

**CITY OF BROOKINGS**  
**COMMON COUNCIL MEETING MINUTES**  
**City Hall Council Chambers**  
**898 Elk Drive, Brookings, OR 97415**  
**Monday, July 10, 2006, 7:00 p.m.**

**I. Call to Order**

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

**II. Pledge of Allegiance**

Led by Chief Sharp

**III. Roll Call**

Council Present: Mayor Pat Sherman, Council President Larry Anderson, Councilors Jan Willms and Dave Gordon, Ex Officio Councilor Ashley Gimmell; a quorum present.

Council Absent: Councilor Craig Mickelson

Staff Present:

City Manager Dale Shaddox,  
City Attorney John Trew,  
Fire Chief William Sharp,  
Public Works Director Don Wilcox,  
and Administrative Assistant Joyce Heffington

Media Present: Curry Coastal Pilot Reporter Peter Rice

Other:

Chamber of Commerce President Les Cohen,  
and approximately 14 other citizens

**IV. Ceremonies/Appointments/Announcements**

**A. Ceremonies**

1. *Certificates of Appreciation*

Mayor Pat Sherman presented certificates to representatives of Tidewater Contractors Inc. and Oregon Department of Transportation (ODOT) in appreciation of work performed on the Chetco Avenue highway project. Accepting the awards were Scott Darger for Tidewater and Petr Lavosik, Jim McKinney and Charlie Long for ODOT.

**B. Announcements**

1. *Yard of the Month* – Jayne & Scott Scalas, 17295 Garvin Court
2. *Most Improved Property* – George Dreiszus, 206 Del Norte
3. *Commercial Property* – Brookings Presbyterian Church, 540 Pacific Ave

Mayor Sherman announced recipients of the Yard of the Month, Most Improved Property and Commercial Property.

## **V. Oral Requests and Communications from the Audience**

### **A. Committee and Liaison reports**

#### **1. Chamber of Commerce**

Les Cohen reported that the Oregon Coast Visitors Association came to Brookings, visited Azalea Park and took video that will be used for promotion of the coastal areas. He also attended a meeting of the Oregon State Chamber of Commerce and announced a forum coming up on Thursday concerning federal forest receipts. Cohen reported that there's been an incredible response to the American Music Festival concert series with 400-500 people routinely attending and said that Salmon Derby planning is well underway. Cohen also said that Oregon Business magazine is celebrating 25 years and will be selecting 10 Oregon communities to tour in 2007 and the Chamber will be presenting a proposal. Overall, Cohen said, the feeling is that visitation to the Brookings area is strong.

#### **2. Council Liaisons**

The Mayor introduced Ashley Gemmell as the new Student Ex Officio.

Mayor Sherman attended a drug media committee, and mentioned that the City will have a permanent drug information display in City Hall. The Mayor also attended the ASPIRE Program, and Relay 4 Life and Newcomers Club meetings.

Councilor Willms attended the ASPIRE Program, a Sutter Coast Hospital Board Meeting, and an Azalea Park Work Party.

Councilor Anderson attended two land development code meetings.

### **B. Public Comment**

Vikki Nuss, 650 Mardon Court, addressed Council regarding the enforcement of the City's sign ordinance.

Mayor Sherman suggested that Nuss provide specifics.

## **VI. Regular Agenda**

### **A. Discussion and possible approval of Mutual Aid Agreement (Fire Department)**

Chief Bill Sharp requested the Mayor and Councilor's support in moving forward with the signing of the Mutual Aid Agreement in Curry County.

City Attorney Trew advised that there are no legal concerns with the agreement unless it moves to cross county or state lines.

Chief Sharp advised this is not a concern at this time. This agreement only involves agencies in Curry County.

**Councilor Anderson moved, a second followed and Council voted unanimously to accept the format of agreement as [Chief] Sharp has shared with us and give the Chief the ability to bring the document back for the Mayor to sign without any additional meetings.**

- B.** Discussion and possible acceptance/approval of Fire Department grant and contract award.

Chief Sharp reported that a \$7000 federal grant through the Oregon Department of Forestry was awarded with matching funds of \$4000 coming from the Firefighters Association, leaving a total cost to the City of \$3,000 to replace the pump under the fire tender.

The Council asked questions, Chief Sharp responded, and then asked Council to approve acceptance of the grant and the award of the contract.

**Councilor Gordon moved, a second followed, and the Council voted unanimously to accept the grant award and authorize the purchase of the water tender replacement pump.**

- C.** Discussion and possible approval of contract with Parametrix
- D.** Discussion and possible approval of contract with Craig Stone & Associates
- E.** Discussion and possible approval of land use attorney contract with James Spickerman at Gleaves, Swearingen, Potter, & Scott, LLP

City Manager Shaddox briefed the Council as a staff report on all three contracts, collectively, stating they were are related. Shaddox reported that these three contracts would help the City recover the significant costs, in time and dollars, related to the City's processing of large development applications. Work assigned to the consultants would be only for the larger projects that come to the City and would increase efficiency which is to both the City's and the developer's advantage. Consultants would work under the supervision and direction of City staff with no delegation of authority being given away by the City.

Councilor Willms asked if there is a retainer fee for these consultants and Shaddox said there is not.

Councilor Anderson commented that the consultants provide built in peer review and developers will be pleased with the more timely responses that would result during the application process.

Mayor Sherman asked about specific firms and about the decision making process involved in selecting the appropriate firm and Shaddox said that Stone and Associates is well known to him and that the land use attorney was well researched by Dianne

Snow and both are well-respected in their fields. Shaddox said that consultants would be selected depending on the area of expertise needed, which would be known.

Councilor Gordon asked Shaddox to explain the billing issues in relation to the recent fee schedule and the costs of paying these consultants to do the work. Shaddox said the fees would cover City costs for the average development and enable the City to recoup extraordinary costs on larger scales projects. Resulting costs associated with paying a consultant provide the City greater flexibility than would hiring additional staff or hiring on an as need basis which would result in retention problems or paying staff when there is no work to be done.

**Councilor Anderson moved, a second followed and the Council voted unanimously to accept the staff report and recommendation for retaining Parametrix as land use professional service organization for City contract work.**

**Councilor Willms moved, a second followed, and the Council voted unanimously to accept staff recommendation to contract with Craig Stone and Associates for use as land use planning firm.**

**Councilor Gordon moved, a second followed and the Council voted unanimously to approve the contract with James Spickerman at Gleaves, Swearingen, Potter & Scott, LLP.**

## **VII. Consent Calendar**

- A. Approval of Council Meeting Minutes
  - 1. Meeting of June 26, 2006
- B. Approval of Liquor License Application for **Pine Cone Tavern**
- C. Approval of vouchers for month of June, 2006 (\$260,179.30)

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

## **VIII. Remarks from Mayor and Councilors**

### **A. Council**

Councilor Gordon said he will be out of town for the rest of the week and said commented again on the work performed by Tidewater and ODOT.

Councilor Anderson acknowledged the presence of visitors, Boy Scouts Jed Warren and Eli Warren, who addressed the Council, stating they were fulfilling a requirement to earn merit badges. Councilor Anderson also commented on improvements in properties on Chetco Avenue, complimented staff on sign enforcement, and thanked John Bischoff, who is retiring after 16 years, for all his years of service.

Councilor Willms commented on John Bischoff's departure and the great job Bischoff and the staff did on the HW3 project, as well as the desirable addition of the extra wide pedestrian stripes at Pacific and Chetco Avenues.

Ex Officio Gemmell congratulated Jed and Eli Warren.

**B. Mayor**

Mayor Sherman commented on the improving looks of City Hall and announced that the landscaping will be improving as well and the plants to be removed will be available to the public.

**IX. Adjournment**

**Councilor Anderson moved and the Council voted unanimously by voice vote to adjourn at 8:06 pm.**

Respectfully submitted:



Pat Sherman  
Mayor

ATTEST by City Recorder this 4<sup>th</sup> day of August, 2006.



Paul Hughes  
Administrative Services Director/City Recorder