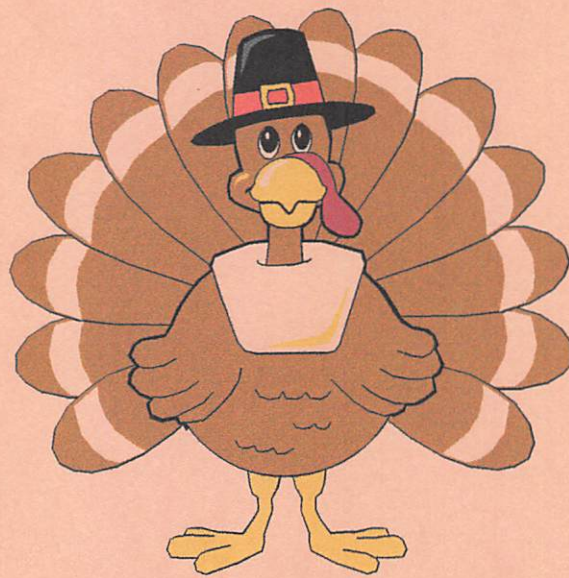


agenda
City of Brookings
Common Council Meeting
City Hall Council Chambers
898 Elk Drive
Brookings, Oregon, 97415 - 7:00 p.m.
November 23, 1998



HAPPY THANKSGIVING
November 26, 1998

agenda

CITY OF BROOKINGS
COMMON COUNCIL MEETING
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
November 23, 1998
7:00 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

- A. "Hate Crimes Awareness Week" proclamation (green)
- B. "World Aids Day" proclamation (yellow)

V. PUBLIC HEARING

VI. SCHEDULED PUBLIC APPEARANCES

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

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

VIII. STAFF REPORTS

- A. City Manager
 - 1. Systems Development Charge Review Committee appointment (tan)
 - 2. Falcon Cable TV franchise extension (pink)
 - 3. 1999/2000 Fiscal Year Budget calendar (blue)
- B. Community Development Department
 - 1. Accept dedication deed for additional right-of-way along 164.82 feet of frontage on Dawson Ave. (cream)

2. Accept dedication deed for additional right-of-way along 160.2 feet of frontage on Ransom Ave. (purple)
 3. Granting of easements on Assessor's Map 41-13-5BB Tax Lot 1900 and Tax Lot 804 (orange)
 4. 15 mph designated area -Rowland Avenue (grey)
 5. DIA policy (yellow)
 6. Ransom Avenue sidewalk (green)
 7. Special Cities Allotment (blue)
 8. Ordinance 430 Amendment - sewer main frontage for connection (pink)
- C. Police Department
1. Purchase of crime scene vehicle (cream)

IX.

CONSENT CALENDAR

- A. Approval of Council Meeting Minutes
1. Minutes of October 26, 1998 Regular Council Meeting (orange)
- B. Acceptance of Commission/Committee Minutes
1. Minutes of September 24, 1998 Regular Parks and Recreation Commission Meeting (tan)
 2. Minutes of September 28, 1998 Special Parks and Recreation Commission Meeting (gold)
- C. Approval of Vouchers (\$697,917.31) (purple)

(end Consent Calendar)

X.

ORDINANCES/RESOLUTIONS/FINAL ORDERS

- A. Resolutions
1. 98-R-647 - A resolution exempting from competitive bidding the purchase of a 1985 crime scene/search warrant vehicle (grey)
 2. 98-R-648 - A resolution adopting a policy on volunteer projects and/or services sponsored by the City (pink)
- B. Ordinances
1. 98-O-430.E - An ordinance amending Ordinance 88-O-430.E, an ordinance regulating the use and discharge of wastes into the public sewers of the City of Brookings, Oregon; promulgating the regulations; and providing penalties (blue)

XI.

REMARKS FROM MAYOR AND COUNCILORS

A. Mayor

B. Council

EXECUTIVE SESSION: ORS 192.660(1)(e) to deliberate with persons designated by the governing body to negotiate real property transactions

XII.

ADJOURNMENT

NOVEMBER 1998

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY											
		<u>7:00am ELECTION DAY</u>	<u>12:00pm Community Agencies Mtg</u>	<u>6:30pm Citizen Academy</u>													
1	2	3	4	5	6	7											
		<u>7:00pm Planning Commission Meeting</u>		<u>6:30pm Citizen Academy</u>													
8	9	10	Veterans Day	11	12	13											
	<u>2:00pm CC-Muni Court</u>			<u>6:30pm Citizen Academy in Council Chambers</u> <u>7:00pm Parks & Rec Mtg in Fire Hall</u>													
15	16	17	18	19	20	21											
	<u>1:30pm CC-Cap Impr/Exp Comm Mtg</u> <u>7:00pm Council Meeting</u>	<u>6:30pm Citizen Academy</u>		<u>8:00am CITY HALL CLOSED-HOLIDAY</u>	<u>8:00am CITY HALL CLOSED-HOLIDAY</u>												
22	23	24	25	Thanksgiving	26	27											
29	30																
			OCTOBER 1998		DECEMBER 1998												
			S	M	T	W	T	F	S	S	M	T	W	T	F	S	
							1	2	3				1	2	3	4	5
			4	5	6	7	8	9	10		6	7	8	9	10	11	12
			11	12	13	14	15	16	17		13	14	15	16	17	18	19
			18	19	20	21	22	23	24		20	21	22	23	24	25	26
			25	26	27	28	29	30	31		27	28	29	30	31		

DECEMBER 1998[illegible]

PROCLAMATION

WHEREAS, Brookings is committed to providing each member of it's community an environment free from intimidation, fear and violence; and

WHEREAS, all Brookings residents, regardless of membership or perceived membership in a particular group should feel safe from intimidation, fear and violence; and

WHEREAS, our community is aware of and horrified by the beating death of Matthew Shepard in Laramie, Wyoming, the shooting death of Oumar Dia in Denver, Colorado, the dragging death of James Byrd in Jasper, Texas, and numerous other crimes of hate and intimidation; and

WHEREAS, our community wishes to take a proactive stance by denouncing crimes of hate that may incubate when good people remain silent; and

WHEREAS, when any one person is assaulted, threatened or their property damaged because of their membership, or perceived membership, in a particular group, every member of our community is affected and our values of freedom and fairness are trampled upon.

NOW, THEREFORE, I, Nancy Brendlinger, Mayor of the City of Brookings, Oregon, do hereby proclaim the week of November 23 through 27, 1998 as

"HATE CRIMES AWARENESS WEEK"

in Brookings and proclaim that crimes motivated by hate will not be tolerated in our community. We hope that our community will teach others a lesson of peace, and be used as an example of the unity of all people.

Nancy Brendlinger
Mayor

PROCLAMATION

WHEREAS, the global spread of the HIV infection and AIDS necessitates a worldwide effort to increase communication, education and action to stop the spread of HIV/AIDS; and

WHEREAS, the Joint United Nations Programme on HIV/AIDS (UNAIDS) observes December 1 of each year as World AIDS Day, a day to expand and strengthen the worldwide effort to stop the spread of HIV/AIDS; and

WHEREAS, UNAIDS now estimates that 30.6 million people are currently living with HIV/AIDS, with young people under the age of 25 accounting for at least half of all new infections; and

WHEREAS, the American Association for World Health is encouraging a better understanding of the challenge of HIV/AIDS nationally as it recognizes that the number of people diagnosed with HIV and AIDS in the United States continues to increase, with over 641,086 AIDS cases reported (as of December 31, 1997); and

WHEREAS, World AIDS Day provides an opportunity to focus on HIV infection and AIDS, caring for people with HIV infection and AIDS, and learning about HIV/AIDS; and

WHEREAS, the 1998 World AIDS Day theme "Be a Force for Change" [a] challenges young people around the world to recognize the crucial role they play in the ever-changing course of the AIDS pandemic, [b] aims to motivate young people to get involved in reducing the spread of HIV; and [c] encourages them to have compassion for and lend support to those affected by HIV/AIDS;

NOW, THEREFORE, I, Nancy Brendlinger, Mayor of the City of Brookings, do hereby declare December 1, 1998 as

"WORLD AIDS DAY"

in Brookings and invite all citizens to take part in a candlelight vigil December 1, 1998 from 6:00 p.m. to 6:30 p.m. at Chetco Avenue and Fifth Street in Brookings (City fountain near Ray's Food Place). This vigil is designed to increase awareness and understanding of HIV/AIDS as a global challenge and to join the global effort to prevent the further spread of HIV/AIDS.

Nancy Brendlinger
Mayor

Memo

To: Mayor and City Council
From: City Manager Tom Weldon *Tom*
Date: November 17, 1998
Subject: SDC Review Board vacancy

The Systems Development Charge Review Board has one vacancy with the expiration of Ross Shawaker's term. Ross does not wish to continue serving on this Board.

We advertised this vacancy with a closing date of November 12th to receive applications. To date no applications have been received.

We will readvertise this vacancy and come back to the Council with a recommendation at the December 14th meeting.

-eom-

Memorandum

TO: Mayor, City Council

FROM: City Manager Tom Weldon *Tom*

DATE: November 12, 1998



Issue: Extension of City's cable TV franchise with Falcon Cable

Background:

1. Our franchise with Falcon expired November 10th, 1998.
2. The Mayor and I have been working with Curry County officials and our joint consultant on this matter in developing a proposed new franchise.
3. That proposed new franchise is still a "work in progress", that is, it is not finished and has not been officially negotiated with Falcon Cable.
4. Falcon Cable has asked us to extend the franchise 6 months.
5. Curry County has also been asked and has approved extending their franchise.

Recommendation: Extend Falcon Cable's franchise 6 months by authorizing Mayor to sign attached extension form.

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

Not extending franchise.

AGREEMENT TO EXTEND THE FALCON CABLE TV FRANCHISE IN THE CITY OF BROOKINGS

This agreement is entered into by and between the City of Brookings, a Political Subdivision of the State of Oregon, and Falcon Cable TV, as follows:

WHEREAS, the non-exclusive franchise agreement granted by the City of Brookings to Falcon Cable TV for cable television installation, construction, operation, and maintenance of a cable television system in the City of Brookings expires November 10, 1998; and

WHEREAS, by letter dated November 3, 1998, Falcon Cable TV has requested that the City extend the present franchise for a six month period while the new franchise is being negotiated; and

WHEREAS, to allow additional time for the negotiation for a new franchise, the Council deems it in the public interest to extend the current franchise for a period of six months;

NOW, THEREFORE, IT IS HEREBY AGREED by and between the parties that the franchise agreement between them embodied by Ordinance No. 83-O-380 as amended by Ordinance No. 420, a copy of which is attached, be continued on the same terms and conditions until May 10, 1999.

CITY OF BROOKINGS:

Nancy Brendlinger	Date
Mayor	

FALCON CABLE TV:

Authorized Representative	Date
---------------------------	------

CITY OF BROOKINGS

PROPOSED 1999/00 BUDGET CALENDAR

January 4, 1999	Begin preparation of budget forms for staff
January 12, 1999	Budget forms to department heads at staff meeting
January 25, 1999	Council to appoint budget officer and accept budget calendar
March 5, 1999	Department budget forms completed and returned to Finance Director
March 15-19, 1999	City Mgr. meets with Finance Director & individual department heads to review budgets
March 31, 1999	Publish 1 st notice of budget meetings
April 9, 1999	Proposed budget to budget committee
April 10, 1999	Publish 2 nd notice of budget meetings
April 15, 1999	Budget committee meeting, 7 p.m.
April 22, 1999	2nd Budget committee meeting, if needed, 7 p.m.
May 15, 1999	Publish budget summary & notice of hearing
May 24, 1999	Budget hearing - 7 p.m. council meeting
June 28, 1999	Budget adopted - 7 p.m. council meeting
July 15, 1999	Budget and levy certified to County and State

Memorandum

TO: Mayor, City Council
FROM: John Bischoff, Planning Director
THROUGH: Tom Weldon, City Manager
DATE: November 13, 1998



Issue: Dedication deed for additional right-of-way along 164.82 feet of frontage on Dawson Ave.

Recommendation: Accept the dedication deed.

Background: The dedication deed is to fulfil a condition of approval for the minor partition of a 1.25 acre parcel of land located on the east side of Dawson Rd. approximately 500 feet south of Holmes Dr. Assessor's Map 40-14-36BB, Tax Lot 4800, in the R-1-6 (Single Family Residential, 6,000 sq. ft. minimum lot size) Zone.

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

To no accept the dedication deed and miss the opportunity to gain additional right-of-way on this section of Dawson Rd.

DEDICATION DEED

Mayor

Date

KNOW ALL MEN BY THESE PRESENTS that the W. JAMES HOWARD AND FRANCES B. HOWARD FAMILY TRUST, by and through its Trustees, Grantor, does hereby grant, bargain, convey and dedicate unto the CITY OF BROOKINGS, CURRY COUNTY, OREGON, a municipal corporation of the State of Oregon, Grantee, in trust for public use and for pedestrian walkway purposes, all of grantor's interest in the real property situated in the County of Curry, State of Oregon, described on attached Exhibit "A" incorporated herein by this reference.

TO HAVE AND TO HOLD the above described and dedicated real property, together with all and singular the rights and appurtenances thereunto belonging or in any way appertaining, to the CITY OF BROOKINGS, CURRY COUNTY, OREGON, in trust for public use and for pedestrian walkway purposes, as aforesaid.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORE 30.930.

DATED this 30th day of October, 1998.

THE W. JAMES HOWARD AND FRANCES B. HOWARD FAMILY TRUST

W. James Howard, Trustee

Frances B. Howard, Trustee
Frances B. Howard, Trustee

STATE OF OREGON }
 }
County of Douglas } ss.

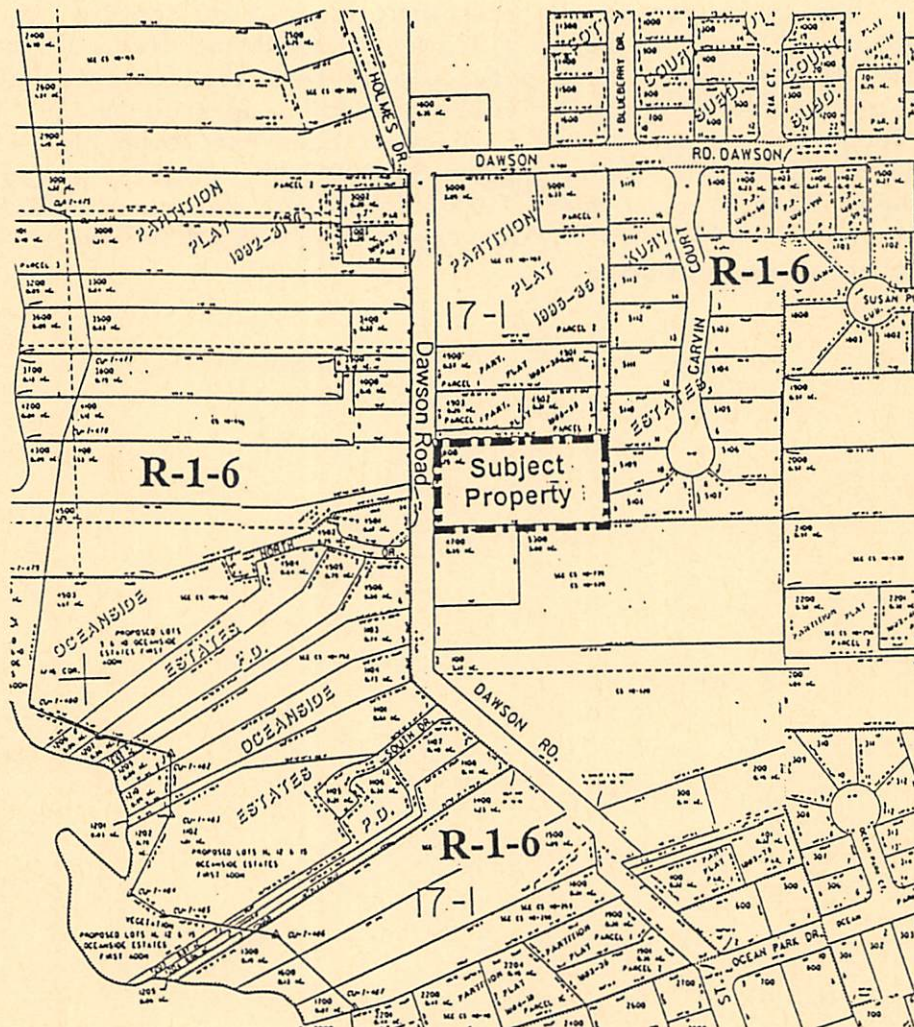
Personally appeared the above named W. James Howard and Frances B. Howard who declared that they are the Trustees of the W. James Howard and Frances B. Howard Family Trust, a trust organized and existing under the laws of the State of Oregon, and acknowledged the foregoing instrument to be their voluntary act and deed on behalf of the W. James Howard and Frances B. Howard Family Trust.



Kathleen M. Sherwood
Notary Public for Oregon
My Commission expires: 04-20-2002

EXHIBIT "A"

A parcel of land lying within the Northwest Quarter of Section 36, Township 40 South, Range 14 West, Willamette Meridian, City of Brookings, Curry County, Oregon, being more particularly described as follows: Beginning at a 5/8" iron rod with yellow plastic cap stamped L.S. 1331 also being the Southwest corner of Lot 9, Kury Estates Partition Plat 1995-31, thence S88°28'22"W, 169.77 feet; thence S88°20'50"W, 154.97 feet to the **True Point of Beginning**, thence S88°20'50"W, 5.03 feet; thence N00°00'00"W, 164.82 feet; thence N88°25'14"E, 5.04 feet; thence S00°00'00"W, 164.82 feet to the **True point of Beginning**.



APPLICANT: W. James and Frances Howard

ASSESSOR'S NO: 40-14-36BB Tax Lot 4800

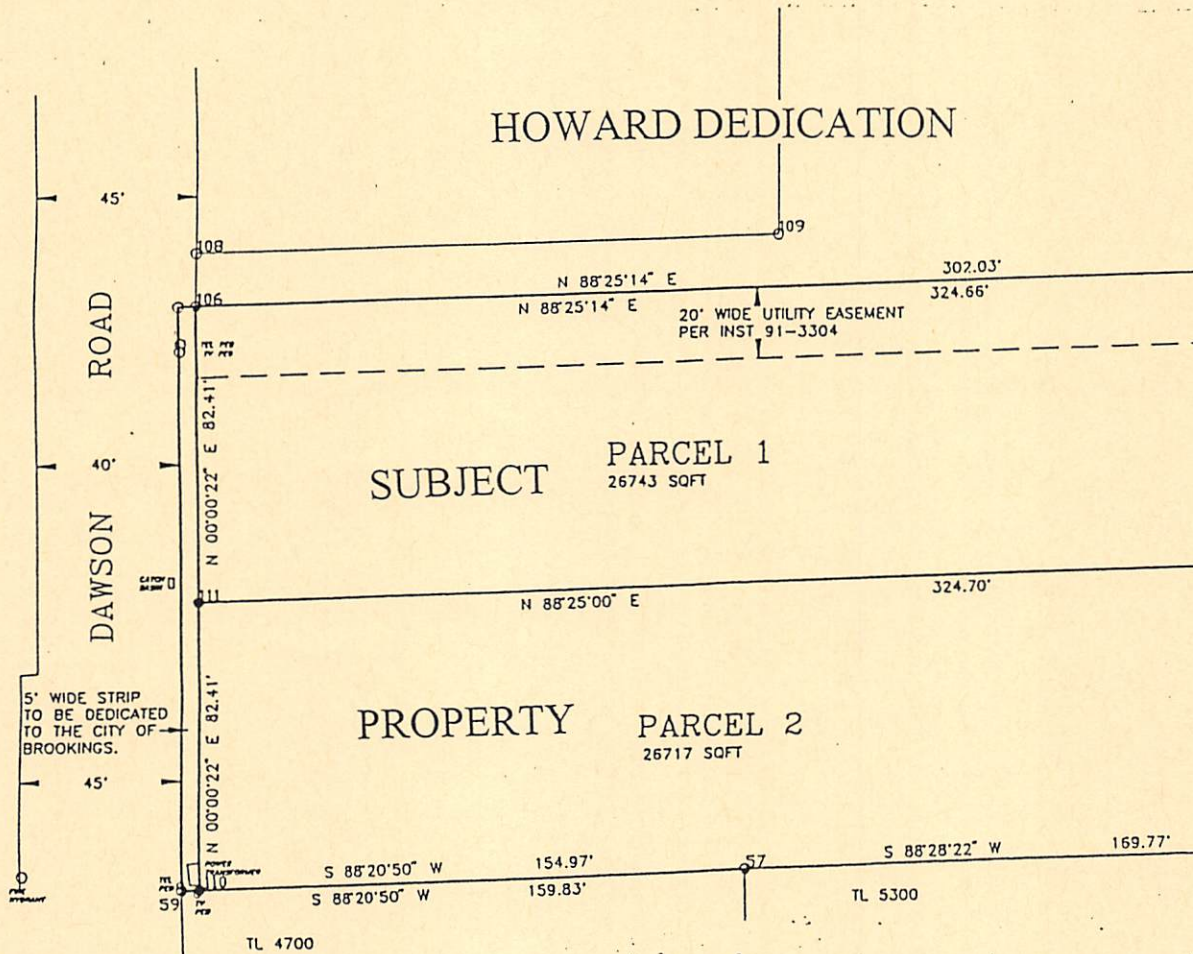
LOCATION: east side of Dawson, 510 ft. from Holmes Dr.

SIZE: 1.25 acre

ZONE: R-1-6 (Single-family Residential, 6,000 sq. ft. minimum lot size)



HOWARD DEDICATION



Memorandum

TO: Mayor, City Council
FROM: John Bischoff, Planning Director
THROUGH: Tom Weldon, City Manager *Tom*
DATE: November 13, 1998



Issue: Dedication deed for additional right-of-way along 160.2 feet of frontage on Ransom Ave.

Recommendation: Accept the dedication deed.

Background: The dedication deed is to fulfil a condition of approval for the minor partition of a 0.70 acre parcel of land located on the south side of Ransom Ave. approximately 130 feet east of Fifth St. Assessor's Map 41-13-6AB, Tax Lot 2000, in the R-2 (Two Family Residential) Zone.

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

To not accept the dedication deed and miss the opportunity to gain a full 50 foot right-of-way along this section of Ransom Ave.

Mayor
DEDICATION DEED

Date

KNOW ALL MEN BY THESE PRESENTS that JAN SIRCHUK and RENEE SIRCHUK, husband & wife, grantors, do hereby grant, bargain, sell, convey, and dedicate unto the CITY OF BROOKINGS, CURRY COUNTY, OREGON, a Municipal Corporation of the State of Oregon, grantee, in trust for public use and for street purposes, the real property situate in the County of Curry, State of Oregon, described on Exhibit "A", attached hereto, and incorporated herein by this reference.

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

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

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

Dated this 4 day of November 1998

JAN SIRCHUK
RENEE SIRCHUK

STATE OF OREGON

SS.

County of CURRY

The above named JAN SIRCHUK & RENEE SIRCHUK personally appeared before me and acknowledged the foregoing instrument to be their voluntary act and deed.

Trish L Kerr
Notary Public for Oregon
My Commission Expires: 9-20-02

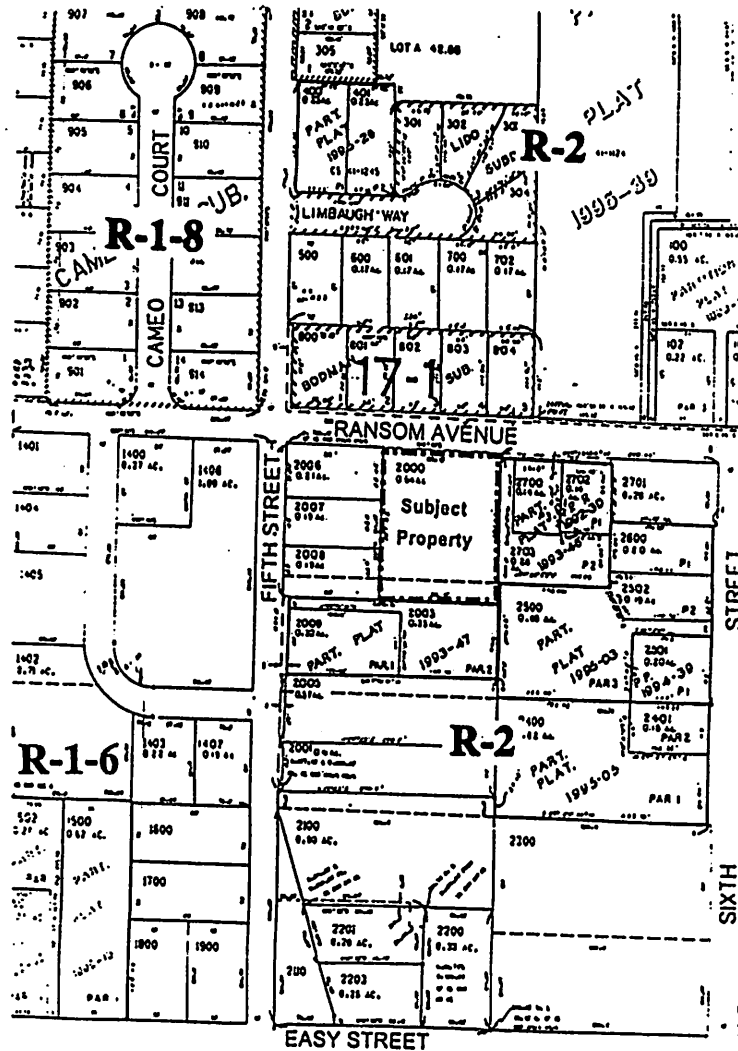
AFTER RECORDING
RETURN TO:
CITY OF BROOKINGS
898 Elk Drive
Brookings, OR 97415



EXHIBIT "A"

A 5 foot strip of land lying within the Northwest Quarter of the Northeast Quarter of Section 6, Township 41 South, Range 13 West, Willamette Meridian, City of Brookings, Curry County, Oregon, more particularly described as follows:

The northerly 5 feet of that tract of land conveyed to Jan Sirchuk and Renee Sirchuk, husband and wife, in Curry County Instrument 1998-3282.



APPLICANT: Jan Sirchuck

ASSESSOR'S NO: 41-13-6AB Tax Lot 2000

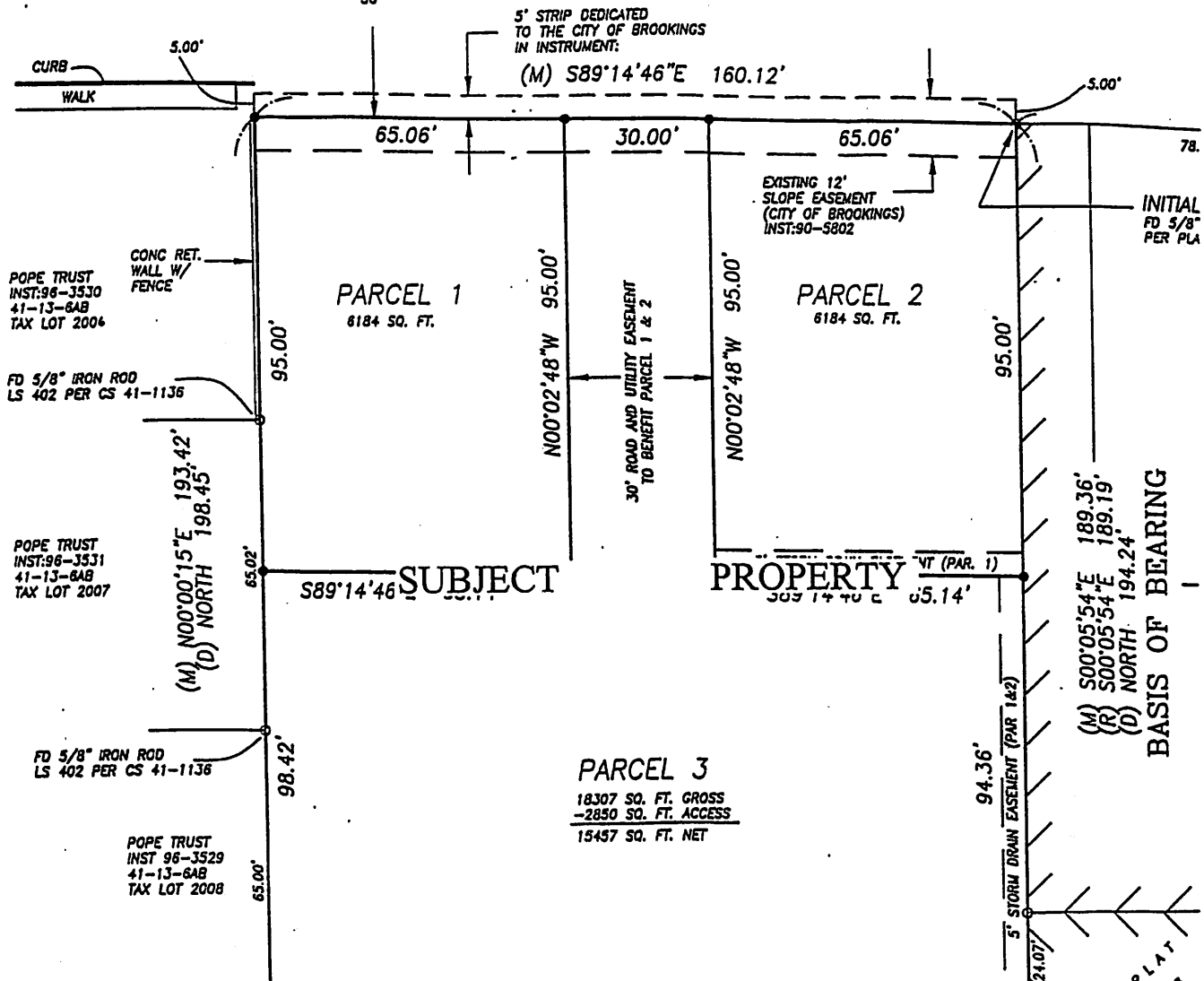
LOCATION: Ransom Avenue between Fifth and Sixth

SIZE: 0.64 acre

ZONE: R-2 (Two-family Residential)



RANSOM AVENUE



Memorandum

TO: Mayor, City Council

FROM: Leo Lightle, Community Development Director *LBL*

THROUGH: Tom Weldon, City Manager *Tom*

SUBJECT: Granting of easements on Assessor's Map 41-13-5BB Tax Lot 1900 and Tax Lot 804

DATE: November 18, 1998



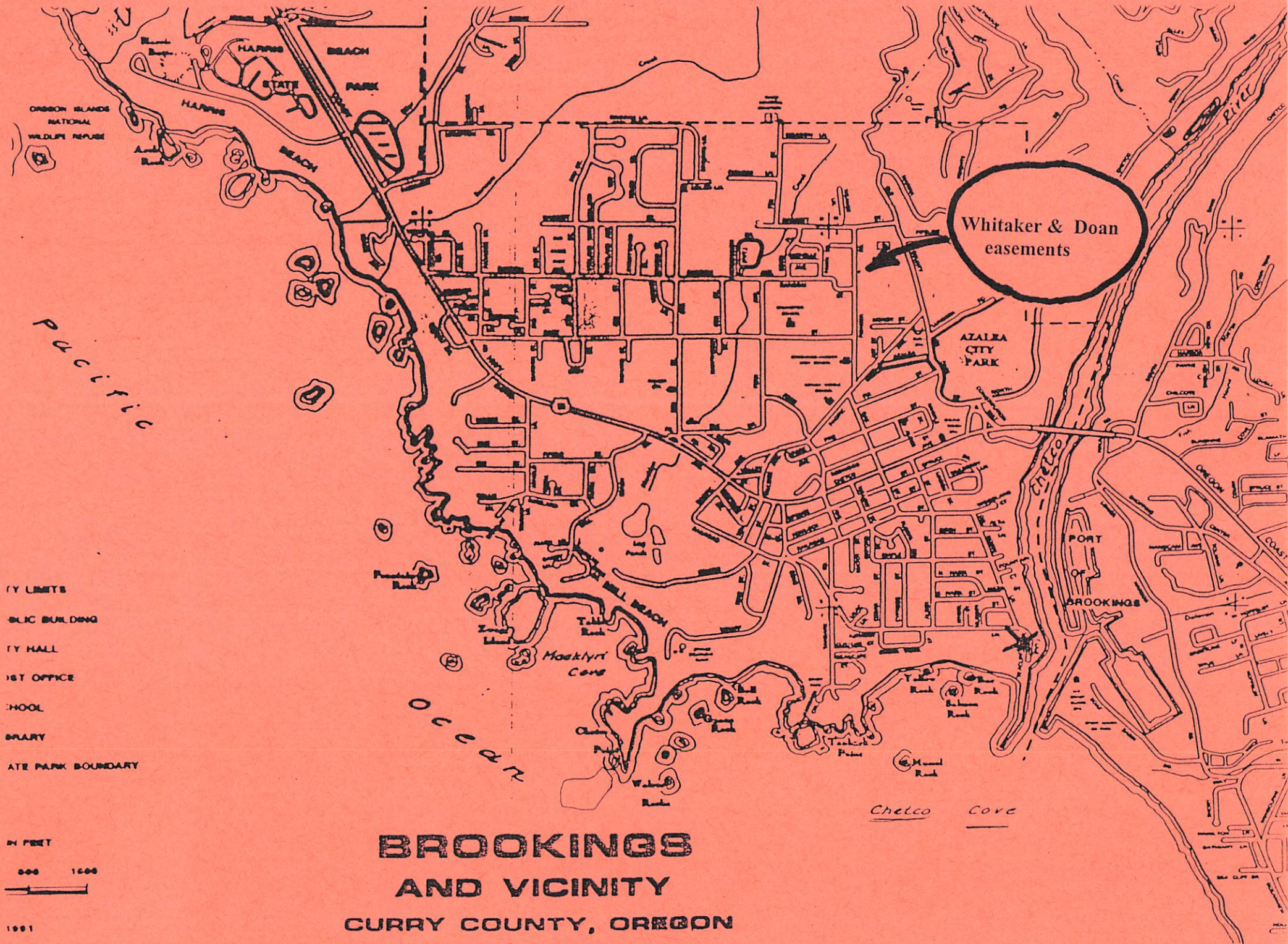
BACKGROUND: John Whitaker, in developing his parcel (Tax Lot 804), needs to dedicate an easement for sewer, along with an easement from Allen Doan to be able to access sewer with a gravity main. John Whitaker and Allen Doan, in their granting of the easement, included water, sewer and storm drainage.

John Whitaker is granting an easement on Tax Lot 804, Assessor's Map 41-13-5BB.

Allen Doan is granting an easement on Tax Lot 1900, Assessor's Map 41-13-5BB.

These two easements are between Old County Road and Pioneer Road north of Ransom Avenue.

RECOMMENDATION: The City Council accept the easements and authorize the Mayor to sign the easements on behalf of the city.



Whitaker & Doan
easements

AZALEA
CITY PARK

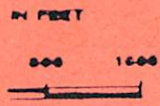
PORT
OF
BROOKINGS

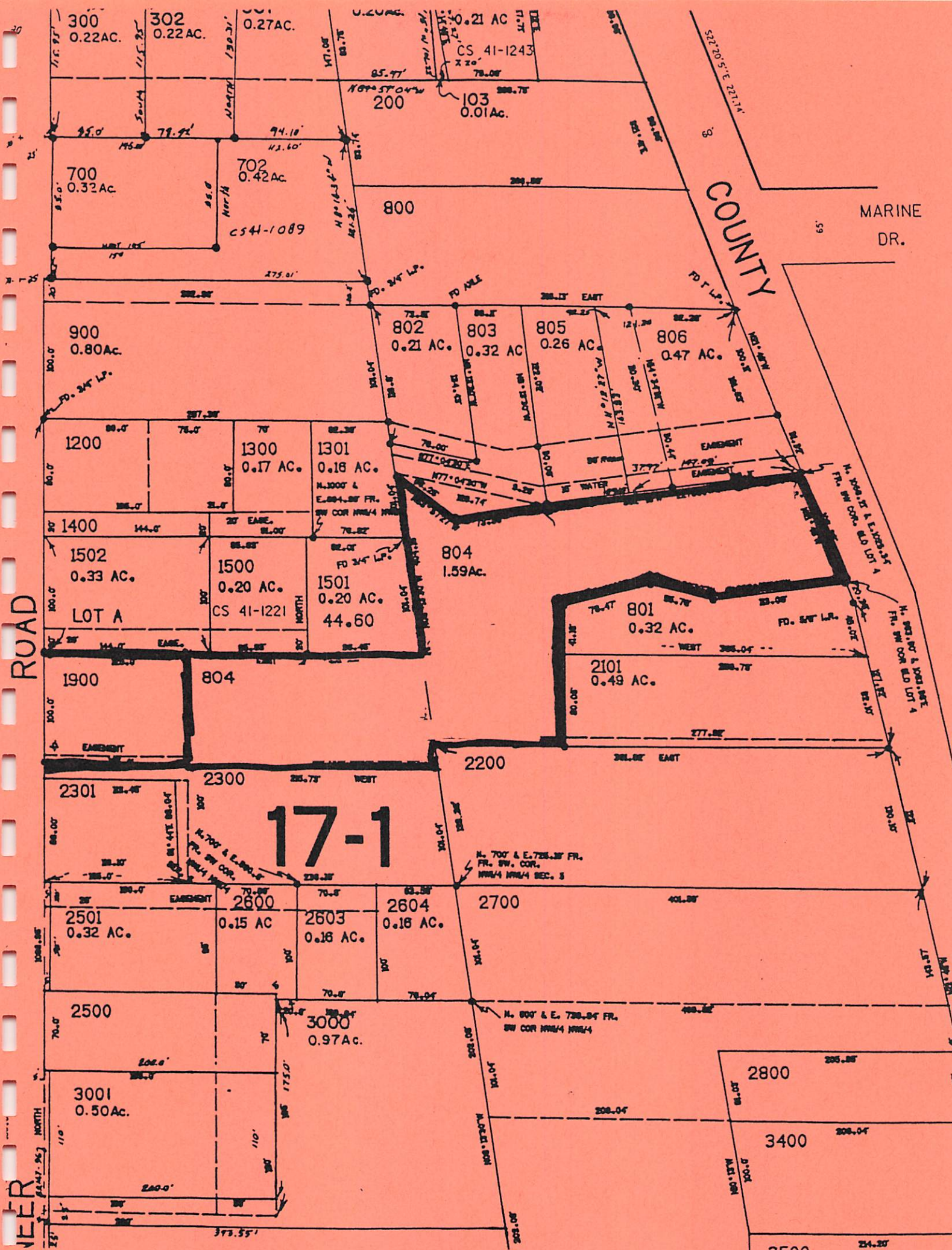
BROOKINGS

AND VICINITY

CURRY COUNTY, OREGON

- CITY LIMITS
- PUBLIC BUILDING
- CITY HALL
- POST OFFICE
- SCHOOL
- DAIRY
- STATE PARK BOUNDARY





NS

EASEMENT

John C. and Mary Whitaker

Between

John C. and Mary WhitakerP.O. Box 303Brookings, OR 97415

And

City of Brookings898 Elk DriveBrookings, OR 97415

After recording, return to (Name, Address, Zip):

City of Brookings898 Elk DriveBrookings, OR 97415SPACE RESERVED
FOR
RECORDER'S USE

STATE OF OREGON,

County of _____ } ss.

I certify that the within instrument
was received for record on the _____ day
of _____, 19____, at
_____ o'clock _____ M., and recorded in
book/reel/volume No. _____ on page
_____ and/or as fee/file/instru-
ment/microfilm/reception No. _____,
Records of said County.

Witness my hand and seal of County
affixed.

NAME TITLE
By _____, Deputy.

THIS AGREEMENT made and entered into this 19 day of October, 1998, by and
between John C. Whitaker and Mary Whitaker
hereinafter called the first party, and City of Brookings
hereinafter called the second party, WITNESSETH:

WHEREAS: The first party is the record owner of the following described real property in _____
County, State of Oregon, to-wit:

See Attachment #1

and has the unrestricted right to grant the easement hereinafter described relative to the real estate.

NOW, THEREFORE, in view of the premises and in consideration of \$ 0 by the second party to the
first party paid, the receipt of which is acknowledged by the first party, it is agreed:

The first party hereby grants, assigns and sets over to the second party an easement, to-wit:

See Attachment #2

The second party shall have all rights of ingress and egress to and from the real estate (including the right from time to time, except as hereinafter provided, to cut, trim and remove trees, brush, overhanging branches and other obstructions) necessary for the second party's use, enjoyment, operation and maintenance of the easement hereby granted and all rights and privileges incident thereto.

Except as to the rights herein granted, the first party shall have the full use and control of the above described real estate.

The second party agrees to save and hold the first party harmless from any and all claims of third parties arising from the second party's use of the rights herein granted.

The period of this easement shall be Continuous, always subject, however, to the following specific conditions, restrictions and considerations:

N/A

If this easement is for a right of way over or across the real estate, the center line of the easement is described as follows:

N/A

and the second party's right of way shall be parallel with the center line and not more than N/A feet distant from either side thereof.

During the existence of this easement, maintenance of the easement and costs of repair of the easement, if damaged by natural disasters or other events for which all holders of an interest in the easement are blameless, shall be the responsibility of (check one): ☐ the first party; ☐ the second party; ☐ both parties, share and share alike; ☐ both parties, with the first party responsible for _____% and the second party responsible for _____%. (If the last alternative is selected, the percentages allocated to each party should total 100.)

During the existence of this easement, holders of an interest in the easement who are responsible for damage to the easement because of negligence or abnormal use shall repair the damage at their sole expense.

This agreement shall bind and inure to the benefit of, as the circumstances may require, not only the parties hereto but also their respective heirs, executors, administrators, assigns, and successors in interest.

In construing this agreement, where the context so requires, the singular includes the plural and all grammatical changes shall be made so that this agreement shall apply equally to individuals and to corporations. If the undersigned is a corporation, it has caused its name to be signed and its seal, if any, affixed by an officer or other person duly authorized to do so by its board of directors.

IN WITNESS WHEREOF, the parties have hereunto set their hands in duplicate on the day and year first written above.

John C. and Mary Whitaker

John C. Whitaker
FIRST PARTY

Mary Whitaker

STATE OF OREGON, County of Curry,) ss.
This instrument was acknowledged before me on October 19, 1998.

by John C. Whitaker
This instrument was acknowledged before me on _____, 19____.

by _____
as _____



Linda Barker
Notary Public for Oregon
My commission expires 4-27-2000

City of Brookings

SECOND PARTY

STATE OF OREGON, County of _____) ss.
This instrument was acknowledged before me on _____, 19____.

by _____
This instrument was acknowledged before me on _____, 19____.

by _____
as _____
of _____

Notary Public for Oregon
My commission expires _____

Exhibit A

A parcel of land lying in the Northwest Quarter (NW1/4) of the Northwest Quarter (NW1/4) of Section Five (5), Township Forty-one (41) South, Range Thirteen (13) West, Willamette Meridian, Curry County, Oregon, City of Brookings, being more particularly described as follows:

Beginning at a point described as being 1059.21 feet North and 1025.34 feet East of the Southwest corner of Government Lot Four (4); said point also lying on the Westerly right-of-way line of the Old County Road;

thence South $21^{\circ} 48'$ East along said right-of-way line a distance of 102.98 feet;

thence leaving said right-of-way and proceeding South $82^{\circ} 13' 00''$ West a distance of 113.09 feet;

thence North $76^{\circ} 20' 30''$ West a distance of 55.78 feet;

thence South $75^{\circ} 01' 00''$ West a distance of 78.47 feet;

thence South a distance of 121.23 feet to the Northerly boundary line of a parcel of land described by deed in BR: 30 Page: 489, Curry County Records;

thence West along said boundary line a distance of 113.70 feet;

thence South $8^{\circ} 13' 30''$ East a distance of 20.12 feet to the Northerly boundary line of a parcel of land described by deed in BR: 22 Page: 393, Curry County Records;

thence West a distance of 215.75 feet to the Easterly boundary line of a parcel of land described by deed in BR: 49 Page: 96, Curry County Records;

thence North along said boundary line a distance of 100.0 feet to the Southerly boundary line of a parcel of land described by deed in BR: 36 Page: 582, Curry County Records;

thence East along said boundary line a distance of 201.28 feet;

thence North $8^{\circ} 13' 30''$ West along the Easterly boundary line of the above described parcel a distance of 159.07 feet;

thence South $53^{\circ} 57' 27''$ East a distance of 66.25 feet;

thence North $82^{\circ} 13' 00''$ East a distance of 301.06 feet to the point of beginning.

EXHIBIT "A"

A utility easement for the construction and maintenance of sewer, storm drain, and water lines included within a strip of land, 15.00 feet wide, lying 7.50 feet on each side of the following described line:

COMMENCING at the Southwest corner of that parcel of land conveyed to John C. Whitaker and Mary Whitaker, husband and wife, on that deed recorded September 11, 1998 in Instrument 1998-4775, Official Records of Curry County, Oregon; thence along the West line of said parcel, North, 7.50 feet to the TRUE POINT OF BEGINNING; thence East 203.10 feet; thence North 03°03'58" East, 115.21 feet to the terminal point of this easement.

REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JULY 25, 1995
RICHARD P. ROBERTS
1700

Exp. Date 12/31/98

EASEMENT

Between

Allen R. Doan
 96884 Swede Lane
 Brookings, Or. 97415
 And
 City of Brookings
 898 Elk Drive
 Brookings, OR 97415

SPACE RESERVED
 FOR
 RECORDER'S USE

After recording, return to (Name, Address, Zip):

City of Brookings
 898 Elk Drive
 Brookings, OR 97415

STATE OF OREGON,

County of _____ } ss.

I certify that the within instrument
 was received for record on the _____ day
 of _____, 19____, at
 _____ o'clock _____ M., and recorded in
 book/reel/volume No. _____ on page
 _____ and/or as fee/file/instru-
 ment/microfilm/reception No. _____,
 Records of said County.

Witness my hand and seal of County
 affixed.

NAME

TITLE

By _____, Deputy.

THIS AGREEMENT made and entered into this _____ day of _____, 19____, by and
 between Allen R. Doan
 hereinafter called the first party, and City of Brookings
 hereinafter called the second party, WITNESSETH:

WHEREAS: The first party is the record owner of the following described real property in _____
 County, State of Oregon, to-wit:

EXHIBIT "A"

to Corporation Warranty Deed executed by Envoy Financial
 Corporation, a California corporation, Grantor, to Allen R. Doan,
 a married man as his sole and separate property.

That certain portion of the Northwest Quarter of the Northwest
 Quarter of Section 5, Township 41 South, Range 13 West of the
 Willamette Meridian, City of Brookings, Curry County, Oregon,
 described as follows: Beginning at a point 370 feet East and 900
 feet North of a concrete monument marking the Southwest corner of
 the Northwest Quarter of the Northwest Quarter of said Section 5;
 thence East 125 feet; thence South 100 feet; thence West 125 feet
 to the East line of Pioneer Road; thence North, along the East side
 of Pioneer Road 100 feet, more or less, to the point of beginning.
 17-1 41-13-5BB TL 1900 UID #135026 OTE 88-0182

and has the unrestricted right to grant the easement hereinafter described relative to the real estate.
 NOW, THEREFORE, in view of the premises and in consideration of \$ 1.00 by the second party to the
 first party paid, the receipt of which is acknowledged by the first party, it is agreed:

The first party hereby grants, assigns and sets over to the second party an easement, to-wit:

EXHIBIT "A"

A utility easement for the construction and maintenance of sewer,
 storm drain, and water lines included within a strip of land 15.00
 feet wide described as follows:

The south 15 feet of that parcel of land conveyed to Allen R. Doan
 on that deed recorded November 23, 1988 in Book 150, Page 1101,
 Official Records of Curry County, Oregon.

Insert a full description of the nature and type of easement granted by the first party to the second party.)

(OVER)

The second party shall have all rights of ingress and egress to and from the real estate (including the right from time to time, except as hereinafter provided, to cut, trim and remove trees, brush, overhanging branches and other obstructions) necessary for the second party's use, enjoyment, operation and maintenance of the easement hereby granted and all rights and privileges incident thereto.

Except as to the rights herein granted, the first party shall have the full use and control of the above described real estate.

The second party agrees to save and hold the first party harmless from any and all claims of third parties arising from the second party's use of the rights herein granted.

The period of this easement shall be continuous, always subject, however, to the following specific conditions, restrictions and considerations:

N/A

If this easement is for a right of way over or across the real estate, the center line of the easement is described as follows:

N/A

and the second party's right of way shall be parallel with the center line and not more than N/A feet distant from either side thereof.

During the existence of this easement, maintenance of the easement and costs of repair of the easement, if damaged by natural disasters or other events for which all holders of an interest in the easement are blameless, shall be the responsibility of (check one): ☐ the first party; ☐ the second party; ☐ both parties, share and share alike; ☐ both parties, with the first party responsible for _____% and the second party responsible for _____. (If the last alternative is selected, the percentages allocated to each party should total 100.)

During the existence of this easement, holders of an interest in the easement who are responsible for damage to the easement because of negligence or abnormal use shall repair the damage at their sole expense.

This agreement shall bind and inure to the benefit of, as the circumstances may require, not only the parties hereto but also their respective heirs, executors, administrators, assigns, and successors in interest.

In construing this agreement, where the context so requires, the singular includes the plural and all grammatical changes shall be made so that this agreement shall apply equally to individuals and to corporations. If the undersigned is a corporation, it has caused its name to be signed and its seal, if any, affixed by an officer or other person duly authorized to do so by its board of directors.

IN WITNESS WHEREOF, the parties have hereunto set their hands in duplicate on the day and year first written above.

A
Allen R. Doan

Allen R. Doan
FIRST PARTY

STATE OF OREGON, County of Curry) ss.

This instrument was acknowledged before me on October 15, 1999.

by Allen R. Doan

This instrument was acknowledged before me on _____, 19____.

by _____

as _____



Linda Barker
Notary Public for Oregon
My commission expires 4-27-2000

City of Brookings

SECOND PARTY

STATE OF OREGON, County of _____) ss.

This instrument was acknowledged before me on _____, 19____.

by _____

This instrument was acknowledged before me on _____, 19____.

by _____

as _____

of _____

Notary Public for Oregon
My commission expires _____

EXHIBIT "A"

A utility easement for the construction and maintenance of sewer, storm drain, and water lines included within a strip of land 15.00 feet wide described as follows:

The south 15 feet of that parcel of land conveyed to Allan R. Doan on that deed recorded November 23, 1988 in Book 150, Page 1101, Official Records of Curry County, Oregon.

REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JULY 25, 1995
RICHARD P. ROBERTS
2730

Exp. Date 12/31/98

Memorandum

TO: Mayor, City Council

FROM: Leo Lightle, Community Development Director *LL*

THROUGH: Tom Weldon, City Manager *Tom*

SUBJECT: 15 MPH speed limit sign on Rowland Lane

DATE: November 16, 1998



BACKGROUND:

The city received a complaint from a resident at the western end of Rowland Lane about cars driving too fast and endangering children. The caller wanted to have a SLOW CHILDREN PLAYING sign installed.

I told the caller that a SLOW CHILDREN PLAYING sign could be interpreted as it was all right for children to play in the street. It is not appropriate for the city to even imply that children can play in the street. I told the caller I thought that enforcement of the speed limit was the issue and I would contact the Police Department.

The caller subsequently spoke with the City Manager. City Manager Tom Weldon and Chief of Police Ken Lewis visited the area and determined action was warranted. It was determined by City Manager Tom Weldon and myself that lowering the speed limit would be more appropriate than installing a SLOW CHILDREN PLAYING sign.

RECOMMENDATION:

The City Council authorize Public Works to install a 15 MPH speed limit sign on Rowland Lane at the section west of Arnold Lane.

Memorandum

TO: Mayor, City Council
FROM: John Bischoff, Planning Director
THROUGH: Tom Weldon, City Manager
DATE: November 13, 1998



Issue: Deferred Improvement Agreement program.

Synopsis: The Council, Planning Commission and staff have been studying the issue of DIAs and how to proceed with a program that is not working as intended.

Background: Currently, under Section 172, Street Improvement, Deferred, Subsection 070.A, of the Land Development Code, deferred improvement agreements may be allowed under the following conditions:

- A. Street improvements may be deferred when the project site complies with the following criteria:
 - 1. If more than 50 percent of the street segment's frontage and area having frontage on the segment is unimproved; or,
 - 2. If more than 50 percent of the area having frontage on the street segment is developed and less than 50 percent of the street segment is improved.

Under these conditions, virtually every street in the city qualifies to be deferred and the result is that we have streets fully developed with houses and recorded DIAs but no street improvements. Although staff has issued 143 DIAs since the program started, the related development is rather evenly distributed throughout the city. Also many of the new single family homes, which would also generate a DIA, are constructed in subdivisions where street improvements already exist. Thus few streets or street segments have accumulated enough DIAs to qualify to be ordered into a local improvement district.

Recommendation: Staff is therefore making four recommendations:

- 1. Reverse existing policy. The Land Development Code does not state that DIAs *must* be given—it states that they *may* be given under the conditions listed above. Deferred Improvement Agreement in the future would be allowed only when it is not feasible to require street improvements at the time of development.
- 2. Form a local improvement district for the segment of Ransom Ave. between Third and Sixth Streets to at least provide sidewalks. This section qualifies (26 DIAs out of 39 property owners) and is also one where improvements are badly needed.

3. Prioritize qualifying streets for future local improvement districts and incorporate them into the Capital Improvement Plan.
4. Prioritize a list of needed sidewalks and incorporate this list into the Capital Improvement Plan which will be adopted by the Council at their January 11th meeting.

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

1. Continue under the current DIA program.
2. Eliminate the DIA program entirely.

City of Brookings

TO: Mayor, City Council

FROM: Leo Lightle, *LL*
Community Development Director

THROUGH: Tom Weldon, City Manager *Tom*

DATE: November 18, 1998



ISSUE: Sidewalk construction: Ransom Avenue and portion of Fifth Street

BACKGROUND: The City Council directed staff to have the City Engineer prepare plans and specifications for the construction of asphalt walkways in the specified area of Ransom Avenue and Fifth Street.

We have not received the plans and specifications for the project.

RECOMMENDATION: No action as we have not received the plans and specifications from the City Engineer.

City of Brookings

TO: Mayor, City Council

FROM: Leo Lightle, *LL*
Community Development Director

THROUGH: Tom Weldon, City Manager *Tom*

DATE: November 16, 1998



ISSUE: Authorization to sign the Special Cities Allotment Grant agreement.

SYNOPSIS: The City Council authorized applying for a Special Cities Allotment Grant last April. This grant provides \$25,000 towards a street improvement project. We submitted the continuation of the Oak Street Improvement Project as our 1999 project and were successful in getting the grant. The Oak Street Project or portions of the project are listed in the City of Brookings Capital Improvements/Expenditure Plan 1996-2001 (CIP/EP) with funding possible from both System Development Charges (SDC) and System Replacement Fees (SRF).

The recommended continuation project is estimated to cost \$40,000 with the city paying the \$15,000 over the state's \$25,000 share. Forty-five percent (45%) of the city's portion will come from SDC funds (\$6,750) with the remaining fifty-five percent (55%) from SRFs (\$8,250).

We are required to have the agreement authorized during a regularly scheduled meeting of the City Council.

RECOMMENDATION: The City Council authorize the agreement and the signing of the agreement by the City Manager for the Special Cities Allotment Project: Oak Street Improvements.

October 9, 1998

Misc. Contracts & Agreements
No. 16797

1999 SPECIAL CITY ALLOTMENT AGREEMENT
Oak St. (Spruce St. – Railroad St.)

THIS AGREEMENT is made and entered into by and between THE STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "State"; and the CITY OF BROOKINGS, a municipal corporation of the State of Oregon, acting by and through its City Officials, hereinafter referred to as "City".

WITNESSETH

RECITALS

1. By the authority granted in ORS 366.800 and 366.805, there has been withdrawn from State Highway Funds appropriated for allocation to cities of the State of Oregon the sum of \$500,000 and an additional \$500,000 available to the Department of Transportation from the State Highway Fund. These sums have been set up in a separate account to be administered by the Department of Transportation. The \$1,000,000 shall be allotted each year by the Transportation Commission for use upon city streets that are not a part of the state highway system, that are within cities with populations of 5,000 or fewer persons, and that are inadequate for the capacity they serve or are in a condition detrimental to safety. No one project can receive more than \$25,000.

NOW THEREFORE, the premises being in general as stated in the foregoing RECITALS, it is agreed by and between the parties hereto as follows:

TERMS OF AGREEMENT

1. By the authority granted in ORS 366.805(2), City has requested moneys from this account for the improvement of Oak Street, from Spruce Street to Railroad Street, hereinafter referred to as "project. The total estimated cost of this project is \$40,000. Attached hereto, marked "Exhibit A" and by this reference made a part hereof, is a sketch map showing the location and approximate limits of the project.
2. State has considered City's request for the project and has determined that this project is eligible for funding under the Special City Allotment Program.
3. The parties hereto mutually agree and understand that the cost of said project shall be paid for by Special City Allotment funds and by City as follows: Special City Allotment funds will pay for eligible project costs up to an amount not to exceed \$25,000, and City shall pay any costs in excess of \$25,000. State shall issue payments after January 1, 1999.

4. Documented cost of preliminary engineering and construction engineering services performed by the City or the City's consultant are eligible project costs.
5. This agreement shall become effective upon execution of this agreement by all parties and shall terminate on December 31, 2000 unless an amendment is executed extending said termination date.

STATE OBLIGATIONS

1. State shall administer the funds in the Special City Allotment Account in the following manner:
 - (a) After January 1, 1999, State shall, upon execution of this agreement, and concurrence on the plans and specifications, advance City one-half (50%) of the estimated cost of the project, not to exceed \$12,500.
 - (b) State shall, upon satisfactory final inspection by State and certification of acceptance of work by the City, accompanied by documentation of all project costs, make final payment to City. Total payments to City, including advance payment, shall not exceed a total of \$25,000.

CITY OBLIGATIONS

1. City shall provide all right-of-way at its sole expense. The acquisition of real property must comply with current Oregon law, including, but not limited to ORS 281.045 through ORS 281.105.
2. City shall relocate or reconstruct, or cause to be relocated or reconstructed, all privately or publicly owned utility conduits, lines, poles, mains, pipes and all other facilities of every kind and nature where such relocation or reconstruction is made necessary by the plans of the project in order to conform the utilities and other facilities with the plans and the ultimate requirements of the project.
3. City shall prepare, or cause to be prepared, the plans and specifications for said project and advertise the project, contract the work, do the construction engineering, and make the necessary contract payments, unless otherwise agreed upon.
4. City shall submit a set of the plans and specifications to State for review and concurrence, prior to advertising the project for bids.

5. City shall, during the course of the work, accumulate and retain documentation for all project costs.
6. Upon completion of the project, City shall certify to State that the project is complete and in substantial conformance with the plans and controlling specifications. City shall submit a billing for the remaining cost of the project which, when added to the amount previously advanced by State, shall not exceed the actual total cost of the project or \$25,000, whichever is the lesser.
7. Upon completion of the project, City shall provide maintenance at its sole expense.
8. City understands those streets or portions of streets, upon which SCA funds have been expended, are not eligible for additional SCA funds for a period of 10 years following the approval for such funds.
9. City understands that if the project is canceled by City, or not completed within the time requirements or in accordance with the terms of this agreement, after City has received the advance of one-half (50%) of the estimated cost of the project or \$12,500, whichever is less, City shall immediately repay to State the full amount of the advance.
10. City, its consultants or subcontractors, if any, and all employers working under this agreement are subject employers under the Oregon Workers' Compensation Law and shall comply with ORS 656.017, which requires them to provide workers compensation coverage for all their subject workers.
11. City agrees to comply with all federal, state, and local laws, regulations, executive orders and ordinances applicable to the work under this agreement, including, without limitation, the provisions of ORS 279.312, 279.314, 279.316, 279.320, and 279.555, which hereby are incorporated by reference. Without limiting the generality of the foregoing, City expressly agrees to comply with (i) Title VI of Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and ORS 659.425; (iv) all regulations and administrative rules established pursuant to the foregoing laws; and (v) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.
12. City acknowledges and agrees that State, the Secretary of State's Office of the State of Oregon, the federal government, and their duly authorized representatives shall have access to the books, documents, papers, and records of City which are directly pertinent to the specific agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of three years after final payment. Copies of applicable records shall be made available upon request. Payment for costs of copies is reimbursable by State.

13. City shall adopt an ordinance or resolution authorizing the Mayor and Recorder to enter into this agreement.

GENERAL PROVISIONS

1. This agreement may be terminated by mutual written consent of both parties.

State may terminate this agreement effective upon delivery of written notice to City, or at such later date as may be established by State, under any of the following conditions:

- A. If City fails to provide services called for by this agreement within the time specified herein or any extension thereof.
- B. If City fails to perform any of the other provisions of this agreement, or so fails to pursue the work as to endanger performance of this agreement in accordance with its terms, and after receipt of written notice from State fails to correct such failures within 10 days or such longer period as State may authorize.
- C. If State fails to receive funding, appropriations, limitations or other expenditure authority at levels sufficient to pay for the work provided in the agreement.
- D. If Federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the work under this agreement is prohibited or State is prohibited from paying for such work from the planned funding source.

Any termination of this agreement shall not prejudice any rights or obligations accrued to the parties prior to termination.

2. City maintenance responsibilities in City Obligation No. 7 shall survive termination of this agreement if project is completed and accepted.
3. This agreement and attached exhibits constitute the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this agreement. No waiver, consent, modification or change of terms of this agreement shall bind either party unless in writing and signed by both parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of State to enforce any

provision of this agreement shall not constitute a waiver by State of that or any other provision.

IN WITNESS WHEREOF, the parties hereto have set their hands and affixed their seals as of the day and year hereinafter written.

The 1999 funding for the Special City Allotment Program was approved by the Transportation Commission on October 15, 1997 as a part of the 1998-2001 Statewide Transportation Improvement Program.

The project was approved on September 18, 1998, by the Financial Services Branch Manager.

The Oregon Transportation Commission on June 18, 1998, approved Subdelegation Order No. 2 in which the Director grants authority to the Region Manager to approve and execute agreements up to \$50,000 when the work is related to a project included in the Statewide Transportation Improvement Program.

CITY OF BROOKINGS, by and
through its Elected Officials

STATE OF OREGON, by and through
its Department of Transportation

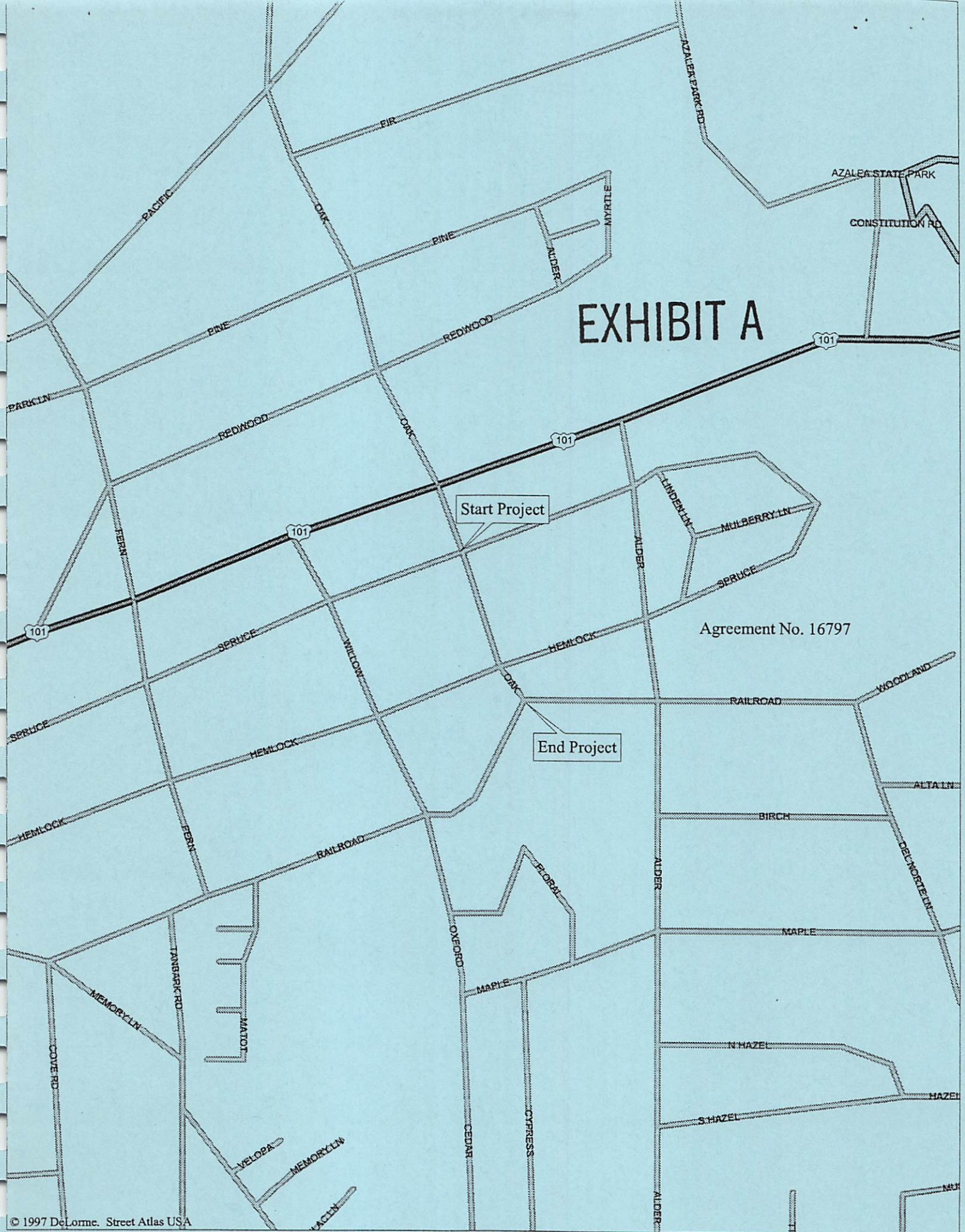
By _____
Mayor

By _____
Region Manager

Date _____

Date _____

EXHIBIT A



City of Brookings

TO: Mayor, City Council

FROM: Leo Lightle, *LL*
Community Development Director

THROUGH: Tom Weldon, City Manager *Tom*

DATE: November 18, 1998



ISSUE: Ordinance 430 Amendment: sewer main frontage for connection

BACKGROUND: We have been notified that a property at the end of Center Street had its septic tank drain field fail and there is no room to construct another drain field and therefore the drain field could not be repaired. Subsequent to the county's letter we received a request from the property owner to hook to the sewer.

There is a sewer main that crossed this property. It is a pressure main used by high pressure, high volume pumps and the pressure and volume created by the pumps eliminates any other use of this pressure main.

Traditional new sewer main construction would require a pump station plus a pressure line and a gravity line to serve the area. It is not cost effective to have a municipal pump station that would have to be monitored daily to serve one home or even if all the homes connected in this area, five homes.

This ordinance amendment would allow connection with a private line to an existing manhole with a private individual pump station as we allow in areas identified as a geological hazard.

This amendment will allow the city to address a problem that occurred in the city that was not anticipated when the ordinance was written.

RECOMMENDATION: The City Council pass Ordinance 98-O-430.E.

Memorandum

TO: Mayor, City Council

FROM: Chief Ken Lewis

THROUGH: City Manager Tom Weldon

DATE: November 17, 1998



Issue: Need for and the purchase of a Command Vehicle/Crime Scene/Search Warrant vehicle for the Brookings Police Department

Background:

1. We have budgeted monies for the Narcotics Unit to purchase equipment/vehicle for the budget year 1998-99. We are not able to find used vehicles at a price that we can handle, so we are requesting permission to buy from a single source.
2. I have checked with two recognized coach dealers in Oregon and Washington in regards to used Class III vehicles (a certain size and type of ambulance). I have been advised that the sales of the used vehicles is based on it's ability to be re-classified for ambulance use.
3. I have located two Class III vehicles, one in Oregon and one in Washington. The Washington vehicle is a 1984 Class III with 77,000 miles and priced at \$6,800. The Oregon vehicle is located in the Portland area and is a 1985 Class III with 84,000 miles and priced at \$3,900. This vehicle has four new tires and emergency lights.
4. This vehicle would be purchased from the drug forfeiture funds. These funds can only be used for certain items and the Emergency Response Vehicle would fall in that category. The only cost to the City of Brookings would be for maintenance and insurance.

The vehicle's primary use would be in narcotic investigations, serving search warrants and seizing methamphetamine laboratories. Currently we use several vehicles to transport an entry team to a search warrant location. Often times we operate during darkness and in rainy weather. This vehicle would also function as the mobile command post during law enforcement operations. This vehicle would be equipped with radio equipment that would enable the command officer to be in contact with all law enforcement agencies as well as fire and ambulance personnel.

This vehicle would provide a place for the search team to be out of the weather as well as suspects during their interviews. This vehicle would provide a safe place to secure all evidence. We would be able transport an outside light source (generator) for the Officer's use. In case of an officer being injured, we would be able to render first aid out of the weather. The vehicle would also be available for use by the Curry County Major Crimes Team.

Recommendation:

Council authorize the purchase of the 1985 Class III Coach from Wheel Coach, Inc. in the amount of \$3,900, using drug forfeiture funds.

CITY OF BROOKINGS
COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
October 26, 1998
7:00 pm

I. CALL TO ORDER

Mayor Brendlinger called the meeting to order at 7:12 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Present: Mayor Nancy Brendlinger, Councilors Larry Curry, Bob Hagbom, Frances Johns

Council Absent: Councilor Pepper, Ex-Officio Councilor Shiloh Thom

Staff Present: City Manager Tom Weldon, Community Development Director Leo Lightle, Police Chief Ken Lewis, Police Sergeant Wayne Sheffel, Administrative Secretary Denise Bottoms

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

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

A. Council liaisons

Councilor Johns moved, Councilor Hagbom seconded and the Council voted unanimously to approve the amended Council Liaison list with the following changes/additions: Councilor Johns will be liaison to the School Board and the Senior Center, Councilor Hagbom will be liaison to the Port of Brookings-Harbor, the Canopy Project will be added and Councilor Pepper will be the Council liaison. The Mayor will be the Council's representative to the Capital Improvements/Expenditures Committee.

V. PUBLIC HEARINGS

None

VI. SCHEDULED PUBLIC APPEARANCES

None

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

A. Committee and liaison reports

1. Chamber of Commerce - None
2. Parks and Recreation Commission - None

3. Council Liaisons

Councilor Johns attended the last School Board meeting.

B. Unscheduled

VIII.

STAFF REPORTS

A. City Manager

1. Council liaisons

This item was addressed earlier in the meeting.

2. Policy on volunteer projects and/or services

City Manager Tom Weldon read the suggested policy for the audience.

Craig Mickelson, Chair of the Parks and Recreation Commission, said that the Commission voted to send a favorable recommendation to the Council regarding this policy at their last meeting.

Gil Rosario of the Vietnam Veterans of War expressed that their group thought this policy would be a good idea.

After discussion and general consensus that this was what the Council was looking for, Mayor Brendlinger asked that this policy be formatted as a Resolution. The City Manager will do that and put it on the agenda for the next meeting.

3. Vietnam Veterans of War memorial

Gil Rosario explained the suggested memorial and the motivation behind it. It will be 4 feet wide on 3 sides, the front will be 5 feet wide, the concrete base will be 4 feet high, and the redwood carving will be 10 feet high.

Craig Mickelson, Chair of the Parks and Recreation Commission, reported that the Commission supports this project and recommended it's approval to the Council.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to approve the proposed Vietnam Veterans of War memorial to be placed on city property on a concrete slab by the fountain along Chetco Avenue.

4. Water Management Study grants

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to authorize the City Manager to apply for any grants available to help fund a Water Management Study.

B. Community Development Department

1. Sidewalk on Ransom Avenue at 5th Street

Councilor Curry provided a video of the area on Ransom Avenue and 5th Street that would benefit from having sidewalks, curbs and gutters.

Community Development Director Leo Lightle explained the options available to the Council.

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

Clarence Branscam 800 Cameo Court

The Council directed staff to research the cost for asphalt paths and a culvert on Ransom and how this project might be funded. This information will be brought to the Council at the next meeting on November 23rd.

2. Authorization to accept bid on Wastewater Treatment Plant pickup

Councilor Curry moved, Councilor Johns seconded and the Council voted unanimously to award the bid for a Wastewater Treatment Plant pickup to Coast Auto Center in the amount of \$18,913.49.

3. Backhoe purchase

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to pass Resolution No. 98-R-646 authorizing exemption from the competitive bidding process and authorize staff to purchase the Case Loader/Backhoe as specified for \$56,000.

4. Award bid on cleaning and televising sewer lines

Councilor Johns moved, Councilor Curry seconded and the Council voted unanimously to award the bid for cleaning and televising sewer lines to TSR Corporation in the amount of \$14,850.

C. Police Department

1. Third Sergeant position

Police Chief Ken Lewis explained the need for another Sergeant in the patrol division of the Police Department and that this is a reorganization rather than increasing staff.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to authorize changing one Police Officer position to a Sergeant position.

IX. CONSENT CALENDAR

A. Approval of Council Meeting Minutes

1. Minutes of October 12, 1998 Regular Council Meeting

(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. Resolutions

1. Resolution No. 98-R-646 - A resolution exempting from competitive bidding the purchase of a loader/backhoe

This item was addressed earlier in the meeting.

XI. REMARKS FROM MAYOR AND COUNCILORS

A. Mayor

The Mayor received the City's Financial Reporting plaque for the 1996-97 fiscal year. Mayor Brendlinger requested that all of these and ones received in the future be placed in a display in the hall.

B. Council

Councilor Johns asked about the dinner for the Council during the LOC Annual Conference. City Manager Tom Weldon said that a memo will be distributed outlining details and directions to the restaurant.

XII.

ADJOURNMENT

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to adjourn at 8:40 p.m.

ATTEST:

Nancy Brendlinger
Mayor

Beverly Adams
Finance Director/Recorder

PARK AND RECREATION COMMISSION MEETING

Minutes, September 24, 1998

ROLL CALL

Present: Higginson, Abbot, Lent, Mickelson, Weldon, Absent; Smith, Prevanus, Excused; Canfield.

Minutes approved with one correction, deletion of "and the city council" in paragraph about Azalea Park.

Nature's Coastal Holiday

Keith Pepper reported that \$3500 has been donated by a local business for a new section of lighting for the festival. Presented a proposal to increase the outlets available for the lighting which would be paid out of funds from last years proceeds. Motion by Lent, second Abbot that the proposal be recommended to the city council, passed.

Stout Park

Gro Lent reported that the plantings are ongoing and that lawn is now showing. The sundial was presented to the commission.

Chetco Point

Mickelson reported that a new area had been leveled off and a roadway cut down to the trailhead and a 20 foot bridge will be needed to for the trail to the point. Higginson reported that we will need approximately 50 yards of rock to put over the trail to protect against erosion. A calendar is in the makings for work to start on the project.

Other Reports

Higginson reported on work being done on the Lundeen field and concern about the trenches and waterlines. A discussion went on about seeing a plan for water and electrical. There needs to be a supervisor for the different volunteer projects.

It was reported by Abbot that the Azalea Park foundation had received their grant. Discussion pertaining to seeing final plans for work to be done with the grant funds.

Weldon reported that student representatives would be determined at the next council meeting.

adjournment: 8:40 pm

PARK AND RECREATION COMMISSION MEETING

SPECIAL MEETING MINUTES 9/28/98

ROLL CALL

Present: Mickelson, Higginson, Canfield, Lent, Abbott, Smith, Prevanus, Weldon. Absent: McKay

Elmo Williams presented a detail account of how he proposes to spend the grant monies he has received to date: Entrance pillars- 2 at upper park entrance and 1 at lower park entrance-to be made of cultured stone and redwood: A curb is to be placed on the left side of the upper entrance and behind the curbing landscaping of rhodies and azaleas. Two tiered drinking fountain in the upper garden. Concrete pad with bench in the upper garden. Concrete pad with 4 benches by the stage area. Elmo stated he would be taking back the repair of the gazebo which Natures' Coastal Holidays was going to do. Elmo explained that it was a question of renovation vs. restoration and since the grant monies specified that the grant considered it to be a historic item the repair work must be done in a restorative manner. A motion was made and passed 6 to 1 to follow the grant monies guideline and restore the damage areas of gazebo which will be done by Azalea Park Foundation.

Motion was made and passed 7 to 0 to have remaining Azalea Park Foundation monies be used to complete 2 tiered drinking fountain in upper garden, construct the entrance pillars, the curbing on the left side of the upper entrance with the landscaping of the area beside the new curbing, concrete pad and bench in upper garden, concrete pad with 4 benches by the stage area.

This left the question of sidewalks both new and replacement. The asphalt portion of walkway from the upper garden to the gazebo to be replaced and widened. Tom Weldon stated the city would remove the asphalt and grade the area. Since Elmo has taken back gazebo repair, Keith Pepper stated that Natures' Coastal Holiday would help with the sidewalk replacement and possible some other concrete walkways that Elmo had in mind.

Craig Mickelson and Tom Weldon to take the above proposals to the City Council for approval so the work can get underway.

Motion to adjourn: passed.

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32354	Beverly Adams	Sept Rotary	10/01/98	100-106.00	21.00	107-660.00	21.00
32355	Doug Bales	Reimbursement	10/01/98	100-106.00	56.55	105-658.00	56.55
32356	Bay West Supply Inc	Inv 13008	10/01/98	100-106.00	174.10	106-652.00	174.10
32357	B & B Excavation	Inv 0345	10/01/98	100-106.00	124,287.42	480-722.00	124,287.42
32358	Becco Inc	Inv 3100231	10/01/98	100-106.00	41.85	103-664.00	41.85
32359	Brookings Vol Firefighters	Oct Contrib	10/01/98	100-106.00	1,666.67	104-682.00	1,666.67
32360	Builders Depot	Inv 27033	10/01/98	100-106.00	567.52	201-612.00	567.52
32361	Chamber of Commerce	Refund App	10/01/98	100-106.00	20.00	100-478.00	20.00
32362	Coastline Signs	Inv 13662	10/01/98	100-106.00	500.00	103-624.00	500.00
32363	Cole Parmer Instrument Company	Inv 3475333	10/01/98	100-106.00	225.58	202-612.00	225.58
32364	Conterra	Inv 5787	10/01/98	100-106.00	156.25	104-614.00	156.25
32365	Curry Equipment	Inv 43598	10/01/98	100-106.00	64.24	150-606.00	64.24
32366	Del Cur Supply	Inv 69515	10/01/98	100-106.00	64.24	201-612.00	64.24
32367	Deluxe Business Forms & Supply	Payroll Checks	10/01/98	100-106.00	161.00	109-602.00	161.00
32368	DHR Child Support Unit	Garnishment	10/01/98	100-106.00	333.97	100-220.70	333.97
32369	DHR Child Support Unit	Garnishment	10/01/98	100-106.00	243.69	100-220.70	243.69
32370	EBS Trust	Oct Premium	10/01/98	100-106.00	58.00	103-654.00	30.00
						104-654.00	28.00
32371	Emerald Pool & Patio	#148327/148468	10/01/98	100-106.00	89.60	106-652.00	89.60
32372	Fastenal Company	Inv 6P0P5398	10/01/98	100-106.00	69.31	150-606.00	69.31
32373	Flora Pacifica Inc	Inv 4451	10/01/98	100-106.00	70.30	500-688.00	70.30
32374	Freeman Rock Enterprises Inc	Misc Invoices	10/01/98	100-106.00	830.36	201-612.00	830.36
32375	John P Gobble	Bus Lic Refund	10/01/98	100-106.00	85.00	100-422.00	85.00
32376	Great Western Supply Co	Inv 899368	10/01/98	100-106.00	405.03	103-686.00	405.03
32377	GTE	Inv CH86413	10/01/98	100-106.00	110.00	103-606.00	110.00
32378	Hach Co	Inv 371385	10/01/98	100-106.00	77.25	252-652.00	77.25
32379	Richard Harper	Oct Services	10/01/98	100-106.00	369.00	101-646.00	369.00
32380	HGE Inc	Misc Invoices	10/01/98	100-106.00	5,937.80	201-646.00	2,968.90
						251-646.00	2,968.90
32381	Industrial Chem Labs Inc	Inv 4704	10/01/98	100-106.00	118.61	251-612.00	118.61
32382	Joe Ingwersen	Travel Advance	10/01/98	100-106.00	130.00	202-658.00	65.00
						252-658.00	65.00
32383	ICMA-RT 457 c/o 1st Ntl Bnk MD	Deferred Comp	10/01/98	100-106.00	960.00	100-220.70	960.00
32384	Ken Lewis	Sept Rotary	10/01/98	100-106.00	12.00	103-658.00	12.00
32385	NCL of Wisconsin Inc	Inv 83736	10/01/98	100-106.00	172.19	252-652.00	172.19
32386	Oak Harbor Freight Lines Inc	Inv 001-3013555	10/01/98	100-106.00	46.21	201-612.00	46.21
32387	OR Department of Revenue	088497949229808	10/01/98	100-106.00	5.40	105-602.00	5.40
32388	Oregon Department of Revenue	State W/H Tax	10/01/98	100-106.00	3,972.94	100-220.30	3,972.94
32389	Paul Conway Shields	Inv 978401	10/01/98	100-106.00	375.50	104-606.00	375.50
32390	PERS - Retirement	Payroll 10/2/98	10/01/98	100-106.00	7,786.87	100-220.70	97.60
						100-220.80	7,689.27
32391	Postmaster	Utility Permit	10/01/98	100-106.00	500.00	201-602.00	250.00
						251-602.00	250.00
32392	Quality Environments	Sewer Payback	10/01/98	100-106.00	312.85	100-478.00	312.85
32393	Quality Fast Lube & Oil	Inv 14409	10/01/98	100-106.00	31.95	104-606.00	31.95
32394	RDJ Specialties, Inc	Inv 13542	10/01/98	100-106.00	406.43	103-686.00	406.43
32395	Regence Life & Health Ins	Oct Premium	10/01/98	100-106.00	217.30	100-220.60	217.30
32396	Roto-Rooter	Inv 278961	10/01/98	100-106.00	2,829.61	252-646.00	2,829.61
32397	Set-Point Control	Inv 48102	10/01/98	100-106.00	39.57	202-612.00	39.57
32398	Siegrist Ford	Inv F0CS7615	10/01/98	100-106.00	1,998.94	103-606.00	1,998.94
32399	S & K Painting Inc	Inv 9834	10/01/98	100-106.00	85,783.81	902-730.00	85,783.81
32400	Stadelman Electric	Misc Invoices	10/01/98	100-106.00	746.40	251-606.00	634.10

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Stadelman Electric, (Continued)							
32401	Stamper's Tire	Inv 157029	10/01/98	100-106.00	27.63	500-688.00 251-606.00	112.30 27.63
32402	Stuntzner Engineering	Plan Copies	10/01/98	100-106.00	18.00	105-602.00	18.00
32403	Taplin Janitorial Services	Inv 1038	10/01/98	100-106.00	40.00	109-644.00	40.00
32404	Teamsters Local Union 223	Oct Union Dues	10/01/98	100-106.00	559.00	100-220.70	559.00
32405	Terry's Torch & Tool Box	Inv 1035	10/01/98	100-106.00	19.50	201-606.00	19.50
32406	That Special Touch	Inv 33367	10/01/98	100-106.00	100.00	109-686.00	100.00
32407	Tidewater Contractors Inc	Inv 21141	10/01/98	100-106.00	103.35	954-730.00	103.35
32408	United Pipe & Supply Co Inc	Misc Invoices	10/01/98	100-106.00	1,435.05	201-612.00	1,435.05
32409	U S Filter/Pacific Water Works	Inv 2283397	10/01/98	100-106.00	73.44	201-612.00	73.44
32410	Webfoot Truck & Equipment Inc	Inv 82256	10/01/98	100-106.00	175.84	201-612.00	175.84
32411	Tom Weldon	Oct Car Allow	10/01/98	100-106.00	200.00	102-606.00	200.00
32412	WW Grainger Inc	Misc Invoices	10/01/98	100-106.00	333.50	251-612.00	333.50
32413	Xerox Corp	August Invoices	10/01/98	100-106.00	373.54	103-606.00 109-606.00	70.00 303.54
32415	Ag Sales	Inv 15540	10/08/98	100-106.00	46.60	201-606.00	46.60
32416	Baron's Home Furnishings	Inv 6050 & 6171	10/08/98	100-106.00	432.00	103-602.00	432.00
32417	Bay West Supply Inc	Inv 10779/12603	10/08/98	100-106.00	99.70	109-614.00	99.70
32418	Beckwith & Kuffel	Inv 771293	10/08/98	100-106.00	88.50	252-606.00	88.50
32419	John Bishop	Travel Advance	10/08/98	100-106.00	208.00	103-658.00	208.00
32420	Brookings Auto Parts	Sept Stmt	10/08/98	100-106.00	123.75	109-614.00 150-606.00 150-612.00 251-606.00 252-612.00	11.98 55.38 14.98 9.17 32.24
32421	Brookings Harbor Chamber	Sept Motel Tax	10/08/98	100-106.00	4,797.40	109-687.00	4,797.40
32422	Carpenter Auto Center	Sept Stmt	10/08/98	100-106.00	1,130.28	103-606.00 201-606.00 251-606.00	218.46 455.91 455.91
32423	Chetco Pharmacy & Gifts	Sept Stmt	10/08/98	100-106.00	37.78	103-614.00	37.78
32424	Coastal Coffee Service	Inv 4679	10/08/98	100-106.00	19.50	109-614.00	19.50
32425	Curry Coastal Pilot	Sept Stmt	10/08/98	100-106.00	384.60	102-602.00 105-602.00 109-602.00	159.60 120.00 105.00
32426	Dan's Auto & Marine Electric	Sept Stmt	10/08/98	100-106.00	301.90	104-606.00 150-606.00 150-612.00 201-606.00 251-606.00	163.29 112.94 4.50 11.53 9.64
32427	Dan's Photo & Cameras	Inv 12593	10/08/98	100-106.00	27.00	103-606.00	27.00
32428	Day-Timers Inc	Inv 30724372	10/08/98	100-106.00	142.97	105-602.00	142.97
32429	Del Cur Supply	Inv 69838	10/08/98	100-106.00	210.46	106-626.00	210.46
32430	DEQ	Inv WQT99-0022	10/08/98	100-106.00	4,600.00	480-636.00	4,600.00
32431	Federal Express	Inv 7-034-98702	10/08/98	100-106.00	82.15	252-612.00	82.15
32432	Ferrellgas	Sept Stmt	10/08/98	100-106.00	670.71	106-662.00 251-612.00	592.90 77.81
32433	Hagens Cleaners	Sept Stmt	10/08/98	100-106.00	32.35	103-606.00	32.35
32434	Harbor Logging Supply Inc	Inv 5303 & 5341	10/08/98	100-106.00	137.05	103-624.00 106-626.00	120.00 17.05
32435	HGE Inc	Inv 13092/13091	10/08/98	100-106.00	1,790.00	105-646.00 902-730.00	1,224.00 566.00

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32436	Internet Technologies	Sept Stmt	10/08/98	100-106.00	112.00	109-664.00	112.00
32437	Kerr Hardware	Sept Stmt	10/08/98	100-106.00	193.90	103-606.00	12.51
						103-614.00	3.69
						103-624.00	40.00
						104-606.00	43.93
						109-624.00	57.99
						150-612.00	15.00
						150-624.00	20.78
32438	Kerr Hardware	Sept Stmt	10/08/98	100-106.00	494.00	201-606.00	26.74
						201-612.00	129.63
						251-606.00	33.92
						251-612.00	26.61
						251-624.00	157.98
						252-606.00	4.12
						252-612.00	115.00
32439	League of Oregon Cities	Inv 24646	10/08/98	100-106.00	20.00	102-602.00	20.00
32440	Lightning Powder Company Inc	Inv 153975	10/08/98	100-106.00	473.50	103-684.00	473.50
32441	Mory's	Aug & Sept Stmt	10/08/98	100-106.00	21.59	102-602.00	5.95
						105-602.00	1.01
						109-602.00	14.63
32442	Oregon Department of Revenue	3rd Qtr Taxes	10/08/98	100-106.00	4,313.77	100-220.40	3,632.75
						100-220.50	681.02
32443	OR Teamster Employers Trust	Oct Premium	10/08/98	100-106.00	6,019.35	100-220.60	6,019.35
32444	OR Teamster Employers Trust	Oct Premium	10/08/98	100-106.00	10,433.54	100-220.60	10,433.54
32445	Paramount Supply Co	Inv 78022	10/08/98	100-106.00	350.00	251-606.00	350.00
32446	Petty Cash	Reimbursement	10/08/98	100-106.00	54.49	102-602.00	1.27
						103-602.00	5.99
						103-614.00	5.99
						104-602.00	10.00
						104-606.00	3.24
						104-658.00	28.00
32447	Petty Cash	Reimbursement	10/08/98	100-106.00	88.28	105-602.00	12.38
						106-626.00	6.73
						150-606.00	1.50
						201-612.00	62.73
						252-612.00	4.94
32448	Ramcell of Oregon	Sept Stmt	10/08/98	100-106.00	188.54	103-664.00	165.00
						104-664.00	23.54
32449	Roto-Rooter	Sept Stmt	10/08/98	100-106.00	61.00	109-686.00	61.00
32450	State Treasurer/State of OR	#WQ/MW-WR-98049	10/08/98	100-106.00	720.00	252-612.00	720.00
32451	That Special Touch	Inv 32920	10/08/98	100-106.00	30.00	109-686.00	30.00
32452	United Communications	Sept Stmt	10/08/98	100-106.00	438.40	109-664.00	438.40
32453	United Pipe & Supply Co Inc	Misc Invoices	10/08/98	100-106.00	658.89	201-612.00	658.89
32454	W & H Pacific	Inv 0002120	10/08/98	100-106.00	4,695.77	105-646.00	4,695.77
32455	John Whitaker	Refund SewerTap	10/08/98	100-106.00	985.00	250-460.00	985.00
32456	Willamette Valley Co	Inv 11283010	10/08/98	100-106.00	67.50	106-652.00	67.50
32458	Don Bishop Jr	Deposit Refund	10/15/98	100-106.00	14.38	200-134.00	14.38
32459	Helen P Miller	Deposit Refund	10/15/98	100-106.00	34.96	200-134.00	34.96
32460	John C Riddle	Deposit Refund	10/15/98	100-106.00	42.80	200-134.00	42.80
32461	Linda Martin	Deposit Refund	10/15/98	100-106.00	4.44	200-134.00	4.44
32462	Linda Tuttle	Deposit Refund	10/15/98	100-106.00	25.70	200-134.00	25.70
32463	Sally Pendleton	Deposit Refund	10/15/98	100-106.00	20.30	200-134.00	20.30

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32464	Fillmore Earney	Deposit Refund	10/15/98	100-106.00	43.35	200-134.00	43.35
32465	Larry Anderson	Deposit Refund	10/15/98	100-106.00	20.48	200-134.00	20.48
32466	Larry Anderson	Deposit Refund	10/15/98	100-106.00	13.16	200-134.00	13.16
32467	Gene Allen	Deposit Refund	10/15/98	100-106.00	9.41	200-134.00	9.41
32468	Rick Butler-Rayevich	Deposit Refund	10/15/98	100-106.00	60.43	200-134.00	60.43
32469	Ronda Portman	Deposit Refund	10/15/98	100-106.00	17.94	200-134.00	17.94
32470	Krista Holler	Deposit Refund	10/15/98	100-106.00	52.86	200-134.00	52.86
32471	Joanna Coito	Deposit Refund	10/15/98	100-106.00	17.70	200-134.00	17.70
32472	Harlan & Linda Martin	Deposit Refund	10/15/98	100-106.00	33.93	200-134.00	33.93
32473	E N Beaman	Deposit Refund	10/15/98	100-106.00	30.22	200-134.00	30.22
32474	Don VanHooser	Deposit Refund	10/15/98	100-106.00	29.30	200-134.00	29.30
32475	Sue Nielson	Deposit Refund	10/15/98	100-106.00	37.82	200-134.00	37.82
32476	Fred Hearth	Deposit Refund	10/15/98	100-106.00	21.88	200-134.00	21.88
32477	Kirstin Young	Deposit Refund	10/15/98	100-106.00	53.30	200-134.00	53.30
32478	Maria's Pet Salon	Deposit Refund	10/15/98	100-106.00	31.46	200-134.00	31.46
32479	Jennifer Thompson	Deposit Refund	10/15/98	100-106.00	53.36	200-134.00	53.36
32480	Judy Harbolt	Deposit Refund	10/15/98	100-106.00	29.24	200-134.00	29.24
32481	Blain Coldwell	Deposit Refund	10/15/98	100-106.00	3.41	200-134.00	3.41
32482	Pacific Crest Property Mgmt	Deposit Refund	10/15/98	100-106.00	55.00	200-212.00	45.00
						250-460.00	10.00
32483	Ikon Office Solutions	Bus Lic Refund	10/15/98	100-106.00	75.00	100-422.00	75.00
32484	Macklyn House	Bus Lic Refund	10/15/98	100-106.00	110.00	100-422.00	110.00
32485	Beverly Adams	Reimbursement	10/15/98	100-106.00	76.79	107-658.00	76.79
32486	Allied Colloids Inc	Inv 111801	10/15/98	100-106.00	2,447.55	252-652.00	2,447.55
32487	Amazing Computers	Inv 1056	10/15/98	100-106.00	3,960.00	103-646.00	1,060.00
						103-722.00	705.00
						109-646.00	1,800.00
						150-646.00	80.00
						252-646.00	80.00
						300-722.00	235.00
32488	Amazing Computers	Inv 1057 & 1058	10/15/98	100-106.00	2,413.73	107-612.00	877.72
						150-612.00	219.43
						201-612.00	219.43
						202-612.00	109.72
						251-612.00	219.43
						252-612.00	109.71
						300-606.00	658.29
32489	Amazing Computers	Inv 1057 & 1058	10/15/98	100-106.00	4,535.12	102-612.00	658.29
						103-612.00	2,294.25
						105-612.00	877.72
						106-612.00	219.43
						107-602.00	485.43
32490	Associated Bag Company	Inv M142724	10/15/98	100-106.00	63.00	252-612.00	63.00
32491	Bay West Supply Inc	Inv 14050	10/15/98	100-106.00	89.45	109-614.00	89.45
32492	B & B Excavation	Inv 0349	10/15/98	100-106.00	100,000.00	480-722.00	100,000.00
32493	Best Western Hotel	Hotel - Bishop	10/15/98	100-106.00	50.88	202-658.00	50.88
32494	John Bischoff	Reimburesment	10/15/98	100-106.00	34.24	105-658.00	34.24
32495	Don Bishop	Travel Advance	10/15/98	100-106.00	26.00	202-658.00	26.00
32496	Brookings Harbor Youth Assn	Donation	10/15/98	100-106.00	1,000.00	109-686.00	1,000.00
32497	Building Codes Division	July-Sept 98	10/15/98	100-106.00	854.80	100-236.00	854.80
32498	Chief Supply	Inv 10187069	10/15/98	100-106.00	1,013.76	104-606.00	1,013.76
32499	Clackamas Communications Inc	Inv 3607830	10/15/98	100-106.00	239.00	103-606.00	239.00

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32500	Coast Auto Center	Inv 96449	10/15/98	100-106.00	11.32	104-606.00	11.32
32501	Colvin Oil	End Sept/653085	10/15/98	100-106.00	1,390.88	103-606.00	422.57
						104-606.00	115.77
						106-612.00	30.16
						150-606.00	167.54
						201-606.00	42.61
						202-606.00	41.38
						251-606.00	9.37
						252-606.00	41.37
						252-612.00	520.11
32502	Coos-Curry Electric	Sept Electric	10/15/98	100-106.00	1,254.20	106-662.00	24.72
						201-662.00	1,200.76
						251-662.00	28.72
32503	Del Cur Supply	#69862 & #70016	10/15/98	100-106.00	374.10	106-626.00	322.42
						201-612.00	51.68
32504	DHR Child Support Unit	Garnishment	10/15/98	100-106.00	243.69	100-220.70	243.69
32505	DHR Child Support Unit	Garnishment	10/15/98	100-106.00	333.97	100-220.70	333.97
32506	Fred Meyer	Inv 578638	10/15/98	100-106.00	34.30	103-614.00	34.30
32507	Gable's Construction	Remodeling	10/15/98	100-106.00	3,733.99	103-624.00	933.99
						103-684.00	2,800.00
32508	Gall's Inc	Inv 52369628	10/15/98	100-106.00	128.97	103-608.00	128.97
32509	Goldsmith Co	Inv 10821	10/15/98	100-106.00	185.66	104-614.00	185.66
32510	Great Western Chemical Co	Inv 383720	10/15/98	100-106.00	2,647.42	202-652.00	2,647.42
32511	GTE Northwest	Sept Phone	10/15/98	100-106.00	1,623.75	103-664.00	36.24
						109-664.00	841.48
						201-664.00	108.72
						202-664.00	120.80
						252-664.00	48.32
						300-664.00	468.19
32512	Bob Hagbom	Reimbursement	10/15/98	100-106.00	619.26	102-658.00	619.26
32513	HGE Inc	Inv 13110	10/15/98	100-106.00	2,706.00	902-730.00	2,706.00
32514	ICBO	Inv 996343701	10/15/98	100-106.00	138.15	104-602.00	129.90
						105-602.00	8.25
32515	ICMA-RT 457 c/o 1st Ntl Bnk MD	Deferred Comp	10/15/98	100-106.00	960.00	100-220.70	960.00
32516	Law Enforcement Targets	Inv 0014914-IN	10/15/98	100-106.00	534.00	103-614.00	534.00
32517	League of Oregon Cities	Cong Reg Fees	10/15/98	100-106.00	1,365.00	102-658.00	1,365.00
32518	One Call Concepts, Inc	Inv 8098658	10/15/98	100-106.00	13.50	150-646.00	4.50
						201-612.00	4.50
						251-612.00	4.50
32519	Oregon Department of Revenue	State W/H Tax	10/15/98	100-106.00	3,507.75	100-220.30	3,507.75
32520	Paramount Pest Control Inc	Inv 20295	10/15/98	100-106.00	31.00	103-624.00	31.00
32521	PERS - Retirement	Payroll 10/16/98	10/15/98	100-106.00	6,862.42	100-220.80	6,862.42
32522	Pitney Bowes Inc - FAX	Inv X174432	10/15/98	100-106.00	65.00	109-606.00	65.00
32523	Ron Plaster	Reimbursement	10/15/98	100-106.00	1,937.00	103-680.00	1,937.00
32524	Quality Fast Lube & Oil	Inv 14615	10/15/98	100-106.00	23.95	103-606.00	23.95
32525	Ray Allen Manufacturing	Inv 83750D	10/15/98	100-106.00	268.95	103-688.00	268.95
32526	Rays Food Place	Sept Stmt	10/15/98	100-106.00	77.31	102-658.00	9.57
						103-602.00	44.94
						103-658.00	9.98
						252-612.00	12.82
32527	Renex Corporation	Inv 23288	10/15/98	100-106.00	760.00	103-664.00	760.00
32528	Spenco Doors	Inv 21392&21393	10/15/98	100-106.00	6,150.00	251-624.00	6,150.00

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CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
32529	Stadelman Electric	Inv 4196 & 4214	10/15/98	100-106.00	470.55	103-624.00	170.55
						106-626.00	300.00
32530	Stamper's Tire	Misc Invoices	10/15/98	100-106.00	1,938.25	103-606.00	1,018.15
						251-606.00	920.10
32531	Tidewater Contractors Inc	Misc Invoices	10/15/98	100-106.00	33,746.05	150-628.00	218.75
						150-730.00	33,459.98
						500-688.00	67.32
32532	Trew & Cyphers	Sept Stat	10/15/98	100-106.00	2,006.00	102-632.00	2,006.00
32533	United Pipe & Supply Co Inc	Misc Invoices	10/15/98	100-106.00	1,071.58	201-612.00	1,071.58
32534	Upbeat, Inc	Inv 00263333	10/15/98	100-106.00	279.40	103-614.00	279.40
32535	U S Filter/Pacific Water Works	Replacement Ck	10/15/98	100-106.00	877.40	201-612.00	877.40
32536	Tom Weldon	Reimbursement	10/15/98	100-106.00	51.00	102-658.00	51.00
32537	Whitney Equipment Company Inc	Inv 0013093-IN	10/15/98	100-106.00	266.88	202-606.00	266.88
32538	Xerox Corp	Inv 06764717	10/15/98	100-106.00	192.32	103-606.00	192.32
32540	Bev Adams	Reimbursement	10/29/98	100-106.00	51.00	107-658.00	51.00
32541	Ancor Inc	Inv 11344	10/29/98	100-106.00	365.62	201-606.00	365.62
32542	ATCO International	#488638/#490851	10/29/98	100-106.00	440.00	104-606.00	190.00
						252-612.00	250.00
32543	Bankcard Services	Sept Stat	10/29/98	100-106.00	320.85	102-658.00	90.00
						103-614.00	19.79
						103-658.00	15.66
						104-606.00	49.18
						104-658.00	146.22
32544	Dennis Barlow	Reimbursement	10/29/98	100-106.00	79.98	150-624.00	79.98
32545	Bay West Supply Inc	Misc Invoices	10/29/98	100-106.00	222.20	251-602.00	49.30
						252-612.00	172.90
32546	Becco Inc	Inv 3110232	10/29/98	100-106.00	41.85	103-664.00	41.85
32547	Best Western Sunnyside Inn	Hotel - Dotson	10/29/98	100-106.00	87.54	103-658.00	87.54
32548	Brookings Glass	Inv W11013299	10/29/98	100-106.00	83.30	104-606.00	83.30
32549	Brookings Harbor Medical Ctr	Sept Stat	10/29/98	100-106.00	47.00	104-614.00	53.00
						106-612.00	(6.00)
32550	Brown & Caldwell	Inv 13-3192	10/29/98	100-106.00	162,135.02	480-636.00	162,135.02
32551	The CAD Zone	Inv 11795	10/29/98	100-106.00	309.00	103-612.00	309.00
32552	Carsonite International	Inv 135140	10/29/98	100-106.00	1,106.70	251-612.00	1,106.70
32553	Clackamas Communications Inc	Inv 0043382	10/29/98	100-106.00	886.50	103-664.00	886.50
32554	Colvin Oil Company	Mid Oct/653698	10/29/98	100-106.00	1,068.24	103-606.00	460.88
						104-606.00	194.75
						105-606.00	14.17
						106-612.00	68.98
						150-606.00	113.18
						201-606.00	44.97
						202-606.00	52.71
						251-606.00	12.43
						252-606.00	52.71
						252-612.00	53.46
32555	Commercial Landscape Supply	Inv 78423	10/29/98	100-106.00	188.00	106-627.00	188.00
32556	Coos Curry Electric	Sept Electric	10/29/98	100-106.00	10,249.79	106-662.00	925.10
						109-662.00	751.64
						150-662.00	1,209.70
						201-662.00	988.36
						202-662.00	3,038.37
						251-662.00	528.72

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CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
Coos Curry Electric, (Continued)							
32557	Curry Equipment	Inv 44162	10/29/98	100-106.00	55.04	252-662.00 150-606.00	2,807.90 55.04
32558	Del Cur Supply	Inv 70327	10/29/98	100-106.00	10.19	106-612.00	10.19
32559	Donny Dotson	Travel Advance	10/29/98	100-106.00	46.00	103-658.00	46.00
32560	Emblem Enterprises	Inv 9-6541	10/29/98	100-106.00	944.98	103-608.00	944.98
32561	John Ensley	Refund Dig-in	10/29/98	100-106.00	685.00	200-460.00	685.00
32562	Equipump	Inv 524	10/29/98	100-106.00	5,065.81	252-606.00	5,065.81
32563	Federal Express	Inv 467966510	10/29/98	100-106.00	15.25	300-602.00	15.25
32564	First Impressions	Inv 6453	10/29/98	100-106.00	116.04	103-606.00	116.04
32565	Fred Meyer	#578674/#578621	10/29/98	100-106.00	241.99	104-602.00 252-612.00	139.99 102.00
32566	Gall's Inc	Inv 40145985001	10/29/98	100-106.00	63.97	103-614.00	63.97
32567	Grants Pass Water Lab	Sept Stmt	10/29/98	100-106.00	245.00	202-612.00 252-612.00	133.00 112.00
32568	Hach Co	Inv 390474	10/29/98	100-106.00	205.65	252-652.00	205.65
32569	Independent Business Forms Inc	Inv 0041179	10/29/98	100-106.00	612.86	109-602.00	612.86
32570	Joe Ingwersen	Travel & Reimb	10/29/98	100-106.00	38.48	202-658.00 252-658.00	25.48 13.00
32571	LETN	Inv 965854	10/29/98	100-106.00	288.00	103-658.00	288.00
32572	Leo Lightle	Reimbursement	10/29/98	100-106.00	134.96	105-658.00	134.96
32573	Micro Warehouse	Misc Invoices	10/29/98	100-106.00	2,309.45	103-680.00 109-614.00	1,854.45 455.00
32574	Mini Blind Express	Inv 2406	10/29/98	100-106.00	712.32	251-624.00	712.32
32575	MDT c/o Curry Co Courthouse	Reimbursement	10/29/98	100-106.00	169.00	103-658.00	169.00
32576	Newman Signs	Inv TI-0014690	10/29/98	100-106.00	144.50	150-648.00	144.50
32577	North Coast Paving & Rock	Inv 038695	10/29/98	100-106.00	304.40	150-628.00	304.40
32578	Oregon Downtown Development	Membership	10/29/98	100-106.00	250.00	102-660.00	250.00
32579	Pacific North Equipment Co	Inv 2245601	10/29/98	100-106.00	334.65	251-612.00	334.65
32580	Pac-West Distributing	Misc Invoices	10/29/98	100-106.00	204.67	106-606.00	204.67
32581	Paramount Supply Co	Inv 78200	10/29/98	100-106.00	259.00	251-606.00	259.00
32582	Pocket Press Inc	Inv 3988	10/29/98	100-106.00	371.40	103-606.00 103-681.00	185.70 185.70
32583	Quality Fast Lube & Oil	Inv 15007	10/29/98	100-106.00	25.95	104-606.00	25.95
32584	Quill Corp	Inv 9783542	10/29/98	100-106.00	452.30	102-602.00 103-602.00 107-602.00 109-602.00 252-612.00	6.72 8.24 30.08 389.32 17.94
32585	Regence Life & Health Ins	Nov Premium	10/29/98	100-106.00	217.30	100-220.60	217.30
32586	Sarah Rush	Restitution	10/29/98	100-106.00	200.00	100-474.00	200.00
32587	Ron Spencer Construction Co	Windows @ Shop	10/29/98	100-106.00	266.00	251-624.00	266.00
32588	Stamper's Tire	Misc Invoices	10/29/98	100-106.00	410.37	103-606.00 150-606.00 251-606.00	164.95 15.76 229.66
32589	Stewart & Stevenson Inc	Inv 31012639	10/29/98	100-106.00	10.50	251-606.00	10.50
32590	Taplin Janitorial Services	Inv 1041	10/29/98	100-106.00	650.00	109-644.00	650.00
32591	Umpqua Research Company	Misc Invoices	10/29/98	100-106.00	455.00	202-646.00	455.00
32592	United Pipe & Supply Co Inc	Misc Invoices	10/29/98	100-106.00	1,601.88	106-626.00 150-612.00 201-612.00 500-688.00	196.70 363.72 964.27 77.19

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32593	U S Diary	Inv 9483556	10/29/98	100-106.00	148.39	102-602.00	148.39
32594	U S Filter/Pacific Water Works	Misc Invoices	10/29/98	100-106.00	473.34	201-612.00	473.34
32595	VWR Scientific Products	Inv 16687170	10/29/98	100-106.00	109.38	202-652.00	109.38
32596	WW Grainger Inc	Misc Invoices	10/29/98	100-106.00	138.42	201-606.00	39.30
						202-606.00	49.56
						252-606.00	49.56
32597	Xerox Corp	Inv 065079139	10/29/98	100-106.00	303.54	109-606.00	303.54
32598	DHR Child Support Unit	Garnishment	10/29/98	100-106.00	243.69	100-220.70	243.69
32599	DHR Child Support Unit	Garnishment	10/29/98	100-106.00	333.97	100-220.70	333.97
32600	ICMA-RT 457 c/o 1st Ntl Bnk MD	Deferred Comp	10/29/98	100-106.00	960.00	100-220.70	960.00
32601	Oregon Department of Revenue	State W/H Tax	10/29/98	100-106.00	3,468.54	100-220.30	3,468.54
32602	PERS - Retirement	Payroll10/30/98	10/29/98	100-106.00	6,937.04	100-220.80	6,937.04
					697,917.31		697,917.31

*** END OF REPORT ***

RESOLUTION NO. 98-R-647

A RESOLUTION EXEMPTING FROM COMPETITIVE BIDDING THE PURCHASE OF A 1985 CRIME SCENE/SEARCH WARRANT VEHICLE .

THE COMMON COUNCIL OF THE CITY OF BROOKINGS FINDS AS FOLLOWS:

- 1. The City of Brookings needs to purchase a used vehicle for the Police Department to be used as a Crime Scene/Command and Search Warrant vehicle.**
- 2. The City of Brookings has investigated the availability of vehicles to purchase. Cost savings can be realized by purchasing a 1985 unit instead of a new vehicle. The City has determined that Wheeled Coach is the only dealer with a 1985 or newer unit registered as a Class #3 vehicle within the budget constraints of the Brookings Police Department.**
- 3. Because of limited availability of these types of vehicles and because cost savings can be realized through the purchase of this vehicle from a single source outside the City of Brookings, the Common Council finds that it is in the best interest of the City of Brookings to exempt the purchase of the 1985 search warrant vehicle for the Police Department from competitive bidding.**
- 4. It is unlikely that an exemption from competitive bidding in this instance would encourage favoritism in the awarding of contracts or diminish competition.**

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

The purchase of a 1985 vehicle for the City of Brookings Police Department, as identified above, is exempt from competitive bidding requirements set out in ORS Chapter 279 and the City of Brookings Resolution No. 92-R-539.

PASSED by the Council and signed by the Mayor this 23rd day of November, 1998.

Nancy Brendlinger
Mayor

ATTEST:

Beverly Adams
Finance Director/Recorder

RESOLUTION NO. 98-R-648

A RESOLUTION ADOPTING A POLICY ON VOLUNTEER PROJECTS AND/OR SERVICES SPONSORED BY THE CITY .

WHEREAS, the Brookings volunteer City Council is elected to oversee City assets and City provided services; and

WHEREAS, Brookings has a wealth of volunteers and volunteer groups. Hundreds of these individuals and many groups have been associated with the city and have provided wonderful things-projects and services the citizens of this community would not have enjoyed without these volunteers; and

WHEREAS, the City of Brookings' insurance covers volunteers working on City property and those volunteers working under the name of the City of Brookings while providing services; and

WHEREAS, all City-related volunteer projects/services take some City staff time, as volunteer efforts need to be coordinated with other City activities; and

WHEREAS, before new projects or services are implemented, potential future resource requirements must be addressed. Projects or services provided by volunteers oftentimes become a permanent part of what the City does. Volunteer efforts are not always permanent as funding or volunteer worker time may stop. This may put the City in the difficult position of having to continue the service/maintain the project improvements or discontinue funding maintenance of a project or providing a service the community likes and assumed was permanent.

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

- 1. Volunteer projects on city-owned property or services provided in the name of the City must be approved by the City before work begins. This includes changes to existing projects or services and projects or services funded by grants or donations.**
- 2. All grants must be approved by the City Council before they are applied for.**

3. New minor projects or services or changes may be approved by the City Manager.
4. Other projects or services or changes must be approved by the City Council and this requires that volunteers work with the City Manager (or other designated staff) and any appropriate city volunteer advisory committee, such as the Planning Commission or Parks and Recreation Commission before being considered by the City Council.

PASSED by the Council and signed by the Mayor this 23rd day of November, 1998.

Nancy Brendlinger
Mayor

ATTEST:

Beverly Adams
Finance Director/Recorder

ORDINANCE NO. 98-O-430.E

AN ORDINANCE AMENDING ORDINANCE 88-O-430, AN ORDINANCE REGULATING THE USE AND DISCHARGE OF WASTES INTO THE PUBLIC SEWERS OF THE CITY OF BROOKINGS, OREGON; PROMULGATING THE REGULATIONS; AND PROVIDING PENALTIES;

Sections:

Section 1. Ordinance Identified

Section 2. Amendment to Article II Section 3.

The City of Brookings ordains as follows:

Section 1. Ordinance Identified. This ordinance amends Ordinance No. 88-O-430, enacted December 15, 1998, and entitled, "AN ORDINANCE REGULATING THE USE AND DISCHARGE OF WASTES INTO THE PUBLIC SEWERS OF THE CITY OF BROOKINGS, OREGON; PROMULGATING THE REGULATIONS; AND PROVIDING PENALTIES.

Section 2. Amendment to Article II Section 3. Ordinance No. 88-O-430, Article II Section 3 is amended by the addition of Subsection E which reads as follows:

Where a septic system is failing and the septic system cannot be repaired and the installation of a sewer main will require pumping of the sewer and due to limited use it is not practical to install a municipal pump station, the City may approve the installation of sewer service to properties which do not have frontage on a public sewer main in accordance with such terms and conditions as may be recommended by the City's engineer and such approval may specify conditions of approval which must be satisfied prior to connection to the City's sewer system. The City upon review of the facts at their sole discretion will decide if the connection is exempt from fronting on a public sewer main. Verification of a failing septic system must be received, in writing and from the Curry County Sanitarian before such installation will be considered by the City.

First Reading: _____

Second Reading: _____

Passage: _____

Effective Date: _____

Passed by the Council and signed by the Mayor this _____ day of

_____, 1998.

Nancy Brendlinger
Mayor

ATTEST:

Beverly S. Adams
City Recorder

BUILDING DEPARTMENT ACTIVITIES SUMMARY

For Month of October, 1998

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	\$1,036.00	\$105.00	\$51.80	\$8,934.00	\$266,368.00	28	\$4,011,487.38	42	\$5,733,755.10
6	Single Family Addition	\$476.00	\$278.26	\$23.80	\$0.00	\$71,552.00	40	\$435,482.00	21	\$251,308.00
1	Single Family Garage-Carport	\$62.50	\$44.53	\$3.13	\$0.00	\$6,272.00	15	\$120,713.08	16	\$260,498.80
0	Two Family Residential	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$210,000.00	2	\$329,382.00
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$2,521,998.00	0	\$0.00
1	Commercial New	\$310.00	\$325.50	\$15.50	\$0.00	\$58,976.00	6	\$925,979.66	1	\$25,000.00
2	Commercial Addition-Change	\$5,465.50	\$3,552.58	\$273.28	\$0.00	\$2,102,000.00	20	\$2,570,983.25	22	\$402,463.00
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2	\$189,560.00	0	\$0.00
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$1,000.00	4	\$36,551.00
0	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	3	\$0.00
0	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	5	\$18,161.00
12	Total Building Permits	\$7,350.00	\$4,305.87	\$367.50	\$8,934.00	\$2,505,168.00	114	\$10,987,203.37	116	\$7,057,118.90

5	Mechanical Permits	\$98.00	N/A	\$4.90		N/A	59		70	
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2	Plumbing Permits	\$95.20		\$4.76	\$0.00	N/A	38		49	
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0	Manufactured Home Permits	\$0.00		\$0.00	\$0.00	N/A	10		7	
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19	TOTAL PERMITS	\$7,543.20	\$4,305.87	\$377.16	\$8,934.00	\$2,505,168.00	221	\$10,987,203.37	242	\$7,057,118.90
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	Total Year to Date Calculated Fees	\$42,801.95	\$26,088.00	\$1,905.23	\$365,391.00					
	1997 YTD Calculated Fees	\$35,411.28	\$19,404.59	\$1,770.58	\$182,952.70					

In September, 1998 Harbor issued permits for 1.0 EDUs.

During the Month of October, 1998, Brookings issued permits for 2.00 new sewer connections. The City of Brookings now has 271.84 EDU Units connected to the Brookings Wastewater System since the signing of the MAO.