

AGENDA
City of Brookings
Common Council Meeting
 Brookings City Hall Council Chambers
 898 Elk Drive, Brookings, Oregon 97415
Monday October 9th 7:00 p.m.

Beginning at 6:00 p.m., before the regular Common Council meeting, there will be an **Executive Session in the City Manager's office** under the authority of ORS 192.660 (2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS**
 - A. Ceremonies**
 - 1. **Proclamation** - Celebrating Philanthropy in the Wild Rivers Community – *Wild Rivers Community Foundation* [pg. 5]
 - 2. **Proclamation** – Domestic Violence Awareness Month – *Oasis Shelter* [pg. 7]
 - B. Announcements**
 - 1. **Employee Anniversary** - 10 years: Kaywood Rodgers [pg. 9]
- V. ORAL REQUESTS AND COMMUNICATIONS FROM AUDIENCE**
 - A. Committee and Liaison Reports**
 - 1. **Chamber of Commerce**
 - 2. **Council Liaisons**
 - B. Public Comment** – limit to a maximum of 5 minutes per person. A public comment form, 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.
- VI. REGULAR AGENDA**
 - A. Discussion and possible action** on staff report/proposal by the League of Women Voters to provide water conservation education programs for the City of Brookings. *City Manager, Dale Shaddox* [pg. 11]
 - B. Discussion** of water project scope and funding. *HGE President Richard Nored/Administrative Services Director, Paul Hughes*
- VII. CONSENT CALENDAR**
 - A. Approval of Council Meeting Minutes for:** September 25, 2006 [pg. 31]
 - B. Acceptance of Planning Commission Meeting Minutes for:**
 - 1. August 1, 2006 [pg. 33]
 - 2. September 5, 2006 [pg. 37]
 - C. Approval of September, 2006 vouchers for:** \$455,995.67 [pg. 41]
 - D. Approval of Bonn Fire for Brookings Harbor High School Homecoming Event** [pg. 47]

VIII. REMARKS FROM MAYOR AND COUNCILORS

A. Council Members

B. Mayor

IX. ADJOURNMENT

EVENTS

October 2006

Monday	Tuesday	Wednesday	Thursday	Friday	Notes
October 2	3	4	5	6	
9:30am CC- VIPS/Volunteers in Police Service/Mar 7:00pm FH-FireTng/ChShrp (Fire Hall)	7:00pm CC-Planning Commssn	10:00am CC- Site Plan Com Mtg/LauraLee Gra 1:30pm CC Land Development Code 7:00pm FH-PoliceReserves	9:00am CC-Crm Stoppers 3:00pm CC SafetyComMtg Kathy Dunn	8:30am CC - Planning & Public Works 10:00am CC - Workforce Housing	
9	10	11	12	13	
7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg		10:00am CC- Site Plan Com Mtg/LauraLee Gra 10:00am FH-Brookings 1:30pm CC Land 4:00pm CC-Town Hall	3:00pm CC Urban Renewal Advisory Committee	8:30am CC - Planning & Public Works	
16	17	18	19	20	
9:30am CC-VIPS/Volunteer in Police Service-BPalicki 7:00pm FH-FireTng/ChShrp (Fire Hall)	1:00pm CC - Brookings Municipal Court 7:00pm CC - Planning Commission	10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC Land Development Code	2:00pm CC - CEP (Emergency preparedness)	8:30am CC - Planning & Public Works	
23	24	25	26	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	7:00pm CC-Parks & Rec Comm/City Manager	8:30am CC - Planning & Public Works	
30	31				
7:00pm FH-FireTng/ChShrp (Fire Hall)					

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

10/5/2006 10:59 AM

EVENTS

November 2006

Monday	Tuesday	Wednesday	Thursday	Friday	Notes
		November 1	2	3	
		10:00am CC- Site Plan Com Mtg/LauraLee Gra 1:30pm CC Land Development Code 7:00pm FH-PoliceReserves	9:00am CC-Crm Stoppers 3:00pm CC SafetyComMtg Kathy Dunn	8:30am CC - Planning & Public Works	
6	7	8	9	10	
9:30am CC- VIPS/Volunteers in Police Service/Mar 7:00pm FH-FireTng/ChShrp (Fire Hall)	7:00pm CC-Planning Commssn - PENDING	10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC Land Development Code	10:00am CC - Municipal Court 3:00pm CC Urban Renewal Advisory Committee	8:30am CC - Planning & Public Works	
13	14	15	16	17	
7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	10:00am CC-Brookings Rural Fire District-Michael 7:00pm CC Planning Commission	10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC Land Development Code	2:00pm CC - CEP (Emergency preparedness) 7:00pm CC-Parks & Rec Comm/City Man	8:30am CC - Planning & Public Works	
20	21	22	23	24	
9:30am CC-VIPS/Volunteer: 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	Thanksgiving - CLOSED 8:00am City Hall CLOSED - Thanksgiving Holiday	Thanksgiving - CLOSED 8:00am City Hall CLOSED - Holiday 8:30am CC - Planning & Public Works	
27	28	29	30		
7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm No Reg CC Mtg Tonight		10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC Land Development Code			

CC - Council Chambers

FH = Fire Hall

CM = City Manager's Office

AZ = Azalea Park

BC = Bud Cross

SP = Stout Park

10/5/2006 10:59 AM



PROCLAMATION

WHEREAS, early philanthropists Benjamin Franklin, Andrew Carnegie, John Rockefeller and many others have set the precedent for charitable giving in communities by providing opportunities for people to help themselves. This philanthropic spirit survives strongly in the Wild Rivers community as witnessed by the hundreds of citizens who give each year to their favorite charities, organizations, churches and foundations; and

WHEREAS, philanthropy is an empowering tool to improve communities, problem solve and address social issues such as poverty, hunger and disease; and

WHEREAS, the Wild Rivers Community Foundation, established in 2004, with the mission of "inspiring people and communities by facilitating dialogue and encouraging charitable giving to support the region now and forever" has promoted the use of philanthropy in Del Norte and Curry Counties as a method of community change; and

WHEREAS, foundation board members and the public at large are working daily in their communities to support and encourage charitable giving and philanthropic endeavors to build school gyms, support literacy programs, provide shelter and feed people and animals, support children in crisis, provide scholarships, build community facilities, support search and rescue organizations, protect the environment and beautify our communities; and

WHEREAS, the Wild Rivers Community Foundation board and staff would like to acknowledge and thank all of the funders, fund advisors and the public who donate their time or money, those who leave bequests or trusts, those who help to distribute charitable donations, and those folks who anonymously give to others through a multitude of funds, foundations and organizations; and

NOW, THEREFORE, BE IT PROCLAIMED, that the Brookings City Council, hereby publicly acknowledges and supports the:

WILD RIVER COMMUNITY FOUNDATION & THE PHILANTHROPIC EFFORTS IN THE WILD RIVERS COMMUNITY

and encourages its citizens to celebrate the charitable and philanthropic giving that occurs in our communities.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 9th day of October, 2006.

Mayor Pat Sherman

PROCLAMATION

WHEREAS, the Oasis Shelter of Curry County has provided a safe haven for battered adults and their children for 11 years; and

WHEREAS, the Oasis Shelter has received more than 23,000 incoming crisis calls; and

WHEREAS, the Oasis Shelter has received more than 12,000 incoming non crisis calls for information, referrals and other support; and

WHEREAS, in 2005 volunteers logged over 1700 hours for Oasis Shelter; and

WHEREAS, in 2005, the Oasis Shelter housed more than 60 victims of domestic violence; and

WHEREAS, the Oasis Shelter maintains a Transitional Housing Program and an extensive Outreach Program; and,

WHEREAS, the Oasis Shelter staff is always available to educate our citizens, our businesses, our faith-based organizations and other groups as to the devastating effects of domestic violence; and

WHEREAS, the staff of the Oasis Shelter appreciates and applauds those who understand the depths of domestic violence in our community and work towards bringing it to an end;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Brookings do hereby proclaim October, 2006 as

Domestic Violence Awareness Month

BE IT FURTHER RESOLVED that all citizens are urged to observe this month by realizing: that Domestic Violence takes place daily in our community; that because of domestic violence, we have citizens living in desperation and fear; that the continuance of violence is being passed from one generation to the next through learned behavior; and that sometimes domestic violence results in death to victims, abusers and the children.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Brookings to be affixed this the 9th day of October, in the year of our Lord, two thousand and five.

Mayor Pat Sherman

CERTIFICATE OF APPRECIATION

Awarded to

Kaywood Rodgers

For Ten Years of Dedicated Service to the
Citizens of the City of Brookings.



Pat Sherman

Mayor Pat Sherman

Dale Shaddox

City Manager, Dale Shaddox

Honored this 9th day of October, 2006



COUNCIL AGENDA REPORT

To: Mayor & City Council (mtg. of 10/09/06)
From: City Manager
Date: October 4, 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 attached proposal, at 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 has 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 estimated amount of \$15,000, but in any event not to exceed the budgeted amount of \$20,000, 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

League of Women Voters of Curry County
October, 2006

Proposal for

Water Conservation Project

Brookings, Oregon



I.	SUMMARY.....	3
II.	INTRODUCTION.....	4
III.	CHALLENGE FACING BROOKINGS	5
IV.	GOALS	5
V.	PROCEDURES	5, 6
VI.	TIMETABLE.....	6
VII.	BUDGET.....	6
VIII.	KEY PERSONNEL.....	7
IX.	EVALUATION	7
X.	NEXT STEPS.....	7
XI.	APPENDIX	8

I. Summary

Due to the mismatch between current water needs of Brookings' residents and infrastructure enhancements scheduled to come on line by 2008, the League of Women Voters of Curry County is proposing to provide services to the City of Brookings to enhance water conservation efforts.

The League of Women Voters of Curry County (LWVCC) is an integral part of the League of Women Voters of the United States, (LWVUS), and of the League of Women Voters of Oregon (LWVOR). As a political, non-partisan organization with members locally, the organization's purposes are to promote political responsibility through informed and active participation in government and to act on selected governmental issues. The LWVCC may take action on local governmental measures and policies in the public interest in conformity with the Principles of the LWVUS.

As a part of our local Program Positions, LWVCC supports applying sound water conservation methods in the county. The proposed water conservation project, undertaken within the City of Brookings, would be a pilot project, providing information on how water conservation methodology used elsewhere could be adapted to Curry County generally, Brookings specifically.

The purpose of the Water Conservation project would be to provide water conservation information in three water application areas— residential indoor, commercial restaurant and lodging and residential outdoor gardening/lawn watering. Voluntary adjustments made by city water users would decrease overall water use during 'low flow' summer months, easing the stresses placed on the current city water infrastructure.

LWVCC, as a community organization, would not accept any payment for the proposed project. League's activities have been, and remain, done by volunteers, who give of their time and talents for the good of the communities in which they live. LWVCC would request that the City of Brookings pay the expenses related to this pilot project, principally costs for printed material and water conservation kits and hosing, not to exceed \$20,000, the amount budgeted by the City for water conservation purposes.

In addition, LWVCC would request that the City of Brookings website and city personnel act in cooperation to make this project successful. Costs of updating the city website would be considered as part of the expenses to be charged for this project, as administering the website is a cost to the city. Personnel costs would not be considered as an expense, as it is not anticipated that new duties would be added to their existing job descriptions.

II. Introduction

The League of Women Voters, a nonpartisan political organization, has fought since 1920 to improve our systems of government and impact public policies through citizen education and advocacy. The League is a grassroots organization, working at the national, state and local levels. Over time, the League's priorities have changed to reflect the needs of society and critical issues of concern. The organization remains true to its basic purpose: to make democracy work for all citizens.

The goal of the League of Women Voters is to empower citizens to shape better communities worldwide. The League acts after study and member agreement to achieve solutions in the public interest on key community issues. We believe in engaging communities in promoting positive solutions to public policy issues through education and advocacy.

Our Core Values are:

- We are a nonpartisan political membership organization.
- We believe that grassroots initiatives and consensus building are the strengths of our organization.
- We believe that our organizational models the principles of good governance.
- We consider well before taking action and prepare well before beginning to act.
- We believe that citizenship requires knowledge, as well as the ability and will to act.
- We believe that the responsibility of good government rests on the shoulders of its citizens.
- We believe that the rights of citizens at home and abroad are interdependent.

Beginning in the late 1980s, the League of Women Voters of Curry County has long been concerned with the issues of water availability in Curry County, adopting a statement of position in 1993. A two year research and study process ending in 2006 resulted in the accumulation of much additional information regarding water systems in Curry County, but no change in our Statement of Position.

Water Sources and Uses in Curry County

Statement of Position, adopted 1993

The members of the Curry County League of Women Voters recognize that watersheds are a part of the earth's hydrological cycle and are, therefore, affected by rainfall shortages.

Applying this principle, the League supports:

1. Maintaining a healthy balance between the water requirements for population growth and the water requirements of anadromous fish runs.
2. Consideration of water availability should be a prime factor when making land use decisions.
3. Research of ecologically safe water storage and of sound water conservation methods in the county.
4. Identification and regulation of areas of critical concern such as watersheds, aquifers, and aquifer recharge areas.

The League believes that accurate information about the amount of water available is essential before long-range plans can be developed.

The League supports taking routine measurements at various strategic locations on the rivers and their tributaries

III. Challenge Facing Brookings

- To: Current residents of Brookings who are served by the city's Water Department
- Challenge: "The City of Brookings is spending \$5 million—just under one third of its annual budget—to expand its water system for current users" (*Curry Coastal Pilot*, 7/28/2006). Several projects to increase capacity are already completed or underway, but the probable date of completion of these needed systems updates is 2008. What can be done in the interim? Water Conservation can be a partial answer.

Most months of the year, the current capacity of the city's water system, about 2.6 million gallons a day, is more than adequate to meet residents' water needs whose use averages 1.3 million gallons a day. However, in warm summer months, when population and water demand reach their highest points, demand could outstrip capacity. What happens if Brookings has a water emergency that coincides with high peak demands?

IV. Goals

- Goal-1 To institute a Water Conservation plan to educate of Brookings' residents about water conservation practices
- Goal 2--To reduce peak water consumption during warm summer months when the integrity of the water system may be placed in jeopardy.

V. Procedures

In order to educate and encourage Brookings' residents to use water conservation practices, four phases are suggested.

Phase One would be to institute a public relations program in early 2007 to inform people of water uses and needs, particularly during 'low flow months'. Some suggested elements of this phase include:

- Writing press releases to announce phases of the water conservation project
- Writing a series of op-ed articles on water conservation topics for local distribution
- Writing specialized fact sheets that would become part of media kits and be available online through the city's website
- Producing media kits for local print and radio
- Developing a timeline of community events/meetings and a list of contacts for each event
- Planning presentations for selected community events and meetings
- Providing media training for those who would be willing to be a part of a speakers bureau
- Coordinating community calendar listings for selected events
- Having information available online for those with internet access, as well as a list of links to sites with water conservation information;

Phase Two would focus on Outdoor gardening/lawn watering. Beginning in April or May, 2007 (when the winter rains let up and residents begin working on gardens and lawns), the following could occur:

- Presenting information at scheduled community events on lawn watering guides, low water use plant lists
- Distributing efficient yard watering devices, such as soaker hoses
- Having information available online for those with internet access, as well as a list of links to sites with water conservation information

Phase Three would educate and motivate water users to conserve waters in indoor applications.

- Presenting information at scheduled community events on indoor water conservation
- Distributing water conservation kits
- Having information available online for those with internet access, as well as a list of links to sites with water conservation information

Phase Four would involve working with those businesses in the hospitality industry to conserve water use in restaurants and hotels/motels during times of high use and low river flow.

- Presenting information at scheduled events to members of the hospitality industry
- Distributing printed material (as needed) to encourage water conservation
- Having information available online for those with internet access, as well as a list of links to sites with water conservation information

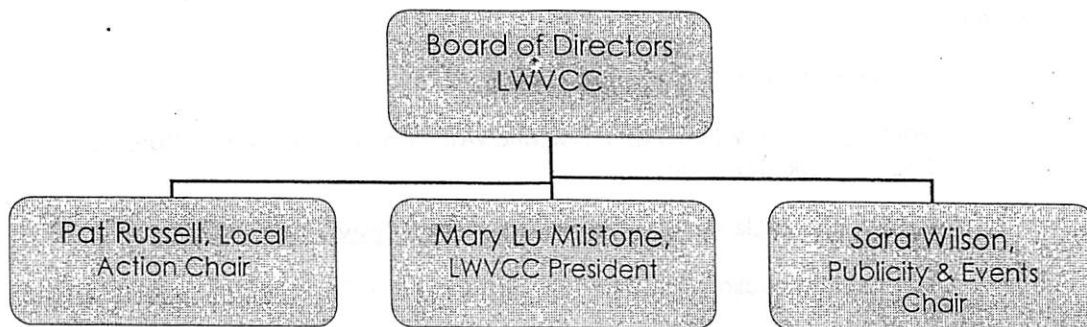
VI. Timetable

	Description of Work	Start and End Dates
Phase One	Public Relations Program	January to October 2007
Phase Two	Outdoor gardening/lawn watering	April to October 2007
Phase Three	Indoor water conservation	June to October 2007
Phase Three	Restaurant & Lodging water conservation	July to October 2007

VII. Budget

	Description of Work	Estimated Costs
Phase One	Prepare & distribute media kits on water conservation Update City Website to provide water conservation information	\$2000.00
Phase Two	Hold public information sessions Distribute soaker hoses, variable flow hose nozzles, lists of low water use plants	\$5000.00
Phase Three	Hold Public information sessions Distribute water conservation kits	\$5000.00
Phase Four	Hold Public information sessions Distribute printed materials urging water conservation	\$3000.00
	Total	\$ 15,000.00

VIII. Key Personnel



IX. Evaluation

An evaluation of the project's success will be made for the Brookings Common Council by comparing the average amount of water use per capita prior to and post conservation efforts.

As was reported to the Council 9/25/06 water consumption had increased 12 % for the month of September from 2005 to 2006. A successful water conservation program could reduce the amount of increase during low flow months from 2006 to 2007

X. Next Steps

- Next Step 1 Write press releases, articles, fact sheets and prepare media kits
- Next Step 2 Design website updates
- Next Step 3 Confirm cost estimates and order materials needed
- Next Step 4 Schedule and prepare presentations at community events
- Next Step 5 Distribute water efficient items and conservation kits

XI. Appendix

Sources:

"About the League," <<http://www.lwv.org>>

Brookings Water System Master Plan and Water Conservation Master Plan, HGE Inc., Coos Bay, OR, May 2000.

Lyon, Jannah, "Elements of a PR Program," <<http://www.e-agency.com>>

"Water Conservation Overview," City of Santa Rosa, CA, <<http://ci.santa-rosa.ca.us>>

"Water Conservation," Backyard Conservation—a cooperative project of USDA National Resources Conservation Service, National Association of Conservation Districts & Wildlife Habitat Council, April 1998, < <http://www.nrcs.usda.gov>>

Water Sources and Uses in Curry County, League of Women Voters of Curry County, 1993, Update 2006. <http://www.lwvcurry.org>

Attachments:

Examples of fact sheets, flyers and printed material with projects logo and theme

Examples of printed material available through American Water Works Association

Photo examples of and cost estimates of items to be given away

Brookings Water Conservation Project Budget Estimates

	Description of Work	Item	Item	Total
Phase One	Prepare & distribute media kits on water conservation	B&W sheets 5 cents a side to copy		
	Update City Website to provide water conservation information	Unknown		
Phase Two	Hold public information sessions			
	Distribute soaker hoses, variable flow nozzles, lists of low water use plants	hoses 6.64 each X 500 = 3320	nozzles 1.74 each X 500 = 870	
				\$4,190
Phase Three	Hold Public information sessions			
	Distribute water conservation kits	kits 10.99 each	500 kits with 10% discount and free shipping	\$4,996
Phase Four	Hold Public information sessions			
	Distribute printed materials urging water conservation	B&W on heavier paper		
				\$9,186

Xeriscaping

The term Xeriscape originated with the Denver, Colorado Water Department in 1981 in response to drought conditions occurring in Colorado. Xeriscaping principles were developed through experience in a number of different western states.

Xeriscape (pronounced zeer-i-scape) is water conservation through creative landscaping. The term Xeriscape means water conserving, drought tolerant landscaping. Xeriscaping can provide significant impact in conserving our limited water resources.

Xeriscaping takes a holistic approach to landscape water conservation. It stresses the use of native and drought tolerant plants and their use in appropriate situations. But more than that xeriscaping involves proper planning and design, installation and maintenance practices.

There are seven basic principles of Xeriscaping. They include:

- Water-wise planning and design.
- Low water use/drought tolerant plants.
- Limited lawn areas.
- Efficient irrigation design and equipment.
- Water harvesting techniques.
- Surface mulches and soil amendments (where appropriate)
- Proper maintenance practices.



Water-wise Planning and Design --Many people create their own designs with excellent results. Landscape professionals can also serve as helpful resources. They can provide advise, critique, or can develop the plans. Planning is the most important step to a successful Xeriscape because it allows for the installation of the landscape in phases, which minimizes expenses.

The zoning of landscape plantings is one of the basic concepts of Xeriscape design. The oasis zone is the area in closest proximity to the house. Here, higher water use plants are located to help cool the home through shading and evapo-transpiration. This may be the location for a small lawn area, annual flowers, potted plants, cooling vines or a paved patio surrounded by shrubbery and ground cover plants. A little farther out from the house comes the transition zone, where drought tolerant trees, shrubs and ground covers are used in groupings to enhance the benefits of water harvesting techniques. The arid zone lies beyond the transition zone and is comprised of plants which need little or no supplemental irrigation. The emphasis here is on plants that can survive on rainfall alone. This is the place to leave any natural vegetation that may have been on the property.

Low Water Use/Drought Tolerant Plants There is no shortage of beautiful drought tolerant native plants in western states. But many introduced plants from arid or semi-arid regions of the world are also drought tolerant. Most importantly, select the right plant for the right place. Be mindful not only of water requirements but also of the factors of soil conditions, and exposure to light, wind, and temperature extremes (both hot and cold). Bear in mind that even native and drought tolerant plants must have regular irrigation until they are established.

Limit Lawn Areas only in areas where it provides functional benefits, such as a children's play area or pet run. Turf is best separated from landscape plantings so that it may be watered separately. Often turf can be replaced with other, less water demanding materials, such as low water demanding ground covers, surface mulches, or hard paving materials. Never locate turf areas on slopes where water is lost to run-off.

Match your irrigation method to the type of plant being irrigation, drip or low volume spray emitters for individual plants and spray irrigation for lawns. Drip and low volume spray are the most efficient ways to irrigate because they put the water where it is needed and reduce run-off and evaporation. Use a timer or controller to schedule irrigation and adjust as seasons and weather changes. Combine plants with like water requirements on a separate irrigation zone with its own valve that can be controlled by use of a timer or controller.

Water Harvesting Techniques are used to channel runoff water to planted areas or contain it for later use. A few simple methods that direct water where it is needed include sloping sidewalks and terraces, channeling or collecting roof water, creating shallow basins around landscape plantings, and the use of rock channels to direct rain water (figure 12). By creating earth mounds or berms at the edge of the property water can be trapped on site. Locate plants where they can take advantage of the extra water.

Mulches are coverings placed on the soil under and around plants. Typical organic mulches include; compost, bark chips, ground wood, wood shavings, and animal manures. Inorganic mulches include; decomposed granite and other rock and gravel materials. Mulches help hold in soil moisture, keep soil temperatures cooler during the summer, reduce weed growth, and in the case of organic mulches; reduce soil compaction, improve water penetration, and add humus to the soil. Soil amendments are organic materials such as peat moss, animal manure and compost which are mixed into the soil. Their use is beneficial in conserving water, but should be limited to use in vegetable, flower and ground cover beds where the entire potential root zone can be modified. Never use soil amendments in planting holes for trees and shrubs!

Proper Maintenance Practices--Plants that are healthy and properly maintained use less water. Avoid over fertilizing and heavy pruning which can promote excessive growth and increase water needs. Mow lawns to the recommended height to promote deep rooting and drought resistance. Keep mower blades sharp; clean cuts lose less moisture than jagged tears. Control weeds that can compete with desirable plants for water and nutrients. When possible, water on an as-needed basis, taking into account the weather, the climate, and the plants individual water requirements.

Where does Brookings get its water?

Chetco River is city's water source.

Brookings extracts water from the Chetco River through use of a Ranney collector which is essentially a central well with six to eight lateral arms extending outward, between 28 to 30 feet below the intake structure on the Chetco River.



Three pumps can divert up to 2.3 million gallons per day for approximately 6050 people. Average daily water use had been about 1.83 cubic feet per second from October 2003 to September 2004. Brookings peak water use has increased since that time, with actual usage in dry months given as 2.72 cubic feet per second during September 2006.

Brookings' water is treated at a plant on Joe Hall Creek, then pumped to treated water storage tanks. Number of water accounts in 2005 was 3,763 and the total gallons of water sold in 2005 was 329,930,136.

Water for Brookings, though it is classified by the Oregon Department of Health as groundwater, is chlorinated and treated. An annual Consumer Confidence Report (CCR) is sent to Brookings water users each May.

Water Rates

Brookings water users pay for water based on a 'graduated' rate structure, i.e. consumers pay a higher rate for water use above the average. This form of fee structure encourages water conservation.

Water users pay for water through a utilities charge which includes water, sewer and streets. An average monthly bill for water service, inside the city limits, is \$18.05 plus a \$2.50 system replacement fee (SRF) for water.

Water Storage

Brookings currently has almost two million gallons of storage, with a 2 million gallon storage tank in the design stage, with an estimated completion time of summer 2008. This additional storage is to be constructed in East Harris Heights.

For information on how to arrange for water services, contact the Finance Department, Brookings City Hall 898 Elk Street, between the hours of 9 a.m. and 4:30 p.m. Monday through Friday. Water distribution and wastewater collection are both provided by the City of Brookings.

Beneficial Gardening Practices

The efficiency of an irrigation system can be improved with the following efforts:

Group plants according to their water-use needs. Mixing plants of different water needs on the same irrigation valve means some plants can receive the right amount of water while the other plants receive too much or too little water. Additionally, areas of different exposure should be isolated on separate irrigation valves so shady areas can be watered less than areas receiving full sun.



Trim plants and cut grass away from sprinklers to prevent interference with spray patterns.

Apply 3-4" of mulch on bare soil.

This will help prevent evaporation, moderate soil temperature, and reduce weed growth. Mulch also increases the soil's ability to absorb water. Biodegradable products (bark or wood chips) are perfect because they release nutrients into the soil as they break down. To prevent plant damage keep mulch and irrigation emitters clear of tree trunks and plant root crowns.

Install a rain shut-off device on automatic irrigation timers to avoid watering during rainfall.

Aerate and de-thatch lawns so water penetrates the soil more effectively.

Mow lawns high.

Raise the height of your mower to 2-3 inches for cool season grass (bluegrass, rye, and fescue type lawns) and 1 inch for warm season grass (bermudagrass, bentgrass and dichondra type lawns).

Use a broom, not the hose, to clean patios, driveways and sidewalks.

Put a shut-off nozzle on garden hoses to prevent water waste when using your hose.

Check for leaks in pipes, hoses, and faucets.

Phase out high water-use plants and replace them with low water-use plants.

Form Berms to create a basin around each tree and large shrub so you can water deeply (where the water is needed) and less frequently.

Add moisture absorbent polymers to the soil of potted and container plants. These polymers may decrease the frequency of irrigation events. The plants will have the same appetite for water, but some water savings may be realized due to a reduction in evaporation.

Tell your gardener about your water conservation goals (if you have a gardener).

"Water Conservation Overview", City of Santa Rosa, CA, <<http://ci.santa-rosa.ca.us>>

Water Conservation – Doing Our Share

To our Guests:

Bed sheets washed daily use millions of gallons of water and tons of detergent. Sheets are customarily changed daily.

If you feel this is unnecessary, please leave this card on your pillow and your sheets will not be changed when we make your bed.



Water Conservation – Doing Our Share

To our Guests:

Bed sheets washed daily use millions of gallons of water and tons of detergent. Sheets are customarily changed daily.

If you feel this is unnecessary, please leave this card on your pillow and your sheets will not be changed when we make your bed.



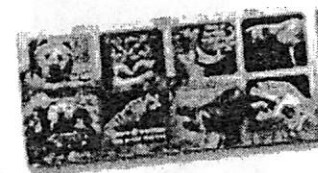
Bill Stuffer: Animal Stickers

Kids love animals and stickers! Give them both with these new stickers showing a veritable zoo of bears, otters, tigers, hippos, and more. Each has a conservation message like, "You OTTER save water!" and "Saving water is BEARY important!" 8 stickers per sheet, sized to fit in a #10 Envelope (perfect for bill stuffers).

Minimum order quantity 30. Price shown applies to orders up to 1,000. Call AWWA Customer Service 1.800.926.7337 to order quantities over 1,000.

Catalog Number 70015.

Your Price: \$ 0.43 Member Price: \$0.31



Bill Stuffer: How Does Your Garden Grow?

How to make the most of a garden using the least amount of water.

Minimum order quantity 30. Price shown applies to orders up to 1,000. Call AWWA Customer Service, 1.800.926.7337, to order quantities over 1,000.

Three-fold brochure

Catalog Number 70124.

Your Price: \$ 0.43 Member Price: \$0.31



Bill Stuffer: It's a Natural

Ten colorful pages on planning a water-conserving home landscape.

Minimum order quantity 30. Price shown applies to orders up to 1,000. Call AWWA Customer Service 1.800.926.7337 to order quantities over 1,000.

Educational booklet, 10 pp.

Catalog Number 70059.

Your Price: \$ 0.70 Member Price: \$0.50



Bill Stuffer: Household Guide to Water Conservation

What are the best ways to save water in the home? Give your customers the answer and help them save money, too, with this bill stuffer brochure. Requires #10 envelope.

Minimum order quantity 30. Call AWWA Customer Service, 1.800.926.7337, to order quantities over 1,000.

Edition: 2005, Three-fold brochure

Catalog Number 70137.

Your Price: \$ 0.43 Member Price: \$0.31



Bill Stuffer: 25 Things You Can Do to Prevent Waste

Everyone can prevent water waste. This popular bill stuffer has 25 easy things people can do to conserve water inside and outside their homes.

Minimum order quantity 30. Price shown applies to quantities up to 1,000. For order quantities over 1,000, call AWWA Customer Service 1.800.926.7337 to place your order.

Three-fold brochure

Catalog Number 70013

Your Price: \$ 0.43. Member Price: \$0.31



Bill Stuffer: 5 Basic Ways to Save Water

If all consumers used these 5 easy ways to save water, they would cut water consumption by 25%.

Minimum order 30 copies. Price shown applies to quantities up to 1,000. For quantities over 1,000, call AWWA Customer Service 1.800.926.7337 to place your order.

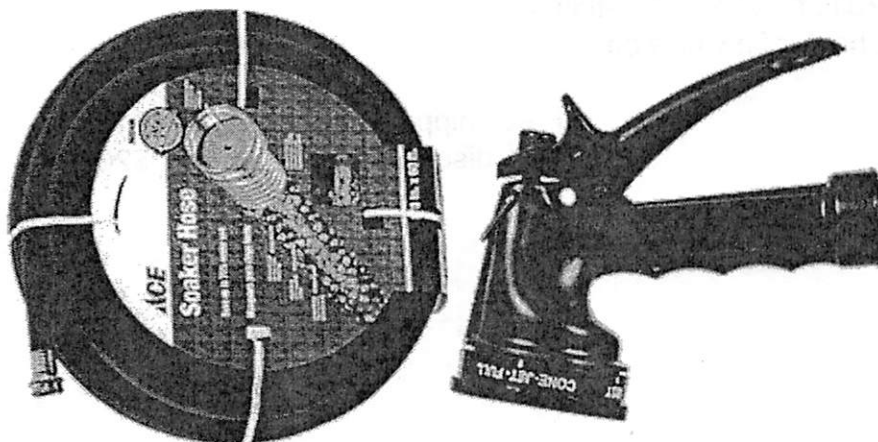
Three-fold brochure

Catalog Number 70014.

Your Price: \$ 0.43 Member Price: \$0.31



ACE HARDWARE



LAWN AND GARDEN

[Home](#) > [Lawn and Garden](#) > [Hoses](#) > [Soaker Hose](#)

Ace Soaker Hose (AP58025)
Price from Kerr Hardware--\$6.64 each

Variable-Spray Water Nozzle
Yellow—made of poly
Price from Kerr Hardware--\$1.74 each

Conservation kit from Niagara Conservation

10-PIECE INDOOR WHOLE HOUSE KIT

Cut your household water consumption by 50,000 gallons per year! Kit includes: Prismeire showerhead, 2.2 GPM swivel kitchen aerator, (2) 1.5 GPM dual thread bathroom aerator, leak detection dye tablets, toilet displacement tank bank bag, toilet fill cycle diverter, roll of 1/2"x30" Teflon tape, shower flow rate bag.

\$9.99 Per Unit

Item # N3166



CONTAINS:

1. Prismeire showerhead with flow control technology - greater force at low pressure
2. 2.2 GPM swivel kitchen aerator
3. (2) 1.5 GPM dual thread bathroom aerators
4. Package of dye tablets with instructions
5. Toilet displacement tank bank
6. Toilet fill cycle diverter
7. Roll of 1/2" x 30" Teflon tape
8. Shower flow rate bag

Free shipping on orders over \$100
10% discount on orders over \$200

CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
Monday, September 25, 2006, 7:00 p.m.

Call to Order

Mayor Sherman called the meeting to order at 7:00 p.m. and asked Ex Officio Gemmell to talk about the phrasing popularly used when saying the Pledge of Allegiance. Ex Officio Gemmell did so and the Pledge was then led by members of the Emblem Club.

Roll Call

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

Staff Present: City Manager Dale Shaddox, Administrative Services Director Paul Hughes, Interim Public Works Director John Cowan, Fire Chief Bill Sharp, Assistant Fire Chief Jim Watson, Sargeant Mike Cooper, Dispatchers Peggy Ghiringhelli and Tracy LeJeune, Administrative Assistant Joyce Heffington

Media Present: Curry Coastal Pilot Reporter Valliant Corley

Other: approximately 25 other citizens

Ceremonies

Mayor Sherman proclaimed Fire Prevention Week, accepted by Fire Chief Bill Sharp, National Emblem Club Week, accepted by members of the Emblem Club, and September and October as Fall Clean-Up Months, accepted by Charlie Kocher, Pete Smart and Councilor Jan Willms.

Announcements

Chief Bill Sharp introduced Jim Watson, and Judge Richard Harper swore Watson in as Assistant Fire Chief. Sergeant Mike Cooper introduced the new dispatchers, Peggy Ghiringhelli and Tracy LeJeune. Judge Harper introduced Jim Fallman as volunteer Pro Tem for the Brookings Municipal Court. Mayor Sherman and the Council welcomed the new employees and Pro Tem.

Council Liaisons

Councilor Mickelson attended an Urban Renewal Advisory Committee meeting.

Councilor Willms attended meetings of the Azalea Park Foundation Board, Brookings Health Fair, League of Women's Voters, Brookings-Harbor Education Foundation, and helped with the Volunteer/Employee picnic and Azalea Park Clean-up.

Mayor Sherman attended a meeting of the Brookings-Harbor Education Foundation, met with a County Commissioner and the Mayor from Port Orford, and helped with the Azalea Park Clean-Up.

Councilor Anderson attended one school and two City meetings and commented on the successful negotiation of a labor contract with the Brookings-Harbor Education Association.

Ex Officio Gemmell spent time gearing up for Red Ribbon Week.

Public Comment

Larry Aslinger, 439 Buena Vista Loop, expressed concerns regarding the hiring of outside consultants, and regarding the Biosolids Treatment System Design contract which he said had not previously been brought before the community for input.

Mayor Sherman addressed Aslinger's concerns, stating that the Biosolids Treatment System Design contract is one phase in a process that began over a year ago when the issue was brought before the community and received overwhelming support by the citizens of Brookings.

Regular Agenda

City Manager Dale Shaddox reviewed staff recommendations and answered Council questions regarding the contracts for the Biosolids Treatment System Design, the Water Master Plan Update and the Sanitary Sewer Collection System Master Plan Update.

Councilor Gordon moved, a second followed and Council voted unanimously, with an advisory vote from Ex Officio Gemmell, to award the Contract for Biosolids Treatment System Design to Kennedy/Jenks Consultants.

Councilor Mickelson moved, a second followed and Council voted unanimously, with an advisory vote from Ex Officio Gemmell, to award the Contract for the Water Master Plan Update to HGE Engineering.

Councilor Gordon moved, a second followed and Council voted unanimously, with an advisory vote from Ex Officio Gemmell, to award the Contract for the Sanitary Sewer Collection System Master Plan Update to HGE Engineering

Consent Calendar

- A. Approval of Council Meeting Minutes** for meeting of September 11, 2006.
- B. Approval of Staff Recommendation** to cancel Council meetings for November 27 and December 25, 2006, with regular schedule to resume, January 8, 2007.

Councilor Willms moved, a second followed and Council voted unanimously, with an advisory vote from Ex Officio Gemmell, to accept the Consent Calendar as published.

Adjournment

Councilor Gordon moved and the Council voted unanimously by voice vote to adjourn at 8:26 p.m.

Respectfully submitted:

Mayor Pat Sherman

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

Paul Hughes, Administrative Services Director/City Recorder

MINUTES
BROOKINGS PLANNING COMMISSION
August 1, 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:

Dianne Snow, Planning Director; Donna Colby-Hanks, Senior Planner, and Cathie Mahon, Secretary.

Other:

Media: Coastal Pilot reporter

Approximately 6 participants in the audience

CHAIR ANNOUNCEMENTS

None.

MINUTES

By a 7-0 vote (motion: Commissioner Markham) the Planning Commission approved the minutes of July 11, 2006, as written.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON WRITTEN REQUESTS

1. By a 7-0 vote (Commissioner Gorman) the Planning Commission approved the request for a one-year extension of File No. **M3-3-05**, an application for a minor partition to divide a 2.16 acre parcel of land into two lots; located at 620 Fern Avenue; Assessor's Map 41-13-06AD, Tax Lot 2000; R-3 (Multi-family Residential) zone; Ron Gable, applicant.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 7-0 vote (Motion: Commissioner Hedenskog) the Planning Commission approved File No. **CUP-8-06**, a request for a replacement sign located at the *Chetco Activity Center*, located at 550 Chetco Lane; Assessor's Map 41-13-06AC, Tax Lot 2200; R-3 (Multi-family Residential) zone; Bill Boynton, applicant.
2. By a 7-0 vote (Motion: Commissioner Hedenskog) the Planning Commission approved the Final ORDER and Findings of Fact for File No. **CUP-8-06**.

Commissioners Collis, Gorman, Hedenskog, and Markham 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 action was taken following questions and comments regarding the request from the following:

Bill Boynton, representative

P. O. Box 1444

Brookings, OR 97415

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

3. By a 7-0 vote (motion: Commissioner Markham) the Planning Commission approved File No. **M3-7-06**, a request for a minor partition to divide a .83 acre parcel into two parcels; located at 17094 Parkview Drive; Assessor's Map 40-13-31B, Tax Lot 1317; R-1-6 (Single-family Residential, 6,000 sq.ft. minimum lot size) zone; Edward Curtis, applicant.

Commissioner Gorman announced he lives on Parkview Drive but could hear the request without bias. Commissioner Collis claimed he has had business dealings with the applicant but could hear the case without bias. Commissioners Collis, Gorman, Markham, and Dundon 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 action was taken following questions and comments regarding the request from the following:

Ed Curtis, applicant

P. O. Box 4043

Brookings, OR 97415

The motion was amended to include the following conditions (as noted in italics).

- General Conditions

8. Applicant must submit a signed statement and have a note put on the plat, agreeing to remove the shop building on Parcel 1, or obtain a building permit to site a dwelling, or convert the shop to living quarters within 1 year of recording the plat.

- Street Conditions:

2. Access will be a shared driveway easement as shown and described on the plat. A note on the plat must state this easement area will be used and maintained by both parcels and all future assigns. An additional note must state the access easement will be dedicated and platted as a half-street in any future partitioning of the subject property.

- Sanitary Sewer and Storm Drain Conditions:

5. The existing on-site septic drain fields located on Parcel 1 to serve the existing dwelling on Parcel 2 must be abandoned. This requirement must be coordinated with the Curry County Sanitarian.

The Chair closed the public hearing at 8:05 p.m. The Commission had questions and concerns and asked if the applicant could address them. The public hearing was reopened at 8:07. The hearing was closed at 8:26 p.m.

4. By a 7-0 vote (Motion: Commissioner Hedenskog) the Planning Commission approved the Final ORDER and Findings of Fact for File No. **M3-7-06**, as amended.

A short recess was declared by the Chair at 8:30. The meeting reconvened at 8:38 p.m. with the same commissioners present.

COUNTY REFERRELS

1. By a 7-0 vote (Motion Commissioner Markham) the Planning Commission will send a favorable recommendation to the County, for File No. **CR-AD-0625**, a request for a conditional use permit to expand the *Town & Country Animal Clinic* by 4,100 square feet; located at 15740 Highway 101; Assessor's Map 41-13-9DD, Tax Lot 600; RC (Rural Commercial) zone; John and Amber Jacobson, and Laurie and Jeff Johnson, applicants.

The Commission requested the following recommended conditions be forwarded to the County:

- The applicant receives clearance (form) from ODOT.
 - The County ensures that the septic system is moved out from under the expansion footprint.
 - The County verifies the setbacks are adequate for the height of the existing structure and proposed addition.
2. By a 7-0 vote (Motion: Commissioner Collis) the Planning Commission will send a favorable recommendation to the County for File No. **CR-AD-0611**, a request for a variance from the minimum setback requirements for a property line and a road; located on the north side of Highway 101 at the end of Floral Hill Drive inside the UGB (Urban Growth Boundary), R-2 (County Residential) zone; Assessor's Map 41-13-9AB, Tax Lot 140; William Vogel, applicant.

The Commission requested the following recommended conditions be forwarded to the County:

- 1. "No Parking" signs be erected along the access easement.
- 2. Siting of dwelling must comply with conclusions as stated in the geologic reports dated June 12, 2006 and July 3, 2006.

COMMENTS by the PLANNING STAFF

Planning Director Snow discussed several issues:

1. Updated the Commission on two previous cases that have been appealed to City Council.
 - **APPC-2-06-Pacific Terrace** Water Tower, Final Order approved at the July 11th meeting and
 - **CUP-7-06**-conditional use permit approved at the Public Hearing, July 11, 2006, for a dwelling group at 19 Tanbark Road.
 - Both cases will be heard at the August 28th City Council meeting
2. Two grants have been awarded by DLCD (Dept. of Land Conservation and Development)
 - +\$6,000 grant from the DLCD Coastal program.
 - A \$10,000 grant-some of the funds will be used for the GIS data base.
3. The regularly scheduled meeting is September 5th, the day after Labor Day. Discussion ensued with the consensus it was not a problem with any of the commissioners.

COMMISSIONERS COMMENTS.

Commissioner Markham asked to be informed when GIS classes are available.

Commissioner Gorman expressed his concern on traffic and safety around the schools.

Commissioner Dundom stated he drove to the corner of Fifth and Ransom to check on traffic visibility. His concern stems from the traffic triangle clearance area, noting that a tree is blocking the view around the corner, and vegetation is over the three foot limit. He said this should be taken care of before school starts. (Note: at the May 2, 2006, meeting, approval was granted for the Brookings-Harbor Christian school to use the church facility for grades 4th through 6th, File No.CUP-3-78/MC-4).

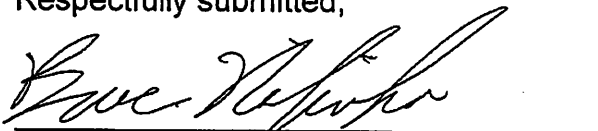
Commissioner Collis had a question on the Urban Renewal Agency Program.

Chair Nishioka circulated a copy of a draft letter concerning water issues. It was a request to have a City representative present to the Commission a review of city water distribution, specifically how it would provide adequate water for any (future) annexation.

ADJOURNMENT:

With no further business before the Planning Commission, the meeting closed 9:30 p.m.

Respectfully submitted,



Bruce Nishioka, Chair
(approved at 9-26-06 meeting)

MINUTES
BROOKINGS PLANNING COMMISSION
September 5, 2006

The regular meeting of the Brookings Planning Commission was called to order by Chair Nishioka at 7: 08 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	Ron Hedenskog

Commissioners Absent: Richard Yock

Staff Present:

Dianne Snow, Planning Director, Donna Colby-Hanks, Senior Planner, and Cathie Mahon, Secretary.

Other:

Approximately 3 participants in the audience

CHAIR ANNOUNCEMENTS

None.

MINUTES

By a 6-0 vote (motion: Commissioner Hedenskog) the minutes for the August 1, 2006, meeting was delayed until the next meeting on September 26, 2006.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

None.

COUNTY REFERRELS

1. By a 6-0 vote (motion: Commissioner Markham) the Planning Commission will send a favorable recommendation for File No. **CR-AD-9704**, a request for a modification to an existing conditional use for a Community Building, specifically *Gospel Outreach Mission*; located at 15701 Highway 101; Assessor's Map 41-13-10CC, Tax Lot 3200; Rural Commercial (RC) zone. The request is to allow an increase in the number of permitted residents, erect a metal building on an existing 30' X50' X10' slab, and upgrade the kitchen to commercial use; Chuck Fidroeff, applicant and representative for the *Outreach Gospel Mission*.

The action was taken following questions and concerns from the following:

Mr. Chuck Fidroeff, representative for the *Gospel Outreach Mission*, Box 993, Harbor Chrissy Yock, (address not given) stated she was in favor of the proposal.

Mr. Fidroeff wanted the record to show he was not asking to upgrade to a commercial kitchen, only a commercial stove which would be more appropriate if the increase in residents occurs.

The Commission approved the following recommendations be forwarded to the County:

1. The applicant provides written confirmation from ODOT authorizing the access permit to include the expanded use.
2. The County verifies parking is adequate for the existing and proposed uses. The parking area is to be graveled, and within three (3) years be paved and striped.
3. The applicant provides documentation of an easement for Robin Lane if it is to be used for access to the new structure.
4. The applicant provides written confirmation from the Oregon State Health Division that all requirements are satisfied prior to any increase in guests.
5. Barricades to protect the septic initial and repair areas to be installed.
6. The County requires all outside lighting from the proposed new structure be directed away from the adjacent residential properties.
7. The applicant must insure that all mission rules, as indicated in Attachment B of File AD-9704, are enforced.

UNSCHEDULED PUBLIC APPEARANCES

John Brazil, 15694 Pedrioli Lane, Harbor, stated he was present as a representative and volunteer for the Harbor Fire Department. He addressed some of the concerns he had when the commission approves a building project. He asked if such issues such as access to roadways, water flow to the property, and proper pressure from fire hydrants have been reviewed and signed-off by an engineer. He said a permit should not be approved without these issues being reviewed according to the *Uniform Fire Code*. He concluded his main concern is fire protection and safety for residents.

COMMENTS by the PLANNING STAFF

Planning Director Snow updated the Commission on some of the results from previously heard cases:

- CUP-3-78/MC-4-06: Brookings-Harbor Christian School. "School Zone" signage has been installed on both Ransom Street and Fifth Street.
- M3-7-06: Mr. Curtis is working with Dan Crumby, Curry County Roadmaster, on road issues outlined in the conditions.

Additional items:

- Commissioners were asked if they had worked on the summary of hours during the fiscal year, spent reviewing material and attending public hearings. (They will be recognized at the City picnic for their volunteerism).
- Reminder about the Planning Commissioner training at the OPI (Oregon Planning Institute) conference on September 16th held in Eugene.
- Reminder about the City Picnic Saturday, September 16th.

COMMISSIONERS COMMENTS

Commissioner Collis complimented Director Snow for her job at City Council when two of the Planning Commission decisions were appealed and heard before City Council.

Commissioner Dundom said he thought the session with City Manager Shaddox (before the public hearing) was helpful in answering sewer and water issues. He questioned the engineering review process.

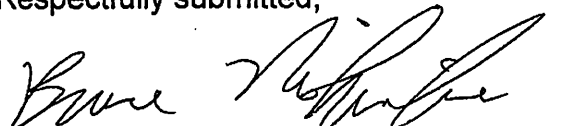
Commissioner Nishioka had a question on *Pacific Terrace PUD* regarding the time period for notification of hearings.

Planning Director Snow reported on the September 26th meeting. There will be a Comprehensive Plan change regarding a zone change to the property at 207 North Bank Chetco Road, near *Constitution Way*. She thanked the commission for agreeing to schedule this item for this date. Also on the agenda is a County Referral, requested by Dale Coleman, for a modification to File No. **CR-S-0501**, originally heard last year at the October 26, 2005, Planning Commission meeting.

ADJOURNMENT:

With no further business before the Planning Commission, the meeting closed 8:25 p.m.

Respectfully submitted,



Bruce Nishioka, Chair
(approved at 9-26-06 meeting)

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/06	09/06/2006	55363	145	EBS Trust	10-00-2005	37.20
09/06	09/06/2006	55364	910	OR Department of Justice	10-00-2005	115.38
09/06	09/06/2006	55365	1132	OR Department of Justice	10-00-2005	322.15
09/06	09/06/2006	55366	3669	3PM/Montgomery	10-00-2005	24.17
09/06	09/06/2006	55367	3581	ALSCO	10-00-2005	79.20
09/06	09/06/2006	55368	167	American Sigma	10-00-2005	4,195.10
09/06	09/06/2006	55369	630	AWWA	10-00-2005	143.00
09/06	09/06/2006	55370	174	Barbara Palicki	10-00-2005	29.00
09/06	09/06/2006	55371	2447	Barnstead International	10-00-2005	248.99
09/06	09/06/2006	55372	138	Becco, Inc	10-00-2005	57.90
09/06	09/06/2006	55373	148	B-H Chamber of Commerce	10-00-2005	8,328.17
09/06	09/06/2006	55374	2407	Blue Star Gas	10-00-2005	1,315.22
09/06	09/06/2006	55375	3250	BNT Promotional Products	10-00-2005	63.14
09/06	09/06/2006	55376	714	Brookings Signs & Graphics	10-00-2005	164.00
09/06	09/06/2006	55377	313	Brookings Vol Firefighters	10-00-2005	2,083.33
09/06	09/06/2006	55378	715	Budge McHugh Supply	10-00-2005	9.14
09/06	09/06/2006	55379	164	VOID - Chambers South Inc	10-00-2005	.00
09/06	09/06/2006	55380	1840	Chetco Federal Credit Union	10-00-2005	3,330.00
09/06	09/06/2006	55381	3415	Chetco Marine Supply	10-00-2005	238.20
09/06	09/06/2006	55382	3315	Dale Shaddox	10-00-2005	71.20
09/06	09/06/2006	55383		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55384		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55385	259	Da-Tone Rock Products	10-00-2005	3,174.73
09/06	09/06/2006	55386	316	Donald & Roberta Chandler	10-00-2005	548.00
09/06	09/06/2006	55387	153	Ferrellgas	10-00-2005	437.95
09/06	09/06/2006	55388	2882	Globalstar USA	10-00-2005	76.87
09/06	09/06/2006	55389	1749	Granich Engineered Products	10-00-2005	193.97
09/06	09/06/2006	55390	154	Hagen's Dry Cleaners	10-00-2005	28.80
09/06	09/06/2006	55391	131	HGE, Inc	10-00-2005	38,567.92
09/06	09/06/2006	55392	3285	Joyce Heffington	10-00-2005	30.93
09/06	09/06/2006	55393	3670	Kelli Ryan	10-00-2005	37.34
09/06	09/06/2006	55394		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55395		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55396		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55397		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55398		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55399		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55400		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55401		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55402		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55403	162	Kerr Hardware	10-00-2005	2,399.08
09/06	09/06/2006	55404	262	Kim Hunnicutt Court Reporting	10-00-2005	14.00
09/06	09/06/2006	55405	386	Lab Safety Supply Inc	10-00-2005	98.28
09/06	09/06/2006	55406	202	League of Oregon Cities	10-00-2005	10.00
09/06	09/06/2006	55407	3672	Mail Boat Trips	10-00-2005	196.00
09/06	09/06/2006	55408	155	Mory's	10-00-2005	72.92
09/06	09/06/2006	55409	334	North Coast Electric	10-00-2005	132.30
09/06	09/06/2006	55410	1029	Pitney Bowes Purchase Power	10-00-2005	1,018.99
09/06	09/06/2006	55411	322	Postmaster	10-00-2005	675.00
09/06	09/06/2006	55412		Information Only Check	10-00-2005	.00 V
09/06	09/06/2006	55413	1193	PRN Data Services, Inc	10-00-2005	4,217.00
09/06	09/06/2006	55414	3671	Randy Walker	10-00-2005	31.76
09/06	09/06/2006	55415	3630	Red Lion Jantzen Beach	10-00-2005	661.50
09/06	09/06/2006	55416	199	Richard Harper	10-00-2005	300.00
09/06	09/06/2006	55417	3369	Schwabe Williamson & Wyatt PC	10-00-2005	770.00
09/06	09/06/2006	55418	3674	Sharon Downs	10-00-2005	27.66
09/06	09/06/2006	55419	3093	Shelton-Turnbull Printers Inc	10-00-2005	375.17

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/06	09/06/2006	55420	380	Stadelman Electric Inc	10-00-2005	366.53
09/06	09/06/2006	55421	2254	Sunny Wheatley	10-00-2005	205.00
09/06	09/06/2006	55422	181	United Communications Inc	10-00-2005	1,463.76
09/06	09/06/2006	55423	670	Western Equipment Distributors	10-00-2005	16,224.69
09/06	09/06/2006	55424	269	WW Grainger	10-00-2005	1,015.99
09/06	09/06/2006	55425	253	Xerox Corporation	10-00-2005	70.73
09/06	09/13/2006	55426	3646	Western Power & Equipment	10-00-2005	57,000.00
09/06	09/14/2006	55427	3073	Mount Bachelor Village	10-00-2005	307.05
09/06	09/14/2006	55428	167	American Sigma	10-00-2005	135.20
09/06	09/14/2006	55429	146	Bay West Supply, Inc	10-00-2005	208.48
09/06	09/14/2006	55430	2407	Blue Star Gas	10-00-2005	596.16
09/06	09/14/2006	55431	1522	Blumenthal Uniforms	10-00-2005	244.20
09/06	09/14/2006	55432	370	CCIS	10-00-2005	23,506.29
09/06	09/14/2006	55433	3688	Chetco Drywall Inc	10-00-2005	100.39
09/06	09/14/2006	55434	178	Chetco Pharmacy & Gift	10-00-2005	38.00
09/06	09/14/2006	55435	822	Coast Auto Center	10-00-2005	380.54
09/06	09/14/2006	55436	1745	Coastal Paper & Supply, Inc	10-00-2005	245.49
09/06	09/14/2006	55437	183	Colvin Oil Company	10-00-2005	3,963.19
09/06	09/14/2006	55438	182	Coos-Curry Electric	10-00-2005	2,018.68
09/06	09/14/2006	55439	151	Curry Coastal Pilot	10-00-2005	739.80
09/06	09/14/2006	55440	195	Curry Transfer & Recycling	10-00-2005	1,026.35
09/06	09/14/2006	55441	2775	Curtiss Lunsford	10-00-2005	47.95
09/06	09/14/2006	55442	3315	Dale Shaddox	10-00-2005	18.00
09/06	09/14/2006	55443		Information Only Check	10-00-2005	.00 V
09/06	09/14/2006	55444	166	Dan's Auto & Marine Electric	10-00-2005	185.23
09/06	09/14/2006	55445	3135	David Gordon	10-00-2005	23.00
09/06	09/14/2006	55446	284	Day-Wireless Systems	10-00-2005	813.00
09/06	09/14/2006	55447	2729	DJC	10-00-2005	136.60
09/06	09/14/2006	55448	3683	Frank Pifferini	10-00-2005	47.43
09/06	09/14/2006	55449	3666	Freelinc	10-00-2005	665.02
09/06	09/14/2006	55450	2480	Freeman Contracting, Inc.	10-00-2005	79,377.84
09/06	09/14/2006	55451	3518	GLC Concrete Construction Inc	10-00-2005	13,686.00
09/06	09/14/2006	55452	2109	Granite Construction Co.	10-00-2005	1,087.94
09/06	09/14/2006	55453	131	HGE, Inc	10-00-2005	2,400.08
09/06	09/14/2006	55454	3686	J.J.R. Service Center	10-00-2005	7.00
09/06	09/14/2006	55455	3655	Jim Fallman	10-00-2005	62.00
09/06	09/14/2006	55456	3680	Judy Hansen	10-00-2005	28.98
09/06	09/14/2006	55457	3687	Kathy Ramsay	10-00-2005	50.00
09/06	09/14/2006	55458	3678	Kenneth Manuele	10-00-2005	174.00
09/06	09/14/2006	55459	262	Kim Hunnicutt Court Reporting	10-00-2005	132.00
09/06	09/14/2006	55460	3684	Kristie Kilgore	10-00-2005	105.79
09/06	09/14/2006	55461	1397	L N Curtis	10-00-2005	123.24
09/06	09/14/2006	55462	3685	LaDena James	10-00-2005	4.22
09/06	09/14/2006	55463	3689	Mandi Aubrey	10-00-2005	32.44
09/06	09/14/2006	55464	155	Mory's	10-00-2005	25.90
09/06	09/14/2006	55465	3073	Mount Bachelor Village	10-00-2005	307.05
09/06	09/14/2006	55466	424	Munnell & Sherrill	10-00-2005	85.69
09/06	09/14/2006	55467	110	Napa Brookings	10-00-2005	37.80
09/06	09/14/2006	55468	1960	National Fire Fighter Corp	10-00-2005	84.98
09/06	09/14/2006	55469	2051	National Waterworks, Inc	10-00-2005	1,679.44
09/06	09/14/2006	55470	334	North Coast Electric	10-00-2005	24.90
09/06	09/14/2006	55471	2025	Numberg Scientific	10-00-2005	166.64
09/06	09/14/2006	55472	279	One Call Concepts, Inc	10-00-2005	50.40
09/06	09/14/2006	55473	177	Oregon Medical Laboratories	10-00-2005	22.70
09/06	09/14/2006	55474	252	Paramount Pest Control	10-00-2005	38.00
09/06	09/14/2006	55475	2974	Pat Sherman	10-00-2005	18.00
09/06	09/14/2006	55476	180	Ray's Food Place	10-00-2005	67.44

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/06	09/14/2006	55477	199	Richard Harper	10-00-2005	62.00
09/06	09/14/2006	55478	3682	Robin & Cristina LeGrand	10-00-2005	14.82
09/06	09/14/2006	55479	3673	Rogue Interagency Training Asn	10-00-2005	140.00
09/06	09/14/2006	55480	169	Roto Rooter	10-00-2005	57,059.75
09/06	09/14/2006	55481	3681	Thomas Serna	10-00-2005	13.08
09/06	09/14/2006	55482	179	Trew, Cyphers & Meynink	10-00-2005	1,829.00
09/06	09/14/2006	55483		Information Only Check	10-00-2005	.00 V
09/06	09/14/2006	55484	136	United Pipe & Supply Co Inc	10-00-2005	1,487.23
09/06	09/14/2006	55485	991	Verizon Northwest	10-00-2005	516.13
09/06	09/14/2006	55486	861	Village Express Mail Center	10-00-2005	5.66
09/06	09/14/2006	55487	3679	Warren Krick MD	10-00-2005	250.00
09/06	09/14/2006	55488	3677	Water Color Society	10-00-2005	50.00
09/06	09/14/2006	55489	2399	White Cap Const Supply	10-00-2005	.87
09/06	09/14/2006	55490	2480	Freeman Contracting, Inc.	10-00-2005	1,400.00
09/06	09/20/2006	55491	1881	AFLAC	10-00-2005	303.04
09/06	09/20/2006	55492	214	Regence Life & Health Ins	10-00-2005	230.40
09/06	09/20/2006	55493	910	OR Department of Justice	10-00-2005	115.38
09/06	09/20/2006	55494	1132	OR Department of Justice	10-00-2005	322.15
09/06	09/21/2006	55495	2407	Blue Star Gas	10-00-2005	816.41
09/06	09/21/2006	55496	2421	Brookings Harbor Booster Club	10-00-2005	1,154.00
09/06	09/21/2006	55497	3015	Charter Communications	10-00-2005	1,060.49
09/06	09/21/2006	55498	3690	Chris & Debby Icide	10-00-2005	13.06
09/06	09/21/2006	55499	1740	Code Publishing Company Inc	10-00-2005	2,825.30
09/06	09/21/2006	55500	182	Coos-Curry Electric	10-00-2005	5,144.18
09/06	09/21/2006	55501	3676	Craig A. Stone & Associates	10-00-2005	1,787.50
09/06	09/21/2006	55502	195	Curry Transfer & Recycling	10-00-2005	53.13
09/06	09/21/2006	55503	3315	Dale Shaddox	10-00-2005	48.90
09/06	09/21/2006	55504	3251	David Lentz	10-00-2005	30.00
09/06	09/21/2006	55505	371	DEQ Business Office	10-00-2005	566.00
09/06	09/21/2006	55506	2827	Dianne Snow	10-00-2005	111.32
09/06	09/21/2006	55507	3537	Ennis Paint	10-00-2005	574.80
09/06	09/21/2006	55508	3696	George B Watwood III	10-00-2005	44.85
09/06	09/21/2006	55509	3692	George Rhodes	10-00-2005	16.55
09/06	09/21/2006	55510	2109	Granite Construction Co.	10-00-2005	1,027.50
09/06	09/21/2006	55511	198	Grants Pass Water Lab	10-00-2005	242.00
09/06	09/21/2006	55512	2062	Harbor Sanitary District	10-00-2005	6,280.00
09/06	09/21/2006	55513	2239	Helga Bertrand	10-00-2005	53.92
09/06	09/21/2006	55514	1699	Imagistics	10-00-2005	562.87
09/06	09/21/2006	55515	3234	Jason Housden	10-00-2005	59.11
09/06	09/21/2006	55516	3695	Kenneth H Parnell Jr	10-00-2005	22.80
09/06	09/21/2006	55517	262	Kim Hunnicutt Court Reporting	10-00-2005	33.00
09/06	09/21/2006	55518	3694	Ladena James	10-00-2005	53.59
09/06	09/21/2006	55519	3691	Michael Whitman	10-00-2005	25.69
09/06	09/21/2006	55520	155	Mory's	10-00-2005	91.04
09/06	09/21/2006	55521	283	Mufflers & More	10-00-2005	204.00
09/06	09/21/2006	55522	1587	NAS Associates Inc	10-00-2005	3,350.00
09/06	09/21/2006	55523	334	North Coast Electric	10-00-2005	2,104.18
09/06	09/21/2006	55524	3693	Penny Meo	10-00-2005	32.01
09/06	09/21/2006	55525	293	Petty Cash	10-00-2005	208.25
09/06	09/21/2006	55526	2268	Pioneer Products	10-00-2005	336.78
09/06	09/21/2006	55527	187	Quality Fast Lube & Oil	10-00-2005	30.00
09/06	09/21/2006	55528	3505	Rogue Valley Council of Gov	10-00-2005	625.28
09/06	09/21/2006	55529	3499	Simplot	10-00-2005	373.00
09/06	09/21/2006	55530	3220	The Radar Shop	10-00-2005	103.50
09/06	09/21/2006	55531	861	Village Express Mail Center	10-00-2005	33.76
09/06	09/21/2006	55532	670	Western Equipment Distributors	10-00-2005	270.47
09/06	09/21/2006	55533	269	WW Grainger	10-00-2005	434.08

M = Manual Check, V = Void Check

Check Register - Summary
 GL Posting Period(s): 09/06 - 09/06
 Check Issue Date(s): 09/01/2006 - 09/30/2006

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/06	09/28/2006	55534	280	ADS Equipment	10-00-2005	290.21
09/06	09/28/2006	55535	1647	All Star Fire Equipment	10-00-2005	85.00
09/06	09/28/2006	55536	800	American Red Cross	10-00-2005	50.00
09/06	09/28/2006	55537	342	Applied Industrial Technology	10-00-2005	111.90
09/06	09/28/2006	55538	3698	Calendars	10-00-2005	34.04
09/06	09/28/2006	55539	1373	Cascade Fire Equipment	10-00-2005	521.41
09/06	09/28/2006	55540	164	Chambers South Inc	10-00-2005	2,675.98
09/06	09/28/2006	55541	183	Colvin Oil Company	10-00-2005	3,642.87
09/06	09/28/2006	55542	182	Coos-Curry Electric	10-00-2005	15,054.82
09/06	09/28/2006	55543	607	Dept of Consumer/Business Serv	10-00-2005	330.00
09/06	09/28/2006	55544	2117	Edge Wireless	10-00-2005	338.28
09/06	09/28/2006	55545	1095	Frank Cembellin	10-00-2005	22.27
09/06	09/28/2006	55546	113	Fred Meyer	10-00-2005	341.88
09/06	09/28/2006	55547	3518	GLC Concrete Construction Inc	10-00-2005	1,835.00
09/06	09/28/2006	55548	1088	Jobs Available Inc	10-00-2005	567.00
09/06	09/28/2006	55549	1397	L N Curtis	10-00-2005	589.99
09/06	09/28/2006	55550	202	League of Oregon Cities	10-00-2005	220.00
09/06	09/28/2006	55551	1127	Lyle Signs Inc	10-00-2005	1,863.00
09/06	09/28/2006	55552	155	Mory's	10-00-2005	139.00
09/06	09/28/2006	55553	1491	Mt Hood Chemical	10-00-2005	3,458.40
09/06	09/28/2006	55554	1960	National Fire Fighter Corp	10-00-2005	251.00
09/06	09/28/2006	55555	2051	National Waterworks, Inc	10-00-2005	291.00
09/06	09/28/2006	55556	2484	Nat'l Hose Testing Spec Inc	10-00-2005	2,159.70
09/06	09/28/2006	55557	1920	Pitney Bowes, Inc	10-00-2005	21.98
09/06	09/28/2006	55558		Information Only Check	10-00-2005	.00 V
09/06	09/28/2006	55559	207	Quill Corporation	10-00-2005	333.73
09/06	09/28/2006	55560	169	Roto Rooter	10-00-2005	15,319.70
09/06	09/28/2006	55561	267	SeaWestern Fire Fighting Equip	10-00-2005	540.86
09/06	09/28/2006	55562	3093	Shelton-Turnbull Printers Inc	10-00-2005	174.51
09/06	09/28/2006	55563	612	Strahm's Sealcoat	10-00-2005	8,098.00
09/06	09/28/2006	55564	990	United Parcel Service	10-00-2005	27.83
09/06	09/28/2006	55565	136	United Pipe & Supply Co Inc	10-00-2005	807.01
09/06	09/28/2006	55566	861	Village Express Mail Center	10-00-2005	31.32
09/06	09/28/2006	55567		Information Only Check	10-00-2005	.00 V
09/06	09/28/2006	55568		Information Only Check	10-00-2005	.00 V
09/06	09/28/2006	55569	2122	VISA	10-00-2005	1,595.95
09/06	09/28/2006	55570	1483	Wall & Wall, P.C., CPA's	10-00-2005	13,106.00
09/06	09/28/2006	55571	269	WW Grainger	10-00-2005	59.32
Totals:						<u>455,995.67</u>

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
-----	------	----------	-----------	-------	---------------	--------

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____



COUNCIL AGENDA REPORT

To: Mayor & City Council

From: Fire Chief, William Sharp (WB)

Date: 10/3/06

Re: High school Home Coming Bonn Fire

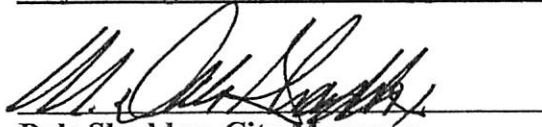
Subject: High school Home Coming Bonn Fire

Recommendation: Council authorize High School to have their annual home coming Bonn Fire on Oct 16th, 2006 7PM.

Background /Discussion: Each year the high school puts on a Bonn fire as part of their Home Coming weeks activities. The Fire Department helps the school in this event by actually inspecting the burn pile and lighting it for the school. We also stand-by at the site and monitor the activity until the school authorities ask us to extinguish it. This event usually last for approximately two hours. It is chaperoned by the School District staff as well as reserve Police officers. The Fire Department supports this activity with actual involvement of the Department and permission based on the City Council's authorization. Consideration is given each year also based on the weather conditions.

Financial Impact(s): None

City Manager Review and Approval for placement on Council Agenda:


Dale Shaddox, City Manager