

AGENDA

City of Brookings

Common Council Meeting

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

Tuesday, November 13, 7:00 p.m.

Beginning at **6:00pm**, before the regularly scheduled Common Council Meeting, Council will meet in Executive Session under **ORS 192.660 (2)(f)** to consider information or records that are exempt by law from public inspection.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Ceremonies/Appointments/Announcements**
 - A. Introduction of new Administrative Services Director, Patti Dunn. *City Manager*
 - B. Acceptance of Werner Buehler's resignation from the Urban Renewal Advisory Committee with direction to staff to advertise the position. *Mayor Sherman [pg. 7]*
- V. Oral Requests and Communications from Audience**
 - A. Committee and Liaison Reports
 - 1. Chamber of Commerce Reports
 - 2. Council Liaisons
 - 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 and may be downloaded from the City's website 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. Discussion with consideration to authorize the Public Works Department to remove the existing storm drain culvert along the frontage of 760 Old County Road. *City Manager [pg. 9]*
 - B. Report back on St. Timothy's Church/Old County Road right-of-way and drainage situation. *Public Works Director [pg. 13]*
 - C. Discussion with consideration to adopt the October 2007, Water System Master Plan Update and Water Conservation Management Plan for the City of Brookings. *Public Works Director [pg. 23]*
 - D. Discussion with consideration to authorize Coos Curry Electric Coop (CCEC) to remove eight trees at their own cost. *Public Works Director [pg. 39]*
 - E. Discussion with consideration to authorize the City Manager to enter into a four year loan agreement with Chetco Federal Credit Union (CFCU) in the amount of \$205,000 for the original loan plus a \$3,000 initial loan fee for the purchase of a Vactor Truck. *Administrative Services Director [pg. 43]*

- F. Discussion with consideration to approve the recommendation to have Planning Department staff administratively review all County referrals unless policy development, in a public review setting, is needed, and rescind the \$955 County Referral fee. *Planning Director [pg. 45]*
- G. Review and discussion of revisions to the City/County Joint Management Agreement (JMA). *Planning Director [pg. 47]*
- H. Discussion with consideration to designate the City's Site Plan Review Committee as the System Development Review Board. *City Manager [pg. 73]*
- I. Discussion with consideration to authorize the Mayor to execute a Master Agreement for Consultant Services with Oscar Larson Associates for services associated with the construction of a 2.0 million gallon water storage tank. *City Manager [Supplemental Packet dated 11-9-07]*

VII. Consent Calendar

- A. Acceptance of Planning Commission Minutes for October 2, 2007. *[pg. 75]*
- B. Acceptance of Parks and Recreation Commission Minutes for September 27, 2007. *[pg. 77]*
- C. Approval of vouchers for October, 2007 in the amount of \$304,045.60. *[pg. 79]*

VIII. Remarks from Mayor and Councilors

- A. Mayor
- B. Councilors

IX. Adjournment

EVENTS

November 2007

November 2007						
S	M	T	W	T	F	S
4	5	6	7	1	2	3
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2007						
S	M	T	W	T	F	S
2	3	4	5	6	7	1
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
			November 1	2	3
			4:00pm CC SafetyComMtg Kathy Dunn		
					4
5	6	7	8	9	10
9:00am CC- VIPS/Volunteers in Police Service/Marvin Parker	1:30pm CC - LDC Committee 7:00pm CC - Planning	10:00am CC- Site Plan Com Mtg 12:00pm Stout Park Subcomm 4:30pm Easy Manor Park Sub 7:00pm FH-PoliceReserves	9:00am CC-Crm Stoppers 3:00pm CC Urban Renewal Advisory Committee		4:00pm 2nd Saturday Art Walk (Downtown Galleries)
7:00pm FH-FireTng/ChShrp					11
					Veterans Day (closest weekday to 1 8:00am City Hall CLOSED -
12	13	14	15	16	17
Veterans Day - Closed	1:30pm CC - LDC Committee 7:00pm CC-Council Mtg	10:00am CC- Site Plan Com Mtg 10:00am FH - Brookings Rural Fire Dept	10:00am CC - Muni Court 2:00pm CC - CEP (Emergency preparedness)	8:00am CC - Police Dept 2:00pm CC - Police Dept Meeting	
7:00pm FH-FireTng/ChShrp					18
19	20	21	22	23	24
9:00am CC-VIPS/Volunteers in Police Service-BPalicki	1:30pm CC - LDC Committee 7:00pm CC TENT Planning Commission meeting	10:00am CC- Site Plan Com Mtg	Thanksgiving - CLOSED	Santa Parade	CC Traffic School with Marvin 2259
11:00am Garden Club Mtg, Brookings Best Western Inn (Best					
7:00pm FH-FireTng/ChShrp					25
26	27	28	29	30	
1:00pm CC - Homeless Coalition Meeting	1:30pm CC - LDC Committee	9:30am CC - Traffic Safety Committee 10:00am CC- Site Plan Com Mtg	7:00pm CC-Parks & Rec Comm		
7:00pm FH-FireTng/ChShrp					
7:00pm CC-Council Mtg					

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

11/8/2007 10:03 AM

EVENTS

December 2007

December 2007						
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					

January 2008						
S	M	T	W	T	F	S
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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
					December 1
					2
					3
3 9:00am CC- VIPs/Volunteers in Police Service/Marvin Parker 7:00pm FH-FireTng/ChShrp	4 1:30pm CC - LDC Committee 7:00pm CC-Planning Commssn	5 10:00am CC- Site Plan Com Mtg 7:00pm FH-PoliceReserves	6 3:00pm CC SafetyComMtg Kathy Dunn	7	8 4:00pm 2nd Saturday Art Walk (Downtown Galleries)
					9
					10
10 7:00pm FH-FireTng/ChShrp 7:00pm CC-Council Mtg	11 1:30pm CC - LDC Committee	12 10:00am CC- Site Plan Com Mtg 10:00am FH - Brookings Rural Fire Dept 6:00pm CC - Victims Impact Panel	13 9:00am CC-Crm Stoppers 10:00am CC - Muni Court 3:00pm CC Urban Renewal Advisory Committee	14	15
					16
					17
17 9:00am CC-VIPS/Volunteers in Police Service-BPalicki 7:00pm FH-FireTng/ChShrp	18 1:30pm CC - LDC Committee 7:00pm CC TENT Planning Commission meeting	19 10:00am CC- Site Plan Com Mtg	20 2:00pm CC - CEP (Emergency preparedness) 7:00pm P & R Meeting	21	22
					23
					24
24 7:00pm FH-FireTng/ChShrp 7:00pm CC-Council Mtg	25 Christmas - Closed (closest workday) 1:30pm CC - LDC Committee	26 10:00am CC- Site Plan Com Mtg	27	28	29 CC Traffic School with Marvin 2259
					30
					31
31 7:00pm FH-FireTng/ChShrp					

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

11/8/2007 10:02 AM

From: Werner Buehler [mailto:wbuehler@charter.net]
Sent: Monday, October 29, 2007 9:22 AM
To: Pat Sherman
Cc: pjc@chasar.com
Subject: URAC resignation

Good Morning Mayor Sherman,

It is with significant disappointment that I must tender my resignation from the Urban Renewal Advisory Committee (URAC) effective November 1st. As you know, URAC is a fantastic group of unselfish individuals to are accomplishing great things under the leadership of Pete Chasar. Pete is one of the finest chairman/leaders I have had the opportunity to serve with and the City Council has done a wonderful job of selecting individuals for URAC who have nothing more in mind than the benefit of Brookings. The City Council and URAC have earned and deserve all of the support that they are receiving from the citizens of Brookings.

As you know, my career now requires I take another course and I must relocate to eastern Oregon. This being so, I will no longer be able to serve on the URAC and contribute to the most wonderful community I have ever lived in. I sincerely wish you, the City Council and my associates on the URAC best wishes and continued success. I'm sure I will continue to watch "from afar" with great interest.

Take care,
Werner Buehler



COUNCIL AGENDA REPORT

To: Mayor & City Council

From: Gary Milliman, John Cowan

Date: October 29, 2007

Subject: Storm Drain Replacement Request at 760 Old County Road

Recommendation: Authorize Public Works Department to remove existing storm drain culvert along the frontage of 760 Old County Road.

Background /Discussion:

A culvert under the driveway at 760 Old County Road has collapsed, resulting in a hole in the driveway and preventing access to the garage. An inspection of the culvert...which extends along the full length of the property frontage...indicates that the culvert pipe has deteriorated and presents a collapse hazard. The pipe was installed by the original property owner in the 1980's and was paved-over to provide driveway access, access to a front door walkway and parking for visitors. The culvert is located in the City right-of-way. At the time of installation no permits were required. The culvert was never accepted into the City-maintained storm drain system. There are similar privately-installed culverts installed at various locations in the City.

The current property owner, Steve Pomerleau, has requested that the City replaced the culvert and restore the pavement.

The City has a practice of not maintaining or repairing culverts that have been installed in the right-of-way by private parties unless the culvert has been designed and installed to the City's specifications and has been accepted by the City. Historically, the property owner has replaced failing driveway culverts that were installed without permits.

To assist Pomerleau with this situation, the Public Works Director offered to sell Pomerleau replacement culvert pipe at the City's cost and waive permit fees. This proposal was rejected by Pomerleau, who then met with the City Manager. The City Manager offered to remove the culvert and asphalt at the City's expense, returning the drainage channel to an open ditch, with Pomerleau to replace the culvert sufficient to re-establish his driveway; if built to the City's standards, the City would accept responsibility for maintaining the new driveway culvert going forward. Pomerleau rejected this offer maintaining that the City is fully responsible for the repairs, and appeared before the City Council at the meeting of October 22. As no action could be taken at that meeting, the matter was placed on the City Council agenda for November 13.

The existing condition is a safety hazard within the City street right-of-way. The hazard is created by the failure of a storm drain culvert installed by a private party without permits and which was never accepted into the City's storm drain system for maintenance. The City could order the property owner to remove the hazardous condition from the City right-of-way. However, the City Manager has offered to assist in resolving the public safety hazard by participating in the project as indicated.

Financial Impact(s):

The estimated cost of removing the existing culvert and asphalt surface, and returning the drainage to an open ditch is \$3,000 using City employees.

The estimated cost of removing and replacing the existing culvert and paving is \$11,000. This project would involve connecting the existing pipe from the church driveway to a new catch basin, replacing the pipe under the church driveway, and replacing pipe and asphalt along the frontage of 760 Old County Road. This is the cost if the request of the property owner is granted.

City Manager Review and Approval for placement on Council Agenda:



Gary Milliman City Manager

Memo

City of Brookings – Public Works Department
898 Elk Drive
Brookings, OR 97415
(541) 469- Fax: 469-3650
www.brookings.or.us



To: Gary Milliman, City Manager
From: John Cowan, Public Works Director
Date: October 15, 2007
Re: Steve Pomerleau
760 Old County Road, 24" Storm Drain Failure

This past week, October 8th–12th, Richard Christensen and I met with Steve Pomerleau onsite to discuss the failing storm drain in front of his property. We explained to Steve there are no records that the city has to show that the pipe was ever put in. We also explained that 250 feet down slope on Old County Road there exists 300' of 24" storm drain that the city does maintain and is responsible for, that the down stream pipe was installed by developers to city standards, approved and accepted by the city and that we have as-built drawings for the down stream piping. We informed him that without engineered drawings and specified pipe installation the city could not assume responsibility/liability for the pipe. Steve said understood and that he would be meeting on October 13th with Leo Appel (Catholic Church representative) to discuss the churches responsibility/contribution to the project. Note: the Catholic Church had tied a 10" corrugated metal pipe (cmp) into the existing 24" storm drain to drain the churches property. We pointed out that this type of tie in on a city project would not be allowed as there is no way to clean the stub and that the city would require a catch basin or manhole at the point of connection.

Steve said he had crawled into the pipe from the churches end and the bottom of the 24" pipe had rotted out approximately 4' wide and that the 10" stub protruded into the 24" pipe approximately 6" thus posing a plug up problem. He would like to get the pipe replaced as soon as possible and was wondering if the city could participate by allowing him to: 1) purchase the 24" pipe at the city's price; 2) city buy the culvert and he do the installation; 3) avoid engineering; 4) free Right of Way permit. We advised we would keep in touch and would call him after this weekend.

Richard will call Steve early this week. Gary do you have any thoughts on this issue? How would you like to proceed?



COUNCIL AGENDA REPORT

To: Mayor & City Council

From: John Cowan, Public Works Director *JBC*

Date: November 7, 2007

Subject: Council's request for information on St. Timothy's Church storm drainage issues.

Recommendation: As the survey shows the current 30" ADS storm drain ends at the property line of the city/church, staff does not support the request of St. Timothy's to participate in the purchase and placement of an additional 60' of 30" pipe.

Background /Discussion: The City Manager brought this matter before the council in October and the council heard a presentation by Rev. Bill Smith and Bob Bush, Geotechnical Consultant. The Council asked for further information. A survey has been done by Roberts & Associates showing the boundary (property line) between Old County Road and the church. The survey also shows the overlay of Bush Geotechnical Consultants that shows topographical, physical and drainage features on the property.

Financial Impact(s): None, if the city does not participate, \$10,687 if the Council decides to participate on private property.

City Manager Review and Approval for Placement on Council Agenda:

Gary Milliman City Manager

EXHIBIT "C"

Survey Narrative

Old County Road – Lots 18 & 19 of the Barrett Tract

Located in: NW ¼ of Section 5, T41S, R13W, W.M.,
City of Brookings, Curry County, Oregon

Survey Date: October 29, 2007

Prepared for: City of Brookings

The purpose of this survey was to locate the existing storm drainage and landscape improvements along the Westerly right of way line of Old County Road for that portion adjacent to Lots 18 and 19, Barrett Tract. Following is a brief history of pertinent surveys:

- 1) ODOT map 1R-1-137, dated July 1937 – The map indicates Azalea Park, Old Gold Beach – Brookings Co. Road, and Azalea State Park Road.
- 2) Map of Survey #41-38, dated July 1939, prepared by S.O. Newhouse – The map indicates monuments set along the westerly right of way line of Old County Road. The right of way is indicated as an "S" curve for that portion lying south of Azalea State Park Road.
- 3) Azalea Park Manor Plat, dated September 1951, prepared by Charles Echols – The plat is a subdivision of those lands lying West of Old County Road and between Fir Street and Azalea State Park Road.
- 4) Barrett Tract Plat, dated February 1952, prepared by Charles Echols – The plat is a subdivision of lands lying West of Old County Road and between Fir Street and Pine Street.
- 5) Map of Survey #41-1336, dated March 1999, prepared by Stuntzner Engineering and Forestry, LLC – The map is a resurvey of Lots 18 and 19, Barrett Tract.
- 6) Map of Survey #41-1460, dated August 2004, prepared by Pacific Coast Surveys, PC. The survey reestablished the south boundary of Lot 16, Barrett Tract, and that portion of Old County Road lying southerly of the Barrett Tract.
- 7) Map of Survey #41-1506, dated October 2005, prepared by Roberts and Associates Land Surveying, Inc. – The map is a property line adjustment between Lot 8 and 17, Barrett Tract.

Both of the subdivision plats prepared by Charles Echols, Azalea Park Manor and the Barrett Tract, have a number of mathematical problems. The lot dimensions given do not create closed geometric figures. Particularly defective are the lots lying along the Old County Road. Other maps prepared by Echols during this time period also show that his ability to calculate curves was severely lacking. However, it is apparent from the data shown that Echols was attempting to hold the right of way as surveyed by Newhouse in CS#41-38.

In an attempt to find documentation for the alignment that Newhouse surveyed, the County Road Department was contacted. The Department was not able to provide any conveyance or description that corresponds with the "S" curve alignment as indicated on the Newhouse map. Although there seems to be a missing conveyance to the City of Brookings for this curved portion of the "Old Gold Beach – Brookings County Road", the Echols plats of

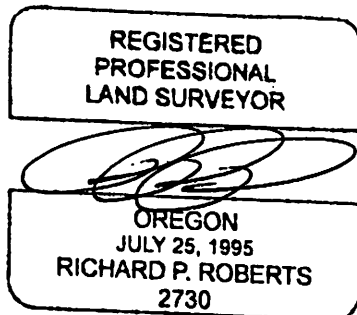
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Page 2 of 2

the lots lying to the West appear to correspond with the Newhouse alignment. The right of way alignment shown on Exhibits "A" and "B" attached is an attempt to retrace the Newhouse survey as shown in CS#41-38. The alignment was resolved as follows:

- 1) Bearings were based on recovered monuments along the south line of Fir Street as indicated in survey #41-1506.
- 2) The Newhouse alignment was rotated clockwise $0^{\circ}31'30''$ to correspond to my measured bearing between the monuments at the southeast and southwest corners of Lot 16, Barrett Tract. These corners (noted as "A" and "B") were reestablished in CS#41-1460. Monument "B" was held to define the tangent at the South end of the "S" curve.
- 3) At the North end of the "S" curve, monument "C" was recovered and held to define the tangent.
- 4) The tangent bearings (as rotated clockwise $0^{\circ}31'30''$) at the north and south ends of the "S" curve were held and their lengths extended to provide a fit through the reverse curve. The radius of both curves was held and the delta varied to provide "tangent" rather than broken curves.

With the reestablishment of monuments "A" and "B" on the south boundary of Lot 16, Barrett Tract (as shown in CS#41-1460) and the recovery of monument "C", this new alignment varies from the right of way line as indicated in CS#41-1336. The northeast corner of Lot 19, Barrett Tract falls 4.47 feet Easterly of the corner previously established in CS#41-1336. The Southeast corner of Lot 18, Barrett Tract, falls 1.55 feet Easterly of the corner previously established in CS#41-1336.

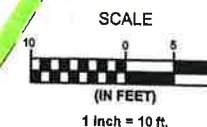


EXPIRATION DATE *12/31/08*

COPY

NOTE:
RIGHT OF WAY LOCATION OVERLAY
PROVIDED BY ROBERTS & ASSOC.
LAND SURVEYING, INC (11-5-07)

JOB # 06-016
FIGURE 2



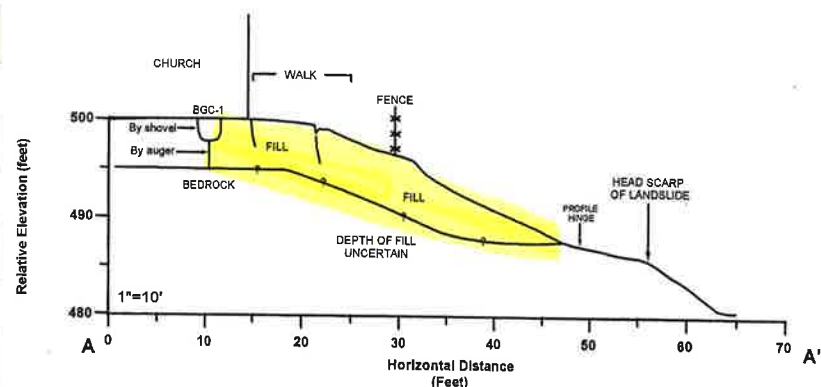
VERIFY SCALE: If this scale does not measure 2 inches,
then it has been altered through reproduction.

KEY TO SYMBOLS

- BGC-1 HAND-DUG EXCAVATION ALONG FOUNDATION, EXTENDED BY HAND-AUGER (SEE APPENDIX 1A FOR SOIL LOGS)
- ▲ SURVEY-CONTROL POINT SET BY BGC REBAR WITH A YELLOW CAP LABELED C.E.G. 989 STA. 1 RELATIVE ELEVATION (R.E.) = 500.0 FT. (TRUE ELEVATION NOT DETERMINED)
- ⊙ SURVEY-CONTROL POINT SET BY ROBERTS & ASSOCIATES (R&A, 2006)
- ⊙ DROP INLET (NOT ALL SHOWN)
- Ⓟ UTILITY POLE (NOT ALL SHOWN)
- CRACK IN ASPHALT OR GROUND (NOT ALL SHOWN)
- BREAK-IN-SLOPE (NOT ALL SHOWN)
- HEADSCARP OF LANDSLIDE
- APPROXIMATE CENTER-LINE OF STREAM CHANNEL ON SURVEY DATE
- APPROXIMATE TOE OF FILL
- APPROXIMATE LIMITS OF DEBRIS LOBE FROM PRIOR VALLEYWALL FAILURE
- APPROXIMATE PROPERTY LINE BASED ON SURVEY MONUMENTS SET BY OTHERS
- CHAIN-LINK FENCE
- A—A' PROFILE LINE
- APPROXIMATE ELEVATION OF BEDROCK BASED ON DATA FROM BGC-1
- ⋈ SPRING
- GULLY
- APPROXIMATE END POINT OF SUNKEN FENCE SECTION

CRACK DATA ON 3/8/06
A = Maximum height 3.7"
B = Maximum height 0.7"
C = Maximum width 0.3"
D = Maximum separation 0.03"

GEOLOGIC CROSS-SECTION ALONG A-A'
(LOOKING NORTHWEST)



SCALE: 1 inch = 10 feet
CONTOUR INTERVAL = 1.0 foot

PRODUCTION DATE: 10 MARCH 2006

SURVEYED BY: BED & BBW ON 2/15/06

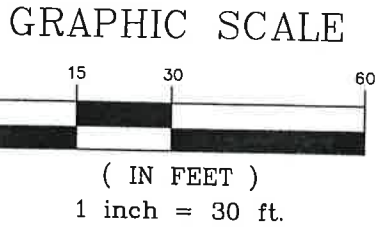
ATION DATUM IS ARBITRARY.
MAP WAS PRODUCED BY GEOLOGISTS WORKING UNDER THE DIRECTION OF A

BUSCH GEOTECHNICAL CONSULTANTS
P.O. BOX 222 ARCATA, CA 95518 (707) 822-7300 FAX (707) 822-9011

ST. TIMOTHY'S EPISCOPAL CHURCH
TOPOGRAPHIC MAP FOR GEOHAZARDS STUDY
101 EID STREET

R.O.W. EXHIBIT "A"
LOCATED IN
NW1/4, SEC. 5,
T41S, R13W, W.M.
CITY OF BROOKINGS, CURRY COUNTY, OREGON

SURVEYOR'S NOTE:
SEE EXHIBIT "B" FOR RIGHT
OF WAY DETERMINATION

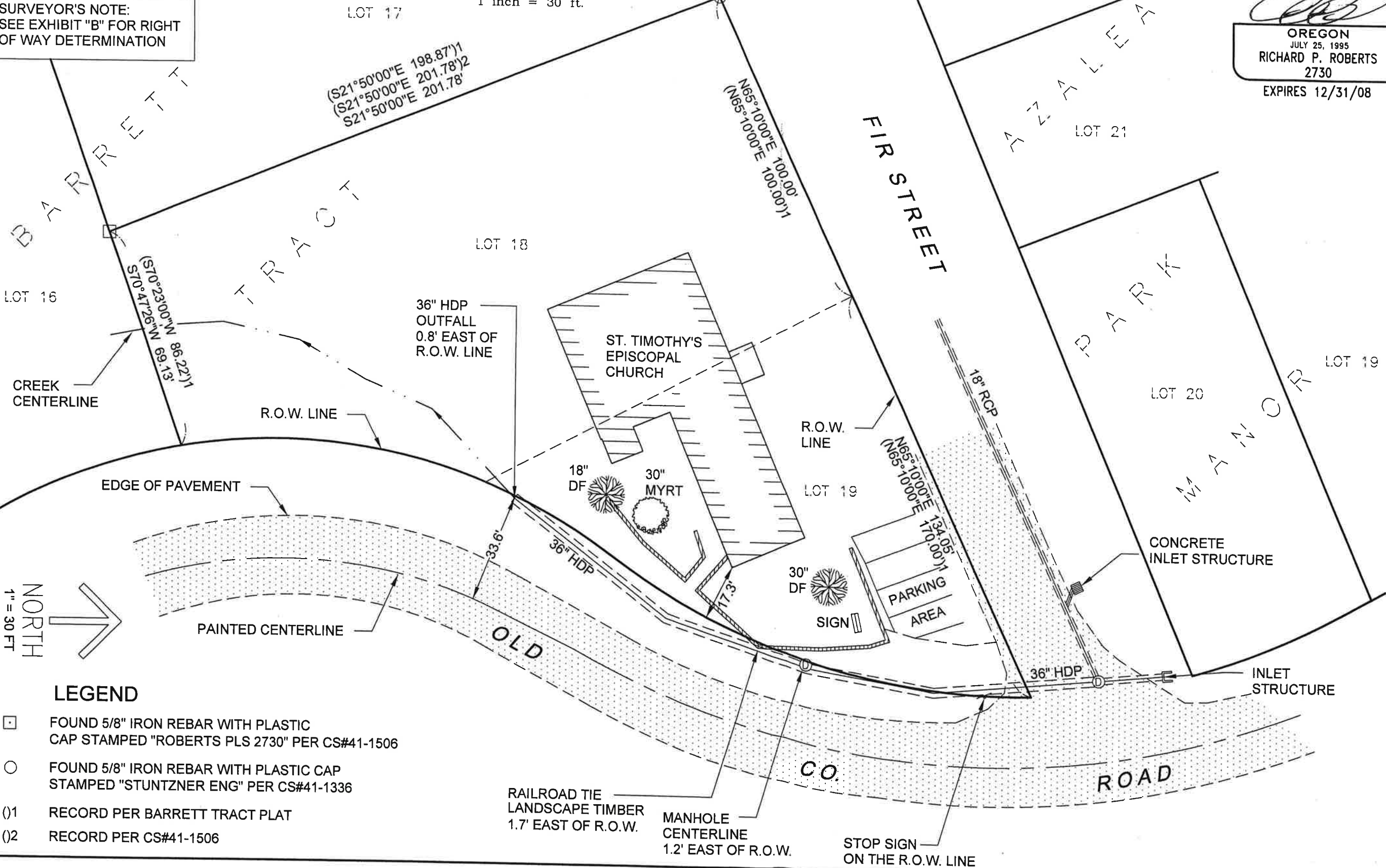


COPY

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 25, 1995
RICHARD P. ROBERTS
2730
EXPIRES 12/31/08

Drawn By: RPR	Date: 10/29/07
Checked By:	Job No. 07-143
Drawing Name: EXHIB-A	Sheet 1 of 3
Project Folder: 07-143	



LEGEND

- FOUND 5/8" IRON REBAR WITH PLASTIC CAP STAMPED "ROBERTS PLS 2730" PER CS#41-1506
- FOUND 5/8" IRON REBAR WITH PLASTIC CAP STAMPED "STUNTZNER ENG" PER CS#41-1336
- ()1 RECORD PER BARRETT TRACT PLAT
- ()2 RECORD PER CS#41-1506

Roberts & Associates
LAND SURVEYING INC.
611 SPRUCE STREET
P.O. Box 1599
Brookings, OR 97415
Ph: 541-469-0162
Fax: 541-469-5456

LOCATED IN
NW1/4, SEC. 5,
T41S, R13W, W.M. LO
CITY OF BROOKINGS, CURRY COUNTY, OREGON




LOT 17

PINE ST.
MYRTLE ST.

41-13-50A
TL 102

SEE CS#41-1460

N 46°18'00" W 62.64'
(N 46°49'30" W 61.70')³

S 70°47'26" W 69.13' 
(S 70°23'00" W 86.22') 
 $\Delta=36^{\circ}30'50''$
R=173.25
L=110.41
Tan=57.15 

$\Delta=82^{\circ}44'37''$ ($82^{\circ}50'$)₃
 $R=173.25$ ($173.25'$)₃
 $L=250.20$ ($250.45'$)₃
 $\text{Tan}=152.59$

R.O.W. AS SHOWN
IN CS#41-1336

$\Delta=46^{\circ}13'48''$
 $R=173.25$
 $L=139.79$
 $Tan=73.95$

R.O.W. AS SHOWN
IN CS#41-1336

SEE CS#41-1506

17
(S 21°50'00" E 201.78')
(S 21°50'00" E 201.78')

FIR STREET
BASIS OF BEARINGS
N 65° 10' 00" E 123.18'
123.18' 123.18'

SEE CS#41-1336

$$\begin{aligned}\Delta &= 65^\circ 43' 37'' (65^\circ 49') \\ R &= 208.75 (208.75') 3 \\ L &= 239.47 (239.82') 3 \\ \text{Tan} &= 134.86\end{aligned}$$
$$\begin{aligned}\Delta &= 38^{\circ}13'34'' \\ R &= 208.75 \\ L &= 139.27 \\ \text{Tan} &= 72.34\end{aligned}$$

N 29°17'00" W 15.10'
(N 29°48'30" W 14.08')3

- ☐ FOUND 5/8" IRON REBAR WITH PLASTIC CAP
STAMPED "ROBERTS PLS 2730" PER CS#41-1506
- ☐ FOUND 5/8" IRON REBAR WITH PLASTIC CAP
STAMPED "STUNTZNER ENG" PER CS#41-1336
- FOUND 5/8" IRON REBAR WITH PLASTIC CAP
STAMPED "PLS 2809" PER CS#41-1460
- ☒ FOUND 1-1/4" IRON PIPE PER CS#41-38
- ☒ FOUND 3/4" IRON PIPE PER BARRETT TRACT PLAT

(1) RECORD PER BARRETT TRACT PLAT

(2) RECORD PER CS#41-1506

(3) RECORD PER CS#41-38

(4) RECORD PER CS#41-1460

Date: 10/29/07

Job No. 07-143

Sheet 2 of 3

Drawn By: RPR

Checked By:

Drawing Name: EXHIB-B

Project Folder: 07-143

611 SPRUCE STREET
P.O. Box 1599
Brookings, OR 97415

Roberts & Associates
LAND SURVEYING INC.

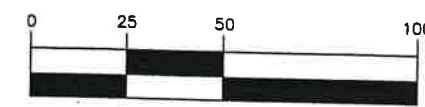
Ph: 541-469-0162
Fax: 541-469-5456

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 25, 1995
RICHARD P. ROBERTS
2730

EXPIRES 12/31/08

GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.

NORTH-



COUNCIL AGENDA REPORT

To: Mayor & City Council

From: John Cowan, Public Works Director

Date: November 7, 2007

Subject: 2007 Water Master Plan Update

Recommendation: Adopt the October 2007, Water System Master Plan Update and Water Conservation Management Plan for the City of Brookings.

Background /Discussion: For the past year, HGE Engineering has been in the process of updating the Water Master Plan. With input from staff, Mayor and Council, we now have the final version of the Water Master Plan incorporating changes submitted by Council members and further discussed in City Council workshop. The adoption of this plan will provide staff with direction for future projects. The plan calls for \$16,266,400 in water system improvements over the 23-year planning period, with \$13,811,400 in "near term" improvements. The plan projects future rate increases necessary to support system improvements and makes other funding recommendations. The plan addresses needed improvements to City supply, treatment and transmission systems.

Financial Impact(s): \$16,266,400 over the 23-year period of the plan. Rate increases and long-term financing will be necessary to support recommended improvements.

City Manager Review and Approval for Placement on Council Agenda:

Gary Milliman City Manager

SUMMARY

BACKGROUND

The City of Brookings is located in the southwest coast of Curry County, approximately 6 miles north of the Oregon/California border. Brookings owns and operates its own municipal water system that includes a "Ranney Collector" intake along the Chetco River, a conventional rapid sand filtration treatment plant, eleven finished water storage reservoirs, eight booster pump stations, and water transmission and distribution mains. Water service is distributed over four pressure zones. Recent (October 2005 - September 2006) average daily demand is 1.13 mgd; recent maximum day demand is 2.11 mgd.

Brookings currently supplies customers with water diverted from the Chetco River. In 1989, the water intake was relocated upstream from the old intake, because of concerns about the saltwater intrusion. The Brookings installation uses a proprietary collector system, termed a Ranney collector intake, which is the same system also used by the Harbor Water People's Utility District.

River water is naturally prefiltered as it percolates through the river bed. The Department of Human Services (DHS) has classified the source as groundwater. The diverted water is of high quality, and DHS currently only requires chlorination for treatment. However, the city desires to filter the water to provide the public with additional protection against potential contaminants.

The water filtration plant is located along North Bank Road next to Joe Hall Creek, approximately 2.5 miles downstream from the water intake. Water is pumped from the intake to the filtration plant. Treated water is pumped from the clearwell through approximately another two miles of 14-inch diameter transmission main into the city's 1.5 million gallon water tank. The treatment plant was installed in the mid-1970's, and is approximately 30 years old. Maximum plant production of filtered water is currently limited to between 2.2 and 2.6 mgd. Recent/current projects will result in an overall supply capacity of approximately 3.5 cfs. Unfiltered but disinfected flows in excess of plant capacity (2.6 mgd) will be blended with filtered water at the WTP.

Brookings has a current master plan for its water system; however, a general update is needed to reflect recent changes, challenges, and directions associated with ongoing system growth and needs.

SERVICE POPULATION AND WATER PRODUCTION REQUIREMENTS

Projected water production requirements are based on current production figures and a 3.0 % AAGR applied to the current production figures. The 3.0 % figure applies to system growth and does not distinguish between new construction and the connection of existing buildings as a part of any system expansion in the UGB. Relative percentages of

customer categories (residential, commercial, etc.) are anticipated to remain constant for the component of the future projections associated with the 3.0% growth. Because of the uncertainties associated with area growth, there is no attempt to incorporate these refinements or others into the computation of the projected water production requirements. Projected water production figures are summarized in Table S.1 for average day demand (ADD) and maximum day demand (MDD).

Table S.1: City of Brookings Projected Water Production Requirements

Area	Year and Water Production Requirements									
	2007	2008	2009	2012	2015	2018	2022	2027	2032	2057
Population	6,454	6,648	6,847	7,482	8,176	8,934	10,055	11,657	13,513	28,294
ADD (mgd)	1.16	1.19	1.23	1.34	1.47	1.61	1.81	2.10	2.43	5.09
ADD (cfs)	1.79	1.85	1.90	2.08	2.27	2.48	2.79	3.24	3.75	7.86
MDD (mgd)	2.37	2.44	2.51	2.75	3.00	3.28	3.69	4.28	4.96	10.39
MDD (cfs)	3.66	3.77	3.89	4.25	4.64	5.07	5.71	6.62	7.76	16.06

WATER SOURCE

Brookings currently relies on the Chetco River for its municipal source water. Historic sources of municipal water also include Ferry Creek, Joe Hall Creek and Ransom Creek. Harbor Water People's Utility District (HWPUD) also relies on a Chetco River source; consequently, any policies, actions or impacts affecting the Chetco have an impact on municipal water service throughout the greater UGB. Dependence on the Chetco has drawn statewide attention because of inferred impacts of existing and future water withdrawals on stream flows, fish habitat and fish passage. Efforts have been made by others to restrict City water withdrawals during periods of low flow and to limit total withdrawals. In addition, efforts have been made to restrict further development of City water rights - to the extent of including forfeiture of some City held water rights as a condition for approval for further source utilization and permit development.

The City's Chetco River water rights include Permits 27610 and 31293 and certificate 64614 and total 20 cfs (12.9 mgd). These represent the city's most important water rights. Certificate 64614 is currently not used; attempts to relocate the point of diversion upstream to the City's Ranney collector (well) have been denied to date. All three water rights are senior to the applicable instream water rights.

Development of alternative sources, including Ferry Creek Reservoir and brackish or ocean water, was considered but rejected because of exceedingly high costs and impracticability. Available information and studies related to the Chetco River, and potential impacts of existing and expanding municipal water utilization, were evaluated and recommendations developed based on the evaluation. The context in which these recommendations were made included the following observations:

- Natural and historic occurrence of seasonal low flows, subbing-out of flows and seasonal high water temperatures in the lower Chetco river.
- Speculative nature of the instream water rights as they apply to the lower Chetco River.
- Limited areal impact of City's Ranney Collector to non-tidal streamflow (approximately 1.8 miles of Chetco River).
- Limited temporal impact of City's peak Chetco River withdrawals (primarily during low flow years during months of August and September).
- Notable groundwater component of total discharge to estuary (not typically considered in discussions of impacts on Chetco estuary).
- No adverse water quality impact of City's Ranney Collector with regard to temperature; limited impact to salinity mixing zone.
- No adverse impacts of City's Ranney Collector to water quality in the boat basins and in the fully-mixed estuary.
- Unsuitable salmonid habitat in lower Chetco River.
- Probable avoidance of lower Chetco River by native salmonid stocks during periods of low seasonal flow.
- Limited existing water right development on Chetco River (relative to natural flow).
- No direct link between municipal withdrawals along Chetco and impacts to native salmonids; however, considerable impacts are inferable due to destruction of estuarine habitat downstream and the long history of salmonid stocking with non-native stocks.

Source Recommendations include:

- Pursue development of 9.3 cfs (6.0 mgd) associated with the City's Ranney Collector and its design capacity. (See Section 6.6 for additional detail.)
- Defer further research on additional or alternative source development until the City's maximum day demand (MDD) approaches 8 cfs (5.18 mgd).
- Maintain all existing City water rights for future reconsideration and potential utilization.

Additional recommendations relevant to permit extensions and policy development include:

- Avoid any mandatory restriction applicable to installed water supply capacity or future water right development. The City can and should continue to implement conservation approaches to limit or restrict demand; however, the City must comply with provisions of OAR 333-061-0025 requiring a minimum 20 psi pressure be maintained in the distribution system at all times. The only practicable way of complying with this requirement is to supply the system with sufficient water to maintaining adequate pressurization. Insofar as MDD overlaps with low flow

conditions in the Chetco, any agreement to limit future withdrawals is essentially an agreement to give up the City's remaining Chetco rights. The City should therefore not agree to future limitations prior to the completion of, and consistent with the recommendations of, the above recommended water supply study.

- There is no need or benefit to installing a water meter at the City's Ranney Collector site. The current practices of metering at the WTP provides adequate characterizations of daily impacts to the local aquifer and Chetco River. There is no need or benefit to installing a new stream gauge on the lower Chetco River. Any potential site between the North Fork confluence and tidewater would be problematic due to the shifting gravels, altered cross-sections, and the dynamic interplay between the stream and the aquifer that could result in significant "gains" or "losses" being measured independent any local or upstream changes in flow or utilization.
- The City should continue conservation efforts to reduce current demand and to reduce the potential for development of more costly alternative sources in the future.

WATER SUPPLY AND RAW TRANSMISSION

Recent/current City efforts to improve and increase delivery capabilities from the Ranney Collector to the City's distribution system focus on upgrades to achieve a near term capacity of approximately 3.5 mgd (5.42 cfs). The projects are currently in various stages of completion and include: replacement of the existing 12" steel raw water transmission line (4,900 lined feet), provision of a filter bypasses line at the water treatment plant (this will increase capacity to 2.75 mgd (4.3 cfs) with the current clearwell pumps and 3.5 mgd (5.42 cfs) with the addition of the new booster pump station, a new 16" finished water transmission line (2,375 lineal feet), and a new booster pump station located on the new 16" (and existing 14") transmission lines.

Water supply recommendations are summarized below:

- Develop full Ranney Collector design capacity in two phases: a Phase I upgrade of transmission main resulting in approximately 3.1 - 3.6 mgd (4.8 - 5.6 cfs) capacity with a current opinion of probable cost (OPC) of \$689,000; and a Phase II replacement of the three intake pumps resulting in approximately 5.5 - 6.0 mgd (8.5 - 9.3 cfs) total capacity with a current OPC of \$310,000. These improvements would satisfy projected MDD of 7.76 cfs (4.96 mgd) in year 2032 (Table 4.5).
- There is no specific recommendation for utilization of Ferry Creek, Ransom Creek, and Joe Hall Creek other than maintenance of the existing water rights and reconsideration of potential utilization with each future water system master plan update.
- As demand approaches 8 cfs (5.18 mgd), the City should undertake a detailed water supply study that should evaluate and consider detailed ground water hydrology in the vicinity of the Ranney Collector and City's old intake site (including flow averaging affects of the aquifer, impacts on stream flow, and potential for salt water intrusion);

estuary impacts; biological concerns; and alternative sources including brackish or ocean water. The study should be undertaken in two phases: an initial phase aimed at developing a detailed scope and cost, and a second phase consisting of the actual study. A current OPC for the initial phase is \$20,000. The initial phase will involve preliminary site visits and evaluations by the specialists involved in order to develop/refine project scope and cost; allow coordination with Oregon Department of Fish & Wildlife (ODFW), other agencies, and the public; and result in an informed work plan and a refined probable cost. A current, order of magnitude OPC for the second phase is \$200,000. Based on the recommended 8 cfs (5.18 mgd) trigger for initiating the study, implementation will occur in approximately 25 years.

FUTURE TREATMENT CONSIDERATIONS

Future treatment needs are highly dependent on the water sources utilized.

Natural filtration is the most economical, but only applicable for Chetco River sources using Ranney Collector or comparable technology and successfully meeting performance and testing requirements of the State. The City's existing Ranney Collector is rated for 9.3 cfs (6.01 mgd). This is sufficient to meet projected MDD of 7.76 cfs (5.02 mgd) in year 2032.

Split-stream treatment is currently employed whereby a portion of the supplied water is treated (filtered) and the remainder is bypassed directly to the clearwell. With the Phase I booster pump station constructed, overall capacity will increase to approximately 3.5 mgd (5.4 cfs); With Phase II, clearwell pump upgrades, overall capacity will increase to approximately 6 mgd (9.3 cfs)..

Membrane microfiltration was discussed and developed in depth in the 2000 Master Plan. The City had favored this approach, but has since decided not to pursue these options.

Beyond full development (9.3 cfs) (6.0 mgd) of the existing Ranney well, the City's selection of additional source water sites is likely to guide and limit treatment technologies considered. Further development of the City's Chetco rights will likely require no treatment, other than disinfection, or possibly microfiltration. Development of the City's rights on the Chetco near the original intake site may, upon further analyses and determinations, require more complex technology, such as reverse osmosis, to handle possible brackish water.

Limitations on the use or availability of reliable fresh water sources may require consideration of salt water (ocean) sources. Modern municipal desalination facilities tend to utilize reverse osmosis (membrane) technology. The process yields, (as fresh water) approximately one-third of the total water processed; consequently, larger intake, pumping, and raw transmission facilities are needed, and an outfall line is also needed to return the larger concentrate stream to the ocean. Capital and O & M costs for

desalination are very high and would likely result in average monthly water billings well in excess of \$100.

TREATMENT RECOMMENDATIONS

Treatment recommendations at this time focus on maintenance and utilization of the existing rapid sand treatment facility with a bypassing of flows in excess of filtration capacity to the clearwell. This approach should be adequate through full development of the City's Ranney well to its rated capacity of 9.3 cfs (6.0 mgd). Should full or enhanced treatment capabilities be required, either by changes mandated by DHS or by preference of the City, then expansion utilizing microfiltration membrane technology is recommended.

Treatment needs associated with alternative sources and future growth, beyond the 9.3 cfs (6.0 mgd), identified above, should be considered as source utilization approaches 8 cfs (5.18 mgd). This will allow time to study and implement recommendations. Significant changes in technology, and energy availability and cost, will surely occur in the interim and impact decisions related to both source and treatment. Cost information on a desalination facility was provided to highlight the value of the City's Chetco River water rights and source rather than as a viable proposal for future, or alternative, expansion of the City's supply/treatment capabilities. While impracticable now, circumstances and future technological innovation may yet necessitate consideration of desalination.

TREATED WATER TRANSMISSION

The 2000 Master Plan included options for increasing finished water transmission capabilities over the planning period. Recently, the City opted to proceed with a two-phased approach: (1) construction of a booster pump station with one pump on each of the 14-inch and 16-inch transmission mains - with a resulting transmission capacity of approximately 3.5 mgd (5.4 cfs); and (2) replacement of the old 14-inch transmission main with an 18-inch main and replacement of the three existing clearwell pumps at the WTP with new 300 Hp pumps - with a resulting capacity of approximately 5.8 mgd (9.0 cfs). The 3.5 mgd (5.4 cfs) capacity should be adequate for projected MDD requirements in year 2018 of 3.28 mgd (5.07 cfs) (Table 4.5) and the 5.8 mgd (9.0 cfs) capacity should be adequate for projected 4.96 mgd (7.67 cfs) requirements in year 2032.

The booster pump station has been designed and is ready to bid. An opinion of probable cost of the project is \$160,000.

The phase II project includes the replacement of the existing 14-inch asbestos cement line (approximately 8,050 lineal feet) with an 18-inch line and replacement of the three clearwell pumps at the WTP. Variable frequency drives would allow the pumps to efficiently operate over a wide range of conditions. The new vertical turbine pumps would provide a capacity of approximately 6 mgd (9.3 cfs). A preliminary opinion of probable cost for the Phase II finished water transmission improvements is \$1,925,000.

Implementation, budgeting and design of the Phase II recommendations should occur in years 2010-2011 in order for the project to be constructed prior to Summer 2012.

TOTAL STORAGE REQUIREMENTS

Total recommended storage requirements for Brookings are based on the maximum day demand (MDD) volume plus fire flow volume. Total fire flow volume is 630,000 gallons.

Total storage requirements are summarized in Table S.2.

Table S.2: Total Storage Requirements Based on MDD Plus Fire Flow

Area	Year and Storage in MG based on MDD and Fire Flow Vol. of 0.63 MG						
	2009	2012	2015	2018	2022	2027	2032
Brookings Water System	3.14	3.38	3.63	3.91	4.32	4.91	5.59

When the current storage projects are completed, total storage will be 3.79 MG. Future additional storage needs are summarized in Table S.3.

Table S.3.: Future Additional Storage Requirements

Area	Year and Additional Storage Requirement in MG						
	2009	2012	2015	2018	2022	2027	2032
Brookings Water System	-	-	-	0.12	0.53	1.12	1.80

PROPOSED NEW RESERVOIRS

Proposed new storage volumes as determined in the 2000 Master Plan include:

- One 2,000,000 gallon (2MG) base level reservoir.
- One 750,000 gallon first high level reservoir.
- One 150,000 gallon fourth high level reservoir (also provides for second and third high level storage needs via proposed PRV's between the third and fourth high level pressure zones.

The 2 MG reservoir is currently designed and ready to bid. The two remaining projects total 0.9 MG in additional storage. The additional 0.9 MG will, as indicated in Table S.3, meet projected total storage requirements for the City (approximately year 2025).

The most recent opinion of probable cost for the 2 MG reservoir project is \$2,500,000.

The proposed location for the 0.75 MG reservoir is immediately east of Hilltop Drive. An opinion of probable cost for the project is \$1,200,000.

The proposed location for the 0.15 MG reservoir is near the existing Tidewater Reservoir. An opinion of probable cost for the project is \$375,000.

PRESSURE ZONE CONSOLIDATION

Currently, there are three separate first high level pressure zones that will be consolidated into one continuous zone. Projects to effect the consolidation are currently in design. Pressure zone consolidation includes the elimination of the Dodge #1 Pump Station and the East Harris Pump Station.

The 2000 Master Plan recommended replacement of the Dodge #2 pump station with a much larger pump station that includes two general service pumps and one fire pump with a capacity of at least 1,000 gpm. The recommended upgrade addresses concerns with low system pressures in the airport area. Fire pump recommendations stem from the lack of suitable sites in the airport vicinity for ground level storage that would provide both a fire reserve and adequate system pressurization. The recommended new 750,000 gallon (airport) reservoir will provide additional storage for the first high level zone and will feed directly, via a 12" line to the rebuilt Dodge #2 pump station; the reservoir will have inadequate elevation to serve the airport area without the pump station.

An opinion of probable cost for the removal of Dodge #1 pump station and reconstruction of the Dodge #2 pump station is \$241,600.

RECOMMENDED DISTRIBUTION IMPROVEMENTS

Current distribution projects (in design) are primarily associated with consolidation of the first high pressure zones. Currently, the layout includes: a crossing of Ransom Creek with a 10" line extending from Hassett Street to Hampton Lane; 10" line upgrades along S. Park View Drive and Gowman Lane; and an extension over to the existing 6" and 8" lines currently served by the East Harris Pump Station. Details are still being refined, but the project is currently estimated to include approximately 6500 lineal feet of main. An opinion of probable cost for the project is \$1,000,400.

In order to meet the expected water demand associated with service to the Lone Ranch development and surrounding areas, a 12" water distribution line should be installed along Easy Street from the intersection of Fern Avenue West to the intersection of Oregon Coast Highway 101. A 16" water distribution pipe should be added along Oregon Coast Highway 101 from the intersection of Easy Street north to the entrance of the Rainbow Rock Condominiums, where Lone Ranch will connect on-site facilities for their planned development. Costs for all water improvements must necessarily be shared by the developers of Lone Ranch and other potential users North of Oregon Driftwood Shores, since all Brookings residents in this area are currently served with municipal

water and have adequate service. An opinion of probable cost for the recommended improvements is \$3,749,175.

Other recommended distribution improvements have been segregated into Priority I and Priority II categories. Priority I improvements are associated with removing the most serious hydraulic deficiencies and enhancing overall distribution system performance. Priority II improvements are primarily associated with improved hydraulic performance, especially under fire flow conditions, in the city's core areas. Generally, Priority II improvements enhance distribution system performance in specific areas. An opinion of probable cost for the Priority I projects is \$1,990,400 and \$1,873,800 for the Priority II projects.

O & M CONSIDERATIONS

The project will result in a more efficient and economically operated water system. O&M costs are not anticipated to increase significantly due to project implementation.

CURRENT WATER RATES AND SYSTEMS DEVELOPMENT CHARGES

For the period, October 1, 2005 through September 30, 2006, rate revenue totaled \$878,759 with a monthly average of \$73,230. There was an average of 3,912 customer accounts for the same period amounting to a \$22.94 average charge per customer per month.

Based on 4,411 EDU's, the average charge per EDU is \$16.60. Utility billings also include a "system replacement fee (SRF)." The \$7.50 SRF fee from water, sewer, and streets includes \$2.50 allocated for water. Water utility revenue does not include a property tax component. There is currently no debt associated with the water utility; however, the City is in the process of receiving loan funding through the OECD Special Public Works Fund program. The loan will be approximately \$4,000,000 to address current projects that are in design or ready-to-bid. Annual payments are estimated to be approximately \$315,000 per year based on a 20 year term and 4.5% interest.

Systems development charges (SDC's) for the water utility are currently \$3,606 for areas inside the city limits and \$5,409 for areas outside the city limits.

CAPITAL COSTS

Estimated capacities and opinions of probable costs for some of the options are summarized in the following tables. Note that opinions of probable cost have been rounded off in some cases. When staging is feasible, improvements have been separated into phases, but phases for different system components might occur at different times (depending on capacity).

Near-Term Improvements. Near-term improvements generally address immediate needs. Within this category, however, there are projects, such as the distribution improvements to serve Lone Ranch and surrounding areas, which may be implemented according to need as signaled by the affected parties. Another distinction is that between Priority I and Priority II distribution improvements: the former providing benefits to the distribution system as a whole and the latter providing more localized benefit. Priority I and II improvements could be phased; however, both are based on current need.

Water Supply and Transmission

Goal: 3.2 - 3.5 mgd (4.9 – 5.4 cfs) capacity

Projects include:

Phase I	Raw Water Transmission Main Upgrade	\$ 689,000
Phase I	Treated Water Transmission Booster Pump Station	\$ 160,000
Storage		
Phase I	2,000,000 gal. Reservoir	\$2,500,000
Phase I	750,000 gal. Reservoir	\$1,200,000
Phase I	150,000 gal. Reservoir	\$ 375,000
Misc. Maintenance		\$ 32,000

Distribution

Phase I	Dodge #2 Pump Station	\$ 241,600
Phase I	Pressure Zone Consolidation	\$1,000,400
Phase I	Lone Ranch and Surrounding Area	\$3,749,200
Priority I	Improvements	\$1,990,400
Priority II	Improvements	\$1,873,800

Near-Term Totals:

Water Supply and Transmission Subtotal	\$ 849,000
Storage Subtotal	\$4,107,000
Distribution Subtotal	\$8,855,400
Near-Term Total	\$13,811,400

Near-Future Improvements. Near-future improvements focus on Phase II supply and transmission needs. The projects should be implemented as maximum day demand approaches 3.0 mgd (4.6 cfs).

Water Supply and Transmission

Goal: 6 mgd (9.3 cfs) capacity

Projects include:

Phase II	New Intake Pumps	\$ 310,000
Phase II	18" Treated Water Transmission Line And New Clearwell Pumps	\$1,925,000

Near-Future Totals:

Near-Future Total	\$2,235,000
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Distant-Future Improvements. Distant-future improvements are projects anticipated to occur near the end of the planning period or even further in the future. These have been discussed in general terms within the study. The only specific recommendation at this time is a comprehensive water supply study to be undertaken as maximum day demand approaches 8 cfs (5.18 mgd). A current opinion of probable cost for the study is \$220,000.

Recommendation Summary.

Near-Term Improvements	\$13,811,400
Near-Future Improvements	\$ 2,235,000
Distant-Future Improvements	\$ 220,000
Recommendations Total	\$16,266,400

FINANCING AND RATE IMPACTS

Grant opportunities are limited for Brookings, based on 2000 US Census income, community population, and lack of a documented health threat. The City is eligible for grant programs related to economic development, and the maximum grant would be anticipated to be in the range of \$500,000 to \$1,000,000. In general, grant dollars have not been readily available in recent years. Brookings is also eligible for low interest loans.

For initial planning purposes, it is assumed that projects will be funded entirely with loan dollars. The following tables show rate impacts for two potential loan sources. The first (Table S.4) shows rate impacts based on a 6.5 percent annual interest rate and a 20 year term. This financing is as the Oregon Economic and Community Development Department's (OECD) Special Public Works Fund (SPWF). OECD generally recommends a 6.5 percent annual interest rate for general planning purposes; actual rates may be considerably lower. The second (Table S.5) shows financing typical of Rural Development's (RD) grant/loan program.

Table S.4: Funding and Rate Impacts
 20 Year Term
 6.5 % Interest
 0% Reserve
 4,411 EDU's
 \$16.60 Current Average per EDU Rate
 3,912 Customers
 \$22.94 Current Average per Customer Rate

Loan	Annual Payment	Monthly Rate Required	Per EDU Increase	Resulting Monthly EDU Rate	Per Customer Rate
\$1,000,000	\$90,756	\$1.71		\$18.31	\$24.87
\$2,000,000	\$181,513	\$3.43		\$20.03	\$26.81
\$3,000,000	\$272,269	\$5.14		\$21.74	\$28.74
\$4,000,000	\$363,026	\$6.86		\$23.46	\$30.67
\$5,000,000	\$453,782	\$8.57		\$25.17	\$32.61
\$6,000,000	\$544,538	\$10.29		\$26.89	\$34.54
\$7,000,000	\$635,295	\$12.00		\$28.60	\$36.47
\$8,000,000	\$726,051	\$13.72		\$30.32	\$38.41
\$9,000,000	\$816,808	\$15.43		\$32.03	\$40.34
\$10,000,000	\$907,564	\$17.15		\$33.75	\$42.27
\$11,000,000	\$998,320	\$18.86		\$35.46	\$44.21
\$12,000,000	\$1,089,077	\$20.58		\$37.18	\$46.14
\$13,000,000	\$1,179,833	\$22.29		\$38.89	\$48.07
\$14,000,000	\$1,270,590	\$24.00		\$40.60	\$50.01
\$15,000,000	\$1,361,346	\$25.72		\$42.32	\$51.94
\$16,000,000	\$1,452,102	\$27.43		\$44.03	\$53.87

Table S.5: Funding and Rate Impacts
40 Year Term
4.5 % Interest
10 % Reserve
4,411 EDU's
\$16.60 Current Average per EDU Rate
3,912 Customers
\$22.94 Current Average per Customer Rate

Loan	Annual Payment	Monthly Per EDU Rate Increase Required	Resulting Monthly Per EDU Rate	Resulting Monthly Per Customer Rate
\$1,000,000	\$59,777	\$1.13	\$17.73	\$24.21
\$2,000,000	\$119,555	\$2.26	\$18.86	\$25.49
\$3,000,000	\$179,332	\$3.39	\$19.99	\$26.76
\$4,000,000	\$239,110	\$4.52	\$21.12	\$28.03
\$5,000,000	\$298,887	\$5.65	\$22.25	\$29.31
\$6,000,000	\$358,665	\$6.78	\$23.38	\$30.58
\$7,000,000	\$418,442	\$7.91	\$24.51	\$31.58
\$8,000,000	\$478,220	\$9.03	\$25.63	\$33.13
\$9,000,000	\$537,997	\$10.16	\$26.76	\$34.40
\$10,000,000	\$597,775	\$11.29	\$27.89	\$35.67
\$11,000,000	\$657,552	\$12.42	\$29.02	\$36.95
\$12,000,000	\$717,330	\$13.55	\$30.15	\$38.22
\$13,000,000	\$777,107	\$14.68	\$31.28	\$39.49
\$14,000,000	\$836,884	\$15.81	\$32.41	\$40.77
\$15,000,000	\$896,662	\$16.94	\$33.54	\$42.04
\$16,000,000	\$956,439	\$18.07	\$34.67	\$43.31

Total project costs for the recommended improvements range up to approximately \$16,266,000. Actual improvement costs will vary according to how improvements are phased. The City may also elect not to construct particular improvements because of a perceived disproportionate cost/benefit balance. Once an initial scope of work is selected, the potential rate impacts can be estimated from Table S.4 and S.5.

The City is in the process of receiving an OECDD SPWF loan (20-year term, 4.5% interest) for approximately \$4,000,000. Based on the EDU and rate information

presented in Tables S.4 and S.5 the SPWF will increase the average per EDU rate by \$5.91 and the average per customer rate by \$6.71.

Water system SDC's and system replacement fees can also be used to reduce overall capital costs on proposed improvements. Infrastructure needed to serve new development, or existing developments within expanded service boundaries, can also be financed through up front cash contributions or construction (according to City Standards), by the benefited developers and property owners.



COUNCIL AGENDA REPORT

To: Mayor & City Council

From: John Cowan, Public Works Director *JnC*

Date: November 7, 2007

Subject: Request by Coos-Curry Electric Coop (CCEC) to remove, at their expense, four hazardous trees on Lundeen Lane near Azalea Park and four hazardous trees at Stout Park adjacent to Oak Street due to their close proximity to major power lines.

Recommendation: Authorize CCEC to remove the eight trees at their cost.

Background /Discussion: Staff was contacted by CCEC's tree removal contractor regarding hazardous trees, four at Stout Park and four on Lundeen Lane in Azalea Park, which either overhang or lean toward power main feed lines in those two areas. Fallen limbs from trees at Stout Park caused the downtown power outage approximately two weeks ago. Staff has received an email from Randy McDonald, CCEC representative, which is included with this agenda item. The removal of these trees would reduce the probability of power outages due to falling or wind blown tree limbs from city property.

CCEC has agreed to cut the trees down in log form so that the City can sell them to South Coast Lumber under our current permit.

Financial Impact(s): None. If trees are removed in log form approximately two truck loads of logs could be sold to South Coast Lumber, generating approximately \$3,000 from the sale of logs and those monies could be put toward planting new trees in the parks away from power lines.

City Manager Review and Approval for Placement on Council Agenda:

Gary Milliman City Manager

John Cowan

From: Randy McDonald [randym@cooscurryelectric.com]

Sent: Tuesday, November 06, 2007 11:17 AM

To: John Cowan

Cc: Lauren Porsch

Subject: danger tree

John, we have identified several danger trees in the city of Brookings, four of them are on Lundeen Lane and are a danger to our Transmission line feeding Harbor and our line #5 feeding the North Bank Chetco. These trees have multiple tops and are leaning heavy toward our lines. Stout Park is the other location; these old growth trees have created several outages over the years. Most recent was last week causing a major outage to the City of Brookings. These trees are a hazard to our lines, our workers and the general public and would like you to consider working with CCEC in the removal of these trees.

Thank you,

Randy McDonald



COUNCIL AGENDA REPORT

To: Mayor & City Council

From: Patti Dunn, Administrative Services Director (ASD)

Date: November 2, 2007

Subject: Vactor Truck Financing

Recommendation:

Authorize the City Manager to enter into a four year loan agreement with Chetco Federal Credit Union (CFCU) in the amount of \$205,000 for the original loan plus a \$3,000 initial loan fee for the purchase of a Vactor Truck.

Background /Discussion:

Three options were reviewed by LOCAP(League of Oregon Cities Capital Access Program), Dooling (Umpqua) and Chetco Federal CU. The options were presented on the same basis of 4-year repayment plan, \$205,000 loan, and included all fees / interest charged to the loan. Also considered was using City funds to purchase the truck, like an in-house loan.

Financial Impact(s):

- Chetco offers the lowest interest rate with a savings of \$4,045.33 to 11,747.56 versus the other options. Calculation of comparison is attached to this report.
- The City should fund this purchase with outside sources because of the current interest rate the City is earning on their funds. If the City were to use their own funds, they would experience a potential loss of \$23,875.00 from the interest earnings they would not receive from their investment.
- The prime rate has just gone down. It may be reasonable to assume that the interest rate is at an all-time high. Therefore, it is recommended to watch when rates dip below the debt interest rate to consider the use of City funds. The City would consider to buy out the balance of the loan, if this became the situation.
- The City has budgeted for the first payment of approximately \$51,250 this fiscal year causing the financial impact of an interest savings of \$1,921. (The City would not pay the interest if paid immediately toward the initial loan)
- Chetco will not charge a penalty fee if the loan is paid off early. Chetco will honor the proposal until November 30.


City Manager Review and Approval for placement on Council Agenda:

Gary Milliman City Manager



COUNCIL AGENDA REPORT

To: Mayor and City Council

From:  Dianne Morris, Planning Director

Date: October 29, 2007

Re: County Referrals

Subject: The City/ County Joint Management Agreement (JMA) states how coordination on land use decisions and legislative changes will occur when they affect land within the Brookings Urban Growth Area (UGA).

Background /Discussion: Two previous City and County Planning Directors, the authors of the current JMA, handled County referrals of land use matters in the following manner:

- Land Use applications for specific properties (subdivisions, conditional uses, etc.) were reviewed by staff, a staff report prepared with recommendations and distributed, a review before the City Planning Commission conducted, and staff sent written recommendations to the County. This has continued to the present time.
- Legislative changes to the text of the County's Comprehensive Plan, supporting documents, or implementing ordinances were given to the City Planning staff for review and comment. If needed the City/ County staff has met to discuss changes and occasionally City staff has attended the County hearings on these changes. This has continued to the present time.

If the County is proceeding to adoption of a decision and the City is not in agreement, the legal right to appeal can be exercised. City staff feels comfortable with the process of interacting directly with the County staff and pursuing discussions resulting in decisions agreeable to both jurisdictions.

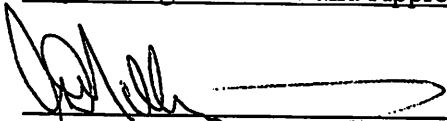
Authorizing City staff to handle the land use application reviews administratively would maximize our ability to cover all the long and short range Planning matters needing attention. Many hours are spent preparing the County referral staff reports, distributing copies, holding a Planning Commission meeting and responding in writing to the County. In addition, the County Referral fee now charged has been a concern and is often not paid. Staff feels confident that needed review and protection of the City's standing for further involvement and appeal, if needed, will continue to be ensured if administrative review becomes our policy. The JMA does not specifically state the land use applications must be reviewed by the Planning Commission. If staff determines a particular application or legislative change needs new policy development, the

City would still have the option of holding a public review of the matter. Staff believes this policy change would be in the best interests of the City and help staff make the best use of our limited time to deal with the many items on our agenda.

Recommendation: Set policy directing Planning staff to administratively review all County referrals unless new policy development, in a public review setting, is needed. Rescind the County Referral fee.

Financial Impact(s): Savings of approximately 60 - 70 hours of staff time to process the 9 land use application County Referrals in the past year.

City Manager Review and Approval for placement on Council Agenda:



Gary Milliman, City Manager



COUNCIL AGENDA REPORT

To: Mayor and City Council

From: Dianne Morris, Planning Director

Date: November 5, 2007

Re: Revisions to the City/ County Joint Management Agreement

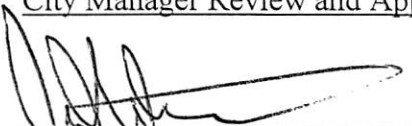
Subject: Draft revisions to the City/ County Joint Management Agreement (JMA), including description of staff handling the review and comments on all County referrals.

Background /Discussion: This draft has some previously suggested changes to update information, as well as language to clarify the processes in Articles V, VI, VII, and X. These revisions include authorizing Staff to review and comment on both quasi-judicial and legislative land use decisions.

Recommendation: Review changes. Direct Staff to meet with County Planning Staff to discuss proposed revisions.

Financial Impact(s): None.

City Manager Review and Approval for placement on Council Agenda:



Gary Milliman, City Manager

**CITY OF BROOKINGS AND CURRY COUNTY
URBAN GROWTH AREA
JOINT MANAGEMENT AGREEMENT**

DRAFT October 29, 2007

NEW CITY TEXT IN BLUE

~~STRIKETHROUGH~~ ON TEXT TO BE OMITTED

NEW COUNTY TEXT IN RED

I. PURPOSE AND AUTHORITY

The parties to this agreement shall be the City of Brookings, a municipal corporation of the State of Oregon, hereinafter known as the "City" and Curry County, a political subdivision of the State of Oregon, hereinafter known as the "County". This agreement supersedes and replaces all previous Urban Growth Area Management Agreements established between the City and County.

The purpose of this Agreement is to assign jurisdictional responsibilities to achieve the orderly transition from rural to urban land uses within the Urban Growth Area (UGA) ~~including the creation~~ pursuant to the provisions of a the Public Facilities Plan (PFP) and the Transportation System Plan (TSP) to ensure adequate and efficient extension of public facilities as development occurs. This Agreement is undertaken pursuant to the provisions of ORS Chapters 190, 195 and 197 and the Oregon Statewide Planning Goals.

II. DEFINITIONS

The following definitions shall apply for the purposes of this agreement. Unless otherwise specified, words and phrases used in this Agreement shall be construed in accordance with ORS Chapters 92, 197, 215, and 227, OAR Chapter 660 and the applicable Oregon Statewide Planning goals.

- A. **DEVELOPMENT** - For purposes of this agreement, any activity that requires a land use decision or limited land use decision, as defined by the Oregon Revised Statutes, or a building permit under the County or City zoning or subdivision ordinance shall be considered development.
- B. **LAND USE DECISION** – A legislative or quasi-judicial action that involves a public hearing or administrative action and concerns the adoption, amendment, or application of:
- The Statewide Goals and/or
 - A Comprehensive Plan provision and/or
 - A land use regulation and/or
 - A new land use regulation.
- C. **MASTER PLAN** – The document that describes how property within the areas designated as Master Plan Development Areas will be developed.
- D. **NOTICE** - The announcement that an official action is about to occur. Where notice is required, it may be accomplished in person or by first-class mail.

Service by United States Postal Service mail is completed upon deposit at a U. S. Post Office receptacle.

- E. PUBLIC FACILITIES PLAN - As defined by OAR 660-11-005 (1) ~~660-011-0005(1)~~, a document which is a part of the City and/or County's Comprehensive Plan. ~~The PFP which~~ describes the location of existing public facilities, such as water, sewer, transportation facilities, storm drainage systems and their future extension to areas of new growth.
- F. ROAD ~~—A public thoroughfare or right-of-way dedicated to, deeded to or condemned by the city or county providing for the principal means of access to abutting property including the terms street, avenue, place, way, lane, drive, boulevard, highway, and any other thoroughfare, other than an alley, which affords such use.~~ The entire width between the boundary lines of a right-of-way which provides for public or private use for the purpose of vehicular and pedestrian traffic and including, but not limited to, “streets”, “highways”, “lanes”, “places” and “avenues”.
- G. ROAD MAINTENANCE - Any work necessary to keep an existing road, including curb, gutter and sidewalks, in its current state of usability, including but not limited to: grading, graveling, paving, or other surfacing of any road or road shoulder area; clearing or redirecting drainage ditches, culverts or storm drains and the repair or replacement of any signs, traffic control devices, or street lighting fixtures.
- H. TRANSPORTATION SYSTEM PLAN – As defined by OAR 660-012-0005 (34), a document which is a part of the City and/or County’s Comprehensive Plan which describes the transportation system, future extension to areas of new growth, and provides mitigation for projected impacts.
- I. URBAN COORDINATION AGREEMENT – A document signed by the City, the County and special districts providing service within the UGA. This document describes the process and roles for reviewing land use matters and development.
- J. URBAN GROWTH AREA (UGA) – ~~That~~ The unincorporated area between the Brookings City Limits and the Urban Growth Boundary in which urban services and facilities can be extended, and development can occur at urban intensity and density will occur.
- K. URBAN GROWTH BOUNDARY (UGB) - A mutually agreed upon line, identified in both the City and County’s comprehensive plans, which delineates the outer extent of the UGA and the limits of urban growth.
- L. URBAN LAND - Lands within the urban growth boundary that are already developed and irrevocably committed to urban uses.

- M. URBAN SERVICE AGREEMENT – A document signed by the City, the County, and special districts providing service within the UGA. This document describes who will provide service in particular areas.
- N. URBANIZABLE LAND - Lands within the UGB and which are identified for can be developed at urban use densities.

III. GENERAL COMPREHENSIVE PLAN PROVISIONS

- A. The County shall retain responsibility for land use decisions and actions affecting the UGA until annexed to the City.
- B. In order to promote consistency between the City's planning effort and County land use decisions and actions affecting the UGA, the County and City have mutually developed urban growth management policies for the UGA which address other urbanization policies of both County and City comprehensive plans. ~~These are found in Section IX.~~
- C. It is the policy of the City and County to maintain an efficient and complete exchange of information relating to their respective land use decisions which affect the UGB-UGA.

IV. ZONING AND SUBDIVISION ORDINANCES

- A. The County's Zoning and Subdivision Ordinances shall apply to all areas within the UGA. The City's Zoning and Subdivision Ordinances shall apply to all areas within the city limits. ~~and to areas of the UGA that are subsequently annexed to the City.~~

V. COORDINATION ON LAND USE DECISIONS ~~AND LIMITED LAND USE DECISIONS~~

- A. The County planning staff shall refer requests for land use decisions under the Zoning and Subdivision Ordinance within the UGA to the City to allow the City to review and comment prior to final action by the County. The time frame for referral shall be as follows:
 - 1. ~~Materials as stated in V.(B) below shall be sent to the City at least fifteen (15) twenty-one (21) days prior to the next regularly scheduled City Planning Commission meeting for items which require quasi-judicial/ administrative decision date. Within two (2) days following the meeting, the City shall forward the Planning Commission's recommendation to the County Planning staff.~~ City staff will provide written recommendations to the County at least seven (7) days prior to the decision date.
 - 2. Materials as stated in V.(B) below shall be sent to the City at least 45 days prior to the first public hearing scheduled by the County for a comprehensive plan/zone change application. City staff will provide written recommendations to the County at least seven (7) days prior to the first hearing date.

- B. The County planning staff shall provide the City with the following information regarding the requested land use action:
1. A copy of the hearing notice, ~~if applicable~~, or notice of impending administrative decision.
 2. A citation of the County ordinance standards and criteria which are relevant to the proposed action.
 3. A copy of the ~~application form and supplemental information~~ all materials submitted by the applicant.
 4. A copy of the relevant Assessor's map and/or other map to identify the location of the land area affected by the proposed land use action.
 5. A copy of all comments from county agencies, special districts and from the public and other interested parties received by the County ~~as of the date of referral of the application to the City.~~
- C. ~~The City shall review the requested land use action referral and submit written comment to the County Planning Department no later than 15 days prior to the decision date indicated on the notice or appear at the hearing.~~
- D. The County shall retain final decision-making ~~responsibility~~ authority for all land use actions affecting the urban growth area under applicable county ordinances.
- E. Written comment by the City shall be entered into the record of the proceedings and shall serve to provide standing during any appeal of the decision. The City will respond to all referrals presented by the County, either with specific recommendations or with a comment indicating that it has "no concern" with approval of the application as proposed. Failure of the City to either respond as set forth above or to participate in person at the proceeding shall serve as notice that the City has no interest in the matter and is surrendering its appeal rights to the decision as provided in county ordinance and ORS 197.620.
- F. The County shall provide the City with its final written order or ordinance in the same manner as all affected parties to the decision.
- G. The City shall notify the County of any actions it proposes which may affect public facilities, transportation systems, or have significant impact on land use within or adjacent to the UGA in the same manner as the County notifies the City.

VI. COORDINATION OF LEGISLATIVE LAND USE DECISIONS

- A. The County and City shall ~~coordinate jointly prepare and adopt~~ legislative changes to the comprehensive plan and ordinances, affecting the UGA. ~~B. Either the County or City may initiate~~ legislative changes to the comprehensive plans, and ordinances affecting the UGA. ~~Coordination shall involve the following:~~
1. The initiating party shall notify the other of the intent to consider a change. ~~The Planning Directors~~ Departments shall outline in ~~writing a~~

~~memorandum of understanding the process to be used and the roles and responsibilities of each in the process.~~

- ~~C. B.~~ 2. The County shall notify the City of public hearings on the proposed changes at least 45 days prior to the first public hearing and provide the following:

- The text of the proposed change
- Any applicable studies/ reports
- Any accompanying maps
- Other pertinent documents
- The date and location of the public hearing

~~transmit copies of studies, staff reports and other pertinent documents to the City. The City shall provide the County the same notice if it initiates the proposed legislative change.~~

- ~~D. C.~~ 3. The City shall provide written comments and have the right to participate in the hearings process. The County shall have the final decision on all legislative changes to the comprehensive plan and ordinances affecting the UGA. The City shall have the same rights as any other party to an appeal of a County decision. The County shall have the right to participate in the hearing process and right of appeal if the City initiates the proposed legislative change.

VII. PUBLIC FACILITY PLANNING AND COORDINATION WITH SPECIAL DISTRICTS

A. Public Facility Plan

1. The City and County shall have joint responsibility for preparing and ~~amending~~ co-adopting amendments to the Public Facility Plan for the UGA as set forth in OAR 660-11-015. The initiating party shall provide materials and follow the procedure as described in VI.(B) & (C) above. The plan shall be coordinated with other service providers within the UGA that have responsibility for providing specific services identified in OAR 660-11-005. ~~The standards provisions set forth in the public facilities plan shall be agreed to by all the parties, or where standards are lacking, shall be the same as those of the city or to standards provisions agreed to between the County and City.~~
2. The City and County shall have joint responsibility for coordination of all special districts and other service providers located fully or partially within the ~~UGB~~ UGA.
3. The County, in cooperation with the City, shall convene the process of establishing urban service agreements with each service provider that provides or declares an interest in providing an urban service within the

~~UGB~~ UGA in accordance with ORS 195.065. ~~Urban service agreements shall be adopted concurrent with adoption of the public facilities plan. The County shall continue to work towards obtaining these service agreements which will be adopted by both the City and the County.~~

4. The City and County ~~shall also prepared~~ coordination agreements with each special district that provides an urban service within the UGB in accordance with ORS 195.020. ~~These Coordination agreements, for existing Districts as of the date of this document, will be have been adopted by completion of the current Periodic Review Work Program as required by ORS 195.085 (1).~~

~~C.B. Roads~~ ~~Transportation System Plan~~

1. The City and County have joint responsibility for preparing and ~~amending~~ co-adopting amendments to the Transportation System Plan for the UGA as set forth in OAR 660-012-0015. The initiating party shall provide materials and follow the procedure as described in VI.(B) & (C) above. The County and City shall develop standards and implementation policies regarding roads within the UGA that are consistent with standards for urban development.
2. Policies and standards regarding development of roads in the UGA shall be set forth in the ~~Public Facilities Plan~~ Transportation System Plan.
3. The City shall assume ownership and maintenance responsibility for all County and public roads built to the standards set forth in the ~~Public Facilities Plan~~ Transportation System Plan upon their annexation to the City.
4. The County is responsible for maintaining County roads within the UGA to its standards.

VIII. MODIFICATION OF THE URBAN GROWTH BOUNDARY

- A. The modification of the UGB shall be a coordinated land use decision between the County and the City and may be initiated by either entity or a private party.
- B. Any modification of the UGB location shall be considered as a comprehensive plan amendment to both the County and City comprehensive plans.
- ~~C. Procedurally, any request for modification to the UGB shall be considered only by application to the City for a comprehensive plan amendment and subsequently presented to the County for consideration.~~
- D C. The County and City shall follow their ordinance procedures for comprehensive plan amendments and shall hold joint or independent public hearings on the request.

- E D. The County and City shall follow the requirements for notice of their UGB modification hearings according to the Oregon Administrative Rules governing comprehensive plan amendments. ~~The County and City shall send a joint notice to property owners and districts within their respective jurisdictions.~~
- F E. The proposed modification to the UGB shall be supported by findings that address statewide Goal 14 and Goal 2 requirements and other policies of the City and County comprehensive plans and state law.
- G F. Approval of a modification to the UGB shall require concurrence of both the City and County by amendment to their respective comprehensive plans. If concurrence cannot be achieved, ~~the boundary can not be expanded altered. the ultimate responsibility for approving the UGB amendment shall be the County's. The City shall have appeal rights as any other party under Section XIII.~~
- H G. The burden of proof for a proposed modification to the UGB shall lie with the person or governmental entity advocating the change.

IX. ANNEXATIONS AND PROVISION OF CITY SERVICES

- A. City annexation of land within the UGA shall occur as allowed by state law. ~~The City retains all decision making authority once property is annexed.~~
- B. Specific annexation proposals shall be initiated through or by the City. The City will provide notice to the County and special districts of annexation proposals and provide an opportunity to respond.
- C. Annexation of lands shall comply with all provisions of the Public Facilities Plan and ~~Transportation System Plan~~ for the UGA.
- D. ~~The City and County agree that the City and Harbor Sanitary District, respectively, shall not annex additional land that will require sewer service until adequate capacity is provided in the wastewater treatment plant and the City and District have developed an agreement on the pro rata share of the remaining capacity that each may have.~~
- E.D. The City may extend sanitary sewer, ~~subject to D. above~~, municipal water, police and fire protection extraterritorially on its terms within the UGA as allowed by Oregon Revised Statutes and the plans, policies, and standards set forth in the Public Facilities Plan which has been mutually adopted by the County and City for the UGA.

X. POLICIES RELATED TO CONVERSION OF URBANIZABLE LAND TO URBAN LAND WITHIN THE UGA

The City and County agree that the conversion of land from urbanizable to urban within the UGA must occur in an orderly and well planned manner that considers the economic and environmental issues identified as part of the UGB amendment. With that interest in

mind, the following policies are agreed to and shall be incorporated in the comprehensive plans within ninety (90) days of adoption of this agreement:

- A. ~~Until a public facilities plan is adopted, no land will be rezoned from the existing designation to an urban land use designation.~~ Uses shall be permitted to develop under current County plan and zoning designations in the same manner that they were permitted prior to being included within the UGB.
- D.B. All new development shall be required to obtain sanitary sewer service from either the City of Brookings or Harbor Sanitary District depending on agreed service areas. If waste water treatment capacity is not available, ~~or not legally or physically available~~ at the time of development, and an interim on-site sewage disposal system which meets all state and local requirements may be approved. Use of an interim on-site sewage disposal system is limited to a rural level of development or as specifically allowed by the Public Facilities Plan. This interim development approval shall be conditioned to require connection to a public system when capacity becomes legally and physically available.
- E.C. All new development shall be required to obtain public water service from either the City of Brookings or Harbor Water Public Utility District, depending on agreed service areas. If water service is not available, ~~or not legally or physically available~~ at the time of development and an interim on-site water system which meets all state and local requirements may be approved. Use of an interim on-site water system is limited to rural level of development or is specifically allowed by the Public Facilities Plan. This interim development approval shall be conditioned to require connection to a public water system when water service becomes legally and physically available.
- B.D. The owners of properties which are designated as "Master Planned Areas" on the map attached to this agreement shall be required to prepare a master plan prior to development (other than that allowed by the present zoning designation) that sets forth the land use, road circulation system, and plans for municipal water, sanitary sewer, and management of surface water runoff. Master plans shall be developed in coordination with and be approved by the service providers of these services. Master Plans shall be adopted as post acknowledgement plan amendments pursuant to ORS 197.610 by the City and County before any development permits are issued by the County for construction within the Master Planned Areas. *If the area has been annexed to the City, only the City must adopt the Master Plan as a Comprehensive Plan amendment.* Compliance with the master plan shall be a condition of development approval by the City or County.
- E.
 - 1. ~~Under County jurisdiction, prior to developing a master plan as required by B above, property owners shall enter into a collaborative process with the City and County to establish development goals and formalize, by written agreement, procedural and financial considerations for developing and carrying out the master plan. Development goals shall address the mix of housing (type, density and income levels), and non-residential uses, which should be encouraged to provide local services and decrease auto use~~ *thereby limit traffic flow off site.*

The County and City shall each adopt a Master Plan of Development Zone defining standards and criteria to be used within the designated Master Plan Areas as shown on the Brookings Urban Growth Boundary Area Map (Harbor Hills Master Plan Area and Jacks Creek Master Plan Area). These Master Plan of Development Zones must be adopted by the County and the City prior to submission of a proposed specific master plan for the Harbor Hills or Jacks Creek Master Plan areas. The City and County will review the proposed Master Plan of Development Overlay Zones as described in Section VI. "Coordination of Legislative Land Use Decisions", of this document.

F. 2. The Harbor Hills Special Plan Area is established as an area of environmental concern and shall be so designated on the comprehensive plan. Special Plans shall be adopted as post acknowledgement plan amendments pursuant to ORS 197.610 by the City and County before any development permits are issued by the County or City for construction within the Special Planned Areas.

1. A. The County shall commission or require a comprehensive surface water management plan for the Harbor Hills Special Plan Area prior to land use approvals for new development (other than that allowed by the present zoning designation) to address surface water run-off, stream channel erosion, and potential impacts on the groundwater balance of the Harbor Bench aquifer. All future nonresource development, including roads and infrastructure, shall comply with this plan. The plan shall include appropriate measures to assure that impacts from future development on water resources will be prevented or remedied. The plan shall include, but not be limited to:

a.i. Baseline data on stream discharges and velocities, Harbor Bench groundwater levels and water quality;

b.ii. Standards to assure that stream channels, groundwater levels and water quality will not be adversely affected by future development;

e.iii. Provisions for on-going monitoring of stream discharges and velocities, groundwater levels and water quality; and

d.iv. Provisions for remedial actions should if impacts on stream channels, groundwater levels or water quality result from development.

2. B. Proposed development within the Harbor Hills Special Plan Area shall be required to address hazards, erosion and surface water run-off and groundwater impacts by providing detailed geologic and hydrologic studies prior to any land use approvals. The studies shall meet the requirements set forth in the comprehensive surface water management plan described in subsection 1 2.(A). and clearly demonstrate how impacts

to stream channels, water supplies and water quality will be prevented. The County shall require remedial measures and other conditions necessary to address significant impacts from development on these factors.

3. C. The effects of existing and planned public roads on surface water runoff, stream channel erosion and Harbor Bench groundwater Resources shall be addressed in the development of the comprehensive surface water management plan described in subsection 1.2(A). Future construction or alteration of public roads shall meet the standards described in subsection 1.2(A)i and provide for remedial actions as described in subsection 1.2(A)i. The County shall work with the Oregon Department of Transportation to prevent further impacts on Harbor Bench water resources from runoff through Highway 101 Culverts.
4. D. The Water Resources Department shall be consulted prior to the following local actions affecting the Harbor Hills Special Plan Area:
 - a.i. Adoption or amendment of the comprehensive surface water management plan described in subsection 1;
 - b.ii. Approval of geologic and hydrologic studies and land use proposals described in subsection 2.

XI. ENFORCEMENT

- A. The County shall be responsible for enforcement of all land use ordinances within the UGA in accordance with its enforcement provisions.
- B. The City shall be responsible for enforcement of all land use ordinances within the city limits in accordance with its enforcement provisions.

XII. REVIEW

- A. All City and County documents used in governing the UGA shall be reviewed as a part of the "Periodic Review" process as set forth in Oregon Administrative Rules Chapter 660-25.

XIII. APPEALS

- A. Appeals of land use actions within the UGA shall be in accordance with the appeals process specified in the County Zoning, subdivision and/or other relevant ordinances, and applicable state statutes or administrative rules.
- B. The City shall have standing to appeal any County land use decision in which it participated in accordance with Section V of this agreement.
- C. In the case of a modification of the UGB, appeals shall be in accordance with the appeals process specified in the County and City zoning ordinances. An appeal of

the local government decision shall be to the Land Use Board of Appeals under applicable Oregon statute and/or administrative rules.

XIV. SEVERABILITY

- A. The provisions of this Joint Management Agreement are severable. If an article, sentence, clause, or phrase shall be adjudged by a court or competent jurisdiction to be invalid, the decision shall not affect the validity of the remaining portions of this agreement.

XV. AMENDMENT

- A. This agreement may be amended at any time to address matters not anticipated at the time the agreement was entered into, to address new requirements of state law, to address changed circumstances and conditions or to address other needs of one or both parties in managing the UGB.
- B. Either the City or County may initiate an amendment to the agreement. The process to be followed shall be the same as that required for amendment of the UGB.

XVI. TERMINATION

- A. This agreement may be terminated by either party under the following procedure:
 - 1. A public hearing shall be called by the party considering termination. The party shall give the other party notice of hearing at least 30 days prior to the scheduled hearing date. The 30 day period shall be used by both parties to seek resolution of differences.
 - 2. Public notice of the hearing shall be in accordance with applicable Oregon statutes and administrative rules but not less than ~~45~~ 20 days prior to the hearing.
 - 3. The party moving for termination shall state the reasons for termination at the hearing and the affect of the action on the UGA. Public comment shall be received regarding the action and considered by the party in its decision.
 - 4. The established date of termination shall be at least 30 days after the public hearing in order to provide an additional time period for resolution of differences.
 - 5. Prior to a final decision to terminate the agreement, the City and County shall agree to enter into a conflict resolution process which will be established by the Department of Land Conservation and Development. If resolution cannot be reached, a replacement agreement shall be developed as required by Oregon statute and administrative rule.

6. The governing body of the terminating party shall vote to decide on termination on the established date for termination and if the vote is to end the agreement, written notice of the decision shall be provided to all affected parties including the Director of the Oregon Department of Land Conservation and Development.

This Urban Growth Management Agreement will become effective when signed by all the parties.

CITY OF BROOKINGS

CURRY COUNTY BOARD OF COMMISSIONERS

Mayor

Date _____

Date _____

Date _____

Date _____

Attest:

City Recorder

Date

ATTACHMENT TO THIS DOCUMENT WILL INCLUDE:

1. MAP OF URBAN GROWTH AREA



COUNCIL AGENDA REPORT

To: Mayor & City Council

From: City Manager

Date: November 7, 2007

Subject: Designate Site Plan Review Committee as the System Development Charge Review Board.

Recommendation: Motion to designate the City's Site Plan Review Committee as the System Development Charge Review Board.

Background /Discussion: The Brookings Municipal Code provides an appeals procedure for staff determinations concerning the calculation of System Development Charges (SDC) for individual projects. The procedure provides that anyone aggrieved by a staff SDC determination must first appeal the decision to the System Development Charge Review Board before appealing the decision to the City Council.

The Site Plan Review Committee, which consists of representative of various City departments dealing with development issues, meets weekly and periodically discusses SDC application issues. The City Manager recommends the City Council designate the Site Plan Review Committee as the System Development Charge Review Board.

Financial Impact(s): None

City Manager Review and Approval for Placement on Council Agenda:

Gary Milliman City Manager

MINUTES
BROOKINGS PLANNING COMMISSION
October 2, 2007

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 Hedda Markham
Bill Dundom Bruce Nishioka
Randy Gorman

Commissioners Absent: Juliane Leighton and Richard Yock

Staff Present: Dianne Morris, Planning Director, and Cathie Mahon, Secretary.

Other: Approximately 10 participants in the audience

CHAIR ANNOUNCEMENTS

Chair Markham announced File No. **LDC-1-07** was still open and turned the matter over to Planner Morris.

WRITTEN REQUEST and COMMUNICATIONS

1. Planner Morris stated after discussing the DBD (Downtown Business District) zone with the Land Development Code committee and the City Manager, the City decided to withdraw the proposal. In conclusion, the proposed Downtown Business District is shelved at this time until further review of issues are addressed, such as the funding of infrastructure, and parking. She expressed the City's appreciation for the outpour of opinions from the business and property owners during the hearings. Morris added review of the business zone will take place in the future.

A motion was made by Commissioner Bismarck to withdraw File No. **LDC-1-07**. It was unanimously approved by a 5-0 vote. Commissioner Gorman asked staff to inform him when the review meetings start.

Rick Bishop, owner of Bishop Automotive, 365 Wharf Street and 625-28 Spruce Street, addressed the Commission and staff thanking them for listening to the business owners concerns.

2. Planner Morris announced Commissioner Leighton was absent due to the arrival of Gavin Alexander Leighton, who was born 3 days ago.
3. The *Planning Commission Procedure* was read into the record by Planner Morris. Discussion ensued.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 5-0 vote (Motion: Commissioner Nishioka) the Planning Commission approved an application for a conditional use, File No. **CUP-1-07**, a request to operate a short-term rental from a single-family residence; located at 21 Otter Terrace; Assessor's Map 41-13-08BB, Tax Lot 1801; Doreen Hinds, Karen Peterson, and Steven Thompson, applicants.

No ex parte contact, personal bias, personal interest, conflicts or objections were declared by the Commission. Chair Markham declared a site visit. There was no challenge from the audience as to the jurisdiction of the Commission to hear the request.

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

Doreen Hines, applicant and part owner 1834 Church Ave. San Mateo, CA

The applicant waived their right to seven (7) additional days in which to submit written testimony. The public hearing was closed at 7:25 p.m.

2. By a 5-0 vote (Motion: Commissioner Gorman) the Planning Commission approved the Final ORDER and Findings of Fact for File No. **CUP-1-07**.

MINUTES

By a 5-0 vote (Motion: Commissioner Markham) the Planning Commission approved the minutes of September 4, 2007 as amended.

By a 5-0 vote (Motion: Commissioner Markham) the Planning Commission approved the minutes of September 18th as amended.

COMMENTS by the DIRECTOR OF PLANNING-Dianne Morris

- Recently attended the *Oregon Planning Institute* and discussed some of the topics
- Discussed future training by DLCD (Department of Land and Conservation Department). It will be held in Gold Beach but the date is not definite. The commissioners will be notified of when the date is announced.
- Attended *Erosion Control* held on Saturday, the 29th. It was well attended with over 50 participants. DEQ gave a presentation and discussed 1200C permits.

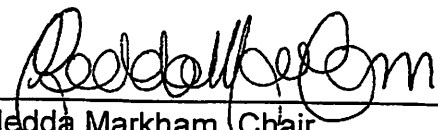
COMMISSIONERS COMMENTS

None.

ADJOURNMENT:

With no further business before the Planning Commission, the meeting closed 7:47 p.m.

Respectfully submitted,


Hedda Markham, Chair
(approved at 11-6-07 meeting)

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
September 27, 2007

CALL TO ORDER

Chair Tony Parrish called the meeting to order at 7:00 pm followed by the Pledge of Allegiance.

ROLL CALL

Commissioners present: Michelle Benoit, Patricia Brown, Frances Hartmann, Don Vilelle & Chair Tony Parrish

Commissioners absent: Hayley Farr - Hayley has missed three consecutive meetings unexcused, referred to city council to vacate position. Elizabeth Grodin has formally resigned.

Others present: Jan Willms, City Councilor, John Cowan, Public Works Director.

APPROVAL OF MINUTES

- A. A motion was made by Commissioner Vilelle to approve the minutes of August 23, 2007 as written; the motion was seconded and the Commission voted, the motion carried unanimously.

PUBLIC APPEARANCES

None

REGULAR AGENDA

- A. Change of November & December meeting dates. Because of holidays, the November meeting was changed to November 29th and the December meeting to December 20th.

INFORMATION UPDATES/DISCUSSION ITEMS

- A. Easy Manor Park Update – Commissioner Brown presented a review of the Easy Manor Park Ice Cream Social. Over 100 parents and children attended enjoying ice cream and games. A presentation was given on the playground equipment and play areas. Possibly a volunteer neighborhood steering committee can be established to help attain funding for new playground equipment. The next subcommittee meeting will be October 5th at 2:30 to review the comment cards submitted at the ice cream social.
- B. John Cowan reviewed proposed changes in the Park Use Rules & Regulations application form. Discussion pursued and clarification made regarding proposed changes including sign posting, leashing of pets, park damage, conflicts of use, Bankus Park regulations and regulation enforcement. Commissioners suggested a sign with park rules be installed.
A motion was made by Commissioner Vilelle to approve the proposed Park Use Rules and Regulations Application form as presented; the motion was seconded and the Commission voted, the motion carried unanimously.
- C. Sudden Oak Death Park Update – John Cowan advised the commission of the current schedule and procedure by the Department of Forestry for removal of affected trees from Azalea Park. Signage has been put in place advising of Sudden Oak Death. The herbicide treatment has been done and ODF will be back in approximately two weeks to begin the burning/removal of the infected Tanoak trees. Four fir trees that were dead and a danger have been removed along with two fir trees adjacent to Lundeen Lane which were removed by Coos Curry Electric Contract crew. ODF is looking into a contractor to apply the AGRIPHOS fungicide to the trees around the gazebo that we are trying to save and not yet infected. ODF will also be checking trees in Stout Park for signs of the disease.

COMMISSIONER REPORTS/COMMENTS

Commissioner Vilelle – Nature's Coastal Holiday not meeting yet; Azalea Park Foundation meeting did not have a quorum for the September meeting.

Commissioner Hartmann attended the community wide Sudden Oak Death informational meeting held at the library and appreciated the information that was provided to the public.

Commissioner Brown appreciates being kept informed of the Sudden Oak Death circumstances and the affects it is having on the park and community.

Chair Parrish was contacted regarding the donation of a 30' flagpole at the Azalea Park Bandshell. The matter was tabled until the next meeting for further discussion. Stout Mountain Railroad progressing, have sold sponsorship buildings to several local businesses.

Public Works Director John Cowan advised that the new bandshell cover will be replaced by the company because of the two tone fabric used when making it.

ADJOURNMENT

With no further business before the Commission, the meeting was adjourned at 8:07 p.m.

Respectfully submitted,



Tony Parrish, Chair

(approved at October 25, 2007 meeting)

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
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10/07	10/05/2007	58061	146	Bay West Supply, Inc	10-00-2005	409.35
10/07	10/05/2007	58062	1522	Blumenthal Uniforms	10-00-2005	280.75
10/07	10/05/2007	58063	714	Brookings Signs & Graphics	10-00-2005	324.00
10/07	10/05/2007	58064	313	Brookings Vol Firefighters	10-00-2005	2,083.33
10/07	10/05/2007	58065	149	Carpenter Auto Center	10-00-2005	287.87
10/07	10/05/2007	58066	1840	Chetco Federal Credit Union	10-00-2005	3,330.00
10/07	10/05/2007	58067	822	Coast Auto Center	10-00-2005	90.72
10/07	10/05/2007	58068	1745	Coastal Paper & Supply, Inc	10-00-2005	205.69
10/07	10/05/2007	58069	183	Colvin Oil Company	10-00-2005	2,902.01
10/07	10/05/2007	58070	182	Coos-Curry Electric	10-00-2005	15,458.33
10/07	10/05/2007	58071	151	Curry Coastal Pilot	10-00-2005	15.59
10/07	10/05/2007	58072	185	Del Cur Supply	10-00-2005	287.65
10/07	10/05/2007	58073	575	DELL Computer Corp	10-00-2005	464.35
10/07	10/05/2007	58074	316	Donald & Roberta Chandler	10-00-2005	548.00
10/07	10/05/2007	58075	2117	Edge Wireless	10-00-2005	453.87
10/07	10/05/2007	58076	298	Freeman Rock, Inc	10-00-2005	712.00
10/07	10/05/2007	58077	119	Gall's Inc	10-00-2005	81.56
10/07	10/05/2007	58078	2882	Globalstar USA	10-00-2005	72.88
10/07	10/05/2007	58079	1116	Grundfos CBS Inc	10-00-2005	2,502.00
10/07	10/05/2007	58080	568	IAPE	10-00-2005	275.00
10/07	10/05/2007	58081	4010	Jadinne Fangman	10-00-2005	55.94
10/07	10/05/2007	58082	3571	Jan Willms	10-00-2005	55.30
10/07	10/05/2007	58083	3994	John T Harrell	10-00-2005	539.53
10/07	10/05/2007	58084	2834	Kelby McCrae	10-00-2005	179.80
10/07	10/05/2007	58085	3726	Kennedy/Jenks Consultants Inc	10-00-2005	6,499.71
10/07	10/05/2007	58086	328	Les Schwab Tire Center	10-00-2005	362.92
10/07	10/05/2007	58087	1127	Lyle Signs Inc	10-00-2005	356.82
10/07	10/05/2007	58088	155	Mory's	10-00-2005	59.50
10/07	10/05/2007	58089	283	Mufflers & More	10-00-2005	499.00
10/07	10/05/2007	58090	870	Noah Bruce	10-00-2005	17,500.00
10/07	10/05/2007	58091	1330	Northwest Uniforms, Inc	10-00-2005	112.59
10/07	10/05/2007	58092	2993	O'Donnell Plumbing Inc.	10-00-2005	584.03
10/07	10/05/2007	58093	3561	Oil Can Henry's	10-00-2005	75.30
10/07	10/05/2007	58094	311	Paramount Supply Company	10-00-2005	1,684.52
10/07	10/05/2007	58095	3634	Pollard Water.com - East	10-00-2005	156.87
10/07	10/05/2007	58096	322	Postmaster	10-00-2005	720.00
10/07	10/05/2007	58097	1193	PRN Data Services, Inc	10-00-2005	3,500.00
10/07	10/05/2007	58098		Information Only Check	10-00-2005	.00 V
10/07	10/05/2007	58099	187	Quality Fast Lube & Oil	10-00-2005	128.13
10/07	10/05/2007	58100	199	Richard Harper	10-00-2005	300.00
10/07	10/05/2007	58101	169	Roto Rooter	10-00-2005	190.00
10/07	10/05/2007	58102	517	Santiam Emergency Equipment	10-00-2005	900.00
10/07	10/05/2007	58103	3093	Shelton-Turnbull Printers Inc	10-00-2005	249.96
10/07	10/05/2007	58104	2203	SOC	10-00-2005	95.00
10/07	10/05/2007	58105	380	Stadelman Electric Inc	10-00-2005	2,508.50
10/07	10/05/2007	58106	2738	Taser International	10-00-2005	450.00
10/07	10/05/2007	58107		Information Only Check	10-00-2005	.00 V
10/07	10/05/2007	58108	1396	The Lifeguard Store	10-00-2005	516.05
10/07	10/05/2007	58109	2586	TMG Services Inc	10-00-2005	195.38
10/07	10/05/2007	58110	3752	Trace Analytics Inc	10-00-2005	70.00
10/07	10/05/2007	58111	170	Umpqua Research Co	10-00-2005	647.00
10/07	10/05/2007	58112	990	United Parcel Service	10-00-2005	72.91
10/07	10/05/2007	58113	136	United Pipe & Supply Co Inc	10-00-2005	793.65
10/07	10/05/2007	58114	432	USA Bluebook	10-00-2005	45.34
10/07	10/05/2007	58115	1683	USDA - NFC	10-00-2005	7.72

M = Manual Check, V = Void Check

Check Register - Summary
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 Check Issue Date(s): 10/01/2007 - 10/31/2007

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
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10/07	10/12/2007	58118	3581	ALSCO	10-00-2005	102.60
10/07	10/12/2007	58119	138	Becco, Inc	10-00-2005	115.80
10/07	10/12/2007	58120	3996	Beery Elsner & Hammond LLP	10-00-2005	44.69
10/07	10/12/2007	58121	148	B-H Chamber of Commerce	10-00-2005	3,416.67
10/07	10/12/2007	58122	528	Caselle, Inc	10-00-2005	1,993.00
10/07	10/12/2007	58123	370	CCIS	10-00-2005	19,826.07
10/07	10/12/2007	58124	178	Chetco Pharmacy & Gift	10-00-2005	13.50
10/07	10/12/2007	58125	3834	Clean Sweep Janitorial Service	10-00-2005	700.00
10/07	10/12/2007	58126	195	Curry Transfer & Recycling	10-00-2005	596.15
10/07	10/12/2007	58127	166	Dan's Auto & Marine Electric	10-00-2005	111.41
10/07	10/12/2007	58128	317	DCBS - Fiscal Services	10-00-2005	557.13
10/07	10/12/2007	58129	2827	Dianne Morris	10-00-2005	30.00
10/07	10/12/2007	58130	3844	Donna Colby-Hanks	10-00-2005	30.00
10/07	10/12/2007	58131	3639	Gleaves Swearingen	10-00-2005	2,109.93
10/07	10/12/2007	58132	198	Grants Pass Water Lab	10-00-2005	155.10
10/07	10/12/2007	58133	154	Hagen's Dry Cleaners	10-00-2005	76.00
10/07	10/12/2007	58134	3915	Harrang/Long/Gary/Rudnick PC	10-00-2005	3,676.82
10/07	10/12/2007	58135	3655	Jim Failman	10-00-2005	215.82
10/07	10/12/2007	58136	578	John Cowan	10-00-2005	21.00
10/07	10/12/2007	58137		Information Only Check	10-00-2005	.00 V
10/07	10/12/2007	58138		Information Only Check	10-00-2005	.00 V
10/07	10/12/2007	58139		Information Only Check	10-00-2005	.00 V
10/07	10/12/2007	58140	162	VOID - Kerr Hardware	10-00-2005	.00
10/07	10/12/2007	58141	137	LauraLee Gray	10-00-2005	186.10
10/07	10/12/2007	58142	4013	Lois Burda	10-00-2005	75.00
10/07	10/12/2007	58143	4014	Norman Creighton	10-00-2005	18,185.10
10/07	10/12/2007	58144	3159	Northcoast Health Screening	10-00-2005	135.00
10/07	10/12/2007	58145	252	Paramount Pest Control	10-00-2005	38.00
10/07	10/12/2007	58146	2974	Pat Sherman	10-00-2005	439.36
10/07	10/12/2007	58147	180	Ray's Food Place	10-00-2005	92.73
10/07	10/12/2007	58148	199	Richard Harper	10-00-2005	215.83
10/07	10/12/2007	58149	2426	SOC-ICC	10-00-2005	250.00
10/07	10/12/2007	58150	4015	The Oregonian	10-00-2005	383.54
10/07	10/12/2007	58151	142	Tidewater Contractors Inc	10-00-2005	540.39
10/07	10/12/2007	58152	179	Trew, Cyphers & Meynink	10-00-2005	3,217.00
10/07	10/12/2007	58153	861	Village Express Mail Center	10-00-2005	10.20
10/07	10/12/2007	58154	670	Western Equipment Distributors	10-00-2005	78.17
10/07	10/12/2007	58155	253	Xerox Corporation	10-00-2005	108.39
10/07	10/12/2007	58156	162	VOID - Kerr Hardware	10-00-2005	.00
10/07	10/12/2007	58157	162	Kerr Hardware	10-00-2005	1,119.56
10/07	10/16/2007	58158	1881	AFLAC	10-00-2005	288.50
10/07	10/18/2007	58159	100	Anchor Lock & Key	10-00-2005	19.90
10/07	10/18/2007	58160	4032	Broadway Inn	10-00-2005	54.09
10/07	10/18/2007	58161	3015	Charter Communications	10-00-2005	1,154.89
10/07	10/18/2007	58162	212	Chem Quip Inc	10-00-2005	109.56
10/07	10/18/2007	58163	822	Coast Auto Center	10-00-2005	18.53
10/07	10/18/2007	58164	183	Colvin Oil Company	10-00-2005	3,482.02
10/07	10/18/2007	58165	182	Coos-Curry Electric	10-00-2005	5,045.58
10/07	10/18/2007	58166	3375	CORRPRO Waterworks	10-00-2005	535.00
10/07	10/18/2007	58167	2542	Crystal Fresh Bottled Water	10-00-2005	83.50
10/07	10/18/2007	58168	151	Curry Coastal Pilot	10-00-2005	959.99
10/07	10/18/2007	58169	4022	Danielle & Brandon Smithers	10-00-2005	28.47
10/07	10/18/2007	58170	185	Del Cur Supply	10-00-2005	52.58
10/07	10/18/2007	58171	4023	Dwight Sexton	10-00-2005	68.94
10/07	10/18/2007	58172	3999	Ezekiel & Chelsea Harms	10-00-2005	61.84

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
10/07	10/18/2007	58173	153	Ferrellgas	10-00-2005	164.89
10/07	10/18/2007	58174	4024	Fred Birum	10-00-2005	14.98
10/07	10/18/2007	58175	269	Grainger	10-00-2005	18.08
10/07	10/18/2007	58176	167	Hach Company	10-00-2005	210.95
10/07	10/18/2007	58177	1699	Imagistics	10-00-2005	245.58
10/07	10/18/2007	58178	4012	INFOUSA City Directories	10-00-2005	98.80
10/07	10/18/2007	58179	4025	Jessica Hartwig	10-00-2005	29.01
10/07	10/18/2007	58180	4027	John Spear	10-00-2005	41.68
10/07	10/18/2007	58181	3586	Kenneth Ryan	10-00-2005	39.94
10/07	10/18/2007	58182	3514	KGS Northwest	10-00-2005	1,479.65
10/07	10/18/2007	58183	4031	VOID - La Quinta Inn & Suites	10-00-2005	.00
10/07	10/18/2007	58184	386	Lab Safety Supply Inc	10-00-2005	172.02
10/07	10/18/2007	58185	328	Les Schwab Tire Center	10-00-2005	139.68
10/07	10/18/2007	58186	299	Lorings Sporting Goods	10-00-2005	344.08
10/07	10/18/2007	58187	155	Mory's	10-00-2005	125.90
10/07	10/18/2007	58188	433	NCL of Wisconsin	10-00-2005	106.97
10/07	10/18/2007	58189	1330	Northwest Uniforms, Inc	10-00-2005	122.42
10/07	10/18/2007	58190	279	One Call Concepts, Inc	10-00-2005	31.50
10/07	10/18/2007	58191	3264	Pacific Electrical Contr Inc	10-00-2005	3,299.15
10/07	10/18/2007	58192	4028	Paul & Ruth McCloud	10-00-2005	20.37
10/07	10/18/2007	58193	866	Pitney Bowes Global Financial	10-00-2005	137.00
10/07	10/18/2007	58194	1029	Pitney Bowes Purchase Power	10-00-2005	68.40
10/07	10/18/2007	58195	187	Quality Fast Lube & Oil	10-00-2005	27.75
10/07	10/18/2007	58196	4029	Robin & Kelly Itzen	10-00-2005	96.19
10/07	10/18/2007	58197	169	Roto Rooter	10-00-2005	198.00
10/07	10/18/2007	58198	4026	Shelley Gepford	10-00-2005	17.23
10/07	10/18/2007	58199	380	Stadelman Electric Inc	10-00-2005	5,553.00
10/07	10/18/2007	58200	1115	Terry Murray	10-00-2005	44.00
10/07	10/18/2007	58201	142	Tidewater Contractors Inc	10-00-2005	1,133.75
10/07	10/18/2007	58202	170	Umpqua Research Co	10-00-2005	531.00
10/07	10/18/2007	58203	161	United Communications Inc	10-00-2005	1,518.93
10/07	10/18/2007	58204	136	United Pipe & Supply Co Inc	10-00-2005	104.64
10/07	10/18/2007	58205	4021	USDA - Forest Service	10-00-2005	7.74
10/07	10/18/2007	58206	991	Verizon Northwest	10-00-2005	543.01
10/07	10/18/2007	58207	4030	Vernon Patyk	10-00-2005	22.15
10/07	10/18/2007	58208	861	Village Express Mail Center	10-00-2005	6.12
10/07	10/26/2007	58209	483	Al Rosichelli	10-00-2005	203.80
10/07	10/26/2007	58210	4040	Alice Lindley	10-00-2005	86.48
10/07	10/26/2007	58211	4033	APHF	10-00-2005	25.00
10/07	10/26/2007	58212	496	APSCO	10-00-2005	90.07
10/07	10/26/2007	58213	630	AWWA	10-00-2005	322.00
10/07	10/26/2007	58214	2975	BatteryZone Inc	10-00-2005	95.91
10/07	10/26/2007	58215	4039	Bob Rentsch	10-00-2005	12.32
10/07	10/26/2007	58216	714	Brookings Signs & Graphics	10-00-2005	75.00
10/07	10/26/2007	58217	715	Budge McHugh Supply	10-00-2005	395.11
10/07	10/26/2007	58218	2364	C&S Fire-Safe Services	10-00-2005	135.00
10/07	10/26/2007	58219	149	Carpenter Auto Center	10-00-2005	206.28
10/07	10/26/2007	58220	370	CCIS	10-00-2005	324.91
10/07	10/26/2007	58221	193	Central Equipment Co, Inc	10-00-2005	107.57
10/07	10/26/2007	58222	212	Chem Quip Inc	10-00-2005	156.30
10/07	10/26/2007	58223	1686	Chetco Community PublicLibrary	10-00-2005	15.00
10/07	10/26/2007	58224	183	Colvin Oil Company	10-00-2005	3,262.07
10/07	10/26/2007	58225	182	Coos-Curry Electric	10-00-2005	1,259.25
10/07	10/26/2007	58226	4022	Danielle & Brandon Smithers	10-00-2005	69.37
10/07	10/26/2007	58227	2065	Daryn Farmer	10-00-2005	17.39
10/07	10/26/2007	58228	284	Day-Wireless Systems	10-00-2005	262.50
10/07	10/26/2007	58229	4047	Doug Owen	10-00-2005	100.78

M = Manual Check, V = Void Check

Check Register - Summary
 GL Posting Period(s): 10/07 - 10/07
 Check Issue Date(s): 10/01/2007 - 10/31/2007

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
10/07	10/26/2007	58230	4038	Dustin Rahming	10-00-2005	49.16
10/07	10/26/2007	58231	1747	E.D. Dirksen & Sons Inc	10-00-2005	1,228.93
10/07	10/26/2007	58232	4011	ECO Lab	10-00-2005	185.07
10/07	10/26/2007	58233	2117	Edge Wireless	10-00-2005	195.68
10/07	10/26/2007	58234	3739	Equa-Chlor Marketing LLC	10-00-2005	6,550.57
10/07	10/26/2007	58235	2592	GFS Chemicals Inc	10-00-2005	150.51
10/07	10/26/2007	58236	4017	Girl Scout Troop 581	10-00-2005	50.00
10/07	10/26/2007	58237	269	Grainger	10-00-2005	1,036.48
10/07	10/26/2007	58238	167	Hach Company	10-00-2005	59.34
10/07	10/26/2007	58239	131	HGE, Inc	10-00-2005	22,606.92
10/07	10/26/2007	58240	4018	His Haven of Hope	10-00-2005	250.00
10/07	10/26/2007	58241	1699	Imagistics	10-00-2005	171.90
10/07	10/26/2007	58242	4019	J H & Son Painting	10-00-2005	60.00
10/07	10/26/2007	58243	616	John Adams	10-00-2005	45.00
10/07	10/26/2007	58244	4045	John Barbic	10-00-2005	50.76
10/07	10/26/2007	58245	4044	John Johnson	10-00-2005	29.87
10/07	10/26/2007	58246	3726	Kennedy/Jenks Consultants Inc	10-00-2005	3,049.98
10/07	10/26/2007	58247	3678	Kenneth Manuele	10-00-2005	296.00
10/07	10/26/2007	58248	3586	Kenneth Ryan	10-00-2005	63.69
10/07	10/26/2007	58249	4042	Keven Traum	10-00-2005	30.08
10/07	10/26/2007	58250	328	Les Schwab Tire Center	10-00-2005	188.50
10/07	10/26/2007	58251	4041	Marie Tooch	10-00-2005	1.87
10/07	10/26/2007	58252	2940	McLennan Contractors LLC	10-00-2005	13,148.91
10/07	10/26/2007	58253	283	Mufflers & More	10-00-2005	660.00
10/07	10/26/2007	58254	4046	Myrtle B Armstrong	10-00-2005	25.54
10/07	10/26/2007	58255	399	NENA	10-00-2005	120.00
10/07	10/26/2007	58256	4020	Oasis Shelter	10-00-2005	500.00
10/07	10/26/2007	58257	426	Oregon Apparatus Repair Inc	10-00-2005	13,938.54
10/07	10/26/2007	58258	695	P & S Construction Co, Inc	10-00-2005	150.00
10/07	10/26/2007	58259	187	Quality Fast Lube & Oil	10-00-2005	34.75
10/07	10/26/2007	58260	4035	S. OR Sterling Parts & Srv Inc	10-00-2005	36.50
10/07	10/26/2007	58261	4037	Saylor Engravers	10-00-2005	10.00
10/07	10/26/2007	58262	4043	Sharlisa R Caskey	10-00-2005	11.77
10/07	10/26/2007	58263	4026	Shelley Gepford	10-00-2005	39.63
10/07	10/26/2007	58264	3093	Shelton-Turnbull Printers Inc	10-00-2005	374.10
10/07	10/26/2007	58265	3819	Stancil Solutions	10-00-2005	612.15
10/07	10/26/2007	58266	3872	Staples Business Advantage	10-00-2005	113.57
10/07	10/26/2007	58267	142	Tidewater Contractors Inc	10-00-2005	259.56
10/07	10/26/2007	58268	170	Umpqua Research Co	10-00-2005	1,870.50
10/07	10/26/2007	58269	136	United Pipe & Supply Co Inc	10-00-2005	517.10
10/07	10/26/2007	58270	861	Village Express Mail Center	10-00-2005	16.41
10/07	10/26/2007	58271	686	Worlton Auto Body	10-00-2005	1,177.42
10/07	10/26/2007	58272	301	Woudstra Concrete Finishing	10-00-2005	18,615.68
10/07	10/30/2007	58273	145	EBS Trust	10-00-2005	33.20
10/07	10/30/2007	58274	144	OR Teamster Employers Trust	10-00-2005	14,926.08
10/07	10/30/2007	58275	189	OR Teamster Employers Trust	10-00-2005	13,060.32
10/07	10/30/2007	58276	3433	OR Teamster Employers Trust	10-00-2005	17,724.72
10/07	10/30/2007	58277	214	Regence Life & Health Ins	10-00-2005	283.50
10/07	10/30/2007	58278	213	Teamsters Local Union 223	10-00-2005	691.00
10/07	10/30/2007	58279	3404	Teamsters Local Union 223	10-00-2005	920.00
Totals:						304,045.60