

# Agenda

City of Brookings  
Common Council Meeting  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings Oregon  
June 27, 2005 7:00 p.m.

## **I. Call to Order**

## **II. Pledge of Allegiance**

## **III. Roll Call**

## **IV. Ceremonies/Appointments/Announcements**

### **A. Ceremonies**

1. Proclamation - Drinking and Drugged Driving Awareness Month [page 5]

### **B. Appointments**

1. Council liaison to Curry County Recycling Committee
2. Council liaison to Parks and Recreation Commission

## **V. Oral Requests and Communications from the Audience**

### **A. Committee and Liaison reports**

1. Chamber of Commerce
2. Council Liaisons

### **B. Unscheduled**

## **VI. Staff Reports**

### **A. City Manager**

1. Harbor Sanitary District Easement [page 7]
2. Process to Appoint City Manager [page 13]
3. Other

## **VII. Consent Calendar**

### **A. Approval of Council Meeting Minutes**

1. Meeting of June 13, 2005 [page 15]

### **End Consent Calendar**

## **VIII. Ordinances/Resolutions/Final Orders**

### **A. Resolutions**

1. 05-R-740 Resolution to adopt the Supplemental Budget for fiscal year 2004/2005 [page 23]

2. 05-R-741 Resolution to adopt the City of Brookings' budget, declare the tax levy, make appropriations and categorize the levy for fiscal year 2005-2006 [page 27]
3. 05-R-742 Resolution to adopt the Brookings Urban Renewal Agency budget, make appropriations and declare tax increment funding request [page 33]

## **IX. Remarks from Mayor and Councilors**

- A. Council
- B. Mayor

## **X. Adjournment**

# Events Calendar

## June 2005

June 2005						
S	M	T	W	T	F	S
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		

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						

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 Generator WWT Ed 3:00pm CC Emergency		10:00am CC Safety City - Barbara Palicki
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 10:00am FH-Brookings Rural Fire District-Phil Cox-469-5729 10:00am CC Phil Cox		8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:00pm CC-Municipal Court		10:00am Mayor's Walk - Hassett Neighborhood
20	21	22	23	24	25
9:30am CC-VIPS/Volunteers in Police Service-BP 3:00pm CC City Council Work Session 6:00pm CC-American Red Cross Mtg/Karen 7:00pm FH-FireTng/ChShrp	8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palic 9:30am KURY Radio Community Focus 11:00am CC City Council Work Session	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 2:00pm CC 911 Board Mtg John Bishop 2218 7:00pm CC-Parks & Rec		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)		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	1	2	3	4	5	6
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 Palicki-X217 9:30am KURY Radio Community Focus Talk Show w/City	10:00am CC Ron Kreskey represent for Peter 12:00pm Connity Agencies mtg (Chetco Sr.Ce 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 7:00pm 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 Palic 9:30am KURY Radio Community Focus 3:00pm CC Planning Dept mtg with ODOT John	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

## City of Brookings, Oregon

### DRINKING AND DRUGGED DRIVING AWARENESS MONTH

**WHEREAS:** More than 2,200 individuals were killed and over 20,000 people were injured by drinking and drugged drivers in the State of Oregon this past decade at a financial cost of more than \$2.5 billion; and

**WHEREAS:** In Curry County alone, 6 people were killed in traffic collisions in 2003. Alcohol was involved in 4 of the 6 fatalities; and

**WHEREAS:** This destruction of lives and personal property can be drastically reduced through a combination of effective laws; community programs that integrate and coordinate the enforcement, prosecution, adjudication, treatment, and education components of the "driving under the influence of intoxicants (DUI) system;" changes in societal attitudes toward drinking and driving; and increased safety belt usage; and

**WHEREAS:** The progress we have seen to date is in part the result of the efforts of millions of committed citizens across the nation, thousands of caring Oregonians and hundreds of Curry County citizens; and

**WHEREAS:** By working together toward a common goal of reducing the incidents of drinking and drugged driving and therefore fewer alcohol and drug-related fatal and injury highway crashes, we will enjoy a safer roadway system.

**NOW, THEREFORE,** I, Pat Sherman, Mayor of the City of Brookings, Oregon, do hereby proclaim the month of July, 2005 as:

### DRINKING AND DRUGGED DRIVING AWARENESS MONTH

and encourage all citizens to join in this observance.

**DATED** this 27<sup>th</sup> day of June, 2005.



A handwritten signature in cursive script that reads "Pat Sherman". The signature is written over a horizontal line.

Pat Sherman  
Mayor

# CITY OF BROOKINGS



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## STAFF REPORT

Date: June 24, 2005

To: Mayor Sherman and City Councilors

From: Ed Wait, Community Development Director

Through: Burke Raymond, Interim City Manager

Subject: Harbor Sanitary Sewer District Easement

*[Signature]* 6/21/05

## REPORT

Harbor Sanitary Sewer District is in the process of upgrading their transmission system to service their jurisdiction. This will involve the installation of a new 12" pressure sewer line under the Chetco River and traversing up Bridge Street to the Oak street interceptor. This line will provide needed capacity for the district to deliver service for their area.

The pipe will cross into the City's right-of-way on Bridge Street and requires an easement for installation and operation and maintenance by the district. That easement is included with this staff report and has been reviewed and approved by Legal and our City engineer.

## RECOMMENDATION

Staff recommends approval of the easement and execution by the Mayor.



Name of Document For Recording: Easement  
Property Owner: City of Brookings, Oregon  
Other Party: Harbor Sanitary District  
Consideration: \$0.00  
Tax Statement to be mailed to: No Change  
After Recording, Return To: Harbor Sanitary District  
POB 2457, Brookings OR 97415

RECEIVED  
JUN 13 2005

BY:.....

### EASEMENT

This agreement is an easement between the **CITY OF BROOKINGS**, a municipal corporation of the state of Oregon, as GRANTOR, and the **HARBOR SANITARY DISTRICT**, a sanitary sewer district organized and operated pursuant to the provisions of ORS Chapter 450, as GRANTEE.

### RECITALS:

Grantors own real property located in the Northeast (NE) Quarter of the Southwest (SW) Quarter of Section 5, Township 41S, Range 13W, Willamette Meridian, in City of Brookings, Curry County, Oregon, also being a portion of the City of Brookings' property lying northerly of tax lots 1300 and 6200, 41-13-05CA.

The Grantee intends to install sewer main transmission lines in a portion of the property owned by Grantor, as described above.

It is the intent of the parties that Grantor grant a perpetual non-exclusive easement to Grantee on a portion of Grantor's property hereinafter described for the purposes of the construction, maintenance, and repair of certain sanitary sewer mains.

NOW, THEREFORE, Grantor, in consideration of the covenants herein contained and of other good and valuable consideration, conveys to the Harbor Sanitary District, a domestic sanitary sewer district organized pursuant to ORS Chapter 450, Grantee, together with its successors and assigns forever, rights-of-way and easements for the purposes of laying, constructing, installing, operating, inspecting, repairing, and replacing a sanitary sewer main over and upon a strip of land described in Exhibit "A" attached hereto and incorporated herein by this reference. The sanitary sewer main will be located within the map of the project area, identified as Exhibit "B" attached hereto and incorporated herein by this reference.

The Grantee of the rights herein granted shall have the right at all reasonable times to go upon the property under and upon which said easement right is granted by Grantor for the purposes of laying, constructing, installing, operating, inspecting, repairing, maintaining, and replacing the sanitary sewer main, together with all the privileges necessary and incidental to the enjoyment of the rights herein granted.

This easement is granted by Grantor subject to the following terms and conditions:

1. Grantor shall be entitled to use the easement area for any use or activity which does not unreasonably interfere with Grantee's access to the easement area for the purposes described herein.
2. Grantor shall be entitled to pave, landscape, build sidewalks on or roadways on the easement area. However, Grantor agrees that it will not place any buildings of any kind or similar structures over or upon the property where the easement is hereby granted.
3. Grantor agrees that it will not change the grade of the existing sewer easement area after installation of Grantee's sewer main.

By acceptance of this Grant, Grantee herein agrees as follows:

1. To lay all sewer mains below the surface of the ground at a minimum depth of 3 ft below the ground.
2. In the event that Grantee shall be required to go upon the easement area for the purpose of repair, reconstruction, or removal of such sewer mains, after any such repairs, reconstruction, or removal has been completed, Grantee shall place the property of Grantor in substantially the same condition as it was prior to any such repair or reconstruction.

The easement granted herein shall be a perpetual easement and be for the benefit and use of Grantee.

The agreements by the respective Grantor and Grantee by them to be performed, shall be binding upon not only them and each of them, but upon their administrators, successors and assigns forever.

DATED this \_\_\_\_ day of June, 2005.

**CITY OF BROOKINGS**

By: \_\_\_\_\_  
Name: Pat Sherman

Title: Mayor



STATE OF OREGON        ) ss  
County of Curry         )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2005, by \_\_\_\_\_, as Mayor of the City of Brookings.

(Seal:)

\_\_\_\_\_  
NOTARY PUBLIC

**HARBOR SANITARY DISTRICT**

By: \_\_\_\_\_  
Ole Newman

STATE OF OREGON        ) ss  
County of Curry         )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2005, by \_\_\_\_\_, as Ole Newman, Board Chairman of the Harbor Sanitary District.

(Seal:)

\_\_\_\_\_  
NOTARY PUBLIC

**LEGAL DESCRIPTION**  
**Sanitary Sewer Line - 5**

All that property being a portion of the northeast quarter of the southwest quarter (NE $\frac{1}{4}$ SW $\frac{1}{4}$ ) of Section 5, Township 41 South, Range 13 West, W.M., in the city of Brookings, Curry County, Oregon; also being a portion of the City of Brookings' property lying northerly of Tax Lots 1300 and 6200, 41-13-05CA, that lies within a twenty-foot wide (20') strip of land, ten feet (10') on each side of the centerline described as follows:

Commencing at a 5/8" rebar with a plastic cap marked "LS 827 R.B. Davis" on the northerly line of said Tax Lot 6200 (said monument is the most northerly property corner as shown on that Record of Survey on file at the Curry County Surveyor's Office as map number 41-1307); thence along said northerly line, South 76°03'48" East, 145.65 feet (shown as South 75°22'35" East on said map); thence South 71°06'17" East, 42.63 feet (shown as South 70°25'04" East on said map) to the **True Point of Beginning**;

- 5.) thence North 54°50'51" West, 103.44 feet;
- 6.) thence North 71°11'14" West, 152.70 feet;
- 7.) thence South 63°48'46" West, 109.00 feet;
- 8.) thence North 71°11'14" West, 136.80 feet, more or less, to the southerly right-of-way line of U.S. Highway 101 as shown on said map 41-1307.

The bearings of this description are based upon a field survey of monuments found on Map 41-815.

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

OREGON  
JANUARY 21, 1997  
KENNETH A. FISHER  
2802

RENEWAL DATE: 12/31/2005

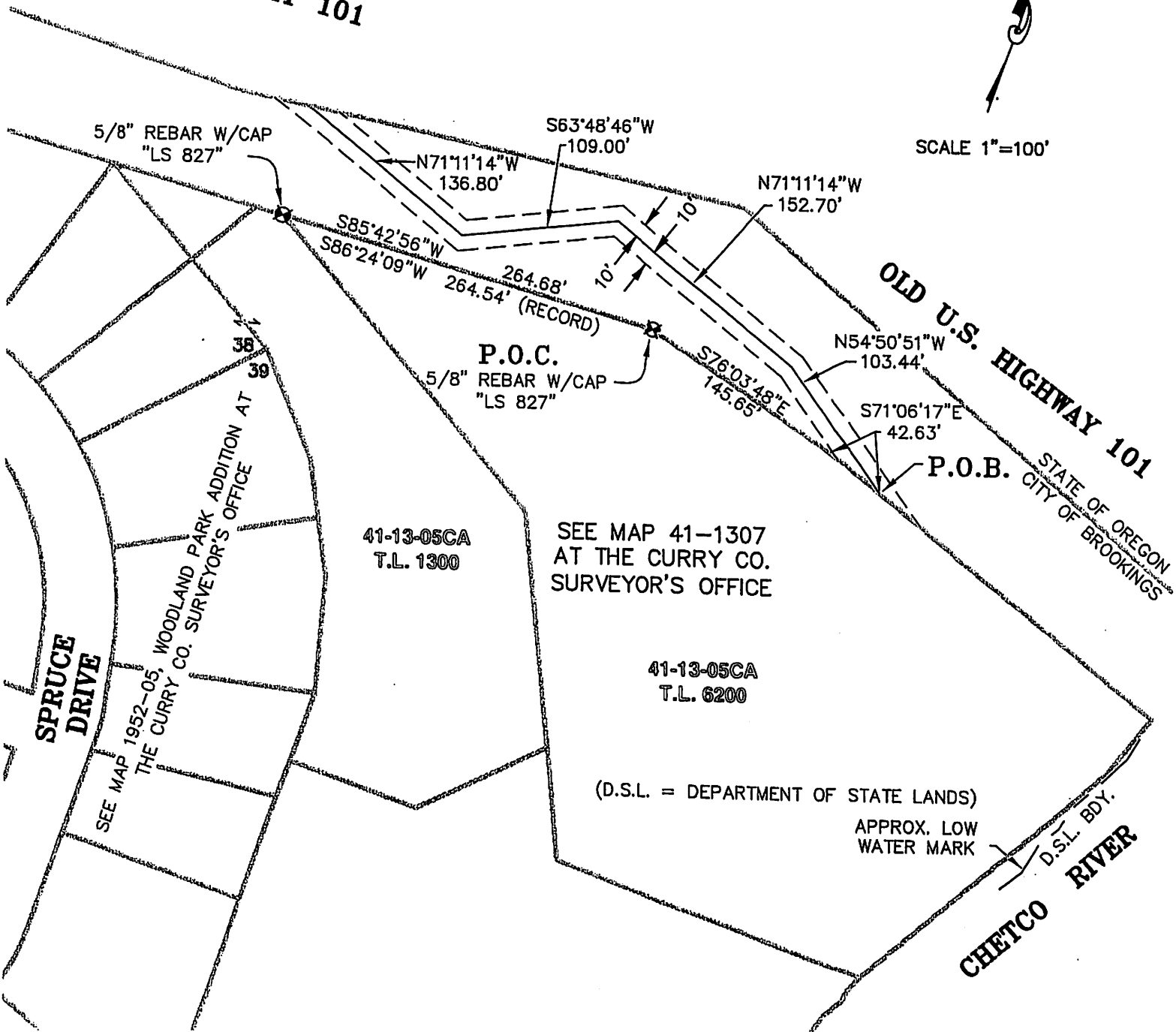
Signed

*Kenneth A. Fisher* 6/10/05

U.S. HIGHWAY 101



SCALE 1"=100'



SPRUCE DRIVE

SEE MAP 1952-05, WOODLAND PARK ADDITION AT THE CURRY CO. SURVEYOR'S OFFICE

41-13-05CA  
T.L. 1300

SEE MAP 41-1307  
AT THE CURRY CO.  
SURVEYOR'S OFFICE

41-13-05CA  
T.L. 6200

(D.S.L. = DEPARTMENT OF STATE LANDS)

APPROX. LOW  
WATER MARK

CHETCO RIVER  
D.S.L. BDY.

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*Kenneth A. Fisher* 6/10/05

OREGON  
JANUARY 21, 1997  
KENNETH A. FISHER  
2802

RENEWAL DATE: 12/31/2005

IN THE NE 1/4 OF THE SW 1/4  
OF SECTION 5, T.41S., R.13W., W.M.  
HARBOR SANITARY DISTRICT  
BROOKINGS, CURRY COUNTY, OREGON

SANITARY SEWER EASEMENT-5

SHN 001180.502  
APRIL, 2005  
EXHIBIT "B"



# CITY OF BROOKINGS

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## STAFF REPORT

To: Mayor and City Council

From: Interim City Manager 

Subject: City Manager recruitment

Ken Strobeck, Executive Director of the League of Oregon Cities met with the Council at a work session on June 21. He presented materials covering the League's services in assisting the city in recruiting a city manager. Those materials are on file in the office of the City Manager. Included in the materials is a proposed timeline. It is recommended that a motion to adopt the time line be approved.

**CITY OF BROOKINGS**  
**COMMON COUNCIL MEETING MINUTES**  
City Hall Council Chambers  
898 Elk Drive, Brookings, OR 97415  
June 13, 2005 7:00 p.m.

**I. Call to Order**

Mayor Pat Sherman called the meeting to order at 7:01 p.m.

**II. Pledge of Allegiance**

The pledge of allegiance was led by the Brookings Emblem Club.

**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,  
and Administrative Assistant Donna Colby-Hanks

Media Present: Curry Coastal Pilot Reporter Brian Bullock

Other:

Chamber of Commerce President Les Cohen,  
and approximately 25 other citizens

**IV. Ceremonies/Appointments/Announcements**

**A. Ceremonies**

**1. Proclamation – Americanism Week**

The Emblem Club with President Shirley Ardagna accepted a proclamation declaring the week of June 12 through June 18, 2005 as Supreme Emblem Club Americanism Week in Brookings.

**B. Appointments**

**1. Councilor Appointment**

Mayor Sherman stated Frances Johns Kern had resigned Council position # 3 which was advertised and applications were received. A process for the appointment of a new councilor was adopted at the May 23, 2005 meeting.

Candidate James Benson stated mass emailing could be used to increase information given to the community and to receive additional citizen feedback. He suggested a possible change in the location and times for meetings to allow older people, who avoid driving after dark, the opportunity to attend. In answering Councilor Mickelson's question regarding the Urban Growth Area, he stated developers new to the area needed to have a general idea where different types of development would be allowed. Mayor Sherman was provided with clarification of this idea. Councilor Anderson reviewed Benson's volunteerism for the past seven years and asked what had prompted him to apply for a position at this time. Benson stated he would like to help form the direction the city would take in the future as he felt some decisions in the past have been made on emotion not on facts.

Candidate Rick Dentino stated his loss as mayor would not pose a problem with him serving as councilor and he was looking for a position to settle in and serve Brookings. Mayor Sherman asked for additional information regarding his ideas for commercial ventures and his vision for the next ten years in the community. Dentino stated he felt the biggest challenge would be retaining funding for the City. He also felt conditions for siting a hospital would change to favor a facility in the area. Dentino stated he was familiar with the laws on public meetings. Councilor Mickelson requested clarification of Dentino statement regarding growth from without. Dentino felt that growth in the community would be from people moving to the area from out of state. These outsiders would not necessarily consider what was best for Brookings. However, he felt development would be contained due to the topography of the area. Councilor Gordon asked Dentino to expand on his thoughts for areas of growth. Dentino explained he felt Curry County would experience more growth with the City experiencing infill.

Candidate Janice Willms answered Councilor Gordon's questions regarding ways to motivate citizens by stating it was a long slow process but just a few very dedicated people could accomplish a lot. Councilor Mickelson asked Willms for her ten year vision of growth management and Willms stated the citizens of community need to be engaged and take an active role in the process. Willms suggested an idea for getting information out was the door to door approach. She felt the Mayor Walks were a start in accomplishing that. Willms explained she was concerned with safety in the City and didn't feel the community was of the size needed to support a hospital.

Candidate Don Nuss answered Councilor Anderson request to clarify his statement regarding the past management of growth being poorly done by stating many streets are below grade and no improvements have been accomplished since 2001. Mayor Sherman stated Nuss's answers to the written questions had been clear and she had no additional questions. Councilor Mickelson reviewed the System Development Charges and stated the ordinances were confusing and outdated. Mickelson asked Nuss for ideas to improve these items. Nuss stated

citizen involvement was very important and he would like to see more citizens on the different committees. Councilor Gordon had no questions.

The Council thanked the applicants and stated they were all well qualified. The Council discussed the needs of the Council and the qualities they felt each candidate would bring to the group and to the community.

**Councilor Anderson moved, a second followed, and the Council voted unanimously to consider Janice Willms to fill City Council Position # 3 which will expire 12/31/06.**

Judge Harper swore in Janice Willms as Brookings City Councilor and she took her place on the bench.

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**

Mayor Sherman opened the public hearing at 8:07 p.m. and reviewed the public hearing process.

A. *Fiscal Year 2005 – 2006 Budgets*

1. *City of Brookings*
2. *Brookings Urban Renewal Agency*

Finance Director Paul Hughes stated this hearing was to intake public comment and no decision would be made by the Council. The decision would be made at the June 27, 2005 Council meeting. Hughes reviewed the public hearing report and called for comment. There was no public comment. Hughes commented he had received documents that funding for some of the infrastructure projects could come out of the System Development Fees. The budget presented at the June 27, 2005 meeting would recommend adoption with this change.

B. *Fiscal Year 2005 – 2006 State Revenue Sharing Funds*

Finance Director Hughes reviewed the public hearing report and called for comment. There was no public comment.

C. *Fiscal Year 2004 – 2005 Supplemental Budget*

Finance Director Hughes reviewed the public hearing report and explained the supplemental budget is a result of unexpected expenses and/or revenues. Contract services to haul bio-solids to Grants Pass was the only unexpected item. Hughes called for public comment; there was none.

The public hearing was closed at 8:13 p.m.



## **VI. Oral Requests and Communications from the Audience**

### **A. Committee and Liaison reports**

#### **1. Chamber of Commerce**

Les Cohen, Chamber of Commerce, stated Century 21 Agate Realty would have their grand opening June 17<sup>th</sup>, he had attended an Oregon Tourism meeting in Medford, and the kick-off of the American Music Festival had taken place June 11, 2005 in Azalea Park.

#### **2. Council Liaisons**

Councilor Gordon attended a Port Commission meeting.

Councilor Mickelson attended a Fire Department meeting, an Urban Development meeting with the Mayor, and three interviews for Interim City Manager with the Mayor and Finance Director.

Mayor Sherman attended an Urban Development meeting and three interviews for Interim City Manager.

Councilor Anderson attended a Watershed meeting, Southcoast Watershed Workshop, and four school meetings.

### **B. Unscheduled**

Cindi Beaman, P.O. Box 8002, Brookings, advised the Council the broadcast of the Council Chambers meeting over the television were difficult to hear. The Council agreed it was frustrating for citizens at home.

## **VII. Staff Reports**

### **A. Community Development Department**

#### **1. Stormwater Masterplan**

Ed Wait, Community Development Director, reviewed the staff report and explained the existing Stormwater Plan was 20 years old. He stated the City was currently working with Curry County in a joint effort to develop a Stormwater Masterplan that would cover the City of Brookings and the Brookings Urban Growth Area. Wait introduced Rogue Valley Council of Governments, Craig Harper.

Harper spoke of the need for a Stormwater Masterplan to control water quality problems, erosion, water containments, sediment, and flooding issues. The process for developing the plan would include identifying the problem, gathering data, observing each watershed, and developing a solution for each site. Harper described a project recently implemented at the Port of Brookings/Harbor that uses planter boxes to disperse run-off from the roof tops of structures. Swales and wetlands were other features being used in the Rogue Valley. Mayor Sherman questioned insect controls needed with wetlands. Harper advised vector control would need to be involved in any wetland construction. He felt many other options were available and preferable to hard piping.

The Council discussed recharging aquifers, retention ponds for irrigation, grant funds for the masterplan, time-frame for the project, DEQ erosion control permits, and County/City coordination. Harper explained his organization would assist in locating a consultant for the project.

2. *Economic Development Committee*

Community Development Director Ed Wait reviewed the staff report and stated some members of the Economic Development Committee would like to continue under the auspice of the City and some members would like the Subcommittees to be independent. The Downtown Subcommittee was interested in remaining under the City while the Healthcare and Annexation Subcommittees needed more flexibility to pursue their efforts.

Councilor Gordon stated the EDC has gone beyond the goals set upon formation of the Committee. The Council discussed the need for citizen input, City priorities, and the level of staffing to be provided at the meetings. The final decision was to continue with the Downtown Subcommittee, which Wait would attend. The Economic Development Committee, the Healthcare Subcommittee, and the Annexation Subcommittee meetings would be suspended for the summer months. The Council would schedule a workshop to determine direction for these Committees.

Toni Mefford, 17744 Hwy 101, B101, Brookings, felt the direction given to the Committee from the beginning was not clear. She didn't want the Committees disbanded as they had been addressing important issues.

Tim Patterson, P.O. Box 87, Brookings, stated a portion of the Community Development Director's salary was from the Economic Redevelopment Agency and economic direction needed to be found for the Committees.

A break was taken and the meeting was called back to order at 9:50 p.m.

B. *City Manager*

1. *Public Works Director Job Description*

Acting City Manager Paul Hughes reviewed the staff report of the Public Works Director's job description and stated the Bachelors degree in engineering had been changed from required to preferred.

**Councilor Anderson moved, a second followed, and the Council voted unanimously to approve the revised job description for the Public Works Director as written with the staff report.**

2. *Highway 101 Solution Ballot*

Acting City Manager Paul Hughes reviewed the ballot measure staff report for the Highway 101 Improvement Solution. Hughes advised he had worked with City Attorney, John Trew, to develop the draft and it had been approved by the Oregon Department of Justice, Curry County Elections, and Curry County Counsel.

Tim Patterson, 609 Chetco Ave., Brookings, felt the ballot was very poorly written, should be reworded to include Expressway, and was bias.

Barbara Nysted, 427 Buena Vista Loop, Brookings, felt the language should remain couplet and non-couplet.

Cindi Beaman, P.O. Box 8002, Brookings, felt the word non-couplet was misleading and information needed to be clear to inform voters. She questioned the cost of each alternative.

Trew stated the election system was not designed for this type of ballot and meeting minutes and newspaper articles had referred to the two alternatives as couplet and non-couplet.

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to approve the draft ballot and authorize staff to forward the measure to the County Election Department.**

**3. *Interim City Manager Position***

Acting City Manager Hughes reviewed the staff report. Mayor Sherman outlined the process provided by the League of Oregon Cities. Interviews have been conducted by Mayor Sherman, Acting City Manager Hughes, and Councilor Mickelson and the candidate chosen was Burke Raymond. Mayor Sherman reviewed his background and career experience.

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to authorize the Mayor and Acting City Manager to hire an interim city manager and to negotiate and sign a contract.**

**4. *Permanent City Manager Recruitment – LOC***

Acting City Manager Hughes reviewed the staff report. Mayor Sherman reviewed the League of Oregon Cities process to hire a permanent City Manager and stated it would be a priority.

**Councilor Gordon moved, a second followed, and the Council voted unanimously to authorize the Mayor and staff to contract, either verbal or written, with the League of Oregon Cities for City Administrator Services.**

**5. *Other***  
None.

## **VIII. Consent Calendar**

**A. *Approval of Council Meeting Minutes***

1. *Meeting of May 20, 2005*
2. *Meeting of May 23, 2005*

**B. *Acceptance of Planning Commission Minutes***

1. *Meeting of May 3, 2005*

**C. *Approval of vouchers for month of May, 2005 (\$ 376,939.74)***

***End Consent Calendar***

Councilor Anderson moved, a second followed, and the Council voted unanimously to approve the consent calendar as published. Councilor Willms abstained due to not attending the Council meetings of May 20 and 23, 2005.

## **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.*

Acting City Manager Hughes reviewed the staff report.

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to approve Resolution 05-R-743, declaring the city's election to receive state shared revenues.**

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.*

Acting City Manager Hughes reviewed the staff report.

**Councilor Gordon moved, a second followed, and the Council voted unanimously to approve Resolution 05-R-744, extending the city of Brookings' workers' compensation coverage to City volunteers.**

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.*

Acting City Manager Hughes reviewed Resolution 05-R-745 regarding Highway 101 Improvement Solution Ballot discussed previously in the meeting.

**Councilor Anderson moved, a second followed, and the Council voted unanimously to approve Resolution 05-R-745, 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.**

## **X. Remarks from Mayor and Councilors**

### **A. Council**

Councilor Anderson gave his compliments to Public Works for the landscaping near Hwy. 101 which added to the scenic beauty of the area. He also stated he enjoyed being part of a well done float.

Councilor Gordon agreed that the work provided by Public Works was an asset. He wished to thank the Chamber of Commerce for their work on the Azalea Festival and advised he would be out of town June 15<sup>th</sup> through the 17<sup>th</sup>.

### **B. Mayor**

Mayor Sherman stated the staff had all pitched in during this time of transition and Hughes has done a great job of Acting City Manager.

**XI. Adjournment**

**Councilor Gordon moved, a second followed, and the Council voted unanimously by voice vote to adjourn the meeting at 10:30 p.m.**

Respectfully submitted:

Pat Sherman  
Mayor

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

\_\_\_\_\_  
Paul Hughes  
Finance Director/City Recorder

# CITY OF BROOKINGS



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## STAFF REPORT

Date: June 21, 2005

To: Mayor Sherman and City Council

From: Paul Hughes, Finance Director

Subject: Resolution to adopt the Supplemental Budget for fiscal year 2004/2005.

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## BACKGROUND

During the June 13<sup>th</sup> Common Council Meeting you held a hearing to receive public input on the supplemental budget for fiscal year 2004/2005. The report given during the hearing discussed the revenues and expenditures of each fund adjusted through the supplemental budget process. Resolution 05-R-740 completes the supplemental budget process according to Oregon local budget law.

## RECOMMENDATION

Staff recommends approval of resolution 05-R-740 adopting a supplemental budget for fiscal year 2004/2005.

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

In the Matter of a Resolution Adopting  
a Supplemental Budget for the 2004/2005  
Fiscal Year )  
)  
)

**RESOLUTION NO. 05-R-740**

WHEREAS, the General Fund recorded unanticipated revenues in the 2004/2005 fiscal year; and

WHEREAS, five of the General Fund departments experienced unanticipated expenditures in the 2004/2005 fiscal year; and

WHEREAS, the Waste Water Fund experienced unanticipated expenditures and recorded unanticipated revenues in the 2004/2005 fiscal year; and

WHEREAS, the Street System Replacement Fund recorded unanticipated revenues in the 2004/2005 fiscal year; and

WHEREAS, the Water Fund experienced unanticipated expenditures in the Distribution department and unanticipated savings in the Treatment department in the 2004/2005 fiscal year; and

WHEREAS, the Urban Renewal Agency Fund experienced the need to transfer budgeted funds from one category to another category in the 2004/2005 fiscal year; and

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and City Council of the City of Brookings, Curry County, Oregon, that the City Finance Director/Recorder be authorized and directed to add and appropriate \$99,460 into the General Fund, add and appropriate \$369,000 into the Waste Water Fund, transfer \$55,475 within the Waste Water Fund, add and appropriate \$58,850 into the Street System Replacement Fund, transfer \$15,000 within the Water Fund, and transfer \$84,300 within the Urban Renewal Agency Fund for the 2004/2005 fiscal year budget.

	Adopted Budget	Supplemental Budget	Increase (Decrease)
<b><u>General Fund - Revenue</u></b>			
Networking Capital	\$683,465	\$770,025	\$ 86,560
Other Revenue	\$200,000	\$231,250	\$ 31,250
Donations	\$ 10,000	\$ 75,950	\$ 65,950
Trans. In - Urban Renewal	\$ 84,300	\$ 0	(\$ 84,300)
Total	\$977,765	\$1,077,225	\$ 99,460
<b><u>General Fund - Expenditures</u></b>			
Legislative Dept. - Personal Services	\$255,650	\$215,910	(\$ 39,740)
Police Dept. - Materials & Svc	\$160,910	\$172,160	\$ 11,250
Police Dept. - Equipment	\$ 20,000	\$ 85,950	\$ 65,950
Comm. Development - Materials & Services	\$ 41,640	\$ 61,640	\$ 20,000
Pool - Personal Services	\$ 47,795	\$ 53,795	\$ 6,000
Non Dept. - Equipment	\$ 10,000	\$ 46,000	\$ 36,000
Total	\$535,995	\$635,455	\$ 99,460



	<u>Adopted Budget</u>	<u>Supplemental Budget</u>	<u>Increase (Decrease)</u>
<u>Waste Water Fund, Collections - Revenue</u>			
Networking Capital			
Total	<u>\$824,000</u>	<u>\$1,193,000</u>	<u>\$369,000</u>
	\$824,000	\$1,193,000	\$369,000
<u>Waste Water Fund, Collections - Expenditures</u>			
Improvements			
Total	<u>\$640,000</u>	<u>\$1,009,000</u>	<u>\$369,000</u>
	\$640,000	\$1,009,000	\$369,000
<u>Waste Water Fund, Treatment - Expenditures</u>			
Materials and Services	\$325,650	\$ 381,125	\$ 55,475
Contingencies	<u>\$402,445</u>	<u>\$ 346,970</u>	<u>\$ (55,475)</u>
Total	<u>\$728,095</u>	<u>\$ 728,095</u>	<u>\$ 0</u>
<u>Street System Replacement Fund - Revenue</u>			
Grant Revenue			
Total	<u>\$ 0</u>	<u>\$ 58,850</u>	<u>\$ 58,850</u>
	\$ 0	\$ 58,850	\$ 58,850
<u>Street System Replacement Fund - Expenditures</u>			
Construction			
Total	<u>\$152,450</u>	<u>\$211,300</u>	<u>\$ 58,850</u>
	\$152,450	\$211,300	\$ 58,850
<u>Water Fund, Distribution - Expenditures</u>			
Materials and Services			
Total	<u>\$132,160</u>	<u>\$147,160</u>	<u>\$ 15,000</u>
	\$132,160	\$147,160	\$ 15,000
<u>Water Fund, Treatment - Expenditures</u>			
Materials and Services			
Total	<u>\$141,475</u>	<u>\$126,475</u>	<u>\$ (15,000)</u>
	\$141,475	\$126,475	\$ (15,000)
<u>Urban Renewal Fund - Expenditures</u>			
Personal Services			
Trans. Out - General Fund	<u>\$ 0</u>	<u>\$ 84,300</u>	<u>\$ 84,300</u>
Total	<u>\$ 84,300</u>	<u>\$ 0</u>	<u>\$ (84,300)</u>
	\$ 84,300	\$ 84,300	\$ 0

DATED and signed this \_\_\_\_\_ day of June, 2005,

\_\_\_\_\_  
Pat Sherman  
Mayor

ATTEST:

\_\_\_\_\_  
Paul Hughes  
City Finance Director/Recorder

# CITY OF BROOKINGS



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## STAFF REPORT

Date: June 21, 2005

To: Mayor Sherman and City Council

From: Paul Hughes, Finance Director

Subject: Resolution to adopt the City of Brookings' budget, declare the tax levy, make appropriations and categorize the levy for fiscal year 2005-2006.

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## BACKGROUND

Oregon local budget law requires the city's governing body to enact a resolution adopting the budget for the next fiscal year, prior to June 30<sup>th</sup>. (ORS 294.435)

As required by Oregon law, the City of Brookings fiscal year 2005-2006 budget includes the following:

1. The detailed expenditures and resources for each fund, organizational unit, program or activity,
2. The detailed actual information for the first and second preceding years,
3. The adopted budget information for the current year,
4. The proposed and approved budget figures for the upcoming year.

Before the City can implement the 2005-2006 budget and receive tax money necessary for operations, this resolution must be adopted by the City Council.

As I mentioned at the last council meeting, the only change made to the budget after it was approved by the Budget Committee was allocating a percentage of the estimated cost of two waste water collection line replacements to the system development fund. Our engineers (HGE Inc.), estimated that 65% or \$400,000 of the cost of these lines are for increased capacity and therefore eligible for system development charge funding. The overall total budget did not change; the projects were just allocated to the appropriate funds.

## RECOMMENDATION

Staff recommends approval of resolution 05-R-741 adopting the City of Brookings budget, declaring tax levied, making appropriations for the 2005-2006 fiscal year and to categorize the levy as provided in ORS 294.435.

IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON

<i>In the Matter of a Resolution Adopting the City of Brookings' Budget, Declaring Tax Levied, Making Appropriations for the 2005-2006 Fiscal Year and to Categorize the Levy as Provided in ORS 294.435</i>	) ) ) ) )	<b>RESOLUTION NO. 05-R-741</b>
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BE IT RESOLVED that the City Council of the City of Brookings hereby adopts the budget for fiscal year 2005-2006 in the sum of \$17,704,661 now on file in the office of the City Finance Director/Recorder.

BE IT FURTHER RESOLVED that the City Council of the City of Brookings hereby imposes the taxes provided for in the adopted budget at the rate of \$3.7630 per \$1,000 of assessed value for operations; and in the amount of \$109,785 for bonds; and that these taxes are hereby imposed and categorized for tax year 2005-2006 upon the assessed value of all taxable property within the district.

	General Government	Excluded from Limitation
General Fund	\$3.7630/1000	
Debt Service Fund		\$109,785

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2005, and for the purposes shown below are hereby appropriated as follows:

**GENERAL FUND**

	<u><b>Appropriation</b></u>
Judicial	\$ 6,105
Legislative/Administrative	308,465
Police	1,543,815
Fire	981,715
Community Development	493,075
Parks & Recreation	168,480
Finance	232,375
Swimming Pool	86,315
Non-Departmental	<u>512,184</u>
<b>TOTAL FUND APPROPRIATION</b>	<u><b>\$ 4,332,529</b></u>

### STREET FUND

Personal Services	\$ 166,925
Materials & Services	123,100
Capital Outlay	4,500
Interfund Transfers	63,878
Contingencies	<u>52,597</u>
TOTAL FUND APPROPRIATION	<u>\$ 411,000</u>

### WATER FUND

Distribution	\$ 398,485
Treatment	317,550
Interfund Transfers	132,987
Contingencies	<u>363,478</u>
TOTAL FUND APPROPRIATION	<u>\$1,212,500</u>

### WASTEWATER FUND

Collection	\$ 531,590
Treatment	795,460
Interfund Transfers	1,046,266
Contingencies	<u>579,085</u>
TOTAL FUND APPROPRIATION	<u>\$2,952,401</u>

### 9-1-1 FUND

Materials & Services	\$ 40,650
Capital Outlay	55,000
Interfund Transfers	75,000
Contingencies	<u>161,350</u>
TOTAL FUND APPROPRIATION	<u>\$ 332,000</u>

**AZALEA PARK FUND**

Materials & Services	\$ 31,400
Capital Outlay	20,000
Interfund Transfers	24,282
Contingencies	<u>21,018</u>
<b>TOTAL FUND APPROPRIATION</b>	<b><u>\$ 96,700</u></b>

**DEBT SERVICE FUND**

Interfund Transfers	<u>\$ 102,100</u>
<b>TOTAL FUND APPROPRIATION</b>	<b><u>\$ 102,100</u></b>

**DEBT SERVICE 2003 SERIES FUND**

Materials and Services	\$ 1,100
Debt Service	<u>347,400</u>
<b>TOTAL FUND APPROPRIATION</b>	<b><u>\$ 348,500</u></b>

**DAWSON BANCROFT BOND FUND**

Materials and Services	\$ 425
Debt Service	<u>100,380</u>
<b>TOTAL FUND APPROPRIATION</b>	<b><u>\$ 100,805</u></b>

**WASTEWATER LOAN FUND**

Debt Service	\$ 1,061,300
DEQ Reserve	981,229
Contingencies	<u>501,244</u>
TOTAL FUND APPROPRIATION	<u>\$2,543,773</u>

**GENERAL RESERVE FUND**

Capital Outlay	\$ 937,797
Contingencies	<u>445,903</u>
TOTAL FUND APPROPRIATION	<u>\$1,383,700</u>

**SYSTEM REPLACEMENT FUND**

Street - Capital Outlay	\$ 211,600
- Materials and Services	20,000
- Interfund Transfers	70,000
Water - Capital Outlay	193,310
Wastewater - Capital Outlay	<u>205,200</u>
TOTAL FUND APPROPRIATION	<u>\$ 700,110</u>

**SYSTEM DEVELOPMENT FUND**

Street - Capital Outlay	\$ 249,580
- Materials and Services	10,000
Water - Capital Outlay	1,102,000
Wastewater - Capital Outlay	400,000
- Interfund Transfers	537,801
- Contingencies	110,199
Parks & Recreation - Capital Outlay	233,500
Storm Drain - Capital Outlay	159,600
- Materials and Services	<u>50,000</u>
TOTAL FUND APPROPRIATION	<u>\$2,852,680</u>

**STOUT PARK TRUST FUND**

Materials and Services	\$ 2,135
Interfund Transfers	<u>500</u>
<b>TOTAL FUND APPROPRIATION</b>	<b><u>\$ 2,635</u></b>

**BE IT FURTHER RESOLVED** that the Brookings City Finance Director/Recorder certify to the County Assessor the tax levy made by this Resolution and shall file with the County Assessor a copy of the budget as finally determined.

**PASSED** by the City Council of the City of Brookings and signed by the Mayor this \_\_\_\_\_ day of June, 2005.

**ATTEST:**

\_\_\_\_\_  
**Pat Sherman**  
**Mayor**

\_\_\_\_\_  
**Paul Hughes**  
**Finance Director/Recorder**



# CITY OF BROOKINGS



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## STAFF REPORT

Date: June 21, 2005

To: Mayor Sherman and Board of Directors

From: Paul Hughes, Finance Director

Subject: Resolution to adopt the Brookings Urban Renewal Agency budget, make appropriations and declare tax increment funding request

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## BACKGROUND

Oregon local budget law requires the city's governing body to enact a resolution adopting the budget for the next fiscal year, prior to June 30<sup>th</sup>. (ORS 294.435)

As required by Oregon law, the Brookings Urban Renewal Agency fiscal year 2005-2006 budget includes the following:

1. The detailed expenditures and resources for each fund, organizational unit, program or activity,
2. The detailed actual information for the first and second preceding years,
3. The adopted budget information for the current year,
4. The proposed and approved budget figures for the upcoming year.

Before the Board can implement the 2005-2006 budget and receive tax money necessary for operations, this resolution must be adopted by the Board of Directors.

## RECOMMENDATION

Staff recommends approval of Resolution 05-R-742 adopting the Brookings Urban Renewal Agency budget, declaring tax increment funding as provided under section 1c, Article IX of the Oregon Constitution and ORS Chapter 457, and making appropriations for the 2005-2006 fiscal year.

IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON

<i>In the Matter of a Resolution Adopting the</i>	)	
<i>Brookings Urban Renewal Agency Budget,</i>	)	
<i>Declaring Tax Increment Funding as Provided</i>	)	<b>RESOLUTION</b>
<i>Under Section 1c, Article IX of the Oregon</i>	)	<b>NO.</b>
<i>Constitution and ORS Chapter 457, and Making</i>	)	<b>05-R-742</b>
<i>Appropriations for the 2005-2006 Fiscal Year</i>	)	

BE IT RESOLVED that the Board of Directors of the Brookings Urban Renewal Agency hereby adopts the budget for fiscal year 2005-2006 in the sum of \$311,700 now on file in the office of the City Finance Director/Recorder.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2005, and for the purposes shown below are hereby appropriated as follows:

URBAN RENEWAL AGENCY FUND

	<u>Appropriation</u>
Materials & Services	\$ 30,000
Capital Outlay	155,000
Interfund Transfers	104,022
Contingencies	<u>22,678</u>
 TOTAL FUND APPROPRIATION	 <u>\$ 311,700</u>

BE IT FURTHER RESOLVED that the Board of Directors of the Brookings Urban Renewal Agency hereby resolves to certify to the county assessor a request for the Downtown Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under section 1c, Article IX of the Oregon Constitution and ORS Chapter 457.

PASSED by the City Council of the City of Brookings and signed by the Mayor this \_\_\_\_\_ day of June, 2005.

\_\_\_\_\_  
Pat Sherman  
Mayor

ATTEST:

\_\_\_\_\_  
Paul Hughes  
Finance Director/Recorder

## BUILDING DEPARTMENT ACTIVITIES SUMMARY

For the Month of: **May 2005**

No.	Building	Permit Fee	Plan Check Fee	Surcharge	SDF's	Value Current Month	No. to Date	Total to Date	No. Last Yr	Total Last Year
8	Single Family Dwelling	\$5,618.50	\$3,652.05	\$393.30	\$63,032.00	\$1,663,308.00	21	\$4,588,202.00	17	\$3,741,535.00
1	Single Family Addition	\$325.00	\$211.25	\$22.75	\$0.00	\$63,722.00	9	\$253,734.00	11	\$301,411.00
0	Single Family Garage-Carport	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	4	\$104,981.00	2	\$52,407.00
0	Two Family Residential	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	5	\$1,717,616.00	4	\$1,445,436.00
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	1	\$0.00
0	Commercial New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$167,246.00	1	\$124,416.13
0	Commercial Addition-Change	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	4	\$5,949,000.00	10	\$169,714.00
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	3	\$439,000.00
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$16,870.00	0	\$0.00
1	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3	\$0.00	0	\$0.00
1	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	7	\$132,746.00	2	\$8,150.00
11	Total Building Permits	\$5,943.50	\$3,863.30	\$416.05	\$63,032.00	\$1,727,030.00	55	\$12,930,395.00	51	\$6,282,069.13
10	Mechanical Permits	\$237.70	\$0.00	\$16.64	N/A	N/A	41	N/A	50	N/A
8	Plumbing Permits	\$380.80	N/A	\$26.66	N/A	N/A	26	N/A	21	N/A
0	Mfg Home Install - Permit Fee	\$0.00	N/A	\$0.00	N/A	N/A	2	N/A	1	N/A
0	Mfg Home Install - Administrative Fee	\$0.00	N/A	N/A	N/A	N/A	2	N/A	1	N/A
29	TOTAL PERMITS	\$6,562.00	\$3,863.30	\$459.34	\$63,032.00	\$1,727,030.00	126	\$12,930,395.00	124	\$6,282,069.13
	Total Year to Date Calculated Fees	\$43,102.95	\$32,476.51	\$3,043.01	\$239,197.00					
	2004 YTD Calculated Fees	\$24,252.17	\$18,637.13	\$1,752.56	\$186,070.00					

## URBAN RENEWAL DISTRICT - BUILDING DEPARTMENT ACTIVITIES SUMMARY

For the Month of: **May 2005**

No.	Building	Permit Fee	Plan Check Fee	Surcharge	SDF's	Value Current Month	No. to Date	Total to Date	No. Last Yr	Total Last Year
0	Single Family Dwelling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2	\$577,906.00	0	\$0.00
0	Single Family Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	2	\$17,288.00
0	Single Family Garage-Carport	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$33,129.00	1	\$33,510.00
0	Two Family Residential	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	1	\$264,636.00
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Commercial New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$167,246.00	1	\$124,416.13
0	Commercial Addition-Change	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3	\$5,937,000.00	7	\$53,814.00
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	2	\$439,000.00
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	<b>Total Building Permits</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>7</b>	<b>\$6,715,281.00</b>	<b>14</b>	<b>\$932,664.13</b>
0	Mechanical Permits	\$0.00	\$0.00	\$0.00	N/A	N/A	4	N/A	5	N/A
0	Plumbing Permits	\$0.00	N/A	\$0.00	N/A	N/A	2	N/A	1	N/A
0	Mfg Home Install - Permit Fee	\$0.00	N/A	\$0.00	N/A	N/A	0	N/A	0	N/A
0	Mfg Home Install - Administrative Fee	\$0.00	N/A	N/A	N/A	N/A	0	N/A	0	N/A
0	<b>TOTAL PERMITS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>13</b>	<b>\$6,715,281.00</b>	<b>20</b>	<b>\$932,664.13</b>
	<b>Total Year to Date Calculated Fees</b>	<b>\$18,454.70</b>	<b>\$17,890.04</b>	<b>\$1,291.83</b>	<b>\$25,656.00</b>					
	<b>2004 YTD Calculated Fees</b>	<b>\$3,563.10</b>	<b>\$2,760.95</b>	<b>\$249.41</b>	<b>\$28,526.00</b>					