

CITY OF COOS BAY CITY COUNCIL

Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
December 16, 2025	3.c

TO: Mayor Benetti, Council President DiNovo and City Councilors

FROM: Christina Teixeira, Grant Coordinator

THROUGH: Nichole Rutherford, City Manager

ISSUE: Consideration to Accept a Citycounty Insurance Services (CIS) Grant and Approve Resolution 25-38 Making Appropriations

SUMMARY:

CIS has awarded the Coos Bay Police Department \$725 in FY 2025–26 Public Safety Grant funds to purchase a property and evidence refrigerator. No match is required. The grant is a one-time award, and reimbursement is contingent on submittal of the paid invoice and proof of payment by May 15, 2026.

ACTION REQUESTED:

If it pleases Council, accept the Citycounty Insurance Services (CIS) Grant for the purchase of an Evidence Fridge for the Coos Bay Police Department in the amount of \$725 and adopt Resolution 25-38 appropriating the grant funds.

BACKGROUND:

The Police Department has identified the need for a dedicated evidence refrigerator to properly store biological and temperature-sensitive items such as blood samples, DNA swabs, and other forensic materials. Without a reliable, purpose-built unit, these items are at risk of degradation or contamination, which can compromise investigations, weaken court cases, and increase City liability.

A new evidence refrigerator will allow the department to store perishable evidence securely and in accordance with best practices for chain of custody and evidence handling. This directly aligns with CIS's Public Safety Grant goals, which prioritize projects that reduce agency risk and potential claims.

CIS awarded the City \$725 to support the purchase. The grant is reimbursement-based and requires submission of the paid invoice, proof of payment, and grant documentation no later than May 15, 2026.

BUDGET IMPLICATIONS:

Adoption of this resolution will increase appropriation authority according to Local Budget law requirements.

ATTACHMENT(S):

- Resolution 25-38 Appropriation Authority_CIS Police Evidence Fridge.pdf