

Special City Council Meeting Agenda - *Amended*

Tuesday, November 27, 2012, 7:00PM

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Ceremonies/Appointments/Announcements

- a. Appointment of Ken Bryan to the Tourism Marketing Advisory Committee.

5. Staff Reports

- a. Storm Related Issues and Recovery Efforts.

6. Remarks from Mayor and Councilors

7. Adjournment

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with advance notification.



City of Brookings

898 Elk Drive, Brookings, OR 97415
Phone: (541) 469-2163 Fax: (541) 469-3650
www.brookings.or.us

APPLICATION TO SERVE ON A CITY OF BROOKINGS COMMISSION, COMMITTEE OR BOARD

PART I. Contact Information:

Name: Ken Bryan Date: 11/26/12
Physical Address: 215 Cypress st. Brookings OR 97415
Mailing Address: PO Box 6266 Brookings OR 97415
Email Address: ken_bryan38@msn.com Phone: 541-661-0014

PART II. Position Selection, Requirements and Restrictions: (Please answer all that apply)

1. Commission/Committee applying for:

	<u>Composition (i)</u>	<u>Term (ii)</u>
<input type="checkbox"/> Planning Commission/Commission for Citizen Involvement (iii)	5 Electors, 2 UGB	4 yrs
<input type="checkbox"/> Budget Committee	5 Electors	3 yrs
<input type="checkbox"/> Parks and Recreation Commission	4 Residents, 1 UGB	2 yrs
<input type="checkbox"/> Public Art Committee (iii)	3 Residents, 2 UGB	3 yrs
<input type="checkbox"/> Traffic Safety Committee	2 Residents	2 yrs
<input checked="" type="checkbox"/> Tourism Promotion Advisory Committee	TBD	TBD

☒ Other (please specify): The Tourism Marketing Advisory Committee

2. **City residents:** How long have you lived in the City of Brookings? 5yrs/2mos. (yrs/mths)

Are you a City elector (registered voter)? ☒ Yes ☐ No

3. **UGB residents:** How long have you lived in the UGB?: _____ (yrs/mths)

4. **What is your current occupation?** Owner/operator Hotel (Wild Rivers Motor Lodge)

NOTES:

(i) Membership requirements:

- Resident and UGB status are determined by physical address.
- Residents must reside within the City limits.
- Electors are registered voters of the City of Brookings (verified by County Elections Officer)
- UGB members must reside within the Brookings Urban Growth Boundary or Area. (Contact the Planning Department at 541-469-1137 to determine if you are in the UGB).

(ii) Term: Appointments to fill mid-term vacancies will be for the remainder of that term.

(iii) Other restrictions:

- No more than two (2) Planning Commissioners may be principally involved, as individuals, members or partners, in the buying, selling or development of real estate for profit. No two (2) members shall be involved in the same kind of business or profession.
- Three (3) Public Art Committee members must have an art background

PART III. Background Information : *Attach additional pages if needed:*

1. List your related experience and/or background to the position you are applying for:

32 years in hospitality industry specific to tourism related
hotels/motels & resorts.

13 of those years with Red Lion Hotels & Inns - last 6 years
as General Manager of 2 different hotels.

Currently on Board of Directors, Oregon Coast Visitors Association
also served previously in 2003-2005.

Currently on Board of Directors, Brookings-Harbor Chamber of Commerce
& immediate past chair. Was Chairman of Tourism sub-committee

2. List your work history and educational background, as well as any volunteer experience ^{4 years}
that is not related to the position for which you are applying:

#1. Continued: Co-founder of Astoria Lodging Association, served
as Chairman for 2 years, vice chair, secretary.

Chairman of Lower Columbia Tourism Committee, Astoria -
served on Committee for 4 years.

Member and vice chair on Greater Pocatello Lodging Association,
Pocatello Idaho.

5 years owner/operator Wild Rivers Motor Lodge, Brookings.

#2.

4 year term 2008-2012 Brookings Planning Commission

3. Briefly describe your interest in this position and what you hope to accomplish:

I am passionate about tourism and the positive influence it has
on the economy. I feel strongly that "tourism promotion" through
effective efficient use of funds dedicated to it will perpetually grow
the tourism dollar base, ~~leading to increased~~ I hope to use my experience
in this area to assist in the promotion of Brookings-Harbor and grow
business from this important segment of our economy.

I feel that every dollar spent in the Brookings-Harbor area is in
a partial way derived from tourism.

PART IV. Volunteer Agreement : *Please read and check off the following before signing:*

- ☒ I acknowledge that I will not be under the direct supervision and control of the City in connection with the voluntary services for which I have applied.
- ☒ I acknowledge that I will receive no compensation or expense reimbursement from the City in connection with any volunteer services for which I have applied.
- ☒ I understand and agree that my volunteer service will be donated to the City at times other than my regular work hours.
- ☒ I understand that if the position I applied for requires me to be an elector of the City of Brookings, that the City has permission to verify my status as a registered voter.
- ☒ I agree to release the City from all matters relating to the voluntary service for which I have applied, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from the voluntary service described herein. (*Planning Commission applicants, see ** below*)
- ☒ I agree to release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of the voluntary service set forth herein.
- ☒ By signing this application voluntarily and in the presence of the witness listed below, I, the Applicant, do hereby acknowledge that I have read and agree to the terms stated above and that I understand and acknowledge that this document will become public information and may be distributed to the public and news media as part of a City Council Agenda Packet.

Ken Bryan

Applicant (print name)

[Signature]

Applicant's Signature

11/26/12

Date

Eric Colbert

Witness (print name)

[Signature]

Witness's Signature

11-26-12

Date

****Planning Commissioners holding office on April 1st of each year are required to file an Annual Statement of Economic Interest with the Oregon Government Ethics Commission (OGE). You may view a sample form at http://www.oregon.gov/OGE/forms_publications.shtml. Official forms are provided by OGE.**

Submit completed applications by mail or in person to the City Recorder, 898 Elk Drive, Brookings, OR 97415. Regular City business hours are 9:00am – 4:30pm, Monday–Friday.

Commission and Committee contact information:

Planning Commission: 541-469-1135
Parks and Recreation Commission: 541-469-1103
Traffic Safety Committee: 541-469-1103

Public Art Committee: 541-469-1135
Budget Committee: 541-469-1123
Tourism Promotion Advisory Committee
541-469-1101



GARY MILLIMAN

City Manager

Credentialed City Manager

International City Management Association

MEMORANDUM

Office of the City Manager

TO: Mayor and Council

DATE: November 27, 2012

SUBJECT: Storm Status Report

Following is a status report on storm damage, repair and preparation for the next event.

1. The official rainfall total (National Weather Service) for Brookings for the 24-hour period 8:00 a.m. November 19 to 8:00 a.m. November 20 was 6.72 inches. There were several intensive periods of rain which resulted in overwhelming City, ODOT and privately maintained drainage systems at numerous locations.
2. Work is proceeding well on the Ransom culvert replacement. The new pipe has been installed and compacted. The contractor has asked for permission to work late in an effort to backfill the ditch as quickly as possible (in anticipation of the next storm) and I have approved night work. The City will be providing portable lights.
3. Work started on the Mill Beach culvert replacement on Monday. This project will be constructed in two phases as we need to keep one traffic lane open.
4. McDonald's culvert. We have contracted with Cmore Pipe to clean the rock and debris from the downstream pipe, 200-300 feet. This is the same contractor that cleaned the pipe downstream from the City Hall sinkhole in 2010. They will begin work on Wednesday morning and will not be able to finish before the next storm. We are therefore retaining a contractor to clean out the collapsed area between the McDonald's retaining wall and the manhole, install ecoblocks to stabilize the bank and install sandbags to direct the surface water. We will be installing sandbags at U.S. Bank as a precaution.
5. The sewer lift station at Beach Avenue was severely damaged, with part of the property upon which the facility is located being washed away. The City has contracted for temporary pumps at a cost of \$10,000 per month and has configured a temporary sewer lift station. The temporary sewer lift station at Beach Avenue has been functioning well overall. We had a leak on Monday that is related to plastic items being flushed into the sewer and fouling the pumps. All residents served by this pump station received written notice (copy attached) regarding this matter when the pumps were first activated. Staff called all customers today to remind them of this restriction. We have contracted for the installation of erosion control materials (tarps, sandbags). We are also contracting with an electrician to work with our crew in salvaging the control panel. We will continue with the temporary pumps until we resolve how to restore or relocate the lift station. The beach restriction remains in effect due to the Monday leak.
6. Several homes were flooded in the vicinity of Memory Lane and Buena Vista Loop. Flood waters also damaged the land upon which several bluff-top homes are located.

The City retained geotechnical services to assist us in evaluating the damage to these properties and any building safety issues. We are contracting for the installation of tarps and sandbags along the bluff frontage of several of the properties as a precaution in preparation for the next storm. We have also advised several residents that they should consider not residing in their homes overnight during upcoming storm periods until the stability of these properties is further evaluated.

7. Several businesses along Chetco Avenue experienced flooding. The back doors of City Hall and the Police Station were protected with sandbags as a large volume of water accumulated in the alley and parking lot. We are distributing the attached announcement seeking information on the extent of business damage as a part of the effort to seek a state/federal disaster declaration.
8. The Wastewater Treatment Plant experienced a peak flow of 5.802 million gallons during a 24-hour period November 19-20. A "normal" wet weather flow would be about 2.0 million gallons. The rainfall total for this 24 hour period exceeded the design capacity for the wastewater collection and treatment system.
9. Work started today on the installation of a storm drain inlet on Ransom Avenue just upstream of the private residence that experienced flooding. The flooding was caused by a blocked culvert across the street from this house and is a recurring problem. In this case, the blocked culvert did not have a grate and it took the Public Works crew several hours to clear the debris...including what appeared to be a portion of a Christmas tree, large rocks and black tarp...that had become lodged in the pipe.
10. We are pre-positioning sandbags at various locations around town, including City Hall, the Napa Auto Parts area, Fred Meyer, Buena Vista Loop and the end of Cove Road near the construction of a new residential unit (which does not have drainage improvements installed yet). We have ordered and received 2,000 sandbags (empty bags that are being filled by Fire Department volunteers).
11. We have reports of two sewer backups into private residences as a result of sewer mains being surcharged with storm water.
12. We investigated a report of a possible sink hole on private property on Hazel Street. Staff determined that this is an improperly abandoned septic tank and is not storm related; appropriate enforcement action has been initiated.
13. Staff is meeting with golf course management to discuss damage reported at Salmon Run.
14. We are evaluating possible removal of a section of curb on Railroad Street at 5th Street to allow flood water to more freely flow into the South Coast log pond. This is the location where excessive water from the vicinity of the ditch behind Napa and the collapsed storm drain behind McDonald's converged in the last storm.
15. Police, Fire and Public Works are coordinating efforts to keep open ditches clear of debris. These employees have worked well together in the past.
16. The City's vactor truck, which was used extensively during the last storm, was out of service, but was repaired sufficiently for use in flushing blocked pipes. ODOT's vactor truck assigned to this region was also out of service as of this morning.
17. We requested assistance from ODOT on clearing silted-in drainage ditches and culverts along Chetco Avenue. An ODOT crew arrived to perform this work this morning.
18. In the unincorporated area, storm waters damaged and impaired travel on several roads which also serve City infrastructure. Both the City's source of supply and water treatment plant were inaccessible and taken off line for a period of time due to

flooding. Blocked culverts along North Bank Chetco River Road and Mountain Drive raised concerns regarding the integrity of the City water mains located beneath those roads. All City water storage reservoirs were maintained at maximum capacity during the storm event. Public Works crews did make preparations for shutting down parts of the water transmission lines on North Bank Chetco River Road to avoid water loss.

19. We received a report that Ferry Creek Reservoir was overtopping or in danger of overtopping. Upon investigation it was found that the water level was high, but the spillway was handling the high flow.
20. All available Public Works employees, Treatment Plant employees, Fire employees, volunteer firefighters and two members of the office staff were called-in to assist with culvert cleaning, blocking flooded streets and responding to flooding emergencies. We also called back a retired City employee and a summer parks worker back to work. Police employees, including Chief Wallace and Lt. Dotson, were provided with hand tools to clear debris from culverts and patrolled the City clearing drains throughout the night and early morning hours.
21. Staff is making preparations for the next storm, which reportedly may include wind gusts of "hurricane strength." This could result in downed trees, blocked streets and roof damage.
22. We understand that local private vendors are out of sandbags. Private requests for sandbags will be routed through the Public Safety dispatch center. We have 2,000 sandbags on hand, and have ordered another 2,000.
23. We have set up a contract, materials and labor tracking system specifically for the past event and the next event. Attached is a list of all contracts to date. All contracts are on a time-and-materials basis.
24. I have been in contact with state and federal emergency management officials providing them with information that would allow them to evaluate the level of damage and whether it meets the disaster declaration threshold.

We are still in "emergency mode", but we are gathering information that will be useful in developing long term recommendations to improve our emergency response and drainage systems.

Contract 12-030 - Geotechnical Services - GRI

 Contract 12-034 - 1321 Ransom Curb Inlet - Rapraeger, Inc.

 Contract 12-035 - Beach Ave Sewer Line Repair - Rapraeger, Inc

 Contract 12-036 - Ransom Ave Storm Drain - McLennan Excav.

 Contract 12-037 - Beach Ave Hold Tank Service - Roto-Rooter

 Contract 12-038 - Mill Beach Culvert & Oil Can Henry Sink - Tidewater

 Contract 12-039 - Oil Can Storm Drain Cleanout - C-More Pipe

 Contract 12-040 - BV Loop & Lift St Sandbags - McLennan Cont.

— Pending - Beach Avenue Pumps - Gould

Pending - Beach Avenue Electrical - Stadelman



City of Brookings

PUBLIC WORKS DEPARTMENT

898 Elk Drive, Brookings, OR 97415

(541) 469-1138, Fax (541) 469-3650, TTY (800) 735-1232

lpryce@brookings.or.us

November 21, 2012

Residents of Beach Avenue

Due to the failure of the sewage lift station at the bottom of Beach Avenue the City of Brookings has the following concerns we wish to make you aware of.

In regards to health and safety, citizens are requested to avoid the beach in this vicinity until further notice. With the failure of the lift station there is a potential for bacterial contamination below Beach Avenue.

In regards to the lift station, the City of Brookings is taking the following actions:

1. The broken pipe at the station has been repaired; the sewage is being pumped out by Roto-Rooter and delivered directly to the Wastewater Treatment Plant.
2. The City is making arrangements to rent and install a temporary pumping unit that will take the place of the lift station until a new permanent facility can be installed.
3. As the land upon which the lift station stood has washed away, the City will need to evaluate alternatives to the current location.

Please note: The temporary pumping system will have some solids restrictions! To avoid sewer backups and equipment failures, please do not flush any items that may plug the pump and cause further overflows of sewage such as: baby-wipes, dust-wipes, feminine products, etc.

The City of Brookings is actively doing everything we can to remedy this problem and greatly appreciates your patience and attention in this matter.

Should you have any questions regarding this notice please feel free to call Raymond Page at 541-661-1745 or Richard Christensen at 541-661-1768.

If we do not answer please leave a message and we will return your call as soon as possible.

Thank you.

Attention Business Owners Did you have Storm Damages?

The Curry County Emergency Services Coordinator Don Kendall will be submitting information to the federal government in an effort to gain assistance for businesses that *incurred* costs associated with storm damage. If your business experienced damages due to the recent storm *please* submit a *statement* describing the damage *including* any cost estimates to Don Kendall, Curry County Emergency Services Coordinator at kendalld@co.curry.or.us.



City of Brookings
898 Elk Drive
Brookings, OR 97415