

**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
January 26, 2004 7:00 p.m.**

I. Call to Order

Mayor Bob Hagbom called the meeting to order at 7:03 p.m.

II. Pledge of Allegiance

Led by Council President Dentino

III. Roll Call

Council Present: Mayor Bob Hagbom, Council President Rick Dentino, Councilors Frances Johns Kern, and Craig Mickelson, a quorum present (one position vacant).

Council Absent: None

Staff Present:

City Manager Leroy Blodgett and Administrative Secretary Linda Barker

Media Present: Curry Coastal Pilot Reporter Bill Lundquist

Other:

Chamber of Commerce Executive Director Les Cohen

2003 Planning Commission Chair Randy Gorman

Budget Committee members Sally Laasch, Harold Thiesen, John Johnson and Stan Barron

Parks and Recreation Commissioner Dave Gordon

There were no members of the general public present.

IV. Ceremonies/Appointments/Announcements

A. Appointments

1. Parks and Recreation Commission Positions # 2 and 4

Mayor Hagbom thanked those who had submitted applications. Commissioners Dave Gordon and Tony Parrish requested to be reappointed to their positions on the Parks and Recreation Commission.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to reappoint Dave Gordon to Position #2 on the Parks and Recreation Commission, term expiring February 1, 2008.

Gordon, who was present at the meeting, thanked the Council for appointing him saying he was happy to continue on the Commission.

Councilor Dentino moved, a second followed, and the Council voted unanimously to reappoint Tony Parrish to Parks and Recreation Position No. 4 with a term expiring February 1, 2008.

2. *Budget Committee Positions #1, 2 and 3*

Mayor Hagbom said John Johnson, Stan Baron, and Harold Thiesen had requested reappointed to their positions on the Budget Committee. Their terms each would expire February 1, 2004.

Johnson, Baron and Thiesen spoke briefly to the Council expressing their desires to be reappointed.

Councilor Johns Kern moved, a second followed, and the Council voted unanimously to reappoint John Johnson, Stan Baron and Harold Thiesen to the Budget Committee with terms expiring February 1, 2007.

B. *Announcements*

None

V. **Scheduled Public Appearances**

A. *Terry Harbour, ODOT—Special Transportation Area*

Andrew Johnson appeared, representing ODOT in Terry Harbour's absence. Johnson said ODOT received guidance from the Oregon Transportation Commission to work with communities across the state to manage state highways in a manner that reflects both community development and the Oregon Highway Plan. ODOT has proposed that Hwy 101 (Chetco Avenue) from Pacific Avenue south to Alder Street be designated a Special Transportation Area. Hwy 101 (Chetco Avenue) from Pacific Avenue north to Easy Street is proposed to be an Urban Business Area.

Johnson explained that Special Transportation Areas look like traditional "Main Streets" while Urban Business Areas are typically referred to as "strip development." He asked the Council to write a letter indicating whether the City endorses the designations or asks that ODOT not go forward with the designations.

There was Council discussion on the intent of the designations and the impact on the areas concerned.

Councilor Dentino moved, a second followed, and the Council voted unanimously to inform ODOT of the Council's positive feel about the Special Transportation Area and Urban Business Area designations for portions of Hwy 101 (Chetco Avenue).

VI. Oral Requests and Communications from the Audience

A. Committee and Liaison

1. *Planning Commission Annual Report—2003 Chair Randy Gorman*
2003 Planning Commission Chair Randy Gorman gave the Planning Commission's annual report, which is attached and made a part of these minutes. Gorman thanked the Planning Commission and City Council for allowing him to be chairman for the last two years.

City Manager Blodgett added that all the development going on within the City presents the Planning Commissioners with very tough decisions to make. He said the City is beginning construction on an addition to city hall to allow office space for a junior planner.

2. *Chamber of Commerce*

Executive Director Les Cohen brought warmest regards from Sharon Sparks, formerly the City's Administrative Secretary, who now lives in Sutherlin. Cohen said he will present the Chamber's annual program report at the February 9 Council meeting. January 27 is the 7th Annual Business Outlook Conference with 165 participants pre-registered. The conference is drawing attendees from Curry, Coos, Del Norte and Josephine counties which establishes this conference as a major economic conference for the Oregon coast. Cohen said he will attend the Pacific Northwest Sportsman's Conference in Portland next week and is looking forward to promoting the Brookings area and America's Wild Rivers Coast.

3. *Council Liaison*

Councilor Mickelson participated in the Elks Scholarship judging January 20, a Planning Commission goals session January 22, met with the Community Emergency Preparedness committee and attended the Gold Beach Chamber of Commerce's annual banquet on the 24th.

Councilor Johns Kern attended the School Board meeting January 21 and the Curry County Recycling Committee in Gold Beach earlier on the 26th. She will be attending the Chambers Economic Outlook Conference January 27.

Councilor Dentino attended a port of Brookings-Harbor meeting and will attend the Business Outlook Conference.

- B. *Unscheduled*
None

VII. Staff Reports

- A. *City Manager*

1. *Mid-year 2003-2004 Council Goals Progress Report*

City Manager Blodgett reminded the Council of the 2004-2005 goals setting session January 31 beginning at 9:00 a.m. at the Brookings Inn Conference Center. He then summarized progress on the 2003-2004 goals as follows:

a. Develop a master plan for City Hall and Public Safety Facilities/Acquire a site for a new City Hall

In December City retained Crow, Clay & Associates to prepare preliminary design and cost estimate for a new City Hall on the site of the existing City Hall and a second design and cost estimate to remodel and expand the existing building.

b. Create staff position for Economic & Urban Development

Ed Wait was hired for this position in August, coming from the State of Oregon's Economic & Community Development Department.

c. Install equipment & GIS software for infrastructure mapping

Software has been purchased and delivered and will be installed by March 2004. Community Development personnel has received some training and more will be needed once equipment and software is installed.

d. Construct Community Performing Arts Center

\$700,000 in funding from the State of Oregon was approved but before disbursement the Legislature eliminated funding for the Community Incentive Fund. Property acquisition was also unsuccessful. Staff suggests this project be put on hold until more support, funds and property available.

e. Construction Hassett Street from Fifth to Seventh streets

Depending on cooperation of the property owners and available funding construction could begin in 2004-2005 fiscal year.

f. Develop a program to repair, replace and/or install sidewalks

There has been no progress on developing a specific program regarding sidewalks but improvements to a portion of Fifth Street and at the intersection of Elk Drive and Fern Avenue are scheduled to begin soon. Both projects include new sidewalks.

g. Decide future of swimming pool

No progress on this goal. There is approximately \$50,000 in reserves for resurfacing the pool. A meeting of the Swim All Year Committee needs to be scheduled to make a recommendation on the future of the pool

h. Create a Parks District

No progress and staff does not intend to move forward until more direction is given from Council.

i. Upgrade play equipment in Easy Manor Park

This project will begin in early spring.

j. Improve park security

With the installation of security lights in Azalea Park and increased police presence in the parks vandalism has seemed to decrease.

2. *Other*

Last week Blodgett attended the League of Oregon Cities Board of Directors meeting in Portland. Much discussion at the board meeting centered on finance and Blodgett commented on how fortunate Brookings is at this time when many cities are struggling to make ends meet. Another subject discussed was the League's Youth Advisory Council (YAC) which the board decided to discontinue and instead encourage communities to form YACs on a local level.

VIII. Consent Calendar

- A. *Approval of Council Meeting Minutes*
 - 1. *Minutes of January 12, 2004, regular Council meeting*
 - B. *Acceptance of Planning Commission Minutes*
 - 1. *Minutes of December 2, 2003, regular Commission meeting*
- (End Consent Calendar)*

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

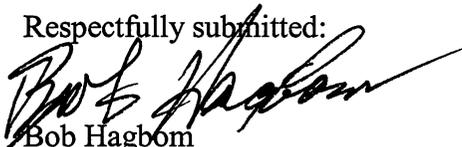
IX. Remarks from Mayor and Councilors

- A. Council
- B. Mayor

X. Adjournment

With no further business before it Councilor Johns Kern moved to adjourn the meeting at 8:05 p.m.

Respectfully submitted:


Bob Hagbom
Mayor

ATTEST by City Recorder this 12 day of February, 2004.


Paul Hughes
Finance Director/City Recorder



City of Brookings Planning Commission

Commissioner Randy Gorman, Chair

Commissioner Mickelson (resigned December 2002)

*Replaced by Commissioner Smith

Commissioner Cofrances (resigned July 2003)

*Replaced by Commissioner Gilmore

Commissioner Fritz (resigned August 2003)

*Replaced by Commissioner Dundum

Commissioner Collis

Commissioner Freeman

Commissioner Nishioka

Annual Report for 2003

The Planning Commission was very busy this year with 12 regular public hearings plus 4 special meetings: a special meeting was held for Bruce Brothers final map, a meeting with the Department of Parks and Recreation for the *Harris Beach State Park Master Plan*, a study session with City Council with Borax representatives, and a work study session to review regulations of Section 132, parking of RV's, boats, and trailers in residential districts.

The Planning Commission heard 60 requests at 12 regular meetings during 2003:

Minor Partitions	2 creating 5 lots
Subdivisions	8 creating 91 lots
Conditional use permits	11
Minor changes to conditional use permits	4
Zone change	4
Land Development Code change	5
County Referrals	9
Variances	5
Extensions	2
Final Map	10

The Planning Commission reviewed and recommended approval of a new zone district titled Master Planned Development (MPD) zone to the City Council.

Recommendations:

- The Council Chambers PA system is in dire need of replacement. The feedback is very disruptive during meetings, as well as for the people trying to watch from their homes.
- The Commission's recommendation to have regularly scheduled bi-annual meetings with the City Council and Planning Commission, and perhaps the Parks and Recreation Commission, and other concerned citizens. The meetings would be beneficial to keep everyone updated on current events, and projects.
- The Commission would like to request another seminar to stay updated with state and local code changes, and a review of procedures.
- Sidewalk concern on 5th Street between Easy Street and Limbaugh Way. Currently there is no sidewalk. Pedestrians have to walk on the roadway and react quickly to avoid cars. This is a particular concern during the school year when children have to use the roadway. Curb and gutter exists sporadically on Fifth Street. Finishing the walkway would be safer for pedestrians.
- The Commission and citizens are very concerned about traffic safety from Dawson Road to Easy Street. It was recently expressed at our meeting that as we continue to approve subdivisions in that area, we need to look at traffic safety. We will be setting up a Hwy.101 Corridor committee.
- The following was included in the *2002 Planning Commission Report*: It is felt the *S-curve* located at the junction of Dawson Road and US 101 is a serious safety hazard and needs to be improved. *A survey was completed on the number of homes with families (157) with 6,000 square feet or greater non-dividable parcels; 61 lots with no homes; non-dividable 15.53 acres with homes that appear dividable to 57 lots; 11 parcels totaling 9.13 acres with the capabilities to divide into 42 lots; 4 homes now under construction, and one existing church. This results in a potential of 321 homes with families using one road to US 101. We are aware this is the only street/access to schools, shopping and medical services for these families. One of our commissioner's has stated "it is impossible to stay on the right side of the road should a concrete mixer or dump truck be traveling in the S-curve on Dawson". Should an accident occur with the heavy usage, it could block the road for hours. The Commission would like the City Council to take affirmative action to correct a potentially serious, and dangerous condition.
*NOTE: Since the survey, four (4) more subdivisions have been approved for this area.

As you can see from our report, 2003 was a very busy year for the Planning Commission.

A special *thanks* to the Planning Department for providing us with the packets in a timely manner. This helped us to make the best decisions for our great community

Respectfully submitted,


Randy Gorman,
Planning Commission Chair