

City of Brookings

MEETING AGENDA

CITY COUNCIL/URBAN RENEWAL AGENCY

Monday, March 24, 2014, 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 authority of ORS 192.660.2.e, "to conduct deliberations with persons designated by the governing body to negotiate real property transactions," and then under authority of ORS 192.660.2.d, "to conduct deliberations with persons designated by the governing body to carry on labor negotiations."

CITY COUNCIL

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Ceremonies/Appointments/Announcements

1. Proclamation – General Aviation Month [pg. 3]

E. Public Hearings/Ordinances/Resolutions/Final Orders

1. Legislative public hearing on File LDC-1-14, revisions to Brookings Municipal Code Chapter 17.52, General Commercial, (C-3) and Chapter 17.56 Tourist Commercial (C-4), to add limited light manufacturing. [Planning, Advance Packet]
2. Ordinance 14-O-730, amending various Sections and Subsections of Brookings Municipal Code Chapter 13.25, System Development Charges. [Building, Advance Packet]
3. Resolution amending the Brookings Master Fee Schedule by adding Park Use/Standard Fees and correcting the schedule title. [City Manager, pg. 4]
 - a. Resolution 14-R-1029 [pg. 5]

F. Oral Requests and Communications from the audience

1. Public Comments on non-agenda items – 5 minute limit per person.*

G. Staff Reports

1. Approval to submit a grant application to the Gordon Ellwood Foundation to support Vision Council's programs. [PWDS, pg. 6]
 - a. Letter to Gordon Ellwood Foundation [pg. 7]
 - b. Scope of work [pg. 9]
2. Authorization to apply for a RARE assistance grant and authorize a cash match of up to \$20,000. [PWDS, pg. 10]
 - a. Pre-application [pg. 12]
3. Authorization to take all necessary actions for the City to join the Klamath Management Zone Fisheries Coalition, pay \$500 in membership dues and budget for ongoing membership in 2014-15. [City Manager, pg. 15]
 - a. Letter from KMAFC President Jim Relaford [pg. 16]

- b. Triplicate article [pg. 18]
- 4. Authorization to extend the audit contract with Bold, Carlisle & Smith, LLC for two years. [F&HR, pg. 20]
 - a. May 9, 2011 CAR [pg. 21]

H. Consent Calendar

- 1. Approve Council minutes for March 10, 2014. [pg.22]
- 2. Receive February 2014 monthly financial report. [pg. 26]

I. Remarks from Mayor and Councilors

J. Adjournment

URBAN RENEWAL AGENCY

A. Call to Order

B. Roll Call

C. Consent Calendar

- 1. Approve Agency minutes for December 9, 2013. [pg. 32]

D. Public Comments

E. Staff Reports

- 1. Authorization to extend the audit contract with Bold, Carlisle & Smith, LLC for two years. [F&HR, pg. 33]
 - a. May 9, 2011 URAR [pg. 34]

F. Agency Remarks

G. Adjournment

*Obtain Public Comment Forms and view the agenda and packet information on-line at 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 ten days advance notification. Please contact 469-1102 if you have any questions regarding this notice.

City of Brookings *Proclamation*

WHEREAS, general aviation and community airports play a critical role in the lives of Oregon citizens, in the operation of our farms and businesses, and in our response to emergencies and natural disasters; and

WHEREAS, the State of Oregon has a significant interest in the continued vitality of general aviation, aerospace, aircraft manufacturing, community airports and airport operators, educational institutions and aviation organizations; and

WHEREAS, there are 97 public use airports and over 360 private airports in Oregon which are part of the essential national system of airports serving our nation's 617,000 pilots; and

WHEREAS, there are over 400 aviation related businesses in 78 cities throughout the state with an average wage of over \$62,395 and Oregon airports are responsible for over 12,000 family wage jobs and over \$2 billion in economic impact attributable to the State's aviation industry; and

WHEREAS, organizations like the Oregon Pilots Association, Columbia Seaplane Pilots Association, Oregon Aviation Cluster, Oregon Airport Managers Association, Recreational Aviation Foundation, Alliance for Aviation Across America, National Business Aviation Association, National Association of State Aviation Officials, Aircraft Owners and Pilots Association, and the National Air Transportation Association recognize and promote the interests and importance of aviation in Oregon and throughout the world; and

WHEREAS, many Oregon communities depend heavily on general aviation and community airports for the continued flow of commerce, tourists and visitors to our State; and

WHEREAS, the nation's aviation infrastructure represents an important public benefit, and direct Congressional oversight is necessary to ensure its stable funding;

NOW, THEREFORE BE IT RESOLVED, that I, Ron Hedenskog, Mayor of the City of Brookings, do hereby join Governor John Kitzhaber in proclaiming general aviation to be a vital strategic resource to the State of Oregon and declaring March, 2014 as

General Aviation Appreciation Month

In Witness Whereof, I, Mayor Ron Hedenskog, do hereto set my hand and cause the official seal of the City of Brookings, Oregon, to be affixed this

24th day of March, 2014.

Ron Hedenskog
Mayor Ron Hedenskog

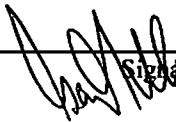


CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: March 24, 2014

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Master Fee Schedule revisions

Recommended Motion:

Adopt Resolution 14-R-1029, amending the 2014 Brookings Master Fee Schedule by adding Park Use/Standard Fees and revising the fee schedule title.

Background/Discussion:

The City Council adopted an updated Master Fee Schedule at its February 24 meeting. Omitted from the update were established Park Use / Standard Fees which are required to reserve event space in City parks. Additionally, the Fee Schedule title was incorrectly stated as the "2012 Brookings Master Fee Schedule."

Resolution 14-R-1029 will add the Park Use / Standard Fees to the Fee Schedule and revise the title to read, "2014 Brookings Master Fee Schedule."

Additionally, because Park Use / Standard Fees were not considered for a CPI increase along with the other fees, they will remain at their 2012 levels.

Attachment(s):

- a. Resolution 14-R-1029

CITY OF BROOKINGS
State of Oregon

RESOLUTION 14-R-1029

A RESOLUTION OF THE CITY OF BROOKINGS AMENDING THE BROOKINGS FEE SCHEDULE BY ADDING PARK USE/STANDARD FEES AND CORRECTING THE FEE SCHEDULE TITLE.

WHEREAS, the City Council adopted an update to the Brookings Master Fee Schedule (Schedule) under Resolution 14-R-1026 on February 24, 2014; and

WHEREAS, Resolution 14-R-1026 did not include Park Use/Standard Fees which are included in all previous Schedules; and

WHEREAS, Park/Standard Use Fees are required to reserve space in City parks; and

WHEREAS, the title of the Schedule, adopted under 14-R-1026, was incorrectly stated as the “2012 Brookings Master Fee Schedule;”

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Brookings, Oregon that “Park Use/Standard Fees” are added under “Park Facility/Daily Use Fees” in the Schedule as described hereunder, and the title of the Schedule is hereby revised to read, “2014 Brookings Master Fee Schedule.”

Park Use/Standard	
City Residents; <i>non-resident add 50%, non-profit subtract 50%</i>	
0-200	\$40.00
201-400	\$76.00
401-600	\$152.00
601-1000	\$253.00
> Each additional 100	\$40.00

Passed by the City Council _____, 2014.

Attest:

Mayor Ron Hedenskog

City Recorder Joyce Heffington

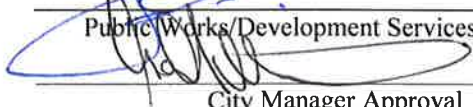
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: March 24, 2014

Originating Dept: PW/DS


Public Works/Development Services Director


City Manager Approval

Subject: Gordon Ellwood Grant

Recommended Motion: Approval of grant submission for the Gordon Ellwood grant

Financial Impact: The City will receive \$10,000 in grant funding.

Background/Discussion: Vision Council facilitator Annette Klinefelter advised City staff of this grant opportunity with Gordon Ellwood Foundation. The foundation supports healthy living programs as identified in the Vision Council's strategic plan. These goals include;

- Improve access to healthy food through a coordinated food and nutrition education plan.
- Improve active living through coordinated work with community partners to promote physical activity through built-environment improvements and education.
- Facilitate local health-care transformation by planning for care coordination between the Curry Health District, regional Coordinated Care Organizations, Brookings medical center, St. Timothy's free clinic, and patient advocacy organizations.

The funds from the Gordon Ellwood Foundation will provide much needed resources to sustain and augment the Vision Council's community organizing work. These efforts will engage diverse perspectives. Staff will provide a progress report to the Gordon Ellwood Foundation in one year after acceptance of the grant funds.

Council discussed the Vision Council's relationship with the City at the March 6, 2014 workshop. These grant funds will support the continued efforts of Vision Council in the community.

Policy Considerations: None

Attachment(s):

- a. Letter to Gordon Ellwood Foundation
- b. Scope of Work



City of Brookings

PUBLIC WORKS/DEVELOPMENT SERVICES DEPARTMENT

898 Elk Drive, Brookings, OR 97415

(541) 469-1138, Fax (541) 469-3650, TTY (800) 735-1232

lpryce@brookings.or.us

March 7, 2014

Kathy Byron
Gordon Ellwood Foundation
670 Superior Ct,
Medford, OR 97504

Dear Ms. Byron,

Thank you so much for your commitment to supporting community-organizing work around community-health improvement on the South Coast. As indicated in previous conversations with Annette Klinefelter, a Curry County Health Assessment identified priority areas for health improvement. Our community is coming together from a broad spectrum of organizations to find concrete solutions around the priorities we have set for ourselves. These priorities include health eating, active living as well as finding ways for the community to work directly with health care transformation and coordination.

We are writing to request \$10,000 to support contract personnel and meeting materials to convene work groups to develop and implement action plans within the Brookings-Harbor area to:

- Improve access to healthy food through a coordinated food and nutrition education plan.
- Improve active living through coordinated work with community partners to promote physical activity through built-environment improvements and education.
- Facilitate local health-care transformation by planning for care coordination between the Curry Health District, regional Coordinated Care Organizations, Brookings medical center, St. Timothy's free clinic, and patient advocacy organizations.

Improved resident health, enhanced access to active living, and improved health care access and outcomes are all core priorities of the master plan for the City of Brookings and areas of commitment by City Council as demonstrated in the City of Brookings strategic plan.

The outcomes we hope to achieve are long-term plans that reflect social determinants of health in our recreation, planning, public works and transportation plans. Most importantly, this builds on the work of the Vision Council that has made significant strides in using community data to identify the aforementioned priorities. Funds from the Northwest Health



City of Brookings

PUBLIC WORKS/DEVELOPMENT SERVICES DEPARTMENT

898 Elk Drive, Brookings, OR 97415

Foundation will provide much needed resources to sustain and augment this community organizing work. These efforts will engage diverse perspectives

Communities are the places where people eat, work, play and learn. As such, community mobilization towards policy change and fund allocation is a key aspect of health care transformation. Additionally, improved health care coordination through community health workers and patient health navigators is especially critical given the remoteness of our area. We hope that we can help facilitate cost savings between our health care providers that will yield continued investments in community-based prevention.

The City of Brookings will administer the funding for this grant if awarded. If you have any further questions on this regard, please feel free to contact me at 541-469-1138. Thank you so very much for your consideration.

Sincerely,

Loree Pryce, PE
Public Works/Development Services Director

CC: City Manager
Annette Klinefelter

**Vision Council Contract Services
Scope of Work- NW Health Foundation
AK Consulting, LLC**

Task 1: Vision Council Strategic Development and Coordination

Deliverables:

- Staffing of workgroups focused on community recreation, community revitalization, and community health. Workgroups develop work plans with detailed SMART goals (specific, measurable, achievable, results oriented, and time-bound).
- Development of grant tracking and reporting

Reimbursed hourly 8 per month @ \$42 per hour @6 mos. =\$2,032

Task 2: Volunteer Coordination Among Workgroups

Deliverables:

Coordinate among workgroup participants; ensure ongoing progress towards work plan results, assist in data collection for grant tracking and reporting.

Assist in recruiting volunteers to participate in city events, activities and efforts as outlined by council and city staff.

Reimbursed hourly @ 8 hrs per week @ \$15 per hour @ 6 mos. =\$2,880

Subtotal: Reimbursable hours \$4,912

Misc. Costs: Meeting snacks and materials reimbursable with receipts up to \$88.

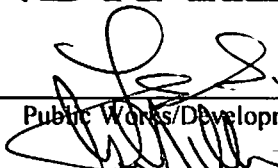

Total: \$5,000

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: March 24, 2013

Originating Dept: PW/DS


Public Works/Development Services Director

City Manager Approval

Subject: Rural Assistance for Rural Environments (RARE) 2014-15 Application

Recommended Motion: 1) Motion to authorize the Public Works Director to apply for a RARE assistance and; 2) Motion to authorize a cash match of up to \$20,000 to pay for the RARE assistance.

Financial Impact: The RARE program requires a \$20,000 cash match. The City of Gold Beach, Wild Rivers Alliance and Frank Burris with Oregon State University have expressed interest in co-sponsoring the RARE student but since the student is not yet selected, staff does not yet know the level of support for inter regional tourism and watershed quality programs. It is unlikely the City of Brookings would pay the entire cost of the match once a candidate is selected. If worse case is that no other co-sponsors contribute, the entire RARE balance would be distributed to the City's appropriate contract services operating accounts budgeted in the 2014/15 operating budgets. The projects are related to geographic information systems, water, sewer, storms drain, streets as well as tourism and general funds.

Background/Discussion: The mission of the RARE program is to increase the capacity of rural communities to improve their economic, social and environmental conditions through the assistance of trained graduate-level participants. The City of Brookings sponsored a RARE student in 2010-11 which resulted in the completion of the City's Parks Master Plan.

The application focus is recruiting a student who has geographical information system (GIS) skills to work on the following project options;

- 1) Update the City's Parks Master plan to include a recreational component. Recreational amenities such as proposed hiking trails and bike paths would be developed in GIS, and presented to civic groups, agencies such as Oregon State Parks/Department of Forestry, Planning Commission and City Council for approval.
- 2) Regional GIS mapping for tourist related amenities. This effort would include collaboration with the City of Gold Beach, City of Port Orford, and Wild Rivers Alliance to develop alternative scenic bikeway maps and other tourist amenities for the wild rivers coast.
- 3) Watershed management and point source reduction. Collaboration with the Watershed Council to identify and recommend storm water quality projects. Develop

municipal code updates to promote sustainable development and reduce storm water quality impacts. The benefit of exploring watershed management and point source reduction is that storm drain improvement project enhanced with a water quality element increases the opportunity to receive grant funding or low interest loans.

- 4) GIS support to the City of Brookings base mapping efforts. There is extensive work to further develop our existing utility basemaps to include preventative maintenance, a street sign retro reflectivity inventory, age of construction, as built links, etc.
- 5) Research economic development opportunities for downtown Brookings such as an incentive program for downtown shops.

The pre application requires a confirmation of cash match funds to be submitted.

Attachment(s): a) RARE Pre - Application



Resource Assistance for Rural Environments

RARE AmeriCorps Program

2014-2015 Community Pre-Application

Submit application by email to rare@uoregon.edu by April 18, 2014



Contact Person Name Loree Pryce

Title Public Works/Development Services Director

Organization City of Brookings

Mailing Address 898 Elk Drive

Street Address

City, State, Zip Brookings, OR 97415

Phone 541-469-1138

Fax

E-mail lpryce@brookings.or.us

Cell

Website <http://www.brookings.or.us/>

Supervisor

if different than the Contact

Person listed above

Gary Milliman

Title City Manager

Organization Same

Mailing Address

Street Address

City, State, Zip

Phone

Fax

E-mail

Cell

How did you hear about the RARE Program?

Please indicate how you heard about the program by marking one or more of the boxes below.

☐ I am a current/former RARE Supervisor

☒ I am a current/former RARE Participant

☐ Email from RARE (Call for Communities)

☐ RARE Website

☐ Other Website/Network/Listserv:

☐ Other

Member Projects

RARE participants are assigned to work on specific projects during their service in a community. Please describe the projects the member will work on, their role, and their approximate time commitment to the project (in percentages).

Project 1 — Parks Master Plan Update

Project Description: Update the City's current master plan with a recreational component. Identify potential trails and bike paths.

Time Input (%):

Participant's Role: Planning, Geographical information systems, community and volunteer advisory committee input

Project 2 — Regional geographic information system mapping for tourist related amenities

Project Description: Collaborate with the City of Brookings, City of Gold Beach and Wild Rivers Coast Alliance for an inter regional mapping for tourist activities in the region.

Time Input (%):

Participant's Role: Planning, develop regional mapping effort, collaborate rural tourism, cities, and non profits.

Project 3 — Watershed management and point source reduction

Project Description: Evaluate the City's GIS storm water atlas and watershed mapping to determine future water quality projects. Develop proposed municipal code revisions to promote sustainable future development

Time Input (%):

Participant's Role: Collaborate with the watershed council and City staff, present to Planning commission and City Council, provide action plan for improving storm water quality.

Project 4 — GIS Support to City of Brookings basemapping

Project Description: Create a retroreflectivity GIS basemap for traffic signage evaluation of night time reflectiveness and replacement plan to replace failed signage. Develop a preventative maintenance program in GIS for water, storm and sewer infrastructure.

Time Input (%):

Participant's Role: Assist the City's GIS technician in developing new basemaps

Project 5 — Economic development opportunities for downtown Brookings

Project Description: Develop an incentive program for downtown shops increase business and economic development.

Time Input (%):

Participant's Role: Outreach to local businesses, case study other City's, provide action plan

Partners/Support

Please share with us the names and phone numbers of three of your community, regional or statewide partners on the projects listed above. As part of the application review process, we will be contacting them to get their insights on the projects (do not list you or your organization)

1. Jodi Fritts - City Manager of Gold Beach

Phone Number: 541-247-7029

2. Harry Hoogesteger - South Coast Watershed Coordinator

Phone Number: 541-247-2755

3. Annette Klinefelter - Vision Council

Phone Number: 541-661-0851

Professional Development for the Participant

A goal of the RARE Program is to provide graduate-level students with professional development while they help rural communities. Please describe three growth opportunities for the participant.

1. Develop a master plan update
2. City government/civic group coordination
3. Create GIS basemapping and project management

Potential Funding Source

The RARE program requires each community provide a cash match of \$20,000. Please indicate your potential funding sources and the date you will receive confirmation of funds. Indicate if this is a federal funding source.

- | | |
|--|-----------------------|
| 1. City of Brookings general fund, water, sewer, streets and storm funds | Date of confirmation: |
| 2. | Date of confirmation: |
| 3. | Date of confirmation: |

Fiscal Agent

What organization will be the fiscal agent for the contract with the University of Oregon if you are part of the RARE Program?

RARE Program Goals

RARE has three programmatic goals: capacity building, assisting community-based groups and volunteer mobilization. The RARE Program will consider these goals in reviewing your application. Please describe how a RARE participant would address each of these goal areas.

1. Describe how a RARE participant will assist with community capacity building.

Rare participant will assist in strengthening relationships amongst community and regional groups

2. Identify any community organizations (civic, community-based, education, non-profit, neighborhood or faith-based) with which the participant will partner on projects.

Brookings, Gold Beach, Travel Oregon, Wild Rivers Alliance, Vision Council, Watershed Council, downtown merchants

3. Describe how the RARE participant will be involved in recruitment, management or engagement of volunteers.

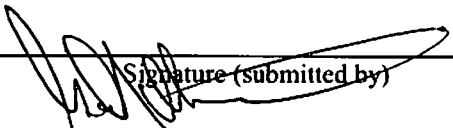
Directly involved with coordinating with other non profit volunteer groups

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: March 24, 2014

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Klamath Management Zone Fisheries Coalition Membership

Recommended Motion:

If the City Council wishes to join the Coalition: Motion to authorize the City Manager to take all necessary actions for the City to join the Klamath Management Zone Fisheries Coalition, pay the \$500 membership dues, and budget for ongoing membership in fiscal 2014-15.

Financial Impact:

\$500 annual dues.

Background/Discussion:

We have received a letter from Klamath Management Zone Fisheries Coalition requesting that the City become a member. See attached letter.

This membership is not budgeted for the current fiscal year.

Attachment(s):

- a. Letter from KMZFC President Jim Relaford.
- b. Del Norte County Triplicate article.

KMZFC

Klamath Management Zone Fisheries Coalition

(541) 469-5902

Chairman:

Jim Relaford

Vice-Chairman:

Ben Doane

Treasurer:

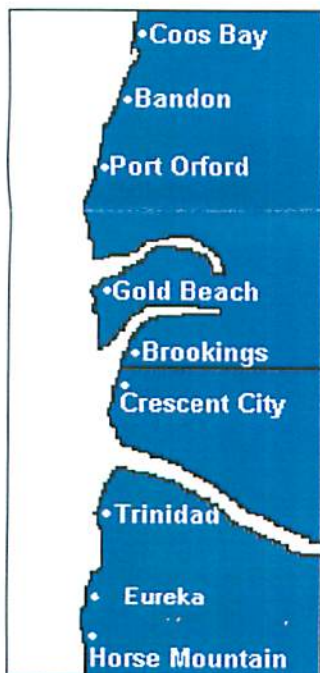
Tony Hobbs

Secretary:

Tony Hobbs

Board Members:

Tim Klassen



March 9, 2014

Dear ,

As you know, recreational salmon fishing is essential for a strong coastal economy. The 2014 salmon and halibut management meetings are starting and we need strong and consistent representation in the often difficult process. The preliminary prospects for this year's season look good but our representatives need to be there to protect our fishery.

Last year the Klamath Management Zone Coalition team attended every meeting and worked hard on your behalf. The KMZFC represents a huge coastline in Southern Oregon and Northern CA. Our volunteer delegates are well versed in salmon management and are highly respected by agencies and elected officials. Last year's salmon season generated millions of dollars for our coastal communities.

In the past you or your organization was a member of the KMZFC. Your dues or donation will help get our representatives to all the important meetings where our season will be discussed. Thank you for your past support and your assistance to insure a great season this year.

Individual membership is \$10.00
Companies and business organizations dues are \$250
Cities and Counties dues are \$500

Sincerely,

Jim Relaford
President



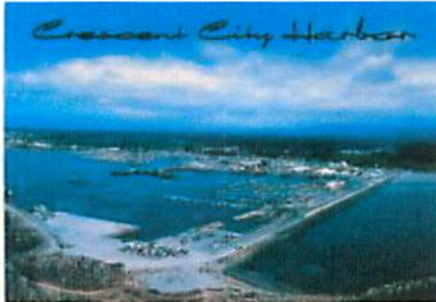
Thank you for your help making sure we have a good Salmon Season
in 2014!

Please send your dues payment to:
Klamath Management Zone Fisheries Coalition
P.O. Box 7769
Brookings, OR 97415

Fishing for full seasons

Written by Adam Spencer, The Triplicate March 02, 2012 10:38 pm

Coalition calls for more time to catch salmon



A postcard from the early 1980s shows a much larger number of recreational fishing boats than present recently. Submitted

Sport ocean salmon fishing was once an economic boon for port communities up and down the North Coast. After the collapse of many salmon populations in the Pacific, fishing advocates have to fight for what limited seasons they can get.

Although prospects are good for a relatively full season this year, a regional group of stakeholders are making sure the fishing season decision-makers know the economic significance of salmon fishing to port cities like Crescent City.

The Klamath Management Zone Fisheries Coalition (KMZFC) was formed in the 1970s to represent interests in the Klamath Management Zone (KMZ), a region of water centered on the mouth of the Klamath, including the port towns of Crescent City, Brookings and Eureka.

Those towns should be granted what counts as a full season nowadays, based on this year's count of jacks (salmon less than 2 years old, which are the basis for determining salmon abundance) that returned to the Klamath and Sacramento

rivers, according to the KMZFC.

There were 74,222 jacks that returned to spawn on the Klamath River, where only natural salmon are counted. On the Sacramento River, where hatchery fish are also counted, there were 85,719 jacks.

This week, the Oregon Department of Fish and Wildlife released projections of 1.6 million chinook salmon returning to the Klamath River — a six-fold increase over last year's numbers. The Sacramento River is projected to see 819,400 chinook return this year — four times last year's amount.

Ben Doane, vice-chairman of the KMZFC, predicted that with those jack numbers, the Pacific Fishery Management Council (PFMC), which crafts the season, will give sport fishermen a decent season this year.



A more recent aerial view of the harbor shows virtually no recreational fishing boats. Courtesy F.L. Hiser Jr.

Doane will be representing the KMZFC from Mar. 2–7 at the PFMC's meeting, where he will advocate a salmon season from at least Memorial Day to Labor Day, with fishing allowed seven days a week.

"It looks like the 2012 season will be what we'd consider a full season, but 2013 is definitely in question," Doane said.

Ted Souza, who works on the fisheries committee of Friends of Del Norte, had doubts about how many fish will really be out there to catch.

"(They) gave us a season last year, but there wasn't any fish," Souza said.

Souza remembers that in 1972, there were 528 sport salmon fishing boats in the Crescent City harbor. Now there's less than 40. In the 1970s, during the Fourth of July weekend, trucks waiting to launch their boats into the harbor would be backed up on Anchor Way all the way to Highway 101, Souza said.

Crescent City Harbormaster Richard Young also remembers the good ol' days when the strong sport ocean salmon fishing industry was "absolutely" important to Crescent City.

As recently as 1998, the harbor raked in \$74,217 in slip fees for the outer boat basin, which is primarily used by sport fishermen. In 2006, that number had dropped to \$21,856.

As the seasons became more and more restrictive over the years, people moved on to work in other industries.

"It's been gone so long, people have adjusted to do other things," Young said.

A line graph showing recreational salmon landings in Crescent City shows about 40,000 salmon landed in 1989 and then a steady drop that has almost flat-lined in the last ten years.

Young is heavily involved in the KMZFC when he isn't recovering from tsunamis damaging the harbor. The KMZFC was formed to keep the salmon fishing industry from completely dying in the area, he said.

"The idea was to have a voice so we don't get over-shouted at the meetings that set the season, and to argue to keep fisheries alive in our area," Young said.

The KMZFC was formed in the wake of the creation of the Klamath Management Zone, the area from Humbug Mountain in Oregon to Horse Mountain in California, where many salmon that spawn in the Klamath are predicted to be.

The KMZFC was created "in an attempt to allow fishing of the Klamath River stocks when there was available fish and to drive the economics of the region," Doane said, adding that many of the business groups that used to be represented in the KMZFC have dropped out after decades of stunted seasons.

"We represent not only fishermen but fishing-related businesses, and what we're trying to do is maximize the amount of time that fishermen can pursue the salmon," Doane said.

The Pacific Coast Federation of Fishermen's Association wrote an article in 2001 titled "Why the Klamath Basin matters." The article highlights the steady downward trend of Klamath River salmon. It states:

"Season cutbacks and reductions became the rule within KMZ ports as fisheries managers were forced to keep pace with these declines. In the past 20 years especially, the end result has been systematic economic strangulation of KMZ coastal ports, culminating in almost complete closures by the early 1990s."

Poor returns of salmon in recent years prompted fisheries managers to completely close recreational and commercial ocean salmon fishing in 2008 and 2009 — the largest ocean salmon fishery closure on record.

After a couple partially open seasons, the KMZFC has been quiet in recent years, but the group met recently and decided to forge ahead and send a representative to upcoming meetings of the PFMC, which decides the salmon season.

"This group is suffering from a pretty good year," said Richard Heap, a member of the KMZFC who also sits on the Salmon Advisory Subpanel (SAS) of the PFMC. Heap said the reputation of two-state KMZFC is respected by fisheries managers. "This organization is on the radar ... and that's worth something."

Doane said having Heap as a KMZFC member is a major benefit.

"It provides us with a contact we might not otherwise have," Doane said. The California representative on the SAS is from the Bay Area.

"His allegiance lies a little farther south of the KMZ," Doane said.

Sometimes the interests of fishermen in the far-flung areas of Northern California and Southern Oregon are downplayed when the salmon seasons are decided.

"We're like the bastard children of Oregon and California when it comes to representation at the state level," Doane said. "We go representing the state of Jefferson."

The audio and the presentation from the March 2–7 PFMC meeting can be streamed online at www.pcouncil.org/2012/02/19433/march-council-meeting-internet-audio-stream/.

The Los Angeles Times contributed to this report.

Reach Adam Spencer at aspencer@triplicate.com.



Close Window

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: March 24, 2014

Originating Dept: Finance & HR


Signature (submitted by)

City Manager Approval

Subject:

Audit Services Contract Extension

Recommended Motion:

Authorize the City Manager to execute an amendment to the audit contract with Boldt, Carlisle & Smith LLC for a two-year extension.

Financial Impact:

2013-14 Audit \$29,036 (\$846 increase); 2014-15 Audit \$29,907 (\$871 increase).

Background/Discussion:

The City sent out Request for Proposals (RFP) for audit services in 2011, and received six responses. The City selected Boldt, Carlisle & Smith LLC at that time and entered into a three year contract, with the option to extend for an additional two years.

Boldt, Carlisle & Smith LLC has agreed to extend the contract with a 3% cost of living increase each year. The City and URA will still be paying less for the 2014-15 audit, than they would have for the 2010-11 audit from the next lowest responder.

	<u>City</u>	<u>URA</u>	<u>Total</u>
2013-14	\$29,036	\$ 3,780	\$32,816
2014-15	\$29,907	\$ 3,893	\$33,800

Attachment:

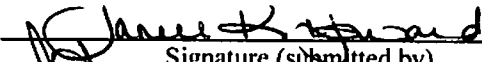
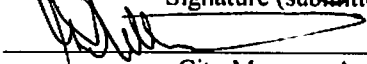
May 9, 2011 Council Agenda Report

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: May 9, 2011

Originating Dept: ASD


Signature (submitted by)

City Manager Approval

Subject:

Audit Services Contract

Recommended Motion:

Accept the audit services proposal from Boldt, Carlisle & Smith LLC and authorize the City Manager Director to execute a three year contract.

Financial Impact:

Savings of \$20,111 annually compared to 6/30/10 audit contract. See details below.

Background/Discussion:

The City sent out Request for Proposals (RFP) for audit services to 17 firms from the Oregon Municipal Auditor Roster. We received six responses. The 2011-12 detailed cost proposals are listed below:

	<u>City</u>	<u>URA</u>	<u>Total</u>
Boldt, Carlisle & Smith LLC	\$23,589	\$6,577	\$30,166
Pauly Rogers and Co PC	\$28,000	\$6,100	\$34,100
Merina & Company LLP	\$28,250	\$6,750	\$35,000
Hough MacAdam Wartnik CPAs	\$33,500	\$6,000	\$39,500
Jones & Roth CPAs	\$36,500	\$5,200	\$41,700
Michael L. Piels CPAs	\$35,260	\$7,860	\$43,120

The June 30, 2010 audit fees totaled \$51,200 (\$43,700 City plus \$7,500 URA). The City Manager and Administrative Services Director reviewed proposals and references were contacted. Selecting Boldt, Carlisle & Smith would save over \$20,000 for the City and \$900 for the URA compared to the 6/30/10 audit fees. The detailed cost proposals for FYE 6/30/11, 6/30/12, and 6/30/13 are attached.

Attachment:

Detail spreadsheet for responses to Audit report.

City of Brookings

CITY COUNCIL MEETING MINUTES

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415
Monday, March 10, 2014

Call to Order

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

Roll Call

Council Present: Mayor Ron Hedenskog, Councilors Bill Hamilton, Brent Hodges, Jake Pieper and Kelly McClain; a quorum present.

Staff Present: City Manager Gary Milliman, Parks & Technical Services Supervisor Tony Baron, Planning Manager Donna Colby-Hanks, City Attorney Martha Rice and City Recorder Joyce Heffington.

Others Present: Pilot Reporter Jane Stebbins and approximately 13 others.

Ceremonies/Appointments/Announcements

Appointment of Linda Matlock to the Budget Committee.

Councilor Hodges moved, a second followed and Council voted unanimously to appoint Linda Matlock to the Budget Committee.

Scheduled Public Appearances

Presentation on Public Safety Matters by Curry County Sheriff John Bishop.

Sheriff Bishop presented a power point regarding the costs associated with consolidating Curry County's jail with Coos County's, generally stating that, according to his analysis, it would cost Curry County more to consolidate with Coos County than to continue to operate the current jail. Bishop then proposed a \$0.68/\$1,000, three year property tax levy that would only fund the jail and would remove it from the general fund. He said while the jail is old, it could be grandfathered in; the overhead sprinkler system was the only large item remaining to be fixed. Once the jail is funded, Bishop said, they could then discuss unifying 9-1-1.

Councilor Hodges asked why the unification of 9-1-1 couldn't be done now and Bishop said it was because 9-1-1 staff also provided command and control for the jail.

Mayor Hedenskog said this would free up \$1 million in the general fund for juvenile, District Attorney's office and courts and Bishop said it could.

Councilor McClain asked what the Sheriff's total budget was and Bishop said it was roughly \$4 million. McClain asked what portion of general fund went towards law enforcement and Bishop said it was probably around \$2 million out of the \$4 million budget.

Councilor Pieper asked what the County Commissioner's take was on his proposal and Bishop said they were on board with it.

Councilor McClain asked if the \$0.68 would be earmarked 100% for the jail and Bishop said it would.

Councilor Hamilton asked Bishop how he felt about the formation of a law enforcement district and Bishop said he didn't mind patrol districts but there were some mutual aid issues that might have to be worked through.

Hamilton said a \$0.92 levy had been discussed at one time to cover the jail and some patrol and wondered if Bishop thought something like that could pass and Bishop said the higher you go the harder it is to pass, but he really didn't know. The \$0.68, Bishop said, was what it would cost to run it correctly.

Hamilton asked about fund raising possibilities, and if a volunteer citizen group could be formed to help with fundraising for something like the sprinkler system and Bishop said it could and he would welcome any fund raising activities.

Hamilton commended Bishop on all the hard work he had done on his proposal and said he thought Bishop was going in the right direction. Hamilton added that a lot of people seemed to be confused about where the money from the last levy on the ballot was going to go.

Councilor Hodges said there were a lot of overlapping districts and county services and the \$0.68 levy for the jail made sense and Bishop said the jail did not overlap districts.

Councilor Pieper said the jail is open today and is costing \$900,000, yet Bishop is saying it will cost \$1.6 million. He said the citizens want bare bones and asked Bishop how he planned to sell a budget that was twice what it is now.

Sheriff Bishop said \$0.68 is the best figure to run the jail correctly, efficiently and effectively. With dedicated funding, he said, any additional revenue the jail received over the budget could go towards capital improvement. If people want to have additional revenue go someplace else, that would be fine, he said.

Councilor McClain said "there is the feeling out there" that people want bare bones and one of his fears in giving yourself a buffer was that there's no motivation to cut costs. He added that if housing prices start to rise, then property tax revenue will too.

Bishop said he couldn't predict what might happen, but today this is what it will cost to run the jail. He said we can have that conversation again in three years if assessed values do go up.

Councilor McClain said he wanted to feel like this was a skinny budget and if there is excess revenue he'd like to see that excess going to the County's general fund.

Mayor Hedenskog said Council had been adamant that the jail was an essential County service and commended Bishop for coming up with a good three year levy which he could support based on what he'd heard tonight.

Councilor Pieper said the jail levy was a good idea, but it would need to beat other measures to the ballot. He said he supported the concept and it was the best tax measure idea to come from a County official. Pieper said it had a better chance of passing than anything else that's come forward.

Councilor Hamilton said he thought it was a good start, but felt it could be bumped up a little. He said it would likely get more support if it was clear that it's just for the jail.

Councilors McClain thanked Bishop for bringing this conversation to the Council and said he liked the concept.

Councilor Hodges thanked Bishop and said it was a move in the right direction and added, "I'd support this."

Mayor Hedenskog said Bishop had proposed holding a town hall in the south end of the County with a neutral facilitator on neutral ground and suggested using Reverend Bernie Lindley as a facilitator.

Sheriff Bishop said he would be opposed to any other tax measure being on the ballot at the same time as the jail measure and he thought Lindley was a great choice for a facilitator. He said this was topic he felt both the Council and Commissioner were together on and proposed keeping the subject on this topic.

Mayor Hedenskog moved, a second followed and Council voted unanimously to direct staff to establish a date, time and place for a south County or County wide Town Hall meeting.

Resolutions

Adoption of resolutions authorizing submission of grant applications for the phase one of the Azalea Park Ball Field Rehabilitation Project.

Supervisor Baron presented the staff report.

Councilor Pieper moved, a second followed and Council voted unanimously to adopt Resolution 14-R-1027, authorizing submission of a Land and Water Conservation application to the Oregon Parks and Recreation Department for Park improvements projects at Azalea Park.

Councilor Pieper moved, a second followed and Council voted unanimously to adopt Resolution 14-R-1028, authorizing submission of a Local Government Grant application to the Oregon Parks and Recreation Department for Park improvements projects at Azalea Park.

Staff Reports

Authorization to execute Intergovernmental Agreement with Oregon Department of Transportation for a grant to update the Transportation System Plan.

Manager Colby-Hanks gave the staff report and in response to a question from Mayor Hedenskog, said the process would involve two advisory committees, one technical and one comprised of citizens.

Councilor Hodges moved, a second followed and Council voted unanimously to authorize the City Manager to execute an Intergovernmental Agreement with Oregon Department of Transportation for the Transportation Growth Management Grant [to update the Transportation System Plan].

Adoption of the City of Brookings 2014 Strategic Plan.

City Manager Milliman provided the staff report.

Councilor Hodges said that over time the plan had become a lot more focused and it was good to see them hitting some of the goals.

Councilor Hodges moved, a second followed and Council voted unanimously to adopt the 2014 Strategic Plan

Consent Calendar

1. Approve Council minutes for February 24, 2014.
2. Accept a permanent public utility easement from Smith River Rancheria for the Airport Infrastructure Project and authorize the City Manager to sign on behalf of the City.
3. Accept a temporary public utility easement from Gary and Elizabeth Wimberley and a permanent public utility waterline easement from Milton J. and Betty Lou Gowman for the Airport Infrastructure Project, and affirm the City Manager's authorization to sign the easements on behalf of the City.
4. Accept February 2014 Vouchers in the amount of \$301,949.06.

Mayor Hedenskog moved, a second followed and Council voted unanimously to approve the Consent Calendar as written.

Remarks from Mayor and Councilors

Councilor Hamilton remarked on losing Dave Gordon to San Jose and expressed his appreciation for all Dave had done and for encouraging him to run for office. He said he wished him the best and his prayers were with Dave and his wife.

Councilor McClain offered his comments on several statements made at a County Commissioner Board meeting as reported in the Pilot regarding the proposed Home Rule Charter which he said were not factual and people should base their opinions on the facts, not on someone's strong opinion.

Adjournment

Councilor Pieper moved, a second followed and Council voted unanimously to adjourn by voice vote at 8:35 PM.

Respectfully submitted:

ATTESTED:
this _____ day of _____ 2014:

Ron Hedenskog, Mayor

Joyce Heffington, City Recorder

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2014

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	2,559,259.00	72,254.91	2,233,975.78	325,283.22	87.3
LICENSES AND PERMITS	97,500.00	9,992.23	54,203.43	43,296.57	55.6
INTERGOVERNMENTAL	237,600.00	16,033.78	249,272.18	(11,672.18)	104.9
CHARGES FOR SERVICES	133,000.00	4,064.57	349,684.43	(216,684.43)	262.9
OTHER REVENUE	130,500.00	2,050.12	46,181.01	84,318.99	35.4
TRANSFERS IN	240,452.00	.00	.00	240,452.00	.0
	<u>3,398,311.00</u>	<u>104,395.61</u>	<u>2,933,316.83</u>	<u>464,994.17</u>	<u>86.3</u>
<u>EXPENDITURES</u>					
JUDICIAL:					
PERSONAL SERVICES	15,156.00	1,354.31	11,208.29	3,947.71	74.0
MATERIAL AND SERVICES	7,770.00	300.00	4,182.66	3,587.34	53.8
CAPITAL OUTLAY	500.00	.00	.00	500.00	.0
	<u>23,426.00</u>	<u>1,654.31</u>	<u>15,390.95</u>	<u>8,035.05</u>	<u>65.7</u>
LEGISLATIVE/ADMINISTRATION:					
PERSONAL SERVICES	162,891.00	12,415.48	103,373.76	59,517.24	63.5
MATERIAL AND SERVICES	112,900.00	4,060.92	80,279.74	32,620.26	71.1
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>275,791.00</u>	<u>16,476.40</u>	<u>183,653.50</u>	<u>92,137.50</u>	<u>66.6</u>
POLICE:					
PERSONAL SERVICES	1,919,165.00	144,055.50	1,210,324.83	708,840.17	63.1
MATERIAL AND SERVICES	153,740.00	11,395.08	91,469.05	62,270.95	59.5
CAPITAL OUTLAY	57,400.00	852.44	208,883.23	(151,483.23)	363.9
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>2,130,305.00</u>	<u>156,303.02</u>	<u>1,510,677.11</u>	<u>619,627.89</u>	<u>70.9</u>
FIRE:					
PERSONAL SERVICES	158,330.00	12,165.95	99,117.96	59,212.04	62.6
MATERIAL AND SERVICES	109,000.00	4,944.47	41,271.10	67,728.90	37.9
CAPITAL OUTLAY	42,080.00	.00	100,977.28	(58,897.28)	240.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>309,410.00</u>	<u>17,110.42</u>	<u>241,366.34</u>	<u>68,043.66</u>	<u>78.0</u>
PLANNING AND BUILDING:					
PERSONAL SERVICES	182,871.00	15,823.25	120,850.09	62,020.91	66.1
MATERIAL AND SERVICES	45,600.00	5,086.51	14,586.02	31,013.98	32.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>228,471.00</u>	<u>20,909.76</u>	<u>135,436.11</u>	<u>93,034.89</u>	<u>59.3</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2014

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PARKS & RECREATION:					
PERSONAL SERVICES	122,864.00	10,995.24	97,870.21	24,993.79	79.7
MATERIAL AND SERVICES	35,400.00	3,987.91	25,927.01	9,472.99	73.2
CAPITAL OUTLAY	10,000.00	.00	8,343.17	1,656.83	83.4
TRANSFERS OUT	.00	.00	.00	.00	.0
	168,264.00	14,983.15	132,140.39	36,123.61	78.5
FINANCE AND HUMAN RESOURCES:					
PERSONAL SERVICES	164,330.00	12,752.72	103,167.30	61,162.70	62.8
MATERIAL AND SERVICES	31,900.00	1,264.64	13,597.28	18,302.72	42.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	196,230.00	14,017.36	116,764.58	79,465.42	59.5
SWIMMING POOL:					
PERSONAL SERVICES	55,205.00	.00	40,419.69	14,785.31	73.2
MATERIAL AND SERVICES	38,800.00	220.12	25,040.75	13,759.25	64.5
CAPITAL OUTLAY	10,000.00	.00	5,393.23	4,606.77	53.9
	104,005.00	220.12	70,853.67	33,151.33	68.1
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	132,500.00	7,307.11	56,516.49	75,983.51	42.7
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	52,000.00	.00	.00	52,000.00	.0
CONTINGENCIES AND RESERVES	639,709.00	.00	.00	639,709.00	.0
	824,209.00	7,307.11	56,516.49	767,692.51	6.9
	4,260,111.00	248,981.65	2,462,799.14	1,797,311.86	57.8
	(861,800.00)	(144,586.04)	470,517.69	(1,332,317.69)	54.6

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2014

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL	440,000.00	33,027.79	348,174.22	91,825.78	79.1
OTHER REVENUE	12,450.00	80.00	2,441.20	10,008.80	19.6
TRANSFER IN	.00	.00	.00	.00	.0
	<u>452,450.00</u>	<u>33,107.79</u>	<u>350,615.42</u>	<u>101,834.58</u>	<u>77.5</u>
<u>EXPENDITURES</u>					
EXPENDITURES:					
PERSONAL SERVICES	168,706.00	13,237.94	101,713.23	66,992.77	60.3
MATERIAL AND SERVICES	194,100.00	22,539.59	138,831.76	55,268.24	71.5
CAPITAL OUTLAY	141,300.00	3,535.00	73,120.88	68,179.12	51.8
TRANSFERS OUT	27,015.00	.00	.00	27,015.00	.0
CONTINGENCIES AND RESERVES	105,329.00	.00	.00	105,329.00	.0
	<u>636,450.00</u>	<u>39,312.53</u>	<u>313,665.87</u>	<u>322,784.13</u>	<u>49.3</u>
	<u>636,450.00</u>	<u>39,312.53</u>	<u>313,665.87</u>	<u>322,784.13</u>	<u>49.3</u>
	<u>(184,000.00)</u>	<u>(6,204.74)</u>	<u>36,949.55</u>	<u>(220,949.55)</u>	<u>20.1</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2014

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	1,413,500.00	91,838.78	946,960.62	466,539.38	67.0
OTHER INCOME	9,000.00	5,656.50	1,376,645.30	(1,367,645.30)	15296.
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>1,422,500.00</u>	<u>97,495.28</u>	<u>2,323,605.92</u>	<u>(901,105.92)</u>	<u>163.4</u>
<u>EXPENDITURES</u>					
WATER DISTRIBUTION:					
PERSONAL SERVICES	370,334.00	28,955.03	240,737.29	129,596.71	65.0
MATERIAL AND SERVICES	176,350.00	13,993.44	108,625.01	67,724.99	61.6
CAPITAL OUTLAY	59,900.00	914.96	37,731.53	22,168.47	63.0
	<u>606,584.00</u>	<u>43,863.43</u>	<u>387,093.83</u>	<u>219,490.17</u>	<u>63.8</u>
WATER TREATMENT:					
PERSONAL SERVICES	255,128.00	20,210.33	156,159.03	98,968.97	61.2
MATERIAL AND SERVICES	173,100.00	15,772.10	106,707.10	66,392.90	61.6
CAPITAL OUTLAY	24,900.00	1,224.88	3,609.37	21,290.63	14.5
TRANSFERS OUT	384,498.00	.00	.00	384,498.00	.0
CONTINGENCIES AND RESERVES	133,290.00	.00	.00	133,290.00	.0
	<u>970,916.00</u>	<u>37,207.31</u>	<u>266,475.50</u>	<u>704,440.50</u>	<u>27.5</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>1,577,500.00</u>	<u>81,070.74</u>	<u>653,569.33</u>	<u>923,930.67</u>	<u>41.4</u>
	<u>(155,000.00)</u>	<u>16,424.54</u>	<u>1,670,036.59</u>	<u>(1,825,036.59)</u>	<u>1077.4</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2014

WASTEWATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
CHARGES FOR SERVICES	2,831,000.00	221,620.14	1,866,310.21	964,689.79	65.9
OTHER REVENUE	1,000.00	.00	.00	1,000.00	.0
TRANSFER IN	.00	.00	.00	.00	.0
	<u>2,832,000.00</u>	<u>221,620.14</u>	<u>1,866,310.21</u>	<u>965,689.79</u>	<u>65.9</u>
<u>EXPENDITURES</u>					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	475,680.00	36,804.07	293,340.05	182,339.95	61.7
MATERIAL AND SERVICES	257,150.00	16,831.39	124,386.97	132,763.03	48.4
CAPITAL OUTLAY	36,900.00	.00	2,384.49	34,515.51	6.5
	<u>769,730.00</u>	<u>53,635.46</u>	<u>420,111.51</u>	<u>349,618.49</u>	<u>54.6</u>
WASTEWATER TREATMENT:					
PERSONAL SERVICES	446,888.00	35,402.77	275,926.40	170,961.60	61.7
MATERIAL AND SERVICES	509,000.00	32,781.96	276,873.90	232,126.10	54.4
CAPITAL OUTLAY	636,900.00	23,451.37	58,633.72	578,266.28	9.2
TRANSFERS OUT	1,094,801.00	.00	.00	1,094,801.00	.0
CONTINGENCIES AND RESERVES	218,681.00	.00	.00	218,681.00	.0
	<u>2,906,270.00</u>	<u>91,636.10</u>	<u>611,434.02</u>	<u>2,294,835.98</u>	<u>21.0</u>
	<u>3,676,000.00</u>	<u>145,271.56</u>	<u>1,031,545.53</u>	<u>2,644,454.47</u>	<u>28.1</u>
	<u>(844,000.00)</u>	<u>76,348.58</u>	<u>834,764.68</u>	<u>(1,678,764.68)</u>	<u>98.9</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2014

URBAN RENEWAL AGENCY FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	545,678.00	8,097.90	470,116.89	75,561.11	86.2
INTERGOVERNMENTAL	.00	.00	.00	.00	.0
OTHER REVENUE	1,000,500.00	.00	(.38)	1,000,500.38	.0
	<u>1,546,178.00</u>	<u>8,097.90</u>	<u>470,116.51</u>	<u>1,076,061.49</u>	<u>30.4</u>
<u>EXPENDITURES</u>					
GENERAL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	70,000.00	.00	8,351.58	61,648.42	11.9
CAPITAL OUTLAY	1,677,257.00	2,720.00	2,720.00	1,674,537.00	.2
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	448,921.00	.00	.00	448,921.00	.0
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>2,196,178.00</u>	<u>2,720.00</u>	<u>11,071.58</u>	<u>2,185,106.42</u>	<u>.5</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>2,196,178.00</u>	<u>2,720.00</u>	<u>11,071.58</u>	<u>2,185,106.42</u>	<u>.5</u>
	<u>(650,000.00)</u>	<u>5,377.90</u>	<u>459,044.93</u>	<u>(1,109,044.93)</u>	<u>70.6</u>

City of Brookings Urban Renewal Agency Meeting Minutes

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

Monday, December 9, 2013

Call to Order

Chair Hedenskog called the meeting to order at 8:49 PM.

Roll Call

Agency Present: Chair Ron Hedenskog, Directors Bill Hamilton, Brent Hodges, Jake Pieper, and Kelly McClain; a quorum present.

Staff Present: Executive Director Gary Milliman, Finance & HR Director Janell Howard, City Attorney Martha Rice and City Recorder Joyce Heffington.

Others Present: No media and approximately one other.

Consent Calendar

1. Approve Urban Renewal Agency minutes for August 12, 2013.

Director Pieper moved, a second followed and the Agency voted unanimously to approve the Consent Calendar.

Staff Reports

Agency Audit report for fiscal year ended June 30, 2013.

Director Howard provided the staff report stating it was a clean audit.

Director Pieper moved, a second followed and the Agency voted unanimously to accept the Agency Audit Report for fiscal year ended June 30, 2013.

Adjournment

Director Pieper moved, a second followed and the Agency voted unanimously to adjourn by voice vote at 8:52 PM.

Respectfully submitted:

ATTESTED:

this _____ day of _____ 2014:

Ron Hedenskog, Chair

Joyce Heffington, City Recorder

CITY OF BROOKINGS

URBAN RENEWAL AGENCY

AGENDA REPORT

Meeting Date: March 24, 2014

Signature (submitted by)

Originating Dept: Finance & HR

Executive Director Approval

Subject:

Audit Services Contract Extension

Recommended Motion:

Authorize the City Manager to execute an amendment to the audit contract with Boldt, Carlisle & Smith LLC for a two-year extension.

Financial Impact:

2013-14 Audit \$3,780 (\$110 increase); 2014-15 Audit \$3,893 (\$113 increase).

Background/Discussion:

The City and URA sent out Request for Proposals (RFP) for audit services in 2011, and received six responses. The City and URA selected Boldt, Carlisle & Smith LLC at that time and entered into a three year contract, with the option to extend for an additional two years.

Boldt, Carlisle & Smith LLC has agreed to extend the contract with a 3% cost of living increase each year. The City and URA will still be paying less for the 2014-15 audit, than they would have for the 2010-11 audit from the next lowest responder.

	<u>City</u>	<u>URA</u>	<u>Total</u>
2013-14	\$29,036	\$ 3,780	\$32,816
2014-15	\$29,907	\$ 3,893	\$33,800

Attachment:

May 9, 2011 UR Agenda Report

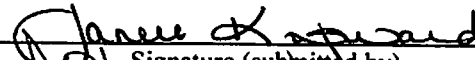

CITY OF BROOKINGS

URBAN RENEWAL AGENCY

AGENDA REPORT

Meeting Date: May 9, 2011

Originating Dept: ASD


Signature (submitted by)

Executive Director Approval

Subject:

Audit Services Contract

Recommended Motion:

Accept the audit services proposal from Boldt, Carlisle & Smith LLC and authorize the Executive Director to execute a three year contract.

Financial Impact:

Savings of \$923 annually compared to 6/30/10 audit contract. See details below.

Background/Discussion:

The City sent out Request for Proposals (RFP) for audit services to 17 firms from the Oregon Municipal Auditor Roster. We received six responses. The 2011-12 detailed cost proposals are listed below:

	<u>City</u>	<u>URA</u>	<u>Total</u>
Boldt, Carlisle & Smith LLC	\$23,589	\$6,577	\$30,166
Pauly Rogers and Co PC	\$28,000	\$6,100	\$34,100
Merina & Company LLP	\$28,250	\$6,750	\$35,000
Hough MacAdam Wartnik CPAs	\$33,500	\$6,000	\$39,500
Jones & Roth CPAs	\$36,500	\$5,200	\$41,700
Michael L. Piels CPAs	\$35,260	\$7,860	\$43,120

The June 30, 2010 audit fees totaled \$51,200 (\$43,700 City plus \$7,500 URA). The City Manager and Administrative Services Director reviewed proposals and references were contacted. Selecting Boldt, Carlisle & Smith would save over \$20,000 for the City and \$900 for the URA compared to the 6/30/10 audit fees. The detailed cost proposals for FYE 6/30/11, 6/30/12, and 6/30/13 are attached.

Attachment:

Detail spreadsheet for responses to Audit report.