

# City of Brookings

## CITY COUNCIL MEETING Minutes

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415  
Monday, September 23, 2013

### Call to Order

Mayor Hedenskog called the meeting to order at 7:02 PM.

### Roll Call

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

Staff Present: City Manager Gary Milliman, Public Safety Director Chris Wallace, Finance & Human Resources Director Janell Howard, Fire Operations Chief Jim Watson, Parks & Tech Services Supervisor Tony Baron, City Attorney Martha Rice and City Recorder Joyce Heffington.

Others Present: Pilot Reporter Jane Stebbins and four others.

**Councilor Hodges moved, a second followed and Council voted unanimously to add a request to hold a bonfire as item F.5 [to follow the OEM contract under Staff Reports].**

### Ceremonies/Appointments/Announcements

Mayor Hedenskog announced September Yard Awards as follows:

- Best Residential: Stan Hobbs, 17280 Garvin Court
- Best Commercial: Laura Ramirez, Escape 2 Beauty

*Tourism Promotion Advisory Committee Appointment.*

**Mayor Hedenskog moved, a second followed and Council voted unanimously to appoint George Watwood to the Tourism Promotion Advisory Committee.**

### Staff Reports

*Tourism Promotion Advisory Committee (TPAC) recommended budget.*

City Manager Milliman gave the staff report.

Councilor Hodges asked if the tent mentioned in the staff report would be a "put up/take down" tent and Milliman said it would, and that it would possibly be jointly owned by the City and the Port or some other entity to be used for events.

Councilor Hamilton said he thought the Raining Cats and Dogs event was a local fundraiser and he wasn't sure if it was appropriate for the off-season event fund.

Public Comment:

Joe Willett, TPAC member, said the correct location for the Doo Wop event was Chase Bank and not the Port.

**Councilor Hodges moved, a second followed and Council voted unanimously to approve the budget for use of Transient Occupancy Tax revenues as recommended by the Tourism Promotion Advisory Committee.**

**Councilor McClain moved, a second followed and Council voted unanimously to approve to change the criteria for providing funding for special events to**

**provide that funding can be made available for new and/or existing events, with stipulation that existing events must have a "new spin to it"; off season or year-round, with priority given to off-season; event must bring outside visitors to the area, events must have a metrics/methodology to determine success of bringing outside visitors to the event.**

*Tourism Promotion Advisory Committee Special Event Funding Recommendations.*

City Manager Milliman presented the staff report and noted that Pirate Productions had submitted two proposals for two different locations for the Doo Wop event and he wasn't sure which proposal or location was the correct one.

Public Comment:

Joe Willett said the location was at Fifth and Chetco, but the weather was going to be a gamble.

In addition to the remarks made under the previous item, Councilor Hamilton said he was concerned about the Halloween event. The last time this was attempted, he said, it was shut down by the Fire Department because of material issues. Hamilton also said he wasn't sure how the event was supposed to draw people from out of town.

Councilor Hodges pointed out that, according to the proposal, the event was fully insured and the Fire Department would be performing an inspection. He also said it looked like the funds requested from the City appeared to be the entire budget.

**Councilor Hodges moved, a second followed and Council voted unanimously to authorize the City Manager to enter into an agreement with the Brookings Harbor Rotary Club to provide \$500 in Transient Occupancy Tax funding to be used for advertising to attract out-of-town visitors to the Raining Cats and Dogs event scheduled for October 5, 2013.**

**Councilor McClain moved, a second followed and Council voted unanimously to authorize the City Manager to enter into an agreement with the Chetco Pelican Players to provide \$300 in Transient Occupancy Tax funding to be used for advertising to attract out-of-town visitors to the Haunted House event scheduled for October 24-31, 2013.**

Councilor Hodges moved to table the Doo Wop event until the next City Council meeting and further discussion ensued.

Councilor McClain said the Doo Wop event would use a fifth of the entire budget and thought it should be reduced to \$1,000.

Mayor Hedenskog said if the event was cancelled due to rain, the \$2,000 incentive would be lost.

Councilor Hodges asked if staff had seen an event permit and Milliman said he had not. Hodges then said it was too much money and withdrew his motion.

*Expenditure of Transient Occupancy Tax revenue for Oregon Coast Magazine Advertising Campaign.*

City Manager Milliman provided the staff report.

**Councilor Hodges moved, a second followed and Council voted unanimously to authorize the expenditure of \$3,309 in Transient Occupancy Tax revenue for the Oregon Coast Magazine advertising campaign as described in the August 27, 2013, proposal from the Brookings Harbor Chamber of Commerce.**

*Contract with Oregon Emergency Management for Hazard Mitigation Grant.*

City Manager Milliman gave the staff report and said the hope was to have the project under construction by the spring/summer of 2014.

**Councilor Hodges moved, a second followed and Council voted unanimously to authorize City Manager to execute Hazard Mitigation Grant Program Contract FEMA DR-1964-OR with Oregon Emergency Management.**

*Request to hold an after-hours bonfire on school grounds.*

City Manager Milliman provided a brief staff report.

Chief Watson said the Fire Department felt this was a time honored event which they would monitor.

**Councilor Hodges moved, a second followed and Council voted unanimously to suspend enforcement of Brookings Municipal Code Section 8.05.080(A) to allow the conduct of a bonfire on Brookings Harbor School District property adjacent to Kalmiopsis School on October 7, 2013, to extend beyond the hour of 4:00 PM under a permit issued by the Fire Department for a Class B burn.**

Public Comment:

Lisa Griffin, Brookings Harbor High School, thanked the Council for its support.

### **Ordinances**

*Ordinance 13-O-716, amending Brookings Municipal Code Chapter 12.40, Alcohol Prohibited on Public Premises, in its entirety.*

City Manager Milliman gave the staff report.

Councilor Hamilton said he hoped amending the Code to allow alcohol on City premises would get more events being held in the City's public areas.

Councilor McClain asked about the permitting process and after a review by the City Manager, McClain said he didn't want it to become a lengthy "bureaucratic process" and would like it to be streamlined and inexpensive. Notification, he said, should be sufficient.

Mayor Hedenskog said whenever someone makes a reservation, they go through this process anyway, and McClain said it should be okay to hold a get-together without going through a paid process.

Public Comment:

Carolyn Milliman, Brookings, said her main concern was the Capella and she wanted to make sure it was protected. She said she was glad there would be guidelines.

Mayor Hedenskog said this was a controlled step from no alcohol allowed to a limited use.

**Councilor Hodges moved, a second followed and Council voted unanimously to do a first reading of Ordinance 13-O-716 by title only.**

Mayor Hedenskog read the title.

**Councilor Hodges moved, a second followed and Council voted unanimously to do a second reading of Ordinance 13-O-716 by title only.**

Mayor Hedenskog read the title.

**Councilor Hodges moved, a second followed and Council voted unanimously to adopt Ordinance 13-O-716, [amending Brookings Municipal Code Chapter 12.40, Alcohol Prohibited On Public Premises, in its entirety].**

**Consent Calendar**

1. Approve Council minutes for September 9, 2013.
2. Receive August 2013 monthly financial report.

**Councilor Hodges moved, a second followed and Council voted unanimously to approve the Consent Calendar as written with Councilor McClain abstaining from the vote.**

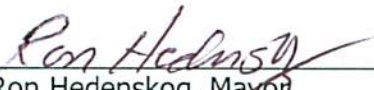
**Remarks from Mayor and Councilors**

Mayor Hedenskog remarked on the weekly report provided by staff did such a good job of keeping the Council up-to-date and Councilor McClain said the City had really good staff.

**Adjournment**

Mayor Hedenskog moved, a second followed and Council voted unanimously to adjourn by voice vote at 8:17 PM.

Respectfully submitted:

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

ATTESTED  
this 10<sup>th</sup> day of October 2013:

  
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Joyce Heffington, City Recorder