

# Agenda

VAULT COPY

City of Brookings  
Common Council Meeting  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings Oregon  
January 12, 2004 7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Ceremonies/Appointments/Announcements
  - A. Appointments
    - 1. Oregon Coastal Management Zone Representative
- V. Scheduled Public Appearances
  - A. Terry Harbour, ODOT—Special Transportation Area
- VI. Oral Requests and Communications from the Audience
  - A. Committee and Liaison reports
    - 1. Council Liaisons
  - B. Unscheduled
- VII. Staff Reports
  - A. Finance Department
    - 1. Budget Calendar and Budget Officer for Fiscal Year 2004/2005 Budget [page 5]
  - B. City Manager
    - 1. Chinese New Year—request for closure of Cottage Street [page 7]
    - 2. Disposal of surplus equipment [page 11]
    - 3. Other
- VIII. Consent
  - A. Approval of Council Meeting Minutes of December 22, 2003, Regular Council meeting [page 13]
  - B. Approval of Vouchers for month of December, 2003 (\$200,786.22) [page 21]
- IX. Remarks from Mayor and Councilors
  - A. Council
  - B. Mayor
- X. Adjournment

City of Brookings  
Events Calendar

# January 2004

January 2004							February 2004						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
4	5	6	7	8	9	10	1	2	3	4	5	6	7
11	12	13	14	15	16	17	8	9	10	11	12	13	14
18	19	20	21	22	23	24	15	16	17	18	19	20	21
25	26	27	28	29	30	31	22	23	24	25	26	27	28

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				January 1, 2004 City Hall CLOSED - New Years Day Ho 8:15am CC-CmtyDevDpt Staff mtg/LLightle 9:00am CC-Crm Stoppers 7:00pm CC- Sheriff's Search & Rescue mtg-Steve Carpenter-Laurie Calef-469-0275		
	4 9:30am CC- VIPS/Volunteers in Police Service/Marvin Parker 7:00pm FH-FireTng/ChShrp (Fire Hall)	5 9:00am CC-Legislative Update class for SouthCoast Agencies-Marvin Parker 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Planning Commssn	6 12:00pm Cornity Agencies mtg (Chetco Sr.Center) 2:30pm CC-SafetyComMtg/ Kathy Dunn 7:00pm FH-PoliceReserves	7 8:15am CC-CmtyDevDpt Staff mtg/LLightle 7:00pm CC-Downtown Development committee mtg-7 to 10 pm	8	9
11	12 10:00am CC-SDC consultant meeting-Paul 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	13 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	14	15 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 2:00pm CC-CEP (Citizens for Emergency Preparedness): MArrell-469-5731, JRupert-469-78783	16	17
18	19 8:00am CITY OFFICES CLOSED - Martin Luther King Day Holiday (City Hall) 9:30am CC-VIPS/Volunteers in Police Service-BPalicki 6:00pm CC-American Red Cross Mtg/Karen Degenals 7:00pm FH-FireTng/ChShrp (Fire Hall)	20 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm CC-Planning Commission Work Session-Final Map signing	21	22 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 3:30pm CC- AMF board meeting 7:00pm CC-Parks & Rec Comm/ LBlodgett	23	24
25	26 9:00am CC-Municipal Court/ JdgHarper 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	27 Business Outlook Conference-Elks Lod 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	28 CC-Elections Drop off box-Connie 247-3297	29 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray	30	31 9:00am -Council Goals 2004-2005 setting session-Brookings Inn Conf Center

City of Brookings  
Events Calendar

# February 2004

February 2004

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

March 2004

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
February 1	2	3	4	5	6	7
	9:00am CC-election drop off box-Connie-247-3297 9:30am CC- VIPS/Volunteers in Police Service/Marvin Parker 7:00pm FH-FireTng/ChShrp (Fire Hall)	7:00am CC-Election drop off box-Connie-2473297 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm CC-Planning Commssn	12:00pm Comnity Agencies mtg (Chetco Sr.Center) 2:30pm CC-SafetyComMtg/ Kathy Dunn 7:00pm FH-PoliceReserves	8:15am CC-CmtyDevDpt Staff mtg/LLightle 9:00am CC-Crm Stoppers 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC- Sheriff's Search & Rescue mtg-Save Carpenter-Laurie Calef-469-0275		
8	9	10	11	12	13	14
	7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)		8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Downtown Development committee mtg-7 to 10 pm		
15	16	17	18	19	20	21
	CITY OFFICES CLOSED-President's Da 9:30am CC-VIPS/Volunteers in Police Service-BPalicki 6:00pm CC-American Red Cross Mtg/Karen Degenais 7:00pm FH-FireTng/ChShrp (Fire Hall)	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)		8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray		
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	9:00am CC-Municipal Court/ JdgHarper 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/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ LBlodgett		
29						

CC-Council Chambers  
FH-Fire Hall

# ***CITY OF BROOKINGS***



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## **STAFF REPORT**

Date: January 2, 2004

To: Mayor Hagbom and City Council

Through: Leroy Blodgett, City Manager

From: Paul Hughes, Finance Director

Subject: **Budget Calendar and Budget Officer for Fiscal Year 2004/05 Budget**

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## **INFORMATION**

Each year the City Council must appoint a budget officer and approve the budget calendar. The budget officer prepares and presents the budget to the Budget Committee. The budget calendar is a timeline of the budget preparation process.

## **RECOMMENDATION**

Staff recommends approval of the budget calendar as presented and appointing the City Finance Director as the Budget Officer.

## **CITY OF BROOKINGS 2004 – 2005 BUDGET CALENDAR**

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January 12, 2004	.....	City Council to appoint budget officer and approve budget calendar
January 13, 2004	.....	Budget worksheets to department heads
January 31, 2004	.....	City Council Goals Session
February 9, 2004	.....	City Council Adopts Council Goals
March 2, 2004	.....	Completed department budget worksheets returned to Finance Director
April 14, 2004	.....	Publish 1 <sup>st</sup> notice of Budget Committee meeting
April 21, 2004	.....	Publish 2 <sup>nd</sup> notice of Budget Committee meeting
April 28, 2004	.....	Budget Committee meeting (dates for additional meetings, if necessary, will be set at this meeting)
May 19, 2004	.....	Publish budget summary and notice of Hearing
June 14, 2004	.....	Budget hearing
June 28, 2004	.....	Budget adoption by City Council



# Memo

**To:** Mayor, City Council  
**From:** Leroy Blodgett, City Manager  
**Date:** January 6, 2004  
**Re:** Request for Cottage Street closure for Chinese New Year

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We have received a request from George and Letty Lee of Lee's Dragon Gate Restaurant to close Cottage Street from Pacific Avenue to the easterly end of the Dragon Gate parking lot for their annual Chinese New Year celebration. The actual date of the New Year is January 22 and the Lee's are requesting the street closure for Saturday, January 24 from 11:30 a.m. to 2:00 p.m., weather permitting.

Alternate dates of January 31 or February 14 or 21 are requested if the weather does not allow the January 24 date to work.

They are also requesting permission to set off a controlled line of firecrackers as they have done in the past. Fire Chief Bill Sharp reviewed the request and stated he has no reservations or concerns with the request but would like notification of the actual date when the event will be held (see attached memo).

**Recommendation:** To grant permission to George and Letty Lee to close that portion of Cottage Street from Pacific Avenue easterly to the end of the Dragon Gate parking lot on January 24, 2003, weather permitting, or alternate dates of January 31 or February 14 or 21, beginning at 11:30 a.m. and to allow them to set off a controlled line of firecrackers during the Chinese New Year Celebration as permitted by the Brookings Fire Chief.

Mr. George Lee and Mrs. Letty Lee  
LEE'S DRAGON GATE RESTAURANT  
P. O. Box 1569  
Brookings, Or. 97415

Office of City Manager  
City of Brookings  
Elk Drive, Brookings, Or. 97415

December 29, 2003

RE: Request permission to block a portion of Cottage Street for annual celebration of Chinese New Year.

Dear Sir:

Lee's Dragon Gate Restaurant, in co-operation with Club Center's Lion Dance Team-Gung Fu/Tai Chi students- will again put on our traditional New Year Lion Dance in celebration of Chinese New Year. Actual date of the New Year is January 22, 2004, Year of the Monkey.

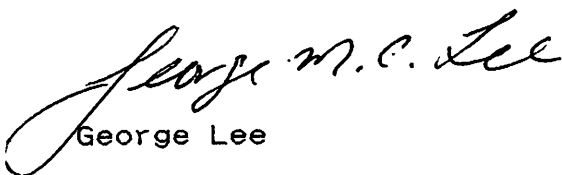
We would like to reach as many people as possible. Weather permitting, we wish to present our program on Saturday, January 24, 2004, at 12 noon. Our alternate dates would be Saturday, January 31, February 14 or February 21, 2004.

We would require the closure of Cottage street from the direct corner of the Dragon Gate Restaurant at Pacific and Cottage to the end of the Dragon Gate parking lot where it joins the Chetco Federal Credit Union driveway on Cottage Street.

Permission to close the area is required from 11:30 AM at the earliest to 2 PM at the latest. We would also request that permission to set off a controlled line of firecrackers, as we have in the past, would also be granted. The firecrackers will be in a safe spot, not posing a fire hazard to any building, environment or person, just as in the past.


We would like to thank your office for your consideration and help in the past with this celebration. If any further information is needed to help facilitate our request, please contact us.

Sincerely

  
George Lee

# Memorandum

**TO:** Mayor, Council

**FROM:** William J. Sharp, Fire Chief 

**THROUGH:** Leroy Blodgett, City Manager

**DATE:** 01-05-04

**Issue:** **Closing of Cottage St for Chinese New Year**



Once again we have been contacted by Jon Loren and his group who want to put on their Chinese New Years Celebration on Cottage Street in front of Dragon Gate Restaurant. They have requested to close the Street for that period of time and to use Firecrackers as part of that celebration. The Fire Department has no reservations nor concerns with this and gives permission to use of Firecrackers and Street closure. We would like to be notified however of the actual date when the event will be held.



# CITY OF BROOKINGS POLICE DEPARTMENT

Chris Wallace, Chief of Police



**To:** Brookings City Council through City Manager Leroy Blodgett  
**From:** Police Chief Chris Wallace 27813/201  
**Date:** January 6, 2004  
**Subject:** Requests for Chinese New Year

After review it is my recommendation the Lee's be permitted to close Cottage Street on January 24, 2004 from approximately 11:30am to 2:00pm. This closure will be from its intersection with Pacific Avenue to the Chetco Federal Credit Union drive in order to celebrate the Chinese New Year. The Lee's have also supplied several other approved alternate dates which would work if weather does not cooperate. It is further my recommendation the Lee's be permitted to set off a controlled line of firecrackers from a safe location which poses no fire hazard to any building, environment or person(s) during the celebration.

Respectfully,

Police Chief Chris Wallace



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

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

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

# CITY OF BROOKINGS



## STAFF REPORT

Date: January 7, 2004  
To: Mayor Hagbom & City Councilors  
From: Leroy Blodgett, City Manager

Subject: Surplus Equipment

## REPORT

The City has five vehicles that are no longer in use. In order to dispose of the equipment City Council must first declare it surplus and approve disposal. Below is a description of the equipment, department it was used in and recommended method of disposal.

Department	Year	Make & Model	Mileage	Condition	Disposal Recommendation
Police	1996	Ford Crown Victoria	56,100	Engine Blown, Rear quarter damaged	Trade for body work of equal value needed on another police vehicle.
Police	1992	Ford Crown Victoria	110,750	Fair Condition, shift column needs work	Donate to Port of B-H to use as a security vehicle
Police	1995	Ford Crown Victoria	151,261	Poor Condition, some parts missing, will not run now	Offer to sell as-is to highest bidder. (may end up being salvaged)
Administration	1990	Chevrolet Corsica	??	Poor Condition - will not start, windshield leaks, trunk leaks	Offer to sell as-is to highest bidder. (may end up being salvaged)
Fire	1985	Ford E350 Rescue Vehicle	??	Fair Condition - was used until replaced with another 1985 Rescue Vehicle in better condition	Offer the vehicle to Ophir Fire Dept. for \$1,000 (they have expressed a strong interest in doing so)

## STAFF RECOMMENDATION

Declare the described equipment surplus and approve disposal as recommended.

# CITY OF BROOKINGS



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## **STAFF REPORT**

Date: 12/15/03

To: City Council

From: Fire Department, Chief Sharp

Subject: Surplus Equipment

The Fire Department recently traded equipment with the Police Department. In the trade we acquired a 1985 Ford E 350 black ambulance from the Police Department in exchange for two of our Scott Breathing Apparatus. The black ambulance will replace the existing red 1985 Ford E 350 rescue vehicle we currently are using. The red rescue vehicle we are currently using was originally donated to the Fire Department from the Southern Curry Ambulance Association.

The black vehicle is in much better shape and will better meet the Departments needs. The Fire Department now would like the Council to declare the red 1985 Ford E 350 rescue vehicle surplus so that it can be sold. Ophir Fire District has contacted us with an interest in purchasing the vehicle.

Recommendation: Council declare red 1985 Ford E 350 rescue vehicle as surplus equipment so that it may be sold.

**CITY OF BROOKINGS**  
**COMMON COUNCIL MEETING MINUTES**  
**City Hall Council Chambers**  
**898 Elk Drive, Brookings, OR 97415**  
**December 22, 2003**  
**7:00 p.m.**

**I. Call to Order**

Mayor Bob Hagbom called the meeting to order at 7:00 p.m.

**II. Pledge of Allegiance**

Led by Gail Hedding

**III. Roll Call**

Council Present: Mayor Bob Hagbom, Council President Rick Dentino, Councilors Larry Curry, Frances Johns Kern, and Craig Mickelson, a quorum present.

Council Absent: None

Staff Present:

City Manager Leroy Blodgett, Community Development Director Leo Lightle, And Administrative Secretary Linda Barker

Media Present: Curry Coastal Pilot Reporter Brian Bullock

Other:

Chamber of Commerce Executive Director Les Cohen,  
And approximately 7 other citizens

**IV. Oral Requests and Communications from the Audience**

**A. Committee and Liaison reports**

**1. Chamber of Commerce**

Executive Director Cohen thanked Coos-Curry Electric for putting up the holiday lights along Chetco Avenue, saying the new rope lighting seems to be holding up and the whales look good.

The Chamber is finalizing the agenda for Business Outlook 2004 which will be held at the Elks Lodge January 27. Cohen said they will begin working on March's Beachcombers Festival in January. Co-operative advertising running in the Rogue Valley, Klamath Basin and Redding seems to be bringing people into our area.

The Community Profile and Business Directory will be coming out any day. This year the Chamber partnered with the Curry Coastal

Pilot to publish the community information guide. It is fully funded by the advertisers and 10,000 copies of the directory and an additional 5,000 copies of the most up-to-date map of our area will be printed.

2. *Council Liaisons*

Councilors Mickelson and Curry had nothing to report. Councilor Johns Kern attended a meeting of the Pelican Bay Prison Advisory Board. Councilor Dentino worked the Festival of Lights in Azalea Park as did Johns Kern. He and Johns Kern arranged for the Brookings-Harbor leadership class session on "governances." He attended the Pelican Bay Telecommunications board of directors meeting December 22 and represented the City Council at Elmo & Lorraine Williams 60<sup>th</sup> anniversary celebration December 21. Lastly he played Santa at the Cal-Or Life Flights employee Christmas party at the Senior Center.

Mayor Hagbom read a letter of resignation from Councilor Curry effective December 31, 2003. Hagbom then announced an open house December 30 between 11:30 a.m. to 1:00 p.m. in Council Chambers in Curry's honor and invited the public to attend.

**Councilor Dentino moved, a second followed, and the Council voted unanimously to accept the resignation of Larry Curry and to declare a Council vacancy.**

B. *Unscheduled*

1. None

V. **Staff Reports**

A. *Finance Department*

1. *System Development Charge Review Contract Bid Award*

City Manager Blodgett said the city had advertised for proposals for System Development Charge methodology review. Four responses were received and staff recommended accepting the proposal from The Dyer Partnership, Coos Bay in the amount of \$25,640 which included developing a Capital Improvement Plan for the City.

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to award the System Development Charge review and development of a capital improvement plan contract to the Dyer Partnership for \$25,640.**

**B. *Economic and Urban Development Department***

1. ***Preliminary Design for New City Hall and Public Safety Facilities***  
City Manager Blodgett said one of the Council goals for 2003-2004 was to develop a master plan for city hall and public safety facilities with a second goal of acquiring a site for a new city hall. After review and investigation of several avenues including locations in the downtown master plan area and the current city hall site, staff contacted Crow/Clay & Associates, Inc. to provide programming and preliminary design for a remodel and addition (or new) city hall.

**Councilor Johns Kern moved, a second followed, and the Council voted unanimously to approve the proposal developed by Crow/Clay & Associates, Inc. and move forward to preliminary design of the project.**

**C. *Community Development Department***

1. ***Surface Transportation Program Funds Project Revised Project STP 2002***

Community Development Director Lightle asked the Council to consider a change to the location of the project for Surface Transportation Program Funds authorized for 2002. The change would move the project from the intersection of Railroad and Oak Streets to the intersection of Elk Drive and Fern Avenue.

**Councilor Dentino moved, a second followed, and the Council voted unanimously to change the projection location for Surface Transportation Program Funds project for 2002 from the intersection of Railroad and Oak Streets to the intersection of Elk Drive and Fern Avenue.**

2. ***Surface Transportation Project Allocation 2003***

Community Development Director Lightle proposed a project using Local Fund Exchange Program dollars to reconstruct Fifth Street from Elk Drive 150 north with storm drainage and curb, gutters and sidewalks as well as widening the street. The City will receive \$30, 521 for the project.

**Councilor Dentino moved, a second followed, and the Council voted unanimously to authorize the Mayor to sign the Local Fund Exchange Agreement and to enter into an intergovernmental agreement with the League of Oregon Cities for distribution of those funds (\$30,521) subject to terms specified in the agreement.**

D. *City Manager*

1. *Asante Letter of Intent*

City Manager Blodgett explained the Letter of Intent commits Asante to move forward with a feasibility study to evaluate the possibility of developing an acute care hospital in the Brookings area. It also commits the City to work with Asante as they prepare the study. Any financial commitment by the City will not be considered until the study is complete. He said the City is working with the State Parks and Recreation Commission to acquire land at Harris Beach State Park to use as a site for the hospital.

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to approve and authorize Mayor Hagbom to sign the Letter of Intent provided by Asante Health System.**

2. *Set Date for Council Goals Session*

City Manager Blodgett asked the Council to set a date for a goal setting session for fiscal year 2004-2005, saying the Conference Room at the Brookings Inn Best Western was available January 31, 2004 and suggesting that date. At their January 26, 2004, meeting the Council will receive a progress report on goals for 2003-2004. Blodgett asked for Councilors and staff to turn in proposed goals to the Administrative Offices to be considered at the goal setting session.

**Councilor Dentino moved, a second followed, and the Council voted unanimously to set January 31, 2004, as the date for a goal setting session for 2004-2005 goals.**

3. *Other*

City Manager Blodgett said that since the City has not proposed anything in regards to ODOT's highway improvement project a city-wide vote would not be anything of substance. The improvements are an ODOT project, not a city project.

He said statements have been made that the City Council and the Mayor have lobbied for the couplet. When moneys became available through the Oregon Transportation Investment Act the City wanted to be in line for some of these funds and in 2002 adopted a Council goal to "lobby to have Phase II of the Couplet on the STIP." At the time ODOT was saying the project would be a couplet. The City was successful and the Hwy 101 improvements remain on the STIP but are unfunded at this time and a decision has not been reached by ODOT as to what the completed project

will look like. Blodgett said whatever the outcome of the project's design the City has kept its place for funding.

Blodgett also reported the repaving of Hwy 101 through Brookings will not take place next summer as originally planned. City officials and ODOT have reached an agreement to postpone the work until 2005. The portion of the project from Thomas Creek Bridge to just north of Rainbow Rock will be started as scheduled in 2004. Blodgett said the reasons for the delay in the Brookings portion of the project include completing the engineering and public input on the downtown traffic solution, including working with utility providers to underground their facilities; and the work to be done to extend utilities to the Borax property which has been annexed into the City.

## **VI. Consent Calendar**

- A. *Approval of Council Meeting Minutes*
  - 1. *Minutes of December 8, 2003, regular Council meeting*
- B. *Liquor License Application*
  - 1. *Flying Gull Restaurant—adding corporate partner*

### **END CONSENT CALENDAR**

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to approve the Consent Calendar as printed.**

## **VII. Ordinances/Resolutions**

- A. *Ordinances*
  - 1. *Ordinance No. 03-O-446.RR—In the matter of an Ordinance amending Ordinance 89-O-446, an ordinance creating the Land Development Code, to amend the requirements for parking motor homes and other recreational equipment on residential lots*

City Manager Blodgett recapped that a public hearing had been held before the Council December 8, 2003, on File No. LDC-5-03 and while public testimony was closed the Council had voted to table their decision until this meeting. He suggested changes to the proposed ordinance that eliminated reference to accessory uses and added the words "or hard gravel surfaces" to the paving requirement for the storage area. There was discussion about accessory uses in residential areas and existing homes not being required to have a paved surface to park RVs on since some have unpaved driveways.

John Petersen, 96577 West Harris Heights, and John White, PO Box 3078, Harbor, had questions and comments about the proposed ordinance.



Blodgett read Ordinance No. 03-O-446.RR in its entirety.

Discussion after the reading centered on existing homes and whether they would be required to have a paved driveway but still could have an unpaved RV parking area and how the new requirements would be enforced. Blodgett said mostly the Planning Department would act on complaints.

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to have the second reading of Ordinance No. 03-O-446.RR by title only.**

Blodgett read Ordinance No. 03-O-446.RR by title only.

**Councilor Johns Kern moved, a second followed, and the Council voted unanimously to adopt Ordinance No. 03-O-446.RR, amending Ordinance No. 89-O-446, an ordinance creating the Land Development Code, to amend various sections to improve clarity and change certain requirements regulating RV parking in residential areas incorporating the changes proposed by City Manager Blodgett into the ordinance.**

2. *Ordinance No. 03-O-446.SS— In the matter of an Ordinance amending Ordinance 89-O-446, an ordinance creating the Land Development Code, to clarify residential yard setback requirements*

City Manager Blodgett read Ordinance No. 03-O-446.SS in its entirety. There was no discussion on this matter after the reading.

**Councilor Dentino moved, a second followed, and the Council voted to have the second reading of Ordinance No. 03-O-446.SS by title only.**

Blodgett read Ordinance No. 03-O-446.SS by title only.

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to adopt Ordinance No. 03-O-446.SS, an ordinance amending Ordinance No. 03-O-446, an ordinance creating the Land Development Code, to amend Sections 8, 20, 24, 28, and 32, to clarify residential yard setback requirements.**

**B. Resolutions**

1. *Resolution No. 03-R-725—In the matter of a Resolution approving Pelican Bay Telecommunications Corporation Loan Submittal*  
Mayor Hagbom said Pelican Bay Telecommunications Corporation is not moving forward on this loan so no action was needed or taken on Resolution No. 03-R-725, in the matter of a resolution approving Pelican Bay Telecommunications Corporation loan submittal.

**VIII. Remarks from Mayor and Councilors**

- A. Council—None
- B. Mayor—None

The Council recessed from 8:05 to 8:12 p.m.

**IX. Executive Session**

- A. *ORS 192.660(1)(e)—Real Property Transaction*
- B. *ORS 192.660(1)(i)—Performance Evaluation of Public Officers and Employees*

Mayor Hagbom announced the Council would be going into executive session for approximately 20 minutes and would return to general session following the conclusion of the executive session. Media would be allowed to remain during the executive session but reporting of anything said during the session is prohibited as long as Council only discusses stated agenda items. Also Hagbom said no action would be taken during the executive session but action may be taken after the general session reconvenes.

The Council went into executive session at 8:12 p.m.

The Council reconvened in regular session at 8:30 p.m.

**Councilor Johns Kern moved, a second followed, and the Council voted unanimously to proceed with the property transaction as discussed in Executive Session.**

Mayor Hagbom said the performance evaluation for City Manager Blodgett resulted in a very high rating and he was making a recommendation for a 5% salary increase.

**Councilor Curry moved, a second followed, and the Council voted unanimously to increase the salary of City Manager Blodgett by 5%.**

**X. Adjournment**

Mayor Hagbom wished everyone happy holidays saying this is a great community with a great bunch of volunteers. He will be preparing and giving the State of the City address within the next thirty days to give everyone an update of where we have been and where we are trying to go.

With no further business before it the meeting was adjourned at 8:37 p.m.

Respectfully submitted:

Bob Hagbom  
Mayor

ATTEST by City Recorder this \_\_\_\_ day of \_\_\_\_\_, 2003.

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Paul Hughes  
Finance Director/City Recorder

Check Register - Summary Report  
 GL Posting Period(s): 12/03 - 12/03  
 Check Issue Date(s): 12/01/2003 - 12/31/2003

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
12/03	12/03/2003	47603	2513	VOID - Old Town Inn	10-00-2005	52.43 -M
12/03	12/03/2003	47911	910	OR Department of Justice	10-00-2005	115.38
12/03	12/03/2003	47912	1132	OR Department of Justice	10-00-2005	391.62
12/03	12/03/2003	47913	1742	OR Department of Justice	10-00-2005	309.73
12/03	12/03/2003	47914	189	OR Teamster Employers Trust	10-00-2005	18,174.60
12/03	12/03/2003	47915	2366	Oregon Department of Justice	10-00-2005	203.08
12/03	12/03/2003	47916	205	PERS Retirement	10-00-2005	10,421.34
12/03	12/03/2003	47917	213	Teamsters Local Union 223	10-00-2005	742.00
12/03	12/03/2003	47918	144	OR Teamster Employers Trust	10-00-2005	9,693.12
12/03	12/05/2003	47919	303	Associated Bag Company	10-00-2005	239.79
12/03	12/05/2003	47920	2206	Bell Hardware	10-00-2005	273.50
12/03	12/05/2003	47921	148	B-H Chamber of Commerce	10-00-2005	2,342.10
12/03	12/05/2003	47922	2587	Bill Cochran	10-00-2005	106.22
12/03	12/05/2003	47923	2561	Bob Gilmore	10-00-2005	106.22
12/03	12/05/2003	47924	200	Bob Hagbom	10-00-2005	340.05
12/03	12/05/2003	47925		Information Only Check	10-00-2005	.00 V
12/03	12/05/2003	47926	110	Brookings Auto Parts	10-00-2005	227.00
12/03	12/05/2003	47927	313	Brookings Vol Firefighters	10-00-2005	2,083.33
12/03	12/05/2003	47928	2204	Carina Moran	10-00-2005	15.37
12/03	12/05/2003	47929	2582	Carmela Johnson	10-00-2005	4.93
12/03	12/05/2003	47930	149	Carpenter Auto Center	10-00-2005	342.29
12/03	12/05/2003	47931	1840	Chetco Federal Credit Union	10-00-2005	3,330.00
12/03	12/05/2003	47932	178	Chetco Pharmacy & Gift	10-00-2005	4.92
12/03	12/05/2003	47933	820	CMI Business Systems	10-00-2005	122.49
12/03	12/05/2003	47934	497	Curry County Computer Services	10-00-2005	50.00
12/03	12/05/2003	47935	337	Curry County Health Dept	10-00-2005	314.55
12/03	12/05/2003	47936	173	Curry Equipment Company	10-00-2005	5.00
12/03	12/05/2003	47937	284	Day-Wireless Systems	10-00-2005	11,823.95
12/03	12/05/2003	47938	316	Donald & Roberta Chandler	10-00-2005	548.00
12/03	12/05/2003	47939	2491	Ed Wait	10-00-2005	366.00
12/03	12/05/2003	47940	1966	Emmett C Hann	10-00-2005	22.71
12/03	12/05/2003	47941	2566	Eric Meyers	10-00-2005	24.89
12/03	12/05/2003	47942	153	Ferrellgas	10-00-2005	218.08
12/03	12/05/2003	47943	1749	Granich Engineering, Inc	10-00-2005	1,046.59
12/03	12/05/2003	47944	139	Harbor Logging Supply	10-00-2005	22.54
12/03	12/05/2003	47945	131	HGE, Inc	10-00-2005	4,638.49
12/03	12/05/2003	47946	2564	Joe Dickerson	10-00-2005	10.99
12/03	12/05/2003	47947	2563	John Rogers	10-00-2005	23.12
12/03	12/05/2003	47948	2565	Kenneth & Brenda Hodges	10-00-2005	3.69
12/03	12/05/2003	47949		Information Only Check	10-00-2005	.00 V
12/03	12/05/2003	47950		Information Only Check	10-00-2005	.00 V
12/03	12/05/2003	47951	162	Kerr Hardware	10-00-2005	282.81
12/03	12/05/2003	47952	121	Lane County RIS	10-00-2005	880.00
12/03	12/05/2003	47953	202	League of Oregon Cities	10-00-2005	2,471.00
12/03	12/05/2003	47954	328	Les Schwab Tire Company	10-00-2005	128.46
12/03	12/05/2003	47955	1016	Mark Carroll Signs & Graphics	10-00-2005	750.00
12/03	12/05/2003	47956	2122	Mastercard	10-00-2005	33.75
12/03	12/05/2003	47957	155	Mory's	10-00-2005	47.36
12/03	12/05/2003	47958	685	Neilson Research Corporation	10-00-2005	60.00
12/03	12/05/2003	47959	399	NENA	10-00-2005	95.00
12/03	12/05/2003	47960	2025	Numborg Scientific	10-00-2005	102.30
12/03	12/05/2003	47961	2283	NW Technical Internet Service	10-00-2005	21.95
12/03	12/05/2003	47962	375	OR Department of Revenue	10-00-2005	22.80
12/03	12/05/2003	47963	376	OR Dept of Revenue	10-00-2005	73.00
12/03	12/05/2003	47964	2268	Pioneer Products	10-00-2005	497.60
12/03	12/05/2003	47965	322	Postmaster	10-00-2005	586.00
12/03	12/05/2003	47966	187	Quality Fast Lube & Oil	10-00-2005	30.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
12/03	12/05/2003	47967	199	Richard Harper	10-00-2005	300.00
12/03	12/05/2003	47968	2254	Sunny Wheatley	10-00-2005	164.00
12/03	12/05/2003	47969	821	Toshiba America Info Systems	10-00-2005	310.00
12/03	12/05/2003	47970	990	United Parcel Service	10-00-2005	34.86
12/03	12/05/2003	47971	136	United Pipe & Supply Co Inc	10-00-2005	507.76
12/03	12/05/2003	47972	1020	Valley Electrical Contractors	10-00-2005	425.00
12/03	12/05/2003	47973	157	Viking Office Products	10-00-2005	6.46
12/03	12/05/2003	47974	1483	Wall & Wall, P.C., CPA's	10-00-2005	6,500.00
12/03	12/05/2003	47975	686	Worlton Auto Body	10-00-2005	100.00
12/03	12/05/2003	47976	253	Xerox Corporation	10-00-2005	70.73
12/03	12/12/2003	47977	131	HGE, Inc	10-00-2005	591.06
12/03	12/12/2003	47977	2353	VOID - B&H Gun Rack	10-00-2005	654.95
12/03	12/12/2003	47977	131	HGE, Inc	10-00-2005	4,427.16
12/03	12/17/2003	47977	2353	VOID - B&H Gun Rack	10-00-2005	654.95 -M
12/03	12/17/2003	47978	138	VOID - Becco, Inc	10-00-2005	.00 M
12/03	12/12/2003	47978	2574	Jeremy L. McVeety	10-00-2005	190.00
12/03	12/12/2003	47979	1812	John Wimberley	10-00-2005	120.00
12/03	12/12/2003	47979	1156	VOID - Best Western Albany Inn	10-00-2005	.00
12/03	12/12/2003	47980	386	Lab Safety Supply Inc	10-00-2005	322.56
12/03	12/17/2003	47980	175	VOID - Cam Lynn	10-00-2005	.00 M
12/03	12/12/2003	47981	149	VOID - Carpenter Auto Center	10-00-2005	165.84 -
12/03	12/12/2003	47981	964	Linn-Benton Community College	10-00-2005	700.00
12/03	12/17/2003	47981	149	VOID - Carpenter Auto Center	10-00-2005	165.84 M
12/03	12/17/2003	47982	2160	VOID - Cashier, DHS Drinking Water Pr	10-00-2005	.00 M
12/03	12/12/2003	47982	525	Mark Haglund	10-00-2005	120.00
12/03	12/12/2003	47983	2572	Michael & Chaulene Worthey	10-00-2005	4.80
12/03	12/12/2003	47983	2575	VOID - Charles Simpson	10-00-2005	.00
12/03	12/12/2003	47984	123	Motorola	10-00-2005	2,818.65
12/03	12/17/2003	47984	178	VOID - Chetco Pharmacy & Gift	10-00-2005	.00 M
12/03	12/12/2003	47985	183	VOID - Colvin Oil Company	10-00-2005	369.32 -
12/03	12/12/2003	47985	283	Muffler & More	10-00-2005	26.00
12/03	12/12/2003	47985	183	VOID - Colvin Oil Company	10-00-2005	369.32
12/03	12/12/2003	47985	283	Muffler & More	10-00-2005	11.00
12/03	12/12/2003	47986	182	VOID - Coos-Curry Electric	10-00-2005	.00
12/03	12/12/2003	47986	2576	OACP	10-00-2005	155.00
12/03	12/17/2003	47986	182	VOID - Coos-Curry Electric	10-00-2005	.00 M
12/03	12/17/2003	47987	195	VOID - Curry Transfer & Recycling	10-00-2005	113.84 -M
12/03	12/12/2003	47988		Information Only Check	10-00-2005	.00 V
12/03	12/12/2003	47987	252	Paramount Pest Control	10-00-2005	35.00
12/03	12/12/2003	47988		Information Only Check	10-00-2005	.00 V
12/03	12/17/2003	47987	195	VOID - Curry Transfer & Recycling	10-00-2005	113.84 M
12/03	12/12/2003	47988		Information Only Check	10-00-2005	.00 V
12/03	12/12/2003	47988	708	Pelican Bay Art Association	10-00-2005	133.54
** Check Number 47988 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/17/2003	47989	166	VOID - Dan's Auto & Marine Electric	10-00-2005	.62 M
12/03	12/12/2003	47989	293	Petty Cash	10-00-2005	160.28
12/03	12/17/2003	47989	166	VOID - Dan's Auto & Marine Electric	10-00-2005	.62 -M
12/03	12/12/2003	47990	259	VOID - Da-Tone Rock Products	10-00-2005	66.08 -
12/03	12/12/2003	47990	1193	PRN Data Services, Inc	10-00-2005	1,731.89
12/03	12/12/2003	47990	259	VOID - Da-Tone Rock Products	10-00-2005	66.08
12/03	12/12/2003	47990	1193	PRN Data Services, Inc	10-00-2005	857.11
12/03	12/12/2003	47991	284	VOID - Day-Wireless Systems	10-00-2005	.00
12/03	12/12/2003	47991	207	Quill Corporation	10-00-2005	21.12
12/03	12/12/2003	47992	371	VOID - DEQ Business Office	10-00-2005	100.00
12/03	12/12/2003	47992	180	Ray's Food Place	10-00-2005	69.46
12/03	12/17/2003	47992	371	VOID - DEQ Business Office	10-00-2005	100.00 -M
12/03	12/12/2003	47993	484	VOID - DMV	10-00-2005	.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
12/03	12/12/2003	47993	169	Roto Rooter	10-00-2005	127.90
12/03	12/12/2003	47994	595	VOID - 'elan Signs	10-00-2005	12.36 -
12/03	12/12/2003	47994	2573	Scott W Bakker	10-00-2005	7.40
12/03	12/17/2003	47994	595	VOID - 'elan Signs	10-00-2005	12.36 M
12/03	12/17/2003	47995	288	VOID - Equipump	10-00-2005	137.68 -M
12/03	12/12/2003	47995	156	That Special Touch Florist	10-00-2005	12.00
12/03	12/12/2003	47995	288	VOID - Equipump	10-00-2005	137.68
12/03	12/12/2003	47996	2568	VOID - Eugene's Enterprises Upholster	10-00-2005	180.00
12/03	12/12/2003	47996	1565	The Pin Center	10-00-2005	655.00
12/03	12/17/2003	47996	2568	VOID - Eugene's Enterprises Upholster	10-00-2005	180.00 -M
12/03	12/12/2003	47997	179	Trew, Cyphers & Meynink	10-00-2005	2,437.50
12/03	12/12/2003	47997	105	VOID - First Impressions	10-00-2005	.00
12/03	12/17/2003	47998	2571	VOID - Florence Henson	10-00-2005	.00 M
12/03	12/12/2003	47998	161	United Communications Inc	10-00-2005	408.07
12/03	12/12/2003	47999	991	Verizon Northwest	10-00-2005	997.50
12/03	12/12/2003	47999	298	VOID - Freeman Rock, Inc	10-00-2005	117.18
12/03	12/12/2003	47999	991	Verizon Northwest	10-00-2005	189.75
12/03	12/17/2003	47999	298	VOID - Freeman Rock, Inc	10-00-2005	241.92 -M
12/03	12/12/2003	47999	991	Verizon Northwest	10-00-2005	325.42
12/03	12/12/2003	47999	298	VOID - Freeman Rock, Inc	10-00-2005	124.74
12/03	12/12/2003	48000	861	Village Express Mail Center	10-00-2005	5.62
12/03	12/17/2003	48000	119	VOID - Gall's Inc	10-00-2005	.00 M
12/03	12/17/2003	48001	198	VOID - Grants Pass Water Lab	10-00-2005	190.00 -M
12/03	12/12/2003	48001	269	WW Grainger	10-00-2005	126.20
12/03	12/12/2003	48001	198	VOID - Grants Pass Water Lab	10-00-2005	190.00
12/03	12/17/2003	48002	1881	AFLAC	10-00-2005	111.08
** Check Number 48002 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/17/2003	48002	186	VOID - Hennick's Hardware	10-00-2005	.00 M
12/03	12/17/2003	48002	1881	VOID - AFLAC	10-00-2005	305.12
** Check Number 48002 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/12/2003	48003	131	VOID - HGE, Inc	10-00-2005	601.71
12/03	12/17/2003	48003	145	VOID - EBS Trust	10-00-2005	118.00
** Check Number 48003 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/12/2003	48003	131	VOID - HGE, Inc	10-00-2005	.00
12/03	12/17/2003	48003	145	VOID - EBS Trust	10-00-2005	22.00 -M
** Check Number 48003 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/17/2003	48003	131	VOID - HGE, Inc	10-00-2005	601.71 -M
12/03	12/17/2003	48003	145	VOID - EBS Trust	10-00-2005	37.00 -M
** Check Number 48003 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/12/2003	48004	2574	VOID - Jeremy L. McVeety	10-00-2005	190.00
12/03	12/17/2003	48004	910	VOID - OR Department of Justice	10-00-2005	115.38
** Check Number 48004 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/17/2003	48004	2574	VOID - Jeremy L. McVeety	10-00-2005	190.00 -M
12/03	12/17/2003	48005	1132	VOID - OR Department of Justice	10-00-2005	391.62
** Check Number 48005 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/17/2003	48005	1812	VOID - John Wimberley	10-00-2005	.00 M
12/03	12/17/2003	48005	1132	VOID - OR Department of Justice	10-00-2005	.00 M
** Check Number 48005 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/17/2003	48006	1742	VOID - OR Department of Justice	10-00-2005	.00
** Check Number 48006 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/17/2003	48006	386	VOID - Lab Safety Supply Inc	10-00-2005	.00 M
12/03	12/17/2003	48006	1742	OR Department of Justice	10-00-2005	307.93
** Check Number 48006 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/17/2003	48007	964	VOID - Linn-Benton Community College	10-00-2005	700.00 -M
12/03	12/17/2003	48007	2366	VOID - Oregon Department of Justice	10-00-2005	203.08 M
** Check Number 48007 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/12/2003	48007	964	VOID - Linn-Benton Community College	10-00-2005	700.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
12/03	12/17/2003	48008	525	VOID - Mark Haglund	10-00-2005	120.00 -M
12/03	12/17/2003	48008	205	VOID - PERS Retirement	10-00-2005	10,327.18
** Check Number 48008 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/12/2003	48008	525	VOID - Mark Haglund	10-00-2005	120.00
12/03	12/17/2003	48009	214	VOID - Regence Life & Health Ins	10-00-2005	238.50
** Check Number 48009 from Bank 5 has both Voided and Unvoided sequences for this Vendor.						
12/03	12/17/2003	48009	2572	VOID - Michael & Chaulene Worthey	10-00-2005	.00 M
12/03	12/12/2003	48010	123	VOID - Motorola	10-00-2005	2,818.65
12/03	12/19/2003	48010	2578	Action Trophies	10-00-2005	359.50
12/03	12/17/2003	48010	123	VOID - Motorola	10-00-2005	2,818.65 -M
12/03	12/19/2003	48010	2578	Action Trophies	10-00-2005	463.00
12/03	12/12/2003	48011	283	VOID - Muffler & More	10-00-2005	24.50
12/03	12/19/2003	48011	167	American Sigma	10-00-2005	44.65
12/03	12/17/2003	48011	283	VOID - Muffler & More	10-00-2005	13.50 -M
12/03	12/19/2003	48011	167	American Sigma	10-00-2005	62.60
12/03	12/17/2003	48011	283	VOID - Muffler & More	10-00-2005	11.00 -M
12/03	12/12/2003	48012	2576	VOID - OACP	10-00-2005	155.00
12/03	12/19/2003	48012	2579	Andrew C Hislop	10-00-2005	34.69
12/03	12/17/2003	48012	2576	VOID - OACP	10-00-2005	155.00 -M
12/03	12/12/2003	48013	252	VOID - Paramount Pest Control	10-00-2005	35.00
12/03	12/19/2003	48013	150	Any Time Coffee Service	10-00-2005	108.57
12/03	12/17/2003	48013	252	VOID - Paramount Pest Control	10-00-2005	35.00 -M
12/03	12/17/2003	48014	708	VOID - Pelican Bay Art Association	10-00-2005	133.54 -M
12/03	12/19/2003	48014	1118	Brookside Florist	10-00-2005	87.95
12/03	12/12/2003	48014	708	VOID - Pelican Bay Art Association	10-00-2005	133.54
12/03	12/12/2003	48015	293	VOID - Petty Cash	10-00-2005	.00
12/03	12/19/2003	48015	2364	C&S Fire-Safe Services	10-00-2005	35.00
12/03	12/12/2003	48016	1193	VOID - PRN Data Services, Inc	10-00-2005	1,446.12
12/03	12/19/2003	48016	175	Cam Lynn	10-00-2005	18.00
12/03	12/12/2003	48016	1193	VOID - PRN Data Services, Inc	10-00-2005	1,446.12 -
12/03	12/17/2003	48017	207	VOID - Quill Corporation	10-00-2005	21.12 -M
12/03	12/19/2003	48017	149	Carpenter Auto Center	10-00-2005	190.86
12/03	12/12/2003	48017	207	VOID - Quill Corporation	10-00-2005	21.12
12/03	12/12/2003	48018	180	VOID - Ray's Food Place	10-00-2005	67.17 -
12/03	12/19/2003	48018	822	Coast Auto Center	10-00-2005	286.15
12/03	12/12/2003	48018	180	VOID - Ray's Food Place	10-00-2005	67.17
12/03	12/19/2003	48019	1745	Coastal Paper & Supply, Inc	10-00-2005	26.50
12/03	12/12/2003	48019	169	VOID - Roto Rooter	10-00-2005	54.70
12/03	12/19/2003	48019	1745	Coastal Paper & Supply, Inc	10-00-2005	317.10
12/03	12/17/2003	48019	169	VOID - Roto Rooter	10-00-2005	54.70 -M
12/03	12/19/2003	48020	182	Coos-Curry Electric	10-00-2005	370.04
12/03	12/17/2003	48020	2573	VOID - Scott W Bakker	10-00-2005	7.40 -M
12/03	12/19/2003	48020	182	Coos-Curry Electric	10-00-2005	2,301.52
12/03	12/12/2003	48020	2573	VOID - Scott W Bakker	10-00-2005	7.40
12/03	12/19/2003	48020	182	Coos-Curry Electric	10-00-2005	676.21
12/03	12/17/2003	48021	156	VOID - That Special Touch Florist	10-00-2005	.00 M
12/03	12/19/2003	48021	2394	Craig Mickelson	10-00-2005	76.32
12/03	12/19/2003	48022	151	Curry Coastal Pilot	10-00-2005	85.80
12/03	12/17/2003	48022	1565	VOID - The Pin Center	10-00-2005	505.00 -M
12/03	12/19/2003	48022	151	Curry Coastal Pilot	10-00-2005	207.60
12/03	12/17/2003	48022	1565	VOID - The Pin Center	10-00-2005	505.00 M
12/03	12/19/2003	48022	151	Curry Coastal Pilot	10-00-2005	81.80
12/03	12/17/2003	48023	179	VOID - Trew, Cyphers & Meynink	10-00-2005	2,437.50 -M
12/03	12/19/2003	48023	173	Curry Equipment Company	10-00-2005	4.35
12/03	12/12/2003	48023	179	VOID - Trew, Cyphers & Meynink	10-00-2005	2,437.50
12/03	12/19/2003	48023	173	Curry Equipment Company	10-00-2005	22.50
12/03	12/12/2003	48024	161	VOID - United Communications Inc	10-00-2005	2.63

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
12/03	12/19/2003	48024	284	Day-Wireless Systems	10-00-2005	163.40
12/03	12/17/2003	48024	161	VOID - United Communications Inc	10-00-2005	2.63 -M
12/03	12/12/2003	48025	991	VOID - Verizon Northwest	10-00-2005	533.73
12/03	12/19/2003	48025	185	Del Cur Supply	10-00-2005	94.05
12/03	12/17/2003	48025	991	VOID - Verizon Northwest	10-00-2005	533.73 -M
12/03	12/19/2003	48026	445	Dept of the Interior, USGS	10-00-2005	2,350.00
12/03	12/17/2003	48026	861	VOID - Village Express Mail Center	10-00-2005	.00 M
12/03	12/17/2003	48027	269	VOID - WW Grainger	10-00-2005	126.20 -M
12/03	12/19/2003	48027	153	Ferrellgas	10-00-2005	422.42
12/03	12/12/2003	48027	269	VOID - WW Grainger	10-00-2005	126.20
12/03	12/19/2003	48028	2109	Granite Construction Co.	10-00-2005	1,015.07
12/03	12/19/2003	48029	307	Industrial Steel & Supply Inc	10-00-2005	146.48
12/03	12/19/2003	48030	2585	Jerry Norman	10-00-2005	135.00
12/03	12/19/2003	48031	2587	Jose B Ortiz	10-00-2005	16.79
12/03	12/19/2003	48032	328	Les Schwab Tire Company	10-00-2005	1,145.98
12/03	12/19/2003	48033	299	Lorings Sporting Goods	10-00-2005	144.67
12/03	12/19/2003	48034	706	Madglyn Yock	10-00-2005	19.44
12/03	12/19/2003	48035	2584	Mary Burns	10-00-2005	25.26
12/03	12/19/2003	48036	279	One Call Concepts, Inc	10-00-2005	27.00
12/03	12/19/2003	48037	2089	OVFA	10-00-2005	225.00
12/03	12/19/2003	48038	311	Paramount Supply Company	10-00-2005	176.20
12/03	12/19/2003	48039	2583	Paul & Maggie Prevenas	10-00-2005	52.77
12/03	12/19/2003	48040	2268	Pioneer Products	10-00-2005	120.90
12/03	12/19/2003	48041	646	Quartermaster	10-00-2005	67.95
12/03	12/19/2003	48042	380	Stadelman Electric	10-00-2005	12,697.81
12/03	12/19/2003	48043	2581	Steven & Oolah Croft	10-00-2005	17.88
12/03	12/19/2003	48044	2582	Tina Ruben	10-00-2005	39.19
12/03	12/19/2003	48045	2580	Tony Gates	10-00-2005	32.60
12/03	12/19/2003	48046	2134	Triple R Engraving	10-00-2005	50.00
12/03	12/19/2003	48047	1983	Vantage Construction	10-00-2005	45.00
12/03	12/19/2003	48048	991	Verizon Northwest	10-00-2005	18.99
12/03	12/19/2003	48049		Information Only Check	10-00-2005	.00 V
12/03	12/19/2003	48050	157	Viking Office Products	10-00-2005	256.10
12/03	12/19/2003	48051	269	WW Grainger	10-00-2005	102.70
12/03	12/24/2003	48052	342	Applied Industrial Technology	10-00-2005	78.47
12/03	12/24/2003	48053	138	Becco, Inc	10-00-2005	37.50
12/03	12/24/2003	48054	2211	Brother International Corp	10-00-2005	135.89
12/03	12/24/2003	48055	1373	Cascade Fire Equipment	10-00-2005	1,231.43
12/03	12/24/2003	48056	370	CCIS	10-00-2005	10,751.85
12/03	12/24/2003	48057	820	CMI Business Systems	10-00-2005	97.57
12/03	12/24/2003	48058	183	Colvin Oil Company	10-00-2005	2,494.38
12/03	12/24/2003	48059	182	Coos-Cunry Electric	10-00-2005	10,054.09
12/03	12/24/2003	48060	888	CRS	10-00-2005	925.00
12/03	12/24/2003	48061	261	Engineered Control Products	10-00-2005	857.67
12/03	12/24/2003	48062	499	Fastenal Company	10-00-2005	5.13
12/03	12/24/2003	48063	105	First Impressions	10-00-2005	243.45
12/03	12/24/2003	48064		Information Only Check	10-00-2005	.00 V
12/03	12/24/2003	48065		Information Only Check	10-00-2005	.00 V
12/03	12/24/2003	48066	2122	Mastercard	10-00-2005	1,389.34
12/03	12/24/2003	48067	155	Mory's	10-00-2005	39.05
12/03	12/24/2003	48068	533	OCPDA	10-00-2005	40.00
12/03	12/24/2003	48069	770	Sonic Repair	10-00-2005	339.00
12/03	12/24/2003	48070	2125	State of OR Water Resource Dp	10-00-2005	4,960.00
12/03	12/24/2003	48071	2588	Susanne Harris	10-00-2005	10.27
12/03	12/24/2003	48072	991	Verizon Northwest	10-00-2005	156.47
12/03	12/24/2003	48073	917	Wm. H. Reilly & Co	10-00-2005	9,097.21
12/03	12/24/2003	48074		Void Check	10-00-2005	.00 V

M = Manual Check, V = Void Check



Check Register - Summary Report  
 GL Posting Period(s): 12/03 - 12/03  
 Check Issue Date(s): 12/01/2003 - 12/31/2003

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
12/03	12/12/2003	48074	2353	B&H Gun Rack	10-00-2005	654.95
12/03	12/12/2003	48075	138	Becco, Inc	10-00-2005	109.39
12/03	12/12/2003	48076	1156	Best Western Albany Inn	10-00-2005	203.07
12/03	12/12/2003	48077	175	Cam Lynn	10-00-2005	18.00
12/03	12/12/2003	48078	149	Carpenter Auto Center	10-00-2005	781.07
12/03	12/12/2003	48079	2160	Cashier, DHS Drinking Water Pr	10-00-2005	40.00
12/03	12/12/2003	48080	2575	Charles Simpson	10-00-2005	51.02
12/03	12/12/2003	48081	178	Chetco Pharmacy & Gift	10-00-2005	11.14
12/03	12/12/2003	48082	183	Colvin Oil Company	10-00-2005	1,438.59
12/03	12/12/2003	48083	182	Coos-Curry Electric	10-00-2005	1,209.47
12/03	12/12/2003	48084	195	Curry Transfer & Recycling	10-00-2005	548.62
12/03	12/12/2003	48085		Information Only Check	10-00-2005	.00 V
12/03	12/12/2003	48086	166	Dan's Auto & Marine Electric	10-00-2005	174.66
12/03	12/12/2003	48087	259	Da-Tone Rock Products	10-00-2005	438.08
12/03	12/12/2003	48088	284	Day-Wireless Systems	10-00-2005	357.50
12/03	12/12/2003	48089	371	DEQ Business Office	10-00-2005	100.00
12/03	12/12/2003	48090	484	DMV	10-00-2005	19.50
12/03	12/12/2003	48091	595	'elan Signs	10-00-2005	129.74
12/03	12/12/2003	48092	288	Equipump	10-00-2005	2,930.64
12/03	12/12/2003	48093	2568	Eugene's Enterprises Upholster	10-00-2005	180.00
12/03	12/12/2003	48094	105	First Impressions	10-00-2005	47.00
12/03	12/12/2003	48095	2571	Florence Henson	10-00-2005	7.71
12/03	12/12/2003	48096	298	Freeman Rock, Inc	10-00-2005	441.50
12/03	12/12/2003	48097	119	Gall's Inc	10-00-2005	613.93
12/03	12/12/2003	48098	198	Grants Pass Water Lab	10-00-2005	190.00
12/03	12/12/2003	48099	186	Hennick's Hardware	10-00-2005	2.40
12/03	12/24/2003	48100	269	WW Grainger	10-00-2005	63.00
12/03	12/30/2003	48101	910	OR Department of Justice	10-00-2005	115.38
12/03	12/30/2003	48102	1132	OR Department of Justice	10-00-2005	391.62
12/03	12/30/2003	48103	1742	OR Department of Justice	10-00-2005	307.93
12/03	12/30/2003	48104	2366	Oregon Department of Justice	10-00-2005	203.08
12/03	12/31/2003	48105	668	Ace Industrial Supply	10-00-2005	217.80
12/03	12/31/2003	48106	724	Advanced Graphix Inc	10-00-2005	232.00
12/03	12/31/2003	48107	1373	Cascade Fire Equipment	10-00-2005	41.57
12/03	12/31/2003	48108	1745	Coastal Paper & Supply, Inc	10-00-2005	63.30
12/03	12/31/2003	48109	185	Del Cur Supply	10-00-2005	7.36
12/03	12/31/2003	48110	371	DEQ Business Office	10-00-2005	100.00
12/03	12/31/2003	48111	2117	Edge Wireless	10-00-2005	58.60
12/03	12/31/2003	48112	2186	Familian NW	10-00-2005	961.42
12/03	12/31/2003	48113	2090	HM Buzz Hansen	10-00-2005	760.00
12/03	12/31/2003	48114	262	Kim Hunnicutt Court Reporting	10-00-2005	12.00
12/03	12/31/2003	48115	1397	L N Curtis	10-00-2005	295.96
12/03	12/31/2003	48116	271	Larry Curry	10-00-2005	17.08
12/03	12/31/2003	48117	328	Les Schwab Tire Company	10-00-2005	173.90
12/03	12/31/2003	48118	442	OCCMA	10-00-2005	143.65
12/03	12/31/2003	48119	449	Oregon Mayors Association	10-00-2005	100.00
12/03	12/31/2003	48120	207	Quill Corporation	10-00-2005	22.37
12/03	12/31/2003	48121	2590	Salishan Lodge	10-00-2005	253.62
12/03	12/31/2003	48122	2589	Seattle Northwest Securities	10-00-2005	1,177.77
12/03	12/31/2003	48123	267	SeaWestern Fire Apparatus	10-00-2005	255.92
12/03	12/31/2003	48124	2467	Seven Feathers Resort & Casino	10-00-2005	275.00
12/03	12/31/2003	48125	2586	TMG	10-00-2005	172.50
12/03	12/31/2003	48126	821	Toshiba America Info Systems	10-00-2005	355.92
12/03	12/31/2003	48127	157	Viking Office Products	10-00-2005	293.42
12/03	12/31/2003	48128	2591	Walter & Sharon Smith	10-00-2005	18.44
12/03	12/31/2003	48129	2570	Water Environmental Federation	10-00-2005	55.75
12/03	12/31/2003	48130	212	White House Sales	10-00-2005	1,384.40

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
12/03	12/31/2003	48131	2544	Wilson Whipple Rentals	10-00-2005	45.00
12/03	12/31/2003	48132	269	WW Grainger	10-00-2005	27.05
12/03	12/31/2003	48133	253	Xerox Corporation	10-00-2005	70.73
Totals:						<u>200,786.22</u>

Errors were found. Please check the report carefully.

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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City Recorder: \_\_\_\_\_

**BUILDING DEPARTMENT ACTIVITIES SUMMARY**  
**For the Month of: December 2003**

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
2	Single Family Dwelling	\$1,371.00	\$891.15	\$95.97	\$12,346.00	\$401,333.00	68	\$13,008,178.00	45	\$6,376,546.00
3	Single Family Addition	\$685.50	\$445.58	\$47.99	\$0.00	\$123,086.00	32	\$1,497,632.00	33	\$864,913.40
0	Single Family Garage-Carport	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	11	\$131,370.00	12	\$258,893.80
4	Two Family Residential	\$1,221.00	\$793.66	\$85.47	\$25,536.00	\$341,172.00	13	\$2,558,454.00	5	\$1,523,380.16
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3	\$2,118,347.00	0	\$485,006.00
0	Commercial New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	8	\$2,170,434.00	11	\$1,008,681.00
1	Commercial Addition-Change	\$44.50	\$28.93	\$3.12	\$0.00	\$4,000.00	24	\$1,768,739.00	14	\$307,510.00
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$318,008.00	1	\$3,317.00
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	3	\$6,356.00
0	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3	\$0.00	2	\$0.00
1	Misc.-Retaining Wall-Fence	\$86.50	\$56.23	\$6.06	\$0.00	\$10,000.00	6	\$23,664.00	2	\$6,214.00
11	<b>Total Building Permits</b>	<b>\$3,408.50</b>	<b>\$2,215.55</b>	<b>\$238.60</b>	<b>\$37,882.00</b>	<b>\$879,591.00</b>	<b>169</b>	<b>\$23,594,826.00</b>	<b>128</b>	<b>\$10,840,817.36</b>
8	<b>Mechanical Permits</b>	<b>\$229.30</b>	<b>N/A</b>	<b>\$16.05</b>	<b>N/A</b>	<b>N/A</b>	<b>95</b>	<b>N/A</b>	<b>98</b>	<b>N/A</b>
4	<b>Plumbing Permits</b>	<b>\$285.60</b>	<b>N/A</b>	<b>\$19.99</b>	<b>\$0.00</b>	<b>N/A</b>	<b>68</b>	<b>N/A</b>	<b>58</b>	<b>N/A</b>
0	<b>Manufactured Home Install Permits</b>	<b>\$0.00</b>	<b>N/A</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>N/A</b>	<b>1</b>	<b>N/A</b>	<b>0</b>	<b>N/A</b>
0	<b>Manufactured Dwelling Fee</b>	<b>N/A</b>	<b>N/A</b>	<b>\$0.00</b>	<b>N/A</b>	<b>N/A</b>				
23	<b>TOTAL PERMITS</b>	<b>\$3,923.40</b>	<b>\$2,215.55</b>	<b>\$274.64</b>	<b>\$37,882.00</b>	<b>\$879,591.00</b>	<b>333</b>	<b>\$23,594,826.00</b>	<b>284</b>	<b>\$10,840,817.36</b>
	<b>Total Year to Date Calculated Fees</b>	<b>\$56,042.32</b>	<b>\$35,467.10</b>	<b>\$3,952.97</b>	<b>\$307,405.24</b>					
	<b>2002 YTD Calculated Fees</b>	<b>\$67,935.55</b>	<b>\$54,151.67</b>	<b>\$4,755.49</b>	<b>\$188,150.00</b>					

# **BUILDING DEPARTMENT ACTIVITIES SUMMARY - URD**

**For Month of Dec-03**

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				
0	Single Family Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
0	Single Family Garage-Carport	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
2	Two Family Residential	\$1,221.00	\$793.66	\$85.47	\$25,536.00	\$341,172.00				
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
0	Commercial New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
1	Commercial Addition-Change	\$44.50	\$28.93	\$3.12	\$0.00	\$4,000.00				
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
0	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
0	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
3	<b>Total Building Permits</b>	<b>\$1,265.50</b>	<b>\$822.59</b>	<b>\$88.59</b>	<b>\$25,536.00</b>	<b>\$345,172.00</b>				
3	Mechanical Permits	\$20.80	N/A	\$1.46	N/A	N/A		N/A		N/A
2	Plumbing Permits	\$190.40	N/A	\$13.33	\$0.00	N/A		N/A		N/A
0	Manufactured Home Permits	\$0.00	N/A	\$0.00	\$0.00	N/A		N/A		N/A
8	<b>TOTAL PERMITS</b>	<b>\$1,476.70</b>	<b>\$822.59</b>	<b>\$103.37</b>	<b>\$25,536.00</b>	<b>\$345,172.00</b>		<b>\$0.00</b>		<b>\$0.00</b>
	Total Year to Date Calculated Fees									
	2001 YTD Calculated Fees									

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