

AGENDA

City of Brookings

Common Council Meeting

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

Monday, August 11, 2008, 7:00 p.m.

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Roll Call**
- IV. **Ceremonies/Appointments/Announcements**
 - A. Yard Award Announcements:
 1. Yard of the Month: Mick and Pam Schrum, 924 Midland Way. [pg.]
 2. Most Improved Property: Edna Wilsdon, 540 Velopa Court. [pg.]
 3. Commercial Property: Rodney and Eileen Minnear, O'Holleran's. [pg.]
- V. **Oral Requests and Communications from Audience**
 - A. Council Liaison Reports
 - B. Public Comments – limit to a maximum of 5 minutes per person. A completed public comment form must be filled out and turned in prior to the start of the meeting. Forms are available in the City Manager's office or downloaded at www.brookings.or.us. Completed forms may be turned in to the City Manager's office during regular business hours. Comments will be restricted to the topics indicated on the form. All remarks and questions must be addressed to the presiding officer, only. Comments will be respectful. Harsh or abusive language will not be tolerated.
- VI. **Regular Agenda**
 - A. Adopt Azalea Park Master Plan. *City Manager* [pg.]
 - B. Approve in concept the Lower Stout Park Master Plan. *City Manager* [pg.]
 - C. Possible amendment to Alcohol Prohibition Ordinance. *City Manager* [pg.]
 - D. Reclassify and adopt job description for Planning Director position; approve pay grade increase. *City Manager* [pg.]
- VII. **Consent Calendar**
 - A. Approval of City Council Minutes for July 28, 2008. [pg.]
 - B. Acceptance of Planning Commission Minutes for July 1, 2008. [pg.]
 - C. Acceptance of Parks & Recreation Commission Minutes for June, 26, 2008. [pg.]
 - D. Approval of vouchers for August, 2008 in the amount of \$1,069,297.62. [pg.]
- VIII. **Resolution**
 - A. Adopt Resolution 08-R-904, with revised wording of Police Levy Tax measure. *City Manager* [pg.]
- IX. **Remarks from Mayor and Councilors**
 - A. Mayor
 - B. Councilors
- X. **Adjournment**

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.

August 2008

August 2008							September 2008						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
				August 1	2
					3
4	5	6	7	8	9
9:00am CC- VIPS/Volunteers in Police Service 4:00pm CC - Council Workshop 7:00pm FH-FireTng/ChShrp	7:00pm CC - Planning Commission	10:00am CC- Site Plan Com Mtg 1:30pm Tower/staff 5:00pm CC - Joint URAC/CC 7:00pm FH-PoliceReserves	9:00am CC- Staff Meeting 3:00pm CC SafetyComMtg		10
11	12	13	14	15	16
7:00pm FH-FireTng/ChShrp 7:00pm CC-Council Mtg	9:00am CC - Union Negotiations 9:00am FH - Union Negotiations	10:00am CC- Site Plan Com Mtg 10:00am FH - Brookings Rural Fire Dept 12:00pm CC - Stout Park Subcommittee	9:00am CC-Crm Stoppers 1:00pm CC - Court 3:00pm CC Urban Renewal Advisory Committee		17
18	19	20	21	22	23
9:00am CC-VIPS/Volunteers in Police Service 11:00am Garden Club - BW Bkgs Inn 7:00pm FH-FireTng/ChShrp	7:00pm CC-Planning Comm	10:00am CC- Site Plan Com Mtg	7:00pm CC - Borax Hearing - Cont.		CC - Fire training
					24
					CC - Fire training
25	26	27	28	29	30
7:00pm FH-FireTng/ChShrp 7:00pm CC-Council Mtg		10:00am CC- Site Plan Com Mtg	7:00pm CC-Parks & Rec Comm		31

CC - Council Chambers
FH - Fire Hall
CM - City Manager's Office

Meeting dates and times are subject to change.

8/6/2008 1:54 PM

September 2008

September 2008						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2008						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
September 1	2	3	4	5	6
LABOR DAY - Closed 9:00am CC- VIPS/Volunteers in Police Service 4:00pm CC - Council Workshop 7:00pm FH-FireTng/ChShrp	7:00pm CC - Planning Commission	10:00am CC- Site Plan Com Mtg 7:00pm FH-PoliceReserves	3:00pm CC SafetyComMtg		
8	9	10	11	12	13
7:00pm FH-FireTng/ChShrp 7:00pm CC-Council Mtg		9:30am Traffic Safety Committee 10:00am CC- Site Plan Com Mtg 10:00am FH - Brookings Rural Fire Dept 12:00pm CC - Stout Park 5:00pm CC - Victims Impact	9:00am CC-Crm Stoppers 1:00pm CC - Court 3:00pm CC Urban Renewal Advisory Committee		
15	16	17	18	19	20
9:00am CC-VIPS/Volunteers in Police Service 11:00am Garden Club - BW Bkgs Inn 7:00pm FH-FireTng/ChShrp	7:00pm CC - Planning Comm (TENT)	10:00am CC- Site Plan Com Mtg 1:30pm CC - LDC Meeting			
22	23	24	25	26	27
8:00am CC -8am-5pm ICS Training 300/400 7:00pm FH-FireTng/ChShrp 7:00pm CC-Council Mtg	8:00am CC -to 5pm ICS Training 300/400	8:00am CC - 8am-5pm ICS Training 300/400 10:00am CC- Site Plan Com Mtg 1:30pm CC - LDC Meeting	8:00am CC - 8am-5pm ICS Training 300/400 7:00pm CC-Parks & Rec Comm		
29	30				
7:00pm FH-FireTng/ChShrp					

CC - Council Chambers
FH - Fire Hall
CM - City Manager's Office

Meeting dates and times are subject to change.

8/6/2008 1:54 PM

YARD OF THE MONTH

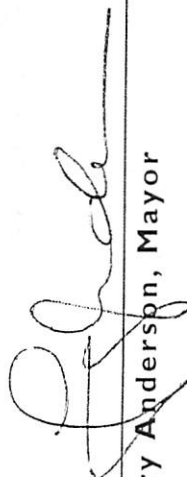
MIKE & PAM SCHRUM

924 MIDLAND WAY

Location—Brookings, Oregon

AUGUST, 2008

For Month and Year


Larry Anderson, Mayor

August 5, 2008

Date


Gary Milliman, City Manager



CITY OF BROOKINGS
JUL 22, 2008
(408) 669-2263

MOST IMPROVED PROPERTY OF THE MONTH

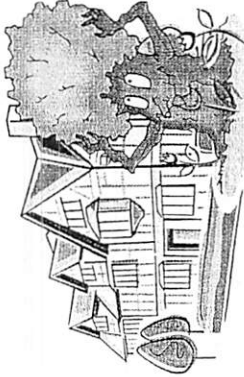
EDNA WILSDON

540 VELOPA COURT

Location, City of Brookings

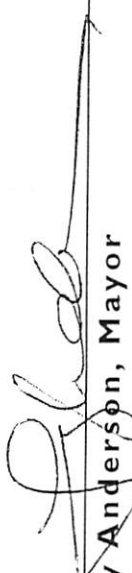
AUGUST, 2008

For Month and Year



August 5, 2008

Date


Larry Anderson, Mayor


Gary Milliman, City Manager



CITY OF BROOKINGS
898 Elk Drive
Brookings, OR 97415
(541) 469-2163

COMMERCIAL PROPERTIES OF THE MONTH

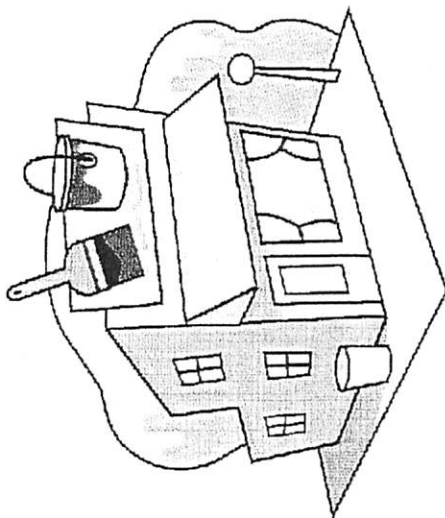
O'HOLLERANS

Location, City of Brookings

Owners: *Rodney & Eileen Minnier*

AUGUST, 2008

For Month and Year



Larry Anderson, Mayor

A handwritten signature in cursive script, likely belonging to Larry Anderson.

August 5, 2008

Date



Gary Milliman, City Manager

A handwritten signature in cursive script, likely belonging to Gary Milliman.


CITY OF BROOKINGS
898 Elk Drive
Brookings, OR 97415
(541) 469-2163


CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 11, 2008

Originating Dept: City Manager



Signature (submitted by)


City Manager Approval

Subject: Azalea Park Master Plan

Recommended Motion: Motion to approve the Azalea Park Master Plan as recommended by the Parks and Recreation Commission.

Financial Impact: No immediate impact. Improvements will be made as funds become available.

Background/Discussion:

A stakeholders meeting was conducted in October, 2007, concerning the future development of Azalea Park. As a result of that meeting, the city staff and the Parks and Recreation Commission have been working to develop an Azalea Park Master Plan. At their meeting of July 24, 2008, the Commission approved the plan as outlined in the attachments, and recommended City Council approval.

Policy Considerations: Once adopted, this plan will serve as the basic policy document for guidance in the future development of Azalea Park. The Master Plan finds that, after the listed improvements are made, the Park will be "built out." This may mean that the City and County will need to pursue other parkland opportunities to serve additional parks and recreation needs of the community.

Attachment(s): 1) Azalea Park Master Plan narrative
2) Azalea Park Master Plan map

AZALEA PARK MASTER PLAN

July 2008

A stakeholders meeting was conducted on October 30, 2007, concerning the future development of Azalea Park. As a result of that meeting, further staff analysis and review by the Parks and Recreation Commission, the following Azalea Park Master Plan has been developed.

FINDINGS

Basic findings are that:








1. With the addition of the multipurpose sports field, concession stand near the sports fields and restrooms near the sports fields, the Park will be "built-out."
2. The Park offers a good mix of passive and active recreation opportunities. Existing "buffers" between active and passive recreation areas should be retained.
3. Recreation needs exceed the capacity of Azalea Park to accommodate those needs.

PROPOSED PROJECTS

Projects proposed for the Park (responsible parties in parenthesis) include:

1. Construction of a snack shack near the athletic fields. (Softball Association)
2. Construction of a restroom facility near the athletic fields. (Softball Association)
3. Construction of a multipurpose/soccer field between the two existing athletic fields. (Soccer League)
4. Expansion of fill to the east in the canyon between the existing athletic fields. (City)
5. Improvements to Lundeen Lane, including sidewalks. (City)
6. Construction of a water line loop to serve the athletic fields, proposed snack shack and proposed restroom. (City)
7. Construction of a sewer line to serve the proposed snack shack and restroom. (City).
8. Expansion of athletic field parking lots. (City)
9. Construction of a small playground near the athletic fields. (Softball Association)
10. Acquisition of the vacant parcel north of Lundeen Lane for future expansion of the Park. (City)
11. Reforest and restoration of trails in the area impacted by Sudden Oak Death eradication. (City/State Forestry/volunteers)



-  PARKING
-  KIDS TOWN
-  HERITAGE AREA
-  SOFTBALL
-  MULTI-PURPOSE FIELD
-  PLAYGROUND
-  HORSESHOES

AZALEA PARK

CITY OF BROOKINGS - 2008

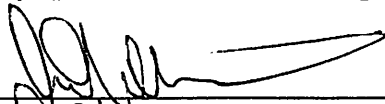


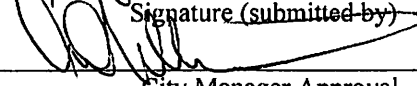
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 11, 2008

Originating Dept: City Manager



Signature (submitted by)


City Manager Approval

Subject: Lower Stout Park Master Plan

Recommended Motion: Motion to approve in concept the Lower Stout Park Master Plan.

Financial Impact: None.

Background/Discussion:

A subcommittee of the Parks and Recreation Commission has been meeting for some months to develop a master plan for Lower Stout Park. The area in question is bounded by Redwood Street, Oak Street, the Manley Center parking lot and a private residence.

A presentation on the master plan was made by Committee Member Pete Chasar at the Commission meeting of July 24. The Commission recommended approval of the Lower Stout Park Master Plan in concept, and recommended that the City Council approve the plan in concept and allocate sufficient funds to undertake a site boundary survey.

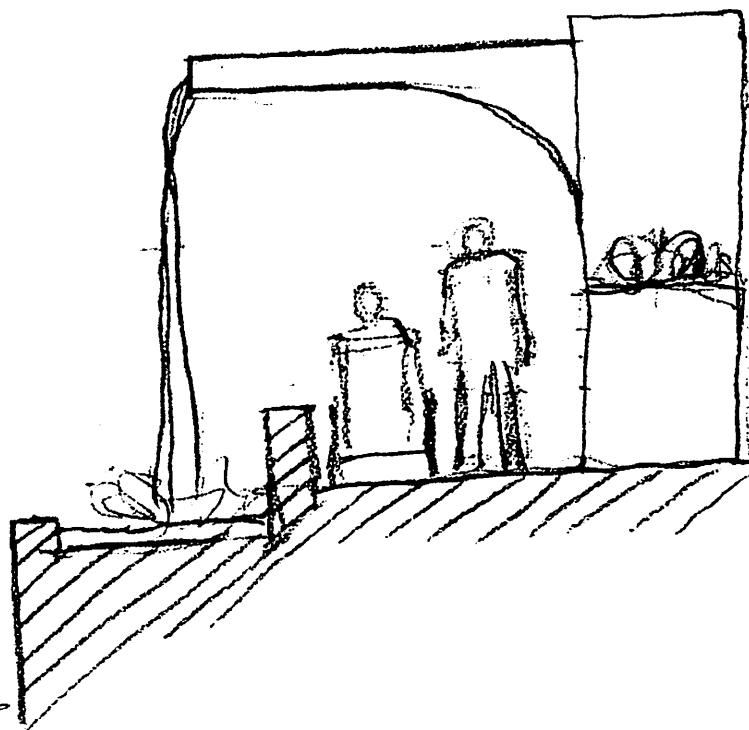
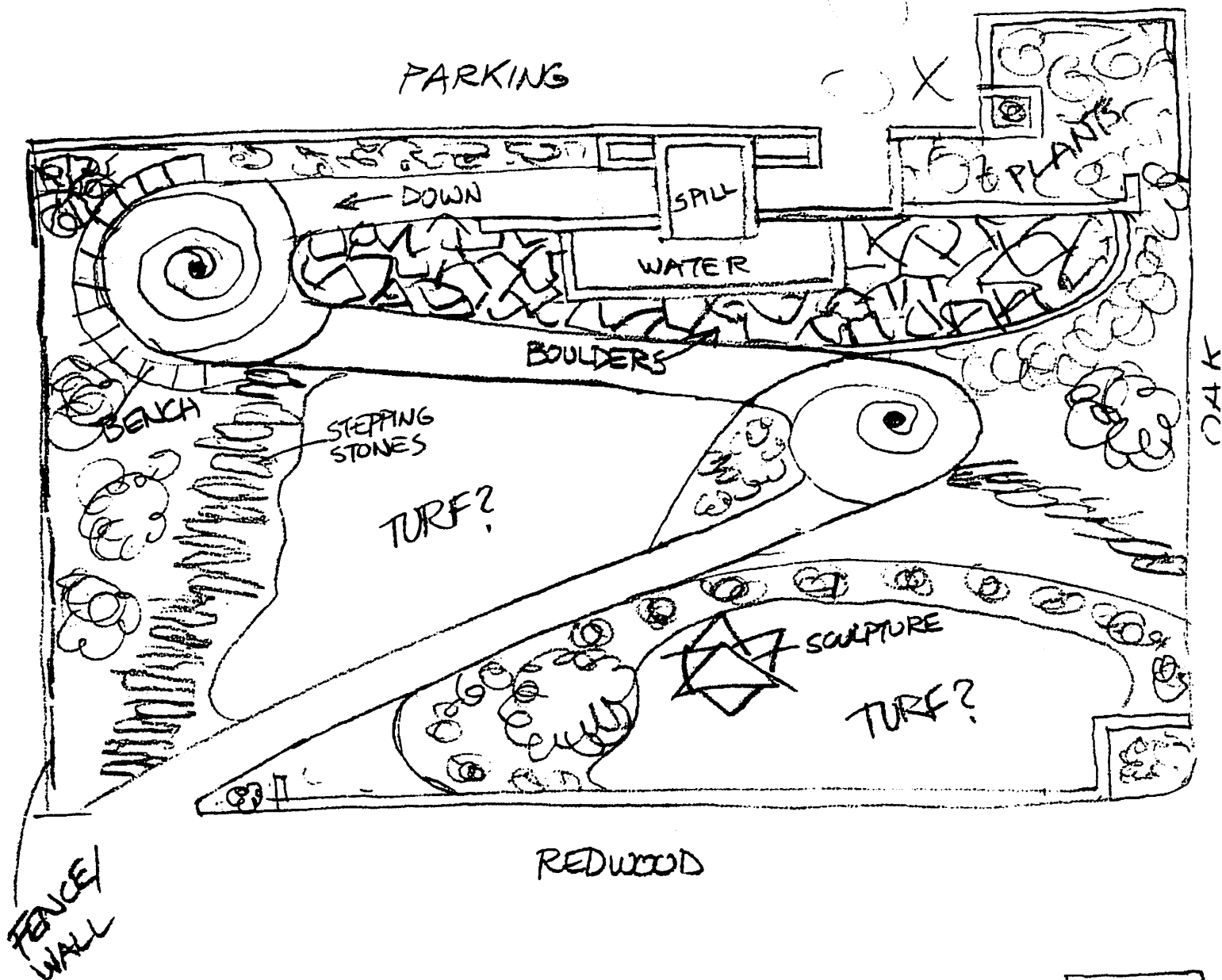
Pete Chasar will be at the Council meeting to provide a brief presentation on the Plan.

Local surveyor Rich Roberts has flagged the property corners between the City property and the adjoining property. Staff does not believe a full survey of the property is needed.

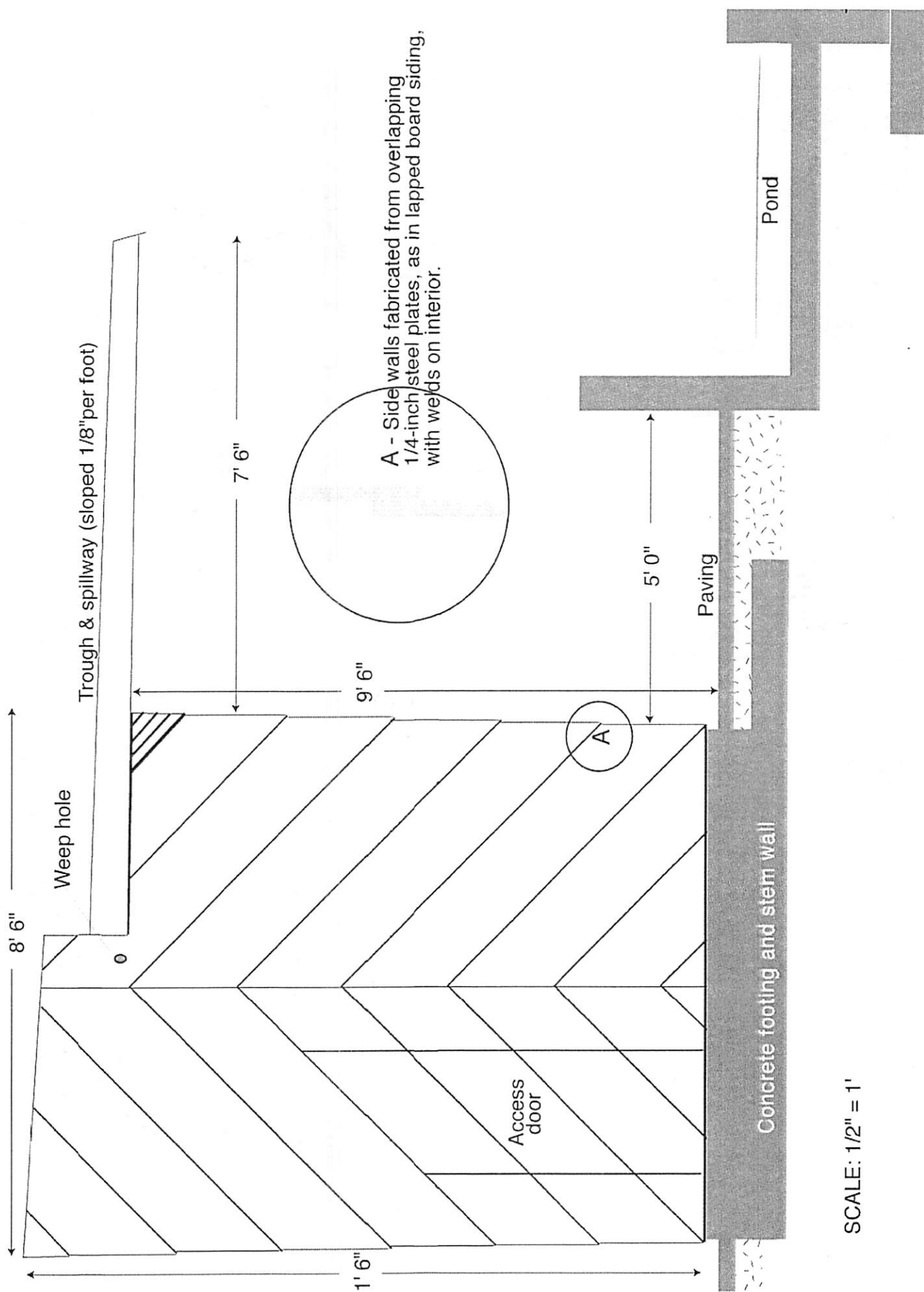
There are no funds budgeted for improvements to this Park. The Committee hopes to acquire donated labor and materials. The Public Works crew may be involved in leveling the site.

Attachment(s): Lower Stout Park proposed site plan

PARKING

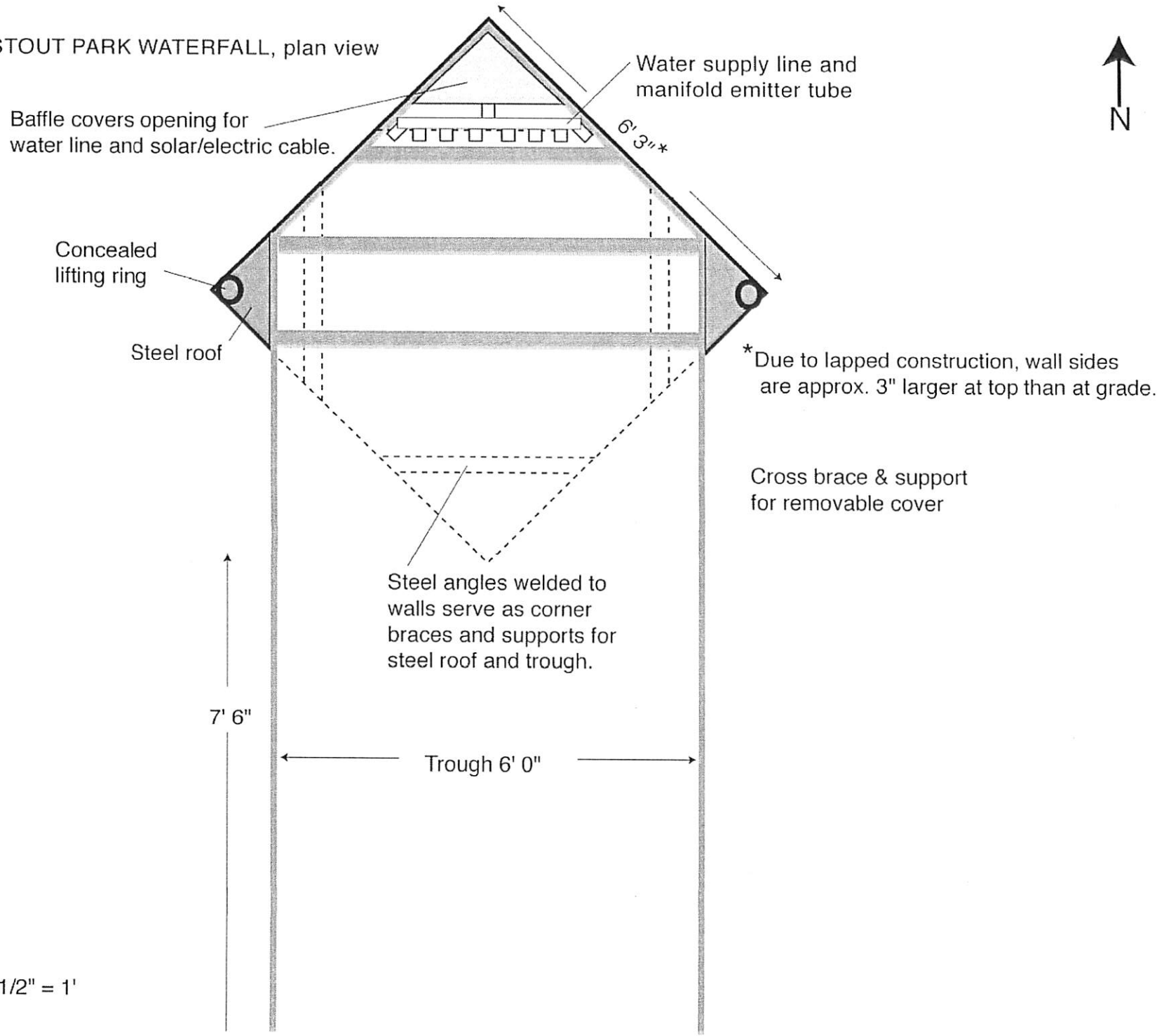


LOWER STOUT PARK WATERFALL, west elevation



SCALE: 1/2" = 1'

LOWER STOUT PARK WATERFALL, plan view



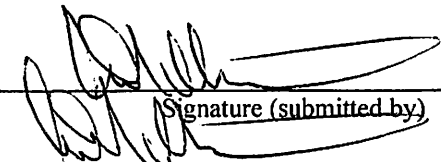
SCALE: 1/2" = 1'

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 11, 2008

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Possible Amendment to Ordinance Prohibiting Alcoholic Beverages on City Property

Recommended Motion: Discussion and direction to staff.

Financial Impact: None

Background/Discussion:

The City Council re-enacted an Ordinance prohibiting the use of alcoholic beverages on City property at the meeting of July 28.

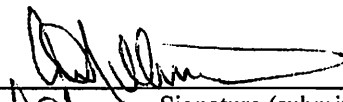
Councilor Kitchen has requested that the strict prohibition of alcoholic beverage use on City property be reconsidered, and that some form of permit system be developed.

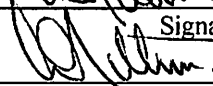
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 11, 2008

Originating Dept: City Manager



Signature (submitted by)


City Manager Approval

Subject: Job Description and Reclassification of Planning Director

Recommended Motion: Motion to:

1. Adopt job description for the position of Planning Director.
2. Reclassify the position of Planning Director to salary Grade 20 on the, miscellaneous employee salary chart.
3. Place Planning Director Dianne Morris on Step four of Grade 20 effective with the first pay period following August 11.

Financial Impact: Base salary change will increase cost to General Fund of \$4,596 in current fiscal year.

Background/Discussion:

Action was delayed on the salary range reclassification proposal for Planning Director pending further review by a City Council subcommittee chaired by Mayor Anderson.

A salary survey found that the Planning Director salary in Brookings was about 30 per cent lower than the median for cities of like size and coastal cities. Additional comparative information was obtained, including information from Curry County and Crescent City. Information reviewed included salary and other compensation, staff size and comparable duties. The City Manager recommends that the Planning Director position be placed on the same salary grade (Grade 20) as other miscellaneous department directors (i.e. public works, administrative services), at Step 4 within that grade; the incumbent would advance to top step in three years. Mayor Anderson concurs in this recommendation.

The salary survey found that other Brookings department director compensation levels are within 5-7 per cent of compensation paid to employees performing like work in other Oregon cities of like size.

Policy Considerations: See attached CAR.

Attachment(s): 1) Previous CAR
2) Comparative information

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: February 11, 2008

Signature (submitted by)

Originating Dept: City Manager

City Manager Approval

Subject: Job Description and Reclassification of Planning Director

Recommended Motion:

- 1) Adopt job description for the position of Planning Director.
- 2) Reclassify the position of Planning Director to salary Grade 20 on the miscellaneous employee salary chart.
- 3) Place Planning Director Dianne Morris on Step five of Grade 20 effective February 1, 2008, and designate February 1 as the employees' new anniversary date for salary review purposes.

Financial Impact: Approximately \$2,900 in additional salary and benefit costs for the current fiscal year.

Background/Discussion:

The City Manager conducted a study of management compensation in December, 2007, which found that the base compensation of the City Manager and four of the five department managers were at or within six per cent of the median salary paid for similar positions in Oregon cities of like size. The one position that emerged as significantly under compensated was that of Planning Director, who lagged behind the median by nearly 30 per cent.

In reviewing the history of this position, it appears that there was reorganization in mid-2006 which resulted in eliminating the position of Community Development Director and elevating two "division head" positions to "department heads" adding additional duties and increased responsibility. Dianne Morris was appointed as Planning Director on July 1, 2006. She was placed on Grade 16; elevated from Grade 15 as Deputy City Planner. John Cowan was appointed as Public Works Director on August 28, 2006. He was placed on Grade 20; elevated from Grade 15 as Public Works Supervisor.

The previous Planning Director, who worked under the direction of the Community Development Director, was also on Grade 16. For reasons unknown to current management, the compensation level for Planning Director appears to have been uncharacteristically low even before Dianne Morris was appointed to the position. In addition to the current market evidence, there was only a one-Grade differential between the Planning Director and his Deputy City Planner immediate subordinate, while the Grade differential in other departments is significantly broader (i.e., public works/5 grades, police/3 grades, administrative services/5 grades, fire/6 grades).

An additional finding in this review is that there is no adopted job description for Planning Director. Staff has prepared a proposed job description.

The Planning Director plays a key role in the City organization. The planning function influences the City's economic future, quality of life and aesthetic values of the community. The planning function is governed by a unique body of laws and requires interaction with other levels of government in a highly professional manner. While the employee supervision demand is comparatively low with operating departments like public works and police, the level of responsibility for helping guide the City's future development and assuring compliance with city standards is high.

The recommended action would reclassify the Planning Director position from Grade 15 to Grade 20, where the incumbent would be placed on Step five of the seven-Step Grade at \$61,932 annually, an increase in base annual compensation of \$5,761 effective February 1, 2008. The top step of Grade 20 remains at about 5.8 per cent below the median compensation for the position of Planning Director in cities of like size.

Policy Considerations:

It is good public policy to offer a fair level of compensation to employees equal to their comparative level or responsibility and contribution to the organization. Market comparisons should be conducted at least every three years. It is important to remain competitive in the market in order to recruit and retain quality employees.

Attachment(s): 1) Planning Director job description.
2) Salary Step Sheet

DRAFT
CITY OF BROOKINGS
PLANNING DIRECTOR

GENERAL STATEMENT OF DUTIES:

This position is responsible for the administration, leadership, management and operation of the Planning Department.

DISTINGUISHING FEATURES OF THE CLASSIFICATION:

This position is the Department Head for Planning and as such establishes goals and objectives, manages resource needs and budgetary expenditures. An employee in this classification is responsible for the long and short range Planning for the City of Brookings. Administers the City Planning Program and performs staff services for the Planning Commission and City Council.

SUPERVISION RECEIVED:

Work is performed under the direction of the City Manager.

SUPERVISION EXERCISED:

Supervision is provided to employees performing duties related to this area, including assigning and evaluating work of all subordinate employees. Trains, evaluates, plans and directs the work of staff engaged in a variety of activities. Cross-trains staff in fields outside their areas of expertise. Prepares written performance evaluations and implements disciplinary actions, if required.

KEY PERFORMANCE AREAS:

1. Prepares staff reports, findings and final orders on Comprehensive Plan amendments and land use applications for presentation. Attends all Planning Commission meetings and City Council meetings, as needed, to bring forward land use or Planning Department matters.
2. Prepares Comprehensive Plan and Land Development Code text for presentation and adoption.
3. Administers, enforces and interprets the Land Development Code; provides research and information as requested by City officials, the public, various agencies etc.
4. Interprets and implements City policies and administrative regulations. Makes recommendations to the City Manager and formulates new policies in response to Council direction.
5. Supports and represents City Council and management policies and practices to the public and other City employees.
6. Works in close cooperation with other Department management and City officials to further the objectives of the City and the Department.
7. Responds to public regarding complaints, problems, and oversees the process of violation

investigations.

8. Prepares and administers grants and assesses monies needed to match grants for the Planning Department.
9. Acts as liaison for City with Curry County Geographic Information System (GIS) program.

EMPLOYMENT STANDARDS:

KNOWLEDGE OF: Thorough knowledge of planning concepts, principles, techniques and practices; laws, codes and ordinances applicable to land use planning; zoning regulations.

ABILITY TO: Use maps, land use data and other technical planning materials; comprehend, interpret and apply comprehensive plan policy and land development ordinances; analyze data, prepare reports and make formal recommendations; establish and maintain cooperative and effective working relationships with City officials, City departments, citizen groups, community leaders, businesses and the general public with widely diverse points of view; oversee expenditures in budget; plan, schedule and set priorities for a variety of competing projects, communicate effectively both verbally and in writing. Be adaptable and willing to accept new challenges focused on the needs, aspirations, and the vision for the City of Brookings.

SKILL IN: Negotiation of critical and controversial issues. Customer service and problem resolution practices.

EDUCATIONAL REQUIREMENTS:

Bachelor's degree in planning or related field, or equivalent knowledge, skills, abilities, and experience necessary to perform the duties of Planning Director.

EXPERIENCE:

Eight years of progressively responsible experience in Oregon local, county or state government planning and development.

COMPENSATION TYPE: Hourly

EXEMPTION STATUS: Exempt

JOB GRADE: 20, entry level through Step 7

POSITION FUNCTIONAL REQUIREMENTS

Division/Dept: Planning Department
Job Title: Planning Director
Reports To: City Manager

The functions and abilities for successful performance in this position include, but may not be limited to:

Physical Job Functions				
Designated Function	Reach (Inches)	Distance (Feet)	Weight (Pounds)	Time (%)
COLLATING		3		10
DIALING	18			5
FILING	18			10
KNEELING				5
LIFTING		3	20	5
REACHING		3		10
SITTING				40
SORTING	18			5
STOOPING				3
STANDING				30
TYPING	12			15
WALKING				20
WORD PROCESSING	18			10

Note: Percentages of time may exceed 100% because many functions actually occur simultaneously.

Mental Aptitudes Table

Designated Function	% Time	Aptitude Level	
WRITING	20	1	Note: Percentages may exceed 100% because functions may occur simultaneously
READING	30	1	
REASONING	100	1	
MATHEMATICS	25	2	
VERBAL	40	1	

Basic Acuities

Designated Function	Acuity Level
VISION	1
HEARING	1
TOUCH	2
TASTE	3
SMELL	2

Note: Acuities levels are: High = 1 Medium = 2 Low = 3

Acuity levels are set after reasonable accommodations are provided.

MINUTES
City of Brookings
Common Council Meeting
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon 97415
Monday, July 28, 2008

Call to Order

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

Roll Call

Council Present: Mayor Larry Anderson, Councilors Hedenskog, Gordon, Kitchen and Pieper; a quorum present.

Staff Present: City Manager Gary Milliman, Public Works Director John Cowan, Administrative Services Director Patti Dunn and City Recorder Joyce Heffington.

Other: Curry Coastal Pilot Reporter Arwyn Rice and approximately 7 public

Councilor Gordon moved, a second followed and Council voted unanimously to remove Agenda Item VII-B [Ordinance 08-O-619 dealing with Storm Water Fees] from the agenda.

Councilor Hedenskog moved, a second followed and Council voted unanimously to move Agenda Item B from the Consent Calendar to the Regular Agenda.

Ceremonies/Appointments/Announcements

Mayor Anderson appointed Dave Kitchen as the representative and City Manager Gary Milliman as alternate to the Oregon Coastal Zone Management Association.

Council Liaison Reports

Councilor Kitchen attended two City related meetings, a Parks and Recreation Commission meeting and two Coos Curry Electric Cooperative meetings.

Councilor Gordon attended a Local Public Safety Coordinating Council meeting and one City related meeting.

Councilor Hedenskog attended one Port Commissioner meeting and one City related meeting.

Councilor Pieper attended one City related meeting.

Mayor Anderson attended one school and four City related meetings.

Public Comments

Jim Collis, 17346 Holmes Drive, generally commented on existing restrictions and barriers to development and urged the City to "step back and look at the big picture."

Jack Schat, 736 Third Street, generally commented on the issue of inequities in salary increases.

Ordinances

City Manager Milliman and Public Works Director Cowan reviewed the proposed addition of Chapter 13.35, Storm Water, to the Brookings Municipal Code.

After some discussion, it was determined that the ordinance would be sent back to the Site Plan Committee for more work.

City Manager Milliman reviewed the staff report regarding Ordinance 08-O-618 which would replace the ordinance prohibiting alcohol consumption on public premises that was inadvertently repealed at the time of the original codification process.

Mayor Anderson generally stated that alcohol substance abuse statistics for the County are very high and that the City needs to lead by example. He also stated that there are plenty of places other than on City property where people can consume alcohol. Councilor Gordon concurred.

Councilor Pieper generally stated that he saw nothing wrong with permitting alcohol for events.

Councilor Hedenskog moved, a second followed and Council voted unanimously to read Ordinance 08-O-618 the first time by title only.

Mayor Anderson read the title.

Councilor Gordon moved, a second followed and Council voted unanimously to read Ordinance 08-O-618 the second time by title only.

Mayor Anderson read the title.

Councilor Gordon moved, a second followed and Council voted, with a "Nay" vote from Councilor Pieper, to adopt Ordinance 08-O-618, an ordinance adding Chapter 12.40, Alcohol Prohibited on Public Premises, to Title 12, Streets, Sidewalks and Public Places, of the Brookings Municipal Code.

Regular Agenda

Administrative Services Director Dunn reviewed staff's recommendation regarding audit services.

Councilor Hedenskog moved, a second followed and Council voted unanimously to accept the proposal by Michael L. Piels Firm for City of Brookings audit services for the fiscal year ending June 30, 2008.

City Manager Milliman reviewed staff's recommendation regarding an amendment to the Salmon Run Golf lease.

Councilor Kitchen moved, a second followed and Council voted unanimously to approve the amendment to the Salmon Run Lease [Agreement dated February 17, 1998, between the City of Brookings and Felix Claveron with respect to the Salmon Run Golf Course].

City Manager Milliman reviewed staff's recommendation regarding an amendment to the City Charter to allow other public water entities to provide water to areas that may be annexed into the City.

Councilor Hedenskog moved, a second followed and Council voted unanimously to instruct the City Attorney to prepare a ballot title and question for a City Charter amendment regarding the water service on the November ballot.

City Manager Milliman reviewed staff's recommendation to deed a strip of property on West Park Court.

Councilor Pieper moved, a second followed and Council voted unanimously to approve deeding a narrow strip of West Park Court right-of-way adjacent to the frontage of the property at 7008 West Park Lane.

Consent Calendar

Approval of Council Meeting Minutes for July 14 and July 16, 2008.

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

Remarks from Mayor and Councilors

Councilor Hedenskog commented on Jim Collis's comment regarding the appeal time, generally stating that he questioned whether or not the Council should adopt language that would alter the time limits imposed by the state for completing development plans when an appeal has been filed.

Adjournment

Councilor Gordon moved, a second followed and Council voted unanimously by voice vote to adjourn at 8:09 pm.

Respectfully submitted:

ATTESTED:

this _____ day of _____ 2008:

Larry Anderson, Mayor

Joyce Heffington, City Recorder

BROOKINGS PLANNING COMMISSION MINUTES

July 1, 2008

The regular meeting of the Brookings Planning Commission was called to order by Chair Markham at 7:00 in the Council Chambers at the Brookings City Hall on the above date with the following Commission members and staff in attendance.

Commissioners Present:

Steve Bismarck	Juliane Leighton
Ken Bryan	Hedda Markham
Randy Gorman	Cheryl McMahan

Commissioners Absent: Bruce Nishioka

Staff Present: Planning Director Dianne Morris, Senior Planner Donna Colby-Hanks, and Secretary Cathie Mahon.

Other: Approximately 6 participants in the audience and Coastal Pilot reporter Kurt Madar.

CHAIR ANNOUNCEMENTS

None.

WRITTEN REQUEST and COMMUNICATIONS

None.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON WRITTEN REQUESTS AND COMMUNICATIONS

None.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL ORDERS

None.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. The Chair opened the public hearing at 7:05 p.m. for File No. **CUP-1-08**, a request for a Conditional Use Permit to operate a short-term rental from a single-family residence; located at 210 Lilac Court; Assessor's Map 41-13-05CC, Tax Lot 3211; R-2 (Two-family Residential) zone; Daniel Ambrose, applicant. Criteria used to decide this case can be found in Chapter 17.24-Two Family Residential (R-2) District and Chapter 17.124-Provisions Applying to Special Uses, of the Brookings Municipal Code.

No exparte contact, personal bias, personal interest, conflicts or objections were declared by the Commission. There was no challenge from the audience as to the jurisdiction of the Commission to hear the request. The Public Hearing was closed at 7:24 p.m. and a vote was taken.

By a 6-0 vote (Motion: Commissioner Bismarck) the Planning Commission approved File No. **CUP-1-08**, a conditional use permit for a vacation rental, located at 210 Lilac Court; Daniel Ambrose, applicant.

The action was taken following questions and comments regarding the request from the following:

Dan Ambrose, applicant	214 Lilac Lane	Brookings, OR
Barbara Nysted	427 Buena Vista Loop	Brookings, OR
Bob Arthun	207 Lilac Lane	Brookings, OR

The applicant waived their right to seven (7) additional days in which to submit written testimony.

2. By a 6-0 vote (Motion: Commissioner Gorman) the Planning Commission approved the Final ORDER and Findings of Fact for File No. **CUP-1-08**.
3. The Chair opened the public hearing at 7:30 p.m. for File No. **CP-1-08**, a request to consider an adoption of the "*Storm and Surface Water Facilities Plan for the Brookings-Harbor Area*." This plan, which is to be jointly adopted by the City of Brookings and Curry County, addresses storm and surface water issues within the Brookings Urban Growth Boundary. City initiated. The Chair announced the hearing is legislative and the Planning Commission will make a recommendation to City Council. The criteria used to decide the matter is found in Chapter 140-Amendments, of the BMC.

No exparte contact, personal bias, personal interest, conflicts or objections were declared by the Commission. There was no challenge from the audience as to the jurisdiction of the Commission to hear the request.

Discussion ensued. Due to a multitude of questions and concerns by the Commission, the Chair declared a continuation and announced it would be held on August 5, 2008 at 7:00 p.m.

The action was taken following questions and comments regarding the request from the following:

Yvette Maitland	15676 Oceanview Dr.	Harbor, OR
Tom Huxley	15877 Pelican Bay Dr.	Harbor, OR

Exhibit B was entered into the record by Mr. Huxley:

5 descriptive photographs depicting storm and surface water from the area of Pelican Bay Drive.

COUNTY REFERRELS

None.

APPROVAL of MINUTES

1. By a 6-0 vote (motion: Commissioner McMahan) the Planning Commission approved the minutes of June 3, 2008, as written.
2. By a 5-0-1 vote (motion: Commissioner Bryan) the Planning Commission approved the minutes of June 17, 2008, as amended. Commissioner Leighton abstained from the vote due to being absence.

COMMENTS by the PLANNING STAFF

None.

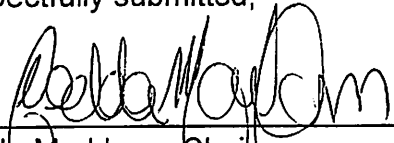
COMMISSIONERS COMMENTS

None.

ADJOURNMENT:

With no further business before the Planning Commission, the meeting closed 8:13 p.m.

Respectfully submitted,



Hedda Markham, Chair
(approved at 8-5-08 meeting)

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
June 26, 2008

CALL TO ORDER

Chair Benoit called the meeting to order at 7:02 pm followed by the Pledge of Allegiance.

ROLL CALL

Present: Commissioners Ken Barkema, Patricia Brown, Frances Hartmann, Tony Parrish, Don Vilelle and Chair Michelle Benoit.

Others present: John Cowan, Public Works Director; Gary Milliman, City Manager

APPROVAL OF MINUTES

- A. Correct Commissioner Reports/Comments to indicate Commissioner Parrish made the comment concerning the KASPER program. **Motion made to approve the minutes of May 22, 2008 as corrected; motion seconded and Commission voted, the motion carried unanimously.**

PUBLIC APPEARANCES

- A. Deborah Dudley, 650 Old County Rd, Apt. #7, Brookings. Appeared expressing concern over condition of Azalea Park streambed near horseshoe pits and the need to restore streambed to previous condition before ODF removed the Sudden Oak Death (SOD) trees. Suggested community organizations make a project to restore the area. Public Works Director John Cowan clarified that the streambed is a storm drainage ditch and that the flow depends on water drainage. Further work by ODF to eradicate more SOD identified trees is forthcoming in the area. Commission discussed SOD conditions in the park. The area is to be inspected by Park Commission in park tour scheduled for July.

REGULAR AGENDA

- A. Youth Legacy Program – Grant Opportunity. Gary Milliman advised that after reviewing the proposed Chetco Point Exercise Trail idea with the State, the idea was not a concept that fit the grant goals which were to introduce youth to outdoors, to forest practices and to develop some type of outdoor facility that would provide youth recreation with an emphasis on having youth participate in a building project.

He presented an idea of restoring the Azalea Park natural trail area between the North Bank Road entrance and Kid Town into an interpretive trail, assisting with the building of the multi-purpose field, stream restoration, and providing reforestation education to youth. Believes it would be a project that would benefit the community and meet the goals of the grant. Has made inquiries and so far Gold Beach 4-H Extension Service and ODF interested in possibly helping. **A motion was made by Commissioner Brown to support the grant writing project on the interpretive trail for the Youth Legacy Program. The motion was seconded and the Commission voted, the motion carried unanimously.**

- B. Azalea Park Master Plan – Gary Milliman presented an Azalea Park Project List and Master Plan. He advised that he did not have a cost on the acquisition of the vacant parcel north of Lundeen for future expansion; the property owner has not made a decision to sell. Item #4, expansion of fill to the east in the canyon between the existing athletic fields in question, commission would like to include that area in their upcoming Azalea Park tour. Commission decided to postpone adoption of the Master Plan until next month.

INFORMATION UPDATES/DISCUSSION ITEMS

- A. *Scheduling of Parks Tour* – Scheduled for Friday, July 11th at 9:00 am, meeting at the North Bank parking lot.
- B. *Lower Stout Park* – Commissioner Parrish. A 3-D model plan is being made by Pete Chasar to present to the public at the 2nd Saturday August Art Walk to get public input. Put on the July P & R Commission agenda for a preview of the model.

COMMISSIONER REPORTS/COMMENTS

Commissioner Parrish – Stout Mountain Railroad will be running and decorated for the 4th of July.

Commissioner Villele attended the Azalea Park Foundation meeting on June 11th. They are down to three remaining members and trying to restructure themselves. Wild Rivers Community Foundation member Karen Phillips expressed concern as they are wanting to remove their money from the Wild River Community Foundation account to put towards the Capella building. Because they don't have volunteers they will be cutting back on the work done in the park, Jan Willms helping to get work parties started again. They are trying to recruit new members possibly from the Garden Club.

ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:17 pm. Next meeting scheduled for July 24th.

Respectfully submitted,


Michelle Benoit, Chair

(approved at July 24, 2008 meeting)

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/08	07/02/2008	59849	4253	Ace Rental Place	10-00-2005	43.49
07/08	07/02/2008	59850	882	Advanced Security Systems	10-00-2005	134.50
07/08	07/02/2008	59851	3581	ALSCO	10-00-2005	112.40
07/08	07/02/2008	59852	800	American Red Cross	10-00-2005	5.00
07/08	07/02/2008	59853	1985	American Water Works Assn	10-00-2005	173.00
07/08	07/02/2008	59854	3319	Ann Maclean	10-00-2005	42.03
07/08	07/02/2008	59855	4243	Audrey Kammeier	10-00-2005	47.01
07/08	07/02/2008	59856	3622	Boardwalk Mail Services	10-00-2005	41.92
07/08	07/02/2008	59857		Information Only Check	10-00-2005	.00 V
07/08	07/02/2008	59858	370	CCIS	10-00-2005	77,411.12
07/08	07/02/2008	59859	1840	Chetco Federal Credit Union	10-00-2005	3,053.00
07/08	07/02/2008	59860	182	Coos-Curry Electric	10-00-2005	13,847.97
07/08	07/02/2008	59861	173	Curry Equipment Company	10-00-2005	109.93
07/08	07/02/2008	59862	798	Dan Palicki	10-00-2005	685.30
07/08	07/02/2008	59863	868	VOID - Da-Tone Construction	10-00-2005	45.43
07/08	07/02/2008	59864	284	Day-Wireless Systems	10-00-2005	645.00
07/08	07/02/2008	59865	185	Del Cur Supply	10-00-2005	41.25
07/08	07/02/2008	59866	4247	Diane Larsen Living Trust	10-00-2005	62.23
07/08	07/02/2008	59867	749	Emerald Pool & Patio	10-00-2005	5,763.83
07/08	07/02/2008	59868	4251	Frank Cembellin	10-00-2005	20.17
07/08	07/02/2008	59869	167	Hach Company	10-00-2005	130.84
07/08	07/02/2008	59870	154	Hagen's Dry Cleaners	10-00-2005	32.20
07/08	07/02/2008	59871	131	HGE, Inc	10-00-2005	9,527.11
07/08	07/02/2008	59872	4018	His Haven of Hope	10-00-2005	20,000.00
07/08	07/02/2008	59873	393	ICMA	10-00-2005	720.00
07/08	07/02/2008	59874	4252	Jennifer Stenson	10-00-2005	61.48
07/08	07/02/2008	59875	162	Kerr Hardware	10-00-2005	253.38
07/08	07/02/2008	59876	2860	Kiefer	10-00-2005	34.65
07/08	07/02/2008	59877	202	League of Oregon Cities	10-00-2005	4,609.38
07/08	07/02/2008	59878	867	Local Gov't Personnel Inst	10-00-2005	1,046.00
07/08	07/09/2008	59879	2142	VOID - Mark Gleason	10-00-2005	.00 M
07/08	07/02/2008	59880	2306	Michelle Lea	10-00-2005	51.84
07/08	07/02/2008	59881	155	Mory's	10-00-2005	6.25
07/08	07/02/2008	59882	424	Munnell & Sherrill	10-00-2005	12.10
07/08	07/02/2008	59883	433	NCL of Wisconsin	10-00-2005	54.32
07/08	07/02/2008	59884	4106	Nextel Communications	10-00-2005	388.43
07/08	07/02/2008	59885	3159	Northcoast Health Screening	10-00-2005	90.00
07/08	07/02/2008	59886	573	OBOA	10-00-2005	112.50
07/08	07/02/2008	59887	572	VOID - OMFOA	10-00-2005	95.00
07/08	07/02/2008	59888	3987	OMJA c/o Judge Bertalan	10-00-2005	170.00
07/08	07/02/2008	59889	4081	Oscar Larson & Associates	10-00-2005	19,000.00
07/08	07/02/2008	59890	1359	VOID - Pacific Coast Audio	10-00-2005	20.00
07/08	07/02/2008	59891	866	Pitney Bowes Global Financial	10-00-2005	1,000.00
07/08	07/02/2008	59892	1193	PRN Data Services, Inc	10-00-2005	3,773.00
07/08	07/02/2008	59893	187	Quality Fast Lube & Oil	10-00-2005	32.00
07/08	07/02/2008	59894	207	Quill Corporation	10-00-2005	427.62
07/08	07/02/2008	59895	739	Recreonics, Inc	10-00-2005	46.62
07/08	07/02/2008	59896	380	Stadelman Electric Inc	10-00-2005	10,944.74
07/08	07/02/2008	59897	4248	Terrance and Pamela Miller	10-00-2005	275.83
07/08	07/02/2008	59898	2640	The Dyer Partnership Inc	10-00-2005	440.00
07/08	07/02/2008	59899	142	Tidewater Contractors Inc	10-00-2005	16,646.57
07/08	07/02/2008	59900	4203	Ultramax	10-00-2005	932.40
07/08	07/02/2008	59901	990	United Parcel Service	10-00-2005	46.85
07/08	07/02/2008	59902	861	Village Express Mail Center	10-00-2005	6.65
07/08	07/02/2008	59903	4244	Wendy Saville	10-00-2005	54.84
07/08	07/02/2008	59904	4249	William Allie	10-00-2005	38.38
07/08	07/09/2008	59905	4255	Aaron Burger	10-00-2005	109.96

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/08	07/09/2008	59906	100	Anchor Lock & Key	10-00-2005	91.00
07/08	07/09/2008	59907	255	Batteries Plus	10-00-2005	62.16
07/08	07/09/2008	59908	138	Becco, Inc	10-00-2005	45.90
07/08	07/09/2008	59909	4257	Brandon Kanna	10-00-2005	47.47
07/08	07/09/2008	59910	528	Caselle, Inc	10-00-2005	1,993.00
07/08	07/09/2008	59911	183	Colvin Oil Company	10-00-2005	4,656.36
07/08	07/09/2008	59912	195	Curry Transfer & Recycling	10-00-2005	596.07
07/08	07/09/2008	59913	166	Dan's Auto & Marine Electric	10-00-2005	310.04
07/08	07/09/2008	59914	4256	David Gilliver	10-00-2005	52.33
07/08	07/09/2008	59915	3316	DEQ - Water Quality Division	10-00-2005	435.00
07/08	07/09/2008	59916	2340	Diamond Communications, Inc	10-00-2005	1,408.93
07/08	07/09/2008	59917	4259	George Gower	10-00-2005	44.42
07/08	07/09/2008	59918	167	Hach Company	10-00-2005	58.55
07/08	07/09/2008	59919	4190	Integra Telecom	10-00-2005	1,604.21
07/08	07/09/2008	59920	162	Kerr Hardware	10-00-2005	717.39
07/08	07/09/2008	59921	2142	Mark Gleason	10-00-2005	19,100.00
07/08	07/09/2008	59922	573	OBOA	10-00-2005	141.75
07/08	07/09/2008	59923	4224	Oce Imagistics, Inc.	10-00-2005	10.91
07/08	07/09/2008	59924	3561	Oil Can Henry's	10-00-2005	33.29
07/08	07/09/2008	59925	4081	Oscar Larson & Associates	10-00-2005	19,657.91
07/08	07/09/2008	59926	4258	Ricki Edzards	10-00-2005	37.58
07/08	07/09/2008	59927	169	Roto Rooter	10-00-2005	291.00
07/08	07/09/2008	59928	4254	Sarah Cato	10-00-2005	26.95
07/08	07/09/2008	59929	3872	Staples Business Advantage	10-00-2005	379.95
07/08	07/09/2008	59930	142	Tidewater Contractors Inc	10-00-2005	475.22
07/08	07/09/2008	59931	179	Trew & Cyphers LLP	10-00-2005	3,190.00
07/08	07/09/2008	59932	1412	Triangle Pump & Equipment Inc	10-00-2005	1,790.77
07/08	07/09/2008	59933	990	United Parcel Service	10-00-2005	25.02
07/08	07/09/2008	59934	861	Village Express Mail Center	10-00-2005	13.53
07/08	07/15/2008	59935	484	DMV	10-00-2005	38.50
07/08	07/18/2008	59936	3521	AORA Spring Meeting	10-00-2005	250.00
07/08	07/18/2008	59937	148	B-H Chamber of Commerce	10-00-2005	2,989.32
07/08	07/18/2008	59938	193	Central Equipment Co, Inc	10-00-2005	32.31
07/08	07/18/2008	59939	3015	Charter Communications	10-00-2005	84.90
07/08	07/18/2008	59940	3834	Clean Sweep Janitorial Service	10-00-2005	700.00
07/08	07/18/2008	59941	1740	Code Publishing Company Inc	10-00-2005	214.50
07/08	07/18/2008	59942	4263	CPF	10-00-2005	1,476.00
07/08	07/18/2008	59943	2542	Crystal Fresh Bottled Water	10-00-2005	192.00
07/08	07/18/2008	59944	151	Curry Coastal Pilot	10-00-2005	4,382.00
07/08	07/18/2008	59945	3316	DEQ - Water Quality Division	10-00-2005	3,588.00
07/08	07/18/2008	59946	198	Grants Pass Water Lab	10-00-2005	265.89
07/08	07/18/2008	59947	3408	IDEXX Distribution Inc	10-00-2005	237.44
07/08	07/18/2008	59948	3786	Innfield Restaurant	10-00-2005	71.25
07/08	07/18/2008	59949	4260	Joanne Lee	10-00-2005	30.21
07/08	07/18/2008	59950	3207	Kesselrings Guns	10-00-2005	744.00
07/08	07/18/2008	59951	4261	Lexipol LLC	10-00-2005	4,450.00
07/08	07/18/2008	59952	4262	Marie Zellmer	10-00-2005	11.73
07/08	07/18/2008	59953	155	Mory's	10-00-2005	15.50
07/08	07/18/2008	59954	123	Motorola	10-00-2005	20,744.50
07/08	07/18/2008	59955	685	Neilson Research Corporation	10-00-2005	1,415.00
07/08	07/18/2008	59956	334	North Coast Electric	10-00-2005	1,046.50
07/08	07/18/2008	59957	3159	Northcoast Health Screening	10-00-2005	354.00
07/08	07/18/2008	59958	4224	Oce Imagistics, Inc.	10-00-2005	188.68
07/08	07/18/2008	59959	809	OCZMA	10-00-2005	500.00
07/08	07/18/2008	59960	279	One Call Concepts, Inc	10-00-2005	30.45
07/08	07/18/2008	59961	4081	Oscar Larson & Associates	10-00-2005	726.22
07/08	07/18/2008	59962	252	Paramount Pest Control	10-00-2005	38.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/08	07/18/2008	59963	3629	PCC-IHP Central Portland-THS	10-00-2005	498.00
07/08	07/18/2008	59964	207	Quill Corporation	10-00-2005	170.92
07/08	07/18/2008	59965	180	Ray's Food Place	10-00-2005	45.41
07/08	07/18/2008	59966	3369	Schwabe Williamson & Wyatt PC	10-00-2005	156.00
07/08	07/18/2008	59967	2640	The Dyer Partnership Inc	10-00-2005	8,630.08
07/08	07/18/2008	59968	991	Verizon Northwest	10-00-2005	1,086.02
07/08	07/18/2008	59969	861	Village Express Mail Center	10-00-2005	21.40
07/08	07/18/2008	59970	670	Western Equipment Distributors	10-00-2005	116.30
07/08	07/18/2008	59971	4219	Willdan	10-00-2005	413.75
07/08	07/25/2008	59972	2353	B&H Gun Rack	10-00-2005	240.00
07/08	07/25/2008	59973	528	Caselle, Inc	10-00-2005	13,375.00
07/08	07/25/2008	59974		Information Only Check	10-00-2005	.00 V
07/08	07/25/2008	59975	370	CCIS	10-00-2005	103,976.27
07/08	07/25/2008	59976	3015	Charter Communications	10-00-2005	1,062.97
07/08	07/25/2008	59977	183	Colvin Oil Company	10-00-2005	4,891.15
07/08	07/25/2008	59978	4264	Comfort Suites	10-00-2005	429.00
07/08	07/25/2008	59979	182	Coos-Curry Electric	10-00-2005	3,429.03
07/08	07/25/2008	59980	4265	Danielle Snowden	10-00-2005	18.42
07/08	07/25/2008	59981	3135	David Gordon	10-00-2005	26.26
07/08	07/25/2008	59982	371	DEQ Business Office	10-00-2005	501,244.00
07/08	07/25/2008	59983	316	Donald & Roberta Chandler	10-00-2005	548.00
07/08	07/25/2008	59984	3844	Donna Colby-Hanks	10-00-2005	15.00
07/08	07/25/2008	59985	2117	Edge Wireless	10-00-2005	191.27
07/08	07/25/2008	59986	4266	Edward Long	10-00-2005	81.42
07/08	07/25/2008	59987	1786	Energy Sales	10-00-2005	27.80
07/08	07/25/2008	59988	4269	Gary Milliman	10-00-2005	67.50
07/08	07/25/2008	59989	4148	GFI Software Sales Ltd	10-00-2005	234.00
07/08	07/25/2008	59990	3655	Jim Fallman	10-00-2005	98.00
07/08	07/25/2008	59991	4170	KASPER	10-00-2005	3,000.00
07/08	07/25/2008	59992	2801	Keith's Sporting Goods	10-00-2005	3,304.50
07/08	07/25/2008	59993	3726	Kennedy/Jenks Consultants Inc	10-00-2005	1,164.53
07/08	07/25/2008	59994	2826	LCOG/OPI	10-00-2005	540.00
07/08	07/25/2008	59995	299	Lorings Sporting Goods	10-00-2005	22.00
07/08	07/25/2008	59996	3417	Lorman Education Services	10-00-2005	319.00
07/08	07/25/2008	59997	4268	Mei Tang	10-00-2005	74.09
07/08	07/25/2008	59998	283	Mufflers & More	10-00-2005	376.00
07/08	07/25/2008	59999	4224	Oce Imagistics, Inc.	10-00-2005	181.49
07/08	07/25/2008	60000	3561	Oil Can Henry's	10-00-2005	150.00
07/08	07/25/2008	60001	3642	OJPA	10-00-2005	350.00
07/08	07/25/2008	60002	2535	Oregon Fire Marshals Assn	10-00-2005	50.00
07/08	07/25/2008	60003	4267	Orrick, Herrington & Sutcliffe	10-00-2005	25,500.00
07/08	07/25/2008	60004	866	Pitney Bowes Global Financial	10-00-2005	137.00
07/08	07/25/2008	60005	199	Richard Harper	10-00-2005	398.00
07/08	07/25/2008	60006	3093	Shelton-Turnbull Printers Inc	10-00-2005	181.73
07/08	07/25/2008	60007	2640	The Dyer Partnership Inc	10-00-2005	55.00
07/08	07/25/2008	60008	2586	TMG Services Inc	10-00-2005	29.00
07/08	07/25/2008	60009	861	Village Express Mail Center	10-00-2005	28.77
07/08	07/25/2008	60010	4220	Woof's Dog Bakery	10-00-2005	46.99
07/08	07/31/2008	60011	147	Brookings Glass Inc	10-00-2005	185.00
07/08	07/31/2008	60012	1840	Chetco Federal Credit Union	10-00-2005	14,035.72
07/08	07/31/2008	60013	1646	Chuck Gage	10-00-2005	100.00
07/08	07/31/2008	60014	3834	Clean Sweep Janitorial Service	10-00-2005	700.00
07/08	07/31/2008	60015	182	Coos-Curry Electric	10-00-2005	17,664.31
07/08	07/31/2008	60016	284	Day-Wireless Systems	10-00-2005	886.50
07/08	07/31/2008	60017	2827	Dianne Morris	10-00-2005	74.00
07/08	07/31/2008	60018	3017	DOI-USGS	10-00-2005	7,590.00
07/08	07/31/2008	60019	3844	Donna Colby-Hanks	10-00-2005	74.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/08	07/31/2008	60020	152	FedEx	10-00-2005	30.54
07/08	07/31/2008	60021	131	HGE, Inc	10-00-2005	4,298.27
07/08	07/31/2008	60022	4049	Josh Higgs	10-00-2005	100.00
07/08	07/31/2008	60023	4270	Lana Bennett	10-00-2005	60.02
07/08	07/31/2008	60024	328	Les Schwab Tire Center	10-00-2005	2,096.47
07/08	07/31/2008	60025	3417	Lorman Education Services	10-00-2005	319.00
07/08	07/31/2008	60026	1960	National Fire Fighter Corp	10-00-2005	770.60
07/08	07/31/2008	60027	4106	Nextel Communications	10-00-2005	388.33
07/08	07/31/2008	60028	3935	Northern California Glove	10-00-2005	69.50
07/08	07/31/2008	60029	4053	Patti JG Dunn	10-00-2005	2,108.72
07/08	07/31/2008	60030	3609	Phoenix Inn	10-00-2005	262.98
07/08	07/31/2008	60031	1193	PRN Data Services, Inc	10-00-2005	3,500.00
07/08	07/31/2008	60032	187	Quality Fast Lube & Oil	10-00-2005	36.25
07/08	07/31/2008	60033	2589	Seattle Northwest Securities	10-00-2005	25,000.00
07/08	07/31/2008	60034	3641	Sleep Inn & Suites	10-00-2005	444.72
07/08	07/31/2008	60035	4271	Steve Blasdel	10-00-2005	1.65
07/08	07/31/2008	60036	941	Umpqua Community College	10-00-2005	390.00
07/08	07/31/2008	60037	990	United Parcel Service	10-00-2005	63.80
07/08	07/31/2008	60038	432	USA Bluebook	10-00-2005	46.05
07/08	07/31/2008	60039	861	Village Express Mail Center	10-00-2005	7.67
07/08	07/31/2008	60040	2122	VISA	10-00-2005	353.32
07/08	07/31/2008	60041	4225	William H. Reilly & Co.	10-00-2005	15,050.00
Totals:						<u>1,069,297.62</u>

Dated: _____

Mayor: _____

City Council: _____

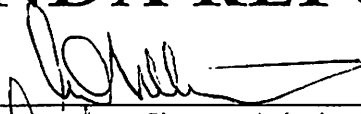
City Recorder: _____

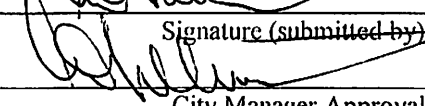
CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 11, 2008

Originating Dept: City Manager



Signature (submitted by)


City Manager Approval

Subject: Revised Wording for Police Tax Levy Measure

Recommended Motion: Motion to adopt Resolution 08-R-904

Financial Impact: None.

Background/Discussion:

The City Council adopted a Resolution at its meeting of July 14 placing a police tax levy measure on the November ballot.

After receiving the Resolution, the County Elections Department contacted the City and advised that two revisions to the Measure are needed:

1. The number of words in the "Question" section exceed the maximum by one word; the term "2009-2010" is considered two words. Thus, we have revised the wording to remove one word.
2. State Law requires the following wording be included in the "Summary" section: "*The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of the estimate.*" We have added this wording to the Summary.

Attachment(s): Resolution 08-R-904

IN AND FOR THE CITY OF BROOKINGS
STATE OF OREGON

**A RESOLUTION OF THE CITY OF
BROOKINGS AUTHORIZING THE CITY'S
ELECTIONS OFFICER TO SUBMIT TO
THE CURRY COUNTY ELECTIONS
OFFICE THE BALLOT TITLE
PROVIDING FOR A FIVE-YEAR LOCAL
OPTION TAX FOR POLICE SERVICES
AND REPEALING RESOLUTION 08-R-898
IN ITS ENTIRETY.**

RESOLUTION 08-R-904

WHEREAS, the City Council of the City of Brookings considers providing a safe environment for its citizens and its public safety officers, twenty-four hours a day, seven days a week, to be a high priority; and

WHEREAS, due to staffing restraints, the City's public safety officers, are routinely forced to respond to potentially life-threatening incidents without adequate back-up coverage; and

WHEREAS, the City, within its current and projected budgets, lacks the funds necessary to provide the level of staffing needed to provide adequate protection to both its citizens and its public safety officers at all times; and

WHEREAS, at its meeting of April 14, 2008, the City Council did unanimously vote to put before the citizens of the City of Brookings a measure that would fund two additional police officer positions;

NOW THEREFORE, BE IT RESOLVED:

The City Council of the City of Brookings, Curry County, Oregon, does hereby authorize the City's Elections Officer to submit to the Curry County Elections office for final approval, a ballot title, prepared by the City and reviewed and approved by the City Attorney, to read as follows:

Caption: Five-year Local Option Tax for Police Services

QUESTION: Shall City of Brookings impose \$.60 per \$1,000 of assessed value for police services for five years beginning 2009-2010? This measure may cause property taxes to increase more than three percent.

SUMMARY: The tax revenue from this measure would allow the City of Brookings to operate the Police Department with a minimum staffing of two Police Officers on each shift, 24-hours per day, 365 days per year. The tax revenue from this measure will allow the City to provide a competitive level of compensation to qualified police officers.

The 5-year local option tax will raise approximately \$332,446 in FY 2009-2010; \$342,440 in FY 2010-2011; \$352,713 in FY 2011-12; \$363,294 in FY 2012-2013; and \$374,193 in FY 2013-2014; for a total estimated amount of tax to be raised by the five year local option tax of \$1,765,106. The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of the estimate.

BE IT FURTHER RESOLVED that the City's Elections Officer is directed to have the above ballot title placed on the ballot for the general election to be held on November 4, 2008 and that Resolution 08-R-898 is repealed in its entirety.

Passed by the City of Brookings, Oregon on the _____ day of _____, 2008; effective the same date.

Signed by the Mayor this _____ day of _____, 2008.

Larry Anderson, Mayor

ATTEST:

By _____
Joyce Heffington, City Recorder

For the Month of: **July 2008**

(49)

(50)

[illegible][illegible]

Total Building & Manufactured Home Permits	1,946,669.00	5,679.50	5,461.97	95.20	75.00		24,061.00	
---	---------------------	-----------------	-----------------	--------------	--------------	--	------------------	--



MEMORANDUM

Office of the City Manager

GARY MILLIMAN

City Manager

TO: Mayor and Council
Cc: Agenda Packets for 8/11

DATE: August 8, 2008

SUBJECT: Correction, Agenda Item VI-D

In response to a question by Mayor Anderson, we have confirmed an error in the Financial Impact section of the CAR for this agenda item. Please see the attached note of correction from Patti Dunn.

Gary Milliman

From: Patti Dunn
Sent: Friday, August 08, 2008 1:28 PM
To: Gary Milliman
Subject: dianne

So I reviewed what I sent you - and not sure how I got the \$4,596.
The base difference is \$2,923
With the additional for taxes and benefits = + 27.3% = \$3,721

CURRY COUNTY OF OREGON
COMMISSION ON CHILDREN AND FAMILIES

Myrna Barber, Program Director

Marlyn Schafer, Commissioner Liaison

P.O. Box 746 Gold Beach, OR. 97444

Phone: 541-247-5600, Fax: 541-247-2603

Email: Myrna_J_Barber@class.OregonVOS.net



ENABLING CHILDREN & FAMILIES

August 12, 2008

Larry Andersen
Brookings City Council
Brookings, Oregon

Dear Brookings Council Members,

As the Director of the Curry County Commission on Children and Families, I am pleased to have the opportunity to comment to the Brookings City Council regarding the city ordinance prohibiting alcohol on city properties.

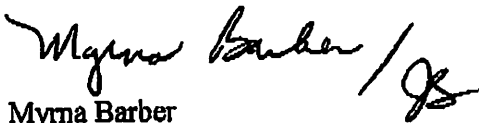
The Commission on Children and Families (CCCCF) leads the local planning process to develop the Curry County Comprehensive Plan. That plan addresses the gaps in services and key issues in our County. Contributing partners include members of City, County, and State departments and committees, private and public schools, non-profits, homeless people, youth, law enforcement, social services and service organizations. To develop the Comprehensive Plan, CCCCf reached out to the community through questionnaires, small group meetings, and town hall type meetings. Input was obtained from virtually all segments of our communities.

Zero Tolerance for Youth Alcohol and Drug abuse is a critical issue in the Curry County Comprehensive Plan. An important strategy for preventing alcohol abuse by teens is to address community norms that encourage alcohol use. Communities that allow alcohol consumption on their properties are sending a destructive message to our youth. The more frequently youngsters are exposed to consumption, the more likely they are to drink. Children who begin to drink before the age 15 are 15 times more likely to abuse alcohol as adults.

If that statement has a familiar ring, it may be that the council members heard it as one of the facts included in their Alcohol Awareness Month Proclamation on April 14, 2008.

Please join with the Curry County Commission on Children and Families and all of our partners to keep the parks, playgrounds and city properties free of alcohol. We need to start at home to proactively protect our children.

Respectfully,



Myrna Barber

CURRY COUNTY OF OREGON
COMMISSION ON CHILDREN AND FAMILIES

Myrna Barber, Program Director
P.O. Box 746 Gold Beach, OR. 97444
Phone: 541-247-5600, Fax: 541-247-2603
Email: Myrna_J._Barber@class.OregonVOS.net



ENABLING CHILDREN & FAMILIES

To: Brookings City Council Members

From: Sidonie Rhodes, CCCCFC Chair and youth leader for CCDFCC

Date: August 11, 2008

For the past several years, the Curry County Drug Free Community Coalition (CCDFCC) has worked tirelessly to spread the word that drug and alcohol abuse is devastating Curry County. My specific responsibilities include chair of the Curry County Commission on Children and Families and youth leader for the CCDFCC. I know that tonight you are entertaining comments regarding the distribution of alcohol on city property during special events and I am compelled to add my voice to those of concerned citizens in opposition to the concept of allowing alcohol to be consumed on city land.

As leader of the CCDFCC youth, I have worked with high school students throughout Curry County to promote drug free activities and help provide prevention education throughout all three county school districts. The leadership students involved have dedicated their time and energy to spread the word about drug use and abuse in Curry County with hope that as students they can make a difference in the choices made by their peers. These youth, known as SOCYL (Southern Oregon Coast Youth Leaders), have identified issues that concern the youth of our community and created activities to address those concerns. We have presented our *Life 101* game (developed by the SOCYL students) to students in all three districts, as well as provided county-wide dances that have promoted a drug free environment. This past April, SOCYL and their advisors (with support from the CCCCFC and various other non-profit agencies), put together a youth symposium for all of our high school students where issues were addressed and concerns shared that directly impacted the safety of our youth. The testimonies of students in attendance were time and again directly related to use/abuse of alcohol within the home and community, and the stories were staggering in force and impact.

It has been enlightening as an adult leader to listen to the voices of our youth as they identify problems within our community and work to address those concerns with their peers. I am alarmed that members of the city council would approve of the use of alcohol in an environment that includes every member of our community without regard to the impression made on our youth. If we as adults, especially policy makers, do not recognize and face the issue of drug use within our community, who can we suggest our youth look to for guidance and support? I find it difficult to comprehend that when our county is one of the leaders in the state and nation for abuse of illegal and legal drugs (alcohol), that community minded individuals would offer alcohol on city property.

Please consider our children when you make choices that directly impact their lives. We have worked to make a positive voice heard. I hope you are willing to do the same. Take a stand, make a difference, and let our young people know that as adults and policy makers, you can make decisions that are in the best interest of the entire community, not just a vocal minority.

Sidonie Rhodes 