

City of Brookings

SPECIAL CITY COUNCIL MEETING & WORKSHOP Agenda

Monday, August 4, 2014, 4:00pm

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

SPECIAL MEETING

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Staff Reports

1. Approval of Tourism Promotion Advisory Committee recommendation to assist in funding America's Wild Rivers Coast Travel Writer's Conference. [City Manager, pg. 2]
 - a. Email from Chamber President [pg. 3]
 - b. Schedule of events [pg. 4]

E. Remarks from Mayor and Councilors

F. Adjournment

WORKSHOP

A. Call to Order

B. Roll Call

C. Topics

1. DIA policy change and phase out. [City Manager, pg. 7]
 - a. Brookings Municipal Code Sections 13.05.070 and 13.10.280 [pg. 9]
 - b. DIA example [pg. 12]
2. Performing Arts Center. [City Manager, pg. 16]
 - a. Preliminary architectural plan for bowling alley conversion [pg.18]
 - b. Article: Buyer Turning Shuttered Bowling Alley into Banquet Center [pg. 19]
 - c. Article: Cornelius hires library fundraisers [pg. 20]
3. Acquisition and Vacation of Road. [City Manager, pg. 21]
 - a. Map [pg. 23]
4. Urban Renewal Agency Funding. [City Manager, pg. 24]
 - a. Funding Status [pg. 25]
5. Signs on public property and light poles. [City Manager, pg. 27]
 - a. Photographs [pg. 28]

D. Council Member Requests for Workshop Topics

E. Adjournment

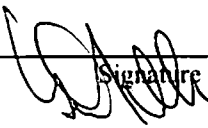
All public City meetings are held in accessible locations. Auxiliary aids will be provided upon request with at least 10 days advance notification. Please contact 469-1102 if you have any questions regarding this notice.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 4, 2014

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: America's Wild Rivers Coast Travel Writers Conference

Recommended Motion:

Motion to authorize an expenditure of \$1,000 in Transient Occupancy Tax revenue to assist in funding the Outdoor Writers Association of California conference familiarization tours as recommended by the Tourism Promotion Advisory Committee.

Financial Impact:

\$1,000 in Transient Occupancy Tax funds.

Background/Discussion:

This item was inadvertently not submitted for the July 28 City Council meeting.

The America's Wild Rivers Coast association is hosting a series of familiarization tours in conjunction with the California travel writer's conference to be held at Lucky Seven Casino in Smith River in September. There will also be opportunities for interaction directly with travel writers at the conference site.

AWRC has developed a budget to host these travel writers for a variety of activities in Del Norte and southern Curry County. Travel writers from all forms of media throughout California attend the annual conference. This is the first time the conference is being held in Del Norte County. In order to fund the hosted activities, AWRC has requested a \$6,000 contribution split between Crescent City/Del Norte County entities and Brookings/Curry County entities. The Brookings Harbor Chamber of Commerce and the Brookings Harbor Port District have each committed \$1,000. The City of Gold Beach is also contributing. The Tourism Promotion Advisory Committee has recommended that the City contribute \$1,000 to this program.

Attached is more detailed information.

Attachment(s):

- a. Email from Arlis Steele (note: funding request was modified).
- b. Schedule of events.

From: Arlis Steele [mailto:arlis@brookingsor.com]
Sent: Friday, May 30, 2014 6:19 PM
To: 'Gary Milliman'
Cc: Jerry W. Law; Ken Bryan; Pam Deraita; Terry Adams
Subject: Outdoor Writers Association of California

America's Wild Rivers Coast has negotiated with OWAC and Lucky 7 Casino to bring the OWAC to the Wild Rivers Coast; to accomplish this, Crescent City, Brookings, and Gold Beach are each committed to cover \$2,900 of the overall cost. This would bring a large group of professional writers and photographers to our area. The Chamber's of each area are working with their members to provide the outdoor recreation and experience for the writers/photographers as well as asking for sponsorship to cover their areas \$2,900 commitment. We are asking the Tourism Promotion Advisory Committee to make the recommendation to the City of Brookings to contribute \$2,000 towards the OWAC. I will have more details and a valuation of the writers/photographers in the upcoming week.

When will TPAC meet again? Who shall I speak with to have OWAC added to the agenda?

Arlis A. Steele
President/CEO
Brookings-Harbor Chamber of Commerce
(541)469-3181
brookingsharborchamber.com
[facebook.com/BrookingsHarborOregon](https://www.facebook.com/BrookingsHarborOregon)
The *PULSE* of America's Wild Rivers Coast



Samuel Boardman State Park

Fall Conference - 2014

Crescent City/Del Norte County

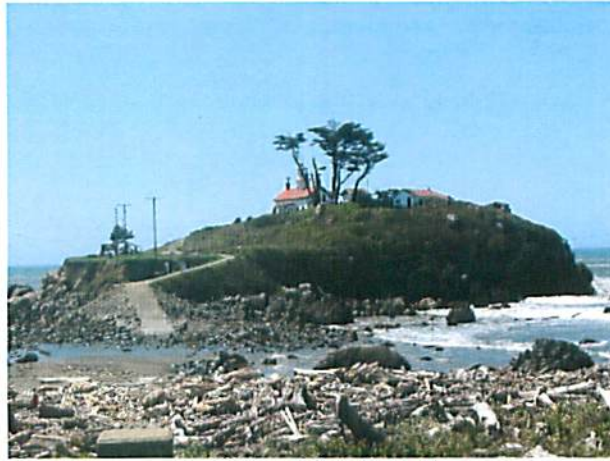
September 14th - 16th

ATTENTION ALL OWAC MEMBERS:

THIS IS YOUR OPPORTUNITY TO SELECT THE ACTIVITIES THAT WILL BE OFFERED FOR OUR UPCOMING FALL CONFERENCE IN CRESCENT CITY/DEL NORTE COUNTY.

Just cut and paste the list below into an email addressed to me, owac.director@gmail.com, and mark FIVE (5) top choices, selecting them one (1) as being your top choice through five (5) as being your least favorite. *Be sure you mark five of them.*

All of these activities are world-class experiences.. such as the jet boat excursion on the Rogue River going up into the wild and scenic portion of the river. Breathtaking scenic and wildlife viewing including: black bear, eagles, river otters, deer, osprey and more.



Battery Point Light House

Hiking and bird watching - Tolowa Dunes, Fort Dick, California

Backpacking/hiking - Siskiyou Wilderness Area, California

Hiking - Samuel Boardman State Park Trails, Oregon

Ocean Fishing - Brookings, Oregon and Crescent City, California

Jet Boats on the Rogue River, Gold Beach, Oregon

River Fishing - Smith River, California

River Fishing - Rogue River, Gold Beach, Oregon

Ocean Kayaking - Crescent City, California

Lighthouse Tours - Battery Point

Hiking in the Redwoods, Crescent City

River Fishing - Klamath River, California

Jet Boat Ride - Klamath River, California

Tour of Trees of Mystery and End of the Trail Museum - Klamath

Deadline to submit is July 31.

**THE CONFERENCE REGISTRATION FORM AND
SCHEDULE WILL BE ONLINE (owac.org) SOON
AFTER ACTIVITIES ARE CHOSEN.**



Jet Boat Rides - Klamath River

QUESTIONS? Meade Fischer
tripper@ebold.com
or
Yvonne Graham
owac.director@gmail.com

Outdoor Writers Association of California
Yvonne Graham
Toll Free: (800) 919-2252
Local Phone: (760) 522-3720

We would love to hear from you!
Email: owac.director@gmail.com
P.O. Box 975
Lake Elsinore, CA 92531

This message was sent to cvosburg@triplicate.com from:

Yvonne Graham, OWAC Director | OWAC.director@gmail.com | Yvonne Graham | P. O. Box 246 | Lake Elsinore,
CA 92531

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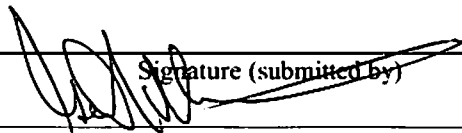
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Cindy Vosburg
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Del Norte Triplicate 707-464-2141
Cell Phone 541-251-0591

CITY OF BROOKINGS

COUNCIL WORKSHOP REPORT

Meeting Date: August 4, 2014

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: DIA Policy Change and Phase Out

Recommended Action:
Discussion.

Financial Impact:

Administrative costs associated with notice to property owners, setting up project-specific reserve accounts, potential loss of revenue from cash-out incentives and potential shortage of construction funds if rate of construction cost growth exceeds 25 per cent of current cost estimate.

Background/Discussion:

This matter was also discussed at several City Council workshops, including January 6, 2014, at which time staff received general direction to proceed with the development of a strategy for phasing-out the existing Deferred Improvement Agreement (DIA) program.

Staff researched all DIAs and has spent significant effort rekindling the supporting documentation supporting the documentation of the DIA. There are approximately 200 DIA recorded documents applied to more than 400 existing parcels (many DIA's were applicable to multiple lots as a result of subdivision approval). The earliest DIA dates to 1987. Not all DIAs are uniform; in fact, there is considerable variation as some DIAs address street/sidewalk improvements only, while others address utility improvements. Some DIAs (37) are not specific as to what improvements are covered.

The issue at hand is that many property owners may be unaware of the existence of a DIA applicable to their property as a result of resales, and others may have believed that the DIA recorded on their property may "never be called in," so have never planned for the eventual expense.

The City already has programs whereby developers who install water and sewer infrastructure are entitled to recover a portion of the cost of water and sewer extensions as additional properties are sold and/or are attached to the systems (see BMC 13.05.070 and BMC 13.10.280 attached). The City could enact a similar provision for storm drains and streets.

With the development of new infrastructure master plans, the City should be in a position to estimate the cost of infrastructure projects required to meet the infrastructure needs of new development citywide. Staff recommends that the City Council authorize the development of a deferred improvement policy similar to that of the City of Grants Pass, where an estimate of the

cost of the improvements is prepared at the time of development, and the developer makes a cash payment of 115 per cent of the estimated value of the frontage improvements into a fund for improvements along a particular corridor.

Staff further recommends that a program be developed whereby the City would offer property owners an incentive to cash-out current DIAs. The incentive might be to allow a cash payment of 80 or 90 per cent of the estimated cost of the improvements. Again, funds collected from the cash out program would be placed into a reserve fund for improvements along a particular corridor. Staff did not find any cities that convert DIAs to a cash payment unless the work for which the DIA was issued is being constructed.

Research of other Oregon cities deferred development agreements:

- Grants Pass: Adopted an ordinance to require the developers to pay the estimated cost of the deferred improvements at the time the application is approved to limit the obligation of future property owners. Grants Pass requires a cash payment of 115 per cent of the estimated value of the improvements.
- Medford: Changed their policy to require a cash deposit of 125 per cent of the estimated value of the improvements.
- Coos Bay: Requires any improvements to be bonded and constructed before certificate of occupancy.
- Florence: Requires a bond and a deferred agreement.

Attachment(s):

- a. BMC 13.05.070 and 13.10.280.
- b. Non-specific DIA example.

13.05.070 Water main extensions.

A. Any person or persons desiring a city water line to be extended to their property for connection thereto shall be responsible for the costs of said construction and for the construction of the same according to the requirements hereof and to standard specifications and drawings submitted to and approved by the city.

B. All such water main line extensions, exclusive of service lines, shall become the property of the city upon completion of the same by the owner or contractor and inspection and acceptance by the city. The person or person constructing said water system shall provide and dedicate to the city an easement of a width and length required by the city for maintenance and operation of said water system prior to acceptance of the same by the city.

C. If the water line, as extended, provides water service or is capable of providing water service to other property in the city not previously connected with the city water system, then the person or persons constructing the water line shall file a verified statement of the total cost of construction of the water main line with the city. The city manager, after verifying said statement of costs, shall compute the proportionate cost of construction of said line per lot for each lot capable of being served by said line, said costs to be determined according to the proportionate number of square feet in each of said lots. Corner lots already served by existing water main shall be exempted from the calculation.

D. After computation of the proportionate costs attributable to each lot by the city manager, the city manager shall file with the city clerk a statement showing the costs of construction attributable to each lot. The city clerk shall then maintain a certified list of the costs attributable to each lot owner who did not share in the cost of construction of the water main in the first instance.

E. Any person or persons owning a lot who did not share in the initial cost of construction of the water main line who desires to connect to the water main line shall first pay to the city clerk the proportionate amount as computed by the city manager to be the cost per lot together with interest at the rate of eight percent per annum before said person or persons shall be allowed to connect to the water main line or before a building permit for construction of said lot shall be issued by the city. Upon receipt of the same, the city clerk shall file a statement, duly certified, showing that payment of water main line construction charges attributable to said lot have been paid.

F. Upon receipt of the proportionate share of moneys attributable to that lot desiring to connect to the constructed water main line together with interest accrued thereon, the city clerk shall place said funds in a trust fund for the benefit of the person or persons who initially constructed the water main line or their successors in interest. As said moneys are paid into the trust fund, the city clerk shall apportion the same together with interest accrued thereon, to the person or persons originally paying for the water main line in the amounts to which said person or persons are respectively entitled; provided, however, that in the event said person or persons originally paying for the water main line shall have transferred said property to a third party, the city clerk shall pay such proportionate share together with interest accrued thereon, to the owner of record at the time such payment is made; and provided further, that the city clerk shall pay

such proportionate share together with interest accrued thereon, to a purchaser under contract of sale, if in such contract of sale the seller authorizes such payment to be made to the purchaser. Said trust fund shall continue for a period of 10 years, after which time the city clerk shall cause the trust fund to be closed and any proceeds remaining in the fund to be transferred to the person or persons constructing the water main line or their successors in interest. After the period of 10 years has expired, the city shall not longer require any person or persons desiring to connect to said water main line to pay the proportionate costs of construction as set forth in this section, nor shall the city be responsible for collection of the same. [Ord. 88-O-432; Ord. 66-O-190 § 8.]

13.10.280 Sewer main extensions.

A. Any person or persons desiring a city sewer line to be extended to their property for connection thereto shall be responsible for the costs of said construction and for the construction of the same according to the requirements hereof and to standard specifications and drawings submitted to and approved by the city.

B. All such sewer main line extensions, exclusive of service lines, shall become the property of the city upon completion of the same by the owner or contractor and inspection and acceptance by the city. The person or person constructing said sewer system shall provide and dedicate to the city an easement of a width and length required by the city for maintenance and operation of said sewer system prior to acceptance of the same by the city.

C. If the sewer line, as extended, provides sewer service or is capable of providing sewer service to other property in the city not previously connected with the city sewer system, then the person or persons constructing the sewer line shall file a verified statement of the total cost of construction of the sewer main line with the city. The city manager, after verifying said statement of costs, shall compute the proportionate cost of construction of said line per lot for each lot capable of being served by said line, said costs to be determined according to the proportionate number of square feet in each of said lots. Corner lots already served by existing sewer main shall be exempted from the calculation.

D. After computation of the proportionate costs attributable to each lot by the city manager, the city manager shall file with the city clerk a statement showing the costs of construction attributable to each lot. The city recorder/treasurer shall then maintain a certified list of the costs attributable to each lot owner who did not share in the cost of construction of the sewer main in the first instance.

E. Any person or persons owning a lot who did not share in the initial cost of construction of the sewer main line who desires to connect to the sewer main line shall first pay to the city recorder/treasurer the proportionate amount as computed by the city manager to be the cost per lot together with interest at the rate of eight percent per annum before said person or persons shall be allowed to connect to the sewer main line or before a building permit for construction of said lot shall be issued by the city. Upon receipt of the same, the city recorder/ treasurer shall file a statement, duly certified, showing that payment of sewer main line construction charges attributable to said lot have been paid.

F. Upon receipt of the proportionate share of moneys attributable to that lot desiring to connect to the constructed sewer main line together with interest accrued thereon, the city recorder/treasurer shall place said funds in a trust fund for the benefit of the person or persons who initially constructed the sewer main line or their successors in interest. As said moneys are paid into the trust fund, the city recorder/treasurer shall apportion the same together with interest accrued thereon, to the person or persons originally paying for the sewer main line in the amounts to which said person or persons are respectively entitled; provided however, that in the event said person or persons originally paying for the sewer main line shall have transferred said property to a third party, the city recorder/treasurer shall pay such proportionate share together with interest accrued thereon, to the owner of record at the time such payment is made; and provided further, that the city recorder/treasurer shall pay such proportionate share together with interest accrued thereon, to a purchaser under contract of sale, if in such contract of sale the seller authorizes such payment to be made to the purchaser. Said trust fund shall continue for a period of 10 years, after which time the city recorder/treasurer shall cause the trust fund to be closed and any proceeds remaining in the fund to be transferred to the person or persons constructing the sewer main line or their successors in interest. After the period of 10 years has expired, the city shall no longer require any person or persons desiring to connect to said sewer main line to pay the proportionate costs of construction as set forth in this section, nor shall the city be responsible for collection of the same.

[Ord. 88-O-430 Art. IV § 18.]

After recordation please return to:
City Brookings
898 Elk Drive
Brookings OR 97415

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REQ'D. SEE CUP-6-04 DEFERRED IMPROVEMENT AGREEMENT

Property identification: Assessor's Map 41-13-05CA, Tax Lot 102

Book of Records / Instrument # 2004-7211 pg. _____

This agreement between the CITY OF BROOKINGS, hereinafter referred to as "City", and
BART KAST,
hereinafter referred to as "Owner".

WHEREAS, Owner desired to develop the property described above but wishes to defer construction of permanent improvements beyond the time limits otherwise required, and City agrees to such deferment provided Owner agrees to construct improvements as herein provided, NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

I. AGREEMENT BINDING ON SUCCESSORS IN INTEREST

This agreement is an instrument affecting the title and possession of the real property described in above all the terms and conditions herein imposed shall run with the land and shall be binding upon and inure to the benefit of the successors in interest of Owner. Upon any sale or division of the property described in above, the terms of this agreement shall apply separately to each parcel and the owner of each parcel shall succeed to the obligations imposed on Owner by this agreement.

II. NATURE OF OBLIGATION

- A. City and Owner agree that the improvements set forth in this section may be deferred because immediate installation of such improvements is not deemed practical at this time due to the project's incremental relationship to the intended holistic design function of said improvements.
- B. Owner agrees to the following improvements in the manner set forth in this agreement:
 - 1. In compliance with all requirements of the Land Development Code as applicable to new development requiring development permit approval.
- C. When the City Manager, or his designate, determines that the reason(s) for the deferment no longer exist(s), he shall notify Owner, in writing, of terms for performance of the work. The notice shall be mailed to the current owner or owners of the land as shown on the latest adopted county assessment roll. All or any portion of said improvement may be required at a specified time. Each Owner shall participate on a pro rata basis of the cost of installation of the improvements.

III. PERFORMANCE OF THE WORK

Owner agrees to the performance of the work deferred hereby, by conformance with one of the following options:

- A. WORK PERFORMED BY OWNER - Owner is responsible for performance of the work and obtaining contractors therefor. Owner shall cause satisfactory plans and specifications for the improvements to be prepared and to submit said plans and specifications to the City Manager, or his designate, for approval prior to commencement of the work to be done. Such work shall be done in accordance with City standards in effect at the time the improvement plans are submitted for approval. Owner agrees to make payments required by the City including, but not limited to engineering deposits, permit fees and inspection fees. Owner shall notify the City Manager, or his designate, at least 48 hours prior to the start of work.

Prior to approval of improvement plans by the City, Owner may be required to execute and deliver to the City, a performance bond in an amount and form acceptable to the City, to be released by the City in whole or in part upon the City's final acceptance of the work performed.

If Owner disagrees with the requirements set forth for installation of improvements as provided in this section, he shall, within 30 days of the date the notice from the City Manager was mailed, request a review of the requirements by the City Council. The decision of this Council shall be binding upon both the City and the Owner.

IV. MAINTENANCE OF IMPROVEMENTS

City agrees to accept for maintenance those improvements specified in Section II, excepting sidewalks, which are constructed in accordance with City standards, which are installed within right-of-ways or easements dedicated and accepted by the City, and which have received final acceptance by the City. Where the required work is performed by Owner pursuant to the above Section III, A, the City Manager, or his designate, will provide adequate and timely progress inspection of said work and upon completion of any said improvements in accordance herewith, will issue to the Owner his final certificate of inspection and acceptance thereof; provided, however, the Owner shall guarantee all improvements to be constructed in a workmanlike manner and to be free of defects for a period of one year from the date of issuance of final certificate and acceptance. If, in the opinion of the City Manager, it shall be necessary to repair or replace all or part of such improvement within said one year period, he, or his designate, shall so notify the Owner and it shall be the responsibility of said Owner to construct the necessary repair or replacement. If such construction is not accomplished in a timely fashion, the City may construct or contract for such construction, and the Owner shall be responsible for all costs incurred. Assessment for such construction shall be as provided in Part III, B.

DATED this 26 day of July, 2006

OWNER BART KASO
By BART KASO

CITY OF BROOKINGS
By Shanne L. Snow
Planning Director

STATE OF OREGON) Signed or attested on 7-26-06 (date)
 ss. by Bart Kast
COUNTY OF CURRY) _____ (name(s) of person(s))

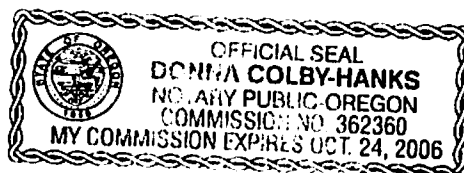


BEFORE ME:
S L Shalton
 Notary Public for: OREGON
 My Commission expires: 9-27-07

STATE OF OREGON) Signed or attested on 07-26-06 (date)
) by Dianne L. Snow
COUNTY OF CURRY) _____ (name(s) of person(s))

BEFORE ME:

Donna Colby-Hanks
Notary Public for: Oregon
My Commission expires: 10-24-06



for the subject conditional use permit and directed staff to prepare a Final ORDER with the findings set forth therein for the approval of said application.

THEREFORE, LET IT BE HEREBY ORDERED that the application of the conditional use permit on the subject parcel is APPROVED. This approval is supported by the following findings and conclusions:

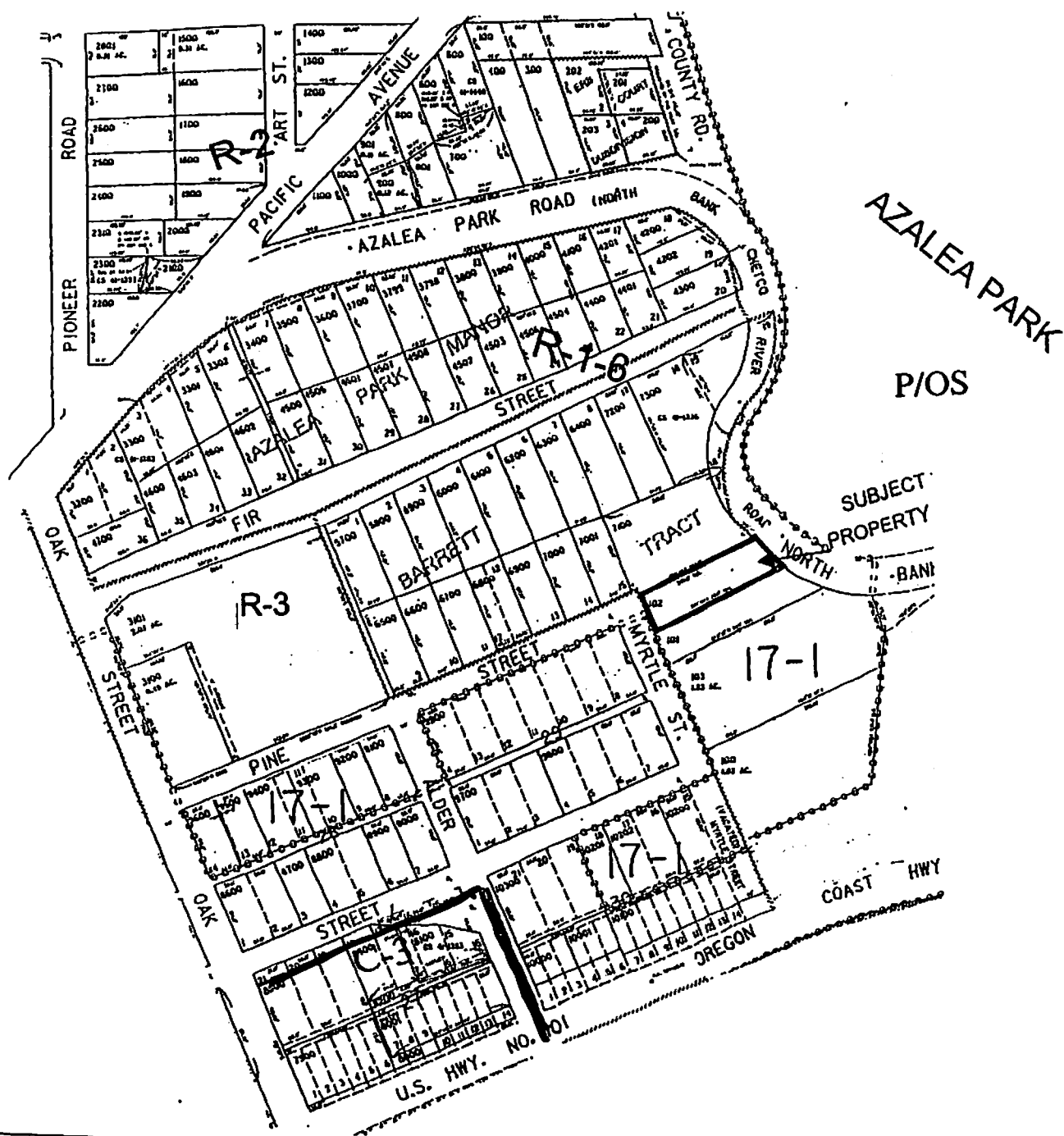
FINDINGS

1. The applicant is requesting a conditional use permit to establish a dwelling group on the subject property zoned, R-1-6, by placing a second single family dwelling on a 13,939 sq. ft. parcel. Due to limited frontage this parcel can not be divided. The parcel does have more than twice the 6,000 sq. ft. per dwelling required by the R-1-6 zone, therefore a dwelling group can be accommodated. As proposed, setbacks, driveway and parking requirements are adequate. The required geologic hazard report and storm water drainage plan have been provided. Water and sewer service is available to both the existing and proposed dwelling on the subject property.
2. The subject property is accessed via Myrtle Road which is a graveled road surface within a 50 foot right-of-way with no other improvements. The roadway from the end of the pavement on Pine St. to and including the frontage of the subject property on Myrtle St. will need to be paved as required. The frontage area of the subject property will also need to be improved with curb, gutter and sidewalk. City Staff will also require the applicant to sign and record a Deferred Improvement Agreement (DIA) for the subject property's frontage adjacent to Old County Road. As the proposed use is residential and would authorize no more density than the zone allows, the road and the use in the neighborhood are considered appropriate. The applicant proposes to retain vegetation to the east beyond the proposed second dwelling that would provide screening from Azalea Park and will construct a 6 foot fence on the northern boundary to provide a visual barrier to the dwelling on the adjacent lot.
3. There are no historic, scenic or cultural attributes on the subject property or the surrounding area.
4. The proposed use meets the requirements of the criteria addressed above and a residential use is in keeping with the Comprehensive Plan Designation for the property. The applicant's findings are included as Attachment A.

CONDITIONS OF APPROVAL

(As amended by the Planning Commission September 7, 2004)

1. Approval of this Conditional Use Permit will expire one year from date of approval unless the project comes under substantial construction and continues under construction. The Planning Commission may extend the permit for an additional one-year period at the request of the applicant.
2. The dwelling group shall comply with the provisions as stated in the R-1-6 Zone.
3. The roadway from the end of the pavement on Pine St. to and including the frontage of the subject property on Myrtle St. will need to be paved as required. The frontage area of the subject property will also need to be improved with curb, gutter and sidewalk. City Staff will also require the applicant to sign and record a Deferred Improvement Agreement (DIA) for the subject property's frontage adjacent to Old County Road. All storm drainage including roof drains shall be engineered and conveyed from



Applicant: Bart Kast

Assessor's No: 41-13-05 CA Tax Lot 102

Size: 0.32 Acre

Location: 524 Myrtle Street

Zone: R-1-6 (Single-family, 6,000 sq.ft. minimum lot size)

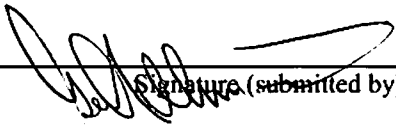


CITY OF BROOKINGS

COUNCIL WORKSHOP REPORT

Meeting Date: August 4, 2014

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Performing Arts Center

Recommended Action: Preliminary discussion.

Financial Impact: To be determined.

Background/Discussion:

The City Manager has met with representatives of several local performing arts groups to discuss the development of a performing arts center in Brookings. The Brookings Urban Renewal Plan calls for the development of a performing arts center within the Urban Renewal Area. A preliminary feasibility study by a Harvard graduate student found that the market to sustain a performing arts center and the organizational strength of the local performing arts associations needed to be strengthened in order to sustain a facility.

The bowling alley recently closed, and this has resulted in renewed interest in some form of partnership between the City and the performing arts community to convert that facility to a performing arts center. Friends of music recently retained the services of Ogden, Roemer, Wilkerson Architecture to develop a preliminary plan for such a conversion (copy attached). This facility would include three theaters...as recommended during the Harvard student study...with seating of 300, 80 and 80. The plan also calls for a restaurant and administrative offices. The estimated cost of this conversion is \$5-6 million.

The bowling alley property, which consists of the main building, a residence, a car wash and 74-space large parking lot on .84 acres, is currently listed for sale at \$1.2 million.

Conceptually, the Urban Renewal Agency could initially option the property and retain professional services to develop financing for the project, which could ultimately provide that the URA would finance the purchase of the property and other site improvements, and then lease the property for a nominal amount to a performing arts group or consortium of performing arts groups who would be responsible for renovating the building and managing the operation of a performing arts center.

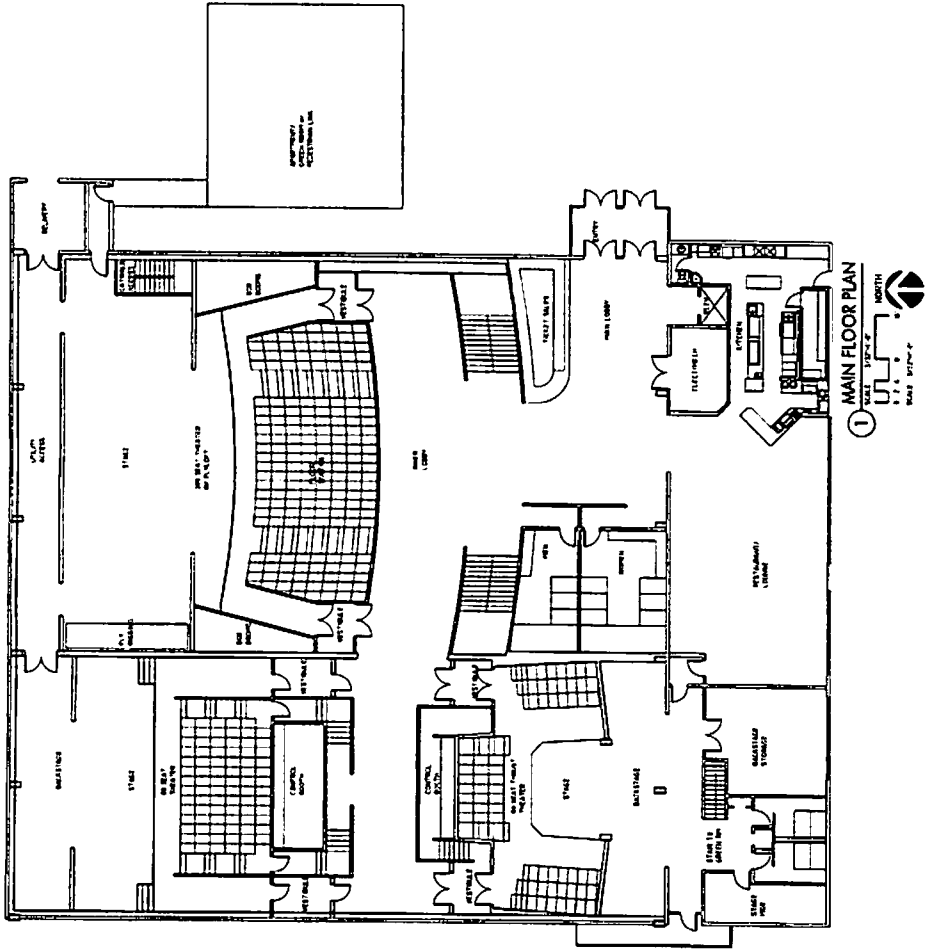
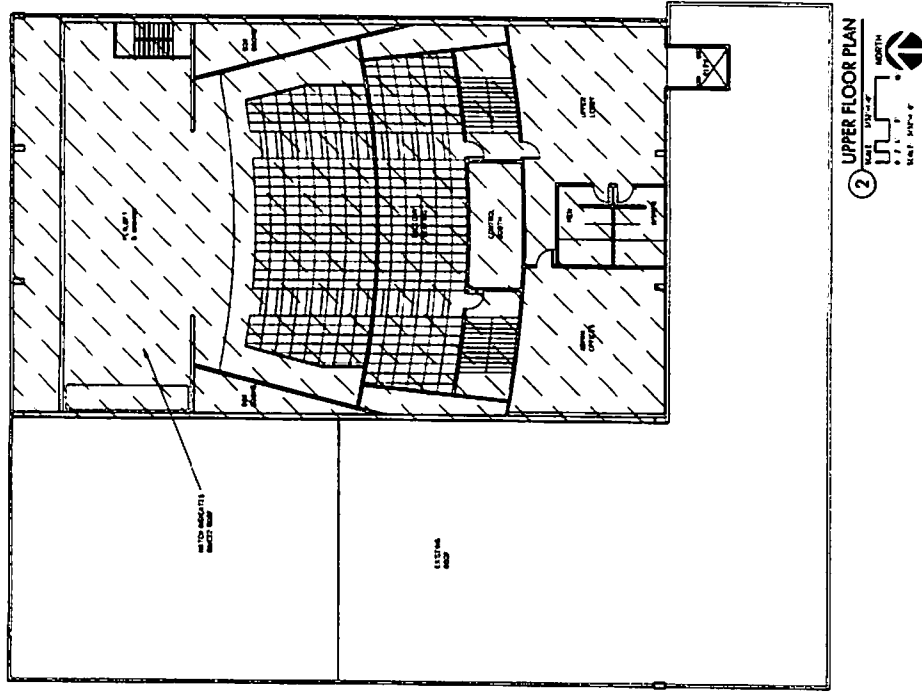
Attached is a recent news article about the City of Cornelius retaining professional finance development services in connection with a library project in that city.

Site improvements might include renovating and expanding the existing parking lot. The theater would require 115 spaces based upon a combined seating capacity of 460, and an additional 14 spaces for the restaurant, two spaces for the office and two spaces for the residence. One

concept would involve closing Hemlock Street and making it a part of the facility parking lot, or combining the parking lot with the library parking lot. Additionally, the City owns an undeveloped parking area south of Alder Street that could be made available to support the facility.

Attachment(s):

- a. Preliminary architectural plan for bowling alley conversion to performing arts center.
- b. Article: *Buyer Turning Shuttered Bowling Alley Into Banquet Center.*
- c. Article: *Cornelius hires library fundraisers.*



From the Minneapolis / St. Paul Business Journal

:<http://www.bizjournals.com/twincities/news/2014/06/12/buyer-turning-shuttered-fridley-bowling-alley-into.html>

Jun 12, 2014, 4:08pm CDT

Buyer turning shuttered Fridley bowling alley into banquet center



[Nick Halter](#)

Staff reporter- *Minneapolis / St. Paul Business Journal*

[Email](#) | [Twitter](#)

A Blaine-based banquet center is turning the shuttered AMF Maple Lanes bowling alley in Fridley into a second event center.

The buyer of the bowling alley is Banquets of Minnesota, which owns Banquets of Blaine, the next-door BeBop Sports Bar and Dan Good Catering.

Renovations are already underway. The bowling lanes have been removed to make way for two banquet halls that seat 450 and 300 people, said part-owner and event coordinator [Leslie Bellamy](#).

The first event will be held July 26.

Banquets of Minnesota bought the 32,000-square-foot bowling alley, at 6310 Highway 65, from **AMF Bowling Centers** of Virginia. Terms were not disclosed in a press release from Cushman & Wakefield/Northmarq, which represented the seller.


AMF Maple Lanes [closed in 2012](#). Three different owners ran the lanes dating back 60 years.

Banquets of Blaine opened four years ago and added a second banquet hall two years ago, Bellamy said. It, along with BeBop, will remain open, Bellamy said, noting that strong business led to the expansion.

Banquets of Minnesota hosts weddings, class reunions, birthday parties and anniversaries. It will also be open to the public for brunch on Sunday morning starting in January.

Nick Halter covers retail and sports business.

Cornelius hires library fundraisers

Created on Wednesday, 16 July 2014 09:16 | Written by [Kate Stringer](#) | 

[0 Comments](#)

Pair of consultants looks for ways to raise \$2.4 million

Fundraising for the \$2.4 million Cornelius Library capital campaign will be headed by two partnering consultants, who were approved by the Cornelius City Council at its July 7 meeting.

The 13,000-square-foot library and the 2,900-square-foot community room will cost a total of \$4.8 million. Half of that is being funded by state lottery bonds.

Jeri Alcock, former director of development and community relations at Community Action and now with On Course Consulting, and Sally Dadmun Bixby of Philanthropy Studio, who have nearly 45 combined years of fundraising experience, will look for ways to raise the other \$2.4 million.

Their compensation will total \$30,000 for one year and up to \$12,000 for a second year, and is already included in the library construction costs.

Library Director Karen Hill said 60 to 80 percent of the funds will come from large donors and foundations during the silent phase of the campaign. After that, the public will be encouraged to join in fundraising, perhaps by purchasing a brick or similar personalized token.

The project's budget includes design, financing and construction costs, but not operating costs.

AROUND THE WEB

WHAT'S THIS?

Zagat

50 Best Pizzas in
America: One from
Every State

Answers.com

7 Famous Songs
That Don't Mean
What You Think

Rate Marketplace

Homeowners Are In
for a Rate Spike

DIY Network

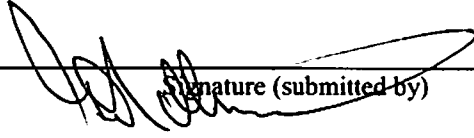
20 Unbelievable Flea
Market Flips

CITY OF BROOKINGS

COUNCIL WORKSHOP REPORT

Meeting Date: August 4, 2014

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Acquisition and Vacation of Road

Recommended Action: Discussion and direction to staff.

Financial Impact: See below.

Background/Discussion:

Under a 1955 agreement, the State of Oregon conveyed a “road” located near the intersection of Chetco Avenue and Pacific Avenue to the City for roadway purposes. (see attached) The road has never been developed. Portions of the road have been used by adjacent property owners for parking. There are no City utilities beneath the road.

An adjacent parcel, owned by Allgood, has been listed for sale for a number of years. The City’s Urban Renewal Agency leases this property for landscaping purposes; installed and maintains Rhododendrons along the Chetco frontage of the property. The Allgood property is very small and presents development challenges. City staff believes that all three parcels adjacent to the road would benefit from a vacation of the street and dividing up the ownership among the three owners. This could also facilitate development of the corner parcel.

City staff contacted ODOT staff to discuss this matter and they outlined the following process:

- The City would need to initiate the process by submitting a letter and an application quitclaiming its interest in the road and conveying it back to the State.
- ODOT would then have the property appraised and circulate a proposed vacation to seven prescribed State agencies for comment.
- If there are no objections, ODOT would then offer to sell the property to the City.
- The City or the Urban Renewal Agency would purchase the property from ODOT.
- The City or URA would then develop a plan to split the ownership of the property among the three adjacent property owners and offer to sell the property to the property owners. The goal would be to recover the cost of the purchase from the State and administrative costs through the resale transaction.

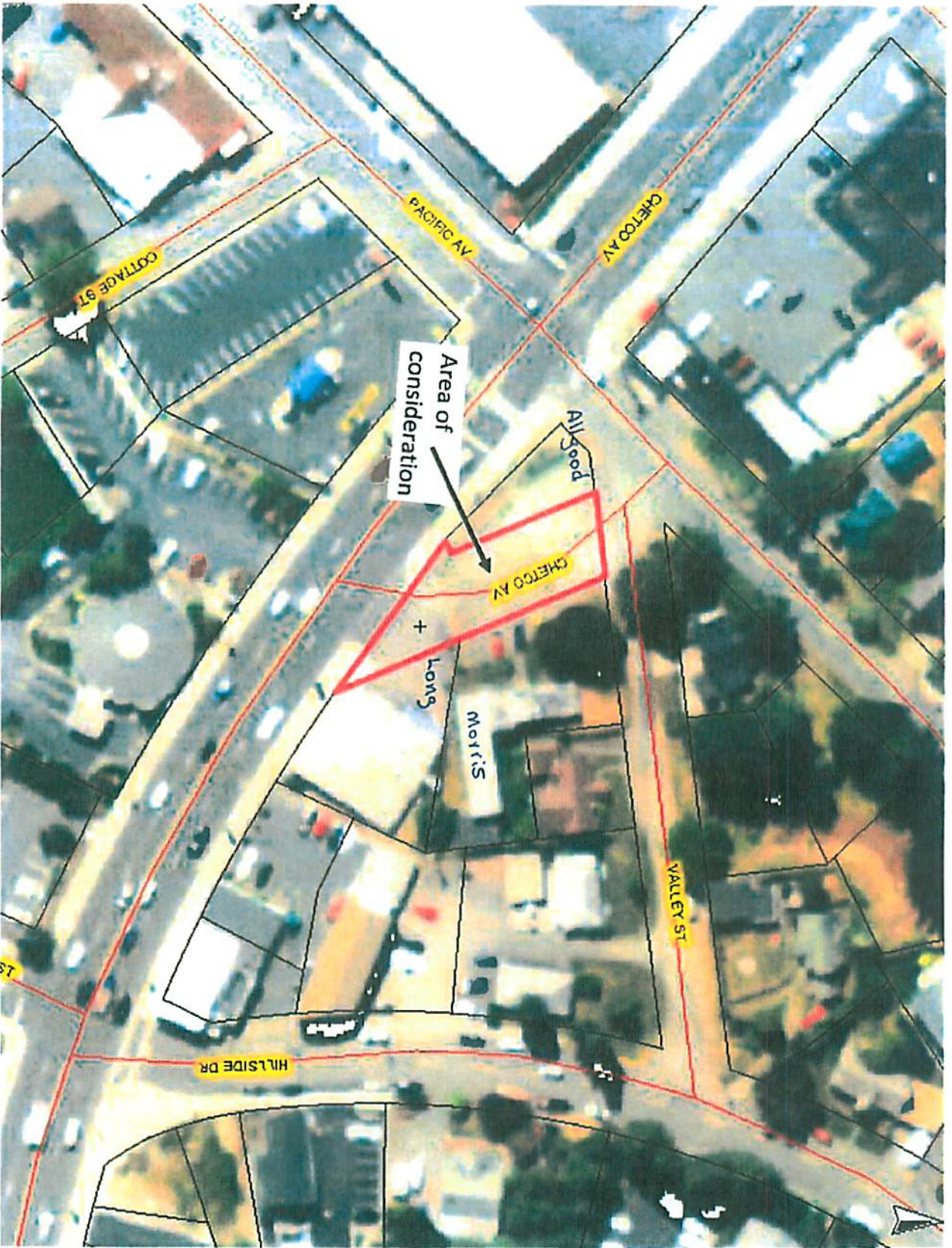
The overall goal would be to enhance the private properties for future development and resolve several longstanding issues...such as the present condition where one property owner uses the road as a part of their business parking lot.

The adjacent property owners have been contacted and are interested in proceeding. The City could develop a parcel split map and secure conditional sale agreements with the property owners prior to the City actually acquiring the property from the State.

ODOT staff estimates the processing time to vacate the property to the City would be approximately 12 months.

Attachment(s):

- a. Map

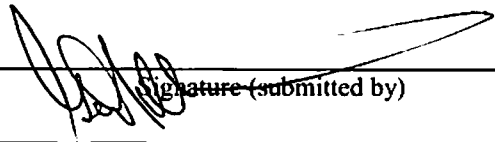


CITY OF BROOKINGS

COUNCIL WORKSHOP REPORT

Meeting Date: August 4, 2014

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Urban Renewal Agency Funding

Recommended Action:
Discussion.

Financial Impact:
See attached.

Background/Discussion:
Mayor Hedenskog requested a report on Urban Renewal funding availability and potential uses.
Please see attached.

Attachment(s):
a. URA Funding Availability and Use.

URBAN RENEWAL AGENCY FUNDING AVAILABILITY AND USE

CURRENT ANNUAL REVENUE: \$515,000

CURRENT ANNUAL DEBT SERVICE: \$420,740

CURRENT ANNUAL ADMINISTRATIVE ALLOCATION: \$50,000

UNDESIGNATED FUND BALANCE: \$25,000

POSSIBLE PROJECTS

- **Aquatics/Community Center.** Fund construction for covering existing swimming pool and adding a community recreation center. Would need to resolve issue that location is not within the boundaries of the URA; could be rationalized that the facility would have a "direct benefit" to URA thus making it eligible for URA funding..
- **Reconfigure/improve Azalea Park athletic fields.** Reconfigure existing softball fields and add a soccer field. Install all-weather surfaces. This would make the field available for more tournaments and attract more visitors (players, families) to the Brookings area. \$2.8 million estimate.
- **Railroad Street reconstruction.** Provide portion of local match for grant-funded Railroad Street reconstruction project. 2016. \$1.0 million total match needed.
- **Hemlock Street reconstruction.** This street was a part of the downtown street improvement project, but was not included in the construction due to budget constraints. Poor drainage and street surface conditions persist. \$362,000.
- **Performing Arts Center.** Purchase bowling alley, develop additional parking and enter into agreement with non-profit to redevelop bowling alley as a performing arts center.
- **Downtown façade grant program.** Reinstate program that was terminated several years ago when all funds were allocated to downtown infrastructure project.
- **More downtown flower baskets.** Double the number of flower baskets. \$4,320 for more baskets/brackets + \$8,000 General Fund expenditure annually to sustain the program.
- **Downtown parking.** Create additional off street parking by leasing property adjacent to alleys (i.e. existing areas used for parking and/or storage and/or vacant land) and develop as unified public parking.

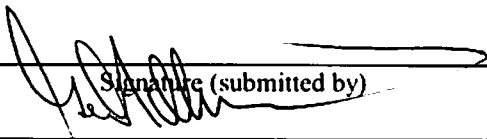
- **Downtown directional signing.** Install signs to assist visitors in identifying shopping and parking areas downtown, location of attractions (like Chetco Point Park).
- **Historic Landmark sign.** At the Central Building. This is the only National Register site in Brookings and the building will be 100 years old in 2015.
- **Development Master Planning and Marketing.** Option and develop master plan for selected undeveloped sites.
- **Extend water and sewer service for a new snack shack/restroom at Azalea Park** (at athletic fields). This project was approved some years ago, but was not implemented due to the emergence of plans to reconfigure the fields.
- **Sidewalk Infill Projects.** Install sidewalks at various locations within the URA where there are gaps in the sidewalk system. Three such projects are currently scheduled on Hemlock Street and Alder Street.

CITY OF BROOKINGS

COUNCIL WORKSHOP REPORT

Meeting Date: August 4, 2014

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Signs on public property and light poles

Recommended Action:

Discussion and direction to staff.

Background/Discussion:

The City has expended resources to make the downtown/Chetco Avenue area more attractive through landscaping, street furniture, light poles, flower baskets, street trees and landscaping. Garage sales are a popular local recreational event. Some residents post garage sale signs in the landscaping on public property or mount signs on light poles. The staff has received some complaints from the public that the signs detract from the work the City has done to make the area attractive. Additionally, there is tape residue and damaged paint on several light poles used for the posting of garage sale and other signs (recently, the owners of a lost dog taped notices on virtually every light pole along Chetco Avenue).

Staff is interested in hearing from the City Council as to whether the City should attempt to regulate this activity.

Attachment(s):

- a. Photographs

**GARAGE
SALE**





**Garage
Sale**









