

Agenda

VAULT COPY

City of Brookings
Common Council Meeting
Brookings City Hall Council Chambers
898 Elk Drive, Brookings Oregon
April 12, 2005 7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Ceremonies/Appointments/Announcements
 - A. Ceremonies
 - 1. Presentation of Certificate of Appreciation to Debbie Fries, 15-Year Work Anniversary [page 5]
 - B. Announcements
 - 1. Introduction of New Public Works Director, Walt Cook
 - 2. Introduction of New Administrative Assistant, Donna Colby-Hanks
 - 3. Yard of the Month/Most Improved Property for April
- V. Oral Requests and Communications from the Audience
 - A. Committee and Liaison reports
 - 1. Council Liaisons
 - B. Unscheduled
- VI. Staff Reports
 - A. Public Works Department
 - 1. Award of Bid for Dump Truck [page 7]
 - B. City Manager
 - 1. Biosolids Disposal Alternatives [page 9]
 - 2. Relief from damages caused by unscheduled water turn-off—Elliot Schwarz, Suzy Q's Bakery [page 31]
 - 3. Other
- VII. Consent Calendar
 - A. Approval of Council Meeting Minutes
 - 1. Minutes of March 28, 2005, regular Council meeting [page 39]
 - B. Acceptance of Parks and Recreation Commission Meeting Minutes
 - 1. Minutes of February 24, 2005, regular Commission meeting [page 47]
 - 2. Minutes of March 16, 2005, special Commission meeting [page 51]
 - C. Approval of vouchers for the month of March, 2005, (\$434,836.72) [page 57]

End Consent Calendar

VIII. Ordinances/Resolutions/Final Orders

A. Resolutions

1. Resolution No. 05-R-735, a resolution recommending Alt. 5 as the preferred alternative for the Downtown Brookings-Highway 101 Transportation Solution [page 61]
2. Resolution No. 05-R-736, a resolution supporting the formation of a Countywide Public Transit Service District [page 63]

IX. Remarks from Mayor and Councilors

- A. Council
- B. Mayor

X. Adjournment

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	
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 Comnity 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 10:00am CC-Town Hall Meeting-Rep Krieger and Sen. Kruse 503-986-1335
10	11 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm Public Presentation on Biosolids Alternatives-Chetco Public Library	12 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 7:00pm CC-Council Mtg	13 9:00am CC-PDT meeting 12:00pm CC-Open House for Walt Cook and Donna Colby-Hanks 1:00 to 2:30 pm 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 10:00am Mayor's Walk-Arnold Street Neighborhood-Meet on Moore Street
17	18 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 Palick 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm CC-Tentative Plan Comm/Council Work Study Session	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 1:00pm CC-Municipal Court 2:00pm CC-CEP (Citizens for Emergency Preparedness): 2:30pm FH-David 7:00pm CC-Parks & Rec	22 6:00pm CC- Citizens Police Academy-Marvin Parker ext 2259	
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 2:30pm CC-Downtwon Subcommittee-Toni Mefford 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/ LBlodgett	29 6:00pm CC- Citizens Police Academy-Marvin Parker ext 2259	30

Locations:
CC-Council Chambers
FH-Fire Hall

Brookings Events Calendar

May 2005

May 2005						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 1	2	3	4	5	6	7
	9:30am CC- VIPS/Volunteers in Police Service/Marvin Parker 7:00pm FH-FireTng/ChShrp (Fire Hall)	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 Agendes mtg (Chetco Sr.Center) 2:30pm CC-SafetyComMtg/ Kathy Dunn 6:00pm CC-Citizens Police Academy-Marvin Parker ext 2259 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	6:00pm CC- Citizens Police Academy-Marvin Parker ext 2259	
8	9	10	11	12	13	14
	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) 10:00am FH-Surburban Fire District-Phil Cox-469-5729	CC-Elections Drop Box-Klm-541 247-3297			
15	16	17	18	19	20	21
	9:00am CC-Elections Drop Box-Klm-541 247-4218 9:30am CC-VIPS/Volunteers in Police Service-BPalicki 6:00pm CC-American Red Cross Mtg/Karen Degenais 7:00pm FH-FireTng/ChShrp (Fire Hall)	7:00am CC-Elections Drop Box-Klm-541 247-4218 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-Healthcare Subcommittee	8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:00pm CC-Municipal Court		
22	23	24	25	26	27	28
	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)	2:30pm CC-Downtwon Subcommittee-Toni Mefford	8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ LBlodgett		
29	30	31				
	7:00pm FH-FireTng/ChShrp (Fire Hall)	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)				

Locations:
CC-Council Chambers
FH-Fire Hall

Certificate of Appreciation

Awarded to

Debbie Fries

for dedicated employment from April 6, 1990
honored this 12th day of April, 2005
for 15 years of service
to the citizens of the City of Brookings

Pat Sherman

Mayor Pat Sherman

[Signature]
City Manager Leroy Blodgett



CITY OF BROOKINGS



STAFF REPORT

Date: April 5, 2005
To: Mayor Sherman and City Councilors
From: Walt Cook, Public Works Director
Through: Leroy Blodgett, City Manager
Subject: Dump Truck – Bid Recommendation

REPORT

On January 10, 2005, the City Council approved solicitation of bids for a 5-yard hydraulic dump truck for public works operations. Three qualified bids were received. Papé Machinery was low bid and offers a superior product. Attached herewith is a summary bid tabulation.

Papé's bid is for the name brand Sterling, engine is Mercedes Benz MBE 900, the same as used in the Freightliner truck. This is a single axel truck with a 10K lb. Front Axel and 23K lb. Rear Axel. Sterling bid an air suspension as they did not make a leaf spring suspension system in this truck. Our understanding is that the air suspension is superior to leaf spring in this configuration.

RECOMMENDATION

The Sterling truck bid by Papé Machinery is the recommended bid at \$62,600.00. The manufacturing cycle is 5 months from receipt of order.



Memo

Date: March 28, 2005
Re: Dump Truck
From: Cathie Mahon, Community Development Division



Company:

Bid:

Pape Machinery 1492 Burlcrest Medford, OR 97504	\$62,600
Withum Trucking Attn: Randy Varner 2343 Middle Road	\$65,523
Portland Freightliner 9622 N.W. Vancouver Way Portland, OR 97211	\$62,830

CITY OF BROOKINGS



STAFF REPORT

Date: April 6, 2005
To: Mayor Sherman & City Councilors
From: Leroy Blodgett, City Manager
Subject: Bio Solids

REPORT

Included in your council packet is the report prepared by Steve Wilson of Brown & Caldwell Environmental Engineers. Steve will present the findings of this report in a public forum on Monday (4/11/05) evening at the library. He will also be available at the council meeting to answer questions. Representatives of DEQ will also be available at both meetings.

The report identifies various alternative methods of bio-solids disposal. The first alternative is to continue the current method of disposal. The second is the same except adding monitoring wells to detect any contamination to the ground water. The other alternatives involve hauling the bio-solids to other locations. Mr. Wilson then shows the difference in cost if the material is dewatered prior to hauling. Even though there is a capital cost to dewater overall it less expensive due to the reduced cost of hauling. If city council choose one of these alternatives I strongly encourage adding the dewatering equipment.

The other alternative in the report is to increase the treatment process to a "Level-A" bio-solids. Level-A treatment virtually removes 100% of the pathogens and the final product could be used for fertilizer without any health risk. Obviously, this alternative is more expensive and I would not recommend it at this time. Assuming an alternative to haul the material is chosen and future cost of hauling becomes too high then Level-A treatment should be considered.

STAFF RECOMMENDATION

It should be kept in mind that choosing an alternative method of disposal is not necessary because of any violation of DEQ or EPA requirements. Any decision or recommendation for an alternative method of bio-solids disposal is in response to public concern, not any specific scientific data of it being unsafe.

This recommendation is without the advantage of hearing the public opinion from the upcoming scheduled presentation on Monday evening and is only based on the information in the report. It is also with the assumption that city council desires another alternative to current method of bio-solids disposal. Obviously, making no change is the least expensive and does not violate the regulations set by the state and federal regulatory agencies.

I recommend Alternative 2.1 as a short term solution followed by installation of dewatering equipment described in Alternative 3.1. Alternatives 2.1 and 3.1 are to haul the bio-solids to Grants Pass for use in their composting facility. This alternative is slightly more expensive than hauling to the Heard Farms and less expensive than the other alternatives. The Heard Farms are privately owned and has had its own environmental and public concerns in the past. The Grants Pass alternative is more likely to continue in the long term.

To implement this alternative would require a sewer rate increase of approximately \$4.00 per month for residential users. It would also require an increase for commercial users, but the amount would vary based on the quantity of water used.

It would likely take 60 – 90 days to draft and have approval of a contract with the City of Grants Pass and hauler. In the meantime we still need to dispose of the bio-solids. To mitigate some of the public concern and if acceptable to Keith Smith, we could continue application on Smith Ranch fields A, B, E & F until such time as we have contracts. Field D is located closest to the Rainey well and may not be needed during this short period.

CITY OF BROOKINGS, OREGON

**Biosolids Management
Alternatives Evaluation**

April 6, 2005

TABLE OF CONTENTS

DESCRIPTIONS AND COSTS FOR ALTERNATIVES	4
Alternative 1—Continue with the Existing Land Application Program.....	6
Alternative 2—Haul to Offsite Facility	8
Alternative 3—Dewater and Haul Biosolids Offsite	9
Alternative 4—Implement Class A Biosolids Processing	10
REFERENCES	12

APPENDIX A Economic Evaluation

APPENDIX B Mechanical Dewatering

BIOSOLIDS MANAGEMENT ALTERNATIVES EVALUATION

The City of Brookings (City) operates a biosolids recycling program utilizing class B product as a soil amendment. This practice is common in Oregon and elsewhere in the U.S. Treatment and management of biosolids recycling is strictly regulated by Oregon Department of Environmental Quality (DEQ) and the federal Environmental Protection Agency. The practice has been the subject of extensive academic research, and regulations are based on in-depth risk assessment. Biosolids are valued by farmers as a fertilizer and regulators generally view recycling on agricultural land as having net environmental benefits compared with landfill disposal or incineration.

In some areas of the country, opposition to biosolids recycling has developed due to concerns of neighbors to land application sites. Local ordinances have been drafted in California and Virginia. In some cases, these have been struck down in courts in response to "right to farm" arguments. Public concern has led some municipalities to invest in Class A biosolids processing technologies such as composting and thermal drying. Class A biosolids products can be marketed without further regulation as they are essentially pathogen-free. Class B biosolids regulations address potential pathogen content by restricting public access and crop selection. For application on hay or pasture, a 30-day waiting period is required between application and grazing or harvest. These restrictions are comparable to normal practice for agricultural herbicides and pesticides. For biosolids, the 30-day period has been demonstrated to be effective in allowing die-off of any remaining pathogens in the product.

Biosolids slurry (approximately 3 percent dry matter) from the Brookings Wastewater Treatment Plant (WWTP) is currently applied to pasture and hay fields at the Keith Smith farm on a seasonal basis. The annual quantity of product is currently 1.5 million gallons (MG), which is sufficient to fertilize approximately 150 acres. During the winter months, the product is stored in a 2-MG tank at the treatment facility. The land application program is approved by DEQ and has operated successfully for over 15 years. Recently, concerns have been expressed by neighbors that biosolids land application may impact surface and groundwater quality in the area. The City Council authorized Brown and Caldwell to evaluate alternatives for biosolids management in response to these concerns.

This report evaluates and describes four biosolids management alternatives for Brookings. The alternatives address suggestions from the public as well as options identified by Brown and Caldwell. All of the alternatives are acceptable from a regulatory and technical standpoint. A policy decision is required by the City Council weighing the potential costs and benefits of the alternatives. The City's current program, Alternative 1, is included as a baseline for the analysis. Alternative 2 involves hauling biosolids offsite, and would not require capital improvements. Alternatives 3 and 4 require capital investment for design and construction of new facilities. As such, Alternative 2 can be implemented rapidly, while Alternatives 3 and 4 would require up to 2 years for implementation.

This is a draft report and is not intended to be a final representation of the work done or recommendations made by Brown and Caldwell. It should not be relied upon; consult the final report.

DESCRIPTIONS AND COSTS FOR ALTERNATIVES

This section presents costs and brief descriptions for the four biosolids program alternatives. The alternatives are:

1. Continuing with the current land application program
2. Hauling biosolids offsite
3. Dewatering and hauling biosolids offsite
4. Implementing a post-processing facility.

Each alternative has options that were evaluated. Detailed descriptions of the alternatives and subsets are provided in the text below. Appendix A describes the methodology of the economic evaluation.

The current program (Alternative 1) consists of application of biosolids slurry to hay and pasture fields at the Smith farm at agronomic rates. Allegations have been made that the current practice causes groundwater contamination. These allegations have not been substantiated, and DEQ is not requiring Brookings to modify the current practice. A subset of Alternative 1 is included which would implement voluntary groundwater monitoring in response to concerns regarding groundwater protection.

Alternative 2 could be implemented this year by contracting with an offsite facility and trucking company. Implementing Alternatives 3 or 4 would require the funding, design, and construction of onsite facilities. Design and construction would require up to 2 years. If dewatering needs to be done this summer, contractors are available for temporary dewatering. This service would cost approximately \$120,000.

Costs for Alternatives 1, 2, and 3 are presented in Table 1, and Alternative 4 costs are presented in Table 2. Costs are preliminary estimates based on recent experience with similar projects and informal price quotes. Estimates have a 30 percent margin of error at this level and this is important to keep in mind when comparing alternatives.

This is a draft report and is not intended to be a final representation of the work done or recommendations made by Brown and Caldwell. It should not be relied upon; consult the final report.

Table 1. Estimated Cost of Biosolids Program Alternatives

Criteria	Alternative 1 Current program		Alternative 2 Haul to offsite facility				Alternative 3 Dewater and haul offsite				
	Alt. 1.1 no change	Alt. 1.2 add wells	Alt. 2.1 Grants Pass	Alt. 2.2 Newport	Alt. 2.3 Heard Farms	Alt. 2.4 new land	Alt. 3.1 Grants Pass	Alt. 3.2 Newport	Alt. 3.3 Heard Farms	Alt. 3.4 new land	Alt. 3.5 landfill
Capital cost, \$1,000		23				200	1,328	1,328	1,328	1,528	1,328
O&M cost, \$1,000/year		4					22	22	22	22	22
Receiving or application cost, \$1,000/year			48	48	195 ^{1,2}	10	24	48	34 ^{1,2}	10	57 ¹
Haul cost, \$1,000/year	60	60	162	284		243	18	39		33	
Present worth \$1,000 ³	815	879	2,854	4,512	2,650	3,638	2,198	2,809	2,089	2,411	2,402
Annual cost, \$1,000 ⁴	60	65	210	332	195	268	162	207	154	177	177

¹ Includes hauling and disposal costs² Capacity and cost require confirmation³ Present worth is based on a 4 percent interest rate and a 20-year design life⁴ Annualized cost is based on a 4 percent interest rate and a 20-year design life

This is a draft report and is not intended to be a final representation of the work done or recommendations made by Brown and Caldwell. It should not be relied upon; consult the final report.

Alternative 1—Continue with the Existing Land Application Program

The current program applies biosolids to agriculture land in close proximity to the WWTP. This program is permitted by the DEQ.

1.1 Existing Program. The estimated cost of the existing program is based on a rate of \$0.04 per gallon for hauling to the Smith farm. At 1.5 MG per year, the land application program costs \$60,000 annually, or on a present worth basis \$815,000. Alternative 1 can be modified to include additional site monitoring.

This is a draft report and is not intended to be a final representation of the work done or recommendations made by Brown and Caldwell. It should not be relied upon; consult the final report.

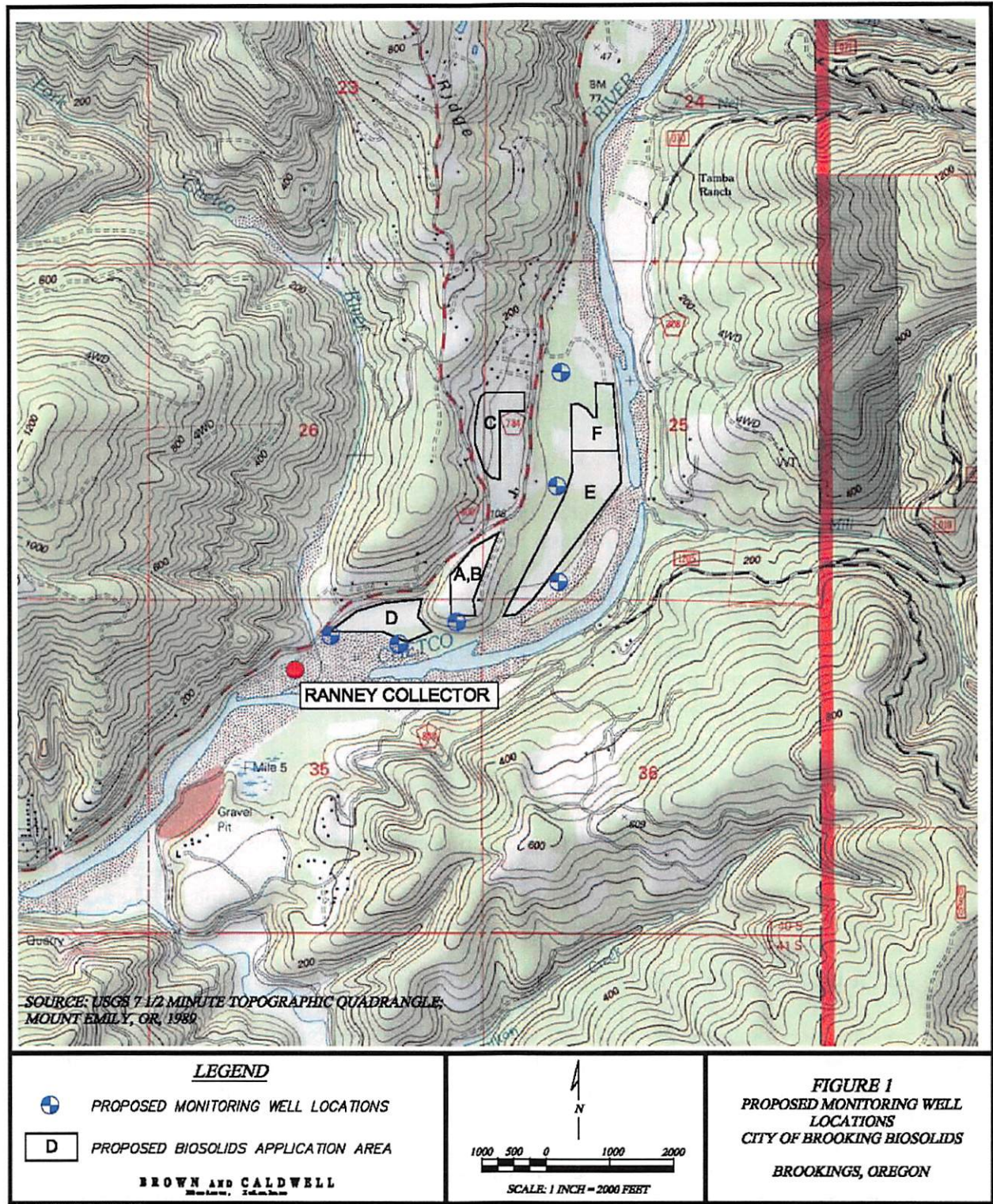


Figure 1. Site Location and Proposed Monitoring Wells

This is a draft report and is not intended to be a final representation of the work done or recommendations made by Brown and Caldwell. It should not be relied upon; consult the final report.

1.2 Monitor Groundwater. This option would monitor groundwater near the fields used for land application. Monitoring wells would need to be designed and constructed. As part of this evaluation, a preliminary hydrogeological investigation was performed to predict the direction of groundwater flow and propose locations for monitoring wells. Figure 1 shows the proposed monitoring well locations. Two of the locations are upgradient of the fields for establishing a water quality baseline and the other four are downgradient to characterize groundwater entering the river in the area potentially affected by land application. The capital cost to design and install the wells would be approximately \$25,000. Groundwater sampling and testing would cost about \$4,000 annually.

Alternative 2—Haul to Offsite Facility

Hauling biosolids offsite is more costly than the existing program. The following five offsite locations have been evaluated: Dry Creek Landfill, Grants Pass WWTP, Newport WWTP, Heard Farms, and an undetermined land application site presumably in the Willamette Valley.

For the Grants Pass, Newport, and new land application alternatives, hauling costs were estimated by assuming the use of 5,000-gallon tanker truck at \$90 per hour. For the Heard Farms alternative, hauling cost is included with the disposal fee. The hauling facilities evaluated are at least 100 miles from Brookings, and subsequently hauling costs account for the majority of overall costs.

2.1 Grants Pass WWTP, Grants Pass, Oregon. The City of Grants Pass has a dewatering and biosolids composting program, and the plant has indicated willingness to process the biosolids. The cost of this alternative includes hauling, a dewatering fee, and a processing fee. For this analysis, both dewatering and processing fees are estimated at \$125 per dry ton each. We are still waiting for a firm quote on these costs. The estimated present worth cost of this option is \$2.9 million.

2.2 Newport WWTP, Newport, Oregon. The City of Newport has a dewatering and biosolids lime pasteurization program. This site is about 200 miles from Brookings. The cost of this alternative includes hauling, a dewatering fee, and a processing fee. For this analysis, the dewatering and processing fees are estimated at \$125 per dry ton each. Costs have been evaluated, but the Newport WWTP has not yet indicated a cost or willingness to accept biosolids. The estimated present worth cost of this option is \$4.5 million.

2.3 Heard Farms, Inc., Roseburg, Oregon. Heard Farms, Inc. is a company that contracts to haul, process, and land-apply biosolids. The company's facility is permitted by DEQ and receives product from the cities of Reedsport, Sutherlin, and Roseburg, Oregon. The site is located near Roseburg, which is approximately 170 miles from Brookings. Heard Farms informally quoted a cost of \$0.13 per gallon for hauling and disposal. The estimated present worth cost of this option is \$2.7 million.

2.4 New Land Application Site, Unknown Location. A location for a new land-application site has not been determined. An effort to locate, purchase, and permit land is necessary to proceed with this option. Land suited for applying biosolids is typically found in the Willamette Valley region of the state. Land-application of biosolids to a new site would likely accrue high

This is a draft report and is not intended to be a final representation of the work done or recommendations made by Brown and Caldwell. It should not be relied upon; consult the final report.

hauling costs. For this analysis, a site in Eugene, Oregon was assumed. Hauling alone would cost \$243,000 annually. For this analysis, the additional costs for securing land with a farmer or purchasing property for the site are assumed to be \$200,000. The estimated present worth cost of this option is \$3.6 million.

Alternative 3—Dewater and Haul Biosolids Offsite

This alternative includes dewatering the biosolids and then hauling them offsite. Improvements would include a building, dewatering equipment, and biosolids handling equipment. Implementing this alternative would take at least 1 year to design and construct.

The volume of water in the biosolids has a substantial impact on hauling cost. Dewatering can increase solids concentration to approximately 20 percent, thereby reducing volume and the number of loads that need to be hauled. Figure 2 shows the impact of dewatering on the cost of hauling. For hauling distances greater than 100 miles round-trip it pays to dewater. Dewatering with either a belt filter press or centrifuge is the best option for a plant of this size. More detailed descriptions of the belt filter press and centrifuge are presented in Appendix B.

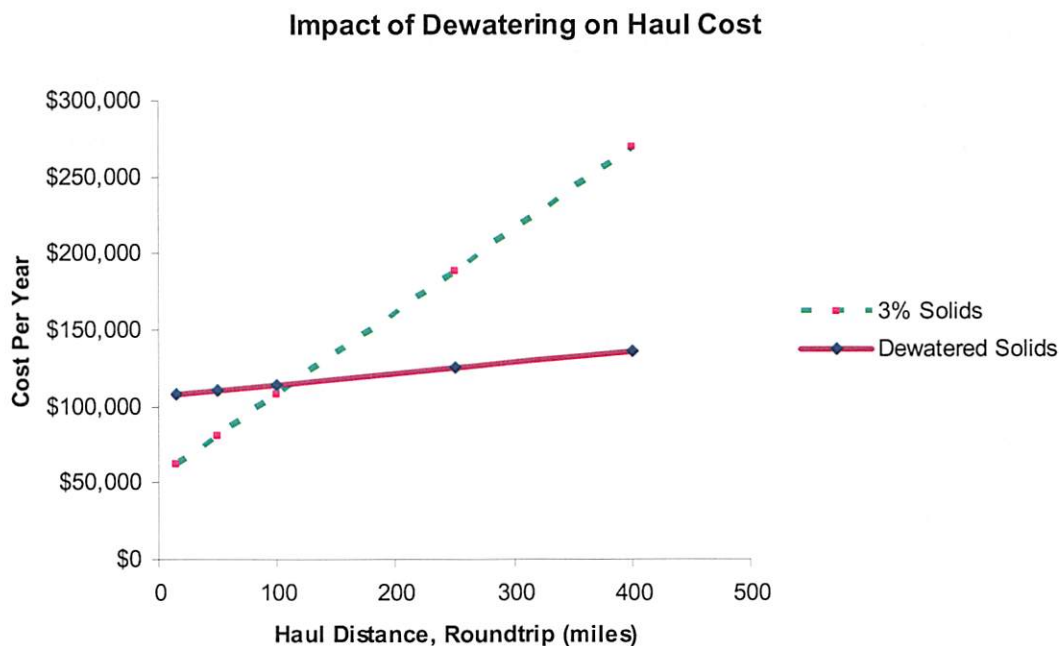


Figure 2. Impact of Dewatering on Hauling Cost

Alternative 3 considers the specific impact of dewatering on the options described in Alternative 2, and the option of hauling to the Dry Creek Landfill. Table 1 includes cost for Alternative 3 options. The cost of implementing a dewatering program is estimated at \$1.3 million in capital cost and

This is a draft report and is not intended to be a final representation of the work done or recommendations made by Brown and Caldwell. It should not be relied upon; consult the final report.

\$22,000 per year for operating and maintenance costs. Comparing the present worth of Alternatives 2 and 3 shows that a dewatering facility would reduce cost by at least 20 percent.

3.1 Grants Pass WWTP, Grants Pass, Oregon. The hauling cost and fee at Grants Pass will be reduced if a dewatering program is implemented. The estimated present worth cost of this option is \$2.2 million.

3.2 Newport WWTP, Newport, Oregon. The hauling cost and fee at Newport will be reduced if a dewatering program is implemented. The estimated present worth cost of this option is \$2.8 million.

3.3 Heard Farms, Inc., Roseburg, Oregon. Heard Farms, Inc. informally quoted a price of \$0.17 per gallon for biosolids at 20 percent solids. The basis for this quote needs further evaluation. The estimated present worth cost of this option is \$2.1 million.

3.4 New Land Application Site, Unknown Location. Dewatering will be advantageous if the site is greater than 100 miles round-trip from the WWTP. Based on an application site in Eugene, Oregon, the estimated present worth cost of this option is \$2.3 million.

3.5 Dry Creek Landfill, Medford, Oregon. The Dry Creek Landfill in Medford, Oregon accepts dewatered biosolids material. The cost to haul and dispose at the Dry Creek Landfill is approximately \$57,000 per year. Curry Transfer and Recycling quoted a price of about \$60 per cubic yard to haul and dispose of biosolids at the Dry Creek Landfill. The estimated present worth cost of this option is \$2.4 million. The City of Crescent City currently disposes dewatered anaerobically digested biosolids to the landfill. In the future, Crescent City plans to implement agricultural land application.

Alternative 4—Implement Class A Biosolids Processing

This alternative would advance the biosolids classification from Class B biosolids to Class A. To reach a Class A rating, post-processing is required in addition to the dewatering program described in Alternative 3. Typically, post-processing involves high temperatures for a specified period of time, to ensure that the end product is essentially pathogen-free and suitable for unrestricted use. In most cases, Class A biosolids can be marketed to the general public. Examples include GroCo compost, which has been marketed in the Seattle, Washington, area for years, and Milorganite, which is a dried product distributed by the City of Milwaukee, Wisconsin. Considering that Class A biosolids can be a marketed product, the cost associated with disposing of Class A biosolids is assumed to be zero for this report.

Four options are considered for a Class A processing facility. Each of these options requires first dewatering the biosolids. Costs have been estimated for three of these options, and are presented in Table 2, and the fourth option was eliminated because the technology is extremely costly and unproven for smaller municipal facilities.

This is a draft report and is not intended to be a final representation of the work done or recommendations made by Brown and Caldwell. It should not be relied upon; consult the final report.

Table 2. Class A Biosolids Processing Costs

Criteria	Alternative 4 Post-processing		
	1. Lime Pasteurization	2. Heat Drying	3. In-vessel Composting
Dewatering			
Capital cost, \$1,000	1,328	1,328	1,328
O&M cost, \$1,000/year	22	22	22
Class A processing			
Capital cost, \$1,000	1,038	1,340	1,200
O&M cost, \$1,000/year	45	45	55
Disposal, \$1,000/year	0	0	0
Total			
Present worth, \$1,000 ¹	3,277	3,579	3,574
Annual Cost, \$1,000/year ²	252	276	275

¹ Present worth is based on a 4 percent interest rate and a 20-year design life

² Annualized cost is based on a 4 percent interest rate and a 20-year design life

4.1 In-vessel Composting. Composting is the aerobic thermophilic decomposition of organic material. In this process, dewatered digested biosolids are mixed with a bulking agent (for example, wood chips) to absorb water and facilitate aeratation. The amount of bulking agent required depends mainly on the solids content in the biosolids. If the biosolids dewatering process produces biosolids with a solids content of 20 percent, the volume ratio of bulking agent to biosolids would be roughly 2 to 1, depending on biosolids and bulking agent characteristics.

In-vessel composting is accomplished inside an enclosed container or basin. Mechanical systems are designed to minimize odors and process time by controlling environmental conditions such as air flow, temperature, and oxygen concentration. Odors would be contained and treated in biofilters.

4.2 Heat Drying. This process uses thermal energy to evaporate unbound water from the solids, and has been used to increase solids concentration to 95 percent dry matter. This can greatly reduce the volume for subsequent handling and disposal. Thermal energy can be applied using heated gas, indirect steam, and air. Drying processes include rotary, flash, and indirect steam. Regional heat drying installations are in use at Myrtle Creek, Oregon, and Friday Harbor, Washington. Additional facilities are in design or construction in the Seattle area. Heat drying is a listed process for producing Class A biosolids if the material is heated above 80 degrees Celsius and the product has 10 percent moisture or less. A Fenton SludgeMASTER® RK¹ biosolids dryer is considered in this analysis.

¹ This process is used as an example for the purpose of evaluation; it is not the only possible approach. If this alternative is selected for further analysis, other approaches will be assessed in preliminary design.

This is a draft report and is not intended to be a final representation of the work done or recommendations made by Brown and Caldwell. It should not be relied upon; consult the final report.

4.3 Lime Pasteurization. EnVessel Pasteurization™ is a patented process developed by the RDP Company, Pennsylvania,¹ in which dewatered biosolids and quicklime are mixed prior to being fed into an EnVessel Pasteurization Reactor. Supplemental heat is added to the vessel, normally by electrical heating elements, to maintain a temperature of 160 degrees Fahrenheit for a period of 30 minutes. The reactor is insulated and jacketed to retain the heat. A Class A product is produced. Working installations of this process include those in Newport, Oregon and Centralia, Washington. Cost estimates for this alternative include construction of a concrete block building to house the equipment, a two-stage odor control system comprised of a biofilter and chemical scrubbing to eliminate the ammonia odors typically associated with lime pasteurization systems.

4.4 Gasification. The gasification process converts carbon-containing material into energy through combustion. In order to use biosolids as fuel, the material must first be dried. For this analysis, capital costs should be considered additive to thermal drying. Operating efficiency is gained when recovered energy can be used to fuel the drying process.

Gasification is not a developed technology for municipal biosolids processing, particularly at the relatively small scale required for Brookings. The few installations operating in the US are based on the use of other biomass materials such as rice hulls. For purposes of this analysis, Brown and Caldwell has concluded that the technology would not be feasible.

REFERENCES

1. Gasification Technologies Council. <http://www.gasification.org>
2. Biosolids Management: Assessment of Innovative processes. Water Environment Research Foundation, 1998.
3. Sludge Treatment and Disposal, Process Design Manual. U.S. Environmental Protection Agency, 1979.
4. Various Brown and Caldwell feasibility studies and design reports for other municipalities including Myrtle Creek, Crescent City, Cowlitz Water Pollution Control Facility in Longview, Washington, Pierce County near Tacoma Washington, and Friday Harbor.

This is a draft report and is not intended to be a final representation of the work done or recommendations made by Brown and Caldwell. It should not be relied upon; consult the final report.

APPENDIX A ECONOMIC EVALUATION

To make a valid comparison among alternatives, a present worth analysis is necessary in order to incorporate both capital and annual costs. In developing costs for the present worth analysis, many assumptions must be made to compensate for the lack of detail available during the planning process. The analysis techniques and assumptions made are described below.

Present Worth Analysis

In a present worth analysis, annual costs over the economic life of the alternative are brought from the future back to the present, and discounted by an annual percentage rate called the discount rate. Once the annual costs are brought to the present as a single sum, they can be added to the capital cost to derive the total present worth. For this analysis, the discount rate is assumed at 4 percent. The analysis period, or economic life, is assumed to be 20 years. Salvage values, or the value at the end of the 20-year study period, are not considered in this analysis.

Accuracy of Cost Estimates

The precision of a cost estimate is a function of the detail to which alternatives are developed and the techniques used in preparing the actual estimate. An American Association of Cost Engineers divides estimates into three basic categories: order-of-magnitude estimate, budget estimate, and definitive estimate. An order-of-magnitude estimate is best suited for the planning level comparison of alternatives done in this report. An order-of-magnitude estimate is made without detailed engineering data. Techniques such as cost-capacity curves, scale-up or scale-down factors and ratios are used in developing this type of estimate. This type of estimate is normally accurate within +50 percent or -30 percent. That is, the final cost may be as much as 50 percent more or 30 percent less than the estimated amount. A relatively large contingency is normally included to reduce the probability of underestimating.

Additive Costs

Engineering, contingency, and contractor indirect cost, overhead, and profit are additional costs to the total capital cost of a project. For this analysis, the cost of engineering is assumed to be 20 percent of the construction cost, a contingency reserve is assumed to be 12 percent of the project total cost and contractor indirect, overhead and profit is assumed to be 15 percent of the total project cost.

CITY OF BROOKINGS



STAFF REPORT

Date: April 7, 2005
To: Mayor Sherman & City Councilors
From: Leroy Blodgett, City Manager
Subject: Suzie Q's Bakery request reimbursement for damages

REPORT

On November 3, 2004, Mr. Schwartz filed a claim against the City for damages supposedly caused by dirty water flowing to the bakery. Attached is a copy of the claim and related correspondence between the City County Insurance Services, Mr. Schwartz and the City.

As stated in the correspondence the City's insurance carrier denied the claim. Mr. Schwartz is now requesting that the City reimburse him directly. The total claim is for \$801.46 of which \$275 is for loss of use and employee time.

Granting the request for payment may set precedent of awarding claims even when denied by the insurance adjuster.

STAFF RECOMMENDATION

While this is an unfortunate situation for Mr. Schwartz, I can not recommend payment after it has been reviewed and denied by the City's insurance carrier.

INCIDENT REPORT

DATE OF INCIDENT 11/3/04 TIME 1:00 AM PM X

NAME OF CLAIMANT Suzie Q's Bakery & Cafe

ADDRESS 613 Chetco Ave. P.O. Box CITY Brookings STATE OR ZIP 97415

PHONE 412-7444 HM 6667 469-7575 WK 469-7499 FAX

DESCRIPTION OF INCIDENT When water lines were
to be shut off there was a period beforehand
when, with no prior notice, murky,
discolored water preceded shut off.

LOCATION OF INCIDENT above

INJURIES OR DAMAGES loss of use of coffee (espresso)
equipment due to damage to pump, specific
cost of pump replacement, employee time to purge equipment

WITNESSES Debra Wilson PHONE 412-7444

ADDRESS P.O. Box 6667

CORRECTIVE ACTION TAKEN Pump Replaced

WITNESSES _____ PHONE _____

ADDRESS _____

SIGNATURE OF PERSON REPORTING 

TOTAL
COST
\$665.00
repair
\$275
loss of use

RAYJEN COFFEE CO.
365 2nd STREET
BANDON, OR 97411
541-347-1144

MADE IN USA NC2817

CUSTOMER APPROVAL _____
SIGNATURE _____

DATE ORDERED _____

40521	12
-------	----

QTY.	MATERIAL	UNIT	AMOUNT
1	Frocon Pump		154.84
1	220v Motor		248.27
3	14-16 Fenducou	20	210

DESCRIPTION OF WORK

LABOR	HRS.	RATE	AMOUNT
-------	------	------	--------

Service Call 11-4 of

LABOR

11-4 Check pump 125 yds

11-6 Hsokow 1045

61	21	20000511
----	----	----------

--	--	--



TOTAL LABOR

Copyright © 2000 by John Wiley & Sons, Inc.

TOTAL MATERIALS

TOTAL MISCELLANEOUS

SUBTOTAL

CONFIDENTIAL

TAX

GRAND TOTAL



Acknowledgement Report

November 26, 2004

City of Brookings
898 Elk Drive
Brookings, OR 97415

Attn: Paul Hughes

Claimant: Suzie Q's Bakery & Cafe

Claim #: GCBRK2004037921

Date of Loss: 11/3/2004

The above listed claim has been submitted to our office for handling. We will forward a final report to you when this file is concluded. Please contact us if you have any questions.

Alleged Facts

Claimant alleges that discolored water damaged her espresso machine. City did provide notice of water being shut off but the discolored water came out prior to shut off with no warning.

Accident Location: Brookings, Oregon

Claims Representative: Gail Fischer

cc: Cal/OR Insurance Specialist, Inc.
PO Box 2725
Harbor, OR 97415

City County Insurance Services Claims
c/o Lane Council of Governments
99 E. Broadway, Suite 400
Eugene, OR 97401
Phone: 541-682-6665
Fax : 866-567-3656



December 1, 2004

Elliott Schwartz
Suzie Q's Bakery & Café
P.O. Box 6667
Brookings, OR 97415

RE:	CIS Member:	City of Brookings
	Claimant:	Suzie Q's Bakery & Cafe
	Claim #:	037921
	DOL:	11/3/04

Dear Mr. Schwartz:

We have now completed our investigation into your claim against the City of Brookings.

Our investigation reveals that the City is in the process of replacing the water main in the area of your business. The City reports that they visited you at approximately 11 am on 11/3/04 and notified you that the water would be shut off at about 2 pm that day. The water apparently was not actually shut off until approximately 3 pm. It appears that the City did what was reasonable and necessary in this instance. It does not appear that the damages you suffered were a result of any negligence on the part of the City. We must therefore respectfully deny any claims you may present in this matter.

We trust you will understand that our obligation is to pay only those claims for which our members are legally responsible.

Sincerely,

Gail E. Fischer, SCLA
Senior Claims Adjuster
CIS Claims

Cc: City of Brookings

GF/gf

City County Insurance Services Claims
c/o Lane Council of Governments
99 E. Broadway, Suite 400
Eugene, OR 97401
Phone: 541-682-6665
Fax : 866-567-3656

Suzie Q's Bakery & Café
613 Chetco Avenue
Post Office Box 6667
Brookings, OR 97415
541-412-7444

received
1-13-05

January 11, 2005

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

Dear Mr. Blodgett:

Pursuant to our conversation yesterday I am enclosing a copy of the incident report I filed with the City in November of, 2004. This relates to the loss suffered by Suzie Q's Bakery & Café due to the water main project on Chetco Avenue November 3, 2004.

I am also enclosing copies of the repair invoice of \$526.46 for the replacement of a water pump damaged by this incident. Included in the claim is \$275.00 for loss of use and employee time to purge equipment.

On that date we were informed by the work crew, at about 11:00 a.m., that water would be shut off in around 2 – 3 hours. I spoke to the job supervisor at that time, explaining that was inadequate notice. He responded that the crew would attempt to avoid shut-off by closing a valve and diverting the flow.

We received no more notice from the crew. At about 3:00 p.m. we experienced a flow of dirty, brown colored water. This flow lasted for about 10 minutes. We were in no way notified to expect this.

I submitted this claim to Paul Hughes, who forwarded it to City County Insurance Services. I have enclosed copies of their decision.

As they have denied payment of the claim I am submitting it to the city for reimbursement.

Sincerely,



Elliot Schwarz

CITY OF BROOKINGS



February 11, 2005

Gail Fischer, SCLA
CCIS Claims
C/o Lane County Council of Governments
99 E. Broadway, Suite 400
Eugene, OR 97410

COPY

Re: Claim #037921 Suzie Q's Bakery & Café

Dear Ms. Fischer:

In review of your letter dated December 1, 2004 to Mr. Schwartz denying the above claim it appears there may not be a full understanding of the incident. As you and Mr. Schwartz indicated, on 11/3/04 at approximately 11:00 am Mr. Schwartz was notified that his water may be turned off around 2:00 pm. If damage was caused to equipment due to water being shut off I agree there is absolutely no negligence on the part of the City. However, it is my understanding that the damage was not because he had no water. The damage to the equipment was actually caused by a flow of dirty water prior to the water being shut off. Mr. Schwartz was not informed to expect the dirty water before or after being shut off. Even if it is assumed that he should have known that the water would be dirty after being shut off and turned back on, he would not have expected it until after it was shut off. This is an unfortunate incident, but it appears to be of no fault of Mr. Schwartz.

If you were not aware of the above facts please reconsider this claim.

Sincerely

Leroy Blodgett
City Manager

Pc: Elliott Schwartz, Claimant
✓ Paul Hughes, Finance Director
Debbie Krambeal, Insurance Agent



February 23, 2005

Leroy Blodgett
City Manager
City of Brookings
898 Elk Drive
Brookings, OR 97415

RE:	CIS Member:	City of Brookings
	Claimant:	Suzie Q's Bakery & Cafe
	Claim #:	037921
	DOL:	11/3/04

Dear Mr. Blodgett:

I am in receipt of your February 11th letter regarding the above captioned claim.

Our position in this matter remains the same. It does not appear that Mr. Schwartz damages are the result of any negligence on the part of the City of Brookings. We will therefore be unable to make any settlement offers.

Please contact me should you have any further questions.

Sincerely,

Gail E. Fischer, SCLA
Senior Claims Adjuster
CIS Claims

GF/gf

City County Insurance Services Claims
c/o Lane Council of Governments
99 E. Broadway, Suite 400
Eugene, OR 97401
Phone: 541-682-6665
Fax: 866-567-3656

CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
March 28, 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

Led by Brian Bullock

III. Roll Call

Council Present: Mayor Pat Sherman, Council President Larry Anderson, Councilors Frances Johns Kern, Craig Mickelson, and Dave Gordon, Ex Officio Councilor Wes Enos, a quorum present.

Council Absent: None

Staff Present:

City Manager Leroy Blodgett and Administrative Secretary Linda Barker

Media Present: Curry Coastal Pilot Reporter Brian Bullock

Other:

Approximately 60 other citizens

IV. Ceremonies/Appointments/Announcements

A. Ceremonies

1. Proclamation—Autism Awareness Month

David Wopschall, a 14-year old student accepted a proclamation declaring April to be Autism Awareness Month in Brookings. His mother, Lisa, addressed the Council and public saying she was so proud to live in Brookings where her son has been accepted for the individual he is. She added that autism is on the rise and there is local ongoing training in understanding autism spectrum disorders, the next being at the Chetco Community Public Library April 4. These sessions are open to anyone who wants to learn more about autism.

Cathy Russo Viola said not to discount adults that have autism. They are the NASA engineers, the Bill Gates of the world. Her company hires persons on the autism spectrum because they think out of the box. She concluded by saying it is important as a community that we recognize the unique way those with autism look at the world.

B. Appointments

1. *Appointment of Planning Commission Positions No. 4, 5 and 6*
Mayor Sherman recommended Jim Collis (Position No. 4) and Bruce Nishioka (Position No. 6) be reappointed to their seats on the Planning Commission. She also recommended that William (Ron) Hedenskog be appointed to Position No. 5 which became open with the resignation of Bob Gilmore.

Councilor Gordon moved, a second followed, and the Council voted unanimously to reappoint Jim Collis to Position No. 4 and Bruce Nishioka to Position No. 6; and to appoint William R (Ron) Hedenskog to Position No. 5 on the Planning Commission.

- C. *Announcements*
None

V. Oral Requests and Communications from the Audience

A. *Committee and Liaison reports*

1. *Council Liaisons*

Ex Officio Councilor Enos said there will be an auction to raise money for Safe and Sober Night. It will be held in the high school gymnasium beginning at 6:00 p.m. He also said prom is one week from Saturday.

Councilor Mickelson attended the Parks and Recreation Commission workshop on the community center March 16 and the Chamber of Commerce's marketing meeting this morning.

Councilor Anderson attended the regular school board meeting.

Councilor Gordon also attended the Chamber's marketing meeting and also a Brookings-Harbor Youth Association board meeting. He missed another meeting of the Port of Brookings Harbor due to the Council's work/study session on the 21st.

Mayor Sherman attended the Parks and Recreation Commission workshop.

- B. *Unscheduled*
None

VI. Staff Reports

A. *Community Development Department*

1. *Quitclaim Deeds for two (2) 5-foot strips adjacent to 828 Pioneer Road*

City Manager Blodgett said when a recently partitioned piece of property on Pioneer Road was surveyed it was discovered, through a series of deed errors, that a 5-foot wide strip on land adjacent to Pioneer Road remained in private ownership and a 5-foot wide strip

beyond this was in city ownership. The Planning Commission required deeds be prepared to give the 5-foot wide area nearest Pioneer Road to the City for right-of-way and another deed giving the 5-foot strip beyond this to the applicant. The deeds were prepared by the applicant's attorney.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to accept the deed to a five-foot strip of property adjacent to Pioneer Road at 828 Pioneer Road and to authorize Mayor Sherman to sign a Quitclaim Deed transferring ownership to Melody Bond for a separate 5-foot wide piece of property also at 828 Pioneer Road.

B. City Manager

1. *Highway 101 Improvement Solutions*

City Manager Blodgett said ODOT representatives were present to answer Council questions on the alternatives for improvements to traffic on Highway 101. He said, because of the importance of the decision it should have some formality and recommended making a motion to direct staff to prepare a resolution in support of whatever alternative the Council chose. The resolution would then be prepared for consideration at the next Council meeting.

Mayor Sherman said the procedure for the meeting would be as follows: 1) Councilors would ask questions of ODOT representatives present, Matt Malone and Jeff Holthoff; 2) public comments would be taken with strict adherence to the five-minute time limit; 3) Council could again ask questions; 4) the public comment period would be closed; and 5) Council will deliberate and make a decision.

Councilor Gordon asked for clarification on costs for the different options. Malone said part of the matching funds for Alt. 5 could be offset by costs the city would incur in securing parking to replace that lost on Chetco Avenue.

Blodgett asked if the City gave right-of-way on Railroad Avenue to ODOT to construct Alt. 4, would that be part of the match. Malone answered in the negative saying that would give ODOT more roadways to maintain so this probably wouldn't be included as part of the matching funds.

Members of the public speaking on the subject were:

Marianne Runyon, PO Box 6537, Brookings, spoke in favor of Alt. 5.

Elliott Schwarz, PO Box 6667, Brookings, was concerned about either options because of the costs and other factors.

Cindi Beaman, PO Box 8002, Brookings, presented two letters in favor of the couplet idea, Alt. 4, and spoke in favor of the couplet.

Eldon Gossett, PO Box 144, Brookings, said he is in favor of the couplet design, preferring a town that has good traffic flow.

Dan Nachel, PO Box 1238, Brookings, wondered who is pushing for couplet. He favored Alt. 5.

Jeff Homes, 17350 Holmes Drive, Brookings, said he firmly rejects the couplet option saying the majority of people oppose the couplet. He also feels that Alt. 5 was designed to be rejected and that we need to go back to the drawing board.

Don Nuss Jr., 650 Mardon Court, Brookings, said he is against the couplet citing safety of school children crossing two highways instead on one.

John Babin, 517 Chetco Avenue, Brookings, spoke in favor of Alt. 4. He said eliminating parking (Alt. 5) in downtown has the real potential of destroying the character of downtown and the heart of Brookings.

Kencil Longcor, 407 Smith Drive, Brookings, said he queried his Smith Drive neighbors and only one would like the couplet. Two people in the area have sold their houses because of the possibility of the couplet.

Dom Petrucelli, 539 Cushing Court, asked why we needed to do something. Traffic counts conducted by him and others didn't come up with the numbers cited by ODOT. He did not think enough people had been contacted in the ODOT sponsored telephone survey about the options. He thinks the majority of citizens don't want a couplet.

Bev Nachel, 351 Spruce Drive, Brookings, said the couplet will not change the area for the better. She was concerned with safety for school children living on the west side of Railroad having to cross two highways to go to and from school.

Walt Thompson, PO Box 2066, Harbor, said to keep a viable business community the town needs to skip the couplet idea.

Stuart Ehrenreich, 97666 North Bank Chetco Road, Brookings, said an economic development plan should have been coupled with a modification of traffic flow. The two need to go hand in hand.

Pete Chasar, 935 Marina Heights Road, Brookings, a member of stakeholders committee wanted to clear up some misconceptions. He

said one misconception is that ODOT is pushing for the couplet and that is incorrect. He suggested if Alt. 5 is chosen to use concrete planters at curb edge to be a physical barrier between pedestrians and vehicles. He said the stakeholders committee was made up of people from all segments of the community and at their final meeting there was a large vote for Alt. 5. He asked the Council to go with the stakeholder's recommendation.

Don Nuss, 650 Mardon Court, Brookings, thanked Malone and Holthoff and ODOT for spending a lot of time and effort on the issue. As part of the stakeholders committee he said there was actual joy at end of the final meeting that they had made a decision and had asked the hard questions. He said Alt. 5 will not divide the community as Alt. 4 would.

Tim Patterson, PO Box 82, Brookings, said he had submitted letters that he said dispute many Alt. 5 proponents' comments. With the traffic count rising each year ODOT is attempting to plan ahead and prevent gridlock such as in Lincoln City. He said Alt. 5 is totally opposite of the pedestrian-friendly downtown that all studies in the past have indicated for the downtown area.

Nilesh Amin, PO Box 7000, Brookings, said if tourists do not see his business it will kill the business which he believes will happen if Alt. 4 is chosen. While stating Alt. 5 is not perfect he recommending picking it and figuring out parking.

Barbara Nysted 427 Buena Vista Loop, Brookings, said she outlined her feelings against the couplet in an email to the Council last month. She said "no build" was not an option and wondered why it was on the table; the couplet was not for the majority of the people and Alt. 5 could be made a lot more palatable. Maybe it should be back to the drawing board.

Stan Milstone, 206 Schooner Bay Drive, Brookings, said as he understood it, at the beginning of the meeting Mayor Sherman had said the decision would be made in a closed Council meeting and this is not the way it should be.

City Manager Blodgett explained the deliberations and vote would not be in a closed session, however, once everyone who wished to speak had done so, the meeting would be closed for additional public input.

The council took a short recess beginning at 8:20 p.m. The meeting reconvened at 8:27 p.m.

The meeting was closed to public input and the Council began deliberations. In answer to questions from Councilor Gordon, Malone

stated he did not remember ever having an estimate of \$30 million of any of the options. The \$16-20 million estimate had been pretty consistent for most of last year.

Councilor Mickelson was concerned about the cement dividers and if they would restrict left hand turn opportunities. Malone stated the median dividers would be for safety and to preserve the capacity of the left turn lanes. Malone also said U-turns would be restricted using Alt. 5.

Each of the Councilors expressed what a difficult decision they had before them. Councilor Anderson expressed the thought that the only consensus tonight was the rejection of the "no build" alternative.

Mayor Sherman read a suggested motion and there was discussion on some of the wording. Councilor Anderson said he liked the spirit of the wording but was uncertain about citing the Oregon Revised Statutes (ORS) when the Council has not had the opportunity to look at them. After council discussion the references to ORS was removed from the wording.

Councilor Anderson moved, a second followed, and following additional Council discussion on the motion, the Council voted 3-2 (voting for: Johns Kern, Councilors Anderson, and Mayor Sherman; voting against: Councilors Mickelson and Gordon) to request staff to prepare a resolution recommending Alternative 5 as the preferred alternative to the Brookings-Highway 101 Transportation Solution Project based on:

- **Public comments from the public comment period**
- **Letters submitted by the public**
- **Input from stakeholders**
- **Input from Council meeting**

and

- **Maintaining local control of Railroad Avenue**
 - **Economic factors concerning Chetco Avenue businesses**
 - **Cost and likelihood that project will be completed**
 - **No displacement of people from their homes**
 - **Minimal disruption of neighborhoods from noise;**
- and further, the resolution should contain a strong recommendation to have a red/green traffic light installed in conjunction with the project either at Fern and Chetco or at the theater crossing to assure pedestrian safety as they cross between the municipal parking lot and businesses;**
- and further, resolution should contain a strong recommendation to divert the bike trail to Railroad Avenue and to fund the bike trail in conjunction with the project.**

2. *Vietnam Veterans of America, Chapter 757, request for funds for fireworks display*

Councilor Gordon said he is on the Board of Directors of the Vietnam Veterans organization but he does not directly profit from this association. Steve Dryden, Fireworks Chair, asked the Council for a \$1,000 donation or a \$750 donation with the City providing two port-a-potties for a three-day event to be held at the Port of Brookings Harbor over the 4th of July weekend.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to donate \$750 to Vietnam Veterans of America, Chapter 757 and to provide two port-a-potties for the 4th of July celebration to be held for three days at the Port of Brookings Harbor.

3. *Commercial Property of the Month*

City Manager Blodgett gave details of a new segment of the Yard of the Month/Most Improved Property Program. At the March 14 meeting, the Council approved adding a commercial property segment to the popular program. There was discussion on who would be receiving the \$50 credit on their water/sewer bill, the property owner or the business owner, and what type signs would be used to honor the winners.

Councilor Anderson moved, a second followed, and the Council voted unanimously to adopt a commercial property segment as part of the Yard of the Month/Most Improved Property Program.

4. *Set dates for Brown and Caldwell public presentation on biosolids alternatives and next Council meeting*

City Manager Blodgett said Steve Wilson, Brown and Caldwell, is nearing completion of a report on biosolids and suggested a public presentation at the Chetco Community Public Library April 11 at 7:00 to 9:30 p.m. He asked the Council to set this date for the presentation and move the Council meeting regularly scheduled for that evening to April 12.

Councilor Gordon moved, a second followed, and the Council voted unanimously to schedule a public presentation on biosolids disposal alternatives at the Chetco Community Public Library April 11 beginning at 7:00 p.m. and to reschedule the first Council meeting in April to April 12, 7:00 p.m. in the Council Chambers of City Hall.

5. *Other*
None

VII. Consent Calendar

A. *Approval of Council Meeting Minutes*

1. *Minutes of March 14, 2005, regular Council meeting*
End Consent Calendar

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

VIII. Remarks from Mayor and Councilors

A. *Council*

Councilor Mickelson said the Planning Commission is looking at Tuesday April 19 as a date for a joint Council/Planning Commission work session. City Manager Blodgett said he received information on a training session in Canyonville on April 16. If some Planning Commissioners or Councilors went to it they could share it with the other members on the 19th.

Councilor Anderson commented that there seems to be a trend in construction projects not to order a dumpster until the job is finished and to allow the debris to pile up in front of buildings or storefronts. He asked staff to see if there is an ordinance that addresses storage of debris in front of a business.

B. *Mayor*
None

X. Adjournment

With no further business before it the Council adjourned the meeting at 9:30 p.m.

Respectfully submitted:

Pat Sherman
Mayor

ATTEST by City Recorder this ____ day of _____, 2005.

Paul Hughes
Finance Director/City Recorder

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
City of Brookings 898 Elk Drive, Brookings
February 24, 2005

Call to Order

City Manager Blodgett called the meeting to order at 7:00 p.m. followed by the pledge of allegiance.

Roll Call

Commissioners present: Daryn Farmer, Haley Farr, April Gothard, Frances Hartman, Tony Parrish, Kathy Viola, Jan Willms, and *Ex Officio Commissioner* Paul Cleary

Staff Present: City Manager Leroy Blodgett, Councilor Frances Kern.

Media: Brian Bullock for *The Pilot*.

Introduction of New Members

The seven commissioners, Councilor Frances Kern, and *Ex Officio* Cleary introduced themselves. Commissioner Farmer, owner of an insurance company, said he came on board at the beginning of 2003. Commissioner Farr, an event planner, stated she would like to see a community center built. Commissioner Gothard, manager of a medical center, said she wanted to give back to the community and serving on the Commission supports that objective. Commissioner Hartman, who has a teaching background, stated she loves the area, especially the parks. Commissioner Parrish, chair of the Library Board and an avid golfer, explained he has been on the commission since 2001. Commissioner Viola, explained she wanted to be active in the community and believes there is a need for a recreational center for the children and residents of Brookings. Commissioner Willms, currently a teacher at SWOCC, is active with the Azalea Park Foundation. Student *ex officio* Paul Cleary, a junior at Brookings-Harbor high school, began serving on the commission last year. He is the liaison between the school and the Commission. Councilor Frances Kern explained she attends the meetings as the City Council liaison. She welcomed the new commissioners.

City Manager Blodgett also extended his welcome to the new members: Commissioners Farr, Hartman, Viola, and Willms.

Election of Officers

Commissioner Parrish made a motion; it was moved and unanimously approved for Daryn Farmer to serve as Chairman. Commissioner Willms nominated Commissioner Gothard for Vice-Chair; a second followed, and the Commission voted unanimously for the motion.

Approval of Minutes

Commissioner Gothard moved, a second followed, and the Commission unanimously approved the minutes of December 16, 2004, by a voice vote.

STAFF ANNOUNCEMENTS/CONCERNS/FOLLOW-UPS:

City Manager:

City Manager Blodgett briefly reviewed the Financial Reports.

Commissioner Farmer stated he has one of the new trash cans but unlike most of the other cans, lacks the decorative tiles on the sides. Blodgett said the Pelican Arts Association has the tiles. Commissioners Farr and Gothard agreed to work together to have their children do the artwork for the tiles.

Blodgett reported the City Council is in the midst of the 2005-06 budget. The Commission should start thinking about what items are needed to include in the 2005-06 budget. One of the goals that came out of the goal-setting session was to have a Master Plan for Azalea Park. In 2001-02, the city contracted with the University of Oregon's Community Planning Workshop (CPW) students to help with the *Parks Master Plan*. We may contract with them to help us with the *Azalea Master Plan*. He inserted there is no money in the 2004-05 budget for that project.

Currently the process of designing the new restrooms at Azalea Park is in the works. As mentioned at a previous meeting, the restrooms will be modular, pre-fab structure similar to those used by ODOT. The downtime is minimal: a bulldozer removes the old, and places the new ones in the identical spot.

Later in the meeting, Commissioner Gothard made a motion relating to Azalea Park. A motion was made, seconded and unanimously passed, that no other projects be proposed for Azalea Park until a Master Plan is in place. She added that will be a goal for the 2005-06 fiscal year.

Open Discussion:

Discussion ensued and reference made to the *Parks Master Plan*. Commissioner Farmer began discussing the swimming pool. Blodgett stated his research has found that even if the money can be raised for a pool, it's the operating costs that have to be considered. Our swimming pool is running in the red as are other pools like the one in North Bend, because of operating costs. Following the discussion on the pool led to a recreational center. Commissioner Farmer stated it would be advantageous to have land donated for a center. Discussion ensued on the realm of a community center: should it be a multi-purpose facility to include the performing arts, a pool, basketball, etc. Commissioner Farr questioned if someone donated money would a separate account be set up by the City.

Blodgett suggested the commission have a clear idea of what the community center will be before discussing finances; survey the residents of the community to see what they would like, and then have a strategy to complete the goal.

The discussion concluded with a decision to hold a special meeting on March 16th at City Hall at 7:00 p.m, to gather input from residents. The regular meeting will be held on the last Thursday of the month, March 31st.

Commissioners Comments:

Commissioner Gothard mentioned the 7-week golf lessons offered by Salmon Run Golf Course for young adults for \$25.00. She also wanted to extend her appreciation for whoever contacted the business on Oak Street to remove their industrial vehicles. It is easier for drivers and it opens the view of Stout Park.

Commissioner Frances stated she looks forward to being involved with the survey.

Commissioner Viola stated she appreciated her notebook but would like to have maps of the parks.

Commissioner Willms announced the *Oregon Beach Cleanup* on March 23rd. She also applied for a grant to SOLV (South Oregon Litter Volunteers) which pays for the litter bags.

Chair Farmer commented on the recreation/community center. He said we need to have a clear idea about what the community wants, and having a special meeting will address that concern. It has been discussed for the past years; perhaps we can get specifics from this meeting.

With no further business before the Commission, the meeting adjourned at 8:40 p. m.

Respectfully submitted,



Cathie Mahon
Recording Secretary

Approved by the Parks and Recreation Commission
March 31, 2005

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
City of Brookings 898 Elk Drive, Brookings
March 16, 2005

Call to Order

Chair Farmer called the meeting to order at 7:00 p.m. followed by the pledge of allegiance.

Roll Call

Commissioners present: Daryn Farmer, Haley Farr, April Gothard, Frances Hartman, Tony Parrish, Kathy Viola, and Jan Willms.

Staff Present: City Manager Leroy Blodgett, Mayor Sherman, Councilors Mickelson and Gordon.

Media: Brian Bullock for *The Pilot*.

There were approximately 31 people in the audience.

PUBLIC FORUM

Chair Farmer stated the purpose of the meeting was to gather input from residents so the Commission would have some ideas on type of recreation or community center they would like to see in the community. All ideas expressed will be written down on large sheets of paper, followed by a subcommittee who will consolidate the suggestions, and come up with a plan on the direction the Commission should work toward.

Chair Farmer welcomed everyone and encouraged them to participate in voicing their ideas on what they envision. With over thirty people in the audience, he asked that participants limit their presentation to 5 minutes.

Three letters were read into the record:

Exhibit A: Steve Underwood wrote we need a comprehensive youth center, well-equipped, supervised, and open 7 days a week. He also included perhaps assistance for youth behavior intervention.

Exhibit B: Bill Smith, President of *Chetco Pelican Players*, wrote he was very interested in the meeting, could not attend but offered to help the Commission to get the process going.

Exhibit C: Paula Edwards presented the suggestion of an ice skating rink in her letter. She discussed her involvement with a facility in New Mexico and said the venue could involve all ages, could have a range of activities from learning to skate, and figure skating programs, to having ice hockey. An alternative to the cost of maintaining a regular ice rink is a synthetic ice rink. Informational sheets from *Viking Ice Company*, a company that specializes in synthetic ice skating surfaces, were enclosed with her letter.

Tom Jones, 19875 Highway 101, Brookings, said he was involved with a 12-step program that has a summer "South Coast Round-up" and has to limit registration to 300 because there is no venue in the area that seats more than that. They have been using the Redwood Theatre which allows for 300 occupants. He stated if Brookings had an events

center, it would draw different types of conventions, and foresees it would pay for itself, if managed right. In conclusion he said, a good example of a convention center is the Pendleton Convention Center, which hosts concerts, trade shows, and conventions. (Note: a copy of their convention center taken off the Pendleton website is attached.)

Horst Wolf, 17440 Bluff Drive, a local artist, stated he was recently in Florence, and they have what Brookings needs; an events center. Describing the center, he said to the right is a theatre for concerts and plays, to the left is an area divided into 5 rooms, and in the back is a kitchen and restaurant. They have art shows and competition, and exhibits which change monthly. Something like this facility would serve the Brookings community with a large compass of events plus support the local artists.

Councilor Craig Mickelson, P. O. Box 952, recently visited the Florence Events Center, which at the time of his visit was setting up for a home show. The Center has an annual fund raiser for its facility, which is something to research, and recommended the commission consider visiting it. He introduced two items on convention centers:

- Exhibit D: was a page from the *Sunday Oregonian* (March 13, 2005), with the headline "Cities see centers as draws for coast". The article pointed out over the past decade attendance has languished and there is a glut of community centers throughout the nation.
Note: a copy of the article is attached.
- Exhibit E: he visited the website www.eventcenter.org/ for information on the design, floor plans, lighting, etc, for an events center.

Mickelson concluded elements such as raising money, and finding land will be challenging factors.

Leanne Curly, P. O. Box 2927, Harbor, stated she has been involved in the theatre community for 34 years, and during that time has seen committees form and then die out. She has been involved with the Chetco Pelican Players Association since its creation, 16 years ago. Ideally, having something like the Florence Events Center would be the answer. It could be used for anything and everything: plays, art gallery, small conventions. She suggested sidelining the idea of a youth center because from her experience, if they don't come up with the idea, they won't support it. She concluded, an events center is the best idea and appealed to the Commission to keep it alive, adding it is probably going to take private donations for the center to come to fruition and cautioned, if you propose the right facility, you'll get the right backing.

Liz James, 846 Winchuck Road, stated she and her husband have lived here for over thirty years. During that time as a member of the Curry-Del Norte Chamber Orchestra, it has been a constant struggle to find venues large enough to fit the players and their instruments; often some of the players have to sit on the floor with the audience. Because she has been a member of different art associations, one of the main points is to establish priorities. An ice rink and/or recreational center would be nice, but what this community really lacks is a cultural arts center. The same problem of finding a large enough venue is evident in both Gold Beach and Crescent City. We need a dedicated auditorium, with adequate seating for about 300, and a large enough stage where the performers don't have to sit with the audience.

Michael Fox, owner of Fox Productions. He stated although there are a lot of pluses to living here, he has to go out of town for big city productions, good concerts, etc. If we had a concert hall, we could draw some of the productions and performers to our area. He pronounced that sports are played by the youth of our community, which tends to be during a limited time of life, whereas the arts are long range. This area misses some of the performers who do tour throughout the state because we don't have a large enough venue for them to stop here. Fox discussed the Oregon Cultural Trust, stating grants are very limited for the performing arts. He stressed before applying for grants and/or funding, a clear plan needs to be defined by the Commission before approaching the financial stage. He concluded it is apparent the interest is in the community. The next step is defining what the community wants, and developing a plan.

Chuck Weller, P. O. Box 1446, Brookings, discussed the Oregon Cultural Trust. He also reported on a recent conference he attended at the Gold Beach Event Center and was dismayed at the facility. He referred to the Chetco Library as a great example where a plan was developed and the community came together to donate funding. He suggested approaching the school since it lacks any theatre, performing arts of any kind, and has expressed an interest since 1992. Perhaps forming a partnership with the school is one of the ways to get funding.

Charlotte Heatherly, P. O. Box 301, founded ORCA (Oregon-California) a local chorus group, and is currently the director. Heatherly said she is also involved with the Azalea Middle School *Knowledge Bowl*. Being involved with the boys and girls and the adult chorus led her to pose the possibility of combining the uses, a youth center and performing arts. Combining the uses might be a way to get it built. There is money for educational uses and other funds could be researched for performing arts programs.

Lon Goddard, P. O. Box 7018, Harbor. He stated he left the area in 1993 and since returning found nothings changed in the cultural area. His interest in the performing arts stems from playing guitar, like during the Art Walks, but there are not enough areas for performing here. He discussed when listening to Public Radio and hearing about cultural events in Ashland, and the Arcata/Eureka area, he vows that something has to be done to draw performers to our area. He enthused at least we have the new Pelican Arts theater, but stated it is small. He concluded we can measure up with Ashland and Arcata, if we have a performing arts facility.

Judy Caplan, P.O. Box 4187, Brookings. She stated she would like to see a multi-purpose recreational center, but did not think the community would support a center for just the performing arts.

Dr. Julianne Leighton, 9637 Spindrift, Brookings, researched the internet to find out what exactly is a "community center", and quoted a mission statement from a community center in New York:

- *Our goal is to provide a safe, accessible community space for activities and programs that meet community needs, strengthening and uniting the community by bringing together its diverse elements and raising conscious awareness through public education and to promote the full inclusion of all persons.*

Dr. Leighton discussed her experience when there is a physician's conference/meeting, they are held either in Gold Beach or Crescent City; in other words, because Brookings does not have a facility, she has to go out of town. She said her wish list would include an indoor track, indoor pool with shower facilities, and perhaps even a rock climbing wall. Leighton concluded as a physician, her main objective for a recreational center is for the health and wellness of folks in our community. People tend to not exercise in the winter due to increment weather and having a recreation center would meet a viable need.

Sue Gold, 95730 House Rock Road, representing *Friends of Music*, said when and if this center comes together, she will donate a 7 foot Grand piano.

Mayor Sherman, P.O. Box 1140, suggested including soundproof music rooms to the center. Also, while designing the inside is important, consider the outside premises for things like an art show, Farmers Market, etc. She concluded, communities with centers draw tourists and help the economy. A comment from the audience followed up that thought stating "communities that support the arts are more prosperous."

Chair Farmer said the committee might want to contact the City of Florence to find out the process of planning the center, funding it, and what their fee schedule is.

Commissioners and Audience Comments:

Commissioner Hartmann stated she was pleased with the turn-out because it reflected the interest in the community, particularly the performing arts. The challenge now is how to incorporate the performing arts and sports interests like a skate rink, hockey, and pool suggested at the meeting.

Commissioner Farr stated the meeting shows the number one interest is a community center. She added her interest in serving on the acquisition sub-committee.

Commissioner Parrish said he liked the idea of a facility for the arts. He added perhaps if a park district was created, funds could generate from it. He favored partnering with the school.

Commissioner Willms said it was very interesting to see the range of ideas. She took issue that there was no representative for the 17-25 age group.

Commissioner Viola stated she had some input from the "Teens to Teens" group. They expressed they want a place to perform, a space of their own. They also said they want a pool to have a swim team. She commented that the Commission should stay focused and share the same vision.

Commissioner Gothard commented, the mayor has been working with the Commission in determining the direction and authority for this issue. She said she enjoyed hearing all the ideas, stating it will be an expensive undertaking but worthwhile if completed. Gothard discussed some possibilities for funding the center: a child-care facility, or having some exercise equipment where a membership would be sold along the same idea as a YMCA.

Chair Farmer remarked the Commission also has the park system on its agenda, to not overlook the importance of them. He asked for volunteers to serve on the community center planning subcommittee. Commissioners Gothard, Farr, and Viola volunteered. Farmer said he had been contacted by the architect from Eugene who did the plans for the

APPENDIX B MECHANICAL DEWATERING

The purpose of dewatering is to remove water from biosolids. Currently, biosolids from the anaerobic digester are at a concentration of 3 percent solids. Dewatering equipment can increase the solids concentration to between 15 and 25 percent, removing between 1.2 and 1.4 million gallons of water annually. Dewatering with either a belt filter press or centrifuge is the best option for a plant of this size.

The Belt Filter Press Option

Anaerobically digested biosolids would be pumped from the biosolids storage tank to a dewatering building. Biosolids would be dewatered to between 15 and 20 percent. A typical belt filter press is shown in Figure 1.

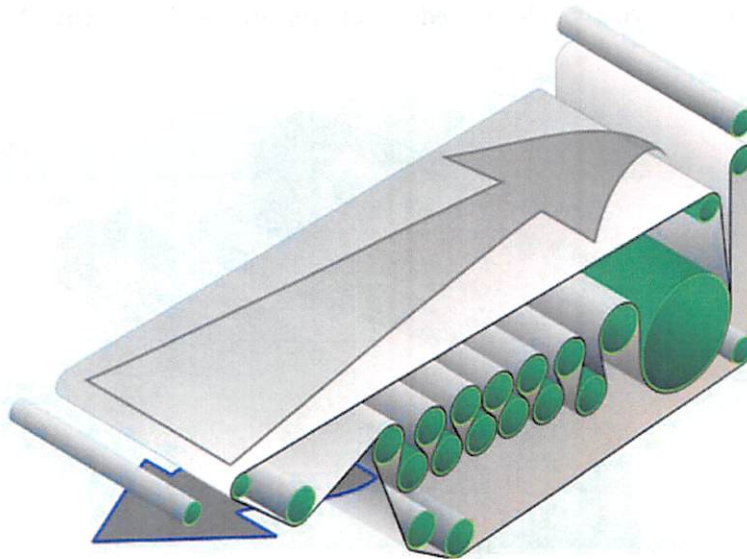


Figure 1. Belt Filter Press.

A belt filter press consists of two continuous porous belts and a series of rollers. Biosolids is enclosed within the belts and dewatered in three stages:

1. The biosolids is flocculated by the addition of an organic polymer, and free water is allowed to drain before the belts exert pressure on the biosolids.
2. The belts converge between a series of large parallel rollers that are gradually spaced closer together, gently squeezing liquid from the biosolids, through the belts.

3. The belts then pass over a tortuous route, causing the belts to traverse an S-shaped curve. This places the biosolids cake, held between the belts, under alternating shear forces on the top and bottom surfaces, forcing out additional tightly held water to achieve the final cake solids content.

Both belts are continuously cleaned by high-pressure water sprays to ensure that liquid can pass freely through the filter media. Proper chemical conditioning of the incoming biosolids with polymer is essential for effective dewatering with the belt filter press. A belt filter press operation must be enclosed due to the nature of the mechanical equipment and the potential for substantial odor release.

The Centrifuge Option

Anaerobically digested biosolids would be pumped from the biosolids storage tank to a dewatering building. Dewatering of biosolids would use a solid bowl decanter-type centrifuge in which particulate matter is removed from water suspension by centrifugal force generated by the spinning of the centrifuge. Biosolids would be dewatered to between 20 and 25 percent. A typical centrifuge is shown in Figure 2.

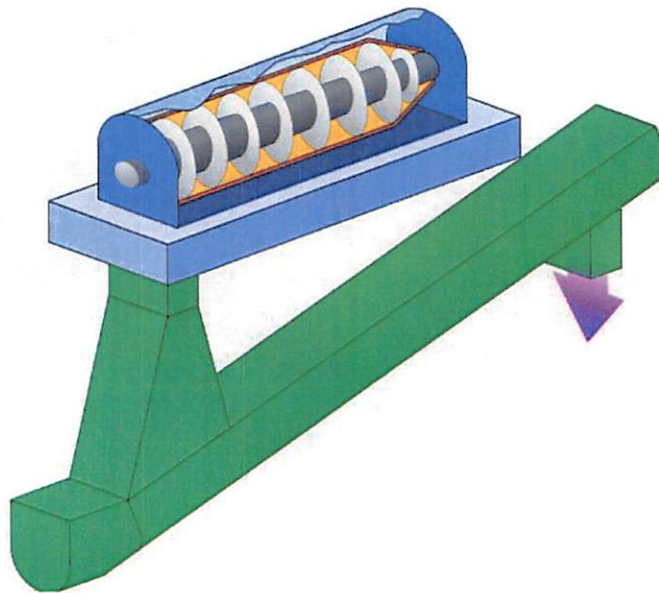


Figure 2. Centrifuge.

This type of centrifuge has a long bowl that is tapered at one end. Biosolids are continuously introduced into the center of the centrifuge through a feed pipe. The centrifuge spins at a constant speed to produce an outward force of 1,600 to 2,000 Gs to the biosolids. Solids migrate to the inner surface of the spinning bowl from the bulk fluid, and are moved to the tapered end by a helical scroll rotating at a slightly higher rate than the bowl. The tapered end of the bowl serves as a beach on which solids are further thickened before being discharge from the machine through an exit port. Liquids exit the centrifuge through adjustable ports or weirs that control the clarity of the centrate.

A comparison of the positive and negative aspects of dewatering equipment is shown in Table B-1. A scoring system is used to show the relative quality of performance for a number of criteria. The scoring range is 1 to 5, 5 being the best score.

Table B-1. Non-economic Comparison of Dewatering Equipment

Criteria	Belt filter press (BFP)	Centrifuge	Comments
Operation	4	3	A good operating interface is available for both.
Maintenance	4	2	The centrifuge is a high speed machine. Specialty technician are required for annual maintenance.
Polymer use	2	3	The BFP may require higher polymer use.
Work environment	2	5	The centrifuge is a relatively contained operation.
Odors	2	4	The BFP is open to the atmosphere.
Simple design	4	2	The BFP has exposed moving parts.
Power use	3	1	The centrifuge has a high power demand.
Dependability	4	2	Factory required maintenance may cause unit to be out of service for a period of time.
Solids Concentration	2	4	A centrifuge can dewater to higher concentrations.
Score	27	26	

The score for the two types of equipment are relatively the same. Equipment selection should be based on site specific requirements, economic evaluation, and owner preferences. A dewatering building would be required for housing the equipment. The building would also provide storage for polymer, polymer dosing equipment, dewatered biosolids storage, and electrical and control equipment.

middle school 2004 addition. The architect suggested, define what you want, come up with a model, and then present it to the community. Farmer directed the subcommittee to follow that process: come up with a plan, determine a concept, perhaps contact the architect responsible for the school addition for ideas, and work on funding after completion of those steps.

Pete Chasar, 935 Marina Heights Road, suggested asking the folks involved with planning the Florence Community Center to come to Brookings, have a meeting with them to get information on how they started, and the steps they took in getting the center built.

Claire Williams, Stitt Lane, said finding property/land has been briefly discussed and questioned the status of the 7-acre property next to City Hall on Fifth Street. City Manager Blodgett responded because it is a prime piece of land, and is expensive.

Michael Fox interjected there is a grant that provides funds for initial planning of a performing arts center. Chair Farmer said he would be contacted for more information.

Members of the audience questioned when the next meeting would be held. Chair Farmer announced usually the Parks and Recreation meetings are held the fourth Thursday of the month but with this special meeting, and Spring break, the next will be Thursday, March 31st.

With no further business before the Commission, the meeting adjourned at 8:35 p. m.

Respectfully submitted,



Cathie Mahon
Recording Secretary

Approved by the Parks and Recreation Commission
March 31, 2005

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
03/05	03/16/2005	51190	579	VOID - Oregon Dept of Justice	10-00-2005	75.00 -M
03/05	03/03/2005	51258	527	AWWA Short School	10-00-2005	480.00
03/05	03/03/2005	51259	138	Becco, Inc	10-00-2005	57.90
03/05	03/03/2005	51260	148	B-H Chamber of Commerce	10-00-2005	2,040.65
03/05	03/03/2005	51261	110	Brookings Auto Parts	10-00-2005	48.23
03/05	03/03/2005	51262	313	Brookings Vol Firefighters	10-00-2005	2,083.33
03/05	03/03/2005	51263	1991	Cal-Ore Life Flight	10-00-2005	50.00
03/05	03/03/2005	51264	1840	Chetco Federal Credit Union	10-00-2005	3,330.00
03/05	03/03/2005	51265	888	CRS	10-00-2005	300.00
03/05	03/03/2005	51266	497	Curry County Computer Services	10-00-2005	20.00
03/05	03/03/2005	51267	173	Curry Equipment Company	10-00-2005	27.00
03/05	03/03/2005	51268	2058	Curry General Hospital	10-00-2005	50.00
03/05	03/03/2005	51269	195	Curry Transfer & Recycling	10-00-2005	10.15
03/05	03/03/2005	51270	2775	Curtiss Lunsford	10-00-2005	134.00
03/05	03/03/2005	51271	259	Da-Tone Rock Products	10-00-2005	181.17
03/05	03/03/2005	51272	284	Day-Wireless Systems	10-00-2005	546.00
03/05	03/03/2005	51273	2827	Dianne Snow	10-00-2005	97.20
03/05	03/03/2005	51274	316	Donald & Roberta Chandler	10-00-2005	548.00
03/05	03/03/2005	51275	153	Ferrellgas	10-00-2005	214.16
03/05	03/03/2005	51276	298	Freeman Rock, Inc	10-00-2005	523.63
03/05	03/03/2005	51277	2882	Globalstar USA	10-00-2005	79.81
03/05	03/03/2005	51278	3079	Grant E Smith	10-00-2005	134.00
03/05	03/03/2005	51279	139	Harbor Logging Supply	10-00-2005	67.40
03/05	03/03/2005	51280	3085	Heidi S Ratcliff	10-00-2005	6.44
03/05	03/03/2005	51281	994	Hughes Fire Equipment	10-00-2005	547.58
03/05	03/03/2005	51282	307	Industrial Steel & Supply Inc	10-00-2005	40.65
03/05	03/03/2005	51283	1988	Jim Wheatley	10-00-2005	107.00
03/05	03/03/2005	51284	526	Joe Ingwerson	10-00-2005	107.00
03/05	03/03/2005	51285	578	John Cowan	10-00-2005	86.00
03/05	03/03/2005	51286	1812	John Wimberley	10-00-2005	107.00
03/05	03/03/2005	51287		Information Only Check	10-00-2005	.00 V
03/05	03/03/2005	51288		Information Only Check	10-00-2005	.00 V
03/05	03/03/2005	51289		Information Only Check	10-00-2005	.00 V
03/05	03/03/2005	51290	162	Kerr Hardware	10-00-2005	297.02
03/05	03/03/2005	51291	829	Klamath Zone Mgmt Fisheries	10-00-2005	500.00
03/05	03/03/2005	51292	1397	L N Curtis	10-00-2005	125.38
03/05	03/03/2005	51293	328	Les Schwab Tire Company	10-00-2005	42.00
03/05	03/03/2005	51294		Information Only Check	10-00-2005	.00 V
03/05	03/03/2005	51295	2122	Mastercard	10-00-2005	522.27
03/05	03/03/2005	51296	3084	Medford Fabrication	10-00-2005	481.00
03/05	03/03/2005	51297	877	Med-Tech Resource, Inc	10-00-2005	223.50
03/05	03/03/2005	51298	1190	Mike Batty	10-00-2005	86.00
03/05	03/03/2005	51299	155	Mory's	10-00-2005	1.55
03/05	03/16/2005	51300	3073	VOID - Mount Bachelor Village	10-00-2005	.00 M
03/05	03/03/2005	51301	3078	MPH Industries Inc	10-00-2005	110.20
03/05	03/03/2005	51302	1491	Mt Hood Chemical	10-00-2005	2,024.00
03/05	03/03/2005	51303	424	Munnell & Sherrill	10-00-2005	20.70
03/05	03/03/2005	51304	334	North Coast Electric	10-00-2005	94.07
03/05	03/03/2005	51305	311	Paramount Supply Company	10-00-2005	580.07
03/05	03/03/2005	51306	2974	Pat Sherman	10-00-2005	68.93
03/05	03/03/2005	51307	1700	Phil's Auto Recycling	10-00-2005	35.00
03/05	03/03/2005	51308	322	Postmaster	10-00-2005	586.00
03/05	03/03/2005	51309	1193	PRN Data Services, Inc	10-00-2005	3,500.00
03/05	03/03/2005	51310	199	Richard Harper	10-00-2005	300.00
03/05	03/03/2005	51311	932	Roger J Lyons	10-00-2005	10.08
03/05	03/03/2005	51312	1552	Rogue Regency Inn	10-00-2005	592.98
03/05	03/03/2005	51313	278	Ron Plaster	10-00-2005	95.00

M = Manual Check, V = Void Check

Check Register - Summary Report
 GL Posting Period(s): 03/05 - 03/05
 Check Issue Date(s): 03/01/2005 - 03/31/2005

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
03/05	03/03/2005	51314	3086	Sam & Karen Nelson	10-00-2005	9.21
03/05	03/03/2005	51315	2875	Sporthaven Inc	10-00-2005	170.00
03/05	03/03/2005	51316	604	Susan Frisch	10-00-2005	48.60
03/05	03/03/2005	51317	3090	Susan Harmon	10-00-2005	6.25
03/05	03/03/2005	51318	391	The Brookings Clinic	10-00-2005	61.00
03/05	03/03/2005	51319	142	Tidewater Contractors Inc	10-00-2005	694.27
03/05	03/03/2005	51320	179	Trew, Cyphers & Maynink	10-00-2005	3,579.90
03/05	03/03/2005	51321	990	United Parcel Service	10-00-2005	36.35
03/05	03/03/2005	51322	136	United Pipe & Supply Co Inc	10-00-2005	211.75
03/05	03/03/2005	51323	906	Valley River Inn	10-00-2005	905.04
03/05	03/03/2005	51324	157	Viking Office Products	10-00-2005	184.46
03/05	03/03/2005	51325	3088	Washington Crane & Hoist	10-00-2005	1,602.00
03/05	03/03/2005	51326	906	Valley River Inn	10-00-2005	905.04
03/05	03/08/2005	51327	1881	AFLAC	10-00-2005	369.48
03/05	03/08/2005	51328	145	EBS Trust	10-00-2005	54.00
03/05	03/08/2005	51329	2767	Hooper, Englund & Weil, LLP	10-00-2005	282.01
03/05	03/08/2005	51330	910	OR Department of Justice	10-00-2005	115.38
03/05	03/08/2005	51331	1132	OR Department of Justice	10-00-2005	322.15
03/05	03/08/2005	51332	1742	OR Department of Justice	10-00-2005	307.93
03/05	03/08/2005	51333	2366	OR Department of Justice	10-00-2005	203.08
03/05	03/08/2005	51334	144	OR Teamster Employers Trust	10-00-2005	12,506.40
03/05	03/08/2005	51335	189	OR Teamster Employers Trust	10-00-2005	24,231.15
03/05	03/08/2005	51336	205	PERS Retirement	10-00-2005	11,595.72
03/05	03/08/2005	51337	214	Regence Life & Health Ins	10-00-2005	249.10
03/05	03/08/2005	51338	213	Teamsters Local Union 223	10-00-2005	688.00
03/05	03/10/2005	51339	167	American Sigma	10-00-2005	181.00
03/05	03/10/2005	51340	150	Any Time Coffee Service	10-00-2005	28.21
03/05	03/10/2005	51341	2158	B.P.O.E #1934	10-00-2005	86.50
03/05	03/10/2005	51342	164	Chambers South Inc	10-00-2005	360.00
03/05	03/10/2005	51343	822	Coast Auto Center	10-00-2005	23.45
03/05	03/10/2005	51344	586	Cole-Parmer Instrument Co	10-00-2005	62.06
03/05	03/10/2005	51345	183	Colvin Oil Company	10-00-2005	1,828.97
03/05	03/10/2005	51346	803	Commercial Landscape Supply	10-00-2005	354.01
03/05	03/10/2005	51347	182	Coos-Curry Electric	10-00-2005	1,325.16
03/05	03/10/2005	51348	3016	Cradar Enterprises Inc	10-00-2005	164,316.21
03/05	03/10/2005	51349	2394	Craig Mickelson	10-00-2005	309.36
03/05	03/10/2005	51350	2542	Crystal Fresh Bottled Water	10-00-2005	385.00
03/05	03/10/2005	51351	151	Curry Coastal Pilot	10-00-2005	700.75
03/05	03/10/2005	51352	173	Curry Equipment Company	10-00-2005	59.35
03/05	03/10/2005	51353	195	Curry Transfer & Recycling	10-00-2005	563.17
03/05	03/10/2005	51354		Information Only Check	10-00-2005	.00 V
03/05	03/10/2005	51355	166	Dan's Auto & Marine Electric	10-00-2005	193.37
03/05	03/10/2005	51356	153	Ferrellgas	10-00-2005	88.47
03/05	03/10/2005	51357	2954	Gardner Denver	10-00-2005	33,517.00
03/05	03/10/2005	51358	921	Glass Impressions	10-00-2005	126.50
03/05	03/10/2005	51359	198	Grants Pass Water Lab	10-00-2005	140.00
03/05	03/10/2005	51360		Information Only Check	10-00-2005	.00 V
03/05	03/10/2005	51361	131	HGE, Inc	10-00-2005	22,978.54
03/05	03/10/2005	51362	3091	John Ilgen	10-00-2005	28.19
03/05	03/10/2005	51363	2216	John Rapreager Inc	10-00-2005	14,585.13
03/05	03/10/2005	51364	2734	Kalmiopsis Elementary School	10-00-2005	100.00
03/05	03/10/2005	51365	3092	Lori Franks	10-00-2005	13.88
03/05	03/10/2005	51366	1127	Lyle Signs Inc	10-00-2005	960.50
03/05	03/10/2005	51367	525	Mark Haglund	10-00-2005	123.00
03/05	03/10/2005	51368	2650	Michael Rademaker	10-00-2005	1.63
03/05	03/10/2005	51369	283	Muffler & More	10-00-2005	86.95
03/05	03/10/2005	51370	424	Munnell & Sherrill	10-00-2005	34.60

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
03/05	03/10/2005	51371	266	Northern Tool & Equipment Co	10-00-2005	37.14
03/05	03/10/2005	51372	2576	OACP	10-00-2005	425.00
03/05	03/10/2005	51373	177	Oregon Medical Laboratories	10-00-2005	59.85
03/05	03/10/2005	51374	1666	Oxford Suites	10-00-2005	252.52
03/05	03/10/2005	51375	695	P & S Construction	10-00-2005	100.00
03/05	03/10/2005	51376	2624	PNCWA Continuing Ed Fund	10-00-2005	125.00
03/05	03/10/2005	51377	1029	Purchase Power	10-00-2005	1,019.00
03/05	03/10/2005	51378	187	Quality Fast Lube & Oil	10-00-2005	104.00
03/05	03/10/2005	51379	180	Ray's Food Place	10-00-2005	104.61
03/05	03/10/2005	51380	278	Ron Plaster	10-00-2005	139.18
03/05	03/10/2005	51381	169	Roto Rooter	10-00-2005	127.90
03/05	03/10/2005	51382	3093	Shelton-Tumbull Printers Inc	10-00-2005	761.13
03/05	03/10/2005	51383	3095	South Bank Handyman	10-00-2005	37.50
03/05	03/10/2005	51384	2254	Sunny Wheatley	10-00-2005	165.71
03/05	03/10/2005	51385	2577	SuppliesUSA.com, Inc	10-00-2005	917.42
03/05	03/10/2005	51386	2586	TMG	10-00-2005	191.65
03/05	03/10/2005	51387	3089	Trailer World	10-00-2005	2,756.00
03/05	03/10/2005	51388	170	Umpqua Research Co	10-00-2005	393.30
03/05	03/10/2005	51389	161	United Communications Inc	10-00-2005	1,419.09
03/05	03/10/2005	51390	136	United Pipe & Supply Co Inc	10-00-2005	64.80
03/05	03/10/2005	51391	991	Verizon Northwest	10-00-2005	518.24
03/05	03/10/2005	51392	3096	William Youngman	10-00-2005	41.41
03/05	03/10/2005	51393	253	Xerox Corporation	10-00-2005	70.73
03/05	03/18/2005	51394	167	American Sigma	10-00-2005	135.70
03/05	03/18/2005	51395	3064	Beaver Equip Specialty Co Inc	10-00-2005	262.70
03/05	03/18/2005	51396	546	Booth & Collinson	10-00-2005	75.00
03/05	03/18/2005	51397	370	CCIS	10-00-2005	17,170.82
03/05	03/18/2005	51398	1745	Coastal Paper & Supply, Inc	10-00-2005	247.25
03/05	03/18/2005	51399	1740	Code Publishing Company Inc	10-00-2005	2,500.00
03/05	03/18/2005	51400	803	Commercial Landscape Supply	10-00-2005	45.14
03/05	03/18/2005	51401	182	Coos-Curry Electric	10-00-2005	2,769.52
03/05	03/18/2005	51402	3100	Donald Jason Myrick	10-00-2005	44.36
03/05	03/18/2005	51403	491	Entenmann Rovin Company	10-00-2005	1,066.00
03/05	03/18/2005	51404	3101	Heather Adam	10-00-2005	33.08
03/05	03/18/2005	51405	1699	Imagistics	10-00-2005	304.37
03/05	03/18/2005	51406	3098	Jamie C Herring	10-00-2005	22.15
03/05	03/18/2005	51407	3097	John Tomanovich	10-00-2005	23.76
03/05	03/18/2005	51408	3099	Melody Gossard	10-00-2005	50.82
03/05	03/18/2005	51409	334	North Coast Electric	10-00-2005	267.90
03/05	03/18/2005	51410	2025	Nurnberg Scientific	10-00-2005	259.80
03/05	03/18/2005	51411	279	One Call Concepts, Inc	10-00-2005	69.30
03/05	03/18/2005	51412	3087	Pacific Air Compressors	10-00-2005	59.21
03/05	03/18/2005	51413	252	Paramount Pest Control	10-00-2005	35.00
03/05	03/18/2005	51414	187	Quality Fast Lube & Oil	10-00-2005	29.00
03/05	03/18/2005	51415	136	United Pipe & Supply Co Inc	10-00-2005	1,278.00
03/05	03/18/2005	51416	991	Verizon Northwest	10-00-2005	19.08
03/05	03/22/2005	51417	2767	Hooper, Englund & Weil, LLP	10-00-2005	281.98
03/05	03/22/2005	51418	910	OR Department of Justice	10-00-2005	115.38
03/05	03/22/2005	51419	1132	OR Department of Justice	10-00-2005	322.15
03/05	03/22/2005	51420	1742	OR Department of Justice	10-00-2005	307.93
03/05	03/22/2005	51421	2366	OR Department of Justice	10-00-2005	203.08
03/05	03/22/2005	51422	144	OR Teamster Employers Trust	10-00-2005	12,506.40
03/05	03/22/2005	51423	189	OR Teamster Employers Trust	10-00-2005	24,231.15
03/05	03/22/2005	51424	205	PERS Retirement	10-00-2005	11,814.47
03/05	03/22/2005	51425	214	Regence Life & Health Ins	10-00-2005	249.10
03/05	03/22/2005	51426	213	Teamsters Local Union 223	10-00-2005	688.00
03/05	03/24/2005	51427	3110	3PM/Garcia	10-00-2005	44.56

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
03/05	03/24/2005	51428	2994	Barbara Ziller-Carley	10-00-2005	14.18
03/05	03/24/2005	51429	3015	Charter Communications	10-00-2005	1,251.79
03/05	03/24/2005	51430	2215	Chetco Medical Center	10-00-2005	200.00
03/05	03/24/2005	51431	336	Chris Wallace	10-00-2005	180.00
03/05	03/24/2005	51432	822	Coast Auto Center	10-00-2005	104.63
03/05	03/24/2005	51433	183	Colvin Oil Company	10-00-2005	2,652.01
03/05	03/24/2005	51434	182	Coos-Curry Electric	10-00-2005	12,985.46
03/05	03/24/2005	51435	888	CRS	10-00-2005	925.00
03/05	03/24/2005	51436	151	Curry Coastal Pilot	10-00-2005	98.30
03/05	03/24/2005	51437	1357	Curry County Clerk	10-00-2005	5.00
03/05	03/24/2005	51438	2827	Dianne Snow	10-00-2005	9.00
03/05	03/24/2005	51439	3108	Doug Mares	10-00-2005	99.87
03/05	03/24/2005	51440	2117	Edge Wireless	10-00-2005	105.24
03/05	03/24/2005	51441	3107	Eunice A Greene	10-00-2005	16.60
03/05	03/24/2005	51442	2109	Granite Construction Co.	10-00-2005	424.28
03/05	03/24/2005	51443	139	Harbor Logging Supply	10-00-2005	49.50
03/05	03/24/2005	51444	307	Industrial Steel & Supply Inc	10-00-2005	886.27
03/05	03/24/2005	51445	438	John Bishop	10-00-2005	180.00
03/05	03/24/2005	51446	3103	Land Use Board of Appeals	10-00-2005	20.00
03/05	03/24/2005	51447	137	LauraLee Gray	10-00-2005	88.40
03/05	03/24/2005	51448	328	Les Schwab Tire Company	10-00-2005	401.15
03/05	03/24/2005	51449	155	Mory's	10-00-2005	82.33
03/05	03/24/2005	51450	2051	National Waterworks, Inc	10-00-2005	338.76
03/05	03/24/2005	51451	433	NCL of Wisconsin	10-00-2005	42.12
03/05	03/24/2005	51452	329	New Hope Plumbing	10-00-2005	77.00
03/05	03/24/2005	51453	870	Noah Bruce	10-00-2005	9.85
03/05	03/24/2005	51454	278	Ron Plaster	10-00-2005	25.98
03/05	03/24/2005	51455	2091	Shryock Communications Inc	10-00-2005	160.00
03/05	03/24/2005	51456	380	Stadelman Electric	10-00-2005	417.10
03/05	03/24/2005	51457	2483	Undersheriff Greg Olson	10-00-2005	65.00
03/05	03/24/2005	51458	136	United Pipe & Supply Co Inc	10-00-2005	590.26
03/05	03/24/2005	51459	861	Village Express Mail Center	10-00-2005	11.92
03/05	03/24/2005	51460	269	WW Grainger	10-00-2005	24.12
Totals:						<u>434,836.72</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

IN AND FOR THE CITY OF BROOKINGS
STATE OF OREGON

In the Matter of a Resolution Recommending)
Alternative 5 as the Preferred Alternative for) Resolution No. 04-R-735
the Downtown Brookings - Highway 101)
Transportation Solution)

WHEREAS, Oregon Department of Transportation (ODOT) has prepared a draft Environmental Assessment of the Downtown Brookings – Highway 101 Transportation Solutions Project evaluating three alternatives commonly known as “No-Build”, “Alternative 4” (couplet) and “Alternative 5” (non-couplet); and

WHEREAS, the public had numerous opportunities for input through public meetings, open houses, stakeholder committee meetings, written comments, a phone survey and city council meetings; and

WHEREAS, a majority of the public comments appeared to be in favor of “Alternative 5”; and

WHEREAS, the Stakeholders Committee majority vote was to recommend “Alternative 5” as the preferred alternative; and

WHEREAS, on March 28, 2005, after public input and discussion the City Council voted in majority to direct staff to prepare a resolution recommending “Alternative 5” as the preferred alternative.

NOW THEREFORE BE IT RESOLVED, that the Brookings City Council hereby recommends “Alternative 5” as the preferred alternative to the Brookings – Highway 101 Transportation Solution project; and

BE IT FURTHER RESOLVED, that the City Council strongly recommends that ODOT have a traffic light installed in conjunction with the project at the intersection of Fern Avenue and Chetco Avenue or at the mid-block crossing on Chetco Avenue between Fern and Wharf streets; and

BE IT FURTHER RESOLVED, that due to safety concerns the City Council strongly recommends that bike traffic be diverted to Railroad Avenue in conjunction with the project.

PASSED by the Brookings Common Council and signed by the Mayor this _____ day of _____, 2005.

Pat Sherman
Mayor

ATTEST by City Recorder this ____ day of _____, 2005.

Paul Hughes
City Recorder

IN AND FOR THE CITY OF BROOKINGS
STATE OF OREGON

In the Matter of an Resolution Supporting)
Initiating the Formation of a Countywide) Resolution No. 05-R-736
Public Transit Service District)

WHEREAS, the City of Brookings would be benefited by the formation of the Curry County Public Transit Service District as outlined in the "Curry County Public Transit Service District Master Plan" which is attached hereto and incorporated by reference herein;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Brookings does hereby approve that the area within the boundaries of the City of Brookings be included in the proposed Curry County Public Transit Service District, and,

BE IT FURTHER RESOLVED, that the City of Brookings approves the draft order of the Curry County Board of Commissioners, which is attached hereto and incorporated by reference herein, which will initiate the formation of the Curry County Public Transit Service District.

PASSED by the Brookings Common Council and signed by the Mayor this
_____ day of _____, 2005.

Pat Sherman
Mayor

ATTEST by City Recorder this ____ day of _____, 2005.

Paul Hughes
City Recorder

CURRY COUNTY
PUBLIC TRANSIT SERVICE
MASTER PLAN

INTRODUCTION

The Curry County Board of Commissioners is scheduled to initiate the formation of the Curry County Public Transit Service District on April 20, 2005, as authorized by ORS 198.835. The district will be a county service district. All cities in the county approved formation of the district on condition that the district not be empowered to levy property taxes or incur bonded indebtedness. If formed, the Curry County Board of Commissioners will be the governing body.

A service district is a municipal corporation established under ORS 451.410 to 451.610 to provide service facilities in a county. ORS Section 451.010(1)(h) authorizes formation of a service district for public transportation, including public depots, public parking and the motor vehicles and other equipment necessary for the transportation of persons. "Service facilities" as defined in ORS 451.410(7), means public service installations, works or services to be provided by the district.

The Board is scheduled to adopt an order on April 20, 2005, which will set a first hearing on the proposed formation on May 25, 2005. A second hearing is tentatively scheduled for June 20, 2005. At that time the Board may enter an order creating the district without an election (ORS 198.810) since the district will not be authorized to levy taxes or incur bonded indebtedness. An election could still be held if written requests for an election are filed at or before the hearing by not less than 15 percent of the electors or 100 electors, whichever is the lesser number, registered in the proposed district. As required by ORS 451.110 to 451.140, the Board will also consider adoption of this Master Plan for the development and operation of service facilities.

MISSION

The mission of the Curry County Public Transit Service District is to provide regular, safe, reliable and affordable transportation to senior citizens, persons with disabilities, and the general public of Curry County.

HISTORY OF TRANSIT SERVICE IN CURRY COUNTY

A number of years ago Curry County initiated the operation of the Curry County Public Transit System to be used by senior citizens, the disabled and the general public. In 1997, through an agreement with the County, Chetco Senior Center, Inc. assumed the administrative responsibilities of the program that had previously been performed by South Coast Business Employment Corporation. Since 1997, Chetco Senior Center, Inc. has continued and greatly expanded the scope of the program to the benefit of the residents of Curry County. The relative responsibilities of the County and the Chetco Senior Center, Inc. are outlined in an agreement on file with the Curry County Clerk.

The County's agreement with Chetco Senior Center, Inc. states in part that the County is to provide liability insurance for all vehicles used by Curry Public Transit, and that Chetco Senior Center is to reimburse the County for this expense. The County's relatively new insurance carrier has recently indicated a concern that Chetco Senior Center Inc. is not part of the County and may not be properly considered an agent of it. This factor could limit the County's insurance availability and could jeopardize Curry Public Transit's ability to obtain insurance. This is significant because the cost of insurance for the public transit system on a stand-alone basis is cost prohibitive. Following this development, the County explored various options. The most favorable option was found to be the formation of a county public transit service district, which would have access to reduced insurance rates as a municipal corporation. This option under similar circumstances was recently adopted in Coos County with reportedly favorable results.

DESCRIPTION OF CURRY COUNTY

Curry County is located in the southwestern corner of the State of Oregon. The area of the County is approximately 1664 square miles with a maximum length in a north-south direction of about 66 miles, and a maximum width in an east-west direction of about 42 miles. Major features of the County include the lower one-third of the Rogue River drainage basin, Cape Blanco as the most westerly point of the 48 contiguous states, and the Kalmiopsis Wilderness. Curry County is topographically rugged with steep mountain ridges separated by deep narrow canyons and valleys. Moderate topographic features exist only along the coastal terraces and along larger river valleys.

The primary transportation link through the county is U.S. 101 that transects the county in a north-south direction along the coast. Other improved secondary roads penetrate the inland areas of the county along the major rivers, however, no improved roads cross the county in an east-west direction.

According to the population research center, Portland State University, Curry County has a population of 21,813. Gold Beach is the county seat with a population of

1,897. The other cities and their populations are Brookings with 5,447 people, and Port Orford with a population of 1,153.

Curry County developed as a timber, fishing and trade center. Its timber- based economy has been very adversely affected by economic recession and reduction in timber harvests on private and federal lands. The fishing industry has also been adversely impacted by reduction in harvest quotas, fishing boat buyouts and regulations. Attempts to diversify the local economy with tourism and personal services have been somewhat successful, but the employment picture remains somewhat stagnant, with outward migration of family wage earners being balanced by retirement-aged people moving into the area. This influx has helped to stabilize the population of Curry County. New residents are generally over 55 years of age, seeking retirement, or semi-retirement from professional occupations. The 2000 census indicates that Curry County's population of 55 and older is now 40.6% of the total, while 38% is between 25 and 54 years of age. Predictions indicate that the influx of "senior citizens" will continue for the foreseeable future and will in fact increase in numbers as the "baby boomers" reach retirement age.

GOVERNMENT

Curry County is a general law county governed by an elected three-member board of county commissioners. The Board is responsible for policy under State law, for budgetary control and for the general operation of the County. Elected officials, including the assessor, county clerk, sheriff, surveyor and treasurer, share in the operation of county government, with input from citizen boards and commissions.

The incorporated municipalities of Curry County are each governed by an elected city council and elected mayor. Each of these municipalities has appointed city managers.

LEVEL OF SERVICE TO BE PROVIDED BY THE DISTRICT

As of January 1, 2005, the service in Curry County for public transportation was provided by Curry Public Transit, and operated by Chetco Senior Center under contract with Curry County. Demand service (Dial-A-Ride) is provided in the three incorporated cities and their surrounding areas. Demand service is available ten hours a day Monday-Friday in Brookings and Gold Beach, and it is available four hours a day Monday-Friday in Port Orford. Curry Public Transit also operates the Coastal Express division, which provides fixed route, scheduled service on U.S. Highway 101 between Crescent City, California, and Coos Bay/North Bend, Oregon. The service will deviate up to 1.5 miles off of 101 with prior notice for pickup or drop off.

Although services are subject to change, it is expected that the above-referenced services will continue in place after formation of the district.

All vehicles are ADA compliant. All drivers are fully qualified and trained in defensive driving, passenger sensitivity, first aid, CPR, blood borne pathogens and drug and alcohol abuse. In addition, all drivers and dispatchers are subjected to pre-

employment drug and record check screening and are subject to random drug and alcohol testing.

The service described in this Master Plan is provided under agreement with the Public Transit Division of the Oregon Department of Transportation. It is supported by grant funds from State and Federal sources. As more and more seniors move to Curry County, and as the local population grows, the need for public transit will continue to increase.

FEASABILITY

The projected budget set forth in Appendix "A" reflects anticipated revenue and expenditures for the period July 1, 2005-June 30, 2006. The figures may be subject to alteration. The district shall be financed solely through rider fees, donations, fundraisers, sale of equipment, grants, operating subsidies, and other such non-property tax sources.

PURCHASING AND FINANCES

The district will comply with Oregon public contracting law as found in ORS 279, 279A, 279B and 279C. The district also adopts Curry County's "Local Contract Review Board Rules" as found in Order No. 12053, and which may be amended from time to time.

Pursuant to ORS 451.485(2), the governing body of the district may determine the manner of financing the construction, maintenance and operation of the service facilities. As stated above, the district is being formed on condition that it not have the power to levy taxes, impose assessments, or incur bonded indebtedness. If efforts in the future attempt to empower the district with taxing authority, such as by referendum or vote, the intent is that the district shall be dissolved, and a new one with such powers be formed to replace it. The district will be subject to ORS Chapter 294, regarding local budget law. It will be treated as a component unit of the County for audit purposes. The district will prepare quarterly reports of all fiscal and operational activities, which will be made available for review by the governing body and the county treasurer.

Pursuant to ORS 451.580(1), "Except as otherwise provided in ORS 451.410 to 451.610, all moneys received by a district shall be paid to the county treasurer and deposited by the county treasurer in an appropriate district fund. The county treasurer, when ordered by a district governing body, shall establish separate accounts in the district fund or separate funds in the county treasury for the segregation of sinking or reserve funds or accounts, of operating funds or accounts or of any other funds or accounts found necessary or expedient by the district. However, no moneys received by a district shall be used for any purpose other than for carrying out the purposes of ORS 451.410 to 451.610 and all funds, facilities, personnel or supplies of the county used for those purposes shall be charged to the appropriate district fund or account."

Subsection 2 of ORS 451.580 provides for an exception to the requirement that a district pay district moneys to the county treasurer for deposit. It provides that "the governing body of a county, with the consent of the county treasurer if the county treasurer is an elected officer, may order a service district established under ORS 451.410 to 451.610 to hold and manage its own moneys in one or more district funds or accounts deposited in a financial institution as defined in ORS 706.008. The order must provide for the transfer of any moneys of the district then held or later received by the county treasurer for the district. Thereafter, the district shall be solely responsible for the management of moneys of the district and shall designate a district officer or employee to assume the duties and responsibilities otherwise imposed upon the county treasurer."

Although the Board of Curry County Commissioners retains its statutory option in subsection two above, it will initially provide that deposits of money of the district shall be in accordance with subsection one.

Safeguards are provided by ORS 451.580(3). It provides that "Moneys deposited by the district in a district fund or account may be withdrawn or paid out only upon a proper order and warrant or upon a check signed by the district officer or employee designated to assume the duties and responsibilities otherwise imposed upon the county treasurer. The order must:

- (a) Specify the name of the person to whom the moneys are to be paid;
- (b) Specify the fund or account from which the moneys are to be paid;
- (c) State generally the purpose for which the moneys are to be paid; and
- (d) Be entered in the record of the proceedings of the district."

CITIZEN PARTICIPATION

A County public transit advisory board with accompanying bylaws is already in existence. However, upon formation of the district, an advisory board will be re-established, and a new set of bylaws will be adopted. The public transit advisory board will allow for citizen input and advice to the governing body regarding public transit issues.

BOUNDARIES OF THE DISTRICT

The boundaries of the Curry County Public Transit Service District shall be the boundaries of Curry County as set forth in ORS 201.080. This will include all cities and unincorporated areas. Services may be provided outside of the boundaries of the district.

GOVERNING BODY

The Curry County Board of Commissioners shall be the governing body and ultimate authority for all matters with regard to operation of the district.

DAY-TO-DAY OPERATION OF THE DISTRICT

Pursuant to ORS 451.550 "For the purpose of carrying out the powers granted to the district under the provisions of ORS 451.410 to 451.610, the district may:

(1) Supervise, manage, control, operate and maintain service facilities.

(5) Employ and pay necessary agents, employees and assistants."

AMENDMENT PROCEDURES

This master plan should be periodically reviewed by the governing body. With the concurrence of the cities as well as the Transit Advisory Committee, changes may be implemented as are deemed reasonable and necessary.

OTHER MATTERS

ORS 451.568 provides that "Public transportation facilities and services provided by, or pursuant to a contract with, a county service district created for the purpose of public transportation are exempt from the provisions of ORS Chapter 825."

Appendix "A"

**PRELIMINARY BUDGET FISCAL YEAR 2006
CURRY PUBLIC TRANSIT/COASTAL EXPRESS****INCOME PROJECTIONS**

FAREBOX	\$40,000
CONTRACT SERVICES AND FREIGHT	40,000
ADVERTISING (INTERIOR & EXTERIOR OF BUSES)	8,000
SPECIAL TRANSPORTATION FUND (FORMULA)	42,383
DEPT. HUMAN SERVICES (MEDICAD MATCH)	44,000
STF OPERATIONS GRANT (DEMAND SERVICE)	95,222
STF DISCRETIONARY GRANT (INTER-CITY)	108,225
VEHICLE MAINTENANCE GRANTS	<u>23,254</u>
TOTAL INCOME FOR OPERATIONS	\$401,084

EXPENSE PROJECTIONS

ADMINISTRATION & DISPATCH	\$ 47,383
DRIVER WAGES AND TAXES	160,650
DIESEL FUEL	45,000
GASOLINE	42,000
INSURANCE (LIABILITY, COLLISION, WORKER COMP)	32,000
RENT, UTILITIES & PHONES	36,000
MAINTENANCE & REPAIRS	<u>26,000</u>
TOTAL EXPENSES	\$389,033

CAPITAL PURCHASE GRANTS

1 14 PASSENGER BUS & PREPARATIONS	\$57,427
1 12 PASSENGER BUS & PREPARATIONS	54,286
COMPUTORS AND COMMUNICATIONS EQUIP.	<u>6,695</u>
TOTAL CAPITAL PURCHASE REQUESTS	\$118,408

BEFORE THE BOARD OF COUNTY COMMISSIONERS

IN AND FOR THE COUNTY OF CURRY, OREGON

In the Matter of an Order)
Initiating the Formation) ORDER NO. _____
of a Countywide Public)
Transit Service District)

WHEREAS, Chetco Senior Center Inc. has requested that the Board of Curry County Commissioners initiate proceedings to form a countywide Public Transit Service District; and

WHEREAS, formation of the district would result in substantial savings on insurance coverage; and

WHEREAS, pursuant to ORS 198.835, the Board of Curry County Commissioners may initiate the formation of a district by order; and

WHEREAS, the Board agrees to initiate formation on the condition that the proposed district will not have the authority to levy taxes or incur bonded indebtedness; and

WHEREAS, without expressing the approval of the formation of the district at this time, the Board desires to initiate formation to provide an opportunity for the public to hear, discuss, and consider the proposal; and

WHEREAS, certified copies of resolutions from each city within the proposed district approving the initiation of formation are attached hereto and incorporated by reference as Exhibit "A"; and

WHEREAS, it is appropriate that the Board should hold a public hearing on this matter in order to consider the proposed formation and to determine what the boundaries of the district should be; and

WHEREAS, notice of this hearing should be posted in at least three public places and published by two insertions in a newspaper, and the notice should state:

A. The Board of Curry County Commissioners has entered an order declaring its intention to initiate formation of a public transit service district, which will not have authority to levy taxes or incur bonded indebtedness.

B. The district is for the purpose of providing countywide public transit services and, when appropriate, to provide for related operations outside of district boundaries.

C. The name of the district shall be the "Curry County Public Transit Service District", or a name similar thereto, with the same boundaries as Curry County.

D. The time and place of the hearing on the petition.

E. At the hearing all interested persons may appear and be heard.

NOW, THEREFORE, THE BOARD OF CURRY COUNTY COMMISSIONERS
ORDERS AS FOLLOWS:

1. That the Board declares its intention to initiate the formation of the Curry County Public Transit Service District pursuant to ORS Chapters 451 and 198, without taxing or bonding authority, and with the boundaries being that of Curry County, as defined in ORS 201.080.

2. The hearing will be held in the Commissioners' Hearing Room, Courthouse Annex, 94235 Moore Street, Gold Beach, Oregon, 97444, at 9:30 A.M. on May 25, 2005.

3. Notices with the information referenced above shall be posted in three conspicuous public places in accordance with ORS 198.730(3), and shall be published in two insertions of the Curry County Reporter in accordance with ORS 198.730(2).

4. The Curry County Public Services Department shall submit a recommendation based upon the criteria in ORS 198.805(1) and ORS 199.462, prior to the date of said hearing, regarding the proposed formation.

DATED this 20th day of April, 2005.

BOARD OF CURRY COUNTY COMMISSIONERS

Ralph H. Brown, Chair

Lucie La Bonté, Vice Chair

Marlyn Schafer, Commissioner

Approved as to Form:

M. Gerard Herbage
Curry County Legal Counsel