

AGENDA
CITY OF BROOKINGS
COMMON COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
898 ELK DRIVE
BROOKINGS, OREGON, 97415 - 7:00 P.M.
DECEMBER 8, 1997



Merry Christmas!

JOINT MEETING
BROOKINGS CITY COUNCIL AND PLANNING COMMISSION
December 8, 1997
6:00 pm

AGENDA

1. Citizen Involvement Review Board
This was passed on from the Planning Commission and the committee would deal with code enforcement within the city.
2. Post Office Parking And Traffic Problem
Report from the City Manager
3. Other items
4. Next joint meeting
Suggested date of March 9, 1998

agenda

CITY OF BROOKINGS
COMMON COUNCIL MEETING
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
December 8, 1997
7:00 pm

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS
- V. PUBLIC HEARING
- VI. SCHEDULED PUBLIC APPEARANCES
- VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE
 - A. Committee and Liaison reports
 - 1. Planning Commission
 - 2. Chamber of Commerce
 - 3. Council Liaisons
 - B. Unscheduled
- VIII. STAFF REPORTS
 - A. City Manager
 - 1. Parks & Recreation Commission vacancy (pink)
 - 2. Sewer rates (cream)
 - B. Community Development
 - 1. I & I Study (blue)
 - 2. Appointment of 2 City Councilors to DIA Committee (yellow)
 - C. Police Department
 - 1. Electrical bids (green)

D. *Fire Department*

1. *Breathing Apparatus bids - opened on Dec. 8th, information available at Council meeting*

IX. CONSENT CALENDAR

A. *Approval of Council Meeting Minutes*

1. *Minutes of November 24, 1997 Regular Meeting (orange)*

B. *Acceptance of Commission/Committee Minutes*

1. *Minutes of November 4, 1997 Regular Meeting (tan)*
2. *Minutes of November 10, 1997 Special Meeting (purple)*

C. *Approval of Vouchers (\$553,668.12) (gold)*

(end Consent Calendar)

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

A. *Resolutions*

1. *Resolution No. 97-R-630 - A resolution adopting rates, fees and charges to the users of the City of Brookings Sewer services; and repealing Resolution No. 91-R-517, Resolution No. 97-R-620 and Resolution No. 97-R-620a (green)*

XI. REMARKS FROM MAYOR AND COUNCILORS

A. *Mayor*

B. *Council*

XII. ADJOURNMENT

Given out at meeting

**City of Brookings
Memorandum**

TO: Mayor, City Council
FROM: Tom Weldon, City Manager
DATE: December 8, 1997
SUBJECT: Main Post Office and Annex Parking



I spoke with Postmaster Bob Boicoff today about what's happening in these areas. I learned:

1. Post office personnel have been in touch with the owner of the property immediately adjacent to the annex concerning its use as a parking lot. I have talked with the owner and he is getting prices on doing a complete improvement to his area. Once he gets those prices he will determine his next step and come in and review it with Leo and I. The owner is willing to improve that space as a parking lot and have the post office lease it for that use. This would allow the front parking area to be discontinued.
2. The postal services facilities specialist was down here and reviewed their property and plans. The plans are being redone and resubmitted and hopefully will be approved this time. They were going to scale the parking down from 110 spaces to 60, which means less property required and less money to make the improvements.

DECEMBER 1997

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY							
	<u>7:00pm FH-Dept drill night</u> Employee vacation hours reviewed	<u>8:30am Staff Mtg-Tom's ofc</u> <u>12:00pm Rotary-Sandy's</u> <u>7:00pm CC-Planning Commission Mtg</u>	<u>12:00pm CC-Community mtg</u> <u>6:30pm CC-Police Academy</u> <u>7:00pm FH-PD Reserves (Mike)</u>	<u>9:00am CC-Crime Stoppers</u> <u>10:00am Site Plan-Tom's ofc</u> <u>6:30pm CC-Hillside Comm.</u>									
	1	2	3	4	5	6							
	<u>6:00pm CC-Joint City Council/Planning Commission meeting</u> <u>7:00pm CC-Council Mtg</u> <u>7:00pm FH-Dept drill night</u>	<u>8:30am Staff Mtg-Tom's ofc</u> <u>12:00pm Rotary-Sandy's</u> <u>1:30pm CC-SDC Meeting</u>	<u>6:30pm CC-Police Academy</u> <u>7:00pm FH-APF Mtg</u> <u>7:00pm Tri Cities Council-Gold Beach Council Chambers</u>	<u>8:15am Finance Staff Mtg</u> <u>10:00am Site Plan-Tom's ofc</u> <u>12:00pm Chamber Forum-Conf Ctr</u>									
7	8	9	10	11	12	13							
	<u>7:00pm FH-Dept drill night</u> <u>7:30pm School Board-Azalea Library</u>	<u>8:30am Staff Mtg-Tom's ofc</u> <u>12:00pm Rotary-Sandy's</u>	<u>9:00am CC-Muni Court</u> <u>1:30pm FH-Safety Comm Mtg</u> <u>6:00pm FH-Victim's Impact Panel</u> <u>Overflow...</u>	<u>10:00am Site Plan-Tom's ofc</u>									
14	15	16	17	18	19	20							
	<u>7:00pm FH-Dept drill night</u>	<u>8:30am Staff Mtg-Tom's ofc</u> <u>12:00pm Rotary-Sandy's</u>		<u>8:00am HOLIDAY</u>									
21	22	23	24	25	26	27							
	<u>7:00pm FH-Dept drill night</u>	<u>8:30am Staff Mtg-Tom's ofc</u> <u>12:00pm Rotary-Sandy's</u> <u>7:00pm CVAT-Forest Svc Bldg</u>											
28	29	30	31										
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			23/30	24	25	26	27	28	29				

DECEMBER 1997

APPOINTMENTS & SCHEDULED EVENTS

12/17/97

6:30pm CC-Police Academy

JANUARY 1998

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				8:00am CLOSED New Year's Day 1	2	3
4	7:00pm FH-Dept drill night 5	8:30am Staff Mtg-Tom's ofc 12:00pm Rotary-Sandy's 7:00pm CC-Planning Commission Mtg 6	12:00pm CC-Community mtg 7	8:15am Finance Staff Mtg 10:00am Site Plan-Tom's ofc 12:00pm Chamber Forum-Conf Ctr 8	9	10
11	7:00pm CC-Council Mtg 7:00pm FH-Dept drill night 12	8:30am Staff Mtg-Tom's ofc 12:00pm Rotary-Sandy's 13	7:00pm Tri Cities Council-Gold Beach Council Chambers 14	10:00am Site Plan-Tom's ofc 15	16	17
18	7:00pm FH-Dept drill night 7:30pm School Board-Azalea Library 19	8:30am Staff Mtg-Tom's ofc 12:00pm Rotary-Sandy's 20	1:30pm FH-Safety Comm Mtg 21	10:00am Site Plan-Tom's ofc 7:00pm CC-Parks & Rec Comm Mtg 22	23	24
25	M.L. King Jr. Day 7:00pm CC-Council Mtg 7:00pm FH-Dept drill night 26	8:30am Staff Mtg-Tom's ofc 12:00pm Rotary-Sandy's 7:00pm CVAT-Forest Svc Bldg 27	28	10:00am Site Plan-Tom's ofc 29	30	31
				DECEMBER 1997		
				S M T W T F S	FEBRUARY 1998	
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MEMORANDUM

To: Mayor and City Council

From: Tom Weldon, City Manager *Tom*

Subject: Parks & Recreation Commission vacancy

Date: December 4, 1997

We advertised for the vacancy on the Parks and Recreation Commission November 17, 1997. To date we have not received any requests to fill this position.

I recommend we advertise this vacancy again.

M E M O R A N D U M

To: Mayor and City Council

From: Tom Weldon, City Manager *Tom*

Subject: Sewer rates

Date: December 4, 1997

We have received the following letter from Harbor Sanitary District. I recommend you adopt the resolution in this packet. This sets the monthly rates for Harbor Sanitary District as recommended by Marv Winer October 30th and his originally recommended monthly rates for everyone else. These rates would be effective January 1, 1998.

If you agree with the above recommendation, you do not need to take action regarding the SDC Resolution. Your last action was to make these new charges effective January 1, 1998 and I believe you should maintain that date.

-com-

STEBBINS & COFFEY

Attorneys at Law

Michael R. Stebbins
James C. Coffey

P. O. Box 1006
745 California St.
North Bend, OR 97459

Tel: (541) 756-2066
Fax: (541) 756-2060

December 2, 1997

RECEIVED

DEC - 3 1997

Mrs. Nancy Brendlinger, Mayor
City of Brookings
898 Elk Drive
Brookings, OR 97415

Dear Mayor Brendlinger:

I would first like to thank the City for agreeing to meet with the District's representatives on October 30, 1997, and discussing the proposed sewer treatment rate increases. It was very helpful for you to provide Mr. Weiner to explain the methodology he used to determine the District's proposed monthly sewer rate and system development charge. Following the October 30, 1997, meeting the Board discussed the proposed rates both in an open session (which I believe you attended) and in an executive session meeting with me. As a result of these discussions, I have been directed by the Board to reply to the proposed rate and SDC increases as follows:

1. The Board generally agrees with the methodology utilized by Mr. Weiner in determining the proposed monthly rates for sewer treatment. According to Mr. Weiner, the District's base rate, based on actual cost of service, is \$1.61 per ccf of sewage treated. The District meters its flow to the treatment plant monthly, and I believe the Board of Directors would agree to pay for monthly treatment based on the actual number of gallons of sewage treated multiplied by \$1.61 per ccf.

2. The Board emphatically disputes paying the City any money per month (or per year) for any "risk assessment". This component of the rate proposed to be charged Harbor Sanitary District is not justifiable in the context of the proposed treatment plant expansion. Even the concept of charging an additional sum of money for a "risk assessment" has limited viability among professional consultants who set rates. Further, the City has absolutely no legal basis to charge Harbor Sanitary District a risk assessment on the new treatment plant expansion project. The current "risk assessment" being paid by the District resulted from the arbitration held in 1989 over the rates established by the City pursuant to the Memorandum of Understanding dated June 26, 1989. Although the arbitrators found in favor of the City in this proceeding, the City there issued general obligation bonds. That is not the method being used to finance this new plant expansion, and, for that reason alone, the 1989 arbitration decision does not have any value as a precedent for the new proposed assessment. Also, the City does not really have any "risk" in the proposed financing for the expansion. As you told myself and the Board during our October 30th meeting, if there is a shortfall in funding for the plant, the City would have to make up the difference. This would be accomplished, presumably, by equitably raising rates for all users of the

DEC 4 01 PM 0:40
Mayor Nancy Brendlinger
December 1, 1997
Page 2


system and not just imposing an additional charge on outside users of the treatment plant.

3. If the Board's understanding of the SDC issue is correct, the Board generally agrees with the methodology used by Mr. Weiner to establish the proposed SDC rate. According to Mr. Weiner, the only component used to determine the SDC for the District was the cost of treatment expansion. Although the SDC proposed for the City and the District was \$3,288.00, only \$2,775.00 of this amount was to be charged to the District for treatment plant expansion. As you pointed out in the meeting, \$513.00 of the total SDC established for the City was for the collection component. The only remaining questions that the District has is whether some of the proposed treatment plant expansion components are legally proper subjects for spending SDC monies. For example, the District questions whether the Operation Building and Shop components of the expansion actually increase the systems capacity. If they do not, then I am of the opinion the District could not legally spend SDC money on those components. In some earlier letters from the District's prior attorney, Mr. Heisell, to the City, he requested a legal opinion from your counsel that the proposed expenditures were legally permissible under the SDC statutes. Once I receive a copy of this opinion, I can better advise my client on this issue.

There obviously are several unresolved issues regarding the proposed rate increases to the District. My client would like to continue to resolve these issues through continued negotiation with the City, rather than proceeding to arbitration of these issues. In the interim, I would recommend to my client that it begin to pay for the monthly O&M cost based on the actual metered flow to the plant multiplied by \$1.61 per ccf., beginning at the same time the rate increase takes effect for City users. I think it would be appropriate to rescind the portions of the resolutions establishing new rates for the District until the issues are resolved, either by negotiation or by arbitration.

In the event the City does not want to continue its negotiations with the District, the District hereby renews its prior request for arbitration on the proposed rate increases.

Sincerely,

 James C. Coffey

cc: Martin Stone

City of Brookings Memorandum

TO: Mayor, City Council

FROM: Leo Lightle, *LL*
Community Development Director

THROUGH: Tom Weldon, City Manager *Tom*

DATE: December 3, 1997



Issue: Final Infiltration/Inflow Removal Study for the City of Brookings

Synopsis: Council, as well as staff, has previously received a draft of the Infiltration/Inflow Removal Study for the City of Brookings. There have been minor changes to the draft and staff believes it is now ready to be adopted.

Recommendation: The City Council adopt the City of Brookings Infiltration/Inflow Removal Study dated November 11, 1997.

Background: The Council previously was presented with the Draft of the Infiltration/Inflow Removal Study. You will receive under a separate memo, the amended pages. After your review you may drop off your draft copy plus the new sheets and we will replace the old sheets with the new sheets.

Memorandum

TO: Mayor, City Council

FROM: John Bischoff, Planning Director

THROUGH: Tom Weldon, City Manager

DATE: December 3, 1997



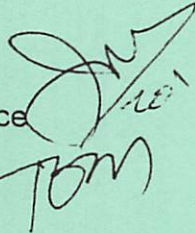
Issue: Committee to study the issue of how to revise and/or implement the Deferred Improvement Agreement program.

Background: At the last joint meeting of the City Council and the Planning Commission it was agreed that a subcommittee of two council members, two commission members and two staff would meet to discuss and make recommendations on this matter. The City Council has not yet appointed its representatives to sit on this subcommittee.

Recommendation: Two Council members volunteer to serve on this committee so that the first meeting can be held in December.

Memorandum

TO: Mayor, City Council
FROM: Jack McDonald, Chief of Police
THROUGH: Tom Weldon, City Manager
DATE: December 3, 1997



Issue: Should City Council award the electrical bid of \$10,240 for electrical finish work required to complete the Police Department facility expansion

Recommendation: We recommend the lowest bid of \$10,240 from Stadelman Electric be awarded by City Council

Background:

1. On December 1, 1997 bids were opened for the electrical finish work on the Police Department. The two bids received were for \$10,240 and \$16,625, respectively
2. The Police Department facility expansion has been largely a volunteer effort with the City of Brookings providing building materials. Statute requires that two elements of the construction be completed by licensed contractors - the roofing and electrical installation.

Funding for this bid award will come from the following budget areas:

- * Police Department Capital Outlay \$ 7,500
- * Police Department E-911 Budget \$ 2,500

(While this will over expend the Capital Outlay line, the Police Department's budget can make up the difference for other line items at the end of the fiscal year.)

Options: Listed below are the options we have reviewed and do not recommend.

1. Not accepting either of these bids and rebidding this work

Memorandum

TO: Mayor, City Council
FROM: William J. Sharp, Fire Chief
THROUGH: Tom Weldon, City Manager
DATE: Dec. 8, 1997



Issue: Fire department recommendation on breathing apparatus

Synopsis: The fire department recently advertised for bid the purchase of 29-new 45 minute , high pressure breathing apparatus plus 18-spare 45 minute, carbon wrapped air cylinders. On Monday the 8th of December at 4:00 PM the bid process closed. We received ⁵ bids , they are as follows:

Seawestern Fire Apparatus Kirkland, Wa.	<u>\$23,17.00</u>
Cascade Fire Equipment Co. Medford, Or.	<u>\$22,70.00</u>
Wildfire Pacific Inc. Kent , Wa.	<u>\$16,29.00</u>
L.N. Curtis & Sons Oakland , Ca.	<u>\$18,72.50</u>
Mallory Co Longview, Wa.	<u>\$22,28.28</u>

Background: We had budgeted \$20,000 for the purchase of emergency equipment, Specifically breathing apparatus for this budget year.

Recommendation It is the recommendation of the fire department that the council award the bid for the purchase of the breathing apparatus to Wildfire Pacific. They were not only the lowest bid but will also give us a trade-in allowance for our old breathing apparatus that will give us a saving towards the total purchase. They will also provide us with local service as they have a representative in our area.

CITY OF BROOKINGS
COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
November 24, 1997
7:00 pm

I. CALL TO ORDER

Mayor Brendlinger called the meeting to order at 7:05 pm.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Present: Mayor Nancy Brendlinger, Councilors Larry Curry, Bob Hagbom, Dave Ham, Julie Cartwright, Ex-Officio Shiloh Thom

Staff Present: City Manager Tom Weldon, Accounting Clerk Denise Bottoms

Media Present: Chuck Hayward, Curry Coastal Pilot; Martin Kelly, KCRE; Bill Lundquist, The World

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

Mayor Brendlinger Proclaimed December 1, 1997 as "World Aids Day" and presented the proclamation to Michele Cole.

V. PUBLIC HEARINGS

None

VI. SCHEDULED PUBLIC APPEARANCES

A. Southwestern Oregon Community Action Committee, Inc. (SWOCAC)

Judith St. Clair of SWOCAC gave a short presentation on the services available through their organization and introduced local personnel to the Council. Judith requested that the Council appoint a representative of either the Council or city staff to SWOCAC. The Council will advertise this liaison position and make a decision at the December 8th meeting.

B. Brookings Harbor Youth Association - BMX track

Mike Nyberg of the Brookings-Harbor Youth Association gave a presentation on the proposed BMX track and skateboard park. Questions or comments concerning this matter were heard from the following people:

Heather Weckler
John Banuat

Wright Kunkle
Joyce Miller

Councilor Ham moved, Councilor Cartwright seconded to send this issue back to the Parks and Recreation Commission and for them to work with both the Brookings-Harbor Youth Association and the Softball League to reach an agreement for the use of the proposed area. Motion failed 3-2.

Mayor Brendlinger moved, Councilor Curry seconded and the Council voted unanimously to refer to the Parks and Recreation Commission the Brookings-Harbor Youth Association and to work with them diligently to locate a spot other than the ball fields at Azalea Park for the BMX/Skateboard Park.

It was also suggested that the Softball League be invited to participate and that this motion does not limit the Brookings-Harbor Youth Association's BMX/Skateboard Park to Azalea Park.

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

A. Committee and Liaison Reports

1. Planning Commission - None
2. Chamber of Commerce - None
3. Council Liaisons

Councilor Hagbom reported that the League of Oregon Cities Board of Directors notified him that they will pick up his expenses for their Board meetings.

B. Unscheduled

VIII. STAFF REPORTS

A. City Manager

1. Wastewater Rates

The Council decided to make a decision at the December 8th Council meeting regarding Harbor Sanitary District's (HSD) monthly sewer charge rates.

B. Community Development

1. Easy Street work

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to determine that an emergency exists and authorize the repair work to the Easy Street right-of-way slope between Fern Street and Hawthorne Street.

2. Moore & Ransom Street parking

The Council took no action regarding this item and determined that no new study of the area is warranted.

3. Double Traffic Fines in School Zones

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to direct staff, upon receipt of sufficient funds from District 17C, to install the requested "double traffic fines in school zone" signs around all three schools.

C. Finance Department

1. Accept bids on Janitor contract

Councilor Hagbom moved, Councilor Ham seconded and the Council voted unanimously to accept the bid from Taplin Janitorial Service in the amount of \$500.00 per month. This will be a month-to-month service which will continue based on satisfactory performance.

D. Police Department

1. Accept bids on Electrical wiring

No bids were received so the Council decided to revisit this item at the December 8th meeting after bids had been requested a second time.

Councilor Hagbom moved, Councilor Ham seconded and the Council voted unanimously to add the Police Department's ODOT Traffic Safety Grant to the agenda.

Councilor Hagbom moved, Councilor Ham seconded and the Council voted unanimously to approve the Police Department's ODOT Traffic Safety Grant application as submitted.

Police Chief Jack McDonald updated the Council on Public Safety Information Management Advisory Team progress. He also invited the Council to the vendor presentations December 9 and 10.

Councilor Hagbom thanked Chief McDonald for his dedication and efforts toward this project.

IX.

CONSENT CALENDAR

- A. Approval of Council Meeting Minutes
 - 1. Minutes of November 11, 1997 Regular Council Meeting
- B. Acceptance of Commission/Committee Minutes
 - 1. Minutes of October 20, 1997 Special Parks and Recreation Commission Meeting
 - 2. Minutes of October 23, 1997 Regular Parks and Recreation Commission Meeting

(end Consent Calendar)

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

X.

ORDINANCES/RESOLUTIONS/FINAL ORDERS

None

XI.

REMARKS FROM MAYOR AND COUNCILORS

A. Mayor

Mayor Brendlinger mentioned that she will not be available for the December 22nd meeting. Other Councilors will also be gone at that time.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to cancel the December 22, 1997 Regular Council meeting.

B. Council

None

XII.

ADJOURNMENT

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to adjourn at 9:03 pm.

ATTEST:

Nancy Brendlinger
Mayor

Beverly Adams
Finance Director/Recorder

**MINUTES
BROOKINGS PLANNING COMMISSION
REGULAR MEETING
November 4, 1997**

The regular meeting of the Brookings Planning Commission was called to order by Chair George Ciapusci at 7:00 p.m. in the Council Chambers at Brookings City Hall on the above date with the following Commission members and staff in attendance.

George Ciapusci
Judi Krebs
Keith Pepper

Marv Lindsey
Rick Dentino

John Bischoff, Planning Director
Linda Barker, Secretary

Commissioners Ted Freeman, Earl Breuer, and Ex Officio Commissioner Mary Ball were not present.

CHAIRPERSON ANNOUNCEMENTS

None

MINUTES

By a 5-0 vote (motion: Commissioner Krebs, second: Commissioner Lindsey) the Planning Commission approved the minutes of the September 2, 1997 meeting as corrected.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL ORDERS

None

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON WRITTEN REQUESTS AND COMMUNICATIONS

1. By a 3-2 vote (motion: Commissioner Lindsey; second: Commissioner Krebs; voting for: Commissioners Krebs, Lindsey and Dentino; voting against: Commissioners Ciapusci and Pepper) the Planning Commission approved (File No. PD-1-86/AMD-2) a request for final map approval of a replat of the subdivision component of the existing Brookhaven Planned Unit Development, changing two existing but undeveloped footprint lots from single family footprints to duplex footprints; replat approved September, 1997; located on the north side of Ransom Avenue between the intersections of Sixth Street on the west and Fern Avenue on the east; zoned R-2 (Two-Family Residential); Mike Cremarosa, applicant.

This action was taken following questions or comments regarding the request from the following people:

a) Mike Cremarosa	PO Box 869	Brookings OR
b) Rich Roberts	PO Box 2748	Harbor OR
c) Irene Hinkley	827-D Brookhaven Dr.	Brookings OR
d) Lee Palmer	880 Brookhaven Dr.	Brookings OR

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. The Planning Commission tabled (File No. CUP-1-96/MC-1) a request for a minor change to an existing conditional use permit to increase the total number of residential care units at 417 Fern Street (Chetco Inn) from 28 to 35, until Monday, November 10, 1997, at 7:00 p.m. Commissioner Pepper declared conflict and Commissioner Krebs declared a perceived bias and both left the bench. With only three voting members left to hear the request, the Planning Commission tabled the issue until absent members of the Commission could be in attendance.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

1. By a 4-0 vote (motion: Commissioner Pepper, second: Commissioner Lindsey; Commissioner Ciapucci declared bias and removed himself from the bench; Vice-Chair Krebs assumed the Chair for this referral) the Planning Commission will send a response to Curry County in the matter of CR-AD-9725, a request for a sideyard setback variance of 11 feet to allow the construction of a garage for a recreational vehicle; located on the north side of Hilltop Drive at its eastern terminus; Herbert and Florence Savercool, applicant. The response will read:

This application would comply with the City of Brookings Land Development Code.

This action was taken following questions or comments regarding the request from the following people:

a) Herbert Savercool PO Box 4055 Brookings OR

UNSCHEDULED PUBLIC APPEARANCES

None

REPORT OF THE CITIZENS ADVISORY COMMITTEE

None

MESSAGES AND PAPERS FROM THE CITY MANAGER

None

MESSAGES AND PAPERS FROM THE MAYOR

None

REPORT OF THE PLANNING DIRECTOR

In response to a request by the Planning Director, Commissioner Dentino volunteered to sit on the Transportation System Plan Committee. Director Bischoff reported the Hillside Development Ordinance Review Committee is nearly filled. Commissioner Pepper is the Planning Commission representative to this committee. In response to Commissioner Krebs request for information on why this ordinance is being revisited Director Bischoff explained that the request came through the City Council. Major issues to be reviewed are building densities and the required use of a geotechnical engineer.

PROPOSITIONS AND REMARKS FROM COMMISSION MEMBERS

Commissioner Krebs asked about the landscaping on the Spruce Street side of the Fast Gas

service station. Commissioner Pepper put forth the concept of a citizen involvement review board to deal with code enforcement within the city. It was agreed by Commissioners that this would be a potential agenda item for the next joint City Council/Planning Commission meeting.

In response to Commissioner's questions, Director Bischoff reported on items listed in September's minutes:

He found nothing in city codes that addresses displaying merchandise on sidewalks. He is in communication with the City Manager regarding this matter.

The need for additional traffic law enforcement at the schools has also been relayed to the City Manager. Commissioner Dentino suggested this may be a good task for the Volunteers in Police Service (VIPS).

ODOT has removed the dedicated turn lane at Parkview Drive from its funded State Transportation Improvement Program (STIP) due to budget constraints caused by repairs needed on Highway 101.

ADJOURNMENT

There being no further business before the Planning Commission, the meeting was adjourned at 8:29 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION


George L. Ciapusci, Chairman

**MINUTES
BROOKINGS PLANNING COMMISSION
SPECIAL MEETING
November 10, 1997**

A special meeting of the Brookings Planning Commission was called to order by Chair George Ciapusci at 7:00 p.m. in the Council Chambers at Brookings City Hall on the above date with the following Commission members and staff in attendance.

George Ciapusci
Keith Pepper

Marv Lindsey
Rick Dentino

John Bischoff, Planning Director
Linda Barker, Secretary

Commissioners Ted Freeman, Earl Breuer, Judi Krebs, and Ex Officio Commissioner Mary Ball were not present.

CHAIRPERSON ANNOUNCEMENTS

Chair Ciapusci read the opinion of the City Attorney regarding quorum requirements to conduct business in public meetings. The opinion follows in its entirety:

In the opinion of the City Attorney, the Oregon Public Meeting law allows a hearing body to proceed with business when a quorum is present. If, due to abstentions, the number of voting members falls below a quorum, the remaining members may proceed to vote on a specific matter before them. Since city ordinances require the majority of a quorum to pass a motion, the vote to pass a motion must be the majority of the original quorum. For example, if the hearing body has seven members and the meeting starts with a quorum of four members and one abstains, each of the remaining three must vote in favor to pass the motion.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 3-0 vote (motion: Commissioner Lindsey, second: Commissioner Dentino; Commissioner Pepper declared potential conflict of interest and stepped down) the Planning Commission approved (File No. CUP-1-96/MC-1) a request for a minor change to an existing conditional use permit to increase the total number of residential care units at 417 Fern Street (Chetco Inn) from 28 to 35. The approval included changes in the conditions of approval to require one additional parking space (a total of 20).

This action was taken following questions or comments regarding the request from the following people:

a) Margaret Roberson	417 Fern Avenue	Brookings OR
b) Don Horton	PO Box H	Brookings OR
c) Martin Kelly	PO Box 1089	Crescent City CA

No one participating in the hearing asked for additional time to keep the record open. The applicant waived his right to seven (7) additional days in which to submit written argument.

2. By a 3-0 vote (motion: Commissioner Lindsey, second: Commissioner Dentino) the Planning Commission approved the Final ORDER and Findings of Fact for File NO. CUP-1-96/MC-1 with the above change to the conditions of approval.

ADJOURNMENT

There being no further business before the Planning Commission, the meeting was adjourned at 7:25 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION


George L. Ciapusci, Chairman

City of Brookings
CHECK REGISTER: CHECK # 29995 THRU 30190
For The Month Ending: November 30, 1997 ** CLOSED **
PRINTED: December 1, 1997 08:32:15

PAGE 1

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
29995	Aq-Chem Warehouse Inc	Inv 96377	11/04/97	100-106.00	654.45	106-626.00	654.45
29996	Linda Barker	Reimbursement	11/04/97	100-106.00	87.50	105-658.00	87.50
29997	Battery Network Inc	Inv 42602	11/04/97	100-106.00	331.66	104-614.00	331.66
29998	Brett's Small Engine	Inv 7394	11/04/97	100-106.00	10.40	106-606.00	10.40
29999	Brown & Caldwell	Inv 13-2653	11/04/97	100-106.00	81.00	903-730.00	81.00
30000	Builders Depot	Inv 00023532	11/04/97	100-106.00	360.10	251-606.00	360.10
30001	Clackamas Communications Inc	Inv 3603751	11/04/97	100-106.00	201.69	103-606.00	201.69
30002	Coos-Curry Electric	Sept Electric	11/04/97	100-106.00	69.28	109-686.00	69.28
30003	Day-Timers Inc	Inv 27740319	11/04/97	100-106.00	23.70	102-602.00	23.70
30004	Del Cur Supply	Inv 56517	11/04/97	100-106.00	107.11	106-626.00	107.11
30005	1st Impressions	Inv 5807	11/04/97	100-106.00	168.55	103-602.00	168.55
30006	First Trust N.A. - Corp Trust	Ser 92, BI 2544	11/04/97	100-106.00	366,276.88	370-824.00	54,660.00
						420-822.00	180,000.00
						420-824.00	131,616.88
30007	Fred Meyer	Inv 530524	11/04/97	100-106.00	74.59	109-614.00	33.56
						109-686.00	41.03
30008	Gall's Inc	Inv 51806639001	11/04/97	100-106.00	42.95	103-608.00	42.95
30009	GTE	Inv BR38530	11/04/97	100-106.00	110.00	102-606.00	27.50
						103-606.00	82.50
30010	HGE Inc	Inv 12107	11/04/97	100-106.00	465.00	901-730.00	465.00
30011	Independent Business Forms Inc	Inv 0035219	11/04/97	100-106.00	612.67	107-602.00	612.67
30012	J L Darling Corp	Inv 100211	11/04/97	100-106.00	168.96	201-602.00	84.48
						251-602.00	84.48
30013	Leo Lightle	Travel Advance	11/04/97	100-106.00	184.12	105-658.00	184.12
30014	McMurray & Sons, Inc	Inv 98093	11/04/97	100-106.00	2,925.00	103-730.00	2,925.00
30015	Micro Systems Warehouse	Inv A8861817	11/04/97	100-106.00	837.40	103-684.00	837.40
30016	Mory's	Oct Statement	11/04/97	100-106.00	105.60	102-602.00	36.10
						103-602.00	2.10
						105-602.00	61.22
						150-628.00	6.18
30017	Murray Insurance Services Inc	#CP00095145	11/04/97	100-106.00	813.00	109-686.00	813.00
30018	Neely's Machine & Fabrication	Inv 7525	11/04/97	100-106.00	227.50	150-606.00	227.50
30019	Ron Plaster	Investigations	11/04/97	100-106.00	1,000.00	103-680.00	1,000.00
30020	Quality Fast Lube & Oil	Inv 6381	11/04/97	100-106.00	23.95	103-606.00	23.95
30021	Resource Management Division	Inv 2717	11/04/97	100-106.00	35.00	105-658.00	35.00
30022	Roto-Rooter	Inv 12428	11/04/97	100-106.00	166.50	903-730.00	166.50
30023	R & R Uniforms	Inv 011-093132	11/04/97	100-106.00	80.30	103-608.00	80.30
30024	Reily H Smith	Inv 97-50,97-72	11/04/97	100-106.00	535.00	500-688.00	435.00
						901-730.00	100.00
30025	That Special Touch	Corrigan/D Alex	11/04/97	100-106.00	56.50	107-602.00	33.50
						109-686.00	23.00
30026	Tidewater Contractors Inc	Inv 1631 & 1646	11/04/97	100-106.00	718.63	150-628.00	718.63
30027	United Communications	Oct Phone	11/04/97	100-106.00	452.90	102-664.00	25.52
						103-664.00	289.34
						104-664.00	138.04
30028	United Communications	Oct Phone	11/04/97	100-106.00	219.25	105-664.00	120.27
						106-664.00	5.52
						107-664.00	65.74
						150-664.00	9.81
						201-664.00	4.48
						202-664.00	4.48
						251-664.00	4.48

(Continued)

City of Brookings
 CHECK REGISTER: CHECK # 29995 THRU 30190
 For The Month Ending: November 30, 1997 ** CLOSED **
 PRINTED: December 1, 1997 08:32:15

PAGE 2

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
United Communications, (Continued)							
30029	W W Grainger Inc	Misc Invoices	11/04/97	100-106.00	681.78	252-664.00 109-614.00 251-684.00 251-612.00	4.47 94.68 199.99 387.11
30030	U.S. Postmaster	Utility Permit	11/06/97	100-106.00	1,000.00	201-602.00 251-602.00	500.00 500.00
30032	All Pure Chemical Co	Inv 82868	11/14/97	100-106.00	1,450.00	252-652.00	1,450.00
30033	Amazing Computers	Oct Stmt, 1013	11/14/97	100-106.00	1,920.00	103-612.00 104-606.00 105-606.00 107-612.00 109-606.00	340.00 120.00 200.00 1,000.00 260.00
30034	Bay West Supply Inc	Inv 110815-1	11/14/97	100-106.00	172.92	202-612.00	172.92
30035	Ron Bodman	Payback Lot #2	11/14/97	100-106.00	1,038.58	250-460.00	1,038.58
30036	Ron Bodman	Inv 1247	11/14/97	100-106.00	1,442.09	109-624.00	1,442.09
30037	Best Western Brookings Inn	Nov Statement	11/14/97	100-106.00	78.45	102-658.00	78.45
30038	Brookings Harbor Chamber	Oct Motel Tax	11/14/97	100-106.00	3,423.29	109-687.00	3,423.29
30039	Brookings Supply Inc	Oct Statement	11/14/97	100-106.00	88.39	150-606.00 252-606.00 252-612.00	15.47 34.93 37.99
30040	Brookings Vol Firefighters	Nov Contrib	11/14/97	100-106.00	1,666.67	104-682.00	1,666.67
30041	Carpenter Auto Center	Oct Statement	11/14/97	100-106.00	1,907.18	103-606.00	1,907.18
30042	Chetco Pharmacy & Gifts	Oct Statement	11/14/97	100-106.00	16.74	103-614.00	16.74
30043	Colvin Oil	End Oct Stmt	11/14/97	100-106.00	929.92	103-606.00 104-606.00 105-606.00 106-612.00 150-606.00 201-606.00 202-606.00 251-606.00 252-606.00	385.22 149.85 20.20 77.70 43.79 113.96 63.45 12.32 63.43
30044	Coos-Curry Electric	Oct Electric	11/14/97	100-106.00	967.22	106-662.00 201-662.00 251-662.00	24.72 913.78 28.72
30045	CTR	#220000	11/14/97	100-106.00	100.10	103-606.00	100.10
30046	Larry Curry	Reimbursement	11/14/97	100-106.00	321.32	102-658.00	321.32
30047	Curry Coastal Pilot	Oct Statement	11/14/97	100-106.00	344.60	102-602.00 105-602.00	293.45 51.15
30048	Curry County Clerk	Filing Fee	11/14/97	100-106.00	5.00	105-602.00	5.00
30049	DHR Child Support Unit	Garnishment	11/14/97	100-106.00	62.50	100-220.70	62.50
30050	DHR Child Support Unit	Garnishment	11/14/97	100-106.00	33.00	100-220.70	33.00
30051	Ferrellgas	Oct Statement	11/14/97	100-106.00	207.67	150-624.00	207.67
30052	Fred Meyer	Inv 530466	11/14/97	100-106.00	94.60	252-612.00	94.60
30053	Great American Images	10 Watches	11/14/97	100-106.00	150.00	109-686.00	150.00
30054	GTE Northwest	Oct Phone	11/14/97	100-106.00	1,621.62	102-664.00 103-664.00 104-664.00 105-664.00 201-664.00 202-664.00	133.02 485.61 133.03 99.77 132.88 120.80

(Continued)

City of Brookings
CHECK REGISTER: CHECK # 29995 THRU 30190
For The Month Ending: November 30, 1997 ** CLOSED **
PRINTED: December 1, 1997 08:32:15

PAGE 3

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
GTE Northwest, (Continued)							
						252-664.00	48.32
						300-664.00	468.19
30055	Hach Co	847796 & 101759	11/14/97	100-106.00	230.40	202-652.00	198.85
						252-652.00	31.55
30056	Richard Harper	Nov Services	11/14/97	100-106.00	250.00	101-646.00	250.00
30057	HGE Inc	Inv 12120&12121	11/14/97	100-106.00	1,495.28	105-646.00	889.73
						150-646.00	44.25
						201-636.00	44.25
						202-624.00	472.80
						251-636.00	44.25
30058	HPS Electrical Apparatus	Inv 47643	11/14/97	100-106.00	8,101.26	251-606.00	8,101.26
30059	ICMA-RT 457 c/o 1st Ntl Bnk MD	Deferred Comp	11/14/97	100-106.00	755.00	100-220.70	755.00
30060	Isco, Inc	Inv 713007-00	11/14/97	100-106.00	158.20	252-606.00	158.20
30061	Kerr Hardware	Oct Statement	11/14/97	100-106.00	2,588.69	103-730.00	2,557.70
						104-606.00	30.99
30062	Kerr Hardware	Oct Statement	11/14/97	100-106.00	730.83	106-612.00	41.62
						106-626.00	139.57
						109-686.00	89.85
						201-612.00	26.38
						201-624.00	81.48
						251-602.00	12.97
						251-612.00	99.13
						251-624.00	187.44
						252-606.00	48.90
						252-612.00	3.49
30063	Legislative Council Committee	Inv AR026520001	11/14/97	100-106.00	130.00	103-614.00	130.00
30064	Marquess & Associates	Inv 21825	11/14/97	100-106.00	118.50	901-730.00	118.50
30065	Mike Mitchell	Travel Advance	11/14/97	100-106.00	86.00	252-658.00	86.00
30066	NCL of Wisconsin Inc	Inv 73046	11/14/97	100-106.00	149.65	252-612.00	149.65
30067	Neely's Machine & Fabrication	Inv 7529	11/14/97	100-106.00	20.00	201-612.00	20.00
30068	Neilson Research Corp	Inv 35006	11/14/97	100-106.00	204.50	252-646.00	204.50
30069	New Horizons	Reg Fees	11/14/97	100-106.00	179.00	107-658.00	179.00
30070	Newman Traffic Signs	Inv 2077599	11/14/97	100-106.00	32.00	150-648.00	32.00
30071	Oregon Assn Chiefs of Police	1998 Dues	11/14/97	100-106.00	80.00	103-660.00	80.00
30072	The Oregon Connection	Inv 11161	11/14/97	100-106.00	106.50	102-602.00	106.50
30073	Oregon Department of Revenue	State W/H Tax	11/14/97	100-106.00	3,261.27	100-220.30	3,261.27
30074	Oregon Medical Laboratories	Inv 9709-0	11/14/97	100-106.00	150.00	103-614.00	112.50
						252-612.00	37.50
30075	OR Teamster Employers Trust	Nov Premium	11/14/97	100-106.00	8,825.28	100-220.60	8,825.28
30076	OR Teamster Employers Trust	Nov Premium	11/14/97	100-106.00	5,883.52	100-220.60	5,883.52
30077	PERS	Inv 11235	11/14/97	100-106.00	88.36	109-646.00	88.36
30078	PERS - Retirement	Pay 11/14/97	11/14/97	100-106.00	6,480.73	100-220.70	73.28
						100-220.80	6,407.45
30079	Pitney Bowes Inc	Inv 670283	11/14/97	100-106.00	23.25	109-606.00	23.25
30080	Quality Control Services	Inv 24007	11/14/97	100-106.00	245.00	202-646.00	245.00
30081	Ramcell of Oregon	Oct Statement	11/14/97	100-106.00	351.80	102-664.00	58.43
						103-664.00	253.07
						104-664.00	40.30
30082	Rays Food Place	Oct Statement	11/14/97	100-106.00	244.08	103-614.00	67.31
						103-658.00	24.36
						201-602.00	129.48

(Continued)

City of Brookings
 CHECK REGISTER: CHECK # 29995 THRU 30190
 For The Month Ending: November 30, 1997 ** CLOSED **
 PRINTED: December 1, 1997 08:32:15

PAGE 4

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
Rays Food Place, (Continued)							
						252-612.00	22.93
30083	Red Lion Inn - Eugene	Hotel-Mitchell	11/14/97	100-106.00	220.11	252-658.00	220.11
30084	Regence Life & Health Ins	Nov Premium	11/14/97	100-106.00	212.00	100-220.60	212.00
30085	Roto-Rooter	Misc Invoices	11/14/97	100-106.00	3,033.13	109-686.00	57.23
						252-646.00	2,975.90
30086	Margarita Shankle	Int Services	11/14/97	100-106.00	12.50	109-646.00	12.50
30087	Stadelman Electric	Inv 3482	11/14/97	100-106.00	115.00	251-606.00	115.00
30088	Teamsters Local Union 223	November Dues	11/14/97	100-106.00	625.00	100-220.70	625.00
30089	United Pipe & Supply Co Inc	Oct Statement	11/14/97	100-106.00	1,253.54	201-612.00	91.45
						251-612.00	55.07
						903-730.00	1,107.02
30090	U.S. Calvary	Inv 3574993	11/14/97	100-106.00	220.85	104-614.00	220.85
30091	Reddaway Truck Line	Inv 501899646	11/14/97	100-106.00	48.97	202-606.00	48.97
30092	Utility Services Specialist	Reg - Mitchell	11/14/97	100-106.00	150.00	252-658.00	150.00
30093	West Coast Merchandisers	Inv 196	11/14/97	100-106.00	802.73	103-614.00	623.73
						109-686.00	179.00
30094	Whitney Equipment Company Inc	Inv 0011153-IN	11/14/97	100-106.00	117.18	252-652.00	117.18
30095	Wildfire Pacific Inc	Inv 253991	11/14/97	100-106.00	20.17	104-606.00	20.17
30096	Xerox Corp	Inv 059373473	11/14/97	100-106.00	106.00	103-606.00	106.00
30097	Xerox Corp	Inv 059373471	11/14/97	100-106.00	702.77	109-606.00	702.77
30098	Chetco Corporation	Deposit Refund	11/14/97	100-106.00	16.32	200-134.00	16.32
30099	CDM Properties	Deposit Refund	11/14/97	100-106.00	21.94	200-134.00	21.94
30100	Sue Nielson	Deposit Refund	11/14/97	100-106.00	32.19	200-134.00	32.19
30101	Michael Delaney	Deposit Refund	11/14/97	100-106.00	53.54	200-134.00	53.54
30102	Melanie Eaton	Deposit Refund	11/14/97	100-106.00	58.92	200-134.00	58.92
30103	Floyd & Mary Jean James	Deposit Refund	11/14/97	100-106.00	32.44	200-134.00	32.44
30104	Isaac & Tiffany Hodges	Deposit Refund	11/14/97	100-106.00	43.81	200-134.00	43.81
30105	Zia & Associates	Deposit Refund	11/14/97	100-106.00	52.52	200-134.00	52.52
30106	VOID		11/14/97	100-106.00	0.00	200-134.00	0.00
30107	Chetco Corporation	Deposit Refund	11/14/97	100-106.00	32.87	200-134.00	32.87
30108	Patrick Snyder	Deposit Refund	11/14/97	100-106.00	35.78	200-134.00	35.78
30109	Jill R Gordon	Deposit Refund	11/14/97	100-106.00	18.39	200-134.00	18.39
30110	Betty Crooks	Deposit Refund	11/14/97	100-106.00	36.17	200-134.00	36.17
30111	Richard Higgins	Deposit Refund	11/14/97	100-106.00	39.84	200-134.00	39.84
30112	Shoestrings Preschool	Deposit Refund	11/14/97	100-106.00	39.59	200-134.00	39.59
30113	Joseph Eisenbacher	Deposit Refund	11/14/97	100-106.00	32.57	200-134.00	32.57
30114	Earl B Hamilton	Deposit Refund	11/14/97	100-106.00	166.50	200-134.00	166.50
30115	Arthur Garnett	Deposit Refund	11/14/97	100-106.00	32.98	200-134.00	32.98
30116	Rhonda Noyes	Deposit Refund	11/14/97	100-106.00	24.24	200-134.00	24.24
30117	Tara Ferrer	Deposit Refund	11/14/97	100-106.00	12.72	200-134.00	12.72
30118	Kimber Silcox	Deposit Refund	11/14/97	100-106.00	13.41	200-134.00	13.41
30119	Vic Abatino	Deposit Refund	11/14/97	100-106.00	16.21	200-134.00	16.21
30120	Loyd E Huey	Deposit Refund	11/14/97	100-106.00	32.44	200-134.00	32.44
30121	Roberta Keener c/o Keusink	Deposit Refund	11/14/97	100-106.00	9.57	200-134.00	9.57
30122	R Nowlin	Deposit Refund	11/14/97	100-106.00	25.46	200-134.00	25.46
30123	Pamela Perkins	Deposit Refund	11/14/97	100-106.00	32.41	200-134.00	32.41
30124	Vickie Centoni	Deposit Refund	11/14/97	100-106.00	31.38	200-134.00	31.38
30125	Allen Kernutt	Deposit Refund	11/14/97	100-106.00	31.37	200-134.00	31.37
30126	Clinton B Brickley	Deposit Refund	11/14/97	100-106.00	99.81	200-134.00	99.81
30127	Donna Dunivin	Deposit Refund	11/14/97	100-106.00	49.16	200-134.00	49.16
30128	Harold Chinn	Deposit Refund	11/14/97	100-106.00	34.67	200-134.00	34.67

(Continued)

City of Brookings
 CHECK REGISTER: CHECK # 29995 THRU 30190
 For The Month Ending: November 30, 1997 ** CLOSED **
 PRINTED: December 1, 1997 08:32:15

PAGE 5

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
30129	S.K. Aronsen	Deposit Refund	11/14/97	100-106.00	11.30	200-134.00	11.30
30130	Elisa Stafford	Deposit Refund	11/14/97	100-106.00	53.00	200-134.00	53.00
30131	State of Oregon Corp Division	Filing Fee	11/21/97	100-106.00	10.00	106-626.00	10.00
30132	VOID		11/25/97	100-106.00	0.00	102-602.00	0.00
30133	Bruce Alexander	Used Refrig	11/25/97	100-106.00	150.00	109-686.00	150.00
30134	Amazing Computers	Misc Invoices	11/25/97	100-106.00	2,806.81	103-612.00	1,113.81
						107-606.00	865.00
						107-612.00	828.00
30135	ATCO International	443356 & 443407	11/25/97	100-106.00	347.10	104-606.00	195.30
						252-612.00	151.80
30136	AWWA	Dues-Ingwersen	11/25/97	100-106.00	99.00	202-658.00	49.50
						252-658.00	49.50
30137	Bankcard Services	Oct Statement	11/25/97	100-106.00	854.80	102-658.00	103.74
						103-602.00	17.70
						103-606.00	42.50
						103-658.00	251.36
						105-658.00	185.17
						150-646.00	120.00
						150-658.00	34.77
						201-658.00	34.78
						251-658.00	34.78
						252-658.00	30.00
30138	Bodman Construction	Payback Lot #3	11/25/97	100-106.00	970.47	250-460.00	970.47
30139	Borges & Mahoney Co.	Inv 101074	11/25/97	100-106.00	436.39	252-652.00	436.39
30140	Brookings Harbor Medical Ctr	Oct Statement	11/25/97	100-106.00	648.00	103-614.00	240.00
						150-606.00	168.00
						201-612.00	80.00
						202-612.00	80.00
						252-612.00	80.00
30141	Brookings Lock & Safe Co	Inv 6382	11/25/97	100-106.00	143.30	201-612.00	71.65
						251-612.00	71.65
30142	Brown & Caldwell	Inv 13-2703	11/25/97	100-106.00	7,768.38	903-730.00	7,768.38
30143	Clackamas Communications Inc	Inv 3605953	11/25/97	100-106.00	180.00	103-606.00	180.00
30144	Colvin Oil	Mid-Nov Stmt	11/25/97	100-106.00	883.18	103-606.00	443.71
						104-606.00	118.87
						105-606.00	12.72
						106-612.00	110.83
						109-606.00	15.99
						150-606.00	22.71
						201-606.00	86.46
						202-606.00	24.61
						251-606.00	22.70
						252-606.00	24.58
30145	Commercial Landscape Supply	Inv 67644	11/25/97	100-106.00	119.54	201-684.00	119.54
30146	Mike Cooper	Travel Advance	11/25/97	100-106.00	72.00	300-658.00	72.00
30147	Coos-Curry Electric	Oct Electric	11/25/97	100-106.00	10,163.44	106-662.00	752.20
						109-662.00	729.82
						150-662.00	1,168.91
						201-662.00	816.93
						202-662.00	2,841.55
						251-662.00	574.06
						252-662.00	3,279.97

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City of Brookings
CHECK REGISTER: CHECK # 29995 THRU 30190
For The Month Ending: November 30, 1997 ** CLOSED **
PRINTED: December 1, 1997 08:32:15

PAGE 6

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
30148	Curry County Tax Collector	Property Taxes	11/25/97	100-106.00	551.61	109-686.00	551.61
30149	Larry Curry	Reimbursement	11/25/97	100-106.00	12.27	102-658.00	12.27
30150	Data Comm Warehouse	Inv 80208520	11/25/97	100-106.00	487.45	109-606.00	487.45
30151	Department of Forestry	Inv 98060001	11/25/97	100-106.00	246.59	109-686.00	246.59
30152	DHR Child Support Unit	Garnishment	11/25/97	100-106.00	62.50	100-220.70	62.50
30153	DHR Child Support Unit	Garnishment	11/25/97	100-106.00	33.00	100-220.70	33.00
30154	Entenmann-Rovin Co	Inv 136021	11/25/97	100-106.00	475.48	104-606.00	475.48
30155	Marshal Ferg	Contract Inspec	11/25/97	100-106.00	60.00	105-646.00	60.00
30156	1st Impressions	Inv 5827	11/25/97	100-106.00	72.00	105-602.00	72.00
30157	Fred Meyer	Inv 530534	11/25/97	100-106.00	53.98	102-658.00	53.98
30158	Freeman Rock Enterprises Inc	Pynt 2, Stout	11/25/97	100-106.00	53,157.12	500-688.00	53,157.12
30159	Grants Pass Water Lab	Oct Statement	11/25/97	100-106.00	122.50	201-612.00	122.50
30160	Hach Co	Inv 105350	11/25/97	100-106.00	219.75	252-612.00	219.75
30161	Bob Hagbom	Reimbursement	11/25/97	100-106.00	145.57	102-658.00	145.57
30162	C.D. Ham	Reimbursement	11/25/97	100-106.00	286.44	102-658.00	286.44
30163	Hill-Donnelly	Inv 4259-0065	11/25/97	100-106.00	57.83	104-602.00	57.83
30164	ICMA-RT 457 c/o 1st Ntl Bnk MD	Deferred Comp	11/25/97	100-106.00	755.00	100-220.70	755.00
30165	Gerald Kessler	Reimbursement	11/25/97	100-106.00	24.00	103-608.00	24.00
30166	Lawless Roofing	Pynt #2	11/25/97	100-106.00	4,705.73	202-724.00	4,705.73
30167	LETN	Inv 894873	11/25/97	100-106.00	288.00	103-658.00	288.00
30168	Neilson Research Corp	Inv 35006	11/25/97	100-106.00	217.50	252-646.00	217.50
30169	Newman Signs	Inv 2077842	11/25/97	100-106.00	155.88	150-648.00	155.88
30170	ONEA	Dues & Reg Fees	11/25/97	100-106.00	200.00	103-658.00	200.00
30171	One Call Concepts, Inc	Inv 7108645	11/25/97	100-106.00	16.20	150-646.00	5.40
						201-612.00	5.40
						251-612.00	5.40
30172	OR-APCO c/o Clay Flowers	Redd E Fox Kit	11/25/97	100-106.00	206.69	300-686.00	206.69
30173	Oregon APCO	Reg Fee-Cooper	11/25/97	100-106.00	50.00	300-658.00	50.00
30174	Oregon Department of Revenue	State W/H Tax	11/25/97	100-106.00	3,237.96	100-220.30	3,237.96
30175	Paramount Pest Control Inc	Inv 57280	11/25/97	100-106.00	28.00	103-624.00	28.00
30176	PBCC	8598088-NV97	11/25/97	100-106.00	206.00	109-606.00	206.00
30177	PERS - Retirement	Pay 11/26/97	11/25/97	100-106.00	6,067.88	100-220.80	6,067.88
30178	Petty Cash	Reimbursement	11/25/97	100-106.00	36.30	102-602.00	1.00
						103-602.00	1.24
						103-606.00	2.00
						104-606.00	22.06
						105-602.00	3.00
						105-658.00	7.00
30179	Petty Cash	Reimbursement	11/25/97	100-106.00	65.85	106-626.00	6.55
						109-602.00	8.37
						109-614.00	5.00
						109-686.00	21.19
						150-628.00	17.97
						201-612.00	6.77
30180	Pitney Bowes Inc - FAX	Inv X562957	11/25/97	100-106.00	85.00	109-606.00	85.00
30181	The Points of Light Foundation	Info Pubs	11/25/97	100-106.00	57.90	102-604.00	57.90
30182	Quality Control Services	Inv 19127	11/25/97	100-106.00	245.00	252-646.00	245.00
30183	SCAN	028268 & 028267	11/25/97	100-106.00	50.61	103-664.00	22.00
						104-664.00	28.61
30184	Senter Tool Service Inc	S34410 & S34411	11/25/97	100-106.00	3,177.75	150-726.00	1,800.25
						201-726.00	1,377.50
30185	William Sharp	Reimbursement	11/25/97	100-106.00	217.00	104-658.00	217.00

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City of Brookings
 CHECK REGISTER: CHECK # 29995 THRU 30190
 For The Month Ending: November 30, 1997 ** CLOSED **
 PRINTED: December 1, 1997 08:32:15

PAGE 7

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
30186	Siegrist Ford	Inv 50487	11/25/97	100-106.00	41.38	201-606.00	41.38
30187	Stone, Trew & Cyphers	Oct Statement	11/25/97	100-106.00	3,157.00	102-632.00	3,041.50
						102-638.00	115.50
30188	SWOCC	Reg Fees	11/25/97	100-106.00	242.00	202-658.00	42.00
						251-658.00	158.00
						252-658.00	42.00
30189	United Pipe & Supply Co Inc	Misc Invoices	11/25/97	100-106.00	526.28	201-612.00	458.18
						251-612.00	68.10
30190	WW Grainger Inc	Inv 268-5010304	11/25/97	100-106.00	127.36	251-606.00	127.36
					553,668.12		553,668.12
					=====		=====

*** END OF REPORT ***

RESOLUTION NO. 97-R-630

A RESOLUTION ADOPTING RATES, FEES AND CHARGES TO THE USERS OF THE CITY OF BROOKINGS SEWER SERVICES; AND REPEALING RESOLUTION NO. 91-R-517, RESOLUTION NO. 97-R-620 AND RESOLUTION NO. 97-R-620a.

WHEREAS, Ordinance No. 91-O-477 provides for adoption of rates, fees and charges to the users of the City of Brookings sewer services;

WHEREAS, the collection of reasonable rates, fees and charges are necessary to sustain the sewer system and sewer service; and

WHEREAS, a meeting of the governing bodies of the City of Brookings and Harbor Sanitary District was held on October 30, 1997 to review proposed changes to rates, fees and charges, and a presentation was made by Marv Winer of Brown and Caldwell and an opportunity afforded to ask questions;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brookings, Oregon, a municipal corporation, that the following rates, fees and charges be and are hereby adopted, effective January 1, 1998:

Construction Fee:	Determined by records of the City Clerk and Recorder
Sewer Service Account Fee:	\$10.00 nonrefundable
Service deposit - for tenant:	Included with water deposit
for owner:	Included with water deposit
Monthly user charges for:	
Single family residential:	\$25.30
Multi-family residential:	\$20.24

Restaurants:	plus	\$ 8.78 monthly service charge \$ 2.74/ccf of water use
Commercial:	plus	\$ 8.78 monthly service charge \$ 2.14/ccf of water use
Churches:	plus	\$ 8.78 monthly service charge \$ 1.04/ccf of water use
Schools	plus	\$ 8.78 monthly service charge \$ 1.37/ccf of water use
Industrial	plus	\$ 8.78 monthly service charge \$ 3.21/ccf of water use
Harbor Sanitary District		\$1.61/ccf monthly: treatment and disposal
	plus	\$1.15 monthly: meter reading
	plus	\$ 2,584 monthly: risk assessment
Late payment charge for accounts over 40 days late:		\$25.00
Returned check charge:		\$25.00
Systems development charge:		As established by Ordinance No. 91-O-477 and Resolution No. 97-R-619

Residential users shall be comprised of all single-family residences as the term "residence" is defined in Ordinance No. 88-O-430, including mobile homes and recreation vehicles utilized as permanent residences for periods longer than thirty (30) days.

"Multiple family dwelling unit" shall be as defined in Ordinance No. 88-O-430.

Recreational vehicle parks, as defined in Ordinance No. 88-O-430, shall in all instances be classified as commercial units for rate purposes.

PASSED by the council and signed by the Mayor this 8th day of December, 1997.

Nancy Brendlinger
Mayor

ATTEST:

Beverly S. Adams
Finance Director/Recorder

BUILDING DEPARTMENT ACTIVITIES SUMMARY

For Month of November, 1997

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
1	Single Family Dwelling	\$418.00	\$312.00	\$20.90	\$2,557.00	\$118,230.00	43	\$5,851,985.10	28	\$3,493,711.10
3	Single Family Addition	\$848.45	\$378.35	\$42.42	\$0.00	\$101,226.00	24	\$352,534.00	38	\$517,613.00
2	Single Family Garage-Carport	\$161.00	\$104.00	\$8.05	\$0.00	\$18,482.00	18	\$278,980.80	15	\$144,944.07
1	Two Family Residential	\$718.50	\$466.70	\$35.93	\$4,252.00	\$213,619.00	3	\$543,001.00	1	\$154,370.00
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	4	\$2,368,379.00
0	Commercial New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$25,000.00	8	\$1,269,990.00
1	Commercial Addition-Change	\$2,101.00	\$1,365.00	\$105.05	\$18,342.00	\$776,585.00	23	\$1,179,048.00	19	\$487,611.76
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	1	\$830,822.00
1	School Repair-Addition	\$32.50	\$0.00	\$1.63	\$0.00	\$2,000.00	5	\$38,551.00	0	\$0.00
0	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3	\$0.00	5	\$0.00
0	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	5	\$18,161.00	5	\$10,000.00
9	Total Building Permits	\$4,279.45	\$2,626.05	\$213.97	\$25,151.00	\$1,230,142.00	125	\$8,287,260.90	124	\$9,277,440.93
5	Mechanical Permits	\$149.50	N/A	\$7.48		N/A	75		47	
1	Plumbing Permits	\$142.80		\$7.14	\$0.00	N/A	50		25	
1	Manufactured Home Permits	\$105.00		\$5.25	\$2,557.00	N/A	8		6	
16	TOTAL PERMITS	\$4,676.75	\$2,626.05	\$233.84	\$27,708.00	\$1,230,142.00	258	\$8,287,260.90	202	\$9,277,440.93
	Total Year to Date Calculated Fees	\$40,088.03	\$22,030.64	\$2,004.42	\$210,660.70					

In October, 1997 Harbor issued permits for 2.0 EDUs.

During the Month of November, 1997, Brookings issued permits for 19.60 new sewer connections. The City of Brookings now has 169.89 EDU Units connected to the Brookings Wastewater System since the signing of the MAO.