

City of Brookings

MEETING AGENDA

CITY COUNCIL

Monday, April 8, 2013, 7:00pm

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

The City Council will meet in **Executive Session at 6:30pm** in the City Manager's office under ORS 192.660 (2)(e) "to conduct deliberations with persons designated by the governing body to negotiate real property transactions."

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Ceremonies/Appointments/Announcements

1. Proclamation – Catch the Wave Month, Brookings Vision Council. [pg. 3]
2. Reappointment of Bernard Banta to the Traffic Safety Committee. [pg. 4]
3. Appointment of Don Vilelle to the Traffic Safety Committee. [pg. 7]

E. Oral Requests and Communications from the audience

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

F. Staff Reports

1. Approval of Second Amendment to the City's First Amended Lease Agreement with the Claveran Group, LLC, to include reduced lease payment and revised payment date. [City Manager, pg. 10]
 - a. Amended agreement [pg. 11]
2. Approval of Brookings Municipal Code revisions and adoption of the Cross Connection/Backflow Program. [PWDS, pg. 14]
 - a. OAR Chapter 333-061 & Tables [pg. 15]
 - b. Revisions to Chapter 13.05 Sections 190 & 195 [pg. 21]

G. Ordinances/Resolutions/Final Orders

1. Resolution 13-R-1002, authorizing submission of a Local Government Grant Program Application for Parks Improvement Projects. [Parks, pg. 31]
 - a. Bud Cross plan [pg. 32]
 - b. Chetco Point plan [pg. 33]
 - c. Resolution 13-R-1002 [pg. 34]
 - d. Draft letter of support [pg. 35]

H. Staff Reports

1. Rejection of bids submitted for Park Maintenance and Janitorial Services and authorization for City Manager to employ one full time, and one seasonal part time, seasonal maintenance employee. [Parks, pg. 36]
 - a. Bid Tabulation [pg. 37]
 - b. Matrix [pg. 38]

2. Authorization to execute a Cooperative Improvement Agreement Amendment for the Harris Beach Multi-Use Bike Path Project. [PWDS, pg. 39]
 - a. Amended agreement [pg. 40]
3. Authorization to notice the City's intent to sell a portion of the park area on Richard Street and requesting proposals. [City Manager, pg. 43]
 - a. Draft Request for Proposals [pg. 44]
 - b. Maps [pg. 45]
 - c. Memo from City Attorney [pg. 47]
4. Authorization for Mayor to sign support letter for Senate Bill 173.[City Manager, pg.48]
 - a. SB 173 [pg. 49]
5. Discussion of draft County Home Rule Charter. [City Attorney, pg. 51]
 - a. Draft Charter [pg. 52]

I. Consent Calendar

1. Approve Council minutes for March 25, 2013. [pg. 58]
2. Approve Liquor License Application for Black Trumpet Bistro. [pg. 64]
3. Approve reinstatement of the Yard of the Month Program for 2013. [pg. 66]
4. Reschedule May 27th Council meeting to May 28th due to Memorial Day.
5. Accept March 2013 Vouchers in the amount of \$361,834.85. [pg. 67]

J. Remarks from Mayor and Councilors

K. 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 advance notification. Please contact 469-1102 if you have any questions regarding this notice.

City of Brookings *Proclamation*

WHEREAS, the Brookings Vision Council is a community-minded organization, led by volunteers, that provides a forum and opportunity for local civic visionaries to gather; and

WHEREAS, the Brookings Vision Council has examined community needs research, conducted primary fact-finding and surveyed Brookings residents to determine key community quality of life issues; and

WHEREAS, the Brookings Vision Council has created and implemented a campaign named **"Catch the Wave"** to gather public input, interest and commitment; and


WHEREAS, the Brookings Vision Council is dedicated to gathering the people of our community together to contribute their talents, skills and knowledge toward achieving their dreams and visions of what Brookings can be, and then to render those dreams a reality;

NOW, THEREFORE, I, Ron Hedenskog, Mayor of the City of Brookings, Oregon, do hereby proclaim April 2013, as

Catch the Wave Month

And hereby urge every citizen of Brookings to recognize the past, present and future contributions of the Brookings Vision Council and to give their support generously to the **Catch the Wave** campaign for continued community development.

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 8th day of April, 2013.



Mayor Ron Hedenskog



CITY OF BROOKINGS

MAR 15 2013

RECEIVED.....



City of Brookings

898 Elk Drive, Brookings, OR 97415

Phone: (541) 469-2163 Fax: (541) 469-3650

www.brookings.or.usAPPLICATION TO SERVE ON A CITY OF BROOKINGS
COMMISSION, COMMITTEE OR BOARDPART I. Contact Information:Name: Bernard F. Banta Date: 2-13-13Physical Address: 790 Ransom AveMailing Address: P.O. Box 1255Email Address: (*) h8smog@gmail.com Phone: 541-661-4133PART II. Position Selection, Requirements and Restrictions: (Please answer all that apply)1. Commission/Committee applying for:

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

2. **City residents:** How long have you lived in the City of Brookings? 15y 9mths (yrs/mths)Are you a City elector (registered voter)? ☒ Yes ☐ No3. **UGB residents:** How long have you lived in the UGB?: _____ (yrs/mths)4. **What is your current occupation?** Professional - Truck Driver
South Coast Lumber

NOTES:

(i) Membership requirements:

- Resident and UGB status are determined by physical address.
- Residents must reside within the City limits.
- Electors are registered voters of the City of Brookings (verified by County Elections Officer)
- UGB members must reside within the Brookings Urban Growth Boundary or Area. (Contact the Planning Department at 541-469-1137 to determine if you are in the UGB).

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

- No more than two (2) Planning Commissioners may be principally involved, as individuals, members or partners, in the buying, selling or development of real estate for profit. No two (2) members shall be involved in the same kind of business or profession.
- Three (3) Public Art Committee members must have an art background

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

1. List your position-related experience and/or background:

Have held this position for 2 years!
I have been a ^{Professional} Driver for 21 years.
Being a truck driver in our area
makes me aware of the need for our city!
We enjoy walking around our town and
see improvements that can be made/or
have already been attended to.

2. List your work history and educational background, as well as any unrelated volunteer experience:

Have worked as a Professional Truck Driver
for the last 15 years in this area.
13 years for Hambro Group, and 1 1/2 for
South Coast Lumber. Have driven a flat-
bed truck for Noise parade & our Azalea Festival!
Have been involved with Safe n Sober,
Relay for Life, PTA And Church @ the
Nazarene!

Ride - Harley Davidson, enjoy camping
and traveling!
Graduated from High School in 1977 from Moreno Valley —

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

I would like to give my knowledge to this
position. Enjoy volunteering in our
community. Hope to make our
town a safe place to visit and live.

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

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

BERNARD BANTA
Applicant (print name)

Bern Banta
Applicant's Signature

3 15 13
Date

Michele Banta
Witness (print name)

Michele Banta
Witness's Signature

3/15/13
Date

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

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

Commission and Committee contact information:

Planning Commission: 541-469-1135
Parks and Recreation Commission: 541-469-1103
Traffic Safety Committee: 541-469-1103

Public Art Committee: 541-469-1135
Budget Committee: 541-469-1123



RECEIVED

MAR 28 2013

CITY OF BROOKINGS

City of Brookings

898 Elk Drive, Brookings, OR 97415

Phone: (541) 469-2163 Fax: (541) 469-3650

www.brookings.or.us

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

PART I. Contact Information:

Name: Don Vilella Date: March 28, 2013
Physical Address: 835 Chetco Pt Terrace
Mailing Address: 835 Chetco Pt Terrace - Brookings, OR 97415
Email Address: dandydon2@frontier.com Phone: 541-469-0948

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

1. Commission/Committee applying for:

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

2. **City residents:** How long have you lived in the City of Brookings? 7 yrs / 7 mths (yrs/mths)
Are you a City elector (registered voter)? ☒ Yes ☐ No

3. **UGB residents:** How long have you lived in the UGB?: _____ (yrs/mths)

4. **What is your current occupation?** retired teacher + coach

NOTES:

(i) Membership requirements:

- Resident and UGB status are determined by physical address.
- Residents must reside within the City limits.
- Electors are registered voters of the City of Brookings (verified by County Elections Officer)
- UGB members must reside within the Brookings Urban Growth Boundary or Area. (Contact the Planning Department at 541-469-1137 to determine if you are in the UGB).

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

(iii) Other restrictions:

- No more than two (2) Planning Commissioners may be principally involved, as individuals, members or partners, in the buying, selling or development of real estate for profit. No two (2) members shall be involved in the same kind of business or profession.
- Three (3) Public Art Committee members must have an art background

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

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

lots of walking in town, seeing safety/traffic problems
I do drive a car!

2. List your work history and educational background, as well as any volunteer experience that is **not** related to the position for which you are applying:

- BSSE degree
- Teacher + Coach for 35 years in Missouri
- Parks + Rec. Commission 7 years
- on board of Chester Activities Center 2 years
- volunteer in lunch room at Act. Center
- drive for Curry Transit - medical runs

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

- would like to bring attention to areas of concern regarding pedestrian safety
- like to stay involved in helping the city
- term on Parks + Rec. ends in February of 2014

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- ☒ I acknowledge that I will receive no compensation or expense reimbursement from the City in connection with any volunteer services for which I have applied.
- ☒ I understand and agree that my volunteer service will be donated to the City at times other than my regular work hours.
- ☒ I understand that if the position I applied for requires me to be an elector of the City of Brookings, that the City has permission to verify my status as a registered voter.
- ☒ I agree to release the City from all matters relating to the voluntary service for which I have applied, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from the voluntary service described herein. (*Planning Commission applicants, see ** below*)
- ☒ I agree to release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of the voluntary service set forth herein.
- ☒ By signing this application voluntarily and in the presence of the witness listed below, I, the Applicant, do hereby acknowledge that I have read and agree to the terms stated above and that I understand and acknowledge that this document will become public information and may be distributed to the public and news media as part of a City Council Agenda Packet.

Don Vilella

Applicant (print name)

Don Vilella

Applicant's Signature

March 28, 2013
Date

Dana E Hall

Witness (print name)

Dana E Hall

Witness's Signature

3-28-2013
Date

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Public Art Committee: 541-469-1135
Budget Committee: 541-469-1123
Tourism Promotion Advisory Committee
541-469-1101

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 8, 2013

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Revised Amended Lease Agreement with The Claveran Group for Salmon Run Golf Course

Recommended Motion:

If the City Council finds the proposed change acceptable: Motion to approve the Second Amendment to the First Amended Lease Agreement Between the City of Brookings, Oregon, and The Claveran Group, LLC. To include a reduced lease payment amount of \$20,000 and changing the payment date for 2013 to May 31.

Financial Impact:

The City Council has reduced the lease payment amount to \$20,000 for the remaining term of the golf course lease. The lease agreement had provided for an annual lease payment of \$35,000 in 2013, increasing in \$5,000 increments to \$50,000 in 2016, and adjusted further by the Consumer's Price Index thereafter. There are 45 years remaining on the lease; without adjusting for CPI, the reduction in the lease payment to \$20,000 represents a reduction in The Claveran Group's total lease liability of over \$1.2 million over the remaining life of the agreement.

Background/Discussion:

At its meeting of March 25, 2013, the City Council voted to amend the Lease Agreement with The Claveran Group, LLC, to reduce the annual lease payment to \$20,000.

The Claveran Group has requested that the City Council further amend the Lease Agreement to provide for payment of the lease amount for 2013 to May 31, 2013. The lease payment of \$35,000 was due February 1, 2013.

According to Steve Muir, principal investor in The Claveran Group, they do not have sufficient funds to make any lease payment until May 31, 2013.

One of the alternatives presented by staff at the March 25 meeting was to extend the lease payment date. This alternative was not selected by the City Council at that time.

Attachment(s):

- a. Second Amendment to the First Amended Lease Agreement as modified by The Claveran Group

**SECOND AMENDMENT TO THE FIRST AMENDED LEASE AGREEMENT
BETWEEN THE CITY OF BROOKINGS, OREGON
AND THE CLAVERAN GROUP, LLC**

This Second Amendment to the First Amended Lease Agreement ("Amendment") is hereby entered into by and between the City of Brookings, an Oregon municipal corporation ("Lessor"), and The Claveran Group, LLC ("Lessee") to amend the First Amended Lease Agreement effective _____, 2013.

WHEREAS, the City of Brookings and The Claveran Group first entered into a lease agreement in 1998;

WHEREAS, the City of Brookings and The Claveran Group have been discussing and negotiating changes to the lease terms over the last couple of years;

WHEREAS, the City of Brookings hired a golf course consultant to evaluate the operation of the golf course and the terms of the lease agreement in 2012; and

WHEREAS, the City of Brookings and The Claveran Group have come to agreement on the terms contained in this Amendment.

NOW, THEREFORE, the parties agree as follows:

1. Amendments.

1-A. Article 4 ("PAYMENTS TO LESSOR") of the First Amended Lease Agreement is amended to read in full as follows:

1.00 Rent:

The annual rent is TWENTY THOUSAND DOLLARS (\$20,000.00). Rent must be paid in advance on or before February 1st of each year, except that the rent payable for 2013 shall be paid on or before May 31, 2013. Rent payments will be made to the City of Brookings and delivered to 898 Elk Drive, Brookings, OR 97415.

2. Lease Agreement. All provisions of the First Amended Lease Agreement and the Amendment to the First Amended Lease Agreement unaffected by this Amendment remain operative and binding upon the parties.

3. Governing Law. This Agreement will be governed by the laws of the State of Oregon as applied to agreement entered into and to be performed entirely within the State.

4. Counterparts. This Agreement may be executed in two or more counterparts, each of which is to be deemed an original.

IN WITNESS WHEREOF, the parties have executed this Agreement on this the _____ day of March, 2013.

CITY OF BROOKINGS

THE CLAVERAN GROUP, LLC

Ron Hedenskog, Mayor

Name: _____

Title: _____

ATTEST:

Joyce Heffington, City Recorder

ACKNOWLEDGEMENT

STATE OF OREGON }
COUNTY OF CURRY }

This instrument was acknowledged before me on the _____ day of _____, 2013, by RON HEDENSKOG, Mayor of the City of Brookings, as the City of Brookings' voluntary act and deed by authority of the City Council.

Signature
Notary Public for Oregon

[seal]

ACKNOWLEDGEMENT

STATE OF OREGON }
COUNTY OF CURRY }

This instrument was acknowledged before me on the _____ day of _____, 2013, by JOYCE HEFFINGTON, City Recorder of the City of Brookings.

Signature
Notary Public for Oregon

[seal]

ACKNOWLEDGEMENT

STATE OF _____ }
COUNTY OF _____ }

This instrument was acknowledged before me on the _____ day of _____,
2013, by _____, as _____ of The
Claveran Group, LLC, as the company's voluntary act and deed.

Signature
Notary Public for _____

[seal]

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 8, 2013

Originating Dept: PWDS, Public Works

4 Donna Colby-Hanks
Signature (submitted by)
[Signature]
City Manager Approval

Subject: Cross Connection Control / Backflow Program

Recommended Motion: A motion to approve the attached revisions to Brookings Municipal Code (BMC) Chapter 13.05 and adopt the backflow program as submitted.

Financial Impact: The financial impact is twofold. There is an impact to City staffing needed to administer the program. There is also a subsequent financial impact to customers who will now be required to annually have their backflow devices tested and/or the customers who were identified as needing a backflow who currently do not have one.

Background/Discussion: Staff provided information regarding the implementation of a formal cross connection program at City Council Workshops on January 7 and February 4, 2013. The Oregon Administrative Rules (OAR) requiring this program were adopted effective February 26, 1982. In 1988, the City Council adopted the State requirements by reference with Ordinance No. 88-O-432. The text from this adopting ordinance can be found in BMC, Chapter 13.05.190, Water.

In the February 4, 2013 Workshop, City Council expressed concern that the City *Standard Operating Procedures and Guidelines* drafted by Backflow Management Inc. (BMI) may be in excess of what the State requires. Staff has reviewed the OAR's relating to cross connections and the draft revisions of BMC Chapter 13.05. Several items in the draft ordinance exceeded the minimum required by the OAR and have been stricken. The City Attorney provided additional suggested revisions, all have been incorporated into the revisions.

Policy Considerations: Cross connection devices have been required for new projects by the plumbing code and the BMC. However, the State through OAR 333-061, requires tracking and annual inspection verification by providers of water with more than 300 service connections. Although the City has been providing the annual reports to the State, the tracking component has been absent. With the adoption of this ordinance and the program outline in the *Standard Operating Procedures and Guidelines* provided by BMI, the City will be enabled to implement and enforce a Cross Connection Control Program that complies with OAR 333-061.

Attachment(s): OAR Chapter 333-061 and Table 48 & 49
Draft revised Chapter 13.05.190 and 13.05.195

Oregon Administrative Rule

333-061-0070

Cross Connection Control Requirements

(1) Water suppliers shall undertake cross connection control programs to protect the public water systems from pollution and contamination.

(2) The water supplier's responsibility for cross connection control shall begin at the water supply source, include all public treatment, storage, and distribution facilities under the water supplier's control, and end at the point of delivery to the water user's premise.

(3) Water suppliers shall develop and implement cross connection control programs that meet the minimum requirements set forth in these rules.

(4) Water suppliers shall develop a procedure to coordinate cross connection control requirements with the appropriate local administrative authority having jurisdiction.

(5) The water supplier shall ensure that inspections of approved air gaps, approved devices, and inspections and tests of approved backflow prevention assemblies protecting the public water system are conducted:

(a) At the time of installation, any repair or relocation;

(b) At least annually;

(c) More frequently than annually for approved backflow prevention assemblies that repeatedly fail, or are protecting health hazard cross connections, as determined by the water supplier;

(d) After a backflow incident; or

(e) After an approved air gap is re-plumbed.

(6) Approved air gaps, approved devices, or approved backflow prevention assemblies, found not to be functioning properly shall be repaired, replaced or re-plumbed by the water user or premise owner, as defined in the water supplier's local ordinance or enabling authority, or the water supplier may take action in accordance with subsection (9)(a) of these rules.

(7) A water user or premise owner who obtains water from a water supplier must notify the water supplier if they add any chemical or substance to the water.

(8) Premise isolation requirements:

(a) For service connections to premises listed or defined in Table 48 (Premises Requiring Isolation), the water supplier shall ensure an approved backflow prevention assembly or an approved air gap is installed; [Table not included. See ED. NOTE.]

(A) Premises with cross connections not listed or defined in Table 48 (Premises Requiring Isolation), shall be individually evaluated. The water supplier shall require the installation of an approved backflow prevention assembly or an approved air gap commensurate with the degree of hazard on the premise, as defined in Table 49 (Backflow Prevention Methods); [Table not included. See ED. NOTE.]

(B) In lieu of premise isolation, the water supplier may accept an in-premise approved backflow prevention assembly as protection for the public water system when the approved backflow prevention assembly is installed, maintained and tested in accordance with the Oregon Plumbing Specialty Code and these rules.

(b) Where premise isolation is used to protect against a cross connection, the following requirements apply;

(A) The water supplier shall:

(i) Ensure the approved backflow prevention assembly is installed at a location adjacent to the service connection or point of delivery;

(ii) Ensure any alternate location used must be with the approval of the water supplier and must meet the water supplier's cross connection control requirements; and

(iii) Notify the premise owner and water user, in writing, of thermal expansion concerns.

(B) The premise owner shall:

(i) Ensure no cross connections exist between the point of delivery from the public water system and the approved backflow prevention assemblies, when these are installed in an alternate location; and

(ii) Assume responsibility for testing, maintenance, and repair of the installed approved backflow prevention assembly to protect against the hazard.

(c) Where unique conditions exist, but not limited to, extreme terrain or pipe elevation changes, or structures greater than three stories in height, even with no actual or potential health hazard, an approved backflow prevention assembly may be installed at the point of delivery; and

(d) Where the water supplier chooses to use premise isolation by the installation of an approved backflow prevention assembly on a one- or two-family dwelling under the jurisdiction of the Oregon Plumbing Specialty Code and there is no actual or potential cross connection, the water supplier shall:

(A) Install the approved backflow prevention assembly at the point of delivery;

(B) Notify the premise owner and water user in writing of thermal expansion concerns; and

(C) Take responsibility for testing, maintenance and repair of the installed approved backflow prevention assembly.

(9) In community water systems, water suppliers shall implement a cross connection control program directly, or by written agreement with another agency experienced in cross connection control. The local cross connection program shall consist of the following elements:

(a) Local ordinance or enabling authority that authorizes discontinuing water service to premises for:

(A) Failure to remove or eliminate an existing unprotected or potential cross connection;

(B) Failure to install a required approved backflow prevention assembly;

(C) Failure to maintain an approved backflow prevention assembly; or

(D) Failure to conduct the required testing of an approved backflow prevention assembly.

(b) A written program plan for community water systems with 300 or more service connections shall include the following:

(A) A list of premises where health hazard cross connections exist, including, but not limited to, those listed in Table 48 (Premises Requiring Isolation); [Table not included. See ED. NOTE.]

(B) A current list of certified cross connection control staff members;

(C) Procedures for evaluating the degree of hazard posed by a water user's premise;

(D) A procedure for notifying the water user if a non-health hazard or health hazard is identified, and for informing the water user of any corrective action required;

(E) The type of protection required to prevent backflow into the public water supply, commensurate with the degree of hazard that exists on the water user's premise, as defined in Table 49 (Backflow Prevention Methods); [Table not included. See ED. NOTE.]

(F) A description of what corrective actions will be taken if a water user fails to comply with the water supplier's cross connection control requirements;

(G) Current records of approved backflow prevention assemblies installed, inspections completed, backflow prevention assembly test results on backflow prevention assemblies and verification of current Backflow Assembly Tester certification; and

(H) A public education program about cross connection control.

(c) The water supplier shall prepare and submit a cross connection control Annual Summary Report to the Authority, on forms provided by the Authority, before the last working day of March each year.

(d) In community water systems having 300 or more service connections, water suppliers shall ensure at least one person is certified as a Cross Connection Control Specialist, unless specifically exempted from this requirement by the Authority.

(10) Fees: Community water systems shall submit to the Authority an annual cross connection program implementation fee, based on the number of service connections, as follows:

Service Connections -- Fee:

15-99 -- \$30.

100-999 -- \$75.

1,000-9,999 -- \$200.

10,000 or more -- \$350.

(a) Billing invoices will be mailed to water systems in the first week of November each year and are due by January first of the following year;

(b) Fees are payable to Oregon Health Authority by check or money order;

(c) A late fee of 50 percent of the original amount will be added to the total amount due and will be assessed after January 31 of each year.

(11) In transient or non-transient non-community water systems, the water supplier that owns and/or operates the system shall:

(a) Ensure no cross connections exist, or are isolated from the potable water system with an approved backflow prevention assembly, as required in section (12) of this rule;

(b) Ensure approved backflow prevention assemblies are installed at, or near, the cross connection; and

(c) Conduct a cross connection survey and inspection to ensure compliance with these rules. All building permits and related inspections are to be made by the Authority of Consumer and Business Services, Building Codes Division, as required by ORS 447.020.

(12) Approved backflow prevention assemblies required under these rules shall be assemblies approved by the University of Southern California, Foundation for Cross Connection Control and Hydraulic Research, or other equivalent testing laboratories approved by the Authority.

(13) Backflow prevention assemblies installed before the effective date of these rules that were approved at the time of installation, but are not currently approved, shall be permitted to remain in service provided the assemblies are not moved, the piping systems are not significantly remodeled or modified, the assemblies are properly maintained, and they are commensurate with the degree of hazard they were installed to protect. The assemblies must be tested at least annually and perform satisfactorily to the testing procedures set forth in these rules.

(14) Tests performed by Authority-certified Backflow Assembly Testers shall be in conformance with procedures established by the University of Southern California, Foundation for Cross Connection Control and Hydraulic Research, Manual of Cross Connection Control, 9th Edition, December 1993, or other equivalent testing procedures approved by the Authority.

(15) Backflow prevention assemblies shall be tested by Authority-certified Backflow Assembly Testers, except as otherwise provided for journeyman plumbers or apprentice plumbers in OAR 333-061-0072 of these rules (Backflow Assembly Tester Certification). The Backflow Assembly Tester shall provide a copy of each completed test report to the water user or premise owner, and the water supplier:

(a) Within 10 working days; and

(b) The test reports will be in a manner and form acceptable to the water supplier.

(16) All approved backflow prevention assemblies subject to these rules shall be installed in accordance with OAR 333-061-0071 and the Oregon Plumbing Specialty Code.

(17) The Authority shall establish an advisory board for cross connection control issues consisting of not more than nine members, and including representation from the following:

(a) Oregon-licensed Plumbers;

(b) Authority-certified Backflow Assembly Testers;

(c) Authority-certified Cross Connection Specialists;

(d) Water Suppliers;

(e) The general public;

(f) Authority-certified Instructors of Backflow Assembly Testers or Cross Connection Specialists;

(g) Backflow assembly manufacturers or authorized representatives;

(h) Engineers experienced in water systems, cross connection control and/or backflow prevention; and

(i) Oregon-certified Plumbing Inspectors.

333-061-0070

Cross Connection Control Requirements

TABLE 48 PREMISES REQUIRING ISOLATION* BY AN APPROVED AIR GAP OR REDUCED PRESSURE PRINCIPLE TYPE OF ASSEMBLY HEALTH HAZARD	
1.	Agricultural (e.g. farms, dairies)
2.	Beverage bottling plants**
3.	Car washes
4.	Chemical plants
5.	Commercial laundries and dry cleaners
6.	Premises where both reclaimed and potable water are used
7.	Film processing plants
8.	Food processing plants
9.	Medical centers (e.g., hospitals, medical clinics, nursing homes, veterinary clinics, dental clinics, blood plasma centers)
10.	Premises with irrigation systems that use the water supplier's water with chemical additions (e.g., parks, playgrounds, golf courses, cemeteries, housing estates)
11.	Laboratories
12.	Metal plating industries
13.	Mortuaries
14.	Petroleum processing or storage plants
15.	Piers and docks
16.	Radioactive material processing plants and nuclear reactors
17.	Wastewater lift stations and pumping stations
18.	Wastewater treatment plants
19.	Premises with piping under pressure for conveying liquids other than potable water and the piping is installed in proximity to potable water piping
20.	Premises with an auxiliary water supply that is connected to a potable water supply
21.	Premises where the water supplier is denied access or restricted access for survey
22.	Premises where the water is being treated by the addition of chemical or other additives

* Refer to OAR 333-061-0070(8) premise Isolation Requirements.

** A Double Check Valve Backflow Prevention Assembly could be used if the water supplier determines there is only a non-health hazard at a beverage bottling plant.

TABLE 49
BACKFLOW PREVENTION METHODS
USED FOR PREMISE ISOLATION

DEGREE OF IDENTIFIED HAZARD	
Non-Health Hazard (Pollutant)	Health Hazard (Contaminant)
BACKSIPHONAGE OR BACKPRESSURE	BACKSIPHONAGE OR BACKPRESSURE
Air Gap (AG)	Air Gap (AG)
Reduced Pressure Principle Backflow Prevention Assembly (RP)	Reduced Pressure Principle Backflow Prevention Assembly (RP)
Reduced Pressure Principle-Detector Backflow Prevention Assembly (RPDA)	Reduced Pressure Principle-Detector Backflow Prevention Assembly (RPDA)
Double Check Valve Backflow Prevention Assembly (DC)	
Double Check-Detector Backflow Prevention Assembly (DCDA)	

Draft revisions of Chapter 13.05.190 and 13.05.195

Original proposed deleted text is ~~stricken~~.

Original proposed new text is included in Chapter 13.05.195.

In response to concerns expressed by Council at previous meetings and workshops that the City program not require more than OAR requires.

Added text is **bold**

Deleted text is ~~double-stricken~~.

13.05.190 Discontinuance of service.

A. On Customer Request.

Each customer about to vacate any premises supplied with water service by the city shall give the city written notice of his intentions at least two days prior thereto, specifying the date service is to be discontinued; otherwise, he will be responsible for all water supplied to such premises until the city shall receive notice of such removal. At the time specified by the customer that he expects to vacate the premises where service is supplied or that he desires service to be discontinued, the meter will be read and a bill rendered which is payable immediately. In no case will the bill be less than the monthly base rate.

B. Nonpayment of Sewer and Water Service Charges.

If the sewer service charges provided for in Chapter 13.15 BMC are not paid when due by any such person, firm, or corporation whose premises are served or who are subject to the charges herein provided, water service provided to that customer by the city may be discontinued because of the default in the payment of the sewer service charges. As an additional alternative method of collection, if such rates and charges are not paid when due by any such person, firm, or corporation, the amounts so unpaid may be certified by the city recorder to the county assessor of Curry County, Oregon, and shall be by him assessed against the premises served as provided by law and shall be collected and paid over to the city in the same manner as other taxes are assessed, collected, and paid over, with interest. Interest on unpaid bills shall run from the due date thereof at the rate adopted by resolution of the city council. Such unpaid charges may also be recovered in an action at law in the name of the city, with interest as aforesaid.

C. Improper Customer Facilities.

1. Unsafe Facilities.

The city may refuse to furnish water and may discontinue services to any premises without prior notice where plumbing facilities, appliances, or equipment using water are dangerous, unsafe, or not in conformity with the plumbing code of the state of Oregon.

~~**2. Cross Connections.**~~

~~A cross connection is defined as any physical connection between the city system and another source.~~

~~3. The Oregon State Board of Health and the U.S. Public Health Service prohibit cross connections. The requirements of OAR 333-61-070 are hereby adopted by this reference and included as if set out herein.~~

~~4. The city will not permit any cross connection and will discontinue service to any premises where a cross connection or a potential cross connection exists. Service will not be restored until the cross connection or potential cross connection is eliminated. Customers using water from one or more sources in addition to receiving water from the city on the same premises shall maintain separate~~

~~systems for each; and the city's water supply facilities shall be separated from any and all other systems by an air gap or approved backflow prevention device as provided by OAR 333-61-070.~~

D. Water Waste.

Where water is wastefully or negligently used on a customer's premises, seriously affecting the general service, the city may discontinue service if such conditions are not corrected after due notice by the city.

E. Service Detrimental to Others.

The city may refuse to furnish water and may discontinue service to any premises where excessive demands by one customer will result in inadequate service to others.

F. Fraud or Abuse.

The city will refuse or discontinue service to any premises where it is deemed necessary to protect the city from fraud or abuse. Discontinuance of service from one or both of these causes will be made immediately upon receipt of knowledge by the city that the condition or conditions exist.

G. Unauthorized Turn-on.

Where water service has been discontinued for any reason and the water is turned on by the customer or other unauthorized person, the water may then be shut off at the main or the meter removed. The charges for shutting off the water at the main or removing the meter shall be computed at actual cost to the city plus 15 percent overhead, but not less than \$50.00. These charges shall be billed to the offending customer and water shall not be furnished to the premises or customer until such charges are paid and the city has reasonable assurance that the violation will not reoccur.

H. Noncompliance with Regulations.

The city may, without notice, discontinue service to a customer's premises for failure to comply with any of the provisions of this chapter, the city's resolutions, and regulations of the city where such failure to comply constitutes a threat to public health, safety or general welfare. [Ord. 88-O-432; Ord. 66-O-190 § 21.]

13.05.195 Water Quality - Cross Connection Control Program

A. Definitions.

1. "AUXILIARY SUPPLY" means any water source or system other than the City of Brookings Water System.
2. "APPROVED BACKFLOW PREVENTION ASSEMBLY" or "BACKFLOW ASSEMBLY" or "ASSEMBLY" means an assembly to counteract backpressure and/or prevent back-siphonage. This assembly must appear on the list of approved assemblies issued by the Oregon Health Authority.
3. "BACKFLOW" means the flow in the direction opposite to the normal flow or the introduction of any foreign liquids, gases, or substances into the water system of the City of Brookings.
4. "CERTIFIED BACKFLOW ASSEMBLY TESTER" shall mean a person who has successfully completed and maintains all requirements as established by the Oregon Health Authority to be a tester in the state of Oregon.

5. "CERTIFIED CROSS CONNECTION CONTROL SPECIALIST" shall mean a person who has successfully completed and maintains all requirements as established by the Oregon Health Authority to be a Specialist in the state of Oregon.
6. "CITY WATER SYSTEM" shall refer to and mean the City of Brookings Water System, maintained by the City of Brookings, which shall include, wells, treatment mechanisms or processes, pumping stations, reservoirs, supply trunk or feeder lines, service lines, meters and all other appurtenances, device lines and items necessary to the operation of the system and to supply water service to individual property or premises and shall include the City of Brookings potable water with which the system is supplied.
7. "CONTAMINATION" means the entry into or presence in a public water supply system of any substance which may be deleterious to health and/or quality of the water.
8. "CROSS CONNECTION" means any physical arrangement where a potable water supply is connected, directly or indirectly, with any other non-drinkable water system or auxiliary system, sewer, drain conduit, swimming pool, storage reservoir, plumbing fixture, swamp coolers or any other device which contains, or may contain, contaminated water, sewage or other liquid of unknown or unsafe quality which may be capable of imparting contamination to the public water system as a result of backflow. Bypass arrangements, jumper connections, removable sections, swivel or changeover devices or other temporary or permanent devices through which or because of which backflow may occur, are considered to be cross connections.
9. "DEGREE OF HAZARD" means the NON-HEALTH HAZARD or HEALTH HAZARD classification that shall be assigned to all actual or potential cross connections.
10. "DOUBLE CHECK VALVE BACKFLOW PREVENTION ASSEMBLY", "DOUBLE CHECK ASSEMBLY", "DOUBLE CHECK" or "DCVA" means an assembly which consists of two (2) independently-operating check valves which are spring-loaded or weighted. The assembly comes complete with a resilient seated shut-off valve on each side of the checks, as well as test cocks to test the checks for tightness.
11. "DOUBLE CHECK DETECTOR ASSEMBLY" or "DCDA" means an assembly which consists of two independently operating check valves which are spring-loaded or weighted. The assembly comes complete with a shut-off valve on each side of the checks, as well as test cocks to test the checks for tightness. It shall also be provided with a factory bypass arrangement with a meter and a minimum of an approved double check assembly.
12. "HEALTH HAZARD" means an actual or potential threat of contamination of a physical, chemical or biological nature to the public potable water system or the consumer's potable water system that would be a danger to health.
13. "IN-PREMISES PROTECTION" means the appropriate backflow prevention within the consumer's water system at or near the point at which the actual or potential cross connection exists.
14. "MOBILE UNITS" shall mean units that are temporary in nature, connecting to the water system through a legally-permitted hydrant, hose bibb, or other appurtenance of a permanent nature that is part of the City of Brookings water system or a permanent water service to a premises. Examples can include but are not limited to the following: water trucks, pesticide applicator vehicles, chemical mixing units or tanks, waste hauler's trucks or units, sewer cleaning equipment, carpet or steam cleaning equipment other than homeowner use, rock quarry or asphalt/concrete batch plants or any other mobile equipment or vessel that poses a threat of backflow in the City of Brookings Water System. Uses that are excluded from this definition are recreational vehicles at assigned sites or parked in accordance with other City of Brookings policies pertaining to recreational vehicles and homeowner devices that are used by the

property owner in accordance with other provisions of this, or other, City of Brookings policies pertaining to provision of water service to a premises.

15. "NON-HEALTH HAZARD" shall mean the classification assigned to an actual or potential cross connection that could allow a substance that may be objectionable, but not hazardous to one's health, to backflow into the potable water supply.

16. "OHA" shall mean Oregon Health Authority.

17. "OAR" shall mean Oregon Administrative Rule.

18. "PERSON(S)" shall mean a natural person (individual), corporation, company, city, partnership, firm, Limited Liability Company, Joint Venture Company or city, and other such entity.

19. "POLLUTION HAZARD" means an actual or potential threat to the physical properties of the water system or the potability of the public or the consumer's potable water system, but which would not constitute a health or system hazard, as defined. The maximum intensity of pollution to which the potable water system could be degraded under this definition would cause minor damage to the system or its appurtenances.

20. "PREMISES" means any piece of property to which water service is provided, including, but not limited to, all improvements, mobile structures and other structures located upon it.

21. "PREMISES ISOLATION" means the appropriate backflow prevention at the service connection between the public water system and the premises. This location will be at or near the property line and downstream from the service connection meter.

22. "REDUCED PRESSURE PRINCIPLE BACKFLOW PREVENTION ASSEMBLY" or "REDUCED PRESSURE PRINCIPLE ASSEMBLY" or "RP ASSEMBLY" shall mean an assembly containing two independently-acting approved check valves together with a hydraulically-operated, mechanically-independent pressure differential relief valve located between the check valves, and at the same time, below the first check valve. The assembly shall include properly located test cocks and two tightly closing shut-off valves.

23. "REDUCED PRESSURE DETECTOR ASSEMBLY" or "RPDA" shall mean an approved assembly consisting of two approved reduced pressure backflow assemblies, set in parallel, equipped with a meter on the bypass line to detect small amounts of water leakage or use. The assembly should include properly-located test cocks and two tightly closing shut off valves.

24. "RESIDENT" means a person or persons living within the area(s) served by the City of Brookings Water System.

25. "RETROFITTING" means to furnish a service connection with parts or equipment made available after the time of construction or assembly installation.

26. "SPECIALIST" means an Oregon Health Authority-certified Cross Connection Specialist, either employed with the City of Brookings or contracted by the City of Brookings.

27. "SOP Manual" shall mean the City's Standard Cross Connection Control Program Operating Procedures and Guidance Manual.

28. "SUBMERGED HEADS" means irrigation sprinkling or delivery devices that are located below the surface of the landscaped area in which they are installed.

29. "SUPERVISOR" shall mean the Public Works Supervisor or his/her designee.

30. "THERMAL EXPANSION" means the pressure created by the expansion of heated water.

31. "UNAPPROVED SUBSTANCE" means any substance, gas, or liquid other than the city's drinking water or the city's used drinking water.

32. "USED WATER" means any water supplied by the city to a customer's property after it has passed through the service connection and is no longer under the control of the city.

B. Purpose

The purpose of this Ordinance is to protect the water supply and distribution system of the City of Brookings from contamination or pollution due to any existing or potential cross connections and to comply with the Oregon Administrative Rule Chapter 333-061-~~0070, 0071, 0072, 0073 and 0074~~ or as amended.

C. Application and Responsibilities

This Ordinance applies throughout the City of Brookings Water System and to every premises and property served by the City of Brookings Water System. It applies to all premises, regardless of date of connection to the City of Brookings Water System. Every owner, occupant or person in control of any concerned premises is responsible for the terms and provisions contained in this Ordinance.

D. Cross Connections Regulated

1. No cross connections shall be created, installed, used or maintained within the area(s) served by the City of Brookings Water System, except in accordance with this Ordinance.
2. The Specialist shall carry out or cause surveys to be carried out to determine if any actual or potential cross connection exists. If found necessary, an assembly commensurate with the degree of hazard will be required at the service connection.
3. The owner, occupant or person in control of any given premises is responsible for all cross connection control within the premises.
4. All premises found ~~on in~~ **OAR 333-061-0070 Table 48 of the OAR** shall install a Reduced Pressure Backflow Assembly at the service connection in accordance with this Ordinance.
5. It is the responsibility of the property owner/~~occupant~~ to purchase, install, test, repair and maintain all backflow assemblies.
6. If there is a change in ownership of any and all property within the City's service area, it shall be the responsibility of the new owner to determine that all assemblies are in compliance with this Ordinance.

E. Backflow Prevention Assembly Requirements

1. A Specialist employed by, or under contract with, the City of Brookings, shall determine the type of backflow assemblies to be installed within the City of Brookings Water System. All assemblies shall be installed at the service connection unless it is determined by the Specialist and approved by the Supervisor that in-premises protection would be adequate. **Such in premise protection must be installed, maintained and tested in accordance with the Oregon Plumbing Specialty Code.**
2. An approved assembly shall be required **for all premises identified in OAR 333-061-0070, Table 48.** ~~in each of the following circumstances, but the Specialist is in no way limited to the following circumstances:~~
3. **Premises with cross connections not listed or defined in Table 48 shall be individually evaluated by a Specialist. The City shall require the installation of an approved assembly commensurate with the degree of hazard on the premises, as defined in OAR 333-061-0070, Table 49. Any such premises shall be required to install an approved assembly under the following circumstances:**
 - a. In the case of any premises where there is any material dangerous to health which is handled in such a fashion as to permit entry into potable water system, the potable water system shall be protected by an approved air gap separation or an approved reduced pressure principle backflow prevention assembly.

- b. When the nature and extent of any activity at a premises, or the materials used in connection with any activity at premises, or materials stored at a premises, could contaminate or pollute the potable water supply.
 - c. When a premises has one (1) or more cross connections, as that term is defined in **13.05.195(A)**.
 - d. When internal cross connections are present that are not correctable.
 - e. When intricate plumbing arrangements are present making it impractical to ascertain whether cross connections exist.
 - f. When the premises has a repeated history of cross connections being established or re-established.
 - g. When entry ~~to the premises~~ is restricted **to the premises and where the survey report form indicated a possible cross connection may exist. so that for cross connections cannot be made with sufficient frequency to assure cross connections do not exist.**
 - h. When materials are being used such that, if backflow should occur, a health hazard could result.
 - i. When an appropriate cross connection survey report form has not been filed with the City of Brookings Supervisor.
 - j. Any and all used water return systems.
 - k. If an in-premises assembly has not been tested or repaired as required by this Ordinance, the installation of a reduced pressure principle assembly will be required at the service connection.
 - l. There is piping or equipment for conveying liquids other than potable City of Brookings water and that piping or other equipment is under pressure and installed and operated in a manner that could cause a cross connection.
 - m. When installation of an approved backflow prevention assembly is deemed by a Specialist to be necessary to accomplish the purpose of this Ordinance **and OAR 333-061-0070.**
 - n. The use of any type of chemical spray attachment connected to the premises plumbing, including garden hose fertilizers and pesticide applicators, is not allowed within the City of Brookings Water System without proper protection from the potential of backflow occurring.
 - o. The use of any type of radiator flush kits attached to the premises plumbing is not allowed within the City of Brookings Water System without proper protection from backflow occurring.
 - p. Wherever reclaimed water or separate irrigation water is used on premises.
 - q. When there is a premises with an auxiliary water supply which **has the potential to be** ~~is~~ interconnected to the City of Brookings Water Service or supply system.
4. **When a premise is required to install an approved assembly, the City shall:**
- a. **Ensure the approved assembly is installed at a location adjacent to the service connection or point of delivery; and**
 - b. **Ensure any alternate location used must be with the approval of the City and must meet the City's cross connection control requirements.**
5. **When a premise is required to install an approved assembly, the premise owner shall:**

- a. Ensure no cross connections exist between the point of delivery from the City water system and the approved backflow prevention assemblies, when these are installed in an alternate location; and
- b. Assume responsibility for testing, maintenance, and repair of the installed approved backflow prevention assembly to protect against the hazard.

F. ~~New Construction~~ Discontinuation of Water Service - Noncompliance with Program
Water Service may be disconnected to a premise for any of the following reasons:

1. Failure to remove or eliminate an existing unprotected or potential cross connection;
2. Failure to install a required approved backflow prevention assembly;
3. Failure to maintain an approved backflow prevention assembly; or
4. Failure to conduct the required testing of an approved backflow prevention assembly.

- ~~1. On all new non-residential construction, an approved backflow assembly shall be installed at the service connection. The type of the assembly will be commensurate with the degree of hazard as determined by a Specialist.~~
- ~~2. When a building is constructed on commercial premises, and the end use of the building is not determined or could change, a reduced pressure principle backflow prevention assembly shall be installed at the service connection to provide protection of the public water supply in the event of the most hazardous use of the building.~~

G. Retrofitting

Retrofitting shall be required at all service connections where an actual or potential cross connection exists, and wherever else the City of Brookings deems retrofitting necessary to comply with the OAR, this Ordinance and the City's SOP Manual.

H. Irrigation Systems

All irrigation systems shall be protected according to the Uniform Plumbing Code. In the event any system is equipped with an injector system, a reduced pressure principle assembly will be required at the service connection.

I. Thermal Expansion

If a closed system has been created by the installation of a backflow prevention assembly, or other appurtenances, it is the responsibility of the property owner, the occupant, or person in control of the property to eliminate the possibility of damage from thermal expansion in accordance with the Plumbing Code. **The City will notify the premise owner and water user, in writing, of thermal expansion concerns.**

J. Mobile Units- Portable Water Trucks

Any mobile unit or apparatus, as defined in Section **13.05.195(A)(14)** ~~8-20-010 Subsection (14)~~ of this Ordinance, which uses the water from any premises within the City of Brookings Water System, shall first obtain a **business license permit** from the City of Brookings and be inspected to assure an approved air gap or reduced pressure principle assembly is installed on the unit.

K. Installation Requirements

1. All backflow prevention assembly installations shall follow the requirements as stipulated by the City of Brookings **SOP Manual** and ~~current~~ OAR Chapter 333, Division 061 ~~and the City's SOP Manual.~~

2. If the premises isolation assembly is allowed to be installed at an alternate location, the City of Brookings must have access to the assembly. No connections can be made between the meter and the backflow assembly.

3. The type of backflow prevention assembly required shall be commensurate with the degree of hazard that exists and must, at all times, meet the standards of the Oregon Health Authority. All backflow prevention assemblies required under this section shall be of a type and model approved by the OHA.

L. Pressure Loss

Any decrease in water pressure caused by the installation of a backflow assembly shall not be the responsibility of the City of Brookings.

M. Fire Systems

An approved double check detector assembly shall be the minimum protection on all new fire sprinkler systems using piping material that is not approved for potable water use, and/or that does not provide for periodic flow-through. A reduced pressure principle detector assembly must be installed, if any solution other than potable water can be introduced into the sprinkler system.

Retrofitting on fire sprinkler systems will be required in each of the following circumstances:

1. Where improper maintenance has occurred
2. On all health hazard systems
- ~~3. Wherever a Specialist deems necessary~~
4. Wherever required by the OAR

In the event an assembly is installed on a designated lateral, a detector assembly commensurate with the degree of hazard will be required.

N. Temporary Meters and Hydrant Valves

Backflow protection will be required on all temporary meters and hydrant valves before any use. The type of assembly will be commensurate with the degree of hazard and will be determined on a case-by-case basis by a City of Brookings Specialist.

O. Oregon Plumbing Specialty Code

As a condition of water service, customers shall install, maintain, and operate their piping and plumbing systems in accordance with the ~~current~~ Uniform Oregon Plumbing **Specialty Code**, ~~or as amended~~. If there is a conflict between this Ordinance and the ~~Plumbing Code~~, the ~~more stringent~~ **supersedes Code shall prevail**.

P. Right-of-Way Encroachment Permit

All backflow assemblies must be installed in accordance with ~~the BMC, Chapter 19, Engineering Requirements and Standard Specifications~~. **Applicants proposing to install their backflow device in the City right-of-way must obtain and comply with a "Right to Use" permit.** ~~Right-of-Way Encroachment stipulated by the City's "Right to Use" Encroachment Document.~~

Q. Access to Premises

For premises where surveys indicate a possible cross connection, A authorized personnel of the City of Brookings, with proper identification and **not less than 48 hours** ~~sufficient~~ notice, shall have access during ~~reasonable~~ **the hours of eight a.m. to five p.m.** to all parts of a premises and within the structure

to which water is supplied. However, if any owner, occupant or person in control refuses authorized personnel access to a premise, or to the interior of a structure, during these hours for inspection, a reduced pressure principle assembly must be installed at the service connection to that premise.

R. Annual Testing and Repairs

All backflow prevention assemblies installed within the area(s) **receiving water service from** ~~served by~~ the City of Brookings shall be tested immediately upon installation, and at least annually thereafter by an OHA certified backflow assembly tester. All such assemblies found not functioning properly shall be promptly repaired or replaced at the expense of the owner, occupant or person in control of the premises. In the event an assembly is moved, repaired or replaced it must be retested immediately. All repairs on backflow assemblies within the City of Brookings service area must be performed according to all State and County regulations.

~~**S. Maintenance of Assemblies**~~

- ~~1. Backflow prevention assemblies shall be maintained, tested and repaired in accordance with the requirements set out in this Ordinance, the City's SOP Manual, the OAR and all applicable State agency's regulations. The assembly owner is responsible for protecting their assembly from freezing and vandalism.~~
- ~~2. In the event an assembly is not properly tested and repaired, the City of Brookings will have the assembly tested and repaired and apply all costs associated with this to the assembly owner's utility bill.~~

~~**TS. Responsibilities of Backflow Prevention Assembly Testers**~~

1. All backflow assembly testers operating within the City of Brookings Water System service area shall be certified in accordance with all applicable regulations of the OHA and must abide by the requirements of this Ordinance and the City's SOP Manual.
2. Persons certified as backflow assembly testers shall agree to abide by all requirements of the United States Occupational Safety and Health Administration ("OSHA") and Oregon Occupational Safety and Health Administration ("OR-OSHA").
3. It is the responsibility of backflow assembly testers to submit records of all backflow assembly test reports to the City of Brookings within 10 days of completing the test.
4. **All backflow assembly testers providing service to premises served with City of Brookings water are required to have a current Brookings business license.**

U. Costs of Compliance

All costs associated with purchase, installation, surveys, testing, replacement, maintenance, parts and repairs of the backflow prevention assembly, and all costs associated with enforcement of this **ordinance document**, are the financial responsibility of the property owner, occupant, or other person in control of the premises.

V. Recovery of Costs

Any water customer violating any of the provisions of this Ordinance and who causes damage to or impairs the City of Brookings Water System, including, but not limited to, allowing contamination, pollution, any other solution or used water to enter the City of Brookings Water System, shall be liable to the City of Brookings for any expense, loss or damage caused by such violation. The City of Brookings shall collect from the violator the cost incurred by the City of Brookings for any cleaning, purifying, repair or replacement work or any other expenses caused by the violation. Refusal to pay the assessed costs shall constitute a violation of this Ordinance and shall **be resolved by enforcement as provided in**

BMC 8.15.090, General Abatement Procedure result in the termination of service. All cost associated with any disconnect or reconnect fees resulting from the enforcement of this Ordinance are the sole responsibility of the property owner.

W. Termination of Service

1. Failure on the part of any owner, occupant or person in control of the premises to install a required assembly, have it tested a minimum of annually and repaired if necessary, and/or to discontinue the use of all cross connections and to physically separate cross connections in accordance with this Ordinance is sufficient cause for the discontinuance of public water service to the premises pursuant to Oregon Administrative Rule chapter 333-061-0070, or as amended. In the case of an extreme emergency or where an immediate threat to life or public health is found to exist, discontinuance or termination of public water service to the premises shall be immediate.
2. In lieu of termination of service, the City of Brookings may, at the property owner's expense, **have installed** a reduced pressure assembly at the meter **based on the level of risk**. Testing, maintenance and repair of the assembly will be the responsibility of the property owner.

X. Falsifying Information

Any person who knowingly makes any false statement, representation, record, report or other document filed or required to be maintained pursuant to this Ordinance, or who falsifies, tampers with, or knowingly renders inaccurate any backflow assembly, device or method required under this Ordinance shall be subject to civil and/or criminal penalties provided by state law.

Y. Constitutionality and Saving Clause


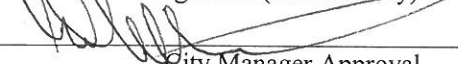
Should any provision, section, sentence, clause or phrase of this Ordinance, or the application of same to any person or set of circumstances, are for any reason held to be unconstitutional, void, invalid, or for any reason unenforceable, the validity of the remaining portions of this Ordinance, or its application to other persons or circumstances, shall not be affected; thereby, it being the intent of the City of Brookings Water System in adopting and approving this Ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any other portion, provision, or regulation.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: 4/8/13

Originating Dept: Parks


Signature (submitted by)

City Manager Approval

Subject: Letter of Support and Resolution for submission of a Local Government Grant Application to the Oregon Parks and Recreation Department

Recommended Motion: Adopt Resolution 13-R-1002 authorizing submission of a Local Government Grant Program application to the Oregon Parks and Recreation Department for Park Improvement Projects and authorize the mayor to sign a letter of support on behalf of the City Council.

Financial Impact: Total Project Costs for Bud Cross Park Day Use Area is approximately \$75,000 and \$45,000 for the Chetco Point Park Trailhead Restroom. The grant requires 40% matching funds therefore a \$48,000 matching amount would be paid for from available Parks System Development Funds. Both projects are SDC eligible as each project adds additional capacity to their respective parks.

Background/Discussion: These projects include improvements to Parks that are identified in the 2011 City of Brookings Parks Master Plan and are Top 15 priority projects identified by the Parks & Recreation Commission for 2013-2014 Fiscal Year.

Bud Cross Park Day Use Area

The proposed project for which we are seeking an OPRD Local Government Grant for is to develop an area between the two baseball/softball fields into a day use- picnic area. The area will be complete with picnic tables, trash receptacles, barbeques' as well landscaping and ADA accessible connecting paths to existing restrooms, concession stand, fields, skate park, courts and parking lots. Bud Cross is one of three City of Brookings community parks and the only community park without a developed day use picnic area.

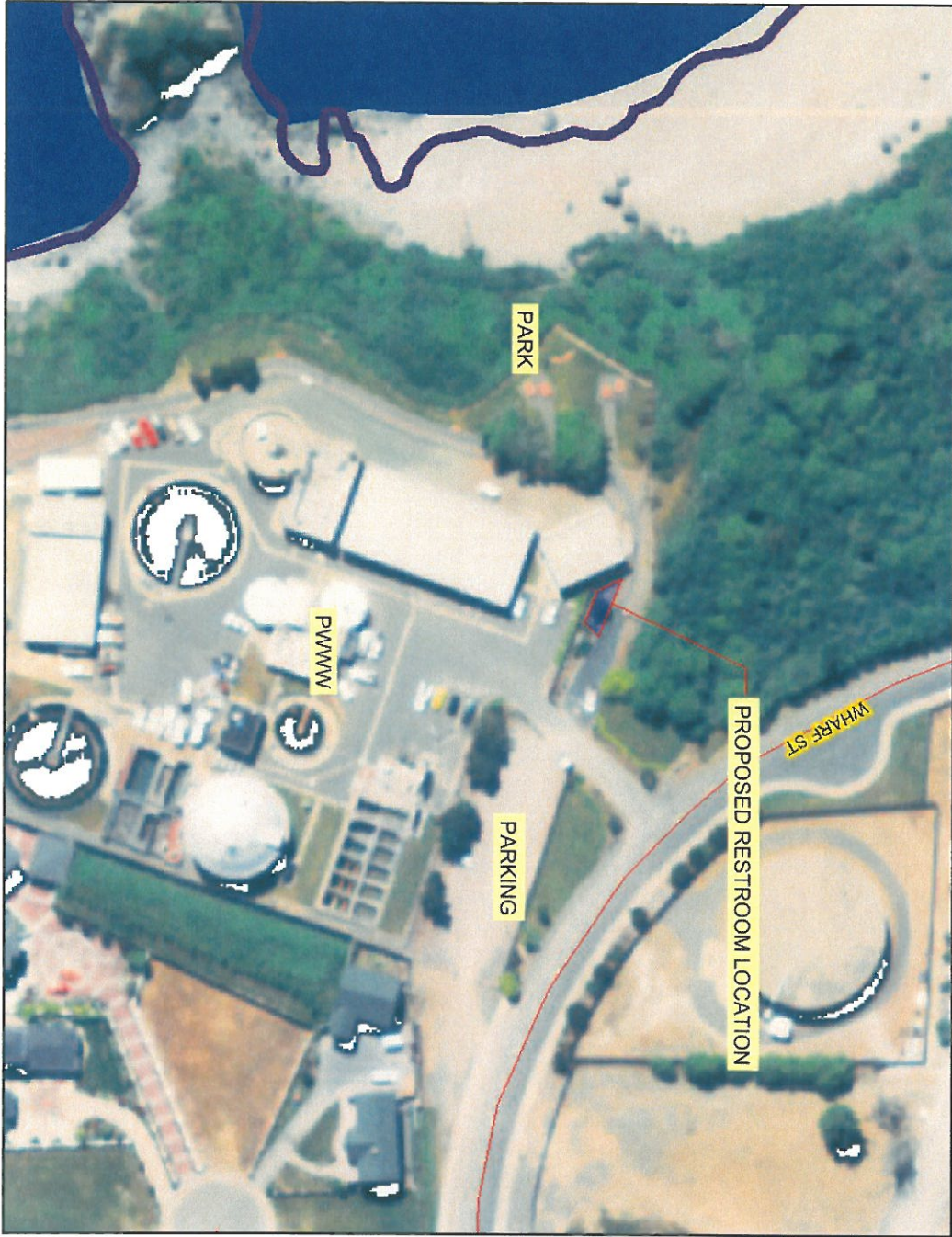
Chetco Point Park Trailhead Restroom

The proposed project for which we are seeking an OPRD Local Government Grant is to provide one unisex restroom at the trailhead near the gravel parking lot and entry gate into the Park. The restroom will be a pre-manufactured concrete structure placed on a poured concrete slab installed by a local contractor. Chetco Point is one of three City of Brookings community parks and the only community park without a restroom.

Attachment(s):

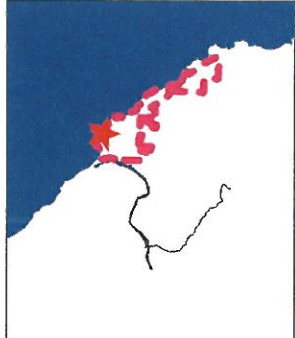
- a. Bud Cross Park Day Use Area Plan
- b. Chetco Point Park Trailhead Restroom Area Plan
- c. Resolution 13-R-1002
- d. Letter of Support

Chetco Point Park Trailhead Restroom



Map center: 42° 2' 50.4" N, 124° 17' 17.1" W

This map is a public resource of general information. Use this information at your own risk. Curry County makes no warranty of any kind, expressed or implied, including any warranty of merchantability, fitness for any particular purpose or any other matter.



- Legend**
- RIVERS
 - ROADS
 - URBAN GROWTH BOUNDARY
 - OCEAN



CITY OF BROOKINGS

RESOLUTION 13-R-1002

A RESOLUTION OF THE CITY OF BROOKINGS AUTHORIZING SUBMISSION OF A LOCAL GOVERNMENT GRANT APPLICATION TO THE OREGON PARKS AND RECREATION DEPARTMENT FOR BROOKINGS PARKS IMPROVEMENT PROJECTS.

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, the City of Brookings desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements and enhancements to public park areas; and

WHEREAS, the City Council has identified improvements at Bud Cross Park and Chetco Point Park; and

WHEREAS, the Parks Improvement Projects will enhance the visitor's experience; and

WHEREAS, grant funding for the project at Bud Cross Park will be used to develop an area between the two baseball/softball fields into a day use picnic area. At Chetco Point Park, grant funding will be used to provide one unisex restroom at the trailhead near the gravel parking lot and entry gate into the Park; and

WHEREAS, the City commits to regular maintenance of said park projects; and

WHEREAS, the applicant hereby certifies that the matching share for this application is readily available at this time;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Brookings, Oregon, does hereby authorize the submission of a Local Government Grant Program application to the Oregon Parks and Recreation Department for the Parks Improvement Projects, as described herein.

Passed by the City Council _____, 2013 and made effective the same date.

Attest:

Mayor Ron Hedenskog

City Recorder Joyce Heffington



City of Brookings

898 Elk Drive, Brookings, OR 97415
(541) 469-1104, Fax (541) 469-3650, TTY (800) 735-1232
rhedenskog@brookings.or.us; www.brookings.or.us

Mayor Ron Hedenskog

April 9, 2013

Mark Cowan
Oregon Parks and Recreation Department
725 Summer St. NE STE C
Salem, OR 97301

Subject: Oregon Parks and Recreation Department Local Government Grant Application

Dear Mr. Cowan,

This letter is in support of the City of Brookings application for Bud Cross Park Day Use Area and Chetco Point Park Trailhead Restroom Projects. Bud Cross Park and Chetco Point Park are two of three community parks in the City's inventory. Grant funding for these projects will help provide essential amenities to enhance the park experience and provide additional opportunities for the enjoyment of visitors and residents, alike. Both projects are identified as high priorities in the City's 2011 Parks Master Plan.

Bud Cross Park has athletic fields, a basketball court, seasonal swimming pool, tennis courts, and restroom facilities, but lacks a much needed day use area. Recently, the City completed a \$140,000 project installing an ADA ramp, stairs and sidewalks leading into Bud Cross Park from Third Street. Funding from this grant will help converge access paths from two parking lots into a central day use area and furnish the area with concrete picnic tables, trash receptacles and barbeques.

Chetco Point Park provides access to Chetco Cove and Mill Beach, as well as panoramic ocean and coastline views, tide pools, native flora and fauna, and meandering hiking trails. Last year the City invested \$28,380 to repair the wooden walking bridge that provides access to the outermost points of the peninsula. Park amenities include picnic areas with tables, and a grassy, multi-purpose area with horse shoe pits. A restroom facility at this park is much needed to allow park visitors longer stays and more varied use. This project is greatly desired by the community and has been on the City's high priority list for several years.

Thank you for considering these important park projects and for all the support the Oregon Parks and Recreation Department has given our community in the past.

Sincerely,

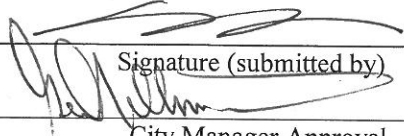
Ron Hedenskog
Mayor

CITY OF BROOKINGS

Council AGENGA Report

Workshop Date: 4-8-13

Originating Dept: Parks


Signature (submitted by)

City Manager Approval

Subject: Parks Maintenance Bid Results

Recommendation: Motion to reject all bids submitted for park maintenance and park janitorial services and authorize City to employ one full time and one seasonal part time parks maintenance employee.

Financial Impact: None if bid is rejected

Background/Discussion: In June 2012, the City pursued a contract services agreement for park maintenance and janitorial services rather than refilling the position with a full time City employee. A budget of \$60,000 for contract services was established for 2012-13 fiscal year. Bid specifications were prepared and bids were obtained from several local contractors ranging from \$66,480 to \$150,000. Based upon post bidding interviews, the high bids submitted were likely a result of the cost of worker's compensation and insurance, drug screening requirements, lack of equipment to perform the work as well as lack of experience bidding public contract work.

The bids were rejected and Council directed staff to re-bid the maintenance when a more clearly defined scope of work was established.

In July 2012, a temporary (6 months) full time hourly position was filled for park maintenance in addition to the seasonal staff position already in place. For the past eight months under the direction of Parks and Technical Services Supervisor Tony Baron, park maintenance has been conducted under close supervision with the intent of defining a clear scope of work required under a contract for park maintenance and janitorial services. A matrix was developed to identify the number of total hours required to maintain the parks at the current basic level.

On March 28, following another public bidding process, the City received bids for park maintenance (\$105,000) and park janitorial services (\$45,000) with a combined total amount of \$150,000 for both. The cost to do this work with City staff including wages, fuel, equipment/vehicle maintenance, supplies and materials is approximately \$85,000.

Attachment(s):

- a. Bid Tabulation Sheet
- b. Parks Maintenance Matrix

BID TABULATION FOR PARK MAINTENANCE & JANITORIAL SERVICES
BID OPENING MARCH 28, 2013 2:00 PM

Bid		Park Maintenance	Janitorial Services
1	Rogue West Landscapes	\$105,000	
2	Details Cleaning Service		\$18,800
3	Palm Cleaning		\$45,000
		Combined Total	
		\$150,000	

EXHIBIT A

Summary of Work - Parks Maintenance Matrix



City of Brookings
Annual Parks Maintenance


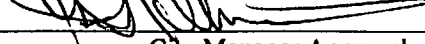
[illegible]

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 8, 2013

Originating Dept: PW/DS


Public Works/Development Services Director

City Manager Approval

Subject: Cooperative Agreement Amendment 1 – Harris Beach Multi Use Bike Path

Recommended Motion: Motion to authorize the City Manager to execute a Cooperative Improvement Agreement Amendment with the State of Oregon for the Harris Beach Multi Use Bike Path Project.

Financial Impact: There is no financial impact to the City of Brookings. All project costs are paid for by the State of Oregon as indicated in the Cooperative Agreement Amendment #1. This amended agreement demonstrates an increase in budget cost paid by the State through federal transportation enhancement funding.

Background/Discussion:

The proposed project scope has not changed and includes a 10 foot wide multi use path from Dawson Road via the abandoned Old Coast Highway to the entrance of Harris Beach State Park. Construction costs have been refined during design, and have increased due to the need for a more extensive retaining wall south of Dawson Road. This stretch of bike trail is adjacent to a creek, experiences a steep decline, and has soil characteristics dictating a more extensive retaining wall and footing design. The extent of retaining wall was not identified in the grant application phase because more detailed geotechnical investigation occurred only after the grant approval. The original budget for the entire project was \$1,017,000 which is now revised to \$1,497,000 by this amendment. The financial terms of the amendment demonstrate ODOT's support for the proposed bike path.

The project is currently in plan review stage and still on schedule for construction in summer 2014.

Policy Considerations: None

Attachment(s): a. Cooperative Agreement Amendment 1

AMENDMENT NUMBER 01

COOPERATIVE IMPROVEMENT AGREEMENT

Harris Beach Multi-Use Path: Ransom Avenue-Dawson Road

The **STATE OF OREGON**, acting by and through its Department of Transportation, hereinafter referred to as "State," and the **STATE OF OREGON**, acting by and through its Parks and Recreation Department, hereinafter referred to as "OPRD," and the **CITY OF BROOKINGS**, acting by and through its elected officials, hereinafter referred to as "Agency," entered into an Agreement on June 18, 2012. Said Agreement covers construction of a multi-use path.

It has now been determined by State, OPRD and Agency that the Agreement referenced above shall be amended to increase the total cost of the Project. Except as expressly amended below, all other terms and conditions of the Agreement are still in full force and effect.

TERMS OF AGREEMENT, Paragraph 2, which reads:

2. The Project will be conducted as a part of the Transportation Enhancement Program under Title 23, United States Code, which incorporated SAFETEA-LU. The total Project cost is estimated at \$1,018,000, which is subject to change. The Enhancement Funds are estimated at \$912,631, with State providing the match and any non-participating costs, including all costs in excess of the available federal funds. The Enhancement funds will be used for all phases of the Project.

Shall be deleted in its entirety and replaced with the following:

2. The Project will be conducted as a part of the Transportation Enhancement Program under Title 23, United States Code, which incorporated SAFETEA-LU. The total Project cost is estimated at \$1,497,000, which is subject to change. The Enhancement Funds are estimated at \$912,631, with State providing the match and any non-participating costs, including all costs in excess of the available federal funds. The Enhancement funds will be used for all phases of the Project.

This Amendment may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

This Project is in the 2012-2015 Statewide Transportation Improvement Program, (Key #17880) that was adopted by the Oregon Transportation Commission on March 21, 2012 (or subsequently approved by amendment to the STIP).

City of Brookings, by and through its
elected officials

By _____

Date _____

By _____

Date _____

By _____

Date _____

APPROVED AS TO LEGAL
SUFFICIENCY

By _____

City Attorney

Date _____

STATE OF OREGON, by and through
its Parks and Recreation Department

By _____

Date _____

Agency Contact:
Loree Pryce
Public Works Director
898 Elk Drive
Brookings OR 97415
(541) 469-1151

STATE OF OREGON, by and through
its Department of Transportation

By _____
Highway Division Administrator

Date _____

APPROVAL RECOMMENDED

By _____
Technical Services Mgr./Chief Engineer

Date _____

By _____
Region Manager

Date _____

APPROVED AS TO LEGAL
SUFFICIENCY

By _____
Assistant Attorney General

Date _____

State Contact:
Elizabeth Stacey
ODOT Region 3 Project Leader
3500 NW Stewart Pkwy
Roseburg, OR 97470
(541) 957-3542
Elizabeth.stacey@odot.state.or.us

Agency/State
Agreement No. 28101

lpryce@brookings.or.us

OPRD Contact:

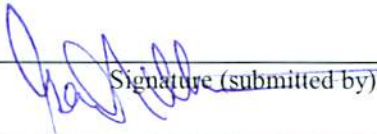
Brent Siebold
Park Manager
1655 HWY 101 N
Brookings, Oregon 97415
(541) 469-2021
Brent.Siebold@state.or.us

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 8, 2013

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Surplus Property Sale – Richard Street

Recommended Motion:

Motion to authorize staff to notice the City's intent to sell a portion of the park area on Richard Street and requesting proposals.

Financial Impact:

Reduced cost of maintaining property not used for public purposes; value of disposed property would be added to property tax rolls; proceeds from sale would go to City General Fund.

Background/Discussion:

At the City Council workshops in May and June of 2012, the City Council discussed disposing of certain properties owned by the City which are not used for public purposes.

The first of these properties, located on Memory Lane, was disposed of through an abandonment proceeding.

Staff is now proposing to notice the sale a parcel located on Richard Street. This is a small parcel originally designated as part of a neighborhood park in 1961. The parcel is separated from the remaining area of the "park" by a public street. The property has never been developed as a park and is currently used by an adjacent property owner for storage of equipment. The City cuts the weeds from time to time.

Attachment(s):

- a. Draft Request for Proposals.
- b. Maps.
- c. Memorandum from City Attorney.



City of Brookings

898 Elk Drive, Brookings, OR 97415

(541) 469-1101 Fax (541) 469-3650

www.brookings.or.us

REQUEST FOR PROPOSALS AND PUBLIC NOTICE OF INTENT TO SELL CITY OWNED PROPERTY

The City of Brookings is requesting proposals for the purchase of real property in which the City holds a 100% interest. The minimum asking price for this property is five thousand dollars (\$5,000.00).

The property, located on Richard Street, is legally described as follows:

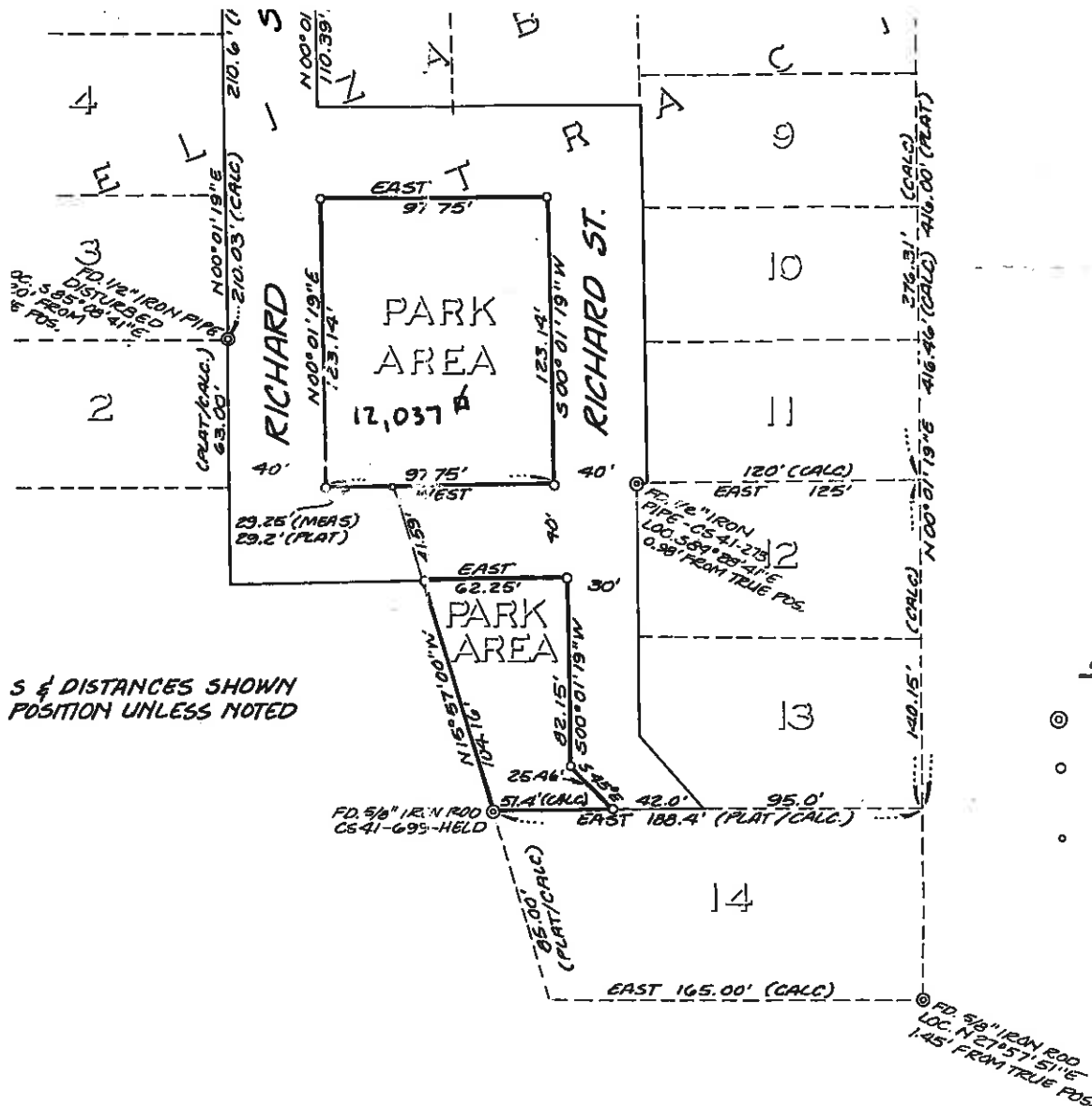
That portion of the 'Park Area' lot as shown on the plat of Elizabeth Tract, City of Brookings, Curry County, Oregon, lying South of a line parallel with and 163.00 feet South from the North line of the "Park Area" lot as shown on said plat.

The sale of property owned by the City of Brookings is governed under Brookings Municipal Code (BMC) Chapter 2.85, Sale of City Owned Property. Detailed information regarding proposal submission requirements and the process for disposition of City owned property is contained within the BMC and may be obtained at the payment counter at Brookings City Hall, 898 Elk Drive, Brookings, OR 97415, or on the City's website at www.brookings.or.us/bids.aspx.

Proposals, including a security deposit in the amount of \$500.00, and in the form described under BMC Section 2.85.040, must be received by the City of Brookings at Brookings City Hall, 898 Elk Drive, Brookings, Oregon, 97415, no later than 4:00 PM on Monday, April 22, 2013.

The City of Brookings reserves the right to accept or reject any proposal it receives.

For more information regarding this notice or the city's real property interest, contact the City Manager at 541-469-1101, gmilliman@brookings.or.us, or City Hall, 898 Elk Drive, Brookings, Oregon 97415.



NARRATIVE:

1. THE BASIS OF BEARING FOR THIS SURVEY BEING MONUMENTS SHOWN HEREON AS THE INITIAL P NORTHWEST CORNER OF LOT 6, ELIZABETH TR, OREGON. THE BEARING BETWEEN THESE POINTS BEING N 89° 23' 00" E AS SHOWN IN THE ACKNOWLEDGE ORIGINAL PLAT OF ELIZABETH TRACT. BEARINGS ARE TO BE TRUE.
2. THE BASIS OF SURVEY BEING THE RECORDED PLAT TRACT, CS#41-273, CS#41-854, & CS#41-699
3. THE PURPOSE OF THE SURVEY BEING TO MONUMENT ESTABLISH THE BOUNDARIES OF THE AREAS Labeled "A" ON THE PLAT OF ELIZABETH TRACT.
4. THE INSTRUMENTS USED IN THIS SURVEY WERE AN IBM-PC. DEEDS USED IN THIS SURVEY BY OCEAN TITLE AND THE CITY OF BROOKING

LEGEND:

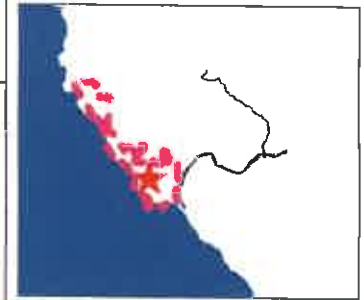
- ⊙ FOUND MONUMENT-SIZE & TYPE AS NOTED
- SET 5/8" X 30" IRON ROD W/ PLASTIC CAP MARKED "HGE, INC."
- BEARING CIRCLE

LANNERS
AY, OR 97420
LAND, OR 97209

RECEIVED
May 14 1992
CURRY COUNTY SURVEYOR

41-1208

Richard Street Park



Legend

- OWNER
- RIVERS
- ROADS
- PARCELS
- URBAN GROWTH BOUNDARY
- OCEAN

0 125 250 375 ft.

Map center: 42° 3' 29.0" N, 124° 17' 24.6" W



Scale: 1:1,250

This map is a public resource of general information. Use this information at your own risk. Curry County makes no warranty of any kind, expressed or implied, including any warranty of merchantability, fitness for any particular purpose or any other matter.

Notes northern parcel approx. 11,700 sq ft
southern parcel approx. 4,800 sq ft

Gary Milliman

From: Martha Rice [mrice@attyblack.com]
Sent: Friday, June 15, 2012 11:10 AM
To: Gary Milliman
Subject: Richard Street Parks

Gary,

After reviewing the new information given to me – judgment, consent decree by stipulation – regarding the Richard Street Parks, I still have the same opinion as to the City's outright fee ownership of the parcel. After the foreclosure of the property, the City and County were at odds over whether the "Park Areas" had been dedicated to the public. In order to resolve this issue, the parties agreed to a consent decree by stipulation (stipulated judgment) signed by a Circuit Court Judge. Therefore, the consent decree has the effect of a court judgment. The decree contains the following significant statements:

1. The Park Areas "be and hereby are deemed and declared to be **real property under the ownership of [City].**"
2. "[I]t being herein declared that said property **belonging to [City]** is and shall be and remain tax exempt property so long as under the **ownership of [City].**"
3. "Requiring [City] . . . to forthwith file with the Curry County Clerk's office that certain Quitclaim Deed . . . **granting said properties to [City].**"

With this decree, we have essentially have a court judgment stating that the City owns the parcels outright.

Martha D. Rice, Attorney

Law Offices of Robert N. Black

299 I Street, Suite 11B
Crescent City, CA 95531
Tel: 707-464-7637
Fax: 707-464-7647
Cel: 707-218-4310

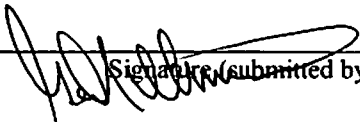
THE PRECEDING E-MAIL MESSAGE (INCLUDING ANY ATTACHMENTS) CONTAINS INFORMATION THAT MAY BE CONFIDENTIAL, BE PROTECTED BY THE ATTORNEY-CLIENT OR OTHER APPLICABLE PRIVILEGES, OR CONSTITUTE ATTORNEY WORK PRODUCT OR NON-PUBLIC INFORMATION. IT IS INTENDED TO BE CONVEYED ONLY TO THE DESIGNATED RECIPIENT(S). IF YOU ARE NOT AN INTENDED RECIPIENT OF THIS MESSAGE, PLEASE NOTIFY THE SENDER BY REPLYING TO THIS MESSAGE AND THEN DELETE IT FROM YOUR SYSTEM. THE USE, DISSEMINATION, DISTRIBUTION, OR REPRODUCTION OF THIS MESSAGE BY UNINTENDED RECIPIENTS IS NOT AUTHORIZED AND MAY BE UNLAWFUL.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 8, 2013

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Senate Bill 173

Recommended Motion:

Motion to authorize Mayor to sign a letter of support for Senate Bill 173.

Financial Impact:

No immediate impact; if passed/implemented SB 173 could result in reducing the cost of service delivery.

Background/Discussion:

The Oregon Senate Rural Communities and Economic Development Committee, chaired by Senator Arnie Roblan (D-Coos Bay), recently held a hearing on SB 173, which would create a service delivery technical assistance program within the Governor's office.

The program, which targets local governments in fiscally distressed counties, would:

- Award grants to cities, counties and other local governments for service delivery innovation;
- Enter into agreements with public and private entities to provide technical assistance to public bodies; and
- Convene task forces and work groups of key stakeholders.

Under this Bill, for example, the State could provide funding and technical assistance to cities to pursue the formation of public safety districts, consolidate 9-1-1, and form other joint powers agencies (like the Border Coast Regional Airport Authority) to provide local services. This is a very positive approach to assisting local government agencies in fiscally distressed counties in developing new cost-effective approaches to service delivery.

Attachment(s):

- a. SB 173

77th OREGON LEGISLATIVE ASSEMBLY--2013 Regular Session

NOTE: Matter within { + braces and plus signs + } in an amended section is new. Matter within { - braces and minus signs - } is existing law to be omitted. New sections are within { + braces and plus signs + } .

LC 477

Senate Bill 173

Printed pursuant to Senate Interim Rule 213.28 by order of the President of the Senate in conformance with pre-session filing rules, indicating neither advocacy nor opposition on the part of the President (at the request of Governor John A. Kitzhaber, M.D., for Oregon Department of Administrative Services)

SUMMARY

The following summary is not prepared by the sponsors of the measure and is not a part of the body thereof subject to consideration by the Legislative Assembly. It is an editor's brief statement of the essential features of the measure as introduced.

Creates service delivery technical assistance program in Governor's office to provide assistance to counties in fiscal distress.

Declares emergency, effective on passage.

A BILL FOR AN ACT

Relating to counties in fiscal distress; and declaring an emergency.

Be It Enacted by the People of the State of Oregon:

SECTION 1. { + (1) For purposes of providing assistance to counties in fiscal distress, there is created in the Governor's office a service delivery technical assistance program.

(2) The service delivery technical assistance program shall:

(a) Award, to public bodies as defined in ORS 174.109, and administer grants for service delivery innovation.

(b) Enter into agreements with public and private entities to provide technical assistance to public bodies.

(c) Convene task forces and work groups as deemed necessary by the program to advance the purposes of this section. + }

SECTION 2. { + This 2013 Act being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this 2013 Act takes effect on its passage. + }

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 8, 2013

Originating Dept: City Attorney

Martha D. Rice

Signature (submitted by)

City Manager Approval

Subject: Draft County Charter

Recommended Motion: Discussion only.

Background/Discussion:

At its meeting of March 25, the City Council directed the City Attorney to prepare a draft County Home Rule Charter that could be made available to a citizens group for their use in proposing a ballot measure through initiative.

Board of Commissioners

The draft Curry County Charter provides for a governing body made up of a five-member Board of Commissioners to be elected at-large. The term for each Commissioner is 4 years with 3 Commissioners being elected in non-presidential biennial election years and two Commissioners being elected in presidential election years. The Commissioners beginning salary is set at \$10,000 for the chair and \$9,000 for the other four Commissioners. Annual adjustments in salary must be approved by the non-Commissioner members of the Budget Committee and in no case may increase by more than the increase in the Consumer Price Index (CPI-U).

County Administrator

The draft County Charter also provides for a County Administrator who would be appointed by the Board of Commissioners and serve as the head of the administrative branch of the County government. The County Administrator would oversee all departments except for the Sheriff's Department and the District Attorney's Office.

Transition

If the Charter is approved by the voters, there will necessarily be a transition period from one form of government to the other. The draft Charter provides that all County elected officials will continue in office for the term to which they were elected, including the current Commissioners. The new Board of Commissioners would begin serving under the new Charter with only three Commissioners until such time as the other two seats are filled.

Process

The text of the proposed initiative (the Charter) along with a Prospective Petition for Local Measure (Form SEL 370) and a Statement that One or More/ No Petition Circulators Will be Paid (Form SEL 301) must be submitted to the County Elections Officer to begin the process of placing the initiative on the ballot. The forms are available from the Secretary of State's Elections Division website.

Note that any/all of the above referenced provisions are subject to change by a citizen's group that proposing a charter measure to the voters.

Attachment(s): a. Draft Curry County Home Rule Charter

CURRY COUNTY

HOME RULE CHARTER

PREAMBLE

We, the people of Curry County, Oregon, in recognition of the dual role of the County as a political subdivision of the State of Oregon and as a unit of local government, and in order to avail ourselves of self determination in County affairs to the full extent permissible under the Oregon Constitution and the laws of this State, by this Charter confer upon the County the following powers, subject it to the following restrictions, and prescribe for it the following procedures and governmental structure.

CHAPTER 1. PRELIMINARY PROVISIONS

Section 1.10. Name. The name of the County as it operates under this Charter shall continue to be Curry County.

Section 1.20. Nature and Legal Capacity. From the time that this Charter takes effect, the County shall continue to be a political subdivision of the State of Oregon and a body politic and corporate.

Section 1.30. Boundaries. The boundaries of the County as it operates under this Charter shall be the boundaries now or hereafter prescribed for the County by the laws of the State of Oregon.

Section 1.40. County Seat. The seat of government of the County as it operates under this Charter shall continue to be the City of Gold Beach.

CHAPTER 2. POWERS

Section 2.10. General Grant of Powers. The County shall have authority over matters of County concern to the full extent granted or allowed by the Oregon Constitution and the laws of this State and of the United States, as fully as if each power comprised in that general authority were specifically granted by this Charter.

Section 2.20. Construction of Powers. This Charter shall be liberally construed, to the end that, within the limits imposed by the Charter and by the Oregon Constitution and the laws of the State of Oregon, the County shall have all powers necessary and convenient for the

conduct of its affairs including all powers that counties may assume under the Oregon Constitution and the laws of the State of Oregon concerning county home rule.

Section 2.30. Vested Powers. All powers, both legislative and administrative, of the County shall be vested in the Board of Commissioners as prescribed by this Charter, subject to the initiative and referendum powers reserved to the people of Curry County. The administrative powers may be exercised by the Board of Commissioners or by persons under its authority to whom the Board has delegated such powers.

Section 2.40. Specific Legislative Powers.

- (1) In addition to the other powers herein provided, the Board of Commissioners shall have the power to:
 - (a) Enact ordinances pursuant to the provisions of this Charter;
 - (b) Adopt a County Administrative Code;
 - (c) Appoint boards, commissions and committees;
 - (d) Appoint a County Administrator, County Counsel(s), [other positions].
- (2) The County offices and departments shall exercise their functions under the authority of the Board of Commissioners and under the direction and supervision of the County Administrator.

CHAPTER 3. BOARD OF COMMISSIONERS

Section 3.10. Commissioners. The governing body of the County shall be a board of five County Commissioners who shall be elected at-large.

Section 3.20. Qualifications. To qualify for the elective office of County Commissioner, a person must be a legal voter of Curry County and a resident of Curry County at the time of, and for at least one year immediately prior to, filing for office. A County Commissioner may not simultaneously be an employee of the County and a Commissioner.

Section 3.30. Elections. Commissioners shall be elected at the biennial general November election. Positions 1, 3, and 5 shall be elected in non-presidential biennial election years and positions 2 and 4 shall be elected in presidential election years.

Section 3.40. Term of Office. The term of office for each elected Commissioner is four years and begins on or after January 1. Commissioners shall serve until the succeeding Commissioner has taken the oath of office or the Board has declared a vacancy.

Section 3.50. Chairperson. At its first regular meeting of the year, the Board shall designate one of its members as its Chairperson and one as its Vice-Chairperson. The Vice-

Chairperson shall assume the duties of the Chairperson when that officer is absent. The Chairperson shall:

- (1) Preside over the meetings of the Board of Commissioners;
- (2) Preserve order at meetings of the Board of Commissioners;
- (3) Enforce the rules of the Board of Commissioners;
- (4) Determine the order of business for meetings of the Board of Commissioners;
- (5) Call special meetings and executive sessions of the Board as needed;
- (6) Vote on all questions before the Board of Commissioners; and
- (7) Have the power to make motions, second motions and vote on all questions before the Board of Commissioners.

Section 3.60. Quorum. Three Commissioners shall constitute a quorum of the Board of Commissioners.

Section 3.70. Meetings. The Board of Commissioners shall meet regularly at least once each month and at such time and place as the Board of Commissioners may prescribe by rule. Special meetings may be called by the Chair or three Commissioners upon notice to each member. All meetings shall be open to the public except for executive sessions as allowed by the laws of the State of Oregon.

Section 3.80. Voting. No action of the Board of Commissioners shall be valid or binding unless adopted by the affirmative vote of three or more members. All voting shall be by recorded roll call vote.

Section 3.70. Compensation. The first Board of Commissioners to be elected under this Charter shall be compensated \$10,000 per year for the Chairperson and \$9,000 per year for the other four Commissioners. Compensation may be adjusted annually at the discretion of the non-commissioner members of the Budget Committee; provided that, an increase in compensation may not exceed the increase in the CPI-U for the previous year.

Section 3.80. Vacancies. A vacancy of office on the Board of Commissioners shall occur for any of the following reasons: death, incapacity to act, resignation, recall, establishing residency outside of Curry County, conviction of a felony, or unexcused absence for three consecutive regularly scheduled Board meetings.

[Within 90 days of the Board's declaration of a vacancy, the remaining Commissioners shall appoint an eligible Curry County resident to fill the vacated position for the remainder of the unexpired term.]

or

[Upon the Board's declaration of a vacancy, the remaining Commissioners shall take the following applicable course of action:

- (1) If the unexpired term of the vacated position is one year or more, then the position shall be filled at the next May or November election. If no candidate receives a majority of votes cast at the election, then the Board of Commissioners shall call for a special election in which the two candidates receiving the highest number of votes cast will appear on the ballot. The candidate receiving the majority of votes cast in the special election will be deemed elected to fill the remainder of the unexpired term.
- (2) If the unexpired term of the vacated position is less than one year but more than 90 days, then the Board of Commissioners shall appoint an eligible Curry County resident to fill the vacated position for the remainder of the unexpired term.
- (3) If the unexpired term of the vacated position is 90 days or less, then the position shall not be filled.]

CHAPTER 4. ADMINISTRATION

Section 4.10. Powers and Duties of the County Administrator. The County Administrator shall:

- (1) Be appointed by the Board of Commissioners;
- (2) Serve at the pleasure of the Board of Commissioners;
- (3) Be the head of the administrative branch of County government;
- (4) Be responsible for carrying out the policies established by the Board of Commissioners;
- (5) Be responsible to the Board of Commissioners for administration of Curry County;
- (6) Be responsible for the employment and termination of all County employees; and
- (7) Oversee all County departments with the exception of the Sheriff's Department and District Attorney's Office.

Section 4.20. Administrative Departments. For purposes of county services and the administration of county affairs, the Board of Commissioners shall establish administrative departments. The Board of Commissioners shall prescribe the functions of each administrative department and may change the functions of any department from time to time. The Board of Commissioners may also from time to time establish new administrative departments, abolish any department, combine two or more departments into a single department and separate departments so combined.

Section 4.30. Administrative Code. The County Administrative Code shall govern the operation of the various County offices and departments. It shall prescribe the powers and duties of elected and appointed County officials and employees and shall prescribe the procedures and systems of operation and management of all offices and departments of the

County. The Board of Commissioners may enact, amend, revise or repeal provisions of the County Administrative Code. The Board of Commissioners shall review the County Administrative Code periodically to ensure its accuracy and completeness.

Section 4.40. Board and Commissions. The Board of Commissioners shall establish such appointive boards and commissions as are prescribed by the laws of the State of Oregon or as the Board finds necessary for the proper administration of County affairs.

CHAPTER 5. ELECTIONS

Section 5.10. Election of Officers. All elective County offices shall be nonpartisan. The manner of nominating and electing officers shall be the same as that established by state law. The names of all candidates shall appear on the primary election ballot. If a candidate receives the majority of votes cast for a position at the primary election, the candidate shall be elected to the position. If no candidate for a position at a primary election receives a majority of the votes cast for the position the two candidates receiving the highest number of votes shall be declared nominees and their names shall appear on the general election ballot.

Section 5.20. Tie Votes. In the event of a tie vote for candidates for an elective office of the County, the successful candidate shall be chose by a public drawing of lots in a manner prescribed by the Board of Commissioners.

Section 5.30. Initiative and Referendum. Except as this Charter or the ordinances of the County provide to the contrary, the voters of the County reserve their right to exercise the initiative and referendum with reference to County propositions in the manner prescribed by the laws of the State of Oregon.

Section 5.40. Recall. An elective officer of the County may be recalled in the manner and with the effect prescribed by the laws of the State of Oregon.

Section 5.50. Charter Amendment and Repeal. This Charter may be amended or repealed by the voters of Curry County at a regular election or at a special election called by the Board of Commissioners. An initiative petition to submit a Charter amendment or repeal to the voters shall be filed with the elections division at least 90 days before the election at which the measure is to come before the voters. An ordinance to refer a charter amendment or repeal to the voters shall be enacted at least 60 days before the election at which the measure is to come before the voters.

CHAPTER 6. GENERAL PROVISIONS

Section 6.10. Existing Legislation. All County ordinances, rules, regulations and orders in force on the effective date of this Charter shall continue to be effective unless inconsistent with the provision of this Charter.

Section 6.20. Elected Officials in Office. All elected County officials, including Commissioners, who are in office at the time this Charter takes effect shall continue in office for the term to which each was elected. Current Commissioners whose positions are up for election in the November 2016 general election shall be deemed to be in Positions No. 2 and No. 4. The current Commissioner whose position is up for election in the November 2014 general election shall be deemed to be in Position No. 1.

Section 6.30. Election of New Commissioners.

[Upon the effective date of this Charter, the Board of Commissioners shall call a special election to fill Positions No. 3 and No. 5.]

or

[Upon the effective date of this Charter, the Board of Commissioners shall appoint two eligible Curry County residents to fill Positions No. 3 and No. 5 until the next general election at which Positions No. 3 and No. 5 will be filled by the electorate.]

Section 6.40. Intergovernmental Cooperation. From time to time the Board of Commissioners may arrange by contract for one or more functions or duties of the County to be performed in cooperation with or by one or more other governmental units and for the County to perform functions or duties for other governmental units.

Section 6.50. Severability. If any provision of this Charter is held invalid by a court of competent jurisdiction, the other provisions of this Charter shall not be affected thereby. If the application of the Charter or any of its provisions to any person or circumstance is held invalid the application of the Charter and its provisions to other persons or circumstances shall not be affected thereby.

Section 6.60. Effective Date. This Charter shall be and become effective January 1, 2014.

City of Brookings

CITY COUNCIL MEETING Minutes

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

Monday, March 25, 2013

The City Council met in Executive Session at 6:30pm in the City Manager's office under ORS 192.660 (2)(e) "to conduct deliberations with persons designated by the governing body to negotiate real property transactions."

Call to Order

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

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, Finance & Human Resources Director Janell Howard, Building Official LauraLee Snook, Planning Manager Donna Colby-Hanks, City Attorney Martha Rice, and City Recorder Joyce Heffington.

Others Present: Pilot Reporter Jane Stebbins, and approximately 14 others.

Ceremonies/Appointments/Announcements

Mayor Hedenskog moved, a second followed and Council voted unanimously to reappoint Gerald Wulkowilz to the Planning Commission.

Staff Reports

Authorization to execute a second Golf Course lease amendment or to authorize a 30-day extension with development of lease termination agreement.

City Manager Milliman provided the staff report.

Councilor McClain said he thought the lease payment schedule was high and a steady payment of \$15,000 a year would be fair. The money, he said, could be used to help secure a permanent water source. McClain said he wanted the course to succeed, but added that customer service could be improved.

Councilor Pieper said he didn't need or expect the course to make the City a profit, but he was concerned with what it was costing the City. He said he was looking to recoup the City's costs and he thought the current amount was fair but didn't cover costs.

Mayor Hedenskog said he was not interested in making a profit and the intent was to put the lease payments into a special account for capital improvements at the golf course.

Councilor Hodges said he agreed with lowering the lease payment and that improving customer service would bring in more people.

Councilor Hodges proposed setting this year's lease payment at \$15,000 and having lease payments build up in a fund to help secure a water source and then have cost recovery on top of that.

McClain said he was having a hard time figuring out how much the City would have to get involved if the course was making its lease payments on time.

Mayor Hedenskog said he would prefer to establish a regular fee and set aside an amount for administration.

Councilor Pieper said he would keep the lease payment amounts as they are and he was fine with putting the funds toward capital improvements.

Councilor McClain asked if costs could exceed \$35,000 and Milliman said they could if current work toward securing water rights was included.

Councilor Hamilton suggested taking costs associated with securing a water source "off the top" of the lease payments.

Councilor Hodges moved, Councilor McClain seconded, and the motion failed, 4 to 1, to make an amendment to the lease agreement with the Claveran Group to reduce the lease payment for at least the next year, to \$15,000, and for that money to be put into a fund for capital improvements for a permanent water source, and to make any staff and attorney fees that might be involved on a cost recovery basis, with Mayor Hedenskog and Councilors McClain, Hamilton and Pieper voting "No" and Councilor Hodges voting "Yes."

Councilor McClain moved, Councilor Pieper seconded, and the motion passed, 3 to 2, to reduce the lease payment to \$20,000, and that would be permanent, not just for one year, and that the money would go into an account that would be used for the procurement of a water source, and any contracted legal fees that we have to incur, would be paid out of that \$20,000 with the remainder staying in the account for procuring a water source, with Councilors Hamilton, Pieper and McClain voting "Yes," and Mayor Hedenskog and Councilor Hodges voting "No."

Mayor Hedenskog asked for a motion to postpone items F6 and F8 to the April meeting due to the illness of a staff member.

Councilor Pieper moved, a second followed, Council voted unanimously to postpone Items F6 [Backflow revisions and program] and F8 [Cooperative agreement amendment for Harris Beach Bike Path] to April 8.

Review and discussion of proposed County Public Safety Property Tax Levy.

City Manager Milliman gave the staff report.

Mayor Hedenskog said he supported Sheriff Bishop's efforts to improve the condition of the jail. He said getting a permanent tax rate on the ballot could take 18 – 24 months, not 60 months as proposed by the Commission, and pointed out that if the May levy failed, the County would still have a \$2.1 million budget.

Councilor Pieper said this topic had become an adversarial one, but Council had been left to respond to what was being published in the paper because the Commission had cancelled the joint meeting and then failed to reschedule. Because of the way the County was handling the situation, he added, the "gloom and doom" the County was predicting could come true.

Councilor McClain said he wanted to stress to the County Commissioners that the Council wanted the County to succeed, but the Commissioners had written a bad ballot title. Having the City buy-in to the levy would have made it an easier sell, he added. Council just wanted to have input, he said, and having one person in charge of running the County's day-to-day activities made more sense.

Councilor Hodges thanked Sheriff Bishop for his efforts and said the biggest concern was that the levy had been crafted without input from the sheriff or the City. A five year levy is too long, he said; two would be better. Hodges said he would like to get together with the County to reach a good solution.

Councilor Hamilton said the levy was, at best, a quick solution lacking forethought and collaboration and he would like to see some give and take if it comes back in November. He also said the County never seems to bring up taking a pay-cut.

Jim Benson, Brookings, asked if anyone knew what would happen if the jail were closed.

Ralph Martin, Harbor, commented on an Arizona town that got control over its timber lands.

Councilor Pieper said he'd heard from Sheriff Bishop that the grandfather clause "falls away" if the jail closes, which is an important reason not to close it. The jail, he added, could operate on the \$2.1 million budget.

Authorization to send letter to House Rules Committee and Governor on House Bill 3453.

City Manager Milliman provided the staff report.

Councilor Pieper said HB 3453 was too extreme and probably wouldn't pass. He said he believed the bill was a "gross violation of local sovereignty" and "completely unconstitutional," at both the state and federal level and because of his oath of office, he could not support it. If it did pass, he added, he would be willing to "lobby the Council" to use its position to fight it in court.

Councilor McClain and Councilor Hamilton said they agreed with Milliman's assessment and Councilor Hodges said he supported the letter.

Mayor Hedenskog said he agreed with Milliman that consolidating services to reduce costs could be a good thing. He also said the state could help bridge the gap between the citizens and the County and help reach a solution. "Taking over dictatorially would not work for me either," he said.

Councilor Pieper said good things could come out of the state becoming involved, but if that equated to a loss of someone's liberty, he couldn't support it, even if it made sense for the City.

Councilor Pieper moved, a second followed, and Council voted unanimously to authorize the Mayor to craft a letter to be cosigned by the Mayors of Gold Beach and Port Orford, and send the letter to the Oregon House Committee on Rules and Governor Kitzhaber requesting that cities in the county affected by HB 3453 be included in future meetings which involve crafting the provisions of this Bill; that the City opposes any provision or interpretation of this Bill which would result in dissolution of the City or diverting its resources, without compensation, to providing services to other units of government; and that the City is willing to enter into discussions with the State and County concerning possible intergovernmental agreements whereby the City would provide public safety services to areas of the unincorporated territory of Curry County.

Review and discussion of alternative approach to criminal prosecution and juvenile services.

City Manager Milliman gave the staff report.

Councilor Pieper said he would like to know for which crimes an offender is legally mandated to be arrested and jailed, as well as the cost difference between mandated versus crimes that are being currently handled with arrest and jail-time. He added that it would good to have the District Attorney present for that discussion.

Approval of six possible motions related to County government financing and restructuring.

City Manager Milliman gave the staff report stating that the intent of the recommended motions was not to defeat the current levy but to provide a better, long-term approach to the County fiscal crises.

Mayor Hedenskog said the intent, in working with the other two cities, was to come up with better solutions and to be ready to move forward if the levy fails.

Councilor Pieper said that, while he didn't like telling the County what to do, you couldn't always say "No" without offering a solution.

Councilor McClain said City residents pay roughly \$3.60 more in taxes than County residents do, mostly for law enforcement, and the City's proposed rates would bring County residents closer to paying the same amount. McClain said the only problem he had with the proposed motions was the Commissioner's salaries, which he thought were too high and he proposed \$6,000 as a better figure.

Councilor Hodges said he was for "anything that moves us forward," and agreed that the proposed salaries may be too high. He said he thought there was strong support for home rule.

Councilor Hamilton said he hoped the Commissioners didn't take offense but he thought \$3,000 more for the Chair was too much, but that he could see \$9,000 for the Chair and \$8,000 for the Commissioners.

Maggie Runyan, County resident, commented that it would take some work to get past the perception that home rule is a "crazy idea."

Councilor Pieper moved, a second followed, and Council voted unanimously to request that the Curry County Board of Commissioners place a three-year property tax levy measure on the November 2013 ballot which would establish a split rate tax levy of \$1.93 in the unincorporated area and \$0.92 in the incorporated cities; require that all of the proceeds from such tax be used to fund County public safety services including Sheriff, District Attorney, Juvenile, Emergency Services and Jail; require that both tax rates be reduced on a dollar-for-dollar basis equal to the amount of any federal safety net related payments received; and require that the unincorporated area tax rate be reduced on a dollar-for-dollar basis equal to the amount of unrestricted Transient Lodging Tax revenue received by the County.

Councilor Pieper moved, a second followed, and Council voted unanimously to request that the Curry County Board of Commissioners place a Transient Lodging Tax measure on the November 2013 budget which would levy a tax rate of 6.0 per cent in the unincorporated area of the County; require that 30 per cent of all proceeds be used to fund County law enforcement services; and require that 70 per cent of all proceeds be used to fund tourism related services as required by State Law.

Councilor McClain moved, a second followed, and Council voted unanimously to direct the City Attorney to prepare a draft measure for the November 2013 Countywide ballot which would change the form of Curry County government from a General Law County to a Home Rule (Charter) County; provide for a Commission/Administrator form of governance and management; provide for five elected County Commissioners who would be compensated initially at \$10,000 for the Chair and \$9,000 for each Commissioner and authorizing annual salary adjustments to be approved by the non-Commission members of the County Budget Committee and not to exceed the increase in the Consumer Price Index; and to provide the draft measure to any parties who may be interested in gathering signatures to place the measure on the November 2013 ballot.

Councilor Pieper moved, a second followed, and Council voted unanimously to send a letter to Curry County Sherriff John Bishop notifying him that the City is prepared to enter into negotiations for the development of an intergovernmental agreement for 9-1-1 and emergency services dispatching, with the City to be the contract provider of said services.

Councilor Pieper moved, a second followed, and Council voted unanimously to authorize the Mayor to sign a letter to Representative Wayne Krieger and Governor John Kitzhaber requesting that they introduce and support legislation that would authorize Counties in fiscal crisis to use all Transient Lodging Tax proceeds from the unincorporated area to fund law enforcement services.

Councilor Pieper moved, a second followed, and Council voted unanimously to authorize the Mayor, Council President and City Manager to meet with the leadership of the Cities of Gold Beach and Port Orford to pursue their support for the above listed proposals.

Mayor Hedenskog moved, a second followed and Council voted unanimously to move Item F7 [Head Start Grant] to H-1 [to follow Resolutions] and move everything else accordingly.

Award of contract for Storm Drain and Sewer System TV Inspection, Cleaning, mapping and trenchless point repair services to C-More Pipe for a total cost not to exceed \$172,234.

Building Official Snook provided the staff report.

Councilor McClain asked if the cost seemed appropriate. Councilor Pieper said it was work that had to be done. McClain then asked if the work would include the problem area and Snook said it would.

Councilor Hodges said it was money well spent.

Councilor Hamilton said he was concerned that there was only one bid and Snook said there were two unresponsive bids. Snook added that there were a limited number of providers for this service and C-More Pipe was the only one willing to bid without knowing, up front, the extent of repairs that may be needed.

Councilor Hodges moved, a second followed, and Council voted unanimously to award the contract for Storm Drain and Sewer System TV Inspection, cleaning, mapping and trenchless point repair services to C-More Pipe for a total cost not to exceed \$172,234.

Public Hearings/Ordinances/Resolutions/Final Orders

Resolution 13-R-1000 suspending sandwich board sign regulation with certain conditions, from May 15 to October 15, 2013.

Planning Manager Colby-Hanks gave the staff report.

Councilor McClain moved, a second followed, and Council voted unanimously to suspend the criteria of Brookings Municipal Code Chapter 17.88.100(F) which requires a sign permit for sandwich board signs and limits the signs to businesses whose entrances do not front on a street and adopt Resolution 13-R-1000.

Resolution 13-R-1001 extending the Charter Communications Franchise Agreement.

City Manager Milliman provided the staff report.

Councilor Pieper moved, a second followed, and Council voted unanimously to adopt Resolution 13-R-1001 extending the Charter Communications Franchise Agreement to August 31, 2013.

Staff Reports...continued

Decision regarding the City's continued participation in the Community Development Block Grant Application for the Brookings Head Start Program.

City Manager Milliman gave the staff report.

Councilor Pieper moved, a second followed, and Council voted unanimously to cease participation in the Community Development Block Grant Application for the Brookings Head Start Program.

Consent Calendar

- Approve Council minutes for February 25, 2013.
- Approve Council minutes for March 11, 2013.
- Receive February 2013 Financial Report.

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

Adjournment

Councilor Hodges moved, a second followed, and Council voted unanimously by voice vote to adjourn at 10:00pm.

Respectfully submitted:

ATTESTED:
this _____ day of _____ 2013:

Ron Hedenskog, Mayor

Joyce Heffington, City Recorder



OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

PD 3/25/13 \$25⁰²

Application is being made for:

LICENSE TYPES

- ☒ Full On-Premises Sales (\$402.60/yr)
☐ Commercial Establishment
☐ Caterer
☐ Passenger Carrier
☐ Other Public Location
☐ Private Club
☐ Limited On-Premises Sales (\$202.60/yr)
☐ Off-Premises Sales (\$100/yr)
☐ with Fuel Pumps
☐ Brewery Public House (\$252.60)
☐ Winery (\$250/yr)
☐ Other: _____

ACTIONS

- ☒ Change Ownership
☐ New Outlet
☐ Greater Privilege
☐ Additional Privilege
☒ Other T/N

90-DAY AUTHORITY

☒ Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

APPLYING AS:

- ☐ Limited Partnership ☒ Corporation ☐ Limited Liability Company ☐ Individuals

CITY AND COUNTY USE ONLY

Date application received: 03-25-13

The City Council or County Commission:

(name of city or county)

recommends that this license be:

☐ Granted ☐ Denied

By: _____
 (signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: _____

Date: _____

90-day authority: ☐ Yes ☐ No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

① KYLIE KREBS ③ _____

② _____ ④ _____

2. Trade Name (dba): BLACK TRUMPET BISTRO

3. Business Location: 1025 CHETCO AVE STE 220 BROOKINGS OR 97415
 (number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: 10340 LOWER HARBOR STE 1 BROOKINGS OR 97415
 (PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: (541) 887-0860
 (phone) (fax)

6. Is the business at this location currently licensed by OLCC? ☒ Yes ☐ No

7. If yes to whom: _____ Type of License: _____

8. Former Business Name: _____

9. Will you have a manager? ☒ Yes ☒ No Name: SELF KYLIE KREBS
 (manager must fill out an Individual History form)

10. What is the local governing body where your business is located? BROOKINGS
 (name of city or county)

11. Contact person for this application: KYLIE KREBS (541) 461-1477
 (name) (phone number(s))
10340 LOWER HARBOR STE 1 BROOKINGS utopia4-usa.com
 (address) (fax number) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① [Signature] Date 2/13/13 ③ _____ Date _____

② _____ Date _____ ④ _____ Date _____

CITY OF BROOKINGS POLICE DEPARTMENT

Chris Wallace, Chief of Police



To: Brookings City Council through City Manager Gary Milliman
From: Lieutenant Donny Dotson 34631/202
Date: 04/01/2013
Subject: Liquor License Application

The Brookings Police Department found no **local** disqualifying information prohibiting **Kylie Krebs** with her attached **Change Ownership** liquor license application. The business "**Black Trumpet Bistro**" is located at 625 Chetco Avenue Suite 220, Brookings, Oregon. It is the recommendation of the Brookings Police Department the above mentioned applicant be granted her request with final approval coming from the **Oregon Liquor Control Commission**.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Donny Dotson".

Lieutenant Donny Dotson
Brookings Police Department

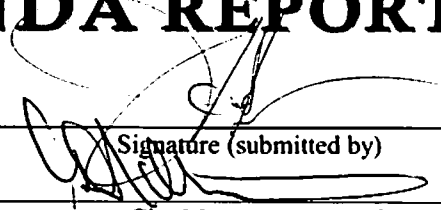


CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: April 8, 2013

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: 2013 Yard of the Month Program

Financial Impact:

Through utility rebates and business license credits, this program costs the City approximately \$500 and approximately 15 hours of staff time, annually.

Background/Discussion:

If approved, this will be the City's 11th year for recognizing residents and business owners for their beautification efforts through its annual Yard of Month Program.

The program includes the presentation of awards, May through September, in two categories: Best Residential Property and Best Commercial Property. Monthly winners receive a certificate, and a \$50.00 rebate toward their City utility bill or business license renewal. Winners are also recognized with signage, local media coverage and mention at a City Council meeting.

Attachment(s):

None

Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/13	03/20/2013	68241	1	Deborah Thompson	10002005	45.60- V
03/13	03/15/2013	68965	2640	Dyer Partnership Inc., The	10002005	8,260.35- V
03/13	03/08/2013	70158	1	Kathleen Johnson	10002005	37.99- V
03/13	03/02/2013	70214	4906	LifeLine Training, Ltd	10002005	537.00
03/13	03/02/2013	70215	2775	Curtiss Lunsford	10002005	117.00
03/13	03/02/2013	70216	4165	Tyler McCourt	10002005	148.00
03/13	03/02/2013	70217	2834	Kelby McCrae	10002005	117.00
03/13	03/02/2013	70218	4694	Travis Wright	10002005	117.00
03/13	03/05/2013	70219	5090	Galvanizers Company	10002005	150.00
03/13	03/07/2013	70220	4856	911 Supply	10002005	87.74
03/13	03/07/2013	70221	1843	Action Industrial Systems	10002005	550.00
03/13	03/07/2013	70222	2505	Aramark	10002005	84.64
03/13	03/07/2013	70223	255	Batteries Plus	10002005	133.25
03/13	03/07/2013	70224	4939	BI- Mart Corporation	10002005	307.63
03/13	03/07/2013	70225	313	Brookings Vol Firefighters	10002005	2,250.00
03/13	03/07/2013	70226	715	Budge McHugh Supply	10002005	169.04
03/13	03/07/2013	70227	528	Caselle, Inc	10002005	769.33
03/13	03/07/2013	70228	1840	Chetco Federal Credit Union	10002005	3,053.00
03/13	03/07/2013	70229	4945	Child Safety Solutions Inc	10002005	1,207.25
03/13	03/07/2013	70230	4882	Coastal Heating & Air	10002005	744.87
03/13	03/07/2013	70231	1745	Coastal Paper & Supply, Inc	10002005	798.05
03/13	03/07/2013	70232	1740	Code Publishing Company Inc	10002005	68.85
03/13	03/07/2013	70233	1674	Correct Equipment Inc	10002005	1,506.86
03/13	03/07/2013	70234	259	Da-Tone Rock Products	10002005	1,210.63
03/13	03/07/2013	70235	284	Day Management Corp	10002005	3,224.00
03/13	03/07/2013	70236	1	Dinakar Tatineni	10002005	27.97
03/13	03/07/2013	70237	484	DMV	10002005	11.50
03/13	03/07/2013	70238	5091	FedEx	10002005	265.02
03/13	03/07/2013	70239	4757	First American Title Insurance Co.	10002005	200.00
03/13	03/07/2013	70240	5092	Flint Trading Inc	10002005	1,994.80
03/13	03/07/2013	70241	4646	Frontier	10002005	650.36
03/13	03/07/2013	70242	4874	The Galli Group	10002005	1,415.50
03/13	03/07/2013	70243	4148	GFI Software	10002005	360.00
03/13	03/07/2013	70244	269	Grainger	10002005	927.94
03/13	03/07/2013	70245	167	Hach Company	10002005	155.85
03/13	03/07/2013	70246	199	Harper, Richard	10002005	300.00
03/13	03/07/2013	70247	4760	Industrial Electric Arcata, Inc.	10002005	1,710.00
03/13	03/07/2013	70248	4980	iSecure	10002005	33.00
03/13	03/07/2013	70249	162	Kerr Hardware	10002005	696.60
03/13	03/07/2013	70250	202	League of Oregon Cities	10002005	150.00
03/13	03/07/2013	70251	4261	Lexipol LLC	10002005	2,000.00
03/13	03/07/2013	70252	4741	M & J Glazebrook Construction	10002005	515.18
03/13	03/07/2013	70253	4269	Milliman, Gary	10002005	67.50
03/13	03/07/2013	70254	1844	My-Comm, Inc	10002005	219.90
03/13	03/07/2013	70255	4487	Net Assets Corporation	10002005	280.00
03/13	03/07/2013	70256	3159	Northcoast Health Screening	10002005	150.00
03/13	03/07/2013	70257	4748	Northstar Chemical, Inc	10002005	3,240.00
03/13	03/07/2013	70258	3561	Oil Can Henry's	10002005	376.96
03/13	03/07/2013	70259	279	One Call Concepts, Inc	10002005	83.16
03/13	03/07/2013	70260	3814	Optics Planet	10002005	264.75
03/13	03/07/2013	70261	4332	Oregon Assoc Chiefs of Police	10002005	325.00
03/13	03/07/2013	70262	5093	Barbara Palicki	10002005	224.40
03/13	03/07/2013	70263	798	Dan Palicki	10002005	20.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/13	03/07/2013	70264	252	Paramount Pest Control	10002005	45.00
03/13	03/07/2013	70265	311	Paramount Supply Company	10002005	137.47
03/13	03/07/2013	70266	866	Pitney Bowes Global Financial	10002005	350.73
03/13	03/07/2013	70267	322	Postmaster	10002005	820.00
03/13	03/07/2013	70268	187	Quality Fast Lube & Oil	10002005	88.75
03/13	03/07/2013	70269	3	Elias Billington	10002005	61.52
03/13	03/07/2013	70270	3	John Gauger	10002005	60.15
03/13	03/07/2013	70271	3	Walt & Vickie Murray	10002005	58.52
03/13	03/07/2013	70272	4363	Robert N. Black, Attorney	10002005	3,023.25
03/13	03/07/2013	70273	3309	Roberts & Associates	10002005	2,070.00
03/13	03/07/2013	70274	246	Snook, LauraLee	10002005	100.00
03/13	03/07/2013	70275	5094	State of Oregon	10002005	687.00
03/13	03/07/2013	70276	4203	Ultramax	10002005	993.08
03/13	03/07/2013	70277	990	UPS	10002005	23.11
03/13	03/07/2013	70278	2863	Verizon Wireless	10002005	80.02
03/13	03/07/2013	70279	861	Village Express Mail Center	10002005	76.35
03/13	03/07/2013	70280	2122	Cardmember Service	10002005	9,984.05
03/13	03/07/2013	70281	169	Waste Connections Inc	10002005	2,699.56
03/13	03/07/2013	70282	5003	Wild River Pizza	10002005	349.48
03/13	03/07/2013	70283	686	Worlton Auto Body, Inc	10002005	2,493.88
03/13	03/07/2013	70284	5011	Xylem Water Solutions USA, INC	10002005	679.16
03/13	03/14/2013	70285	342	Applied Industrial Technology	10002005	184.96
03/13	03/14/2013	70286	5098	Association of Clean Water Agencies	10002005	150.00
03/13	03/14/2013	70287	3034	BAVCO Apparatus & Valve Co	10002005	435.10
03/13	03/14/2013	70288	3996	Beery Elsner & Hammond LLP	10002005	3,307.50
03/13	03/14/2013	70289	1169	Brookings Electronic Svs Inc	10002005	324.80
03/13	03/14/2013	70290	4193	C & K Markets, Inc	10002005	90.21
03/13	03/14/2013	70291	5070	Cannon Solutions America	10002005	44.65
03/13	03/14/2013	70292	5096	Caputo, Dennis	10002005	160.00
03/13	03/14/2013	70293	5081	Carrol's Creation	10002005	12.00
03/13	03/14/2013	70294	3015	Charter Communications	10002005	84.90
03/13	03/14/2013	70295	183	Colvin Oil Company	10002005	3,699.34
03/13	03/14/2013	70296	173	Curry Equipment Company	10002005	374.50
03/13	03/14/2013	70297	166	Dan's Auto & Marine Electric	10002005	168.59
03/13	03/14/2013	70298	1	Shannon Antus	10002005	12.13
03/13	03/14/2013	70299	1	Henry Boulley	10002005	24.48
03/13	03/14/2013	70300	1	Martha A Bublitz	10002005	22.78
03/13	03/14/2013	70301	1	Jo Ann Christman	10002005	8.87
03/13	03/14/2013	70302	1	Teresa Martin	10002005	6.34
03/13	03/14/2013	70303	1	Anthony Page	10002005	26.11
03/13	03/14/2013	70304	1	Patterson, Vanessa	10002005	199.68
03/13	03/14/2013	70305	1	Sherrey Rodgers	10002005	98.50
03/13	03/14/2013	70306	1	Carolee St Clair	10002005	108.42
03/13	03/14/2013	70307	2640	Dyer Partnership Inc., The	10002005	13,597.77
03/13	03/14/2013	70308	5073	Edwards Roofing	10002005	322.44
03/13	03/14/2013	70309	4642	ESRI	10002005	1,395.00
03/13	03/14/2013	70310	3342	Fastenal	10002005	596.39
03/13	03/14/2013	70311	2186	Ferguson	10002005	2,464.11
03/13	03/14/2013	70312	4646	Frontier	10002005	905.97
03/13	03/14/2013	70313	4874	The Galli Group	10002005	981.00
03/13	03/14/2013	70314	2153	Gov Finance Officers Assn	10002005	160.00
03/13	03/14/2013	70315	198	Grants Pass Water Lab	10002005	256.00
03/13	03/14/2013	70316	1130	H.D. Fowler	10002005	1,606.60
03/13	03/14/2013	70317	167	Hach Company	10002005	533.85
03/13	03/14/2013	70318	139	Harbor Logging Supply	10002005	435.95
03/13	03/14/2013	70319	1856	Helmets R US	10002005	377.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/13	03/14/2013	70320	5097	Invensys Systems, INC	10002005	22.26
03/13	03/14/2013	70321	5085	L-Com Global Connectivity	10002005	32.95
03/13	03/14/2013	70322	4981	McLennan Excavation, Inc	10002005	27,818.47
03/13	03/14/2013	70323	424	Munnell & Sherrill	10002005	187.56
03/13	03/14/2013	70324	5008	Online Information Services	10002005	76.30
03/13	03/14/2013	70325	311	Paramount Supply Company	10002005	259.07
03/13	03/14/2013	70326	207	Quill Corporation	10002005	2,605.93
03/13	03/14/2013	70327	3	David Lett	10002005	217.44
03/13	03/14/2013	70328	3	National Credit Union Admin Board	10002005	10.62
03/13	03/14/2013	70329	3309	Roberts & Associates	10002005	3,420.00
03/13	03/14/2013	70330	380	Stadelman Electric Inc	10002005	5,710.28
03/13	03/14/2013	70331	4636	University Enterprises, Inc.	10002005	50.00
03/13	03/14/2013	70332	432	USA Bluebook	10002005	126.47
03/13	03/14/2013	70333	4370	Verizon Business	10002005	231.53
03/13	03/14/2013	70334	2863	Verizon Wireless	10002005	305.74
03/13	03/15/2013	70335	2640	Dyer Partnership Inc., The	10002005	8,260.35
03/13	03/21/2013	70336	882	Advanced Security Systems	10002005	140.00
03/13	03/21/2013	70337	3622	Boardwalk Mail Services	10002005	11.83
03/13	03/21/2013	70338	416	Brookings Lock & Safe Co	10002005	328.00
03/13	03/21/2013	70339	715	Budge McHugh Supply	10002005	155.98
03/13	03/21/2013	70340	3015	Charter Communications	10002005	990.00
03/13	03/21/2013	70341	4928	CIS Benefits	10002005	16,835.56
03/13	03/21/2013	70342	182	Coos-Curry Electric	10002005	414.17
03/13	03/21/2013	70343	389	Cummins Northwest LLC	10002005	999.00
03/13	03/21/2013	70344	284	Day Management Corp	10002005	66.60
03/13	03/21/2013	70345	1	Luke A. Shirley	10002005	16.94
03/13	03/21/2013	70346	1	Deborah Thompson	10002005	45.60
03/13	03/21/2013	70347	2186	Ferguson	10002005	327.36
03/13	03/21/2013	70348	4646	Frontier	10002005	173.84
03/13	03/21/2013	70349	5065	Gold Beach Lumber	10002005	779.98
03/13	03/21/2013	70350	4128	GSI Water Solutions Inc	10002005	290.00
03/13	03/21/2013	70351	5100	Inland Potable Services, INC	10002005	11,266.00
03/13	03/21/2013	70352	1397	L N Curtis & Sons	10002005	624.05
03/13	03/21/2013	70353	328	Les Schwab Tire Center	10002005	2,338.98
03/13	03/21/2013	70354	2940	McLennan Builders Inc	10002005	1,264.10
03/13	03/21/2013	70355	4793	Nor-Pac Power Systems LLC	10002005	5,913.25
03/13	03/21/2013	70356	5101	Reserve Account	10002005	1,500.00
03/13	03/21/2013	70357	1920	Pitney Bowes, Inc	10002005	83.00
03/13	03/21/2013	70358	207	Quill Corporation	10002005	199.77
03/13	03/21/2013	70359	3782	Sensus Metering Systems	10002005	312.50
03/13	03/21/2013	70360	380	Stadelman Electric Inc	10002005	9,005.00
03/13	03/21/2013	70361	5011	Xylem Water Solutions USA, INC	10002005	368.80
03/13	03/28/2013	70362	682	Al's Radio Shack	10002005	14.35
03/13	03/28/2013	70363	1233	Bart Kast Builder	10002005	11,645.00
03/13	03/28/2013	70364	4752	Border Coast Regional Airport Authority	10002005	749.00
03/13	03/28/2013	70365	715	Budge McHugh Supply	10002005	1,170.00
03/13	03/28/2013	70366	5070	Cannon Solutions America	10002005	321.82
03/13	03/28/2013	70367	183	Colvin Oil Company	10002005	8,082.68
03/13	03/28/2013	70368	182	Coos-Curry Electric	10002005	22,414.52
03/13	03/28/2013	70369	185	Del Cur Supply	10002005	52.95
03/13	03/28/2013	70370	1	Denny Davis SR	10002005	10.15
03/13	03/28/2013	70371	1	Joan Konzek	10002005	63.42
03/13	03/28/2013	70372	1	Frank Pimentel	10002005	38.36
03/13	03/28/2013	70373	1	Laurie Stevens	10002005	143.86
03/13	03/28/2013	70374	484	DMV	10002005	77.00
03/13	03/28/2013	70375	5102	Lori Evans	10002005	202.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/13	03/28/2013	70376	3342	Fastenal	10002005	253.12
03/13	03/28/2013	70377	153	Ferrellgas	10002005	1,401.64
03/13	03/28/2013	70378	4646	Frontier	10002005	24.16
03/13	03/28/2013	70379	5078	Geotechnical Resources, Inc	10002005	11,513.10
03/13	03/28/2013	70380	2592	GFS Chemicals Inc	10002005	192.28
03/13	03/28/2013	70381	5065	Gold Beach Lumber	10002005	11,512.15
03/13	03/28/2013	70382	154	Hagen's Dry Cleaners	10002005	14.00
03/13	03/28/2013	70383	139	Harbor Logging Supply	10002005	50.40
03/13	03/28/2013	70384	4981	McLennan Excavation, Inc	10002005	101,012.51
03/13	03/28/2013	70385	5103	Mendes Supply Company	10002005	216.40
03/13	03/28/2013	70386	283	Mufflers & More	10002005	105.95
03/13	03/28/2013	70387	252	Paramount Pest Control	10002005	45.00
03/13	03/28/2013	70388	3633	Peterson	10002005	155.89
03/13	03/28/2013	70389	5028	Provantage	10002005	451.05
03/13	03/28/2013	70390	1893	Public Safety Center	10002005	98.09
03/13	03/28/2013	70391	207	Quill Corporation	10002005	279.49
03/13	03/28/2013	70392	3	Gardner, Angela	10002005	21.54
03/13	03/28/2013	70393	3	Sasha Weaver-Upton	10002005	32.36
03/13	03/28/2013	70394	3309	Roberts & Associates	10002005	1,410.00
03/13	03/28/2013	70395	5104	Shabby to Chic	10002005	60.00
03/13	03/28/2013	70396	797	Town & Country Animal Clinic	10002005	455.05
03/13	03/28/2013	70397	861	Village Express Mail Center	10002005	30.17
Grand Totals:						<u>361,834.85</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary

April 2013

April 2013							May 2013						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	5	6	7	1	2	3	4
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

Monday		Tuesday		Wednesday		Thursday		Friday	
Apr 1		2		3		4		5	
11:00am 12:00pm CC - VIPS 4:00pm 6:00pm CC - Council Wkshp 7:00pm 10:00pm FH-FireTrng		9:00am 10:00am CC - Site Plan 7:00pm 10:00pm CC-Planning Comm		12:00pm 1:00pm CC - Stout Park 8:00pm 10:00pm FH-PoliceResrvs		10:00am 4:00pm CC - Muni Court			
8		9		10		11		12	
7:00pm 10:00pm FH-FireTrng 7:00pm 9:30pm CC-Council		9:00am 10:00am CC - Site Plan		10:00am 11:00am FH-BRFD		9:00am 10:30am CC-Crm Stoppers 11:30am 1:30pm CC - Staff 3:00pm 4:00pm CC - Staff			
15		16		17		18		19	
11:00am 12:00pm CC-VIPS 7:00pm 10:00pm FH-FireTrng		9:00am 10:00am CC - Site Plan 6:00pm 8:00pm CC - Budget Committee		10:00am 3:00pm CC - Staff		11:00am 12:00pm CC- Public Art Comm 6:00pm 8:00pm CC - Budget Committee			
22		23		24		25		26	
7:00pm 9:00pm CC-Council 7:00pm 10:00pm FH-FireTrng		9:00am 10:00am CC - Site Plan		6:00pm 8:00pm CC-Budget Committee		7:00pm 9:00pm CC-Parks & Rec			
29		30		May 1		2		3	
6:00pm 8:00pm CC - Budget Comm (if needed) 7:00pm 10:00pm FH-FireTrng		9:00am 10:00am CC - Site Plan 6:00pm 8:00pm CC - Budget Comm (if needed)							

Apr 1 - 5

Apr 8 - 12

Apr 15 - 19

Apr 22 - 26

Apr 29 - May 3

May 2013

May 2013							June 2013						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4	2	3	4	5	6	7	1
12	13	14	8	9	10	11	9	10	11	12	13	14	8
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

Monday		Tuesday		Wednesday		Thursday		Friday	
Apr 29		30		May 1		2		3	
				12:00pm 1:00pm CC - Stout Park 7:00pm 9:00pm FH-PoliceResrvs		10:00am 4:00pm CC - Muni Court			
6		7		8		9		10	
11:00am 12:00pm CC - VIPS 4:00pm 6:00pm CC - Council Wkshp 7:00pm 10:00pm FH-FireTrng		9:00am 10:00am CC - Site Plan 7:00pm 10:00pm CC-Planning Comm		10:00am 11:00am FH-BRFD		9:00am 10:30am CC-Crm Stoppers 3:00pm 4:00pm CC - Staff			
13		14		15		16		17	
7:00pm 10:00pm FH-FireTrng 7:00pm 9:30pm CC-Council		9:00am 10:00am CC - Site Plan				11:00am 12:00pm CC- Public Art Comm			
20		21		22		23		24	
11:00am 12:00pm CC-VIPS 7:00pm 10:00pm FH-FireTrng		9:00am 10:00am CC - Site Plan				7:00pm 9:00pm CC-Parks & Rec			
27		28		29		30		31	
8:00am 5:00pm City Hall Closed - Memorial Day 7:00pm 10:00pm FH-FireTrng		9:00am 10:00am CC - Site Plan 7:00pm 9:00pm CC-Council							

Apr 29 - May 3

May 6 - 10

May 13 - 17

May 20 - 24

May 27 - 31