

**AGENDA**  
**CITY OF BROOKINGS**  
**COMMON COUNCIL MEETING**  
**CITY HALL COUNCIL CHAMBERS**  
**898 ELK DRIVE**  
**BROOKINGS, OREGON**  
**FEBRUARY 24, 1997 - 7:00 P.M.**





# agenda

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
February 24, 1997  
7:00 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

- A. Firefighters certificates "Basic Firefighter" Training level (Dave Frisch, Cobby Hudjohn, Steve Hagel, Brad Peck and Mark Saphiloff) - Green

V. PUBLIC HEARINGS

VI. SCHEDULED PUBLIC APPEARANCES

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

VIII. STAFF REPORTS

- A. City Manager
1. Application to possess and consume Alcoholic beverage on City of Brookings public property - Applicants Joe & Ashlyne Whaley, Azalea Park wedding on 6-21-97 - Yellow
  2. Council Goals - Blue
  3. Rescheduling meeting of March 10, 1997 - Orange

- B. Community Development
  - 1. No Truck Parking on Redwood Street between Fern and Oak Street - Purple
- C. Fire Department
  - 1. Surplus Emergency Standby Generator - Cream

IX. CONSENT CALENDAR

- A. Approval of Council Meeting Minutes
    - 1. February 10, 1997 Regular Council Meeting - Brown
  - B. Acceptance of Commission/Board Minutes
- (end Consent Calendar)

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

- A. Ordinances
  - 1. Ordinance No. 97-0-521 an ordinance adopting a Comprehensive Plan and zone change for a parcel of land located on the south side of Bridge Street adjacent to the west side of the Chetco River - Pink
- B. Resolutions

XI. COMMITTEE & LIAISON REPORTS

- A. Council Liaisons
- B. Planning Commission
- C. Parks and Recreation Commission
- D. Chamber of Commerce

XII. REMARKS FROM MAYOR AND COUNCILORS

- A. Mayor
- B. Council

XIII. ADJOURNMENT

# February 1997

## COUNCIL CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						<b>1</b> 9:00 AM Council Goal Setting-Best Western
<b>2</b>	<b>3</b>	<b>4</b> 7:00 p.m. Planning Commission Regular Meeting	<b>5</b> 12:00 PM City/County/Community Work Session	<b>6</b>	<b>7</b>	<b>8</b>
<b>9</b>	<b>10</b> 7:00 PM Council Meeting	<b>11</b>	<b>12</b>	<b>13</b> Rural Oregon Day - State Legislature	<b>14</b>	<b>15</b>
<b>16</b>	<b>17</b>	<b>18</b> 12:00 PM Mayor Brendlinger speaks to Rotary-Sandy's 7:00 PM Council/Budget committee work session	<b>19</b>	<b>20</b> 7:00 PM LWV Candidates Forum-Conf Ctr	<b>21</b>	<b>22</b> 8:00 AM Senior Center Open House
<b>23</b>	<b>24</b> 7:00 PM Council Meeting	<b>25</b>	<b>26</b>	<b>27</b> 7:00 PM Parks & Rec. Comm.	<b>28</b>	



# March 1997

## COUNCIL CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																			
						1																																																																																			
2	3	4 7:00 p.m. Planning Commission Regular Meeting	5 12:00 PM City/County/Community Work Session	6	7	8																																																																																			
9	10 7:00 PM Council Meeting	11	12	13 12:00 PM WWTP issues, Chamber Forum	14	15																																																																																			
16	17	18	19	20	21	22																																																																																			
23	24 7:00 PM Council Meeting	25	26	27 7:00 PM Parks & Rec. Comm.	28	29																																																																																			
30	31	<div>February</div> <table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr><tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr><tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr><tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr><tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td></td></tr></table>		S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28		<div>April</div> <table><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr><tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr><tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr><tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr><tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr></table>		S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
S	M	T	W	T	F	S																																																																																			
						1																																																																																			
2	3	4	5	6	7	8																																																																																			
9	10	11	12	13	14	15																																																																																			
16	17	18	19	20	21	22																																																																																			
23	24	25	26	27	28																																																																																				
S	M	T	W	T	F	S																																																																																			
		1	2	3	4	5																																																																																			
6	7	8	9	10	11	12																																																																																			
13	14	15	16	17	18	19																																																																																			
20	21	22	23	24	25	26																																																																																			
27	28	29	30																																																																																						

# Memorandum

TO: Mayor, City Council  
FROM: William J. Sharp, Fire Chief  
THROUGH: Tom Weldon, City Manager  
DATE: January 7, 1997



Issue: Firefighters attaining state certificates

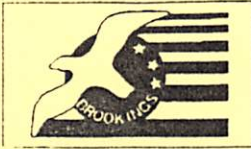
Synopsis: The Bureau Of Public Safety Standards And Training requires that all firefighters that respond to fires be trained to a certification level called Basic Firefighter. primarily all who will be involved in making interior attacks on the fire. We have five people who have recently received their certificate for completion of the state Basic Firefighter training.

Recommendation: As chief of these individuals I recommend that the council honor these firefighters for completing over 40 hours of training and exercises to help better serve the citizens of our community.

## FIRE FIGHTERS TO BE HONORED

Dave Frisch, Cobby Hudjohn, Steve Nagel, Brad Peck, Mark Saphiloff.





## APPLICATION TO POSSESS AND CONSUME ALCOHOLIC BEVERAGES ON CITY OF BROOKINGS PUBLIC PROPERTY

GROUP OR ORGANIZATION NAME Joe + Ashlyne Whaley  
CONTACT PERSON Ashlyne  
DAYTIME PHONE NUMBER 469-9300  
ADDRESS 01034  
PUBLIC LOCATION REQUESTED Azela Park  
DATE REQUESTED June 21, 1997  
TIME REQUESTED 12:00 - 8:00pm  
TYPE OF ALCOHOLIC BEVERAGES INVOLVED \_\_\_\_\_  
Beer and margarita's  
PURPOSE OF GATHERING Wedding

As an official representative of the above named group I request a temporary permit to possess and consume alcoholic beverages on public premises in accordance with Brookings Ordinance No. 79-0-315, Sec. 4., which I have reviewed. I understand our organization must meet all State of Oregon requirements for serving alcohol and must provide insurance as shown on the attachment.

Ashlyne Whaley  
Representative Signature

Jan 27, 1997  
Date Signed

Special Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Application: \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date Signed





## PARK USE APPLICATION FORM

The City of Brookings programs, service and activities are open to all persons without regard to race, age, sex, disability, religion, or national origin.

**PARK LOCATION**

Azola Park

**ACTIVITY AREA**

Stage Area

Event Date(s):

June 21, 1997

Time:

12:00 - 8:00 pm

Approximate Number expected to attend event (each day):

100 persons

Nature of Event:

Wedding & Reception

Name of Organization:

Contact Person:

Ashlyne Whaley

Day Phone:

4169-9300

Mailing Address:

PO Box 7622, Bn 97415

Is this event free to the public?

yes

Will alcohol be sold?

no

Will alcohol be consumed?

yes

Will any merchandise be sold?

no

What?

Beer & margaritas

Will you be using amplification equipment?

yes

Type of equipment?

Stereo System

SPECIAL REQUESTS (Print or Type):

### LIABILITY STATEMENT/AGREEMENT

I/We agree to abide by all applicable federal, state, and local laws, regulations, and ordinances which pertain to the use of said property and agree to pay for any damage to same, as a result of use. I/We further agree to hold the city, its officials and employees, harmless from any liability resulting from use of said property.

### THE CITY OF BROOKINGS ASSUMES NO RESPONSIBILITY OR LIABILITY FOR INCLEMENT WEATHER.

The undersigned user agrees to pay for any and all damages occurring during the reserved period. User agrees that the deposit paid herewith will be applied toward damages to the facility or its contents during the reserved period. Any of the deposit not applied to damages will be applied first to unpaid rental fees with any excess refunded to user. Normal wear and tear as determined by the City of Brookings shall not be considered damage.

Signature of person completing this application:

Ashlyne Whaley

Date: 1-27-97

Printed name of person completing this application:

Ashlyne Whaley



For City Use Only

NO

**SITE PLAN** (Required for certain events)

To be provided with complete application.

Contact the City Manager's office to schedule on-site meeting a minimum of 20 days prior to the event.

NO

**INSURANCE** (Required for Certain Events)

Applicant must provide proof of insurance for this event as shown on attached Park Use Insurance Requirements information page.

NO

**SIGNS**

Identify quantity, location, and type below.

Use Fee: \$ \_\_\_\_\_ Paid Receipt # \_\_\_\_\_

Deposit: \$ 300.00 ( 50- Stage Use  
75- Dep  
75- Use fee ) Paid Receipt # \_\_\_\_\_

Deposit Refunded: YES NO Comment \_\_\_\_\_

City Business License Required: YES NO Comment \_\_\_\_\_

City Alcohol Permit & Ins. Required: YES NO Comment \_\_\_\_\_

OLCC Alcohol Permit Required: YES NO Comment \_\_\_\_\_

Proof of Insurance Required: YES NO Comment \_\_\_\_\_

Comments or restrictions on reservation: \_\_\_\_\_

P.D. CONCERN on Alcohol being served for & beer - minors Present - AREA  
where Alcohol being served

Called 2-20-97 11:30 am NB left msg

Police Department Approval \_\_\_\_\_

Fire Department Approval \_\_\_\_\_

City Manager Approval \_\_\_\_\_

Date: 2-18-97

Date: 2-18-97

Date: \_\_\_\_\_



CITY COUNCIL GOALS  
FISCAL YEAR 97/98

In addition to the fiscal 96/97 City Council goals (attachment), which the City intends to continue with, the following have been adopted for fiscal year 97/98:

FIRST ROUND

SECOND ROUND

	Wastewater Treatment Plant and System Improvements	
	A. Educate public about need	
	B. Continue bringing existing plant into compliance	
	C. I and I work	
4 green	Each City department to develop user friendly "to do" list particularly for new residents of those building a new house.	2 green 1 yellow
2 green	Measure 47	2 green
	A. Inventory current City services	
	B. Determine any duplication of services	
	C. Review/consolidate/eliminate	
2 green 1 yellow	Couplet Methods to finance	1 green 1 yellow
3 yellow	Upgrade development of Ferry Creek Reservoir	1 yellow 1 red

---

In addition to the above, which are considered as the primary goals for fiscal 97/98, the Council also intends to address the following, considered to be secondary goals:

1 green 1 yellow	Establish fire hydrants in developed areas of the City	1 yellow
1 green	Have the Council more involved with the youth of the City Work towards the construction of a youth center	1 yellow
3 red	Develop Internet Web site for better communication	2 red





## BUSINESS DEVELOPMENT CENTER

420 Alder Street  
Brookings OR 97415

541 469-5017 FAX 541 412-0150  
E-MAIL HRP@EASYSTREET.WIN.NET

February 5, 1997

Mr. George T. "Tom" Weldon  
City Manager  
City of Brookings  
898 Elk Drive,  
Brookings, OR. 97415

Dear Tom:

Enclosed please find the following documents:

Summary of goal-setting meeting on February 1, 1997  
City Council fiscal 97/98 goals with prioritization for Rounds 1 and 2  
Restatement of fiscal 96/97 City Council goals with progress to date  
City department recommendations

I do believe, Tom, that this includes everything we discussed prior to the Council meeting. I enjoyed facilitating the meeting and being a part of the process to establish Council goals for the coming fiscal year.

Kindest regards,

James J. Bouley  
JJB/ml  
enclosures



February 5, 1997

SUMMARY REPORT  
of the  
GOAL-SETTING MEETING  
for the  
BROOKINGS CITY COUNCIL  
February 1, 1997

BACKGROUND

The Brookings City Council met from 8:30 A.M. until 11:30 A.M. on Saturday, February 1, 1997, in the conference room of the Best Western Brookings Inn to establish and prioritize fiscal 97/98 goals for the City of Brookings. James Bouley was asked to facilitate the meeting in order for City Council members and the City Manager to place full attention on the purpose for the meeting. The public was notified of the meeting and invited to attend the session and an allotment of time was established for public input.

Participants were sent packets of information prior to the meeting containing the agenda and recommendations from various staff, advisory committees and city departments (see attachment).

MEETING SUMMARY

After a continental breakfast, the meeting was officially opened by the Mayor, introductions of those in attendance who then turned the meeting over to the facilitator. The objectives set forth for the meeting was to develop specific goals for the next fiscal year beginning on July 1, 1997.

The one representative of the public elected not to advance any recommendations. City departments had previously submitted their recommendations/goals and were given the opportunity of making any additional comments they so desired.

Council members were then individually polled for their goal recommendations (see attachment) with their goals being written on a flip chart and subsequently posted on the walls of the conference room. The facilitator explained a prioritization system using colored dots as follows:

Green	Critical/must have
Yellow	Ought to have
Red	Nice to have



Summary Report  
February 5, 1997  
page two

Council members were then given six (6) colored dots (2 green, 2 yellow and 2 red). For round one of the prioritization process, members of the council were asked to place their dots along the left side of the goals in the order they felt important. Discussion ensued concerning the perception council members had of the various goals. A short recess was taken in order for council members to continue their deliberations among themselves.

For round two, council members were given three dots (1 green, 1 yellow and 1 red) and asked to place these dots along the right side of the goals in the order they felt important. One council member suggested that the waste water treatment facility was so important to the City that it should be at the very top of the list of goals but not included in the voting. This was agreed by the other council members and the waste water treatment facility is shown at the top of the goals for fiscal 97/98 (see attachment).

The final list of goals have been compiled and are being presented to the City Manager and the City Council under cover of this Summary Report by the facilitator. The goal prioritization meeting was then adjourned.

In the opinion of the facilitator, the entire meeting was very productive with a lot of good ideas and possibilities presented for the City Council to consider. The facilitator enjoyed very much working with the City Council, the City Manager, city department heads and those others in attendance and appreciates being asked to facilitate the goal setting meeting.

James J. Bouley  
Attachments



# CITY COUNCIL GOALS FISCAL YEAR 97/98

In addition to the fiscal 96/97 City Council goals (attachment), which the City intends to continue with, the following have been adopted for fiscal 97/98:

## FIRST ROUND

## SECOND ROUND

	Waste Water Treatment Plant	
	A. Educate public	
	B. Continue bringing existing plant into compliance	
	C. I and I work	
4 green	Each City department to develop user friendly "to do" list particularly for new residents of those building a new house.	2 green 1 yellow
2 green	Measure 47	2 green
	A. Inventory current City services	
	B. Determine any duplication of services	
	C. Review/consolidate/eliminate	
2 green 1 yellow	Couplet	1 green
	Methods to finance	1 yellow
3 yellow	Upgrade development of Ferry Creek Reservoir	1 yellow 1 red

---

In addition to the above, which are considered as the primary goals for fiscal 97/98, the Council also intends to address the following, considered to be secondary goals:

1 green 1 yellow	Establish fire hydrants in developed areas of the City	1 yellow
1 green	Have the Council more involved with the youth of the City	1 yellow
	Work towards the construction of a youth center	
3 red	Develop Internet Web site for better communication	2 red



Summary Report  
February 5, 1997  
page two

<i>1 red</i>	Work with community organizations promoting Improvements/development of downtown area	<b>1 red</b>
<i>3 yellow</i>	Inventory City owned land Convert into needs of City	<b>1 red</b>
	Specific program on I and I work Start prior to next fiscal year	
<i>1 yellow</i> <i>1 red</i>	Add water reservoirs (1) Set sum aside each year	
	Site for new fire house	
<i>1 red</i>	Continue street overlay program	
	Continue with improvements to Stout Park	
<i>1 red</i>	Review land development codes for practicality	
<i>3 red</i>	Continue working with eco-tourism group	
	Adopt Chief McDonald's recommendations	



## CURRENT FISCAL YEAR GOALS

Shown below are goals for the current fiscal year ending June 30, 1997 and the progress made towards meeting those goals.

1. Voter Approval-New Tax Base

The new tax base vote in May 1996 failed. However, essentially the same program passed as a 4-year serial levy beginning July 1, 1997.

2. Urban Growth Boundary

The proposed Urban Growth Boundary was adopted by the City council and County Commissioners August 14, 1995. However, it was appealed to LCDC which upheld this local action and remanded back to the city several items to address before their staff could give official approved UGB. This was appealed to the Court of Appeals and a date has not been set for the appeal to be heard. Appellants have until February 5, 1997 to file their opening brief. They could still ask for an extension of time to do this. The state and all intervenors have until March 26, 1997 to file opening briefs. The Court would then set a date for oral arguments. After the oral arguments the Court will make a decision ..... no telling how long this could take.

3. Ferry Creek Reservoir Study

This was put out to bid and the Council selected a company to do the study. We have had to provide this firm with additional information and thus the study has taken longer than anticipated. This study will be done and presented to the Council in time to consider its recommendations during next year's budget discussions.

4. Sewer Plant Upgrade

We completed our sludge upgrade project. We negotiated and signed a Mutual Agreement and Order with DEQ. We completed the Facilities Plan Amendment, a plant operation optimization study and we are about to receive a financing study. We are submitting a preliminary application for a low interest State Revolving Fund loan. We should schedule an election for May 20, 1997 to authorize funding of the wastewater plant upgrade and expansion.

5. Expand Community Volunteer Programs

We have done this, in some cases on our initiative and in other instances as others have offered and we have responded:

1. Built golf course driving range using mostly donated dollars and labor, primarily thanks to Bill and Marie Hansen's help.
2. Azalea Park gardens and sculpture almost completed, primarily thanks to Elmo and Lorraine Williams' help.
3. Tennis courts and Bud Cross Park refurbished thanks to volunteer help and donated dollars.



4. Police Department:

Implemented:

- a. Crime Stoppers Program
- b. Police Academy
- c. Security at Azalea Park Review Committee
- d. McGruff the Crime Dog Program
- e. Neighborhood Watch Program

Coming this year:

- a. Chaplaincy
- b. VIPS -- Volunteers in Police Service

The City Manager indicates the city has or will meet all or most of the Council's goals. Those that have not been met have seen substantial progress -UGB and sewer plant upgrade - which will allow the city to accomplish these goals next year or "in the foreseeable future."

## **STAFF GOALS - FISCAL 1997 - 1998**

### **PLANNING COMMISSION**

1. Continue funding for Planning Commission members to attend training classes. This training is extremely valuable and important to these members and the City!
2. Schedule at least one joint work session between City council and Planning Commission.

### **PARKS AND RECREATION COMMISSION**

- To successfully locate the boat donated by the Port of Brookings
- To develop strategies that improve communication and coordination with Brookings-Harbor School District 17C.
- To establish a comprehensive plan for security at Azalea Park
- To be more involved with the 1997-98 budget for the city in Parks and Recreation
- To complete the Chetco Point Plan
- To update the Azalea Park Plan
- To develop a long-range parks plan for the city.



## **COMMUNITY DEVELOPMENT DEPARTMENT**

Wastewater treatment plant expansion & renovations

Acquire land for City Shop (Treatment Plant expansion will eliminate existing shop area)

Continue to consolidate & upgrade city maps

Pave City Hall parking lot; this will require design by an engineer or architect

Continue funding and implement Pedestrian Facilities Plan improvements

South bound couplet in the state highway plan

Complete Periodic Review Comp. plan review

## **FINANCE DEPARTMENT 1997**

1. Review City Hall building, access maintenance needs and establish plan to do the necessary repairs in order of priority
2. Landscaping needs: In front area of tennis courts; around pool building; entrance to Azalea Park
3. If Measure 47 becomes a disastrous reality and cuts are needed, consider closure of City Hall one day a week for project work
4. Need to assess the staff work load and establish priorities; as the staff seeks to accomplish more with less, we are going to see more "burn out" of much needed employees
5. Keep public meetings to a maximum of 2 hours



## POLICE DEPARTMENT

### MARKETING

- Improve customer service
- Establish mission and value statement

### CAPITAL IMPROVEMENT

- Expand City Hall parking

### ECONOMIC AND COMMUNITY DEVELOPMENT

- Enhanced infrastructure
  - \*Upgrade water/sewer systems
  - \*Continue maintenance of streets, sidewalks and similar
  - \*Establish comprehensive residential and business address numbering standards
  - \*Continue with nuisance abatement program
- Complete a 5-year Strategic Plan
- Expedite permits/developer process
- Enhance overall organization customer service to compliment a positive economic development

### PERSONNEL MANAGEMENT

- Develop job expectations/goals
- Continue with enhanced training and leveraging of local resources

### VOLUNTEER SERVICE

- Implement COPS/POPS (Community Oriented Police System/Problem Oriented Police System)
- Implement Chaplaincy Program
- Establish Police Reserve training standards

### EMERGENCY SERVICES AND PREPAREDNESS

- Review emergency plan and field training exercise
- Initiate comprehensive citizen self-help and education program
- Implement Incident Command System
- Complete implementation of Enhanced 911 Center
- Initiate Critical Incident Stress Debriefing Team

### TECHNOLOGICAL INVESTMENTS

- Enhance communication capacity with citizens by application of suitable technology

### FISCAL MANAGEMENT

- Review and restructure service level
- Enhance Management Information Systems and reporting systems
- Implement two-year budget cycle



## **FIRE DEPARTMENT**

### **MEASURE 47**

Develop plan to assess how Measure 47 will effect the Fire Department and how we can carry on business. How do we cut what we do?

### **EXPANSION OF CITY HALL**

Develop a plan of the expansion of City Hall. The Fire Department needs more meeting space as well as housing space of equipment. All city departments are in need of expansion.

Develop strategy for innovative revenue source for the Fire Department/City.

## **CITY MANAGER GOALS** **(IN ADDITION TO COUNCIL GOALS)**

1. Adopt realistic goals for 1997-98 in light of Measure 47
2. Evaluate services and service levels in light of Measure 47 and make adjustments where necessary
3. Live up to MAO (after successful bond election):
  - a. Finalize funding agreement by August 1, 1997
  - b. Submit a preliminary design to DEQ by September 1, 1997
4. Continue to expand communication -cooperation- coordination between all units of government represented in Brookings-Harbor area
5. Assist in developing golf course
6. Offer increased summer recreation programs



# MEMO

**To:** Mayor and City Council  
**From:** Tom Weldon, City Manager *Tom*  
**Subject:** Next Council meeting  
**Date:** February 20, 1997

---

Your next Council meeting is scheduled for Monday, March 10, 1997. Mayor Brendlinger, Councilor Ham, Community Development Director Lightle, Finance Director Adams and I will all be out of town that night.

All of these people however will be available Thursday night, March 6, 1997. City Attorney Stone is available that night also, but not until 7:30 pm.

I recommend you reschedule your first meeting in March to the 6th beginning at 7:30 pm.

-com-



# Memorandum

**TO:** Mayor, City Council  
**FROM:** Leo Lightle, Community Development Director  
**THROUGH:** Tom Weldon, City Manager *Tom*  
**DATE:** February 19, 1997



Issue: No truck parking on Redwood Street from Fern Avenue to Oak Street

Synopsis: Redwood Street is narrow and not wide enough to support truck parking. The street is beginning to break and settle on the outside, downhill edge. It appears the breakage and settling are due to weight being placed on the outside edge of the pavement.

Recommendation: The City Council establish NO TRUCK PARKING on Redwood Street.

Rationale: Continued on-street truck parking on Redwood Street will not allow two way traffic and it appears is affecting the shoulder to a point of degrading the asphalt, and could lead to slope failure. Truck parking is available on Oak Street, Fern Avenue and Chetco Avenue.

Background: Trucks transporting cars have been using Redwood Street to unload vehicles in the middle of the night. They either block traffic or pull onto the shoulder and allow one way traffic. The outside of the shoulder of the road is cracking, and in any case, the paved area is not wide enough to allow traffic to pass and park.

There is also a concern that the trucks are left running late at night adjacent to residential housing.

At least one resident has asked the trucks to use other parking as their motors running late into the night keeps people awake. The truck drivers did not respond in a positive manner.



# Memorandum

**TO:** Mayor, City Council  
**FROM:** William J. Sharp, Fire Chief  
**THROUGH:** Tom Weldon, City Manager  
**DATE:** February 11, 1997



Issue: Surplus Of Old Emergency Standby Generator

Synopsis: We recently purchased a new emergency standby generator to replace the old generator housed in the fire department. The old generator is now sitting in the fire station taking up space that we don't have. I would like to see this generator declared surplus equipment so that we can better utilize our available space in the fire hall.

Recommendation: Recommend that the council declare the old emergency generator as surplus equipment so that the city can sell this piece of equipment and recoup some of the expense of the purchase of the New generator.

Rationale: The city has no further use of the old generator. It is best to sell the to another party that can make use of the equipment.



# MINUTES

## CITY OF BROOKINGS

### COMMON COUNCIL MEETING

Brookings City Hall Council Chambers

898 Elk Drive, Brookings, Oregon

February 10, 1997

7:00 p.m.

#### I. CALL TO ORDER

Mayor Brendlinger called the meeting to order at 7:03 p.m.

#### II. PLEDGE OF ALLEGIANCE

#### III. ROLL CALL

Council Present: Mayor Nancy Brendlinger, Councilor Larry Curry, Councilor Bob Hagbom, Councilor Dave Ham, Councilor Julie Cartwright

Council Absent: Ex-Officio Kevin Blank

Staff Present: City Manager Tom Weldon, Accounting Clerk Denise Bottoms, Community Development Director Leo Lightle, Planning Director John Bischoff, City Attorney Marty Stone

Media Present: Anita Rainey, Curry Coastal Pilot; Martin Kelly, KCRE; Rich Moore, KURY

#### IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

Mayor Brendlinger presented a Certificate of Appreciation to Curt Fox for 15 years of service to the Brookings Police Department.

Ron Plaster was also recognized for 5 years of service to the Brookings Police Department.

A plaque was presented to Dennis Barbee by Mayor Brendlinger for "Reserve Officer of the Year 1996".



Mayor Brendlinger recommended Russ Fritz be appointed to the System Development Charge Review Board with a term expiration of 10-31-2000.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to appoint Russ Fritz to the System Development Charge Review Board with a term expiration of 10-31-2000.

Mayor Brendlinger recommended Ken Burnes be appointed to the Curry County Recycling Committee with an undefined term expiration.

Councilor Curry moved, Councilor Hagbom seconded and the Council voted unanimously to appoint Ken Burnes to the Curry County Recycling Committee with an undefined term expiration.

Mayor Brendlinger recommended Kathie Leach and Reily Smith be appointed and Keith Hislop be re-appointed to the Budget Committee with term expirations of 2-1-2001.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to appoint Kathie Leach and Reily Smith and re-appoint Keith Hislop to the Budget Committee with term expirations of 2-1-2001.

Mayor Brendlinger recommended Craig Mickelson be appointed to the Parks and Recreation Commission with a term expiration of 2-1-98 and Gro Lent and Don Higginson be re-appointed to the Parks and Recreation Commission with a term expiration of 2-1-2001.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to appoint Craig Mickelson to the Parks and Recreation Commission with a term expiration of 2-1-98 and Gro Lent and Don Higginson be re-appointed to the Parks and Recreation Commission with a term expiration of 2-1-2001.

Mayor Brendlinger recommended Richard Dentino be appointed to the Planning Commission with a term expiration of 4-1-99 and Keith Pepper and George Ciapusci be re-appointed to the Planning Commission with term expirations of 4-1-2001.



Councilor Ham moved, Councilor Curry seconded and the Council voted unanimously to appoint Richard Dentino to the Planning Commission with a term expiration of 4-1-99 and to re-appoint Keith Pepper and George Ciapusci to the Planning Commission with term expirations of 4-1-2001.

V. PUBLIC HEARINGS

- A. CPZ-1-97 - A change in the Comprehensive Plan designation from Commercial to Residential and a change of zone from C-4 (Tourist Commercial) to R-3 (Multiple-Family Residential).

Planning Director John Bischoff presented the pertinent information and answered Council questions. There was considerable concern regarding potential traffic problems when pulling onto Chetco Avenue from the property.

Comments were heard from the following people:

Applicant's representative:

Richard B. Davis Co.

140 Rowdy Creek Rd., Smith River, CA 95567

Applicant:

Lloyd Bendickson

2454 Heritage Way, Medford, OR 97501

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to approve the change in the Comprehensive Plan designation from Commercial to Residential and a change of zone from C-4 (Tourist Commercial) to R-3 (Multiple-Family Residential) and to adopt the findings as set forth in the staff report.

VI. SCHEDULED PUBLIC APPEARANCES None

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

Elmo Williams presented plans for the Dedication Gardens at Azalea Park.



The Parks and Recreation Commission recommended that the Council approve Phase I of the Dedication Gardens at Azalea Park as presented.

Councilor Ham moved, Councilor Cartwright seconded and the Council voted unanimously to approve Phase I of the Dedication Garden at Azalea Park under the auspices of the Azalea Park Foundation as presented.

Les Cohen presented the Brookings Harbor Chamber of Commerce Program Report for the calendar year 1996.

Several requests of the Chamber of Commerce were presented for the 58th Azalea Festival scheduled for Memorial Day Weekend, May 23 through May 26, 1997. The Police Department is recommending approval.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to grant the requests presented for the 58th Azalea Festival.

## VIII.

### STAFF REPORTS

#### A. City Manager

1. Request for 4th of July fireworks display donation by Vietnam Veterans of America

Councilor Curry moved, Councilor Ham seconded and the Council voted unanimously to donate \$500.00 for the fireworks display to the Vietnam Veterans of America.

2. Appoint Budget Officer and adopt Budget calendar

Tom Weldon recommended Bev Adams be appointed Budget Officer and that the budget calendar be accepted as presented.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to appoint Beverly Adams as Budget Officer and to accept the Budget calendar as presented.



3. Approve ballot title for May 20th election on Wastewater Treatment System Improvements

City Attorney Marty Stone made a recommendation to change the wording on a portion of both ballot summary's to read "An estimated 60% of the cost of the improvements is for construction of a Secondary Treatment Facility, Reserve Capacity for Wastewater Treatment, Engineering and Design;". Also see Exhibit I for information on financing.

Comments were heard from the following people:

Larry Anderson	PO Box 1746, Brookings, OR 97415
Martin Kelley	KCRE Radio

Councilor Cartwright moved, Councilor Curry seconded and the Council voted unanimously to put on the May 20 ballot a Wastewater Treatment Systems Improvement bond sale request of an amount not to exceed \$12,900,000.00.

B. Planning Department

1. Planning Commission Annual Report

George Ciapusci, Chair of the Planning Commission, presented the Planning Commission Annual Report to the Council.

The Council decided to meet on April 14 at 6:00 pm for a joint Council/Planning Commission work study session. The City Attorney would be at the 6:00 pm meeting for consultation.

X. CONSENT CALENDAR

Councilor Curry was not at the January 14 meeting and as it was part of the consent calendar, he refrained from voting.

Councilor Hagbom moved, Councilor Ham seconded and the Council voted unanimously to approve the Consent Calendar as amended:



A. Approval of Council Meeting Minutes

1. January 14, 1997 Special Council meeting
2. January 27, 1997 Regular Council meeting

B. Acceptance of Commission/Board Minutes

1. January 7, 1997 Regular Planning Commission meeting

C. Approval of Vouchers (\$204,131.83)

(end Consent Calendar)

The Council recessed from 9:15 pm to 9:20 pm.

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

A. Ordinances

1. 97-O-115.B - An Ordinance amending Ordinance No. 58-O-115, enacted on June 10, 1958, and entitled "An Ordinance regulating the location, construction, maintenance, sanitation, and conduct of trailer parks within the City of Brookings; providing penalties for the violation hereof; and repealing Ordinance No. 52-O-018", by repealing sections 3 through 14 and 16 through 29 and changing the title to "An Ordinance regulating the temporary use of a trailer coach within the City of Brookings".

Planning Director noted changes made after distribution to the Council.

Councilor Ham moved, Councilor Hagbom seconded and the Council voted unanimously to adopt Ordinance No. 97-O-115.B by first reading.

Councilor Ham moved, Councilor Hagbom seconded and the Council voted unanimously to adopt Ordinance No. 97-O-115.B by second reading.

B. Resolutions



XI. COMMITTEE REPORTS

- A. Council Liaison None
- B. Planning Commission None
- C. Parks and Recreation Commission None
- D. Chamber of Commerce None

XII. REMARKS FROM MAYOR AND COUNCILORS

A. Mayor

Mayor Brendlinger reminded the Council that the City Council/Budget Committee meeting will be February 18, 1997 at 7:00 pm in the Council Chambers.

B. Council

XIII. ADJOURNMENT

Councilor Hagbom moved and the Council voted unanimously to adjourn the meeting at 9:40 p.m.

---

Nancy Brendlinger  
Mayor

ATTEST:

---

Beverly Adams  
Finance Director/Recorder



ORDINANCE NO. 97-O-521

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN MAP AND ZONING MAP OF THE CITY OF BROOKINGS BY THE REDESIGNATION FROM COMMERCIAL TO RESIDENTIAL AND REZONING FROM TOURIST COMMERCIAL (C-4) TO MULTIPLE-FAMILY RESIDENTIAL (R-3) UPON THAT CERTAIN REAL PROPERTY, BELOW DESCRIBED.

Sections:

Introduction.

Section 1.       Amendment to Comprehensive Plan Map and Zoning Map to designate property as R-3.

WHEREAS, a public hearing was held on January 7, 1997 before the Brookings Planning Commission for the purpose of considering a request for a comprehensive plan map amendment from Commercial to Residential and to rezone from Tourist Commercial (C-4) to Multiple-Family Residential (R-3) on 2.00 acres of property located on the south side of Bridge Street and adjacent to the west side of the Chetco River; (identified as Assessor's Map No. 41-13-5CA, Tax Lot No. 6200).

WHEREAS, following closure of the public hearing after considerable evidence and testimony was presented by proponents and opponents, the Planning Commission, by a unanimous vote, directed the Planning Director to prepare a recommendation, with findings, to the City Council, for approval of the request for the redesignation from Commercial to Residential and rezoning from C-4 to R-3; and

WHEREAS, the Brookings City Council, at its regularly scheduled meeting of February 10, 1997 did conduct a public hearing on this matter, during which hearing considerable testimony and evidence was presented by the applicant's representative, interested parties and recommendations were received from and presented by the Planning Director; and

WHEREAS, at the conclusion of said public hearing, after consideration and discussion, the Brookings City Council, upon a motion



duly seconded, did vote in the majority to adopt a Final Order and Findings of Fact document to be presented at the February 24, 1997 meeting on its decision to grant the applicant's request;

The city of Brookings ordains as follows:

Section 1. Amendment to Comprehensive Plan Map and Zoning Map to designate property as R-3. The Comprehensive Plan Map and Zoning Map of the City of Brookings are amended to show that the following described property is designated Residential and is zoned Multiple-Family Residential (R-3).

(See Attachment A)

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Passage: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 1995.

\_\_\_\_\_  
Nancy A. Brendlinger, Mayor

ATTEST:

\_\_\_\_\_  
Beverly S. Shields, City Recorder



## ATTACHMENT "A"

The following described tracts of real property situate in Curry County, Oregon:

TRACT NO. 1:

Beginning at the intersection of the right of way boundary of Oregon Coast Highway with the mean low tide line of the Chetco River, which said point of beginning is situated 2343.41 feet North and 2653.30 feet East of the Government corner common to Sections Five (5), Six (6), Seven (7) and Eight (8) in Township Forty-one (41) South of Range Thirteen (13) West, Willamette Meridian;  
thence along said low tide line of said Chetco River, South 30° 23' West 216.09 feet;  
thence West 220.54 feet;  
thence North 30° 23' East 305.61 feet, more or less, to an intersection with the said right of way boundary of the Oregon Coast Highway;  
thence along said right of way boundary Southeasterly to the point of beginning, the chord of which bears South 66° 13' East 191.50 feet.

TRACT NO. 2:

Beginning at the most Westerly corner of Lot No. Two (2) of the C. D. Rice property, said corner being 2320 feet North and 2211 feet East of the Southwest corner of Section Five (5), Township Forty-one (41) South, Range Thirteen (13) West, Willamette Meridian;  
thence South 25° 00' East 32.0 feet;  
thence North 59° 40' West 300.0 feet, more or less, to a point of intersection with the Southerly right of way boundary line of the relocated Oregon Coast Highway, said right of way boundary being parallel to and 70 feet distant from the center line of the State Highway as relocated by the Oregon State Highway Commission;  
thence Easterly along said highway right of way boundary to a point which bears North 31° 13' East from the point of beginning;  
thence South 31° 13' West 85 feet, more or less, to the point of beginning.

TRACT NO. 3:

Beginning at a point which is situated 2157.00 feet North and 2323.46 feet East of the Government Corner common to Sections Five (5), Six (6), Seven (7) and Eight (8) in Township Forty-one (41) South of Range Thirteen (13) West, Willamette Meridian;  
thence North 25° 00' West 269.39 feet;  
thence North 31° 13' East 119.34 feet, more or less, to an intersection with the right of way boundary of the Oregon Coast Highway;  
thence Southeasterly, along said right of way boundary of said Oregon Coast Highway measured on a long chord that bears South 68° 13' East 222.61 feet;  
thence South 30° 23' West 305.61 feet to the point of beginning.

EXCEPT that part heretofore conveyed to the State of Oregon, by deed dated August 12, 1950 and recorded November 3, 1950 in Book 36, page 80, Deed Records of Curry County, Oregon.



**BEFORE THE PLANNING COMMISSION  
CITY OF BROOKINGS, COUNTY OF CURRY  
STATE OF OREGON**

<b>In the matter of Planning Commission File No. CPZ- 1-97; application for approval of a Comprehensive Plan and Zone Change Dennis Sullivan and Lloyd Bendickson, applicant.</b>	<b>)</b>	<b>Final ORDER and Findings of Fact</b>
	<b>)</b>	

**ORDER** approving an application for a Comprehensive Plan change from Commercial to Residential and a Zone Change from C-4 (Tourist Commercial) to R-3 (Multiple-Family Residential), on a 2.00 acre parcel of land located south of Bridge St. and west of the Chetco River; Assessor's Map 41-13-5CA, Tax Lot 6200; C-4

**WHEREAS:**

1. The Planning Commission duly accepted the application filed in accordance with Section 144, Amendments, of the Land Development Code; and,
2. The Brookings Planning Commission duly considered the above described application on the agenda of its regularly scheduled public hearing on January 7, 1997; and
3. Recommendations were presented by the Planning Director in the form of a written Staff Agenda Report dated December 10, 1996, and by oral presentation, and evidence and testimony was presented by the applicant and the public at the public hearing; and,
4. At the conclusion of said public hearing, after consideration and discussion of testimony and evidence presented in the public hearing, the Planning Commission, upon a motion duly seconded, accepted the Staff Agenda Report and recommended that the City Council approve the request, and
5. The Brookings City Council duly considered the above described application in a public hearing at a regularly scheduled public meeting held on February 10, 1997, and is a matter of record; and
6. At the conclusion of said public hearing, after consideration and discussion of testimony and evidence presented in the public hearing, the City Council, upon a motion duly seconded, accepted the Planning Commissions recommendation; and

**THEREFORE, LET IT BE HEREBY ORDERED** that the application for an amendment on the subject parcel is approved. This approval is supported by the following findings and conclusions:

**FINDINGS**

1. The applicant is requesting a Comprehensive Plan designation change from Commercial to Residential and a zone change from C-4 (Tourist Commercial) to R-3 (Multiple-Family Residential) on a vacant 2.00± acre parcel of land.



2. The subject property is located on the south side of Bridge St. and adjacent to the west bank of the Chetco River.
3. The topography of the subject site consists of a shallow valley between the Highway 101 right-of-way and the side of the bluff that overlooks the Chetco River and a higher benched area on the side of the bluff. The valley floor has been graded to provide a building pad and parking area for previous uses.
4. Bridge St. is a city owned right-of-way that was once a part of Highway 101 which led to the old bridge over the Chetco River. The bridge has been replaced in a different location and the highway realigned accordingly.
5. The intersection of Bridge St. and Highway 101 combined with the intersection of the highway and Constitution Way across from Bridge St. on the north, has been identified as a potential problem area by the recently completed South Coast Transportation Study.
6. The area to the north of the subject site is zoned C-4 and contains some commercial uses and three houses. The area to the west and south is zoned R-1-6 (Single Family Residential, 6,000 sq. ft. minimum lot size) and is developed accordingly. The area to the east, across the river is zoned Public Facilities and Light Commercial by the county.
7. The C-4 Zone allows as permitted uses a variety of commercial uses that range from gift shops to motels and night clubs.
8. The permitted uses in the R-3 Zone are single family and manufactured houses, duplex units, multiple family units and rooming houses.
9. Goal 9, Economy of The State, of the Comprehensive Plan, contains a policies to diversify the economy of the city and to encourage tourism.
10. Goal 10, Housing, of the Comprehensive Plan, contains the policy that the city will provide a variety of housing types.

## CONCLUSIONS

1. The topography of the subject site is such that any use place on the property is below and out of sight of the surrounding properties, however, some of the uses allowed in the C-4 Zone have the potential to impact the adjoining residential uses, particularly in terms of noise. The uses allowed by the requested R-3 Zone are all residential in nature and are thus more compatible with the surrounding residential uses. Because of the topography of the site, even high density residential uses will not have the potential for adverse impact the surrounding residential uses as the uses allowed in the C-4 Zone. Also because of the topography and location residential uses on the subject site will not be adversely impacted by the commercially zoned property to the north of Bridge St. and the highway. The requested R-3 Zone is compatible with both the surrounding residential uses and the adjoining commercial uses to the north.



2. None of the traffic generated by either commercial or residential uses on the subject property will enter or flow through the surrounding residential areas. All of the traffic from the subject site will enter the highway at Bridge St. which, combined with the Constitution Way intersection with the highway on the north, has been identified as a potential problem intersection in the future. The uses allowed by the requested residential zone will not generate more traffic than generated by many of the allowed uses in the existing commercial zone. The subject site would not be suitable for the less intense commercial uses currently allowed because of the nature of the topography and location of the site which blocks all visual exposure. Changing the zoning to the requested R-3 zone will not make the problem at this intersection worse and may have the effect of reducing the impact.

The Bridge St./Constitution Way/Highway 101 intersection will be included in the refinement study for the highway couplet which has just been initiated and should result in suggested solutions. Traffic generated by the proposed zone change will not create a greater impact on the Bridge St./ Highway 101 intersection than the uses currently allowed.

3. The proposed plan/zone change will result in a loss of 2 acres of land from the city's inventory of commercial land which, on the surface, is contrary with the policies of Goal 9 of the Comprehensive Plan. However, the topography and location of the subject property severely limit the commercial value of the site. As stated earlier only those uses that do not require exposure to vehicle and pedestrian traffic are likely to be placed on the subject site.

The needs assessment prepared for the Urban Growth Boundary expansion stated a need for 403 additional acres of commercial land to meet future need. This figure was questioned by LCDC and has been remanded back to the city to either provide additional justification for the need or to reduce the amount of the stated need. Although rather minor, the lose of commercial land with questionable value can easily and logically be made up by the UGB expansion. The proposed R-3 Zone is consistent with the policies of Goal 10 in that it does provide for a variety of housing types. The overall effect of the proposed plan/zone change is consistent with the goals and policies of the Comprehensive Plan.

Dated this **24th** day of **FEBRUARY** , 1996

---

Nancy A. Brendlinger, Mayor

ATTEST:

---

John C. Bischoff, Planning Director