

# agenda

CITY OF BROOKINGS  
BROOKINGS COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
February 26, 1996  
7:00 p.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS
- V. PUBLIC HEARINGS
- VI. SCHEDULED PUBLIC APPEARANCES
- VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE
- VIII. STAFF REPORTS
  - A. Community Development
    - 1. Call for bids - Pickup (gold)
    - 2. Request for Proposals - Ferry Creek Feasibility Study (tan)
  - B. City Manager
    - 1. Southern Curry Ambulance Association Lease (green)
    - 2. Fiscal Year 1996-97 City Goals (ivory)



IX. CONSENT CALENDAR

A. Approval of Council Meeting Minutes

1. February 12, 1996 Regular Council Meeting (blue)  
(end Consent Calendar)

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

A. Ordinances none

B. Resolutions

1. Resolution No. 96-R-602 - A Resolution exempting from competitive bidding the purchase of "Jaws of Life" equipment for the Brookings Fire Department (gray)

XI. COMMITTEE REPORTS

A. Planning Commission

1. Presentation of 1995 Year End Report - Chair Dave Ham (salmon)

B. Parks and Recreation Commission

C. Chamber of Commerce

XII. REMARKS FROM MAYOR AND COUNCILORS

A. Mayor

1. Announcement - "Tea and Cake Celebration" for Dr. Edward Olsen at Library on March 9 (pink)

B. Council






XIII. ADJOURNMENT





# February 1996



## City of Brookings Monthly Activities Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																													
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11 7:00 PM Coun- cil Meeting  Lincoln's Birthday	12	13	14  Valentine's Day	15 1:30 PM Capital Improvements Plan (CIP) 7:00 PM Parks & Rec. Comm.	16	17																																																																																													
18   HOLIDAY	19	20	21 Ash Wednesday	22  Washing- ton's Birthday	23	24																																																																																													
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# March 1996

## City of Brookings Monthly Activities Schedule

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3	4	5 7:00 PM Planning Comm. Meeting	6 12:00 PM Council/Commission/Community Work Session	7	8	9  1:00 PM - 3:00 PM Library Reception - Dr. Ed Olsen																																																																																				
	11 7:00 PM Council Meeting	12	13	14	15	16																																																																																				
17  St. Patrick's Day	18	19	20	21 1:30 PM CIP 7:00 PM Parks & Rec. Comm.	22	23																																																																																				
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# Memorandum

**TO:** Mayor, City Council

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

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

**SUBJECT:** Authorization calling for bids on public works pickup truck

**DATE:** February 15, 1996



Attached is a copy of the specifications for a pickup truck for the public works department. The 1995-1996 budget includes \$15,00 for this capital expenditure. The cost of the truck is divided evenly between the streets, water distribution and wastewater collection departments.

**Staff Recommendation:** that the City Council authorize calling for bids for a pickup truck for the public works department.





**Minimum Specifications for Pickup Truck  
For City of Brookings  
February, 1996**

**GENERAL SPECIFICATIONS**

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

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

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

<b>SPECIFICATIONS:</b>	<b>Minimum Required</b>	<b>Offered</b>
Gross Vehicular Weight	8600 lbs. 3565 front/6000 rear	_____
Transmission:	Heavy duty 5-speed manual transmission with deep low, overdrive	_____
Gauge Package:	Amp/volt, oil, water temperature, fuel, AM-FM radio	_____
Tires:	T 235/75R 16E steel-belted radial w/black sidewalls-all 4 tires plus spare tire and wheel	_____
Heavy duty towing package:	Receiver type hitch, wire harness, radiator and transmission oil cooler, engine oil cooler, electric brake control	_____
Rear End:	3.73 Rear Axle Ratio	_____
Wheel Base:	131"	_____
Engine:	5.7 E.F. I. V-8	_____
Fuel tank:	34 gallon minimum	_____

(Specifications continued on page 2)



Specifications for Pickup Truck  
Dated February, 1996  
Page 2

**SPECIFICATIONS:**  
(Continued)

**Minimum Required**

**Offered**

Power steering

Included

\_\_\_\_\_

Power Brakes:

Included

\_\_\_\_\_

Rear step bumper:

Included

\_\_\_\_\_

Paint:

White

\_\_\_\_\_

Interior:

Blue, with vinyl bench seat

\_\_\_\_\_

**Total bid price for above specified pickup truck**

**\$** \_\_\_\_\_



This proposed RFP might be modified somewhat. Richard Nored is reviewing it and it had not been completely finalized at packet distribution time. I will distribute an updated version as soon as possible.

Donna



**CITY OF BROOKINGS  
REQUEST FOR PROPOSALS FOR  
FEASIBILITY STUDY OF RESTORING  
FERRY CREEK RESERVOIR**

**I. PROJECT DESCRIPTION AND BACKGROUND**

The Ferry Creek Reservoir was built in 1913 and used as a drinking water source for the City of Brookings until 1965, when the City's demand could no longer be met by the reservoir. The original capacity of the reservoir was nine million gallons, but it has been rebuilt twice, resulting in a maximum capacity of 36 million gallons. An earthen dam at the outlet was reconstructed some time around 1945. The study area is located just west of Brookings at NE1/4 Sec. 32 T40S R13W in Curry County, Oregon. The City of Brookings owns the site, which consists of two parcels totaling approximately 42.5 acres. The reservoir occupies approximately four acres of the site. The City holds three water rights to store water (about 55 million gallons) in the reservoir. A dirt road allows access to the reservoir. The extent and condition of the reservoir's remaining infrastructure needs to be determined. If restoration is feasible the location of easements for new pipelines to the water treatment plan need to be determined.

The purpose of this project is to study the feasibility of restoring the reservoir to a condition where it can be used to augment City water supplies. Information regarding costs, regulatory requirements, and liabilities to the City need to be identified. The City is also interested in evaluating opportunities for recreation and power generation.

**II. PROJECT OBJECTIVES**

1. Identify all regulatory requirements for restoring the reservoir for municipal water and recreational use; and estimate the costs associated with meeting those requirements, such as land surveys, seismic and geological surveys, environmental assessments, liability insurance requirements, land use issues, easements and present water quality.
2. Identify and evaluate the existing condition of the reservoir, its infrastructure, and accessibility.
3. Identify the steps necessary for and the cost associated with bringing the reservoir on-line to the City's water treatment plant.



4. Make a recommendation to the City as to the feasibility (cost-effectiveness) of restoring the reservoir. The recommendation should summarize the findings listed in items 1 through 3 above.
5. Determine the present volume of the reservoir and provide a marginal cost/benefit analysis of the expense associated with increasing that volume. This analysis should clarify the point at which the benefit of additional increments of reservoir capacity is exceeded by the cost of those increases.

### III. MATERIALS AVAILABLE FOR BACKGROUND INFORMATION

A bid packet consists of:

1. County plat map including Ferry Creek Reservoir
2. "Ferry Creek Hydro-Electric Project Preliminary Assessment"
3. 1995 Dam inspection report from Oregon Water Resources Department Dam Safety Inspector

Other information about Ferry Creek Reservoir that may be relevant to this project is also available at the City Manager's office.

### IV. PROPOSAL INQUIRIES AND SUBMISSION DEADLINE

Bidders should provide two separate bids: the first bid will include items 1 through 4 of the Products List of this RFP ("Basic Bid"), the second bid will cover items 5 through 7, ("Optional Delete Items"). The City reserves the right to delete any or all of items 5 through 7 from any proposals submitted. The City reserves the right to reject any or all proposals and alternatives. Questions regarding this proposal may be directed to Leo Lightle, Community Development Director, at (541) 469-2163.

One copy of this proposal must be received by the City of Brookings at the Community Development Department at City Hall by \_\_\_\_\_ (time) on \_\_\_\_\_ (date). All costs associated with preparing and submitting proposals will be borne by the consultants, and all proposals submitted and the contents thereof become property of the City of Brookings unless explicitly labeled as copyrighted material.



## **V. SELECTION PROCESS**

The City will evaluate bidders based on experience and cost. Bidders must submit two references for whom similar work has been done.

## **VI. PRODUCTS LIST**

### **1. LIST OF REQUIREMENTS AND ASSOCIATED COSTS**

The consultant shall provide a list of the legal, regulatory and construction requirements for reactivating the reservoir and an estimate of the costs associated with each item. This requirement list may include, but not be limited to land, bathymetric, seismic and/or geological surveys, environmental assessments, liability insurance requirements such as site security, accessibility to and around the perimeter of the reservoir, land use issues, and potential land use conflicts.

### **2. REVIEW OF EXISTING CONDITIONS**

1. A report on the present quality of the water in Ferry Creek Reservoir as it relates to drinking water standards. Collection and testing of the water will be performed by the City of Brookings.
2. Inventory of existing infrastructure and its condition, including but not limited to roads, parking facilities, gates, fences, intake structures, dams, and weirs.
3. An estimate of the current capacity (volume) of the reservoir.

### **3. REPORT ON COST TO REACTIVATE RESERVOIR**

1. Incorporating items 1 through 3 above, a detailed list of the actions necessary to reactivate the reservoir. This list may include other actions not specifically mentioned in this proposal, but that are necessary to structurally or legally bring the reservoir on-line to the City's water treatment plant.
2. For each item listing in 3.1, an estimated cost and the source of the estimate.



#### **4. RECOMMENDATION**

- 1. A written recommendation to the City as to the feasibility (cost-effectiveness) of restoring the reservoir. The recommendation should summarize the major findings listed in items 1 through 4 above. A draft report shall be submitted, no later than three months after notice of proposal acceptance, for review and comment by City staff. After receiving comments and making appropriate revisions, the consultant will submit three one-sided copies of the report.**

#### **OPTIONAL DELETE ITEMS**

##### **5. ASSESSMENT OF INCREASING RESERVOIR'S CAPACITY**

- 1. A cost comparison between and feasibility assessment of construction of dikes, sediment dredging, and raising the dam.**
- 2. A cost/benefit analysis (volume versus cost curve) for the preferred method from Item 5.1 above.**

##### **6. REPORT ON FEASIBILITY OF RECREATIONAL USE**

**Identify conflicts, liabilities and costs that may result from using the reservoir as a recreational facility that would include day use and water recreation.**

##### **7. ASSESSMENT OF POWER GENERATION**

**Update a 1983 feasibility study on using Ferry Creek water as a source for power generation and make a recommendation to the City as to the cost effectiveness of such action.**



**m e m o r a n d u m**

**TO:** Mayor  
City Council

**FROM:** Tom Weldon, City Manager

*Tom*

**SUBJECT:** SOUTHERN CURRY AMBULANCE BUILDING LEASE

**DATE:** February 21, 1996

Southern Curry Ambulance Association's lease with us on our property they occupy expires May 10th.

After discussion with our Police and Fire Chiefs and the Mayor I recommend you authorize a one year extension of this lease at the same financial terms - that is \$1.00 a year.

I have talked with the Association's Supervisor of Operations and this is acceptable to them.

**VIII.B.1.**





SOUTHERN CURRY AMBULANCE ASSOC., INC.

P.O. Box 1986  
720 RAILROAD AVE.  
BROOKINGS, OR 97415



received  
1/4/95 (signature)

1/3/96

Mr. Tom Weldon  
City Manager  
City of Brookings  
898 Elk Drive  
Brookings, Or. 97415

Dear Mr. Weldon

As you know the lease for our land is due to expire in May of this year. We would like to request that this matter be placed for discussion on the calendar of the City Commissioners at the earliest convenience.

Respectfully

Brad Fraser  
Supervisor of Operations



**m e m o r a n d u m**

**TO: Mayor  
City Council**

**FROM: Tom Weldon, City Manager**

*Tom*

**SUBJECT: FISCAL YEAR 1996-97 CITY GOALS**

**DATE: February 20, 1996**

**Attached, from Marc Farmer, is the summary of your goal setting session February 3, 1996. The last page contains your final goals.**

**I recommend you adopt these goals as the City's goals for fiscal year 1996-97. Formal adoption officially informs staff, advisory committee members, the media and the public that these are the City's goals and they can expect to see action on them in the next fiscal year.**

**Staff will incorporate these goals into our goals and into next year's proposed budget. We will also provide quarterly reports on progress being made toward meeting the goals.**

**VIII.B.2.**



February 12, 1996

SUMMARY REPORT  
of the  
GOAL-SETTING SESSION  
for the  
BROOKINGS CITY COUNCIL  
February 3, 1996

BACKGROUND

The Brookings City Council met from 8:30 a.m. until 11:30 a.m. on Saturday, February 3, 1996, in the conference room at the Best Western in Brookings, in order to establish their 1996-97 goals for the City of Brookings. Marc Farmer was asked to facilitate the session so that both the City Council members and City Manager could concentrate on the task at hand. The public was notified and invited to attend the session and an allotment of time was set aside for its input.

Participants were sent packets of information containing the agenda and recommendations from various staff, advisory committees, and departments, along with RDI (SWOT) goals and strategies.

MEETING SUMMARY

After having a continental breakfast, the session was officially opened with comments and instruction from the facilitator. The objective set forth for the session was to develop specific goals for the council that would include the following: the task to be performed, who would be responsible for the task, establishing a time line to complete the task, and assigning a preliminary cost estimate to the task.

The City Manager presented an overview of last years goals and the current progress of each goal. The time was then opened up for public input with none in attendance, but it was pleasantly noted that a representative from the Curry Coastal Pilot was present.

Time was then devoted to input from advisory committees. In addition to written goals they had previously submitted to the council, committee members also suggested the following goals for consideration:

- CIP be included in the budget
- Formalize a procedure to comply with SDC
- Educate voters - that SDC Funds can be used for Bonds

Council members were instructed to read over the written goals and highlight the ones they wanted to have considered for adoption. Upon returning from break, Councilors Larry Curry, Bob Hagbom, and Nancy Brendlinger, and Mayor Tom Davis each presented his/her list of goals for consideration.



All of the goals were written on paper and posted on the wall for the council members to see and review. The council members were then given 18 colored dots to use for voting purposes. For round one, each member of the council placed ten of their dots beside goals they felt were most important. Each goal which received a vote was then rewritten and posted back on the wall with each member then using five dots to again vote for his/her most important goals from the remaining list. It was discussed and understood that just because some of the goals didn't make it on the final list, didn't mean they would not be further considered by the council during the year. It was further pointed out that many of the suggestions would indeed be completed anyway but didn't require being on the prioritized list. One of the goals from round one, that was missed on the second list, was added and another dot presented to each council member for their consideration.

Those goals from round two that received a vote were then rewritten and placed back on the wall for round three voting. The council members then used their last three dots to select the final goals for 1996-97. (The goals selected for each round are attached).

The goals that were selected by the council were then listed and taken from a "goal list" to an "active list" through the process of assigning time lines, responsibilities, estimated costs to each goal. The final list and a summary were then compiled and presented to the City Manager and City Council by the facilitator for them to review, complete further research and development of costs and time frames, and adopt at their meeting February 26th. The goal session was then adjourned and dismissed for lunch.

The entire session was very productive with a lot of good ideas and possibilities presented for the City Council to consider. It was also very productive to be able to look at the progress of last years goal setting session. Both City Manager Tom Weldon and the facilitator commented that the Brookings City Council is the only local public entity that has an annual goal setting session open to the public. The council was lauded for their foresight and efforts in establishing these annual goal setting sessions.

I again enjoyed very much working with the City Council, City Manager, staff, and those in attendance and appreciate being asked to facilitate your goal setting session. I hope I was able to contribute in some small way to your success in the goals for the City of Brookings and in life!

W. Marc Farmer  
Attachments



ROUND ONE  
HIGHLIGHTED GOALS  
SELECTED FOR CONSIDERATION

ADVISORY COMMITTEES & STAFF

CIP in the budget  
Formalize a procedure to comply with SDC  
Educate voters - SDC Funds used for Bonds

COUNCILORS & MAYOR

Computerizing the Council  
Ferry Creek Reservoir  
Urban Growth Boundary  
Voter approval - new tax base  
Affordable Housing  
Sewer plant upgrade  
Expand community volunteer programs  
Emergency plan update - annually  
Feasibility study for South County Parks & Recreation District  
Streets, curbs, gutters, and sidewalks into compliance paid  
for by owners of LID  
Proceed with couplet  
Study and analysis of I & I and implement part of the plan  
Assist in golf course  
Council assist departments & staff with their goals  
Assist with the elevated forest project  
Expand communication with the public

GOALS SELECTED FOR ROUND TWO

Affordable housing  
Sewer plant upgrade  
Expand community volunteer program  
Emergency plan update - annually  
Feasibility study of South County Parks & Recreation District  
Streets, curbs, gutters, and sidewalks into compliance paid by  
owners or LID  
Proceed with couplet  
Expand communication with the public  
Voter approval - new tax base  
Ferry Creek Reservoir  
Urban Growth Boundary  
Computerizing the Council  
Formalize a procedure to comply with SDC  
Study and analysis of I & I and implement part of the plan  
Council assist departments & staff with their goals



GOALS SELECTED FOR ROUND THREE

Affordable housing  
Sewer plant upgrade  
Expand community volunteer program  
Emergency plan update - annually  
Streets, curbs, gutters, and sidewalks into compliance paid by owners or LID  
Proceed with couplet  
Expand communication with the public  
Voter approval - new tax base

FINAL GOALS SELECTED FOR ADOPTION

1. VOTER APPROVAL - NEW TAX BASE

Time Line: May 1996  
Responsibility: Council

Cost: \$200  
Task: Develop a plan that will inform & educate the community, and gather their support to pass a new tax base.

2. URBAN GROWTH BOUNDARY

Time Line: ASAP  
Responsibility: City\County Staff

Cost: TBD by study  
Task: Develop a plan that will assess the problem, educate the community, resolve the problem, & gather community support.

3. FERRY CREEK RESERVOIR

Time Line: Fiscal year 96-97  
Responsibility: Staff

Cost: TBD by study  
Task: Develop and implement plan based on results of the feasibility study being done.

4. SEWER PLANT UPGRADE

Time Line: Fiscal year 96-97  
Responsibility: Council\Staff

Cost: \$4.5 million (approx.)  
Task: Seek funds & complete upgrade

5. EXPAND COMMUNITY VOLUNTEER PROGRAM

Time Line: Ongoing  
Responsibility: Staff\Council

Cost: \$2,000  
Task: Develop a plan to expand Community Volunteer Program.



# *minutes*

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
February 12, 1996  
7:00 p.m.

I. CALL TO ORDER

Mayor Davis called the meeting to order at 7:05 p. m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Present: Mayor Tom Davis, Councilors Nancy Brendlinger, Bob Hagbom, Dave Scott (arrived at 7:19 p.m.), Larry Curry, Ex-Officio Marci Wallace

Staff Present: City Manager Tom Weldon, Administrative Assistant Donna Van Nest, City Attorney Martin Stone, Chief of Police Kent Owens, Finance Director/Recorder Bev Shields, Treatment Plant Operator Risa Kauble

Media Present: Anita Rainey, Curry Coastal Pilot; Martin Kelly, KCRE; Joel Buffington, KURY

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

1. Introduction of New Employee

Mayor Tom Davis introduced Risa Kauble, newly hired treatment plant operator.



Chief Kent Owens had an urgent matter to attend to so Mayor Davis moved the Police Department item forward on the agenda.

**A. Police Department**

**1. Purchase of police patrol vehicle**

Chief Kent Owens explained that \$16,000 was budgeted for a patrol car in the 1995/96 budget. The state bid was the lowest at \$17,489 but the deadline for ordering from the State was November 30. Chief Owens stated that he had found a new 1995 Ford police package available through Warnock Fleet and Leasing in Hanover, New Jersey for \$16,500. Shipping is estimated at \$1,400 to \$1,500, but Chief Owens has the possibility of a volunteer to fly to New Jersey to pick up the car, which he estimated could save another \$750.

Councilor Hagbom moved, Councilor Brendlinger seconded and the Council voted unanimously to authorize the Brookings Police Department to purchase a 1995 Ford police package patrol vehicle from Warnock Fleet and Leasing in Hanover, New Jersey at a cost of \$16,500, and to spend up to \$1,500 to have it delivered here.

**IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS (continued)**

**2. Proclamation - Vietnam Veterans of America, Inc.**

Mayor Davis read and signed a proclamation supporting the formation of the Vietnam Veterans of America Chapter 757, known as "The Front", in the South Coast, Brookings-Harbor-Crescent City area, joining the 125,000 Vietnam Veterans in Oregon and the members of VVA throughout the state. Mayor Davis presented the proclamation to Bill Lopez, President of the new VVA Chapter.



**3. Appointments - Parks and Recreation Commission**

Mayor Davis announced that the terms of Parks and Recreation Commissioners Olivia Abbott and Sandy Hislop expired February 1, 1996. Both Commissioners have indicated a desire to be reappointed. Mayor Davis recommended reappointment of both Commissioners.

Councilor Brendlinger moved, Councilor Hagbom seconded and the Council voted unanimously to reappoint Olivia Abbott and Sandy Hislop to the Parks and Recreation Commission. (Terms will expire February 1, 2000).

Councilor Dave Scott arrived at 7:19 p.m.

**4. Appointment - Budget Committee**

Mayor Davis announced that he had received a letter of resignation from newly appointed Budget Committee member K.C. Short, who is moving outside the City limits and will be unable to serve. Mayor Davis recommended that the Council appoint Keith Hislop to the Committee.

Councilor Hagbom moved, Councilor Scott seconded and the Council voted unanimously to appoint Keith Hislop to the Budget Committee (term expires February 1, 1997).

**5. Appointment - Budget Officer for 1996/97 fiscal year**

City Manager Tom Weldon recommended that Finance Director Bev Shields be appointed budget officer for fiscal year 1996-97.

Councilor Scott moved, Councilor Curry seconded and the Council voted unanimously to appoint Finance Director Bev Shields budget officer for fiscal year 1996/97 budget preparation.



V. PUBLIC HEARINGS none

VI. SCHEDULED PUBLIC APPEARANCES

1. Presentation of proposed Stout Park Plan - Chair Keith Pepper/Robert and Saskia Burnett

Chair Keith Pepper of the Parks and Recreation Commission, presented the design for the Stout Park Plan. The engineer's estimated cost is 1441,138. The plan was designed by Saskia and Robert Burnett, who were in attendance and answered questions.

Councilor Scott moved, Councilor Curry seconded and the Council voted unanimously to direct staff to review the bid specification documents for the Stout Park Plan and, at their approval, call for bids and bring the bids back to Council for consideration.

Councilor Scott moved, Councilor Hagbom seconded and the Council voted unanimously to authorize staff to proceed with the process of the vacation of Pine Street at Oak Street.

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE none

VIII. STAFF REPORTS

B. City Manager

1. Proposed ballot title for tax base election

City Manager Tom Weldon and City Attorney Martin Stone presented Council with three versions of the ballot title for the tax base election in May.



Councilor Curry moved, Mayor Davis seconded and the Council voted unanimously to approve Version B ballot title. Mayor Davis then read the ballot title into the record, as follows:

### **NOTICE OF RECEIPT OF BALLOT TITLE**

**Caption:**

To establish a new tax base

**Question:**

Shall the City of Brookings be authorized a \$1,378,745 tax base beginning with the 1997/98 fiscal year?

**Explanation:**

The City's tax base, approved May 15, 1984, will be \$873,289 for fiscal year 1997/98. Upon approval, the tax base will be \$1,378,745, an increase of \$505,456. The tax base increase will continue services currently funded by the two-year serial levy which expires June 30, 1997. The estimated tax rate increase will be \$1.18 per thousand, for a total estimated tax rate of \$3.22 per thousand under the new tax base. The tax base is subject to the other governmental purposes limits of Section 11b, Article XI of the Oregon Constitution. The proposed tax base, if approved, will not reduce property tax collections for any other units of government.

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**Beverly S. Shields**

**Finance Director/Recorder**

**Publish: Curry Coastal Pilot  
February 21, 1996**



Finance Director Bev Shields suggested that the word "new" be inserted into the ballot title in line 2 of the explanation, to read: "Upon approval, the new tax base....."

Councilor Curry moved, Councilor Scott seconded and the Council voted unanimously to amend the ballot title with the addition of the word "new" on line 2 of the explanation.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to adopt the ballot title for the tax base election scheduled in May, 1996.

**IX. CONSENT CALENDAR**

Councilor Brendlinger moved, Councilor Scott seconded and the Council voted unanimously to approve the Consent Calendar as follows:

**A. Approval of Council Meeting Minutes**

1. January 22, 1996 Regular Council Meeting
2. January 31, 1996 Special Joint Council Meeting

**B. Acceptance of Commission/Board Minutes**

1. December 6, 1995 Planning Commission Meeting

**C. Approval of Vouchers (\$349,526.78)**

(end Consent Calendar)



**X. ORDINANCES/RESOLUTIONS/FINAL ORDERS**

**A. Ordinances (none)**

**B. Resolutions (none)**

**XI. COMMITTEE REPORTS**

**A. Planning Commission none**

**B. Parks and Recreation Commission**

**(See Scheduled Public Appearances)**

**C. Chamber of Commerce**

**1. Presentation of Program Report for Calendar Year 1995**

Executive Director Les Cohen presented the Brookings-Harbor Chamber of Commerce Program Report for Calendar Year 1995.

Councilor Hagbom moved, Councilor Brendlinger seconded and the Council voted unanimously to accept the Brookings-Harbor Chamber of Commerce Program Report for Calendar Year 1995.



**2. Requests for annual Azalea Festival**

Councilor Hagbom moved, Councilor Scott seconded and the Council voted unanimously to grant the requests from the Brookings-Harbor Chamber of Commerce during the annual Azalea Festival on Memorial Day weekend, as follows:

- a. Close Frontage Road
- b. Close East/West section of Ross Road
- c. City barricades for both closures
- d. Street closure from Friday, May 24, at 5:00 p.m. until Monday, May 27, at 7:00 p.m.
- e. Waiver of fees for use of Azalea Park stage during annual Azalea Festival
- f. Waiver of regulations banning sidewalk sales on Chetco Avenue
- g. Waiver of City Business Licenses for Azalea Festival Street and Crafts Fair participants
- h. No parking on Chetco Avenue from Oak Street to Easy Street during the parade
- i. Closure of one way road North of Brookings Real Estate

**3. Request from Tourism Committee for contribution of \$1,500 for partial sponsorship of a Community Revitalization Seminar**

Councilor Brendlinger stated her opposition to the amount of the contribution, noting that several other agencies in the area could contribute, thereby making the City's share smaller. Councilor Curry stated he did not think it was a wise use of taxpayers dollars.



Councilor Scott moved, Councilor Hagbom seconded and the Council voted four to one (Councilor Curry dissenting) to contribute \$1,000 toward the sponsorship of a Community Revitalization Seminar being set up by the Tourism Committee of the Brookings-Harbor Chamber of Commerce.

D. Systems Development Charge Review Board

1. Annual Report for calendar year 1995

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to accept the 1995 Annual Report from the Systems Development Charge Review Board.

XII. REMARKS FROM MAYOR AND COUNCILORS

A. Mayor

B. Council

1. Harbor Sanitary District Ad Hoc Committee

Councilor Scott announced that he was resigning from the Harbor Sanitary District Ad Hoc Committee and recommended that Mayor Davis be appointed to serve in his place.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to appoint Mayor Davis to serve on the Harbor Sanitary District Ad Hoc Committee, replacing Councilor Scott.



**2. Entertainment Center**

Councilor Brendlinger commented on the beautiful cabinet which Doug Alexander made to house the TV/VCR/sound equipment in the Council chambers.

**3. Watershed Council Coordinator monies**

Councilor Brendlinger explained that she had a call from Port Orford City Councilor Martha Weaver-Britell requesting that the City Council write a letter to Oregon Governor John Kitzhaber in support of funding for watershed coordinators.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to send a letter to Oregon Governor John Kitzhaber in support of funding for watershed coordinators.

**XIII. ADJOURNMENT**

Councilor Curry moved, Councilor Scott seconded and the Council voted unanimously to adjourn at 8:50 p.m.

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Tom Davis  
Mayor



## **RESOLUTION NO. 96-R-602**

### **A RESOLUTION EXEMPTING FROM COMPETITIVE BIDDING THE PURCHASE OF "JAWS OF LIFE" RESCUE TOOLS FOR THE BROOKINGS FIRE DEPARTMENT.**

**The Common Council of the City of Brookings finds as follows:**

- 1. The Brookings Fire Department is in need of a new set of "Jaws of Life" rescue tools. The existing tools were purchased in 1985 as used equipment.**
- 2. The rescue tools currently used are extremely heavy and awkward to use. The use of this equipment requires that operators be able to do the rescue quickly and efficiently in order to save lives.**
- 3. The technology of today provides better rescue tools that are easier to use and weigh half as much as the currently used rescue tools. The Brookings Fire Department's "Jaws of Life" rescue tools weigh 80 pounds. Holmatro rescue tools available for the City to purchase weigh 45 pounds.**
- 4. There are only two suppliers of "Jaws of Life" rescue tools in the State of Oregon. The City has contacted the two suppliers and determined that the Holmatro rescue tools are the best equipment to meet the needs of the City. Holmatro rescue equipment is distributed by Santiam Emergency Equipment, Inc., of Mehama, Oregon. The other supplier, L.N. Curtis and Sons, distributes Hearst "Jaws of Life" equipment, but that equipment weighs approximately 70 pounds.**
- 5. Santiam Emergency Equipment, Inc. is the only rescue tool company that has received the Underwriters Laboratories testing and approval for the Holmatro rescue tools. The rescue tools are tested for endurance, hydrostatic strength, cutting ability, sever angular load test, sudden pressure loss and creep test, accelerated corrosion, underwater operation, and force test. This separates Santiam Emergency Equipment, Inc. from any other available supplier in the region in that this supplier will ensure that the product will operate safely, reliably and with performance.**



6. The City has worked with Santiam Emergency Equipment, Inc. in the past. That vendor has always provided the City with the best equipment at competitive prices. Santiam has given the City a proposal that is approximately 20% lower than the price proposed by the other Oregon distributor, and Santiam has shown a willingness to work with the City to provide service and training for Brookings Fire Department personnel.

5. For the reasons identified above, exempting purchase of the Holmatro rescue equipment from the competitive bidding process will not encourage favoritism in the awarding of public contracts or substantially diminish competition for public contracts.

6. The awarding of a public contract to Santiam Emergency Equipment, Inc., pursuant to this exemption, will result in cost savings to the City, as described above.

7. This equipment purchase is budgeted in the serial levy.

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

The purchase of "Jaws of Life" rescue tools for the Brookings Fire Department as identified herein is exempted from competitive bidding set out in ORS chapter 279 and the City of Brookings Resolution No. 92-R-539.

Passed by the Council and signed by the Mayor this 26th day of February, 1996.

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**Tom Davis**  
**Mayor**

**ATTEST:**

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**Beverly S. Shields**  
**City Finance Director/Recorder**



# Brookings Planning Commission Annual Report - 1995

Ted Freeman  
Chet Singleton

Earl Breuer  
George Ciapusci, Chair

Judi Krebs

Marv Lindsey  
David Ham

This year presented opportunities to resolve some past problem areas. Planning Commissioner participation with sub-committees such as South Coast Transportation, Capital Improvements, and Sign Ordinance committees were begun. In addition, one of our planning commissioners also participates on the Chetco Watershed Committee. A separate committee to bring recommendations regarding definitions and wording in our land development codes for assisted living, nursing homes, etc., was appointed and will begin meeting in 1996.

The completion of the Urban Growth Boundary process brought a revised UGB Management Agreement, which included an improved process for handling County referrals. A proposed fee schedule for county referrals was discussed with a planning commission recommendation that city counselors discuss this at a Tri-Cities meeting, since all three cities in Curry County have their own planners and a process for handling applications within their respective UGB areas.

Planning Director recommendations on applications was discussed in a work session. There was some discussion of having no Director recommendations on our applications as many times it presented an appearance of 'We against He'. Following discussion it was decided to continue recommendations, but with the option of no recommendation if the Planning Director feels it would be inappropriate.

Expiration dates on approved applications seems to be more frequent. While each Planning Commission Final Order states the time of validity, applicants have stated they thought they would be notified by the City as that expiration date approached. Perhaps a separate notification could be initiated if the Staff and Council thought it was warranted.

An area of numerous applications has been on Fifth Street, namely between Ransom and Hassett Streets. Approved developments have required immediate improvements, providing minimum sidewalks. one missing piece of access remains between Ransom and the Hayes sidewalk. If this piece of walkway was complete, it would give kids an opportunity to get off of the narrower-than-standard 5th Street travel way.

*XI.A.1.*



Completion of improvements on Dawson road due to the Gorski projects is of concern since the application for the east side development was allowed to expire. Landowners in the area have expressed concern with the temporary repairs. Our December meeting brought questions of responsibility for those improvements with the expiration of the application which would have completed those improvements.

The Planning Commission recommended acceptance of the transfer of ownership and paving of the remainder of the pathway adjoining the Brookhaven project along Hassett Street. We are unsure of the status of this recommendation.

Council's direction to Staff "to find answers to an applicant's dilemma" has presented concerns to Planning Commission members. Resulting appeals and overturned unanimous decisions leads citizens to question the validity of our land development codes.

We continue to see a need for dialogue with the Parks and Recreation Committee regarding long range planning for parks. Currently there is no means to notify them of approvals for creating parcels.

Joint Council/Commission Work Study sessions have continued to identify mutual concerns regarding parking at both post offices, Deferred Improvement Agreements, and sewer capacity.

The Commission added two new members this year. We appreciate the council providing funding to send the Chair and one new commissioner to the Planning Institute Training in Eugene.

  
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Planning Commission Chair, 1995



# CITY OF BROOKINGS

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OFFICE OF THE MAYOR



## press release

On March 9, 1996 from 1:00 p.m. to 3:00 p.m. a "Tea and Cake Celebration" will be held at the Chetco Community Library to commemorate the presentation of the book "SCHOOL AND COMMUNITY - THE PHILOSOPHY, PROCEDURES, AND PROBLEMS OF COMMUNITY STUDY AND SERVICE THROUGH SCHOOLS AND COLLEGES", by the City of Brookings to the Chetco Community Public Library. This book was the first teacher-education textbook authorized by the McArthur military government of Japan after World War II for use in that country. The Japanese language edition of the book was translated and published in Japan in 1950. The author of the book, Dr. Edward G. Olsen, long-time Brookings resident, presented both the English and Japanese editions of the book to the City in 1994. Dr. Olsen will be honored guest at the ceremony. Everyone is invited to attend.