

AGENDA
City of Brookings
Common Council Meeting
City Hall Council Chambers
898 Elk Drive
Brookings, OR 97415
September 10, 2001
7:00 p.m.



Grandparents Day
September 9, 2001



agenda

CITY OF BROOKINGS
COMMON COUNCIL MEETING
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
September 10, 2001
7:00 p.m.

I. **CALL TO ORDER**

II. **PLEDGE OF ALLEGIANCE**

III. **ROLL CALL**

IV. **CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS**

A. Proclamations

1. National Emblem Club Week ~ September 16~22, 2001
2. Community Pride Clean-Up Month ~ September

V. **ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE**

A. Committee and Liaison reports

1. Chamber of Commerce
2. Council Liaisons

B. Unscheduled

VI. **STAFF REPORTS**

A. Finance Department

1. Request for direction on custodial service at City Hall

B. City Manager

1. Miscellaneous

- C. Community Development Department
 - 1. Acceptance of dedication deed from pelican's Perch Associates for additional Moore Street right-of-way
- D. Police Department
 - 1. Approval of Agreement between the Brookings-Harbor School District 17C and the City of Brookings for School Resource Office

VII. CONSENT CALENDAR

- A. Approval of Council Meeting Minutes
 - 1. Minutes of August 27, 2001, Regular Council Meeting
 - B. Acceptance of Parks and Recreation Commission Minutes
 - 1. Minutes of July 26, 2001, regular Commission Meeting
 - C. Acceptance of Planning Commission Minutes
 - 1. Minutes of July 10, 2001, Regular Commission Meeting
 - D. Approval of Vouchers (\$218,985.84)
- (end Consent Calendar)

VIII. ORDINANCES/RESOLUTIONS/FINAL ORDERS

- A. Resolutions
 - 1. No. 01-R-698, in the matter of a resolution authorizing the City of Brookings to participate in the City/County Insurance Services Trust

IX. REMARKS FROM MAYOR AND COUNCILORS

- A. Council
- B. Mayor

X. ADJOURNMENT

Revised 9/7/01

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Revised 9/7/01

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Revised 9/7/01

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Leased 9/7/01

***Brookings Emblem Club #265
P.O. Box 200
Brookings OR 97415***

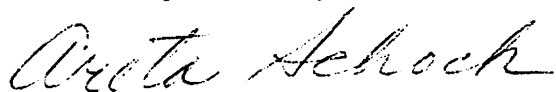
August 13, 2001

City Council
Brookings, Oregon

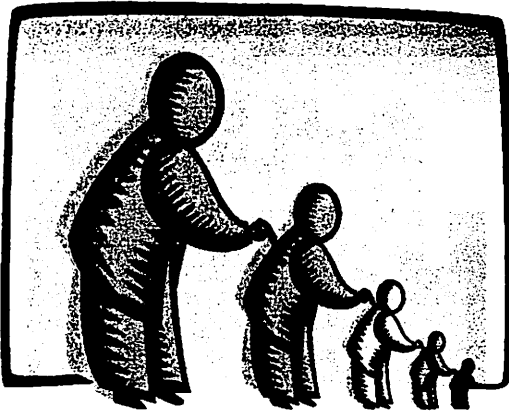
To Whom it May Concern,

The Brookings Emblem Club #265 would like the Mayor to proclaim the week of September 16-22 as NATIONAL EMBLEM CLUB WEEK at the September 10th meeting.

Thank you for your consideration

A cursive handwritten signature in dark ink, reading "Areta Schock".

Areta Schock, President



PROCLAMATION

WHEREAS, the women of Brookings Emblem Club #265 of the Supreme Emblem Club of the United States of America, in promulgating community service, have actively engaged in seeking out the worthy and the needy in our community, and

WHEREAS, their assistance and guidance of young men and women is evidenced by the great numbers of scholarships awarded at the local, state and national level, assures the advanced education of the deserving, and

WHEREAS, the needs of the aged, the crippled, the mentally retarded, the handicapped, the hospitalized, the veterans, and the poor are considered and fulfilled insofar as can be, and

WHEREAS, the members are vitally concerned with the immediate and permanent needs of those placed in stress by reason of flood, quake, hurricane and other disasters of nature, and

WHEREAS, these are dedicated to the principle of philanthropic endeavor,

NOW, THEREFORE, BE IT RESOLVED that the deeds of dedicated, charitable women of the Brookings Emblem Club #265 of the Supreme Emblem Club of the United States of America be recognized, and that the week of September 16-22, 2001 be proclaimed

"NATIONAL EMBLEM CLUB WEEK IN BROOKINGS."

IN WITNESS WHEREOF, I, Mayor Bob Hagbom, have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 10th day of September, 2001.

**Bob Hagbom
Mayor**

PROCLAMATION



WHEREAS, the Brookings-Harbor area has attained wide recognition for its natural beauty and friendliness; and

WHEREAS, the citizens of the Brookings-Harbor area are known for their civic pride; and

WHEREAS, everyone loves a bargain;

NOW, THEREFORE, I, Bob Hagbom, Mayor of the City of Brookings, do hereby proclaim September 2001 as

"COMMUNITY PRIDE CLEAN-UP MONTH" IN BROOKINGS-HARBOR

And ask all citizens to join with the Community Pride Partnership and take advantage of the free clean up opportunities offered by Curry Transfer and Recycling during September and urge everyone to get involved by having a garage sale on "Garage Sale Saturday" September 29th.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 10th day of September, 2001.

Bob Hagbom, Mayor



Sharon Ridens

From: Charles Kocher [publisher@currypilot.com]
Sent: Thursday, September 06, 2001 11:07 AM
To: Sharon Ridens
Subject: Re: Community Pride Clean-Up Month

September is Community Pride Clean-Up Month

Spruce-Up Week,
Sept 9-15
Free litter bags available at City Hall

Yard Clean Up Week
Sept. 17-21
CTR will collect yard debris on regular pick-up days

Free Drop-Off Week
Sept. 25-29
At Wridge Creek Transfer Site
Only brush, leaves, prunings, limbs, metal

Garage Sale Saturday
Sept. 29
Recycle and reuse items by holding a sale
A special promotion of the Curry Coastal Pilot

Staff Report



To: Mayor Hagbom & City Council

Through: Leroy Blodgett, City Manager

From: Randy Reed, Finance Director

Date: September 6, 2001

Re: **Janitorial RFP**

A handwritten signature in black ink, appearing to read "Randy Reed", written over the "From:" line.

BACKGROUND

The City issued a request for proposals for janitorial service with a due date of Friday, August 31, 2001. Staff sent the RFP to all licensed janitorial companies in the city as well as having a public notice in the Pilot. We did not receive any proposals.

ISSUES

We do not have a signed contract with our current janitorial service. We have had some problems with them, however they do appear willing to resolve any issues we bring to their attention. Since we have received no new proposals, should staff contact the current janitorial service to negotiate a contract with them? Or, should staff republish with new deadlines the RFP?

RECOMMENDATION

Staff recommends approval by the council for staff to negotiate a contract with the current janitorial service.

Request for Proposals

The City of Brookings is requesting proposals for janitorial service for all offices at City Hall. A list of the janitorial services needed and requirements of the provider is attached. The Finance Director/Recorder, 898 Elk Drive, Brookings, OR 97415, will receive proposals until August 31, 2001 at 3 p.m. Proposals will be reviewed by the Finance Department and a recommendation forwarded to the City Manager.

Proposal and Award Schedule

Saturday, August 18, 2001 Publish Notice of Intent and Distribute Request for Proposal

Friday, August 31, 2001 * Proposal Due Date

August 31- Sept. 5, 2001 Review of Proposals by Finance Department

Monday, Sept. 10, 2001 Contract Award by City Council

* All proposals are due at the City of Brookings no later than Friday, August 31, 2001 at 3 PM.

The Mayor and City Council will award the janitorial contract during their regularly scheduled meeting on September 10, 2001 at 7 p.m. in the City Hall Council Chambers. The new janitorial service is to commence October 1, 2001.

The City of Brookings reserves the right to reject any and all proposals and has the right, in its sole discretion, to accept the proposal it considers most favorable to the City's interest and the right to waive minor irregularities in procedure.

Due to the access by the janitorial service provider to all city offices, a complete background check may be done on any individuals who would have access to the city offices.



TimberRiver
Development, Inc.

August 30, 2001

Mr. John Bischoff
City of Brookings
898 Elk Drive
Brookings, Or. 97415

RE: Right-of-Way Deed, Pelican's Perch

Dear John:

As we discussed, I have enclosed our deed for the additional Moore Street right-of-way on the Pelican's Perch project. We are probably going to be ready for our Certificate of Occupancy somewhere between September 14th and the 20th - running right up against that Open House date! If there is anything else you can think of that you will need, please CALL me so that we don't wind up with a last-minute "hiccup."

Again, my thanks for all of your help - you guys have been terrific to work with - hope to see you at the Open House!

Sincerely,

Laura Coomes

**RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:**

City of Brookings
898 Elk Drive
Brookings, Or. 97415

GRANTOR:

Pelican's Perch Associates,
an Oregon Limited Partnership
5320 Anaconda Dr. So.
Salem, OR. 97302

MAIL TAX INFORMATION TO:

City of Brookings
898 Elk Drive
Brookings, Or. 97415

GRANTEE:

City of Brookings
898 Elk Drive
Brookings, Or. 97415

DEDICATION DEED

KNOW ALL MEN BY THESE PRESENTS, that Pelican's Perch Associates, an Oregon Limited Partnership, hereinafter called grantor, for the consideration hereinafter stated, does hereby grant, bargain, sell and convey unto the City of Brookings, a political subdivision of the State of Oregon, hereinafter called grantee, and unto grantee's heirs, successors and assigns, in trust for public use and for street purposes, the real property situate in the County of Curry, State of Oregon, described on Exhibit "A" attached hereto, and incorporated herein by this reference.

TO HAVE AND TO HOLD the above described and dedicated real property, together with all and singular the rights and appurtenances thereunder belonging or in any wise appertaining to the City of Brookings, Oregon, in trust for the public use and for street purposes as aforesaid; and grantor hereby warrants and will defend title to the above described property against the lawful claims of all persons whomsoever.

There is no consideration for this conveyance as grantor verily believes.

IN WITNESS WHEREOF, the grantor has executed this instrument this 27th day of August, 2001.

Dedication Accepted:
City of Brookings

By _____
Its _____

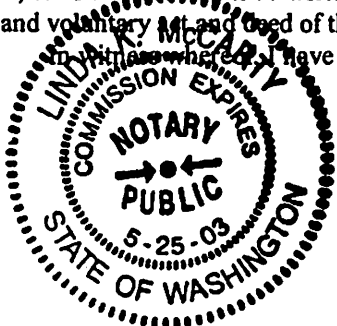
Pelican's Perch Associates,
an Oregon Limited Partnership,
by TimberRiver Development, Inc.,
Managing General Partner

By Mark Rozgay
Mark Rozgay, President

STATE OF WASHINGTON)
) ss
COUNTY OF KING)

On this 27th day of August, 2001, before me, a Notary Public in and for the State of Washington, personally appeared Mark Rozgay, to me known to be the President of TimberRiver Development, Inc., the Managing General Partner of Pelican's Perch Associates, an Oregon Limited Partnership, and duly sworn, did state that he has authority to act on behalf of said entities and that the said instrument is the free and voluntary act and deed of the entities.

In witness whereof, I have hereunto set my hand and affixed my official seal.



Linda K. McCarty
Notary Public in and for the State of Washington
My commission expires May 25 2003

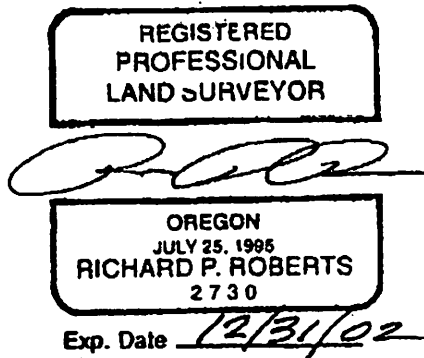
EXHIBIT A

That portion of a parcel of land conveyed to Pelican's Perch Associates, an Oregon Limited Partnership, in Instrument 2000-4730, Official Records of Curry County, Oregon, lying South of the following described line:

COMMENCING at the Southwest corner of said parcel, said point described as North 146.20 feet and West 390.00 feet from the Southeast Corner of Government Lot 2, Section 6, Township 41 South, Range 13 West, Willamette Meridian, Curry County, Oregon;

thence North 5.00 feet to the TRUE POINT OF BEGINNING;

thence East 240.00 feet to the East line of said parcel.





CITY OF BROOKINGS POLICE DEPARTMENT CHIEF CHRIS WALLACE

898 Elk Drive,
Brookings, Oregon 97415

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

To: Mayor, Council

From: Police Chief Chris Wallace

Through: Leroy Blodgett, City Manager

Date: 09-04-01

Subject: School Resource Officer Agreement

It is once again time to re-sign the existing **School Resource Officer Agreement** between the City of Brookings and the Brookings-Harbor School District.

The existing contract has been reviewed with the recommendation that no changes be made.

Officer Curt Fox has been assigned as the School Resource Officer for the 2001-2002 school year.

The City of Brookings is pleased to continue a long tradition of mutual support with the Brookings-Harbor School District.

Recommendation:

I recommend you authorize Mayor Bob Hagbom to sign attached agreement between the Brookings-Harbor School District 17-C and the City of Brookings for School Resource Officer.

Chris Wallace
CHRIS WALLACE
CHIEF OF POLICE

“Home of Winter Flowers”

**AGREEMENT BETWEEN THE
BROOKINGS-HARBOR SCHOOL DISTRICT 17-C
AND THE CITY OF BROOKINGS
FOR SCHOOL RESOURCE OFFICER**

THIS AGREEMENT is made and entered into by and between the City of Brookings (City) and the Brookings-Harbor School District (District).

WHEREAS, the City of Brookings and the School District desire a cooperative effort in:

1. Providing a positive image of law enforcement and law enforcement officers for students;
2. Sharing educational resources for instructional programs dealing with law enforcement, health and safety, and drug and alcohol education;
3. Creating an atmosphere of safety and security on school campuses and at school-sponsored activities;
4. Facilitating a more coordinated effort in dealing with youth problems involving school, parents, police, and other community agencies;
5. Assisting school administrators with the District's prohibition of the traffic and use of illegal substances in the District's schools; and
6. Assisting school administrators, as requested , in their work with troubled students.

WHEREAS, the City and the District desire to formalize such a cooperative effort by written agreement; and

WHEREAS, such contracts are authorized under ORS 190.010 et seq.;

NOW, THEREFORE, in consideration of the mutual promise and covenants contained herein, it is mutually agreed as follows:

1. The City shall assign one full-time sworn police officers the position of School/Community Resource Officer (SRO), assigned to the Brookings-Harbor School District during the regular school year (approximately September through mid June).
2. The City and the District shall each name a contact person who will monitor the program. The building principals will be the contact persons at each school to facilitate communication.
3. SROs are employees of the City and subject to the rules and regulations of the City. Program philosophy and general job responsibilities will be mutually determined by the City and the District. General guidance and task supervision are the responsibility of the building principal after assignments have been agreed upon by the SRO's immediate supervisor (City) and building principals and Superintendent.

As a sworn police officer, once involved in an official investigation of criminal activity, the SRO has the following responsibilities:

- a) Abide by all Federal, State, and local laws and ordinances.
- b) Report any conflict created by any laws, ordinances, rules, and policies and procedures to the building principal and police supervisor for resolution.
- c) Perform a thorough investigation of the allegation. Interview and document all involved parties.
- d) Inform the supervisor of the SRO program of criminal investigations in which the SRO is involved. Depending on the nature of the crime other law enforcement officers may also be notified.
- e) Present the case to the District Attorney for review at the appropriate times.

Under no circumstances will investigations or referrals to the District Attorney be done without prior knowledge to the school principals and Superintendent.

4. The duties and responsibilities of the SRO shall be as defined below and mutually agreed upon by the City and the District. Such duties shall include, but not be limited to:
 - a) The SRO will wear the prescribed City uniform of the day with all normal accessories, including a firearm.
 - b) A marked City patrol unit will be utilized for transportation and support unless

otherwise requested by school officials.

- c) Represent the image of area law enforcement in the School District.
 - d) Give classroom presentations on topics of mutual interest to the City and the District upon request.
 - e) Provide information and informal counseling to students as requested by designated school personnel.
 - f) At the request of the principal, help to establish and maintain a sense of security and order on school campuses by being a visible presence. The SRO shall not, however, act in the capacity of a private security officer.
 - g) Know and comply with District policies and rules that govern school personnel's work with students in the areas of student confidentiality and rights.
6. The following duties may be assigned as appropriate by the building principal and upon assignment shall be undertaken:
- a) Make appropriate contacts with parents and other community agencies on such requests.
 - b) Assist with supervision of after-school activities as requested by the building principal. In accordance with number eight below, the District agrees to reimburse the City for overtime.
 - c) At the direction of the building principal, conduct motorized patrol of school grounds and nearby streets, and/or direction of traffic at designated points.
 - d) Enforce criminal laws through investigation and arrests at District schools, and other District properties and building.
 - e) Enforce District policy as requested.
7. Scheduling of work days, vacation, and other time off during the school year will be aligned with the school calendar and mutually agreed to by the City and the District. Time off during the regular school calendar will be arranged in advance and agreed to by the City and District.
8. The District agrees to reimburse the City for any overtime expenses on specific requests, i.e., dances and athletic events and any other assignment given under Section 6 outside the SRO's normal duty hours. Any overtime expenses generated by the investigation of criminal activities shall be paid by the City.

9. Except as provided for in this contract, the City shall pay the cost of selection, training, salary, benefits, vehicle, and equipment for this program.
10. The District shall pay to the City, one payment in the amount of \$37,000 on or before June 30, 2002, for SRO services. Any other expenses generated beyond an eight-hour work day (e.g., school dances, football games, etc.) by the SRO program will be billed to the District as they occur.
11. SRO shall be available to the City for other assignments during the District's regular vacation period and non-school days.
12. SRO assignments outside of the school responsibilities shall be minimal. In the event that an assigned SRO is unavailable for duty due to court, illness, vacation, training, or other contracted leave of absence, for a period longer than three consecutive work days, the City will assign a replacement during the absence. The SRO will not be replaced when unavailable for assignment due to school-related business, report writing, responding to off campus emergencies or other brief off campus assignments.
13. It is the responsibility of SRO to report schedule conflicts to the building principals as soon as possible.
14. To the extent allowed by law and subject to Paragraph 16, the City covenants and agrees to hold the District, its officer, employees, or agents harmless for all claims whatsoever that are made against the District, its officers, employees or agents, arising out of the City's negligent performance of the duties required by the terms of this contract.
15. To the extent allowed by law and subject to Paragraph 16, the District covenants and agrees to hold the City, its officers, employees or agents harmless from all claims whatsoever that are made against the District, its officers, employees or agents, arising out of the District's negligent performance of the duties required by the terms of this contract.
16. The City and the District mutually covenant and agree that neither party will insure the actions of the other, but rather each party will assume its own responsibility in connection with any claims made by a third party against the City and/or the District.
17. This contract shall be effective upon both parties signing this agreement through June 15, 2002. This contract shall be renewable yearly, subject to negotiations, provided that the party seeking to renew the contract provides the other party with thirty (30) days written notice.

18. Either party may terminate this contract by providing a thirty (30) day notice of termination. The City shall refund any prorata portion of prepaid compensation which is not earned because of any termination.

19. IN WITNESS WHEREOF, the parties have caused this contract to be executed by the duly authorized officers on the dates hereinafter written.

CITY OF BROOKINGS

**BROOKINGS-HARBOR 17C
SCHOOL DISTRICT**

By: _____
Bob Hagbom, MAYOR

By: _____
Brian Larsson, School Board Chairperson

Date: _____

Date: _____

ATTEST by City Recorder
this ____ day of _____, 2001.

ATTEST by School District Superintendent
this ____ day of _____, 2001.

By: _____
Randy Reed, Finance Director/Recorder

By: _____
Paul Prevenas, Superintendent

**CITY OF BROOKINGS
COUNCIL AND PLANNING COMMISSION JOINT STUDY SESSION
AND COMMON COUNCIL MEETING MINUTES**

**City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415**

August 27, 2001

7:00 p.m.

I. CALL TO ORDER

Mayor Bob Hagbom called the meeting to order at 6:05 p.m.

II. PLEDGE OF ALLEGIANCE

Led by Planning Commissioner Judi Krebs

III. ROLL CALL

Council and Planning Commission Present: Mayor Bob Hagbom, Council President Larry Curry, Councilors Frances Johns, and Rick Dentino, Planning Commission Chair Richard Gyuro, and Commissioners Ted Freeman, Jim Collis, Victoria Nuss, Judi Krebs, and Randy Gorman, a quorum present.

Council and Commissioners Absent: Lorraine Kuhn, excused and Fred Howe from the Planning Commission

Mayor informed and updated Councilor Kuhn's recent car accident

Staff Present: City Manager Leroy Blodgett, Community Development Director Leo Lightle, City Planner John Bischoff, Fire Chief William Sharp, Finance Director Randy Reed, Community Development Department Secretary Linda Barker, Building Official LauraLee Gray, Public Works Inspector, and Administrative Secretary Sharon Ridens

Media Present: Jeff St. Peter, Curry Coastal Pilot

Other: Chamber of Commerce Executive Director Les Cohen, Parks & Recreation Chair Russ Fritz and approximately 20 other citizens, along with members of our Brookings Volunteer Fire Department Fireman

IV. PLANNING COMMISSION AND CITY COUNCIL STUDY-SESSION

A. DIA's (Deferred Improvement Agreements)

Mayor Hagbom reviewed the background on the City's Deferred Improvement Agreements (DIA's). Councilor Larry Curry questioned and confirmed Council was to take no action during this study session. However, City Manager Blodgett advised action could take place later in the Council meeting. Mayor Hagbom asked Blodgett to explain further Council and Staff's past and current position on DIA's, which included when and when not to allow. Blodgett noted a need to review/define the criteria allowing DIA's - going back either to where we were, or to come to a new position. Blodgett advised City Attorney John Trew advised our current ordinance states the City may defer improvements, and that it provides the criteria for deferment, which implies if you meet that criteria, you will defer. Discussion ensued, including deferments in residential vs. commercial, local improvement districts, priorities, community education regarding DIA's and the need to "call them in."

Discussion continued with comments from Council and the Planning Commissioners. Planning Chair Gyuro asked for more guidance from the Planning Department especially in regards to safety, costs, and terrains. Gyuro stated, "to say NO DIA's is not realistic." Councilor Dentino felt this meeting should have occurred six months ago. Commissioner Krebs stated DIA's do not appear on the building applications, and requested that as an addition to the app, along with the criteria for it indicated. She again requested the Planning Department provide the number of current DIA's and percentage involved for any area coming before the Commission, noting the frustration in an appeal process and being kept out of the "loop" of communication with the Planning Department regarding Planning issues. Concerns of City costs involved with calling in DIA's, along with planning and engineering elevations were discussed. Commissioner Freeman and Chair Gyuro agreed with Curry and no more DIA's - "we needed to start somewhere." Commissioner Nuss stated she supported allowing DIA's ONLY when necessary and insisted developers needed to pay for the development costs, passing it on to the customer, where it can be included in the mortgage. Nuss concurred there is never a good time to call in DIA's and that doing so puts an undue burden on any political official. Discussion included preferential treatment to developers and sections of the community. Nuss encouraged Council to continue the current policy especially in school areas.

Further discussion ensued with specific comments from Blodgett, City Planner Bischoff, Community Development Department Director Leo Lightle, Council, and Commissioners regarding many problems with "calling-in" DIA's.

Mayor Hagbom concluded all were in agreement that the right track of eliminating DIA's had begun, and that he specifically liked Commissioner Krebs's idea of criteria of DIA's, including criteria for an emergency type situation, to be

on planning applications. Hagbom noted safety issues being a high priority and suggested taking the discussion from tonight's study session and giving it to staff. He asked Council to attend the next Planning commission on September 4, 2001, and to meet at 6:00 p.m. All agreed. Mayor thanked Councilors and Commissioners for their input.

Mayor Hagbom recessed the study session and meeting at 6:56 p.m.

Mayor Hagbom reconvened the City Council meeting at 7:02 p.m., August 27, 2001.

V. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

A. Announcements

1. Ten Years of Service – John Cowan/Public Works Inspector (August 26, 1991)
Public Works Inspector John Cowan was given special recognition for his ten years of service with the City of Brookings. Embarrassingly, Cowan accepted a framed certificate from Mayor Hagbom.
2. Volunteer and Employee of the Year
Mayor Hagbom and City Manager Leroy Blodgett gave special recognition and presented a unique myrtle wood lighthouse replica and roses to Community Development Department Linda Barker as one of the Co-Employees of the Year 2000-2001, since she had been unable to attend the prior weekend's annual City Volunteer and Employee Recognition Picnic at Azalea Park. Barker stated, "She knew the only reason she got the award was because she works on the right department!" Hagbom verbally recognized Sharon Ridens, Administrative Secretary, as the other Co-Employee of the Year and Dan Palicki as Volunteer of the Year.
3. Fire Department Promotions within the Brookings Volunteer Fire Department
Mayor Hagbom and Fire Chief William J. Sharp acknowledged the promotion of five Lieutenants to the position of Captain within the Brookings Volunteer Fire Department. Sharp explained these outstanding individuals worked hard and trained to provide volunteer service to the Fire Department as officers and the desire to promote them to the level of Captain, recognizing their achievements. The officers promoted to Captain were: Gary La Fazio, Steve Nagel, Mark Saphiloff, Paul Walker, and Dennis Ward. All the new Captains have served with the Department for several years and Sharp stated he looked forward to many more years of dedicated service from these officers.

B. Appointments

1. Planning Commission Position No. 3
Mayor Hagbom offered the appointment of Russ Fritz as the new Planning Commissioner replacing Alfred Howe, who previously resigned. Fritz provided a brief sketch of his background and enthusiasm to be involved on this new level of community service.

Councilor Johns moved, Councilor Curry seconded, and the Council voted unanimously to approve the appointment of Russ Fritz to Position No. 3 on the Planning Commission.

VI. **SCHEDULED PUBLIC APPEARANCES**

- A. Vietnam Veterans of America – Bill Farrell
Citizen Bill Farrell arrived later in the Council meeting. See agenda item No. VII.A.(3) below.

VII. **ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE**

- A. Committee and Liaison reports
 1. Chamber of Commerce
Executive Director Les Cohen reported on success of Chamber's golf tourney during the City's 50th birthday, brining in players from Arizona, the Rogue Valley, and northern California. He expressed his pleasure with the tourney, which included the purpose of telling people about Salmon Run and our community. Cohen concluded with details on meetings he attended, the success of his attendance to the Redman Oregon Motor Coaches convention, US Hwy 199 signage regarding Brookings and the Coast, and meetings regarding air service out of Crescent City, CA.
 2. Port of Brookings-Harbor
There was no report.
 3. Council Liaisons
Councilor Frances Johns provided a written report from the School Bond Oversight and Review Committee (a copy is provided in these minutes).

Councilor Rick Dentino attended the Harbor Sanitary District Board of Directors meeting; attended and represented the City at the South Coast Humane Societies' National Homeless Animals Day candlelight celebration at Azalea Park; attended the annual back to school breakfast; went to a 2-day grant proposal writing seminar; attended U.S. Representative Peter Defazio's question and answer town hall meeting;

and attended the City's Annual Volunteer and Employee Appreciation Picnic last weekend.

Council President Larry Curry attended picnic and the CCD Business Development Corp. quarterly meeting in Gold Beach.

Mayor Hagbom reminded Council of a legislative session update being held by the League of Oregon Cities on Wednesday, September 5, from 9:00 a.m. to Noon in Coos Bay. He asked as many Councilors to attend as possible. Car-pooling was discussed

Citizen and Vietnam Veterans of American representative Bill Farrell, 19366 Carpenterville Road, Brookings, (previously scheduled for agenda item No. VI.A.) stated after reviewing Council audiotapes of July 23, 2001, and the request of an additional \$600, he could see the Council's questions as legitimate. Farrell detailed the items to be purchased (tubes) and the safety risks in not having these new tubes, a one-time capitol expense. The old (current) tubes have been used for approximately 20 years. Discussion ensued and Mayor Hagbom recommended the matter be continued to discuss in the spring at budget time.

- B. Unscheduled
 There were no appearances.

VIII. STAFF REPORTS

A. City Manager

1. Downtown Development Committee Meeting Scheduled
 City Manager Blodgett advised Council the Downtown Development Committee is scheduled to meet August 30, 2001 at 7:00 p.m. in the Council Chambers of City Hall. The meeting will be an introduction and discussion of the group's responsibilities, funding, ground rules by which to work, and to set up their next meeting.
2. Alder Street property lease agreement
 Mr. Therrien attended earlier in the evening, but asked the matter to be postponed. Therefore, no action was taken at this time.
3. Other
 Blodgett sent a letter to ODOT regarding the couplet and not being listed as a high priority on the recent list for highway improvements in ODOT's budget. He advised of a meeting next week in Portland to meet with potential developers in our community and one in Salem on September 5, to discuss the couplet issue with ODOT.

B. Finance Department

1. Summer Recreation Program Report
City Manager Blodgett referred to the Summer Recreation Program report provided in the Council Packet, noting its success.

C. Community Development Department

1. ESEE (Economic Social Environmental & Energy) analysis proposals
City Manager Blodgett informed Council the ESEE analysis was ready to come to Council, however it was decided to put it off the agenda. After a meeting with the Water Master, it was discovered various unknowns regarding the LCDC's requirement of the analysis. Discussion ensued, noting the Water Master concurred with what the engineers found - that the draw does not effect the level of the water - therefore, not necessary to do the analysis. A decision needs to be made if there is an impact or not. Mayor Hagbom shared his discussion with the Water Master.

IX. CONSENT CALENDAR

A. Approval of Council Meeting Minutes

1. Minutes of August 13, 2001, Regular Council Meeting
(end Consent Calendar)

Councilor Curry moved, Councilor Johns seconded, and the Council voted unanimously to approve the consent calendar.

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

A. Final Orders

1. In the matter of City Council File No. APP-2-01; an appeal of a condition of approval for a Minor Partition; John Zia, applicant
City Manager Blodgett conveyed staff findings of facts and conclusions, making a recommendation Council adopt the proposed final order. Councilor Dentino noticed a five-foot strip that was part of what was already required by the Planning Commission and that it was mentioned, in the final order because it was not changed from the Planning Commission.

Councilor Johns moved, Councilor Curry seconded, and the Council voted unanimously to adopt the final order for the Zia appeal-APP-2-01 on approval of a minor partition.

XI. REMARKS FROM MAYOR AND COUNCILORS

A. Council

No further comments.

B. Mayor

Mayor Hagbom discussed the redistricting issues and the disappointments and oppositions to Senator Bradbury's recent redistricting program. Council President Curry asked to have this matter added to the current agenda.

Councilor Curry moved, Councilor Johns seconded, and the Council voted unanimously to add to the agenda the issue of Bradbury's redistricting program.

Discussion ensued and all concurred Mayor Hagbom should speak on behalf of the Council indicating the City's displeasure regarding the redistricting program presented by Bradbury and to show support for any action that would be in cooperation with the County or the Port.

Councilor Johns moved, Councilor Curry seconded, and the Council voted unanimously to appoint Mayor Bob Hagbom as the Council's representative to speak on their behalf and to oppose the redistricting plan as presented by Senator Bradbury, and to support any actions determined from the upcoming County and Port meetings.

XII. ADJOURNMENT

Councilor agreed by consensus to adjourn the meeting at 7:55 p.m.

Respectfully submitted:

Bob Hagbom
Mayor

ATTEST by City Recorder this ____ day of September 2001.

Randy Reed
Finance Director/City Recorder

Brookings-Harbor School District 17-C

Administrative Office - 564 Fern Avenue

Brookings, Oregon 97415

541-469-7443 - Fax: 541-469-6599

"Good Schools Are a Wise Investment"

Date: August 24, 2001

To: Members of the School Bond Oversight and Review Committee:

Larry Aslinger

Frances Johns

Al Bates

Ben Nolan

Frank Cembellin

John Thorp

Buzz Hansen

Tom Martin (not attending meetings)

Re: > Courtesy Copy of RFP for Fern Street Sidewalk Project
> Updated Summary of All Bond-Related Expenditures
> Update with Storm Drain Replacement Project
> Update with Electrical Generators
> Preliminary Plans for Next Oversight Committee Meeting

Courtesy Copy of RFP for Fern Street Sidewalk Project

First of all, enclosed is a courtesy copy of the Request for Proposals (RFP) for the Fern Street Sidewalk Improvement Project. This will appear as a legal advertisement in the *Coastal Pilot* on Saturday, August 25th, and also in the *Daily Journal of Commerce* for statewide and regional exposure.

Of course, we are hoping that local contractors qualified to undertake this kind of project will be very interested in bidding on this work. As you will read in the RFP, we will have a non-mandatory pre-bid meeting at 1:00 pm on Wednesday, September 5th, with the formal bid opening scheduled for the following week, at 2:00 pm on Wednesday, September 12th. Of course, Oversight Committee members are welcome attend either one of these sessions. Both will be held in the District Board Room.

Updated Summary of All Bond-Related Expenditures

Secondly, enclosed is a comprehensive summary of all bond-related revenues and expenditures, current and up-to-date as of this week. Our Business Manager, Bev Fleshman, has devoted a great deal of time to establish a comprehensive reporting and tracking system so that all revenues and expenditures associated with the school bond projects can be clearly identified and kept up to date. The enclosed report is also being sent to the School Board, and it will be carefully reviewed by the our Auditors, who will be here next week to conduct our District's overall annual budgetary audit.

You will see that we are keeping all bond-related revenues and expenditures in separate, segregated accounts. Note that we have already earned more than \$600,000 in interest, all of which stays in the same account as the original bond proceeds.

(continued on next page)

School Bond Oversight Committee Memo, August 24, 2001 (page 2 of 3)

You will also see that Bev has disaggregated the expenditures according to specific categories of the various types of projects. Also note that we are spending a small amount of dollars from non-bond funds. To date, this has included some of the Lottery Grant dollars approved by the Board for the preliminary cost estimates for developing the former Crook property, and some General Fund dollars for re-locating the portable and other minor projects which Gene needed to take care of this summer.

For each category, you will see that Bev has indicated "final" amounts as of the end of the previous fiscal year (until June 30, 2001), under which there is a dark line. After that line, we indicate the further amounts to be allocated to the present (2001-2002) fiscal year. The totally "up-to-date" figures (to 8-22-2001) are at the bottom of each respective page/category.

Again, all of these revenues and expenditures will be reviewed very carefully by the auditors when they are here next week for the annual District audit.

If you have any questions about the information contained in that summary, please give myself a call, or feel free to contact Bev directly. (However, please keep in mind that, with the auditors are in town during the next week, Bev will be very busy and may not be able to return your call immediately.)

Update with Storm Drain Replacement Project

Unfortunately, just about everything that could be going wrong with the project actually is. There has been one problem and unexpected setback after another. We are obviously far behind our original timeline, and it now appears that work may need to continue for at least 2-3 weeks after students return to school on Monday.

Gene is doing an outstanding job in working directly with Dick Bryant and our engineers (Balzhizer and Hubbard or "BHE"), but just as soon as one issue gets resolved, another one comes up. Not to go into all the details, the latest problems are related to the fact that the contractors have just recently uncovered an undetermined number of lateral pipes that tied into the original storm drain, but were not identified by the TV cameras as part of the planning for the original bid specifications. This obviously will entail major change-order work, because those additional lateral pipes must now be connected to the new storm drain, which has already been installed.

Our main concern right now is to maintain a totally safe and secure perimeter around the project. With deep holes (some of which have water at the bottom) next to a playground area, we obviously have a potentially dangerous situation once students come back to school on Monday. We are taking extraordinary measures to secure the site. As necessary over the week-end, we will have a semi-permanent chain link fence installed (to replace the orange plastic barriers). We have also had a night security person onsite during the entire night as necessary to insure that no unauthorized persons encroach onto the site.

While this project has been a huge "headache" for Gene, I am confident that he is doing everything reasonably possible to get things back on track and moving ahead. We are fortunate that Gene has developed such a close and effective working relationship with Dick Bryant, BHE, the City's engineers and the other people associated with monitoring this project.

(continued on next page)

School Bond Oversight Committee Memo, August 24, 2001 (page 3 of 3)

If you would like further details on this project, please give me a call. It would be better if people do not call Gene directly, as he really needs to devote his complete attention to the actual work underway, and simply cannot afford to spend the time it would take to brief Oversight Committee or School Board members.

Update with Back-Up Diesel Electrical Generators

GREAT NEWS! I just received a call this morning from Harry Beck, who was very upbeat in informing me that our request has been granted. We now need to move ahead with the logistics of transporting the units from Portland to Brookings. There are actually three 100 KW units. Harry has said that we can "take our pick of the litter," and select the two best units for our District. He also provided some contacts for us regarding refurbishing the units and transporting them down to Brookings.

I plan to contact Larry Aslinger as soon as possible and ask that he take the lead in moving forward with the arrangements for getting these units moved down here to Brookings-Harbor. In the meantime, we need to secure formal Board approval for the "rest of the story," on this whole matter. This will be placed on the agenda as an action item for the next School Board meeting

Preliminary Plans for Next Oversight Committee Meeting

As was discussed at the end of the last meeting, we are tentatively planning for the next Oversight Committee meeting to take place on Monday, September 17th, starting at 1:00 pm. Keep in mind that we are still in the process of identifying the date for the next School Board meeting. I am hoping that the Board will decide to meet again on that same night, largely due to the important fact that Dick Bryant cannot be here for a Board meeting the week before, on September 10th. Once the Board has finalized it plans for their next meeting, then we will send another letter out to the Oversight Committee with a definite date for these next meetings, and a more detailed agenda for the Oversight Committee meeting.

Thanks again for your continued efforts to help the District move forward with our building improvement plans. This has been a rather hectic summer, but we have made a lot of progress towards our ultimate goals. The next meetings of the Oversight Committee and School Board should be very important as we try to come to closure on some very critical issues.

If you have any questions, or would like more details about any topic discussed in this memo, please don't hesitate to give me a call.

cc: Board of Education

Bev Fleshman, Business Manager

Building Principals: Floyd Strandberg, Mike Dillenburg, Chris McKay

Gene Peare, Maintenance Supervisor

Melody Gossard, Food Service Supervisor

PARKS AND RECREATION COMMISSION MEETING
July 26, 2001

Roll Call

Commissioners Present: Nina Canfield, Dori Frost, Craig Mickelson, Lorraine Williams, Nancy Shute and Russ Fritz chair.

Commissioners Absent: Paul Prevenas

Staff: City Manager, Leroy Blodgett, Community Development Director, Leo Lightle

Minutes: Minutes for June meeting were m/s/a with one correction. Frank Parker should read Floyd Parker.

Chair Russ Fritz recognized the award and recognition of Mayor Bob Hagbom and offered congratulations.

Appearances:

Lee Rogers: Did not attend. She asked Commissioner Frost to relate to the commissioners her appreciation for the efforts in behalf of Kid Town and to express her satisfaction with the progress in that area.

Jan Norwood: P.O. Box 1396 885 Marina Heights Mrs. Norwood offered a presentation on wonder and expressed an interest in a community center and an 'All Purpose Center' for the city and discussed the programs already in place throughout the community and the lack of available meeting and gathering room available. The commissioners appreciated Ms. Norwood's interest and continued efforts in this area.

Julie Jordan: P.O. Box 466 96465 Coverdell Rd. #25 Ms. Jordan was invited by the commissioners to give an update on the progress with the volleyball pits. Ms. Jordan cited weather problems and stated the digging of holes for the poles would begin 8/24. Discussion and suggestion from City Planner Blodgett to install sleeves to allow the poles to be removed easily for repair and maintenance Ms. Jordan related the poles had a 10 year weather proof guarantee Leo Lightle supported the recommendation of the placement of sleeves in the pole holes. Chair Fritz will personally look into the situation and follow up on the sleeves. Jordan asked for more time as a result of the sleeve issue but would complete the digging of the pole holes and fill them with sand temporarily until the sleeve issue could be investigated.

Nancy Shute invited Don Mitchell, of Flora Pacifica, 423 Buena Vista Rd. to speak to the commissioners on the evidence of disease, 'Sudden Oak Death,' recently found in Brookings areas. Mr. Mitchell explained the issues and information received with the commissioners and related his concerns. City Manager Blodgett will investigate and research necessary steps of action to be taken by the city in this matter and will keep the commissioners informed.

Tony Ardana: 810 Midland Way Mr. Ardana representing the Brookings Harbor Youth Association stated a request for land donation for the purpose of building a youth center. Chair Fritz asked City Manager Blodgett if there were parcels of land available. Blodgett felt there would be community support for a center if the association had a written business plan with operational structure and long range support for staffing, insurance and funding.

Kid Town: Commissioner Frost reported the progress in establishing a volunteer network for Kid Town and a site inspection by commissioners were reported. City Manager Blodgett will look into fiber and also newer types of materials for the ground cover. City will look into cutting away exposed fabric.

Stout Park: Commissioner Shute reported the grounds are improving and there are exposed screws exposed on the bench near the street.

Chetco Point: Commissioner Mickelson reported a work party scheduled and the foliage had grown well this year. Chair Fritz reported a walk through and the grass is looking great.

Softball/Soccer Fields: Nothing new.

8-31-01
PC: Lightle, D Barlow, PFR Chair

Continued

Parks Master Plan: Staff Leo Lightle requested a written master plan to show the community. This may be a good tool in answering requests for new buildings and other comments from the community. Blodgett recommended to the commission to include individual park's needs in the master plan. Azalea Park was mentioned and Commissioner Mickelson recommended one for Bud Cross as well.

Skate Park: Councilor Johns reported Buzz Hansen is working on donations of lumber and Rick Dentino is looking into rebar costs. Work will continue in refining materials lists, mapping the property, and planning work schedules. Blodgett recommended considering a dead-end and/or culdesac for 2nd street with a curb cut to Hassett to redirect traffic.

SAY: Councilor Frances Johns reported an upcoming SAY meeting for Tuesday, Sept. 28 at 7 p.m. All are welcome. Discussion is continuing on the plan to cover the existing pool or to re-build the pool entirely.

Azalea Park: Councilor Williams reported a Saturday work party is scheduled and there were problems with graffiti in the gazebo and on the rock and walls. Spray painting is immediate solution and possible sand blasting would be needed for the rock. Restroom proposition is on hold and the Rotary may coordinate a future building plan.

Staff Announcements:

Leroy Blogett discussed the upcoming volunteer picnic and expressed appreciation for Sharon Riden's efforts in the planning.

Commissioner Comments:

Canfield: Reported on the State Parks Master Plan Meeting. Canfield asked City Manager Blodgett about local ordinances for dog defecation. Blodgett will review and report back. Discussion on signs and baggies for collection and fines will continue.

There was a m/s/p to adjourn.

Respectfully submitted,



Dori Frost, Commission Member

**MINUTES
BROOKINGS PLANNING COMMISSION
REGULAR MEETING
July 10, 2001**

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

Jim Collis	Richard Gyuro	John Bischoff, Planning Director
Randy Gorman	Judi Krebs	Linda Barker, Secretary
Ted Freeman, Jr.		

Commissioners Howe and Nuss were not present at the meeting.

CHAIRPERSON ANNOUNCEMENTS

Chair Gyuro invited all to attend the City's birthday party festivities which will be held this weekend July 13, 14 and 15.

MINUTES

By a 5-0 vote (motion: Commissioner Krebs, second: Commissioner Collis) the Planning Commission approved the minutes of the June 5, 2001, regular meeting as written.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL ORDERS

None

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

By a 5-0 vote (motion: Commissioner Freeman, second: Commissioner Krebs) the Planning Commission gave final map approval for a 2-lot major partition located on the west side of Mill Beach Road, 250 feet north of Allen Lane and approximately 220 feet west of Mill Beach Road, more specifically 330 Mill Beach Road; Kenneth Byrtus, applicant. This major partition was approved August 1, 2000 (MP-1-00).

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 5-0 vote (motion: Commissioner Krebs, second: Commission Freeman) the Planning Commission approved (File No. M3-5-01) a request for a minor partition to divide the 1.11 acre parent parcel into two lots of 34,979.58 and 13, 175.62 sq. ft. in size using a flag lot configuration; located on the north side of Hassett Street approximately 450 feet west of the intersection of Hassett Street and Pioneer Road, more specifically 608 Hassett Street; zoned R-1-6 (Single-family Residential, 6,000 sq. ft. minimum lot size); James Nelson, applicant, John Zia, representative. The approval included a change to Condition No. 4 to require the entire driveway to both parcels be paved when the building permit is filed for parcel 1.

Before the Public Hearing started all Commissioners present declared ex parte contact due to a site visit. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

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

John Zia	97848 Titus Lane	Brookings Oregon
Dan Thompson	601 Hassett Street	Brookings Oregon

The applicant, represented by John Zia who is purchasing the property, waived his right to seven (7) additional days in which to submit written argument. The public hearing was closed at 7:45 p.m.

2. By a 5-0 vote (motion: Commissioner Krebs, second: Commissioner Gorman) the Planning Commission approved the Final ORDER and Findings of Fact for File No. M3-5-01 as amended.
3. By a 4-0 vote (motion: Commissioner Freeman, second: Commission Collis) the Planning Commission approved (File No. CUP-3-78/MC-3) a request for a minor change to an approved conditional use permit to establish a 22-space parking lot on a parcel of land located directly across the street from the church building; located on the west side of Barbra Lane approximately 80 feet south of Ransom Avenue; zoned R-1-6 (Single-family Residential, 6,000 sq. ft. minimum lot size); Brookings-Harbor Christian Church, applicant, Bob Friend, representative. The approval included allowing the applicant to use the parking lot with a graveled surface for a two year period if in-street storm drainage is required (Condition No. 13).

Before the Public Hearing started Commissioners Gyuro, Freeman, Gorman and Collis declared ex parte contact due to a site visit. Commissioner Krebs declared personal bias, left the bench and did not participate in the hearing. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

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

John Mathiason	PO Box 2992	Harbor Oregon
Dan McComb	15521 Winriver Road	Brookings Oregon
William Nelson	1336 Heather Lane	Brookings Oregon
Patrick Dodgen	905 Barbra Lane	Brookings Oregon
Barbara Wilson	915 Ransom Avenue	Brookings Oregon

The applicant waived his right to seven (7) additional days in which to submit written argument. The public hearing was closed at 8:28 p.m.

4. By a 4-0 vote (motion: Commissioner Collis, second: Commissioner Gorman) the Planning Commission approved the Final ORDER and Findings of Fact for File No. CUP3-78/MC-3 as amended.

Commissioner Krebs returned to the bench at 8:35 p.m.

5. By a 5-0 vote (motion: Commissioner Freeman, second: Commission Krebs) the Planning Commission approved (File No. CUP-3-01) a request for a conditional use permit to remodel ½ of an existing duplex into a chiropractic office, leaving the other unit as a residence; located in the northeasterly corner of Fern Avenue and Pine Street, more specifically 430 and 432 Fern Avenue; zoned R-3 (Multiple-family Residential); Scott Northrup, applicant. In the approval Condition No. 13 was amended to require the applicant to remove the fenced area that protrudes into the proposed parking area.

Before the Public Hearing started all Commissioners present declared ex parte contact due to a site visit. Commissioner Gorman declared he had been a patient for the applicant in the past but this caused no bias. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

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

Scott Northrup

PO Box 1120

Brookings Oregon

The applicant waived his right to seven (7) additional days in which to submit written argument. The public hearing was closed at 8:59 p.m.

6. By a 5-0 vote (motion: Commissioner Krebs, second: Commissioner Collis) the Planning Commission approved the Final ORDER and Findings of Fact for File No. CUP-3-01 as amended.
7. By a 5-0 vote (motion: Commissioner Gorman, second: Commission Krebs) the Planning Commission tabled (File No. SUB-3-01) a request for a 24-lot subdivision from a 9.04 acre parent parcel which would create a new street, a new cul-de-sac street and a private street; located at the east end of Ocean Park Drive and at the south end of Passley Road; zoned R-1-6 (Single-family Residential, 6,000 sq. ft. minimum lot size); Mike Mahar, applicant, Kurt Kessler, representative. The application was tabled so that staff could further investigate off-site improvements for Passley Road north of the proposed subdivision.

Before the Public Hearing started all Commissioners present declared ex parte contact due to a site visit. Commissioner Gyuro stated he was acquainted with the applicant's representative through the Chamber of Commerce and Commissioner Freeman declared

the applicant and his representative have been customers of his firm. Both Commissioners stated this caused no bias. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

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

Kurt Kessler	PO Box 6335	Brookings Oregon
Don Hoag	17056 Mountain Drive	Brookings Oregon
Joyce Reynolds	15780 Pelican Bay Drive	Brookings Oregon
Russ Fritz	17163 Ocean Park Court	Brookings Oregon
Linda Martin	PO Box 7862	Brookings Oregon
Ron Griswald	96515 Ocean Park Drive	Brookings Oregon
Cary Sutter	Oregon State Parks PO Box 7373	Brookings Oregon
Harlin Martin	PO Box 7862	Brookings Oregon

The applicant waived his right to seven (7) additional days in which to submit written argument. The public hearing was closed at 10:25 p.m.

Planning Commission discussion on this application centered around the impact of the proposed lots on an existing street, Passley Road and whether the requirement to construct off-site improvements should be part of the conditions of approval.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

By a 5-0 vote (motion: Commissioner Freeman, second: Commission Krebs) the Planning Commission will send a favorable recommendation to Curry County regarding CR-AD-01-14, a request for a conditional use permit to place a small package distribution center on the subject property; located adjacent to 98069 W Benham Lane on property owned by the Harbor Fire District; zoned County Public Facilities (PF); United Parcel Service/Harbor Fire Protection District, applicants, United Parcel Service, representative. The favorable recommendation will include those conditions as proposed by staff in the staff report.

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

Jeff Moatz, UPS	10800 SW Manhasset	Tualatin Oregon
John Herzog	925 Hassett Street	Brookings Oregon

UNSCHEDULED PUBLIC APPEARANCES

None

REPORT OF THE CITIZENS ADVISORY COMMITTEE

None

MESSAGES AND PAPERS FROM THE CITY MANAGER

None

MESSAGES AND PAPERS FROM THE MAYOR

None

REPORT OF THE PLANNING DIRECTOR

The only agenda item on the August Planning Commission meeting will be the subdivision request that was tabled at this meeting.

Staff is investigating the use of a motor cross track constructed in a residential zone south of Hampton road.

The owner of the Exxon Station has not responded to a letter written them regarding the landscaping so staff will prepare a stronger letter regarding this matter.

PROPOSITIONS AND REMARKS FROM COMMISSION MEMBERS

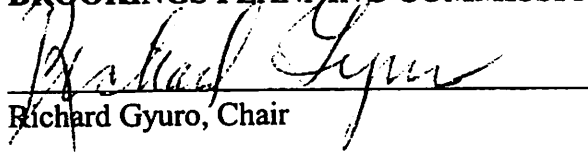
Commissioner Krebs questioned the lack of paving of a driveway on a minor partition on Old County Road. This paving is being done by a local contractor who has the job scheduled for this week or next.

ADJOURNMENT

There being no further business before the Planning Commission, the meeting adjourned at 11:13 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION


Richard Gyuro, Chair

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
08/01	08/03/2001	41423	256	B & B Excavation	10-00-2005	18,691.19
08/01	08/03/2001	41424	146	Bay West Supply, Inc	10-00-2005	135.97
08/01	08/03/2001	41425	138	Becco, Inc	10-00-2005	1,256.40
08/01	08/03/2001	41426	148	B-H Chamber of Commerce	10-00-2005	3,545.67
08/01	08/03/2001	41427	988	Brookings Harbor Ford	10-00-2005	141.15
08/01	08/03/2001	41428	416	Brookings Lock & Safe Co	10-00-2005	25.00
08/01	08/03/2001	41429	313	Brookings Vol Firefighters	10-00-2005	2,083.33
08/01	08/03/2001	41430	192	Brown & Caldwell	10-00-2005	13,036.41
08/01	08/03/2001	41431	820	CMI Business Systems	10-00-2005	65.00
08/01	08/03/2001	41432	182	Coos-Curry Electric	10-00-2005	12,773.29
08/01	08/03/2001	41433	196	DHR Child Support Unit	10-00-2005	203.08
08/01	08/03/2001	41434	250	DHR Child Support Unit	10-00-2005	278.31
08/01	08/03/2001	41435	1405	Diane Gage	10-00-2005	15.90
08/01	08/03/2001	41436	316	Donald & Roberta Chandler	10-00-2005	548.00
08/01	08/03/2001	41437	1398	EDJO, Inc dba: Joe Costa Truck	10-00-2005	25.00
08/01	08/03/2001	41438	1402	Francis Kirchhof	10-00-2005	7.74
08/01	08/03/2001	41439	1401	Frank Gustafson	10-00-2005	11.71
08/01	08/03/2001	41440	113	Fred Meyer	10-00-2005	420.96
08/01	08/03/2001	41441	298	Freeman Rock Enterprises, Inc	10-00-2005	254.98
08/01	08/03/2001	41442	902	Gold Coast Security	10-00-2005	25.00
08/01	08/03/2001	41443	818	Gwen J Morris	10-00-2005	400.00
08/01	08/03/2001	41444	116	Hill-Donnelly Cross Reference	10-00-2005	59.54
08/01	08/03/2001	41445	114	HPS Electrical Apparatus	10-00-2005	327.00
08/01	08/03/2001	41446	1404	James Bruggeman Jr	10-00-2005	6.30
08/01	08/03/2001	41447	1400	Jessica Watts	10-00-2005	34.02
08/01	08/03/2001	41448	1406	John C Babin	10-00-2005	56.44
08/01	08/03/2001	41449	1015	Leroy Blodgett	10-00-2005	111.85
08/01	08/03/2001	41450	681	Linda Barker	10-00-2005	44.00
08/01	08/03/2001	41451	1403	Marilyn Conner	10-00-2005	10.54
08/01	08/03/2001	41452	203	Marquess & Associates, Inc	10-00-2005	2,236.00
08/01	08/03/2001	41453	1407	Marshall Blackburn	10-00-2005	15.07
08/01	08/03/2001	41454	424	Munnel & Sherrill	10-00-2005	492.06
08/01	08/03/2001	41455	911	Nancy Corrigan	10-00-2005	17.87
08/01	08/03/2001	41456	334	North Coast Electric	10-00-2005	89.78
08/01	08/03/2001	41457	1330	Northwest Uniforms, Inc	10-00-2005	725.32
08/01	08/03/2001	41458	910	OR Department of Justice	10-00-2005	115.38
08/01	08/03/2001	41459	1132	OR Department of Justice	10-00-2005	251.54
08/01	08/03/2001	41460	377	Oregonian Publishing Company	10-00-2005	246.13
08/01	08/03/2001	41461	252	Paramount Pest Control	10-00-2005	35.00
08/01	08/03/2001	41462	205	PERS Retirement	10-00-2005	11,222.14
08/01	08/03/2001	41463	293	Petty Cash	10-00-2005	217.60
08/01	08/03/2001	41464	1193	PRN Data Services, Inc	10-00-2005	2,500.00
08/01	08/03/2001	41465	187	Quality Fast Lube & Oil	10-00-2005	29.95
08/01	08/03/2001	41466		Information Only Check	10-00-2005	.00 V
08/01	08/03/2001	41467		Information Only Check	10-00-2005	.00 V
08/01	08/03/2001	41468	207	Quill Corporation	10-00-2005	999.14
08/01	08/03/2001	41469	199	Richard Harper	10-00-2005	300.00
08/01	08/03/2001	41470	208	Sharon Ridens	10-00-2005	44.00
08/01	08/03/2001	41471	380	Stadelman Electric	10-00-2005	226.97
08/01	08/03/2001	41472	213	Teamsters Local Union 223	10-00-2005	590.00
08/01	08/03/2001	41473	142	Tidewater Contractors Inc	10-00-2005	98.22
08/01	08/03/2001	41474	821	Toshiba America Info Systems	10-00-2005	310.00
08/01	08/03/2001	41475	819	Trisha L Austin	10-00-2005	320.00
08/01	08/03/2001	41476	295	Tsunami Computer Service	10-00-2005	19.95
08/01	08/03/2001	41477	170	Umpqua Research Co	10-00-2005	95.00
08/01	08/03/2001	41478	136	United Pipe & Supply Co Inc	10-00-2005	1,696.57
08/01	08/03/2001	41479	1399	W.C. Earhart Co, Inc	10-00-2005	529.49

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
08/01	08/03/2001	41480	212	White House Sales	10-00-2005	767.56
08/01	08/03/2001	41481	772	Willamette Valley Company	10-00-2005	65.75
08/01	08/03/2001	41482	269	WW Grainger	10-00-2005	106.42
08/01	08/09/2001	41483	1409	Alan Neerenberg	10-00-2005	120.00
08/01	08/09/2001	41484	174	Barbara Palicki	10-00-2005	49.99
08/01	08/09/2001	41485	146	Bay West Supply, Inc	10-00-2005	20.95
08/01	08/09/2001	41486	687	Ben-Ko-Matic Brush Company	10-00-2005	152.13
08/01	08/09/2001	41487	844	BHHS Girls Soccer	10-00-2005	1,080.00
08/01	08/09/2001	41488	957	Bounce off the Walls	10-00-2005	25.00
08/01	08/09/2001	41489		Information Only Check	10-00-2005	.00 V
08/01	08/09/2001	41490	110	Brookings Auto Parts	10-00-2005	328.52
08/01	08/09/2001	41491	149	Carpenter Auto Center	10-00-2005	1,241.98
08/01	08/09/2001	41492	178	Chelco Pharmacy & Gift	10-00-2005	81.35
08/01	08/09/2001	41493	1382	Christopher VanDerschaaf	10-00-2005	675.00
08/01	08/09/2001	41494	151	Curry Coastal Pilot	10-00-2005	673.98
08/01	08/09/2001	41495	173	Curry Equipment Company	10-00-2005	50.00
08/01	08/09/2001	41496	166	Dan's Auto & Marine Electric	10-00-2005	435.49
08/01	08/09/2001	41497	117	Dan's Photo & Cameras	10-00-2005	42.00
08/01	08/09/2001	41498	185	Del Cur Supply	10-00-2005	39.15
08/01	08/09/2001	41499	1408	DQ Johnson	10-00-2005	56.00
08/01	08/09/2001	41500	119	Gall's Inc	10-00-2005	303.79
08/01	08/09/2001	41501	921	Glass Impressions	10-00-2005	224.50
08/01	08/09/2001	41502	139	Harbor Logging Supply	10-00-2005	106.40
08/01	08/09/2001	41503	836	Hawk's Rest Ranch	10-00-2005	560.00
08/01	08/09/2001	41504	186	Hennick's Hardware	10-00-2005	9.59
08/01	08/09/2001	41505	841	JoAnn VanDerschaaf	10-00-2005	430.00
08/01	08/09/2001	41506	834	Jon Loren	10-00-2005	40.00
08/01	08/09/2001	41507	1038	Julie Watson	10-00-2005	180.00
08/01	08/09/2001	41508		Information Only Check	10-00-2005	.00 V
08/01	08/09/2001	41509		Information Only Check	10-00-2005	.00 V
08/01	08/09/2001	41510		Information Only Check	10-00-2005	.00 V
08/01	08/09/2001	41511		Information Only Check	10-00-2005	.00 V
08/01	08/09/2001	41512		Information Only Check	10-00-2005	.00 V
08/01	08/09/2001	41513		Information Only Check	10-00-2005	.00 V
08/01	08/09/2001	41514		Information Only Check	10-00-2005	.00 V
08/01	08/09/2001	41515		Information Only Check	10-00-2005	.00 V
08/01	08/09/2001	41516		Information Only Check	10-00-2005	.00 V
08/01	08/09/2001	41517	162	Kerr Hardware	10-00-2005	1,024.87
08/01	08/09/2001	41518	121	Lane County RIS	10-00-2005	870.00
08/01	08/09/2001	41519	328	Les Schwab Tire Company	10-00-2005	100.00
08/01	08/09/2001	41520	203	Marquess & Associates, Inc	10-00-2005	448.79
08/01	08/09/2001	41521		Information Only Check	10-00-2005	.00 V
08/01	08/09/2001	41522	155	Mory's	10-00-2005	664.71
08/01	08/09/2001	41523	583	Motor Vehicles Division	10-00-2005	50.00
08/01	08/09/2001	41524	424	Munnell & Sherrill	10-00-2005	85.44
08/01	08/09/2001	41525	140	Newman Traffic Signs	10-00-2005	327.60
08/01	08/09/2001	41526	144	OR Teamster Employers Trust	10-00-2005	7,833.30
08/01	08/09/2001	41527	189	OR Teamster Employers Trust	10-00-2005	16,711.04
08/01	08/09/2001	41528	428	Pacific Engine Repair	10-00-2005	258.48
08/01	08/09/2001	41529	1019	Phone Supplements, Inc	10-00-2005	367.40
08/01	08/09/2001	41530	227	Pract & Prof Property Mgmt	10-00-2005	37.55
08/01	08/09/2001	41531	187	Quality Fast Lube & Oil	10-00-2005	130.75
08/01	08/09/2001	41532	181	Ramcell of Oregon	10-00-2005	155.04
08/01	08/09/2001	41533	1128	Randy Reed	10-00-2005	31.77
08/01	08/09/2001	41534	180	Ray's Food Place	10-00-2005	124.12
08/01	08/09/2001	41535	214	Regence Life & Health Ins	10-00-2005	249.10
08/01	08/09/2001	41536	380	Stadelman Electric	10-00-2005	3.25

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
08/01	08/09/2001	41537	179	Trew, Cyphers & Meynink	10-00-2005	1,594.50
08/01	08/09/2001	41538	696	Trojan Technologies	10-00-2005	4,048.02
08/01	08/09/2001	41539	160	U.S. Bank Trust National Assn	10-00-2005	425.00
08/01	08/09/2001	41540	161	United Communications Inc	10-00-2005	574.20
08/01	08/09/2001	41541	157	Viking Office Products	10-00-2005	101.47
08/01	08/09/2001	41542	861	Village Express Mail Center	10-00-2005	50.30
08/01	08/09/2001	41543	350	John Zia	10-00-2005	49.57
08/01	08/20/2001	41544	1435	2001 LEDS Workshop	10-00-2005	140.00
08/01	08/20/2001	41545	1255	Almond Bates	10-00-2005	268.10
08/01	08/20/2001	41546		Information Only Check	10-00-2005	.00 V
08/01	08/20/2001	41547	190	Bankcard Center	10-00-2005	946.18
08/01	08/20/2001	41548	1428	Barbara Soderstrom	10-00-2005	33.20
08/01	08/20/2001	41549	146	Bay West Supply, Inc	10-00-2005	177.82
08/01	08/20/2001	41550	354	Bill Pratt	10-00-2005	45.00
08/01	08/20/2001	41551	957	Bounce off the Walls	10-00-2005	75.00
08/01	08/20/2001	41552	276	Brookings Harbor Medical Ctr	10-00-2005	248.00
08/01	08/20/2001	41553	1430	Brookings Harbor Veterinary	10-00-2005	25.00
08/01	08/20/2001	41554	416	Brookings Lock & Safe Co	10-00-2005	25.00
08/01	08/20/2001	41555	1429	Carl Suhr	10-00-2005	50.00
08/01	08/20/2001	41556	1426	Carolyn Pitts	10-00-2005	39.09
08/01	08/20/2001	41557	528	Caselle, Inc	10-00-2005	1,607.00
08/01	08/20/2001	41558	370	CCIS	10-00-2005	7,506.00
08/01	08/20/2001	41559	183	Colvin Oil Company	10-00-2005	1,866.51
08/01	08/20/2001	41560	182	Coos-Curry Electric	10-00-2005	1,134.13
08/01	08/20/2001	41561	151	Curry Coastal Pilot	10-00-2005	28.00
08/01	08/20/2001	41562	1433	Curry County Emergency Water &	10-00-2005	176.00
08/01	08/20/2001	41563	337	Curry County Health Dept	10-00-2005	160.00
08/01	08/20/2001	41564	195	Curry Transfer & Recycling	10-00-2005	67.20
08/01	08/20/2001	41565	863	Daniel Barnard	10-00-2005	150.00
08/01	08/20/2001	41566	284	Day-Wireless Systems	10-00-2005	886.50
08/01	08/20/2001	41567	196	DHR Child Support Unit	10-00-2005	203.08
08/01	08/20/2001	41568	250	DHR Child Support Unit	10-00-2005	278.31
08/01	08/20/2001	41569	1420	Duane Bond	10-00-2005	50.66
08/01	08/20/2001	41570	145	EBS Trust	10-00-2005	54.00
08/01	08/20/2001	41571	1424	Edwyn Sherwood	10-00-2005	38.23
08/01	08/20/2001	41572	1427	Eileen Eastaff	10-00-2005	38.35
08/01	08/20/2001	41573	1416	Endert Distributing	10-00-2005	156.08
08/01	08/20/2001	41574	499	Fastenal Company	10-00-2005	279.80
08/01	08/20/2001	41575		Information Only Check	10-00-2005	.00 V
08/01	08/20/2001	41576	153	Ferrellgas	10-00-2005	4,527.10
08/01	08/20/2001	41577	105	First Impressions	10-00-2005	276.81
08/01	08/20/2001	41578	1381	Fluke	10-00-2005	63.00
08/01	08/20/2001	41579	1421	Gina Mace	10-00-2005	38.31
08/01	08/20/2001	41580	1170	Gold Beach Lumber Company	10-00-2005	316.57
08/01	08/20/2001	41581	154	Hagen's Dry Cleaners	10-00-2005	218.60
08/01	08/20/2001	41582	1423	Harley Freshour	10-00-2005	21.59
08/01	08/20/2001	41583	1418	James & Marilyn Novac	10-00-2005	685.00
08/01	08/20/2001	41584	1425	James Cormack	10-00-2005	10.39
08/01	08/20/2001	41585	245	Larry Anderson	10-00-2005	74.07
08/01	08/20/2001	41586	271	Larry Curry	10-00-2005	18.92
08/01	08/20/2001	41587	1431	Lea Construction	10-00-2005	25.00
08/01	08/20/2001	41588	202	League of Oregon Cities	10-00-2005	2,956.51
08/01	08/20/2001	41589	328	Les Schwab Tire Company	10-00-2005	149.95
08/01	08/20/2001	41590	1436	Lisa Wolfe	10-00-2005	17.64
08/01	08/20/2001	41591	1434	Motel 6 Pendleton	10-00-2005	171.16
08/01	08/20/2001	41592	1410	Name It Golf, Inc	10-00-2005	254.25
08/01	08/20/2001	41593	329	New Hope Plumbing	10-00-2005	98.75

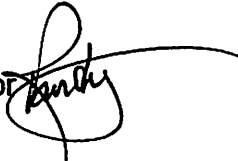
M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
08/01	08/20/2001	41594	870	Noah Bruce	10-00-2005	43.91
08/01	08/20/2001	41595	1330	Northwest Uniforms, Inc	10-00-2005	95.67
08/01	08/20/2001	41596	809	OCZMA	10-00-2005	500.00
08/01	08/20/2001	41597	910	OR Department of Justice	10-00-2005	115.38
08/01	08/20/2001	41598	1132	OR Department of Justice	10-00-2005	251.54
08/01	08/20/2001	41599	974	Oregon Chapter 31, IAAI	10-00-2005	20.00
08/01	08/20/2001	41600	1116	Paco Pumps	10-00-2005	136.11
08/01	08/20/2001	41601	1394	Pam Calloway	10-00-2005	15.00
08/01	08/20/2001	41602	205	PERS Retirement	10-00-2005	10,264.07
08/01	08/20/2001	41603	1432	Pollack-Belz Radio LLC	10-00-2005	25.00
08/01	08/20/2001	41604	403	Portland Community College	10-00-2005	210.00
08/01	08/20/2001	41605	207	Quill Corporation	10-00-2005	611.98
08/01	08/20/2001	41606	1422	Rebecca Copeland	10-00-2005	5.36
08/01	08/20/2001	41607	1366	Ron & Lori Holliday	10-00-2005	20.07
08/01	08/20/2001	41608	1415	Seahorse Trail Rides	10-00-2005	270.00
08/01	08/20/2001	41609	641	Sharon's Haven	10-00-2005	5.00
08/01	08/20/2001	41610	1417	Sheldon Fire & Rescue Eqt	10-00-2005	1,197.50
08/01	08/20/2001	41611	1419	Shirley Beaman	10-00-2005	28.63
08/01	08/20/2001	41612	1396	The Lifeguard Store	10-00-2005	124.05
08/01	08/20/2001	41613	914	The Tea Room Cafe	10-00-2005	22.70
08/01	08/20/2001	41614	978	U.S. Bank	10-00-2005	3,234.64
08/01	08/20/2001	41615	136	United Pipe & Supply Co Inc	10-00-2005	130.20
08/01	08/20/2001	41616	991	Verizon Northwest	10-00-2005	1,452.12
08/01	08/20/2001	41617	824	Vietnam Veterans of America	10-00-2005	600.00
08/01	08/30/2001	41618	897	A-1 Fire Protection	10-00-2005	446.30
08/01	08/30/2001	41619	1284	Allied Electronics, Inc	10-00-2005	98.77
08/01	08/30/2001	41620	167	American Sigma	10-00-2005	152.10
08/01	08/30/2001	41621	150	Any Time Coffee Service	10-00-2005	52.50
08/01	08/30/2001	41622	490	Ameson Motor & Machines	10-00-2005	120.00
08/01	08/30/2001	41623	303	Associated Bag Company	10-00-2005	107.00
08/01	08/30/2001	41624	146	Bay West Supply, Inc	10-00-2005	275.29
08/01	08/30/2001	41625	138	Becco, Inc	10-00-2005	60.00
08/01	08/30/2001	41626	200	Bob Hagbom	10-00-2005	124.30
08/01	08/30/2001	41627	147	Brookings Glass Inc	10-00-2005	245.00
08/01	08/30/2001	41628	416	Brookings Lock & Safe Co	10-00-2005	22.48
08/01	08/30/2001	41629	1440	Brookings Presbyterian Church	10-00-2005	25.00
08/01	08/30/2001	41630	192	Brown & Caldwell	10-00-2005	3,078.44
08/01	08/30/2001	41631	1449	Century 21 Agate Realty	10-00-2005	11.78
08/01	08/30/2001	41632	822	Coast Auto Center	10-00-2005	23.96
08/01	08/30/2001	41633	306	Coastal Carpet Cleaning	10-00-2005	150.00
08/01	08/30/2001	41634	183	Colvin Oil Company	10-00-2005	2,713.74
08/01	08/30/2001	41635	182	Coos-Curry Electric	10-00-2005	4,655.18
08/01	08/30/2001	41636	195	Curry Transfer & Recycling	10-00-2005	135.00
08/01	08/30/2001	41637	1385	Danner Shoe Manufacturing	10-00-2005	134.40
08/01	08/30/2001	41638	1439	Desiree L. Firestenberg	10-00-2005	25.00
08/01	08/30/2001	41639	196	DHR Child Support Unit	10-00-2005	203.08
08/01	08/30/2001	41640	250	DHR Child Support Unit	10-00-2005	278.31
08/01	08/30/2001	41641	1395	EagleGear	10-00-2005	115.00
08/01	08/30/2001	41642	491	Entenmann Rovin Company	10-00-2005	388.80
08/01	08/30/2001	41643	105	First Impressions	10-00-2005	47.00
08/01	08/30/2001	41644	113	Fred Meyer	10-00-2005	118.80
08/01	08/30/2001	41645	119	Gall's Inc	10-00-2005	43.09
08/01	08/30/2001	41646	1452	Generous Helpings	10-00-2005	15.72
08/01	08/30/2001	41647	272	Glock, Inc	10-00-2005	487.40
08/01	08/30/2001	41648	1170	Gold Beach Lumber Company	10-00-2005	205.30
08/01	08/30/2001	41649	198	Grants Pass Water Lab	10-00-2005	133.00
08/01	08/30/2001	41650	1413	Graybar Electric	10-00-2005	81.38

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
08/01	08/30/2001	41651	131	HGE, Inc	10-00-2005	5,654.21
08/01	08/30/2001	41652	114	HPS Electrical Apparatus	10-00-2005	613.50
08/01	08/30/2001	41653	307	Industrial Steel & Supply Inc	10-00-2005	269.55
08/01	08/30/2001	41654	168	J.L. Darling Corporation	10-00-2005	138.48
08/01	08/30/2001	41655	1442	Janice Watkins	10-00-2005	8.01
08/01	08/30/2001	41656	262	Kim Hunnicutt Court Reporting	10-00-2005	208.80
08/01	08/30/2001	41657	1397	L N Curtis	10-00-2005	341.04
08/01	08/30/2001	41658	328	Les Schwab Tire Company	10-00-2005	174.95
08/01	08/30/2001	41659	1451	Michael Bruce Church	10-00-2005	10.32
08/01	08/30/2001	41660	424	Munnel & Sherrill	10-00-2005	84.94
08/01	08/30/2001	41661	340	National Fire Protection Assn	10-00-2005	445.00
08/01	08/30/2001	41662	433	NCL of Wisconsin	10-00-2005	229.07
08/01	08/30/2001	41663	329	New Hope Plumbing	10-00-2005	141.00
08/01	08/30/2001	41664	855	OCDLA	10-00-2005	80.00
08/01	08/30/2001	41665	279	One Call Concepts, Inc	10-00-2005	14.40
08/01	08/30/2001	41666	910	OR Department of Justice	10-00-2005	115.38
08/01	08/30/2001	41667	1444	Orchard Knoll Kennels, Inc	10-00-2005	5,267.41
08/01	08/30/2001	41668	252	Paramount Pest Control	10-00-2005	35.00
08/01	08/30/2001	41669	784	Pamum Paving	10-00-2005	434.27
08/01	08/30/2001	41670	1441	Patrick & Denise Keever	10-00-2005	17.75
08/01	08/30/2001	41671	888	Paul's Floor Maintenance	10-00-2005	800.00
08/01	08/30/2001	41672	1450	Pelican's Perch	10-00-2005	25.00
08/01	08/30/2001	41673	205	PERS Retirement	10-00-2005	10,433.50
08/01	08/30/2001	41674	886	Pitney Bowes	10-00-2005	197.00
08/01	08/30/2001	41675	187	Quality Fast Lube & Oil	10-00-2005	79.85
08/01	08/30/2001	41676	493	Ray Allen Manufacturing	10-00-2005	338.70
08/01	08/30/2001	41677	1445	Rogue River Myrtlewood	10-00-2005	600.00
08/01	08/30/2001	41678	278	Ron Plaster	10-00-2005	2,000.00
08/01	08/30/2001	41679	627	Sam Dotson	10-00-2005	226.32
08/01	08/30/2001	41680	208	Sharon Ridens	10-00-2005	157.32
08/01	08/30/2001	41681	380	Stadelman Electric	10-00-2005	568.60
08/01	08/30/2001	41682	1438	Steve Cadwalader	10-00-2005	45.00
08/01	08/30/2001	41683	1448	Sunny Cummins	10-00-2005	9.07
08/01	08/30/2001	41684	943	The Sirens & Lights Company	10-00-2005	24.50
08/01	08/30/2001	41685	1412	Triangle Pump & Equipment	10-00-2005	1,370.00
08/01	08/30/2001	41686	696	Trojan Technologies	10-00-2005	1,990.00
08/01	08/30/2001	41687	1374	United Horticulture Supply	10-00-2005	1,001.50
08/01	08/30/2001	41688	136	United Pipe & Supply Co Inc	10-00-2005	642.50
08/01	08/30/2001	41689	991	Verizon Northwest	10-00-2005	150.94
08/01	08/30/2001	41690	861	Village Express Mail Center	10-00-2005	27.73
08/01	08/30/2001	41691	1140	WearGuard	10-00-2005	38.74
08/01	08/30/2001	41692	269	WW Grainger	10-00-2005	886.35
08/01	08/30/2001	41693	707	ZEP Manufacturing	10-00-2005	63.45
Totals:						<u>218,985.84</u>

Staff Report



To: Mayor Hagbom & City Council
Through: Leroy Blodgett, City Manager
From: Randy Reed, CMC, Finance Director 
Date: September 6, 2001
Re: **Resolution Authorizing the city of Brookings to Participate in the City/County Insurance services Trust**

BACKGROUND

Every couple of years each city that participates in the City/County Insurance Services Trust must pass a resolution accepting the terms and conditions of participation in the Trust. It is now time for the City of Brookings to pass the resolution authorizing the city to participate in the Trust.

RECOMMENDATION

Staff recommends that City Council approve the resolution authorizing the City of Brookings to participate in the City/County Insurance Services Trust.

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

In the Matter of a resolution authorizing)
the City of Brookings to participate in the) **Resolution No. 01-R-698**
City/County Insurance Services Trust)

WHEREAS, the City/County Insurance Services Trust (CIS) is a trust established by the League of Oregon Cities (LOC) and Association of Oregon Counties (AOC) to administer pooled retention funds to protect members against the financial consequence of property, casualty, and workers compensation losses pursuant to coverage agreements; and

WHEREAS, CIS provides its Members a broad array of risk management services, including risk financing, loss prevention and loss control programs, claims management and legal representation, risk management consulting, data gathering, information sharing, training and related services; and

WHEREAS, the City of Brookings finds that membership in CIS is a benefit in managing the risks involved in providing services to its citizens; and

WHEREAS, the City of Brookings has been provided with copies of the CIS Trust Agreement, Bylaws and Rules which have been recently updated and revised; and

WHEREAS, the CIS Bylaws, at Articles 2.2.2 and 3.3 provide that Articles 2 and 3 of the bylaws shall constitute a contract between the Member and CIS and that the member shall adopt a resolution acknowledging that contractual relationship;

NOW, THEREFORE, BE IT RESOLVED that the City of Brookings (Member) does hereby acknowledge and agree that it has received copies of the CIS Agreement and Declaration of Administrative Trust, Bylaws, and Rules and accepts the terms and conditions therein with respect to any CIS coverage programs in which it elects to participate and for which it is accepted as a

Member by CIS.

**PASSED by the Brookings Common Council and signed by the Mayor
this ____ day of September 2001.**

**Bob Hagbom
Mayor**

ATTEST by City Recorder this ____ day of September 2001.

**Randy Reed
Finance Director/City Recorder**

BUILDING DEPARTMENT ACTIVITIES SUMMARY

For Month of August, 2001

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
7	Single Family Dwelling	\$3,960.00	\$2,574.02	\$0.00	\$31,269.00	\$1,079,848.00	35	\$6,376,546.00	28	\$3,659,180.50
2	Single Family Addition	\$202.50	\$131.96	\$14.18	\$0.00	\$26,419.00	17	\$864,913.40	18	\$283,218.12
6	Single Family Garage-Carport	\$687.00	\$446.58	\$48.09	\$0.00	\$90,025.00	19	\$258,893.80	10	\$107,390.80
0	Two Family Residential	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	6	\$1,523,380.00	1	\$161,216.00
1	Multi-Family Residential Apts	\$1,398.00	\$908.70	\$97.86	\$11,010.00	\$485,006.00	1	\$485,006.00	1	\$209,334.00
1	Commercial New	\$1,275.50	\$1,339.28	\$89.29	\$19,868.00	\$436,197.00	3	\$1,008,681.00	2	\$119,987.36
1	Commercial Addition-Change	\$13.00	\$0.00	\$0.91	\$0.00	\$5,800.00	11	\$307,510.00	7	\$1,120,845.00
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$3,317.00	2	\$27,035.00
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$6,356.00	1	\$2,000.00
0	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3	\$0.00	5	\$0.00
0	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	5	\$6,214.00	9	\$29,788.00
18	Total Building Permits	\$7,536.00	\$5,400.54	\$527.52	\$62,147.00	\$2,123,295.00	102	\$10,840,817.20	84	\$5,719,994.78
10	Mechanical Permits	\$307.80	N/A	\$21.55	N/A	N/A	67	N/A	54	N/A
9	Plumbing Permits	\$523.60	N/A	\$36.65	\$0.00	N/A	51	N/A	39	N/A
0	Manufactured Home Permits	\$0.00	N/A	\$0.00	\$0.00	N/A	4	N/A	2	N/A
37	TOTAL PERMITS	\$8,367.40	\$5,400.54	\$585.72	\$62,147.00	\$2,123,295.00	224	\$10,840,817.20	179	\$5,719,994.78
	Total Year to Date Calculated Fees	\$43,232.35	\$25,817.08	\$3,026.26	\$256,471.00					
	2000 YTD Calculated Fees	\$26,378.20	\$16,408.00	\$1,833.94	\$154,075.00					

DEQ has lifted the requirement to report EDUs connected to the Brookings wastewater system. We will continue to report monthly EDUs issued for Brookings and Harbor.

Harbor-July, 2001

0.00

Brookings-August, 2001

12.07