

**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
June 26, 2006 - 7:00 p.m.**

Beginning at 5:00 p.m., before the regularly scheduled Common Council meeting, the Council met for a work/study session to discuss the status and needed improvements of the city water system. The Urban Renewal Agency Meeting met immediately following the Common Council meeting.

I. Call to Order

Mayor Pat Sherman called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

Led by Peter Rice

III. Roll Call

Council Present: Mayor Pat Sherman, Council President Larry Anderson, Councilors Jan Willms, Craig Mickelson, and Dave Gordon; a quorum present.

Council Absent: None

Staff Present:

City Manager, Dale Shaddox,
City Planner, John Bischoff,
Fire Chief, William Sharp,
Finance Director, Paul Hughes,
Building Official, LauraLee Gray
Administrative Assistant, Donna Colby-Hanks, and
Incoming Administrative Assistant, Joyce Heffington

Media Present: Curry Coastal Pilot Reporter, Peter Rice

Other: approximately 15 citizens

IV. Ceremonies/Appointments/Announcements

A. Appointments

1. City Council Ex Officio

Mayor Pat Sherman recommended Ashley Gemmell be appointed to the vacant position of City Council Ex Officio.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to appoint Ashley Gemmell as City Council Ex Officio.

V. Public Hearing

A. Amendments to Chapters 5, 6, 7, and 8 of the City's Transportation Systems Plan (TSP) continued from June 12, 2006.

John Bischoff clarified several tables in the amendments to the TSP.

Yvonne Maitland, 15676 Oceanview Drive, read portions of a letter submitted earlier in the record from David Pratt questioning the hillside street standards and the criteria for variances.

John Bischoff clarified street standards for both the county and city in the Urban Growth Area (UGA).

The public hearing was closed at 7:21 p.m.

VI. Oral Requests and Communications from the Audience

A. Committee and Liaison reports

1. *Chamber of Commerce*
None
2. *Council Liaisons*

Councilor Gordon attended a Port Committee and CCCCCF meeting.
Councilor Mickelson attended an Economic Development meeting.
Mayor Sherman attended six meetings.
Councilor Anderson attended multiple meetings.
Councilor Willms attended a Park & Recreation Commission meeting.

B. Public Comment

No public comment

VII. Regular Agenda

- A. Discussion and possible acceptance of the City of Brookings Municipal Fee Study prepared by the Financial Consulting Solutions Group, Inc. (FCS Group) (Finance Department).*

Finance Director, Paul Hughes, reviewed the staff report. A letter, included in the supplemental packet, was received from David Pratt, Curry County Planning Director, commenting on the proposed fee to be charged for county referrals. Dale Shaddox, City Manager, explained the fees charged were to cover actual costs in reviewing and considering applications.

Steve Bismarck, 270 Allen Lane, spoke regarding doubling the fee required to appeal a decision to the Planning Commission and City Council.

Shaddox recommended holding with the fee recommended in the report as it represented a good balance between providing access to process and discouraging frivolous appeals.

Councilor Anderson moved, a second followed, and the Council voted unanimously to accept the City of Brookings Municipal Fee Study prepared by the Financial Consulting Solution Group, Inc.

VIII. Consent Calendar

- A. *Approval of Council Meeting Minutes*
 - 1. Meeting of June 12, 2006
- B. *Approval of Liquor License for That Special Touch Florist & Gifts*

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

IX. Ordinances/Resolutions/Final Orders

- A. *Final Orders*
 - 1. *Final Order and Findings of Fact in the matter of Planning Commission File N. CP-2-06; an amendment to Chapters 5, 6, 7, and 8 of the city's Transportation Systems Plan; city initiated.*

Councilor Mickelson moved, a second followed, and the Council voted unanimously to adopt the Final Order and Findings of Fact in the matter of Planning Commission File N. CP-2-06; an amendment to Chapters 5, 6, 7, and 8 of the city's Transportation Systems Plan.

- B. *Ordinances*
 - 1. *In the matter of Ordinance No. 06-O-574, an Ordinance amending Section 13.20.010 and adding Section 13.20.030 to Chapter 13.20 "System Replacement Charges" of the Brookings Municipal Code (BMC).*

Hughes answered questions raised by the Council.

Councilor Gordon moved, a second followed, and the Council voted unanimously to read Ordinance No. 06-O-574, by title only.

Mayor Sherman read Ordinance No. 06-O-574, by title only.

Councilor Gordon moved, a second followed, and the Council voted unanimously to adopt Ordinance No. 06-O-574 an Ordinance amending Section 13.20.010 and adding Section 13.20.030 to Chapter 13.20 "System Replacement Charges" of the Brookings Municipal Code (BMC).

- 2. *In the matter of Ordinance No. 06-O-575, an Ordinance amending Sections 15.05.010, 15.10.100, 15.15.440, 15.15.450, 15.15.460, and 15.15.480 of Title 15 "Building and Construction" of the Brookings Municipal Code (BMC).*

Lauralee Gray, Building Official, reviewed the staff report. Gray explained the purpose of the proposed changes was to delete all references to state code years and to change the floodplain requirements to bring the City code into compliance with the ORS.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to read Ordinance No. 06-O-575, by title only.

Mayor Sherman read Ordinance No. 06-O-575, by title only.

Councilor Anderson moved, a second followed, and the Council voted unanimously to adopt Ordinance No. 06-O-575, an Ordinance amending Sections 15.05.010, 15.10.100, 15.15.440, 15.15.450, 15.15.460, and 15.15.480 of Title 15 “Building and Construction” of the Brookings Municipal Code (BMC).

3. *In the matter of Ordinance No. 06-O-576 (File No. CP-1-06), an Ordinance amending the Transportation Systems Plan (TSP) of the City of Brookings to incorporate changes in Chapters 5, 6, 7, and 8 to reflect projected changes to the highway system through the city from Carpenterville Road to the Chetco River Bridge.*

Councilor Willms moved, a second followed, and the Council voted unanimously to read ordinance, by title only.

Mayor Sherman read Ordinance No. 06-O-576, by title only.

Councilor Willms moved, a second followed, and the Council voted unanimously to adopt Ordinance No. 06-O-576 (File No. CP-1-06), an Ordinance amending the Transportation Systems Plan (TSP) of the City of Brookings to incorporate changes in Chapters 5, 6, 7, and 8 to reflect projected changes to the highway system through the city from Carpenterville Road to the Chetco River Bridge and to include changes read into the record.

4. *In the matter of Ordinance No. 06-O-577, an Ordinance adding Chapter 13.30 “Administrative Services and Charges” to Title 13 “Public Services” of the Brookings Municipal Code (BMC).*

Paul Hughes, Finance Director, reviewed staff report and explained this was the second step in the fee adoption process and recommended the fees be entered into the record.

Councilor Gordon moved, a second followed, and the Council voted unanimously to read Ordinance No. 06-O-577, by title only.

Mayor Sherman read Ordinance No. 06-O-577, by title only.

Councilor Gordon moved, a second followed, and the Council voted unanimously to adopt Ordinance No. 06-O-577, an Ordinance adding Chapter 13.30 “Administrative Services and Charges” to Title 13 “Public Services” of the Brookings Municipal Code (BMC).

C. Resolutions

1. *Resolution No 06-R-754, A Resolution Adopting Rates, Fees and Charges to the Users of the City of Brookings Water Supply Services and Repealing Resolutions 05-R-746, 92-R-534 and 93-R-553.*

Paul Hughes, Finance Director, reviewed the staff report for Resolution No. 06-R-754, and Resolution No. 06-R-755.

Hughes advised, in response to Councilor Anderson's question, that July 1, 2006 was the effective date of these resolutions.

Councilor Anderson moved, a second followed, and the Council voted unanimously to adopt Resolution No 06-R-754, A Resolution Adopting Rates, Fees and Charges to the Users of the City of Brookings Water Supply Services and Repealing Resolutions 05-R-746, 92-R-534 and 93-R-553.

2. *Resolution No. 06-R-755, A Resolution Adopting Rates, Fees and Charges to the Users of the City of Brookings Sewer Services; and Repealing Resolution 03-R-715.*

Councilor Mickelson moved, a second followed, and the Council voted unanimously to adopt Resolution No 06-R-755, A Resolution Adopting Rates, Fees and Charges to the Users of the City of Brookings Sewer Services; and Repealing Resolution 03-R-715.

3. *Resolution No. 06-R-756, A Resolution adopting the City of Brookings' supplemental budget for fiscal year 2005/2006.*

Paul Hughes, Finance Director, reviewed the staff report for Resolution No 06-R-756.

Councilor Willms moved, a second followed, and the Council voted unanimously to adopt Resolution No 06-R-756, A Resolution adopting the City of Brookings' supplemental budget for fiscal year 2005/2006.

4. *Resolution No. 06-R-758, A Resolution adopting the City of Brookings' Budget, Declaring Tax Levied, Making Appropriations for the 2006/2007 Fiscal Year and to Categorize the Levy as Provided in ORS 294.435.*

Paul Hughes, Finance Director reviewed staff report for Resolution No. 06-R-758.

Council discussion ensued regarding the need for establishment of an educational program to promote water conservation.

Councilor Anderson moved, a second followed, and the Council voted unanimously to adopt Resolution No. 06-R-758, A Resolution Adopting the City of Brookings' Budget, Declaring Tax Levied,

Making Appropriations for the 2006/2007 Fiscal Year and to Categorize the Levy as Provided in ORS 294.435 with an additional line item under water operating funds for contract services not to exceed \$20,000.

5. *Resolution No. 06-R-760, A Resolution of the City Council of the City of Brookings Establishing Fees for the Performance of the Actions and Reviews Required by the Brookings Municipal Code, and Repealing Resolution No. 92-R-532*

Paul Hughes, Finance Director, reviewed staff report for Resolution No. 06-R-760, to become effective July 1, 2006.

Councilor Gordon moved, a second followed, and the Council voted unanimously to adopt Resolution No. 06-R-760, A Resolution of the City Council of the City of Brookings Establishing Fees for the Performance of the Actions and Reviews Required by the Brookings Municipal Code, and Repealing Resolution No. 92-R-532

X. Remarks from Mayor and Councilors

A. Council

Councilor Anderson remarked that Chetco Avenue would be nice when the highway project was finished.

B. Mayor

The Mayor remarked how attractive City Hall was looking with the completion of some improvement projects.

XI. Adjournment to Meeting of Urban Renewal Agency

Councilor Mickelson moved and the Council voted unanimously by voice vote to adjourn at 8:18 pm to the Meeting of the Urban Renewal Agency.

Respectfully submitted:



Pat Sherman
Mayor

ATTEST by City Recorder this 12 day of July, 2006.


Paul Hughes
Finance Director/City Recorder