



# Agenda

VAULT COPY

City of Brookings  
Common Council Meeting  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings Oregon  
February 28, 2005 7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Ceremonies/Appointments/Announcements
  - A. Ceremonies
    - 1. Proclamation—National Red Cross Month [page 5]
  - B. Announcements
    - 1. Introduction of Joyce Heffington, new Police Department Communications Officer
- V. Oral Requests and Communications from the Audience
  - A. Committee and Liaison reports
    - 1. Chamber of Commerce
    - 2. Council Liaisons
  - B. Unscheduled
- VI. Staff Reports
  - A. Police Department
    - 1. IES Interactive Training [page 7]
    - 2. Surplus Vehicles [page 9]
  - B. City Manager
    - 1. Brookings-Harbor Chamber of Commerce special requests for 2005 Azalea Festival [page 11]
      - a. Request to consume alcohol on city property-Azalea Park Chamber Mixer
      - b. Other requests
    - 2. ODOT Cooperative Improvement Agreement [page 19]
    - 3. Other
- VII. Consent Calendar
  - A. Approval of Council Meeting Minutes
    - 1. Minutes of February 14, 2005, regular Council meeting [page 29]

End Consent Calendar
- VIII. Remarks from Mayor and Councilors
  - A. Council
  - B. Mayor
- IX. Adjournment

# Brookings Events Calendar

## March 2005

March 2005							April 2005						
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	1	2
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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		March 1	2	3	4	5
		8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palicki-X217 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm CC-Planning Commssn	12:00pm Comnity Agencies mtg (Chetco Sr.Center) 2:30pm CC-SafetyComMtg/ Kathy Dunn 7:00pm FH-PoliceReserves	8:15am CC-CmtyDevDpt Staff mtg/EWait 9:00am CC-Crm Stoppers 10:00am CC- Site Plan Com Mtg/LauraLee Gray		
6	7	8	9	10	11	12
	9:30am CC- VIPS/Volunteers in Police Service/Marvin Parker 10:30am CC-Subdivision committee meeting-John Bischoff 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Work/study session-Ted Gresh Para	9:00am CC-PDT meeting-Ted Gresh-503-736-4836 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	2:00pm CC-Public Works Bld Opening-Dump Truck Chassis-Cathie mahon	8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Economic Development Committee-Ed Wait, Dianne Snow		
13	14	15	16	17	18	19
	2:00pm CC-Subdivision meeting-John Bischoff 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palick 9:30am KURY Radio Community Focus Talk Show w/City 10:00am FH-Surburban Fire District-Phil Cox-469-5729 6:00pm CC-Victims Impact Panel-Mindy Curry		8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray		
20	21	22	23	24	25	26
	9:00am CC-Municipal Court/ JdgHarper 9:30am CC-VIPS/Volunteers in Police Service-BPalick 6:00pm CC-American Red Cross Mtg/Karen Degenals 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-work session Council	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)		8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ LBlodgett		
27	28	29	30	31		
	7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)		8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray		

Locations:  
CC-Council Chambers  
FH-Fire Hall

Brookings Events Calendar

# April 2005

April 2005							May 2005						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
3	4	5	6	7	8	9	1	2	3	4	5	6	7
10	11	12	13	14	15	16	8	9	10	11	12	13	14
17	18	19	20	21	22	23	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					April 1 6:00pm CC- Citizens Police Academy-Marvin Parker ext 2259	2
3	4 9:30am CC- VIPS/Volunteers in Police Service/Marvin Parker 7:00pm FH-FireTng/ChShrp (Fire Hall)	5 8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palicki-X217 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm CC-Planning Commssn	6 12:00pm Cornlity Agencies mtg (Chetco Sr.Center) 2:30pm CC-SafetyComMtg/ Kathy Dunn 6:00pm CC-Citizens Police Academy-Marvin Parker ext 2259 7:00pm FH-PoliceReserves	7 8:15am CC-CmtyDevDpt Staff mtg/EWait 9:00am CC-Crm Stoppers 10:00am CC- Site Plan Com Mtg/LauraLee Gray	8 6:00pm CC- Citizens Police Academy-Marvin Parker ext 2259	9
10	11 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	12 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	13 6:00pm CC-Citizens Police Academy-Marvin Parker ext 2259	14 8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Economic Development Committee-Ed Wait, Dianne Snow	15 6:00pm Curry county Jail- Citizens Police Academy-Marvin Parker ext 2259	16
17	18 9:00am CC-Municipal Court/ JdgHarper 9:30am CC-VIPS/Volunteers in Police Service-BPalicki 6:00pm CC-American Red Cross Mtg/Karen Degenals 7:00pm FH-FireTng/ChShrp (Fire Hall)	19 8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palicki-X217 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 10:00am FH-Surburban Fire District-Phil Cox-469-5729	20 6:00pm CC-Citizens Police Academy-Marvin Parker ext 2259	21 8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 2:00pm CC-CEP (Citizens for Emergency Preparedness): MARrell-469-5731, JRupert-469-78783	22 6:00pm CC- Citizens Police Academy-Marvin Parker ext 2259	23
24	25 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	26 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	27 6:00pm CC-Citizens Police Academy-Marvin Parker ext 2259	28 8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ LBodgett	29 6:00pm CC- Citizens Police Academy-Marvin Parker ext 2259	30

Locations:  
CC-Council Chambers  
FH-Fire Hall

# PROCLAMATION

WHEREAS, The American Red Cross is a humanitarian organization, led by volunteers, that provides relief to victims of disasters and helps people prevent, prepare for, and respond to emergencies; and

WHEREAS, the core of Red Cross disaster relief is the assistance given to individuals and families affected by disaster to enable them to resume their normal daily activities independently; and

WHEREAS, the Red Cross also feeds emergency workers, handles inquiries from concerned family members outside the disaster area, provides blood and blood products, and helps those affected by disaster to access other available resources; and

WHEREAS, over 5,500 volunteers make the programs of the Oregon Pacific Chapter of the American Red Cross possible, your support of the Oregon Pacific Chapter ensures that essential Red Cross programs and services will continue in Benton, Coos, Curry, Douglas, Lane, Lincoln and Linn counties;

WHEREAS, the local disaster action team is constantly responding to local emergencies such as house fires and is trained and prepared to respond to other types of disasters;

NOW, THEREFORE, I, Pat Sherman, Mayor of the City of Brookings, do hereby declare the month of March, 2005, as

# RED CROSS MONTH

and urge all citizens to support fund-raising activities of the Oregon Pacific Chapter of the American Red Cross that are being held this month and will be held in the future.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 28th day of February, 2005.

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Pat Sherman  
Mayor

# CITY OF BROOKINGS POLICE DEPARTMENT

Chris Wallace, Chief of Police



**To:** City Council through City Manager Leroy Blodgett  
**From:** Chief Chris Wallace 27813/201  
**Date:** February 18<sup>th</sup>, 2005  
**Subject:** IES Interactive Training

The Brookings Police Department is always striving to keep its officers training current and up to date. The purpose behind this philosophy is for our officer's safety, our citizen's safety and for liability reasons. In recent years the focus on police training has become heavily weighed on decision making. An officer has to make decisions that can have life or death implications in fractions of seconds. These decisions then become scrutinized by everyone after the event is over and often litigation arises from the incident.

Due to the location of Brookings it can be very expensive to send our officers out of town to receive specialized training. What has occurred in the past is that one officer may be sent to training who then returns and trains other officers who did not attend the training. This method has been very effective and has mitigated the expense to the city.

Due to technology advances it is now possible to do live decision making training right here at the Brookings Police Department. A company from Littleton Colorado, (IES, Interactive Training) now has available a "Fully Interactive Simulated Judgmental Trainer" on the market. This piece of equipment is vital in today's training of police officers. The Department of Safety Standards and Training uses this equipment in the basic training of Oregon Police Officers in Monmouth, Oregon.

The cost of this equipment is expensive (\$65,950.00), but a private citizen of our community (**who wishes to remain anonymous**) has generously come forward and offered to purchase the equipment for the Brookings Police Department. We already have in place a certified instructor to operate the equipment which will further enhance our "Use of Force" training.

It is our goal to have all surrounding law enforcement agencies benefit and utilize this equipment at their request. We will further encourage each interested agency to implement its use in their yearly decision making training regiment and take full advantage of this current technology and what it offers.

## **Staff Recommendation:**

It is the staff's recommendation to except this generous donation, and purchase this vital piece of equipment for the Police Department. This equipment is expensive but if it saves just one life and/or one law suit on a use of force or decision making incident it will be well worth the cost.



898 ELK DRIVE  
Brookings, Or. 97415  
[www.brookings.or.us](http://www.brookings.or.us)

Phone: (541) 469-3118  
Fax: (541) 412-0253

America's  
**Wild Rivers**  
Coast  
101 MILES OF NATURE'S BEST



# Memo

**To:** City Council, through Leroy Blodgett, City Manager  
**From:** Chief Chris Wallace  
**Date:** February 22, 2005  
**Re:** Surplus Vehicles

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The City of Brookings has five vehicles in the city yard on Wharf Street. Three of the vehicles belong to the police department and the others to public works.

**Vehicle #1**, VIN #2FALP71W7TX197927 is a 1996 White Crown Victoria, (Old Patrol vehicle). This vehicle has a blown motor, and body damage. Attempted to trade for other work, unable to do so. Should be listed as surplus property. Council listed this vehicle as possible surplus in January 2004.

**Vehicle #2**, VIN#2FALP71W2SX157320 is a 1995 White Crown Victoria, (Old Patrol vehicle). This vehicle is in poor shape and should be listed as surplus property. Council listed this vehicle as possible surplus in January 2004.

**Vehicle #3**, VIN#1G1BL5371PR123861 is a 1993 White Chevrolet Caprice (Old VIPS vehicle). This vehicle is in need of repairs but can be placed on public sealed bid, for a minimal price. If no acceptable sealed bid is received then request to place vehicle on surplus list.

**Vehicle #4**, VIN#1FTBR10C1GUA63951, is a 1986 White Ford Ranger (Old Public Works Truck) This vehicle is in very poor condition and should be listed as surplus.

**Vehicle #5**, VIN#F60BRB50709, is a 1967 1 Ton Ford, Flat Bed Truck (Old Public Works Truck). This vehicle is in very poor condition and should be listed as surplus.

## **Staff Recommendation**

It is the staff's recommendation to list the above vehicles #1, #2, #4, and #5 as surplus, and to place vehicle #3 on a public sealed bid. If no sealed bid is received, place vehicle #3 as surplus. The method of disposal for the surplus vehicles would be to have them hauled away as scrap.

City of Brookings – Administrative Office  
898 Elk Drive  
Brookings, OR 97415  
(541) 469-1100 Fax: 469-3650  
[lbarker@brookings.or.us](mailto:lbarker@brookings.or.us)  
[www.brookings.or.us](http://www.brookings.or.us)



# Memo

**To:** Mayor Sherman and Councilors  
**From:** Leroy Blodgett, City Manager  
**Date:** February 23, 2005  
**Re:** Chamber of Commerce Azalea Festival Request

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As they have in the past, the Brookings-Harbor Chamber of Commerce has made a request for permits and waivers of certain requirements for the upcoming Azalea Festival. The Festival, being held for the 66<sup>th</sup> time, affords entertainment to local citizens and brings many visitors to the area to enjoy the activities.

The requests made by the Chamber are ones that have been approved for past Azalea Festivals and have not caused any problems. Again this year staff is recommending that the Chamber contact Ray's Food Place and other affected businesses as to when streets will be closed and parking areas used.

As in the past, the Chamber has purchased a city business license covering the street fair vendors and other event participants.

## **Staff Recommendation**

Approve the requests made by the Brookings-Harbor Chamber of Commerce with the additional condition that the Chamber of Commerce informs affected merchants of street closures and/or use of parking areas.





the PULSE of  
**America's**  
**Wild Rivers**  
**Coast**  
101 MILES OF NATURE'S BEST

February 14, 2005

Mr. Leroy Blodgett  
City of Brookings  
898 Elk Drive  
Brookings, OR 97415

Dear Leroy:

In anticipation of the 66th Azalea Festival, scheduled for the Memorial Day Weekend, May 27th through the 30th, 2005, the Brookings-Harbor Chamber of Commerce asks the City to permit the following requests:

1. The closure of the Frontage Road in the area bordering Highway 101, in front of Chetco Pharmacy, Spotlight Video and Washington Mutual Bank (see attached map), from 5 p.m., Friday, May 27 to 7:00 p.m., Monday, May 30, 2005.
  2. The closure of Ross Lane - the area between Mory's and the entrance to Chetco Pharmacy & Gifts (see attached map), for the same time frame as in request #1.
- BOTH OF THESE CLOSURES ARE TO INSURE PEDESTRIAN SAFETY. AN ADEQUATE EMERGENCY VEHICLE LANE WILL BE MAINTAINED.**
3. Request for a sufficient number of city barricades for both closures.
  4. The waiving of the City's Sidewalk Sale Ban during the time frame stated in request #1. We believe that by allowing merchants along Chetco Avenue to create an atmosphere of interest and festivity, more foot traffic will be generated and retail and restaurant sales will benefit.
  5. Waving the fee for the use of the Azalea Park Garden Area on Friday, May 27, 2005, for the Azalea Festival Mixer, and "Stage Under The Stars" for the Park Program component of the festival on Saturday, May 28, 2005.
  6. Application to possess and consume alcohol on City of Brookings public property.
  7. Declaring "No Parking" on Chetco Avenue during the hours of 8:00 a.m. through Noon, on Saturday, May 28, 2005, to coincide with the parade.



**Page Two – 2005 Azalea Festival Requests**

8. Use of parking area south of City Hall (between City Hall and the Elks Lodge). Access for emergency vehicles will be maintained.

9. Use of public right of way by fountain area adjacent to parking lot in front of Ray's #1, Hwy 101.

With the above requested assistance from the City of Brookings we are confident that this year's Azalea Festival, our community's 66th, with its theme of "Flowers, Fishing & Fun!" will again be a big success.

Sincerely,

A handwritten signature in black ink, appearing to read 'Les Cohen', with a stylized, cursive script.

Les Cohen  
President/CEO

enclosures

xc: Chris Wallace, Chief, Brookings Police Department



# PARK USE APPLICATION FORM

The City of Brookings programs, service and activities are open to all persons without regard to race, age, sex, disability, religion, or national origin.

## FOR CITY PERSONNEL USE ONLY:

Completed App. Received: \_\_\_\_\_  
Forwarded to: Date Sent-\_\_\_\_\_ to ☐ Comm. Dev/Pub Wrks  
Date Sent-\_\_\_\_\_ to ☐ Chief of Police  
Date Sent-\_\_\_\_\_ to ☐ Fire Chief  
Date Sent-\_\_\_\_\_ to ☐ Finance Dept  
Date Sent-\_\_\_\_\_ to ☐ City Manager

APPROVAL ON BACKSIDE: Please consider any applicable City ordinance requirements; Make notations, sign & date; PC's to follow after final approval.

SPECIFIC PARK/LOCATION: (Circle One)

Azalea Park Bud Cross Park  
Chetco Point Park Stout Park  
Easy Manor Park Other: \_\_\_\_\_

SPECIFIC ACTIVITY AREA NEEDED: (Circle one or more)

Gazebo Bandshell/Stage Kidtown Picnic-Area  
Lawn-ONLY/Area: \_\_\_\_\_ Little League Field(s)  
Softball/Soccer Field(s) Tennis Courts Other: \_\_\_\_\_

Event Date(s): Saturday, May 28, 2005 Time: From - 11:00 am/pm To - 5:00 am/pm

Approximate Number expected to attend event (each day): 325

Nature of Event: Azalea Festival Program

Name of Organization: Brookings - Harbor Chamber of Commerce

Contact Person: Les Cohen Date of Birth: 6-26-44 DrLic#&State: 4892139-OR

Mailing Address: P.O. Box 940 Phone: 469-3181 Day/Night

ANSWER YES OR NO TO ALL QUESTIONS (Circle one):

Is this event free to the public? Yes No - If entry fee required/need City Reserve Police Officer(s)  
Will there be dancing? Yes No  
Will you be using amplification equipment? Yes No  
Type of equipment? \_\_\_\_\_  
Will any merchandise be sold? Yes No  
What? \_\_\_\_\_  
Will alcohol be sold? Yes No  
Or consumed? Yes No SEE alcohol use permit/application information

⇒ THESE ACTIVITIES may require SPECIAL licenses/permits/applications! Contact City Hall ⇐

SPECIAL REQUESTS BY ORGANIZATION (Print or Type): Respectfully request waiver of stage fee

## LIABILITY STATEMENT/AGREEMENT

I/We agree to abide by all applicable federal, state, and local laws, regulations, and ordinances which pertain to the use of said property and agree to pay for any damage to same, as a result of use. I/We further agree to hold the City, its officials and employees, harmless from any liability resulting from use of said property.

## THE CITY OF BROOKINGS ASSUMES NO RESPONSIBILITY OR LIABILITY FOR INCLEMENT WEATHER.

The undersigned user agrees to pay for any and all damages occurring during the reserved period. User agrees that the deposit paid herewith will be applied toward damages to the facility or its contents during the reserved period. Any of the deposit not applied to damages will be applied first to unpaid rental fees with any excess refund to user. Normal wear and tear as determined by the City of Brookings shall not be considered damage.

Signature of person completing this application: Les Cohen Date: 2.15.05

Print name of person completing this application: Les Cohen REVIEW BACK PAGE



# PARK USE APPLICATION FORM

The City of Brookings programs, service and activities are open to all persons without regard to race, age, sex, disability, religion, or national origin.

**FOR CITY PERSONNEL USE ONLY:**

Completed App. Received: \_\_\_\_\_

Forwarded to: \_\_\_\_\_ Date Sent: \_\_\_\_\_ to: ☐ Comm. Dev./PubWrks

\_\_\_\_\_ Date Sent: \_\_\_\_\_ to: ☐ Chief of Police

\_\_\_\_\_ Date Sent: \_\_\_\_\_ to: ☐ Fire Chief

\_\_\_\_\_ Date Sent: \_\_\_\_\_ to: ☐ Finance Dept.

\_\_\_\_\_ Date Sent: \_\_\_\_\_ to: ☐ City Manager

**APPROVAL ON BACKSIDE:** Please consider any applicable City ordinance requirements. Make notations, sign & date PC's to follow after final approval.

**SPECIFIC PARK/LOCATION:** (Circle One)

Azalea Park Bud Cross Park  
Chetco Point Park Stout Park  
Easy Manor Park Other: \_\_\_\_\_

**SPECIFIC ACTIVITY AREA NEEDED:** (Circle one or more)

Gazebo Bandshell/Stage Kidtown Picnic-Area  
Lawn-ONLY/Area: \_\_\_\_\_ Little League Field(s)  
Softball/Soccer Field(s) Tennis Courts Other: Garden

Event Date(s) May 27, 2005 Time: From - 5:00 am/pm To - 8:00 am/pm

Approximate Number expected to attend event (each day): 100-150

Nature of Event: Azalea Festival After Hours Mixer

Name of Organization: Brookings - Harbor Chamber of Commerce

Contact Person: Les Cohen Date of Birth: 6-26-44 DrLic#&State: 4892139-OR

Mailing Address: P.O. Box 940 Phone: 469-3181 ☒ Day ☐ Night

**ANSWER YES OR NO TO ALL QUESTIONS (Circle one):**

Is this event free to the public? ☒ Yes ☐ No - If entry fee required/need City Reserve Police Officer(s)

Will there be dancing? ☒ Yes ☐ No

Will you be using amplification equipment? ☒ Yes ☐ No

Type of equipment? \_\_\_\_\_

Will any merchandise be sold? ☒ Yes ☐ No

What? \_\_\_\_\_

Will alcohol be sold? ☒ Yes ☐ No

Or consumed? ☒ Yes ☐ No - SEE alcohol use permit/application information

⇒⇒ **THESE ACTIVITIES may require SPECIAL licenses/permits/applications! Contact City Hall** ⇐⇐

**SPECIAL REQUESTS BY ORGANIZATION (Print or Type):** \_\_\_\_\_



I/We agree to abide by all applicable federal, state, and local laws, regulations, and ordinances which pertain to the use of said property and agree to pay for any damage to same, as a result of use. I/We further agree to hold the City, its officials and employees, harmless from any liability resulting from use of said property.

## THE CITY OF BROOKINGS ASSUMES NO RESPONSIBILITY OR LIABILITY FOR INCLEMENT WEATHER.

The undersigned user agrees to pay for any and all damages occurring during the reserved period. User agrees that the deposit paid herewith will be applied toward damages to the facility or its contents during the reserved period. Any of the deposit not applied to damages will be applied first to unpaid rental fees with any excess refund to user. Normal wear and tear as determined by the City of Brookings shall not be considered damage.

Signature of person completing this application: Les Cohen Date: 2.15.05

Print name of person completing this application: Les Cohen REVIEW BACK PAGE



# APPLICATION TO POSSESS AND CONSUME ALCOHOLIC BEVERAGES ON CITY OF BROOKINGS PUBLIC PROPERTY

- ◆ GROUP OR ORGANIZATION NAME Brookings Harbor Chamber of Commerce
- ◆ CONTACT PERSON Les Cohen
- ◆ DAYTIME PHONE NUMBER 469-3181
- ◆ ADDRESS P.O. Box 940
- ◆ PUBLIC LOCATION REQUESTED Azalea Park Gardens
- ◆ DATE REQUESTED Friday, May 27, 2005
- ◆ TIME REQUESTED 5:00- 8:00 p.m.
- ◆ TYPE OF ALCOHOLIC BEVERAGES INVOLVED Beer & wine
- ◆ PURPOSE OF GATHERING Azalea Festival after  
Hours mixer

As an official representative of the above named group I request a temporary permit to possess and consume alcoholic beverages on public premises in accordance with Brookings Ordinance No. 79-0-315, Sec. 4., which I have reviewed. I understand our organization must meet all State of Oregon requirements for serving alcohol and must provide insurance as shown on the attachment.

Representative Signature \_\_\_\_\_

Date Signed \_\_\_\_\_

**FOR CITY PERSONNEL USE ONLY:** Completed App. received:

Forwarded to:	Date Sent - _____	to <input type="checkbox"/> Community Dev/PubWrks:	(circle one) APPROVE / DO NOT APPROVE-date/initials: _____
	Date Sent - _____	to <input type="checkbox"/> Chief of Police:	(circle one) APPROVE / DO NOT APPROVE-date/initials: _____
	Date Sent - _____	to <input type="checkbox"/> Fire Chief:	(circle one) APPROVE / DO NOT APPROVE-date/initials: _____
	Date Sent - _____	to <input type="checkbox"/> Finance Dept:	(circle one) APPROVE / DO NOT APPROVE-date/initials: _____
	Date Sent - _____	to <input type="checkbox"/> City Manager:	

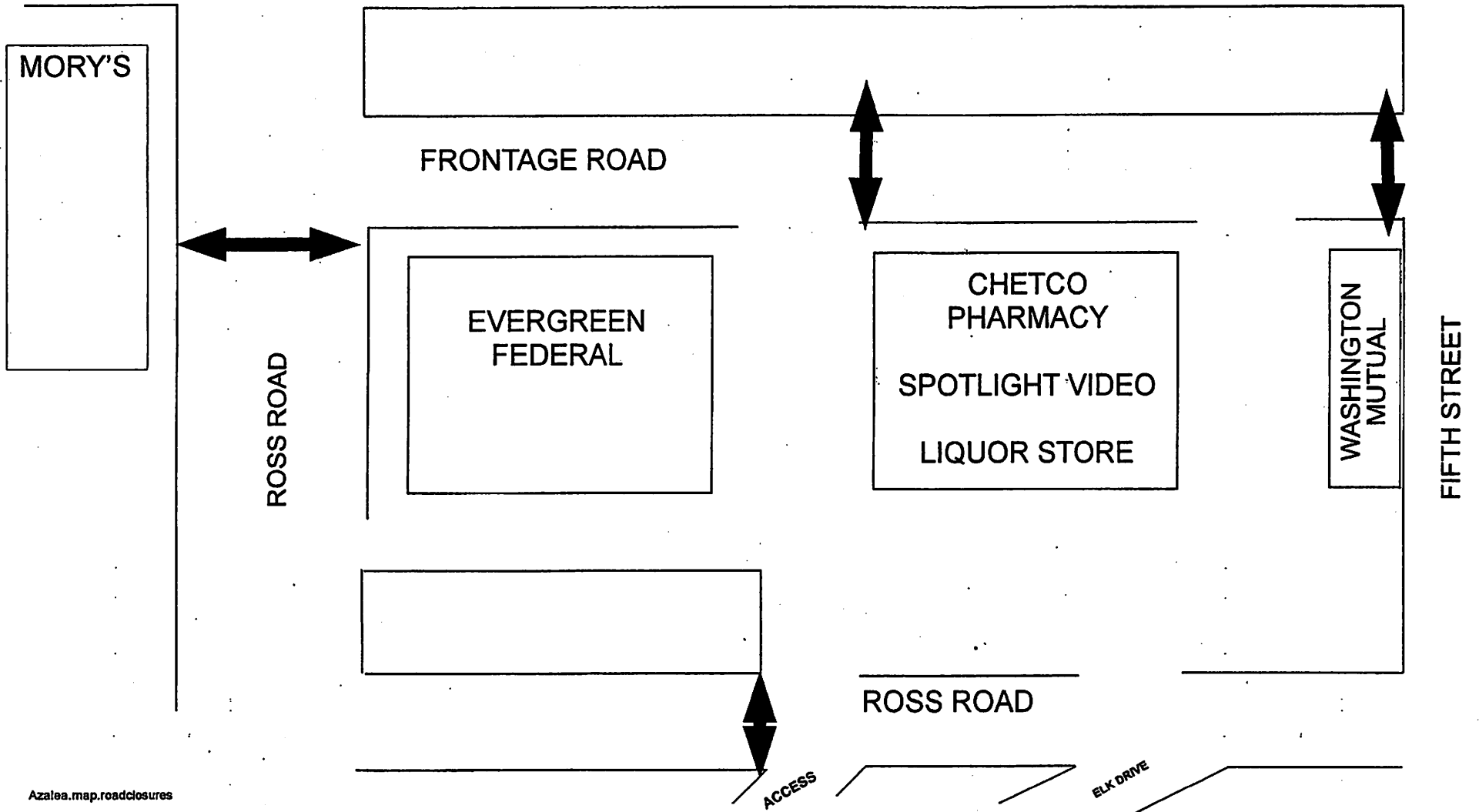
DEPARTMENT HEADS: Please consider any applicable City ordinance requirements, initial, & date; PC's to follow after final approval.

As City Manager, I, \_\_\_\_\_, having reviewed the aforementioned application do hereby \_\_\_\_\_ recommend/\_\_\_\_\_ do not recommend to the common council of the City of Brookings approval of said application in the name of \_\_\_\_\_ for purposes of possessing and consuming alcoholic beverages on City property as provided on application.

City Manager \_\_\_\_\_

Date Signed \_\_\_\_\_

**CITY COUNCIL:** ☐ APPROVED ☐ DISAPPROVED on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_



# CITY OF BROOKINGS



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## STAFF REPORT

Date: February 23, 2005  
To: Mayor Sherman & City Councilors  
From: Leroy Blodgett, City Manager  
Subject: ODOT Cooperative Improvement Agreement

## REPORT

Oregon Department of Transportation (ODOT) is schedule to make improvements to Highway 101 beginning in the fall of 2005. The improvements include removing and replacement of sidewalks, placing the existing overhead utilities underground from Fifth Street to Alder Street and installing new street lights. The underground utilities and street lights were requested by the City. City staff has negotiated the proposed Cooperative Improvement Agreement with ODOT. The agreement requires the City to pay up to \$25,000 of the cost to place the utilities underground and the City would pay up to \$55,000 for the increase cost of decorative lighting verses standard lighting. The underground utilities and decorative street lighting is part of the Downtown Master Plan and Urban Renewal Plan so the cost can be paid with Urban Renewal funds.

## STAFF RECOMMENDATION

Approve the Cooperative Improvement Agreement as proposed.

**COOPERATIVE IMPROVEMENT AGREEMENT  
US 101: Lone Ranch Beach – Chetco River Bridge  
City of Brookings**

THIS AGREEMENT is made and entered into by and between THE STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "ODOT"; and the City of Brookings, acting by and through its elected officials, hereinafter referred to as "City".

**RECITALS**

1. Oregon Coast Highway (US 101) is a part of the state highway system under the jurisdiction and control of the Oregon Transportation Commission.
2. By the authority granted in ORS 190.110, 366.572 and 366.576, ODOT may enter into cooperative agreements with the counties, cities, and units of local governments for the performance of work on certain types of improvement projects with the allocation of costs on terms and conditions mutually agreeable to the contracting parties.
3. By the authority granted in ORS 366.425, ODOT may accept deposits of money or an irrevocable letter of credit from any county, city, road district, person, firm, or corporation for the performance of work on any public highway within the State. When said money or a letter of credit is deposited, ODOT shall proceed with the Project. Money so deposited shall be disbursed for the purpose for which it was deposited.
4. Third notification as described in Section 00150.90(b) of ODOT Standard Specifications, is the date that the Contractor has completed all on site work under the contract, including cleanup, removal of equipment and material, submittal of all required documentation and billings, and Project is publicly open to traffic.

**NOW THEREFORE**, the premises being in general as stated in the foregoing recitals, it is agreed by and between the parties hereto as follows:

**TERMS OF AGREEMENT:**

1. For the purpose of providing acceptable traffic patterns on public highways and enhancing public safety, ODOT and City agree to **grind, inlay and overlay pavement, on US 101 from mile point 353.17 to mile point 357.87, and construct sidewalks and install illumination on US 101 from mile point 356.92 to 357.87**, hereinafter referred to as "Project". The location of the Project is approximately as shown on the sketch map attached hereto, marked Exhibit A, and by this reference made a part hereof.
2. The Project will be funded with a combination of State, Federal and City funds in an amount not to exceed \$4,849,000, including City's portion for lighting hardware and underground utility relocation which is estimated not to exceed \$80,000 in City funds. ODOT shall be responsible for the match for the federal funds and any portion of the Project, which is not covered by federal funding. ODOT shall be responsible for all Project costs in excess of the estimate, with the



exception of those costs for lighting hardware and underground utility relocation, as outlined in City Obligations. The total Project estimate and estimate for City portions of the Project are subject to change.

3. This Agreement shall become effective on the date all required signatures are obtained and shall remain in effect for the purpose of ongoing maintenance and power responsibilities for the useful life of the facilities constructed as part of the Project. The Project shall be completed within five calendar years following the date of final execution of this Agreement by both parties.

## ODOT OBLIGATIONS

1. ODOT shall conduct the necessary field surveys, soils/geotech investigations, identify and obtain any necessary permits, purchase any right of way that may be required, and perform all preliminary engineering and design work required to produce final plans, preliminary/final specifications and cost estimates.
2. ODOT shall advertise and award the construction contract, furnish all construction engineering, field testing of materials, technical inspection and project manager services for administration of the contract. ODOT, or its consultant, shall obtain "Quality Assurance Samples" at specified intervals for testing as established by the ODOT's Quality Assurance Program.
3. ODOT shall construct new sidewalks in the Project area to existing sidewalk widths. If sidewalks within the Project area are currently less than 5 feet in width, ODOT will construct sidewalks to a minimum width of five feet. Upon completion of the Project ODOT shall retain ownership of the sidewalks constructed as part of the Project, but shall grant City operational use and jurisdiction over operations in the sidewalk area. ODOT will maintain all sidewalks located within state owned right-of-way.
4. ODOT shall identify and relocate or cause to be relocated any conflicting utility facilities in accordance with the established State utility relocation policy and procedures for the Project. City has elected to require the utility relocations to take place underground, and shall be responsible for the costs of the underground relocation. City costs for the utility relocation are estimated not to exceed \$25,000 in City funds.
5. ODOT shall forward to the City a letter of request for an advance deposit or irrevocable letter of credit in the amount of \$25,000 to cover the City's cost of the utility relocation. Additional deposits, if any, shall be made as needed upon request from ODOT. Requests for additional deposits shall be accompanied by an itemized statement of expenditures and an estimated cost to complete the utility portion of the Project.
6. As part of the Project, ODOT shall replace existing cobrahead-style lighting fixtures on US 101 between 5<sup>th</sup> Street and Alder Street. Replacement fixtures will be in-kind. City may choose to install aesthetic add-on features to the standard cobra head-style fixtures. Should City elect to include aesthetic add-ons as part of the Project, City shall be responsible for the costs of said features. Total cost for the add-on hardware is estimated not to exceed \$55,000 in City funds. Upon Third Notification for the Project, ODOT shall transfer ownership of the illumination to City.

7. Should City elect to include additional lighting hardware as part of the Project, ODOT shall forward to City an additional letter of request for an advance deposit or irrevocable letter of credit in the amount of \$55,000 to cover the costs of the aesthetic features. Requests for additional deposits shall be accompanied by an itemized statement of expenditures and an estimated cost to complete the lighting portion of the Project.
8. ODOT shall compile accurate Project cost accounting records. City may request a statement of their portion of the Project costs to date at any time by submitting a written request. ODOT shall forward to City a monthly statement which will equal 100 percent of the utility and/or lighting costs incurred to date. Upon completion of the Project, ODOT shall furnish City with an itemized statement of final utility relocation and lighting costs.
9. ODOT hereby grants City, or its contractor, authority to enter into and occupy ODOT right-of-way for purposes of ongoing maintenance of the Project and sidewalk operations.
10. ODOT's Project Manager for this Project is Construction Project Manager, 307 Hwy 42 E, Coquille, OR 97423, (541) 396-1140.

#### **CITY OBLIGATIONS**

1. City shall, upon receipt of a letter of request from ODOT forward to ODOT an advance deposit or letter of credit in the amount of \$25,000, that shall be applied to the utility relocation portion of the Project.
2. Should City elect to install additional features to the standard cobra head lighting hardware installed by ODOT, City shall, upon receipt of a letter of request from ODOT, forward to ODOT an advance deposit or letter of credit in an amount not to exceed \$55,000, that shall be applied to the lighting portion of the Project.
3. Upon Third Notification for the Project, City agrees to accept ODOT's interest in the illumination installed as part of the Project. City, or its contractor, shall assume responsibility for ongoing maintenance of the illumination, including but not limited to lamp replacement, cleaning, and electrical repairs. City shall also assume responsibility for all electrical energy costs associated with the illumination.
4. City agrees that no monies will be exchanged between City and ODOT for the transfer of illumination within the City's limits.
5. City hereby grants ODOT, or its consultant, authority to enter into and occupy City right of way for the purpose of construction and ongoing maintenance of the Project.
6. City, by execution of Agreement, gives its consent as required by ORS 373.030(2) and ORS 105.760 to any and all changes of grade within the City limits, and gives its consent as required by ORS 373.050(1) to any and all closure of streets intersecting the highway, if any there be in connection with or arising out of the Project covered by the Agreement.

7. All employers, including City, that employ subject workers who work under this Agreement in the State of Oregon shall comply with ORS 656.017 and provide the required Workers' Compensation coverage unless such employers are exempt under ORS 656.126. City shall ensure that each of its subcontractors complies with these requirements.
8. City acknowledges and agrees that ODOT, the Secretary of State's Office of the State of Oregon, the federal government, and their duly authorized representatives shall have access to the books, documents, papers, and records of City which are directly pertinent to the specific Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of three years after completion of Project. Copies of applicable records shall be made available upon request. Payment for costs of copies is reimbursable by ODOT.
9. City's Project Manager for this Agreement is Leroy Blodgett, City Manager, 898 Elk Drive, Brookings, OR 97415, (541) 469-2163.

#### **GENERAL PROVISIONS**

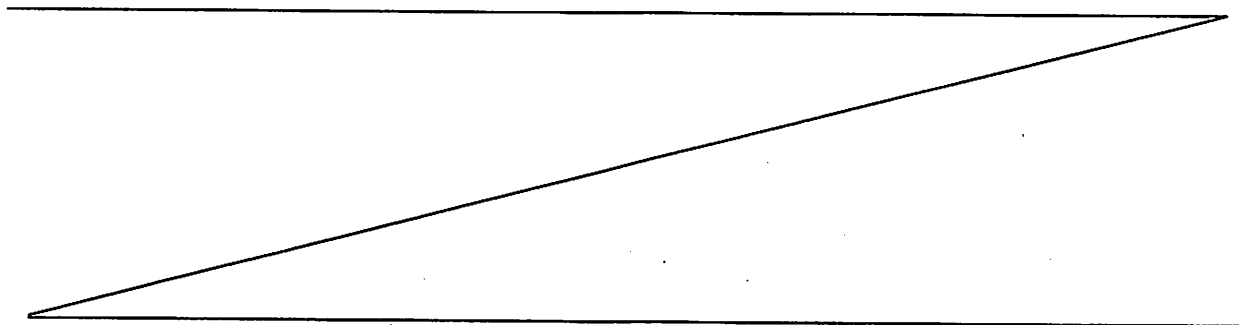
1. ODOT and City agree that a mutual review of the construction plans will be conducted prior to advertisement for construction bid proposals.
2. This Agreement may be terminated by mutual written consent of both parties. ODOT may terminate this Agreement effective upon delivery of written notice to City, or at such later date as may be established by ODOT, under any of the following conditions:
  - a. If City fails to provide services called for by this Agreement within the time specified herein or any extension thereof.
  - b. If City fails to perform any of the other provisions of this Agreement, or so fails to pursue the work as to endanger performance of this Agreement in accordance with its terms, and after receipt of written notice from ODOT fails to correct such failures within 10 days or such longer period as ODOT may authorize.
  - c. If ODOT fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow ODOT, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement.
  - d. If federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the work under this Agreement is prohibited or if ODOT is prohibited from paying for such work from the planned funding source.
3. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the parties prior to termination.

4. If City, or its contractor, fail to maintain facilities in accordance with the terms of this Agreement, ODOT, at its option, may maintain the facility and bill City, seek an injunction to enforce the duties and obligations of this Agreement or take any other action allowed by law.
5. This Agreement and attached exhibits constitute the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of ODOT to enforce any provision of this Agreement shall not constitute a waiver by ODOT of that or any other provision.

IN WITNESS WHEREOF, the parties hereto have set their hands and affixed their seals as of the day and year hereinafter written.

This Project, Key No. 13555, was approved by the Oregon Transportation Commission on January 26, 2004.

The Oregon Transportation Commission on June 18, 2003, approved Delegation Order No. 2, which authorizes the Director to approve and execute agreements for day-to-day operations when the work is related to a project included in the Statewide Transportation Improvement Program or a line item in the biennial budget approved by the Commission.



**Signature Page to Follow**

City of Brookings/State  
Agreement No. 21124

On November 10, 2004, the Director of the Oregon Department of Transportation approved Subdelegation Order No. 2, in which the Director delegates to the Deputy Director, Highways the authority to approve and sign agreements over \$75,000 when the work is related to a project included in the Statewide Transportation Improvement Program.

**CITY OF BROOKINGS**, by and through its  
elected officials

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**APPROVED AS TO LEGAL SUFFICIENCY**

By \_\_\_\_\_  
City Counsel

Date \_\_\_\_\_

**APPROVED AS TO LEGAL SUFFICIENCY**

By \_\_\_\_\_  
Assistant Attorney General

Date: \_\_\_\_\_

STATE OF OREGON, by and through  
its Department of Transportation

By \_\_\_\_\_  
Deputy Director, Highways

Date \_\_\_\_\_

**APPROVAL RECOMMENDED**

By \_\_\_\_\_  
Technical Services Manager/Chief Engineer

Date \_\_\_\_\_

By \_\_\_\_\_  
Region Manager

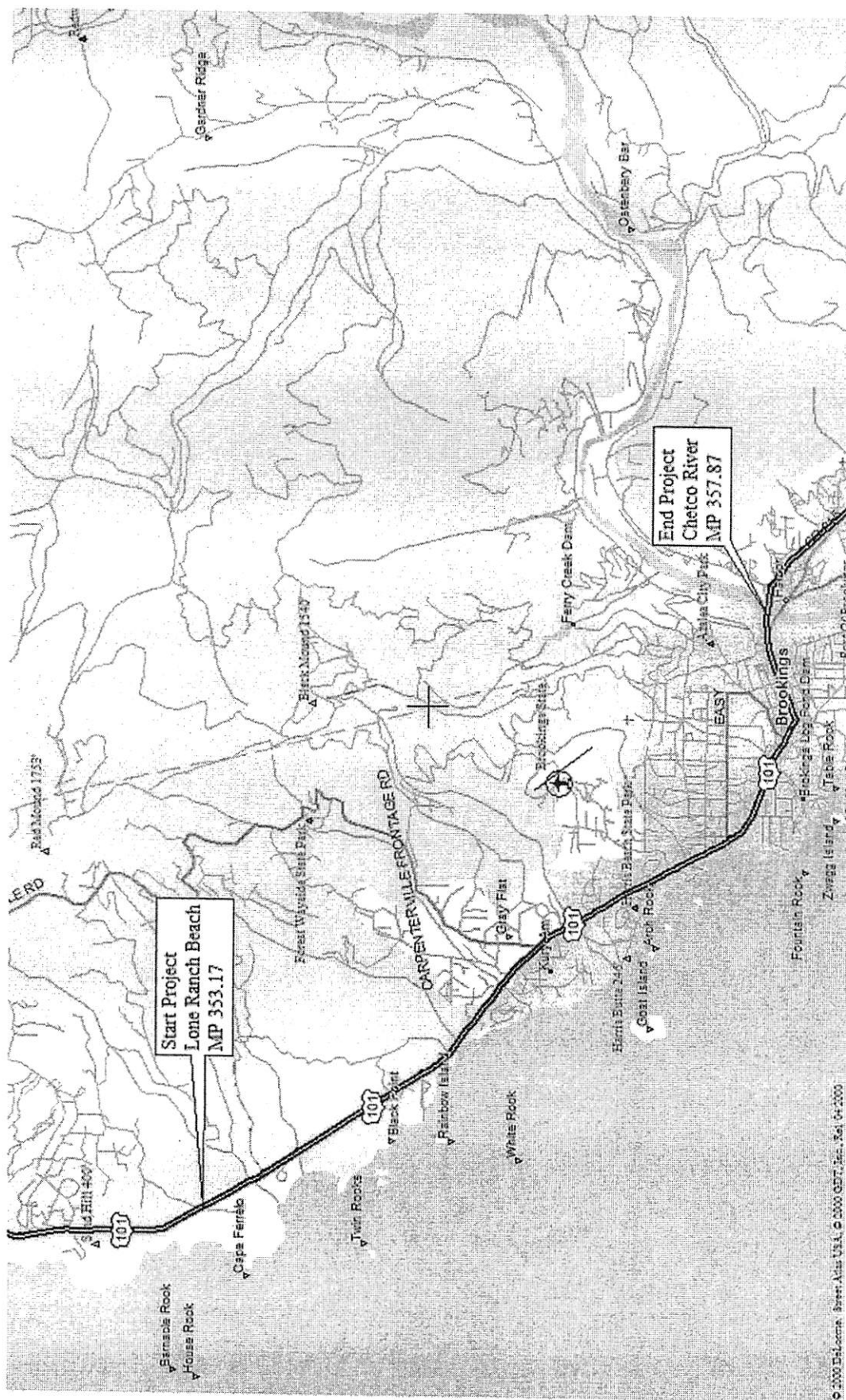
Date \_\_\_\_\_

By \_\_\_\_\_  
District Manager

Date \_\_\_\_\_

City of Brookings – Attn: City Recorder  
898 Elk Drive  
Brookings, OR 97415

EXHIBIT A – AGREEMENT NO. 21124



**CITY OF BROOKINGS  
COMMON COUNCIL MEETING MINUTES  
City Hall Council Chambers  
898 Elk Drive, Brookings, OR 97415  
February 14, 2005 7:00 p.m.**

**I. Call to Order**

Mayor Pat Sherman called the meeting to order at 7:00 p.m.

**II. Pledge of Allegiance**

**III. Roll Call**

Council Present: Mayor Pat Sherman, Council President Larry Anderson, Councilors Frances Johns Kern, and Dave Gordon, a quorum present.

Council Absent: Councilor Craig Mickelson and Ex Officio Councilor Wes Enos

Staff Present:

City Manager Leroy Blodgett, City Attorney John Trew, City Planner John Bischoff, Senior Planner Dianne Snow, Lead Operator/Lab Tech Mark Haglund and Administrative Secretary Linda Barker

Media Present: Curry Coastal Pilot Reporter Brian Bullock

Other:

Approximately 40 other citizens

**IV. Ceremonies/Appointments/Announcements**

**A. Ceremonies**

**1. *Proclamation to Rotary Club of Brookings-Harbor on the centennial anniversary of Rotary***

Rick Dentino accepted a proclamation on behalf of Rotary Club of Brookings-Harbor saying he will present it at the next Rotary meeting. He said the first Rotary club was started in Chicago and their initial project was installing an outdoor public washroom. According to Dentino, Rotary is most known for leading the fight for eradication of the dreaded disease polio. In celebration of 100 years of service Rotary clubs around world are taking on centennial projects. The Brookings-Harbor club's project is the ADA improvements at the high school track.



2. *Certificate of Appreciation for Police Chief Chris Wallace for 10-year work anniversary*

Pat Sherman acknowledged Chief Wallace's ten-year service to the City saying she felt safe with Wallace leading the Police Department and hopes that he will be in that capacity for many years to come. Wallace was ill and unable to accept his certificate. It will be given to him at a later date.

B. *Appointments*

1. *Budget Committee Positions No. 4 and 5*

Mayor Sherman recommended that Sally Laash be reappointed to Budget Committee Position No. 5 and Robert Pirih be appointed to Position No. 4.

**Councilor Anderson moved, a second followed, and the Council voted unanimously to appoint Robert Pirih to Budget Committee Position No. 4 and reappoint Sally Laash to Position No. 5.**

C. *Announcements*

None

V. **Public Hearing**

A. *In the matter of LDC-1-05, a proposed change to Section 148, Annexations, of the Land Development Code, to simplify the wording and annexation procedure. City initiated. This is a legislative hearing and the Council will make a decision on this matter. Criteria used to review amendments to the city's Land Development Code and Comprehensive Plan can be found in Section 144, Amendments, of the Land Development Code.*

After reading the procedures for legislative public hearings into the record Mayor Sherman opened the hearing at 7:07 p.m.

No member of the Council declared ex parte contact, personal bias or potential or actual conflict of interest. There was no objection from the public to the jurisdiction of the Council to hear the proposal.

City Planner Bischoff gave his staff report recommending approval of the amendments to Section 148. The Planning Commission has also recommended approval. He said the existing ordinance has been in place at least since 1989, perhaps longer. That procedure is long and arduous, especially for one lot annexations. The amendments make major changes in subsection .030 which is

combined with .040 to create one section called *Annexation Impact Analysis*.

There was Council discussion regarding existing streets: who would maintain them and how and who would bring them in line with City standards. City Manager Blodgett said streets annexed would remain in the County's maintenance domain until they were brought up to City standards. Other discussion centered on the impact analysis and who prepares it. Bischoff said it is prepared by the applicant or his representative and then reviewed by the City Engineer. A positive analysis does not mean the annexation will automatically be approved.

There were no speakers in support or opposition of the changes. Yvonne Maitland, 15676 Oceanview Drive, representing herself and Citizens for Orderly Development, spoke as an interested party. She was concerned that annexed streets may never be improved and would become a problem for the City. She saw conflicting provisions in the City and County standards. She also was concerned about areas of mass movement.

Barbara Nysted, 427 Buena Vista Loop, also had concerns on why the County is held accountable for streets after they are annexed into the City. Blodgett explained this is similar to the situation on Hwy 101 where the highway is within the City limits but maintained by ODOT. He also said neighborhoods could form local improvement districts to improve streets.

The public hearing was closed at 8:00 p.m.

There was additional Council discussion on provisions of the ordinance, mainly around existing streets and their maintenance.

No action was taken at this time. See Agenda Item X.

## VI. Scheduled Public Appearances

- A. *Susan Lynch—presentation on bio-solids issue on behalf of petitioners*  
Susan Lynch, 99544 North Band Chetco Road, said petitions regarding the City's spreading of bio-solids at the Keith Smith Ranch on the north bank of the Chetco River have been circulated since September 26, 2004. At this time 1,803 people have signed indicating they do not want bio-solids applied to these fields. She said petitioners feel bio-solids application on the ranch is a public nuisance and health hazard. Lynch asked the Council to either find other areas to apply the bio-solids or terminate the practice altogether.

Also speaking on the matter were:

Harvey Young, PO Box 1954

Dan Cowley, PO Box 795

Gaston DePuglia PO Box 8098

Mary Higgins, 99876 So Bank Chetco

Dave Frasier 99897 So Bank Chetco

Jane Schryer, 99856 So Bank Chetco

Bud Abrams, 99749 So Bank Chetco

Pete Celli, 99876 So Bank Chetco

Judy Hamlin, 99755 So Bank Chetco

Tom Hamlin, 99755 So Bank Chetco

Mark Haglund, 437 Azalea Park Road

Lori Wraith, 99049 Lynn Lane

Yvonne Maitland, 15676 Oceanview Drive

Barbara Nysted, 427 Buena Vista Loop

Larry Aslinger, 439 Buena Vista Loop

Keith Smith, 99590 North Bank Chetco

The Council asked questions of the speakers and discussed the matter among them. Mayor Sherman said the City is working as quickly as possible to resolve the problem and that as the bio-solid storage tanks are getting full there is no alternative to spreading in the immediate future.

Councilor Anderson added that he had not been told anything one way or the other by the City Manager although that claim had been made by one of the speakers. He has been studying and waiting to see the results from the Council-requested Brown & Caldwell study. He assured the petitioners they are being heard but all the data is not in yet. Mayor Sherman offered information that she has gathered to the petitioners. Councilor Gordon said he too is focused on this issue and listening to those on both sides. He also stated no one on staff is attempting to influence the Council in their decision. Councilor Johns Kern said the Council really has been listening but this issue is going to take time.

No action was taken at this time.

The Council recessed for five minutes, reconvening the meeting at 9:32 p.m.

## VII. Oral Requests and Communications from the Audience

### A. *Committee and Liaison reports*

#### 1. *Chamber of Commerce*

##### a. *Annual report for calendar year 2004*

The Chamber's annual report was included in the Council packet. Due to a scheduling error, Chamber President Les

Cohen was not at the meeting as he had requested the report be put on the February 28 meeting agenda.

2. *Council Liaisons*

Councilor Anderson attended the Community Agencies meeting, two watershed council meetings and the Harbor Sanitary Board meeting. He said he is no longer writing reports on these meetings as the Curry Coastal Pilot has been giving excellent coverage.

Councilor Gordon said he did not attend the Port Commission meeting as noted in the January 24, 2005, Council minutes but will attend the next one.

Councilor Johns Kern attended the Curry County Recycling Committee and Pelican Bay Prison Oversight Committee meetings.

Mayor Sherman attended the Community Agencies meeting and the opening of Lettie's Buffet where she painted the blood red on the dragon's eyes to wake it up.

B. *Unscheduled*

Don Nuss, 650 Mardon Court, addressed the Council saying he has a petition with over 100 signatures asking the Council to repeal Ordinance 93-O-342 Section A. He would like the Council to accept his petition and repeal the ordinance and draft one that he feels would be fair and equitable. He would like this on the Council agenda as soon and possible. He did not submit a petition at this time.

Rex Atwell, 17169 Parkview Drive, spoke about speed limits on Parkview Drive above Hampton Road. He related that the school bus makes 26 stops on the Parkview/Dodge Avenue loop and picks up and delivers 84 school children. Because of hidden driveways and curves on the roads in that area he requested a 25 mile per hour speed limit. Atwell said he had offered to pay for the signs at a previous request and continues with that offer. Councilor Anderson asked if this was a County issue since while Parkview Drive has been annexed into the City the maintenance of the road is under County Jurisdiction. City Manager Blodgett said he will look into the matter.

## VIII. Staff Reports

A. *City Manager*

1. *Permission to go out for bids for 5-yard dump truck: chassis and dump body*

City Manager Blodgett said the Council had given approval in January to go out for bids for a dump truck chassis. The request

should have been for the chassis and dump body so he was bringing the issue back to the Council for approval.

**Councilor Anderson moved, a second followed, and the Council voted unanimously to approve the minimum specifications and direct staff to solicit bids for a 5-yard dump truck complete with dump body.**

**2. *Fiscal Year 2005-06 City Goals***

City Manager Blodgett presented the proposed goals to the Council, recommending adopting them. Once the goals are established they will be sent on to Paul Hughes, Budget Officer, to incorporate into the fiscal year budget. If some cannot be incorporated into the budget, Blodgett will report this to the Council.

**Councilor Gordon moved, a second followed, and the Council voted unanimously to adopt the following goals for Fiscal Year 2005-06:**

**MASTER PLANNING**

- **Azalea Park Master Plan**
  - **Work with Parks & Recreation Commission to develop a detailed master plan for future development of Azalea Park**
- **Storm Water Master Plan**
  - **Public Works Department will oversee the update of the Storm Water Master Plan**
  - **Consider working with Curry County to include areas outside the city limits**
- **Construction Standards & Specification**
  - **Staff will compile a new specification book using examples from other cities**
- **Land Development Code**
  - **Work with the Planning Commission to review and update the Land Development Code**
- **Brookings – Harbor Consolidation**
  - **Prepare a study of the pros and cons of consolidation**

**PUBLIC SAFETY**

- **Safety Corridor – Dawson to Easy**
  - **Write letter to ODOT requesting the portion of Highway 101 from Dawson to Easy Street be designated as a Safety Corridor**
- **Pedestrian Safety**
  - **Work with ODOT to improve pedestrian crossings on Highway 101**

- Evaluate and improve pedestrian crossings on City streets

#### **WATER/SEWER/STREETS**

- **Street & Sidewalk Maintenance & Replacement**
  - Develop a program including schedules and funding for maintenance, installation and replacement of streets and sidewalks
- **Hassett Street Connection**
  - Work with adjacent property owners in attempt to satisfy concerns
  - Redesign street to reduce cost and impact to property owners
- **Elk & 5<sup>th</sup> Street Intersection**
  - Consider alternative design configuration to improve the intersection
- **Water Source Protection**
  - Consider other methods of bio-solids disposal and/or additional treatment
  - Develop a Water Source Protection Plan

#### **COMMUNITY DEVELOPMENT & ISSUES**

- **Community Center**
  - Determine community desires
  - Determine location
  - Prepare preliminary design
  - Begin fund raising
- **City Hall**
  - Consider other potential functions such as school administration offices or community center which could located within a new city hall
  - Revise preliminary design to reflect design for Elk & 5<sup>th</sup> Street intersection
  - Identify funding and time line
- **Community Beautification and Livability Issues**
  - Provide support for existing and new volunteer groups
- **Community Health Delivery System**
  - Work with Oregon Rural Health to develop a needs assessment of health care
- **Drug Awareness**
  - Develop educational programs in the schools and community
- **Downtown Revitalization**
  - Begin implementation of the Downtown Master Plan and Urban Renewal Plan

3. *LOC Board meeting report*  
City Manager Blodgett reported on the League of Oregon Cities board meeting held in Salem on February 3 and 4. In addition to the board meeting he met with Representative Wayne Krieger. The entire board also met with the House Revenue Committee.
4. *Other*  
City Manager Blodgett said each Friday he will give a written report to the Council about things happening around City Hall and other places in the community. After Council discussion it was decided that Blodgett did not need to do the report weekly but every other week or when there is a lot going on. Blodgett said he will use bullets and try not to prepare such a lengthy report as the one he gave this last Friday.

Blodgett said the contract for the bio-solids study was signed with one added component, a presentation to the public. This increased the contract amount approximately \$2,000. He said this presentation can be deleted from the contract if it is not needed. If the presentation is given it will be held in a setting with adequate seating.

#### IX. Consent Calendar

- A. *Approval of Council Meeting Minutes*
    1. *Minutes of January 24, 2005, regular Council meeting*
  - B. *Acceptance of Planning Commission Meeting Minutes*
    1. *December 7, 2004, regular Commission meeting*
    2. *January 11, 2005, regular Commission meeting*
  - D. *Approval of vouchers for the month of January, 2005 (\$1,084,867.39)*
  - E. *Approval of Liquor License Application to add partner-Pine Cone Tavern*
- End Consent Calendar

**Councilor Anderson moved, a second followed, and the Council voted unanimously to accept the Consent Calendar with a change in the minutes of January 24, 2005, to reflect that Councilor Gordon attended only the Council Long Term Goals session on January 18.**

#### X. Ordinances/Resolutions/Final Orders

- A. *Ordinances*
  1. *In the matter of Ordinance No. 05-O-446.UU, an Ordinance amending Ordinance No. 89-O-446, an Ordinance creating the Land Development Code, to amend Section 148, Annexations, in its entirety*  
Discussion on this item was held under Agenda Item V.



City Manager Blodgett read Ordinance No. 05-O-446.UU in its entirety.

**Councilor Gordon moved, a second followed, and the Council voted unanimously to have the second reading of Ordinance No. 05-O-446.UU by title only.**

Blodgett read the ordinance by title only.

**Councilor Gordon moved, a second followed, and the Council voted unanimously to adopt Ordinance No. 05-O-446.UU, an Ordinance creating the Land Development Code, to amend Section 148, Annexations, in its entirety with changes from the proposed ordinance as follows:**

**Section 148.020.C to read: Consent to annex forms completed and signed by all ~~consenting~~ property owners within the territory proposed to be annexed.**

**Section 148.030.F to read: Improvements for needed infrastructure ~~may~~ *shall* be secured by a funding mechanism that will place the ~~primary~~ economic burden on the territory proposed for annexation and not on the City of Brookings.**

#### XI. Remarks from Mayor and Councilors

A. *Council*  
None

B. *Mayor*  
Mayor Sherman announced the League of Women Voters will hold a public meeting titled *Funding Oregon*, February 17 at 10:00 a.m. in the Chetco Community Public Library.

Councilor Gordon said there is a tsunami preparedness meeting that same evening.

Before going into executive session, Mayor Sherman read from ORS 192.660 outlining the justification and procedure for convening an executive session. She asked that the chambers be cleared for that purpose. The chambers were cleared and the executive session began at 10:08 p.m.

#### XII. EXECUTIVE SESSION

A. *ORS 192.660 (2)(e)—Real Estate Transaction*

The regular Council meeting reconvened at 10:26 p.m.

#### X. Adjournment

With no further business before it the Council adjourned the meeting at 10:27 p.m.

Respectfully submitted:

Pat Sherman  
Mayor

ATTEST by City Recorder this \_\_\_\_ day of \_\_\_\_\_, 2005.

---

Paul Hughes  
Finance Director/City Recorder