

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room, 201 N. Adams, Coquille
or Virtually at <https://meet.goto.com/774210413>
March 19, 2024

1. **8:30 AM- EXECUTIVE SESSION under the authority of ORS 192.660, - in the small conference room. The public is excluded from this portion of the meeting**
2. **9:30 AM PUBLIC PORTION OF THE MEETING, BEGINNING WITH THE PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**
3. **PUBLIC HEARING**
 - A. Amending Article Four, Division Seven of the Coos County Code
4. **DEPARTMENT HEADS**
 - A. Request Approval to Renew Zoom Subscription- Coos Health & Wellness (CHW)
 - B. Request Approval of Contract for Roof Replacement on HHW Building- Solid Waste
 - C. Request Approval to Declare 2016 CAT Loader as Surplus/Approve Disposal-Solid Waste
 - D. Request Approval to Pay CFPA Admin Fee Invoice- Forestry
 - E. Request Approval to Pay Fuel Bill for February- Sheriff
 - F. Request Approval of Contract with Kids Hope Center- Community Corrections
 - G. Request Approval of Order Adopting Official Road Name "Trail Lane"- Planning
 - H. Request Approval of Contract for Mediation Services with Sarah Mello- Counsel/State Courts
 - I. Request Approval to Recommend Lance Morgan as County Rep on South Slough Board- BOC
 - J. Request Authorization for Land Agent to Get Appraisal of The Harris Building- BOC
 - K. Request Approval of Letter to Compensation Committee re: BOC Salaries- BOC
5. **CONSENT CALENDAR- administrative matters not up for discussion**
 - A. **Approval of Minutes**

Worksession- Transitional Housing/Indigent Assistance- February 15, 2024
Regular Meeting Minutes- March 5, 2024
 - B. **Orders & Resolutions**

Resolution 24-03-037P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
Resolution 24-03-038P, In the Matter of Filling a Vacant Position and Transfer for Mandy Smith Effective March 18, 2024
Resolution 24-03-039P, In the Matter of Granting a Merit Step Increase for Cynthia Edwards Retroactive to December 1, 2023
Resolution 24-03-040P, In the Matter of Granting a Longevity Increase for Cynthia Edwards Effective March 1, 2024
Resolution 24-03-041P, In the Matter of Granting Salary Merit Step Increases for Various CCSO Employees Effective March 1, 2024
Resolution 24-03-042P, In the Matter of Granting Salary Merit Step Increases for Various Employees Effective March 1, 2024
Resolution 24-03-043P, IN the Matter of Granting Personnel Transfer for Seven Converse and Johnathon Rowden Within the Sheriff's Department Effective March 1, 2024

This agenda does not limit the ability of the Commissioners to consider additional subjects. The Board reserves the right to place a time limit on public testimony on any matter. The meeting place is handicapped accessible; if special accommodation is needed, please contact the office at least 24 prior to the meeting.

- C. Post-Action Notifications Pursuant to County Rule 10.043 (5)**
Contract with Ocean View Enterprises- CHW- domain hosting/maintenance
Amendment #6 to IGA #180006- CHW- increase in emergency preparedness funding
Amendment #1 to IGA #179697- CHW- contract extension
Agreement with Coquille Indian Tribe- CHW- MRT services
Agreement with Coquille School District- satellite clinic services for WIC
Agreement with Lakeside Lions Club- satellite clinic services for WIC
Agreement with Coquille Indian Tribe- satellite clinic services for WIC
Contract with CFE Electrical- Community Corrections- space heaters
Contract Amendment with Godfrey & Yeager Construction- Road- increased compensation

6. LATE AGENDA ITEMS

- A. Request Approval of New Formula for Distribution of Funds- Library Service District
B. Request Approval to Repair CAT Grader & Authorize Paul Slater to Sign Estimate- Road
C. Request Approval of Property Line Adjustment Deed & Authorize Chair to Sign- Counsel/Land Agent
D. Request Approval of Letter of Support for CCATD Grant Application- BOC

7. COMMISSIONERS REPORTS

8. CITIZEN COMMENTS- limited to 3 minutes per person

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Coos County Library distribution formula

Department: Library district

Requested Agenda Date: 3/19/24

Contact Person: Stacey Nix/Sami Pierson

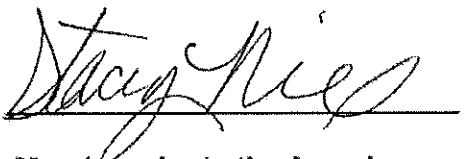
Phone/Ext.: 541-217-1660/541-269-1101

Background and description of need or problem:
Library district needs Approval to change the formula that is used to distribute tax base funds to the libraries via

Funding Source: a new formula determining which library gets Library Tax which percentage

Requested Action:
Approve new formula

Date: 3/7/2024

Signature of Dept. Head: 

For all matters, forward the document to Counsel no later than the Monday prior to the Agenda deadline. Counsel will forward to Treasurer.

If this is a Contract or Grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the Contract signed first by the vendor (except state/federal grants or contracts)?
- If Insurance is required, Is the Insurance Certificate attached?
- Is the Clerk's Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel _____

Treasurer _____

Human Resources _____

6A

To: Coos Library Board

From: Distribution Committee

Re: Recommendations for Distribution Formula and Transition

As outlined in the timeline presented to the Coos Library Board (CLB) at the December 4, 2023, meeting, the Distribution Committee accepted feedback from library stakeholders through their respective library directors. Library directors met on January 23, 2024, to discuss this feedback, which was then shared with the Committee. Some stakeholders or directors provided written comments, which are enclosed. Most of the library stakeholders were supportive of the proposed formula and transition plan. The exceptions were stakeholders from the Coquille Public Library and the Hazel M. Lewis Library in Powers, who expressed opposition. The library directors discussed the proposed plans for *Interruptions in Library Service* and *Libraries Unable to Provide Service* at their monthly meeting on February 1, 2024.

The Committee met on January 30, 2024, to review feedback and discuss potential modifications to the plan. At the request of stakeholders from the Coquille Public Library and the library directors, the Committee has revised the statistical data sets from fiscal years 2020 through 2022 to include persons attending library-related programs or meetings in adjacent spaces outside the range of door counters, even if the space is co-owned or operated by another entity. This is the current (FY 2023 onward) data criteria. The Committee also discussed the possibility of not including data from 2020 and/or 2021 because of COVID-19 pandemic affects, but ultimately found that doing so would not significantly change the outcome of the formula and so do not recommend this.

It is the recommendation of the Distribution Committee that the CLB proceed with adoption of the proposed formula and transition plan as outlined below. The formula and calculation methods remain the same as presented in December, but the distribution percentages for each library have been updated to include library-related program and meeting attendance. Per the timeline, the Committee and library directors have drafted the requested "Definitions" for each statistical element, a procedure for interruptions in library service, i.e. temporary closures, and a plan for libraries no longer able to provide service.

I. Recommendation A – Timeline

STATUS	STEP	WHEN	WHO
<i>Completed</i>	Determine all stakeholders to be involved		Committee, CLB
<i>Completed</i>	Determine basis for selecting criteria: which statistical years & data sources, etc.		Library directors; Committee
<i>Completed</i>	Select criteria to be used		Committee
<i>Completed</i>	Select criteria weighting, draft sample formulas & implementation plan		Committee
<i>Completed</i>	Committee seeks stakeholder input on criteria/weighting/formulas/implementation		Library directors
<i>Completed</i>	Committee makes recommendation to CLB on criteria/weighting/formulas/implementation	October 2023	Committee; Library directors
<i>Completed</i>	CLB accepts criteria/weighting/formula/implementation plan	December 2023	CLB
<i>Completed</i>	CLB solicits stakeholder input	Dec. 2023/ Jan. 2024	Stakeholders, including Library boards, cities
<i>Current</i>	CLB accepts all as recommended or amended	February 2024	CLB
<i>Current</i>	Draft ongoing review procedures for new distribution process and fail-safe plan for library funding levels	February 2024	Committee; Library directors
	CLB asks Board of Commissioners (BOC) to approval all	March 2024	CLB, BOC
	CLB approves review procedures for distribution process	April 2024	CLB
	Library District budget presentation to the BOC	April 2024	Libraries; BOC
	Public comments on budget at BOC meeting	May 2024	BOC
	Contract for Service sent to libraries	May 2024	County
	Signed contract due back	June 2024	Libraries
	BOC approval of budget	June 2024	BOC
	Contract effective	July 2024	

II. Recommendation B – Distribution of Funds

Formula

Three-year averages will be used to calculate the figures used in the distribution formula. Using a three-year statistical average for each data set adds stability to the equation. The distribution formula will be applied annually, with a two-fiscal year gap between reporting and application. For example, to calculate the distribution percentages for FY 2024-2025, data from FYs 2019-2020, 2020-2021 and 2021-2022 would be used. Time between statistical reporting and formula application is required to accommodate the budget making process.

Definitions and data collection methods for the statistics below are provided in *Appendix A*.

Distribution percentage = (Percent of county usage x .75) + (Percent of county population served x .25)

Percent of county population served =

Add three years of State Library of Oregon (SLO) assigned "Population Served."

Calculate percentage of 3-year total of countywide population served.

Library population served / total countywide population served over three years.

Percent of county usage =

Add three years of a library's usage for the following:

- Physical Circulation
- Digital Circulation (outside of district-shared resources, such as Library2Go)
- Circ by borrowers outside of precinct
- Return
- Library Visits
- Use of public Internet computers

Calculate percentage of 3-year total of countywide usage.

Library usage / total countywide usage.

The final distribution percentage will go to the 8th decimal place.

Interruptions in Library Service

In the event of an extended facility closure, planned or unplanned, a library's data set may be adjusted to mitigate the effect of the closure. If a library is closed for an extended period, they may request, to the Coos Library Board prior to the annual formula calculation, that statistical data from a prior period be substituted when calculating the distribution of funds to the libraries. The Coos Library Board may approve or deny this request.

An "extended period" is the closure or suspension of library service that extends beyond two continuous, regularly scheduled weeks of operation. For these purposes, a week may cross the calendar-week, for example Monday to Monday, or Saturday to Saturday.

An interruption in library service may be caused by an unexpected event or it may be planned. A library may offer a reduced level of service during the period and still request a substitution in data. For example, a library closed for renovations may operate in a temporary location and still request that data from the prior statistical year be used. An interruption in library service might also be caused by technical issues with the ILS.

The data set substituted must coincide with the exact, complete period in the prior year. Example: the first Monday of October through the fourth Saturday in December. A library would not be permitted to substitute data for the first two weeks of closure and the last two weeks but use current-year data for the intermediate weeks.

This process would take place outside of the annual State Library of Oregon process and will not change the statistics that a library submits to the State Library.

Libraries Unable to Provide Service

Pursuant to the Coos Library Service District Master Plan, the Coos Library Board recommends a distribution formula to the Board of Commissioners for the County Finance Department and ensures the distribution of funds for the Library Service District. The authority of each of the Cities in the District includes fiscal authority over the library including budgetary, payroll and auditing functions. Under the District, each local library will offer the level of service demanded by Coos County's library users. Additionally, the District's annual Contract for Library Services states, "the Cities are willing and able to provide the same basic library service to all residents of Coos County on a non-fee basis [...]"

If a City determines that they are unable to "offer the level of service demanded," for any reason, including their amount of distributed funding from the tax base, they may contract library service to another provider.

According to the Coos Library Service District Master Plan, "Should any city (including Dora) disincorporate, fail to sign the distribution contract, or fail to provide library service as contracted, their library funds may be withheld. Services to people previously served by that city may be contracted to other providers."

Additionally, the Coos Library Board may make the determination that a library is failing to provide library service as contracted. The Coos Library Board will make this determination based on a library's ability to meet the Minimum Conditions For Public Libraries in Oregon, as established by the Oregon Revised Statutes *Official Recognition of Public Libraries*. If a City fails to meet these requirements, services to people previously served by the city will be contracted to another provider.

Oregon Revised Statutes:

<https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=288963>

It would be the responsibility of the Coos Library Board, working in conjunction with the affected City, to recommend another provider to the County for contracting the service. A City library operating under contracted services from another provider will become a branch of an existing City library. As such, all service populations, usage statistics, and responsibility for operations would be assumed by the contracted provider. The responsibility to provide a library building plus maintenance and repair of that building, excluding routine custodial services and utilities will remain the responsibility of the original City. The contracted provider shall also provide indirect administrative and overhead costs of library operation incurred by its other city departments or the nonprofit corporation.

III. Recommendation C - Implementation

To minimize the fiscal impact of a new distribution formula, the formula should be incrementally applied.

Fiscal Year 2025: Use statistics from Fiscal Years 2020, 2021, and 2022. 75% existing distribution percentage, 25% new distribution percentage from statistics.

This results in the following distribution percentages:

Bandon	0.12083466
Coos Bay	0.37260700
Coquille	0.10665885
Dora	0.01806653
Myrtle Point	0.07809509
Powers	0.02758638
Lakeside	0.03059465
North Bend	0.24555684

Fiscal Year 2026: Use statistics from Fiscal Years 2021, 2022, and 2023. 50% existing distribution percentage, 50% updated distribution percentage from statistics.

Fiscal Year 2027: Use statistics from Fiscal Years 2022, 2023, and 2024. 25% existing distribution percentage, 75% updated distribution percentage from statistics.

Fiscal Years 2028 and onward the formula would be applied annually.

-- Submitted by Haley Lagasse.

DRAFT

APPENDIX A

Definitions for Coos County Library Service District Distribution Formula

Distribution percentage = (Percent of county usage x .75) + (Percent of county population served x .25)

County population served = State Library of Oregon (SLO) assigned "Population Served". Population is based on the county map approved by the Coos County Library Directors and the Coos Library Board in August 2019.

Count usage percentages are determined by combining the results of the following elements.

Physical Circulation = Total annual circulation [currently Koha Reports #232, 233, 234, 561 and 563]. These reports represent both first time circulation and renewals.

Digital Circulation = Total annual circulation of digital materials that are not part of a District collection (examples: individual library subscriptions to Hoopla or Canopy)

Circ by borrowers outside of precinct = Total annual circulation count of items owned by a library and borrowed by a patron whose precinct code is NOT that library's precinct; excludes patron category ILL [currently Koha Report #598]

Return = Total annual returns [currently Koha Report #151]

Library Visits = Reported annually by individual libraries to SLO; total annual attendance at library facilities

- Report the total number of persons entering the library for whatever purpose during the year. Include persons attending activities, meetings, and using the library, even those persons requiring no staff service. Libraries should use actual door counts.
 - At the discretion of the Coos Library Board, smaller libraries may provide an annual estimate based on a count taken during a typical week, preferably in October. Choose a week in which the library is open its regular hours. Avoid holiday times, vacation periods for key staff, or days when unusual events are taking place in the community or in the library. Include seven consecutive calendar days, from Sunday through Saturday. Multiply the count of library visits during the typical week by 52 weeks.
 - Door counters should be read and recorded daily.
 - If an anomaly or malfunction is encountered, an average of the last three consecutive weeks shall be used.
- Include persons attending library-related programs or meetings in adjacent spaces outside the range of door counters, even if the space is co-owned or operated by another entity.

Use of public Internet computers = Reported annually by individual libraries to SLO

- Count each use (session) for public internet computers, regardless of the amount of time spent on the computer. This count includes only the library's public Internet computers.
 - Count may come from an automated report available in Cybrarian or similar vendor, from a manual count performed by library staff, or an estimate as described by the State Library.

Fiscal Year = July 1 through June 30

DRAFT

Three-year average statistics from FY 2020 through FY 2022

	Bandon	Coos Bay	Coquille	Dora	Myrtle Point	Powers	Lakeside	North Bend
Library usage factor	0.16537423	0.34575036	0.09454083	0.02004020	0.07684626	0.02661789	0.04608936	0.22474087
Population served factor	0.11147326	0.44228433	0.07229387	0.01477375	0.08525806	0.01320407	0.03741676	0.22329591

Distribution percentage = (Percent of county usage x .75) + (Percent of county population served x .25)

	Bandon	Coos Bay	Coquille	Dora	Myrtle Point	Powers	Lakeside	North Bend
	0.15189899	0.36988385	0.08897909	0.01872359	0.07894921	0.02326444	0.04392121	0.22437963
Current distribution	0.11047989	0.37351472	0.11255210	0.01784751	0.07781038	0.02902703	0.02615246	0.25261591
Difference	27%	-1%	-26%	5%	1%	-25%	40%	-13%

FY 2025

Calculate distribution at 75% current percentage, 25% new

	Bandon	Coos Bay	Coquille	Dora	Myrtle Point	Powers	Lakeside	North Bend
Current 0.75	0.11047989	0.37351472	0.11255210	0.01784751	0.07781038	0.02902703	0.02615246	0.25261591
New 0.25	0.15189899	0.36988385	0.08897909	0.01872359	0.07894921	0.02326444	0.04392121	0.22437963
FY 2025	0.12083466	0.37260700	0.10665885	0.01806653	0.07809509	0.02758638	0.03059465	0.24555684
Difference	9.37%	-0.24%	-5.24%	1.23%	0.37%	-4.96%	16.99%	-2.79%

Calculations to create a 3-year average

Library usage		Bandon	Coos Bay	Coquille	Dora	Myrtle Point	Powers	Lakeside	North Bend	Total
FY	2022	224,745	542,125	163,354	30324	113,153	39628	70,311	310,391	1,494,031
	2021	168,307	335,924	80,642	30843	93,926	24314	58,605	216,696	1,009,257
	2020	369,370	715,958	191,864	31224	147,204	58774	83,569	509,032	2,106,995
		762,422	1,594,007	435,860	92,391	354,283	122,716	212,485	1,036,119	4,610,283
Total usage/total county usage		0.16537423	0.345750358	0.094540834	0.020040201	0.076846259	0.026617889	0.046089362	0.224740867	100%

Population served		Bandon	Coos Bay	Coquille	Dora	Myrtle Point	Powers	Lakeside	North Bend	Total
FY	2022	7,263	28,817	4,710	963	5,555	860	2,438	14,549	65,155
	2021	7,058	28,003	4,577	935	5,398	836	2,369	14,138	63,314
	2020	7,055	27,992	4,576	935	5,396	836	2,368	14,132	63,290
		21,376	84,812	13,863	2,833	16,349	2,532	7,175	42,819	191,759
Total pop. served / total county pop. served		0.11147326	0.44228433	0.07229387	0.01477375	0.08525806	0.01320407	0.03741676	0.22329591	100%

Re: Library funding

Coos County Library Service District (CCLSD) is funded by property tax revenue. Of each dollar collected, 5 cents go to CCLSD. That money is distributed to each of the Coos Libraries according to the current formula below. The Coquille Public Library is facing a 27% loss in revenue beginning FY 24/25, to be applied over three years as follows:

FY25 25% proposed formula / 75% current formula

FY26 50% proposed formula / 50% current formula

FY27 75% proposed formula / 25% current formula

City	Current	Proposed	Percent + / -	2025	2026	2027
Bandon	.11047989	.15198201	+ 27%	.12085542	.13123095	.15198201
Coos Bay	.37351472	.37005743	- 1%	.37265040	.37178608	.37005743
Coquille	.11255210	.08852452	- 27%	.10654520	.10053831	.08852451
Dora	.01784751	.01873365	+ 5%	.01806905	.01829058	.01873365
Myrtle Point	.07781038	.07898779	+ 1%	.07810473	.07839908	.07898778
Powers	.02902703	.02327780	-25%	.02758972	.02615241	.02327779
Lakeside	.02615246	.04394435	+ 40%	.03060043	.03504840	.04394434
North Bend	.25261591	.22449245	- 13%	.24558505	.23855418	.22449245

CCLSD was formed in 1992. No one remembers how the original distribution formula was determined. The BOC has been asking for an updated formula for almost 10 years. In 2018, the State Library of Oregon (SLO) asked CCLSD to confirm the boundary lines for each city. With requests coming from two different directions, the Coos Library Board (CLB) appointed a committee comprised of CLB members, library stakeholders and a library director. All parties agreed to devise an “equitable, fair, verifiable, consistent, and predictable overtime, formula”.

The facets in the proposed formula are as follows:

25% of the population served as determined by new boundary lines approved by the library directors, CLB, and submitted to the SLO in 2019. The boundaries mostly follow the school district lines.

75% library usage. This facet that does not adhere to the groups agreed upon goals for determining a new formula, nor is it unanimous amongst the library directors. I do not believe we are ready to move forward with implementation of a new formula.

The library directors discussed at length (2-years) the following facets as usage statistics. Although they seem fair and equitable at first glance, when you look at what they entail, these facets all benefit the larger libraries but not so much the smaller libraries. I will explain.

- **Total physical circulation** – yes, this is a fair facet, reflecting what we do in our libraries
- **Total digital circulation** – NO, this is a collection (Hoopla) provided by CB and NB that only their patrons can utilize. The amount of digital (Hoopla) circulation in CB and NB annually is almost the entire print circulation annually in Powers. The smaller libraries use book budgets to provide print/digital (dvds) material that is available to ALL Coos patrons. The whole premise of CCLSD is to share material and services between all libraries. The Contract for Library Services says, “the Cities are willing and able to provide the same basic library service to all residents of Coos County...”. It is okay that CB/NB provide Hoopla for their patrons but if that collection is not available to all of Coos County, it should not be a facet in the distribution formula. IMO.
- **Circulation by borrowers outside of precinct** – yes, this is fair even though most material borrowed by smaller libraries come from CB, NB, and BAN, the 3 largest libraries.

- **Total check-in** – yes, this is fair, but again, most items returned to sister libraries are done at one of the larger libraries. NB / BAN check-in the most items belonging to other libraries because of their location on Hwy 101.
- **Visits** – This is a facet that is not fair and equitable. Visits seem to be a simple facet, but they are not. All libraries count library patrons daily. The part of visits not equitable are people using the public meeting rooms. Small libraries may or may not even have a room for library programming, whereas larger libraries have at least one room and some have two. COQ uses the small or large auditorium for programs, Dora uses their community room, MP has a small room but their City bumps library programs at will, etc. CB/NB/BAN have large meeting rooms that they make available to the public when not being used for library programming. CB/NB/BAN count that usage as library visits and many of those visits regularly occur after hours. These events include baby showers, weddings, religious gatherings, clubs, etc. People who attend a non-library meeting in one of the meeting rooms who then enter the main library (during regular hours) are also counted at the door. People should not be counted twice, which is what does happen, once using the meeting room and then when/if entering the main library. IMO, the meeting room usage should not be counted unless it is a library program.
- **Computer use** – yes, this should be used. Also, wifi usage should be counted but the group talked about CCLSD using a “mesh wifi system” making it impossible to get an accurate wifi count although they provide us with monthly usage stats that are then reported to the SLO. If the stat is good enough for SLO, it should be included as a usage facet – again, IMO.
- **Open hours** – This is another facet I believe should be included. It is a place we each dedicate money to best serve our patrons. COQ believes our patrons are best served by being open. We have been open 45 hours until recently when we reduced our hours to 40 due to staffing. We hope to bring it back up in our new building. Current hours are: BAN is only open 25 hours! CB is open 46, COQ 40, Dora 23.5, LAK 28, MP 37, and NB 43.

Finally, the years included in the formula will be a 5-year rolling slide. FY 20,21,22, will be calculated for funding distribution and FY 23,24 will act as gap years to ensure statistics are accurately reported at the SLO level prior to distribution. Basically, FY 20-22 statistics will be the initial years for the start of the proposed distribution formula.

You may remember COVID hit in 2021. I have asked for the COVID year, 2021, to be struck from the formula. Instead, take 2020 + 2022 added together and then divided by 3 for COVID (2021) year, keeping 2020 and 2022 as is. The reason being none of the libraries operated under the same set of rules. For example, COQ was under the impression no one was allowed in the building except by appointment and only one non-staff person at a time, so almost all circulation was done by staff pulling holds and passing to patrons through the window = near ZERO-foot traffic. Hindsight, they could have allowed patrons inside the door to pick up holds, but they had no idea that was an option. For the entire 2021-year, COQ had 727 people in the door and that included staff coming and going. Whereas NB who operated under strict state guidelines had 8506 patrons in the building. CB had 15,656, and Dora who always have low foot traffic did not change any of their day-to-day practices during COVID. They operated under the same guidelines during COVID as any other year. Their traffic for that year was 4390! Coos libraries did not operate consistently amongst the group therefore, the COVID year should not be included, IMO. If COVID year remains, 2021 will be a factor for 3 FYs, greatly reducing COQ's revenue.

With our new building near completion, we are excited to add services and programs for Coquille and ultimately all of CCLSD. With the proposed reduced funding, COQ will suffer greatly. It is my opinion that the proposed formula is not fair and equitable, the facets included in the proposed formula should not all benefit the larger libraries. Consideration should be given to the smaller libraries at the financial expense of the larger. The proposed formula is widening the gap between libraries at the financial expense of the smaller libraries.

My proposed changes will still result in a financial reduction to COQ but not 27%. The changes will reduce funds for the larger libraries a little, equalizing the resources across the district. The rush to move this along will result in an impossible opportunity to revise the formula in the near future.

There will be a vote by the CLB this month (Feb), followed by presentation to the BOC for approval (March), back to the CLB (April) for final approval, back to BOC for CCLDS budget approval (April), Public comment on budget at BOC meeting (May), contract for service sent to libraries (May), signed contracts due back from Cities (June), BOC approval of budget (June), new formula / contract effective (July).

Respectively reported, Teresa Lucas, Coquille Library Director

BOC only:
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Request BOC approval to repair our CAT Grader NTE \$35,000 and authorize Department Head to sign estimate #2126796.

Department: Road

Requested Agenda Date: 3/16/22

Contact Person: Paul

Phone/Ext.: 7664

Background and description of need or problem: Our current 2007 CAT Grader #321 needs a Transmission Repair. Peterson CAT diagnosed this problem and provided a quote for the repair to be around \$33,836.41. We requested quotes and only one business was able to perform the work.

Funding Source: 003-2702-431.60-11 Major Repair & Improvement

Requested Action: Request BOC approval to repair our CAT Grader NTE \$35,000 and authorize Department Head to sign estimate #2126796.

Date: 3/18/24


Signature of Dept. Head: 

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline**. Counsel will forward to Treasurer.

If this is a Contract or Grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the Contract signed first by the vendor (except state/federal grants or contracts)?
- If Insurance is required, Is the Insurance Certificate attached?
- Is the Clerk's Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel _____

Treasurer 

Human Resources _____



BOC only:	
Consent Agenda	_____
Regular Agenda	_____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Property line adjustment deed at former Bob Belloni Boys Ranch site

Department: Counsel/Land Agent

Requested Agenda Date: 03/19/2024

Contact Person: Colton Totland

Phone/Ext.: 7690

Background and description of need or problem: County staff submitted an application in December 2023 to adjust the lot line between two County owned parcels. The application, PLA-23-033, was approved and the decision made final in January 2024. This deed records the lot line adjustment, which adds roughly five acres to property located at Township 26S, Range 13W, Section 31, Tax Lot 501, from the adjacent Tax Lot 500. Tax Lot 501 is the former site of the Bob Belloni Boys Ranch, which reverted to County ownership in 2023. The lot line has been adjusted to include a water tank, well, and other structures that serve the Tax Lot 501 property yet were located on Tax Lot 500.

Funding Source: N/A

Requested Action: Board to approve acceptance of property line adjustment deed and authorize the Chair to sign.

Date: 03/15/2024

Signature of Dept. Head: Colton Totland

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline**. Counsel will forward to Treasurer.

If this is a Contract or Grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the Contract signed first by the vendor (except state/federal grants or contracts)?
- If Insurance is required, Is the Insurance Certificate attached?
- Is the Clerk's Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel CT

Treasurer _____

Human Resources _____

bc

Send tax statements to:
Coos County
250 N Baxter St
Coquille, OR 97423

After recording return to:
Coos County
250 N Baxter St
Coquille, OR 97423

PROPERTY LINE ADJUSTMENT DEED

Coos County, a political subdivision of the State of Oregon GRANTOR(s) conveys and warrants to

Coos County, a political subdivision of the State of Oregon GRANTEE(s) the following described real property, situated in the County of Coos, State of Oregon:

SEE LEGAL DESCRIPTION ON ATTACHED EXHIBIT "A"

Subject to and excepting:

1. The rights of the public in and to that portion of the premises herein described lying within the limits of roads, streets and highways.

Coos County real property Tax Account No. 542301 & 542303

The consideration for this conveyance stated in terms of dollars is \$0.00

This is a property line adjustment deed. In compliance with ORS 92.190, the following information is furnished:

1. The names of the parties to this deed are as set forth above.
2. The description of the adjusted line is as follows:

SEE LEGAL DESCRIPTION ON ATTACHED EXHIBIT "B"

3. The deed whereby Grantor acquired title to the transferred property is recorded in Microfilm Reel No.67-10-22767 except PLA Deed 2008-9457 of the Deed of Records of Coos County, Oregon.
4. The deed whereby Grantee acquired title to the property to which the transferred property is joined is recorded in Microfilm Reel No. 2023-5563 of the Deed Records of Coos County, Oregon.
5. The survey and monumentation, as required by ORS 92.060 and ORS 209.250, were done by Michael L Dado. His survey is filed with the County Surveyor under Coos County Surveyor's Records, Map No. 19B92

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

DATED this _____ day of _____ 2024

Name: Rod Taylor, Chair of the Coos County Commissioners

STATE OF OREGON)

)ss.

County of Coos)

This instrument was acknowledged before me on _____, 2024, by Rod Taylor, Chair of the Coos County Commissioners

Notary Public of Oregon

My Commission expires: _____

ACCEPTANCE

The undersigned grantee(s) hereby accept(s) this property line adjustment deed and signs this acceptance in accordance with ORS 92.190(4).

Name: Rod Taylor, Chair of the Coos County Commissioners

STATE OF OREGON)

)ss.

County of Coos)

This instrument was acknowledged before me on _____, 2024, by Rod Taylor, Chair of the Coos County Commissioners

Notary Public of Oregon

My Commission expires: _____

EXHIBIT "A"

DESCRIPTION OF THE ADJUSTMENT PARCEL Coos County to Coos County

Located in the Southeast ¼ of Section 32, Township 26 South,
Range 13 West of the Willamette Meridian,
Coos County, Oregon

Beginning at a 5/8" iron rod with a yellow plastic cap marked "Coos County Surveyor", on the line common to Sections 32 and 33, Township 26 South, Range 13 West of the Willamette Meridian, Coos County, Oregon, which bears South 01°10'47"West a distance of 1294.00 feet from the ½" iron pipe found at the East ¼ corner of said Section 32:

thence along said common line, South 01°09'25"West for a distance of 17.19 feet to a ½" iron pipe found at the South 1/16 corner on said common line; thence continuing along said common line, South 00°53'28"West for a distance of 400.00 feet to a 5/8" iron rod with a yellow plastic cap marked "Coos County Surveyor"; thence leaving said common line, North 88°39'56"West for a distance of 684.77 feet to a 5/8" iron rod with a yellow plastic cap marked "Coos County Surveyor"; thence continuing North 88°39'56"West for a distance of 25 feet more or less to the Easterly right of way of the U.S. Highway 101; thence along said Easterly right of way in a Northeasterly direction for a distance of 432 feet more or less to a point which bears North 88°39'05"West from the point of beginning; thence South 88°39'05"East for a distance of 25 feet more or less to a 5/8" iron rod with a yellow plastic cap marked "Coos County Surveyor"; thence continuing South 88°39'05"East for a distance of 570.45 feet back to the point of beginning. Said parcel containing 6.23 acres of land more or less.

EXHIBIT "B"

DESCRIPTION OF THE ADJUSTED LINE Coos County to Coos County

Located in the Southeast $\frac{1}{4}$ of Section 32, Township 26 South,
Range 13 West of the Willamette Meridian,
Coos County, Oregon

Beginning at a $\frac{5}{8}$ " iron rod with a yellow plastic cap marked "Coos County Surveyor", on the line common to Sections 32 and 33, Township 26 South, Range 13 West of the Willamette Meridian, Coos County, Oregon, which bears South $01^{\circ}10'47''$ West a distance of 1294.00 feet from the $\frac{1}{2}$ " iron pipe found at the East $\frac{1}{4}$ corner of said Section 32:

thence along said common line, South $01^{\circ}09'25''$ West for a distance of 17.19 feet to a $\frac{1}{2}$ " iron pipe found at the South $\frac{1}{16}$ corner on said common line; thence continuing along said common line, South $00^{\circ}53'28''$ West for a distance of 400.00 feet to a $\frac{5}{8}$ " iron rod with a yellow plastic cap marked "Coos County Surveyor"; thence leaving said common line, North $88^{\circ}39'56''$ West for a distance of 684.77 feet to a $\frac{5}{8}$ " iron rod with a yellow plastic cap marked "Coos County Surveyor"; thence continuing North $88^{\circ}39'56''$ West for a distance of 25 feet more or less to the Easterly right of way of the U.S. Highway 101; thence along said Easterly right of way in a Northeasterly direction for a distance of 432 feet more or less to a point which bears North $88^{\circ}39'05''$ West from the point of beginning.

BOC only: _____
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: CCATD Letter of Support – New Admin Center

Department: BOC

Requested Agenda Date: 3/19

Contact Person: Rod Taylor

Phone/Ext.: 7539

Background and description of need or problem: CCATD is seeking grant funding sources to build a new admin / maintenance facility, and needs letters of support for the project.

Funding Source: NA

Requested Action: Sign the letter of support for CCATD grant applications.

Date: 3/13/2024

Signature of Dept. Head:



For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

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- Is the Clerk's Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel _____

Treasurer _____

Human Resources _____

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BOARD OF COMMISSIONERS
225 N. Adams Street, Coquille, Oregon 97423

(541) 396-7535
FAX (541) 396-1010 / TDD (800) 735-2900
E-mail: bbrooks@co.coos.or.us

ROD TAYLOR

JOHN SWEET

ROBERT "BOB" MAIN

March 19, 2024

Melissa Metz, GM
Coos County Area Transportation District
2810 Ocean Blvd
Coos Bay, OR 97420

Dear Mrs. Metz,

Please accept this document expressing support for the project entitled "Coos County Transit Center and Hub" submitted by Coos County Area Transportation District. Coos County Area Transportation District (CCATD) currently operates on a .44-acre lot which is inadequate for the present fleet size, public access, parking, maintenance, alternative fueling to fossil fuels and does not allow for future growth.

As part of an overall plan to improve services and facilities, CCATD requires a new administration and maintenance facility to service their fleet with a companion multimodal transfer hub for maximum efficiency and safety estimated at 7.8M dollars and 1.5-acres centrally located in Coos Bay/North Bend. The new transit facility would include a public transit transfer hub with amenities, administrative offices, dispatch, travel training, wash and fueling, as well as a maintenance bay with adequate parking for fleet, employee, and visitor vehicles.

With this letter, the Coos County BOC commits to support the "Coos County Transit Center and Hub" project from May 2024 through June 2028 in any way we can. The new facility will enhance regional multi-modal connectivity to jobs, essential services and other destinations in and around the Bay Area, Coos County and beyond.

Sincerely,

Rod Taylor, Chair
rtaylor@co.coos.or.us
541-396-7539

John Sweet, Vice Chair
jsweet@co.coos.or.us
541-396-7541

Robert "Bob" Main, Commissioner
rmain@co.coos.or.us
541-396-7540