

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

Brookings, Oregon, 97415 - 7:00 p.m.
September 28, 1998



agenda

CITY OF BROOKINGS
COMMON COUNCIL MEETING
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
September 28, 1998
7:00 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

- A. Appoint new Council member and Oath of Office (blue)
- B. Employee of the Season - Fall (no handout)
- C. Award of Financial Reporting Excellence (yellow)
- D. Firefighter certificates (green)
- E. "Fire Prevention Week" proclamation (cream)
- F. "Disability Employment Awareness Month in Brookings" proclamation (purple)

V. PUBLIC HEARING

VI. SCHEDULED PUBLIC APPEARANCES

- A. School District 17-C representative

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

- A. Committee and liaison reports
 - 1. Chamber of Commerce
 - 2. Parks and Recreation Commission
 - 3. Council Liaisons
- B. Unscheduled

VIII. STAFF REPORTS

- A. Finance Department
 - 1. Bond refinancing - 1992 series (to be distributed)

B. *City Manager*

1. *Appoint student ex-officio representatives (tan)*
2. *City Attorney contract (gold)*
3. *OEDD grant for technical assistance (yellow)*
4. *Appointment of LOC Convention voting delegate and alternate (blue)*

C. *Community Development Department*

1. *I & I additional work (cream)*
2. *Sewer for UGB (green)*
3. *Authority to call for bids for Treatment Plant pickup (pink)*

IX. CONSENT CALENDAR

A. *Approval of Council Meeting Minutes*

1. *Minutes of September 14, 1998 Regular Council Meeting (orange)*

(end Consent Calendar)

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS


XI. REMARKS FROM MAYOR AND COUNCILORS

A. *Mayor*

B. *Council*

XII. ADJOURNMENT

Memo

To: Mayor and City Council
From: City Manager Tom Weldon 
Date: September 22, 1998
Subject: Appointment of new Council member

As of the deadline of today at 4:00 p.m., we have only received one request for appointment to the City Council in Dave's position.

Frances Johns submitted a letter of intent and would like to serve in this position.

I recommend the Council appoint Frances Johns to position number 2 on the City Council with a term expiring 12/31/2000. Judge Harper will be available to swear her in so that she can take her seat and participate in Monday night's meeting. I have spoken with her and this is acceptable.

-com-

FRANCES R. JOHNS
815C Brookhaven Drive
Brookings, Or 97415

September 14, 1998

Mayor Nancy Brendlinger
898 Elk Drive
Brookings Or, 97415

Dear Nancy,

I Would like to apply for the David Ham City Council position now open. I reside at 815C Brookhaven Drive, Brookings with my husband Harry. I am a registered voter of Curry County. We have three grown children they live in California and Arizona.

My work background includes LCS Data Processing, San Jose (20) years) Supervisor, Head of Data Entry, Lockheed, Sunnyvale Ca, Data Entry.

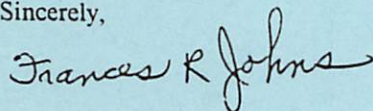
In San Jose Ca, I was President , 6th district PTA (2 YEARS) Liaison to San Jose Unified School District. Volunteer Coordinator, Kaiser Hospital (4 years) in Stockton Ca.

In Brookings, President of Chetco Senior Center, (2 years) President of Brookings Emblem Club #265 I have also served on committees for both the City of Brookings and School District 17C.

Currently Vice President-Nutrition Chairman Chetco Senior Center, Ambassador, Brookings-Harbor Chamber of Commerce, and Steering Committee, Brookings Harbor Leadership Program.

I have become interested in our City and its operation . I feel I could make a contribution to the City and the City Council and would appreciate your consideration of my application.

Sincerely,



Frances R. Johns



The Government Finance Officers Association
of the United States and Canada

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to:

Beverly S. Adams
Finance Director/Recorder

City of Brookings, Oregon

The Award of Financial Reporting Achievement is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

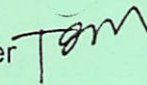
Executive Director

Date

September 11, 1998

Memorandum

TO: Mayor, City Council
FROM: William J. Sharp, Fire Chief
THROUGH: Tom Weldon, City Manager
DATE: 9-11-98



Issue: Firefighters Receive Training Certificates

Synopsis:

The following Firefighters have completed the necessary training and have received their certificates from the State in recognition of this training. We would like to recognize their effort and dedication to attaining this training and thus enable them to better serve the residents of this community.

For completing the required training for Firefighter I the following members are awarded the State certificate for Firefighter I :

- Jason Dimmick
- Dave Frisch
- Craig Martin
- Steve Nagel
- Dennis Peterson
- Mark Saphiloff

For completing the required training for Basic Firefighter the following members are awarded the State certificate for Basic Firefighter :

- Jason Dimmick
- Scott Shrider

PROCLAMATION

WHEREAS, 37 Oregonians lost their lives last year to residential fires, and 22 percent of those fire fatalities were trying to escape at the time of their death; and



WHEREAS, smoke and poisonous gases are the leading causes of death in fires, and can kill a person before the flames will; and

WHEREAS, developing a home escape plan and practicing it twice a year is crucial to escaping a real fire; and

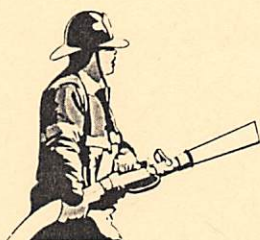
WHEREAS, an adequate escape plan includes knowing two ways out of each room, crawling low under smoke, an outdoor location where everyone will meet upon exiting and calling 9-1-1 from a neighbor's house; and

WHEREAS, once out of a burning building, stay out; and

WHEREAS, in addition to a home escape plan, every household should have a working smoke alarm on every level, outside each sleeping area and in every bedroom; and

WHEREAS, the Oregon fire service is joined by other concerned citizens of this state, as well as businesses, schools, service clubs and other organizations in their dedication to protecting our citizenry from the devastating effects of fire; and

NOW, THEREFORE, I, Nancy Brendlinger, Mayor of the City of Brookings do hereby proclaim the week of October 4 through 10, 1998 to be



"FIRE PREVENTION WEEK"

in Oregon and encourage all citizens to join in this observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 28th day of September, 1998.

Nancy Brendlinger
Mayor

PROCLAMATION

WHEREAS, 20% of the population of the United States of America is comprised of people with disabilities; and

WHEREAS, current studies place unemployment among the country's population of people with disabilities at more than 70%; and

WHEREAS, more than 2/3 of adults with disabilities in this country desire to work but cannot find employment; and

WHEREAS, the Americans with Disabilities Act provided civil rights protection for America's 49,000,000 persons with disabilities; and

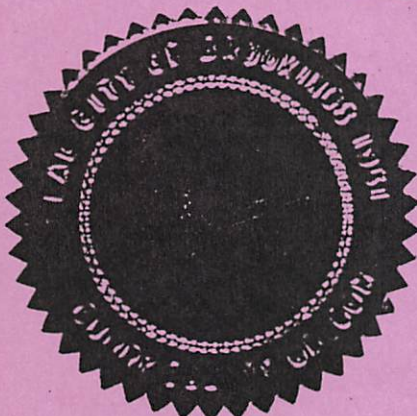
WHEREAS, America's shrinking labor force requires employers to utilize untapped human resources, such as persons with disabilities;

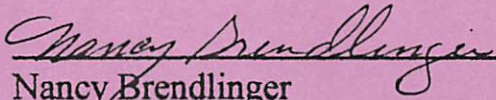
NOW, THEREFORE, I, Nancy Brendlinger, Mayor of the City of Brookings, hereby proclaim October, 1998 as

"DISABILITY EMPLOYMENT AWARENESS MONTH IN BROOKINGS"

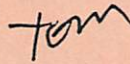
and encourage all residents of Brookings to observe the month by learning about people with disabilities, their strengths and abilities and the programs which serve their needs.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 28th day of September, 1998.




Nancy Brendlinger
Mayor

Memo

To: Mayor and City Council
From: City Manager Tom Weldon 
Date: September 23, 1998
Subject: Appointment of student representatives

We received requests from the following students to serve as ex-officio members to our City Council and Commissions:

Shiloh Thom	City Council
Mary Ball	Planning Commission
Alyssa Babin	Parks & Recreation Commission
Ashley Thom	Parks & Recreation Commission

I recommend that Shiloh be appointed as student representative to the City Council, Mary Ball be appointed as student representative to the Planning Commission and both Alyssa and Ashley be appointed as student representatives to the Parks & Recreation Commission.

This would be the first time two student representatives served on the Parks & Recreation Commission, but might also ensure that at least one student representative would be present at most meetings.

-eom-

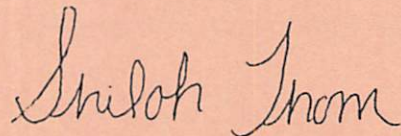
Dear Mrs. Brendlinger,

My name is Shiloh Thom and I am interested in the exofficio position open on the city council. I was a member of the Parks and Recreation committee during the 1996-1997 school year. I was a member of the City Council during the 1997-1998 school year. And I would like to continue with the City Council during the 1998-1999 school year.

I feel that I should be chosen to be part of the City Council because I know how the city works. Also, because I have great ideas and I am ready to give my input.

I feel that it is an honor and a privilege to serve as the exofficio member on the City Council.

Thank You,

A handwritten signature in cursive script that reads "Shiloh Thom". The ink is dark and the signature is fluid, with the first letters of "Shiloh" and "Thom" being capitalized and prominent.

Shiloh Thom

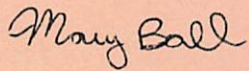
September 15, 1998

The City of Brookings
898 Elk Drive
Brookings, OR 97415

To Whom It May Concern:

I am enclosing my resume for the student seat on the planning commission. I really enjoyed being on the planning commission last year and I would like to do it again. Last year I ran into a few conflicts with dance team performances and practices but I attended all of the meetings that I was able to, which was the majority. Thanks for you time.

Sincerely,

A handwritten signature in cursive script that reads "Mary Ball".

Mary Ball

MARY J. BALL
840 Cameo Court
Brookings, OR 97415
541/469-7526

OBJECTIVE:

Student Seat on the Planning Commission

QUALIFICATION:

High School Leadership – Freshmen year through present
Student Government Day – Student City Manager Spring 1997 & 1998

WORK EXPERIENCE:

Fitzgerald Financial - part time summer of 1997 and 1998
Ted Fitzgerald Attorney at law summer of 1998
Azalea Middle School – Office Aide during my 7th and 8th grade years

PERSONAL:

Azalea Middle School Dance Team – 3 years
BHHS Bear Delights Dance Team – 3 years
BHHS Band – Alto Saxophone 1st chair – 3 years
BHHS JV Softball Team – 1997 & 1998
Little League Softball – 9 years

I am outgoing and like to be involved in a lot of activities. I am interested in what goes on in the City. I was on the planning commission last year and I really enjoyed it and would like to be on it again this year.

EDUCATION:

Brookings Harbor High School, where I am currently a Junior. I plan on graduating in the year 2000. I ended last year with an accumulative G.P.A of 3.82, and was ranked 15th out of my class. I was selected for the 1997 Outstanding Biology Student of the Year Award.

REFERENCES:

Ron Fallert
Norma Fitzgerald
Molly Wales

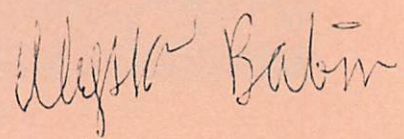
September 17, 1998

Alyssa Babin
514 Myrtle Street
Brookings, Oregon 97415

To Whom It May Concern,

Please consider me for this position, I feel I have all the requirements to meet your standards. I believe that I am the person for the job and I can and will take this seriously and do my best. Thank you for your time.

Sincerely,

A handwritten signature in cursive script that reads "Alyssa Babin". The ink is dark and the signature is fluid.

Alyssa Babin

(541) 469-6756

OBJECTIVE

My objective is to make a difference as a teen. I think that teen's this day and age are not being taken for what they are. I want to show that we **can** make a difference, we **can** help the community, and we **want** to get involved. I am very interested in helping out in my community. Also, I want to make our community shine to it's full potential!

AWARDS

- ◊ Usa Dance Camp: Super Sensational '97
- ◊ Usa Dance Camp: Excellent in Dance '97
- ◊ Usa Dance Camp: Superior in Dance '97
- ◊ Usa Dance Camp: Superior in Dance '98
- ◊ Usa Dance Camp: Superior in Dance '98
- ◊ Usa Dance Camp: 3rd Place Drill Down '98
- ◊ Teen Women in Science And Technology: Most Enthusiastic

WHY I WOULD MAKE A DIFFERENCE

I'm not afraid to state my opinion. I think the best way to do this is to keep an open-mind. I believe an open-mind and a yearning for learning are the keys to achieving success in anything and everything you do. I'm not afraid of getting my hands dirty. I enjoy planting gardens for the butterflies, so I know how to appreciate the hard work that goes into beautifying Brookings.

VOLUNTEER EXPERIENCE

- ◆ I was a member of the Vision committee (site committee for the new high school)
- ◆ I am a Junior Ambassador
- ◆ I am involved in the Great Oregon Beach clean-up
- ◆ I help raise money for Dornbecher Children's Hospital
- ◆ I have been involved in Leadership for 2 years
- ◆ Freshman Class Vice President
- ◆ Dance Team for 2 years.
- ◆ National Junior Honor Society

REFERENCES

Sue Musser, Principal, Azalea Middle School, Phone # 469-7427
Mary O'Holleran, Century 21 Real Estate, Phone # 469-0927

Dear Mrs. Brendlinger,

My name is Ashley Thom and I am interested in the exofficio position for Parks and Recreation. I feel this would be a very interesting and informative position. I have been involved in youth sports and have helped with different developments at Azalea Park. In closing, I feel that I would bring positive ideas and input to the board.

Thank You,

Ashley

Ashley Thom

Memorandum

TO: Mayor, City Council
FROM: City Manager Tom Weldon *Tom*
DATE: September 23, 1998



Issue: Appointment of City Attorney

Background:

1. We have been operating on a temporary basis, with John Trew as City Attorney, since Marty Stone was appointed Circuit Court Judge in February of 1998.
2. Marty does not have to run for his position in November so he will not be available for our City Attorney position, as he might have been if he had to run for his office and lost.
3. Management staff believes John Trew is doing a good job as our City Attorney. He is City Attorney for several other cities and has a history with this city. He gives us good, conservative advice, is very willing to assist at any time, and is timely in his responses.
4. John Trew has indicated a willingness to continue in this position and to work under our existing agreement at the present hourly rate (\$75.00). John continues the practice of Marty, in that he regularly gives us a break on our total bill, over a year's time amounting to several thousand dollars.

Recommendation: Name the firm of Trew and Cyphers as the Brookings City Attorney, with John Trew as our primary attorney.

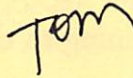
Options: Listed below are options we have reviewed and are not recommending.

1. Advertise for a City Attorney

Memorandum

TO: Mayor, City Council

FROM: City Manager Tom Weldon



DATE: September 23, 1998



Issue: Applying for a grant to help downtown

Background:

1. The Oregon Downtown Development Association (ODDA) has Oregon Economic Development Department dollars to provide technical assistance and training to help revitalize central business districts.
2. Attached is a description of available services from ODDA. I have indicated services I believe would particularly help our downtown and that would coordinate well with our downtown study.
3. Grants are available up to \$2,500 with a local equal cash match required.
4. The Downtown Core Study Committee met Tuesday night (September 22) and passed a motion recommending to Council you authorize me to apply for a grant.

Recommendation:

Council authorize me to apply for grant from ODDA to provide technical assistance and training to help revitalize downtown. I told the Downtown Study Committee the City could probably come up with half of the local cash match but that I thought the downtown merchants should be responsible for the other half. We're probably looking at a total local match of \$1,500 to \$2,500.

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

1. Not attempting to take advantage of this grant opportunity.



Oregon Downtown Development Association Description of Available Services

The Oregon Downtown Development Association (ODDA) is dedicated to providing support, technical assistance and training to downtowns in their efforts to revitalize their central business districts.

Services available from ODDA through the Oregon Economic Development Department application process include:

- Public Community Presentations that include, but are not limited to:
 - The Main Street Approach to downtown revitalization
 - Getting organized for downtown revitalization
 - Historic Preservation's role in downtown revitalization
 - Promoting downtown
 - Building the streetscape
 - Storefronts that sell
 - Signs of a successful downtown
 - Creating a strong downtown business mix
- On-site Technical Assistance that includes, but is not limited to:
 - 3 Day Resource Team
 - Downtown revitalization training
 - Funding strategies for downtown revitalization efforts
 - Volunteer and board development
 - Design assistance (public space or building facade)
 - Creating downtown design guidelines
 - Retail merchandising
 - Electronic commerce workshop
 - Image/marketing development for downtowns
 - Managing downtown parking
 - Downtown market analysis
 - Developing downtown niche markets
 - Economic Improvement District/Business Improvement District development
 - Community initiated development projects
- Programs are also available for communities to participate in. Please contact the ODDA office for complete information concerning the following programs:
 - Community Mentor Program
 - Community Cluster Program
- Tailored Services
 - Custom designed services are available for communities or organizations.
 - Contact the ODDA office for more information.



Working together
for livable
Oregon
communities

League of Oregon Cities
Local Government
Center
1201 Court St. NE, Ste 200
Salem, OR 97301

P.O. Box 928
Salem, OR 97308

(503) 588-6550 or
1-800-452-0338
Fax: (503) 399-4863

E-mail: loc@orlocalgov.org

OFFICERS

PRESIDENT

Bob McPheeters, Mayor
Tillamook

VICE PRESIDENT

Joanne Verger, Mayor
Coos Bay

TREASURER

Charlie Hales, Commissioner
Portland

PAST PRESIDENT

Larry Griffith, Councilor
Baker City

DIRECTORS

Steve Bryant, City Manager
Albany

Bob Hagbom, Councilor
Brookings

Wes Hare, City Manager
La Grande

Suzanne Johannsen, Councilor
Bend

Rusty McGrath, Mayor
Central Point

Roger Reason, Mayor
Burns

Susan Roberts, Mayor
Enterprise

Jill Thorn, Mayor
West Linn

Jim Torrey, Mayor
Eugene

EXECUTIVE

DIRECTOR

Richard C. Townsend

September, 1998

TO: City Managers, Administrators and Recorders

FROM: League of Oregon Cities

Enclosed are the voting delegate and equipment exchange forms for the League's annual conference. These forms need to be completed and returned to the League office by Friday, October 23.

The *equipment exchange* provides you the opportunity to advertise for sale any surplus equipment, autos, etc. you may have, as well as to make known your interest in purchasing a specific item. Responses received will be displayed on a bulletin board near the League's registration desk during the conference.

The *voting delegate* form, when returned to the League, tells us who will be voting for your city during the Annual Business Meeting on Sunday, November 8. Please note that delegates **may not vote without a voting card**, and voting cards will be **issued only to the person listed on the voting delegate form**. Voting by proxy will not be permitted. The voting cards will be available the morning of the 8th, just prior to the business meeting.

Thanks!

/sw
enclosures

loc\conferen\delegfrm.mem



LEAGUE OF OREGON CITIES
1998 ANNUAL CONFERENCE AND BUSINESS MEETING

November 6 - 8, 1998 - DoubleTree /Jantzen Beach Hotel, Portland

**Designation of Voting Delegate
At Annual Business Meeting**

The annual business meeting will be held Sunday, November 8th, at 7:30 a.m. Each city is entitled to cast one vote at the business meeting; however, all city officials are encouraged to attend.

Use this form to indicate those persons who will represent your city as a voting delegate and alternate delegate. The voting delegate or alternate should pick up a voting card at the Conference Registration Desk on Sunday morning prior to the business meeting. **NOTE: Delegates may not vote without a voting card, and voting cards will be issued only to a person indicated on this form. Voting by proxy will not be permitted.**

FOR THE CITY OF _____

VOTING DELEGATE:

Name _____

Title _____

ALTERNATE:

Name _____

Title _____

Submitted by: _____
(Signature)

Name _____
(Print)

Title _____

City _____

Telephone () _____ Fax _____

G:\LOC\LOC\CONF\VOTDEL

Return by **October 23** to:

League of Oregon Cities
PO Box 928
Salem, OR 97308

Memorandum

TO: Mayor, City Council
FROM: Leo Lightle, Community Development Director
THROUGH: Tom Weldon, City Manager
DATE: September 23, 1998



Issue: I & I Change Order to increase project scope

Background: The City, as part of the Facilities Plan, agreed to do \$500,000 worth of Inflow and Infiltration work. The bid by B & B Excavation was less than \$350,000 and under the engineer's estimate. There will probably be a very small amount of Change Order on the existing work authorized.

Staff is therefore recommending that we add items to the construction project to comply with our agreement with the Department of Environmental Quality (DEQ) via the Facilities Plan. The original contract prices for the project were very competitive and under the engineer's estimate.

The additional work would be:

- Chetco Avenue at Oak - line replacement on Oak Street from north of Chetco Avenue to approximately 130 feet.
- If funding allows, work on Fern Street from near Chetco Avenue to Hemlock Street

We haven't received the bid on the addition items and upon receiving the bids, we will have to have review and acceptance by DEQ before we can add the additional work to the contract.

Recommendation: Staff recommends that the Council authorize the Mayor to sign the Change Order to increase the work upon a favorable recommendation from Brown & Caldwell.

Memorandum

TO: Mayor, City Council
FROM: John Bischoff, Planning Director
THROUGH: Tom Weldon, City Manager
DATE: September 23, 1998



Issue: Sewer service to the new Urban Growth Boundary.

Synopsis: The Public Facilities and Services Plan (PF&SP) must delineate the areas that each provider will serve within the new UGB.

Recommendation: That the city commit to providing sewer service to those areas within the new UGB that are not being served by the Harbor Sanitary District.

Rationale: State law requires a PF&SP that shows how the UGB can be provided with urban services such as water and sewer.

Background: In the process of preparing the Public Facilities and Services Plan the consultant and city and county staff have discussed the provision of sewer services to the area south of the Chetco River with the Harbor Sanitary District. After several such contacts, the District has written a letter stating that they are not interested in expanding their existing boundaries to provide sewer service to the new UGB south of the river.

If this area is to remain in the new boundary, the PF&SP must show how sewer service will be provided to the areas not served by Harbor Sanitary District. Thus the city must commit to serving those areas south of the river that are not currently in the Harbor Sanitary District. The city must also agree to serve the UGB north of the river.

The consultant must have a letter from the city agreeing to provide sewer service to these areas for the PF&SP.

Options/Alternatives: Listed Below are the options we have reviewed and do not recommend.

Deciding not to provide service to areas south of the river and causing the area to be removed from the UGB.

CITY OF BROOKINGS

	DATE TIME	TO/FROM	MODE	MIN/SEC	PGS	CMD#	STATUS
12	07/30 09:16	17002474579	EC--S	00'27"	001	022	OK



Harbor Sanitary District

P.O. Box 2457, Harbor, Oregon 97415

Phone: (541) 469-5225

July 28, 1998

Brett Arvidson, P.E.
Project Manager
W & H Pacific
8405 S.W. Nimbus Avenue
Beaverton, OR 97008-7120

RE: SANITARY SERVICE TO NEW URBAN GROWTH AREAS
W & H Pacific Project No. 04.1827.0101

Dear Mr. Arvidson:

In the plans you presented to service the new Urban Growth area, the Harbor Sanitary District Board, on July 14, 1998, voted to abstain from participation in this expansion.

If a plant, south of the Chetco River, were found to be a more cost effective solution, the Board would be willing to participate.

Very truly yours,

Walter Thompson, Chairperson

Cc: John Bishoff
Chuck Nordstrom
Jim Coffey, Counsel

WT:kl

Post-it® Fax Note	7671	Date	7-30	# of pages	1
To	CHUCK N	From	JOHN		B
Co./Dept.		Co.			
Phone #		Phone #			
Fax #		Fax #			

TO: Mayor, City Council
FROM: Leo Lightle, *LBA*
Community Development Director
THROUGH: Tom Weldon, City Manager *Tom*
DATE: September 15, 1998

City of Brookings Memorandum



Issue: Authorization to call for bids on a pickup truck for the Wastewater Treatment Division.

Synopsis: The 1998-1999 budget includes \$22,000 for a pickup truck for the Wastewater Treatment Division. Attached is a copy of the specifications for the pickup.

Recommendation: The City Council authorize calling for bids for a pickup truck for the Wastewater Treatment Division.

-EOM-

Minimum Specifications for Pickup Truck For City of Brookings October, 1998

GENERAL SPECIFICATIONS

It is the intent of these specifications to describe a **4-wheel drive ¾-ton pickup truck** with all necessary controls and attachments to make a complete unit. All parts not specifically mentioned, which are necessary to provide a complete pickup shall be included in the bid and shall conform in strength and quality of material and workmanship to what is usually provided the trade in general. Model year of the pickup is to be 1999.

Pickup quotes are to be FOB Brookings, Oregon. Delivery to be within 60 days of notice of award of the bid.

The City of Brookings reserves the right to reject any and all bids.

SPECIFICATIONS:	Minimum Required	Offered
Gross Vehicular Weight	8600 lbs. 3565 front/6000 rear	_____
Transmission:	Heavy duty 5-speed manual transmission with deep low, overdrive	_____
Gauge Package:	Amp/volt, oil, water temperature, fuel, AM-FM radio	_____
Tires:	T 235/75R 16E steel-belted radial w/black sidewalls-all 4 tires plus spare tire and wheel	_____
Heavy duty towing package:	Receiver type hitch, wire harness, radiator cooler, engine oil cooler, electric brake control	_____
Rear End:	3.73 Rear Axle Ratio	_____
Wheel Base:	131"	_____
Engine:	5.4 E.F. I. V-8	_____
Fuel tank:	34 gallon minimum	_____

(Specifications continued on page 2)

SPECIFICATIONS:
(Continued)

Minimum Required

Offered

Power steering	Included
Power Brakes:	Included
Rear step bumper:	Included
Paint:	White
Interior:	Blue, with vinyl bench seat

Please indicate pickup make, model and model year

Total bid price for above specified pickup truck

\$

Bidders Name, Address, Phone and Contact Person

Date

CITY OF BROOKINGS
COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
September 14, 1998
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, Keith Pepper, Bob Hagbom

Council Absent: Councilor Dave Ham, Ex-Officio Councilor Shiloh Thom

Staff Present: City Manager Tom Weldon, City Attorney John Trew, Fire Chief Bill Sharp, Police Chief Ken Lewis, Police Sergeant Mike Cooper, Public Works Utility Worker Keith Chavez, Community Policing Officer Barbara Palicki, Fire Chief Bill Sharp, Administrative Secretary Denise Bottoms

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

Others Present: Connie Wilson, League of Women Voters

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

Mayor Brendlinger read Councilor Ham's letter of resignation from the Council due to health problems. Mayor Brendlinger also read a proclamation of appreciation for Dave Ham and his service to this community. The City Manager will deliver the proclamation to Dave.

A. "Emblem Club Week" Proclamation

A proclamation was read announcing September 20-26, 1998 as Emblem Club Week. The proclamation was presented to members of the Emblem Club.

V. PUBLIC HEARINGS

A. Consider sale of city property to U.S. Postal Service

The public hearing was opened at 7:09.

City Manager Tom Weldon gave a short verbal presentation regarding the sale of certain city property to the Post Office.

Questions or comments were heard regarding this item from the following people:

Les Cohen
Martin Kelley

Chamber of Commerce
KCRE

The Public hearing was closed at 7:17.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously that it would be in the best interest of the public for this property to be sold and to adopt the findings and conclusions as presented by staff.

VI.

SCHEDULED PUBLIC APPEARANCES

A. CODA (Coastal Oregon Drug Awareness) and school area signs

Chris Cooley explained CODA's project regarding posting signs around our schools announcing that this is a "Drug Free School Zone."

Councilor Curry moved, Councilor Hagbom seconded and the Council voted unanimously for the City to participate with CODA by authorizing city staff to install signs purchased by CODA in school zones.

B. City Recycling Rate

Louis Rucker of CTR explained the recycling rates to the Council.

Councilor moved, Councilor seconded and the Council voted unanimously to approve Resolution No. 98-R-642.

C. Nature's Coastal Holiday - Azalea Park gazebo restoration

Olivia Abbot, of Nature's Coastal Holiday, explained their ideas for restoring the gazebo at Azalea Park.

Councilor Curry moved, Councilor Hagbom seconded and the Council voted unanimously to allow Nature's Coastal Holiday to restore the gazebo at Azalea Park as outlined in their written proposal.

Olivia also presented a check in the amount of \$350 to Brookings Policing Officer Barbara Palicki to be used to help buy supplies needed for VIPs who helped Nature's Coastal Holiday with traffic control, etc.

Olivia then presented a weed eater to Keith Chavez of the City's Public Works department for their help in the upkeep of Azalea Park.

D. SWOCAC Representative

Gerry Livingston, who has represented the City as it's representative to Southwestern Oregon Community Action Council for the past 7 months,

volunteered to continue in this position.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to reappoint Gerry Livingston as City representative to SWOCAC for an indefinite term.

VII.

ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

A. Committee and Liaison Reports

1. Planning Commission - None
2. Chamber of Commerce

Les Cohen reported that visitor inquiries are up as a result of their marketing campaign. They will also be holding a civic events auditorium planning session in the next week to determine if it will be feasible to build such a facility.

The Chamber invites city staff, volunteers and the community to their Open House on Friday, 9-25-98 from 5:30 p.m. to 7:30 p.m. to let people see their new facilities.

3. Parks and Recreation Commission - None
4. Council Liaisons

Councilor Curry attended a Southwest Watershed Council meeting last Thursday evening in Gold Beach. He also attended the Transportation Commission activities, which began at Humbug State Park with the big bus tour and concluded at Best Western Brookings Inn in Brookings with dinner and a meeting.

Councilor Hagbom attended a League of Oregon Cities Board of Director's meeting 2 days last week where the transportation bill was discussed. He also reported that PERS payment statements will be available in October.

He said information regarding youth at risk is such a large issue that the League is asking cities to bring ideas/suggestions to the Annual Convention in November.

Mayor Brendlinger reminded the public that applications are being accepted for a position on the City Council. Requests should be addressed to the Mayor and submitted to City Hall no later than 4:00 p.m. on Tuesday, September 22nd. At the 28th Council meeting, interviews will take place and a decision will be made

Mayor Brendlinger received a donation of \$1,060 from the 76th Naval Academy class in Japan to be used to remember Mr. Fujita, possibly as maintenance for his memorial. The Mayor contacted the Forest Service to see if an enhancement could be added to the memorial. Mayor Brendlinger asked for input from the Council and the Forest Service which will be compiled and sent to the Naval Academy group. City Manager Tom Weldon recommended turning this over to our Parks and Recreation Commission, if no

appropriate use for this money at the bomb site was found, and for them to come back to Council with a recommendation. Tom and Nancy will work with the Forest Service to determine what work might be done at the bomb site.

Deferred Improvement Agreement committee has had a couple of meetings and will have a work study session with staff, Planning Commission, etc. October 26th at 6:00 p.m. was chosen as a tentative date and time for this meeting.

An invitation was received for a Public Service Appreciation Dinner put on by the Brookings Area Christian Women's Club for public service employees & volunteers on September 26th at the Elks Lodge. Dinner will be \$14.00 per plate and they need to know who will be attending no later than Friday the 18th.

B. Unscheduled

VIII. STAFF REPORTS

A. City Manager

1. 9-1-1 Motorola lease/purchase agreement

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to add Resolution No. 98-R-643 (A resolution exempting from competitive bidding the purchase of equipment and services to create an enhanced 9-1-1 dispatch center) to the agenda.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to accept Resolution No. 98-R 643.

2. Appointment of Downtown Core Study Group members

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to appoint the following people to the Downtown Core Study Group:

Property owners in the study area:

Eldon Gossett
Jerrid Joy
Cherie Mitchell
Lloydean Passley

Tenants (non property owners) in study area:

Linda Kelly
Dan McKee
Rich Moore

Victoria Nuss
Tim Patterson
Leigh Thomas

One Planning Commission member:
Judi Krebs

Two Chamber of Commerce representatives:
Les Cohen
Richard Gyuro

Two people from outside of study area:
Augie Kofoet
Donna Reed

Coos Curry Electric representative:
Walt Jurczenko

City Manager:
Tom Weldon

Community Development Director:
Leo Lightle

Planning Director:
John Bischoff

ODOT representative:
Mark Usselman

GTE representative:
?

City Council representative:
Keith Pepper

3. Appointment of OCZMA representatives

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to appoint Larry Curry as the Council's OCZMA representative with Bob Hagbom as the alternate.

4. Authorization for staff discussions with Chetco Fire District

Councilor Curry moved, Councilor Hagbom seconded and the Council voted unanimously to authorize Fire Chief Bill Sharp and City Manager Tom Weldon to discuss a possible merger between the City of Brookings Fire Department and Chetco Fire District with their Board of Directors.

IX. CONSENT CALENDAR

- A. Approval of Council Meeting Minutes
 - 1. Minutes of August 24, 1998 Regular Council Meeting
- B. Acceptance of Commission/Committee Minutes
 - 1. Minutes of July 23, 1998 Regular Parks and Recreation Commission Meeting
 - 2. Minutes of August 4, 1998 Regular Planning Commission Meeting
- C. Approval of Vouchers (\$\$12,637.48)

(end Consent Calendar)

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

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

- A. Resolutions
 - 1. Resolution No. 98-R-642 - A resolution establishing a Brookings Wasteshed Recovery Goal for the Year 2000

This item was addressed earlier in the meeting.

XI. REMARKS FROM MAYOR AND COUNCILORS

- A. Mayor

Mayor Brendlinger said that when ODOT was here, they said if we want them to do a traffic study, the Council would need to ask and could also specify what time of year it would be desired.

Councilor Curry moved, Councilor Hagbom seconded and the Council voted unanimously to add an item to the agenda to petition ODOT for a traffic study to be conducted July 1999.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to petition ODOT to conduct a traffic study on the north end of town in July 1999.

Mayor Brendlinger also mentioned that October 13th Senator Gordon will be at Rotary for lunch.

- B. Council

Councilor Hagbom asked if the additional I & I expenditures were forthcoming. The City Manager stated they were and that this item would

be on the next Council agenda.

The meeting was recessed at 8:24 p.m. to go into Executive Session.

The regular council meeting was reconvened at 9:16 p.m.

XII. ADJOURNMENT

Councilor Curry moved, Councilor Hagbom seconded and the Council voted unanimously to adjourn at 9:17 p.m.

ATTEST:

Nancy Brendlinger
Mayor

Beverly Adams
Finance Director/Recorder