

# City of Brookings

## MEETING AGENDA

### **CITY COUNCIL**

**Monday, April 25, 2016, 7:00pm**

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

The City Council will meet in **Executive Session at 6:30 PM**, in the City Manager's office, under the authority of ORS 192.660(2)(h), "to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed," under ORS 192.660 (2)(e), "to conduct deliberations with persons designated by the governing body to negotiate real property transactions," and under ORS 192.660(2)(f), "to consider information or records that are exempt by law."

#### **A. Call to Order**

#### **B. Pledge of Allegiance**

#### **C. Roll Call**

#### **D. Appointments**

1. Appointment of Jane Opiat to the Public Arts Committee. [Pg. 3]

#### **E. Resolutions**

1. Resolution 16-R-1073, placing a measure proposing a three percent tax on the sale of marijuana items by a marijuana retailer on the November, 2016 General Election ballot. [City Manager, Pg. 6]
  - a. Resolution 16-R-1073 [Pg. 7]

#### **F. Oral Requests and Communications from the audience - Public Comments on non-agenda items – 5 minute limit per person.\***

#### **G. Staff Reports**

1. Authorization to remove the decorative litter containers along a portion of Chetco Avenue and replace with Curry Transfer and Recycling containers. [Parks, Pg. 9]
  - a. Photos [Pg. 11]
2. Authorization to discontinue membership in the Oregon Coastal Zone Management Association. [City Manager, Pg. 14]
  - a. Letter from OCZMA [Pg. 15]
  - b. Information from OCZMA website [Pg. 16]

#### **H. Consent Calendar**

1. Approve Council minutes for April 11, 2016. [Pg. 20]
2. Accept Planning Commission minutes for March 1, 2016. [Pg. 25]
3. Accept Public Arts Committee minutes for March 8, 2016. [Pg. 27]
4. Receive monthly financial report for March 2016. [Pg. 28]

#### **I. Remarks from Mayor and Councilors**

#### **J. Adjournment**

\*Obtain Public Comment Forms and view the agenda and packet information on-line at [www.brookings.or.us](http://www.brookings.or.us), at City Hall and at the local library. Return completed Public Comment Forms to the City Recorder before the start of meeting or during regular business hours.

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with at least 14 days advance notification. Please contact 469-1102 if you have any questions regarding this notice.



RECEIVED...  
APR 13 2016  
CITY OF BROOKINGS

City of Brookings  
898 Elk Drive, Brookings, OR 97415  
Phone: (541) 469-2163 Fax: (541) 469-3650  
[www.brookings.or.us](http://www.brookings.or.us)

APPLICATION TO SERVE ON A CITY OF BROOKINGS  
COMMISSION, COMMITTEE OR BOARD

PART I. Contact Information:

Name: JANE OPIAT Date: 4-13-16  
Physical Address: 18716 GARDNER RIDGE RD  
Mailing Address: SAME  
Email Address: JANE OPIAT@GMAIL.COM Phone: 541 469 1246

PART II. Position Selection, Requirements and Restrictions: (Please answer all that apply)

<u>1. Commission/Committee applying for:</u>	<u>Composition (i)</u>	<u>Term (ii)</u>
<input type="checkbox"/> Planning Commission/Commission for Citizen Involvement (iii)	5 Electors, 2 UGB	4 yrs
<input type="checkbox"/> Budget Committee	5 Electors	3 yrs
<input type="checkbox"/> Parks and Recreation Commission	4 Residents, 1 UGB	2 yrs
<input checked="" type="checkbox"/> Public Art Committee (PAC) (iii)	3 Residents, 2 UGB	3 yrs
<input type="checkbox"/> Traffic Safety Committee	2 Residents	2 yrs
<input type="checkbox"/> Tourism Promotion Advisory Committee (TPAC) (iii)	4 Residents, 3 Curry	3 yrs
<input type="checkbox"/> Other (please specify):		

2. **City residents:** How long have you lived in the City of Brookings? 13 (yrs/mths)  
*Planning & Budget Applicants Only:* Are you a City elector (registered voter)?  Yes  No  
3. **UGB residents:** How long have you lived in the UGB?: \_\_\_\_\_ (yrs/mths)  
4. **What is your current occupation?** artist

NOTES:

(i) *Membership requirements:*

- Residents must reside inside City limits; resident/UGB status determined by physical address.
- Electors are registered voters of the City of Brookings (verified by County Elections Officer)
- UGB members must reside within the Brookings Urban Growth Boundary or Area. (Contact the Planning Department at (541) 469-1137 for assistance in determining UGB status).

(ii) *Term:* Appointments to fill mid-term vacancies will be for the remainder of that term.

(iii) *Other restrictions:*

- Planning Commission: No more than two (2) Commissioners may be principally involved, as individuals, members or partners, in the buying, selling or development of real estate for profit. No two (2) members shall be involved in the same kind of business or profession.
- TPAC: The three Curry members must own property, own a business or be employed in the City.
- PAC: Three (3) members must have an art background.

**PART III. Background Information :** *Attach additional pages if needed:*

1. List your related experience and/or background to the position you are applying for:

I am a full-time artist who lives in Brookings. I want to help the City of Brookings be more beautiful.

2. List any unrelated work history, educational background, and volunteer experience you may have:

I was on the Marley Art Association for 3 years. I graduated from University of California Santa Barbara with Painting & Art History. I also used to work professionally in major art museums.

3. Briefly describe your interest in this position and what you hope to accomplish:

I have always been involved with art and want to contribute to our community.

**PART IV. Volunteer Agreement :** *Please read and check off the following before signing:*

- I acknowledge that I will not be under the direct supervision and control of the City in connection with the voluntary services for which I have applied.
- I acknowledge that I will receive no compensation or expense reimbursement from the City in connection with any volunteer services for which I have applied.
- I understand and agree that my volunteer service will be donated to the City at times other than my regular work hours.
- I understand that if the position I applied for requires me to be an elector of the City of Brookings, that the City has permission to verify my status as a registered voter.
- I agree to release the City from all matters relating to the voluntary service for which I have applied, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from the voluntary service described herein. (*Planning Commission applicants, see \*\* below*)
- I agree to release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of the voluntary service set forth herein.
- By signing this application voluntarily, I, the Applicant, do hereby acknowledge that I have read and agree to the terms stated above and that I understand and acknowledge that this document will become public information and may be distributed to the public and news media as part of a City Council Agenda Packet.

JANE ORIAT

Applicant (print name)

Applicant's Signature

Date

4-13-16

\*\*Planning Commissioners holding office on April 1<sup>st</sup> of each year are required to file an Annual Statement of Economic Interest with the Oregon Government Ethics Commission (OGEC). You may view a sample form at [http://www.oregon.gov/OGEC/forms\\_publications.shtml](http://www.oregon.gov/OGEC/forms_publications.shtml). Official forms are provided by OGEC.

**Submit completed applications** by mail or in person to the City Recorder, 898 Elk Drive, Brookings, OR 97415. Regular City business hours are 9:00am – 4:30pm, Monday–Friday.

*Commission and Committee contact information:*

Planning Commission: 541-469-1137 [dcolbyhanks@brookings.or.us](mailto:dcolbyhanks@brookings.or.us)

Budget Committee: 541-469-1123 [jhoward@brookings.or.us](mailto:jhoward@brookings.or.us)

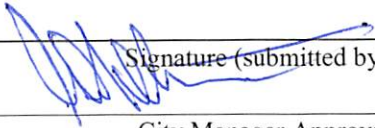
Parks and Recreation Commission, Public Art Committee, Tourism Promotion Advisory Committee and Traffic Safety Committee: 541-469-1103 [lziemer@brookings.or.us](mailto:lziemer@brookings.or.us)

# CITY OF BROOKINGS

## COUNCIL AGENDA REPORT

Meeting Date: April 25, 2016

Originating Dept: City Manager

  
\_\_\_\_\_  
Signature (submitted by)  
\_\_\_\_\_  
City Manager Approval

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Subject: Resolution 16-R-1073 Calling for a Measure Proposing a Three Per Cent Tax on the Sale of Marijuana.

Recommended Motion:

Motion to adopt Resolution 16-R-1073 calling for a Measure proposing a 3.0 per cent tax on the sale of marijuana items by marijuana retailers within the limits of the City and directing the City Attorney to prepare a ballot title for placement of said tax on the Tuesday, November 8, 2016 election ballot.

Financial Impact:

Potential source of new revenue if Measure is adopted by the voters.

Background/Discussion:

At its meeting of March 14, 2016, the City Council voted to adopt Ordinance 16-O-753 imposing a 3.0 percent tax on the sale of recreational marijuana items, amending Chapter 3.20 Tax on Sale of Marijuana and Marijuana-Infused Products, in the Brookings Municipal Code to incorporate changes in state regulations.

The City Council previously discussed implementing a tax on recreational marijuana and in October 2014, enacted an Ordinance authorizing a tax of up to 10.0 per cent. Approximately 20 cities and counties took similar action. This action was taken in anticipation of the approval of Measure 91, which legalized the sale of recreational marijuana and was approved by the voters in November 2014. Measure 91 provided the Legislature with the option of “grandfathering-in” the locally enacted taxes or preempting the local taxing authority.

Through the adoption of House Bill 3400, the Legislature chose to preempt local authority and provide that local agencies seeking to enact a tax on the sale of marijuana secure voter approval, and that the amount of tax be limited to 3.0 per cent. Under HB 3400, a local Measure to enact the tax can only be submitted to the voters at a statewide general election. The next statewide general election is November 8, 2016.

Resolution 16-R-1073 calls for a Measure proposing a 3.0 per cent tax on the sale of marijuana be placed on the November 8, 2016, ballot and directs the City Attorney to prepare a ballot title.

Attachment(s):

- a. Resolution 16-R-1073

**CITY OF BROOKINGS  
STATE OF OREGON**

**RESOLUTION 16-R-1073**

**A RESOLUTION OF THE CITY OF BROOKINGS, OREGON, (CITY) CALLING FOR A MEASURE PROPOSING A THREE PERCENT TAX ON THE SALE OF MARIJUANA ITEMS BY A MARIJUANA RETAILER WITHIN THE LIMITS OF THE CITY AND DIRECTING THE CITY ATTORNEY TO PREPARE A BALLOT TITLE FOR PLACEMENT OF SAID TAX ON THE TUESDAY, NOVEMBER 8, 2016 ELECTION BALLOT.**

**Whereas**, section 34a of House Bill 3400 (2015) provides that a City Council may adopt an ordinance to be referred to the voters that imposes up to a three percent tax or fee on the sale of marijuana items by a marijuana retailer in the area subject to the jurisdiction of the City; and

**Whereas**, the City Council of the City of Brookings (City) adopted Ordinance 16-O-753, attached herein as Exhibit A, imposing a three percent (3%) tax on the sale of marijuana items by a marijuana retailer in the area subject to City's jurisdiction.

**Now, Therefore, Be It Resolved**, by the City Council of the City of Brookings, Oregon, as follows:

1. MEASURE: A measure election is hereby called for the purpose of submitting to the electors of the City of Brookings a measure imposing a three percent tax on the sale of marijuana items by a marijuana retailer in the area subject to the jurisdiction of the city, a copy of which is attached hereto as "Exhibit A" and incorporated herein by this reference.
2. ELECTION CONDUCTED BY MAIL: The measure election will be held at the next general election to be held on Tuesday, November 8, 2016. As required by ORS 254.465, the measure election will be conducted by mail by the Elections Official of Curry County, according to the procedures adopted by the Oregon Secretary of State.
3. DELEGATION: The City authorizes the City Manager, or the City Manager's designee, to act on behalf of the City and to take such further action as is necessary to carry out the intent and purposes set forth herein, in compliance with the applicable provisions of law.
4. PREPARATION OF BALLOT TITLE: The City Attorney is hereby directed to prepare the ballot title for the measure, and deposit the ballot title with the city elections officer within the time set forth by Oregon State law.
5. NOTICE OF BALLOT TITLE AND RIGHT TO APPEAL: Upon receiving the ballot title for this measure, the City Elections Officer shall publish in the next available edition

of a newspaper of general circulation in the City a notice of receipt of the ballot title, including notice that an elector may file a petition for review of the ballot title.

6. FILING WITH COUNTY ELECTIONS OFFICE: The City Elections Officer shall deliver the Notice of Measure Election to the Curry County Elections Office and the ballot title for inclusion on the general election ballot to be held on Tuesday, November 8, 2016.

Passed by the City Council \_\_\_\_\_, 2016 ; effective \_\_\_\_\_.

Attest:

\_\_\_\_\_  
Mayor Ron Hedenskog

\_\_\_\_\_  
City Recorder Joyce Heffington

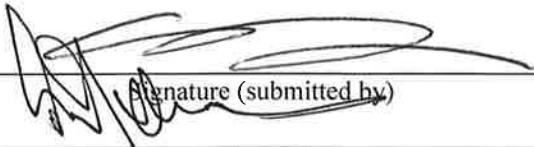


# CITY OF BROOKINGS

## COUNCIL AGENDA REPORT

Meeting Date: 4/25/16

Originating Dept: Parks

  
Signature (submitted by)  
\_\_\_\_\_  
City Manager Approval

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Subject: Downtown Litter Containers

Motion: Authorize City Manager to direct staff to remove the decorative litter containers along Chetco Avenue between Oak and 5th Street and allow Curry Transfer and Recycling to place containers serviceable by their equipment.

Policy Considerations: The existing litter containers were installed as part of the initial phase of the downtown improvement project in 2006. The litter containers were selected to match other downtown amenities including street light poles and benches, which have matching colors and wood themes. A policy consideration is whether to sustain the current, more expensive litter receptacles as part of the downtown street furniture theme or make the proposed change for economic reasons. The City reduced seasonal parks staffing in fiscal 2015-16 which resulted in a reduced level of service for downtown amenities, including landscape maintenance at the Rush Center parking lot, sidewalk weed abatement and tree well maintenance.

Financial Impact: Luke Pike, Site Manager for Curry Transfer and Recycling (CTR), met with City Staff to propose replacing existing downtown litter containers with molded plastic trash containers, weighted with sand, that can be serviced by a CTR garbage truck, free of any charges to the City. The containers are designed to have a locking lid as well as openings sized to control the type of trash deposited in them.

Trash is currently manually collected from the existing containers, loaded in the back of a truck and hauled to a designated dumpster where it is unloaded for weekly collection by CTR. The City pays a monthly fee of \$132 for the dumpster as well as nearly \$400 annually for the plastic liners placed inside the containers. Staff estimates that between 4-6 man hours a week is required to service the containers between Oak and 5th Street twice a week. The liners are often heavy, sometimes full of water, and messy to handle. Limited access to parking downtown and heavy traffic tend to make collection a challenge.

Background/Discussion: The 14 existing litter containers are currently spread out along Chetco Avenue. They are decorative steel, powder coated green with hardwood slats, tin metal trash cans inside and powder coated tin lids that are in very poor condition. To refurbish them would require staff to disassemble the containers, contract out to refinish the wood slats (estimate \$6,090), replace the tin lids and liners at a cost of \$3,150 from the manufacturer, apply touch up paint, reassemble and reinstall.

Staff has observed that often, several containers have little or no trash in them while others are overflowing as often seen at McDonalds, Rays, and Redwood Theater. Staff refers to these

locations as “hot spots”. Often the containers are full of household trash and discarded items from home and in some cases from downtown businesses. CTR proposes to place between 10-12 new containers at or near "hot spots" in addition to other accessible locations.

Attachments:

- a. Photos of new and old receptacles





Typical  
Condition

Refurbished 2015




# CITY OF BROOKINGS

## COUNCIL AGENDA REPORT

Meeting Date: April 25, 2016

Originating Dept: City Manager

  
\_\_\_\_\_  
Signature (submitted by)  
\_\_\_\_\_  
City Manager Approval

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**Subject:** Oregon Coastal Zone Management Association Membership

**Recommended Motion:**

Motion to discontinue membership in the Oregon Coastal Zone Management Association.

**Financial Impact:**

\$500 per year in membership dues.

**Background/Discussion:**

Staff is seeking direction on continuing membership in the Oregon Coastal Zone Management Association (OCZMA). The City has not actively participated in OCZMA since 2008. OCZMA now contracts with the Association of Oregon Counties in Salem for association management. Attached is information concerning OCZMA as well as the latest newsletter and meeting information (2013). OCZMA meetings are held in Newport. Annual membership dues are \$500.

**Attachment(s):**

- a. Dues letter from OCZMA.
- b. Information from OCZMA website.



## Oregon Coastal Zone Management Association

1201 Court Street • Suite 300 • Salem, Oregon 97301 • 541-265-8918 • www.oczma.org

April 13, 2016

City of Brookings  
898 Elk Drive Brookings,  
Oregon 97415

*Submitted by electronic mail to: rhedenskog@brookings.or.us gmilliman@brookings.or.us*

RE: OCZMA DUES FOR FY 2016-17 AND FY 2015-16

Dear Ron Hedenskog:

Local governments on the Oregon Coast have begun or are already in the midst of their respective budgetary processes for FY 2016-17. As Chair of the Oregon Coastal Zone Management Association (OCZMA) – the Oregon Coast’s only association representing all members of local government on the coast since 1975, I strongly urge you to include OCZMA in your budget for FY 2016-17.

We understand many of the jurisdictions up and down the Oregon Coast continue to face major fiscal challenges. In recent years, local government officials have been making enormously difficult choices as they re-structure operations. Painful staff reductions and program reductions are common these days. Everyone is doing more with fewer resources.

Local leaders on the Oregon Coast must continue to find ways to share information, and, when possible, agree on policy positions and share those views with the Oregon Legislature and Coastal Caucus, members of Congress, and others in state and federal government.

Your involvement and dues payment ensures OCZMA can continue to serve as a clearinghouse of information on important coastal issues. Working together we make a difference. OCZMA’s biggest asset is the robust network of people on the Oregon Coast speaking with a unified voice to support the needs of our diverse coastal population.

Since 1975, OCZMA has engaged in many issues that directly impact coastal residents. Take fishing issues for example; OCZMA has led, advocated for, or participated in discussions on Coho allocation and selective Coho harvest, Oregon Wild Fish policy, the Coastal Salmon Restoration Initiative, seafood safety, the Coastal Salmon Restoration and Production Task Force, Salmon disaster funding, price negotiations between fishermen and processors, and the Groundfish disaster/Groundfish buy-back program to name a few. Leadership and participation on issues of coastal concern are not possible without your support.

**I strongly urge City of Brookings to include dues to the Oregon Coastal Zone Management Association (OCZMA) in your FY 2016-17 budgeting process. Dues for FY 2016-17 will be: \$500.**

*Please note: Our records indicate City of Brookings has not paid its dues for 2015-2016. Please consider doing so as soon as possible. Membership dues for FY 2015-16 are \$500.*

The continued viability of OCZMA and our work depends on your financial support. Thank you for your consideration of this important matter.

Sincerely,

Tim Josi, OCZMA Chair (Tillamook County Commissioner)  
Oregon Coastal Zone Management Association (OCZMA)



**OCZMA TOPICS**

- COASTAL HAZARDS**
- COUNTY TIMBER PAYMENTS**
- ECONOMY**
- FISHERIES**
- LAND USE**
- LEGISLATORS**
- OCEAN POLICY/MARINE RESERVES/WAVE ENERGY**
- PORTS**
- OREGON RURAL CONGRESS/RURAL OREGON POLICY**
- TELECOMMUNICATIONS/PUBLIC SAFETY**
- TOURISM**
- TRANSPORTATION**

**MISSION STATEMENT**

OCZMA serves local elected officials on the Oregon Coast. OCZMA is a clearinghouse of objective information on issues relating to the Oregon Coast—this information is then shared with the state and federal government. OCZMA conducts studies on the Oregon Coast's economy and carries out applied research to improve the standard of living in the region. Through our extensive network of local government officials and many other partners, OCZMA gives voice to the concerns and needs of coastal residents.

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- [NEWS](#)
- [MEETINGS](#)
- [OUR NEWSLETTERS](#)
- [CONTACT US](#)

**ABOUT US**

The Oregon Coastal Zone Management Association (OCZMA) is a voluntary nonprofit association of coastal units of governments on the Oregon Coast (organized under ORS 190)—counties, cities, ports, soil & water conservation districts and the Coquille Indian Tribe on the Oregon Coast. OCZMA was founded in 1976 and is a bi-partisan organization.

OCZMA's office is located in Salem, Oregon. Financial support comes from annual membership dues (local jurisdictions), and, state and federal grants and contracts.

OCZMA quarterly meetings feature presentations on coastal issues of shared concern and dialogue about these and other matters. When needed, OCZMA members take public positions at the meetings on coastal issues. OCZMA members are often successful at reaching consensus because they share timely information, regularly engage in dialogue, and they develop relationships with each other. OCZMA also works regularly with the state and federal legislators representing the Oregon coast. OCZMA is often asked to act as a liaison between many state agencies and coastal residents.





**OCZMA TOPICS**

- COASTAL HAZARDS
- COUNTY TIMBER PAYMENTS
- ECONOMY
- FISHERIES
- LAND USE
- LEGISLATORS
- OCEAN POLICY/MARINE RESERVES/WAVE ENERGY
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**OCZMA MEMBER DIRECTORY:**

**CITIES**

- City of Brookings ([www.brookings.or.us](http://www.brookings.or.us))
- City of Cannon Beach ([www.ci.cannon-beach.or.us](http://www.ci.cannon-beach.or.us))
- City of Coos Bay ([www.coosbay.org](http://www.coosbay.org))
- City of Depoe Bay ([www.cityofdepoebay.org](http://www.cityofdepoebay.org))
- City of Florence ([www.ci.florence.or.us](http://www.ci.florence.or.us))
- City of Garibaldi ([www.ci.garibaldi.or.us](http://www.ci.garibaldi.or.us))
- City of Lakeside ([www.cityoflakeside.org](http://www.cityoflakeside.org))
- City of Lincoln City ([www.lincolncity.org](http://www.lincolncity.org))
- City of Manzanita ([www.ci.manzanita.or.us](http://www.ci.manzanita.or.us))
- City of Nehalem ([www.ci.nehalem.or.us](http://www.ci.nehalem.or.us))
- City of Newport ([www.thecityofnewport.net](http://www.thecityofnewport.net))
- City of North Bend ([www.northbendcity.org](http://www.northbendcity.org))
- City of Port Orford ([www.portorford.org](http://www.portorford.org))
- City of Reedsport ([www.reedsport.or.us](http://www.reedsport.or.us))
- City of Rockaway Beach ([www.rockawaybeachor.us](http://www.rockawaybeachor.us))
- City of Tillamook ([www.tillamookor.gov](http://www.tillamookor.gov))
- City of Toledo ([www.cityoftoledo.org](http://www.cityoftoledo.org))
- City of Yachats ([www.ci.yachats.or.us](http://www.ci.yachats.or.us))

**COUNTIES**

- Clatsop County ([www.co.clatsop.or.us](http://www.co.clatsop.or.us))
- Coos County ([www.co.coos.or.us](http://www.co.coos.or.us))
- Curry County ([www.co.curry.or.us](http://www.co.curry.or.us))
- Douglas County ([www.co.douglas.or.us](http://www.co.douglas.or.us))
- Lane County ([www.lanecounty.org](http://www.lanecounty.org))
- Lincoln County ([www.co.lincoln.or.us](http://www.co.lincoln.or.us))
- Tillamook County ([www.co.tillamook.or.us](http://www.co.tillamook.or.us))

**PORTS**

- Port of Alsea ([www.portofalsea.com](http://www.portofalsea.com))
- Port of Astoria ([www.portofastoria.com](http://www.portofastoria.com))
- Port of Bandon ([www.portofbandon.com](http://www.portofbandon.com))
- Port of Brookings Harbor ([www.port-brookings-harbor.org](http://www.port-brookings-harbor.org))
- Oregon International Port of Coos Bay ([www.portofcoosbay.com](http://www.portofcoosbay.com))
- Port of Garibaldi ([www.portofgaribaldi.org](http://www.portofgaribaldi.org))
- Port of Gold Beach ([www.portofgoldbeach.com](http://www.portofgoldbeach.com))
- Port of Nehalem (no web site established as of 8-27-12)
- Port of Newport ([www.portofnewport.com](http://www.portofnewport.com))
- Port of Port Orford ([www.portofportorford.com](http://www.portofportorford.com))
- Port of Siuslaw ([www.portofsiuslaw.com](http://www.portofsiuslaw.com))
- Port of Tillamook Bay ([www.potb.org](http://www.potb.org))
- Port of Toledo ([www.portoftoledo.org](http://www.portoftoledo.org))
- Port of Umpqua ([www.portofumpqua.net](http://www.portofumpqua.net))

**SOIL & WATER CONSERVATION DISTRICTS**

- Clatsop Soil & Water Conservation District ([www.clatsopswcd.org](http://www.clatsopswcd.org))
- Coos Soil & Water Conservation District (<http://coosswcd.org>)
- Curry Soil & Water Conservation District (<http://currywatersheds.org>)
- Lincoln Soil & Water Conservation District ([www.lincolnsxcd.org](http://www.lincolnsxcd.org))
- Siuslaw Soil & Water Conservation District ([www.siuslaw.com](http://www.siuslaw.com))
- Tillamook Soil & Water Conservation District (no web site established as of 8-27-12)
- Umpqua Soil & Water Conservation District ([www.umpquasoilandwater.com](http://www.umpquasoilandwater.com))

**INDIAN TRIBES:**

- Coquille Indian Tribe ([www.coquilletribe.org](http://www.coquilletribe.org))



## Oregon Coastal Zone Management Association

P.O. Box 1033 • 313 SW 2nd • Suite C • Newport, Oregon 97365 • 541-265-8918/265-6651 • Fax 541-265-5241 • www.oczma.org

### OREGON COASTAL ZONE MANAGEMENT ASSOCIATION MEETING

**October 11, 2013**

**10:00 a.m. to 1:00 p.m.**

**Best Western Agate Beach Inn (Cove Room)  
3019 North Coast Highway, Newport, Oregon  
Telephone: 541-265-9411; Fax: 541-265-5342**

#### TENTATIVE AGENDA

- 10:00 a.m. **Call to Order; Introductions of OCZMA Members & Guests**—*Commissioner Walter Chuck, Port of Newport (OCZMA Chair)*
- 10:05 **Approval of OCZMA June 14, 2013 Full Association Meeting Minutes**—*Georgia York, OCZMA Executive Assistant*
- 10:10 **Review & Approval of OCZMA Financial Reports for June, July, August, September 2013 for Audit Purposes and OCZMA Financial Status Discussion**—*Georgia York, OCZMA Executive Assistant*
- 10:20 **OCZMA Bylaws Revisions Working Group Report & Discussion**—*OCZMA Members*
- 10:30 **OCZMA Issue-Related & Activities Reports & Discussion**—*OCZMA Members*
- *Oregon Territorial Sea Plan (TSP) Update*
  - *Bureau of Ocean Energy Management (BOEM) Update*
  - *Oregon Wave Energy Trust (OWET) September 24-25, 2013 Conference (Liberty Theater, Astoria, Oregon)*
  - *Ocean Policy Advisory Council (OPAC) October 3, 2013 Meeting (Best Western Agate Beach Inn, Newport, Oregon)*
  - *2013 Oregon Coast Economic Summit August 20-21, 2013 (Chinook Winds Casino, Lincoln City, Oregon)*
  - *Post Oregon 2013 Legislative Session Update*
  - *Oregon Coastal Ports Maintenance Dredging Update*
- 11:30 **OCZMA Membership Activities Reports**—*OCZMA Members*
- 12:00 **Lunch**
- 12:55 **Other Business**
- *OCZMA January 2014 Meeting (Newport, Oregon) & Agenda Items*
  - *OCZMA Tentative 2014 Meeting Schedule*
- 1:00 **Adjourn**



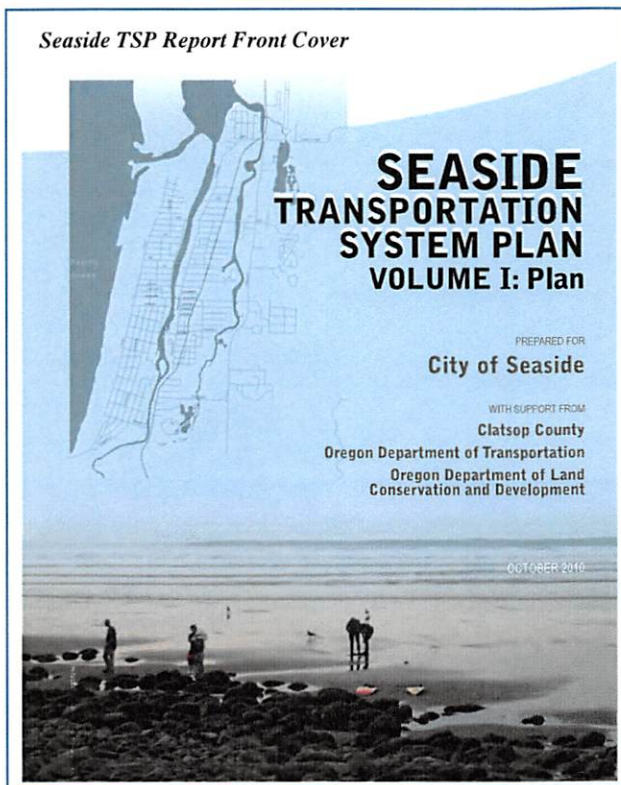
# Oregon Coastal Notes

Oregon Coastal Zone Management Association

May 2013

## *Alternative Mobility Standards Provide Solutions To Congestion in Seaside—Onno Husing (Former Director of OCZMA)*

### *Introduction*



On June 20, 2011, after a lengthy process, the City of Seaside's City Council adopted a Transportation System Plan (TSP) for their community.

Under their TSP, the City of Seaside has committed to invest in a range of multi-modal improvements to the local transportation infrastructure. These measures include upgrades to arterial streets, new bike paths, pedestrian improvements, and, enhancements to the community's transit system.

However, the most significant outcome of the City of Seaside's TSP is what won't happen anytime soon in Seaside. U.S. Highway 101, which runs through the heart of Seaside, will *not* be widened to five lanes with a couplet at the south end of town. Instead, over time, a modest set of improvements will be undertaken at

intersections along U.S. Highway 101. And, as noted above, other multi-modal transportation projects will be implemented throughout the community. These on-system and off-system improvements will enable the City of Seaside to reach highway performance targets along U.S. Highway 101 through the year 2030.

These innovative approaches represent a welcome sea change in transportation policy in the State of Oregon. The adoption of "Alternative Mobility Standards" in the Oregon Highway Plan (OHP) (August 2009) made this possible.

In this case study we examine how leaders in Seaside and the Oregon Department of Transportation (ODOT) worked through these difficult issues.

**City of Brookings**  
**CITY COUNCIL MEETING MINUTES**  
City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415  
**Monday, April 11, 2016**

The City Council met in Executive Session at 6:00 PM, in the City Manager's office, under the authority of ORS 192.660(2)(h), "to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed," under ORS 192.660 (2)(e), "to conduct deliberations with persons designated by the governing body to negotiate real property transactions," and under ORS 192.660(2)(f), "to consider information or records that are exempt by law."

**Call to Order**

Mayor Hedenskog called the meeting to order at 7:00 PM.

**Roll Call**

Council present: Mayor Ron Hedenskog, Councilors Jake Pieper, Brent Hodges, Bill Hamilton, and Dennis Triglia; a quorum present. Ex Officio Nastassia Carrasco was also present.

Staff present: City Manager Gary Milliman, Public Works & Development Director LauraLee Snook, City Attorney Martha Rice, City Recorder Teri Davis and City Recorder Joyce Heffington.

Others Present: Valerie and Gary Early of Early Management Team, Curry Coastal Pilot Report Jane Stebbins and two others.

**Ordinances/Resolutions**

*Ordinance 16-O-755, adopting revisions to the Comprehensive Plan, Goal 11, Public Facilities and Services and a new Public Facilities Plan.*

Planning Director Snook provided the staff report. Director Snook indicated that the requested edit had been made to the Comprehensive Plan and it is now ready to move forward with adoption.

**Councilor Hamilton moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to do a first reading of Ordinance 16-O-755.**

Mayor Hedenskog read the title.

**Councilor Triglia moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to do a second reading of Ordinance 16-O-755.**

Mayor Hedenskog read the title.

**Councilor Pieper moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to adopt Ordinance 16-**

## **O-755 [adopting revisions to the Comprehensive Plan, Goal 11, Public Facilities and Services and a new Public Facilities Plan].**

### **Oral Requests and Communications from the audience**

#### *Public Comments on non-agenda items*

Connie Hunter, Brookings, presented information Veterans' Housing. She addressed the socio-economic benefits and positive impact that Veterans provide to municipalities and encouraged Council to work toward providing better housing opportunities to Veterans. She also advised that copies of the most recent edition of the Oregon Department of Veterans' Affairs publication were available.

### **Staff Reports**

#### *Authorization of various actions regarding the operation of Salmon Run Golf Course.*

City Manager Milliman introduced Valerie and Gary Early of Early Management Team.

The Earlys said they have had an outpouring of support. They noted that there was more work involved in the transition than they had originally anticipated, but said they were very appreciative of all of the City's assistance.

City Manager Milliman presented the staff report. Milliman said the current agreement with the Earlys could be extended for an additional 30 days if needed and that there was some additional work to do regarding the relationship between the Oceanside Diner and the Early Management Team. He said the City had received one estimate on the rehabilitation of the club house for less than \$75,000 and work on the club house would be dependent on when the City took ownership and would probably be staged over a period of months. Milliman said staff had received one quote of \$8,000 for an event tent, which could be erected by the Public Works crew, and the lead time for obtaining the tent was several weeks. The tent, he said, was essential for tournaments. Milliman pointed out that the old irrigation had been returned, but it had yet to be determined if it was fully operational and staff would like to move forward to replace it if necessary. As far as the delinquent property taxes, penalties were accruing, he said.

Councilor Hamilton asked what the reason was for entering into a three year contract and Milliman said it was the minimum amount of time needed to realize a return on the investment.

Mayor Hedenskog advised that he and the City Manager preferred that each of the eight (8) proposed motions be voted on individually.

**Councilor Triglia moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to authorize the City Manager to enter into negotiations for a three-year management agreement with the Early Management Team, Inc., for the operation of Salmon Run Golf Course.**

**Councilor Hodges moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to authorize the City Manager to enter into negotiations for a three-year lease agreement with Harriet Opshal dba Oceanside Diner and Jack Creek Café**

**Councilor Hodges moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to authorize the City Manager to contract for the rehabilitation of the golf course clubhouse building to include completion of the roof and other repairs as determined by the Building Official, with a cost not to exceed \$75,000.**

**Councilor Hodges moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to authorize the City Manager to purchase replacement top and walls for the event tent at the golf course and make other related repairs at a cost not to exceed \$10,000.**

**Councilor Pieper moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to direct staff to make budget adjustments as needed to accommodate costs associated with unscheduled assumption of golf course operations and restoration.**

**Councilor Hodges moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to authorize the City Manager to purchase and install a new irrigation control system for the golf course, if necessary.**

**Councilor Hodges moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to authorize payment of delinquent property taxes for the golf course.**

**Councilor Hodges moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to authorize the City Manager and City Attorney to utilize all legal means to recover amounts due the City for unpaid rent and other costs associated with restoring facilities, paying utility service bills as needed to restore services and recover property taxes from WRGM.**

City Manager Milliman added that he was pleased to sustain the course and its operations and affirmed the good relationship that was being developed with the Early Management Team and advised that he had received a lot of good feedback from members, etc.

Councilor Hamilton added that he too had received a lot of positive comments from residents about the golf course in general and about the Earlys, specifically and thanked the Early's for all their work.

*Revisions to Brookings Municipal Code Chapter 10 regarding parking.*

Planning Director Snook provided the staff report.

A lengthy discussion ensued regarding various issues such as limiting the language to only include the downtown core versus the entire city, what constitutes a developed parking lot versus an undeveloped parking lot, and whether time limits would solve the problems.

City Attorney Martha Rice recommended changing the language to include a time limitation for trailers in the right of way.

Councilor Pieper maintained that the only thing needed was more proactive enforcement of existing parking limitations.

Mayor Hedenskog was adamant that no parking of detached trailers should be allowed in the downtown core at any time for any amount of time.

It was decided to break the motion into two separate actions.

**Councilor Pieper moved, a second followed and Council voted unanimously, with Ex Officio Carrasco abstaining, to provide authority to enforce State Traffic regulations regarding adherence to parking time limitations in City owned and leased parking lots.**

**Councilor Pieper moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to direct staff to develop an ordinance prohibiting detached trailers in city-owned, developed parking lots.**

### **Consent Calendar**

1. Approve revised Council minutes for March 28, 2016. [Separate Attachment]
2. Accept Parks Commission minutes for January 28, 2016. [Pg. 94]
3. Accept March 2016 Vouchers in the amount of \$375,801.25. [Pg. 96]

Councilor Hodges moved, a second followed and Council voted unanimously, with an advisory "Yes" vote from Ex Officio Carrasco, to approve the consent calendar.

### **Remarks from Mayor and Councilors**

Mayor Hedenskog expressed his appreciation and thanks for all of the hard work on the golf course and thanked the City Manager

Councilor Hamilton added his thanks to the Early's and wanted to proclaim the highest praise on them.

**Adjournment**

Mayor Hedenskog moved, a second followed and Council voted unanimously by voice vote to adjourn at 8:25 PM.

Respectfully submitted:

ATTESTED:

this \_\_\_\_\_ day of \_\_\_\_\_ 2016:

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Ron Hedenskog, Mayor

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Joyce Heffington, City Recorder



**MINUTES**  
**BROOKINGS PLANNING COMMISSION**  
**March 1, 2016**

The regular meeting of the Brookings Planning Commission was called to order by Chair Bryan Tillung at 7:00pm in the Council Chambers at the Brookings City Hall on the above date. The following Commission members and staff were in attendance:

Commissioners Present: Loren Rings, Ray Hunter, Gerry Wulkowicz, Timothy Hartzell, Cheryl McMahan, Bryan Tillung  
Staff Present: Planning Manager - Donna Colby-Hanks; Administrator - Jordan Fanning  
Others Present: 5 audience members

Chair Tillung presented the annual report summarizing Planning Commission meetings conducted and the applications processed in 2015. By a 6-0 vote (motion: Tillung, 2<sup>nd</sup> Wulkowicz) the Planning Commission accepted the Annual Chair Report for 2015 with changes as presented.

**PUBLIC HEARINGS**

Public hearing procedures addressed by Chair Tillung

- Chair Tillung opened the quasi-judicial hearing regarding File No. CUP-1-16.

File Description: In the matter of File No. **CUP-1-16**, a request for approval of a conditional use permit to operate a short term vacation rental at 222 Del Norte Lane #14, on a 700 square foot condo parcel located on Assessor's Map No. 41-13-05CD, tax lot 60314; Applicant/Owner, Mason; Representative, Paragon Property Management. The criteria used to decide this matter is found in Chapter 17.28.040 Multiple-Family Residential (R-3), Conditional Uses, Section 17.124.170 Short term rentals, and Chapter 17.136 Conditional Use Permits of the Brookings Municipal Code (BMC). This is a quasi-judicial hearing and the Planning Commission will make a decision on this matter.

There was no ex parte contact, bias or personal interest, or conflict of interest declared. There was no objection to the jurisdiction of the Planning Commission to hear the matter. The public hearing was opened at 7:13pm. Planning Manager Colby-Hanks reviewed the staff report. The applicant, Brent Mason, 222 Del Norte #14, Brookings, OR stated that they had purchased the condo unit as a second home in hopes to potentially move to the area upon retirement. Mason explained that in addition to the City requirements, the owner's rules would be outlined for guests. The Commission had no questions for the applicant nor the applicant's representative, Holly Hatch, Paragon Property Management. There was no other testimony in support of the application.

Karen Cunningham, 222 Del Norte #6, Brookings, OR spoke in opposition to the proposal. Cunningham expressed concerns regarding the potential for short term rentals to negatively impact the value of the other condo units. She stated that several real estate brokers and bank mortgage lenders had advised that if too high of a percentage of the condos are utilized as rentals, mortgage lenders would not provide attractive terms to prospective buyers. Cunningham discussed approaching the Smugglers Cove Homeowners Association to consider a by-law change to limit the percentage of rentals. Cunningham's testimony was entered into the record as Exhibit B.

In rebuttal, Mason stated that he is also concerned with property values but felt the best way to address the number of rentals would be through the by-laws.

As final comments, Staff stated that the criteria used for land use matters are required to be clear and objective. The criteria do not limit the number of short term rentals in a condo development nor provide a cap on the number within the City. The short-term rental proposed with this application will have no greater negative impact to the values of the condo units than a long term (more than 30 days) rental which is not regulated by the City.

No participants requested additional time to present evidence and the public hearing portion of the meeting was closed at 7:37pm.

The Commission deliberated on the matter with much discussion regarding the potential for property values to condo units being affected by future buyers being unable to secure financing with too many rentals. Staff advised there were a total of 25 authorized short-term rentals within the City. By a 6-0 vote (motion: Wulkowicz, 2<sup>nd</sup> McMahan) the Planning Commission approved File No. CUP-1-16 requesting authorization to operate a short-term rental at 222 Del Norte #14. Tillung made a motion to approve the final order, which was seconded by McMahan. The final order was approved by unanimous vote.

### **APPROVAL of MINUTES**

By a 6-0 vote (motion: McMahan, 2<sup>nd</sup> Tillung) the Planning Commission approved the minutes of the January 5, 2016 Planning Commission meeting as presented.

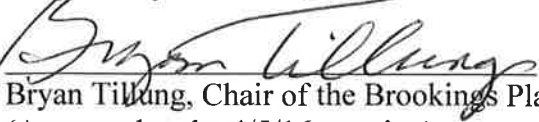
### **STAFF REPORT**

Commissioner Rings and Commissioner McMahan have submitted applications to be considered for re-appointed to positions expiring in April, 2016. Tentatively, City Council will be considering the applications at their March 14, 2016 meeting. City Manager, Gary Milliman, provided tote bags as a thank you for the Planning Commissioners volunteering. The bags were appreciated. The Planning Commission will be considering a two-parcel partition in April and a possible minor change to an approved conditional use permit.

### **ADJOURNMENT**

Meeting adjourned at 7:50 pm

Respectfully submitted,



Bryan Tillung, Chair of the Brookings Planning Commission  
(Approved at the 4/5/16 meeting)

CITY OF BROOKINGS  
Public Arts Committee – March 8, 2016

*To inspire art through visual presence and community education.*

Members present: Chair Judy May-Lopez, Scott Clapson, Michelle Hanna and Tony Baron/City of Brookings

Meeting called to order at 3:05 p.m.

Motion made, seconded, and approved PAC minutes for February 3, 2016.

**Old Business:**

Account Reminder – Balance \$731.49 - funds earmarked for scheduled Pilot building mural.

Mural/Art Updates:

Fleet Street: No report.

Chetco Avenue: No report.

Chalk project: Scott will research holding this during the Stout Park Festival.

Discussion:

- Public Art Committee taking one project per year
- Scott reported on [freelittlelibrary.org](http://freelittlelibrary.org) – discussed location possibilities; funding, etc., this would be 6-7 months away- additional information will be presented in May or July
- Possibly planting around light poles located at the southern entrance
- Scott reported on upcoming Chalk Fest –possibly

**New Business:**

Motion made, seconded, and approved – to remove the two old photos of the Azalea Park light show from City Chamber.

Motion made, seconded, and approved –to work with City Hall on possibility of doing a photo display in the hallway, changing every six months, focusing on historical. Judy will contact Curry County Historical Society for possibilities and talk with Tony Baron on details (printing, mounting, etc).

Meeting adjourned.

April meeting: possibly April 11, 3pm, City Council Chambers.

Respectfully submitted,

  
\_\_\_\_\_  
Judy May-Lopez, Committee Chair

CITY OF BROOKINGS  
FUND SUMMARY  
FOR THE 9 MONTHS ENDING MARCH 31, 2016

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	2,684,567.00	115,256.48	2,516,294.81	168,272.19	93.7
LICENSES AND PERMITS	97,000.00	13,418.95	85,558.35	11,441.65	88.2
INTERGOVERNMENTAL	278,700.00	8,176.82	103,833.14	174,866.86	37.3
CHARGES FOR SERVICES	150,500.00	11,501.51	122,008.49	28,491.51	81.1
OTHER REVENUE	141,100.00	3,068.17	73,906.90	67,193.10	52.4
TRANSFERS IN	362,986.00	.00	.00	362,986.00	.0
	<u>3,714,853.00</u>	<u>151,421.93</u>	<u>2,901,601.69</u>	<u>813,251.31</u>	<u>78.1</u>
<u>EXPENDITURES</u>					
JUDICIAL:					
PERSONAL SERVICES	20,918.00	1,712.18	14,416.67	6,501.33	68.9
MATERIAL AND SERVICES	11,700.00	539.20	5,426.36	6,273.64	46.4
CAPITAL OUTLAY	500.00	.00	.00	500.00	.0
	<u>33,118.00</u>	<u>2,251.38</u>	<u>19,843.03</u>	<u>13,274.97</u>	<u>59.9</u>
LEGISLATIVE/ADMINISTRATION:					
PERSONAL SERVICES	172,607.00	13,122.62	126,390.95	46,216.05	73.2
MATERIAL AND SERVICES	140,000.00	8,450.21	104,889.07	35,110.93	74.9
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>312,607.00</u>	<u>21,572.83</u>	<u>231,280.02</u>	<u>81,326.98</u>	<u>74.0</u>
POLICE:					
PERSONAL SERVICES	1,976,334.00	157,417.02	1,466,774.78	509,559.22	74.2
MATERIAL AND SERVICES	161,200.00	9,871.17	108,929.53	52,270.47	67.6
CAPITAL OUTLAY	55,150.00	.00	34,681.39	20,468.61	62.9
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>2,192,684.00</u>	<u>167,288.19</u>	<u>1,610,385.70</u>	<u>582,298.30</u>	<u>73.4</u>
FIRE:					
PERSONAL SERVICES	163,906.00	13,175.45	123,428.11	40,477.89	75.3
MATERIAL AND SERVICES	103,000.00	4,475.28	55,332.83	47,667.17	53.7
CAPITAL OUTLAY	45,519.00	.00	38,047.96	7,471.04	83.6
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>312,425.00</u>	<u>17,650.73</u>	<u>216,808.90</u>	<u>95,616.10</u>	<u>69.4</u>
PLANNING AND BUILDING:					
PERSONAL SERVICES	190,597.00	14,419.28	123,611.24	66,985.76	64.9
MATERIAL AND SERVICES	70,400.00	1,353.67	13,593.36	56,806.64	19.3
CAPITAL OUTLAY	.00	.00	25.98	( 25.98)	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>260,997.00</u>	<u>15,772.95</u>	<u>137,230.58</u>	<u>123,766.42</u>	<u>52.6</u>

CITY OF BROOKINGS  
FUND SUMMARY  
FOR THE 9 MONTHS ENDING MARCH 31, 2016

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PARKS & RECREATION:					
PERSONAL SERVICES	160,011.00	10,810.16	125,663.65	34,347.35	78.5
MATERIAL AND SERVICES	65,400.00	8,178.39	58,376.15	7,023.85	89.3
CAPITAL OUTLAY	17,300.00	.00	7,623.37	9,676.63	44.1
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>242,711.00</u>	<u>18,988.55</u>	<u>191,663.17</u>	<u>51,047.83</u>	<u>79.0</u>
FINANCE AND HUMAN RESOURCES:					
PERSONAL SERVICES	174,911.00	13,864.64	128,596.06	46,314.94	73.5
MATERIAL AND SERVICES	33,500.00	1,923.33	15,734.42	17,765.58	47.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>208,411.00</u>	<u>15,787.97</u>	<u>144,330.48</u>	<u>64,080.52</u>	<u>69.3</u>
SWIMMING POOL:					
PERSONAL SERVICES	52,760.00	.00	38,227.88	14,532.12	72.5
MATERIAL AND SERVICES	46,800.00	661.09	15,792.23	31,007.77	33.7
CAPITAL OUTLAY	14,400.00	.00	4,117.00	10,283.00	28.6
	<u>113,960.00</u>	<u>661.09</u>	<u>58,137.11</u>	<u>55,822.89</u>	<u>51.0</u>
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	158,800.00	11,822.25	88,251.99	70,548.01	55.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	242,500.00	.00	.00	242,500.00	.0
CONTINGENCIES AND RESERVES	626,640.00	.00	.00	626,640.00	.0
	<u>1,027,940.00</u>	<u>11,822.25</u>	<u>88,251.99</u>	<u>939,688.01</u>	<u>8.6</u>
	<u>4,704,853.00</u>	<u>271,795.94</u>	<u>2,697,930.98</u>	<u>2,006,922.02</u>	<u>57.3</u>
	<u>( 990,000.00)</u>	<u>( 120,374.01)</u>	<u>203,670.71</u>	<u>( 1,193,670.71)</u>	<u>20.6</u>

CITY OF BROOKINGS  
 FUND SUMMARY  
 FOR THE 9 MONTHS ENDING MARCH 31, 2016

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL	926,000.00	25,858.56	521,165.62	404,834.38	56.3
OTHER REVENUE	12,450.00	3,429.00	13,505.82	( 1,055.82)	108.5
TRANSFER IN	.00	.00	.00	.00	.0
	<u>938,450.00</u>	<u>29,287.56</u>	<u>534,671.44</u>	<u>403,778.56</u>	<u>57.0</u>
<u>EXPENDITURES</u>					
EXPENDITURES:					
PERSONAL SERVICES	182,974.00	14,942.32	138,736.79	44,237.21	75.8
MATERIAL AND SERVICES	186,700.00	12,459.04	126,964.91	59,735.09	68.0
CAPITAL OUTLAY	588,025.00	360.15	280,122.21	307,902.79	47.6
TRANSFERS OUT	113,640.00	.00	.00	113,640.00	.0
CONTINGENCIES AND RESERVES	101,111.00	.00	.00	101,111.00	.0
	<u>1,172,450.00</u>	<u>27,761.51</u>	<u>545,823.91</u>	<u>626,626.09</u>	<u>46.6</u>
	<u>1,172,450.00</u>	<u>27,761.51</u>	<u>545,823.91</u>	<u>626,626.09</u>	<u>46.6</u>
	<u>( 234,000.00)</u>	<u>1,526.05</u>	<u>( 11,152.47)</u>	<u>( 222,847.53)</u>	<u>( 4.8)</u>

CITY OF BROOKINGS  
 FUND SUMMARY  
 FOR THE 9 MONTHS ENDING MARCH 31, 2016

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	1,510,200.00	112,731.89	1,171,013.25	339,186.75	77.5
OTHER INCOME	10,000.00	2,890.00	36,486.31	( 26,486.31)	364.9
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>1,520,200.00</u>	<u>115,621.89</u>	<u>1,207,499.56</u>	<u>312,700.44</u>	<u>79.4</u>
<u>EXPENDITURES</u>					
WATER DISTRIBUTION:					
PERSONAL SERVICES	375,694.00	30,572.60	273,208.67	102,485.33	72.7
MATERIAL AND SERVICES	192,400.00	20,507.88	117,409.77	74,990.23	61.0
CAPITAL OUTLAY	99,900.00	16,383.89	65,514.22	34,385.78	65.6
	<u>667,994.00</u>	<u>67,464.37</u>	<u>456,132.66</u>	<u>211,861.34</u>	<u>68.3</u>
WATER TREATMENT:					
PERSONAL SERVICES	288,072.00	22,080.33	200,866.69	87,205.31	69.7
MATERIAL AND SERVICES	187,800.00	29,135.30	183,317.97	4,482.03	97.6
CAPITAL OUTLAY	24,900.00	398.39	5,970.00	18,930.00	24.0
TRANSFERS OUT	765,395.00	.00	.00	765,395.00	.0
CONTINGENCIES AND RESERVES	186,039.00	.00	.00	186,039.00	.0
	<u>1,452,206.00</u>	<u>51,614.02</u>	<u>390,154.66</u>	<u>1,062,051.34</u>	<u>26.9</u>
DEPARTMENT 24:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>2,120,200.00</u>	<u>119,078.39</u>	<u>846,287.32</u>	<u>1,273,912.68</u>	<u>39.9</u>
	<u>( 600,000.00)</u>	<u>( 3,456.50)</u>	<u>361,212.24</u>	<u>( 961,212.24)</u>	<u>60.2</u>

CITY OF BROOKINGS  
FUND SUMMARY  
FOR THE 9 MONTHS ENDING MARCH 31, 2016

WASTEWATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	2,948,440.00	251,489.68	2,166,453.49	781,986.51	73.5
OTHER REVENUE	5,000.00	524.39	5,624.68	( 624.68)	112.5
TRANSFER IN	.00	.00	.00	.00	.0
	<u>2,953,440.00</u>	<u>252,014.07</u>	<u>2,172,078.17</u>	<u>781,361.83</u>	<u>73.5</u>
<u>EXPENDITURES</u>					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	535,440.00	40,678.42	372,835.61	162,604.39	69.6
MATERIAL AND SERVICES	225,900.00	19,032.73	180,476.26	45,423.74	79.9
CAPITAL OUTLAY	24,900.00	398.39	5,970.00	18,930.00	24.0
	<u>786,240.00</u>	<u>60,109.54</u>	<u>559,281.87</u>	<u>226,958.13</u>	<u>71.1</u>
WASTEWATER TREATMENT:					
PERSONAL SERVICES	489,455.00	37,121.67	337,819.09	151,635.91	69.0
MATERIAL AND SERVICES	532,100.00	77,309.08	415,705.29	116,394.71	78.1
CAPITAL OUTLAY	24,900.00	398.39	5,970.00	18,930.00	24.0
TRANSFERS OUT	1,600,370.00	.00	.00	1,600,370.00	.0
CONTINGENCIES AND RESERVES	310,375.00	.00	.00	310,375.00	.0
	<u>2,957,200.00</u>	<u>114,829.14</u>	<u>759,494.38</u>	<u>2,197,705.62</u>	<u>25.7</u>
	<u>3,743,440.00</u>	<u>174,938.68</u>	<u>1,318,776.25</u>	<u>2,424,663.75</u>	<u>35.2</u>
	<u>( 790,000.00)</u>	<u>77,075.39</u>	<u>853,301.92</u>	<u>( 1,643,301.92)</u>	<u>108.0</u>



CITY OF BROOKINGS  
 FUND SUMMARY  
 FOR THE 9 MONTHS ENDING MARCH 31, 2016

URBAN RENEWAL AGENCY FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	478,201.00	19,106.32	411,940.68	66,260.32	86.1
INTERGOVERNMENTAL	.00	.00	.00	.00	.0
OTHER REVENUE	500.00	1.59	159.99	340.01	32.0
	<u>478,701.00</u>	<u>19,107.91</u>	<u>412,100.67</u>	<u>66,600.33</u>	<u>86.1</u>
<u>EXPENDITURES</u>					
GENERAL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	70,000.00	.00	7,657.66	62,342.34	10.9
CAPITAL OUTLAY	367,962.00	2,244.00	5,844.00	362,118.00	1.6
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	380,739.00	.00	.00	380,739.00	.0
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>818,701.00</u>	<u>2,244.00</u>	<u>13,501.66</u>	<u>805,199.34</u>	<u>1.7</u>
DEPARTMENT 20:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 22:					
MATERIAL AND SERVICES	.00	.00	.00	.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 24:					
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>818,701.00</u>	<u>2,244.00</u>	<u>13,501.66</u>	<u>805,199.34</u>	<u>1.7</u>
	<u>( 340,000.00)</u>	<u>16,863.91</u>	<u>398,599.01</u>	<u>( 738,599.01)</u>	<u>117.2</u>