

Agenda

City of Brookings
Common Council Meeting
Brookings City Hall Council Chambers
898 Elk Drive, Brookings Oregon
August 11, 2003 7:00 p.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Ceremonies/Appointments/Announcements**
 - A. Ceremonies
 - 1. Proclamation-Charles D. Fuller Day [page 5]
 - B. Announcements
 - 1. Yard of the Month and Most Improved Property for August
- V. Oral Requests and Communications from the Audience**
 - A. Committee and Liaison reports
 - 1. Council Liaisons
 - B. Unscheduled
- VI. Staff Reports**
 - A. Fire Department
 - 1. Federal Fire Act Grant Award [page 7]
 - B. Police Department
 - 1. Records Management System Update [page 9]
 - C. City Manager
 - 1. Other
- VII. Consent Calendar**
 - A. Approval of Council Meeting Minutes
 - 1. Minutes of July 28, 2003, regular Council meeting [page 13]
 - B. Acceptance of Parks and Recreation Commission Minutes
 - 1. Minutes of June 26, 2003, regular Commission meeting [page 17]
 - C. Acceptance of Planning Commission Minutes
 - 1. Minutes of July 1, 2003, regular Commission meeting [page 21]
 - D. Approval of Vouchers for month of July, 2003 (\$ 963,813.36) [page 27]
- VIII. Remarks from Mayor and Councilors**
 - A. Council
 - B. Mayor
- IX. Adjournment**

City of Brookings
Events Calendar

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August 2003

August 2003							September 2003						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
3	4	5	6	7	1	2	7	1	2	3	4	5	6
10	11	12	13	14	8	9	14	8	9	10	11	12	13
17	18	19	20	21	15	16	21	15	16	17	18	19	20
24	25	26	27	28	22	23	28	22	23	24	25	26	27
31					29	30		29	30				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					August 1	2
3	4	5	6	7	8	9
	9:30am CC- VIPS/Volunteers in Police Service/BPalicki 7:00pm FH-FireTng/ChShrp (Fire Hall)	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) 1:30pm CC-SafetyComMtg/ HThmpson 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-Steve Car		
10	11	12	13	14	15	16
	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) 6:00pm CC-Work session Plan Comm		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		
17	18	19	20	21	22	23
	9:00am CC-Municipal Court/ JdgHarper 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) 2:00pm CC-Conference with Curry County Commissioners-Leroy		8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray		12:00pm City Volunteer & Employee Annual Picnic (Azalea Park)
24	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)		8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ LBlodgett		
31						

CC-Council Chambers
FH-Fire Hall

City of Brookings
Events Calendar

September 2003

September 2003						
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				

October 2003						
S	M	T	W	T	F	S
5	6	7	1	2	3	4
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
	September 1	2	3	4	5	6
	City Hall CLOSED - Labor Day Holiday 9:30am CC- VIPS/Volunteers in Police Service/BPalicki 7:00pm FH-FireTng/ChShrp (Fire Hall)	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) 1:30pm CC-SafetyComMtg/ HThmpson 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-Steve Carptner-Laurie Calef-469-0275		
7	8	9	10	11	12	13
	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)		CC-Elections Drop Site-Shelly-247-3297 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		
14	15	16	17	18	19	20
CC-Elections Drop Site-Shelly-247-3297	9:00am CC-Municipal Court/ JdgHarper 9:30am CC-VIPS/Volunteers In Police Service-BPalicki 6:00pm CC-American Red Cross Mtg/Karen Degenais 7:00pm FH-FireTng/ChShrp (Fire Hall)	7:00am CC-Elections Drop Site-Shelly-Curry County Elections-247-3297 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	6:00pm CC-Victim's Impact Panel-Mindy-247-2412-Cun Prevention Services	8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray		
21	22	23	24	25	26	27
	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)	6:30pm CC-Seatbelt Class-Det. Palicki-PD	8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ LBlodgett		
28	29	30				
	7:00pm FH-FireTng/ChShrp (Fire Hall)	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 10:00am CC-Borax Meeting-Marty Stiven				

CC-Council Chambers
FH-Fire Hall

PROCLAMATION

WHEREAS, Charles D. Fuller has dedicated over 60 years of continuous service to his community, state and nation; and

WHEREAS, Charlie served in the U.S. Coast Guard from 1942 through 1944 during World War II; and

WHEREAS, he assisted hundreds of thousands of veterans and their families while serving three times as V. F. W. Post Commander in Brookings, three years as American Legion Commander in Brookings and three years in New Jersey; and

WHEREAS, he served as the V.F. W. All-state District Commander of Oregon for 2 years and the V. F. W. Oregon State Department Commander for one year and

WHEREAS, he served on the Council of Administration for the National Department of the V.F.W and as Oregon's National Legislative Officer of the V.F.W.; and

WHEREAS, he is a disabled American veteran and has announced upon his retirement as Oregon's V.F.W. National Legislative Officer, that he intends to continue working with his community,

NOW, THEREFORE, I, Bob Hagbom, Mayor of the City of Brookings do recognize July 17, 2004, Charles Fuller's 80th birthday, to be a joyous celebration, and declare it

Charles D. Fuller Day

THEREFORE, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 11th day of August, 2003.



Mayor Bob Hagbom

City of Brookings – Fire Department
898 Elk Drive
Brookings, OR 97415
(541) 469-2163, ext. 215 Fax: 469-3650
bsharp@brookings.or.us
www.brookings.or.us



Memo

To: City Council
From: William Sharp, Fire Chief
Through: Leroy Blodgett, City Manager
Date: July 24, 2003
Re: Federal Fire Act Grant Award

The Fire Department recently applied for the Federal "Fire Act" Grant program as part of our search for sources of outside funding for equipment purchase and replacement.

Our application was for the purchase of 20 Scott Air Pac 50s Breathing Apparatus, 20 spare Scott air bottles, 35 individual Scott masks and 6 Bendix King Digital/Analog hand held radio's. We proposed to replace the 20 older, outdated ISI breathing apparatus and bring us into full OSHA compliance with breathing apparatus masks for each individual that specifically fits that person.

The cost of this purchase in total would be \$111,300.00. The Federal Grant would provide 90% or \$100,170.00. The City would be required to provide 10% or \$11,130.00 as its share of the project cost. Our share of the purchase could be funded by our current budgeted amount of \$10,000.00 for equipment replacement (Turnouts) plus an additional amount from another source.

This week we received official notice that we were awarded the Federal "Fire Act" Grant for the purchase of the breathing apparatus and radio's. We feel very fortunate and proud to be awarded this opportunity to complete a much needed project that would not have been accomplished any other way. The Fire Department has been actively seeking other sources of funding such as this to meet it's needs for equipment purchase and replacement.

Staff Recommendation

Fire Department recommends that Council accepts the Federal Grant award and allows the Fire Department to use funds budgeted for equipment replacement (Turnouts) to cover the City's share of the project. The Fire Department will then start the process to seek bids for the project from suppliers and bring back to the Council the proposed awarding of the bids at a later time.

City of Brookings – Brookings Police Department
898 Elk Drive
Brookings, OR 97415
(541) 469-3118, ext. 200 Fax: 412-0253



Memo

To: City Council
From: Lt. John Bishop
Through: Leroy Blodgett, City Manager
Date: August 5, 2003
Re: Records Management System

The Brookings Police Department uses a records management system called Area Information Records System (AIRS). We are hooked up to AIRS and supported by Lane County Regional Information Systems (RIS). This information system is a consortium of public safety and justice agencies and allows all the agencies that belong to AIRS/RIS to share certain information with each other. This system also allows access to the state of Oregon LEDS system for Drivers License and Criminal History information. Our current cost is approximately \$28,100.00 a year for this system and the T-1 line connection. (Refer to attached)

In May of 2003, AIRS/RIS notified the Brookings Police Department, and all other users, they were changing their system. The mainframe system we are currently using will no longer be supported after February 2004. If the system failed we could lose our entire information base, which has taken over 15 years to build, or at the very least make it extremely difficult to get. This put us in a severe time crunch to find another system.

AIRS/RIS stated we could stay with them but there would be a minimum of a 1/3 price increase (We expect the cost to be much higher) and our hardware upgrades would be costly. After that meeting we started looking into other alternatives for a record management system. We needed a program to work for both 911 and the patrol division. We also contacted and worked with Curry County, and the City of Gold Beach, so the system would meet each of their needs as well.

After researching different software companies we found a system that will meet all of our needs as well as the other law enforcement agencies. The company is CMI. They have the programs we need and is the only company who will guarantee all of the programs needed are intergraded with the main software.

CMI has more locations in Oregon than any other records system and is well liked by those users.

The county voted Monday 08-04-03, to tentatively except this system and because of the time frame waived the RFP requirements under an emergency clause.

The exact cost of the system is still being worked on, but the system costs are projected to be under our current budget.

Two scenarios are being considered for the implementation of this software and the associated costs.

1. Using a grant, the county will purchase the system and there will be no cost for the first year other than the hook-up from our 911 center to the server in Gold Beach. After the first year, the cost will be on a per workstation basis. (This cost will be significantly less than what we are currently paying to AIRS/RIS.)

2. If the grant is not used, the county still may buy the system and then charge the other law enforcement agencies on a per work station basis. Both scenarios are still going to cost less than what we are currently paying AIRS/RIS, and after the initial cost of the software the yearly cost would include licensing fees, and maintenance and the fees per workstation would drop significantly.

As soon as the inter-governmental agreement is written with Curry County and we know exactly what our cost will be, we will come back to the council and deliver this information to you.

Staff Recommendation

It is the staff's recommendation to proceed with this system, as it will give our 911 center and the Police Department an upgraded and more efficient records management system for a lower cost than we are currently paying.

**INVOICE DATE: mmdyy**

Remit to: Lane County Regional Information System
Attn: Accounts Receivable
125 E. Eighth Avenue
Eugene, OR 97401

Inquiries: Mary Foster
(541) 682-3306

[illegible]

**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
July 28, 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 Linda Barker

III. ROLL CALL

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

Council Absent: Frances Johns Kern

Staff Present: City Manager Leroy Blodgett, Chief Treatment Plants Operator Joe Ingwersen and Administrative Secretary Linda Barker;

Media Present: Curry Coastal Pilot Reporter David Courtland

Other:

And approximately 12 other citizens

IV. Ceremonies/Appointments/Announcements

A. Appointments

1. Appointment of Planning Commission Position No. 5

Mayor Hagbom recommended appointing Bob Gilmore to Position 2.

Councilor Curry moved, a second followed, and the Council voted unanimously to appoint Bob Gilmore to Planning Commission Position No. 5 with a term expiring April 1, 2006.

Gilmore introduced himself and thanked the Council for the appointment. Chuck Weller, 922 Helen Lane, questioned the procedure that was used in the selection process. He wanted to know about any communications that may have taken place between the Councilors or whether they had independently all selected Gilmore. Councilors Curry and Dentino both said they had made the decision independently and no conversation had taken place on the selection before the recommendation was made by the Mayor.

2. Appointment of Parks and Recreation Commission Position No. 2

Mayor Hagbom recommended Dave Gordon to fill the position left vacant when School Superintendent Paul Prevenas moved from the area.

Councilor Dentino moved, a second followed, and the Council voted unanimously to appoint Dave Gordon to Position No. 2 on the Parks and Recreation Commission with a term expiring February 1, 2004.

Gordon thanked the Council for the appointment and said he had applied to help make the recreational facilities in Brookings better.

3. *Appointment of Council Liaison to Oregon Coastal Zone Management Association (OCZMA) for 2003-2004*

Mayor Hagbom said Councilor Curry has been the delegate from OCZMA for approximately 12 years but does not wish to stay on the committee any longer. Hagbom, being the alternate delegate said he would accept the delegate position and attend the meeting in October and would revisit the issue in January.

Councilor Dentino moved, a second followed, and the Council voted unanimously to appoint Mayor Bob Hagbom as the delegate to Oregon Coastal Zone Management Association.

B. *Announcements*

1. *Introduction of new employee, Frank Dunn, Treatment Plants Operator Assistant*

Joe Ingwersen, Chief Treatment Plants Operator, introduced Frank Dunn, Treatments Plants Operator Assistant. Dunn has lived in Brookings for the past four years and worked in the Jewelry Department at Fred Meyer. Dunn said prior to that he was in Alaska, moving to Bend and then to Brookings. He has background in wastewater treatment from his years in the Air Force.

VI. **Scheduled Public Appearances**

A. *Lorraine Kuhn-Request to co-sponsor Community Picnic September 28*

Lorraine Kuhn, 813 Second Street, requested the City co-sponsor the annual community picnic, this year to be held September 28 in Azalea Park. Several service organizations as well as the Kiwanis would also be co-sponsoring. The City's role would be allowing the picnic to be under the umbrella of the City's liability insurance. She also asked for additional garbage cans in the Park during the function.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to co-sponsor the community picnic to be held in Azalea Park, September 28, 2003.

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

A. *Committee and Liaison reports*

1. *Council Liaisons*

Councilor Mickelson attended the Volunteer Fire Department's training session last Monday. There he learned new hoses do not need to be hung up to dry and the drying tower is being converted to storage.

Councilor Dentino attended a Project Development Team meeting for the Highway 101 rebuild project; worked at the AMF concert July 20, and attended Rick Francona's presentation relating his experience as General Swartzcoff's interpreter in the Middle East

Mayor Hagbom attended the American Cancer Society's Relay for Life July 11.

- B. *Unscheduled*
None

VIII. Staff Reports

- A. *City Manager*
 - 1. *Other*

City Manager Blodgett attend the Oregon City Manager Association in Bend. He said it was well attended and again revealed how really fortunate we are to be in Brookings which is not experiencing the financial crises evident in other Oregon cities. He reviewed bills currently before the Oregon legislature and their impact to cities. He said a proposed Salmon Derby to be held over Labor Day weekend is taking form. Chetco Yacht Club would be a co-sponsor with several other organizations.

IX. Consent Calendar

- A. Approval of Council Meeting Minutes
 - 1. Minutes of July 14, 2003 Regular Council meeting
- End Consent Calendar**

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

X. Ordinances/Resolutions/Final Orders

- A. Ordinances
 - 1. *Ordinance 03-O-539.A, an ordinance amending Ordinance No. 00-O-539, an Ordinance granting to Falcon Cable TV, DBA Charter Communications, a non-exclusive ten year franchise, amending Section 7.7.A.1 Customer Service and Telephone Responsiveness.*

City Manager Blodgett explained the request made by Charter Communications to their ten-year franchise agreement. One section of the Franchise requires Charter to maintain an office in the Brookings-Harbor area. Charter has asked for an amendment to be allowed to close the office. City Attorney John Trew reviewed the draft language that was proposed by Charter. Charter will maintain a payment drop off point at Old Fashioned Fantasies as well as phone service 24 hours a day, 7 days a week and offer online bill payment. Linda Kimberley, Charter's General Manager said the service would actually be better than when an office was open on weekdays in the area. For the past 1 ½ years a call center has been taking calls, not the local office. Blodgett noted that complaints to the city over Charter service had dramatically dropped off. Blodgett read Ordinance 03-O-539.A in its entirety.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to have the second reading of Ordinance No. 03-O-539.A by title only.

Blodgett read Ordinance 03-O-539.A by title only.

Councilor Dentino moved, a second followed, and the Council voted unanimously to adopt Ordinance 03-O-539.A, an ordinance amending Ordinance No. 00-O-539, an Ordinance granting to Falcon Cable TV, DBA Charter Communications, a non-exclusive ten year franchise, amending Section 7.7.A.1 Customer Service and Telephone Responsiveness.

XI. Remarks from Mayor and Councilors

A. Council-None

B. Mayor

Mayor Hagbom read a letter from the Brookings-Harbor School District thanking the City for continuing the School Resource Officer program. The School District terminated the program because of funding constraints.

XII. Adjournment

With no further business before it, the Council adjourned their meeting at 7:38 p.m.

Respectfully submitted:

Bob Hagbom
Mayor

ATTEST by City Recorder this ____ day of _____, 2003.

Paul Hughes
Finance Director/City Recorder

PARKS AND RECREATION COMMISSION MEETING MINUTES

City of Brookings
898 Elk Drive, Brookings, Oregon
June 26, 2003

Call To Order

Chair Boynton called the meeting to order. Former Commissioner Lorraine Williamson led the pledge of allegiance.

Roll Call

Commissioners Present: Pat Sherman, Nina Canfield, Dori Blodgett, Bill Boynton.

Commissioners Absent: Daryn Farmer and Tony Parrish.

Councilor Liaison Present: Councilor Frances Johns Kern.

Staff Present: City Manager Blodgett; Dave Lentz, Parks Foreman-Public Works; and Community Development Secretary, Cathie Mahon.

Minutes

A motion was made, it was seconded and carried, to approve the minutes for May 22, 2003.

Public Appearances

Lorraine Williams addressed the Commission on her concern for the continued vandalism at Azalea Park. She explained last year it was the damage to the fountain and a fire at the tool shed; this year is the band shell and gazebo. With two new targets, the *Snackshack* and the new tool shed, it is imperative to have park security to prevent vandalism at these new buildings. The Commission discussed park security last year, nothing was decided; something needs to be in place before further vandalism occurs.

Lorraine Williams presented a solution to the Commission. After investigation and research, they have contacted a friend familiar with cameras. The cameras would be placed throughout the park, particularly near targets like the band shell, the gazebo, and other buildings. The cameras would be motion sensitive, and record activity. It was agreed the cameras would also be targets. It is suggested the cameras be connected to the police department, so the police could respond to any suspicious activity.

City Manager Blodgett entered the discussion explaining the band shell vandalism resulted in approximately \$7500 in damage. He stated he met with the insurance people, and despite what the newspaper reported, \$30,000 in damages, that figure covers the band shell and platform.

Discussion ensued on restitution; the despondency of how the vandals are not receiving sentences, and the lack of restitution for damages. It was agreed that pressure has to be applied on the juvenile department to impose harsher sentences so word gets out that vandalism will not be tolerated without consequences. City Manager Blodgett is very sure \$7500 restitution will be granted in the band shell vandalism.

Chair Boynton joined the discussion. He suggested the idea of getting the kids involved, have a nucleus of kids, who would in turn take ownership in taking care of the park.

Elmo Williams had input during the discussion. He agreed getting the kids involved cuts down on juvenile crime. He explained when they had a "Marigold Project" where the kids started the plants from seed, then planted them throughout the park, there was a drop in crime in the park. The program was not continued due to lack of a teacher or leader to head up the program. Mr. Williams concluded stating a leader or teacher is needed to run the program, suggesting perhaps contacting someone from the *Leadership Program*, or recruit a *Master Gardener* to oversee the program. He added, children benefit in several ways; they learn the names of plants and can experience the horticultural process.

The discussion concluded with Chair Boynton inviting the Williams to the next meeting for an update on park security.

COMMITTEE REPORTS

Stout Park: Dave Lentz, Park Maintenance Foreman, reported the park is looking a lot cleaner, but the bottom part of the park is full of weeds. He added he doesn't want to spray because the spraying would kill some of the flowers. He asked the Commission to consider what they want the park to look like.

Chetco Park: Commissioner Sherman asked for an update on the grant for park improvement: a new pathway, fencing, and parking. City Manager Blodgett reported a grant application was submitted earlier this year but was denied; no money was awarded to the City. He added another effort for grant money will be applied for. Public Works will start working on the pathway, with Leo Lightle, Community Development Director, overseeing the project.

Kidtown: Commissioner Dori Blodgett had no report.

Bud Cross Park: Dave Lentz, Parks Foreman, briefly answered a question on the drinking fountains at Bud Cross Park, stating one was broken and the other did not work very well. (Secretary's note: on June 30, 2003, John Cowan, Public Works Supervisor, said the broken fountain was replaced, and the other fountain adjusted.)

Softball: City Manager Blodgett reported the *BHLL(Brookings-Harbor Little League)All Star* Tournament begins on July 5th and runs through July 19th. The tournament is comprised of 28 teams, 12 kids in each team. The City will have many many visitors because in addition to those competing, the families of the teams will be in our City. He added there is not a room or RV space available during the time of this event.

There was no report for the *Skate Park or Parks Master Plan*, and the *Azalea Park Foundation* was discussed by Lorraine and Elmo Williams.

STAFF ANOUNCEMENTS/CONCERNS/FOLLOW-UP

Financial Report:

City Manager Blodgett discussed the sale of the *Longstreet* property, property bequeathed to the City. He explained it was anticipated to sell for \$100,000 but ended up selling for \$130,000. He made a suggestion some of the money be given to the Williams for replacement of tools lost last year when the tool shed burned down.

Commissioner Sherman made the motion, it was carried and unanimously approved.

City Manager: City Manager Blodgett reported:

- The city is financially stable, with the budget approved and money carried over for the 2003-04 budget
- City Council is focusing on the *Goals* for the year and plans to accomplish those goals
- One of those goals is to decide what to do with the swimming pool: either fix it, or build a new one or close it.
- The *Rotary Club* is having their annual picnic on July 12th with a celebration of the *Snackshack*.

Other:

Dave Lentz, Park Maintenance Foreman, updated the Commission on the *Snackshack*. Water lines and sewer lines have been brought up to the building, but need to be connected. Installation of the fan above the stove needs to be placed. Toilets, sinks and faucets are left to do in the restrooms. He concluded by the end of July all these projects should be completed.

Dave Lentz added that the *Snackshack* is doing a great business as observed during the concerts on Sunday.

With no further business to come before the Commission, the meeting was adjourned at 7:32 p.m.

Respectfully submitted,



Cathie Mahon,
Recording Secretary

Approved by the Parks and Recreation Commission

JULY 24, 2003 (date)

**MINUTES
BROOKINGS PLANNING COMMISSION
REGULAR MEETING
July 1, 2003**

Chair Randy Gorman called the regular meeting of the Brookings Planning Commission to order at 7:05 p.m. in the Council Chambers at Brookings City Hall on the above date with the following Commission members and staff in attendance.

Commissioners Present:

Ernest Cofrances	Randy Gorman	John Bischoff, Planning Director
Ted Freeman	Bruce Nishioka	Cathie Mahon, Secretary
Jim Collis	Bill Smith	

Commissioners Absent:

Russ Fritz.

CHAIRPERSON ANNOUNCEMENTS

None.

MINUTES

By a 4-0-2 vote, the Commission (motion: Commissioner Freeman; Commissioners Smith and Collis abstained due to absence for the meeting) approved the minutes of the May 21, 2003, a special public hearing.

By a 4-0-2 vote, the Commission (motion: Commissioner Smith; Commissioners Collis and Smith abstained due to being absence for the meeting) approved the minutes of June 3, 2003.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL ORDERS

1. By a 4-0-2 vote (motion: Commissioner Freeman, Commissioners Collis and Smith abstained due to absence for the meeting) the Planning Commission approved File No. SUB-9-03, a request for a subdivision to divide a 2.96 acre parcel into 14 lots; located at Hampton Lane; R-1-6 (Single-family Residential, 6,000 square foot minimum lot size) zone; Kurt Kessler, applicant; Jim Capp, representative.

The following condition was added to the Conditions of Approval:

- Hampden Lane from Parkview Drive to the subject property, shall be constructed with an asphaltic overlay with a width of 20 feet. Construction plans for the overlay shall be approved by the City Engineer.

A petition was entered into the record from the following property owners with concerns about the *Oakwood* Development::

Robert Baker	P. O. Box 683	Brookings, OR 97415
Elaine Bannister	P. O. Box 7860	Brookings, OR 97415

Steven Bismarck	1300 Hampton Lane	Brookings, OR 97415
Jene and Debbie Bourdlaief	P. O. Box 2183	Brookings, OR 97415
Dave & Marcia Kitchen	P. O. Box 516	Brookings, OR 97415
Jerry & Cindy McGee	96949 Hampton Lane	Brookings, OR 97415
Chesley & Cheryl Noland	1372 Hampton Lane	Brookings, OR 97415
Will & Erika Westbrook	P. O. Box 1962	Brookings, OR 97415
Barbara Wilson	P. O. Box 7107	Brookings, OR 97415

2. By a 4-0-2 vote (Motion: Chair Gorman; Commissioners Collis and Smith abstained due to absence at the June public hearing) the Planning Commission approved the Final ORDER and Findings of Fact for File No. SUB 9-03.

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

1. By a 6-0 vote (motion: Commissioner Freeman) the Planning Commission approved the final map for a subdivision identified as *West Cliff*, dividing a 1.04 acres parcel of land into 5 lots; located at Passley Road; File No. SUB-1-03; zoned R-1-6, Steve Calwalader dba Bayside Builders, applicant.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 5-1 vote, (motion: Commissioner Gorman; voting in the affirmative: Collis, Cofrances, Gorman, and Smith; voting against: Nishioka) the Planning Commission approved File No. CUP-7-03, a request to construct a veterinary hospital, located at 842 Railroad; Assessor's Map 41-13-06 DB, Tax Lot 1800; C-3 (General Commercial) zone; Jeffrey and Evonne Tribble, applicants.

An additional condition was added to the *Conditions of Approval*:

- All outdoor lighting shall be directed and/or shielded so as to prevent light from falling directly on adjoining properties. Applicant shall submit a lighting plan for the parking lot prior to occupancy.

Three commissioners (Freeman, Gorman, and Cofrances) declared a site visit exparte. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

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

Jeffrey Tribble, applicant	15630 Hwy 101 S	Brookings, OR 97415
Barbara Nysted	427 Buena Vista Loop	Brookings, OR 97415

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

2. By a 5-1 vote (motion: Commissioner Gorman; voting in the affirmative: Freeman, Collis, CoFrances) the Planning Commission approved the Final ORDER and Findings of Fact for File No. CUP 7-03.

3. By a 5-1 vote (motion: Commissioner Freeman; voting in the affirmative: Collis, Cofrances, Freeman, Nishioka, and Smith; voting against: Gorman) the Planning Commission approved File No. CUP-8-03, a request for a conditional use permit to create a dwelling group; located at 712 Second Street; Assessor's Map 41-13-06 BA, Tax Lot 1703; R-1-6 (Single-family Residential, 6,000 square foot minimum lot size) zone; Skip Watwood, applicant; Richard Wilson, owner.

An additional condition was added to the Conditions of Approval:

- The driveway from Second Street to the garage of the new dwelling and including the parking spaces for the existing house shall be paved to a width of 20 feet. The 16 foot easement shall be paved from the garage of the new dwelling to the easterly property.

Two commissioners (Collis and Cofrances) declared a site visit ex parte. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

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

Richard Wilson

P. O. Box 1077

Brookings, OR 97415

Entered into the record was a letter from the property owners of 716 Second Street:

Scott & Betsy Emry

2730 So. Old State Road

Mt. Shasta, CA 96067

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

4. By a 6-0 vote (Motion: Commissioner Freeman) the Planning Commission approved the Final ORDER and Findings of Fact for File No. CUP-8-03.

The following actions were taken regarding LDC(Land Development Code) File No. 3-03.

5. By a 6-0 (Motion: Commissioner Cofrances) the Planning Commission voted to send to City Council, a recommendation, with recommended changes, a draft of an amendment to the Land Development Code, adding a new zoning district titled "Master Plan Development (MPD)" district; to apply the zone to areas in the Urban Growth Boundary designated as requiring a Master Plan of Development if/when they are annexed into the city; and to apply the zone to any parcel of 50 acres or more as it is annexed or through the plan/zone change process.

The recommended changes to SECTION 70 MASTER PLANNED DEVELOPMENT:
Section 70.040 A. Application Requirements

- d. ~~The City Planner may waive any of the above requirements when determined the information required by this section is unnecessary to properly evaluate the proposed MPd.~~ The City Planner may require additional information to evaluate the proposal.

Section 70.070 Review Criteria

- C. The proposed MPoD will demonstrate that adequate utilities are available or can reasonably be made available at each phase. *The proposed MPoD will further demonstrate that existing utility services and water supplies for adjacent properties will not be negatively affected at each phase.*

Section 70.110 Effective Date and Assurance

- The decision of the *City Council* shall become effective 15 days from when the Notice of Decision is mailed ~~unless an appeal is filed~~.

Section 70.130 Modification of a Master Plan of Development (MPoD)

- b. Notice of a request. Within 7 days of receiving the complete application the City Planner will mail a notice of the request to all property owners within ~~400~~ 250 feet of the lot *and to persons on record as interested parties.*

Section 70.140 Detailed Development Plan (DDP) Review Procedures

A. Application Requirements

1. Graphic Requirements

- e. Utilities plan indicating how sanitary sewer, storm sewer, drainage, and water systems will function; *and how negative impacts to sanitary sewers, storm sewers, drainage and water systems of adjacent properties will be avoided.*

3. Tentative Plat

- If a MPoD is to be partitioned or subdivided, a tentative plan or plat ~~may also shall~~ be submitted as part of a MPoD or DDP submittal in accordance with Section 176, Land Divisions, to permit simultaneous review.

Section 70.170 Review Criteria for Determining Compliance with Master Plan of Development (MPoD)

- B. *All deviations within the limits set by criteria in "A" above from those of the approved MPoD shall be justified and explained either in the required graphic or narrative materials.*

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

Jim Capp, Western Land Use Services P.O. Box 2937	Harbor, OR	97415
Mike Smith	17444 Hwy 101	Brookings, OR 97415
Jerry LaRue	19221 Whaleshead	Brookings, OR 97415
Pete Chasar	935 Marina Heights Road	Brookings, OR 97415
Catherine Wiley	96370 Oceanview Drive	Brookings, OR 97415
Yvonne Maitland	15676 Oceanview Drive	Brookings, OR 97415
Ian Maitland	15676 Oceanview Drive	Brookings, OR 97415

The Planning Commission recessed at 10:00 p.m. Chair Gorman reconvened the meeting at 10:09 p.m. with the same six members present.

6. By a 6-0 vote (Motion: Commissioner Gorman) the Planning Commission voted to send a favorable recommendation to City Council to apply the new Master Plan for the Borax property.
7. By a 6-0 vote (Motion: Commissioner Nishioka) the Planning Commission approved an amendment to the City's Comprehensive Plan to include the Master Plan designation on the Land Use Designation Map and a textual change to Goal 14 Urbanization, to provide for the Master Plan designation.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

None.

UNSCHEDULED PUBLIC APPEARANCES

None.

PROPOSITIONS AND COMMISSIONERS COMMENTS:

REPORT OF THE PLANNING DIRECTOR

Planning Director Bischoff informed the Commission, a Press Release has been posted to fill the vacancy created by Commission Cofrances. Best wishes were expressed with the retirement of Commissioner Cofrances.

ADJOURNMENT

With no further business before the Planning Commission, the meeting adjourned at 11:20 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION



Randy G. Gorman, Chair

cmm

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
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07/03	07/01/2003	46658	2307	Clarence Benjamin	10-00-2005	9.68
07/03	07/01/2003	46659	548	Coastal Copiers Sales & Leasin	10-00-2005	29.38
07/03	07/01/2003	46660	1745	Coastal Paper & Supply, Inc	10-00-2005	445.45
07/03	07/01/2003	46661	183	Colvin Oil Company	10-00-2005	1,269.48
07/03	07/01/2003	46662	2312	Connie Budge	10-00-2005	18.08
07/03	07/01/2003	46663	182	Coos-Curry Electric	10-00-2005	15,514.73
07/03	07/01/2003	46664	1801	Cop Shop Etc	10-00-2005	338.25
07/03	07/01/2003	46665	888	CRS	10-00-2005	925.00
07/03	07/01/2003	46666	2291	Delores Brannon	10-00-2005	50.00
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07/03	07/01/2003	46668	484	DMV	10-00-2005	6.50
07/03	07/01/2003	46669	2256	Dunn Electronics	10-00-2005	38.49
07/03	07/01/2003	46670	2117	Edge Wireless	10-00-2005	53.15
07/03	07/01/2003	46671	749	Emerald Pool & Patio	10-00-2005	2,157.00
07/03	07/01/2003	46672	754	First Response	10-00-2005	25.00
07/03	07/01/2003	46673	2315	Floyd & Patricia Parker	10-00-2005	34.23
07/03	07/01/2003	46674	2314	Frances Evans & Rafe Wood	10-00-2005	28.75
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07/03	07/01/2003	46676	113	Fred Meyer	10-00-2005	118.80
07/03	07/01/2003	46677	1595	Frederick Pennington	10-00-2005	31.18
07/03	07/01/2003	46678	298	Freeman Rock Enterprises, Inc	10-00-2005	2,995.71
07/03	07/01/2003	46679	2308	Genevieve Bouwman	10-00-2005	6.09
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07/03	07/01/2003	46681	1200	James R Stuart	10-00-2005	30.65
07/03	07/01/2003	46682	2326	Jeff Tribble	10-00-2005	39.60
07/03	07/01/2003	46683	121	Lane County RIS	10-00-2005	870.00
07/03	07/01/2003	46684	2313	Larry & Donna Marston	10-00-2005	14.95
07/03	07/01/2003	46685	137	LauraLee Gray	10-00-2005	37.00
07/03	07/01/2003	46686	1127	Lyle Signs Inc	10-00-2005	310.50
07/03	07/01/2003	46687	2311	Mark & Tammy Bailey	10-00-2005	21.97
07/03	07/01/2003	46688	2122	Mastercard	10-00-2005	520.82
07/03	07/01/2003	46689	334	North Coast Electric	10-00-2005	250.26
07/03	07/01/2003	46690	573	OBOA	10-00-2005	62.28
07/03	07/01/2003	46691	2297	Pacific Shores Plumbing	10-00-2005	2,600.78
07/03	07/01/2003	46692	2293	PPPM/Krick	10-00-2005	1.74
07/03	07/01/2003	46693	2298	Quality Fence Co	10-00-2005	187.00
07/03	07/01/2003	46694	207	Quill Corporation	10-00-2005	19.42
07/03	07/01/2003	46695	493	Ray Allen Manufacturing	10-00-2005	35.40
07/03	07/01/2003	46696	2309	Renee O'Banion	10-00-2005	6.59
07/03	07/01/2003	46697	2324	Robert Butte	10-00-2005	21.68
07/03	07/01/2003	46698	2310	Sandra Lane	10-00-2005	15.22
07/03	07/01/2003	46699	2288	Scott & April Beldi	10-00-2005	44.97
07/03	07/01/2003	46700	582	South Coast Office Supply	10-00-2005	14.45
07/03	07/01/2003	46701	2318	Stewart's Window Tinting	10-00-2005	220.00
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07/03	07/01/2003	46703	142	Tidewater Contractors Inc	10-00-2005	55.00
07/03	07/01/2003	46704	2320	Tim Brush	10-00-2005	42.85
07/03	07/01/2003	46705	2290	Tim Romshek	10-00-2005	27.93
07/03	07/01/2003	46706	821	Toshiba America Info Systems	10-00-2005	310.00
07/03	07/01/2003	46707	2266	Toys "R" Us	10-00-2005	1,350.00
07/03	07/01/2003	46708	136	United Pipe & Supply Co Inc	10-00-2005	112.08
07/03	07/01/2003	46709	991	Verizon Northwest	10-00-2005	154.48
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07/03	07/01/2003	46711	2322	Wes Warne	10-00-2005	29.87

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07/03	07/01/2003	46715	269	WW Grainger	10-00-2005	58.80
07/03	07/02/2003	46716	1881	AFLAC	10-00-2005	398.68
07/03	07/02/2003	46717	196	DHR Child Support Unit	10-00-2005	203.08
07/03	07/02/2003	46718	910	OR Department of Justice	10-00-2005	115.38
07/03	07/02/2003	46719	1132	OR Department of Justice	10-00-2005	391.62
07/03	07/02/2003	46720	205	PERS Retirement	10-00-2005	10,579.31
07/03	07/11/2003	46721	724	Advanced Graphix Inc	10-00-2005	18.15
07/03	07/11/2003	46722	2347	Allen B Olander	10-00-2005	40.79
07/03	07/11/2003	46723	2331	Barbara Ashinhurst	10-00-2005	135.04
07/03	07/11/2003	46724	2346	Barney R Tidwell	10-00-2005	7.91
07/03	07/11/2003	46725	138	Becco, Inc	10-00-2005	57.90
07/03	07/11/2003	46726	148	B-H Chamber of Commerce	10-00-2005	3,701.34
07/03	07/11/2003	46727	110	Brookings Auto Parts	10-00-2005	13.24
07/03	07/11/2003	46728	565	Brookings Elks Lodge	10-00-2005	210.00
07/03	07/11/2003	46729	988	Brookings Harbor Ford	10-00-2005	99.00
07/03	07/11/2003	46730	2338	Brookings Masonry & Tile	10-00-2005	901.50
07/03	07/11/2003	46731	313	Brookings Vol Firefighters	10-00-2005	2,083.33
07/03	07/11/2003	46732	989	California Contractors Supply	10-00-2005	91.25
07/03	07/11/2003	46733	2332	Carol E Flood	10-00-2005	20.19
07/03	07/11/2003	46734	528	Caselle, Inc	10-00-2005	1,687.00
07/03	07/11/2003	46735	370	CCIS	10-00-2005	107,133.40
07/03	07/11/2003	46736	2345	Charles J King	10-00-2005	8.13
07/03	07/11/2003	46737	820	CMI Business Systems	10-00-2005	212.33
07/03	07/11/2003	46738	822	Coast Auto Center	10-00-2005	69.23
07/03	07/11/2003	46739	2339	Coastal Window Tinting	10-00-2005	152.00
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07/03	07/11/2003	46741	1801	Cop Shop Etc	10-00-2005	304.00
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07/03	07/11/2003	46743	337	Curry County Health Dept	10-00-2005	50.00
07/03	07/11/2003	46744	2335	Curry County Home Health	10-00-2005	33.36
07/03	07/11/2003	46745	2058	Curry General Hospital	10-00-2005	350.00
07/03	07/11/2003	46746	2348	Daniel J Bennett	10-00-2005	9.79
07/03	07/11/2003	46747	166	Dan's Auto & Marine Electric	10-00-2005	419.33
07/03	07/11/2003	46748	259	Da-Tone Rock Products	10-00-2005	515.00
07/03	07/11/2003	46749	2333	David & Moyra Miller	10-00-2005	20.04
07/03	07/11/2003	46750	2253	Dee Ingwersen	10-00-2005	40.00
07/03	07/11/2003	46751	185	Del Cur Supply	10-00-2005	244.15
07/03	07/11/2003	46752	2340	Diamond Communications, Inc	10-00-2005	5,420.35
07/03	07/11/2003	46753	498	Dictaphone Corp	10-00-2005	1,209.75
07/03	07/11/2003	46754	316	Donald & Roberta Chandler	10-00-2005	548.00
07/03	07/11/2003	46755	2330	Doris M Minas	10-00-2005	20.91
07/03	07/11/2003	46756	2327	Erika Westbrook	10-00-2005	351.00
07/03	07/11/2003	46757	153	Ferrellgas	10-00-2005	81.40
07/03	07/11/2003	46758	105	First Impressions	10-00-2005	506.84
07/03	07/11/2003	46759	754	First Response	10-00-2005	200.00
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07/03	07/11/2003	46761	2343	Gary L Benson	10-00-2005	4.75
07/03	07/11/2003	46762	1082	Hilary Thompson	10-00-2005	22.90
07/03	07/11/2003	46763	2090	HM Buzz Hansen	10-00-2005	400.00
07/03	07/11/2003	46764	1877	Holly Hess	10-00-2005	48.25
07/03	07/11/2003	46765	2334	James Russell	10-00-2005	14.71
07/03	07/11/2003	46766	799	Jim Hargrove	10-00-2005	45.00
07/03	07/11/2003	46767	2337	John & Barbara Carroll	10-00-2005	23.71
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07/03	07/11/2003	46775	271	Larry Curry	10-00-2005	21.60
07/03	07/11/2003	46776	202	League of Oregon Cities	10-00-2005	3,110.40
07/03	07/11/2003	46777	867	Local Gov't Personnel Inst	10-00-2005	574.00
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07/03	07/11/2003	46779	1817	Mike Wilson	10-00-2005	155.71
07/03	07/11/2003	46780	2283	NW Technical Internet Service	10-00-2005	21.95
07/03	07/11/2003	46781	855	OCDLA	10-00-2005	80.00
07/03	07/11/2003	46782	809	OCZMA	10-00-2005	500.00
07/03	07/11/2003	46783	572	OMFOA	10-00-2005	150.00
07/03	07/11/2003	46784	695	P & S Construction	10-00-2005	512.50
07/03	07/11/2003	46785	322	Postmaster	10-00-2005	586.00
07/03	07/11/2003	46786		Information Only Check	10-00-2005	.00 V
07/03	07/11/2003	46787	1193	PRN Data Services, Inc	10-00-2005	8,355.00
07/03	07/11/2003	46788	1893	Public Safety Center, Inc	10-00-2005	271.42
07/03	07/11/2003	46789	187	Quality Fast Lube & Oil	10-00-2005	32.00
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07/03	07/11/2003	46792	2341	Rogue Valley Restaurant Equip	10-00-2005	2,140.00
07/03	07/11/2003	46793	169	Roto Rooter	10-00-2005	19,264.56
07/03	07/11/2003	46794	2254	Sunny Wheatley	10-00-2005	120.00
07/03	07/11/2003	46795	2182	Sunnyside Inn Motel	10-00-2005	187.62
07/03	07/11/2003	46796	2336	Terry Patterson	10-00-2005	35.83
07/03	07/11/2003	46797	179	Trew, Cyphers & Meynink	10-00-2005	2,752.50
07/03	07/11/2003	46798	696	Trojan Technologies	10-00-2005	438.46
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07/03	07/16/2003	46803	196	DHR Child Support Unit	10-00-2005	203.08
07/03	07/16/2003	46804	145	EBS Trust	10-00-2005	57.00
07/03	07/16/2003	46805	910	OR Department of Justice	10-00-2005	115.38
07/03	07/16/2003	46806	1132	OR Department of Justice	10-00-2005	391.62
07/03	07/16/2003	46807	375	OR Department of Revenue	10-00-2005	249.64
07/03	07/16/2003	46808	144	OR Teamster Employers Trust	10-00-2005	7,875.66
07/03	07/16/2003	46809	189	OR Teamster Employers Trust	10-00-2005	17,568.78
07/03	07/16/2003	46810	205	PERS Retirement	10-00-2005	10,252.03
07/03	07/16/2003	46811	213	Teamsters Local Union 223	10-00-2005	535.00
07/03	07/17/2003	46812	138	Becco, Inc	10-00-2005	110.39
07/03	07/17/2003	46813	1878	Builders Depot	10-00-2005	297.13
07/03	07/17/2003	46814	1840	Chetco Federal Credit Union	10-00-2005	3,204.01
07/03	07/17/2003	46815	182	Coos-Curry Electric	10-00-2005	1,816.39
07/03	07/17/2003	46816	2350	Copy-All	10-00-2005	20.40
07/03	07/17/2003	46817	1357	Curry County Clerk	10-00-2005	31.00
07/03	07/17/2003	46818	497	Curry County Computer Services	10-00-2005	50.00
07/03	07/17/2003	46819	195	Curry Transfer & Recycling	10-00-2005	968.20
07/03	07/17/2003	46820	284	Day-Wireless Systems	10-00-2005	688.90
07/03	07/17/2003	46821	317	DCBS - Fiscal Services	10-00-2005	1,903.50
07/03	07/17/2003	46822	484	DMV	10-00-2005	20.00
07/03	07/17/2003	46823	499	Fastenal Company	10-00-2005	285.50
07/03	07/17/2003	46824	153	Ferrellgas	10-00-2005	3,552.94
07/03	07/17/2003	46825	198	Grants Pass Water Lab	10-00-2005	133.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
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07/03	07/17/2003	46829	309	John D Rapraeger	10-00-2005	61,301.95
07/03	07/17/2003	46830	2349	Jonathan Burch	10-00-2005	337.70
07/03	07/17/2003	46831	544	Legislative Counsel Committee	10-00-2005	75.00
07/03	07/17/2003	46832	328	Les Schwab Tire Company	10-00-2005	136.00
07/03	07/17/2003	46833	283	Muffler & More	10-00-2005	12.00
07/03	07/17/2003	46834	2051	National Waterworks, Inc	10-00-2005	614.40
07/03	07/17/2003	46835	2025	Numberg Scientific	10-00-2005	290.09
07/03	07/17/2003	46836	279	One Call Concepts, Inc	10-00-2005	54.00
07/03	07/17/2003	46837	2086	OR Dept Environmental Quality	10-00-2005	501,244.00
07/03	07/17/2003	46838	177	Oregon Medical Laboratories	10-00-2005	322.50
07/03	07/17/2003	46839	427	Oregon Pacific Company	10-00-2005	180.00
07/03	07/17/2003	46840	1394	Pam Callaway	10-00-2005	2,032.56
07/03	07/17/2003	46841	293	Petty Cash	10-00-2005	166.19
07/03	07/17/2003	46842	1029	Purchase Power	10-00-2005	734.00
07/03	07/17/2003	46843	187	Quality Fast Lube & Oil	10-00-2005	202.50
07/03	07/17/2003	46844	180	Ray's Food Place	10-00-2005	138.48
07/03	07/17/2003	46845	278	Ron Plaster	10-00-2005	35.00
07/03	07/17/2003	46846	169	Roto Rooter	10-00-2005	378.44
07/03	07/17/2003	46847	142	Tidewater Contractors Inc	10-00-2005	910.00
07/03	07/17/2003	46848	430	TSR Corporation	10-00-2005	3,700.00
07/03	07/17/2003	46849	161	United Communications Inc	10-00-2005	378.20
07/03	07/17/2003	46850	990	United Parcel Service	10-00-2005	21.02
07/03	07/17/2003	46851	136	United Pipe & Supply Co Inc	10-00-2005	141.57
07/03	07/17/2003	46852	157	Viking Office Products	10-00-2005	259.48
07/03	07/17/2003	46853	212	White House Sales	10-00-2005	869.00
07/03	07/17/2003	46854	269	WW Grainger	10-00-2005	83.64
07/03	07/24/2003	46855	167	American Sigma	10-00-2005	112.00
07/03	07/24/2003	46856	150	Any Time Coffee Service	10-00-2005	25.72
07/03	07/24/2003	46857	148	B-H Chamber of Commerce	10-00-2005	460.00
07/03	07/24/2003	46858	305	Chief Supply	10-00-2005	218.95
07/03	07/24/2003	46859	1745	Coastal Paper & Supply, Inc	10-00-2005	30.00
07/03	07/24/2003	46860	183	Colvin Oil Company	10-00-2005	1,578.54
07/03	07/24/2003	46861	182	Coos-Curry Electric	10-00-2005	5,812.69
07/03	07/24/2003	46862	888	CRS	10-00-2005	925.00
07/03	07/24/2003	46863	173	Curry Equipment Company	10-00-2005	162.30
07/03	07/24/2003	46864	2360	Daniel McGrath	10-00-2005	14.01
07/03	07/24/2003	46865	2286	Don Tilton	10-00-2005	53.34
07/03	07/24/2003	46866	2117	Edge Wireless	10-00-2005	77.15
07/03	07/24/2003	46867	749	Emerald Pool & Patio	10-00-2005	34.00
07/03	07/24/2003	46868	499	Fastenal Company	10-00-2005	299.00
07/03	07/24/2003	46869	2132	Insight	10-00-2005	33.50
07/03	07/24/2003	46870	126	John Bischoff	10-00-2005	74.00
07/03	07/24/2003	46871	2363	Keith Rebman	10-00-2005	90.00
07/03	07/24/2003	46872	162	Kerr Hardware	10-00-2005	2,501.03
07/03	07/24/2003	46873	448	Leo Lightle	10-00-2005	74.00
07/03	07/24/2003	46874	328	Les Schwab Tire Company	10-00-2005	402.72
07/03	07/24/2003	46875	2355	Mahar	10-00-2005	11.98
07/03	07/24/2003	46876	2122	Mastercard	10-00-2005	370.70
07/03	07/24/2003	46877	155	Mony's	10-00-2005	167.64
07/03	07/24/2003	46878	2051	National Waterworks, Inc	10-00-2005	586.81
07/03	07/24/2003	46879	870	Noah Bruce	10-00-2005	90.00
07/03	07/24/2003	46880	979	Northwest Regional Magazines	10-00-2005	18.95
07/03	07/24/2003	46881	2342	Office of Water Progrms	10-00-2005	181.00
07/03	07/24/2003	46882	1394	Pam Callaway	10-00-2005	105.82

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/03	07/24/2003	46883	252	Paramount Pest Control	10-00-2005	35.00
07/03	07/24/2003	46884	311	Paramount Supply Company	10-00-2005	227.70
07/03	07/24/2003	46885		Information Only Check	10-00-2005	.00 V
07/03	07/24/2003	46886	2351	Perrine Industrial Elect Inc	10-00-2005	3,484.63
07/03	07/24/2003	46887	645	Pocket Press, Inc	10-00-2005	67.50
07/03	07/24/2003	46888	2293	PPPM/Krick	10-00-2005	31.66
07/03	07/24/2003	46889	187	Quality Fast Lube & Oil	10-00-2005	75.00
07/03	07/24/2003	46890	2250	Quick Crete Products Corp	10-00-2005	8,118.00
07/03	07/24/2003	46891	2356	Richard & Mysti Ritter	10-00-2005	29.72
07/03	07/24/2003	46892	1692	Roediger	10-00-2005	491.12
07/03	07/24/2003	46893	278	Ron Plaster	10-00-2005	297.78
07/03	07/24/2003	46894	2354	Roze Bate	10-00-2005	54.00
07/03	07/24/2003	46895	2358	Sam Justman	10-00-2005	37.57
07/03	07/24/2003	46896	2357	Thomas Way	10-00-2005	35.03
07/03	07/24/2003	46897	2359	Tom Conrad	10-00-2005	32.08
07/03	07/24/2003	46898	2361	Troma Gillihan	10-00-2005	16.86
07/03	07/24/2003	46899	136	United Pipe & Supply Co Inc	10-00-2005	4,000.21
07/03	07/24/2003	46900	991	Verizon Northwest	10-00-2005	1,532.91
07/03	07/24/2003	46901	157	Viking Office Products	10-00-2005	20.46
07/03	07/24/2003	46902	108	VWR Scientific	10-00-2005	175.81
07/03	07/24/2003	46903	686	Worton Auto Body	10-00-2005	45.00
07/03	07/24/2003	46904	269	WW Grainger	10-00-2005	261.24
07/03	07/29/2003	46905	1881	AFLAC	10-00-2005	352.14
07/03	07/29/2003	46906	910	OR Department of Justice	10-00-2005	115.38
07/03	07/29/2003	46907	1132	OR Department of Justice	10-00-2005	391.62
07/03	07/29/2003	46908	375	OR Department of Revenue	10-00-2005	208.93
07/03	07/29/2003	46909	144	OR Teamster Employers Trust	10-00-2005	9,693.12
07/03	07/29/2003	46910	189	OR Teamster Employers Trust	10-00-2005	17,568.78
07/03	07/29/2003	46911	2366	Oregon Department of Justice	10-00-2005	203.08
07/03	07/29/2003	46912	205	PERS Retirement	10-00-2005	9,868.27
07/03	07/29/2003	46913	214	Regence Life & Health Ins	10-00-2005	238.50
07/03	07/29/2003	46914	213	Teamsters Local Union 223	10-00-2005	742.00
07/03	07/31/2003	46915	342	Applied Industrial Technology	10-00-2005	59.59
07/03	07/31/2003	46916	303	Associated Bag Company	10-00-2005	345.10
07/03	07/31/2003	46917	2370	Azalea Park Foundation	10-00-2005	5,000.00
07/03	07/31/2003	46918	146	Bay West Supply, Inc	10-00-2005	419.53
07/03	07/31/2003	46919	200	Bob Hagbom	10-00-2005	414.44
07/03	07/31/2003	46920	2364	C&S Fire-Safe Services	10-00-2005	35.00
07/03	07/31/2003	46921	149	Carpenter Auto Center	10-00-2005	8.95
07/03	07/31/2003	46922	182	Coos-Curry Electric	10-00-2005	12,021.32
07/03	07/31/2003	46923	1801	Cop Shop Etc	10-00-2005	236.90
07/03	07/31/2003	46924	173	Curry Equipment Company	10-00-2005	234.44
07/03	07/31/2003	46925	2058	Curry General Hospital	10-00-2005	50.00
07/03	07/31/2003	46926	2368	Dan Phelps	10-00-2005	54.03
07/03	07/31/2003	46927	1351	DAS TPPS	10-00-2005	900.00
07/03	07/31/2003	46928	261	Engineered Control Products	10-00-2005	84.08
07/03	07/31/2003	46929	153	Ferrellgas	10-00-2005	153.05
07/03	07/31/2003	46930	113	Fred Meyer	10-00-2005	118.80
07/03	07/31/2003	46931	298	Freeman Rock Enterprises, Inc	10-00-2005	211.14
07/03	07/31/2003	46932	119	Gall's Inc	10-00-2005	53.48
07/03	07/31/2003	46933	1360	John Tracy Harrell	10-00-2005	1,040.00
07/03	07/31/2003	46934	137	LauraLee Gray	10-00-2005	206.64
07/03	07/31/2003	46935	328	Les Schwab Tire Company	10-00-2005	615.20
07/03	07/31/2003	46936	339	Mike Cooper	10-00-2005	53.00
07/03	07/31/2003	46937	2369	Mr. & Mrs. Wayne Workman	10-00-2005	1.29
07/03	07/31/2003	46938	1968	ODOT DMV Services	10-00-2005	9.00
07/03	07/31/2003	46939	449	Oregon Mayors Association	10-00-2005	312.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/03	07/31/2003	46940	1871	Paulson Eye Care	10-00-2005	108.00
07/03	07/31/2003	46941	187	Quality Fast Lube & Oil	10-00-2005	118.00
07/03	07/31/2003	46942	1574	R & L Signs	10-00-2005	325.00
07/03	07/31/2003	46943	2341	Rogue Valley Restaurant Equip	10-00-2005	8,700.00
07/03	07/31/2003	46944	278	Ron Plaster	10-00-2005	500.00
07/03	07/31/2003	46945	2367	SPX Valves & Control	10-00-2005	282.57
07/03	07/31/2003	46946	665	The Riverhouse	10-00-2005	235.44
07/03	07/31/2003	46947	136	United Pipe & Supply Co Inc	10-00-2005	55.56
07/03	07/31/2003	46948	991	Verizon Northwest	10-00-2005	154.24
07/03	07/31/2003	46949	269	WW Grainger	10-00-2005	234.30
07/03	07/31/2003	46950	2372	Charles Schrag	10-00-2005	1,920.00
Totals:						<u>963,813.36</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

BUILDING DEPARTMENT ACTIVITIES SUMMARY

For Month of **Jul-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
15	Single Family Dwelling	\$10,708.50	\$6,960.56	\$749.60	\$62,538.00	\$3,235,604.00	52	\$10,169,819.00	25	\$4,405,384.00
4	Single Family Addition	\$352.00	\$228.79	\$24.64	\$0.00	\$43,078.00	15	\$420,065.00	16	\$474,919.01
1	Single Family Garage-Carport	\$158.50	\$103.03	\$11.10	\$0.00	\$22,896.00	6	\$60,612.00	10	\$107,386.20
1	Two Family Residential	\$630.50	\$409.83	\$44.14	\$7,340.00	\$178,247.00	2	\$399,430.00	3	\$1,263,965.00
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3	\$2,118,347.00	0	\$0.00
1	Commercial New	\$493.00	\$320.45	\$34.51	\$1,971.24	\$123,823.00	6	\$646,861.00	6	\$1,090,349.00
5	Commercial Addition-Change	\$2,184.00	\$2,007.02	\$152.88	\$0.00	\$622,048.00	16	\$729,509.00	11	\$323,754.00
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	1	\$5,000.00
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	3	\$10,542,307.00
0	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2	\$0.00	1	\$0.00
0	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3	\$11,792.00	1	\$10,900.00
27	Total Building Permits	14,526.50	\$10,029.68	\$1,016.86	\$71,849.24	\$4,225,696.00	106	\$14,556,435.00	77	\$18,223,964.11
21	Mechanical Permits	\$606.50	N/A	\$42.46	N/A	N/A	77	N/A	54	N/A
18	nn	\$904.40	N/A	\$63.31	\$0.00	N/A	59	N/A	32	N/A
1	Manufactured Home Permits	\$160.00	N/A	\$11.20	\$4,467.00	N/A	1	N/A	0	N/A
67	TOTAL PERMITS	\$16,197.40	\$10,029.68	\$1,133.82	\$76,316.24	\$4,225,696.00	243	\$14,556,435.00	163	\$18,223,964.11
	Total Year to Date Calculated Fees	\$55,889.92	\$35,467.10	\$3,912.30	\$311,872.24					
	2002 YTD Calculated Fees	\$57,986.00	\$47,685.62	\$4,059.06	\$70,513.00					

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BUILDING DEPARTMENT ACTIVITIES SUMMARY - URD

For Month of **Jul-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
1	Single Family Dwelling	\$1,855.50	\$1,206.08	\$129.89	\$4,467.00	\$668,655.00	4	\$1,812,101.23		
0	Single Family Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00		
0	Single Family Garage-Carport	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00		
0	Two Family Residential	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00		
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00		
1	Commercial New	\$493.00	\$320.45	\$34.51	\$1,971.24	\$123,823.00	4	\$155,389.00		
2	Commercial Addition-Change	\$1,240.50	\$1,289.53	\$86.84	\$0.00	\$411,618.00	8	\$427,568.00		
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00		
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00		
0	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00		
0	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00		
4	Total Building Permits	\$3,589.00	\$2,816.06	\$251.23	\$6,438.24	\$1,204,096.00	16	\$2,162,119.00		
3	Mechanical Permits	\$0.00	N/A	\$0.00	N/A	N/A	7	N/A		N/A
2	Plumbing Permits	\$95.20	N/A	\$6.66	\$0.00	N/A	5	N/A		N/A
0	Manufactured Home Permits	\$0.00	N/A	\$0.00	\$0.00	N/A		N/A		N/A
9	TOTAL PERMITS	\$3,684.20	\$2,816.06	\$257.89	\$6,438.24	\$1,204,096.00	12	\$2,162,119.00		\$0.00
	Total Year to Date Calculated Fees	\$7,327.90	\$4,877.30	\$502.95	\$19,839.24	\$2,162,119.00				
	2001 YTD Calculated Fees									