

agenda  
City of Brookings  
Common Council Meeting  
City Hall Council Chambers  
898 Elk Drive

Brookings, Oregon, 97415 - 7:00 p.m.  
March 23, 1998





# agenda

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
March 23, 1998  
7:00 pm

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

A. April is Spring Cleanup month Proclamation - (yellow)

V. PUBLIC HEARING

VI. SCHEDULED PUBLIC APPEARANCES

A. Ron Walz - Brown and Caldwell - Wastewater System  
Improvements update (no handout)

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

A. Committee and liaison reports

1. Chapter 757 Vietnam Veterans of America (orange)
2. Planning Commission
3. Chamber of Commerce
4. Council liaisons

B. Unscheduled

VIII. STAFF REPORTS

A. City Manager

1. Post Office building (no handout)
2. Council Goals for 1998/99 (to be distributed at meeting)

B. Community Development

1. Ransom Street bid (blue)



2. Authorization to call for bids on the Crissey Circle to Parkview Drive Waterline Project and Hemlock and Mill Streets Waterline Project (green)
3. Authorization to have plans and specifications and call for bids to do exterior painting for the 1.5 million gallon reservoir (pink)
4. City parking lot paving (gold)

IX. CONSENT CALENDAR

- A. Approval of Council Meeting Minutes
  1. Minutes of March 9, 1998 Regular Meeting (cream)
- B. Approval of Vouchers (\$226,478.86) (tan)

(end Consent Calendar)

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

- A. Resolutions
  1. Resolution No. 98-R-632 - A resolution to establish a Wastewater Construction Fund (purple)

XI. REMARKS FROM MAYOR AND COUNCILORS

- A. Mayor
- B. Council

XII. ADJOURNMENT



# 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, a large number of visitors visit our area during the spring;

NOW, THEREFORE, I, Nancy Brendlinger, Mayor of the City of Brookings, do hereby proclaim the last 3 weeks of April as

## **“SPRING CLEAN-UP MONTH IN BROOKINGS-HARBOR”**

And ask all citizens to pitch-in,  
join the Brookings-Harbor Clean-Up Program  
and show pride in our community.

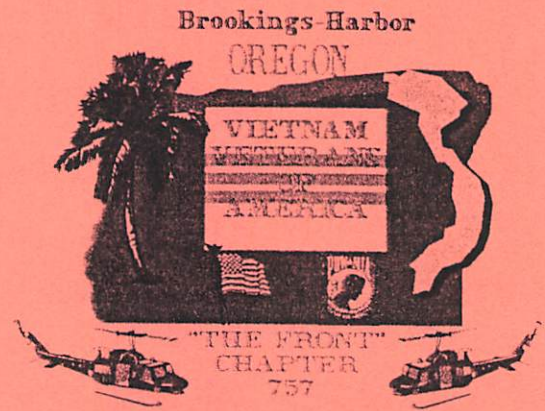
IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 23rd day of March, 1998.

---

Nancy Brendlinger  
Mayor



SERVING OUR COMMUNITY  
WITH PRIDE



To the City of Brookings

The local Vietnam Veterans of America, chapter 757 is again proud to sponsor the July 4<sup>th</sup> fireworks display at the Port of Brookings-Harbor.

This will be the 18<sup>th</sup> year that Mike Moran and his pyrotechnic crew will fire the show.

We ask for your help in this endeavor. Last year's "Rocket's Red Glare!" was a great success due to the support of the City of Brookings, the Chamber of Commerce, the Port of Brookings-Harbor, businesses and private donations from those who felt that our country's independence day deserves the best celebration that we can offer. The crowd was great as was the show and the weather. We are sure that we can again expect a large influx of people coming to Brookings-Harbor to enjoy, hopefully, our beautiful weather and the sights and sounds of our unique area and businesses.

We are now starting our third year of raising funds for the fourth of July fireworks display and ask for your generous donation again so we may all celebrate the feeling of pride in being Americans. This year's theme is titled "American Pride!"

Your support is much needed and will be greatly appreciated. Donations can be made to the fireworks fund at "Chetco Federal Credit Union" or mailed to:

Vietnam Veterans of America  
Fireworks Fund  
PO Box 4056  
Brookings, OR. 97415

Sincerely,

Mark Brown  
President, Chapter 757

"Never again will one generation of veterans abandon another"

Vietnam Veterans Of America

Brookings-Harbor Chapter 757 PO Box 4056 Brookings, OR. 97415 (541-469-6767 or 469-6724)



# Memorandum

**TO:** Mayor, City Council

**FROM:** Leo Lightle, Community Development Director

**THROUGH:** Tom Weldon, City Manager

**DATE:** March 17, 1998



Issue: Awarding bid on Ransom Avenue Storm Drain Improvements.

Recommendation: The City Council award the bid to Tidewater Contractors, Inc. for \$19,988.50 and authorize the City Manager to sign the Contract and the Notice to Proceed.

Background: The City Council authorized calling for bids on the Ransom Avenue Storm Drain Improvements Project. We advertised and called for bids.

Bids were received and opened March 10, 1998. Bids were received from the following contractors:

- |     |                                |             |
|-----|--------------------------------|-------------|
| 1.) | Tidewater Contractors, Inc     | \$19,988.50 |
| 2.) | B & B Excavation               | \$24,178.07 |
| 3.) | Freeman Rock Enterprises, Inc. | \$24,324.72 |
| 4.) | Ike Parker Corporation         | \$34,937.00 |

The bids and submissions were reviewed by the city's engineering firm and they recommend awarding the bid to Tidewater Contractors, Inc.



# Memorandum

**TO:** Mayor, City Council

**FROM:** Leo Lightle, *LBL*  
Community Development Department

**THROUGH:** Tom Weldon, City Manager *Tom*

**DATE:** March 17, 1998



Issue: Authorization to call for bids on the Crissey Circle to Parkview Drive Waterline Project and the Hemlock and Mill Streets Waterline Project.

Recommendation: The City Council authorize the calling for bids on the Crissey Circle to Parkview Drive Waterline Project and the Hemlock and Mill Streets Waterline Project.

Background: The City Council authorized the preparation of plans and specifications for several water projects as outlined below:

## **Contract 1: Crissey Circle to Parkview Drive**

- **Basic Bid:** Improvements would consist of improved valving at Highway 101 and Park View, allowing independent isolation of the areas lying north and south of Parkview Drive and east along Parkview Drive. The valving improvements would be sized for a future 10-inch waterline east along Parkview Drive and an 8-inch waterline southerly along the east side of Highway 101 towards the Nazarene Church. Also included in the basic bid is a new service lateral tap for Harris Beach State Park, the abandonment of the existing 3-inch transite waterline between Parkview and Beach Avenue along the west side of Highway 101 and the abandonment of the existing 6-inch PVC and transite waterline between the Nazarene Church and the valve cluster (2) lying 300 feet north of Ransom Avenue along the east side of Highway 101.

Estimated Construction Cost: \$21,900.

- **Alternate Bid No. 1:** Involves installation of approximately 215 feet of 6-inch waterline along the bike path between the existing 12-inch waterline located along the west side of Highway 101 and Beach Avenue. A fire hydrant at the bike path and Beach Avenue intersection would be installed. Also included in Alternate No. 1 would be the switching of five residential service laterals from the existing 3-inch transite waterline to the existing 12-inch PVC waterline along the west side of Highway 101 between Beach Avenue and the southerly Crissey Circle access to Highway 101 and the switching of the 1-1/2-inch waterline at the northerly Crissey Circle access to Highway 101 from the existing 3-inch transite waterline to the 12-inch PVC waterline along the west side of Highway 101.



Proposed improvements would allow abandonment of existing  
1) 3-inch transite waterline between Beach Avenue and Easy Street along the west side of Highway 101; and 2) 6-inch transite waterline between Ransom Avenue and the valve cluster (2) lying north of Ransom Avenue 300 feet along the east side of Highway 101.

Estimate Construction Cost: \$18,900.

- **Alternate Bid No. 2:** Involves installation of approximately 334 feet of 8-inch waterline along the east side of Highway 101 between Parkview Drive and the Nazarene Church. Proposed improvements would allow abandonment of existing 6-inch transite waterline in this area and planned Highway 101 turn refuges being proposed by the Oregon Department of Transportation for Parkview Drive.

Estimate Construction Cost: \$15,150.

#### **Contract 2. Hemlock and Mill Streets**

- **Hemlock Street:** Proposed improvements would complete city initiated water distribution improvements started several years ago between Fern and Oak Streets. The project involves the installation of approximately 361 feet of 8-inch waterline and the connection of fifteen (15) service laterals. Construction would provide for the abandonment of 845 feet of 2-inch iron pipe waterline.
- **Mill Street:** Improvements would consist of installing approximately 415 feet of 8-inch waterline along Mill Street between Cottage Street and Chetco Avenue (Highway 101) with a new fire hydrant located at the Mill Street and Chetco Avenue intersection. A second fire hydrant would be installed near the Mill and Cottage Street intersection. Proposed improvements would eliminate the existing fire hydrant in front of Kerr Hardware and abandon the existing 4-inch cast iron waterline along Chetco Avenue between Mill and Center Streets.

Estimate Construction Cost- Hemlock and Mill Streets: \$54,745.

Plans and specifications have been completed. These projects will be funded from the Water System Replacement Funds.



# Memorandum

**TO:** Mayor, City Council  
**FROM:** Leo Lightle, Community Development Director  
**THROUGH:** Tom Weldon, City Manager  
**DATE:** March 18, 1998



Issue: Painting the exterior of the 1.5 million gallon steel reservoir located south of Marine Drive.

Recommendation: That the City Council authorize the preparation of plans and specifications; and calling for bids for the exterior painting of the 1.5 million gallon steel reservoir.

Background: The 1.5 million gallon metal reservoir located below Marine Drive has not been painted for at least 20 years. The exterior of the tank is long overdue for painting. We have asked our consulting firm of H.G.E. to give us a preliminary figure for the painting of the exterior of the tank and their estimate is \$78,800. Sufficient funds exist for this project in the Water Fund.

This painting job may require a carryover to the 98-99 fiscal year, depending on the weather.

The interior of the tank has cathodic treatment so it does not need painting at this time. The cathodic treatment process only works under water, therefore we will need to paint the interior of the tank in the future.

-eom-



# Memorandum

TO: Mayor, City Council

FROM: Leo Lightle, Community Development Director *LL*

THROUGH: Tom Weldon, City Manager *Tom*

DATE: March 18, 1998



Issue: Paving City parking lot and new revised cost.

Recommendation: That the Council authorize staff to prepare plans and specifications for the City parking lot.

Rationale: If we do all the parking lot at one time there will be a cost saving, and to get the area to drain properly we need to reconstruct all of the parking area.

Background:

During the Site Plan Committee review of the Police Department expansion, it was originally felt that an engineer would have to design the reconstruction of the City Hall parking lot. Subsequent to that meeting and after the expansion was approved, we found out that the parking lot expansion did not require an engineer to design the parking lot. Staff then measured a portion of the graveled area for paving and used a multiplier to come up with cost to pave a portion of the graveled area.

When the slab was poured for the expansion, it became very evident that portions of the graveled area would not drain and most of the paved area would not drain off rainwater.

Staff then worked with a contractor to do a quick check of the elevations using a laser type level to do a quick topography to determine what we would have to do to build a parking lot that would drain.

Due to the uneven existing pavement, it was determined to level the asphalt section would require 8 to 9 inches of asphalt in areas and cutting out areas of asphalt and putting in base material.

The graveled areas would require enough removal that we would have to replace the base material and add pavement. The addition to the Fire Department equipment bay will eliminate essential parking so we need to provide additional parking in the gravel area.

The cutting, filling, installing of a catch basin and extra asphalt to place the water tanker in the parking lot has doubled the original estimate for paving the parking lot.

The original estimate was \$25,000 - the new estimate is \$55,000. City staff will work to reduce the cost, but realistically we should plan to spend \$55,000 if necessary.

Staff will prepare the specification internally.

-eom-



**CITY OF BROOKINGS**  
**COUNCIL MEETING MINUTES**  
**City Hall Council Chambers**  
**898 Elk Drive, Brookings, Oregon**  
**March 9, 1998**  
**7:00 pm**

**I.        CALL TO ORDER**

Mayor Brendlinger called the meeting to order at 7:01 pm.

**II.       PLEDGE OF ALLEGIANCE**

**III.      ROLL CALL**

Council Present: Mayor Nancy Brendlinger, Councilors Larry Curry, Bob Hagbom, Dave Ham, Keith Pepper

Council Absent: Ex-officio Shiloh Thom

Staff Present: City Manager Tom Weldon, City Attorney John Trew, Community Development Director Leo Lightle, Accounting Clerk Denise Bottoms

Media Present: Chuck Hayward, Curry Coastal Pilot; Joyce Tromblee, KURY; Martin Kelley, KCRE

**IV.       CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS**

A.       Appointments

1.       Planning Commission

Councilor Pepper moved, Councilor Curry seconded and the Council voted unanimously to reappoint Judi Krebs to the Planning Commission with a term expiration of 04/01/2002 and to appoint Sandy Hislop to the Planning Commission with a term expiration of 04/01/2001.

**V.        PUBLIC HEARINGS**

None

**VI.       SCHEDULED PUBLIC APPEARANCES**

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

A.       Committee and Liaison Reports

1.       Planning Commission - None

2.       Parks and Recreation Commission - None



3. Chamber of Commerce - None

4. Council Liaisons

Councilor Curry attended an HIV/AIDS Task Force meeting and found it very informative.

Councilor Pepper attended a Parks & Recreation Commission meeting where discussions were held regarding the Brookings-Harbor Youth Association's work toward building a skate board park near the Library.

Councilor Hagbom attended a Fisheries meeting in Newport which was held by OCZMA. Discussions were primarily relating to the commercial fishery industry and market.

Mayor Brendlinger met with representatives from US Postal Service who said they are now looking for land to build a new Post Office in Brookings. The Pelican Bay office in Brookings would close when the new building is completed and the Harbor office will remain open.

B. Unscheduled

Heather Weckler of the Brookings-Harbor Youth Association reported that the Library rejected their proposal to build a skateboard park near the Library. Parks & Recreation will again be asked to help this Association find property to place this facility. Heather asked for a liaison from the Council to help this effort progress.

The Council stated that when the Association is ready for a liaison, they should let the Council know and someone will be appointed to serve that position. Until that time they should work with the City Manager.

City Manager reiterated that the Harbor Post Office will not being affected by the new Post Office which is to be built in Brookings.

## VIII. STAFF REPORTS

A. City Manager

1. City Attorney status

Councilor Ham moved, Councilor Curry seconded and the Council voted unanimously to appoint John Trew as our City Attorney effective immediately to serve in an interim position pending Martin Stone's election to full judgeship. At that time the Council may elect to ask for proposals to provide the city's legal services.



B. Community Development

1. Ferry Creek Reservoir

Councilor Ham moved, Councilor Curry seconded and the Council voted unanimously to accept the Feasibility Study for Restoration of Ferry Creek Reservoir and to defer any financial action by the city on Ferry Creek.

2. Authorization to call for bids on Public Works pickup truck

Councilor Pepper moved, Councilor Ham seconded and the Council voted 4-1 to authorize calling for bids for a pickup truck for the Public Works Department.

3. Recommendation for a Transportation Growth Management Study Council study session

Councilor Hagbom moved, Councilor Ham seconded and the Council voted unanimously to conduct a Council study session to be held on March 30, 1998 at 7:00 pm to discuss the recommendations made in the TGM study prior to bringing them to the hearing process.

IX.

CONSENT CALENDAR

A. Approval of Council Meeting Minutes

1. Minutes of February 23, 1998 Regular Council Meeting

B. Acceptance of Commission/Committee Minutes

1. Minutes of January 22, 1998 Parks and Recreation Commission Meeting

2. Minutes of January 6, 1998 Planning Commission Regular Meeting

3. Minutes of February 3, 1998 Planning Commission Regular Meeting

C. Approval of Vouchers (\$306,135.53)

(end Consent Calendar)

Councilor Hagbom moved, Councilor Ham seconded and the Council voted unanimously to approve the consent calendar.

X.

ORDINANCES/RESOLUTIONS/FINAL ORDERS

XI.

REMARKS FROM MAYOR AND COUNCILORS

A. Mayor

ODOT scheduled a meeting for March 11, 1998 which has now been canceled.



March 24, 1998 there will be an ODOT meeting regarding transportation planning for the future at 7:00 and is open to the public.

B. Council

Councilor Hagbom reported that March 11<sup>th</sup> at 7:00 pm there is a Tri-Cities Council meeting in Gold Beach. The City Manager will verify this date and time.

Councilor Pepper was appointed to the Hillside Committee as a member of the Planning Commission. He questioned whether the Council felt someone else should serve on this committee but also stated that he is willing to continue.

Councilor Ham moved, Councilor Hagbom seconded and the Council voted unanimously that Councilor Pepper continue to serve on the Hillside Committee.

XII.

ADJOURNMENT

Councilor Pepper moved, Councilor Ham seconded and the Council voted unanimously to adjourn at 8:15 pm.

ATTEST:

---

Nancy Brendlinger  
Mayor

---

Beverly Adams  
Finance Director/Recorder



City of Brookings  
CHECK REGISTER: CHECK # 30618 THRU 30803  
For The Month Ending: February 28, 1998 \*\* CLOSED \*\*  
PRINTED: March 6, 1998 16:07:30

PAGE 1

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
30618	Amazing Computers	Inv 1033	02/09/98	100-106.00	2,315.00	103-726.00	560.00
						150-726.00	585.00
						201-722.00	585.00
						251-722.00	585.00
30619	Amazing Computers	Inv 1035	02/09/98	100-106.00	3,200.00	103-612.00	560.00
						107-612.00	2,440.00
						150-606.00	53.34
						201-612.00	53.34
						251-612.00	53.32
						300-606.00	40.00
30620	APCO	Dues - Cooper	02/09/98	100-106.00	61.00	103-660.00	61.00
30621	Dennis Barlow	Reimbursement	02/09/98	100-106.00	185.62	150-628.00	185.62
30622	B & B Excavation	Inv 0287	02/09/98	100-106.00	5,000.00	251-722.00	5,000.00
30623	Becco Inc	#07189/3020230	02/09/98	100-106.00	91.65	103-664.00	43.85
						251-612.00	47.80
30624	Brookings Harbor Chamber	Jan Motel Tax	02/09/98	100-106.00	1,187.23	109-687.00	1,187.23
30625	Brookings Office Supplies	Jan Statement	02/09/98	100-106.00	12.75	109-686.00	12.75
30626	Brookings Supply Inc	Jan Statement	02/09/98	100-106.00	57.16	252-612.00	57.16
30627	Building Codes Division	Cert App-Bales	02/09/98	100-106.00	22.00	105-658.00	22.00
30628	Carpenter Auto Center	Jan Statement	02/09/98	100-106.00	1,588.58	103-606.00	1,588.58
30629	Clackamas Communications	Misc Invoices	02/09/98	100-106.00	2,144.05	103-606.00	1,479.28
						300-606.00	664.77
30630	Gary Cooper	HGE Overpayment	02/09/98	100-106.00	88.50	105-646.00	88.50
30631	Coos-Curry Electric	Jan Electric	02/09/98	100-106.00	47.32	109-686.00	47.32
30632	Curry Coastal Pilot	Jan Advertising	02/09/98	100-106.00	746.37	102-602.00	493.22
						103-602.00	135.30
						105-602.00	46.50
						107-602.00	43.45
						150-606.00	9.30
						201-602.00	9.30
						251-602.00	9.30
30633	Dan's Auto & Marine Electric	Jan Statement	02/09/98	100-106.00	33.78	150-606.00	9.30
						251-606.00	24.48
30634	Dan's Photo & Cameras	Jan Statement	02/09/98	100-106.00	95.72	103-614.00	8.72
						103-680.00	87.00
30635	Del Cur Supply	Inv 59558	02/09/98	100-106.00	25.48	106-626.00	25.48
30636	DHR Child Support Unit	Garnishment	02/09/98	100-106.00	243.69	100-220.70	243.69
30637	DHR Child Support Unit	Garnishment	02/09/98	100-106.00	333.97	100-220.70	333.97
30638	Dictaphone	Inv P705278	02/09/98	100-106.00	729.50	300-606.00	729.50
30639	Emerald Welding Supply Co Inc	Inv 55502	02/09/98	100-106.00	42.00	150-606.00	42.00
30640	Eureka Oxygen Co	Inv 154578	02/09/98	100-106.00	263.58	201-726.00	263.58
30641	Focus North America	Inv 86341880	02/09/98	100-106.00	180.68	103-664.00	180.68
30642	Fred Meyer	577965 & 577966	02/09/98	100-106.00	85.14	252-612.00	85.14
30643	Grayarc	Inv 9170590	02/09/98	100-106.00	224.47	252-612.00	224.47
30644	ICMA-RT 457 c/o 1st Ntl Bnk MD	Payroll 2/6/98	02/09/98	100-106.00	780.00	100-220.70	780.00
30645	Josephine Co Sheriffs Office	Reg Fee - Yock	02/09/98	100-106.00	65.00	300-658.00	65.00
30646	Kerr Hardware	Jan Statement	02/09/98	100-106.00	2,303.91	103-624.00	5.00
						103-730.00	1,382.34
						106-624.00	177.94
						106-626.00	90.30
						150-606.00	41.96
						201-612.00	25.14

(Continued)



City of Brookings  
CHECK REGISTER: CHECK # 30618 THRU 30803  
For The Month Ending: February 28, 1998 \*\* CLOSED \*\*  
PRINTED: March 6, 1998 16:07:30

PAGE 2

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
Kerr Hardware, (Continued)							
						201-624.00	165.35
						251-612.00	71.91
						251-624.00	252.20
						252-612.00	91.77
30647	League of Oregon Cities	Newsletter-Ham	02/09/98	100-106.00	10.00	102-602.00	10.00
30648	Loring's Sporting Goods	Inv 1425	02/09/98	100-106.00	306.87	201-608.00	306.87
30649	Mory's	Jan Statement	02/09/98	100-106.00	1,222.91	102-602.00	2.55
						103-602.00	6.25
						103-606.00	1,092.00
						105-602.00	12.15
						107-602.00	5.49
						109-686.00	99.17
						201-602.00	5.30
30650	Oregon Department of Revenue	State W/H Tax	02/09/98	100-106.00	3,267.88	100-220.30	3,267.88
30651	OR Department of Revenue	884979492297101	02/09/98	100-106.00	120.25	105-602.00	120.25
30652	OR Teamster Employers Trust	Feb Premium	02/09/98	100-106.00	10,433.54	100-220.60	10,433.54
30653	OR Teamster Employers Trust	Feb Premium	02/09/98	100-106.00	6,019.35	100-220.60	6,019.35
30654	PERS - Retirement	Payroll 2/6/98	02/09/98	100-106.00	6,298.59	100-220.70	73.28
						100-220.80	6,225.31
30655	Petty Cash	Reimbursement	02/09/98	100-106.00	136.99	102-602.00	8.99
						102-658.00	6.80
						104-658.00	27.55
						107-658.00	10.00
						109-686.00	59.70
						201-612.00	23.95
30656	Regence Life & Health Ins	Feb Premium	02/09/98	100-106.00	217.30	100-220.60	217.30
30657	Roto-Rooter	291202 & 113078	02/09/98	100-106.00	106.73	109-686.00	106.73
30658	Siegrist Ford	Inv 51275	02/09/98	100-106.00	81.92	201-606.00	81.92
30659	Strahm's Sealcoat & Striping	Stiping Oak St	02/09/98	100-106.00	145.00	901-730.00	145.00
30660	Teamsters Local Union 223	Feb Dues	02/09/98	100-106.00	550.00	100-220.70	550.00
30661	That Special Touch	Jan Statement	02/09/98	100-106.00	119.50	104-658.00	40.00
						107-602.00	43.50
						109-686.00	36.00
30662	Transport Logic	Misc Invoices	02/09/98	100-106.00	46.00	102-664.00	6.00
						103-664.00	22.00
						104-664.00	6.00
						105-664.00	6.00
						107-664.00	6.00
30663	Trinity Carpet Brokers	Inv C6704252	02/09/98	100-106.00	1,956.72	103-730.00	1,956.72
30664	United Pipe & Supply Co Inc	Misc Invoices	02/09/98	100-106.00	946.24	251-612.00	946.24
30665	U.S. Filter	Inv 2208154	02/09/98	100-106.00	310.26	201-612.00	310.26
30666	U.S. Postmaster	Utility Permit	02/09/98	100-106.00	500.00	201-602.00	250.00
						251-602.00	250.00
30667	White House Sales	Inv 0061808	02/09/98	100-106.00	465.51	202-652.00	465.51
30668	Victor & Susan Williams	DT Overpayment	02/09/98	100-106.00	216.56	370-417.00	109.21
						370-418.00	107.35
30669	WW Grainger Inc	Misc Invoices	02/09/98	100-106.00	148.25	201-612.00	97.93
						252-612.00	50.32
30670	Xerox Corp	Inv 060812742	02/09/98	100-106.00	303.54	109-606.00	303.54
30671	Leo Lightle	Travel Advance	02/12/98	100-106.00	90.80	105-658.00	90.80
30672	Robert Schaefer	Travel Advance	02/12/98	100-106.00	295.92	150-658.00	295.92

(Continued)



City of Brookings  
CHECK REGISTER: CHECK # 30618 THRU 30803  
For The Month Ending: February 28, 1998 \*\* CLOSED \*\*  
PRINTED: March 6, 1998 16:07:30

PAGE 3

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
30674	Brett's Small Engine Repair	Deposit Refund	02/20/98	100-106.00	35.95	200-134.00	35.95
30675	Kayt Jones	Deposit Refund	02/20/98	100-106.00	24.78	200-134.00	24.78
30676	Phil Ringnalda	Deposit Refund	02/20/98	100-106.00	19.17	200-134.00	19.17
30677	Johnnie Watterson	Deposit Refund	02/20/98	100-106.00	38.67	200-134.00	38.67
30678	Jenifer Bell	Deposit Refund	02/20/98	100-106.00	39.55	200-134.00	39.55
30679	Dave & Joanna Coito	Deposit Refund	02/20/98	100-106.00	20.85	200-134.00	20.85
30680	Paul G Prosper	Deposit Refund	02/20/98	100-106.00	23.57	200-134.00	23.57
30681	Russ Benson	Deposit Refund	02/20/98	100-106.00	44.79	200-134.00	44.79
30682	Wanda Hamm	Deposit Refund	02/20/98	100-106.00	52.45	200-134.00	52.45
30683	Kathie J Leach	Deposit Refund	02/20/98	100-106.00	36.81	200-134.00	36.81
30684	Sara Corzine	Deposit Refund	02/20/98	100-106.00	23.49	200-134.00	23.49
30685	Paul Chandler	Deposit Refund	02/20/98	100-106.00	13.52	200-134.00	13.52
30686	Allan Hudjohn	Deposit Refund	02/20/98	100-106.00	8.15	200-134.00	8.15
30687	Scott Miller	Deposit Refund	02/20/98	100-106.00	47.37	200-134.00	47.37
30688	Paul Mulford	Deposit Refund	02/20/98	100-106.00	45.01	200-134.00	45.01
30689	Joseph & Mary Silva	Deposit Refund	02/20/98	100-106.00	6.11	200-134.00	6.11
30690	Pacific Crest Property Mgmt	Deposit Refund	02/20/98	100-106.00	33.39	200-134.00	33.39
30691	Frank Perkins	Deposit Refund	02/20/98	100-106.00	28.87	200-134.00	28.87
30692	John Harbolt	Deposit Refund	02/20/98	100-106.00	12.04	200-134.00	12.04
30693	Robert Murray	Deposit Refund	02/20/98	100-106.00	24.06	200-134.00	24.06
30694	Adams Building & Backflow	Annual Testing	02/20/98	100-106.00	390.00	201-606.00	97.50
						202-606.00	97.50
						251-606.00	97.50
						252-606.00	97.50
30695	Adirondack Direct	Inv 562348	02/20/98	100-106.00	93.55	109-614.00	93.55
30696	Amazing Computers	Inv 1034	02/20/98	100-106.00	800.00	103-726.00	200.00
						150-726.00	200.00
						201-722.00	200.00
						251-722.00	200.00
30697	ATCO International	Inv 453274	02/20/98	100-106.00	389.00	104-606.00	389.00
30698	AWWA Water & WW Short School	2 Reg Fees	02/20/98	100-106.00	220.00	202-658.00	110.00
						252-658.00	110.00
30699	Bankcard Center	Jan Statement	02/20/98	100-106.00	1,269.81	102-602.00	154.16
						102-658.00	24.45
						103-606.00	13.50
						103-658.00	565.27
						104-606.00	14.50
						104-658.00	147.93
						109-686.00	350.00
30700	Michael Batty	Travel Advance	02/20/98	100-106.00	90.00	201-658.00	45.00
						251-658.00	45.00
30701	Bay West Supply Inc	Inv 116100-1	02/20/98	100-106.00	38.75	109-614.00	38.75
30702	Becco Inc	Inv 9763	02/20/98	100-106.00	1,309.00	202-664.00	654.50
						252-664.00	654.50
30703	Ben-Ko-Matic Brush	Elgin Sweeper	02/20/98	100-106.00	43,700.00	150-726.00	43,700.00
30704	John Bischoff	Reimbursement	02/20/98	100-106.00	111.85	105-658.00	111.85
30705	John Bishop	Travel Advance	02/20/98	100-106.00	104.00	103-658.00	104.00
30706	Brown & Caldwell	Inv 13-2855	02/20/98	100-106.00	43,229.89	903-730.00	43,229.89
30707	CIS	Inv BRK-9605-D	02/20/98	100-106.00	141.72	100-478.00	141.72
30708	Clackamas Communications Inc	Inv 3607568	02/20/98	100-106.00	206.82	104-606.00	206.82
30709	Coastal Coffee Service	Inv 4181	02/20/98	100-106.00	6.00	109-614.00	6.00
30710	Colvin Oil	End Jan & Misc	02/20/98	100-106.00	2,579.19	103-606.00	611.88

(Continued)



City of Brookings  
 CHECK REGISTER: CHECK # 30618 THRU 30803  
 For The Month Ending: February 28, 1998 \*\* CLOSED \*\*  
 PRINTED: March 6, 1998 16:07:30

PAGE 4

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
Colvin Oil, (Continued)							
						104-606.00	153.69
						106-612.00	36.29
						150-606.00	103.78
						201-606.00	130.77
						202-606.00	61.70
						251-606.00	429.42
						252-606.00	464.80
						252-612.00	43.74
						252-612.00	543.12
30711	COMPAQ G.E.M.	Inv 20-21505-11	02/20/98	100-106.00	3,822.00	103-726.00	3,822.00
30712	Coos-Curry Electric	Jan Electric	02/20/98	100-106.00	3,628.99	106-662.00	225.00
						150-662.00	1,097.47
						201-662.00	1,710.99
						251-662.00	354.17
						252-662.00	241.36
30713	Curry Equipment	Inv 36975	02/20/98	100-106.00	55.75	104-606.00	55.75
30714	Dave's Custom Canvas Work	Inv 1707	02/20/98	100-106.00	70.00	104-606.00	70.00
30715	DEQ	Permit Renewals	02/20/98	100-106.00	300.00	251-612.00	300.00
30716	D & H Chevron	Inv 55883	02/20/98	100-106.00	43.20	202-606.00	43.20
30717	DHR Child Support Unit	Garnishment	02/20/98	100-106.00	243.69	100-220.70	243.69
30718	DHR Child Support Unit	Garnishment	02/20/98	100-106.00	333.97	100-220.70	333.97
30719	Dock of the Bay	Hotel Rooms	02/20/98	100-106.00	430.14	202-658.00	215.07
						252-658.00	215.07
30720	EBS Trust	March Premium	02/20/98	100-106.00	38.00	103-654.00	16.00
						104-654.00	22.00
30721	Environmental Resource Assc	Inv 158171	02/20/98	100-106.00	59.40	252-652.00	59.40
30722	Eugene Hilton	Hotel - Bales	02/20/98	100-106.00	259.53	105-658.00	259.53
30723	Marshal Ferg	Contract Inspec	02/20/98	100-106.00	140.00	105-646.00	140.00
30724	Ferrellgas	Jan Statement	02/20/98	100-106.00	270.42	150-624.00	270.42
30725	Florida Embroidered Patch	Inv 5610	02/20/98	100-106.00	770.75	103-614.00	770.75
30726	Focus N America	Inv 86343890	02/20/98	100-106.00	23.00	103-624.00	23.00
30727	Gall's Inc	Inv401155180001	02/20/98	100-106.00	407.96	104-614.00	407.96
30728	Gates Home Furnishing	Inv 86700	02/20/98	100-106.00	709.00	103-680.00	709.00
30729	GFOA	Reg - Adams	02/20/98	100-106.00	275.00	107-658.00	275.00
30730	Great Western Supply Co	Inv 00831434	02/20/98	100-106.00	412.61	300-686.00	412.61
30731	GTE Northwest	January Phone	02/20/98	100-106.00	1,660.18	102-664.00	141.60
						103-664.00	511.97
						104-664.00	141.60
						105-664.00	106.20
						150-664.00	4.26
						201-664.00	132.88
						202-664.00	120.80
						252-664.00	48.32
						300-664.00	452.55
30732	Hach Co	Inv 184032	02/20/98	100-106.00	528.35	201-606.00	302.50
						252-652.00	225.85
30733	Bob Hagbom	Reimbursement	02/20/98	100-106.00	92.28	102-658.00	92.28
30734	Hagens Cleaners	Jan Statement	02/20/98	100-106.00	12.50	104-606.00	12.50
30735	Pete Hernandez	Interpreter	02/20/98	100-106.00	18.75	101-646.00	18.75
30736	HGE, Inc	Misc Invoices	02/20/98	100-106.00	9,217.20	105-602.00	1,205.45
						105-646.00	372.00

(Continued)



City of Brookings  
CHECK REGISTER: CHECK # 30618 THRU 30803  
For The Month Ending: February 28, 1998 \*\* CLOSED \*\*  
PRINTED: March 6, 1998 16:07:30

PAGE 5

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
HGE, Inc, (Continued)							
						901-730.00	1,055.00
						902-730.00	6,584.75
30737	HPS Electrical Apparatus	Inv 48169	02/20/98	100-106.00	253.96	201-606.00	253.96
30738	ICMA-RT 457 c/o 1st Ntl Bnk MD	Payroll 2/20/98	02/20/98	100-106.00	780.00	100-220.70	780.00
30739	Legislative Council Committee	Inv AR030213001	02/20/98	100-106.00	400.00	103-602.00	200.00
						109-602.00	200.00
30740	NCL of Wisconsin Inc	Inv 76208	02/20/98	100-106.00	158.97	252-612.00	158.97
30741	QAWU	Reg Fee-Batty	02/20/98	100-106.00	170.00	201-658.00	85.00
						251-658.00	85.00
30742	OBOA	Reg Fee-Bales	02/20/98	100-106.00	350.00	105-658.00	350.00
30743	Oregon Department of Justice	Bishop&Plaster	02/20/98	100-106.00	70.00	103-658.00	70.00
30744	Oregon Department of Revenue	State W/H Tax	02/20/98	100-106.00	3,351.73	100-220.30	3,351.73
30745	Oregon Medical Laboratories	Jan Statement	02/20/98	100-106.00	37.50	202-612.00	18.75
						252-612.00	18.75
30746	Paramount Pest Control Inc	Inv 71043	02/20/98	100-106.00	31.00	103-624.00	31.00
30747	Paramount Supply Co	Inv 75012	02/20/98	100-106.00	145.77	201-606.00	145.77
30748	PBCC	Inv8598088-FB98	02/20/98	100-106.00	206.00	109-606.00	206.00
30749	PERS - Retirement	Payroll 2/20/98	02/20/98	100-106.00	6,240.38	100-220.80	6,240.38
30750	Petty Cash	Reimbursement	02/20/98	100-106.00	130.83	102-602.00	6.99
						103-658.00	17.98
						104-658.00	4.28
						107-602.00	10.75
						109-602.00	2.95
						109-686.00	11.69
						201-612.00	22.56
						252-606.00	41.12
						252-612.00	12.51
30751	Pitney Bowes Inc	Inv 521657	02/20/98	100-106.00	23.25	109-606.00	23.25
30752	Pitney Bowes Inc - FAX	Inv X699790	02/20/98	100-106.00	85.00	109-606.00	85.00
30753	Ron Plaster	Travel Advance	02/20/98	100-106.00	104.00	103-658.00	104.00
30754	Ron Plaster	Investigations	02/20/98	100-106.00	4,500.00	103-680.00	4,500.00
30755	Quality Fast Lube & Oil	Inv 8682	02/20/98	100-106.00	88.90	103-606.00	88.90
30756	Quill Corp	6479852/6436760	02/20/98	100-106.00	177.67	101-602.00	2.68
						105-602.00	38.16
						107-602.00	42.93
						109-602.00	91.54
						201-612.00	2.36
30757	Ramcell of Oregon	January Stmt	02/20/98	100-106.00	310.77	102-664.00	38.81
						103-664.00	232.86
						104-664.00	39.10
30758	Rays Food Place	January Stmt	02/20/98	100-106.00	97.23	103-614.00	41.76
						103-658.00	12.69
						109-686.00	28.08
						252-612.00	14.70
30759	R & D Industries Inc	363164 & 363006	02/20/98	100-106.00	3,380.00	102-726.00	1,510.00
						150-726.00	623.34
						201-722.00	623.33
						251-722.00	623.33
30760	Doug Reeves	524 Spruce St	02/20/98	100-106.00	257.07	103-606.00	257.07
30761	Bill Sharp	Reimbursement	02/20/98	100-106.00	162.50	104-658.00	162.50
30762	Stamper's Tire	145092 & 145180	02/20/98	100-106.00	815.83	150-606.00	18.25

(Continued)



City of Brookings  
CHECK REGISTER: CHECK # 30618 THRU 30803  
For The Month Ending: February 28, 1998 \*\* CLOSED \*\*  
PRINTED: March 6, 1998 16:07:30

PAGE 6

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
Stamper's Tire, (Continued)							
						150-606.00	797.58
30763	Stone, Trew & Cyphers	January Stmt	02/20/98	100-106.00	4,680.00	102-632.00	4,651.50
						102-638.00	28.50
30764	Taplin Services	Feb Cleaning	02/20/98	100-106.00	600.00	109-644.00	600.00
30765	United Pipe & Supply Co Inc	Inv 3935574	02/20/98	100-106.00	90.00	201-612.00	90.00
30766	Valley River Inn	Hotel - Batty	02/20/98	100-106.00	203.67	201-658.00	101.84
						252-658.00	101.83
30767	WW Grainger Inc	Inv 4474890508	02/20/98	100-106.00	216.11	251-606.00	216.11
30768	R & R Uniforms	Misc Invoices	02/20/98	100-106.00	321.06	103-608.00	321.06
30769	Oregon Department of Revenue	State W/H Tax	02/24/98	100-106.00	221.76	100-220.30	221.76
30770	VOID		02/24/98	100-106.00	0.00	102-602.00	0.00
30771	PERS - Retirement	Payroll 2/23/98	02/24/98	100-106.00	450.00	100-220.80	450.00
30773	All Natural XTerminators Inc	BL Refund	02/26/98	100-106.00	22.50	100-422.00	22.50
30774	Allied Colloids Inc	098000&004371M	02/26/98	100-106.00	1,631.70	252-652.00	1,631.70
30775	American Security Educators	Inv 98-32	02/26/98	100-106.00	278.25	300-686.00	278.25
30776	Doug Bales	Reimbursement	02/26/98	100-106.00	46.48	105-606.00	46.48
30777	CJ O'Neil & Co	Inv B11622	02/26/98	100-106.00	288.00	150-606.00	288.00
30778	Columbia Gorge Center	Inv 3309	02/26/98	100-106.00	224.00	251-684.00	224.00
30779	Colvin Oil	Mid Feb Stmt	02/26/98	100-106.00	813.19	103-606.00	440.68
						104-606.00	43.32
						106-612.00	92.68
						150-606.00	106.82
						201-606.00	61.68
						202-606.00	28.98
						251-606.00	10.08
						252-606.00	28.95
30780	Commercial Landscape Supply	Inv 70208	02/26/98	100-106.00	163.29	106-626.00	163.29
30781	Contractors Quarry Supply	Inv 178260	02/26/98	100-106.00	50.27	150-606.00	50.27
30782	Mike Cooper	Travel Advance	02/26/98	100-106.00	78.00	300-658.00	78.00
30783	Coos-Curry Electric	Jan Electric	02/26/98	100-106.00	9,776.65	106-662.00	421.22
						109-662.00	1,198.07
						150-662.00	61.49
						202-662.00	3,612.20
						251-662.00	307.11
						252-662.00	4,176.56
30784	Joe Delgreco	Reimbursement	02/26/98	100-106.00	514.66	103-658.00	514.66
30785	Fred Meyer	578047 & 577966	02/26/98	100-106.00	85.14	252-612.00	85.14
30786	Grants Pass Water Lab	Jan Statement	02/26/98	100-106.00	122.50	201-612.00	122.50
30787	GTE Northwest	Jan Phone	02/26/98	100-106.00	18.00	300-664.00	18.00
30788	Hortencia Hernandez	Interpreter	02/26/98	100-106.00	12.50	101-646.00	12.50
30789	Mike Mitchell	Travel Advance	02/26/98	100-106.00	78.00	202-658.00	39.00
						252-658.00	39.00
30790	OBOA	Dues-Bales	02/26/98	100-106.00	50.00	105-660.00	50.00
30791	Paco Pumps	Inv 508851	02/26/98	100-106.00	640.93	252-606.00	640.93
30792	J.C. Penney Co	Uniforms	02/26/98	100-106.00	54.93	202-608.00	27.47
						252-608.00	27.46
30793	John Riddle	Reimbursement	02/26/98	100-106.00	73.13	103-658.00	73.13
30794	Silva & Hartwick	625 2nd St	02/26/98	100-106.00	30.00	100-422.00	30.00
30795	Siskiyou Tees	Inv 450	02/26/98	100-106.00	1,711.32	106-608.00	125.11
						109-686.00	1,057.44
						201-608.00	337.25

(Continued)



City of Brookings  
CHECK REGISTER: CHECK # 30618 THRU 30803  
For The Month Ending: February 28, 1998    \*\* CLOSED \*\*  
PRINTED: March 6, 1998 16:07:30

PAGE 7

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
Siskiyou Tees, (Continued)							
						202-608.00	95.76
						252-608.00	95.76
30796	Stamper's Tire	Misc Invoices	02/26/98	100-106.00	877.84	104-606.00	242.84
						201-606.00	635.00
30797	Traffic Safety Supply	Inv 711736	02/26/98	100-106.00	639.48	150-648.00	639.48
30798	United Pipe & Supply Co Inc	Inv 3940521	02/26/98	100-106.00	1,713.42	109-722.00	1,713.42
30799	U.S. Filter	Misc Invoices	02/26/98	100-106.00	1,184.86	201-612.00	1,184.86
30800	Chris Wallace	Reimbursement	02/26/98	100-106.00	44.95	103-614.00	44.95
30801	Mike Watson	Travel Advance	02/26/98	100-106.00	78.00	202-658.00	39.00
						252-658.00	39.00
30802	Tom Weldon	March Car Allow	02/26/98	100-106.00	200.00	102-606.00	200.00
30803	WW Grainger Inc	Misc Invoices	02/26/98	100-106.00	314.28	201-612.00	294.48
						252-606.00	19.80
					226,478.86		226,478.86

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



## **Resolution No. 98-R-632**

### **A Resolution to Establish a Wastewater Construction Fund.**

WHEREAS, the City of Brookings received voter approval on September 16, 1997, to issue general obligation bonds not to exceed \$13,100,000 for the purpose of wastewater system improvements; and

WHEREAS, the City of Brookings will finance the wastewater system improvements from a State Revolving Fund Loan, with repayment of the loan derived from wastewater revenue and using voter approval to issue general obligation bonds only in the event that the loan repayment is not achieved through means of wastewater rates; and

WHEREAS, Oregon budget law requires a separate fund be used to account for the expenditure of these funds;

NOW, THEREFORE, IS IT RESOLVED that the Mayor and City Council of the City of Brookings does hereby establish the Wastewater Construction Fund to account for the revenue and expenditures for the wastewater system improvement project and directs the City Finance Director/Recorder to establish the necessary accounting records and propose a budget for this fund for the 1998/99 fiscal year.

ADOPTED by the Council and signed by the Mayor this \_\_\_\_\_ day of March, 1998.

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

ATTEST:

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



# City of Brookings

## 1998-99 Fiscal Year Council Goals

(Listed alphabetically - not in priority ranking -

Individuals or departments shown in parenthesis are the lead parties for each goal)

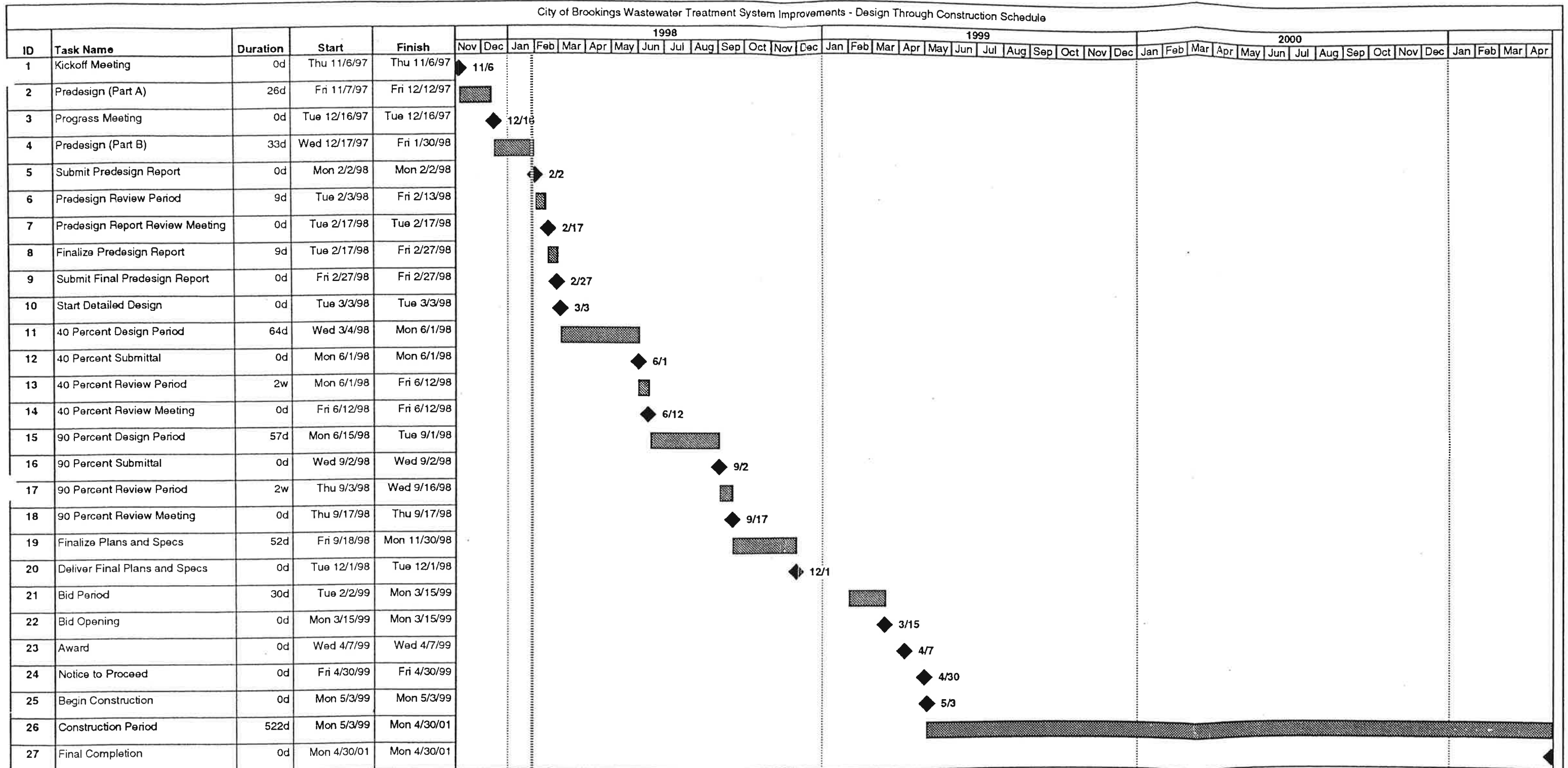
- 
- 
- |                           |  |
|---------------------------|--|
| ➤ Chetco Point Park -     | Adopt and implement a plan to develop this park (Parks and Recreation Commission, City Manager and Community Development Department) |
| ➤ City Shop -             | Begin setting aside money to build a new city shop building (Community Development Department - Wastewater and Public Works)         |
| ➤ Community Policing -    | Continue to provide existing community policing programs (Police Department)   |
| ➤ Downtown Core Study -   | Complete a study of Brookings' downtown core area - Chetco to Railroad Avenue (Community Development Department)                     |
| ➤ Ferry Creek Reservoir - | Seek funding for and upgrade Ferry Creek Reservoir (Community Development Department - Planning Division)                            |
| ➤ Fire Department -       | Continue to upgrade the Fire Department building and equipment (new truck)-(Fire Department)   |
| ➤ Fire Hydrants -         | Establish fire hydrants in developed areas of the city (Fire Department - Community Development Department, Water division)          |
| ➤ Public Education -      | Expand efforts to educate the public on city issues (All departments)  |
| ➤ Swimming Pool -         | Complete a study reviewing all aspects of covering the swimming pool and operating it year round (City Manager)                      |
| ➤ U.S. 101 Couplet -      | Continue to work on the U.S. 101 Couplet (Community Development Department)  |



- ➔ **Vehicle/Equipment Replacement -**      Develop a city wide vehicle/equipment replacement and funding schedule - begin funding (Finance)
- ➔ **Volunteerism -**                      Expand opportunities for volunteers (All departments)
- ➔ **Wastewater System -**              Reduce infiltration and inflow in sewer lines to reduce costs (Community Development Department - Wastewater division)
- ➔ **Water Management Plan -**              Complete a comprehensive water management plan (Community Development Department - Planning and Water divisions)
- ➔ **Youth Activities -**                      Expand opportunities and continue city involvement with youth (All departments)



passed out at 3/23/98 meeting



Project Number: 6273  
File Name: BROOK.MPP  
Date: Wed 1/28/98

Task

Progress

Milestone

Summary

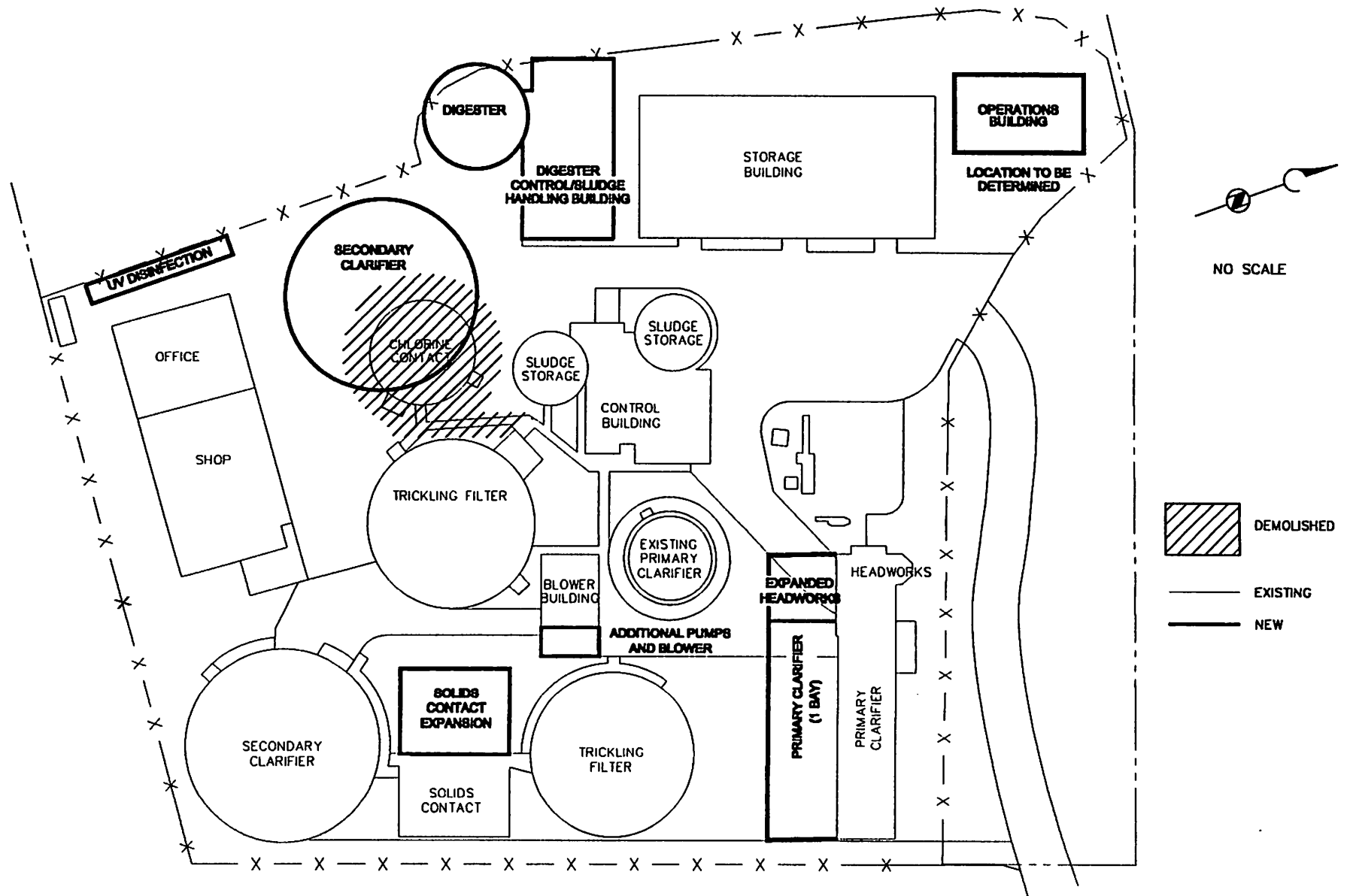
Rolled Up Task

Rolled Up Milestone

Rolled Up Progress

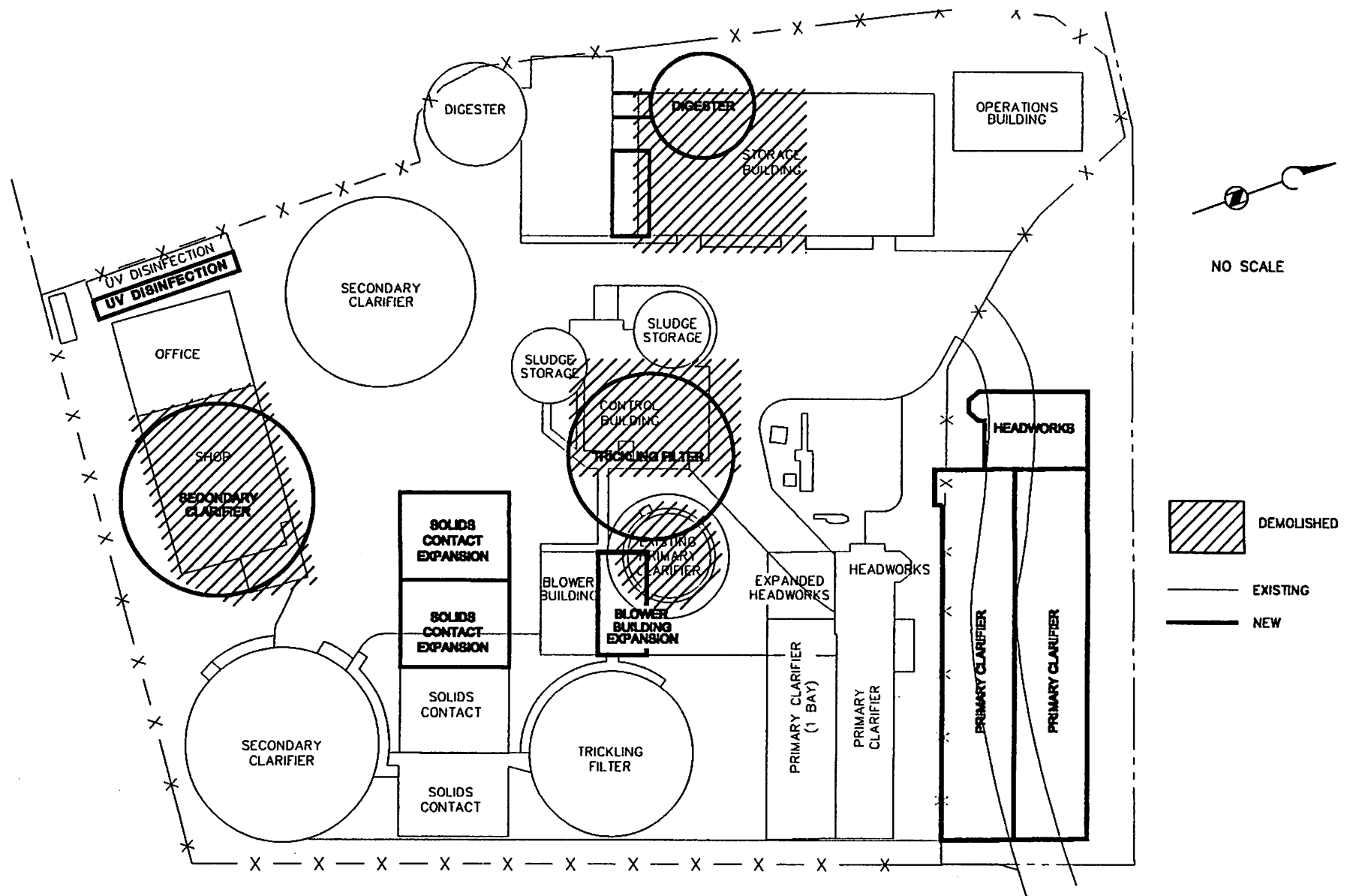


passed out at 3/23/98 meeting



**BROOKINGS WASTEWATER TREATMENT PLANT  
PHASE II SITE PLAN (15.5 MGD)**





**BROOKINGS WASTEWATER TREATMENT PLANT  
PHASE III SITE PLAN (31 MGD)**



# City of Broc'kins I/I Program

## PHASE 1. Demonstrates City's Resolve to Address I/I Concerns

Develop Work Plan

Plans and Specs for Inflow Reduction

Summer 1998 Construction

Plans and Specs for Infiltration Reduction

Fall 1998 Construction

Perform Additional Field Studies

## PHASE 2. City-Wide Evaluation Establishes Short and Long Range Goals

Analyze Remaining Basins

Develop Priority Listing of Projects

Prepare Plans and Specs for 1999 Construction

## PHASE 3. Long Range Goals Establish Future Requirements

Identify Long Range Goals

Update Goals Based Upon New Information

Prepare Plans and Specs for Future Construction