

AGENDA
City of Brookings
Common Council Meeting
Brookings City Hall, Council Chamber
898 Elk Drive, Brookings, Oregon
Monday, August 14, 2006 , 7:00 p.m.

A meeting of the Urban Renewal Agency will convene immediately following the meeting of the Common Council.

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Ceremonies/Appointments/Announcements
 - A. Announcements –
 - 1. *Yard of the Month* – Sheldon & Gro Lent, 520 Redwood Avenue [pg. 5]
 - 2. *Most Improved Property*– Chuck & Stephanie Boren, 331 Railroad Street [pg.6]
 - 3. *Commercial Property* – Pancho's, 1136 Chetco Avenue [pg. 7]
- V. Scheduled Public Appearance
 - A. ODOT presentation on the Constitution Way Traffic Congestion Migration Study – *Thomas Guevara, Project Leader (Region 3 Planning)* [pg. 9]
- VI. Oral Requests and Communications from the Audience
 - A. Committee and Liaison reports
 - 1. Chamber of Commerce
 - 2. Council Liaisons
 - B. Public Comment – limited to a maximum of 5 minutes per person
A public comment card, located near the southern council door, must be completed and turned into the Administrative Assistant prior to the beginning of the meeting or prior to approaching the podium to speak.
- VII. Regular Agenda
 - A. Discussion and possible action on staff report/proposal by League of Women Voters to provide water conservation education programs for the City of Brookings – *Dale Shaddox, City Manager* [pg. 23]
 - B. Discussion and possible action on proposal to sponsor the Watercolor Society of Oregon with an allocation of \$50.00 from the general fund for this purpose - *Mayor Sherman* [pg.25]
 - C. Purchase recommendation for Brush Cutter - *Don Wilcox, Public Works Director* [pg. 29]

- D. Construction Contract Award of 5th Street Public Improvements Project – *Don Wilcox, Public Works Director* [pg. 31]

VIII. Consent Calendar

- A. Approval of Council Meeting Minutes
 - 1. Meeting of July 24, 2006 [pg. 35]
- B. Acceptance of Planning Commission Minutes
 - 1. Meeting of July 11, 2006 [pg. 39]
- C. Approval of vouchers for month of July, 2006 (\$1,056,807.85) [pg. 43]

IX. Remarks from Mayor and Councilors

- A. Council
- B. Mayor

XII. Adjournment to Meeting of Urban Renewal Agency

**URBAN RENEWAL AGENCY
REGULAR MEETING**

To follow immediately after the Common Council Meeting

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of minutes for meeting of: June 26, 2006 [pg. 49]
- IV. Regular Agenda
 - A. Discussion and possible funding approval on Facade Improvement Program application by Yvonne Moirano for the Gallery Restaurants located at 515 Chetco Avenue. *Dale Shaddox, City Manager* [pg. 51]
 - B. Discussion and possible funding approval on Facade Improvement Program application submitted by Coos-Curry Electric Cooperative for property located at 805 and 815 Railroad Street. *Dale Shaddox, City Manager* [pg. 55]
- VI. Adjournment

EVENTS

August 2006

August 2006							September 2006						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
	August 1	2	3	4	5
	8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palic 7:00pm CC-Planning Commssn	10:00am CC- Site Plan Com 11:00am ODOT Chetco Avenue 1:30pm CC-Land 6:00pm CC - BHEF More Items...	9:00am CC-Crm Stoppers 3:00pm CC SafetyComMtg Kathy Dunn	8:30am CC - Cove Project	
7	8	9	10	11	12
9:30am CC- VIPS/Volunteers in Police Service/Marvin Parker 7:00pm FH-FireTng/ChShrp (Fire Hall)	10:00am CC-Brookings Rural Fire District-Michael Zoretich -412-1456	10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC Land Development Code committee	3:00pm CC Urban Renewal Advisory Committee		10:00am CC - Safety City 4:00pm 2nd Saturday Art
14	15	16	17	18	19
7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palic 7:00pm CC Planning Commssion meeting	10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC Land Development Code 7:00pm CC -Traffic Safety	10:00am CC - CARS meeting 1:00pm CC-Municipal Court 2:00pm CC - Citizens for Emergency Preparedness		8:00am CC - Fire Codes Class
21	22	23	24	25	26
9:30am CC-VIPS/Volunteers in Police Service-BPalicki 7:00pm FH-FireTng/ChShrp (Fire Hall)		10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC Land Development Code committee	9:00am CC - Pre-app for Lucky Lane 10:00am CM - Bill Sharp- general 7:00pm CC-Parks & Rec		CC Traffic School with Marvin
28	29	30	31		27
7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg		10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC Land Development Code committee	10:00am CC - CARS Mtg		

CC - Council Chambers
 FH = Fire Hall
 CM = City Manager's Office
 AZ = Azalea Park
 BC = Bud Cross
 SP = Stout Park

8/10/2006 10:04 AM

PARKS

August 2006

August 2006							September 2006						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
6	7	1	2	3	4	5	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
	August 1	2	3	4	5
	AZ - Extreme Tour concert				6
					12:00pm AZ AMF Cheeseburgers
7	8	9	10	11	12
					10:00am SP - Art in the Park
					13
					11:30am AZ AMF Here & Then
14	15	16	17	18	19
					AZ - Renaissance Faire
					20
21	22	23	24	25	26
			7:00pm CC - Parks & Rec Mtg. (Council Ch		
					27
					12:00pm AZ AMF Feruson Brothers
28	29	30	31		

CC - Council Chambers
 FH = Fire Hall
 CM = City Manager's Office
 AZ = Azalea Park
 BC = Bud Cross
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8/10/2006 10:08 AM

YARD OF THE MONTH

SHELDON & GRO LENT

520 REDWOOD STREET

Location—Brookings, Oregon

AUGUST, 2006

For Month and Year



August 11th, 2006

Pat Sherman, Mayor

Date

Dale Shaddox, City Manager



City of Brookings
898 Elk Drive
Brookings, OR 97415
(541) 469-2163

MOST IMPROVED PROPERTY OF THE MONTH

CHUCK AND STEPHANIE BOREN

331 RAILROAD STREET

Location, City of Brookings

AUGUST, 2006

For Month and Year

August 11th, 2006

Pat Sherman, Mayor

Date

Dale, Shaddox, City Manager



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



COMMERCIAL PROPERTY OF THE MONTH

PANCHO'S

1136 CHETCO AVENUE

Location, City of Brookings

AUGUST, 2006

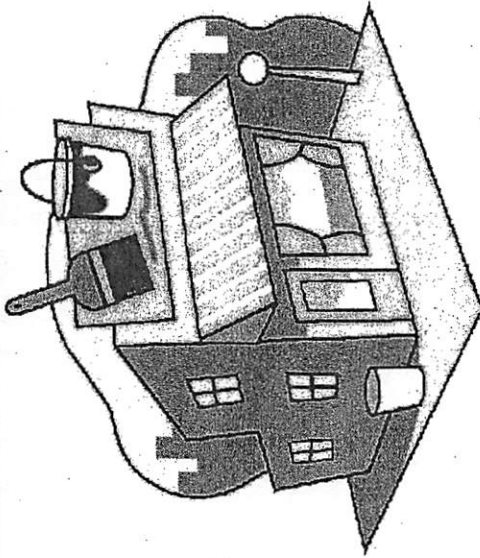
For Month and Year

August 11, 2006

Pat Sherman, Mayor

Date

Dale Shaddox, City Manager



CITY OF BROOKINGS
898 Elk Drive
Brookings, OR 97415
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City of Brookings
898 Elk Drive
Brookings, OR 97415



COUNCIL AGENDA REPORT

To: Mayor & City Council

From: Donna Colby-Hanks, Senior Planner *DC*

Date: August 7, 2006

Re: Constitution Area Refinement Study (CARS)

Subject: CARS for short-term, mid-term, and long-term solutions.

Recommendation: This presentation by Thomas Guevara, ODOT is for information.

Background /Discussion: The Project Development Management Team (PDMT), citizens of the community, and the Project Advisory Team (PAC) began meeting to discuss the development of a study to address problems and solutions to the Constitution Way/Highway 101 intersection in May, 2005. After months of meetings and discussions the team members have arrived with short-term, mid-term, and long-term solutions.

Financial Impact(s): None at this time.

City Manager Review and Approval for placement on Council Agenda:


Dale Shaddox, City Manager

STATE OF OREGON
Department of Transportation Region 3
Planning and Programming Unit
3500 NW Stewart Parkway
Roseburg, Oregon 97470
(541) 957-3692 FAX (541) 957-3547

INTEROFFICE MEMO
File Code:

Date: July 27, 2006

TO: Brookings C.A.R.S. PDMT and PAC

FROM: Thomas Guevara Jr., Project Leader
Region 3 Planning

SUBJECT: Final Tech Memo 7 – Planning Solutions and Cost Estimates

This task summarizes Tech Memo 6 project findings for the US 101/Constitution Way intersection, including Short-Term, Mid-Term and Long-Term Build Alternatives¹. All alternatives require moving the weigh station to US 101 between Benham Lane and Pedrioli Drive. The following alternatives² are presented for the US 101/Constitution Way intersection:

Short-Term Alternative 1 (10-Year Fix)

The study finds Short-Term Alternative 1 is an interim planning solution. Phase 1 requires a traffic signal at the US 101/Constitution Way intersection with minor roadway geometry changes. Phase 2 requires roadway improvements at the US 101/Oak Street and US 101/Alder Street intersections. Specifically, the Short-Term Alternative 1 requires (see Attachment A):

1. A traffic signal with a committed left-turn lane; a shared through-left turn lane; and channelized right-turn lane southbound on Constitution Way.
2. The weigh station moved to US 101 between Benham Lane and Pedroili Drive, replaced with a parking lot for the botanical gardens.
3. The weigh station access to US 101 closed, replaced with an access on Azalea Park Road to serve the botanical gardens parking lot.
4. The North Bank Road/Constitution Way intersection realigned to provide free-flow traffic movements with a T-intersection and stop sign at the Azalea Park Road/Constitution Way intersection.
5. A center-turn lane and northbound right-turn lane on US 101; and a left-turn lane on Oak Street at the US 101/Oak Street intersection.
6. Removal of the left-turn lane on Alder Street; and installation of a left-turn lane on US 101 at the US 101/Alder Street intersection.

1 – The build alternatives are designed to support future traffic generated by build-out of existing Comprehensive Plan and Zoning land uses in the study area, they do not account for potential growth from future Comprehensive Plan Amendments and/or Zone Changes in the N. Bank Road area.

2 - Tech Memo 6 ruled-out other potential planning solutions, such as local street network improvements and raised medians, for the US 101/Constitution Way intersection. The PDMT/PAC deemed these potential solutions as not viable solutions for the study area.

Standardized Intersection
w/ Optional Azalea Drive
Alignment

Short-Term Alternative for Brookings C.A.R.S. (Phase 1)

North Brooks Road

Optional Alignment

16.25° Curve

Chetco Bridge

Oregon Coast Highway

Oregon Coast Highway

CONCEPTUAL DESIGN FOR PLANNING PURPOSES ONLY

Short-Term Alternative
for Brookings C.A.R.S.
(Phase 2)

Dak Street

Or Alder Street

CONCEPTUAL DESIGN FOR PLANNING PURPOSES ONLY

17.2.24.106

17.2.24.106

The Short-Term Alternative 1 will support 10+ years of normal background traffic growth before the Highway Design Manual (HDM) standard of 0.75 Volume-to-Capacity (V/C) is exceeded. New development projects in the North Bank Road area will need to be consistent with the normal background traffic growth trends to avoid further degrading transportation facilities in the study area (see Oregon Highway Plan (OHP) Policy 1.F.6). For example:

- The US 101/Constitution Way signalized intersection is expected to perform at a 0.61 V/C with a Level of Service (LOS) B in Year 2010; and degrade to a 0.90 V/C with a LOS C in Year 2030.
- The US 101/Oak Street signalized intersection is expected to perform at a 0.69 V/C with a LOS B in Year 2010; and degrade to a 0.91 V/C with a LOS C in Year 2030.
- The US 101/Alder Street unsignalized intersection is expected to perform at 0.34 V/C with a LOS C in Year 2010; and degrade to a 1.86 V/C with a LOS F in Year 2030.
- The Constitution Way/North Bank Road intersection is expected to perform at 0.40 V/C with a LOS B in Year 2010; and degrade to a 0.66 V/C with a LOS C in Year 2030.

The estimated cost for the Short-Term Alternative recommended improvements is \$3.7 million (Year 2006 dollars – this cost estimate will have to be inflated for the actual construction year). The US 101 at Constitution Way 2006-2009 STIP project will implement approximately \$2 million of intersection improvements, leaving an approximately \$1.7 million short-fall to implement the remaining Short-Term Alternative improvements. Additional project funds, from local funding sources and/or private proportionate-share contributions, are needed to make-up the funding short-fall (see Tech Memo 8).

Recommendation: The Short-Term Alternative 1 is a viable planning solution that meets most of the Project Development Management Team (PDMT) evaluation criteria (e.g. traffic and pedestrian safety) outlined in Tech Memo 1. The 2006-2009 STIP project should install as many intersection improvements as are consistent with the Short-Term Alternative recommended improvements. The PDMT/PAC recommends that Short-Term Alternative priority improvements 1-8 be constructed as one (1) project (see Attached Short-Term Alternative table).

Any remaining Short-Term Alternative improvements, not constructed as part of the 2006-2009 STIP project, should be implemented by local funding sources and/or private proportionate-share contributions as new development occurs in the study area. Further, the City and County should pursue a long-term planning solution, adequate to support future growth in the study area, before the Short-Term Alternative 1 improvements are exhausted by normal background traffic growth.

Short-Term Alternative 2 (20+ Year Build-Optional)

The study finds the Short-Term Alternative 2 to widen US 101 to a seven-lane cross-section (i.e. 3 lanes in each direction with a center turn lane) in downtown Brookings is not a viable build scenario. Widening US 101 to seven lanes is expected to bring all US 101 intersections in the study area below the HDM standard in Year 2030. This alternative is designed to add to Short-Term Alternative 1, and assumes all improvements at the US 101/Constitution Way, US 101/Alder Street and US 101/Oak Street intersections are constructed.



WATER TOWER

Long-Term (Optional) Alternatives for Brookings County Overcrossing

Overcrossing Option w/ Optional Aaleda Drive Alignment

16.25° Curve

Optional alignment

Cherco Bridge

Brookings Coast Highway

CONCEPTUAL DESIGN FOR PLANNING PURPOSES ONLY

Brookings County Planning Commission May 2010

The City's Transportation System Plan (TSP) planned improvements for US 101 and the Downtown Brookings: Highway 101 Transportation Solutions Project Alternative 5 propose to keep US 101 as four lanes (i.e. two lanes in each direction); left-turn pockets at Pacific Avenue, Mill Street, Wharf Street, Fern Avenue, Oak Street and Alder Street intersections; a raised median in segments that do not have a left-turn pocket; and remove on-street parking.

Recommendation: The Short-Term Alternative 2 is not consistent with the City's TSP or Downtown Brookings—Highway 101 Transportation Solutions Project Alternative 5. This build alternative is not a viable planning solution, and will not be forwarded for consideration in the draft study.

III. Mid-Term Alternative (20+ Year Fix)

The study finds the Mid-Term Alternative to construct a grade-separated facility and a connection between Spruce Drive and Bridge Street meets the HDM standard well beyond Year 2030. It proposes two grade-separated design options: (1) an under-crossing solution estimated at \$12,000,000.00; and (2) an over-crossing solution estimated at \$24,000,000.00 (see Attachment B).

This alternative is expected to bring all US 101 intersections in the study area below the HDM standard in Year 2030. A grade-separated facility will make the US 101/Constitution Way intersection a right-in/right-out traffic movement, and maintain US 101 two (2) through lanes in each direction with diverge and merge segments at the US 101/Constitution Way intersection. This alternative further includes: a roundabout at the Constitution Way/Azalea Park Road intersection; an access to properties along the Chetco River; and a new road connecting Bridge Street and Spruce Street to alleviate traffic pressure at US101/Oak Street and US 101/Alder Street intersections.

The Mid-Term Alternative will support 20+ years of normal background traffic growth before the HDM standard of 0.75 V/C is exceeded. More importantly, it provides additional capacity for new developments in the North Bank Road area. For example:

- The US 101/Constitution Way grade-separated facility is expected to perform at a 0.35 V/C with a LOS B in Year 2010; and degrade to a 0.53 V/C with a LOS B in Year 2030.
- The US 101/Oak Street signalized intersection is expected to perform at a 0.60 V/C with a LOS B in Year 2010; and degrade to a 0.87 V/C with a LOS C in Year 2030.
- The US 101/Alder Street unsignalized intersection is expected to perform at 0.31 V/C with a LOS B in Year 2010; and degrade to a 0.44 V/C with a LOS C in Year 2030.
- The Constitution Way/North Bank Road intersection is expected to perform at 0.33 V/C with a LOS A in Year 2010; and degrade to a 0.55 V/C with a LOS A in Year 2030.

The study finds the estimated cost (i.e. \$12 million for an under-crossing and \$24 million for an over-crossing – though these estimates must be inflated to the year of construction) to construct a grade-separated facility at the US 101/Constitution Way intersection is cost prohibitive for the 2006-2009 STIP cycle. Local funding sources and/or private proportionate-share contributions may be needed fund this project (see Tech Memo 8). Additionally, a grade-separated facility near the Chetco River Bridge will require a fair level of environmental analysis to identify a preferred build alternative. A National Environmental Policy Act (NEPA) environmental study is a two (2) year process that will cost approximately \$1 million above and beyond the estimated project cost.

Recommendation: The Mid-Term Alternative is not a viable planning solution at this time. It requires further detailed analysis as part of: (1) the TSP; (2) NEPA classification; and (3) an Oregon Transportation Commission (OTC) adopted Facility Refinement Plan before a final build alternative is selected. Completion of these planning processes is necessary to select, fund and construct a grade-separated facility at the US 101/Constitution Way intersection. The City and County should pursue these planning efforts, as soon as possible, before the Short-Term Alternative 1 intersection improvements are exhausted by normal background growth.

IV. Long-Term Alternative (30+ Years Fx)

The study brainstormed two hypothetical long-term build alternatives (i.e. Chetco River Bridge crossing and system-wide transportation improvements) for the US 101/Constitution Way intersection. A "Big Picture" modeling analysis was conducted to assess potential transportation benefits. The study finds that the magnitude of the hypothetical build alternatives could not be fully analyzed without a comprehensive transportation network analysis. Full detailed design analysis is needed to determine the overall transportation benefits for the US 101/Constitution Way intersection.

The hypothetical modeling analysis finds that:

- 25% of the existing US 101 traffic would use a second Chetco River Bridge crossing linking Railroad Street to the Brookings-Harbor area. This connection allows local traffic to bypass the US 101/Constitution Way intersection.
- Only 5% percent of the existing traffic on US 101 would use a second Chetco River Bridge linking North Bank Road to the Brookings-Harbor area. This network connection does not directly benefit the US 101/Constitution Way intersection.
- Substantial planning and design would have to accompany a hypothetical build alternative that re-routes US 101 traffic through the local street network.

Recommendation: The hypothetical Long-Term Alternative is not a viable planning solution at this time. It requires further detailed analysis as part of: (1) the TSP; (2) NEPA classification; and (3) an OTC adopted Facility Refinement Plan before a final build alternative is selected as a project. Completion of these planning processes is necessary to select, fund and construct the preferred build alternative. The City and County should pursue these planning efforts, as soon as possible, and before the Short-Term Alternative 1 intersection improvements are exhausted by normal background traffic growth.

ATTACHMENT "A"

Short-Term Alternative for Brookings C.A.R.S.

10+ Years Capacity

(Year 2010 to Year 2020 HDM V/C 0.75) - (1)

Estimated Total Cost for All Improvements - (2):	\$ 3,700,000.00
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Priority - (3)	Description: Intersection Improvement, Replace Weigh Station
1	Relocate Weigh Station to US 101 between Benham and Pedroli Lane
2	Close Weigh Station Access to US 101
3	Install Parking Lot for Garden Club with Access to Old County Road
4	Install Traffic Signal @ Constitution Way/US 101 intersection
5	Add Left Turn Lane and Shared Thru/Right Lane on Bridge St.
6	Realign N. Bank Rd./Constitution Way Intersection to a T-intersection; Remove 2 Stop Signs - (4)
7	Install 1 Stop Sign @ Old County Rd./Constitution Way Intersection
8 (5)	Add Dual Left Turn Lanes with a Shared Thru/Right Lane on Constitution Way
9	Add Center Turn Lane on US 101 @ Oak St. Intersection
10	Add Left Turn Lane on Oak Street
11	Add NB Right Turn Lane on US 101 @ Oak St. Intersection
12	Eliminate Left Turn Lane on Alder St.
13	Add Left Turn Lane on US 101 @ Alder St. Intersection

(1) - US 101/Constitution Way Intersection exceeds 0.90 V/C in Year 2030. The build alternative is designed to support development consistent with the Comprehensive Plan and Zoning land uses

(2) - Year 2006 Dollars will need to be inflated for actual construction year

(3) - ODOT Planning recommendation for prioritization

(4) - Operation improvement not needed for Year 2030 HDM capacity

(5) - Phase 1 improvements 1 thru 8 should be installed as 1 project to provide 10 years of capacity

(6) - Phase 2 improvements 9 thru 13 are needed to provide 15 years of capacity

Attachment "B"
US 101 at Constitution Signal Option

Brookings C.A.R.S.
 Short-Term Alternative Scoping
 Brian Sheedel 6/26/2006

Item	Quantity	Unit	Unit Price	Cost
HMAC	755.2	TON	\$35.00	\$26,432.70
Oil in HMAC	43.0	TON	\$260.00	\$11,192.36
Tack	0.2	TON	\$240.00	\$53.76
Aggregate Base	2100.0	TON	\$10.00	\$21,000.00
Earthwork	4000.0	CY	\$10.00	\$40,000.00
Surfacing Stabilization	500	SY	\$35.00	\$17,500.00
Sub grade Stabilization	5000.0	SY	\$15.00	\$75,000.00
Sub grade Geotextile	0.0	SY	\$1.25	\$0.00
Street Connection/ Asphalt Approach	5	EA	\$450.00	\$2,250.00
Signals - Includes Signal Approval	2	EA	\$250,000.00	\$500,000.00
Illumination		LS	\$45,000.00	\$45,000.00
Sidewalks	5000	FT2	\$4.00	\$20,000.00
Concrete Curb	2000	FT	\$11.00	\$22,000.00
Concrete Islands	1200	FT2	\$4.00	\$4,800.00
Adjust Guardrail	0	FT	\$4.00	\$0.00
End Terminals	0	EA	\$1,700.00	\$0.00
Guardrail Transitions	0	EA	\$2,000.00	\$0.00
Structures				
Major Structure		LS	\$0.00	\$0.00
Minor Structure		LS	\$0.00	\$0.00
Sign Bridge		EA	\$0.00	\$0.00
Retaining Walls		LS	\$0.00	\$0.00
Stripping	10000	LIN FT	\$1.25	\$12,500.00
Loops	All	LS	\$0.00	\$0.00
Sub Total Construction				\$797,728.82
Construction				
Traffic Control	10.00%			\$79,772.88
Mobilization	10.00%			\$79,772.88
Surveying	1.50%			\$50,000.00
Storm Drainage - Includes WQF	5.00%			\$39,886.44
Erosion Control	2.00%			\$15,954.58
Signing *Includes Access Mang.	5.00%			\$39,886.44
Landscaping	0.00%			\$0.00
AC Bonus	5.00%			\$1,881.25
Moving Weigh Station				\$315,000.00
Total Construction Biddable				\$1,419,883.89
Engineering & Contingencies				
Preliminary Engineering (P.E.)*	40.00%			\$567,953.32
Environmental	0.00%			\$43,610.00
Construction Engineering	0.00%			
Construction Contingencies	0.00%			
Public Relations	0.50%			\$7,099.42
Utilities Cost (District 8 RUS)				\$250,000.00
R/W (Land Purchase)				\$1,470,000.00
Total Project				\$3,768,546.03

AREA OF SURFACING	2" Wearing	4" Base	5" Detour	Ft²
				10000
				25000
				0

Sub grade Stabilization	20%	5000 SY
Surfacing Stabilization	5%	500 SY

Calc Factors
2.7SG
AC Factor 0.00614
Rock Factor 1.89

HMAC	(Area)ft²	(Depth, inches)			Factor	
Wearing	10,000	x 2	=	20,000.00	x 0.00614	= 123 Tons
Base	25,000	x 4	=	100,000.00	x 0.00614	= 614 Tons
Surfacing Stab	500	x 6	=	3,000.00	x 0.00614	= 18 Tons

Oil %				
0.057	x	755	=	43 Tons

Tack	(Area)ft²	Lifts		
35000	x	2	x	0.0000032 = 0 Tons

Base Agg	(Area)ft²	(Avg. Depth) ft	(Volume)ft³	Factor	
Shoulders	0	x 0.46	+ 27 = 0.00	x 1.89	= 0 Tons
New Work	25,000	x 1	+ 27 = 925.93	x 1.89	= 1750 Tons
Detour	0	x 0.6	+ 27 = 0.00	x 1.89	= 0 Tons
Sub grade Stab	5,000	x 1	+ 27 = 185.19	x 1.89	= 350 Tons

STATE OF OREGON

INTEROFFICE MEMO

Department of Transportation Region 3

Planning and Programming Unit
3500 NW Stewart Parkway
Roseburg, Oregon 97470
(541) 957-3692 FAX (541) 957-3547

File Code:

Date: July 27, 2006

TO: Brookings C.A.R.S. PDMT and PAC

**FROM: Thomas Guevara Jr., Project Leader
Region 3 Planning**

SUBJECT: Final Tech Memo 8 – Potential Funding Options

This task examines potential funding sources for Tech Memo 7 strategies. State and federal funding for Tech Memo 7 strategies is limited. Projects on the state highway system are not considered "planned" projects, to mitigate traffic impacts for development projects or land use actions, until the project is funded in the State Transportation Improvement Program (STIP).

Transportation improvements are funded by a wide variety of programs and sources at the state and local level. Potential funding sources are evaluated by two primary criteria: (1) financial capacity (i.e. Can the funding source pay for the improvement?); and (2) political acceptability (i.e. Is the funding source politically acceptable to the citizens?). The following funding options should be evaluated against these criteria:

City & County Capital Improvement Programs

- System Development Charges (SDCs) are used by local governments to allocate portions of the cost for constructing capital improvements onto new development projects that increase traffic demand on the transportation system. SDCs can be used to fund various transportation projects to mitigate traffic impacts.
- Local Improvement Districts (LIDs) are used by local governments to construct localized projects, such as streets, sidewalks or bikeways. Through the LIDs, the transportation improvement costs are generally spread-out among a group of property owners within a specific area.
- Developer Exactions are used by local governments to require new developments to contribute a proportionate share for constructing capital improvements to mitigate their traffic impacts on the transportation system. Developer Exactions can be applied only to development projects that have a rational nexus to a specific capital improvement.
- Property Taxes have been the primary revenue source of local governments to fund capital improvements. However Measures 5 and 47 have forced local governments to search for alternative funding sources.

- Annual Franchise Fees paid by public utilities can be used by local governments for right-of-way acquisitions.
- Utility Fees charge businesses and residences a fee for use of streets based on the amount of use typically generated by each type of land use, and such fees are not subject to Measure 5.
- State Gas Taxes, License Fees, and Vehicle Weight/Mile Taxes are allocated by the State to local governments for road construction and maintenance projects. The State collects these fees and distributes a portion of revenue to local governments through an allocation formula that is based on population.
- Local gas taxes are used by local governments to levy additional gas taxes, but must be dedicated to street-related improvements and maintenance with the jurisdiction.
- Federal Timber receipts expire in September 2006. These funding sources should be re-evaluated upon renewal of the program.
- Public Lands Highway Discretionary Program is to improve access to and within federal lands. Any kind of transportation project eligible for assistance under Title 23 U.S.C. that is within, adjacent to, or provides access to Federal public land areas is eligible for this program. No local match is required.

Funding Strategy Recommendation

The City and County should explore developing an "Infrastructure Financial Plan" that looks at securing a variety of Local, State and Federal funds for transportation projects. Packaging these types of funds, to complement State Gas Tax funds, can facilitate construction of better STIP projects in the community. More importantly, future STIP projects will no longer be limited by the allocated State Gas Tax funds, and will better serve future growth in the community. In the interim, the City and County are encouraged to secure Developer Proportion-Share Contributions and Federal Timber Receipts to construct transportation projects that mitigate traffic impacts in the community.

City of Brookings
898 Elk Drive
Brookings, OR 97415



COUNCIL AGENDA REPORT

To: Mayor & City Council (mtg. of 8/14/06)
From: City Manager
Date: August 3, 2006
Re: Proposal from League of Women Voters – Water Conservation Education Program

Subject: Proposed agreement between the City and League of Women Voters to conduct a water conservation education program

Recommendation:

It is recommended that the City approve a motion to accept the proposal from the League of Women Voters and authorize the Mayor to sign a letter agreement between the League of Women Voters and the City to conduct a water conservation education program as described in the proposal for a cost not to exceed the budgeted amount of \$20,000.

Background /Discussion:

During the annual budget process the City Council approved an appropriation of \$20,000 for the purpose of developing and conducting a water conservation education program in the Brookings community. This addresses a need for the community to recognize that water is a limited and precious resource that is being impacted by continued growth in the region.

Protecting this resource by engaging in water conserving activities such as low water demand landscaping, low flow fixtures in our houses and time-of-day use strategies can have a positive significant effect on our water supply and use patterns.

The League of Women Voters has adopted this important subject as part of its work plan, and now have submitted the attached proposal to provide educational services for the City.

Financial Impact(s):

The FY 2006/07 budget includes a \$20,000 appropriation from the Water Fund to conduct this program. The proposal from the League of Women Voters is in the amount of \$20,000 (\$18,000 for supplies and expenses plus a \$2,000 fee) to conduct the program. This is a good bargain considering the previous work the League has completed in evaluating regional water issues, and the quality/experience of the League membership to be engaged in this work.

City Manager Review and Approval for placement on Council Agenda:

Dale Shaddox, City Manager



The League of Women Voters of Curry County
206 Schooner Bay Drive, Brookings, OR 97415

August 1, 2006

Dale Shattuck, City Manager
898 Elk Drive
Brookings, Oregon 97415

Dear Mr. Shattuck:

The League of Women Voters of Curry County (LWVCC) would like to work together with city staff and community organizations to promote water conservation education measures for Brookings.

Funding was recently set aside by the Brookings Common Council to be used for water conservation education measures. The LWVCC proposes that our organization be given the responsibility for setting up these measures, with approximately \$18,000 to pay expenses and ten per cent paid to LWVCC for providing the expertise and manpower to do this project

Our League is well known for its thoroughness and dedication to community education. Studies we have done (most recently the water study update) demonstrate our skills and expertise in research, ability to work with governmental and community groups, and community outreach

Suggested activities include:

1. Research water conservation measures instituted by similar cities and towns in Oregon and California to obtain information and background material
2. Distribute information and 'low-flow' kits to residential and commercial water users in Brookings.
3. Hold town hall meetings to focus on water conservation techniques
4. Use closed circuit television and classes at SWOCC to provide 'water wise' gardening series and xeriscape landscaping
5. Host a booth at community events with information about water conservation and low water use landscaping
6. Put together a series of 'water use tips' display ads for local media
7. Compile a 'fact' sheet on water issues and uses which could be posted on the city web page, made available through door-to-door canvassing and to city hall walk-ins who pay bills.
8. Use city website to conduct a water poll or access point for questions asked as well as links to conservation publication and OWRD sites.

We will be happy to elaborate on our proposal if you desire further information. We appreciate your consideration of our application.

Sincerely,

Mary Lu Milstone
Mary Lu Milstone, President

League of Women Voters of Curry County

412-8753
mike@lwvcc.com

City of Brookings – Administrative Office
898 Elk Drive
Brookings, OR 97415
(541) 469- Fax: 469-3650
@brookings.or.us
www.brookings.or.us



Memo

To: Mayor and City Council (mtg. of 8/14/06)
From: City Manager
Date: August 14, 2006
Re: League of Women Voters Proposal – Withdrawn for now

This agenda item proposal from the League of Women Voters has been withdrawn by them for further development of the details of the scope of work they are proposing.

Therefore, consider this item removed from tonight's agenda.

They have indicated that after meeting internally to discuss the proposal in more detail later in August , their intention is to resubmit a modified proposal in September.

*Horst Wolf – Watercolorist
17440 Bluff Drive, Brookings, OR 97415
541-412-8707 horstwolf@charter.net*

Dear Mayor, City Manager, Council Persons:

How would like to have the city of **Brookings** listed as a **Sponsor of the Arts** in the colorful Fall 2006 catalogue of the **Watercolor Society of Oregon (WSO)**? It does not cost an arm and a leg: a check of \$50 or \$100 will do.

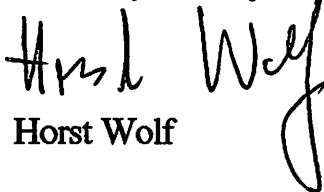
From 6 to 8 October Curry County will be the proud host of the 42nd annual Art Exhibit and Convention of the Watercolor Society of Oregon (WSO). This is the **first time ever WSO comes to the South Coast.**

WSO has over 800 artist members state wide. 6 of those live in Brookings, 8 in Gold Beach. I am one of those members, and I ask you kindly to consider donating price money (starting at \$50) for the winners of this art competition. Of the hundreds of works submitted, the 80 best will be displayed in the show and in the catalogue, and 20 will receive prizes and go on a 6-months tour of galleries and public buildings of our state.

The donors will be listed in a colorful Exhibit Catalogue, which is distributed to all members and travels with the show. Donors will also be recognized at the award presentation on 7 October in Gold Beach.

Curry County's WSO members are working hard to make this event a success. Usually about 200 people attend the convention, book hotel rooms, eat in local restaurants and go shopping in local stores, a welcome addition to the tourist traffic that usually dwindles this time of year.

Thanks you for your attention. Call or e-mail me for questions,


Horst Wolf

RECEIVED

JUL 24 2006

Per 

PS: The WSO members in Brookings are: Liz James, Jay Mosby, Buzz Stuart, Audi Stanton, Dale Wells and Horst Wolf, who got stuck with soliciting donations.



**WATERCOLOR
SOCIETY OF
OREGON**

AWARDS PROGRAM

Founded in 1966, the Watercolor Society of Oregon is a statewide organization of more than 800 members. The primary activities of the organization are holding exhibitions of members' work and providing educational opportunities, both for the members and others interested in the creation and appreciation of the visual arts.

In order to encourage wider participation among the Oregon artists, we try to give approximately \$5,000 in awards for each competition. We ask for donations to the Awards program in the form of cash or gift certificates from our members, our friends and the business community. In addition, WSO has established a non-profit foundation, the WSO 100 Club, Inc. from which the interest is used for awards and education. This fund guarantees the same amount of funds for each show.

Your generous donation to the Awards program will help ensure quality watercolor exhibitions in the State of Oregon.

BUSINESS DONORS:

- ☐ Single Donor Award (\$100 minimum)
- ☐ Group Donor Award (\$50 minimum)
- ☐ Gift Certificate (\$25 minimum)

Amount : \$ _____
Amount : \$ _____
Amount : \$ _____

INDIVIDUAL DONORS:

- ☐ Single Donor Award (\$25 minimum)
- ☐ Group Donor Award (\$50 minimum)

Amount : \$ _____
Amount : \$ _____

MEMORIALS

- ☐ In memory of: _____

Amount : \$ _____

Enter business or name as you would like it to appear in the Exhibition Catalog. Please print clearly.

Donor's Business or Name _____

Address _____

City _____ State _____ Zip _____

Contact person: _____ phone _____

WSO Solicitor: _____ phone _____

MAKE CHECKS PAYABLE TO: WSO 100 CLUB, INC.

(All donations to WSO 100 Club, Inc. are Tax Deductible)

To insure proper credit to the donor, donations must be received by ^{Sept} ~~March~~ 15, 2006

SEND FORM WITH THE APPROPRIATE AMOUNT TO:

or call Horst 412-8707
to pick it up.

Carol Barnett
12655 SW 111th Place
Tigard, OR 97223
503-620-9534
Carol4art@comcast.net

20/80

Carol4art@comcast.net

Watercolor society planning fall convention

The first week in October, the Fall Convention of the Watercolor Society of Oregon (WSO) will descend upon Gold Beach, brushes in hand, to meet, greet, and eat at the Gold Beach Resort and the Event Center. An estimated 200 artists and their guests will attend the convention, sampling the local motels, RV parks, shops and restaurants.

These visiting artists and their guests will walk, talk, and gawk in workshops and excursions from Otter Point to Myers Creek. Professional artists Garve Beckham, Dauna Roberts, and Audi Stanton will lead paint-outs to nearby locations, while Sara Broderick and Alexandra Eyer will lead paintings.

Jim Coffee plans to guide a group of photographers to Otter Rock and Don and Kay Jensen will demonstrate gyotaku (fish printing) and nature printing at yet another workshop. Outings on Jerry's Jet Boats and golfing opportunities are being offered to guests who want to explore this gorgeous area. Our own Salmon Run Golf Course is offering these conventioners and their guests a generous 18 hole package including a cart on Saturday, October 7th. If the

course seems crowded that morning, you'll know why.

On Friday, at Gold Beach Resort's Convention Center, artists will meet nationally known artist Eric Wiegardt, who will be both juror and judge for the art exhibition. Following the flurry of workshops and programs, Saturday culminates with the opening and artists' reception to the WSO Fall Show at the Biscuit Gallery in Gold Beach Books.

"This convention is possible thanks to Ted Watkins of Gold Beach Books, who offered space to show the eighty paintings accepted to the competition," Renner commented. "His generous support has continued throughout the planning and we are proud to have his fine business in Gold Beach."

The reception, open to the public, will be held at 4 p.m. Saturday, October 7, when the winners will be announced. Following the reception will be a banquet for the conventioners at the Event Center on the Beach, where the awards will be presented.

On Sunday, the activities return to Gold Beach Resort's Convention Center. Following the WSO members' business meeting, Wiegardt will give a

lecture and a demonstration which are open to the public for a fee of \$10.

On Monday, following the convention, Eric Wiegardt will begin a week-long watercolor workshop for 20 lucky participants at the Bethany Lutheran Church Youth Center. Brookings artists who may be interested in taking the workshop should contact workshop coordinator Gloria Sevey via e-mail <sevey@charter.net> or via her cell phone (541) 698-8107. The workshop will be filled on a first-come first-served basis. The charge for this five-day art experience is \$300.

The theme for this fall convention is "Wild Rivers/Wild Painters on America's Wild Rivers Coast." Some of these "Wild Painters" will be WSO members who live here in Curry County and many, with their spouses are assisting in the event. The Brookings artists are Liz James, Jay Mosby, Audi Stanton, Buzz Stewart, Dale Wells, and Horst Wolf. The WSO members from Gold Beach are Diane Alden-Perry, Magda Druzdzel, Alexandra Eyer, Pat Renner, Dauna Roberts, Gloria Sevey, Bob Simons, and Shelly Wierzb.

The coordinators are being ably assisted in this event by staff at the Gold Beach Visitor's Center. Business or individuals who would like to donate awards to a painting in the exhibition, please phone Elizabeth Kuljis at the Visitor's Center, (541) 247-7526.

Watercolor Society of Oregon

Statewide Convention in Gold Beach

Friday-Sunday, October 6-8, 2006

Featuring the top Watercolor Artists from all over the State.
Promote the Arts on the Southern Oregon Coast.

Over 300 paintings are submitted (on average).
Of these, 80 will be selected to be exhibited in Gold Beach.

Prize Donors will be listed in a
Full-color Catalog 1
showing the 80 paintings selected for the Exhibit.

This Catalog will accompany the 20 top-prize paintings
on a six-month, state-wide tour
(October through March 2007).

800 WSO Members will receive a Catalog.
Prize Donors will also be honored at the WSO Banquet. 2

Registration Packets to ~200 people.
Discount Coupons can be included in the Registration Packets. 3

For more information, please call:
~~Leslie Wolf~~, 412-8707; Horst Wolf Horst
Shelly Wierzb, 541-247-0339; or Pat Rimmer, 541-247-6787

CITY OF BROOKINGS

City Council Agenda Report



Date: August 10, 2006
To: Mayor & City Council
From: Don Wilcox, Public Works Director *DW*
Through: Dale Shaddox, City Manager

Subject: Recommendation for purchase of Brush Cutter Equipment

Recommendation: Authorize the City Manager to negotiate and enter into a Purchase Contract with Western Equipment for a not-to-exceed amount of \$57,000 for a 2004 John Deer Model 6420 Brush Cutter

Background /Discussion:

The City has had to retire our 1974 high volume articulating brush cutter used for roadside maintenance due to breakdowns not cost effective to repair. We currently have a new unit budgeted for in FY 2007 but only \$60,000 which is not sufficient for a new one as they run about \$90,000. However, we have found a slightly used, excellent condition 2004 model that we have inspected and feel to be a good deal based on our comparison of 2 other used models we also looked at. The City's procurement policy requires three informal quotes for equipment purchases up to \$100,000. Staff solicited five quotes for used equipment within our \$60,000 budget limit and received three quotes, with the recommended unit being a 2004 John Deer Model #6420 with 1200 hours and a 90 day warranty and a brand new flail mower head with a one-year warranty and including delivery to Brookings.

Financial Impact(s):

This equipment was originally scheduled for purchase during fiscal year 2007/2008 utilizing saved monies in the Reserve Fund. We currently have \$60,000 available in the Fund and expected to have \$90,000 available next year. Staff's recommendation to purchase the described equipment this fiscal year at \$57,000 will require a supplemental budget adjustment at year end to appropriate the funds. Also, staff will not be required to budget the additional \$30,000 next year as originally expected for this particular equipment.

City Manager Review and Approval for placement on Council Agenda:

Dale Shaddox, City Manager

CITY OF BROOKINGS

City Council Agenda Report



Date: August 10, 2006
To: Mayor & City Council
From: Don Wilcox, Public Works Director (DTW)
Through: Dale Shaddox, City Manager
Subject: Recommendation of award of a construction contract for 5th Street Public Improvements – Phase II
Recommendation: Authorize the City Manager to negotiate and enter into a Construction Contract with Hansen Concrete LLC for a not-to-exceed amount of \$49,570 for Public Improvements on 5th Street.

Background /Discussion:

The City has been awarded \$75,708 from ODOT towards the following qualifying public improvements:

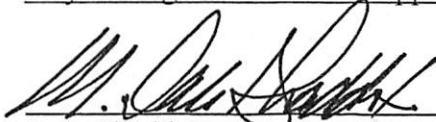
1. Completion of Curb, gutter and sidewalk along the east side of 5th Street, south of Easy Street.
2. Completion of curb and sidewalk along the west side of 5th Street, south of Easy Street.
3. Reconstruction of the 5th Street aggregate base and asphaltic concrete wearing surface north of Easy Street for a distance of 150 linear feet.
4. Connect the existing catch basin located at the south-west corner of Easy Street and 5th Street to the 5th Street storm drain system.

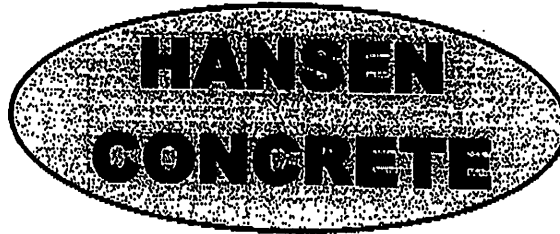
Staff directed HGE Engineering to solicit formal bids twice for this project but received no bids. Staff then directed HGE Engineering to solicit informal bids from local contractors and received two bids. The City's procurement policy is to solicit construction bids formally for construction projects over \$50,000, which was met twice but no formal bids were received. The State allows solicitation of informal bids for construction up to \$100,000. The City received two informal bids.

Financial Impact(s):

The City has received a reimbursement grant up to \$75,708 from ODOT as a 2004 Fund Exchange Agreement #22074 to be used for construction of sidewalks, storm drains and reconstruction or overlay of pavement on Fifth Street 230 feet south and 150 feet north of Easy Street.

City Manager Review and Approval for placement on Council Agenda:


Dale Shaddox, City Manager



Office: 541-955-6895
 Fax: 541-955-6896
 Cell: 541-660-6895

4087 Woodland Park Rd.
 Grants Pass, OR 97527
 CCB# 156054

PROPOSAL TO	PROPOSAL DATE
City of Brookings	7/24/2006
Attn: Don Wilcox	PROJECT
	Phase 2 - 5th Street Improvements

THIS PROPOSAL INCLUDES:

Description	Quantity	Units	Unit Price	Amount
Integral Curb and Gutter (Grade and Install)	230	LF	\$ 21.00	\$ 4,830.00
Std. Curb and Gutter (Grade and Install)	150	LF	\$ 21.00	\$ 3,150.00
City Walk (Grade and Install)	1900	SF	\$ 5.50	\$ 10,450.00
Tap 12" PVC into existing box (assuming Inlet holds up)				
Remove and Replace 12" PVC Storm Drain				\$ 9,860.00
Remove and Replace Water Meter Box				\$ 500.00
3" A/C 10" Rock In Place	6640	SF		\$ 20,780.00

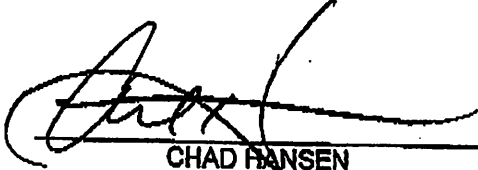
THIS PROPOSAL EXCLUDES:

grading
 surveying
 permits
 traffic control
 stripping

Inspection fee's
 Drains - sleeves
 Bolts
 all testing

TOTAL PROPOSAL	\$ 49,570.00
----------------	--------------

ACCEPTED - The above prices and specification of this Proposal are
 satisfactory and are hereby accepted.


 CHAD HANSEN

Date of Acceptance

Date of Acceptance



ARCHITECTS
ENGINEERS
SURVEYORS
PLANNERS

375 PARK AVE
COOS BAY
OREGON
97420

541.269.1166
FAX 541.269.1833

Richard D. Nored, P.E.
Joseph A. Slack, A.I.A.
Russ Dodge, PLS
Stephen R. Cox

August 3, 2006

City of Brookings
898 Elk Drive
Brookings, Oregon 97415

Attn: Don Wilcox, P.E., Public Works Director

Re: Phase II 5th Street Improvements
Project No. 06.42

Dear Don:

This correspondence addresses the recently received competitive quotes for the above reference project. As you are aware, the project was originally bid on June 20, 2006 and after receiving no bids, re-advertised with a July 6, 2006 bid opening date. Once again, the City did not receive a bid for the project.

Contemplated Phase II improvements to 5th Street include the following:

- 1) Completion of curb and gutter and sidewalk along the East side of 5th Street, South of Easy.
- 2) Completion of curb and sidewalk along the West side of 5th Street, South of Easy.
- 3) Reconstruction of the 5th Street aggregate base and asphaltic concrete wearing surface North of Easy for a distance of 150 linear feet.
- 4) Connect the existing catch basin located at the Southwest corner of Easy and 5th to the 5th Street storm drain system.

Engineer's estimated cost for the contemplated improvements, based upon recent bids and Phase I 5th Street Improvements, is \$78,495. Per City Contract Review Board requirements, projects with a cost of \$50,000 or more must be based upon competitive bids rather than requesting competitive quotes from contractors. ORS 279C.335 allows the receipt and awarding of a contract for public works projects under \$100,000 through the competitive quote process. Once again, this project has been advertised for receipt of competitive bids twice and without receipt of one bid either time.

On July 20, 2006, competitive quotes were requested from Hansen Concrete LLC of Grants Pass, Oregon, John D. Rapraeger, Inc., and McLennan Contractor LLC of Brookings, Oregon. Competitive quotes were due Monday, July 31, 2006.

Competitive quotes were received from the following two contractors:

- | | | |
|----|--------------------------------|----------|
| 1) | Hansen Concrete LLC | \$49,570 |
| 2) | McLennan Contractors LLC | \$76,800 |

Per our August 2, 2006 telephone conversation concerning the considerable difference in quotes, I contacted Chad Hansen of Hansen Concrete LLC by telephone, the morning of August 3, 2006, to discuss his quote. Per our discussion, Mr. Hansen is very comfortable with his submitted competitive quote for Phase II 5th Street Improvements. After ascertaining from Chad Hansen that his competitive quote included grading, compaction, and traffic control, which his quote indicated were excluded, I contacted the Construction Contractors Board (CCB) to verify contractor's status.

Per CCB, Hansen Concrete LLC is an active licensed General Contractor (Number 156054). CCB also indicates that there are no current or past claims against Hansen Concrete LLC.

Based upon the above, HGE, Inc. recommends award of Phase II 5th Street Improvements project to Hansen Concrete LLC.

Should you have any questions, please do not hesitate to contact our office.

Very truly yours,

**HGE INC., Architects, Engineers,
Surveyors & Planners**



Stephen R. Cox
Project Manager

SRC:sc

c: Richard D. Nored, P.E., HGE, Inc.



**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES**

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

Monday, July 24, 2006, 7:00 p.m.

I. Call to Order – Mayor Sherman called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance – Led by Cathie Mahon

III. Roll Call

Council Present: Mayor Pat Sherman, Council President Larry Anderson, Councilors Jan Willms, Dave Gordon, and Craig Mickelson, Ex Officio Ashley Gimmell; a quorum present.

Staff Present:

City Manager, Dale Shaddox

Public Works Director, Don Wilcox

WWTP Supervisor, Joe Ingwersen

Treatment Plant Operator, Jim Wheatley

and Administrative Assistant, Joyce Heffington

Media Present: Curry Coastal Pilot Reporter, Valliant Corley

Other: approximately 9 other citizens

IV. Ceremonies/Appointments/Announcements

A. Announcements

Mayor Sherman presented a certificate of appreciation to Jim Wheatley for five years of work with the City. John Wimberly and Mike Wilson also received five year certificates but were not present at the meeting.

V. Scheduled Public Appearances

A. Presentation and discussion of Ordinance No. 93-0-342A (transient room tax)

Don Nuss presented information on the transient room tax in different areas of the state and how its handled. He also cited specific sections of our ordinance and suggested it be repealed and changed to use 50% of the tax for tourism promotion and broaden the use beyond tourism. City Manager Dale Shaddox said we cannot repeal it due to state law and recommended to Council that they look at this ordinance, annually, during goal setting.

VI. Oral Requests and Communications from the Audience

A. Committee and Liaison reports

1. Chamber of Commerce - NONE

2. Council Liaisons

Councilor Willms attended ½ dozen meetings

Councilor Anderson attended 4 city meetings and 1 school board meeting

Councilor Mickelson attended an Airport Commission meeting

Councilor Gordon attended 2 Curry County Commission for Family and Children meetings, a Port Committee meeting and a few other meetings.

Ex Officio Gemmell attended a school board meeting

Mayor Sherman also attended a few meetings, and received an email from Jim Collis that they need someone from the Council to attend their Habitat meetings. Councilor Willms, depending on the dates, and Ex Officio Gemmell, offered to attend.

B. Public Comment

Dom Petracelli, 538 Cushing Court, spoke on behalf of the Tanbark Neighborhood Association. After thanking the council for helping with several issues in the past, he discussed a problem with an easement off of Tanbark that is being illegally blocked. He requested the City do something about it. City Manager, Dale Shaddox, advised that the City owned that easement and intended to take action by notice.

Cathie Mahon, PO Box 1296, 900 block of Krista Lane along with Joanne Murray, 891 Jodee Lane and Dr. Fillmore Earney, 860 Jodee Avenue, spoke of an ongoing problem with speeders on Fifth Street. At issue, was the lack of speed signs and the possibility of community members in the area paying for signs and speed bumps to help resolve what they view as a dangerous problem. Dr. Fillmore also mentioned the lack of sidewalks along Fifth Street.

Mayor Sherman suggested an educational component might help and wanted to know when the City would get back to the Fifth Street group regarding this issue. City Manager, Dale Shaddox said this situation would be taken up by the Traffic Safety Committee at the next meeting and directed Public Works Director, Don Wilcox, to both look at the design of the street improvement projects in that area and review administrative options and take whatever immediate action could be taken.

VII. Regular Agenda

A. Water Projects – Funding status and request for approval NTP to HGE for design of water system booster station and parallel line projects.

Public Works Director, Don Wilcox, presented the staff report. Councilor Anderson asked if we were replacing or running a parallel line and Wilcox said it would be parallel. As funds are already allocated for this, Mayor Sherman asked if there were any objections to the staff proceeding with this project. There were none and staff was directed to proceed.

B. Approval of City sponsorship with pledge of \$250 for next winter's Brookings/Harbor Health Fair.

Councilor Willms cited that money for this is available in the general fund and that she was applying for a small grant from the Elwood Foundation. Councilor Gordon asked that a list of services be provided and Councilor Willms said she would write this into the grant application.

Councilor Gordon moved, a second followed, and the Council voted unanimously to accept staff recommendation to sponsor the event and contribute \$250 from the general fund.

VIII. Consent Calendar

A. Approval of Council Meeting Minutes

1. Meeting of July 10, 2006

B. Acceptance of Planning Commission Minutes

1. Meetings of June 6, 2006 and June 15, 2006

Councilor Anderson moved, a second followed, and the Council voted unanimously to approve the Consent Calendar as published with Councilor Gordon abstaining due to his absence from the last meeting.

IX. Remarks from Mayor and Councilors

A. Council

Councilor Anderson said that it is his opinion that there needs to be a re-evaluation of the current annexation policy in terms of infrastructure/water issues. Specifically he cited a section of the Land Use code that refers to services being "reasonably available," and would like to see more specific criteria for determining whether services are adequate. Discussion ensued with Mayor Sherman agreeing that criteria should be more specific. City Manager Dale Shaddox said staff would review the language and come back to Council with recommendation.

Councilor Gordon commented on ODOT approval for the trees along Chetco Avenue.

Ex Officio Gemmell advised as the correct way to say the Pledge of Allegiance and congratulated Councilor Anderson on being elected to chair of the school board.

Councilor Willms commended Police Chief Wallace for assisting the motorist with the trapped dog.

B. Mayor

Mayor Sherman commented on the PERS rate being lower than projected which results in a \$48,000 cost savings to the City.

X. Adjournment

Councilor Gordon moved and the Council voted unanimously by voice vote to adjourn at 9:01 p.m.

Respectfully submitted:

Pat Sherman
Mayor

ATTEST by City Recorder this ____ day of _____, 2006.

Paul Hughes
Administrative Services Director/City Recorder

MINUTES
BROOKINGS PLANNING COMMISSION
July 11, 2006

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

Commissioners Present:

Jim Collis	Hedda Markham
Bill Dundom	Bruce Nishioka
Randy Gorman	Richard Yock
Ron Hedenskog	

Staff Present:

John Bischoff, Planning Director; Don Wilcox, Public Works Director; Dianne Snow, Deputy City Planner, Donna Colby-Hanks, Senior Planner, and Cathie Mahon, Secretary.

Other:

Approximately 15 participants in the audience.

CHAIR ANNOUNCEMENTS

- Chair Nishioka thanked Commissioner Dundom and Commissioner Collis for filing-in as Chair during his absence at the two June meetings.
- John Bischoff, Director of Planning, was recognized for his sixteen and a half years of service and the commissioners wished him well during his retirement.

MINUTES

By a 6-0-1 vote (motion: Commissioner Dundom; Commissioner Nishioka abstained due to absence) the Planning Commission approved the minutes of June 6, 2006, as amended.

By a 6-0-1 vote (motion: Commissioner Hedenskog; Commissioner Nishioka abstained due to absence) the Planning Commission approved the minutes of June 15, 2006, as written.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL ORDERS:

1. By a 6-0-1 vote (motion: Commissioner Markham; Commissioners Collis, Dundom, Gorman, Hedenskog, Markham, and Yock voted in the affirmative; Commissioner Nishioka abstained due to absence) a motion was made to amend the Final Order for File No. **M3-6-06** (minor wording change and correct numbering were the amended items)
2. By a 6-0-1 vote (motion: Commissioner Dundom; Commissioners Collis, Dundom, Gorman, Hedenskog, Markham, and Yock voted in the affirmative; Commissioner Nishioka abstained due to absence) the Planning Commission approved the amended Final Order to deny a request for a minor partition to divided a .99 acre parcel of land into 3 parcels; located on the west side of Highway 101; Assessor's Map 41-14-1AA, Tax Lots 800 and 801; Gerald Hughes, applicant, File No. **M3-6-06**.

3. By a 4-0-3 vote (motion: Commissioner Markham; Commissioners Dundom, Hedenskog, Markham, and Yock voted in the affirmative; Commissioners Collis, Gorman and Nishioka abstained due to absence) the Planning Commission amended Final Order for File No. **APPC-2-06**.
4. By a 4-0-3 vote (motion: Commissioner Hedenskog; Commissioners Dundom, Hedenskog, Markham, and Yock voted in the affirmative; Commissioners Collis, Gorman and Nishioka abstained due to absence) the Planning Commission approved the amended Final Order for File No. **APPC-2-06**, an appeal of the Site plan Committee decision regarding front yard and rear yard setbacks for a water tank in the SR-20 (Suburban Residential, 20,000 sq.ft. minimum lot size) zone; located at Old County Road and Marina Heights-*Pacific Terrace*-Assessor's Map 40-13-32CC, Tax Lot 1501; Bruce Brothers, applicant; John Babin, representative.

The following items were amended:

4. At the conclusion of said public hearing, after consideration and discussion of testimony and evidence presented in the public hearing, the Planning Commission, upon a motion duly seconded, ~~denied~~*upheld* the request and...

Findings -#2:

The project site is a 5,382 sq. ft. parcel created as a part of a subdivision/planned unit development, specifically for a water tank necessary to provide sufficient pressure and flows to serve the development *and other development in the area*.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 7-0 vote (motion: Commissioner Hedenskog) the Planning Commission approved a request for a Conditional Use Permit for a dwelling group on a .82 acre parcel; located at 19 Tanbark Road; Assessor's Map 41-13-08BB, Tax Lot 2000; R-1-6 zone; Zoltan Istuan Gyurko, representative, File No. **CUP-7-06**.

Commissioners Collis, Dundom, Gorman, Markham and Hedenskog declared ex parte due to a site visit. There was no challenge from the audience as to the jurisdiction of the Commission to hear the request.

The motion was amended to include the following conditions of approval:

- #3) the existing access must serve as access for the proposed dwelling group. The access must be paved *with a full overlay of asphalt, done after construction of the two proposed dwellings*, to a width of at least 20 feet and provide for the approved turn-around area *located at the terminus of the access way and contained entirely on the subject property. No parking signs must be erected in the turn-around area adjacent to the proposed dwelling. The first 200 feet of the access way from its intersection with Tanbark Drive must be located adjacent to the southerly property line.* Signs must be erected stating "No parking allowed on driveway". The applicant must maintain this access driveway.
- #4) The 25 feet of frontage adjacent to Tanbark Road must be improved. *Appropriate traffic control devices must be located at the intersection of the access way and Tanbark Drive.*

- 5) *The proposed dwellings may be no more than 23 feet in height.*

A short recess was declared at 8:20 p.m. The meeting reconvened at 8:29 p.m.

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

Don Wilcox, Director of Public Works for the City of Brookings

Zoltan I. Gyurko applicant	19 Tanbark Road	Brookings, OR
Frank Nagle	22 Seascape Ct.	Brookings, OR
Tom Appleby	24 Seascape Ct.	Brookings, OR
Allen Gordon	100 Tanbark	Brookings, OR
Barry Baum	21 Otter Ct.	Brookings, OR
Jack Heide	11 Seascape Ct.	Brookings, OR

Entered into the record (as part of the staff report) were letters from the following:

Bobbie & Frank Nagle	22 Seascape Ct.	Brookings, OR
Neil Frank	37 th & O Street NW	Wash., D.C.
Tom & Patti Appleby	24 Seascape Ct.	Brookings, OR
Dan Cepeda	10 Seascape Ct.	Brookings, OR
Lorraine Sigourney	20 Seascape Ct.	Brookings, OR
James & Muriel Morrison	17 Seascape Ct.	Brookings, OR

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

2. By a 7-0 vote (Motion: Commissioner Hedenskog the Planning Commission approved the Final ORDER and Findings of Fact for File No. **CUP-7-06** as amended.

COMMENTS by the PLANNING STAFF

- Planner Snow commented the City has entered into several contracts for the purpose of having consultants to assist the City with large projects. Contracted was *Parametrix*, a land use professional service organization; Craig Stone and Associates, a land use planning firm; and James Spikerman-a land use attorney with Gleaves, Swearington, Potter & Scott.

COMMISSIONERS COMMENTS

Chair Nishioka expressed his interest in having a representative from the Public Works department attend one of the meetings to discuss water issues. He commented previous cases have been concerned about the water supply issues and he thought having a water report to review would benefit the commission. Discussion ensued. It was decided a letter from the commission requesting water information would be submitted to Public Works. Nishioka said he would work on an initial draft of the letter.

ADJOURNMENT:

With no further business before the Planning Commission, the meeting closed 10:02 p.m.

Respectfully submitted,



Bruce Nishioka, Chair
(approved at 8-1-06 meeting)

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07/06	07/03/2006	54877	3433	OR Teamster Employers Trust	10-00-2005	17,380.80
07/06	07/03/2006	54878	214	Regence Life & Health Ins	10-00-2005	230.40
07/06	07/03/2006	54879	213	Teamsters Local Union 223	10-00-2005	660.00
07/06	07/03/2006	54880	3404	Teamsters Local Union 223	10-00-2005	972.00
07/06	07/06/2006	54881	3581	ALSCO	10-00-2005	99.00
07/06	07/06/2006	54882	342	Applied Industrial Technology	10-00-2005	77.43
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07/06	07/06/2006	54884	138	Becco, Inc	10-00-2005	57.90
07/06	07/06/2006	54885	148	B-H Chamber of Commerce	10-00-2005	2,050.77
07/06	07/06/2006	54886	2407	Blue Star Gas	10-00-2005	1,842.33
07/06	07/06/2006	54887	1458	Bob Schaefer	10-00-2005	9.00
07/06	07/06/2006	54888	313	Brookings Vol Firefighters	10-00-2005	2,083.33
07/06	07/06/2006	54889	528	Caselle, Inc	10-00-2005	1,898.00
07/06	07/06/2006	54890	370	CCIS	10-00-2005	240.24
07/06	07/06/2006	54891	901	Chambers Plumbing & Heating	10-00-2005	87.50
07/06	07/06/2006	54892	1840	Chetco Federal Credit Union	10-00-2005	3,330.00
07/06	07/06/2006	54893	1646	Chuck Gage	10-00-2005	9.00
07/06	07/06/2006	54894	3601	Clayton Webb	10-00-2005	61.30
07/06	07/06/2006	54895	822	Coast Auto Center	10-00-2005	654.05
07/06	07/06/2006	54896	792	Columbia Gorge Center	10-00-2005	606.99
07/06	07/06/2006	54897	2542	Crystal Fresh Bottled Water	10-00-2005	260.00
07/06	07/06/2006	54898	195	Curry Transfer & Recycling	10-00-2005	629.54
07/06	07/06/2006	54899	798	Dan Palicki	10-00-2005	181.35
07/06	07/06/2006	54900	316	Donald & Roberta Chandler	10-00-2005	548.00
07/06	07/06/2006	54901	3485	FCS Group Inc	10-00-2005	1,776.25
07/06	07/06/2006	54902	153	Ferrellgas	10-00-2005	591.16
07/06	07/06/2006	54903	154	Hagen's Dry Cleaners	10-00-2005	51.50
07/06	07/06/2006	54904	139	Harbor Logging Supply	10-00-2005	77.45
07/06	07/06/2006	54905	1082	Hilary Thompson	10-00-2005	10.15
07/06	07/06/2006	54906	3600	Kevin Traum	10-00-2005	19.55
07/06	07/06/2006	54907	262	Kim Hunnicutt Court Reporting	10-00-2005	54.00
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07/06	07/06/2006	54911	3159	Northcoast Health Screening	10-00-2005	360.00
07/06	07/06/2006	54912	2025	Nurnberg Scientific	10-00-2005	165.64
07/06	07/06/2006	54913	3539	O.K.D. Painting Inc	10-00-2005	8,000.00
07/06	07/06/2006	54914	809	OCZMA	10-00-2005	500.00
07/06	07/06/2006	54915	801	ORPA	10-00-2005	30.00
07/06	07/06/2006	54916	3599	Otto & Beverly Ohngren	10-00-2005	6.00
07/06	07/06/2006	54917	3532	Ouray Sportswear	10-00-2005	29.85
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07/06	07/06/2006	54922	199	Richard Harper	10-00-2005	300.00
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07/06	07/06/2006	54925	2254	Sunny Wheatley	10-00-2005	164.00
07/06	07/06/2006	54926	2586	TMG Services Inc	10-00-2005	190.02
07/06	07/06/2006	54927	179	Trew, Cyphers & Meynink	10-00-2005	3,018.50
07/06	07/06/2006	54928	170	Umpqua Research Co	10-00-2005	1,300.00
07/06	07/06/2006	54929	161	United Communications Inc	10-00-2005	1,478.80
07/06	07/06/2006	54930	991	Verizon Northwest	10-00-2005	12.94

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07/06	07/11/2006	54934	910	OR Department of Justice	10-00-2005	115.38
07/06	07/11/2006	54935	1132	OR Department of Justice	10-00-2005	322.15
07/06	07/13/2006	54936	2407	Blue Star Gas	10-00-2005	1,161.04
07/06	07/13/2006	54937	714	Brookings Signs & Graphics	10-00-2005	3,147.50
07/06	07/13/2006	54938	1118	Brookside Florist	10-00-2005	3.20
07/06	07/13/2006	54939	1840	Chetco Federal Credit Union	10-00-2005	44.98
07/06	07/13/2006	54940	1745	Coastal Paper & Supply, Inc	10-00-2005	177.65
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07/06	07/13/2006	54942	182	Coos-Curry Electric	10-00-2005	1,442.56
07/06	07/13/2006	54943	151	Curry Coastal Pilot	10-00-2005	1,220.64
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07/06	07/13/2006	54945	166	Dan's Auto & Marine Electric	10-00-2005	826.50
07/06	07/13/2006	54946	1351	DAS TPPS	10-00-2005	900.00
07/06	07/13/2006	54947	259	Da-Tone Rock Products	10-00-2005	1,169.20
07/06	07/13/2006	54948	317	DCBS - Fiscal Services	10-00-2005	1,248.18
07/06	07/13/2006	54949	3527	Emergency Medical Products	10-00-2005	242.40
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07/06	07/13/2006	54951	3604	Gerry Hughes	10-00-2005	34.29
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07/06	07/13/2006	54962	3564	Kim Shannon	10-00-2005	535.00
07/06	07/13/2006	54963	137	LauraLee Gray	10-00-2005	58.40
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07/06	07/13/2006	54965	2051	National Waterworks, Inc	10-00-2005	842.34
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07/06	07/13/2006	54967	279	One Call Concepts, Inc	10-00-2005	47.25
07/06	07/13/2006	54968	143	Oregon Department of Revenue	10-00-2005	7.10
07/06	07/13/2006	54969	3605	Patrick T Brewer	10-00-2005	8.70
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07/06	07/13/2006	54974	2367	SPX	10-00-2005	515.00
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07/06	07/13/2006	54977	135	The World	10-00-2005	405.72
07/06	07/13/2006	54978	136	United Pipe & Supply Co Inc	10-00-2005	105.00
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07/06	07/21/2006	54983	150	Any Time Coffee Service	10-00-2005	80.45
07/06	07/21/2006	54984	2975	BatteryZone Inc	10-00-2005	423.17
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07/06	07/21/2006	54992	822	Coast Auto Center	10-00-2005	16.42
07/06	07/21/2006	54993	182	Coos-Curry Electric	10-00-2005	3,028.77
07/06	07/21/2006	54994	3315	Dale Shaddox	10-00-2005	138.84
07/06	07/21/2006	54995	958	Delaney's Bakery	10-00-2005	36.00
07/06	07/21/2006	54996	371	DEQ Business Office	10-00-2005	501,244.00
07/06	07/21/2006	54997	2882	Globalstar USA	10-00-2005	76.28
07/06	07/21/2006	54998	198	Grants Pass Water Lab	10-00-2005	176.00
07/06	07/21/2006	54999	131	HGE, Inc	10-00-2005	53,997.83
07/06	07/21/2006	55000	1699	Imagistics	10-00-2005	323.11
07/06	07/21/2006	55001	2748	J & A Handy Crafts	10-00-2005	148.67
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07/06	07/21/2006	55004	3612	Kyle Aubin	10-00-2005	21.01
07/06	07/21/2006	55005	386	Lab Safety Supply Inc	10-00-2005	39.31
07/06	07/21/2006	55006	1898	LEDS Workshop Registration	10-00-2005	170.00
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07/06	07/21/2006	55008	373	McMurray & Sons Roofing	10-00-2005	150.00
07/06	07/21/2006	55009	2791	Michelle Short	10-00-2005	40.00
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07/06	07/21/2006	55011	3561	Oil Can Henry's	10-00-2005	271.75
07/06	07/21/2006	55012	3610	OPI 2006	10-00-2005	270.00
07/06	07/21/2006	55013	2803	OPOA	10-00-2005	20.00
07/06	07/21/2006	55014	860	Oregon Fire Chiefs Assn	10-00-2005	65.00
07/06	07/21/2006	55015	3264	Pacific Electrical Contrl Inc	10-00-2005	628.00
07/06	07/21/2006	55016	252	Paramount Pest Control	10-00-2005	38.00
07/06	07/21/2006	55017	293	Petty Cash	10-00-2005	131.23
07/06	07/21/2006	55018	187	Quality Fast Lube & Oil	10-00-2005	32.60
07/06	07/21/2006	55019	207	Quill Corporation	10-00-2005	334.78
07/06	07/21/2006	55020	3512	Richard Christensen	10-00-2005	125.00
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07/06	07/21/2006	55023	136	United Pipe & Supply Co Inc	10-00-2005	2,590.04
07/06	07/21/2006	55024	2328	Vicki Bailey	10-00-2005	56.07
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07/06	07/26/2006	55031	1132	OR Department of Justice	10-00-2005	322.15
07/06	07/26/2006	55032	144	OR Teamster Employers Trust	10-00-2005	13,035.60
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07/06	07/26/2006	55034	3433	OR Teamster Employers Trust	10-00-2005	17,380.80
07/06	07/26/2006	55035	214	Regence Life & Health Ins	10-00-2005	240.00
07/06	07/26/2006	55036	213	Teamsters Local Union 223	10-00-2005	675.00
07/06	07/26/2006	55037	3404	Teamsters Local Union 223	10-00-2005	907.00
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07/06	07/26/2006	55040	1458	Bob Schaefer	10-00-2005	46.00
07/06	07/26/2006	55041	988	Brookings Harbor Ford/Mercury	10-00-2005	137.70
07/06	07/26/2006	55042	714	Brookings Signs & Graphics	10-00-2005	522.52
07/06	07/26/2006	55043	901	Chambers Plumbing & Heating	10-00-2005	521.90
07/06	07/26/2006	55044	305	Chief Supply	10-00-2005	163.92

M = Manual Check, V = Void Check

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07/06	07/26/2006	55047	2950	Collegiate USA	10-00-2005	510.78
07/06	07/26/2006	55048	183	Colvin Oil Company	10-00-2005	2,977.98
07/06	07/26/2006	55049	182	Coos-Curry Electric	10-00-2005	14,770.79
07/06	07/26/2006	55050	337	Curry County Public Health	10-00-2005	40.00
07/06	07/26/2006	55051	3617	Danielle Short	10-00-2005	470.00
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07/06	07/26/2006	55061	3564	Kim Shannon	10-00-2005	140.00
07/06	07/26/2006	55062	386	Lab Safety Supply Inc	10-00-2005	124.64
07/06	07/26/2006	55063	2052	Les Brown Towing	10-00-2005	150.00
07/06	07/26/2006	55064	328	Les Schwab Tire Center	10-00-2005	238.80
07/06	07/26/2006	55065	3615	Little Bay Motor Company	10-00-2005	3,450.00
07/06	07/26/2006	55066	155	Mory's	10-00-2005	9.30
07/06	07/26/2006	55067	283	Mufflers & More	10-00-2005	334.50
07/06	07/26/2006	55068	1960	National Fire Fighter Corp	10-00-2005	321.00
07/06	07/26/2006	55069	2051	National Waterworks, Inc	10-00-2005	168.02
07/06	07/26/2006	55070	334	North Coast Electric	10-00-2005	34.84
07/06	07/26/2006	55071	3620	OMOA	10-00-2005	375.00
07/06	07/26/2006	55072	427	Oregon Pacific Company	10-00-2005	138.24
07/06	07/26/2006	55073	695	P & S Construction Co, Inc	10-00-2005	1,335.00
07/06	07/26/2006	55074	2268	Pioneer Products	10-00-2005	271.40
07/06	07/26/2006	55075		Information Only Check	10-00-2005	.00 V
07/06	07/26/2006	55076		Information Only Check	10-00-2005	.00 V
07/06	07/26/2006	55077	207	Quill Corporation	10-00-2005	1,988.32
07/06	07/26/2006	55078	169	Roto Rooter	10-00-2005	14,019.50
07/06	07/26/2006	55079	3093	Shelton-Turnbull Printers Inc	10-00-2005	248.12
07/06	07/26/2006	55080	3582	Stacy Taresh	10-00-2005	700.00
07/06	07/26/2006	55081	3191	Stanley Phelps	10-00-2005	12.11
07/06	07/26/2006	55082	604	Susan Frisch	10-00-2005	14.52
07/06	07/26/2006	55083	990	United Parcel Service	10-00-2005	85.44
07/06	07/26/2006	55084	136	United Pipe & Supply Co Inc	10-00-2005	346.67
07/06	07/26/2006	55085	432	USA Bluebook	10-00-2005	59.25
07/06	07/26/2006	55086	3618	Venus M Cornelis	10-00-2005	61.66
07/06	07/26/2006	55087	861	Village Express Mail Center	10-00-2005	5.60
07/06	07/26/2006	55088	108	VWR International Inc	10-00-2005	156.89
Totals:						<u><u>/ ,056,807.85</u></u>

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Minutes
CITY OF BROOKINGS
Urban Renewal Agency
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
June 26, 2006 8:18 p.m.

I. Call to Order

Chair Sherman called the meeting to order at 8:18 p.m.

II. Roll Call

Agency members present: Chair Pat Sherman, Directors Jan Willms, Dave Gordon, Larry Anderson, and Craig Mickelson; a quorum present
Agency members absent: None

Staff Present:

City Manager, Dale Shaddox,
Finance Director, Paul Hughes,
Administrative Assistant, Donna Colby-Hanks,
And Incoming Administrative Assistant, Joyce Heffington

Media: Peter Rice, Curry Coastal Pilot

III. Minutes of June 12, 2006

Director Gordon moved, a second followed, and the Agency directors voted unanimously to approve the June 12, 2006 minutes as published.

IV. Regular Agenda

A. Resolution No. 06-R-757, A Resolution Adopting the Brookings Urban Renewal Agency Supplemental Budget

Finance Director, Paul Hughes, reviewed the staff report.

Director Mickelson moved, a second followed, and the Agency voted unanimously to adopt Resolution No. 06-R-757, A Resolution adopting the Brookings Urban Renewal Agency Supplemental Budget.

B. Resolution No. 06-R-759, A Resolution adopting the Brookings Urban Renewal Agency Budget, Declaring Tax Increment Funding as Provided Under Section 1c, Article IX of the Oregon Constitution and ORS Chapter 457, and Making Appropriations for the 2006-2007 Fiscal Year.

Finance Director, Paul Hughes, reviewed the staff report.

Director Mickelson moved, a second followed, and the Agency voted unanimously to adopt

Resolution No. 06-R-759, A Resolution adopting the Brookings Urban Renewal Agency Budget, Declaring Tax Increment Funding as Provided Under Section 1c, Article IX of the Oregon Constitution and ORS Chapter 457, and Making Appropriations for the 2006-2007 Fiscal Year.

Director Anderson remarked on the promotion of Donna Colby-Hanks to Senior Planner and commended her for her hard work and cheerful disposition as Administrative Assistant for the past year and a half.

City Manager, Dale Shaddox, commended Paul Hughes on the excellent and professional work he did on the budgets.

V. Adjournment

Director Anderson moved, and the Agency unanimously voted by voice vote to adjourn at 8:30 p.m.

Respectfully submitted:

Pat Sherman
Chair

ATTEST by City Recorder this _____ day of _____, 2006.

Paul Hughes
Finance Director/City Recorder

City of Brookings
898 Elk Drive
Brookings, OR 97415



COUNCIL AGENDA REPORT

To: Brookings Urban Renewal Agency Board of Directors (Mtg. of 8/14/06)

From: Urban Renewal Advisory Committee (URAC)

Date: August 10, 2006

Re: Façade Improvement Program Application – Coos-Curry Electric

Subject: Coos-Curry Electric Application for Matching Grant Funds under the Urban Renewal Agency Façade Improvement Program

Recommendation: The Urban Renewal Advisory Committee is expected to recommend approval of the application, and therefore the recommendation to the Urban Renewal Agency Board of Directors is to:

“Approve the Application for Matching Funds Submitted by Coos-Curry Electric and Authorize the City Manager to Sign the Funding Agreement and Disburse Funds In Accordance with the Approved Program Guidelines”

Background /Discussion: This is the second application submitted under the recently approved and funded program. The URAC has reviewed the attached application and recommends approval for funding.

Financial Impact(s): Urban Renewal Agency funds were included in the adopted budget in the total amount of \$140,000 for Fiscal Year 2006/07. The exact amount of Agency funds to be appropriated for this recommended project will be reported at the meeting this evening because the URAC meeting was held after the preparation of tonight’s agenda.

City Manager Review and Approval for placement on Council Agenda:


Dale Shaddox, City Manager



August 4, 2006

Brookings Urban Renewal Agency
City of Brookings
Mr. Dale Shaddox
898 Elk Drive
Brookings, OR 97415

Subject: Façade Improvement Program

Dear Mr. Shaddox,

Coos-Curry Electric Cooperative, Inc. is pleased to submit the attached application and required documents for our request of matching funds for the exterior painting of our facilities located in the Urban Renewal District boundary.

We are requesting matching funds in the amount of \$5,645 for the exterior staining and painting of our facilities located at 805 and 815 Railroad St. The estimated project completion date is October 15, 2006. Regarding item #6 on the application for proposed improvements, we will be requesting matching funds to replace existing entrance and exit signage.

If there is additional information required or an interview needs to be scheduled do not hesitate to contact me at 541-469-2103 extension 204. We are excited to participate in this program and look forward to hearing from the Urban Renewal Committee regarding our application.

Sincerely,

A handwritten signature in cursive script that reads "Glenda Park".

Glenda Park
Purchasing Agent

Port Orford Office: PO Box 1268 • 43050 Hwy 101 Port Orford OR 97465 • Phone: 541-332-3931 Fax: 541-332-3501
Brookings Office: PO Box 4819 • 815 Railroad St Brookings OR 97415 • Phone: 541-469-2103 Fax: 541-469-3193
Gold Beach Office: PO Box 785 • 29439 Ellensburg Gold Beach OR 97444 • Phone: 541-247-6638 Fax: 541-247-6630
Coquille Office: PO Box 460 • 74 W 1st Coquille OR 97423 • Phone: 541-396-3118 Fax: 541-396-3119

1. Applicant Information:

Legal Form: Sole Proprietorship ☐ Partnership ☐ Corporation ☒
Profit ☐ Non-Profit ☒

SSN: _____ Tax ID No: 93-0146827

Name: Coos-Curry Electric Cooperative Inc.
Address: 805 + 815 Railroad St. Brookings, OR 97415
Tax Map & Lot Number: 41-13-06D TL 309 + 324

Name: _____

Street: _____

City: _____ State: _____ ZIP: _____

53 of 2

Brookings Urban Renewal Agency – Façade Improvement Application

5. Estimated Total Cost of Façade Improvements: \$ 11,290.00

6. In Addition to proposed improvements, is there other work proposed?

Yes: ☒ No: ☐

Estimated Total of Other Work: \$ 2,000.00

Total Estimated Cost of All Work: \$ 13,290.00

7. Source of Matching Funds: Coos-Curry Electric Cooperative
General Funds

8. The Brookings Urban Renewal Agency will review the proposed Façade Improvements and advise the applicant of any recommended changes. Some proposed improvements may not be funded by the agency.

Certification By Applicant

The applicant certifies that all information provided in this application is true and complete to the best of the applicant's knowledge and belief. If the applicant is not the owner of the property to be rehabilitated, or if the applicant is an organization rather than an individual, the applicant certifies that he/she has the authority to sign and enter into the agreement to perform the work proposed in this proposal. Evidence of this authority must be attached.

Doyle F. Eden

Applicant Signature

8/4/06

Date

Return Application To:

Brookings Urban Renewal Agency
City of Brookings
898 Elk Drive
Brookings, OR 97415

DOYLE F. EDEN
CHIEF FINANCIAL OFFICER

43050 Hwy 101 (P.O. Box 1268)
Port Orford, OR 97465
541-332-3931 Ext. 283 Office
541-332-8839 Fax
deden@cooscurryelectric.com



City of Brookings
898 Elk Drive
Brookings, OR 97415



COUNCIL AGENDA REPORT

To: Brookings Urban Renewal Agency Board of Directors (Mtg. of 8/14/06)
From: Urban Renewal Advisory Committee (URAC)
Date: August 10, 2006
Re: Façade Improvement Program Application – Yvonne Moirano (The Gallery Restaurants, 1349 Chetco Avenue)

Subject: The Gallery Restaurants Application for Matching Grant Funds under the Urban Renewal Agency Façade Improvement Program

Recommendation: The Urban Renewal Advisory Committee is expected to recommend approval of the application, and therefore the recommendation to the Urban Renewal Agency Board of Directors is to:

“Approve the Application for Matching Funds Submitted by Yvonne Moirano (The Gallery Restaurants) and Authorize the City Manager to Sign the Funding Agreement and Disburse Funds In Accordance with the Approved Program Guidelines”

Background /Discussion: This is the first application submitted under the recently approved and funded program. The URAC has reviewed the attached application and recommends approval for funding.

Financial Impact(s): Urban Renewal Agency funds were included in the adopted budget in the total amount of \$140,000 for Fiscal Year 2006/07. The exact amount of Agency funds to be appropriated for this recommended project will be reported at the meeting this evening because the URAC meeting was held after the preparation of tonight’s agenda.

City Manager Review and Approval for placement on Council Agenda:


Dale Shaddox, City Manager

BROOKINGS URBAN RENEWAL AGENCY



Application Façade Improvement Program

1. Applicant Information:

Name: YVONNE MOIRAND

Address: 1349 CHETCO AVE.

Phone: Work- 412-8687 Home- 412-7275 Cell- _____

Legal Form: Sole Proprietorship ☒ Partnership ☐ Corporation ☐

Profit ☒ Non-Profit ☐

SSN: 570-42-4686 Tax ID No: 16-1755445

2. Building / Business to be Rehabilitated:

Name: THE GALLERY RESTAURANTS

Address: 515 CHETCO AVE.

Tax Map & Lot Number: PLAT #1, CITY OF BROOKINGS, CURRY LOT 7, BLOCK 2

3. Owner of Property (If other than Applicant):

Name: N/A

Street: _____

City: _____ State: _____ ZIP: _____

4. Brief Description of Exterior Façade Improvements:

INSTALLING HUNTER GREEN AWNING FRONT - BACK
OF BLDG. T-111 INSTALLED ABOVE BACK
ENTRANCE WITH EXT. LIGHTING AS SHOWN ON
PICTURE. REFURBISHING AND REINSTALLING THE
DOUBINS ON ROOF

Brookings Urban Renewal Agency – Façade Improvement Application

5. Estimated Total Cost of Façade Improvements: \$ 7500

6. In Addition to proposed improvements, is there other work proposed?

Yes: ☒ No: ☐

Estimated Total of Other Work: \$ 3800

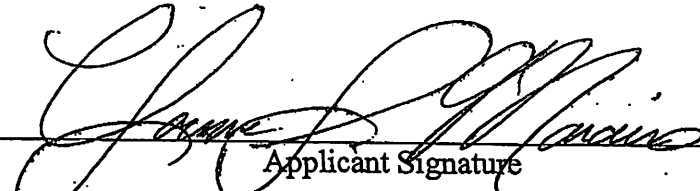
Total Estimated Cost of All Work: \$ 11,300 -

7. Source of Matching Funds: PERSONAL

8. The Brookings Urban Renewal Agency will review the proposed Façade Improvements and advise the applicant of any recommended changes. Some proposed improvements may not be funded by the agency.

Certification By Applicant

The applicant certifies that all information provided in this application is true and complete to the best of the applicant's knowledge and belief. If the applicant is not the owner of the property to be rehabilitated, or if the applicant is an organization rather than an individual, the applicant certifies that he/she has the authority to sign and enter into the agreement to perform the work proposed in this proposal. Evidence of this authority must be attached.


Applicant Signature

P.6.06
Date

Return Application To:

Brookings Urban Renewal Agency
City of Brookings
898 Elk Drive
Brookings, OR 97415

AGENDA
CITY OF BROOKINGS
Common Council Meeting
Brookings City Hall, Council Chamber
898 Elk Drive, Brookings, Oregon
Monday, August 28th, 7:00 p.m.

> **REVISED 8/22/06** <

(Eliminates Executive Session and adds additional Façade Improvement Program Applications)

A meeting of the **Urban Renewal Agency** will follow immediately after the Common Council meeting.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Ceremonies/Appointments/Announcements**
 - A. Ceremonies**
 - 1. Employee anniversary - 15 years: John Cowan [pg. 5]
 - 2. Employee anniversary - 25 years: Bob Schaefer [pg. 7]
- V. Public Hearings**
 - A.** An appeal of the Planning Commission's approval of File No. APPC-2-06, an appeal of the Site Plan Committee decision regarding required yard setbacks and height for a water tank; located at the *Pacific Terrace Subdivision* at Marina Heights Loop and Marina Heights Road in the SR-20 (Suburban Residential, 20,000 sq. ft. minimum lot size) zone; Assessor's Map No. 40-13-32CC, Tax Lot 1501; Gary and Meta Kent, Harry and Sherry Gallaty, Michael and Ellen Winger, and Eric and Mollie Eastaff; appellants. Criteria used to decide this case can be found in Sections 156-Appeal to the City Council, 80.050-Action of the Site Plan Committee, and 80.060-Appeals, of the Brookings Municipal Code. [pg. 9]
 - B.** An appeal of the Planning Commission's approval of File No. CUP-7-06, a request for a Conditional Use Permit for a dwelling group on a .82 acre parcel, located at 19 Tanbark Road; Assessor's Map 41-13-08BB, Tax Lot 2000; R-1-6 (Single Family Residential, 6,000 sq. ft. minimum lot size) zone; Tom Appleby, appellant; and representative for "Friends of Tanbark Point", File No. APP-3-06. Criteria used to decide this case can be found in Sections 20.110-Dwelling groups, 136-Conditional Use Permits, 100-Hazardous Building Site, and 156-Appeal to the City Council, of the Brookings Municipal Code. [pg. 141]
- VI. Oral Requests and Communications from the Audience**
 - A. Committee and Liaison reports**
 - 1. **Chamber of Commerce**
 - 2. **Council Liaisons**

- B. **Public Comment** – limited to a maximum of 5 minutes per person
A **public comment card**, located near the southern council door, **must be completed and turned into the Administrative Assistant** prior to the beginning of the meeting or prior to approaching the podium to speak.

VII. Consent Calendar

- A. **Approval of Council Meeting Minutes**
1. Meeting of August 14, 2006 [pg. 221]

VIII. Remarks from Mayor and Councilors

- A. **Council**
B. **Mayor**

IV. Adjournment

**URBAN RENEWAL AGENCY
Regular Meeting**

Immediately following the City Council Meeting

I. Call to Order

II. Roll Call

III. Minutes of: August 14, 2006 [pg. 225]

IV. Regular Agenda –

- A. Discussion and consideration for funding approval of Facade Improvement Program application submitted by Gary and Karen Kerr for Azalea Lanes, located at 410 Oak Street. *(Dale Shaddox, City Manager)* [pg. 227]
- B. Discussion and consideration for funding approval of Facade Improvement Program application submitted by Ted Fitzgerald for business located at 624 Fleet St. *(Dale Shaddox, City Manager)* [supplemental packet]
- C. Discussion and consideration for funding approval of Facade Improvement Program application submitted by Rick Bishop for Bernie Bishop Mazda. *(Dale Shaddox, City Manager)* [supplemental packet]
- D. Discussion and consideration for funding approval of Façade Improvement Program application submitted by Kim Jones, Ken Asztalos and Catherine Steigerwald for business located at 509 Chetco Avenue. *(Dale Shaddox, City Manager)* [supplemental packet]
- E. Discussion and consideration for funding approval of Façade Improvement Program application submitted by Kim Jones, Ken Asztalos for business located 704 Chetco Avenue. *(Dale Shaddox, City Manager)* [supplemental packet]

V. Adjournment