

City of Brookings

MEETING AGENDA

CITY COUNCIL/URBAN RENEWAL AGENCY

Tuesday, May 28, 2013, 7:00pm

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

CITY COUNCIL

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Ceremonies/Appointments/Announcements

1. Proclamation – Supreme Americanism Week. [pg. 3]
2. Appointment of Scott Clapson to the Public Art Committee. [pg. 4]

E. Public Hearings/Ordinances/Final Orders/Resolutions

1. Public Hearing and Final Order in the matter of File CPZ-1-13 changing the Comprehensive Plan designation for Map 41-13-05CB, Tax Lot 10000 from residential to commercial. [Advance Packet]
2. Ordinance 13-O-710, amending the Comprehensive Plan designation for Map 41-13-05CB; Tax Lot 10000 from residential to commercial. [Advance Packet]
3. Public Hearing in the matter of LDC-1-13, deleting Chapter 17.148, Vacations, and adding Chapter 12.50, Vacations, to the Brookings Municipal Code. [Advance Packet]
4. Ordinance 13-O-711 deleting Chapter 17.148, Vacations and adding Chapter 12.50, Vacations, to the Brookings Municipal Code. [Advance Packet]
5. Resolution 13-R-1003 modifying vacation application fee. [Advance Packet]
6. Public Hearing and adoption of Resolutions 13-R-1004 and 13-R-1005, declaring the City's election to receive state revenues, adopting the budget, declaring tax levied, making appropriations for FY 2013-14, and categorizing the levy. [F&HR, pg. 7]
 - a. Resolution 13-R-1004, state revenues [pg. 9]
 - b. Resolution 13-R-1005, budget, appropriations and levy. [pg. 10]
 - c. 2013-14 Approved Budget [distributed separately]
7. Resolutions 13-R-1006, 13-R-1007 and 13-R-1008, adopting rates for Water and Sewer and System Replacement Fees for 2013-14. [Finance & HR, pg. 13]
 - a. Resolution 13-R-1006, Water Rates [pg. 14]
 - b. Resolution 13-R-1007, Sewer Rates [pg. 15]
 - c. Resolution 13-R-1008, System Replacement Fees [pg. 18]
8. Public Hearing and acceptance of \$5,100 from Joe Gastonguay for purchase of surplus Richard Street property. [City Manger, pg. 19]
 - a. Letter from Joe Gastonguay [pg. 20]
 - b. Map showing surplus property location [pg. 21]

F. Oral Requests and Communications from the audience

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

G. Staff Reports

1. Installation at Oasis Park of Bear sculpture donated by Mike Woudstra. [Parks, pg.22]
 - a. Photos [pg.23]
2. Procurement of prefabricated restroom facility at Mill Beach from CXT, Inc., in an amount not to exceed \$39,134.54. [PW&DS, pg. 25]
 - a. Restroom quote [pg. 26]
 - b. Restroom plans [pg. 27]
 - c. Engineer's estimate [pg. 28]
3. Execution of Intergovernmental Agreement in support of a Community Development Block Grant for housing rehabilitation. [City Manager, pg. 29]
 - a. Intergovernmental Agreement [pg.30]

H. Consent Calendar

1. Approve Council minutes for May 13, 2013.[pg. 31]
2. Approve Liquor License Application for El Rancho Viejo. [pg. 35]
3. Receive April 2013 monthly financial report.[pg. 37]

I. Remarks from Mayor and Councilors

J. Adjournment

URBAN RENEWAL AGENCY

A. Call to Order

B. Roll Call

C. Consent Items

1. Approve Agency Minutes for February 11, 2013. [pg. 43]

D. Public Comments

E. Staff Reports

1. Public Hearing and adoption of Resolution 13-R-1009, adopting the Urban Renewal Agency budget, declaring tax increment funding, and making appropriations for fiscal year 2013-14. [F&HR, pg. 44]
 - a. Resolution 13-R-1009 [pg. 45]
 - b. 2013-14 Approved Budget (distributed separately)

F. Agency Remarks

G. Adjournment

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

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

City of Brookings *Proclamation*

Whereas, strengthening the Unity of the United States of America is vital and there is a need to strengthen the American Heart of Emblem, the beliefs of each individual and each Club; and

Whereas, in these interests, it seems appropriate at this time to restate our Citizen Principles by pledging to bear true allegiance to the Constitution of the United States of America, and to the Flag which is the Emblem of our Country; and

Whereas, in keeping with our pledge, the Supreme Emblem Club of the United States of America has adopted the Flag of our Country as our Order's Emblem and the name "Emblem" by which our organization is known throughout the land; and

Whereas, we are Citizens dedicated to the belief that the United States shall be sustained, preserved and perpetuated; and

Whereas, in keeping with our principles, it seems obligatory that we act to more forcefully display these beliefs; that each club create an Americanism Committee and originate and participate with others in patriotic community endeavors; that each Emblem member complete a patriotic deed each day and engage in assisting the Americanism Program of the Benevolent and Protective Order of Elks on every occasion we are invited to participate; and that each club and club member actively work to fulfill our dedicated purpose of bearing true allegiance to the Constitution and Flag of the United States of America.

Now, Therefore, Be it Resolved, I, Ron Hedenskog, Mayor of the City of Brookings, do hereby proclaim the week of June 9th through June 15th, 2013, as

SUPREME AMERICANISM WEEK.

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 10th day of June, 2013.



Mayor Ron Hedenskog





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: Scott Clapson Date: 5-16-2013
Physical Address: 355 Spruce Dr. Brookings, OR 97415
Mailing Address: Box 7731 Brookings, OR 97415
Email Address: scottclapson@yahoo.com Phone: 503-995-5615

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 checked="" type="checkbox"/> Public Art Committee (iii)	3 Residents, 2 UGB	3 yrs
<input 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? 3 mos. (yrs/mths) grad. BHHS 93
Are you a City elector (registered voter)? Yes No (will be)

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

4. **What is your current occupation?** part-time student, food bank events coordinator

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:

Design minor in College, host of eco-craft night at Cosmic Cafe at 604 Railroad, co-coordinator of Portland State University's Peace Bench made of bottle bricks, eco-craft workshops at Portland State University, Student Senator of Environmental Affairs Los Angeles City College, Vice-President of Clubs at Los Angeles City College, organizer of Knitting night to knit for people who were homeless in Portland.

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:

Visual Merchandiser Crate & Barrel - Pasadena, CA; Design minor SWOCC; as VP of Clubs helped regain funding for the student art gallery, Food Bank Events Coordinator; Re Use Room Volunteer Portland State University; Social Sustainability Task Force - Communication Liaison PSU; member of ORCA; Community Kitchen volunteer at St. Timothy's; Meals on Wheels senior lunch waiter/server MCC Portland; Earth Day Celebration organizer LA City College; Admin. Asst. Pacific Beauty College LA; Cosmetologist in Los Angeles

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

The intersection between community and art is very important to me. Having grown up here and returned after twenty years as a community organizer I am excited to be involved in Brookings art scene. Lea Ray and I have already discussed a possible bottle brick bench for our community and a few other art ideas. Also interested in a community bike share from reclaimed/broken & restored bicycles.

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.

Scott Clapson

Applicant (print name)

Scott Clapson

Applicant's Signature

5-16-2013

Date

Witness (print name)

Joyce Heffington

Joyce Heffington

Witness's Signature

5-16-2013

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 (OGEC). You may view a sample form at http://www.oregon.gov/OGEC/forms_publications.shtml. Official forms are provided by OGEC.**

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

Commission and Committee contact information:


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

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

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: May 28, 2013


Signature (submitted by)

Originating Dept: Finance & HR


City Manager Approval

Subject:

Hold Public Hearing and Approval of Appropriations for FY 2013-14 Budget.

Recommended Motion:

1. Adopt Resolution 13-R-1004 declaring the City's election to receive state revenues for 2013-14 fiscal year.
2. Adopt Resolution 13-R-1005, adopting the City of Brookings' budget, declaring tax levied, making appropriations for the 2013-14 fiscal year, and to categorize the levy.

Financial Impact:

The total approved fiscal year 2013-14 budget, with recommended changes, for the City of Brookings is \$19,896,020. The General Fund calls for operating expenditures totaling \$3,620,402 with revenues projected at \$3,398,311, with the Contingency projected to decrease by \$50,492. The Wastewater Fund is balanced, but is relying on a transfer of \$75,000 from the Wastewater SDC Fund to pay a portion of its debt for 2013-14; this money may not be available in future years.

Background /Discussion:

Oregon local budget law requires the city's governing body to enact a resolution adopting the budget for the next fiscal year, prior to June 30th. Before the City can implement the 2013-14 budget and receive tax money necessary for operations, these resolutions must be adopted by the City Council. The State of Oregon requires and opportunity for the public to comment on the use of State Revenue Sharing funds before the Budget Committee and City Council. The hearing before the Budget Committee was held on April 16, 2013.

Budget highlights include:

- A. \$2,908,000 in capital expenditures in water, sewer, storm drain, street, and parks improvements.
- B. A 3.96% rate increase in the water utility rate and a 4.9% increase in the sewer utility rate.

Changes proposed by staff to the Budget Committees' approved budget are related to timing, funds being carried over from 2012-13, which include:

1. General Fund - carryover of City Manager training budget \$11,800; actual training in July, partially paid by ICMA.
2. Streets Fund - revised amount for intergovernmental agreement with ODOT, increased \$2,750.
3. Streets Fund – carryover of contractual for Wildan Engineering, \$24,000 for 2013-14 Street Improvement projects.
4. Wastewater Fund – carryover of GIS Update/Maintenance budget for software purchase, \$5,000.
5. Wastewater Fund – carryover of I/I Program budget for point repairs identified during smoke testing, \$24,000.

Attachment(s):

- a. Resolution 13-R-1004 State Revenue Sharing
- b. Resolution 13-R-1005 Adopt Budget
- c. FY 2013-14 Budget (notebook)

CITY OF BROOKINGS

RESOLUTION 13-R-1004

A RESOLUTION DECLARING THE CITY OF BROOKINGS' ELECTION TO RECEIVE STATE REVENUES FOR THE 2013-14 FISCAL YEAR.

WHEREAS, Pursuant to ORS 221.770, the City of Brookings hereby elects to receive state revenues for fiscal year 2013-14, and

WHEREAS, the Budget Committee of the City of Brookings held a public hearing on April 16, 2013 and the City Council of the City of Brookings held a public hearing on May 28, 2013, giving citizens an opportunity to comment on the use of State Revenue Sharing;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and City Council of the City of Brookings, Curry County, Oregon, do hereby approve this resolution.

Adopted by Council and made effective on the 28th of May, 2013.

Dated and signed this _____ day of _____, 2013.

Attest:

Mayor Ron Hedenskog

City Recorder Joyce Heffington

I certify that a public hearing before the Budget Committee was held on April 16, 2013 and a public hearing before the City Council was held on May 28, 2013, giving citizens an opportunity to comment on the use of State Revenue Sharing.

Janell K. Howard, Finance and Human Resources Director

CITY OF BROOKINGS

RESOLUTION 13-R-1005

A RESOLUTION ADOPTING THE CITY OF BROOKINGS BUDGET, DECLARING TAX LEVIED, and MAKING APPROPRIATIONS FOR THE 2013-14 FISCAL YEAR AND TO CATEGORIZE THE LEVY.

BE IT RESOLVED that the City Council of the City of Brookings hereby adopts the budget for fiscal year 2013-14 in the sum of \$19,828,470 now on file at the Finance and Human Resources Department.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2013, and for the purposes shown below, are hereby appropriated as follows:

GENERAL FUND		
Judicial	\$23,426	
Legislative/Administration	275,791	
Police	2,130,305	
Fire	309,410	
Planning & Building	228,471	
Parks & Recreation	168,264	
Administrative Services	196,230	
Swimming Pool	104,005	
Non-Departmental	132,500	
Special Appropriations:		
Transfers	52,000	
Contingency	624,709	
TOTAL GENERAL FUND APPROPRIATION		\$4,245,111
STREET FUND		
Personal Services	168,706	
Materials & Services	194,100	
Capital Outlay	141,300	
Special Appropriations:		
Transfers	27,015	
Contingencies	105,329	
TOTAL STREET FUND APPROPRIATION		636,450
WATER FUND		
Personal Services	625,462	
Materials & Services	349,450	
Capital Outlay	84,800	
Special Appropriations:		
Transfers	384,498	
Contingencies	133,290	
TOTAL WATER FUND APPROPRIATION		1,577,500
WASTEWATER FUND		
Personal Services	922,568	
Material & Servies	766,150	
Capital Outlay	673,800	
Special Appropriations:		
Transfers	1,094,801	
Contingencies	218,681	
TOTAL WASTEWATER FUND APPROPRIATION		3,676,000
9-1-1 FUND		
Materials & Services	24,200	
Capital Outlay	105,000	
Special Appropriations:		
Transfers	102,100	
Contigencies	100,000	
TOTAL 9-1-1 FUND APPROPRIATION		331,300
TOURISM FUND		
Personal Services	8,692	
Materials & Services	31,308	
TOTAL TOURISM FUND APPROPRIATION		40,000

DEBT SERVICE BOND FUND		
Debt Service	239,938	
TOTAL FUND APPROPRIATION	<u>239,938</u>	239,938
DAWSON BANCROFT BOND FUND		
Special Appropriations:		
Contingencies		38,000
WATER LOAN FUND OECDD		
Material & Services	1,000	
Debt Service	321,000	
TOTAL FUND APPROPRIATION	<u>322,000</u>	322,000
STORM LOAN FUND		
Debt Service		97,020
WASTEWATER LOAN FUND		
Debt Service		1,122,716
TECHNOLOGY RESERVE FUND		
Materials & Services	26,000	
Capital Outlay	65,000	
Special Appropriations:		
Transfers	34,000	
Contingencies	10,000	
TOTAL FUND APPROPRIATION	<u>135,000</u>	135,000
CAPITAL PROJECTS RESERVE FUND		
Materials & Services	20,000	
Capital Outlay	340,500	
TOTAL RESERVE FUND APPROPRIATION	<u>360,500</u>	360,500
STREET SYSTEM REPLACEMENT FUND		
Capital Outlay	453,880	
Special Appropriations:		
Transfers	4,620	
TOTAL STREET SRF FUND APPROPRIATIONS		458,500
WATER SYSTEM REPLACEMENT FUND		
Capital Outlay	578,060	
Special Appropriations:		
Transfers	2,940	
TOTAL WATER SRF FUND APPROPRIATIONS		581,000
WASTEWATER SYSTEM REPLACEMENT FUND		
Capital Outlay	1,262,620	
Special Appropriations:		
Transfers	37,380	
TOTAL WASTEWATER SRF FUND APPROPRIATIONS		1,300,000
STORMWATER SYSTEM REPLACEMENT FUND		
Capital Outlay	830,920	
Special Appropriations:		
Transfers	52,080	
TOTAL STORMWATER SRF FUND APPROPRIATIONS		883,000
STREET SYSTEM DEVELOPMENT FUND		
Materials & Services	10,000	
Capital Outlay	379,000	
TOTAL STREET SYSTEM DEVELOPMENT FUND	<u>389,000</u>	389,000
WATER SYSTEM DEVELOPMENT FUND		
Materials & Services	5,000	
Capital Outlay	807,500	
TOTAL WATER SYSTEM DEVELOPMENT FUND	<u>812,500</u>	812,500
WASTEWATER SYSTEM DEVELOPMENT FUND		
Capital Outlay	948,000	
Special Appropriations:		

Transfers	<u>75,000</u>	
TOTAL WASTEWATER SYSTEM DEVELOPMENT FUND		1,023,000
PARKS & REC SYSTEM DEVELOPMENT FUND		
Capital Outlay		165,000
STORMWATER SYSTEM DEVELOPMENT FUND		
Capital Outlay		84,000
SPECIAL POLICE		
Materials & Services		74,956
HEALTH FAIR FUND		
Materials & Services	2,500	
Special Appropriations:		
Contingency	<u>1,300</u>	
TOTAL HEALTH FAIR FUND		3,800
SPECIAL FIRE FUND		
Materials and services	2,000	
Capital outlay	<u>7,200</u>	
TOTAL SPECIAL FIRE FUND		<u>9,200</u>
TOTAL CITY OF BROOKINGS APPROPRIATIONS		18,605,491
RESERVED AMOUNTS		
Wastewater Loan Fund		1,122,716
UNAPPROPRIATED ENDING FUND BALANCE		
General Fund	15,000	
Debt Service Fund	152,813	
TOTAL UNAPPROPRIATED FUND BALANCE		<u>167,813</u>
TOTAL ADOPTED BUDGET		<u><u>\$19,896,020</u></u>

BE IT FURTHER RESOLVED that the City Council of the City of Brookings hereby imposes the taxes provided for in the adopted budget at the rate of \$3.7630 per \$1,000 of assessed value for operations; and in the amount of \$167,748 for bonds; and that these taxes are hereby imposed and categorized for tax year 2013-14 upon the assessed value of all taxable property within the district as follows:

CATEGORIZING THE TAX

	General Government	Excluded from Limitation
General Fund	\$3.7630/1000	
Debt Service Fund		\$167,748

ADOPTED by the City Council for the City of Brookings this 28th day of May, 2013.

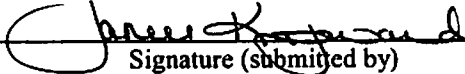
Mayor Ron Hedenskog

ATTEST by:

Joyce Heffington, City Recorder


CITY OF BROOKINGS
COUNCIL AGENDA REPORT

Meeting Date: May 28, 2013



Signature (submitted by)

Originating Dept: Finance & HR



City Manager Approval

Subject: Approve Water and Sewer Rates, and System Replacement Fees for 2013-14

Recommended Motion:

1. Adopt Resolution 13-R-1006, adopting Water rates for 2013-14.
2. Adopt Resolution 13-R-1007, adopting Sewer rates for 2013-14.
3. Adopt Resolution 13-R-1008, adopting System Replacement Fees for 2013-14.

Financial Impact:

The above rates are necessary to balance the budget as approved by the Budget Committee.

Background /Discussion:

The rate increases included in the attached resolutions are as approved by the Budget Committee.

A rate increase of 3.96% for water was approved by the budget committee.

A rate increase of 4.9% for sewer was approved by the budget committee.

System Replacement Fees (SRF) are adjusted by the CPI-U, which increased 1.5% for the year, bringing the Streets SRF to \$2.94, for Water SRF to \$2.90, Wastewater SRF to \$3.72, and Stormwater SRF to \$4.07.

Attachment(s):

Resolution 13-R-1006 Water Rates
Resolution 13-R-1007 Sewer Rates
Resolution 13-R-1008 System Replacement Fees

CITY OF BROOKINGS

Resolution 13-R-1006

In the Matter of a Resolution Adopting Rates, Fees and Charges to the Users of the City of Brookings Water Supply Services and Repealing Resolution 12-R-981.

WHEREAS, Ordinance No 88-O-432 provides for adoption of rates, fees and charges to the users of the City of Brookings water supply services; *and*

WHEREAS, the collection of reasonable rates, fees and charges are necessary to sustain the water system and water service;

WHEREAS, the City Council desires to have the monthly user charges for City of Brookings water supply services increased or decreased annually at July 1, in accordance with the Consumer Price Index for all urban consumers (CPI-U), March to March;

WHEREAS, the City Council and Budget Committee understand that an increase of 3.96% is necessary to balance resources and requirements for 2013-14;

NOW THEREFORE BE IT RESOLVED by the Mayor and City Council of the City of Brookings, Curry County, Oregon, that effective July 1, 2013, the following rates, fees and charges are hereby adopted:

Account setup/Administrative reconnect fee:	\$20.00 Nonrefundable
Monthly User Charges	Inside City Limits \$11.18 Base Fee \$2.42 per 100 cu.ft. of usage
	Outside City Limits \$22.36 Base Fee \$4.84 per 100 cu.ft.of usage
Service Deposit	
High risk	\$ 300.00
Medium risk	\$ 200.00
Low Risk	\$ 0.00
Temporary Construction Service	\$ 90.00
<i>(Up to six month service. Service terminates upon receipt of certificate of occupancy or the end of the six month term, whichever occurs first. May apply for additional six months for additional \$90)</i>	
Non-occupant water usage	\$ 35.00 (14 calendar day maximum)

Vacation Turn – On	\$	35.00
-Outside City Limits	\$	45.00
Vacation Turn – Off	\$	35.00
-Outside City Limits	\$	45.00
Late Fee	\$	15.00
Shut off Fee	\$	35.00
After Hours Call Out Fee	\$	130.00
Meter Test	\$	52.00
Connection Fees:		
Meter Drop – In	\$	130.00
Service Pipe Extension and Meter Installation		
3/4"	\$	2,832.00
3/4" – Outside City Limits	\$	4,304.00
1"	\$	3,285.00
1 ½"	\$	5,324.00
2"	\$	7,362.00

BE IT FURTHER RESOLVED that Resolution 12-R-981 is repealed in its entirety.

Passed by the City Council May 28, 2013, and made effective July 1, 2013.

Attest:

Mayor Ron Hedenskog

City Recorder Joyce Heffington

CITY OF BROOKINGS

Resolution 13-R-1007

In the Matter of a Resolution Adopting Rates, Fees and Charges to the Users of the City of Brookings Sewer Services and Repealing Resolution 12-R-982.

WHEREAS, Ordinance No. 91-O-477 provides for adoption of rates, fees and charges to the users of the City of Brookings sewer services;

WHEREAS, the collection of reasonable rates, fees and charges are necessary to sustain the sewer system and sewer service;

WHEREAS, the City Council desires to have the monthly user charges for City of Brookings Sewer Services increased or decreased annually at July 1, in accordance with the Consumer Price Index for all urban consumers (CPI-U), March to March;

WHEREAS, the City Council and Budget Committee understand that an increase of 4.9% is necessary to balance resources and requirements, primarily due to a reduction in Wastewater SDC revenues;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Brookings, Oregon, a municipal corporation, that the following rates, fees and charges are hereby adopted:

Account setup/Administrative reconnect fee: Included with water fee

Service deposit Included with water deposit

Monthly user charges for:

Single family residential: \$57.96

Multi-family residential: \$57.96

Restaurants: \$3.27 monthly service charge
plus \$7.22/ccf of water use

Commercial \$3.27 monthly service charge
plus \$6.35/ccf of water use

Churches \$3.27 monthly service charge
plus \$3.66/ccf of water use

Schools: \$3.27 monthly service charge
plus \$3.77/ccf of water use

Industrial:	\$3.27 monthly service charge plus \$11.26/ccf of water use
Harbor Sanitary District:	As established by agreement
Connection Fee (without existing lateral to property line)	
4" \$3,812.00	
6" \$5,119.00	
Lateral Inspection	\$35.00

BE IT FURTHER RESOLVED that Resolution 12-R-982 is repealed in its entirety.

Passed by the City Council May 28, 2013, and made effective July 1, 2013.

Attest:

Mayor Ron Hedenskog

City Recorder Joyce Heffington

CITY OF BROOKINGS

RESOLUTION 13-R-1008

A RESOLUTION ADOPTING FEES AND CHARGES FOR SYSTEM REPLACEMENT FOR THE WATER SYSTEM, WASTEWATER SYSTEM, STREET SYSTEM, AND STORM WATER SYSTEM, AND ESTABLISHING AN ANNUAL INFLATIONARY ADJUSTMENT FOR REPLACEMENT CHARGES.

WHEREAS, Ordinance 87-O-419 provides for adoption of System Replacement Charges and Ordinance 06-O-574 provides for all future revisions to System Replacement Charges to be adopted by resolution of the City Council; and

WHEREAS, the collection of reasonable charges are necessary to finance capital replacement, non-capacity increasing extension, and non-capacity increasing expansion of municipal utility facilities, including the acquisition of land or rights-of-way thereto; and

WHEREAS, the City Council desires to have the monthly user charges for City of Brookings Utilities System Replacement be increased or decreased annually at July 1, in accordance with the Consumer Price Index for all urban consumers (CPI-U), March to March; and

WHEREAS, the CIP-U increased 1.5% from March 2012 to March 2013;

NOW, THEREFORE, BE IT RESOLVED: by the Mayor and City Council of the City of Brookings, Curry County, Oregon, that effective July 1, 2013, the following Utilities System Replacement Charges are replacing the current Utilities System Replacement Charges:

<u>CHARGE</u>	<u>RATE</u>
Street System Replacement	\$2.94
Water System Replacement	\$2.90
Wastewater System Replacement	\$3.72
Stormwater System Replacement	\$4.07

BE IT FURTHER RESOLVED that Resolution 12-R-983 is repealed in its entirety.

PASSED by the City Council May 28, 2013.

Attest:

Mayor Ron Hedenskog

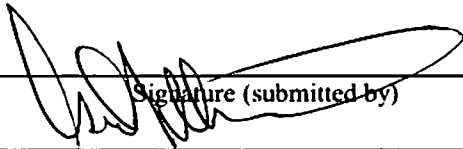
City Recorder Joyce Heffington

Date:

CITY OF BROOKINGS
COUNCIL AGENDA REPORT

Meeting Date: May 28, 2013

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Sale of Surplus Property on Richard Street

Recommended Motion:

After public hearing: Motion to accept bid of \$5,100 from Joe Gastonguay for the sale of surplus property on Richard Street as advertised for sale by the City and authorize the City Manager to consummate the sales transaction.

Financial Impact: \$5,100 in General Fund revenue; maintenance cost avoidance.

Background/Discussion:

The City advertised for sale a surplus property parcel on Richard Street. Bids were due May 6, 2013. Only one bid was received in the amount of \$5,100 from Joe Gastonguay, an adjoining property owner.

The Brookings Municipal Code provides that the City Council shall hold a public hearing on the proposed sale prior to approving disposition.

Attachment(s):

- a. Letter from Joe Gastonguay
- b. Map showing location of property to be sold

4-26-13

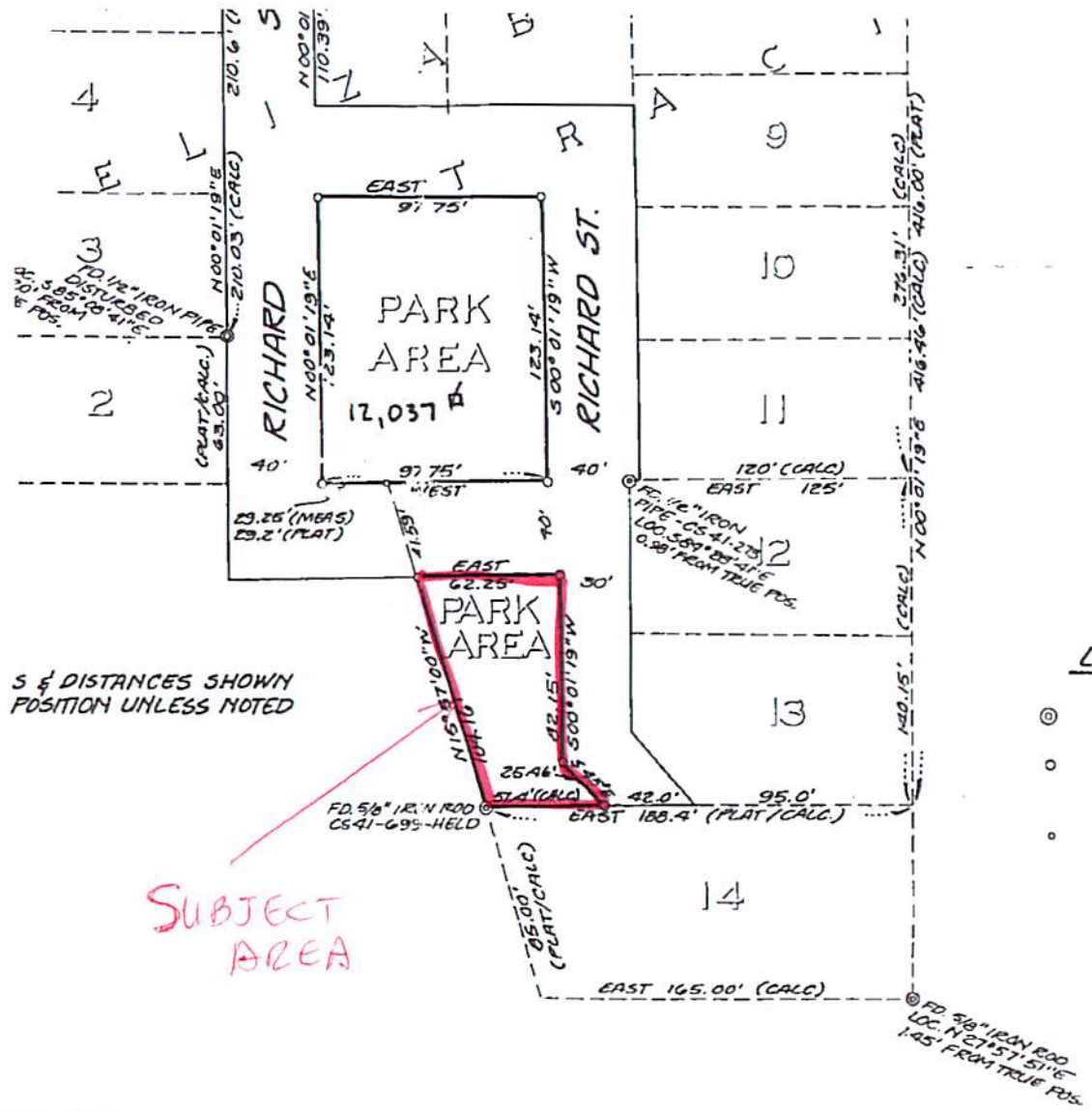
I would like to bid \$5100⁰⁰
For the portion of the PARK
AREA LOT AS SHOWN ON THE
PLOT OF ELIZABETH TRACT
CITY OF BROOKINGS,
LYING SOUTH OF A 11/2
PARCEL WITH AND 163,00 FT
SOUTH FROM THE NORTH LINE
OF THE PARK AREA LOT AS SHOWN
ON SAID PLOT

ATT. IS ACKED FOR THE
AMOUNT OF FIVE HUNDRED AND
TEN DOLLARS

Joe Gastonguay



664 RICHARD ST
BROOKINGS SD
57415



S & DISTANCES SHOWN POSITION UNLESS NOTED

SUBJECT AREA

NARRATIVE:

1. THE BASIS OF BEARING FOR THIS SURVEY BEING MONUMENTS SHOWN HEREDY AS THE INITIAL P NORTHWEST CORNER OF LOT 6, ELIZABETH TR, OREGON. THE BEARING BETWEEN THESE POIN N 89° 23' 00" E AS SHOWN IN THE ACKNOWLEDGE ORIGINAL PLAT OF ELIZABETH TRACT. BEARINGS A 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 L. AREA "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
AV, OR 97420
LAND, OR 97209

RECEIVED
May 14 1992
CURRY COUNTY SURVEYOR

41-1208

CITY OF BROOKINGS
COUNCIL AGENDA REPORT

Meeting Date: 5/28/13



Signature (submitted by)

Originating Dept: Parks

City Manager Approval

Subject: Bear Sculpture at Oasis Park

Motion: To accept a Bear Sculpture at Oasis Park donated by local artist Mike Woudstra.

Background/Discussion: General Contractor and Sculptor Mike Woudstra made a presentation to the Public Art Committee (PAC) proposing the installation of a concrete sculpture at Oasis Park. The sculpture is of a bear cub climbing a tree and is built of concrete over a welded steel frame structure and will be mounted with hold downs to a concrete pad.

PAC is recommending that Council accept of the installation of the sculpture and Parks and Recreation Commission will be considering a recommendation at its meeting on the 23rd. Staff will report their decision at the meeting.

Financial Impact: The price of one yard of concrete (approx. \$185.00)

Attachment(s): a. Bear Sculpture Photos

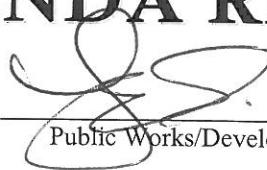




CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: May 28, 2013



Public Works/Development Services Director

Originating Dept: PW/DS

City Manager Approval

Subject: Procurement of Restroom Facility for Mill Beach Improvements

Recommended Motion:

Authorize the City Manager to procure a prefabricated restroom facility from CXT, Inc. in an amount not to exceed \$39,134.54.

Financial Impact:

The engineer's estimate for the overall project is approximately \$100,000. Oregon Parks and Recreation grant funds will provide \$34,973 on a reimbursement basis, with the balance to be paid from Park System Development funds.

Background/Discussion:

In order to complete construction of Mill Beach improvements within budget and schedule, staff is requesting authorization to procure a prefabricated restroom facility. Lead time for delivery is 90 days. Contracted labor will be required for paving and concrete flat work only. Site preparation, utility and grading work will be handled internally by City staff.

Staff obtained three quotes for a standard unisex restroom facility to compare to the engineer's estimate. The quotes are as follows;

CXT	\$39,134.54
PCI Structural Cast	\$57,885.00
Romtec	\$23,626.20 (no including assembly and installation)

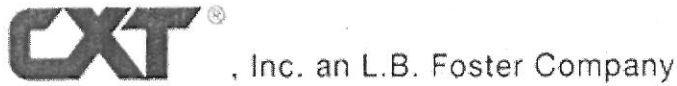
The engineer's estimate was based on the Romtec facility but did not include the cost of building and installing the restroom from a "kit." Staff recognizes that Romtec has a less expensive restroom kit but is concerned that paying the contractor to assemble and install the restroom will delay the project and cost as much, if not more, than the CTX version.

Staff recommends procuring the CXT version as the lowest prefabricated restroom option. The grant requires construction to be complete no later than June 30, 2014. To avoid weather delays, staff further recommends authorizing this procurement now to ensure improvements are in place by late summer.

Attachment(s):

- a. Engineer's estimate
- b. Restroom quote
- c. Restroom plans

Quote #: EKUE401KCB-1



Mailing Address:

CXT Incorporated, an LBFoster Co.
3808 North Sullivan Road Bldg. #7
Spokane Valley, WA 99216

Phone: (800) 696-5766
Fax: (509) 928-8270
Date: 04/30/2013

To: City of Brookings

898 Elk Rd
Brookings, OR 97415

Attention: Tony Baron

Phone: (541) 412-0521

Fax: (541) 469-3650

Our quotation for the Schweitzer - EK4 building is as follows:

Per Building

Schweitzer flush building with standard simulated cedar shake roof and barnwood wall texture, stainless steel (embeds, vent, window frames) two fiberglass doors and frames, vitreous china plumbing fixtures (1-lavatory, 1-water closet), one 3-roll toilet paper holder, one exhaust fan, two GFI outlets, one hand dryer, one floor drain, one s/s mirror, ADA grab bars, ADA signs, one hose bib in chase area, 200 amp panel, motion controlled interior lights and photo cell controlled exterior lights. Stamped drawings and approvals. Drawing #13-125P

\$39,134.54

Freight to accessible site Brookings, OR

Crane to offload and set building at accessible site as defined by installation questionnaire.

\$39,134.54

FOB: Freight FOB Plant Prepaid and Add.

Terms: Net 30 with Credit Approval.

Notes: Sales tax not included
Number of Units: ____

This quotation is subject to the conditions on the attached sheet and the terms hereof shall constitute the exclusive agreement of the parties and all conflicting or additional terms in Buyer's purchase order or any other such documents of Buyer shall have no force or effect.

L.B. FOSTER COMPANY

By _____

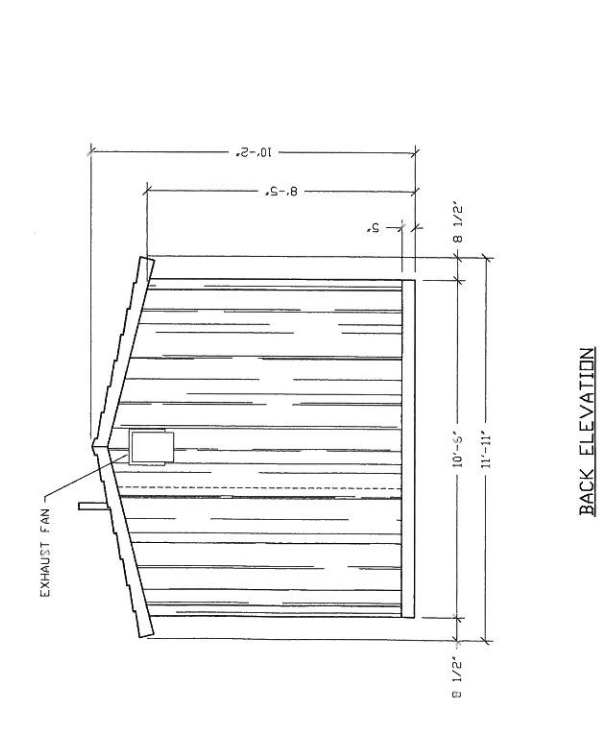
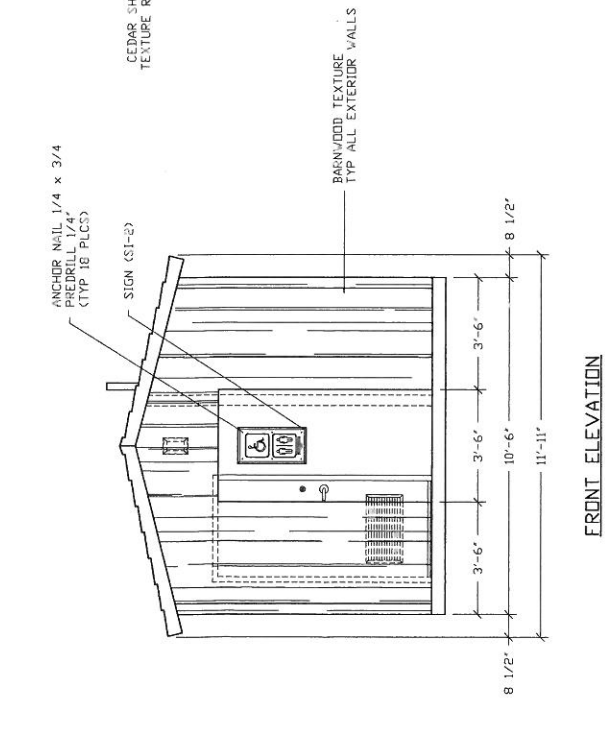
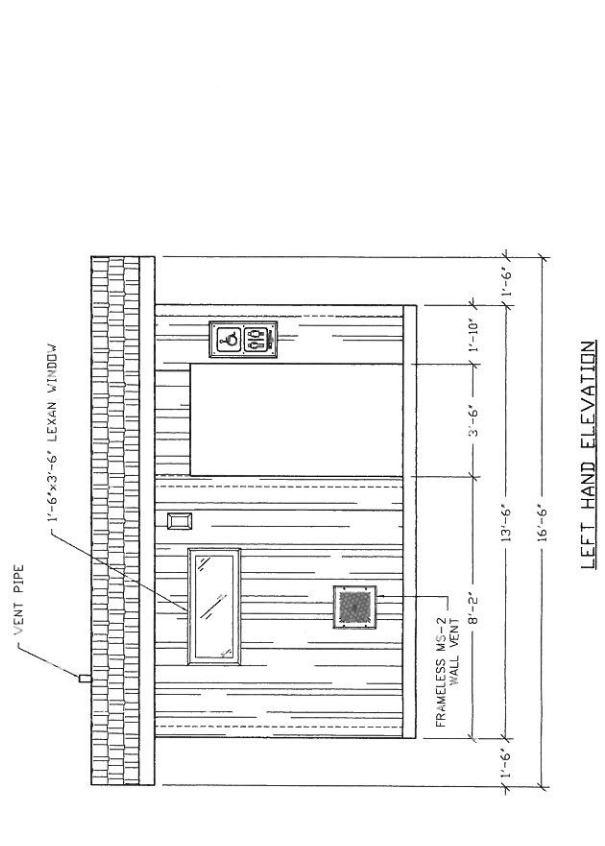
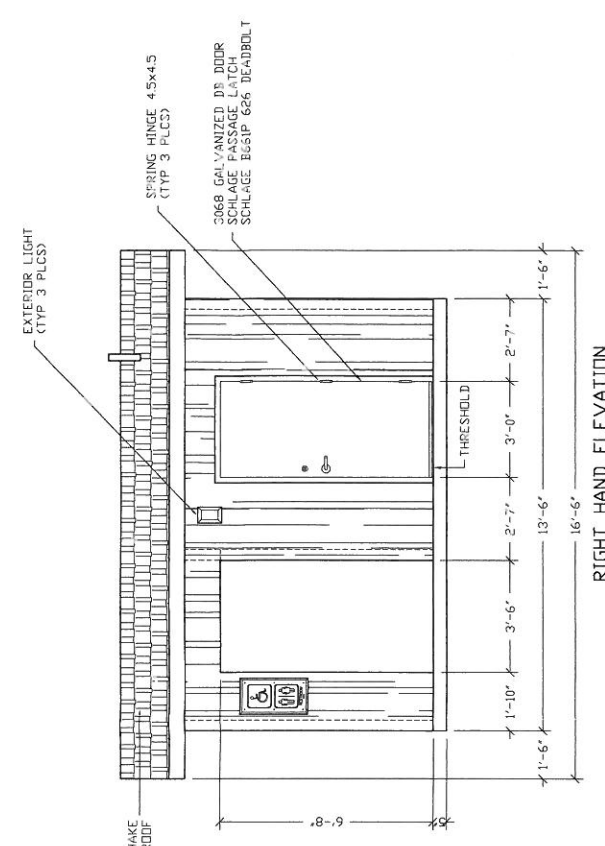
Eric Kuester
ekuester@bfoster.com

Accepted this _____ day of _____ 20____

By: _____ (Customer Name)

_____ (Signed)

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3000 N. Jefferson Blvd. #7 Spokan, WA 992
CP
Precast Product
 901 N. Highway 77 Hillsboro, TX 79645
 PROJECT NO. SCHWEITZER
 PROPOSAL NUMBER 13-129P

The information contained herein is provided as a guide only and does not constitute a contract. The information is provided for informational purposes only. The information is not intended to be used for any other purpose. The information is not intended to be used for any other purpose. The information is not intended to be used for any other purpose.

REV	DATE	BY	APP
1	1/1/17	DATE	DATE
2	1/1/17	DATE	DATE
3	1/1/17	DATE	DATE
4	1/1/17	DATE	DATE
5	1/1/17	DATE	DATE
6	1/1/17	DATE	DATE
7	1/1/17	DATE	DATE
8	1/1/17	DATE	DATE
9	1/1/17	DATE	DATE
10	1/1/17	DATE	DATE

DWG. NO. 13.510.5-04
 SHEET NO. 04

**Cost Estimate
Mill Beach Access Road**

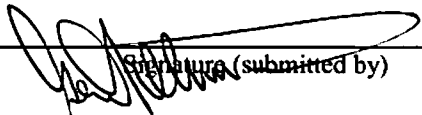
Item	Description	Unit	Quantity	Unit Price	Total
1	Mobilization	1	LS	\$ 5,000	\$ 5,000
2	Grading (1000 SF delta 10 feet)	185	CY	\$ 15	\$ 2,778
3	Foundation stabilization	100	CY	\$ 20	\$ 2,000
4	Paving	5100	SF	\$ 2	\$ 10,200
5	Aggregate base	300	ton	\$ 20	\$ 6,000
6	RipRap	1	LS	\$ 3,000	\$ 3,000
7	Signage	1	LS	\$ 1,000	\$ 1,000
8	Retaining wall	1	LS	\$ 2,000	\$ 2,000
9	Permits	1	EA	\$ 1,000	\$ 1,000
10	Drainage improvements	1	LS	\$ 2,500	\$ 2,500
	Subtotal				\$ 35,478
	Contingency				\$ 3,548
	Total 1 road improvements only				\$ 39,026
11	Restroom	1	EA	\$ 27,500	\$ 27,500
12	Water	75	LF	\$ 50	\$ 3,750
13	Sewer Lateral	25	LF	\$ 40	\$ 1,000
14	Sewer Lift	1	EA	\$ 2,000	\$ 2,000
15	Electrical	1	LS	\$ 3,000	\$ 3,000
16	ADA access to bathroom	1	LS	\$ 2,000	\$ 2,000
17	Concrete Pad	1	LS	\$ 1,500	\$ 1,500
18	Lighting	1	LS	\$ 2,000	\$ 2,000
	Subtotal				\$ 42,750
	Contingency				\$ 4,275
	Total 2 bathroom only				\$ 47,025
Alternate 1: Use permeable pavers instead of asphalt at bottom of slope					
1a	Permeable pavers	3000	SF	\$6	\$ 18,000
2a	Paving	2100	SF	\$2	\$ 4,200
	Subtotal				\$ 22,200
	Replace Alt 1 with Item 4 above				\$ (10,200)
	Difference (additional cost)				\$ 12,000
Total Cost	All Alternatives				\$ 98,051

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: May 28, 2013

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Intergovernmental Agreement for Housing Rehabilitation Program

Recommended Motion:

Motion to authorize the City Manager to execute an Intergovernmental Agreement in support of a Community Development Block Grant from the 2013 CDBG program for housing rehabilitation

Financial Impact: None

Background/Discussion:

Curry County is applying for a Housing Rehabilitation Community Development Block Grant (CDBG) through the Oregon Infrastructure Finance Authority (IFA), in partnership with NeighborWorks Umpqua, who will be the non-profit service provider. There must be at least two additional municipalities that agree to enter into an Intergovernmental Agreement with Curry County in order for them to apply for the grant.

This grant is exclusive to Curry County, and *in addition* to the grant recently awarded the City of Yoncalla and NeighborWorks Umpqua, which will also be available in Curry County. However, the current application will be for funds to be disbursed as *grants only*. In the past, County CDBG funds for housing rehabilitation have been loaned to recipients. New rules by the IFA now allow funds to be applied for either as grants or loan funds. Grants must be used as all loans, or all grants.

The purpose of this application is to address needs that cannot be met through the traditional housing rehabilitation loan program, including repairs to owner-occupied manufactured homes in parks, and repairs to homes where the owner does not have enough equity in the home to qualify for a loan.

The County hopes to receive the maximum grant amount of \$400,000. Once approved funds must be used within two years. This is the County's first application with IFA, and currently, one of their requirements is that they have an Intergovernmental agreement or MOU with every municipality in the County. The County is requesting that the Cities of Brookings, Gold Beach, and Port Orford partner with in this application. Once the County receives approval of this preliminary request, they plan to work with the three cities to develop the IGA and present it to the City Councils for approval.

Attachment(s):

- a. Proposed Intergovernmental Agreement

**Intergovernmental Agreement In Support Of a Community Development Block Grant
From The 2013 Community Development Block Grant Program
Administered By the Oregon Business Development Department,
Infrastructure Finance Authority**

Agreement Title: Sponsorship of the Housing Stock Upgrade Initiative – Curry County

Agreement Date: May 3, 2013

Signatory parties: **Curry County Commissioner Chair and City Administrators**

Agreement: The above signatory parties agree to jointly sponsor a housing rehabilitation program provided through a Community Development Block Grant (CDBG), administered by the Oregon Business Development Department, Infrastructure Finance Authority and recognize Curry County as the lead agency that will be responsible for applying, receiving and administering the CDBG award.

Grant Activity: The purpose of the proposed CDBG is to manage a housing rehabilitation grant fund to provide assistance to low income homeowners to repair their homes.

Constraints: One-hundred percent (100%) of the benefitted owner occupied household occupants must have incomes below the federal low- and moderate-income limit (80% of the median family income as adjusted by family size).

Only persons who reside within the boundaries of the cities and unincorporated/ nonentitlement county areas of the signatory parties are to receive the housing rehabilitation funding.

Neighborworks Umpqua will enter into a sub-recipient agreement with the lead agency, Curry County, to manage the housing rehabilitation program.

Counterparts: This agreement may be signed in counterparts and each counterpart will be deemed an original. Copies of all signatures will be provided as part of the grant application and to each signator.

Multiple Parties: In the event that one or more of the signatories identified above decline to sign this agreement, it remains sufficient for all other signatories to receive the benefits of the agreement.

So Agreed:

Curry County, David Brock Smith, Chair	Date
Gary Milliman, City of Brookings	Date
Jodi Fritz-Matthey, City of Gold Beach	Date
Michael Murphy, City of Port Orford	Date

City of Brookings

CITY COUNCIL MEETING MINUTES

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415
Monday, May 13, 2013, 7:00pm

The City Council met in Executive Session at 6:30pm in the City Manager's office under ORS 192.660 (2)(f), "to consider information or records that are exempt by law" and 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 7:03pm.

Roll Call

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

Staff Present: City Manager Gary Milliman, Public Works & Development Director Loree Pryce, City Attorney Martha Rice and City Recorder Joyce Heffington.

Others Present: Pilot Reporter Jane Stebbins and approximately 9 others.

Ceremonies/Appointments/Announcements

Mayor Hedenskog announced May Yard of the Month Awards as follows:

- Best Residential – 1326 Crissey Circle, Shayne & Tiffany Inabnit, owners
- Best Commercial – ARC Enterprises, 531 Spruce, Tamara Dionne, owner

Councilor Hodges moved, a second followed, and Mayor Hedenskog and Councilor McClain were appointed to serve as the City's representative to the Curry Charter Committee.

Oral Requests and Communications from the audience

Carolyn Milliman announced the start of KASPER's 6th summer session on June 17th at Kalmiopsis Elementary and their new website, www.kasperkids.webs.com. She also announced the season opening of the Capella by the Sea to the public.

Staff Reports

Park Use Fee waiver request FBHAC's July 4th BBQ field day and fundraiser.

City Manager Milliman provided the staff report.

Councilor Hodges moved, a second followed and Council voted unanimously to grant the fee waiver to authorize the Friends of the Brookings Harbor Aquatic Center to use Azalea Park, snack shack and picnic tables without fee for 2013 Family Fourth of July 4 BBQ Field Day Event and Fundraiser.

Salmon Run Golf Course Lease Agreement Payment Extension.

City Manager Milliman gave the staff report.

Councilor Hodges said he would like more time to make a decision, Councilor McClain said there wasn't enough information to make a good decision at this time and Councilor Hamilton agreed that more time was needed.

Councilor McClain moved, a second followed and Council voted unanimously to take no action on the request by the Claveran Group for a lease payment extension.

Curry Transfer and Recycling (CTR) Rate increase of 1.55%, effective July 1, 2013, for refuse collection and recycling services.

City Manager Milliman gave the staff report.

Councilor Hodges moved, a second followed and Council voted unanimously to approve a new rate schedule effective July 1, 2013, for refuse collection and recycling services provided by Curry Transfer & Recycling, such schedule reflecting a 1.55 percent increase in rates.

Collection of Hassett Street pre/post construction Deferred Improvement Agreement (DIA) balances.

Director Pryce provided the staff report.

Mayor Hedenskog pointed out that by narrowing the street width and eliminating sidewalks, curb and gutter on one side of the street the City was able to keep costs down and fix the drainage issues.

Councilor Hamilton asked if this covered all of the properties and Pryce said it covered all with DIAs.

Councilor Hodges asked about the disparity in cost between 523 Hassett and that of the other properties. Pryce explained that some of the additional cost for the corner lot was to tie into Pioneer. After some discussion it was decided that staff would check with the engineer to see how the costs for that property were determined.

Councilor Hodges moved, a second followed and Council voted unanimously to authorize the City Manager to administer collection of the post construction DIA balances with exception to street address 523 Hassett to [first] check calculations [to see if they covered only the Hassett Street frontage].

Television Advertising Services proposals.

City Manager Milliman gave the staff report, pointing out that the Tourism Promotion Advisory Committee had voted 4 – 2 in favor of Channel 5, but Tim Patterson had later changed his mind in favor of Channel 12.

Candace Michel, Tourism Promotion Advisory Committee member, said while the Committee members had not reached consensus for either proposal, she felt an important factor in choosing Channel 5 was the additional 40-60 thousand households it served. She said Channel 5 also had good quality ads that “keep you glued to the TV.” The attendance of the Channel 5 station manager at the interview, along with the ad executive, Michel said, also showed it had a desire to build an ongoing relationship. Channel 5, she said, would give the City “a much bigger bang for a buck.” Michel concluded that the City would “be sorry” if it didn’t choose Channel 5.

Joe Willetts, Tourism Promotion Advisory Committee member, said he had voted for Channel 12 because it was #1 in the Nielsen Ratings and felt they would work with Brookings.

Councilor Hamilton said that Channel 12 frequently goes off the air and wondered if they would give the City a break if they went off the air when one of our ads was to be broadcast.

Michel said they would be obligated to do provide the contracted number of spots, but it would depend on why they were off the air; it could be the carriers fault, not the channel's.

Councilor McClain said he was not a fan of this kind of advertising, but would like to see the committee's members work this out and asked if the tie might be broken.

Michel said she didn't think anyone would change their position and Willetts said, that as time was of the essence, he would be willing to change his vote to move the project forward.

Councilor Hodges moved, a second followed and Council voted unanimously to approve the Channel 5 for the development and implementation for a television marketing campaign consistent with the request for proposals and proposal submitted by Channel 5.

House Bill 3453 update.

City Manager Milliman gave the staff report, providing an update on the status of House Bill (HB) 3453 adding to the report that the bill is still subject to further amendment and mentioning the meeting attended by the three mayors and managers with the governor and his staff in Salem and the governor's staff had said they hoped that the County's constituents could come to a solution on their own.

Mayor Hedenskog said Council may want to send a letter of support when all the amendments were in and Milliman said the League of Oregon Cities was considering withdrawing their opposition in light of the amendments.

Councilors McClain and Hamilton agreed that the Council should acknowledge the changes.

Councilor McClain said a number of citizens were working on an alternate solution if the levy doesn't pass, which he hoped it did not. He said there were some really good ideas being brought up by this group, a number of which were among the 19 ideas put forward by the Citizens Committee.

Draft letter to Secretary of State Kate Brown regarding the complaint filed by County Commission Chair David Brock Smith.

Mayor Hedenskog provided the report and said he hoped that the full Council would join him in signing the letter.

Mayor Hedenskog moved, a second followed and Council voted unanimously to execute a letter to Secretary of State Kate Brown in the matter of the complaint filed by Curry County Commission Chair David Brock Smith.

Consent Calendar

- Approve Council meeting minutes for April 22, 2013.
- Accept April 2012 Vouchers in the amount of \$215,593.39.

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

Remarks from Mayor and Councilors

Councilor McClain remarked that he didn't think Commissioner Smith's complaint was justified and through it was "a bit ridiculous." He said we all want the best for the entire County and want to work with the Commissioners toward a solution.

City Manager Milliman remarked on his wife's on-going participation in KASPER and as a Docent at the Capella.

Adjournment

Mayor Hedenskog moved, a second followed and Council voted unanimously to adjourn by voice vote at 8:13pm.

Respectfully submitted:

ATTESTED:

this _____ day of _____ 2013:

Ron Hedenskog, Mayor

Joyce Heffington, City Recorder

RECEIVED

MAY 15 2013

R# 123426

CITY OF BROOKINGS



OREGON LIQUOR CONTROL COMMISSION
LIQUOR LICENSE APPLICATION

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 _____

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: 5-15-13

The City Council or County Commission:

CITY OF BROOKINGS
(name of city or county)

recommends that this license be:

- Granted
- Denied

By: _____
(signature) (date)

Name: RON HEDENSKOG

Title: MAYOR

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 Guitron Navarro III, Inc ③ _____

② _____ ④ _____

2. Trade Name (dba): EL Rancho Viejo

3. Business Location: 1025 Chetco Ave, Brookings, OR 97415
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: P.O. Box 592, Brookings, OR 97415
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 541-412-0184
(phone) (fax)

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

7. If yes to whom: EL Rancho Viejo Type of License: F-COM

8. Former Business Name: Guitron Navarro P. INC.

9. Will you have a manager? Yes No Name: Faustino Navarro-Pena
(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: Kevin R. Minkoff, CPA 503-252-3988
(name) (phone number(s))
11618 NE Halsey St. - Pld, OR 97220-503-255-2247-beancounters@nyobc.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:

[Signature] Date 5-10-13 ③ _____ Date _____

[Signature] Date 5-10-13 ④ _____ Date _____
Faustino

CITY OF BROOKINGS POLICE DEPARTMENT

Chris Wallace, Chief of Police



To: Brookings City Council through City Manager Gary Milliman
From: Chief Chris Wallace 27813/201
Date: 05/20/2013
Subject: Liquor License Application

The Brookings Police Department found no **local** disqualifying information prohibiting **Efren Guitron-Mora** and **Faustino Navarro-Pena** with their attached **Change Ownership** liquor license application. The business "El Rancho Viejo" is located at 1025 Chetco Avenue, Brookings, Oregon. It is the recommendation of the Brookings Police Department the above mentioned applicants be granted their request with final approval coming from the **Oregon Liquor Control Commission**.

Respectfully submitted,


Chief Chris Wallace
Brookings Police Department



CITY OF BROOKINGS
FUND SUMMARY
FOR THE 10 MONTHS ENDING APRIL 30, 2013

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	2,537,268.00	14,001.32	2,351,289.52	185,978.48	92.7
LICENSES AND PERMITS	94,500.00	11,431.29	102,364.05	(7,864.05)	108.3
INTERGOVERNMENTAL	589,500.00	15,660.49	301,445.68	288,054.32	51.1
CHARGES FOR SERVICES	177,500.00	2,601.00	109,135.74	68,364.26	61.5
OTHER REVENUE	86,000.00	5,906.66	67,192.01	18,807.99	78.1
TRANSFERS IN	193,929.00	.00	.00	193,929.00	.0
	<u>3,678,697.00</u>	<u>49,600.76</u>	<u>2,931,427.00</u>	<u>747,270.00</u>	<u>79.7</u>
<u>EXPENDITURES</u>					
JUDICIAL:					
PERSONAL SERVICES	14,048.00	1,335.37	10,384.37	3,663.63	73.9
MATERIAL AND SERVICES	8,300.00	300.00	3,354.95	4,945.05	40.4
CAPITAL OUTLAY	2,000.00	.00	.00	2,000.00	.0
	<u>24,348.00</u>	<u>1,635.37</u>	<u>13,739.32</u>	<u>10,608.68</u>	<u>56.4</u>
LEGISLATIVE/ADMINISTRATION:					
PERSONAL SERVICES	158,373.00	14,308.79	147,662.11	10,710.89	93.2
MATERIAL AND SERVICES	81,800.00	4,722.36	89,024.06	(7,224.06)	108.8
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>240,173.00</u>	<u>19,031.15</u>	<u>236,686.17</u>	<u>3,486.83</u>	<u>98.6</u>
POLICE:					
PERSONAL SERVICES	1,779,367.00	169,887.41	1,509,708.56	269,658.44	84.9
MATERIAL AND SERVICES	150,740.00	4,341.41	97,210.56	53,529.44	64.5
CAPITAL OUTLAY	401,100.00	24,115.16	376,572.25	24,527.75	93.9
TRANSFERS OUT	15,000.00	.00	.00	15,000.00	.0
	<u>2,346,207.00</u>	<u>198,343.98</u>	<u>1,983,491.37</u>	<u>362,715.63</u>	<u>84.5</u>
FIRE:					
PERSONAL SERVICES	168,625.00	12,165.38	133,394.09	35,230.91	79.1
MATERIAL AND SERVICES	122,500.00	6,236.18	54,602.25	67,897.75	44.6
CAPITAL OUTLAY	79,580.00	.00	30,579.01	49,000.99	38.4
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>370,705.00</u>	<u>18,401.56</u>	<u>218,575.35</u>	<u>152,129.65</u>	<u>59.0</u>
PLANNING AND BUILDING:					
PERSONAL SERVICES	191,352.00	16,034.83	153,333.11	38,018.89	80.1
MATERIAL AND SERVICES	66,000.00	(646.77)	6,073.44	59,926.56	9.2
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>257,352.00</u>	<u>15,388.06</u>	<u>159,406.55</u>	<u>97,945.45</u>	<u>61.9</u>

CITY OF BROOKINGS
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING APRIL 30, 2013

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PARKS & RECREATION:					
PERSONAL SERVICES	54,854.00	14,618.74	130,292.89	(75,438.89)	237.5
MATERIAL AND SERVICES	78,900.00	1,775.74	48,064.82	30,835.18	60.9
CAPITAL OUTLAY	10,000.00	.00	1,953.01	8,046.99	19.5
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>143,754.00</u>	<u>16,394.48</u>	<u>180,310.72</u>	<u>(36,556.72)</u>	<u>125.4</u>
FINANCE AND HUMAN RESOURCES:					
PERSONAL SERVICES	114,228.00	12,850.78	145,940.45	(31,712.45)	127.8
MATERIAL AND SERVICES	32,600.00	1,668.43	19,572.63	13,027.37	60.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>146,828.00</u>	<u>14,519.21</u>	<u>165,513.08</u>	<u>(18,685.08)</u>	<u>112.7</u>
SWIMMING POOL:					
PERSONAL SERVICES	56,449.00	.00	40,248.53	16,200.47	71.3
MATERIAL AND SERVICES	41,180.00	412.50	24,803.57	16,376.43	60.2
CAPITAL OUTLAY	10,000.00	.00	3,879.02	6,120.98	38.8
	<u>107,629.00</u>	<u>412.50</u>	<u>68,931.12</u>	<u>38,697.88</u>	<u>64.1</u>
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	157,500.00	4,804.69	78,181.57	79,318.43	49.6
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	67,000.00	.00	.00	67,000.00	.0
CONTINGENCIES AND RESERVES	690,201.00	.00	.00	690,201.00	.0
	<u>914,701.00</u>	<u>4,804.69</u>	<u>78,181.57</u>	<u>836,519.43</u>	<u>8.6</u>
	<u>4,551,697.00</u>	<u>288,931.00</u>	<u>3,104,835.25</u>	<u>1,446,861.75</u>	<u>68.2</u>
	<u>(873,000.00)</u>	<u>(239,330.24)</u>	<u>(173,408.25)</u>	<u>(699,591.75)</u>	<u>(19.9)</u>

CITY OF BROOKINGS
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING APRIL 30, 2013

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL	510,000.00	25,929.68	264,491.19	245,508.81	51.9
OTHER REVENUE	300.00	40.00	3,653.33	(3,353.33)	1217.8
TRANSFER IN	.00	.00	.00	.00	.0
	<u>510,300.00</u>	<u>25,969.68</u>	<u>268,144.52</u>	<u>242,155.48</u>	<u>52.6</u>
<u>EXPENDITURES</u>					
EXPENDITURES:					
PERSONAL SERVICES	121,992.00	11,268.07	97,671.71	24,320.29	80.1
MATERIAL AND SERVICES	195,600.00	7,163.38	67,788.12	127,811.88	34.7
CAPITAL OUTLAY	208,300.00	18,391.29	125,043.23	83,256.77	60.0
TRANSFERS OUT	24,610.00	.00	.00	24,610.00	.0
CONTINGENCIES AND RESERVES	65,798.00	.00	.00	65,798.00	.0
	<u>616,300.00</u>	<u>36,822.74</u>	<u>290,503.06</u>	<u>325,796.94</u>	<u>47.1</u>
	<u>616,300.00</u>	<u>36,822.74</u>	<u>290,503.06</u>	<u>325,796.94</u>	<u>47.1</u>
	<u>(106,000.00)</u>	<u>(10,853.06)</u>	<u>(22,358.54)</u>	<u>(83,641.46)</u>	<u>(21.1)</u>

CITY OF BROOKINGS
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING APRIL 30, 2013

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	1,395,000.00	26,084.15	1,103,848.34	291,151.66	79.1
OTHER INCOME	2,000.00	2,833.00	47,025.77	(45,025.77)	2351.3
TRANSFERS IN	.00	.00	.00	.00	.0
	1,397,000.00	28,917.15	1,150,874.11	246,125.89	82.4
 <u>EXPENDITURES</u>					
WATER DISTRIBUTION:					
PERSONAL SERVICES	596,281.00	45,058.18	430,964.46	165,316.54	72.3
MATERIAL AND SERVICES	325,250.00	8,743.13	260,453.94	64,796.06	80.1
CAPITAL OUTLAY	68,300.00	17,102.37	32,658.42	35,641.58	47.8
	989,831.00	70,903.68	724,076.82	265,754.18	73.2
 WATER TREATMENT:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	.00	.00	.00	.00	.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	379,002.00	.00	.00	379,002.00	.0
CONTINGENCIES AND RESERVES	138,667.00	.00	.00	138,667.00	.0
	517,669.00	.00	.00	517,669.00	.0
 DEPARTMENT 24:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	1,507,500.00	70,903.68	724,076.82	783,423.18	48.0
	(110,500.00)	(41,986.53)	426,797.29	(537,297.29)	386.2

CITY OF BROOKINGS
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING APRIL 30, 2013

WASTEWATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
CHARGES FOR SERVICES	2,650,500.00	219,734.67	2,194,210.40	456,289.60	82.8
OTHER REVENUE	3,000.00	78.00	420,357.18	(417,357.18)	14011.
TRANSFER IN	.00	.00	.00	.00	.0
	<u>2,653,500.00</u>	<u>219,812.67</u>	<u>2,614,567.58</u>	<u>38,932.42</u>	<u>98.5</u>
<u>EXPENDITURES</u>					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	426,141.00	37,721.99	377,436.93	48,704.07	88.6
MATERIAL AND SERVICES	250,100.00	6,126.59	104,902.93	145,197.07	41.9
CAPITAL OUTLAY	24,900.00	.00	2,384.49	22,515.51	9.6
	<u>701,141.00</u>	<u>43,848.58</u>	<u>484,724.35</u>	<u>216,416.65</u>	<u>69.1</u>
WASTEWATER TREATMENT:					
PERSONAL SERVICES	436,275.00	33,301.88	320,595.80	115,679.20	73.5
MATERIAL AND SERVICES	466,600.00	16,733.14	341,180.38	125,419.62	73.1
CAPITAL OUTLAY	302,400.00	.00	68,426.41	233,973.59	22.6
TRANSFERS OUT	1,075,705.00	.00	.00	1,075,705.00	.0
CONTINGENCIES AND RESERVES	239,379.00	.00	.00	239,379.00	.0
	<u>2,520,359.00</u>	<u>50,035.02</u>	<u>730,202.59</u>	<u>1,790,156.41</u>	<u>29.0</u>
	<u>3,221,500.00</u>	<u>93,883.60</u>	<u>1,214,926.94</u>	<u>2,006,573.06</u>	<u>37.7</u>
	<u>(568,000.00)</u>	<u>125,929.07</u>	<u>1,399,640.64</u>	<u>(1,967,640.64)</u>	<u>246.4</u>

CITY OF BROOKINGS
 FUND SUMMARY
 FOR THE 10 MONTHS ENDING APRIL 30, 2013

URBAN RENEWAL AGENCY FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	509,838.00	.00	490,436.60	19,401.40	96.2
INTERGOVERNMENTAL	.00	.00	.00	.00	.0
OTHER REVENUE	1,000,500.00	.00	329.05	1,000,170.95	.0
	<u>1,510,338.00</u>	<u>.00</u>	<u>490,765.65</u>	<u>1,019,572.35</u>	<u>32.5</u>
<u>EXPENDITURES</u>					
GENERAL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	70,000.00	1,102.50	16,328.72	53,671.28	23.3
CAPITAL OUTLAY	1,372,397.00	.00	176,880.67	1,195,516.33	12.9
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	417,941.00	.00	.00	417,941.00	.0
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>1,860,338.00</u>	<u>1,102.50</u>	<u>193,209.39</u>	<u>1,667,128.61</u>	<u>10.4</u>
DEPARTMENT 20:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 22:					
MATERIAL AND SERVICES	.00	.00	.00	.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 24:					
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>1,860,338.00</u>	<u>1,102.50</u>	<u>193,209.39</u>	<u>1,667,128.61</u>	<u>10.4</u>
	<u>(350,000.00)</u>	<u>(1,102.50)</u>	<u>297,556.26</u>	<u>(647,556.26)</u>	<u>85.0</u>

City of Brookings MEETING Minutes

URBAN RENEWAL AGENCY

Monday, February 11, 2013

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

Call to Order

Chair Hedenskog called the meeting to order at 8:35pm.

Roll Call

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

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

Others Present: Curry Coastal Pilot Reporter Jane Stebbins and approximately 4 others.

Consent Calendar

Approve Agency minutes for January 28, 2013.

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

Staff Reports

Urban Renewal Funding Review – discussion only.

City Manager Milliman provided the staff report.

Mayor Hedenskog said he would prefer to reserve funds for the redesign of Railroad.

Milliman said engineering would not be ready to begin until 2015 if funding were approved.

Councilor Pieper said he was not prepared to earmark funds for a specific project.

Councilor Hamilton said he'd like to see about having a crosswalk and stop signs at Railroad and Oak until the redesign was completed.

Mayor Hedenskog said the redesign could change the face of the downtown area.

Councilor McClain asked if the one-way design should be considered again as it would make the downtown area more accessible if were easier to park.

Adjournment

Chair Hedenskog moved, a second followed and the Agency voted unanimously to adjourn by voice vote at 8:48pm.

Respectfully submitted:

ATTESTED:

this _____ day of _____ 2013:

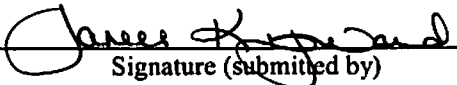
Ron Hedenskog, Chair

Joyce Heffington, City Recorder


BROOKINGS URBAN RENEWAL AGENCY

AGENDA REPORT

Meeting Date: May 28, 2013


Signature (submitted by)

Originating Dept: Finance & HR


City Manager Approval

Subject:

Hold Public Hearing and Approval of Appropriations for FY 2013-14 Budget.

Recommended Motion:

Adopt Resolution 13-R-1009, adopting the Brookings' Urban Renewal Agency's budget, declaring tax increment funding as provided under Section 1c, Article IX of the Oregon Constitution and ORS Chapter 457, and making appropriations for the 2013-14 fiscal year.

Financial Impact:

The fiscal year 2013-14 approved and proposed adopted budget of the Brookings Urban Renewal Agency is in the amount of \$2,985,299.

Background /Discussion:

Oregon local budget law requires the city's governing body to enact a resolution adopting the budget for the next fiscal year, prior to June 30th. Before the Urban Renewal Agency can implement the 2013-14 budget and receive tax money necessary for operations, these resolutions must be adopted by the Board of Directors.

No changes are proposed by staff from the Budget Committees' approved budget.

Attachment(s):

- a. Resolution 13-R-1009 Adopt Budget
- b. FY 2013-14 Budget (notebook)

URBAN RENEWAL AGENCY OF THE CITY OF BROOKINGS

RESOLUTION 13-R-1009

A RESOLUTION ADOPTION THE BUDGET FOR THE URBAN RENEWAL AGENCY OF THE CITY OF BROOKINGS, DECLARING TAX INCREMENT FUNDING AS PROVIDED UNDER SECTION 1C, Article IX OF THE OREGON CONSTITUTION AND ORS CHAPTER 457, AND MAKING APPROPRIATIONS FOR THE 2013-14 FISCAL YEAR.

BE IT RESOLVED that the Board of Directors of the Urban Renewal Agency of the City of Brookings hereby adopts the budget for 2013-14 in the sum of \$2,985,299 now on file in the Office of the City Administrative Services Department.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2013, and for the

GENERAL FUND		
Materials and Services	\$70,000	
Capital Outlay	1,677,257	
Special Appropriations:		
Transfers	448,921	
TOTAL GENERAL FUND APPROPRIATIONS		\$2,196,178
DEBT SERVICE FUND		
Debt Service	449,121	
TOTAL DEBT SERVICE FUND APPROPRIATIONS		449,121
TOTAL RESERVE AMOUNTS		340,000
TOTAL ADOPTED BUDGET		<u>\$2,985,299</u>

BE IT FURTHER RESOLVED that the Board of Directors of the Brookings Urban Renewal Agency hereby resolves to certify to the county assessor a request for the Downtown Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under section 1c, Article IX of the Oregon Constitution and ORS Chapter 457.

ADOPTED by Urban Renewal Agency for the City of Brookings this 28th day of May, 2013.

Chair Ron Hedenskog

ATTEST by:

Joyce Heffington, City Recorder

May 2013

May 2013						
Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4
12	13	14	8	9	10	11
19	20	21	15	16	17	18
26	27	28	22	23	24	25
			29	30	31	

June 2013						
Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1
9	10	11	12	13	14	8
16	17	18	19	20	21	15
23	24	25	26	27	28	22
30						29

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

June 2013

June 2013						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2013						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

	Monday	Tuesday	Wednesday	Thursday	Friday
Jun 3 - 7	Jun 3 4:00pm 6:00pm CC - Council Wkshp 7:00pm 10:00pm FH-FireTrng	4 9:00am 10:00am CC - Site Plan 7:00pm 10:00pm CC-Planning Comm	5 12:00pm 1:00pm CC - Stout Park 7:00pm 9:00pm FH-PoliceResrvs	6 10:00am 4:00pm CC - Muni Court	7
	10 10:00am 11:00am FH - VIPS 7:00pm 10:00pm FH-FireTrng 7:00pm 9:30pm CC-Council	11 9:00am 10:00am CC - Site Plan	12 10:00am 11:00am FH-BRFD 5:30pm 7:30pm CC - Victims Impact	13 3:00pm 4:00pm CC - Staff	14 9:00am 10:30am CC-Crm Stoppers
Jun 10 - 14	17 7:00pm 10:00pm FH-FireTrng	18 9:00am 10:00am CC - Site Plan	19	20 11:00am 12:00pm CC- Public Art Comm	21
	24 7:00pm 9:00pm CC-Council 7:00pm 10:00pm FH-FireTrng	25 9:00am 10:00am CC - Site Plan	26	27	28
Jun 17 - 21					
Jun 24 - 28					