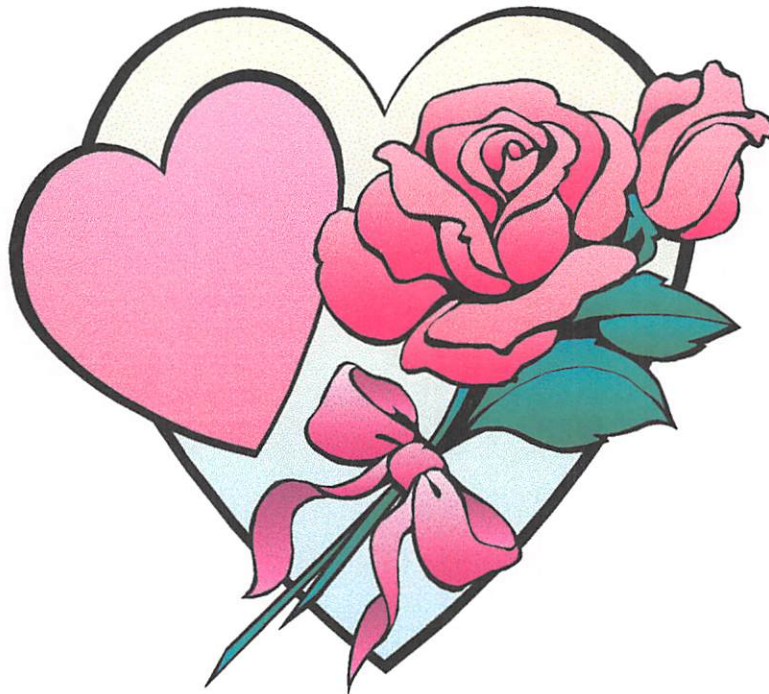


**agenda**  
**City of Brookings**  
**Common Council Meeting**  
**City Hall Council Chambers**  
**898 Elk Drive**  
**Brookings, OR 97415**  
**February 8, 1999**  
**7:00PM**



*BROOKINGS ~ A Sweetheart City*

# agenda

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
February 8, 1999  
7:00 p.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS
- V. PUBLIC HEARING
- VI. SCHEDULED PUBLIC APPEARANCES
  - A. New Post Office Building Architect - Lynn Hilbert
- VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE
  - A. Committee and Liaison reports
    - 1. Chamber of Commerce
      - a. Annual Program Report
    - 2. Parks & Recreation Commission
    - 3. Planning Commission
    - 4. Council Liaisons
  - B. Unscheduled
- VIII. STAFF REPORTS
  - A. City Manager
    - 1. Bud Cross Park - lease extension
    - 2. Curry County Public Transit - fixed shuttle bus system proposal
  - B. Community Development
    - 1. Supplemental Environmental Project

IX.

CONSENT CALENDAR

A. Approval of Council Meeting Minutes

1. Minutes of January 25, 1999, Regular Council Meeting

B. Approval of Vouchers (\$618,873.70)

(end Consent Calendar)

X.

ORDINANCES/RESOLUTIONS/FINAL ORDERS

A. Resolution on Bud Cross Park lease extension

XI.

REMARKS FROM MAYOR AND COUNCILORS

A. Mayor

B. Council

XII.

ADJOURNMENT

# City of Brookings Council Calendar

FEBRUARY 1999

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY											
		7:00pm Planning Commission Meeting	12:00pm Community Agencies Mtg														
	1	2	3	4	5	6											
	7:00pm Council Meeting																
7	8	9	10	11	Lincoln's Birthday	12											
	9:00am City Hall CLOSED																
Valentine's Day	14	15	16	17	18	19											
	President's Day		Ash Wednesday														
	7:00pm Council Meeting			7:00pm Parks & Rec Comm Meeting		20											
21	Washington's B-Day	22	23	24	25	26											
28																	
			JANUARY 1999			MARCH 1999											
			S	M	T	W	T	F	S	S	M	T	W	T	F	S	
								1	2			1	2	3	4	5	6
			3	4	5	6	7	8	9		7	8	9	10	11	12	13
			10	11	12	13	14	15	16		14	15	16	17	18	19	20
			17	18	19	20	21	22	23		21	22	23	24	25	26	27
			24/ 31	25	26	27	28	29	30		28	29	30	31			

# Memorandum

**TO:** Mayor, City Council  
**FROM:** John Bischoff, Planning Director  
**THROUGH:** Tom Weldon, City Manager  
**DATE:** February 2, 1999



Issue: New Post Office Building

Background: I received a call from Lynn Hilbert, the architect for the new Post Office building. He stated that the Postal Service had given him the go ahead on the design of the new building and that he would like to give a presentation to the Council at the February 8 Council meeting.



CHAMBER OF COMMERCE  
*"Working To Help Our Businesses Grow"*

To: Common Council, City of Brookings  
From: Les Cohen, Executive Director  
Subject: Program Report for Calendar Year 1998  
Date: January 31, 1999

In accordance with the agreement between the Brookings-Harbor Chamber of Commerce and the City of Brookings as specified in Ordinance No. 80-O-342, Transient Room Tax, particularly Paragraphs 6 and 8 of said agreement, the attached accounting of receipts and expenditures of the Brookings-Harbor Chamber of Commerce and report of marketing activities for Calendar Year 1998, is respectfully submitted.

In Calendar Year 1998, the Chamber's Visitor Information Center and the State Welcome Center at Harris Beach Wayside, recorded a total of 63,303 visitors to the Brookings-Harbor area. Although the number of visitors in the state for CY 1998 was down overall, characteristic of recent years' performances, our area showed one of the smallest declines. The Brookings State Welcome Center recorded the second highest number of visitors of the eight State Welcome Centers. This is additionally significant in that the Brookings Welcome Center is open from April through October, while three of the other State Welcome Centers are open year round and one other is open through November.

Significantly, however, is the fact that transient room tax receipts for CY98 exceeded receipts for CY97 by approximately \$1,800.00. This strong showing was the result, in part, of the inclusion of Harris Beach State Park Campground into the transient tax revenue base. Transient tax revenues were in fact the second highest they have been since 1994.

The Chamber of Commerce Marketing and Promotions Budget for FY 1998-99 is \$23,500, slightly higher than the amount of our previous fiscal year. (Appendix A) However, through cooperative advertising and a restructuring of our print media advertising, we anticipate a significantly more effective impact in attracting visitors to our community.

A quarter-page ad in the Southwestern Oregon Visitor's Guide has been replaced with a half-page ad in the Oregon Lodging Association's "Where To Stay in Oregon." The popular "Where To Stay" magazine has a larger circulation and is one of the fulfillment pieces of the Oregon Tourism Commission for visitor information. By designing eye-catching black and white art work, the cost of the half page ad was less expensive than what we had been paying for the four-color quarter-page ad.

As a result of establishing partnerships the Chamber of Commerce will be promoting Brookings-Harbor at the San Mateo Sports Show, the Sacramento Travel Fair and the Oregon Governor's Conference on Tourism.

As in previous years' reports, the Marketing and Promotions Budget refers specifically to local, regional and national media advertising buys. It does not reflect expenditures related to the production of the annual Azalea Festival, holiday lighting and Festival of Lights contest, donation for the purchase of the Fourth of July fireworks display, publication of promotional literature, printing of color brochures, stationary, paper, nor the postage costs of distribution. These and other marketing and promotions expenses, not defined in the Marketing and Promotions Budget, bring the actual dollar amount expended for these activities closer to \$45,000.00.

In addition to visitor counts, other important indicators of the effectiveness of the Chamber's marketing efforts are the numbers of requests received for information on visiting and/or relocating to the Brookings-Harbor area. **Written visitor and relocation requests for CY 1996 were 34 percent greater than for CY 1995, and CY 1997 showed a 23 percent increase over CY 1996. This trend continued in CY 1998, resulting in a 37 percent increase over last year. The number of these requests has increased from 2,060 in CY 1993 to 23,157 in CY 1998. (Appendix B)**

**This represents a one thousand and twenty four percent increase!** We attribute this trend, in part, to more effective use of our advertising resources.

Ancillary to the trend in written requests, we are seeing a similar trend in inquiries received via E-mail. We began tracking these requests in May, 1997. Between May and December, 1997, we received 822 inquiries through E-mail. For CY 1998, the first full year of data in this category, the Chamber has received 1,834 E-mail inquiries. This is clearly an efficient and cost effective mode of receiving and responding to inquiries. The Chamber's revised website, which we hope to have operational this Spring, will enable interested individuals to download visitor, relocation and economic development information directly to their computers. In addition to expediency and convenience, this technology should result in significant decreases in expenses for postage, paper, copying and printing.

The Brookings-Harbor Chamber of Commerce underwent a remodeling and expansion project during CY 1998, resulting in an enhanced Visitor Information Center. Total square footage of the Chamber's building was increased from 480 square feet to 1,280 square feet. The renovated building, besides affording added comfort to our visitors, presents a more professional and appealing image for the community in general.

According to Paragraph 4 of the Agreement between the Brookings-Harbor Chamber of Commerce and the City of Brookings, "...no more than thirty percent (30%) of the revenues received by the Chamber under the Agreement may be used for payroll costs expended in the operation of the Tourist (sic) Information Center." The Chamber received a total of \$26,536.37 Transient Room Tax revenues in CY 1998.

As mentioned elsewhere in this report, the Brookings-Harbor Chamber of Commerce expended approximately \$45,000 in marketing and promotions activities during the calendar year. Other sources of revenue, such as membership dues, fund raising activities, donations by the motels in Harbor, and other donations, help, in part, to subsidize some of these activities. The Chamber believes that Paragraph 4 of the Agreement has been satisfied in this regard, with sufficient evidence that revenues received from the City of Brookings under this Agreement have been used predominantly for marketing and promotion purposes, far in excess of the seventy percent (70%) commitment.

#### Appendices

**BROOKINGS-HARBOR CHAMBER OF COMMERCE  
1998-1999 BUDGET  
MARKETING & PROMOTIONS**

Appendix A

<b>SUNSET MAGAZINE</b>	
2 No. Calif., 1 National Editions w/ Reader Cards.....	\$3,379
<b>OFFICIAL OREGON TRAVEL GUIDE</b>	
Coop Ad, Full Page Color w/ Gold Beach.....	\$6,125
<b>OREGON COAST MAGAZINE</b>	
Six (6) Bi-monthly Issues, Quarter Page, Color.....	\$3,465
<b>SOUTHWESTERN OREGON VISITOR ASSOC. GUIDE</b>	
Quarter Page Color.....	\$ 0
<b>PILOT "SUMMER VACATION GUIDE," Quarter Page, b/w.....</b>	
"FALL VACATION GUIDE," Quarter Page, b/w.....	\$ 200
	\$ 135
<b>TSUNAMI COMPUTER - Internet Hook-up.....</b>	\$ 240
<b>WHERE TO STAY IN OREGON</b>	
Chamber listing in Oregon Lodging Assoc. Guide (1/2 page b/w)...	\$ 1,650
<b>STATE WELCOME CENTERS</b>	
Display of Brochures in Nine State Welcome Centers.....	\$ 115
<b>PILOT "BROOKINGS HARBOR HAS IT ALL".....</b>	\$ 125
<b>BROOKINGS HARBOR HIGH SCHOOL YEARBOOK.....</b>	\$ 25
<b>TOTAL.....</b>	<u>\$15,459</u>

**EVENTS BUDGETS**

<b>AZALEA FESTIVAL.....</b>	\$3,500
<b>FOURTH OF JULY.....</b>	\$ 750
<b>KITE FESTIVAL.....</b>	\$ 500
<b>T.V. AUCTION.....</b>	\$ 750
<b>1999 GOVERNOR'S CONFERENCE ON TOURISM.....</b>	\$ 500
<b>BAZAAR GETAWAY (Optional).....</b>	<u>\$ 500</u>

**TOTAL.....** \$ 6,500

**GRAND TOTAL.....** \$21,959

Budgeted (\$23,500)..... Balance..... \$1,541

## VISITOR RELOCATION LETTER REQUESTS

	1992	1993	1994	1995	1996	1997	1998
JAN	252	151	165	665	1133	1132	1015
FEB	125	203	145	891	842	861	996
MAR	450	210	126	682	850	2756	1350
APR	274	357	142	805	3125	2986	3494
MAY	302	151	245	976	1181	1903	2876
JUN	225	165	811	985	998	1695	2430
JUL	256	206	696	996	1035	1108	2580
AUG	145	166	738	936	996	952	2980
SEP	225	157	512	898	897	876	2145
OCT	110	110	636	901	834	819	1256
NOV	136	95	550	978	897	875	993
DEC	109	89	225	575	975	989	1042
Totals	2609	2060	4991	10288	13763	16952	23157

**MINUTES**  
**BROOKINGS PLANNING COMMISSION**  
**REGULAR MEETING**  
**January 5, 1999**

The regular meeting of the Brookings Planning Commission was called to order by Chair Marv Lindsey 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.

Ted Freeman  
Rick Dentino  
Judi Krebs

Marv Lindsey  
Earl Breuer

John Bischoff, Planning Director  
Linda Barker, Secretary

Commissioners Hislop and Ciapusci and Ex Officio Commissioner Ball were not present.

**CHAIRPERSON ANNOUNCEMENTS**

None

**MINUTES**

By a 4-0 vote (motion: Commissioner Breuer, second: Commissioner Freeman; Commissioner Krebs abstained) the Planning Commission approved the minutes of the October 6, 1998, meeting as written.

By a 4-0 vote (motion: Commissioner Krebs, second: Commissioner Freeman; Commissioner Breuer abstained) the Planning Commission approved the minutes of the December 1, 1998, 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 Breuer, second: Commissioner Freeman) the Planning Commission voted to send a favorable recommendation to the City Council on the Capital Improvements/Expenditures Plan (CIP) 1999-2004. The motion included a change on Page 10 of the plan regarding wording on the widening of Fifth Street.

Before the motion and vote City Manager Tom Weldon recapped completed projects from the CIP 1996-2000 and answered questions on the proposed plan. The Parks and Recreation Commission and the System Development Charge Review Board each sent a favorable recommendation of the plan to the Council. Commissioner Krebs received verification from the City Manager that the plan would be considered at a public meeting, not a public hearing. Commissioner Breuer said the CIP was an ambitious project and looked very complete. After recommendation by the Planning Commission the CIP will be considered for adoption by the City Council at their meeting of January 11, 1999.

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS**

1. By a 5-0 vote (motion: Commissioner Breuer, second: Commissioner Krebs) the Planning Commission approved as written (File No. VAR-1-99) a request for a variance to allow an 8-foot street sideyard setback to permit an existing dwelling on property at 717 Old County Road to remain if a proposed subdivision is approved; zoned R-2 (Two-family Residential); Alberto and Eloise Rosichelli, applicant; Rich Roberts, Stuntzner Engineering, representative.

2. By a 5-0 vote (motion: Commissioner Breuer, second: Commissioner Krebs) the Planning Commission approved the Final ORDER and Findings of Fact for File No. VAR-1-99 as written.
3. By a 5-0 vote (motion: Commissioner Freeman, second: Commissioner Krebs) the Planning Commission approved (File No. SUB-1-99) a request for a 14-lot subdivision with lots averaging 6,299 sq. ft. in size, including a new cul-de-sac street; located on the west side of Old County Road approximately 250 feet north of Pacific Avenue; zones R-2 (Two-family Residential); Alberto and Eloise Rosichelli, applicant; Rich Roberts, Stuntzner Engineering, representative. The approval included changes to the conditions of approval to require a stop sign to be installed at the intersection of the new cul-de-sac street and Old County Road; and a change to Condition No. 19 to read:

All sanitary and storm sewers plans shall be approved by the City Engineer prior to construction. The area to be considered in the review by the City Engineer is to include drainage from the properties to the north and to the west of the subject parcel of land.
4. By a 5-0 vote (motion: Commissioner Breuer, second: Commissioner Krebs) the Planning Commission approved the Final ORDER and Findings of Fact for File No. SUB-1-99 as amended.

Before the hearings were opened the following Commissioners declared ex parte contact as a result of a site visit: Commissioners Krebs, Lindsey, Freeman and Dentino. Commissioner Freeman declared he has had business dealings with the applicant in the past but this caused no bias. No member of the audience challenged any Commissioner for bias or conflict of interest.

These actions were taken following questions or comments regarding the requests from the following people:

Rich Roberts	PO Box 2748	Harbor OR
Don Houg	17156 Mountain Drive	Brookings OR
Nancy Brendlinger	PO Box 6667	Brookings OR
Deborah Margaret Crawford	PO Box 1775	Brookings OR
Lonny Draheim	PO Box 1892	Brookings OR
Dana Jensen	421 Pacific Avenue	Brookings OR

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

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS**  
None

**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**

Mayor Brendlinger brought attention to the city calendar contained in the packet. The date of the open house

honoring Bev Adams who is resigning her position as Finance Director/Recorder is January 28 not the 27th as shown on the calendar.

She also reminded the Commissioners about the joint Commission/Council meetings that are upcoming. Commissioner Krebs requested additional materials on the meeting and Director Bischoff answered that information will be forthcoming.

Mayor Brendlinger asked the Planning Commission to mark their calendars for the annual volunteer dinner to be held January 29 at the Elks Lodge.

#### **REPORT OF THE PLANNING DIRECTOR**

1. February 6, 1999 has been set for the City Council goal setting session for fiscal year 1999/2000. The Planning Commission is encouraged to attend or to submit ideas to staff to present at the session.
2. Tires are stacked in the yard at Dornbusch Tires. Staff has contacted him regarding these. Also present on the property are used vehicles and staff contacted the owner of these vehicles who will be removing them within the week.
3. Subway Sandwich Shop is attempting to contact the Chetco Senior Center to do one landscaping of the area to the west of the sandwich shop. They have not had word back from the Senior Center.
4. The Building Official is contacting the property owner at the northeast corner of Alder and Railroad streets. The auxiliary buildings in the yard meet no city or state building codes. There are also utility trailers on the property but nothing in our code prevents these from being placed on the property.
5. "No Parking" signs have been ordered by the management of Taco Ole' and these will be installed by the Public Works crews when they arrive. The cost of the signs and installation will be borne by the restaurant.
6. A letter from Dr. Chickenell and his landscaper was in the Planning Commission packet. The Commission reiterated that he has until February 1 to complete the landscaping or a hearing will be held as to whether to void the Conditional Use Permit on this parcel.
7. Chair Lindsey asked why the portable trailer selling wooden signs is allowed to remain on the property at 600 Chetco Avenue. Director Bischoff will look into this further.
8. Complaints have been logged about the used appliances in the area behind Chetco Appliance. The owner of the business is in contact with staff. He does not own the property but has talked with the landlord about planting a fast-growing hedge. The appliances stored there are safe as they have magnetic latches which are easily opened from the inside.

#### **PROPOSITIONS AND REMARKS FROM COMMISSION MEMBERS**

1. Discussion about Mrs. Jensen's remarks during the public hearing on SUB-1-99 concluded with the Planning Commission asking the City Council to approve additional stop signs in the Old Country Road-Pacific Avenue area. Specifically the Commission would like the Council to consider a new stop sign on Old Country Road at Pacific Avenue or a change in the location of the stop sign that

is at Azalea Park Drive and Old County Road. Additional police patrols of the area were also requested. Staff was directed to write a memo to the Council on this matter.

2. The order of the sidewalk installations in the CIP was discussed. It was suggested that the order be changed to move the installation of sidewalks on Pacific Avenue from Azalea Park Road to Old County Road higher on the list. Commissioner Krebs questioned whether this area was of a greater priority than those above it as those higher on the list were closer to the schools and therefore had more children using them. Discussion centered on giving higher priority to pedestrian facilities in general.

#### **ADJOURNMENT**

There being no further business before the Planning Commission, the meeting was adjourned at 9:07 p.m.

Respectfully submitted,

**BROOKINGS PLANNING COMMISSION**

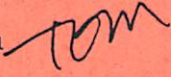


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Marvin Lindsey, Chair

# Memorandum

**TO:** Mayor, City Council

**FROM:** City Manager Tom Weldon 

**DATE:** February 3, 1999



Issue: Extending lease of Bud Cross property

Background:

1. I was informed recently that our lease with Curry County, of Bud Cross Park property was to run out January 30, 1999.
2. This had been a 20-year lease with payment of \$1 per year.
3. I offered to buy the property from the County for \$1.00 and I have not heard whether that would be acceptable or not.
4. In this packet is a Resolution authorizing extension of the lease while I negotiate a purchase of the property or a 50-year lease on the property.
5. We have extended the City's insurance coverage on this park.

Recommendation:

1. Pass Resolution extending lease agreement.
2. Direct City manager to negotiate with County purchase of this property or a really long term lease.

Options: Listed below are options we have reviewed and are not recommending:

1. Let lease expire and County take over park and pool building.
2. Negotiate lease with short term expiration (50-years or less)

# Memorandum

**TO:** Mayor, City Council  
**FROM:** City Manager Tom Weldon  
**DATE:** February 2, 1999

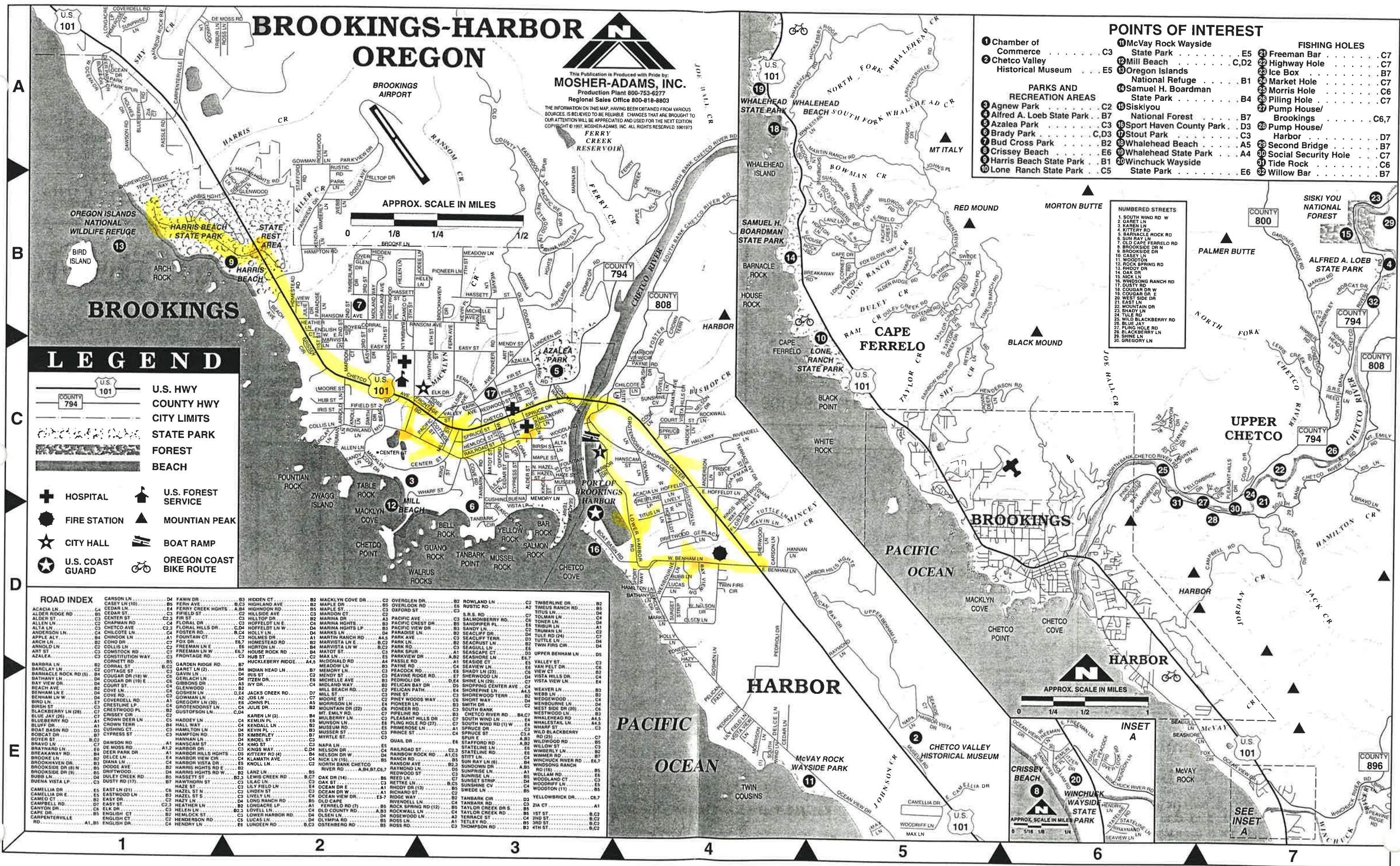


**Issue:** Curry County Public Transit - fixed shuttle bus system proposal

**Background:**

1. See attached.
2. Jim Burfield will be at our meeting to answer questions you might have.
3. The PROUD Committee reviewed a very similar idea and was very supportive.

**Recommendation:** Council authorize a commitment of \$1,000 to this project, based upon Curry County Public Transit obtaining additional commitments for \$2,000. Our \$1,000 would come out of Non-Departmental Council/Community Relations, which will be over the budget amount and will be corrected with the supplemental budget.



## **CURRY COUNTY PUBLIC TRANSIT**

**Proposal:** To initiate a fixed route shuttle bus system in downtown Brookings/Harbor during tourist season. (mid- May to mid-September). See attached map for planned route.

**Purpose:** To facilitate movement of people throughout the downtown area and between motels, RV Parks and other transient lodging sites, restaurants, shopping, business and beach locations. This system would simplify and reduce parking and traffic congestion, allow visitors to get around more easily and encourage economic activity.

**How much would such a system cost?** Assuming 50 hours per week operation for 18 weeks, the total cost would be approximately \$12,000.

**How would this cost be met?** Basically from three sources.---- 1/3 from Curry County Public Transit, 1/3 provided from fares at 50 cents a ride, and 1/3 from local match (City, Chamber of Commerce, Port of Brookings, local businesses)

**Who would operate the system?** Curry County Public Transit, upon approval by the Curry County Transit Advisory Board and the County Commissioners would operate the system. The Chetco Senior Center manages the operation of Curry County Public Transit under an agreement with the County Commissioners. This proposal is simply an extension of transit services presently provided by Curry County Public Transit. Approval would be contingent on a showing that adequate financial resources are available.

**Does the proposal look beyond 1999?** No. However, experience and knowledge gained would prove invaluable to all parties when considering the transit needs and plans in Brookings/Harbor for the year 2000 and beyond.

By separate action, a similiar proposal could be considered in the future.

**TO:** Mayor, City Council  
**FROM:** Leo Lightle,  
Community Development Director  
**THROUGH:** Tom Weldon, City Manager *Tom*  
**DATE:** February 4, 1999  
**ISSUE:** Supplemental Environmental Project

Community Development Department



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**BACKGROUND:**

The City of Brookings was assessed a civil penalty for spills in the wastewater system. The penalty was reduced from \$4,200 to \$3,600 due to the city's cooperation. The city applied for supplemental environmental projects which could be funded for up to 80% of the assessed civil penalty. The Council authorized the City Manager to submit to DEQ two projects: one to paint a fish symbol with the words "No dumping, flows to the river," and a project by the Chetco Watershed Council.

After submittal, DEQ prefers, and therefore is more likely to accept, one of the projects submitted by the Chetco Watershed Council. The project is the planting of trees to provide shade on the Chetco or streams entering the Chetco. It is of prime importance that we assure that the trees are planted. I am therefore going to commit to DEQ that the city will participate if there is difficulty in getting the trees planted in an acceptable time frame. I do not feel we will have any problems with the project but want to give DEQ a high comfort level.

The project will involve the planting of 3,500 trees which will include \$1,400 for purchase of the trees and \$1,480 for labor/supervision. Labor/supervision will be supplemented by volunteer help.

**RECOMMENDATION:**

The City Council authorize the City Manager to submit the Chetco Watershed Council project of planting trees in the watershed as our Supplemental Environmental Project.

**CITY OF BROOKINGS  
COUNCIL MEETING MINUTES  
City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
January 25, 1999  
7:00 pm**

**I. CALL TO ORDER**

Mayor Brendlinger called the meeting to order at 7:04 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Council Present: Mayor Nancy Brendlinger, Councilors Larry Curry, Bob Hagbom, Frances Johns, Ex-Officio Shiloh Thom.

Council Absent: Keith Pepper

Staff Present: City Manager Tom Weldon, Finance Director/Recorder To Be Gail Hedding, Administrative Secretary Sharon Ridens, Planning Director John Bischoff, and City Auditor Lee Musser.

Media Present: Chuck Hayward, Curry Coastal Pilot; Connie Wilson, League of Women Voters; KBSC video staff

**IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS**

A. Oath of Office

Mayor Nancy Brendlinger administered the Oath of Office to Gail Hedding. The Mayor proceeded to invite all present to a Farewell and Welcome to the Finance Directors, Bev Adams and Gail Hedding, respectively, at City Hall on January 28<sup>th</sup> from 11:00AM to 1:00PM.

**V. PUBLIC HEARING**

A. None

**VI. SCHEDULED PUBLIC APPEARANCES**

A. None

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

A. Committee and liaison reports  
1. Council Liaisons

Councilor Curry reported that on January 21, 1999, he attended a CPACT meeting in Salem, and that evening OCZMA hosted an

informal reception. He also attended the OCZMA meeting on Friday 22<sup>nd</sup>, which was successful and informative. A new committee was discussed at their Dec 14<sup>th</sup> meeting, which resulted in CPACT creating a committee called ACT - Area Commission on Transportation, for Hwy 20, made up of 20 members. The committee had good results trying to establish what work had been done, needed to be done, and the result of these accomplishments on Hwy 20. This committee was created by funding from the Oregon Transportation Department. CPACT recommended a committee for all of U.S.101 throughout the state.

**Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to place on a future agenda, the establishment of a U.S.101 committee to review the physical conditions of the highway throughout Curry County (southern, central, northern subcommittees) meeting monthly and within a radius of 200 miles.**

Councilor Curry stated CPACT will continue meeting quarterly, and that anything that evolves from this new committee will have final say by CPACT - ODOT favors this process. The Council was informed ACT will be working in conjunction with East/West highways.

Councilor Hagbom reported he attended a League of Oregon Cities (LOC) Board of Director's meeting two weeks ago, which indicated a theme of major League legislative activities on three issues: transportation and infrastructure funding; livability of communities; and at risk youths. A transportation package was presented, and many legislators are scrutinizing ODOT's actions very closely. The outcome of this attitude from the legislature is unknown. Councilor Hagbom also reported that a meeting was held with the Claveran group regarding water resources, which is also a high priority with Councilor Curry. Hagbom attended the last Watershed meeting and will be attending these meetings in the future.

Councilor Johns reported on her attendance at the Business Outlook Conference - 73% increase in attendance from last year. She also shared with the Council her experiences while attending a tour of the Pelican Bay Prison in Crescent City. City Manager Weldon added that the City of Brookings vendor booth had received "Best of Show Awards" from a PROUD subcommittee for "Most Simplistic".

Ex-officio Councilor Shiloh Thom reported on the Brookings-Harbor High School Girls Basketball Team, which has been very successful this year.

Mayor Brendlinger attended a meeting with the TSP

(Transportation System Plan) Committee and most recently with the Systems Development Charge Review Board (SDC), which will provide the Council with their annual report in the near future. She provided the Council with a report from her upbeat experience as a program speaker at the local Kiwanis club meeting.

B. **Unscheduled**

Troy Claveran spoke to the Council regarding working with GTE in regards to their providing telephone service into the golf course. City Manager Tom Weldon informed the Council there needed to be Council approval for City easement for GTE to place phone lines into the golf course.

**Councilor Hagbom moved, Councilor Curry seconded, and the Council voted unanimously to add the approval of an easement for GTE at the golf course to the agenda.**

**Councilor Hagbom moved, Councilor Curry seconded, and the Council voted unanimously to approve the GTE easement as requested by the Claveran Group and recommended by the City Manager and City Attorney.**

Joyce Miller from the Brookings-Harbor Youth Association and Jackie Evans, President, advised the Council of the progress of the Association and their youth center's hours of operation - Monday through Friday, 3:30PM until 7:00PM and Saturdays Noon to 6:00PM. They elaborated on their plans for the future as to activities, projects, and fund raising, which included grant proposals. Night activities include movies with supervision in a drug & alcohol free atmosphere and once a month dances. Also included with their programs and activities is educational and social skills information, indoor athletics, computers, along with many other plans. Jackie Evans informed the Council there will be a Youth Advisory Board Position advertised for youth members & other citizens. Mayor Brendlinger shared that she was pleased with results and asked the Association to keep council informed.

**VIII.**

**STAFF REPORTS**

A. **Finance Department**

1. **Acceptance of 1997/98 audit - Lee Musser**

City Manager Tom Weldon introduced Lee Musser, to continue with the presentation of the 1997/78 audit. Mayor Brendlinger said she had her questions answered by the City Finance Director earlier.

Councilor Johns moved, Councilor Curry seconded and the Council voted unanimously to accept the 1997/98 Audit as presented by the City Auditor, Lee Musser.;

Mayor Brendlinger informed the audience that a copy of the audit is provided at the Chetco Public Library.

B. City Manager

1. Authorization to hire ODDA to assist PROUD and accept OEDD grant.

Tom Weldon reported to the Council on the PROUD report on the OEDD grant offered to the City of Brookings, and the matching funds secured by the PROUD Committee. He also informed the Council of the ODDA public meeting to be held on Thursday, February 11<sup>th</sup> at 7:00 PM. There being no further discussion,

**Councilor Johns moved, Councilor Curry seconded and the Council voted unanimously to authorize the hiring of ODDA to assist PROUD and to accept the OEDD grant.**

2. Appoint Budget of Budget Officer

Tom Weldon recommended Gail Hedding to be appointed City Budget Officer for the 1999-2000 Fiscal Year. Councilor Hagbom questioned Hedding and she agreed.

**Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to appoint Gail Hedding as the Budget Officer for the 1999-2000 Fiscal Year.**

C. Community Development

2. Deferred Improvement Agreement Criteria

City Manager Tom Weldon discussed the recommendations on the Deferred Improvement Agreement. Mayor Brendlinger commented on the policy recommended, specifically addressing the sidewalk issues. Further discussion ensued with City Manager Weldon answering questions presented by the Council and offering suggestions to address concerns, such as the streets of Ransom, 5<sup>th</sup> St., and Pioneer. Councilor Hagbom expressed his disappointment in the DIA program currently in place with the City. Tom Weldon will contact the City Attorney for recommendations and answers to questions presented in the discussion on this matter. Mayor Brendlinger requested a cost breakdown from engineering estimates for any and all streets that have the potential to be developed.

Mr. Augie Koefet, resident of Ransom, asked to be heard regarding the DIA. He recommended money related to city improvements not be tied to specific property. He stated the current DIA is impeding progress. The Mayor thanked Mr. Koefet for his comments.

**Councilor Hagbom, Councilor Curry seconded, and**

**the Council voted unanimously to table this issue for the joint meeting between the Council and the Planning Commission.**

John Bischoff asked to ask have City Attorney John Trew in regards to the accounting of keeping each property on each street.

**IX. CONSENT CALENDAR**

- A. Approval of Council Meeting Minutes
    - 1. Minutes of January 11, 1999, Regular Council Meeting
  - B. Approval of Vouchers (\$422,410.96)
- (end Consent Calendar)

**Councilor Hagbom moved, Councilor Johns seconded, and the Council voted unanimously to approve the consent calendar as amended.**

**X. ORDINANCES/RESOLUTIONS/FINAL ORDERS**

- A. John Bischoff, City Planning Director, provided an explanation of the Final Order for the Appeal of the Conditional Use Permit of the Brookings Christian School. Bischoff answered questions of the council. Tom Weldon discussed a successful meeting between the school and residents, which was facilitated and moderated by Judith St.Clair of SWOCAC. There being no further discussion

**Councilor Curry moved, Councilor Johns seconded, and the Council voted unanimously to approve the final order.**

**XI. REMARKS FROM MAYOR AND COUNCILORS**

- A. Mayor Brendlinger informed the Council of Ralph Christie, age 102, having receiving the Legion of Honor at 2:00 PM today. She also referred to the legislative bulletins being received by the City Manager Tom Weldon, Council Hagbom, and herself. The remainder of the Council asked for future copies to be provided to them.

City Manager Weldon informed the Council of telephone conference calls which have been set up weekly between legislators and agency representatives at the *Pilot* office Wednesday mornings.

- B. Councilor Hagbom asked for a review of safety issues and agreements with local emergency service agencies, based on a recent Cal-Ore Life Flight incident.

Councilor Johns reported on preparations for the Volunteer Dinner to be served by the Emblem Club at the Elk Lodge.

Weldon advised he would reset the goals settings session, due to space and attendance unavailability, which had been set for Feb. 6<sup>th</sup> and 13<sup>th</sup>.

XII.

ADJOURNMENT

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to adjourn at 8:17 p.m.

\_\_\_\_\_  
Nancy Brendlinger  
Mayor

ATTEST:

\_\_\_\_\_  
Beverly Adams  
Finance Director/Recorder

City of Brookings  
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CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
32976	Curry County Computer Services	Tax Roll Labels	01/04/99	100-106.00	100.00	105-602.00	100.00
32977	Void		01/14/99	100-106.00	0.00	104-606.00	0.00
32978	Beverly Adams	December Rotary	01/11/99	100-106.00	26.00	107-660.00	26.00
32979	Amazing Computers	Inv 1066	01/11/99	100-106.00	1,585.00	107-612.00	1,585.00
32980	APS Analytical Standards	Inv C81048	01/11/99	100-106.00	230.75	202-612.00	230.75
32981	Becco Inc	Inv 3010230	01/11/99	100-106.00	41.85	103-664.00	41.85
32982	Ben-Ko-Matic Brush	Inv 086281	01/11/99	100-106.00	526.19	150-606.00	526.19
32983	Brookings Auto Parts	Dec Statement	01/11/99	100-106.00	85.52	104-606.00	12.76
						201-606.00	15.28
						251-612.00	55.99
						252-612.00	1.49
32984	Brookings Harbor Chamber	Dec Room Tax	01/11/99	100-106.00	1,258.51	109-687.00	1,258.51
32985	Brookings Harbor Chamber BOC	Sponsor & 6 Reg	01/11/99	100-106.00	220.00	102-658.00	180.00
						105-658.00	40.00
32986	Brookings Sports Unlimited	Inv 21674	01/11/99	100-106.00	1,427.13	103-684.00	1,427.13
32987	CAL/OR Insurance Specialist	Inv 268	01/11/99	100-106.00	397.00	107-654.00	397.00
32988	Cash		01/11/99	100-106.00	50.00	107-658.00	50.00
32989	Chetco Pharmacy & Gifts	Restitution	01/11/99	100-106.00	154.40	100-474.00	154.40
32990	Chief Supply	Inv 10195835	01/11/99	100-106.00	124.15	103-602.00	124.15
32991	Clackamas Communications Inc	3603884/3607896	01/11/99	100-106.00	321.67	103-606.00	321.67
32992	Coastal Coffee Service	Inv 4922	01/11/99	100-106.00	25.50	109-614.00	25.50
32993	Colvin Oil Company	Inv 654138	01/11/99	100-106.00	53.46	150-612.00	53.46
32994	Coos-Curry Electric	Nov Electric	01/11/99	100-106.00	7,839.44	109-662.00	531.67
						202-662.00	3,325.92
						252-662.00	3,981.85
32995	CTR	Dec Statement	01/11/99	100-106.00	9.71	109-614.00	9.71
32996	Curry Coastal Pilot	Finance Dir Ad	01/11/99	100-106.00	51.85	102-602.00	25.93
						107-602.00	25.92
32997	Curry Coastal Pilot	Dec Statement	01/11/99	100-106.00	154.70	102-602.00	112.20
						105-602.00	42.50
32998	Curry Equipment	Inv 45483/45415	01/11/99	100-106.00	209.81	150-612.00	39.81
						251-612.00	170.00
32999	Dan's Auto & Marine Electric	Dec Statement	01/11/99	100-106.00	487.23	103-606.00	8.78
						104-606.00	74.42
						106-606.00	77.17
						150-606.00	84.68
						150-612.00	12.70
						201-606.00	97.72
						251-612.00	131.76
33000	Del Cur Supply	Misc Invoices	01/11/99	100-106.00	97.95	150-612.00	78.30
						251-606.00	19.65
33001	Dept of Administrative Service	Inv ARK29542	01/11/99	100-106.00	158.00	251-612.00	158.00
33002	DHR Child Support Unit	Garnishment	01/11/99	100-106.00	333.97	100-220.70	333.97
33003	DHR Child Support Unit	Garnishment	01/11/99	100-106.00	243.69	100-220.70	243.69
33004	Engineered Control Products	Inv 50694	01/11/99	100-106.00	1,831.74	252-612.00	1,831.74
33005	Ernst & Young LLP	Inv 20214148	01/11/99	100-106.00	2,000.00	370-632.00	2,000.00
33006	Marshal Ferg	6 Inspections	01/11/99	100-106.00	120.00	105-646.00	120.00
33007	Ferrellgas	Dec Statement	01/11/99	100-106.00	538.25	150-624.00	538.25
33008	First Impressions	Inv 6574	01/11/99	100-106.00	278.37	201-602.00	139.19
						251-602.00	139.18
33009	Fred Meyer	Inv 697318	01/11/99	100-106.00	102.00	252-612.00	102.00
33010	Gall's Inc	Inv 52742737	01/11/99	100-106.00	103.35	103-606.00	103.35

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CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
33011	Glock Inc	#31134 & School	01/11/99	100-106.00	202.00	103-614.00	117.00
						103-658.00	85.00
33012	Hach Co	Inv 440268	01/11/99	100-106.00	54.35	252-652.00	54.35
33013	Hagens Cleaners	Dec Statement	01/11/99	100-106.00	384.60	103-614.00	29.60
						103-608.00	355.00
33014	Hayward Gordon	Inv 31664	01/11/99	100-106.00	1,450.79	252-606.00	1,450.79
33015	HGE Inc	Inv 13418/13403	01/11/99	100-106.00	4,844.00	251-646.00	4,323.00
						901-730.00	484.00
						902-730.00	37.00
33016	ICMA-RT 457 c/o 1st Ntl Bnk MD	Deferred Comp	01/11/99	100-106.00	960.00	100-220.70	960.00
33017	J L Darling Corp	Inv 10355	01/11/99	100-106.00	118.55	201-602.00	59.28
						251-602.00	59.27
33018	Kerr Hardware	Dec Statement	01/11/99	100-106.00	1,271.11	103-606.00	24.60
						104-606.00	103.68
						106-612.00	104.77
						106-626.00	943.38
						150-612.00	27.47
						201-612.00	67.21
33019	Kerr Hardware	Dec Statement	01/11/99	100-106.00	360.43	202-612.00	7.68
						202-606.00	7.77
						251-612.00	291.99
						252-606.00	1.84
						252-612.00	51.15
33020	LETN	Inv 976882	01/11/99	100-106.00	288.00	103-658.00	288.00
33021	Mary's	Dec Statement	01/11/99	100-106.00	15.75	104-602.00	4.77
						252-612.00	10.77
33022	MPH Industries Inc	Inv 560972	01/11/99	100-106.00	352.53	103-606.00	352.53
33023	Munnell & Sherrill Inc	Misc Invoices	01/11/99	100-106.00	447.83	201-612.00	263.83
						252-612.00	184.00
33024	Musser & Associates CPA's PC	Inv 2056	01/11/99	100-106.00	16,915.00	102-642.00	16,750.00
						107-602.00	165.00
33025	OR State Police - LEDS Leasing	Inv AIL84053	01/11/99	100-106.00	960.00	103-664.00	960.00
33026	Oregon Department of Revenue	State W/H Tax	01/11/99	100-106.00	3,682.10	100-220.30	3,682.10
33027	OR Teamster Employers Trust	Jan Premium	01/11/99	100-106.00	6,004.18	100-220.60	6,004.18
33028	OR Teamster Employers Trust	Jan Premium	01/11/99	100-106.00	12,008.36	100-220.60	12,008.36
33029	Oregonian Publishing Co	Inv 1-489636	01/11/99	100-106.00	1,167.30	102-602.00	583.65
						107-602.00	583.65
33030	Pacific Engine Repair	Inv 1482	01/11/99	100-106.00	25.00	104-606.00	25.00
33031	Barbara Palicki	Travel Advance	01/11/99	100-106.00	140.36	103-658.00	140.36
33032	PERS - Retirement	1/8/99 Payroll	01/11/99	100-106.00	7,279.96	100-220.70	97.60
						100-220.80	7,182.36
33033	The Plant Lady	Planter Sponsor	01/11/99	100-106.00	240.00	109-686.00	240.00
33034	Public Works Supply	Inv 9669	01/11/99	100-106.00	141.00	103-606.00	141.00
33035	Purchase Power	Inv 15023845884	01/11/99	100-106.00	1,015.00	101-602.00	253.75
						102-602.00	253.75
						105-602.00	253.75
						109-602.00	253.75
33036	Familian Northwest Inc	Inv 104-5691061	01/11/99	100-106.00	3,129.00	201-722.00	3,129.00
33037	Regence Life & Health Ins	Jan Premium	01/11/99	100-106.00	222.60	100-220.60	222.60
33038	Roto-Rooter	Dec Stmt/278961	01/11/99	100-106.00	3,129.15	109-686.00	76.25
						252-646.00	3,052.90
33039	Seattle Northwest Securities	Inv 123098	01/11/99	100-106.00	832.55	370-632.00	832.55

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33040	Siegrist Ford	FOCS9394/54599	01/11/99	100-106.00	391.47	103-606.00	78.00
						106-606.00	313.47
33041	Spenco Doors	Inv 21505	01/11/99	100-106.00	1,800.00	251-624.00	1,800.00
33042	Stadelman Electric	Misc Invoices	01/11/99	100-106.00	1,411.05	104-606.00	300.05
						109-624.00	850.00
						251-646.00	161.00
						252-646.00	100.00
33043	Stamper's Tire	#162721/163563	01/11/99	100-106.00	807.04	103-606.00	807.04
33044	SWOCC Curry Program	Tuition -Barker	01/11/99	100-106.00	38.00	105-658.00	38.00
33045	Teamsters Local Union 223	January Dues	01/11/99	100-106.00	542.00	100-220.70	542.00
33046	Umpqua Research Company	Inv 6857	01/11/99	100-106.00	1,251.00	202-646.00	1,251.00
33047	United Communications	Dec Statement	01/11/99	100-106.00	461.02	109-664.00	461.02
33048	United Pipe & Supply Co Inc	4272674/4244786	01/11/99	100-106.00	110.84	201-612.00	110.84
33049	U S Bank	Inv 73755	01/11/99	100-106.00	725.00	370-632.00	725.00
33050	U S Bank	Inv 73688	01/11/99	100-106.00	289.00	370-632.00	289.00
33051	U S Bank	Inv 73756	01/11/99	100-106.00	450.00	370-632.00	450.00
33052	U S Filter/Pacific Water Works	Inv 2315819	01/11/99	100-106.00	543.00	201-612.00	543.00
33053	Viking Office Products	Inv 5583	01/11/99	100-106.00	119.99	103-602.00	119.99
33054	VWR Scientific Products	Inv 22009700	01/11/99	100-106.00	152.28	252-606.00	152.28
33055	WearGuard	Inv 39236322-2	01/11/99	100-106.00	299.94	202-608.00	149.97
						252-608.00	149.97
33056	Western Burner Co	Inv 13415	01/11/99	100-106.00	462.95	252-606.00	462.95
33057	WW Grainger Inc	Misc Invoices	01/11/99	100-106.00	762.70	150-612.00	368.86
						201-684.00	277.00
						251-684.00	116.84
33058	Xerox Corp	Inv 066029641	01/11/99	100-106.00	303.54	109-606.00	303.54
33060	Roger E Hollibaugh II	Deposit Refund	01/14/99	100-106.00	9.58	200-134.00	9.58
33061	Glenn Harris	Deposit Refund	01/14/99	100-106.00	2.74	200-134.00	2.74
33062	James Kemp	Deposit Refund	01/14/99	100-106.00	49.07	200-134.00	49.07
33063	Barbara Gossett	Deposit Refund	01/14/99	100-106.00	38.71	200-134.00	38.71
33064	George Manyik	Deposit Refund	01/14/99	100-106.00	27.44	200-134.00	27.44
33065	Mindy Hamilton	Deposit Refund	01/14/99	100-106.00	32.10	200-134.00	32.10
33066	Alice Maybee	Deposot Refund	01/14/99	100-106.00	41.66	200-134.00	41.66
33067	Ron & Melissa Bigelow	Deposit Refund	01/14/99	100-106.00	21.45	200-134.00	21.45
33068	Lynn & Margary Honaker	Deposit Refund	01/14/99	100-106.00	3.42	200-134.00	3.42
33069	Mike Mahar	Deposit Refund	01/14/99	100-106.00	27.18	200-134.00	27.18
33070	John & Sally Hudson	Deposit Refund	01/14/99	100-106.00	14.93	200-134.00	14.93
33071	Frank Cembellin	Deposit Refund	01/14/99	100-106.00	2.20	200-134.00	2.20
33072	Julie Miller	Deposit Refund	01/14/99	100-106.00	42.69	200-134.00	42.69
33073	Frank & Paula Lapham	Deposit Refund	01/14/99	100-106.00	39.75	200-134.00	39.75
33074	Real Estate Mast Prop Mgmt	Deposit Refund	01/14/99	100-106.00	10.82	200-134.00	10.82
33075	Void	Deposit Refund	01/14/99	100-106.00	0.00	200-134.00	0.00
33076	Charles Glasscock	Deposit Refund	01/14/99	100-106.00	17.38	200-134.00	17.38
33077	Bev Adams	Reimbursement	01/14/99	100-106.00	47.00	107-658.00	47.00
33078	Amazing Computers	Inv 1065	01/14/99	100-106.00	5,090.00	103-612.00	2,962.50
						109-646.00	520.00
						202-646.00	310.00
						252-646.00	310.00
						300-684.00	987.50
33079	Associated Bag Company	Inv M188484	01/14/99	100-106.00	63.00	252-612.00	63.00
33080	Baudville	Inv 378697	01/14/99	100-106.00	217.95	109-686.00	217.95
33081	B & B Excavation	Bal Con/#0565	01/14/99	100-106.00	153,738.54	480-722.00	153,738.54

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33082	Budge-McHugh Supply Co	Inv 1254454-01	01/14/99	100-106.00	30.24	251-602.00	30.24
33083	Building Codes Division	Oct-Dec 98	01/14/99	100-106.00	577.94	100-236.00	577.94
33084	Carpenter Auto Center	Dec Statement	01/14/99	100-106.00	1,811.48	103-606.00	1,117.46
						109-606.00	694.02
33085	Clackamas Communications Inc	Misc Invoices	01/14/99	100-106.00	279.32	103-606.00	211.63
						300-606.00	67.69
33086	Colvin Oil Company	End Dec/654279	01/14/99	100-106.00	768.18	103-606.00	403.27
						104-606.00	123.79
						106-612.00	37.55
						150-606.00	97.75
						150-612.00	23.96
						201-606.00	28.33
						202-606.00	24.67
						251-606.00	4.19
33087	Coos-Curry Electric	Dec Electric	01/14/99	100-106.00	3,065.45	252-606.00	24.67
						106-662.00	24.72
						150-662.00	1,106.90
						201-662.00	1,284.37
						251-662.00	372.40
						252-662.00	277.06
33088	Cooperative Personnel Services	Inv 9031	01/14/99	100-106.00	244.75	103-658.00	244.75
33089	Curry County Tax Collector	Jack Creek	01/14/99	100-106.00	1,695.01	109-614.00	1,695.01
33090	First Impressions	Inv 6578	01/14/99	100-106.00	265.36	103-602.00	265.36
33091	Debbie Fries	Reimbursement	01/14/99	100-106.00	37.98	103-608.00	37.98
33092	GTE Northwest	Dec Phone	01/14/99	100-106.00	1,832.85	109-664.00	1,832.85
33093	Hach Co	453499/453942	01/14/99	100-106.00	47.50	202-652.00	47.50
33094	Mallory Company	Inv 1214484-01	01/14/99	100-106.00	135.98	104-606.00	135.98
33095	Rhonda Metcalf	2 dinners	01/14/99	100-106.00	40.00	102-658.00	40.00
33096	Northwest Regional Magazines	6 Subscriptions	01/14/99	100-106.00	101.70	102-602.00	101.70
33097	Oregon Department of Forestry	Inv 99063001	01/14/99	100-106.00	229.55	109-686.00	229.55
33098	Oregon Medical Laboratories	Dec Statement	01/14/99	100-106.00	150.00	103-614.00	37.50
						104-614.00	37.50
						201-612.00	12.50
						202-612.00	18.75
						251-612.00	12.50
						252-612.00	18.75
						150-612.00	12.50
33099	Paramount Pest Control Inc	Inv 36982	01/14/99	100-106.00	31.00	103-624.00	31.00
33100	Paramount Supply Co	Inv M79476	01/14/99	100-106.00	180.00	252-612.00	180.00
33101	Petty Cash	Reimbursement	01/14/99	100-106.00	150.00	102-602.00	8.00
						103-602.00	34.19
						104-602.00	2.40
						104-658.00	10.45
						105-602.00	3.99
						106-626.00	32.17
						109-602.00	16.29
						150-612.00	7.84
						201-612.00	15.48
						252-612.00	19.19
33102	Ron Plaster	Investigations	01/14/99	100-106.00	1,500.00	103-680.00	1,500.00
33103	Postmaster	Utility Permit	01/14/99	100-106.00	530.00	105-602.00	530.00
33104	Ramcell of Oregon	Dec Statement	01/14/99	100-106.00	182.21	103-664.00	161.40

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Ramcell of Oregon, (Continued)							
33105	Siskiyou Tees	Inv 477	01/14/99	100-106.00	1,667.98	104-664.00	20.75
33106	Trew & Cyphers	Dec Statement	01/14/99	100-106.00	3,546.00	109-686.00	1,667.98
33107	WSIN	Refund	01/14/99	100-106.00	161.00	102-632.00	3,546.00
33108	Mike Woudstra Concrete	Inv 6151	01/14/99	100-106.00	348.00	100-478.00	161.00
33109	Xerox Corp	Inv 066029645	01/14/99	100-106.00	70.00	106-627.00	348.00
33110	L N Curtis & Sons	Inv 335540	01/14/99	100-106.00	67.51	103-606.00	70.00
33111	Holiday Inn	Hotel - Police	01/19/99	100-106.00	311.64	104-606.00	67.51
33112	Chris Wallace	Travel Advance	01/19/99	100-106.00	312.00	103-658.00	311.64
33114	VOID		01/19/99	100-106.00	0.00	103-658.00	312.00
33115	VOID		01/19/99	100-106.00	0.00	103-658.00	0.00
33116	Advanced Traffic Products	Inv 1028	01/21/99	100-106.00	8,968.00	103-658.00	0.00
33117	Ciba Specialty Chemicals	Inv 117310	01/21/99	100-106.00	2,447.55	104-726.00	8,968.00
33118	Doug Bales	Travel Advance	01/21/99	100-106.00	35.00	252-652.00	2,447.55
33119	B & B Excavation	Inv 11999	01/21/99	100-106.00	68,444.98	105-658.00	35.00
33120	Blue Line Learning Group	Training Course	01/21/99	100-106.00	100.00	480-722.00	68,444.98
33121	Brookings Harbor Medical Ctr	Dec Stmt	01/21/99	100-106.00	85.00	103-686.00	100.00
33122	Brookings Vol Firefighters	Jan Contrib	01/21/99	100-106.00	1,666.67	104-682.00	85.00
33123	Brown & Caldwell	Inv 13-3245	01/21/99	100-106.00	208,806.85	104-682.00	1,666.67
33124	Cabela's Inc c/o Kerri Mueller	Inv 0212397	01/21/99	100-106.00	287.35	480-636.00	208,806.85
33125	Colvin Oil Company	Inv 654568	01/21/99	100-106.00	40.56	252-608.00	287.35
33126	Coos-Curry Electric	Dec Electric	01/21/99	100-106.00	869.48	252-612.00	40.56
						106-662.00	268.83
						150-662.00	32.94
						201-662.00	567.71
33127	DHR Child Support Unit	Garnishment	01/21/99	100-106.00	243.69	100-220.70	243.69
33128	DHR Child Support Unit	Garnishment	01/21/99	100-106.00	333.97	100-220.70	333.97
33129	Doubletree Hotel	Hotel-Sharp	01/21/99	100-106.00	116.60	104-658.00	58.30
						105-658.00	58.30
33130	EBS Trust	Feb Premium	01/21/99	100-106.00	53.00	103-654.00	29.00
						104-654.00	24.00
33131	Edwards Roofing	Inv 7884	01/21/99	100-106.00	1,612.00	251-624.00	1,612.00
33132	Fastenal Company	Inv 6P0R6911	01/21/99	100-106.00	72.68	106-626.00	72.68
33133	Grants Pass Water Lab	Dec Statement	01/21/99	100-106.00	133.00	201-612.00	133.00
33134	Richard Harper	Jan Services	01/21/99	100-106.00	250.00	101-646.00	250.00
33135	ICMA-RT 457 c/o 1st Ntl Bnk MD	Deferred Comp	01/21/99	100-106.00	960.00	100-220.70	960.00
33136	Ken Lewis	Dec Rotary	01/21/99	100-106.00	15.00	103-660.00	15.00
33137	Loring's Sporting Goods	Inv 01992	01/21/99	100-106.00	49.99	251-612.00	49.99
33138	One Call Concepts, Inc	Inv 8128660	01/21/99	100-106.00	5.40	150-646.00	1.80
						201-612.00	1.80
						251-612.00	1.80
33139	Oregon Department of Revenue	State W/H Tax	01/21/99	100-106.00	3,755.34	100-220.30	3,755.34
33140	PERS - Retirement	1/22/99 Payroll	01/21/99	100-106.00	7,362.08	100-220.80	7,362.08
33141	Pitney Bowes Inc	Inv X320648	01/21/99	100-106.00	65.00	109-606.00	65.00
33142	Ray's	Dec Statement	01/21/99	100-106.00	148.69	102-658.00	8.18
						103-602.00	9.98
						104-658.00	12.35
						201-602.00	100.68
						252-612.00	17.50
33143	South Coast Mill	Deposit Refund	01/21/99	100-106.00	44.74	200-134.00	44.74
33144	Stadelman Electric	Inv 4353	01/21/99	100-106.00	605.18	251-624.00	605.18
33145	Traffic Safety Supply	Inv 721732	01/21/99	100-106.00	644.91	150-648.00	644.91

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CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
33146	United Pipe & Supply Co Inc	Misc Invoices	01/21/99	100-106.00	306.40	201-612.00	60.80
						251-612.00	245.60
33147	U S Filter/Pacific Water Works	2318147&2315824	01/21/99	100-106.00	96.62	201-612.00	96.62
33148	WW Grainger Inc	Inv 6243102198	01/21/99	100-106.00	82.19	106-612.00	59.34
						150-612.00	22.85
33149	Xerox Corp	Inv 066445860	01/21/99	100-106.00	215.08	103-606.00	215.08
33151	Amazing Computers	Inv 1067	01/29/99	100-106.00	597.94	104-614.00	331.94
						109-602.00	266.00
33152	American Custodial Supply	Inv 349077	01/29/99	100-106.00	14.00	251-612.00	14.00
33153	ATCO International	Inv 502511	01/29/99	100-106.00	158.50	252-612.00	158.50
33154	Bankcard Center	Dec Statement	01/29/99	100-106.00	26.95	103-614.00	10.00
						103-658.00	16.95
33155	Bay West Supply Inc	Inv 19393/19057	01/29/99	100-106.00	335.50	109-614.00	162.60
						252-612.00	172.90
33156	John Bischoff	Reimbursement	01/29/99	100-106.00	16.70	105-658.00	16.70
33157	Brooking Vol Firefighters	Feb Contrib	01/29/99	100-106.00	1,666.67	104-682.00	1,666.67
33158	Charts Inc	Inv 81114	01/29/99	100-106.00	168.41	252-612.00	168.41
33159	Colvin Oil Company	Mid Jan/Misc	01/29/99	100-106.00	849.43	103-606.00	445.79
						104-606.00	68.18
						106-612.00	28.38
						150-606.00	135.79
						201-606.00	68.64
						202-606.00	42.14
						251-606.00	13.78
						252-606.00	42.14
33160	Coos Curry Electric	Dec Electric	01/29/99	100-106.00	9,443.85	252-612.00	4.66
						106-662.00	234.50
						109-662.00	2,086.98
						150-662.00	66.69
						202-662.00	3,138.71
						251-662.00	381.83
						252-662.00	3,535.14
33161	Larry Curry	Reimbursement	01/29/99	100-106.00	356.08	102-658.00	356.08
33162	Curry County Tax Collector	Acct #1-192633	01/29/99	100-106.00	20.27	109-614.00	20.27
33163	Del Cur Supply	Inv 73562	01/29/99	100-106.00	45.70	106-612.00	45.70
33164	Discount Sportswear & Uniform	Inv 8636	01/29/99	100-106.00	56.62	104-606.00	56.62
33165	Federal Express	Inv 4-755-53521	01/29/99	100-106.00	12.50	370-602.00	12.50
33166	Fred Meyer	Inv 697515	01/29/99	100-106.00	297.89	102-658.00	30.84
						109-614.00	105.06
						150-612.00	59.99
						252-612.00	102.00
33167	Gable's Construction	PD Remodel	01/29/99	100-106.00	1,000.00	103-730.00	1,000.00
33168	G Neil Companies	Inv 4404060	01/29/99	100-106.00	185.40	103-602.00	37.08
						106-612.00	37.08
						109-602.00	37.08
						150-612.00	37.08
						252-612.00	37.08
33169	Kim Hunnicutt Court Reporting	Inv 3396	01/29/99	100-106.00	15.00	103-646.00	15.00
33170	Richard Harper	Feb Services	01/29/99	100-106.00	250.00	101-646.00	250.00
33171	Glenn Harris	Bal Deposit Ref	01/29/99	100-106.00	20.00	200-134.00	20.00
33172	ICBO	Inv 0-99722898	01/29/99	100-106.00	55.00	105-602.00	55.00
33173	Image Supply	Inv 9607	01/29/99	100-106.00	120.65	251-612.00	120.65

(Continued)

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CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
33174	Internet Technologies	Inv 4101	01/29/99	100-106.00	115.00	109-664.00	115.00
33175	Les Schwab Tire Center	Inv 164607	01/29/99	100-106.00	339.96	103-606.00	339.96
33176	Light Bulb Centre	Inv LBC9901018	01/29/99	100-106.00	200.00	252-612.00	200.00
33177	National Firefighter Corp	Inv 038566-00	01/29/99	100-106.00	172.78	104-606.00	172.78
33178	North Coast Paving & Rock	Inv 038865	01/29/99	100-106.00	333.80	150-628.00	333.80
33179	Oregon Department of Revenue	4th Qtr PR Tax	01/29/99	100-106.00	4,728.76	100-220.40	4,022.49
						100-220.50	706.27
33180	Oregon Fire Chiefs Association	Inv 97-583	01/29/99	100-106.00	205.00	104-606.00	205.00
33181	Petty Cash	Reimbursement	01/29/99	100-106.00	184.82	102-658.00	3.00
						103-602.00	33.46
						103-606.00	77.30
						107-658.00	21.70
						109-614.00	12.00
						150-612.00	8.25
						201-612.00	29.11
33182	Quality Control Services	Inv 22136	01/29/99	100-106.00	234.00	202-612.00	234.00
33183	Quality Fast Lube & Oil	Misc Invoices	01/29/99	100-106.00	75.85	103-606.00	75.85
33184	Regence Life & Health Ins	Feb Premium	01/29/99	100-106.00	227.90	100-220.60	227.90
33185	Santiam Emergency Equipment	Inv 7438 & 7440	01/29/99	100-106.00	95.05	104-606.00	95.05
33186	Sun Badge Company	Misc Invoices	01/29/99	100-106.00	3,633.04	103-608.00	2,940.54
						103-681.00	692.50
33187	Taplin Janitorial Services	Inv 1051	01/29/99	100-106.00	650.00	109-644.00	650.00
33188	Trace Analytics Inc	Inv C98-3117	01/29/99	100-106.00	6.00	104-606.00	6.00
33189	United Pipe & Supply Co Inc	Inv 4286956	01/29/99	100-106.00	35.46	201-612.00	35.46
33190	Chris Wallace	Reimbursement	01/29/99	100-106.00	73.21	103-688.00	73.21
33191	WearGuard	Inv 39490542-1	01/29/99	100-106.00	209.97	202-608.00	104.99
						252-608.00	104.98
33192	Tom Weldon	Feb Car Allow	01/29/99	100-106.00	515.98	102-606.00	200.00
						102-658.00	315.98
33193	White House Sales	Inv 0068792	01/29/99	100-106.00	760.33	202-652.00	760.33
33194	Wildfire Pacific Inc	Inv 292377	01/29/99	100-106.00	158.00	104-606.00	158.00
33195	Wilson - OW Storage	Inv 1045	01/29/99	100-106.00	13.32	103-606.00	13.32
33196	Mike Woudstra Concrete	Inv 6155 & 6156	01/29/99	100-106.00	945.00	201-646.00	945.00
33197	WSIN	Refund	01/29/99	100-106.00	161.00	100-478.00	161.00
33198	WW Grainger Inc	Inv 268590790-5	01/29/99	100-106.00	202.12	109-614.00	202.12
33199	Xerox Corp	Inv 066569770	01/29/99	100-106.00	303.54	109-606.00	303.54
					618,873.70		618,873.70

\*\*\* END OF REPORT \*\*\*

## **RESOLUTION NO. R-99-650**

**A RESOLUTION AUTHORIZING AN EXTENSION OF THE BUD CROSS PARK LEASE AGREEMENT AND AUTHORIZING NEGOTIATIONS.**

**WHEREAS, the City of Brookings, a municipal corporation and Curry County, a political subdivision of the State of Oregon, entered into a lease agreement in which the City leased the premises commonly known as Bud Cross Park, on or about January 31, 1979, for a term of twenty years; and**

**WHEREAS, the City and County wish to negotiate concerning the future use of Bud Cross Park;**

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BROOKINGS THAT:**

- 1. The lease agreement between the City and the County for Bud Cross Park be continued under the same Lease Agreement terms and conditions until March 31, 1999.**
- 2. That City staff is authorized to enter into negotiations with the County to determine the future status of Bud Cross Park.**

**PASSED by the Council and signed by the MAYOR this \_\_\_\_\_ day of February, 1999.**

\_\_\_\_\_  
**Nancy Brendlinger**  
**Mayor**

**ATTEST:**

\_\_\_\_\_  
**Gail Hedding,**  
**Finance Director/ Recorder**

## BUILDING DEPARTMENT ACTIVITIES SUMMARY

For Month of January, 1999

No.	Building	Permit Fee	Plan Check Fee	Surcharge	SDF's	Value Current Month	No. to Date	Total to Date	No. Last Yr	Total Last Year
2	Single Family Dwelling	\$950.50	\$381.33	\$47.53	\$8,934.00	\$240,387.00	2	\$240,387.00	2	\$320,932.38
5	Single Family Addition	\$692.00	\$409.85	\$34.60	\$0.00	\$111,401.60	5	\$111,401.60	6	\$6,250.00
0	Single Family Garage-Carport	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Two Family Residential	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Commercial New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	2	\$22,641.16
1	Commercial Addition-Change	\$62.50	\$0.00	\$3.13	\$0.00	\$6,500.00	1	\$6,500.00	0	\$0.00
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
1	Misc.-Retaining Wall-Fence	\$13.00	\$8.45	\$0.65	\$0.00	\$700.00	1	\$700.00	0	\$0.00
9	Total Building Permits	\$1,718.00	\$799.63	\$85.90	\$8,934.00	\$358,988.60	9	\$358,988.60	10	\$349,823.54
6	Mechanical Permits	\$114.00	N/A	\$5.70		N/A	6	N/A	8	N/A
2	Plumbing Permits	\$95.20		\$4.76	\$0.00	N/A	2	N/A	3	N/A
0	Manufactured Home Permits	\$0.00		\$0.00	\$0.00	N/A	0	N/A	0	N/A
17	TOTAL PERMITS	\$1,927.20	\$799.63	\$96.36	\$8,934.00	\$358,988.60	17	\$358,988.60	21	\$349,823.54
	Total Year to Date Calculated Fees	\$2,136.40	\$799.63	\$106.82	\$8,934.00					
	1998 YTD Calculated Fees	\$1,781.80	\$985.53	\$89.09	\$8,934.00					

In December, 1998 Harbor issued permits for 2.0 EDUs.

During the Month of January, 1999, Brookings issued permits for 2.00 new sewer connections. The City of Brookings now has 283.94 EDU Units connected to the Brookings Wastewater System since the signing of the MAO.