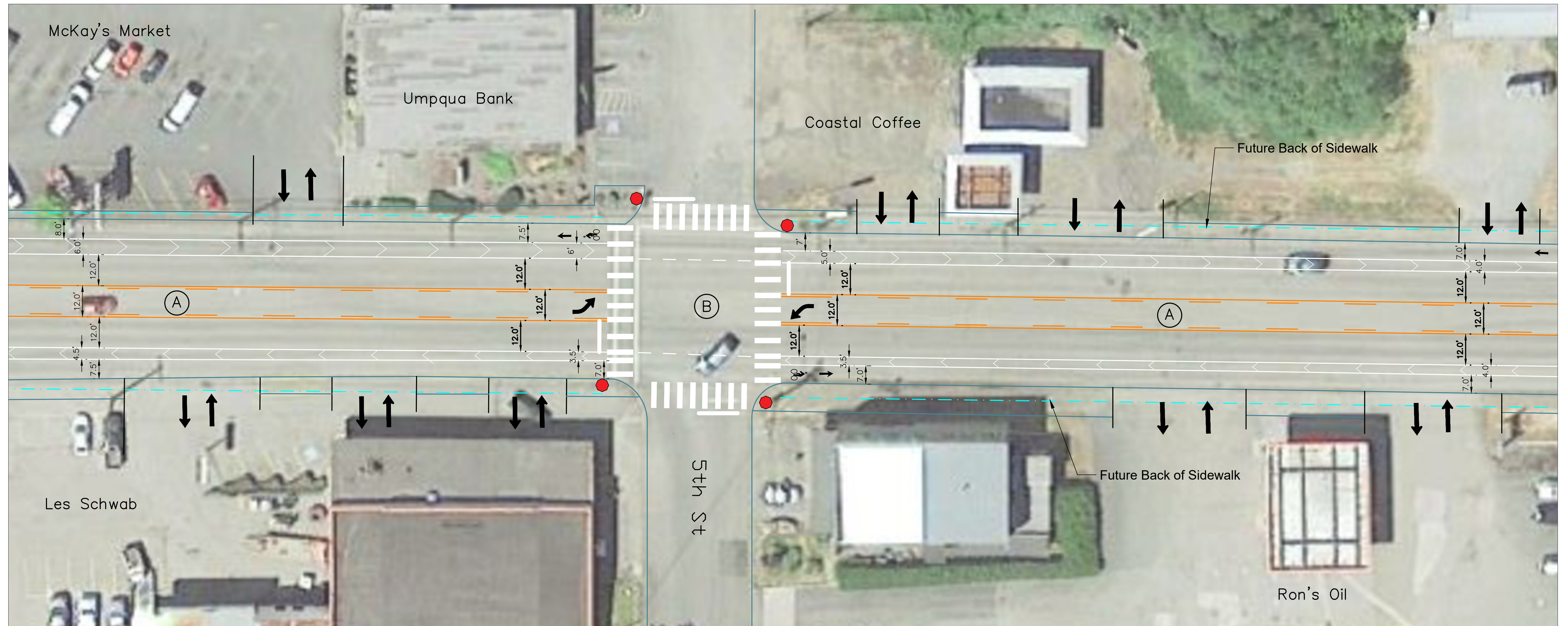
Elizabeth Kinney, Recorder



A. All-way stop at 3rd. All pedestrian crosswalks will have continental striping.

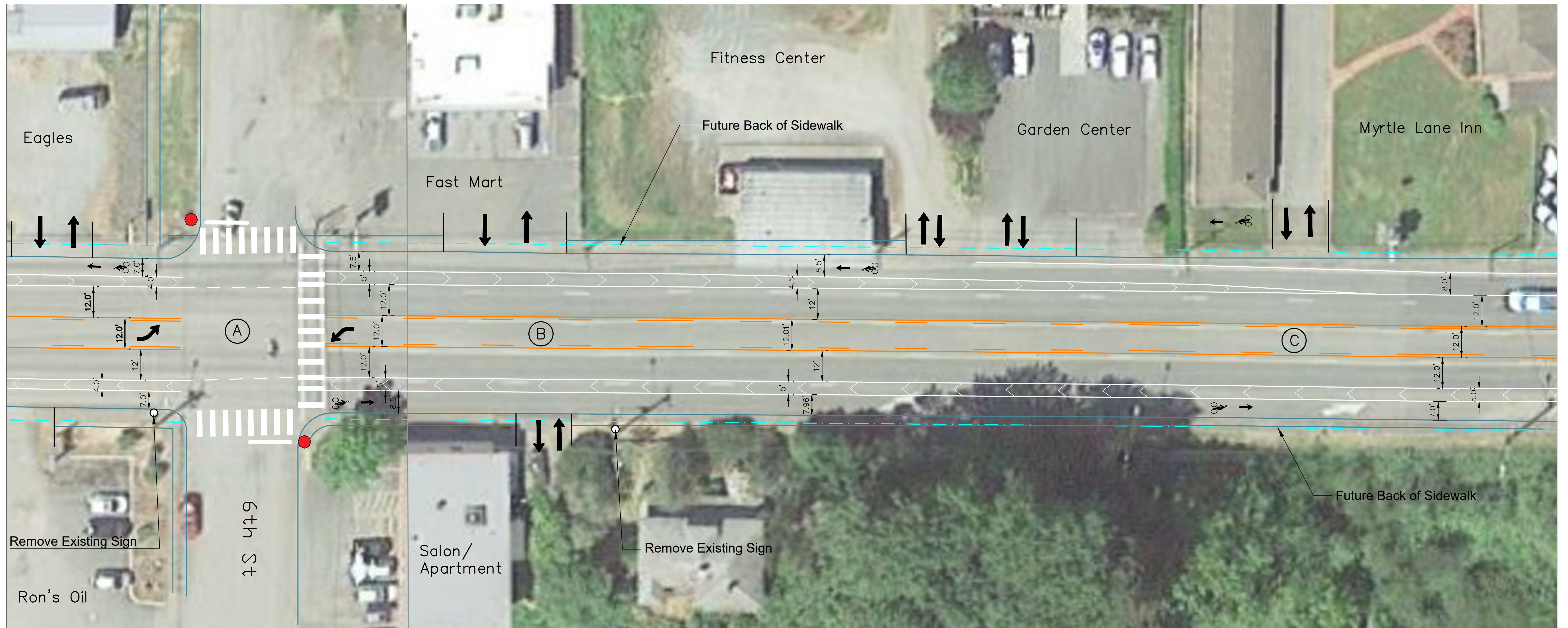
B. Restripe to add a center left turn lane between 3rd and 4th Street. The center left turn lane and the vehicle lane line will remain with future phase. Future landscaping and multi-use path will start at the edge of the bike lane buffer and end at the blue line shown on the plans.

C. Two-way stop at 4th. All pedestrian crosswalks will have continental striping.



A. Maintain existing center left turn lane. The center left turn lane and the vehicle lane line will remain with future phase. Future landscaping and multi-use path will start at the edge of the bike lane buffer and end at the blue line show on the plans.

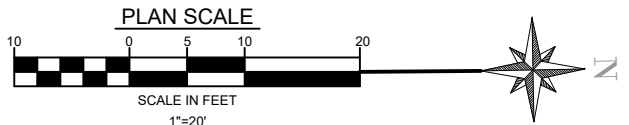
B. All-way stop at 5th. All pedestrian crosswalks will have continental striping.

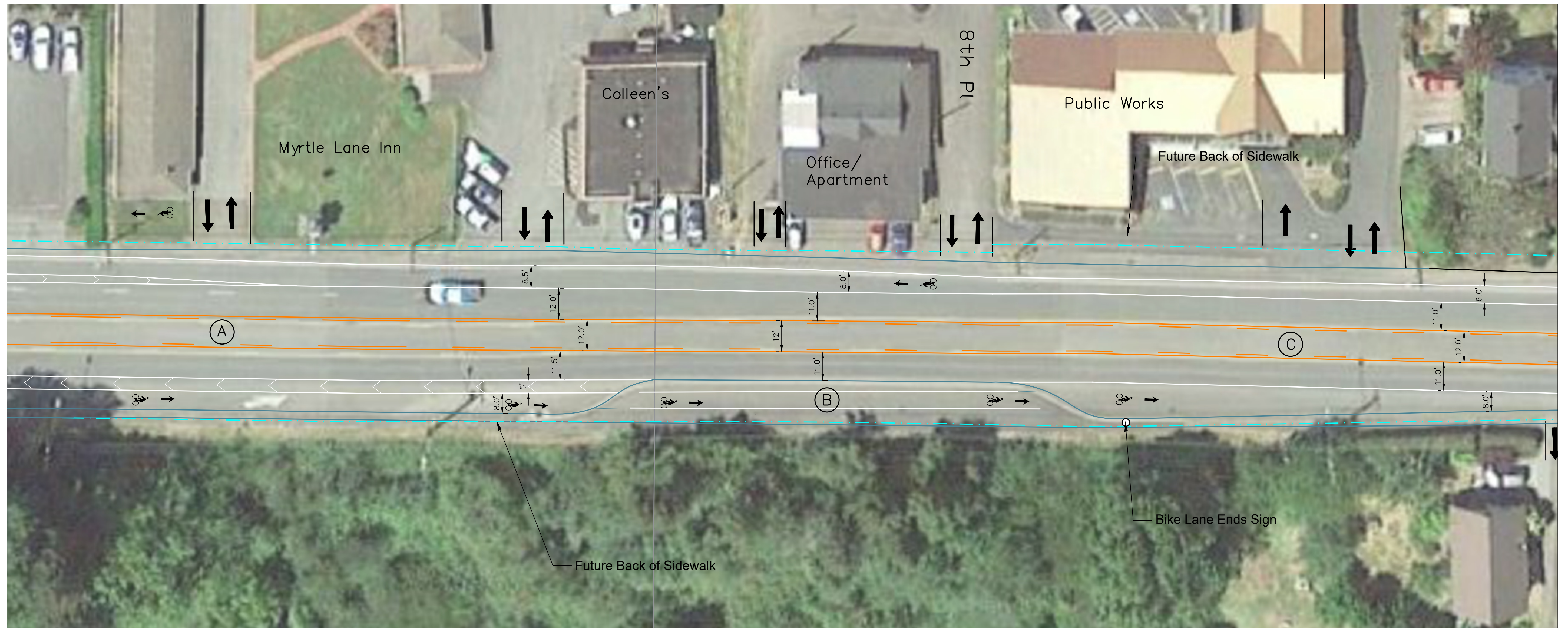


A. Two-way stop at 5th. All pedestrian crosswalks will have continental striping. Maintain existing pedestrian beacon on the north side and the existing crosswalk signage. Future phase will replace this beacon with a Rectangular Rapid Flashing Beacon (RRFB) and updated pedestrian crossing signage.

B. Maintain existing center left turn lane. The center left turn lane and the vehicle lane line will remain with future phase. Future landscaping and multi-use path will start at the edge of the bike lane buffer and end at the blue line show on the plans.

C. No bike lane buffer north of Myrtle Lane Inn due to narrowing of roadway.

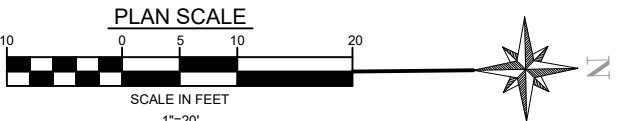


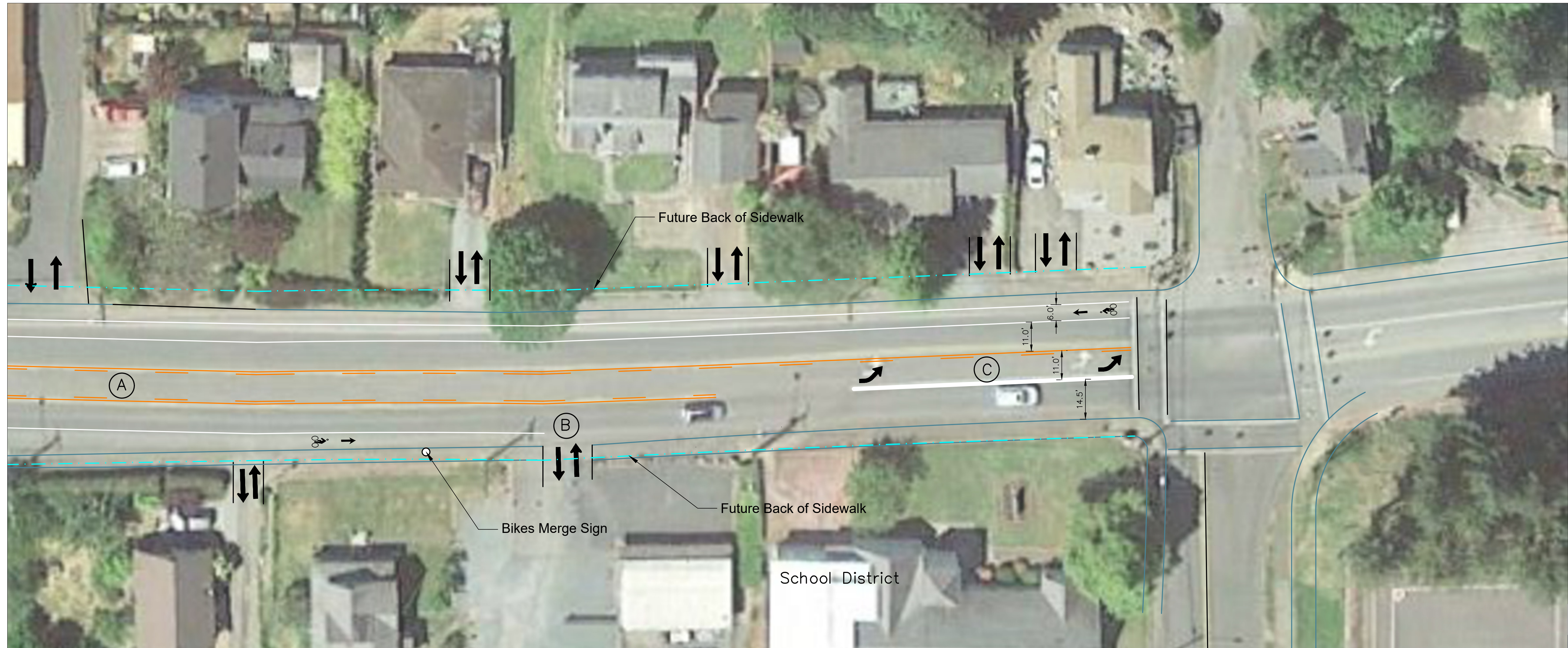


A. Maintain existing center left turn lane. The center left turn lane and the vehicle lane line will remain with future phase. Future landscaping and multi-use path will start at the edge of the bike lane and end at the blue line show on the plans.

B. Construct Ramps on both side of island. Route bike lane onto island.

C Bike lanes will be present on both north and south sides.





A. Maintain existing center left turn lane. The center left turn lane and the vehicle lane line will remain with future phase. Future landscaping/parking and multi-use path will start at the edge of the bike lane and end at the blue line show on the plans.

B. Bikes Merge with travel lane. Bikes could get onto sidewalk at this driveway.

C Shift center left turn lane to the south to provide room for bike lane on the north side.