

Agenda

VAULT COPY

City of Brookings
Common Council Meeting
Brookings City Hall Council Chambers
898 Elk Drive, Brookings Oregon
June 13, 2005 7:00 p.m.

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Ceremonies/Appointments/Announcements

A. Ceremonies

1. Proclamation – Americanism Week [Page 5]

B. Appointments

1. Councilor Appointment [Page 7]

C. Announcements

1. Yard of the Month - Don and Geri Drivon, 942 Timberline Dr.
Most Improved Property - Russ and Cyndi Crabtree, 1117 Fifield
Commercial Property - Century 21 Agate Realty, 1016 Chetco Ave.

V. Public Hearing

A. Fiscal Year 2005 – 2006 Budgets [Page 17]

1. City of Brookings
2. Brookings Urban Renewal Agency

B. Fiscal Year 2005 – 2006 State Revenue Sharing Funds [Page 19]

C. Fiscal Year 2004 – 2005 Supplemental Budget [Page 21]

VI. Oral Requests and Communications from the Audience

A. Committee and Liaison reports

1. Chamber of Commerce
2. Council Liaisons

B. Unscheduled

VII. Staff Reports

A. Community Development Department

1. Stormwater Masterplan [Page 23]
2. Economic Development Committee [Page 25]

B. City Manager

1. Public Works Director Job Description [Page 27]
2. Highway 101 Solution Ballot [Page 31]
3. Interim City Manager Position [Page 33]
4. Permanent City Manager Recruitment – LOC [Page 35]
5. Other

VIII. Consent Calendar

- A. Approval of Council Meeting Minutes
 1. Meeting of May 20, 2005 [Page 39]
 2. Meeting of May 23, 2005 [Page 41]
- B. Acceptance of Planning Commission Minutes
 1. Meeting of May 3, 2005 [Page 47]
- C. Approval of vouchers for month of May, 2005 (\$ 376,939.74) [Page 51]

End Consent Calendar

IX. Ordinances/Resolutions/Final Orders

- A. Resolutions
 1. 05-R-743 A Resolution in the matter of declaring the City's election to receive State Revenues. [Page 55]
 2. 05-R-744 A Resolution in the matter of extending the City of Brookings' workers' compensation coverage to volunteers of the City of Brookings. [Page 57]
 3. 05-R-745 A Resolution of the City of Brookings instructing City Staff to prepare documents for a public vote on the Highway 101 Improvement Solution. [Page 61]

X. Remarks from Mayor and Councilors

- A. Council
- B. Mayor

XI. Adjournment

Events Calendar

June 2005

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

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
		June 1	2	3	4
		12:00pm Comnity Agencies mtg (Chetco Sr.Center) 2:30pm FH-SafetyComMtg/ Kathy Dunn/CC AMF Board/Jan Krick 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 1:00pm CC GIS mtg/ Curry Co. Dianne Snow 1	2:00pm Developer meeting Ed Wait 1134	
6	7	8	9	10	11
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 Palic 9:30am KURY Radio Community Focus 7:00pm CC-Planning Commssn		8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 2:00pm CC- Bid Opening for 3:00pm CC Emergency 7:00pm CC-Economic		12 Concert in the Park Concert in the Park 1 pm
13	14	15	16	17	18
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 10:00am FH-Brookings Rural Fire District-Phil Cox-469-5729	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		19 10:00am Mayor's Walk - Hassett Neighborhood
20	21	22	23	24	25
9:30am CC-VIPS/Volunteers in Police Service-BPalicki 6:00pm CC-American Red Cross Mtg/Karen 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	2:30pm CC-Downtown Subcommittee-Toni Mefford 5:00pm FH-Victim's Impact Panel-Mindy-Curry Prevention Services-247-2412	8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/		26 Concert in the Park 1 pm
27	28	29	30		
7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)		8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray		

CC= Council Chambers
FH= Fire Hall

Events Calendar

July 2005

July 2005						
S	M	T	W	T	F	S
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						

August 2005						
S	M	T	W	T	F	S
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
				July 1	2
					3
4	5	6	7	8	9
City Hall CLOSED - 4th of July Ho 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 Palic 9:30am KURY Radio Community Focus 7:00pm CC-Planning Commssn	12:00pm Comnity Agencies mtg (Chetco Sr.Center) 2:30pm CC-SafetyComMtg/ Kathy Dunn 7:00pm FH-PoliceReserves	8:15am CC-CmtyDevDpt Staff mtg/EWait 9:00am CC-Crm Stoppers 10:00am CC- Site Plan Com Mtg/LauraLee Gray		10 Concert in the Park 1 pm
11	12	13	14	15	16
7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	9:30am CC Traffic Safety Committee Meeting 9:30am KURY Radio Community Focus 10:00am FH-Brookings Rural 1:00pm CC Ann Wedding 5:00pm CC Planning		8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Economic Development Committee-Ed Wait,		17
18	19	20	21	22	23
9:30am CC-VIPS/Volunteers in Police Service-BPalicki 6:00pm CC-American Red Cross Mtg/Karen 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	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 2:00pm CC-CEP (Citizens for Emergency Prepared		24 Concert in the Park 1 pm
25	26	27	28	29	30
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-Downtown 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		31

CC= Council Chambers
FH= Fire Hall

PROCLAMATION

Whereas, Strengthening the Unity of the United States of America is vital, and

Whereas, The Supreme Emblem Club bears true allegiance to the Constitution of the United States of America; and to the Flag which is the emblem of our Country, and

Whereas, The Supreme Emblem Club has, in fact, adopted the Flag of our Country as the Emblem of its Order and has adopted the name EMBLEM by which its organization is known throughout the land, and

Whereas, Supreme Emblem Club members are citizens dedicated to the beliefs that the United States of America shall be sustained, preserved and perpetuated, and

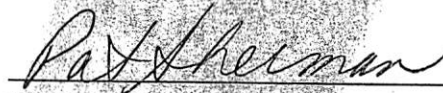
Whereas, the Supreme Emblem Club has resolved, in keeping with these principles that :

1. That each club create an Americanism Committee
2. That each club originate and participate with others in patriotic community endeavors
3. That each Emblem member as an individual, finish a patriotic deed each day
4. That each club and each member engage in assisting the Americanism Program of the Benevolent and Protective Order of Elks on every occasion when members are invited to participate
5. That each club and each member give determined effort to actively fulfilling the purpose to which we dedicate ourselves, to bear true allegiance to the Constitution and Flag of the United States of America.

Now, Therefore, I, Pat Sherman, Mayor of the City of Brookings, Oregon, do hereby proclaim the week of June 12 through June 18, 2005, as

Supreme Emblem Club Americanism Week in Brookings





Pat Sherman
Mayor

Paul Hughes, Acting City Manager
City of Brookings
898 Elk Drive
Brookings, Or 97415

June 4, 2005

Mr. Hughes,

In keeping with the City Council's request that applicants aspiring to fill the vacant Position 3 seat on said council answer four questions posed by them, the following are my responses:

1. What do you believe is the biggest challenge currently for the City of Brookings, other than hiring a new city manager, and how would you suggest the City address it?

The cities biggest challenge is not a new one. Maintaining the financial stability she has enjoyed in previous years will become much more difficult to achieve in the funding climate which we currently find ourselves - throughout the state; the nation.

We've talked a good game re: generating fresh dollars into our unique economy which features nearly half of its income from elsewhere. (ie: pensions, social security and federally funded programs, investments, annuities, etc.) Thus far our attempts have been 'baby steps'. Yet, we're on the right track.

Developing income sources from within is vital. We, as responsible stewards of our city must "invent" a commercially-based income engine heretofore unknown here. And, I have some ideas along that line.

When a local economy expands, many other ills conversely shrink. (ie: certain educational problems; crime, related to a "too rural" atmosphere; the avoidance of moderately priced housing simply because there aren't family wage-earners here to occupy them; etc.)

2. What are your thoughts on the management of growth in and about the Brookings-Harbor area...past, present and future?

Not sure it is hoyle to speculate on the entire area (Brookings-Harbor) but here goes....

It would be easy to blame current conditions on poor past growth management techniques. However, growth as we have observed it over the last half century was probably appropriate for the times.

Current attempts at said management happen in 'fits and starts' - - sometimes through judicious forethought; other times as a last ditch measure, or in a "must do" situation. Today we are confronted by a growth management challenge brought to us via ODOT. If handled correctly it could become a genuine opportunity.

At some point we will be wrestling with developmental issues from 'without', as they will warrant consideration by the City when wishing to enjoin us. Avoidable? That's the logic behind Urban Growth Boundaries: to eventually urbanize. But, by our standards.

Which brings us to future management. I foresee (and would embrace) closer regional management with the county and its other cities. It's not a notion to be apprehensive about, provided Brookings is prepared to assume the leadership role in such a joint venture.

2.

3. If you differed with the majority of City Councilors on an issue how would you react before and after a vote?

Having operated within the council for four years in the recent past, as a matter of record I've never ducked a vote, often leading the charge. But, when the outcome went the other way I voted my conscience, than immediately closed ranks to support my fellow councilors. I would continue to do so, were I appointed to Position 3. I'm the consummate team player.

4. What is your vision for Brookings 10-years from now?

I foresee some of the 'heat' of advancing growth taken off the shoulders of the City by that type of growth beginning to occur in other parts of the county. As long as there is an ocean next to us and a North-South highway running through town our topography will dictate the limits of residential growth.

In ten years greater 'infill' will occur, while prudent planning will keep us solvent. The perceived downtown will relocate off the highway and will infuse entertainment and dining into the mix. Brookings will evolve into an "evening city". The airport will be built out and new methods of shipment of goods will be introduced, better connecting us with our regional neighbors including those of other cities/counties and another state.

Some of the homes as the result of the current retiree influx will change hands for various reasons (including attrition), perhaps to families of wage-earning age, provided a concerted effort to entice a "new kind" of commerce is initiated here.

I anticipate the closure of a major area hospital (as we now know it) presenting an opportunity to supplant it with a compact, but viable local medical facility, under the umbrella of other parent medical centers.

These are my considered answers to the four qualifier questions. I would be happy to better define them at the City Council meeting on the 13th.



Rick Dentino

Responses to Applicant questions

City Council Position # 3

Janice Willms, Applicant

I will consider each of these four questions separately, although their overlaps are evident.

Question # 1: What do you believe is the biggest challenge currently for the City of Brookings and how would you suggest the City address it?

In my opinion the most pressing challenge is that of bringing the critical infrastructures up to the task of supporting the anticipated growth of the community and its environs. A few examples that strike me: (a) Designing an auto thoroughfare should be "coupled" (pardon the pun) with safe walkways and crossings (b) Intersection visibility on many side streets is now obscured by untrimmed foliage and parked vehicles protruding into narrow streets. These hazards need to be mapped and corrected. (c) Motivation of property owners and tenants to assume personal responsibility for their "spaces" toward a common goal of public safety and esthetics could become a citywide goal.

A refined code, a set of ordinances that are clear and easily accessible to city employees and other citizens, could be used as the basis for an ongoing public education program in community pride with economic recovery and personal satisfaction as primary goals. How does this work? If I, a citizen, see my city and my neighbors stepping up to the plate, I would be inclined to join in the effort—especially if it meant creating a better place to live and to raise children. Dream on, you say. Well, why not? The City, as political and managerial entity, however, cannot achieve dramatic improvement without the public "buying in," both literally and figuratively

These minimalist subsets, of course, cannot replace the sewer/water/power grid upgrades, but could be simultaneously approached as a means of involving the people in polishing neighborhoods while they think about the bigger issues that will have an impact on life style in Brookings for the future.

I suggest a prioritization procedure drafted by staff and council, with input from interested individuals, that addresses: (1) needs; (2) time-lines (3) fiscal realities, (4) and implementation plans with an eye on the 10 year vision. Hard work, yes. But if it moves Brookings toward becoming a better place to spend quality time,

there is a pay-off in terms of collective satisfaction for those who did the work and those who are recipients of the benefits.

Question # 2: What are your thoughts on the management of growth in and about the Brookings-Harbor area . . . past, present and future?

This ties back into Q # 1, as it again raises the broad implications of growth management.

***PAST:** Not being one who approaches history as a revisionist, and having only three years of past here in Brookings, I suggest that this stage in the life of Brookings—going from village to town toward small city—is a new ball game requiring new rules. Let the past rest.

***PRESENT:** Look around. What needs to be fixed now? In what order of urgency? How much will it cost and how is the money to be raised or allocated?

***FUTURE:** This requires formulation of a plan toward the 10 year vision-- whatever it may turn out to be-- alluded to in question # 4 (below).

Question # 3: If you differed with the majority of City Councilors on an issue how would you react before and after a vote?

Well, being a mere mortal, I am not always completely successful in letting go of ideological loses, but my general MO is (a) do the necessary homework on a pending problem, (b) share my conclusions with my colleagues, (c) vote my conscience and, if my preferred resolution is defeated by the majority, take one of the following two options: (1) buy into the majority, rejoin the team and work toward the success of the project or (2) if I cannot in good conscience accept the majority decision and support it completely, resignation from the decision-making body seems the best option for all considered. I consider this process a mandate for anyone accepting a role in group decision-making.

Question # 4: What is your vision for Brookings 10 years from now?

Indulge this fantasy for a moment—since “visions” are fantastical, but, with work may become reality.

Approaching from the south, the traveler is greeted by the arm of land that cradles the mouth of the Chetco and its harbor. On surface, this view is beckoning. Up close, today, there are warts in the Port. Even

though I consider the port and boat basin as among the most appealing and inviting aspects of Brookings, I do not, at this time feel qualified to approach the question of the role of the City Council in this conjoined quagmire—so will drive past without further comment at this time.

Across the bridge north, our traveler encounters a sparkling Chetco Avenue, trash receptacles on each corner, no empty store fronts, curbsides and sidewalks swept clean. There will be shining, freshly painted or surfaced facades, window boxes filled with the many plants that flourish in this temperate climate. Cross walks are clearly marked with flashing lights signaling that someone is attempting to walk to the other side. Pocket gardens mark entries to off-street parking lots.

Off Chetco, the following scenes might be encountered: A developing Community Center serving multiple needs of a growing city (details to be worked out by the Parks and Recreation Commission and well worth following); perhaps a real campus for the Brookings branch of SWOCC; safe walking and bicycle paths from major residential neighborhoods to K-12 school campuses; bus stops keyed to basic needs of those who are unable to walk or to drive themselves to visit medical facilities and grocery stores, post office or bank; pocket playgrounds in neighborhoods too far from the major parks for little kids to access.

And there will be litter-free streets, parks, and beaches due to a community pride program— inviting visitors to stay a bit longer and spend some money. If this fantasy materializes in 10 years, it would stimulate new businesses to support the tax base and make living here even more appealing for those of us who have chosen to take on the challenge of surviving Brookings' growing pains and nursing her along to successful maturity.

Questions posed by Brookings City Council

1. Q What do you believe is the biggest challenge currently for the city of Brookings, other than hiring a new city manager, and how would you suggest the City address it?

Answer: Need to continue strengthening the guidance (leadership) from City Hall. This town for several years has been and continues to be at a cross roads as to where it wants to go in the future. Some of this is due to State legislative action or inaction. However many residents are uncertain as to the direction the city is taking as well as the implementation of regulations. Previously established zoning is changed with limited public knowledge and opportunities for input.

The residents would like to be involved in having their say on the future direction of Brookings:

I would like to see improved communication between City decision makers and citizens by 1- increased use of the internet (email) with more proposals, regulations available on City website. People could sign up to receive notification and background material to be brought before city officials. They could respond via the same system.

2. More information via public press- request for building permits, changes in zones.

3. Discussion meetings on where Brookings and/or Harbor citizens want to go and priority of city services.

2. Q What are your thoughts on the management of growth in and about the Brookings-Harbor area...Past, Present and Future?.

Answer: The **past** is history from which one can learn- I think the area across from Fred Meyer where US Bank is located should have been zoned to encourage retail businesses to locate there, particularly art galleries, book shops, antique stores etc, so to make double use of the FM parking area.

Present: An enlarged urban boundary plan is essential for all towns and cities to have a say on activity within the potential growth area but mainly to allow private enterprise to make decisions on future development plans. However there should be an inventory of available land and water resources so that future needs can be met at a reasonable cost. I strongly believe in the use of zoning to delineate projected use of areas. This allows for planning by city officials and investors whether commercial or home buyers.

Future: I believe Brookings has a tremendous future. It will be greatly enhanced by uniting with some areas of Harbor some day. The uncertainty of when this may happen is a negative weight against planning by businesses and home buyers. As we have limited building areas for homes and businesses, the more critical is City and County leadership as to the planned use of these limited building areas. The leadership should seek to have a generally planned development rather than a haphazard one based primarily on individual's development projects.

I view Brookings in the future as a mixed economy depending largely on retirees and tourism with declining roles for straight commercial fishing and forestry interests. This

will require a different support economy (geared to older population) and more seasonality in income flows for some businesses.

3. Q If you differed with the majority of City Councilors on an issue how would you react before and after a vote.

A: Before a vote I would try to persuade my colleagues with outstanding data, reasoning and logic.

After the vote I would congratulate them on their decision. (On particularly spirited issues I would offer to supply the first round.)

4. Q What is your vision of Brookings 10 years from now?

A. A vibrant community not much unlike the town of Lake Wobegon in Minnesota where the ladies are beautiful, the men are strong and handsome and all the kids are above average. Wish it were so.

A quiet but vibrant community with completion of a Brookings-Harbor City building and conference center expected soon. Unfortunately the commercial fishing has dropped another 25%. But private boats have filled the gap. New private residences continue being built in the area but there still is a squeeze on lower cost housing. Side walks have been built along most streets as city officials work with local residences to find funds for doing so.

The harbor has become a major attraction for tourist as well as locals due to increased availability of shops and other attractions. A first class restaurant has opened and enjoys a brisk business.

SWOCC enrollment has surpassed expectations both for full time students and adult education classes. They are looking for additional funds for more buildings.

Thru traffic moves rapidly thru town via the underground tunnel but ODT is considering closing it as people prefer to mosey thru town viewing the shops and other attractions offered. After all US 101 is a scenic Highway.

James M. Benson



June 2, 2005

City of Brookings
Mayor Sherman and City Council
800 Elk Drive
Brookings, OR 97415

RECEIVED

JUN 02 2005

CITY OF BROOKINGS

9:30am

June 1, 2005

Don Nuss
PO Box 1581
Brookings, OR 97415

Dear Mayor Sherman and City Councilors,

Thank you for accepting my application for the vacant city council position.
Here are my answers to your questions given to all the applicants:

1. **What do you believe is the biggest challenge currently for the City of Brookings...and how would you suggest the City address it?**
Obviously, the biggest issue facing the future of Brookings is a solution to the Highway 101 Project. The city council has chosen to refer the matter to the voters. After September 20th, I would work with the entire council to implement the alternative desired by the voters.
2. **What are your thoughts on the management of growth in and about the Brookings-Harbor area...past, present and future?**
Past development was poorly managed and has resulted in lack of infrastructure such as curbs, gutters and sidewalks, unpaved residential streets, and inadequate services to some areas of incorporated Brookings. Present development is a little better but sometimes it would appear some developers are given a pass for certain circumstances. There is a lack of enforcement of conditional use permits and I would work to hire someone in the community development department to follow up on the conditions imposed by the planning commission and council.
3. **If you differed with the majority of City Councilors on an issue how would you react before and after the vote?**
I strongly believe in discussion, debate, and most of all democracy. If I could not convince the majority of fellow councilors to consider my input and my vote was in the minority I would move on and seek to work with the council and make the best of the decision. The business of the city is fluid and I would consider each issue on an independent basis without regard to previous disagreements.
4. **What is your vision for Brookings 10 years from now?**
As a business owner, selling business equipment and providing services to businesses, I hope to see more businesses attracted to Brookings Harbor. I would work to create a friendly business climate that accommodates the needs of the residents. I would address the 'small' needs of individual neighborhoods such as improvement of streets and public property. I would want to see

adequate basic city services such as police & fire protection, affordable water and sewer services, safe streets for children and seniors and safe traffic flows within the city limits.

Additional reasons I am applying is to introduce some new ideas to this body.

- Our city needs an Urban Renewal District Committee to oversee the way these funds are spent. Currently, the city council is the Urban Renewal District Committee with authority over the budget. I believe the committee should be made up of property owners in the district so they can prioritize projects and implement them.

- State law requires that 25% of the bed tax collected from our lodging businesses be spent on promotion of the area. Currently, the money is given to the Brookings Harbor Chamber of Commerce who selects the participants of their promotion committee. These member only participants meet behind closed doors without the benefit of public input. I would like to see the city form a promotion committee open to the public comprised of members that collect the tax and benefit from the promotion of our area.

- The city's business license ordinance is not working and it is unenforceable. For example, my business operated within the city limits for well over six months without a city business license! No one came to lock my business. A business license in Brookings should have advantages over businesses that do not operate in the city, like a link from the cities website to license holders businesses. I would like to work on a fair enforceable ordinance, one that has the ability to fund an ordinance enforcement employee and relieve the burdens currently borne by the fire chief, police officers and other city staff.

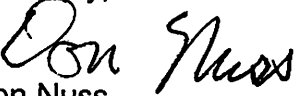
- We need some kind of oversight committee to periodically review System Development Charges (SDC's), business license fees, permit fees and fines.

- Many of our city ordinances are confusing and outdated. I would like to help work on a complete review and clean up of the laws.

Finally, this body has come a long way to come out from behind closed doors and operate in the public eye. I believe strongly in the value of public input and discussion and would operate as a city councilor in this fashion. I hope you will consider my suggestions and my application with an open mind in the name of progress for our City.

Thank you for your time.

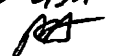
Sincerely,


Don Nuss

RECEIVED

JUN 02 2005

CITY OF BROOKINGS

9:30 a.m.


CITY OF BROOKINGS



PUBLIC HEARING REPORT

Date: June 6, 2005

To: Mayor Sherman and City Council

From: Paul Hughes, Finance Director

Subject: Public Hearing for the Fiscal Year 2005-2006 Budgets:
City of Brookings
Brookings Urban Renewal Agency

INFORMATION

After the Budget Committee approves the budgets, Oregon local budget law requires the governing body to hold a public hearing. The purpose of the hearing is to receive citizens' testimony on the budgets approved by the Budget Committee. A summary of the approved budgets and a notice of the budget hearing were published in the Curry Coastal Pilot on May 18, 2005. As required by law, this publication was no less than five and no more than thirty days before the hearing.

CITY OF BROOKINGS



PUBLIC HEARING REPORT

Date: June 6, 2005

To: Mayor Sherman and City Council

From: Paul Hughes, Finance Director

Subject: Public Hearing on Proposed Uses of State Revenue Sharing Funds for Fiscal Year 2005-2006.

INFORMATION

State Revenue Sharing law, ORS 221.770, requires the city to conduct two public hearings on the use of state revenue sharing funds. The first public hearing was held before the budget committee on April 27, 2005 to discuss possible uses of the funds. The second public hearing is held before the city council on the proposed uses of the funds in relation to the entire budget. We anticipate receiving approximately \$101,000 from Liquor Tax, Cigarette Tax and State Shared Revenue next fiscal year. The approved budget has these funds appropriated entirely into the contingency line of the general fund. By appropriating these funds into contingency, none of the general fund budgeted expenditures will be reliant on the receipt of these funds. Gas Tax is estimated at \$270,000 and is budgeted entirely for general operations of the Street Fund.

CITY OF BROOKINGS



PUBLIC HEARING REPORT

Date: June 6, 2005

To: Mayor Sherman and City Council

From: Paul Hughes, Finance Director

Subject: Public Hearing for the Fiscal Year 2004/2005 Supplemental Budget

BACKGROUND

As a result of unanticipated revenues and expenditures, the General Fund, Water Fund, Waste Water Fund, Street System Replacement Fund and Urban Renewal Agency Fund budgets need to be adjusted through the supplemental budget process.

The General Fund revenues received included an anonymous donation to the Police Dept. of \$65,950, a contribution from the Southern Curry Ambulance Association, also to the Police Dept., of \$11,250, an increase in miscellaneous revenue of \$20,000 and a carryover from the prior year that was \$86,560 larger than budget. The bulk of the increase in the carryover was due to the purchase of the City's new phone system after the beginning of the current fiscal year. The funds for this project were originally expected to be expended in the prior fiscal year. The supplemental budget will appropriate the revenues and additional carryover into the General Fund to cover unexpected expenses in personal services of the Legislative and Swimming Pool departments. The Legislative department personal services are over budget due to the overlap in time of the administrative secretary position, the use of the Office Assistant position to cover two employees who went on of family leave, and the severance agreement with the former city manager. The Swimming Pool personal services are over budget due to the off-season time spent at the pool during and after the renovation. Capital outlay and miscellaneous expenses in the Police department will be increased to cover the purchase of an interactive simulated judgment trainer, taser guns and stop sticks. The professional services in the Community Development department need to be increased by \$20,000 to cover engineering expenses. The cost of these services will be reimbursed by the developers of the projects associated with the engineering services. The Non-Departmental capital outlay will be increased by \$36,000 to account for the new phone system for City Hall, Public Works and Water/Waste Water.

The Water Fund Distribution materials and supplies category experienced unexpected expenditures. The costs of PVC water line, which is a petroleum based product, increased dramatically this year. The Water Fund Treatment materials and supplies are expected to end the year under budget which allows us to increase the Distribution budget to account for the unexpected expenditures without using contingency funds. The supplemental budget will allocate \$15,000 from water treatment materials and supplies to water distribution materials and supplies.

The Waste Water Fund actual beginning balance (carry forward) was \$369,000 greater than budget. There were infrastructure improvement projects expected to begin prior the beginning of the year but actually began after the start of the current fiscal year. Due to this timing difference, the budgeted beginning balance needs to be increased by \$369,000 as well as the waste water collection improvements budgeted line item. The Contract Services line item in the Waste Water Treatment department needs to be increased by \$55,475 to cover the costs of hauling approximately 500,000 gallons of biosolids to Grants Pass. These funds will be transferred from the contingency line.

The city received \$58,850 of System Transportation Program (STP) grant funds from ODOT to assist with two street projects completed this year, the Fern and Elk project and the 5th Street project. These funds need to be budgeted into the Street System Replacement Fund.

The Urban Renewal Agency Fund currently has \$84,300 budgeted as a transfer to the General Fund to cover the salary and benefit expense of the urban renewal development director. We now believe it is more appropriate to account for this expense in the personal services category of the Urban Renewal Agency Fund. The supplemental budget will allocate \$84,300 from the Transfers-Out line item to the personal services category. Total appropriations of the fund remain unchanged.

CITY OF BROOKINGS



STAFF REPORT

Date: June 7, 2005,
To: Mayor Sherman and City Councilors
From: Ed Wait, Community Development Director
Through: Paul Hughes, Acting City Manager
Subject: Stormwater Master Planning

REPORT

The city's Storm Water Master Plan was developed in 1985 and is no longer current in relation to existing or planned development. We have secured the services under the rainstorming project, funded by a grant to Oregon State University (OSU) extension Sea Grant, to have Rogue Valley Council of Governments (RVCOG) analyze the existing Storm Drainage Development Plan and other components of the City's stormwater management program and make recommendations to the city. We have also contracted with RVCOG to provide services from reviewing and input in preparation of a Request for Proposal (RFP) to selection of a consultant for the planning process.

The city's storm drainage basins are also influenced by drainage from the county included within our Urban Growth Boundary (UGB). We have met with the county commissioners and they agree that a joint effort to develop a master plan for the entire UGB would benefit both the city and the county for future engineering and planning efforts. The City and County have moved forward in applying for grants and securing funding to assist in this effort.

The end result of this activity will be a current Stormwater Master Plan that is both comprehensive for activities within the city limits and the Urban Growth Boundary.

RECOMMENDATION

Staff provides this information as a briefing on our activities in this effort and to introduce the Rogue Valley Council of Governments, Craig Harper, and his presentation on Stormwater Master Plan development.

CITY OF BROOKINGS



STAFF REPORT

Date: June 7, 2005,
To: Mayor Sherman and City Councilors
From: Ed Wait, Community Development Director
Through: Paul Hughes, Acting City Manager
Subject: Economic Development Committee (EDC)

REPORT

The concept originally developed for the EDC was proactive. The idea of developing a group of public and private representatives interested in working on issues that affect the development of the Urban Growth Boundary was sound with many commonalities for this group to address. The city's perspective was to focus on economic drivers in our community in conjunction with our Urban Renewal District. The city agreed to provide staffing for the group to incubate the effort and help guide the discussions.

Some of the issues that have been under discussion within the EDC are not necessarily the same issues that the city would undertake in promoting economic development for the city. To that end, the former city manager made a recommendation to the EDC to continue their active pursuit of potential projects. However, the flexibility needed to pursue these efforts would best be served without the restrictions of public meeting laws under the current auspices of the City.

The city would still participate with the group on city related projects, but, not as the lead agency. This suggestion was on the discussion list with the EDC, however, the group has not brought this forward as a completed discussion by the full group.

RECOMMENDATION

Staff recommends City Council discuss this issue at the June 13th meeting and decide if the EDC should remain under the auspices of the city.

CITY OF BROOKINGS



STAFF REPORT

Date: June 7, 2005

To: Mayor Sherman and City Council

From: Paul Hughes, Finance Director

Subject: Public Works Director Job Description

BACKGROUND

Currently, the position of Public Works Director is vacant. We would like to fill the vacancy, but we feel it is necessary to modify the job description prior to posting the advertisement. The current description requires a Bachelors degree in engineering. We are recommending the description be changed to state that a Bachelors degree in engineering is preferred, instead of required. Although a public works director with an engineering degree can be advantageous, we believe this requirement will deter qualified applicants with proven public works management experience, but lacking an engineering degree. The goal is to generate a pool of as many qualified applicants as possible.

RECOMMENDATION

Staff recommends approval of the attached Public Works Director job description.

CITY OF BROOKINGS



Public Works Director

Job Description

GENERAL STATEMENT OF DUTIES:

Plans, organizes, directs and controls the functions of the Public Works Department. Develops and implements procedures and practices to provide services in engineering, traffic control, parks and recreation, fleet services, water distribution & treatment, sewer collection & treatment, storm drainage, project management and public works inspections. Assures the efficient and economical use of departmental funds and operations. Accomplishes short-term and long-range planning. Does related work as required

SUPERVISION RECEIVED:

Work is performed under the general supervision of the City Manager.

SUPERVISION EXERCISED:

Supervises and coordinates public works projects, including planning, organizing, directing and evaluating design, construction or maintenance activities of the City's public works department; activities are coordinated with the City Manager and other department heads. Direct supervision is provided to employees assigned to the Public Works Department including Treatment Plants, Parks, Streets, Water, Sewer, etc.

TYPICAL DUTIES/EXAMPLES OF WORK:

The following duties are a representative sample of the level of responsibilities, but do not include all of the duties of a similar complexity and responsibility, which may be assigned to a position in this class.

1. Determines when design changes are necessary for public works construction design of existing or contemplated projects;
2. Makes oral presentations reports and recommendations to City Council, public agencies, and citizens groups;
3. Causes plans for public works projects to be reviewed, reviews preliminary plans, updates standard specifications;
4. Makes field design decisions regarding maintenance work on City structures, bridges, waste/water facilities, parks;
5. Directs the engineering aspects of the review team for subdivisions and major public works projects;
6. Produces written grant applications and public works project reports;
7. Recommends updating or revision of applicable City codes, standards and established policies and rules;
8. Provides professional and technical management for public works projects, from proposal

through implementation and construction;

9. Establishes goals, organizational structure, staffing patterns, and overall work schedules and procedures;
10. Interprets project engineering plans, specifications, cost estimates and bid application to determine feasibility, engineering cost effectiveness, compliance with code requirements, accepted engineering or maintenance standards, and conformance with existing site factors such as soil and groundwater characteristics;
11. Coordinates contract compliance for construction of facilities, water, wastewater, streets and storm drainage systems with appropriate department heads and employees;
12. Approves or recommends payment of contract obligations based on completion and contract compliance;
13. Assists in formulation of public works budget proposals, including justifications; monitors budgeted funds to ensure that obligations are met; periodically reviews planned versus actual expenditures, cost projections versus current allotments and financial information related to assigned projects;
14. Does related work as required.

EMPLOYMENT STANDARDS

Budgeting, contract compliance for projects involving new construction or maintenance of facilities, buildings, water, wastewater, streets and storm drainage systems, and other public works; Negotiation of critical and controversial issues with engineers and managers of contractors; creativity, foresight and mature judgment in planning, organizing and guiding extensive engineering programs and activities; Evaluating technical or cost information and making administrative or design decisions; formulating and interpreting technical and administrative policy;

Applying standards of acceptable engineering design, construction or maintenance practices and standards based on current technical literature, trends and developments in similar projects including engineering economics; construction or maintenance equipment and materials; pertinent codes, statutes, regulations and laws affecting the project(s) assigned; budgeting/management principles and practices;

KNOWLEDGE, ABILITY AND SKILL REQUIREMENTS:

KNOWLEDGE OF: Acceptable engineering design, construction or maintenance practices and standards based on current technical literature, trends and developments in similar projects including engineering economics; construction or maintenance equipment and materials; pertinent codes, statutes, regulations and laws affecting the project(s) assigned; budgeting/management principles and practices;

ABILITY TO: Effectively supervise the work of others; establish and maintain effective working relationships with other supervisors, employees, outside funding agencies and the

general public.

SKILL IN: Negotiation of critical and controversial issues with top level engineers and managers of contractors; creativity, foresight and mature judgment in planning, organizing and guiding extensive engineering programs and activities; Evaluating technical or cost information and making administrative or design decisions; formulating and interpreting technical and administrative policy;

MANDATORY QUALIFICATIONS

A minimum of five years progressively responsible management level experience in public works administration. An equivalent combination of education and experience enabling the incumbent to perform the essential functions of the position may be considered. Must possess a valid driver's license.

DESIRABLE QUALIFICATIONS

Experience with the administration, management, and regulations governing public work areas, operations, and maintenance. Experience with the preparation, development, management, and oversight of significantly large budgets. Experience with managing bid processes, negotiations, and the performance of contractors. Experience with short and long range planning and public works project management. Experience with reviewing construction plans and specifications. Experience in managing and supervising the work of Public Works staff. Experience in using a computer and a calculator. Bachelors degree in engineering and registered in Oregon as a Professional Engineer.

COMPENSATION TYPE: Salary

EXEMPTION STATUS: Exempt

JOB GRADE: 20

CERTIFICATION PAY: None

CITY OF BROOKINGS



STAFF REPORT

Date: June 6, 2005
To: Mayor Sherman and City Council
From: Paul Hughes, Finance Director
Subject: Highway 101 Measure Ballot

BACKGROUND

Attached is a draft measure ballot for the Highway 101 Improvement Solution. The draft has been reviewed and approved by the County and the Oregon Department of Justice. The Measure will ask voters to answer yes or no as to whether or not the Council should recommend to ODOT Alternative 4 (a couplet). The summary of the ballot explains that if the results from the election are not to recommend Alternative 4, then the Council's recommendation to ODOT will be Alternative 5 (non-couplet).

RECOMMENDATION

Staff recommends approval of the Highway 101 Improvement Solution Ballot Measure, and authorizes staff to forward the measure to the County Election Department.

DRAFT

City of Brookings
Curry County, Oregon

CAPTION:

City Council's Recommendation: A One-Way Couplet Or A Non-Couplet.

QUESTION:

SHALL THE RECOMMENDATION TO THE OREGON DEPARTMENT OF
TRANSPORTATION'S PROJECT DEVELOPMENT TEAM BE ALTERNATIVE 4 (A
ONE-WAY COUPLET)?

SUMMARY

Alternative 4 (a one-way couplet) would split traffic between Chetco Avenue and Railroad Avenue. Each street would have three lanes providing for one-way northbound traffic and one-way southbound traffic. Each street would have on street parking.

Alternative 5 (a non-couplet) would maintain traffic on Chetco Avenue. Four lanes of the two-way traffic would remain. Chetco Avenue would be increased to eight lanes at the intersection of Fifth Street. On street parking would be eliminated. A median would be constructed and left turn lanes would be added.

If the vote is to not recommend Alternative 4 (a one-way couplet) then, according to the City of Brookings Resolution 05-R-745, the City Council's recommendation to the ODOT Project Development Team will be Alternative 5 (a non-couplet).

CITY OF BROOKINGS



STAFF REPORT

Date: June 6, 2005

To: Mayor Sherman and City Council

From: Paul Hughes, Finance Director

Subject: Interim City Manager

BACKGROUND

Due to the fact that it will take four to six months to hire a permanent city manager, and the number, and type of issues that the Council is currently faced with will continue to escalate during that time period, it is probably in the best interest of the city to hire an interim city manager who can devote one hundred percent of their time to the city manager duties. The League of Oregon Cities provided us with a list of interim city manager candidates. Mayor Sherman, Councilor Mickelson and I have spoken with three qualified individuals from the list.

RECOMMENDATION

Staff recommends a motion from City Council authorizing the Mayor and Acting City Manager to hire an interim city manager and to negotiate and sign a contract.

CITY OF BROOKINGS



STAFF REPORT

Date: June 6, 2005

To: Mayor Sherman and City Council

From: Paul Hughes, Finance Director

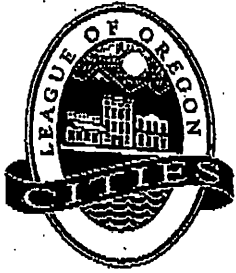
Subject: Permanent City Manager Recruitment

BACKGROUND

The League of Oregon Cities (LOC) offers City Administrator Recruitment Services (CARS). The key elements of the services are outlined in the attached letter from the League. The cost of the service is \$5,200 plus the actual cost of ads placed and postage for correspondence to applicants. We have found that this is far less expensive than private recruitment companies, plus, city government is obviously the League's specialty.

RECOMMENDATION

Authorize staff and the Mayor to contract with the League of Oregon Cities for City Administrator Recruitment Services.



June 3, 2005

Pat Sherman
Mayor
City of Brookings
898 Elk Drive
Brookings, OR 97415

RE: City Administrator Recruitment Services

Dear Mayor Sherman:

Thank you for your recent inquiry regarding the League's City Administrator Recruitment Service (CARS). As a follow-up, let me briefly outline the key elements of the services which are available to the City of Brookings. This will give you a good representation of the typical process we use.

1. We will draft and place advertisements and develop with the council a time line for the recruitment process.
2. We will meet once with the Council to draft a *profile* for the city administrator position. The profile is generally used to tailor a description when advertising the position, as well as a guideline for the Council as they sort through resumes and interview candidates.
3. All applications will be sent to LOC and we will send acknowledgment letters under your signature to all candidates applying.
4. We will respond to phone inquiries from applicants and handle correspondence on behalf of the city of Brookings.
5. We will screen resumes, do preliminary phone interviews and provide a list of recommended candidates to consider for semi-finalist status.
6. The city will receive resumes from all applicants and may either choose to accept my recommendations or choose others.
7. A Salem law firm will perform reference checks on candidates which the Council will choose. We will prepare packets of information on those finalists for you and each Council member.
8. We will send out rejection letters as appropriate in the process. The city will send out the rejection letters to the unsuccessful finalists.
9. If requested, we will assist in the development of interview questions and processes, and are available to discuss compensation and relocation issues.

The above process is not a rigid one; each recruitment is tailored to meet the needs of the particular city.

League of Oregon Cities
Local Government Center
1201 Court St. NE, Suite 200
Salem, Oregon 97301-4194

P.O. Box 928
Salem, Oregon 97308-0928

(503) 588-6550 or
1-800-452-0338
Fax: (503) 399-4863
E-mail: loc@orcities.org
Web: www.orcities.org

OFFICERS

PRESIDENT

Helen Berg
Mayor, Corvallis

VICE-PRESIDENT

Mark Schtmann
Mayor, Ashland

TREASURER

Jim Fairchild
Mayor, Dallas

PAST PRESIDENT

Phillip Houk,
Mayor, Pendleton

DIRECTORS

Bob Austin
Mayor, Estacada

Chuck Becker
Mayor, Gresham

Jim Bennett
City Manager, Newberg

Leroy Blodgett
City Manager, Brookings

Tom Hughes
Mayor, Hillsboro

Shirley Kalkhoven
Mayor, Nehalem

Rex Mather
City Manager, Boardman

Gary Papé
Councillor, Eugene

Jim Randall
Councillor, Salem

Erik Sten
Commissioner, Portland

Bob Strasser
Councillor, Medford

Alan Unger
Mayor, Redmond

EXECUTIVE DIRECTOR

Ken L. Strobeck

Serving Oregon Communities for 80 Years

June 3, 2005
Pat Sherman
Page Two

The fee for our CARS service is \$5,200 plus the actual cost of ads placed, and postage for correspondence to applicants. This fee covers all elements described above including up to four (4) background checks conducted by a Salem law firm. Additional background checks are \$350 each.

It generally takes approximately 3 ½ months from the time of placing advertisements to the time of making a final selection. If you any have questions, please feel free to contact me. I look forward to working with you.

Sincerely,



Ken Strobeck
Executive Director

KS:sw
Enclosure

**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES**

Common Council Meeting
Brookings City Hall Council Chambers
898 Elk Drive, Brookings Oregon
May 20, 2005 3:00 p.m.

I. Call to Order

Mayor Pat Sherman called the meeting to order at 3:04 p.m.

II. Pledge of Allegiance

Led by Mayor Sherman.

III. Roll Call

Council Present: Mayor Pat Sherman, Council President Larry Anderson, Councilors Dave Gordon and Craig Mickelson, a quorum present.

Council Absent: None

Staff Present:

City Manager Leroy Blodgett

City Attorney John Trew

Administrative Assistant Donna Colby-Hanks

Finance Director Paul Hughes

Media Present: Curry Coastal Pilot Reporter Brian Bullock

Other:

1 citizen

IV. Executive Session

In accordance with ORS 192.660(2)(a), an Executive Session of the City Council convened at 3:12 p.m. to consider the employment of a public officer, employee, staff member or individual agent. The Executive Session was closed by Mayor Sherman at 3:45 p.m. at which time the Regular City Council meeting was reconvened.

V. Personnel Action

Mayor Sherman advised a resignation had been received from City Manager Leroy Blodgett.

Councilor Gordon moved, a second followed, and the Council voted unanimously to accept the resignation of City Manager Leroy Blodgett.

Councilor Anderson moved, a second followed, and the Council voted unanimously to pay Leroy Blodgett three months salary at the hourly rate of \$55.47, as outlined in Section 3 (A) of City Manager Employment Contract.

Mayor Sherman stated she had assessed the strengths and weaknesses of the City. She felt the response of the staff was a strength and understaffed departments were an area of challenge. Sherman advised Paul Hughes had agreed to step forward to fulfill the City Manager duties as well as continuing as Finance Director.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to appoint Paul Hughes as acting City Manager.

The Council discussed appropriate compensation for Hughes in this role. City Attorney John Trew felt the Mayor and one Councilor needed to speak with Hughes and come back to the Council with a recommendation.

VI. Remarks from Mayor and Councilors

Councilor Gordon questioned the ballot issue for Highway 101 Solution not being on the agenda for the May 23, 2005 Council Meeting. After discussion it was determined this item would be on the June 13, 2005 meeting agenda.

City Attorney John Trew discussed the timeline for appointing an interim City Manager and the permanent City Manager. He outlined the procedure to adopt standards and criteria if needed and felt the process would draw a great deal of public interest.

VII. Adjournment

The meeting was adjourned at 4:20 p.m. by Mayor Sherman.

Respectfully submitted:

Pat Sherman
Mayor

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

Paul Hughes
Finance Director/City Recorder

**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
May 23, 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 Civil Air Patrol South Coast Squadron.

III. Roll Call

Council Present: Mayor Pat Sherman, Council President Larry Anderson, Craig Mickelson, and Dave Gordon, a quorum present.

Council Absent: None

Staff Present:

Community Development Director Ed Wait
Police Chief Chris Wallace,
Fire Chief William Sharp,
Finance Director and Acting City Manager Paul Hughes,
Police Lieutenant John Bishop
and Administrative Assistant Donna Colby-Hanks

Media Present: Curry Coastal Pilot Reporter Brian Bullock

Other:

Chamber of Commerce President Les Cohen,
and approximately 20 other citizens

Mayor Sherman stated a salary adjustment for Acting City Manager Paul Hughes was being added as an agenda item.

Councilor Anderson moved, a second followed, and the Council voted unanimously to accept the additional agenda item, salary adjustment for Acting City Manager Paul Hughes.

IV. Ceremonies/Appointments/Announcements

A. Ceremonies

1. *Civil Air Patrol Billy Mitchell Award presented to 17-year-old Kyle Simmonds*

Charles Kresa, Public Relations Civil Air Patrol South Coast Squadron, introduced Kyle Simmonds and Mayor Sherman presented to him the Civil Air Patrol Billy Mitchell Award for his achievements.

B. *Appointments*

1. *Student Representatives to City Council*

Mayor Sherman announced an application for a student representative to City Council had been received from Susan J. Stadelman.

Councilor Anderson moved, a second followed, and the Council voted unanimously to appoint Susan J. Stadelman as Ex Officio City Councilor.

C. *Announcements*

Mayor Sherman stated the City Council had met on Friday, May 20, 2005, accepted the resignation of City Manager Leroy Blodgett and appointed Paul Hughes as Acting City Manager.

V. *Oral Requests and Communications from the Audience*

A. *Committee and Liaison reports*

1. *Chamber of Commerce*

Les Cohen stated the Azalea Festival is this coming weekend, May 28th, and has a great line-up. The American Music Festival will also kick-off on Sunday. The Chamber is looking forward to a good tourist season.

2. *Council Liaisons*

Councilor Gordon attended Brookings Harbor Youth Association meeting, Curry County Commission on Children and Families meeting, Emergency City Council meeting, and City Council/Planning Commission Work Session.

Councilor Mickelson attended Coos Curry Douglas board meeting, Emergency City Council meeting, and City Council/Planning Commission Work Session.

Councilor Anderson attended the open house for the completion of the greenhouse at the Kalmiopsis Elementary School, school board meeting, school board budget meeting, Harbor Sanitary District meeting, Emergency City Council meeting, and City Council/Planning Commission Work Session.

Mayor Sherman attended Del Norte Supervisors/ Curry County Board of Commissioners meeting, Meth Summit, Do Life Clean meeting, Mayor's Walk, High School Leadership speech,

Emergency City Council meeting, and City Council/Planning Commission Work Session.

B. *Unscheduled*

Mayor Sherman reviewed the rules for unscheduled comments. There were none.

VI. Agenda Addition

A. *Salary Adjustment for Acting City Manager*

Mayor Sherman stated the last staff to act as City Manager was in 1994 and the salary was adjusted 14.25%. The Council discussed the spreadsheet presented by Mayor Sherman and the responsibilities of the Acting City Manager.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to increase Paul Hughes' salary 14.25% for as long as he held the position of Acting City Manager.

VII. Staff Reports

A. *City Manager*

1. *Councilor Approval Process*

Acting City Manager Hughes reviewed the staff report and stated a decision on the Council vacancy would take place at the June 13, 2005 meeting. The Council discussed the questions they wished to have candidates respond to. Mayor Sherman stated the written responses to the questions would be included in the June 13, 2005 packets to give the Councilor an opportunity to review them prior to the next meeting.

Councilor Anderson moved, a second followed, and the Council voted unanimously to adopt the Council appointment process outlined in the staff report.

The Council commented they felt this was a much better process than has been used in the past.

2. *Traffic Safety Committee Report*

Acting City Manager Hughes reviewed the staff report and stated the only staff recommendation that didn't follow the Safety Committee recommendations was the Memory Lane/Tanbark Intersection redesign which would be expensive and was not in the budget. Councilor Anderson stated Old County Road/Hassett Street intersection has not been improved even though the area has grown. He hoped this area would be given additional consideration in the future. Mayor Sherman asked about the condition of the hedge on Old County Road. Police Chief Chris Wallace stated there is still two-way parking on Ransom. However, the

recommendation would improve the street prior to the "S" curves. He felt the "S" curve issue may need to be researched further. Fire Chief Bill Sharp stated his concern with the "S" curves was the ability of fire trucks to access the area. Councilor Anderson felt some additional historical information from the neighborhood would be helpful. Mayor Sherman stated there may be a conflict between the need for parking and safety. Chief Wallace explained concerns from the public were researched by a volunteer group organized by the Police Department. He advised any safety comments or concerns need to be directed to Marvin Parker with the Police Department. Councilor Anderson felt the "S" curves of Old County Road needed to be researched for possible solutions as emergency vehicles were not able to safely negotiate turns.

Councilor Gordon moved, a second followed, and the Council voted unanimously to accept the recommendations of the staff report.

3. *Slam 'n Salmon Sponsorship*

Acting City Manager Hughes reviewed the staff report. Councilors Anderson and Gordon felt this derby has grown quickly and fosters economic development in the community.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to continue with the "Silver" level of sponsorship for the 2005 Slam'n Salmon Ocean Derby.

4. *ODOT Crosswalk Agreement*

Acting City Manager Hughes reviewed the staff report and minor revisions submitted by ODOT. Community Development Director Ed Wait advised the Council any new crosswalks on Highway 101 could not be constructed without prior ODOT approval. Hughes explained the agreement didn't cover electronics. Wait stated he had spoken with ODOT and they asked how much, where, and when materials needed to be shipped for the City of have a supply available.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to approve the ODOT Crosswalk Maintenance Agreement.

VIII. Consent Calendar

A. *Approval of Council Meeting Minutes*

1. *Minutes of May 9, 2005, regular Council meeting*

B. *Acceptance of Parks and Recreation Commission Meeting Minutes*

1. *Minutes of March 31, 2005, regular meeting*

- C. *Acceptance of Planning Commission Meeting Minutes*
1. *Minutes of April 5, 2005, regular meeting*

Councilor Mickelson moved, a second followed, and the Council voted unanimously to approve the consent calendar as published.

IX. Remarks from Mayor and Councilors

A. *Council*

Councilor Anderson wished to commend the staff on the painting of the curbs and the landscaping project by Chetco Pharmacy as both projects are attractive. Anderson also commented on the effectiveness of the press release prior to the water being shut off. Councilor Mickelson had no comment. Councilor Gordon stated he received an e-mail from DEQ regarding the establishment of a Water Quality Committee. He felt it was important for the City to proceed with the formation of this committee.

B. *Mayor*

Mayor Sherman stated work on the ordinance for beach jurisdiction will continue.

X. Adjournment

Councilor Gordon moved, a second followed, and the Council voted unanimously by voice vote to adjourn the meeting at 7:52 p.m.

Respectfully submitted:

Pat Sherman
Mayor

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

Paul Hughes
Finance Director/City Recorder

MINUTES
BROOKINGS PLANNING COMMISSION
Regular Meeting
May 3, 2005

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

Commissioners Present:

Rick Dentino	Bruce Nishioka
Bill Dundom	Bill Smith
Ron Hedenskog	<i>Ex Officio Student</i> Emily Parada

Commissioners Absent:

Jim Collis, and Randy Gorman

Staff Present:

John Bischoff, City Planner
Dianne Snow, Senior Planner
Cathie Mahon, Community Development Secretary

Other:

Councilor Craig Mickelson,
Approximately 18 citizens in the audience.

CHAIRPERSON ANNOUNCEMENTS

None.

MINUTES

By a 4-0-1 vote (Motion: Commissioner Dentino; Commissioner Smith abstained due to not being present at the last meeting) the Planning Commission approved the minutes of April 5, 2005, as written.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON WRITTEN REQUESTS AND COMMUNICATION

None.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. The public hearing was closed at 8:35 p.m.
2. Discussion ensued and it was decided to opening the public hearing at 8:47 p.m. By a 5-0 vote (motion: Commissioner Smith) it was re-opened for further questions from the participants who earlier testified.
3. The public hearing was closed at 9:08 p.m.

4. By a 2-3 vote (motion: Smith; Commissioners Smith and Dentino voted in the affirmative; Commissioners Dundom, Hedenskog, and Nishioka voted against the motion) the Planning Commission did not approve the motion for File No. **SUB-2-05**, a request for a subdivision to be known as the *SRW Subdivision*, to divide a 2.66 acre parcel of land creating 12 lots; located at 715 Sixth Street and Easy Street; Assessor's Map 41-13-06AB, Tax Lots 2300 and 2400; R-2 (Two-Family Residential) zone; Ross Walton, applicant, which included that the C,C & R's state trees not be removed on the western side of the creek.
5. By a 3-2 vote (motion: Hendenskog; Commissioners Nishioka, Hendenskog, and Dundom voted in the affirmative with Commissioners Smith and Dentino voting against the motion) the Planning Commission approved File No. **SUB-2-05**, a request for a subdivision to be known as the *SRW Subdivision*, to divide a 2.66 acre parcel of land creating 12 lots; located at 715 Sixth Street and Easy Street; Assessor's Map 41-13-06AB, Tax Lots 2300 and 2400; R-2 (Two-Family Residential) zone; Ross Walton, applicant; based on the applicant's findings and conclusions, staff report analysis, and oral and written evidence presented at the hearing.

The (second) motion was approved with the following condition (as noted in italics):

- 10. A sidewalk must be constructed adjacent to the existing curb on the Easy Street right-of-way frontage of the subject property. A barricade shall be place at the end of the sidewalk on Easy Street. *A fence must be constructed on the north side of this sidewalk in the area adjacent to Eiler Creek.*

Commissioners Dentino, Dundom, Hedenskog, and Smith declared ex parte contact due to a site visit. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

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

Ross Walton, applicant	P. O. Box 2071	Brookings, OR	97415
Jim Capp, Western Land Use Service,	P. O. Box 2937	Harbor, OR	97415
Don Hoag, Project Engineer	Mountain Drive	Brookings, OR	97415
Ted Bezzerides	720 Fifth Street	Brookings, OR	97415
Betty Bezzerides	720 Fifth Street	Brookings, OR	97415
Gary Wassel	714 Fifth Street	Brookings, OR	97415
Violet Lovejoy	716 Fifth Street	Brookings, OR	97415
Lou Burnett	880 Easy Street	Brookings, OR	97415

The applicant waived his right to seven (7) days in which to submit written argument.

6. By a 5-0 vote (motion: Commissioner Dundom) the Planning Commission approved the final ORDER and Findings of Fact for File No. **SUB-2-05** as written.

UNSCHEDULED PUBLIC APPEARANCES

Yvonne Maitland, 15676 Oceanview Drive, read into the record and distributed copies of a memo to City Council and correspondence from the county planning department concerning road standards and land divisions.

MESSAGES FROM CITY MANAGER

None.

MESSAGES AND PAPER FROM THE MAYOR

None.

PLANNING STAFF COMMENTS

City Planner Bischoff updated the commission on the decision from LUBA (Land Use Board of Appeals) on File No. 1-04-MPD, the Master Plan Development, U.S. Borax.

Senior Planner Snow gave a report on the status of the cases heard the last six months.

A short recess was declared from 9:52 pm. to 9:55 p.m. with the same members present when the meeting reconvened.

PROPOSITIONS AND COMMISSIONERS COMMENTS


Commissioner Smith mentioned the "Land Use Planning" seminar he recently attended, stating he thought it was informative.

ADJOURNMENT:

With no further business before the Planning Commission, the meeting was adjourned at 10:50 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION

A handwritten signature in cursive script, appearing to read "Bruce Nishioka", is written over a horizontal line.

Bruce Nishioka, Chairperson

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

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
05/05	05/04/2005	51701	1881	AFLAC	10-00-2005	369.48
05/05	05/04/2005	51702	910	OR Department of Justice	10-00-2005	115.38
05/05	05/04/2005	51703	1132	OR Department of Justice	10-00-2005	322.15
05/05	05/04/2005	51704	1742	OR Department of Justice	10-00-2005	307.93
05/05	05/04/2005	51705	2366	OR Department of Justice	10-00-2005	203.08
05/05	05/04/2005	51706	205	PERS Retirement	10-00-2005	11,518.00
05/05	05/05/2005	51707	3125	3PM/Bertram	10-00-2005	1.56
05/05	05/05/2005	51708	167	American Sigma	10-00-2005	548.30
05/05	05/05/2005	51709	174	Barbara Palicki	10-00-2005	64.98
05/05	05/05/2005	51710	148	B-H Chamber of Commerce	10-00-2005	2,920.37
05/05	05/05/2005	51711	3147	Brain Backman	10-00-2005	5.97
05/05	05/05/2005	51712	110	Brookings Auto Parts	10-00-2005	54.16
05/05	05/05/2005	51713	1169	Brookings Electronic Service	10-00-2005	100.00
05/05	05/05/2005	51714	313	Brookings Vol Firefighters	10-00-2005	2,083.33
05/05	05/05/2005	51715	1840	Chetco Federal Credit Union	10-00-2005	3,330.00
05/05	05/05/2005	51716	1745	Coastal Paper & Supply, Inc	10-00-2005	246.40
05/05	05/05/2005	51717	586	Cole-Parmer Instrument Co	10-00-2005	96.37
05/05	05/05/2005	51718	2542	Crystal Fresh Bottled Water	10-00-2005	125.00
05/05	05/05/2005	51719	2058	Curry General Hospital	10-00-2005	75.00
05/05	05/05/2005	51720	259	Da-Tone Rock Products	10-00-2005	308.41
05/05	05/05/2005	51721	1546	David Reid	10-00-2005	2.24
05/05	05/05/2005	51722	185	Del Cur Supply	10-00-2005	102.20
05/05	05/05/2005	51723	316	Donald & Roberta Chandler	10-00-2005	548.00
05/05	05/05/2005	51724	3145	Eugene Hance	10-00-2005	42.54
05/05	05/05/2005	51725	153	Ferrellgas	10-00-2005	237.83
05/05	05/05/2005	51726	2882	Globalstar USA	10-00-2005	79.81
05/05	05/05/2005	51727	2554	Griffith Welding & Mach	10-00-2005	560.00
05/05	05/05/2005	51728	139	Harbor Logging Supply	10-00-2005	9.60
05/05	05/05/2005	51729	186	Hennick's Hardware	10-00-2005	3.50
05/05	05/05/2005	51730	1082	Hilary Thompson	10-00-2005	31.19
05/05	05/05/2005	51731	3149	John Appolonio	10-00-2005	3.77
05/05	05/05/2005	51732	2801	Keith's Sporting Goods	10-00-2005	2,235.00
05/05	05/05/2005	51733		Information Only Check	10-00-2005	.00 V
05/05	05/05/2005	51734		Information Only Check	10-00-2005	.00 V
05/05	05/05/2005	51735		Information Only Check	10-00-2005	.00 V
05/05	05/05/2005	51736		Information Only Check	10-00-2005	.00 V
05/05	05/05/2005	51737		Information Only Check	10-00-2005	.00 V
05/05	05/05/2005	51738		Information Only Check	10-00-2005	.00 V
05/05	05/05/2005	51739		Information Only Check	10-00-2005	.00 V
05/05	05/05/2005	51740	162	Kerr Hardware	10-00-2005	1,258.71
05/05	05/05/2005	51741	155	Mory's	10-00-2005	37.00
05/05	05/05/2005	51742	424	Munnell & Sherrill	10-00-2005	150.14
05/05	05/05/2005	51743	266	Northern Tool & Equipment Co	10-00-2005	216.58
05/05	05/05/2005	51744	177	Oregon Medical Laboratories	10-00-2005	22.35
05/05	05/05/2005	51745	311	Paramount Supply Company	10-00-2005	239.87
05/05	05/05/2005	51746	1029	Pitney Bowes Purchase Power	10-00-2005	1,016.99
05/05	05/05/2005	51747	322	Postmaster	10-00-2005	586.00
05/05	05/05/2005	51748	1193	PRN Data Services, Inc	10-00-2005	4,842.00
05/05	05/05/2005	51749	207	Quill Corporation	10-00-2005	182.73
05/05	05/05/2005	51750	180	Ray's Food Place	10-00-2005	133.15
05/05	05/05/2005	51751	199	Richard Harper	10-00-2005	300.00
05/05	05/05/2005	51752	3144	Shandra Ming	10-00-2005	50.00
05/05	05/05/2005	51753	3146	Spruce Courtyard	10-00-2005	3.28
05/05	05/05/2005	51754	3148	Steve Saber	10-00-2005	5.16
05/05	05/05/2005	51755	2254	Sunny Wheatley	10-00-2005	164.00
05/05	05/05/2005	51756	2577	SuppliesUSA.com, Inc	10-00-2005	357.48
05/05	05/05/2005	51757	680	TMT Pathway	10-00-2005	3,215.54

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
05/05	05/05/2005	51758	179	Trew, Cyphers & Meynink	10-00-2005	3,338.00
05/05	05/05/2005	51759	990	United Parcel Service	10-00-2005	81.78
05/05	05/05/2005	51760	136	United Pipe & Supply Co Inc	10-00-2005	3,028.16
05/05	05/05/2005	51761	269	WW Grainger	10-00-2005	26.19
05/05	05/12/2005	51762	1215	Agri-Check, Inc	10-00-2005	2,797.50
05/05	05/12/2005	51763	138	Becco, Inc	10-00-2005	57.90
05/05	05/12/2005	51764	687	Ben-Ko-Matic Brush Company	10-00-2005	314.80
05/05	05/12/2005	51765	183	Colvin Oil Company	10-00-2005	2,737.70
05/05	05/12/2005	51766	182	Coos-Curry Electric	10-00-2005	1,360.96
05/05	05/12/2005	51767	3016	Cradar Enterprises Inc	10-00-2005	147,333.80
05/05	05/12/2005	51768	3150	Crescent City Radiator	10-00-2005	427.50
05/05	05/12/2005	51769	151	Curry Coastal Pilot	10-00-2005	570.25
05/05	05/12/2005	51770	173	Curry Equipment Company	10-00-2005	74.85
05/05	05/12/2005	51771	195	Curry Transfer & Recycling	10-00-2005	553.02
05/05	05/12/2005	51772		Information Only Check	10-00-2005	.00 V
05/05	05/12/2005	51773	166	Dan's Auto & Marine Electric	10-00-2005	441.56
05/05	05/12/2005	51774	185	Del Cur Supply	10-00-2005	155.00
05/05	05/12/2005	51775	499	Fastenal Company	10-00-2005	456.97
05/05	05/12/2005	51776	198	Grants Pass Water Lab	10-00-2005	160.00
05/05	05/12/2005	51777	186	Hennick's Hardware	10-00-2005	3.13
05/05	05/12/2005	51778	3155	John Armstrong	10-00-2005	54.08
05/05	05/12/2005	51779	328	Les Schwab Tire Company	10-00-2005	483.84
05/05	05/12/2005	51780	155	Mory's	10-00-2005	170.00
05/05	05/12/2005	51781	2051	National Waterworks, Inc	10-00-2005	388.30
05/05	05/12/2005	51782	433	NCL of Wisconsin	10-00-2005	304.49
05/05	05/12/2005	51783	695	P & S Construction	10-00-2005	350.00
05/05	05/12/2005	51784	252	Paramount Pest Control	10-00-2005	38.00
05/05	05/12/2005	51785	293	Petty Cash	10-00-2005	181.22
05/05	05/12/2005	51786	3153	Philip & Rita Morisoli	10-00-2005	50.65
05/05	05/12/2005	51787	207	Quill Corporation	10-00-2005	430.98
05/05	05/12/2005	51788	1806	Reliable Office Supplies	10-00-2005	172.50
05/05	05/12/2005	51789	3152	Robert Snyder	10-00-2005	32.51
05/05	05/12/2005	51790	169	Roto Rooter	10-00-2005	131.70
05/05	05/12/2005	51791	3154	Sherry Fischer	10-00-2005	45.00
05/05	05/12/2005	51792	380	Stadelman Electric	10-00-2005	10,136.00
05/05	05/12/2005	51793	2577	SuppliesUSA.com, Inc	10-00-2005	222.42
05/05	05/12/2005	51794	3151	Telettron Communications	10-00-2005	94.00
05/05	05/12/2005	51795	161	United Communications Inc	10-00-2005	1,555.29
05/05	05/12/2005	51796	136	United Pipe & Supply Co Inc	10-00-2005	481.20
05/05	05/12/2005	51797	3156	Valorie Havice	10-00-2005	38.09
05/05	05/12/2005	51798	1374	Verdicon, Inc	10-00-2005	640.00
05/05	05/12/2005	51799	991	Verizon Northwest	10-00-2005	518.24
05/05	05/12/2005	51800	861	Village Express Mail Center	10-00-2005	28.51
05/05	05/12/2005	51801	108	VWR International Inc	10-00-2005	180.57
05/05	05/12/2005	51802	253	Xerox Corporation	10-00-2005	70.73
05/05	05/18/2005	51803	910	OR Department of Justice	10-00-2005	115.38
05/05	05/18/2005	51804	1132	OR Department of Justice	10-00-2005	322.15
05/05	05/18/2005	51805	1742	OR Department of Justice	10-00-2005	307.93
05/05	05/18/2005	51806	2366	OR Department of Justice	10-00-2005	203.08
05/05	05/18/2005	51807	205	PERS Retirement	10-00-2005	11,721.67
05/05	05/19/2005	51808	3167	3PM/Avila	10-00-2005	24.94
05/05	05/19/2005	51809	150	Any Time Coffee Service	10-00-2005	24.25
05/05	05/19/2005	51810	174	Barbara Palicki	10-00-2005	352.00
05/05	05/19/2005	51811	1522	Blumenthal Uniforms	10-00-2005	42.50
05/05	05/19/2005	51812	2600	Brookings Laser Arts	10-00-2005	453.00
05/05	05/19/2005	51813	3160	Carrot-Top Industries Inc	10-00-2005	373.50
05/05	05/19/2005	51814	3161	Central Lane Justice Court	10-00-2005	10.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
05/05	05/19/2005	51815	3015	Charter Communications	10-00-2005	990.00
05/05	05/19/2005	51816	2215	Chetco Medical Center	10-00-2005	500.00
05/05	05/19/2005	51817	822	Coast Auto Center	10-00-2005	24.45
05/05	05/19/2005	51818	3157	Columbia Cartographic	10-00-2005	2,732.50
05/05	05/19/2005	51819	3165	Cook Family Trust	10-00-2005	20.20
05/05	05/19/2005	51820	182	Coos-Curry Electric	10-00-2005	2,999.42
05/05	05/19/2005	51821	173	Curry Equipment Company	10-00-2005	286.98
05/05	05/19/2005	51822	195	Curry Transfer & Recycling	10-00-2005	52.40
05/05	05/19/2005	51823	185	Del Cur Supply	10-00-2005	741.50
05/05	05/19/2005	51824	371	DEQ Business Office	10-00-2005	100.00
05/05	05/19/2005	51825	384	DHS-Human Services	10-00-2005	70.00
05/05	05/19/2005	51826	2237	Fernando Marcelino	10-00-2005	60.52
05/05	05/19/2005	51827	153	Ferrellgas	10-00-2005	75.56
05/05	05/19/2005	51828	754	First Response	10-00-2005	125.00
05/05	05/19/2005	51829	1095	Frank Cebellin	10-00-2005	38.55
05/05	05/19/2005	51830	282	GFOA	10-00-2005	140.00
05/05	05/19/2005	51831	131	HGE, Inc	10-00-2005	4,687.75
05/05	05/19/2005	51832	1699	Imagistics	10-00-2005	400.80
05/05	05/19/2005	51833	3170	James Capon	10-00-2005	18.02
05/05	05/19/2005	51834	3166	Joan Konzek	10-00-2005	255.13
05/05	05/19/2005	51835	1397	L N Curtis	10-00-2005	9,500.00
05/05	05/19/2005	51836	328	Les Schwab Tire Company	10-00-2005	144.86
05/05	05/19/2005	51837	3159	Northcoast Health Screening	10-00-2005	25.00
05/05	05/19/2005	51838	2576	OACP	10-00-2005	17.50
05/05	05/19/2005	51839	279	One Call Concepts, Inc	10-00-2005	64.05
05/05	05/19/2005	51840	375	OR Department of Revenue	10-00-2005	30.75
05/05	05/19/2005	51841		Information Only Check	10-00-2005	.00 V
05/05	05/19/2005	51842	1787	Pape' Machinery	10-00-2005	867.01
05/05	05/19/2005	51843	2974	Pat Sherman	10-00-2005	17.42
05/05	05/19/2005	51844	3168	Paul A Wintz	10-00-2005	10.00
05/05	05/19/2005	51845	207	Quill Corporation	10-00-2005	64.77
05/05	05/19/2005	51846	380	Stadelman Electric	10-00-2005	1,302.26
05/05	05/19/2005	51847	2577	SuppliesUSA.com, Inc	10-00-2005	545.19
05/05	05/19/2005	51848	3169	Thomas Shoppert	10-00-2005	14.77
05/05	05/19/2005	51849	430	TSR Corporation	10-00-2005	1,275.00
05/05	05/19/2005	51850	991	Verizon Northwest	10-00-2005	19.08
05/05	05/19/2005	51851	3164	Wiley Landscape	10-00-2005	1,671.00
05/05	05/19/2005	51852	269	WW Grainger	10-00-2005	203.76
05/05	05/19/2005	51853	253	Xerox Corporation	10-00-2005	279.98
05/05	05/24/2005	51856	1881	AFLAC	10-00-2005	369.48
05/05	05/24/2005	51857	145	EBS Trust	10-00-2005	45.00
05/05	05/24/2005	51858	144	OR Teamster Employers Trust	10-00-2005	12,506.40
05/05	05/24/2005	51859	189	OR Teamster Employers Trust	10-00-2005	25,794.45
05/05	05/24/2005	51860	214	Regence Life & Health Ins	10-00-2005	270.80
05/05	05/24/2005	51861	213	Teamsters Local Union 223	10-00-2005	688.00
05/05	05/26/2005	51862	113	Fred Meyer	10-00-2005	79.02
05/05	05/26/2005	51863	167	American Sigma	10-00-2005	216.20
05/05	05/26/2005	51864	768	AWWA Northwest OR Subsection	10-00-2005	405.00
05/05	05/26/2005	51865	256	B & B Excavation	10-00-2005	1,611.46
05/05	05/26/2005	51866	174	Barbara Palicki	10-00-2005	217.50
05/05	05/26/2005	51867	2975	BatteryZone Inc	10-00-2005	125.85
05/05	05/26/2005	51868	192	Brown & Caldwell	10-00-2005	6,617.78
05/05	05/26/2005	51869	183	Colvin Oil Company	10-00-2005	1,905.31
05/05	05/26/2005	51870	182	Coos-Curry Electric	10-00-2005	15,427.95
05/05	05/26/2005	51871	888	CRS	10-00-2005	925.00
05/05	05/26/2005	51872	389	Cummins Northwest	10-00-2005	2,269.07
05/05	05/26/2005	51873	1357	Curry County Clerk	10-00-2005	26.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
05/05	05/26/2005	51874	195	Curry Transfer & Recycling	10-00-2005	82.76
05/05	05/26/2005	51875	284	Day-Wireless Systems	10-00-2005	87.25
05/05	05/26/2005	51876	185	Del Cur Supply	10-00-2005	29.40
05/05	05/26/2005	51877	2117	Edge Wireless	10-00-2005	75.84
05/05	05/26/2005	51878	3106	Express Police Supply	10-00-2005	159.92
05/05	05/26/2005	51879	153	Ferrellgas	10-00-2005	135.22
05/05	05/26/2005	51880	113	Fred Meyer	10-00-2005	158.04
05/05	05/26/2005	51881	131	HGE, Inc	10-00-2005	19,224.02
05/05	05/26/2005	51882	350	John Zia	10-00-2005	60.43
05/05	05/26/2005	51883	2299	KLB Global Enterprises	10-00-2005	167.98
05/05	05/26/2005	51884	3173	Krista Holler	10-00-2005	19.70
05/05	05/26/2005	51885	997	Kurt Kessler Kustom Bldr Inc	10-00-2005	168.71
05/05	05/26/2005	51886	328	Les Schwab Tire Company	10-00-2005	483.84
05/05	05/26/2005	51887	3174	Michelle Benoit	10-00-2005	320.00
05/05	05/26/2005	51888	155	Mory's	10-00-2005	30.00
05/05	05/26/2005	51889	424	Munnell & Sherrill	10-00-2005	73.50
05/05	05/26/2005	51890	3177	Naumes	10-00-2005	10,500.00
05/05	05/26/2005	51891	266	Northern Tool & Equipment Co	10-00-2005	3.25
05/05	05/26/2005	51892	979	Northwest Regional Magazines	10-00-2005	29.95
05/05	05/26/2005	51893	2025	Nurnberg Scientific	10-00-2005	302.68
05/05	05/26/2005	51894	1666	Oxford Suites	10-00-2005	757.56
05/05	05/26/2005	51895	311	Paramount Supply Company	10-00-2005	309.24
05/05	05/26/2005	51896	3178	Patrick Healy	10-00-2005	21.09
05/05	05/26/2005	51897	187	Quality Fast Lube & Oil	10-00-2005	29.00
05/05	05/26/2005	51898	3179	Richard McPhedran	10-00-2005	2.14
05/05	05/26/2005	51899	3171	Rowdy Creek Pet Motel	10-00-2005	30.00
05/05	05/26/2005	51900	3093	Shelton-Turnbull Printers Inc	10-00-2005	178.68
05/05	05/26/2005	51901	3172	Ski Country Imports	10-00-2005	3,156.21
05/05	05/26/2005	51902	380	Stadelman Electric	10-00-2005	6,226.00
05/05	05/26/2005	51903	269	WW Grainger	10-00-2005	169.56
Totals:						<u>376,939.74</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

CITY OF BROOKINGS



STAFF REPORT

Date: June 6, 2005
To: Mayor Sherman and City Council
From: Paul Hughes, Finance Director
Subject: Resolution declaring the City's election to receive state revenues

BACKGROUND

State Revenue Sharing law, ORS 221.770, requires the city to pass a resolution each year stating that we elect to receive state revenue sharing money. The law also requires the City Recorder to certify that two required public hearings were held, one before the budget committee and the other before the city council.

RECOMMENDATION

Staff recommends that City Council approve resolution 05-R-743 declaring the city's election to receive state shared revenues.

**IN AND FOR THE CITY OF BROOKINGS
STATE OF OREGON**

<i>In the matter of a resolution</i>)	
<i>Declaring the City's election to</i>)	
<i>Receive State Revenues</i>)	<i>Resolution No. 05-R-743</i>

The City of Brookings ordains as follows:

Section 1. Pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2005-2006.

Pat Sherman, Mayor

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

Paul Hughes, City Recorder

I certify that a public hearing before the budget committee was held on April 27, 2005, and a public hearing before the City Council was held on June 13, 2005, giving citizens an opportunity to comment on the use of State Revenue Sharing.

Paul Hughes, City Recorder

CITY OF BROOKINGS



STAFF REPORT

Date: June 6, 2005

To: Mayor Sherman and City Council

From: Paul Hughes, Finance Director

Subject: Resolution to extend workers compensation insurance coverage to city volunteers

BACKGROUND

Each year City County Insurance Services, our workers compensation carrier, requires the city council to pass a resolution specifying the city volunteers covered under the city's workers compensation plan. Our covered city volunteers have not changed from the prior year.

RECOMMENDATION

Staff recommends approval of Resolution 05-R-744 extending the City of Brookings' workers compensation coverage to city volunteers.

***In the Matter of extending the)
City of Brookings' workers')
compensation coverage to)
volunteers of the City of)
Brookings)***

58

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BROOKINGS to provide for workers' compensation insurance coverage as indicated above. This resolution will be updated annually.

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

Pat Sherman
Mayor

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

Paul Hughes
City Recorder

RESOLUTION 05-R-745

A RESOLUTION OF THE CITY OF BROOKINGS TO SUBMIT TO THE CURRY COUNTY ELECTIONS OFFICE FOR FINAL APPROVAL, THE BALLOT TITLE PROVIDING FOR A PUBLIC VOTE ON THE HIGHWAY 101 IMPROVEMENT SOLUTION.

WHEREAS, the ODOT Project Development Team (PDT) requested that the Brookings City Council express a preference for either Alternative 4 (a one-way couplet) or Alternative 5 (a non-couplet); and

WHEREAS, at the City Council's April 11, 2005 meeting, three councilors voted to recommend Alternative 4 (a one-way couplet) and two councilors voted against recommending Alternative 4; and

WHEREAS, one of the city councilors voting in favor of recommending Alternative 4 (a one-way couplet) has resigned from the Council; and

WHEREAS, the Project Development Team referred the issue back to the Council because it did not feel there was a clear mandate from the Council; and

WHEREAS, the current councilors are evenly divided regarding which Alternative to recommend.

WHEREAS, a proposed ballot title has been tentatively approved by the Curry County Elections Office and reviewed by the Council.

NOW, THEREFORE, BE IT RESOLVED:

That the determination of which alternative the City of Brookings will recommend to the ODOT Project Development Team will be submitted to a vote of the citizens of Brookings;

That the Council submit the ballot title to the Curry County Elections office for final approval in order to meet the filing deadline for the next county election which is July 21, 2005; and

If the vote is to not recommend Alternative 4 (a one-way couplet) the City Council's recommendation to the ODOT Project Development Team will be Alternative 5 (a non-couplet).

The foregoing Resolution was duly adopted by the City of Brookings, Oregon on the 13th day of June, 2005, The effective date of this resolution is June 13, 2005.

PASSED by the council and signed by the Mayor this 13th day of June, 2005.

Pat Sherman, Mayor

ATTEST:

By _____
Paul Hughes, City Recorder