

**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
December 22, 2003
7:00 p.m.**

I. Call to Order

Mayor Bob Hagbom called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

Led by Gail Hedding

III. Roll Call

Council Present: Mayor Bob Hagbom, Council President Rick Dentino, Councilors Larry Curry, Frances Johns Kern, and Craig Mickelson, a quorum present.

Council Absent: None

Staff Present:

City Manager Leroy Blodgett, Community Development Director Leo Lightle, And Administrative Secretary Linda Barker

Media Present: Curry Coastal Pilot Reporter Brian Bullock

Other:

Chamber of Commerce Executive Director Les Cohen,
And approximately 7 other citizens

IV. Oral Requests and Communications from the Audience

A. Committee and Liaison reports

1. Chamber of Commerce

Executive Director Cohen thanked Coos-Curry Electric for putting up the holiday lights along Chetco Avenue, saying the new rope lighting seems to be holding up and the whales look good.

The Chamber is finalizing the agenda for Business Outlook 2004 which will be held at the Elks Lodge January 27. Cohen said they will begin working on March's Beachcombers Festival in January. Co-operative advertising running in the Rogue Valley, Klamath Basin and Redding seems to be bringing people into our area.

The Community Profile and Business Directory will be coming out any day. This year the Chamber partnered with the Curry Coastal

Pilot to publish the community information guide. It is fully funded by the advertisers and 10,000 copies of the directory and an additional 5,000 copies of the most up-to-date map of our area will be printed.

2. *Council Liaisons*

Councilors Mickelson and Curry had nothing to report. Councilor Johns Kern attended a meeting of the Pelican Bay Prison Advisory Board. Councilor Dentino worked the Festival of Lights in Azalea Park as did Johns Kern. He and Johns Kern arranged for the Brookings-Harbor leadership class session on "governances." He attended the Pelican Bay Telecommunications board of directors meeting December 22 and represented the City Council at Elmo & Lorraine Williams 60th anniversary celebration December 21. Lastly he played Santa at the Cal-Or Life Flights employee Christmas party at the Senior Center.

Mayor Hagbom read a letter of resignation from Councilor Curry effective December 31, 2003. Hagbom then announced an open house December 30 between 11:30 a.m. to 1:00 p.m. in Council Chambers in Curry's honor and invited the public to attend.

Councilor Dentino moved, a second followed, and the Council voted unanimously to accept the resignation of Larry Curry and to declare a Council vacancy.

B. *Unscheduled*

1. None

V. **Staff Reports**

A. *Finance Department*

1. *System Development Charge Review Contract Bid Award*

City Manager Blodgett said the city had advertised for proposals for System Development Charge methodology review. Four responses were received and staff recommended accepting the proposal from The Dyer Partnership, Coos Bay in the amount of \$25,640 which included developing a Capital Improvement Plan for the City.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to award the System Development Charge review and development of a capital improvement plan contract to the Dryer Partnership for \$25,640.

B. *Economic and Urban Development Department*

1. *Preliminary Design for New City Hall and Public Safety Facilities*
City Manager Blodgett said one of the Council goals for 2003-2004 was to develop a master plan for city hall and public safety facilities with a second goal of acquiring a site for a new city hall. After review and investigation of several avenues including locations in the downtown master plan area and the current city hall site, staff contacted Crow/Clay & Associates, Inc. to provide programming and preliminary design for a remodel and addition (or new) city hall.

Councilor Johns Kern moved, a second followed, and the Council voted unanimously to approve the proposal developed by Crow/Clay & Associates, Inc. and move forward to preliminary design of the project.

C. *Community Development Department*

1. *Surface Transportation Program Funds Project Revised Project STP 2002*

Community Development Director Lightle asked the Council to consider a change to the location of the project for Surface Transportation Program Funds authorized for 2002. The change would move the project from the intersection of Railroad and Oak Streets to the intersection of Elk Drive and Fern Avenue.

Councilor Dentino moved, a second followed, and the Council voted unanimously to change the projection location for Surface Transportation Program Funds project for 2002 from the intersection of Railroad and Oak Streets to the intersection of Elk Drive and Fern Avenue.

2. *Surface Transportation Project Allocation 2003*

Community Development Director Lightle proposed a project using Local Fund Exchange Program dollars to reconstruct Fifth Street from Elk Drive 150 north with storm drainage and curb, gutters and sidewalks as well as widening the street. The City will receive \$30,521 for the project.

Councilor Dentino moved, a second followed, and the Council voted unanimously to authorize the Mayor to sign the Local Fund Exchange Agreement and to enter into an intergovernmental agreement with the League of Oregon Cities for distribution of those funds (\$30,521) subject to terms specified in the agreement.

D. *City Manager*

1. *Asante Letter of Intent*

City Manager Blodgett explained the Letter of Intent commits Asante to move forward with a feasibility study to evaluate the possibility of developing an acute care hospital in the Brookings area. It also commits the City to work with Asante as they prepare the study. Any financial commitment by the City will not be considered until the study is complete. He said the City is working with the State Parks and Recreation Commission to acquire land at Harris Beach State Park to use as a site for the hospital.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to approve and authorize Mayor Hagbom to sign the Letter of Intent provided by Asante Health System.

2. *Set Date for Council Goals Session*

City Manager Blodgett asked the Council to set a date for a goal setting session for fiscal year 2004-2005, saying the Conference Room at the Brookings Inn Best Western was available January 31, 2004 and suggesting that date. At their January 26, 2004, meeting the Council will receive a progress report on goals for 2003-2004. Blodgett asked for Councilors and staff to turn in proposed goals to the Administrative Offices to be considered at the goal setting session.

Councilor Dentino moved, a second followed, and the Council voted unanimously to set January 31, 2004, as the date for a goal setting session for 2004-2005 goals.

3. *Other*

City Manager Blodgett said that since the City has not proposed anything in regards to ODOT's highway improvement project a city-wide vote would not be anything of substance. The improvements are an ODOT project, not a city project.

He said statements have been made that the City Council and the Mayor have lobbied for the couplet. When moneys became available through the Oregon Transportation Investment Act the City wanted to be in line for some of these funds and in 2002 adopted a Council goal to "lobby to have Phase II of the Couplet on the STIP." At the time ODOT was saying the project would be a couplet. The City was successful and the Hwy 101 improvements remain on the STIP but are unfunded at this time and a decision has not been reached by ODOT as to what the completed project

will look like. Blodgett said whatever the outcome of the project's design the City has kept its place for funding.

Blodgett also reported the repaving of Hwy 101 through Brookings will not take place next summer as originally planned. City officials and ODOT have reached an agreement to postpone the work until 2005. The portion of the project from Thomas Creek Bridge to just north of Rainbow Rock will be started as scheduled in 2004. Blodgett said the reasons for the delay in the Brookings portion of the project include completing the engineering and public input on the downtown traffic solution, including working with utility providers to underground their facilities; and the work to be done to extend utilities to the Borax property which has been annexed into the City.

VI. Consent Calendar

- A. *Approval of Council Meeting Minutes*
 - 1. *Minutes of December 8, 2003, regular Council meeting*
- B. *Liquor License Application*
 - 1. *Flying Gull Restaurant—adding corporate partner*

END CONSENT CALENDAR

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

VII. Ordinances/Resolutions

- A. *Ordinances*
 - 1. *Ordinance No. 03-O-446.RR—In the matter of an Ordinance amending Ordinance 89-O-446, an ordinance creating the Land Development Code, to amend the requirements for parking motor homes and other recreational equipment on residential lots*

City Manager Blodgett recapped that a public hearing had been held before the Council December 8, 2003, on File No. LDC-5-03 and while public testimony was closed the Council had voted to table their decision until this meeting. He suggested changes to the proposed ordinance that eliminated reference to accessory uses and added the words "or hard gravel surfaces" to the paving requirement for the storage area. There was discussion about accessory uses in residential areas and existing homes not being required to have a paved surface to park RVs on since some have unpaved driveways.

John Petersen, 96577 West Harris Heights, and John White, PO Box 3078, Harbor, had questions and comments about the proposed ordinance.

Blodgett read Ordinance No. 03-O-446.RR in its entirety.

Discussion after the reading centered on existing homes and whether they would be required to have a paved driveway but still could have an unpaved RV parking area and how the new requirements would be enforced. Blodgett said mostly the Planning Department would act on complaints.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to have the second reading of Ordinance No. 03-O-446.RR by title only.

Blodgett read Ordinance No. 03-O-446.RR by title only.

Councilor Johns Kern moved, a second followed, and the Council voted unanimously to adopt Ordinance No. 03-O-446.RR, amending Ordinance No. 89-O-446, an ordinance creating the Land Development Code, to amend various sections to improve clarity and change certain requirements regulating RV parking in residential areas incorporating the changes proposed by City Manager Blodgett into the ordinance.

2. *Ordinance No. 03-O-446.SS— In the matter of an Ordinance amending Ordinance 89-O-446, an ordinance creating the Land Development Code, to clarify residential yard setback requirements*

City Manager Blodgett read Ordinance No. 03-O-446.SS in its entirety. There was no discussion on this matter after the reading.

Councilor Dentino moved, a second followed, and the Council voted to have the second reading of Ordinance No. 03-O-446.SS by title only.

Blodgett read Ordinance No. 03-O-446.SS by title only.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to adopt Ordinance No. 03-O-446.SS, an ordinance amending Ordinance No. 03-O-446, an ordinance creating the Land Development Code, to amend Sections 8, 20, 24, 28, and 32, to clarify residential yard setback requirements.

B. *Resolutions*

1. *Resolution No. 03-R-725—In the matter of a Resolution approving Pelican Bay Telecommunications Corporation Loan Submittal*
Mayor Hagbom said Pelican Bay Telecommunications Corporation is not moving forward on this loan so no action was needed or taken on Resolution No. 03-R-725, in the matter of a resolution approving Pelican Bay Telecommunications Corporation loan submittal.

VIII. Remarks from Mayor and Councilors

- A. Council—None
- B. Mayor—None

The Council recessed from 8:05 to 8:12 p.m.

IX. Executive Session

- A. *ORS 192.660(1)(e)—Real Property Transaction*
- B. *ORS 192.660(1)(i)—Performance Evaluation of Public Officers and Employees*

Mayor Hagbom announced the Council would be going into executive session for approximately 20 minutes and would return to general session following the conclusion of the executive session. Media would be allowed to remain during the executive session but reporting of anything said during the session is prohibited as long as Council only discusses stated agenda items. Also Hagbom said no action would be taken during the executive session but action may be taken after the general session reconvenes.

The Council went into executive session at 8:12 p.m.

The Council reconvened in regular session at 8:30 p.m.

Councilor Johns Kern moved, a second followed, and the Council voted unanimously to proceed with the property transaction as discussed in Executive Session.

Mayor Hagbom said the performance evaluation for City Manager Blodgett resulted in a very high rating and he was making a recommendation for a 5% salary increase.

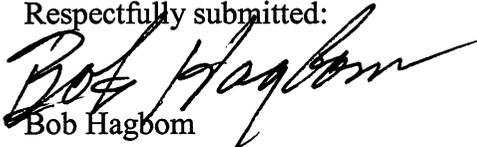
Councilor Curry moved, a second followed, and the Council voted unanimously to increase the salary of City Manager Blodgett by 5%.

X. Adjournment

Mayor Hagbom wished everyone happy holidays saying this is a great community with a great bunch of volunteers. He will be preparing and giving the State of the City address within the next thirty days to give everyone an update of where we have been and where we are trying to go.

With no further business before it the meeting was adjourned at 8:37 p.m.

Respectfully submitted:


Bob Hagbom
Mayor

ATTEST by City Recorder this 13 day of January, 200~~3~~⁴.^{10B}



Paul Hughes
Finance Director/City Recorder