

City of Brookings

MEETING AGENDA

CITY COUNCIL/URBAN RENEWAL AGENCY

Monday, September 27, 2010, 7:00pm

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

Council will meet in Executive Session at 6:00pm, in the City Manager's office, under the authority of ORS 192.660 (2)(e), "to conduct deliberations with persons designated by the governing body to negotiate real property transactions."

CITY COUNCIL

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Ceremonies/Appointments/Announcements

1. Proclamation - Fire Prevention Week. *Pg. 5*
2. Proclamation - Domestic Violence Month. *Pg. 6*

E. Public Hearings/Ordinances – See Advance Packet

1. Public Hearing on File No. LDC-3-10, Street Standards, Chapter 17.170 of the Brookings Municipal Code (BMC), City initiated. *Planning*
2. Ordinance 10-O-667, adding Section 12.25.012, Rules and Regulations Specific to City-Owned Parks, to the Brookings Municipal Code. *City Manager*

F. Oral Requests and Communications from the audience

1. Public Comments – 5 minute limit per person.*

G. Consent Calendar

1. Approval of Council minutes for September 13, 2010. *Pg. 7*
2. Receive monthly financial report for August, 2010. *Pg. 10*

H. Remarks from Mayor and Councilors

I. Adjournment

URBAN RENEWAL AGENCY

A. Call to Order

B. Roll Call

C. Consent Calendar

1. Approval of June 28, 2010 Agency Minutes. *Pg. 16*
2. Acceptance of May 13, 2010 Advisory Commission Minutes. *Pg. 18*
3. Acceptance of June 10, 2010 Advisory Commission Minutes. *Pg. 20*
4. Acceptance of July 8, 2010 Advisory Commission Minutes. *Pg. 21*

D. Staff Reports

1. Purchase of two location maps as recommended by Urban Renewal Advisory Commission for placement at Fred Meyer and Ray's. *Executive Director, Pg. 23*
Attachments:
 - a. Proposal from Brookings Signs and Graphics. *Pg. 24*
 - b. Consent letter for Fred Meyer. *Pg. 25*
 - c. Conceptual map drawing. *Pg. 26*
2. Amend contract with Tidewater to add Alternative 1(Spruce Street) to Downtown Streets Improvement Project. *Executive Director, Pg. 27*
Attachments:
 - a. Engineer's estimate for Addition #1. *Pg. 28*

E. Agency Remarks

F. Adjournment

*Obtain Public Comment Forms and view the agenda and packet information on-line at www.brookings.or.us, at City Hall and at the local library. Return completed Public Comment Forms to the City Recorder before the start of meeting or during regular business hours.

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with advance notification. Please contact 469-1102 if you have any questions regarding this notice.

September 2010

September 2010							October 2010						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

Monday		Tuesday		Wednesday		Thursday		Friday	
Aug 30		31		Sep 1		2		3	
				10:00am CC- Site Plan 11:00am CC - PW Staff 2:30pm CC - PW Staff 7:00pm FH-PoliceResrvs		3:00pm CC - Staff (SC)			
6		7		8		9		10	
8:00am LABOR DAY - Closed 11:00am CC - VIPS 7:00pm FH-FireTrng		4:00pm CC - Council Wkshp 7:00pm CC-Planning Comm		10:00am FH-BRFD 10:00am CC- Site Plan 11:00am CC - PW Staff 12:00pm CC - Stout Park		8:00am FH - DR 9:00am CC-Crm Stoppers 1:00pm CC - Court 3:00pm CC-URAC			
13		14		15		16		17	
7:00pm FH-FireTrng 7:00pm CC-Council		1:30pm CC - Staff		10:00am CC- Site Plan 11:00am CC - PW Staff 2:30pm CC - Staff 4:00pm CC - Traffic Safety 5:00pm CC - Victims Impact Panel 6pm		3:00pm CC - URAC			
20		21		22		23		24	
11:00am CC-VIPS 7:00pm FH-FireTrng				10:00am CC- Site Plan 11:00am CC - PW Staff 12:00pm CC - Stout Park		7:00pm CC-Parks & Rec Comm			
27		28		29		30		Oct 1	
7:00pm CC-Council 7:00pm FH-FireTrng				10:00am CC- Site Plan 11:00am CC - PW Staff 12:00pm CC - Public Art Comm					

Aug 30 - Sep 3

Sep 6 - 10

(3)

Sep 13 - 17

Sep 20 - 24

Sep 27 - Oct 1

October 2010

October 2010						
Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2
10	11	12	13	14	8	9
17	18	19	20	21	15	16
24	25	26	27	28	22	23
31					29	30

November 2010						
Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6
14	8	9	10	11	12	13
21	15	16	17	18	19	20
28	22	23	24	25	26	27
	29	30				

	Monday	Tuesday	Wednesday	Thursday	Friday
	Sep 27	28	29	30	Oct 1
Sep 27 - Oct 1					
Oct 4 - 8	4	5	6	7	8
	11:00am CC - VIPS 4:00pm CC - Council Wkshp 6:00pm CC - Planning Wrkshp 7:00pm FH-FireTrng	7:00pm CC-Planning Comm	10:00am CC- Site Plan 7:00pm FH-PoliceResrvs	3:00pm CC - Staff (SC)	
Oct 11 - 15	11	12	13	14	15
	7:00pm FH-FireTrng 7:00pm CC-Council		10:00am FH-BRFD 10:00am CC- Site Plan 12:00pm CC - Stout Park	9:00am CC-Crm Stoppers 3:00pm CC-URAC	
Oct 18 - 22	18	19	20	21	22
	11:00am CC-VIPS 7:00pm FH-FireTrng	7:00pm CC - PC (TENTATIVE)	10:00am CC- Site Plan	12:30pm CC - Court	
Oct 25 - 29	25	26	27	28	29
	7:00pm CC-Council 7:00pm FH-FireTrng		10:00am CC- Site Plan 12:00pm CC - Stout Park	7:00pm CC-Parks & Rec Comm	

City of Brookings *Proclamation*

WHEREAS, the City of Brookings Fire Department is committed to ensuring the safety and security of all those living and visiting our community and fire is a serious public safety concern both locally and regionally; people are at greatest risk from fire in their homes; and

WHEREAS, roughly 3,000 people die as a result of home fires and burns. More than 200,000 individuals are seen in the nation's emergency rooms for burn injuries where thermal burns in adults outnumber scalds nearly two-to-one, and in children five and under, scalds outnumber burns roughly two-to-one; and

WHEREAS, cooking is the leading cause of home fires and home fire injuries, while heating equipment and smoking are the leading causes of home fire deaths; Brookings Firefighters are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, Brookings residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, the 2010 Fire Prevention Week theme, "Smoke Alarms! A Sound We Can Live With," effectively serves to remind us all of the simple actions we can take to stay safer from fire during Fire Prevention Week and year-round.

THEREFORE, I, Larry Anderson, Mayor of the City of Brookings, do hereby proclaim the week of October 3rd, 2010, to be

Fire Prevention Week

In Witness Whereof, I, Mayor Larry Anderson, do hereto set my hand and cause the official seal of the City of Brookings, Oregon, to be affixed this 27th day of September, 2010.

Mayor Larry Anderson



City of Brookings *Proclamation*



Whereas, domestic violence is a serious crime that affects people of all races, ages, income levels, and sexes; and

Whereas, the crime of domestic violence violates an individual's privacy, dignity, security, and humanity, due to the systematic use of physical, emotional, sexual, psychological, and economic control or abuse; and

Whereas, in our country, more than three women are murdered by their husbands or boyfriends every day, and approximately 1 million incidents of domestic violence are reported in the United States each year; and

Whereas, children who grow up in violent homes are believed to be abused and neglected at a rate higher than the national average; and

Whereas, domestic violence costs the nations billions of dollars annually in medical expenses, police, and court costs, shelters and foster care, sick leave, absenteeism, and non-productivity; and

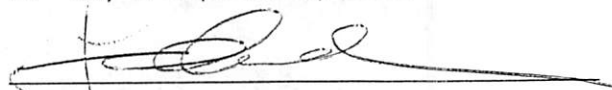
Whereas, only a coordinated community effort will put a stop to this heinous crime;

Now therefore, I, Larry Anderson, Mayor of the City of Brookings, do hereby proclaim the month of October, 2010, in the City of Brookings, to be

Domestic Violence Awareness Month

And urge all citizens to participate actively to eliminate the use of personal and institutional violence against women and children.

In Witness Whereof, I, Mayor Larry Anderson, do hereto set my hand and cause the official seal of the City of Brookings, Oregon, to be affixed this 27th day of September, 2010.


Mayor Larry Anderson



City of Brookings

MEETING Minutes

CITY COUNCIL

Monday, September 13, 2010

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

Call to Order

Mayor Anderson called the meeting to order at 7:00pm.

Roll Call

Council Present: Mayor Larry Anderson, Councilors Ron Hedenskog, Dave Gordon, Jake Pieper, and Brent Hodges; a quorum present.

Staff Present: City Manager Gary Milliman, Fire Chief William Sharp, Planning Director Dianne Morris, Utilities Superintendent Ray Page, Sergeant Terry Murray and City Recorder Joyce Heffington.

Others Present: Curry Coastal Pilot Reporter Arwyn Rice and approximately 9 public.

Councilor Gordon moved, a second followed and Council voted unanimously to add the introduction of the new RARE employee to the agenda.

Ceremonies/Appointments/Announcements

Proclamation:

Mayor Anderson proclaimed the week of September 16, 2010 as National Emblem Club Week.

Introduction of new employees:

- Public Works Utility Worker, Travis Kammeier
- Police Officer, Matthew Potts
- Police Officer, Travis Wright
- RARE employee, Cody Erhart

September Yard of the Month Awards:

- Yard of the Month – Virgil & Bonnier Frazier, 937 Pioneer Lane.
- Most Improved – Leroy & Beverly Jean Reich, 1029 Fifield.
- Commercial – Chetco Community Public Library.

Ordinances

Ordinance 10-O-661, amending Sections 050, 060 and 070, of Chapter 17.04, Development Permit Procedures, of the Brookings Municipal Code:

Director Morris reviewed the staff report.

Councilor Hedenskog moved, a second followed and Council voted unanimously to do a first reading of Ordinance 10-O-661 by title only.

Mayor Anderson read the title.

Councilor Hedenskog moved, a second followed and Council voted unanimously to do a second reading of Ordinance 10-O-661 by title only.

Mayor Anderson read the title.

Councilor Hedenskog moved, a second followed and Council voted unanimously to adopt Ordinance 10-O-661 [amending Chapter 17.04, Development Permit Procedures of the Brookings Municipal Code].

Ordinance 10-O-667, adding Section 12.25.012, Rules and Regulations Specific to City-Owned Parks, to Chapter 12.25 of the Brookings Municipal Code:

City Manager Milliman reviewed the staff report and advised that an additional change needed to be made to item #3 to clarify that fireworks and explosives are prohibited. Mayor Anderson commented that Item #11 needed some "wordsmithing."

Councilor Gordon moved, a second followed, and Council voted unanimously to continue the matter of Ordinance 10-O-667 to the next meeting.

Staff Reports

Agreement with Brookings Volunteer Firefighter Association:

City Manager Milliman reviewed the staff report.

Councilor Pieper moved, a second followed and Council voted unanimously to approve the agreement with the Brookings Volunteer Firefighter Association and authorize the City Manager to sign the agreement.

Agreement with Liquid Stone Designs for Skateboard Park Rehabilitation:

City Manager Milliman reviewed the staff report.

Councilor Gordon asked about damage that may have been caused by bicycles.

Milliman stated that while this is a prohibited use, the City does not have the resources to staff the park.

Mayor Anderson commented that he had made a site visit and asked, "What deterrent do we have to protect this investment?" and suggested that Parks and Recreation Commission revisit the signage and review the penalties for violating the rules.

Councilor Pieper added for clarification that the project was to maintain the park, which has some damage attributed to bicycle use.

Councilor Hodges moved, a second followed and Council voted unanimously to authorize the Mayor to execute an agreement with Liquid Stone Designs for rehabilitation of the City skate park at a cost not to exceed \$7,500.

Contract for replacement of Mountain Drive Reservoir #4:

City Manager Milliman reviewed the staff report.

Councilor Hedenskog moved, a second followed and Council voted unanimously to award the contract for replacement of Mountain Drive Reservoir #4, Project #145.00D, to McClennan Contractors, the lowest responsible bidder.

Consent Calendar

- Approval of Council minutes for August 23, 2010.
- Acceptance of Planning Commission minutes for August 3, 2010.
- Acceptance of August, 2010, Vouchers in the amount of \$643,008.19.

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

Adjournment

Councilor Gordon moved, a second followed and Council voted unanimously by voice vote to adjourn at 7:32pm.

Respectfully submitted:

ATTESTED:

this _____ day of _____ 2010:

Larry Anderson, Mayor

Joyce Heffington, City Recorder

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 2 MONTHS ENDING AUGUST 31, 2010

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	2,434,490.00	35,243.89	65,532.73	2,368,957.27	2.7
LICENSES AND PERMITS	90,500.00	11,644.65	24,269.25	66,230.75	26.8
INTERGOVERNMENTAL	581,000.00	12,401.09	30,370.74	550,629.26	5.2
CHARGES FOR SERVICES	140,800.00	13,770.86	24,610.79	116,189.21	17.5
OTHER REVENUE	85,000.00	4,521.10	15,969.10	69,030.90	18.8
TRANSFERS IN	734,553.00	.00	.00	734,553.00	.0
	<u>4,066,343.00</u>	<u>77,581.59</u>	<u>160,752.61</u>	<u>3,905,590.39</u>	<u>4.0</u>
<u>EXPENDITURES</u>					
JUDICIAL:					
PERSONAL SERVICES	12,134.00	.00	.00	12,134.00	.0
MATERIAL AND SERVICES	5,650.00	450.00	750.00	4,900.00	13.3
	<u>17,784.00</u>	<u>450.00</u>	<u>750.00</u>	<u>17,034.00</u>	<u>4.2</u>
LEGISLATIVE/ADMINISTRATION:					
PERSONAL SERVICES	241,495.00	29,706.64	48,055.38	193,439.62	19.9
MATERIAL AND SERVICES	99,630.00	3,987.06	12,978.80	86,651.20	13.0
CAPITAL OUTLAY	12,000.00	.00	.00	12,000.00	.0
	<u>353,125.00</u>	<u>33,693.70</u>	<u>61,034.18</u>	<u>292,090.82</u>	<u>17.3</u>
POLICE:					
PERSONAL SERVICES	1,678,899.00	193,210.40	313,820.19	1,365,078.81	18.7
MATERIAL AND SERVICES	150,500.00	12,634.90	32,365.80	118,134.20	21.5
CAPITAL OUTLAY	401,100.00	3,053.00	6,106.00	394,994.00	1.5
TRANSFERS OUT	26,120.00	.00	.00	26,120.00	.0
	<u>2,256,619.00</u>	<u>208,898.30</u>	<u>352,291.99</u>	<u>1,904,327.01</u>	<u>15.6</u>
FIRE:					
PERSONAL SERVICES	189,762.00	22,726.84	36,748.01	153,013.99	19.4
MATERIAL AND SERVICES	115,100.00	10,586.33	19,776.46	95,323.54	17.2
CAPITAL OUTLAY	38,600.00	.00	.00	38,600.00	.0
TRANSFERS OUT	10,000.00	.00	.00	10,000.00	.0
	<u>353,462.00</u>	<u>33,313.17</u>	<u>56,524.47</u>	<u>296,937.53</u>	<u>16.0</u>
PLANNING AND BUILDING:					
PERSONAL SERVICES	302,154.00	35,036.62	56,844.43	245,309.57	18.8
MATERIAL AND SERVICES	70,950.00	3,087.96	6,565.86	64,384.14	9.3
CAPITAL OUTLAY	3,000.00	.00	.00	3,000.00	.0
TRANSFERS OUT	5,000.00	.00	.00	5,000.00	.0
	<u>381,104.00</u>	<u>38,124.58</u>	<u>63,410.29</u>	<u>317,693.71</u>	<u>16.6</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 2 MONTHS ENDING AUGUST 31, 2010

GENERAL FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
PARKS & RECREATION:					
PERSONAL SERVICES	97,855.00	8,560.41	13,286.50	84,568.50	13.6
MATERIAL AND SERVICES	72,400.00	1,888.50	3,970.54	68,429.46	5.5
CAPITAL OUTLAY	34,000.00	.00	.00	34,000.00	.0
TRANSFERS OUT	.00	.00	.00	.00	.0
	<u>204,255.00</u>	<u>10,448.91</u>	<u>17,257.04</u>	<u>186,997.96</u>	<u>8.5</u>
ADMINISTRATIVE SERVICES:					
PERSONAL SERVICES	265,020.00	32,896.07	52,617.47	212,402.53	19.9
MATERIAL AND SERVICES	38,100.00	1,175.98	4,734.97	33,365.03	12.4
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>303,120.00</u>	<u>34,072.05</u>	<u>57,352.44</u>	<u>245,767.56</u>	<u>18.9</u>
SWIMMING POOL:					
PERSONAL SERVICES	53,006.00	22,005.35	36,779.68	16,226.32	69.4
MATERIAL AND SERVICES	36,600.00	4,155.63	6,499.78	30,100.22	17.8
CAPITAL OUTLAY	8,000.00	.00	.00	8,000.00	.0
	<u>97,606.00</u>	<u>26,160.98</u>	<u>43,279.46</u>	<u>54,326.54</u>	<u>44.3</u>
NON-DEPARTMENTAL:					
MATERIAL AND SERVICES	171,000.00	8,947.23	16,756.03	154,243.97	9.8
CAPITAL OUTLAY	2,000.00	.00	.00	2,000.00	.0
TRANSFERS OUT	70,000.00	.00	.00	70,000.00	.0
CONTINGENCIES AND RESERVES	646,268.00	.00	.00	646,268.00	.0
	<u>889,268.00</u>	<u>8,947.23</u>	<u>16,756.03</u>	<u>872,511.97</u>	<u>1.9</u>
	<u>4,856,343.00</u>	<u>394,108.92</u>	<u>668,655.90</u>	<u>4,187,687.10</u>	<u>13.8</u>
	<u>(790,000.00)</u>	<u>(316,527.33)</u>	<u>(507,903.29)</u>	<u>(282,096.71)</u>	<u>(64.3)</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 2 MONTHS ENDING AUGUST 31, 2010

STREET FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL	378,000.00	22,196.11	44,785.65	333,214.35	11.9
OTHER REVENUE	300.00	1,901.21	2,778.90	(2,478.90)	926.3
TRANSFER IN	70,000.00	.00	.00	70,000.00	.0
	<u>448,300.00</u>	<u>24,097.32</u>	<u>47,564.55</u>	<u>400,735.45</u>	<u>10.6</u>

EXPENDITURES

EXPENDITURES:

PERSONAL SERVICES	53,751.00	7,272.03	11,226.96	42,524.04	20.9
MATERIAL AND SERVICES	185,200.00	12,079.25	21,665.85	163,534.15	11.7
CAPITAL OUTLAY	143,300.00	2,914.14	2,914.14	140,385.86	2.0
TRANSFERS OUT	95,321.00	.00	.00	95,321.00	.0
CONTINGENCIES AND RESERVES	36,728.00	.00	.00	36,728.00	.0
	<u>514,300.00</u>	<u>22,265.42</u>	<u>35,806.95</u>	<u>478,493.05</u>	<u>7.0</u>
	<u>514,300.00</u>	<u>22,265.42</u>	<u>35,806.95</u>	<u>478,493.05</u>	<u>7.0</u>
	<u>(66,000.00)</u>	<u>1,831.90</u>	<u>11,757.60</u>	<u>(77,757.60)</u>	<u>17.8</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 2 MONTHS ENDING AUGUST 31, 2010

WATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
SOURCE 03	.00	.00	.00	.00	.0
CHARGES FOR SERVICES	1,225,000.00	133,568.31	263,275.35	961,724.65	21.5
OTHER INCOME	704,000.00	5,520.34	7,017.48	696,982.52	1.0
TRANSFERS IN	.00	.00	.00	.00	.0
	<u>1,929,000.00</u>	<u>139,088.65</u>	<u>270,292.83</u>	<u>1,658,707.17</u>	<u>14.0</u>
<u>EXPENDITURES</u>					
WATER DISTRIBUTION:					
PERSONAL SERVICES	422,201.00	56,399.13	87,740.84	334,460.16	20.8
MATERIAL AND SERVICES	478,900.00	52,291.25	75,713.12	403,186.88	15.8
CAPITAL OUTLAY	919,300.00	8,113.27	8,113.27	911,186.73	.9
	<u>1,820,401.00</u>	<u>116,803.65</u>	<u>171,567.23</u>	<u>1,648,833.77</u>	<u>9.4</u>
WATER TREATMENT:					
PERSONAL SERVICES	.00	444.67	740.80 (740.80)	.0
MATERIAL AND SERVICES	.00	3,328.70	15,378.16 (15,378.16)	.0
CAPITAL OUTLAY	.00	.00	.00	.00	.0
TRANSFERS OUT	594,826.00	.00	.00	594,826.00	.0
CONTINGENCIES AND RESERVES	133,773.00	.00	.00	133,773.00	.0
	<u>728,599.00</u>	<u>3,773.37</u>	<u>16,118.96</u>	<u>712,480.04</u>	<u>2.2</u>
DEPARTMENT 24:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>2,549,000.00</u>	<u>120,577.02</u>	<u>187,686.19</u>	<u>2,361,313.81</u>	<u>7.4</u>
	<u>(620,000.00)</u>	<u>18,511.63</u>	<u>82,606.64</u>	<u>(702,606.64)</u>	<u>13.3</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 2 MONTHS ENDING AUGUST 31, 2010

WASTEWATER FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
CHARGES FOR SERVICES	2,341,000.00	204,639.99	411,382.93	1,929,617.07	17.6
OTHER REVENUE	1,704,000.00	.00	.00	1,704,000.00	.0
TRANSFER IN	.00	.00	.00	.00	.0
	<u>4,045,000.00</u>	<u>204,639.99</u>	<u>411,382.93</u>	<u>3,633,617.07</u>	<u>10.2</u>
<u>EXPENDITURES</u>					
WASTEWATER COLLECTION:					
PERSONAL SERVICES	400,637.00	47,734.01	72,461.21	328,175.79	18.1
MATERIAL AND SERVICES	252,500.00	35,778.86	51,290.70	201,209.30	20.3
CAPITAL OUTLAY	50,400.00	5,614.29	5,614.29	44,785.71	11.1
	<u>703,537.00</u>	<u>89,127.16</u>	<u>129,366.20</u>	<u>574,170.80</u>	<u>18.4</u>
WASTEWATER TREATMENT:					
PERSONAL SERVICES	385,727.00	48,330.14	76,869.60	308,857.40	19.9
MATERIAL AND SERVICES	663,600.00	78,353.79	105,906.42	557,693.58	16.0
CAPITAL OUTLAY	1,703,900.00	.00	.00	1,703,900.00	.0
TRANSFERS OUT	989,129.00	.00	.00	989,129.00	.0
CONTINGENCIES AND RESERVES	383,107.00	.00	.00	383,107.00	.0
	<u>4,125,463.00</u>	<u>126,683.93</u>	<u>182,776.02</u>	<u>3,942,686.98</u>	<u>4.4</u>
	<u>4,829,000.00</u>	<u>215,811.09</u>	<u>312,142.22</u>	<u>4,516,857.78</u>	<u>6.5</u>
	<u>(784,000.00)</u>	<u>(11,171.10)</u>	<u>99,240.71</u>	<u>(883,240.71)</u>	<u>12.7</u>

CITY OF BROOKINGS
FUND SUMMARY
FOR THE 2 MONTHS ENDING AUGUST 31, 2010

URBAN RENEWAL AGENCY FUND

	BUDGET	PERIOD ACTUAL	YTD ACTUAL	REMAINING BUDGET	PCNT
<u>REVENUE</u>					
TAXES	456,583.00	.00	2,157.32	454,425.68	.5
INTERGOVERNMENTAL	.00	.00	.00	.00	.0
OTHER REVENUE	5,000.00	.00	.00	5,000.00	.0
	<u>461,583.00</u>	<u>.00</u>	<u>2,157.32</u>	<u>459,425.68</u>	<u>.5</u>
<u>EXPENDITURES</u>					
GENERAL:					
PERSONAL SERVICES	.00	.00	.00	.00	.0
MATERIAL AND SERVICES	155,000.00	34,375.19	34,475.19	120,524.81	22.2
CAPITAL OUTLAY	2,500,395.00	235,229.22	235,280.22	2,265,114.78	9.4
DEBT SERVICE	.00	.00	.00	.00	.0
TRANSFERS OUT	236,188.00	.00	.00	236,188.00	.0
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>2,891,583.00</u>	<u>269,604.41</u>	<u>269,755.41</u>	<u>2,621,827.59</u>	<u>9.3</u>
DEPARTMENT 20:					
CAPITAL OUTLAY	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 22:					
MATERIAL AND SERVICES	.00	.00	.00	.00	.0
DEBT SERVICE	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
DEPARTMENT 24:					
CONTINGENCIES AND RESERVES	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>2,891,583.00</u>	<u>269,604.41</u>	<u>269,755.41</u>	<u>2,621,827.59</u>	<u>9.3</u>
	<u>(2,430,000.00)</u>	<u>(269,604.41)</u>	<u>(267,598.09)</u>	<u>(2,162,401.91)</u>	<u>(11.0)</u>

City of Brookings MEETING Minutes

URBAN RENEWAL AGENCY

Monday, June 28, 2010

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

Call to Order

Chair Anderson called the meeting to order at 8:41pm.

Roll Call

Agency Present: Chair Larry Anderson, Directors Ron Hedenskog, Jake Pieper, and Brent Hodges; a quorum present. Director Dave Gordon was absent.

Staff Present: Executive Director Gary Milliman, Administrative Services (AS) Director Janell Howard, Utilities Superintendent Ray Page, City Attorney Martha Rice and City Recorder Joyce Heffington.

Others Present: Curry Coastal Pilot Reporter Arwyn Rice and approximately 3 public.

Consent Calendar

- Approve Agency Minutes for May 10, and May 24, 2010.
- Accept Advisory Commission Minutes for March 11, April 8, 2010.

Director Hedenskog moved, a second followed and the Agency voted unanimously to approve the Consent Calendar as written.

Budget Hearings and Resolutions

AS Director Howard reviewed the staff report regarding Resolution 10-R-940, adopting a supplemental Urban Renewal Agency budget for fiscal year 2009-10. The hearing was opened and there were no public comments.

Director Pieper moved, a second followed and Council voted unanimously to adopt Resolution 10-R-940, adopting a supplemental budget for the Brookings' Urban Renewal Agency for fiscal year 2009-10.

Howard reviewed the staff report regarding Resolution 10-R-941, adopting the Urban Renewal Agency's Budget, declaring tax increment funding, and making appropriations for the 2010-11 fiscal year. The hearing was opened and there were no public comments.

Director Hedenskog moved, a second followed and the Agency voted unanimously to adopt Resolution 10-R-941, adopting the Brookings's Urban Renewal Agency budget, declaring tax increment funding as provided under Section 1c, Article IX of the Oregon Constitution and ORS Chapter 457, and making appropriations for the 2010-11 fiscal year.

Adjournment

Director Pieper moved, a second followed and the Agency voted unanimously to adjourn by voice vote at 8:44pm.

Respectfully submitted:

ATTESTED:

this _____ day of _____
2010:

Larry Anderson, Chair

Joyce Heffington, City Recorder

Minutes

Urban Renewal Advisory Commission

Council Chambers, 898 Elk Drive
Thursday, May 13, 2010

Call to Order: Chair Chasar called the meeting to order at 3:02 p.m.

Present: Commission Members, Pete Chasar, Dan Nachel, Rick Bishop, Kim Banfield, Donna Cramer and Joyce Tromblee. Executive Director, Gary Milliman, Building Official, LauraLee Gray, Councilor Jake Pieper and Tim Patterson. Absent was Commissioner Don Nuss.

Minutes/Last Meeting: April 8, 2010 minutes were accepted with revisions.

Regular Agenda:

- Downtown parking implementation plan: The focus will be on the development of existing, under utilized lots in the downtown area, both privately and publicly owned. Director Milliman will be working toward lease agreements with private property owners. This initiated a discussion regarding the removal of the requirement for off street parking in the down town core and "in lieu of" parking fees.
- It was moved by Rick and seconded by Joyce to recommend approval of reimbursement of 25% of the cost of a 10 foot high fence, as proposed by Tim Patterson, at 625 Chetco Avenue, contingent upon clean up of the lot. If agreed to by Tim Patterson, the recommendation will be passed on to the Urban Renewal Agency.
- A final decision on the picnic table for Fleet Street will be postponed to review other design options and possibly to incorporate a bike rack, as well as other bike racks around town, including locating a bike rack on city property close to the theater as proposed by Tim Patterson.
- Several city owned properties were discussed for locating informational kiosks; parking lot on Fleet Street, in front of 625 Chetco, Bankus Fountain, possibly Fern and Willow if space permits, also the private property on Railroad where the bus station is located.
- The Arts Committee will make a recommendation on the final disposition of the Hillside Avenue pocket park; suggestions have varied from featuring sculptures done by Manuel Lopez to having different artists work rotate their work.

Executive Directors Report:

- Complications abound as new installations are worked in around existing infrastructure. Two large electrical vaults will be delivered within the next two weeks to be installed in the area around Boulder Park. The owner of the Spruce Street rock has decided not to participate in the removal of the rock so that block has been removed from the project at this time due to cost.
- It will cost \$400.00 per lamp post to add brackets to accommodate planters on our street lights.

Commissioner comments:

Donna had an inquiry as to why no pedestrian directional signs had been provided to the Cappela and to the botanical gardens? Answer: privately funded.

Joyce: Why was garbage receptacle removed from in front of Beckly Building?

Answer: LauraLee will find out by next meeting.

Public comments:

All by Tim:

1. What are rules about outside seating for restaurant on sidewalks?
2. Would like removal or enforcement of parking time limit signs
3. A side walk cleaning program is needed
4. How should Spruce Street be developed as a commercial district?
5. RV parking

Next months meeting:

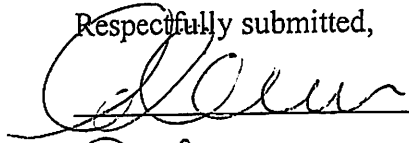
Provide map that shows potential parking in downtown

LauraLee to bring examples of kiosks

LauraLee to bring additional picnic table, garbage receptacle and bike rack designs

Adjournment: adjourned at 4:30

Respectfully submitted,

 (Approved at 7/18/10 meeting).

PETE CHASPAR (Chair or Vice Chair)

Print Name and Title.

Minutes

Urban Renewal Advisory Commission

Council Chambers, 898 Elk Drive
Thursday, June 10, 2010

Call to Order: Chair Chasar called the meeting to order at 3:00 p.m.

Present: Commission Members, Pete Chasar, Dan Nachel, Donna Cramer and Don Nuss. Executive Director Gary Milliman, Building Official LauraLee Gray and Councilor Jake Pieper. Absent were Commissioners Joyce Tromblee, Rick Bishop and Kim Banfield.

Minutes/Last Meeting: May 13, 2010 minutes were accepted with revisions.

Regular Agenda:

- 623 Chetco Avenue fence enhancement: This project has been completed by the property owner without funding from the agency.
- Kiosk examples: Designs downloaded from the internet are very costly; Executive Director Milliman will bring information to the next meeting about Fort Braggs kiosks. Site built structures for cost effectiveness were discussed, as well as the possibility of using Bankus Fountain as the site for a prototype that could be incorporated with the bus shelter that will be erected at this location. Commissioner Nuss stated that he believed that the Chamber should take the lead on this project and that the URA should be the funding entity only. Director Milliman agreed and will contact the Chamber to try and get some interest in this issue.
- Street furniture: Commissioner Chasar will review some design alternatives for tables and receptacles for the site on Fleet Street. A "U" channel design was chosen for the bike racks; LauraLee will bring prices to the next meeting.
- Downtown Parking: Director Milliman provided maps of potential parking in the downtown area; Council direction is to finish the downtown improvement project and then move forward on the parking issue. Commissioner Nuss moved, Commissioner Cramer seconded, and the Commission voted, with Commissioner Chasar abstaining, to recommend to the Agency that ODOT be requested to make the Center Street and Chetco Avenue intersection one-way going into His Haven of Hope.

Executive Directors Report:

- Downtown project: The project engineer has issued a letter of dissatisfaction of work to the contractor. The letter states that the time frame of work is of concern and that the streets are being left in an unacceptable state of disrepair.
- The large utility box has been installed by Boulder Park.
- Water and Sewer service lines continue to be installed.

Commissioner comments:

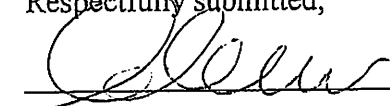
- Commissioner Nuss asked about the status of notification to ODOT regarding bike paths. The Planning Director will attend the next meeting to provide a status report.
- Commissioner Cramer brought photos of the CTR dumpsters showing that they are using 2 different shades of green.

Next months meeting:

- Planning Department report on bike path status.
- Prices on bike racks.
- Staff report on off street parking waiver for downtown core.

Adjournment: Adjourned at 4:15

Respectfully submitted,

 (Approved at 7/8/10 meeting).

Print Name: PETE CHASAR Title: CHAIR

Minutes

Urban Renewal Advisory Commission

Council Chambers, 898 Elk Drive

Thursday, July 08, 2010

Call to Order: Chair Chasar called the meeting to order at 3:00 p.m.

Present: Commission Members, Pete Chasar, Dan Nachel, Donna Cramer, Don Nuss, Joyce Tromblee, Rick Bishop and Kim Banfield. Staff members present were Executive Director, Gary Milliman, Building Official, LauraLee Gray, Senior Planner, Donna Colby-Hanks, Planning Secretary, Alex Carr-Fredericks and Councilor Jake Pieper.

Minutes/Last Meeting: June 10, 2010 minutes were unanimously approved.

Regular Agenda:

- Planning Staff gave an update on the status of the bicycle and pedestrian paths and reported on funding options that are being pursued. Staff also provided a copy of the bike rack inventory that has been done for the downtown area and suggested locations for additional racks.
- Bike rack costs can not be determined until a decision is made on how many bike paths are proposed.
- Planning Staff gave a brief history of the downtown parking requirements and ordinance changes related to same.
- Chair Chasar presented an informational sign that he is working on for possible placement at Fred Meyer. The map will be provided to the management of Kroger Foods for approval; Director Milliman will prepare a cover letter to accompany the map.

Executive Directors Report:

- Director Milliman provided the project specs and all documentation related to the downtown improvement project and stated that all are available for review by the public or commission members.
- Sidewalks are being constructed on Spruce Street.
- Water main installation work is ongoing on Spruce and Willow and must be completed prior to surface work being started.
- A street light will need to be relocated as the location turned out to be directly in front of a merchant's window.

Commissioner comments:

- Commissioner Bishop expressed frustration with the progress of the downtown improvements and contractor response to needs of affected business people.
- Commissioner Nachel asked for an explanation of the budget related to URA, Milliman will provide copies of the budget at the next meeting.
- Commissioner Nuss asked for progress on the design of the parking lot at Center Street, Milliman reported that discussion is ongoing with ODOT. Whatever configuration is approved by the Commission will need to go before the agency for final approval.
- Commissioner Tromblee asked about the time frame for replacing the street light in front of Beckley Real Estate, Milliman reported that it is on back order and he has authorized the order of two poles to facilitate a quicker replacement if one is needed in the future.
- Commissioner Bishop questioned long term parking in the city parking lot across from the theater. Milliman responded that the lot will be marked as no parking between 12:00- 3:00 a.m. to discourage storage and long term use.

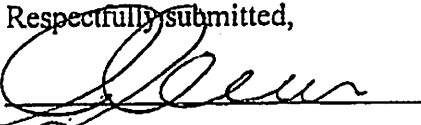
Public comments:

None

Next months meeting: August 12, 2010

Adjournment: adjourned at 4:05

Respectfully submitted,

 (Approved at 9/10/10 meeting).

PETE CHASAR (Chair or Vice Chair)

Print Name and Title.

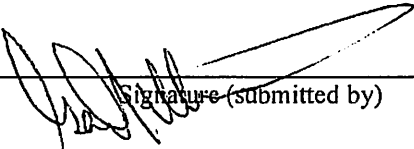
CITY OF BROOKINGS

URBAN RENEWAL AGENCY

AGENDA REPORT

Meeting Date: September 27, 2010

Originating Dept: Executive Director



Signature (submitted by)

Executive Director Approval

Subject: Location Maps

Recommended Motion: Motion to authorize the purchase of two location maps for installation at the Fred Meyer store and Ray's Market as recommended by the URAC at a cost not to exceed \$826.50.

Financial Impact: Use of \$826.50 in tax increment funds.

Background/Discussion:

The Urban Renewal Advisory Commission (URAC) has recommended funding for a project to install location maps at two sites. The maps (concept attached) would be located inside the Fred Meyer building and in the outside covered area of Ray's Market. The purpose of the maps is to provide visitors with a general orientation to the community. The maps would be in color and 26x48 inches in size.

A proposal was received from Brookings Signs and Graphics to produce the maps at a cost of \$612.75 for the first map and \$213.75 for each subsequent map. URAC Chair Pete Chasar reports that the Brookings Harbor Chamber of Commerce may be interested in acquiring an additional map for their office location in the harbor. The purchase of that map is not a part of this proposal.

The Agency allocated \$28,900 for improvements (pocket parks, bicycle racks and other possible projects) for the current fiscal year. Approximately \$10,800 remains uncommitted.

Policy Considerations:

In considering the expenditure of tax increment funds, the URA should consider how the project might help fulfill the projects goals and how the activity fits into one or more of the project activities listed in the Urban Renewal Plan. In this case, there is a project activity entitled "street and directional signs" in the Urban Renewal Plan.

Attachment(s): A) Proposal from Brookings Signs and Graphics.
B) Consent letter signed by Fred Meyer manager.
C) Concept drawing of map.



Proposal

DATE 8/6/2010

Brookings Signs & Graphics
P.O. Box 1096 - Brookings, Oregon
Phn: 541-469-9127 Cell: 541-661-2309
E-Mail: Tom@BSandG.com
Web Pages: **BSandG.com**
Shop Location: 209-B Wharf Street

Proposal No: 2010050601

Ordered on Date:

Project Number:

Invoiced On:

Bill to:

CITY of Brookings
AS PER Pete Chasew

Ship to:

We propose to furnish labor and materials in strict accordance with the plans and specifications as follows.

P.O. Number	TERMS	BILL DUE	REP	SHIP DATE	SHIP VIA	WEIGHT	PROJECT	PHONE NUMBER
ITEM NO.	DESCRIPTION				UNIT	QNT	RATE	AMOUNT
P.U.C. MATH	w 36" x 48" H							
Printing	Extend Grade Vinyl w/ clear laminate MATH installed on P.U.C. Material				sq ft.	12	10.00	120.00
P.U.C.	Detail 1/4" P.U.C. Material.				sq ft.	12	7.75	93.15
Appx 4 Hrs.	Digitize Art work for Printing. (1 time charge)				hourly	6	66.50	399.00
owner man					hrs.			
Wes. J. H.								

Established clients receive their usual TERMS unless otherwise specified on this order or the final invoice.

For new clients, unless otherwise specified, TERMS are cash on delivery (COD).

Brookings Signs & Graphics reserves the right to require TERMS of 1/2 down and 1/2 upon delivery.

Unless otherwise specified, SHIP DATE will be 10 working days (about 2 weeks) after the order is signed.

Unless otherwise specified, orders will be picked up by the client at the Brookings Signs & Graphics shop at 209-B Wharf Street, Brookings, Oregon. Otherwise, additional freight, delivery and/or install fees will apply.

Note: * subsequent orders would be, \$ 213.75 H/H
RUSH ORDERS are subject to a premium charge of 2.5% per day under 10 working days.

Premium Discount % Discount

SUBTOTAL:

= ADJ. TOTAL:

%SALES TAX:

SHIPPING:

JOB TOTAL:

612.75

Actual due date will depend upon terms and date of final invoice.

Payment will be due on or before:

Bids are valid for 30 days. This agreement to become binding upon receipt of a signed copy by Brookings Signs & Graphics. Phone confirmation with deadlines of over four work days become binding in 24 hours. Otherwise they are immediately binding.

SUBMITTED

ACCEPTED

CONDITIONS:

A late payment charge of 0.8% per month may be applied to all unpaid amounts carried forward after the bills due date. A fee of \$10.00 will be charged for any check returned by your bank. Bills not paid within 90 days of due date may be turned over to a collection agency. It is understood and agreed that Brookings Signs & Graphics, its officers, owners or employees shall not be held liable for any loss, damage or delays occasioned by fire, strikes, or material stolen after delivery upon premises or customer pickup at our shop, lockouts, acts of God, or the public enemy, accidents, boycotts, material shortages, disturbed labor conditions, delayed delivery of materials from Sellers suppliers, force majeure, inclement weather, flood, freight embargoes, causes incident to national emergencies, wars, or other causes beyond the reasonable control of seller, whether of like or different character, or other causes beyond his control. Prices quoted in this contract are based upon present prices and upon condition that the proposal will be accepted within thirty days. Also general conditions which are standard for the sign industry and specialty contractors in the construction industry. MATERIALS SUPPLIED BY CLIENT: Brookings Signs & Graphics can not be held responsible for the eventual condition of materials supplied by the client. This includes, but is not limited to, new and used materials, areas of existing signs, vehicles, buildings or equipment where lettering, art or other items are to be removed or replaced, and similar materials. COPY RIGHTS: All original designs by Brookings Signs & Graphics or its staff remain the copyrighted property of Brookings Signs & Graphics until released in writing. All rights are reserved. Rights for use specified in final invoice are transferred to client upon payment in full.

Completion Due:

DONE:



City of Brookings

898 Elk Drive, Brookings, OR 97415

(541) 469-2163 Fax (541) 469-3650

www.brookings.or.us

URBAN RENEWAL ADVISORY COMMITTEE

July 9, 2010

Mr. Matt Galli
Fred Meyer Store Director Operations
325 5th Street
Brookings, OR 97415

Dear Mr. Galli:

Attached is a one-quarter scale conception layout for a proposed Brookings informational map that shows important community sites and facilities.

We are proposing that a full-size (approx. 36" wide x 48" high) version of this map be permanently hung at a prominent location within the Brookings Fred Meyer store to serve as a basic guide for visitors and your customers new to the community.

We sincerely hope that you and Fred Meyer corporate management will approve this request, as the Fred Meyer store here is a broadly-used community resource and placing this map there will provide a valuable community service.

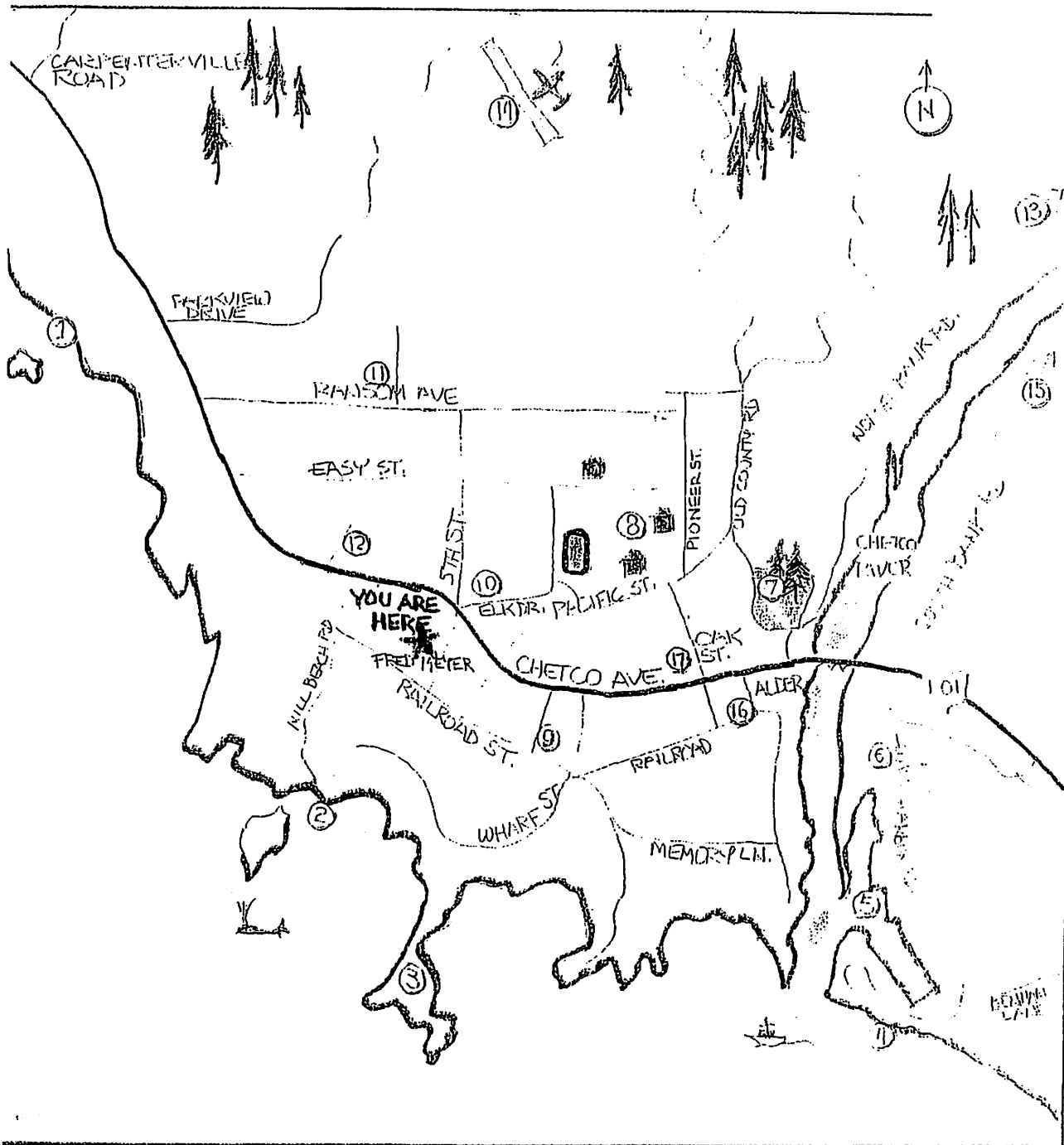
Best regards,

Pete Chasar, Chairman
Brookings Urban Renewal Advisory Commission

Approved TO Post
8/6/10 Mary DLR

America's
Wild Rivers
101 MILES OF NATURE'S BEST COAST

WHERE IT'S AT IN BROOKINGS



- 1 Harris Beach State Park
- 2 Macklin Cove
- 3 Chetco Point Park
- 4 Sporthaven Beach
- 5 Port of Brookings-Harbor
- 6 Chamber of Commerce

- 7 Azalea Park, Capella, Kidtown
- 8 Brookings-Harbor Schools
- 9 Post Office
- 10 City Hall, Police, Fire
- 11 Bud Cross Park, Pool, Skate Park
- 12 Chetco Activity Center

- 13 Loeb State Park, Redwood Trail
- 14 Brookings Airport
- 15 Salmon Run Golf Course
- 16 Chetco Library
- 17 Stout Park, Model Railway

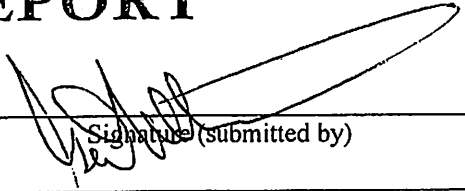
CITY OF BROOKINGS

URBAN RENEWAL AGENCY

AGENDA REPORT

Meeting Date: September 27, 2010

Originating Dept: Executive Director



Signature (submitted by)

Executive Director Approval

Subject: Downtown Project: Add Additional Block of Spruce Street

Recommended Motion: Motion to amend contract with Tidewater Construction to add Alternative No. 1 to the Downtown Street Improvement Project in an amount not to exceed \$232,000.

Financial Impact: Use of \$232,000 in tax increment funds, non-bond proceeds.

Background/Discussion:

When the Agency advertised for bids on the Downtown Street Project, bids were solicited and received on two bid alternates. One of these bid alternates (Additive No. 1) was the reconstruction of Spruce Street between Willow and Oak streets. This bid alternate was not awarded as there appeared to be insufficient funding available. The original bid for this work was \$369,931.

The base project is now nearing completion, and the Project Engineer estimates that the total cost, including administration and legal expenses, payments to utilities for underground services, and change orders for storm and water main replacements determined to be needed/prudent during construction will be \$3,156,430. Water line installations on Spruce and Willow Streets were added late in the project to improve system performance in conjunction with the Water Line Replacement Project now under construction on Railroad/Memory/Del Norte. The cost of this addition was \$80,290 and we can shift all or a portion of these costs to the State water loan-funded project. A total of \$3,100,000 was budgeted for the Downtown project from the bond sale proceeds. The Agency has received additional tax increment funds that are not needed for debt service, and the Agency Board reduced the overall Agency administrative budget for the current fiscal year, making an estimated \$200,000 available for additional work associated with this project, which is the Agency's top priority.

The cost of Additive No. 1 can be modified to \$231,532 by eliminating the cost for removing the rock outcropping intrusion into the right-of-way and installation of a retaining wall. The project would be modified to provide for no curb, gutter or sidewalk along this section of the road until such time as the adjacent property is developed and the entire rock outcropping is removed.

Attachment(s):

- A. Engineer's estimate for Additive No. 1

DOWNTOWN STREET IMPROVEMENTS

City of Brookings
Brookings, Oregon

				BIDDER:	Tidewater Contractors	
Item	Description	Quantity	Unit	Unit Price	Total	
ADDITIVE ALTERNATE NO. 1						
1	Construction Facilities And Temp. Controls	All	LS	\$29,500.00		\$29,500.00
2	Temporary Protection & Direction of Traffic	All	LS	\$20,200.00		\$20,200.00
3	Misc. Demolition and Site Preparation	All	LS	\$25,800.00		\$25,800.00
4	Concrete Sidewalk / Driveway Removal	710	SF	\$5.00		\$3,550.00
5	Curb /Curb & Gutter Removal	45	LF	\$20.00		\$900.00
6	Fence Removal	180	LF	\$6.50		\$1,170.00
7	AC Pavement Removal	1100	SY	\$2.84		\$3,124.00
8	Catch Basin Removal	1	Each	\$140.00		\$140.00
9	Mail Box Relocation	1	Each	\$450.00		\$450.00
10	Foundation Stabilization	100	CY	\$45.00		\$4,500.00
11	Rock Excavation	→ 50	CY	\$95.00		\$4,750.00
12	Roadway Excavation	All	LS	\$38,000.00		\$38,000.00
13	Aggregate Base	856	Ton	\$16.40		\$14,038.40
14	Asphalt Concrete Pavement	300	Ton	\$82.80		\$24,840.00
15	AC Driveway Transition	40	Ton	\$110.00		\$4,400.00
16	Curb and Gutter	725	LF	\$18.00		\$13,050.00
17	Concrete Sidewalk	2463	SF	\$3.50		\$8,620.50
18	Concrete Driveway Approach	730	SF	\$4.75		\$3,467.50
19	Concrete Access Ramp	280	SF	\$4.75		\$1,330.00
20	Truncated Domes	32	SF	\$28.65		\$916.80
21	Asphalt Concrete Pavement R & R	50	LF	\$14.00		\$700.00
22	Geotextile Fabric	1500	SY	\$1.00		\$1,500.00
23	Thermoplastic X-walks / Stop Bars	45	LF	\$10.00		\$450.00
24	Painted Stripe	80	LF	\$1.00		\$80.00
34	Fire Hydrant Relocation	1	Each	\$3,500.00		\$3,500.00
35	Catch Basin - Type 2	1	Each	\$1,600.00		\$1,600.00
36	12" Storm Drain - Class III Backfill	30	LF	\$29.00		\$870.00
37	Reinforced Concrete Retaining Wall	10	CY	\$400.00		\$4,000.00
38	Precast Block Retaining Wall	0	SF	\$24.54		\$0.00
39	Roof Drains	60	LF	\$9.00		\$540.00
40	Sign Relocation (New Base)	1	Each	\$285.00		\$285.00
41	Landscaping	All	LS	\$2,500.00		\$2,500.00
42	Tree Well	0	Each	\$380.00		\$0.00
43	Decorative Light Pole and Luminaire	3	Each	\$2,970.00		\$8,910.00
44a	Street Light Conduit - Class III Backfill	40	LF	\$6.80		\$2,720.00
45	Street Light - Electrical Junction Boxes	2	Each	\$140.00		\$280.00
46	Electrical Service - Street Lights	All	LS	\$6,450.00		\$6,450.00
**	Less AC Pavement R & R on Change Order	400	LF	(\$14.00)		-\$5,600.00
TOTAL REVISED COST FOR ALTERNATE NO. 1						\$231,532.20

Vance

For: Monday, **September 27, 2010**, City Council Meeting

ADVANCE PACKET INFORMATION

Dated: September 17, 2010

Included in this packet is documentation to support the following Agenda items:

Public Hearings/Ordinances

- Public Hearing on File LDC-3-10 considering revisions to Chapter 17.170, Street Standards, of the Brookings Municipal Code. *Pg. 2*
Attachments:
 - a. Diagram of proposed residential streets. *Pg. 5*
 - b. Diagram depicting "queuing." *Pg. 6*
 - c. Memo from City Manager. *Pg. 7*
 - d. Draft version of Chapter 17.170, Street Standards. *Pg. 8*
- Ordinance 10-O-671, adding rules and regulations specific to City-Owned Parks, to Brookings Municipal Code Chapter 12.25, Public Parks and Recreational Areas, Title 12, Streets, Sidewalks and Public Places. *Pg. 14*
Attachments:
 - a. Ordinance 10-O-671. *Pg. 15*
 - b. 9-13-10 Council Agenda Report. *Pg. 17*

Obtain Public Comment Forms and view the agenda and packet information on-line at www.brookings.or.us, or at City Hall. Return completed Public Comment Forms to the City Recorder before the start of meeting or during regular business hours.

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with advance notification. Please contact 469-1102 if you have any questions regarding this notice.

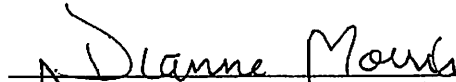

Note: Advance Packet information is distributed separately, but later appears in the regular agenda.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: September 27, 2010

Originating Dept: Planning


Signature (submitted by)

City Manager Approval

Subject: A hearing on File LDC-3-10 for consideration of revisions to Chapter 17.170, Street Standards, Brookings Municipal Code (BMC).

Recommended Motion: Motion approving revisions to Chapter 17.170, Street Standards, BMC.

Financial Impact: None

Background/Discussion: The City, County, and a volunteer committee participated in a review of hillside street standards from Sept., 2008 to June, 2009. Consultants, hired by the County, provided a draft document entitled, Harbor Area Transportation System Refinement Plan (HATSRP), resulting from comments submitted during this time. Following this the City's Land Development Code (LDC) Committee reviewed this draft and made further revisions. Councilor Hedenskog attended some of the HATSRP meetings and had concerns about the proposed hillside street standards and also about some of the current City street standards. A Street Standards Ad Hoc Committee was formed to do further review. Two members from both the City Council and Planning Commission were appointed and City Staff attended to provide input. Members of the City Staff included the City Manager, Planning Staff, City Engineer, Fire Chief, and the Police Chief. The Committee reviewed several elements of Chapter 17.170 as described below:

- 17.170.020, Definitions. Some language was added relating to bicycle facilities. In later Sections additional language requires consideration of bicycle use on all new streets. As a separate project Staff is working on a draft bicycle/ pedestrian master plan and this new language is important to be sure these facilities will be considered in future development. In the past these facilities did not get a lot of consideration. It has become apparent that biking is an important transportation/ recreation/ tourist amenity and needs to factor in to all new development.
- 17.170.060, Street Standards. This Section contains the additional language about bicycle facilities and the use of low impact street design techniques. In an effort to encourage the low impact designs there is a monetary incentive proposed, as these designs lessen the impact on the City's over-burdened storm drain system. The text concerning street grades mirrors the current standard found in the Public Works "Standards and Specifications..." document.
- Table 17.170.060 lists the various minimum street right-of-way and improvement standards. The main points are as follows:
 - The City Engineer advised Staff that the right-of-way listed for most streets was larger than the minimum required to accommodate the improvements. Those

have been revised to reflect the minimum. On steep terrain, or if the applicant proposes low-impact techniques, bike lanes, or multi-use paths additional right-of-way may be necessary.

- New "residential collectors" will be required to provide bike lanes.
- The existing "residential (local)" is proposed to not limit parking to one side only and not be restricted to serving a maximum of 20 dwelling units.
- A new "residential local" standard provides for 24 ft. of paved road surface, can serve no more than 12 dwelling units, and provides for parking on one side only. In this proposed draft there are now 3 types of "residential local" streets, 2 with limitations on number of dwelling units served and parking allowed. There is a footnote indicated by *** referencing the "Neighborhood Street Design Guidelines" document to give pictorial guidance and additional ideas about possible low-impact designs etc. A diagram depicting the 3 residential local street standards proposed are attached (**Attachment A**).
- The "hillside collector" and "hillside local" streets are proposed to have 20 ft. of paved road surface and not be required to provide parking. The City Land Development Code has a Suburban Residential zone with a 20,000 sq. ft. lot minimum (almost ½ acre) that is applied to terrain with steep slopes. With lots of that size additional parking can more easily be accommodated on site. Additional footnotes describe requirements.
- A minimum standard for **existing** streets has been added. In our built community there are 34 streets that have a paved road surface of 18 ft. or less and some, due to constraints, can never be improved to meet new street standards.
- Following the footnotes in the Table is a new section dealing with existing "collector streets" that are partially in City limits but still under the jurisdiction of Curry County. This can present problems for City residents who must rely on the County for maintenance of their street. Due to topographic constraints most sections of these streets are not able to meet the City "collector" standards. The City/ County Joint Management Agreement states the City will not take over jurisdiction of these streets until they meet our standards. With the adoption of this language, the City would be able to propose to take over jurisdiction.

The Street Ad-hoc Committee received input from the Fire Chief, Police Chief, and City Manager expressing concern about the "residential local" streets that propose to have a 28 ft. paved road surface with parking allowed on both sides and the 24 ft. paved road surface with parking allowed on only one side. This design would sometimes require "queing" as shown in **Attachment B**. This diagram is found in the "Neighborhood Street Design Guidelines" document and counters that concern by stating the low speeds in these residential areas together with the driveways spaced along the street where no street parking occurs provides for safe maneuvering and emergency service provider access. The City Manager has provided a memo describing the concerns of some of the City Staff (**Attachment C**). This memo also makes a recommendation that any bio-swales constructed to provide low-impact storm drainage solutions within the City's right-of-way should be maintained by the property owners it serves rather than Public Works Staff.

The Street Ad-hoc Committee voted to recommend approval of the revisions. On September 7th the Planning Commission reviewed the proposed revisions as described in this report and voted to recommend approval of Chapter 17.170 which follows this report (**Attachment D**).

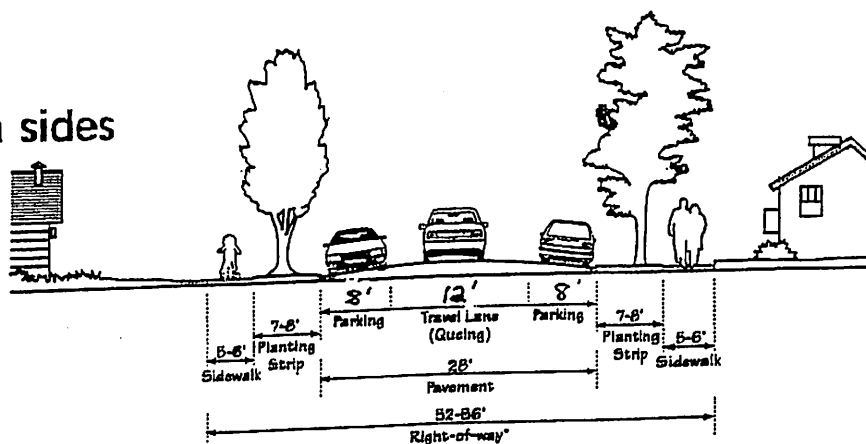
Policy Considerations: N/A

Attachment(s):

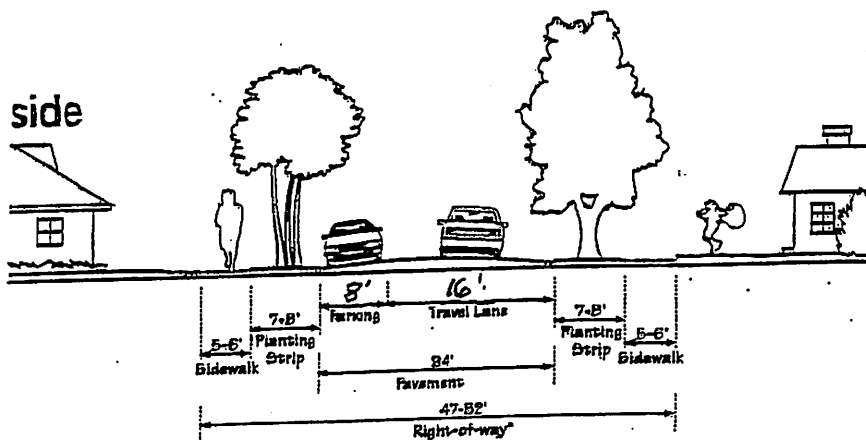
- A. Diagram of proposed residential streets.
- B. Diagram depicting "queuing".
- C. Memo from City Manager.
- D. Draft version of Chapter 17.170, Street Standards, BMC

Summary of Three Potential Scenarios

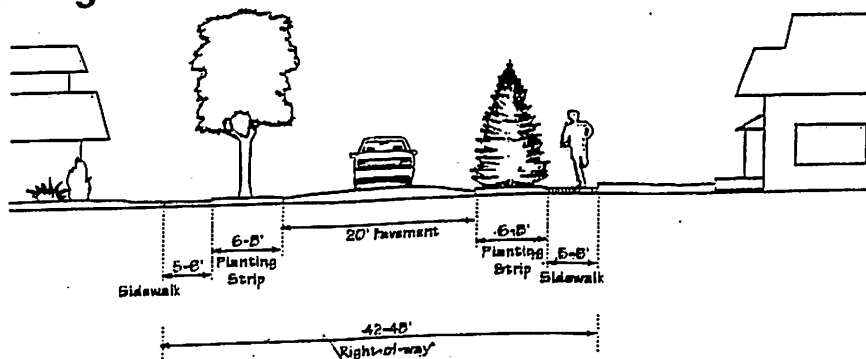
28 Ft Street Parking on both sides



24 Ft Street Parking on one side

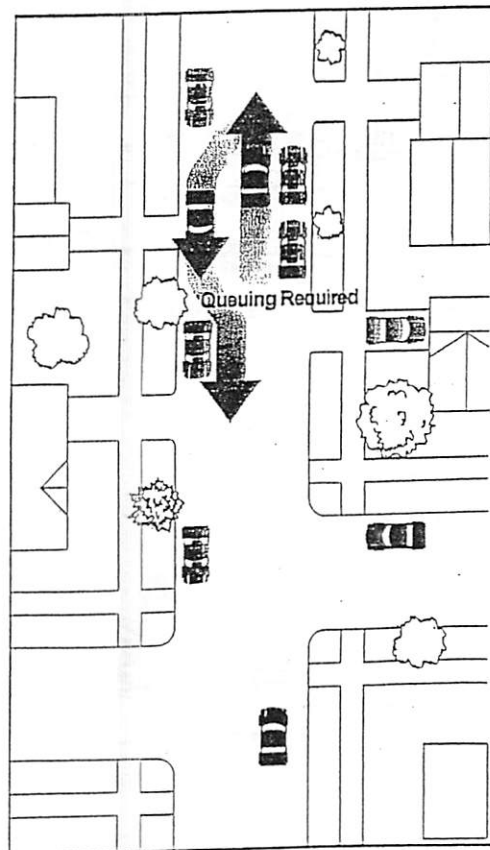
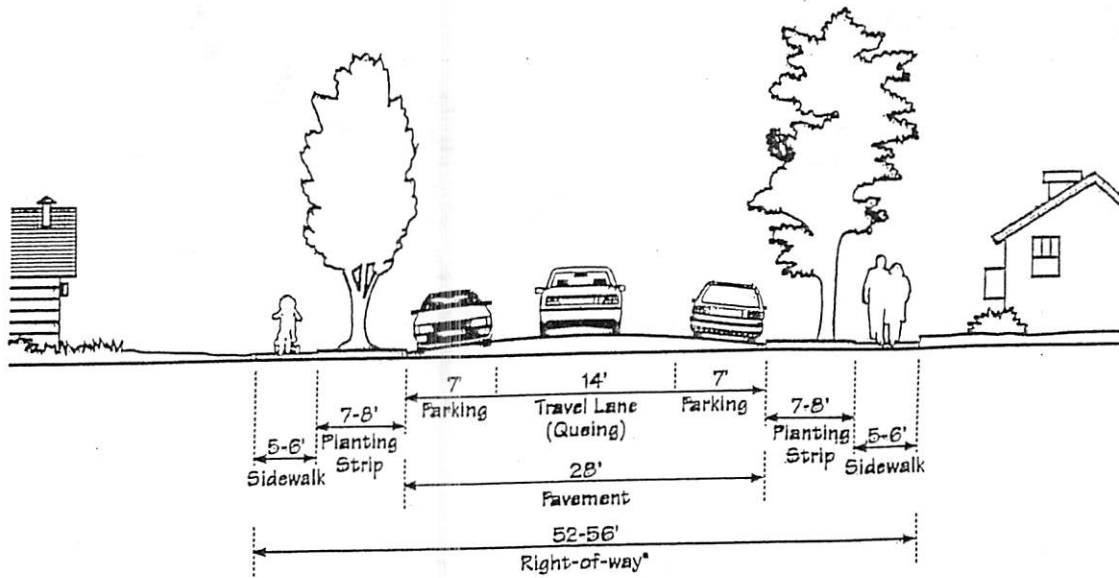


20 Ft Street No on-street parking allowed



Scenario 1

28 Ft. Streets
Parking on both sides



MEMORANDUM

Office of the City Manager



GARY MILLIMAN
City Manager

Credentialed City Manager
International City Management Association

TO: Planning Director
Cc: Fire Chief, Police Chief

DATE: August 20, 2010

SUBJECT: Street Standards

With respect to the street standards matter now under consideration by the Planning Commission, please note for the record that the views of the City Manager, Fire Chief, Police Chief and public works staff were expressed during the review of this matter by the joint policy committee appointed by the Mayor and City Council.

We continue to have a concern regarding any standard for new two-way street construction that calls for unimpaired paved travel lanes of less than 20 feet. We believe that any standard that requires "queuing" or otherwise requires drivers to exercise diversionary tactics to avoid collision with a parked or oncoming vehicle presents a traffic and pedestrian safety hazard.

On a second matter, when an open ditch or swale is to be installed within the public street right of way in conjunction with a new street project, the development approval needs to clearly provide that the property owners will be responsible for the maintenance of the open storm water conveyance system. The City Public Works Department does not have sufficient resources to assume responsibility for maintenance of additional open ditches and swales.

Please feel free to convey this information to the Commission should questions concerning these matters arise.

We do not plan to attend the Planning Commission hearing regarding this matter. We have provided our best advice from a public safety and maintenance staff perspective. This matter is now in the hands of the policy makers and we will certainly respect their direction and decision.

Draft Language in **bold, italicized type**

June 4, 2010

17.170.020 Definitions.

The following definitions apply for the purpose of this chapter. Also see definitions in Chapter 17.08 BMC.

"Access" means a way or means of approach to provide pedestrian, bicycle, or motor vehicular entrance or exit to a property.

"Access classification" means a ranking system for roadways used to determine the appropriate degree of access management. Factors considered include functional classification, the appropriate local government's adopted plan for the roadway, subdivision of abutting properties, and existing level of access control.

"Access management" means the process of providing and managing access to land development while preserving the regional flow of traffic in terms of safety, capacity, and speed.

"Bicycle facilities" is a general term denoting improvements and provisions made to accommodate or encourage bicycling, including parking facilities and all bikeways. ***Wherever bicycle facilities are provided, proper signage must be installed including the use of "sharrows", if appropriate.***

"Bikeway" means any road, path, or way that is in some manner specifically open to bicycle travel, regardless of whether such facilities are designated for the exclusive use of bicycles or are shared with other transportation modes. The five types of bikeways are:

1. "Multi-use path" means a paved 10- to 12-foot-wide way that is physically separated from motorized vehicular traffic; typically shared with pedestrians, skaters, and other nonmotorized users.
2. "Bike lane" means a four- to six-foot-wide portion of the roadway that has been designated by permanent striping and pavement markings for the exclusive use of bicycles.
3. "Shoulder bikeway" means the paved shoulder of a roadway that is four feet or wider; typically shared with pedestrians in rural areas.
4. "Shared roadway" means a travel lane that is shared by bicyclists and motor vehicles. ***Designating a street as a "bicycle boulevard" or "sharrow" will require appropriate signage and modifications. These should only be considered on residential, low traffic volume, interconnected streets.***
5. "Multi-use trail" means an unpaved path that accommodates all-terrain bicycles; typically shared with pedestrians.

Draft Language in ***bold, italicized type.***

June 17, 2010

17.170.060 Street standards.

.....

C. Standard Minimum Right-of-Way and Roadway Width. Unless otherwise indicated in an adopted neighborhood circulation plan, planned unit development, or authorized by the planning commission as stated in subsection (C)(1) of this section, the street right-of-way and roadway widths shall not be less than the standard shown in Table 17.170.060. ***Additional width on Hillside streets may be required in curves. The City Engineer will determine when such additional width is required.***

1. The planning commission may accept a narrower right-of-way width and/or alternate construction standard than those set forth in Table 17.170.060 where it can be shown by the applicant, to the satisfaction of the commission, ***and to the fire chief having jurisdiction,*** that the topography or the small number of lots served and the probable future traffic development are such that the proposal is justified.

2. Slope Easements. The planning commission may require a perpetual, unobstructed easement adjacent to a public right-of-way where the slope of the land is such that earth movements might damage a public right-of-way. Within this easement area, the natural vegetative cover shall not be disturbed.

3. In areas where a neighborhood circulation plan has been adopted, the right-of-way and roadway width can be constructed to the standards of Table 17.170.060 or at the standards of the adopted neighborhood circulation plan. Once a standard has been determined for any street segment, the remaining portion of the segment will be constructed at that standard ***at the discretion of the Planning Commission.***

Table 17.170.060
Standard Minimum Right-of-Way and Roadway Width For New Streets –
Guidance for Existing Streets
DRAFT 6-17-2010

Type of Street**	Minimum ROW (Feet)	Roadway-Curb to-Curb Minimum Road Surface Width (Feet)	Sidewalk Pedestrian Improvements
State Highway Arterial ¹	80 84	70	5 – 12 feet, both sides
Residential Collector	50 60	36 46 (5 foot bike lanes both sides)	5 feet, both sides
Residential (Local)-*** Maximum of 20 dwelling units taking access. ⁶	45 42	28	5 feet, both sides
Residential (Local)***⁶ Maximum of 12 dwelling units taking access	38	24	5 feet, both sides
Residential (Local) *** Maximum of 8 dwelling units taking access and on-street parking available within 400 feet of this street. ²	30 28 ½	20	5 feet, one side
Downtown Core Area ¹ (See Map 17.92.030-1)	53 50	36	5 – 8 feet, both sides
Residential One-Way Street ²	36 34	20	5 feet, both sides
Half Street ^{2, 5}	25/22 1/2 ½ of accepted standard	48/45 ½ of accepted standard	5 feet, one side
Access Road Turn-Around	See public works document "General Engineering Requirements and Standard Specifications"		To be determined based on type of turn-around
Commercial/Industrial ¹	60 58	44	5 – 8 feet, both sides

Commercial One-Way Street	53 50	36	5 – 8 feet, both sides
Hillside Street ^{2, 3, 4}	50	24	4-foot paved shoulder, one side
Hillside Collector St. ^{2, 3, 4, 9}	27	20	4 foot paved shoulder, one side
Hillside Local St. ^{2, 3, 4, 9} Maximum of 12 dwelling units taking access	23	20	None.
Hillside One-Way Street ^{2, 3, 4, 7, 9}	35 to 50 23	16	4-foot paved shoulder, one side
Alley	20	20	None

The following standard is the minimum standard for existing streets. This standard can only be used when the street is serving a limited area and approved by the City Council.

<i>Existing residential streets</i>	<i>Minimum ROW</i>	<i>Minimum Road Surface Width</i>	<i>Pedestrian Improvements</i>
<i>Must be approved by the City Council in a Local Improvement District process.^{8, 2}</i>	<i>30</i>	<i>16</i>	<i>Proposal by applicants</i>

**** If bike lanes are proposed, an additional 10 feet of right-of-way will be needed.**

***** See layout guidelines in "Neighborhood Street Design Guidelines" document. Low impact development techniques such as landscaped buffers, vegetated swales, parking pavers, etc. are encouraged.**

¹ Sidewalks must be the maximum possible when adequate right-of-way is available.

² No parking on either side on pavement.

³ Requires documentation that topographical constraints warrant use of hillside streets. Site plan committee approval required.

⁴ Alternative engineered designed standards may be considered and right-of-way width may vary depending on topography.

⁵ Only used when easement for second half width is secured on adjacent property. Must be approved by planning commission.

⁶ Parking on one side only.

⁷ Paved shoulder must be constructed to meet paved roadway standards.

⁸ *Parking facilities to be proposed by applicant*

⁹ *Curbs may be required depending on City Engineer's recommendation.*

The existing collector streets listed below are not physically able to meet adopted collector standards as stated in the Table above. Any future improvements to these streets must meet the following standards. These streets are in the County's jurisdiction as of the date of this revision. When the existing street pavement is equivalent to the City's construction standards, the City will accept jurisdiction.

Specific Standards for Certain Streets	Right of Way (feet)	Minimum Road Surface Width (feet)	Sidewalk Improvements
Old County Road ^{1, 2}	50	20 ft. and 4 ft. paved shoulder one side adjacent to the north-bound travel lane.	None
Parkview Dr. ^{1, 2}	50	20 ft. and 4 ft. paved shoulder on the predominantly western side	None
North Bank Chetco River Rd. ²	50	24 ft. and 1 ft. paved shoulder both sides	None

1. When applicants engineer demonstrates there are constraints that make this standard impracticable, the 4 ft. paved shoulder may be eliminated. The City must review and agree with the analysis prior to Planning Commission review.

2. Parking prohibited on paved shoulder.

D. Bikeways. See 17.170.020, Definitions, for descriptions of various bikeways. These provisions require consideration of bicycle circulation while providing for flexibility in street design. The City of Brookings encourages this mode of transportation

- *Bicycle circulation must be considered on all new streets. Depending on street standard employed, a street must be designated as a shared roadway, or other type of bikeway as described in Definitions.*
- *Where sidewalks are required by street design standards, one 10 ft. shared bicycle/ pedestrian pathway may be substituted for bike lanes and sidewalk on one side. If the street standard requires sidewalks on both sides, the ten foot shared pathway on one side does not eliminate the required sidewalk on the opposite side, unless the Planning Commission eliminates that requirement.*

E. Low Impact Designs. Use of low impact designs including permeable pavement and storm drainage system utilizing engineered bio-swales, or other techniques/ best management practices reviewed and approved by the City, are encouraged and may be required in some areas. Additional right-of-way may be needed to accommodate the designs. A refund equal to a percentage of the storm drain component of the system development charge may be given by implementing these low impact techniques. See examples in document titled, "Portland Stormwater Manuel".

F. All development proposals, plan amendments or zone changes shall be in conformance with the adopted transportation systems plan.

G. Frontage Roads. When any parcels front on an arterial street, the planning commission may require the developer to dedicate and improve a frontage road at the front of the parcel to serve the resulting lot(s).

H. Planting Strips. When a lot borders an arterial street, the planning commission may require the developer to dedicate and improve a planting strip adjacent to said highway or arterial street.

I. Alleys. When any lots are proposed for commercial or industrial usage, alleys at least 20 feet in width may be required at the rear thereof with adequate ingress and egress for truck traffic unless alternative commitments for off-street service truck facilities without alleys are approved by the planning commission.

J. Street Alignment. As far as practical, streets other than minor streets shall be in alignment with existing streets by continuation of the centerline thereof. Staggered street alignment resulting in "T" intersections shall, wherever practical, leave a minimum distance of 200 feet between the centerlines of streets having approximately the same direction and otherwise shall not be less than 125 feet. In areas with an adopted neighborhood circulation plan, alignment shall conform to the adopted plan.

K. Future Extension of Streets. When necessary to give access to or permit a satisfactory future division or development of adjoining land, a public street shall be extended to the boundary of the development and the resulting dead-end street may be approved without a permanent turn-around provided a temporary turn-around is constructed in a manner approved by the city fire chief.

L. Street Intersection Angles. All streets within or abutting a development shall intersect one another at an angle as near to a right angle as is practicable in each specific case unless otherwise necessitated by topographical conditions or other pre-existing conditions and approved by the city.

M. Cul-de-Sacs. A cul-de-sac shall be as short as possible. Cul-de-sacs shall have a maximum length of 400 feet, although where unusual circumstances exist the planning commission may authorize a longer street. A cul-de-sac shall terminate with a turn-around as specified in Table 17.170.060, and a minimum corner radius of 20 feet is required at curb returns. In areas with an adopted neighborhood circulation plan, cul-de-sac length and design shall conform to the adopted plan.

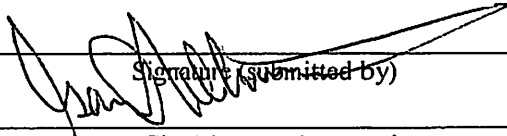
N. Private Streets. A private street is permitted only if provisions are made to assure private responsibility for future maintenance. Unless otherwise specifically authorized as part of a street plan or adopted neighborhood circulation plan, a private street shall comply with the same standards as a public street. A street held for private use shall be distinguished from public streets and any reservations or restrictions relating to the private street shall be described in the land division documents and the deed records.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: September 27, 2010

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Adding Parks Rules and Regulation to the Brookings Municipal Code.

Recommended Motion:

Adopt Ordinance 10-O-667, adding Section 12.25.012, Rules and Regulations Specific to City Owned Parks, Brookings Municipal Code Chapter 12.25.

Financial Impact:

None.

Background/Discussion:

This matter was continued from the September 13, City Council meeting to allow staff to; 1) revise the language in Item #3 so that it explicitly prohibits fireworks and explosives, and 2) revise the language in Item #11 to improve 'readability,' as requested by the Mayor.

These changes have been incorporated into the attached ordinance.

Attachment(s):

- a. Ordinance 10-O-667
- b. 9-13-10 Council Agenda Report

**IN AND FOR THE CITY OF BROOKINGS
STATE OF OREGON**

ORDINANCE 10-O-667

AN ORDINANCE ADDING SECTION 12.25.012, RULES AND REGULATIONS SPECIFIC TO CITY -OWNED PARKS, TO BROOKINGS MUNICIPAL CODE CHAPTER 12.25, PUBLIC PARKS AND RECREATIONAL AREAS, TITLE 12, STREETS, SIDEWALKS AND PUBLIC PLACES.

Sections:

- Section 1. Ordinance identified.
- Section 2. Adds Section 12.25.012

The City of Brookings Ordains as follows:

Section 1. Ordinance identified. This ordinance adds Section 12.25.012, Rules and regulations specific to City-owned parks, to Brookings Municipal Code Chapter 12.25, Public Parks and Recreational Areas, Title 12, Streets, Sidewalks and Public Places.

Section 2. Adds Section 12.25.016. Section 12.25.012 is added as follows:

12.25.012 Rules and regulations specific to city-owned parks.

A. The following activities and uses are prohibited in all City parks, except by City park employees, volunteers or contractors in the performance of authorized maintenance or construction:

1. Camping.
2. Parking or use of motorized vehicles, other than wheelchairs, on walkways, landscaped areas, natural vegetation areas, playgrounds and sports fields, except for authorized maintenance or the purpose of set-up or tear-down of an event.
3. Possession or use of fireworks or explosives; unlawful possession or use of firearms.
4. Throwing of rice or seeds, including bird seed.
5. Damage to or removal of any vegetation.
6. Modification or painting of any structure, equipment or furniture.
7. Bicycles, skateboards, skates or roller blades, except in designated areas.
8. Unleashed dogs.
9. Failure to remove animal excrement by the animal owner.
10. Attaching signs to any City sign post, trees or other vegetation.
11. Any use of the park for an organized event without having first obtained an approved Park Use Permit. An organized event includes weddings, memorials, athletic activities, concerts, holiday displays, picnics where the host wishes to reserve a specific area, use of the snack shack, bandshell or Capella, and the conduct of business activities.
12. Amplified sound and/or music at a level that is not contained within the immediate area of the activity, subject to BMC Section 8.15.080.
13. Placement of any sign without first having obtained approval by the City Manager or his designee.
14. Failure to remove signs within two hours of the conclusion of an event.
15. Fires, except fires in camp stoves, portable barbeques or fireplaces provided for such purposes.

16. The use of camp stoves, portable barbeques except in designated picnic areas.
17. Unattended fires, camp stoves or portable barbeques.
18. Leaving the location of a fire until the fire is completely extinguished with no hot coals remaining.
19. The use of amplified sound at Bankus Park.
20. The use of Bankus Park for more than single-day events, except as approved by the Parks and Recreation Commission.

B. Penalties and Fines.

1. The fine for a first offense under section 12.25.012(A) is \$50.00, a second violation is \$100.00, and any third or subsequent violation shall be the maximum allowed under BMC Chapter 1.05, General Penalty.
2. Upon a third violation/conviction, the offending person may be prohibited from using or entering all city-owned parks for a period of one year.
3. If a person is given a citation for violating section 12.25.012(A), he or she must immediately cease the offending conduct. If the person given the citation continues the offending use or activity, he or she will be subject to additional citations and/or immediate trespass under ORS 164.245.

First Reading: _____
Second Reading: _____
Passage: _____
Effective Date: _____

Signed by me in authentication of its passage this _____, day of _____, 2010

ATTEST:

Mayor Larry Anderson

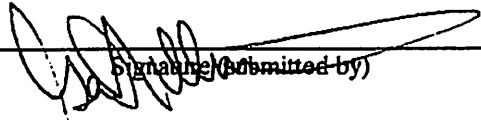
City Recorder Joyce Heffington

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: September 13, 2010

Originating Dept: City Manager



Signature (Submitted by)

City Manager Approval

Subject: Adding Parks Rules and Regulation to the Brookings Municipal Code.

Recommended Motion:

Adopt Ordinance 10-O-667, adding Section 12.25.012, Rules and Regulations Specific to City Owned Parks, Brookings Municipal Code Chapter 12.25.

Financial Impact:

None.

Background/Discussion:

This matter was continued from the City Council meeting of July 26, and referred to staff and the Parks and Recreation Commission for further review. Parks and Recreation Commission reviewed this matter with staff at their meeting of August 26, and recommended the changes, as indicated, in the proposed changes, attached. These rules and regulations are based primarily upon those contained in the City's Park Use Permit Application. Adoption of the rules and regulations into the Brookings Municipal Code would make them enforceable as a matter of law.

The Police Chief recommended an addition to the ordinance which would authorize the use of certain provisions of the Oregon Revised Statutes as enforcement mechanisms, including the use of trespassing provisions.

Attachment(s):

1. Adopting Ordinance
2. Proposed Changes
3. Parks Use Permits Issued