

# *minutes*

**CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
November 22, 1993  
7:00 p.m.**

**I. CALL TO ORDER**

**Mayor Davis called the meeting to order at 7:02 p. m.**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**Council Present: Mayor Tom Davis, Councilors Nancy Brendlinger, Bob Hagbom, Councilor Larry Curry**

**Council Absent: Councilor Dave Scott**

**Staff Present: City Manager Dennis Cluff, Administrative Assistant Donna Van Nest, Planning Director John Bischoff**

**Media Present: Tracy Reed, Curry Coastal Pilot; Martin Kelly, KCRE; Joel Buffington, KURY**

**IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS**

**1. Proclamation - Leon Hunsaker Day**

**Mayor Davis proclaimed November 30, 1993 as "Leon Hunsaker Day" in honor of Mr. Hunsaker who is retiring from KTVL in Medford after many years as the southern Oregon weatherman.**

**V. PUBLIC HEARINGS**

**VI. SCHEDULED PUBLIC APPEARANCES**

**VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE**

**VIII. CONSENT CALENDAR**

**A. Approval of Council Meeting Minutes**

1. **October 25, 1993 Regular Council Meeting**

**B. Approval of Vouchers [\$124,259.32]**

**C. Resolutions**

1. **Resolution No. 93-R-567 - A resolution authorizing the execution of Special City Allotment Agreement No. 12190 between the City of Brookings, a municipal corporation of the State of Oregon, acting by and through its city officials, and the State of Oregon, acting by and through its Oregon Department of Transportation, Highway Division, to allocate funds for street improvements on Elk Drive (Ross road to the East 480').**

**This agreement between the State of Oregon and the City of Brookings is for the purpose of street improvements on Elk Drive (Ross Road to the East 480'). This project is being paid for by the Special Cities Allotment program, which is a part of the Oregon Department of Transportation.**

2. **Resolution No. 93-R-568 - A resolution accepting the Abstract of Votes for the general election held November 9, 1993.**

**D. Requests for payment**

3. **Request for final payment - Asphalt overlay project - Tidewater Contractors**
4. **Request for final payment - Wastewater treatment plant diesel storage tank replacement & Van Pelt Subdivision water system improvements - M&F Building Company and P&S Construction Company**

**D. Miscellaneous**

1. **Liquor License Application - Rubio's**

**(end Consent Calendar)**

Councilor Curry moved to approve the Consent Calendar, which motion was seconded by Councilor Brendlinger. The clerk called the roll with the following results:

Ayes: Councilors Brendlinger, Curry, Hagbom, Mayor Davis

Nays: None

Motion carried; Consent Calendar, consisting of:

**A. Approval of Council Meeting Minutes**

1. October 25, 1993 Regular Council Meeting

**B. Approval of Vouchers [\$124,259.32]**

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**D. Miscellaneous**

1. **Liquor License Application - Rubio's**

**approved.**

**IX. ORDINANCES/RESOLUTIONS/FINAL ORDERS**

**A. Ordinances**

1. **Ordinance No. 93-O-342.B - An ordinance amending Ordinance No. 80-O-342 (Transient Room Tax), Section 1 (Definitions), Section 2 (Tax Imposed), and Section 14 (Administration) of the City of Brookings.**

**Staff presented council with a proposed amendment to the transient room tax ordinance to provide for transient room tax funds from recreational vehicle, tent trailer and tent camping parks.**

**Administrative Assistant Donna Van Nest read Ordinance No. into the record in its entirety.**

**Councilor Brendlinger moved to adopt Ordinance No. 93-O-342.B by first reading, which motion was seconded by Councilor Curry. The clerk called the roll with the following results:**

**Ayes: Councilors Brendlinger, Curry, Hagbom, Mayor Davis**

**Nays: None**

**Motion carried; Ordinance No. 93-O-342.B adopted by first reading.**

**Administrative Assistant Donna Van Nest read Ordinance No. into the record by title only.**

**Councilor Hagbom moved to adopt Ordinance No. 93-O-342.B by second reading, which motion was seconded by Councilor Curry. The clerk called the roll with the following results:**

**Ayes: Councilors Brendlinger, Curry, Hagbom, Mayor Davis**

**Nays: None**

**Motion carried; Ordinance No. 93-O-342.B - An ordinance amending Ordinance No. 80-O-342 (Transient Room Tax), Section 1 (Definitions), Section 2 (Tax Imposed), and Section 14 (Administration) of the City of Brookings. - adopted by second reading. [Effective December 21, 1993]**

**X. COMMITTEE REPORTS**

**A. Planning Commission**

**B. Parks and Recreation Commission**

**Parks and Recreation Commission Chair Jean Littell gave a brief report on the activities of the Commission and asked that the city assist the Brooking Area Council for the Arts in obtaining a grant to build a portable bandshell. The total cost of the bandshell is approximately \$35,000.**

**Councilor Brendlinger moved to direct staff to work with BACA to obtain grant monies with which to erect the bandshell at Azalea Park, which motion was seconded by Councilor Curry. The clerk called the roll with the following results:**

**Ayes: Councilors Brendlinger, Curry, Hagbom, Mayor Davis**

**Nays: None**

**Motion carried; staff directed to work with BACA to obtain grant monies with which to erect the bandshell at Azalea Park.**

**C. Golf Board**

**Councilor Brendlinger moved to direct the city attorney to send a letter to William J. Stone of WJS Golf, Inc., cancelling the lease of the Jack Creek Golf Course and requesting that any and all real or potential liens against the lease hold interest on the Jack Creek property be voided and legally recorded; and that the city attorney further suggest to Mr. Stone that for the exchange of the irrigation pump currently being held by Del Cur Supply that no further potential legal action will be forthcoming from the City of Brookings; and that this occur by 12/03/93, which motion was seconded by Councilor Curry. The clerk called the roll with the following results:**

**Ayes: Councilors Brendlinger, Curry, Hagbom, Mayor Davis**

**Nays: None**

**Motion carried; city attorney directed to send a letter to William J. Stone of WJS Golf, Inc., cancelling the lease of the Jack Creek Golf Course and requesting that any and all real or potential liens against the lease hold interest on the Jack Creek property be voided and legally recorded; and that the city attorney further suggest to Mr. Stone that for the exchange of the irrigation pump currently being held by Del Cur Supply that no further potential legal action will be forthcoming from the City of Brookings; and that this occur by December 3, 1993.**

**Councilor Hagbom moved to direct staff to amend the Request for Proposals for the development of Jack Creek Golf Course for consideration by the council at the December 6 work session, which motion was seconded by Councilor Curry. The clerk called the roll with the following results:**

**Ayes: Councilors Brendlinger, Curry, Hagbom, Mayor Davis**

**Nays: None**

**Motion carried; staff directed to amend the Request for Proposals for the development of Jack Creek Golf Course for consideration by the council at the December 6 work session.**

**D. Chamber of Commerce**

**XI. STAFF REPORTS**

**A. Community Development Department**

**1. Extension of Periodic Review work plan - UGB task**

**Planning Director John Bischoff presented a status report on Task 1 of the Periodic Review Work Program which is the expansion of the Urban Growth Boundary. This report was prepared by city and county staff and indicates the status of each of the subtasks and the work remaining to complete the subtask. Some of the remaining work was anticipated as reflected in the description of the subtask. Much of the remaining work is requested by DLCDC as further justification of the need for the size of the boundary as currently adopted by the city. Staff had considered most of the requested work to be prepared as a part of future tasks within the Periodic Review Work Program.**

**The product of this TASK 1 is the adoption of an extended Urban Growth Boundary and a Management Agreement(s) between the city and county and appropriate special districts to govern growth and development within this boundary.**

**TASK 1 is currently scheduled to be completed by December 30, 1993. The city and county staff have been requested by DLCDC staff to consider a revision of the Periodic Review Work Program to further review the data and inventory information that currently exists. The revised work program should request additional time to prepare the inventory information that is lacking as identified above and the additional inventory information that the DLCDC staff has requested. The city and county staff should then use this new information to reexamine the proposed UGB and revise as needed to reconcile the proposed boundary with the information used to support the size and location of the boundary.**

The DLCDC staff suggest that TASK 1 then be completed sometime between April 30, 1994 and June 30, 1994. Once TASK 1 has been successfully completed the city and county should either revise the time schedule for all following tasks or evaluate the need for TASK 2 (defining a URB). If the city, county and DLCDC determine that a URB is not necessary, Task 2 would be deleted from the work program and work would proceed on Task 3.

## **AMENDMENT TO CITY OF BROOKINGS PERIODIC REVIEW WORK PROGRAM - STATUS REPORT - 11/09/93**

### **TASK 1 Amend Urban Growth Boundary**

**Subtask 1-1 Publish and post public notice that the city and county are initiating the following study and requesting comments.**

The intent of this subtask is to inform the public that the city and county is entering the process of Periodic Review and that as part of this process expansion of the Urban Growth Boundary is being considered. The public will have the opportunity to comment at all time during this process.

The City Planning Director will be responsible for this subtask.

**DLCDC Additional Comments: Notice to include appropriate state agencies and special districts listed on the Brookings Periodic Review Work Program Summary.**

### **STATUS:**

Both the city and county have provided public notice that the Periodic Review of their respective comprehensive plans has begun and that expansion of the city UGB is being considered. The city and county have established a list of affected state agencies and special districts who have been informed of the process and some of these agencies have commented on the proposed UGB expansion.



**REMAINING WORK:**

**Public notice and hearings are an ongoing process within the periodic review. State and federal agencies and special districts will be involved throughout the process as appropriate. Once all of the remaining tasks are completed it will be necessary to hold further meetings to adopt the resulting findings.**

**Subtask 1-2 Inventory of buildable residential, commercial/industrial land.**

**The intent of this subtask is to incorporate data related to the existing vacant buildable land in the Brookings-Harbor area into the City of Brookings Comprehensive Plan. This subtask will involve preparing an inventory of the remaining vacant buildable land in the Brookings-Harbor area by up-dating a field survey done in 1989. This data will be used to determine the current vacant buildable lands remaining in the city and urban growth boundary area and provide an estimate of the projected future buildable land needs of the area and the types of land needed to be included in an amendment to the UGB.**

**The consultant retained by the city with help from the city and county staff will be responsible for this subtask.**

**STATUS:**

**The city, county and DEA staff did a field survey of the city, existing UGB and nearby exception areas on March 10-12, 1993 to determine the remaining vacant land in the city, UGB and surrounding exception areas. The results of this survey are described in Chapter 3 of the DEA Report dated July 12, 1993.**

**REMAINING WORK:**

**DLCD is requesting more data supporting the 4% growth rate which was used to establish the line as adopted by the city. This is the reason for all of the additional work requested to complete Task 1 of the Periodic Review Work Program. There is an indication that DLCD would accept the existing data as supporting a sustained 3% growth rate.**

**Subtask 1-3 Inventory of current housing by type.**

The intent of this subtask is to incorporate data related to the existing housing types in the Brookings-Harbor area into the City of Brookings Comprehensive Plan. This subtask will involve preparing an inventory of the current housing types in the Brookings-Harbor area. This data will be used to determine the current housing needs of the city and the urban growth area which will be used to determine the future housing needs of the area and the types of land needed to be included in an amendment to the UGB.

The consultant retained by the city with the help from the city and county staff will be responsible for this subtask.

#### **STATUS:**

Chapter 4 of the DEA Report dated July 12, 1993 provides an "needs analysis" for additional land for residential use land but does not describe the existing housing types and the general mixture of housing in the Brookings-Harbor area. This needs to be done in order to estimate the future housing needs of the area and the type of residential use land that needs to be included in the proposed UGB. The DEA analysis simply provides a gross estimate of residential use land without estimating the needs for multi-family dwellings, mobile home parks, small lot SFD, large lot SFD etc.

#### **REMAINING WORK**

The inventory of housing types and projected need by type is a portion of the task which must be completed. An analysis of how infill development of lots within the existing UGB will relate to housing needs. This task is related to the DLCD request for proposed land use designations within the new UGB. Once the housing mix and acreage requirement for each type of housing is determined, the potential location for each will be indicated on a UGB map. This will also correspond with the building suitability study which is requested by DLCD. The building suitability analysis will required detailed slope analysis and a determination of allowed densities based on slope steepness and accessibility. Burton Weast, who represents the Reservation Ranch/Harbor Construction and Borax holdings, will supply topographical and geological hazards information for these properties. City and county staff will generate this information on the remaining portions of the boundary.

**DLCD is also requesting that this map show existing and projected water and sewer mains, existing and projected streets and roads and mappable resources. This information is requested to show how land within the boundary will be accessed and provided with services.**

**Preparing the building suitability analysis and land use designation map is the backbone of the remaining work to be completed in the process of justifying and gaining acknowledgment of the new UGB. All of the additional work requested by DLCDC feeds into the creation of this map as indicated in the discussion of other subtasks below. Given the ongoing daily work load of both city and county staffs and the time indicated by Mr. Weast needed to provide his information this task could take a considerable period to complete. The staff is pursuing the possibility of a grant from DLCDC which would allow for the hiring of a temporary planning position which could dedicate full time to this project. There are a member of possible scenarios which can be implemented through a DLCDC grant. DLCDC has indicated that such a grant is possible. With a grant to hire a temporary planner, all of the additional work can be completed by the end of April 1994, allowing May and June for further hearings.**

#### **Subtask 1-4 Inventory of existing commercial/industrial land.**

**The intent of this subtask is to be related to Subtask 1-2 which will involve preparing an inventory of the remaining vacant commercial and industrial lands in the Brookings-Harbor area by up-dating a field survey done in 1989.**

**The consultant retained by the city with help from the city and county staff will be responsible for this subtask.**

#### **STATUS:**

**The city, county and DEA staff did a field survey of the city, existing UGB and nearby exception areas on March 10-12, 1993 to determine the remaining vacant land in the city, UGB and surrounding exception areas. The results of this survey are described in Chapter 3 of the DEA Report dated July 12, 1993.**

#### **REMAINING WORK**

**This subtask is completed.**

#### **Subtask 1-5 Inventory of commercial/industrial sites.**

**The intent of this subtask is to be related to Subtask 1-2 which will involve preparing an inventory of the remaining vacant commercial and industrial sites in the Brookings-Harbor area by up-dating a field survey done in 1989. This inventory will include only those sites which are currently ready to be built upon.**

**The consultant retained by the city with help from the city and county staff will be responsible for this subtask.**

#### **STATUS:**

**The city, county and DEA staff up-dated the 1989 inventory of vacant commercial/industrial lands and identified the remaining vacant sites on field survey maps. The DEA report did not include maps to locate the remaining sites but only provided a table listing the total acreage of these sites. It appears that a map needs to be prepared which shows the location of the remaining vacant sites and findings to show that they are or are not ready to be built upon.**

#### **REMAINING WORK**

**The projected acreage need and location of future commercial and industrial lands will be indicated on the Land Use Designation map discussed in Subtask 1-3 above.**

#### **Subtask 1-6 Incorporate population trend data.**

**The intent of this task is to incorporate data related to the recent changes in the population of the Brookings-Harbor area into the City of Brookings Comprehensive Plan. This task will include reviewing demographic data available from the federal and state census to prepare a summary of population change trends. This data will be used to estimate the need for expansion of the urban growth boundary.**

**The consultant retained by the city with help from the city and county staff will be responsible for this task.**

**STATUS:**

The DEA staff provided an extensive demographic analysis of the available census data to summarize the population changes in the City of Brookings and Harbor area. This data was analyzed by DEA staff to provide a range of projections for future population growth in the area which were estimated for years 2013 and 2043. This information is described in Chapter 2 of the DEA Report dated July 12, 1993.

**REMAINING WORK**

As indicated in Subtask 1-2 above, DLCD is requesting further data supporting the city's projected 4% growth rate. Also as indicated above, it is possible that they would accept the information submitted to date as justification of a 3% sustained growth rate. All of the remaining work described in this report will be the basis for the justification of the size of the new UGB as it relates to the projected growth rate.

Subtask 1-7 Incorporate economic trend data.

The intent of this subtask is to incorporate recent economic trend data relevant to the Brookings-Harbor area into the City of Brookings Comprehensive Plan. This subtask will include reviewing economic data available since the plan was acknowledged and incorporate relevant data into the text of the plan as a comprehensive plan revision.

The City of Brookings Planning Director will be responsible for this subtask.

**STATUS:**

The city Planning Director has reviewed current economic reports available on the recent economic trends in the Brookings-Harbor area and attached these reports to the findings provided with the proposed UGB revision.

**REMAINING WORK**

**This Subtask is complete.**

Subtask 1-8 Determine estimate for 20 year supply of vacant buildable land.

**The intent of this subtask is to determine and locate a 20 year supply of vacant buildable land in the Brookings-Harbor area and to incorporate this data into the City of Brookings Comprehensive Plan and Curry County Comprehensive Plan. This subtask will involve preparing an estimate of the lands needed for a 20 year supply of vacant buildable land in the Brookings-Harbor area from data gathered in Subtask 1-2 above. This estimate will be used to identify specific vacant buildable lands which will be able to fill the 20 year needs of the area. The specific lands so identified will be included in an amendment to the UGB.**

**The consultant retained by the city with help from the city and county staff will be responsible for this subtask.**

**STATUS:**

**The DEA staff has prepared a "needs analysis" for the projected land needs for residential use lands based on a per annum growth rate ranging from 2 to 4 percent. These projections were carried out to year 2013 for a twenty year planning period (see Section 4.1, Table 4.7, DEA Report). The total acreage needed at a 4% growth rate is estimated 2,063 acres. Lands to fill this need were identified by the city on a map as being included within a proposed UGB. The lands identified on the map included 5000 + acres and were not specified as to proposed use.**

**REMAINING WORK**

**The city and county must reconcile the difference between the amount of land identified by the needs analysis and the amount of land actually included in the proposed UGB. An ongoing premise of this entire study has been that a certain amount of unsuitable land must be included in the boundary to provide the required amount of suitable land. The purpose of the building suitability study and of the land use designation map described above is to show the relationship between suitable and unsuitable lands and where unsuitable lands must be included.**

**Subtask 1-9 Determine estimate for 20 year supply of vacant commercial and industrial land.**

**The intent of this subtask is to be related to Subtask 1-8 which will involve estimating a 20 year supply of vacant commercial and industrial lands in the Brookings-Harbor area. This estimate will be used to specifically locate lands to be used to fill this need.**

**The consultant retained by the city with help from the city and county staff will be responsible for this subtask.**

**STATUS:**

**The DEA staff has prepared a "needs analysis" for the projected land needs for commercial and industrial use lands based on various economic factors. These projections were carried out to year 2013 for a twenty year planning period (see Section 4.2 and 4.3 DEA Report). The total acreage needed for commercial use in this estimate was 468 acres. The total acreage needed for industrial use by this estimate was 170 acres. Lands to fill this need were identified by the city on a map as being included within a proposed UGB. The lands identified on the map included 5000 + acres and were not specified as to proposed use.**

**REMAINING WORK:**

**The location of the needed commercial and industrial acreage will be shown on the Land Use Designation Map.**

**Subtask 1-10 Determine estimate for 8 year supply of commercial/industrial land with services available.**

**The intent of this subtask is to be related to Subtask 1-8 which will involve estimating a 8 year supply of vacant commercial and industrial lands in the Brookings-Harbor area. This estimate will be used to specifically locate lands to be used to fill this need.**

**The consultant retained by the city with help from the city and county staff will be responsible for this subtask.**

**STATUS:**

The DEA Report dated July 12, 1993 does not identify specific lands that have services available to fill an eight year supply of vacant commercial/industrial land in the Brookings-Harbor area. The city and county staff will have to prepare a map that specifically identifies specific lands and sites that are suitable to meet this eight year supply. Based on a total commercial land need of 486 acres in the next 20 years, about 198 acres will be needed in the next 8 years. Based on a total industrial land need of 170 acres in the next 20 years, about 68 acres will be needed in the next 8 years.

**REMAINING WORK:**

The areas required to meet the 8 year commercial and industrial need will be indicated on the Land Use Designation Map.

Subtask 1-11 Review lands for possible inclusion against Goal 14 factors and compile findings to support lands included within UGB.

The intent of this subtask is to review the data and inventory information compiled in Subtasks 1-2 through 1-10 and determine which of those lands must be included within the UGB. Findings will then be compiled to address the factors set forth in Goal 14 for the inclusion of land within an urban growth boundary. The findings document prepared in this subtask will be used to make amendment to the city and county comprehensive plans for amendment to the present UGB.

The consultant retained by the city with help from the city and county staff will be responsible for this subtask.

**STATUS:**

The city has provided findings to address the factors set forth in Goal 14 to justify the proposed UGB. The findings are supported by factual evidence included in the DEA Report and other reports that the city has appended to its proposal for the UGB expansion. DLCD staff has concluded that the findings provided do not adequately address the factors in Goal 14 and in some cases the estimates of land need in the analyses are entirely different from the actual amount of land included in the proposed UGB. These differences must be reconciled in



order for the findings to support the proposed UGB under the standards of Goal 14.

**REMAINING WORK:**

**It will be necessary for the city to adopt further findings to support the Goal 14 factors once the remaining work has been completed. The purpose of this entire program is to produce the findings to justify a new UGB.**

**Subtask 1-12 Prepare map showing tentative UGB expansion and tentative URB.**

The intent of this subtask is to prepare a map which is reproducible and shows the tentative enlargement of the present Brookings UGB based upon the results of Subtasks 1-1 through 1-11. This map will show important physical features, political boundaries, property lines and other information relevant to the determination of the proposed enlargement of the current UGB. This map will show the location of the tentative Urban Reserve Boundary (URB).

The city and county staff will be responsible for this subtask.

**STATUS:**

The city and county staff have prepared a reproducible map at a scale of 1" = 1600 ' which shows rivers and streams, roads, and other physical features, the city boundary, property lines, the existing UGB, the proposed UGB and the proposed URB. The DLCD staff has reviewed this map and requested that it also show; (1) building suitability classes, (2) existing and projected water and sewer lines, (3) existing and projected streets and roads, (4) projected housing densities on all residential use lands, (5) Goal 5 resources, and (6) proposed plan designations and zoning.

**REMAINING WORK:**

**All of this information will be placed on the final map or maps as discussed in the various subtasks above.**

**Subtask 1-13 Hold public meetings for public comment on the proposed UGB boundary.**

**The intent of this subtask is to allow the public the opportunity to meet with the staff outside of a public hearing setting to comment on the proposed UGB.**

**The city and county staff will be responsible for this subtask.**

**STATUS:**

**The city and county staff held public workshops on August 24, 1993 and August 26, 1993 to explain the proposed UGB expansion and to receive comment from the public. These workshop sessions were attended by a total of about 80-90 persons who provided both oral and written comment on the proposal.**

**REMAINING WORK:**

**If determined to be necessary, more public meetings will be held to allow comment on new information developed through the process of completing Task 1.**

**Subtask 1-14 Revised UGB Management Agreement -  
City/County**

**The intent of this subtask is to prepare a revised management agreement between the city and county for the management of the lands included within the Brookings UGB. This subtask will result in the preparation of draft management agreement which will be signed by the city and county at the time the amended UGB is adopted.**

**The city and county staff will be responsible for this subtask.**

**STATUS:**

**The city and county staff have developed a draft UGB Management Agreement which is still undergoing revision prior to final adoption. The only significant issues remaining to be resolved are the zoning of land within the UGB and road standards to be followed for the development of lands included in the UGB.**

**REMAINING WORK:**

**City and county staffs will continue to work on the UGB Management Agreement. In relation to the Building Suitability and Land Use Maps, the management agreement will provide the criteria which must be met before any property within the boundary can be developed at the density level indicated on the maps. The UGB Management Agreement will be completed prior to the June 30, 1994 completion date.**

**Subtask 1-15 Special District Coordination Agreements**

**The intent of this subtask is to prepare coordination agreements between the city, county and special districts within the amended Brookings UGB for the management of the lands and provision of services included within the UGB. This subtask will result in the preparation of a draft coordination agreement which will be circulated to all special districts within the UGB. These agreements are proposed to be signed by the city, county and each district at the time the amended UGB is adopted.**

**The city, county and special district staff will be responsible for this subtask.**

**STATUS:**

**The city and county staff developed a simple coordination agreement for use by the city, county and the special districts included within the UGB. Recent legislation which took effect in November 1993 requires that such agreements be much more complicated than the agreement proposed by the city and county.**

**REMAINING WORK:**

**The city and county staffs are now looking for a model agreement which will meet the requirements of the new statute and if one does not become available soon will attempt to redraft the present coordination agreement to satisfy this subtask. Agreements with the appropriate special districts will be completed prior to the June 30, 1994 completion date.**

**Subtask 1-16 Prepare and publish notice of public hearing and call for comments.**

**The intent of this subtask is to notice the public that the City Planning Commission and City Council and the County Planning Commission and County Commissioners are preparing to hold public hearings on the subject of Urban Growth Boundary (UGB) expansion.**

**The city and county staffs will be responsible for this subtask.**

**DLCD Additional Comments: Notice to include DLCD, appropriate state agencies and special districts listed on the Brookings Periodic Review Work Program Summary. All draft materials will be available to DLCD, agencies, special districts and the public at least one month before the first City Council hearing.**

**STATUS:**

**The city has published notice of its public hearings before the City Planning Commission and City Council and has completed those hearings. The county has published notice of its hearing before the County Planning Commission and has held an initial hearing at which the Planning Commission tabled the matter.**

**REMAINING WORK:**

**All future public hearings will be noticed.**

**All work on Task 1 will be completed, adopted by the city and county and submitted to DLCD no later than June 30, 1994. Subtask 1-17 is the final review and recommendation to LCDC by DLCD staff.**

**Subtask 1-17 UGB Amendment review by DLCD and Revision to Comply with Goal 14 and Final Adoption by City and County.**

**The intent of this subtask is to provide the Department of Land Conservation and Development (DLCD) with the opportunity to review the data, inventory information, housing and land need projections, lands proposed for inclusion and findings to justify the tentative amendment of the Brookings UGB. This subtask will also include the revision of any of the above information based on DLCD comment and the final adoption of this material by the city and county.**

The city, county and DLCD staff will be responsible for this subtask.

**STATUS:**

The city and county have provided all data, inventory information, projections, findings and a map of the proposed UGB expansion to the DLCD staff for review. DLCD staff has responded with the statement that the findings and data provided do not support the proposed UGB. The City Planning Commission and City Council adopted the proposed boundary without revision as suggested by the DLCD comment. The County Planning Commission has tabled the matter with a request for more information from the city in view of DLCD and other agency comment on the proposed UGB.

Councilor Brendlinger moved to authorize staff to request an extension of time for the Periodic Review/Task 1 and expedite the process to obtain grant monies for assistance with the periodic review process, which motion was seconded by Councilor Curry. The clerk called the roll with the following results:

**Ayes:** Councilors Brendlinger, Curry, Hagbom, Mayor Davis

**Nays:** None

Motion carried; staff authorized to request an extension of time for the Periodic Review/Task 1 and expedite the process to obtain grant monies for assistance with the periodic review process.

- B. Engineer
- C. Police Department

**D. City Manager**

**1. Mutual Aid Agreement renewal - Coos Forest Protective Association**

**This agreement is a renewal of the mutual aid agreement entered into between Coos Forest Protective Association and the City in 1976. The only change is the date and the ordinance number to which the agreement refers, which in 1976 was Ordinance No. 37. That ordinance has since been repealed and has been replaced with Ordinance No. 79-O-309**

**Councilor Curry moved to authorize the mayor to sign the Mutual Aid Agreement renewal with Coos Forest Protective Association, which motion was seconded by Councilor Hagbom. The clerk called the roll with the following results:**

**Ayes: Councilors Brendlinger, Curry, Hagbom, Mayor Davis**

**Nays: None**

**Motion carried; mayor authorized to sign the Mutual Aid Agreement renewal with Coos Forest Protective Association.**

**2. Safe Drinking Water Act Amendments of 1993 - Letters to Congress**

**Council directed staff to draft letters to U.S. Senator Hatfield, U.S. Senator Packwood and U.S. Representative DeFazio supporting the Slattery/Bliley Safe Drinking Water Act Amendments of 1993.**

**Councilor Brendlinger moved to authorize the mayor to sign the letters to U.S. Senator Hatfield, U.S. Senator Packwood and U.S. Representative DeFazio supporting the Slattery/Bliley Safe Drinking Water Act Amendments of 1993, which motion was seconded by Councilor Hagbom. The clerk called the roll with the following results:**

**Ayes: Councillors Brendlinger, Curry, Hagbom,, Mayor Davis**

**Nays: None**

**Motion carried; mayor authorized to sign the letters to U.S. Senator Hatfield, U.S. Senator Packwood and U.S. Representative DeFazio supporting the Slattery/Bliley Safe Drinking Water Act Amendments of 1993.**

**E. City Attorney**

**XII. REMARKS FROM MAYOR AND COUNCILORS**

**A. Mayor**

**B. Council**

**1. Sewer bond rejection**

**Council directed staff to send a letter to Governor Barbara Roberts concerning the pre-application for wastewater lagoon and treatment plant development, using the November 18 letter to the General Economic Development Ad Hoc Committee as a model. No formal action taken.**

**2. Cable television regulations**

**Staff has completed the "Certification of Franchising Authority to Regulate Basic Cable Service Rates and Initial Finding of Lack of Effective Competition", and the final step is authorization to sign the document.**

**Councilor Brendlinger moved to authorize the mayor to sign the "Certification of Franchising Authority to Regulate Basic Cable Service Rates and Initial Finding of Lack of Effective Competition", which motion was seconded by Councilor Curry. The clerk called the roll with the following results:**

**Ayes:** Councilors Brendlinger, Curry, Hagbom, Mayor Davis

**Nays:** None

**Motion carried; mayor authorized to sign the "Certification of Franchising Authority to Regulate Basic Cable Service Rates and Initial Finding of Lack of Effective Competition".**

**4. Chetco River Gauging Station - Councilor Brendlinger**

**The USGS gauging station on the Chetco River was funded by Water Resources and USGS. Budget cuts at Water Resources resulted in lost funding for this river flow monitoring station. USGS doesn't solely fund this type of operation. They only match funds put up by the local agencies. Therefore, no funding for the gauging station is currently available after December, 1993 unless local agencies can raise \$3,900 annually.**

**Agencies and groups at the Chetco River Water Study Meeting of November 16th were asked to participate together to meet or exceed this \$3,900 amount, in order to keep the gauging station operable. It is currently the only continuing source of water flow data on the Chetco River.**

**Mayor Davis moved to commit up to \$1,000 toward the future operation of the Chetco River gauging station, which motion was seconded by Councilor Brendlinger. The clerk called the roll with the following results:**

**Ayes:** Councilors Brendlinger, Curry, Hagbom, Mayor Davis

**Nays:** None

**Motion carried; up to \$1,000 committed toward the future operation of the Chetco River gauging station, which is monitored by the USGS.**

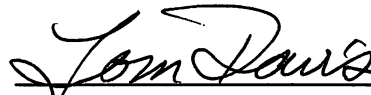


**EXECUTIVE SESSION - ORS 192.660 (1)( )**

**XIII. ADJOURNMENT**

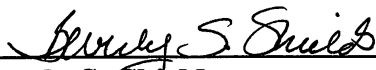
**Councilor Hagbom moved to adjourn, which motion was seconded by Councilor Curry; motion carried unanimously.**

**Mayor Davis adjourned the meeting at 9:12 p.m.**



\_\_\_\_\_  
**Tom Davis**  
**Mayor**

**ATTEST:**

  
\_\_\_\_\_  
**Beverly S. Shields**  
**City Recorder**