

Agenda

City of Brookings
Common Ccouncil Neeting
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
March 11, 1996
7:00 p.m.



Happy St. Patrick's Day

agenda

CITY OF BROOKINGS
COMMON COUNCIL MEETING
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
March 11, 1996
7:00 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

1. Proclamation - Girl Scouts "Be the Best You Can Be Day" -
March 12, 1996 (blue)

V. PUBLIC HEARINGS

VI. SCHEDULED PUBLIC APPEARANCES

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE
AUDIENCE

VIII. STAFF REPORTS

A. Community Development

1. Request for authorization to expend SDC monies for
engineering costs on Fifth Street between Chetco
Avenue and Easy Street for curb/gutter/sidewalk
construction (gray)

IX. CONSENT CALENDAR

A. Approval of Council Meeting Minutes

1. February 26, 1996 Regular Council Meeting (salmon)

B. Acceptance of Commission/Board Minutes

1. February 5, 1996 Planning Commission Meeting (pink)

C. Approval of Vouchers (\$236,084.73) (yellow)

(end Consent Calendar)

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

A. Ordinances

Ordinance No. 96-o-516 - An ordinance repealing Ordinance No. 51-O-003 (City Recorder), Ordinance No. 51-O-007 (Money Depositories), Ordinance No. 51-O-011 (Municipal Court Clerk), and Ordinance No. 79-O-320 (Jury Trials). (lilac)

B. Resolutions

XI. COMMITTEE REPORTS

A. Planning Commission

B. Parks and Recreation Commission

C. Chamber of Commerce

XII. REMARKS FROM MAYOR AND COUNCILORS



A. Mayor

B. Council

XIII. ADJOURNMENT



March 1996

City of Brookings Monthly Activities Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
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
10	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
24	25 7:00 PM Council Meeting	26	27	28	29	30
31 Palm Sunday	February S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29			April S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30		

April 1996

City of Brookings Monthly Activities Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 7:00 PM Planning Comm. Meeting	3 12:00 PM City/County Community Work Session	4 Passover	5 Good Friday	6
7  Daylight Savings Time Begins  Easter	8 7:00 PM Council Meeting	9	10	11	12	13
14	15	16	17	18 1:30 PM CIP 7:00 PM Parks & Rec. Comm.	19	20
21	22 7:00 PM Council Meeting	23	24	25	26	27
28	29	30	<div> <div> March S M T W T F S 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 </div> <div> May S M T W T F S 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 </div> </div>			

PROCLAMATION



WHEREAS, Tuesday, March 12, 1996, marks the second national GIRL SCOUTS' BE YOUR BEST DAY initiated by Girl Scouts of the U.S.A., the world's largest voluntary organization for girls; and

WHEREAS, for 84 years, Girl Scouting has inspired generations of girls to improve the world around them in their homes, communities, and their society; and

WHEREAS, Girl Scouts of the U.S.A., which is open to all girls ages five through 17, celebrates its members' individuality so that they may develop their full potential, build self esteem, and develop sound decision-making ability;


NOW, THEREFORE, I, Tom Davis, by virtue of the authority vested in me as mayor of Brookings, wish the Girl Scouts a HAPPY 84TH BIRTHDAY and join them in proclaiming March 12, 1996,

BE THE BEST YOU CAN BE DAY

and urge the citizens of our community to join the nation in pledging that we each be the best we can be.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 11th day of March, 1996.




Tom Davis, Mayor

Memorandum

TO: Mayor, City Council

FROM: Leo Lightle, Community Development Director

THROUGH: Tom Weldon, City Manager

SUBJECT: Curb, gutter and sidewalk project

DATE: March 5, 1996



On the asphalt overlay projects list for 1995-1996, we listed Fifth Street widening from Elk Street to Easy Street.

There would be a small strip left unpaved as well as some areas that did not have curb, gutter and sidewalk on the east side of Fifth Street.

We discussed the issue of putting in the curb, gutter and sidewalk and paving the strip that currently would not be paved, with the System Development Committee, and the Capital Improvements Projects Committee. They felt that it would be more cost effective to do the curb, gutter, sidewalk and paving of all the area at one time, and it would be appropriate to do the improvements at this time.

RECOMMENDATION: That the City Council authorize HGE, Inc. to put together the plans and specifications for the construction of curb, gutter and sidewalk on the areas that are lacking these improvements on Fifth Street between Elk Drive and Easy Street.

It is estimated by staff that the engineering will not exceed \$5,000 and funds are available from the System Development Charges.

minutes

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

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Present: Mayor Tom Davis, Councilors Nancy Brendlinger, Bob Hagbom, Dave Scott, Larry Curry, Ex-Officio Marci Wallace

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

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

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

Mayor Davis presented a certificate to Judy Zelmer Smith, Curry Coastal Pilot Publisher, congratulating the Pilot on 50 years of service to the community.

V. PUBLIC HEARINGS None

VI. SCHEDULED PUBLIC APPEARANCES None

VII.

ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

A. Chetco Watershed Council Project Application - GWEB grant

Lucie LaBonte' presented the GWEB grant project application to the Council for approval.

Councilor Hagbom moved, Councilor Brendlinger seconded and the Council voted unanimously to approve the Watershed Council Project Application with the stipulation that there be someone from the Council, or a designee of the Council, who would work with the Watershed Council to oversee the project to protect the City's interest in the property.

VIII.

STAFF REPORTS

A. Community Development

1. Call for bids - pickup

Councilor Scott moved, Councilor Brendlinger seconded and the Council voted unanimously to authorize calling for bids for a pickup truck for the Public Works Department.

2. Request for proposals - Ferry Creek Restoration Feasibility Study

Councilor Curry moved, Councilor Brendlinger seconded and the Council voted unanimously to approve the proposed Request for Proposals on the Ferry Creek Restoration Feasibility Study.

B. City Manager

1. Southern Curry Ambulance Association Lease

Councilor Scott moved, Councilor Curry seconded and the Council voted unanimously to approve an extension of 1 year on our current lease with Southern Curry Ambulance Association for the fee of \$1.00.

2. Fiscal Year 1996-97 City Goals

Councilor Hagbom moved, Councilor Brendlinger seconded and the Council voted unanimously to adopt the following goals for fiscal year 1996-97:

- 1) Voter approval for the new tax base
- 2) Urban Growth Boundary
- 3) Ferry Creek Reservoir
- 4) Sewer Plant Upgrade
- 5) Expand Community Volunteer Program

IX. CONSENT CALENDAR

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

A. Approval of Council Meeting Minutes

1. February 12, 1996 Regular Council Meeting

(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.

Councilor Curry moved, Councilor Brendlinger seconded and the Council voted unanimously to adopt Resolution No. 96-R-602 - A Resolution exempting from competitive bidding the purchase of "Jaws of Life" equipment for the Brookings Fire Department. - as presented.

XI. COMMITTEE REPORTS

A. Planning Commission

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

Councilor Hagbom moved, Councilor Brendlinger seconded and the Council voted unanimously to accept the presentation of the 1995 Year End Report of the Planning Commission.

B. Parks and Recreation Commission None

C. Chamber of Commerce None

XII. REMARKS FROM MAYOR AND COUNCILORS

A. Mayor

1. Announcement - Mayor Davis announced that there will be a "Tea and Cake Celebration" for Dr. Edward Olsen at the Library on March 9, 1996 and the City will present Dr. Olsen's books to the library for display.

2. The owner's of Lee's Dragon Gate are requesting that traffic at the corner of Pacific and Cottage be closed off on March 2 from 11:30 a.m. to 2:30 p.m. for celebration of the Chinese New Year.

Councilor Hagbom moved, Councilor Brendlinger seconded and the Council voted unanimously to approve the request from the owners of Lee's Dragon Gate Restaurant requesting that traffic at the corner of Pacific and Cottage be closed off on March 2 from 11:30 a.m. to 2:30 p.m. for celebration of the Chinese New Year.

XIII. ADJOURNMENT

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to adjourn at 8:16 p.m.

Tom Davis
Mayor

**MINUTES
BROOKINGS PLANNING COMMISSION
REGULAR MEETING
February 6, 1996**

The regular meeting of the Brookings Planning Commission was called to order 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.

Ted Freeman
Judi Krebs
Marv Lindsey

Earl Breuer
Dave Ham
George Ciapusci

Linda Phillips, Secretary
John Bischoff, Planning Director

PLANNING COMMISSION CHAIRPERSON ANNOUNCEMENTS

Chair Ciapusci announced that although it was not on the printed agenda election of a new chair and vice-chair would take place at the end of this meeting.

MINUTES

By a 6-0 vote, (motion: Commissioner Breuer, second: Commissioner Freeman) the Planning Commission approved the minutes of the December 6, 1995 Planning Commission regular meeting.

FINAL ORDERS

None

WRITTEN REQUESTS AND COMMUNICATIONS

1. The Planning Commission accepted a letter from Georgine Paulin, 15510 Pedrol Drive, Harbor, Oregon regarding advertising signs in the Brookings-Harbor community.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 6-0 vote, (motion: Commissioner Breuer, second: Commissioner Lindsey) the Planning Commission voted to send a favorable report to the City Council in the matter of LDC-1-96; a request for an amendment to the Land Development Code to change Section 88, Sign Regulations, to add a list of the submittal requirements for a sign application and a housekeeping amendment to provide internal consistency.
2. By a 6-0 vote, (motion: Commissioner Krebs, second: Commissioner Ham) the Planning Commission voted to send a favorable recommendation to the City Council in the matter of LDC-2-96; a request for an amendment to the Land Development Code, Section 4, Section 12, Section 68, Section 140, Section 144, Section 156, and Section 176, to clarify, correct wording, and to create internal consistency within the Code and an amendment to correct a misused word that occurs throughout the Code.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

1. By a 6-0 vote, (motion: Commissioner Ham, second: Commissioner Breuer) the Planning Commission will send a favorable recommendation to Curry County in the matter of File No. CR-AD-9601; a request for a variance of front yard setback requirements in the county's R-2 (Residential-Two) Zone; located on Bubb Lane west of Wenbourne Lane; Bud and Helen Steele, applicant. Before discussion on this issue Commissioner Krebs declared that on February 1, 1996 she had been at the location and met the applicant. She instructed him that she could not talk with him about the application as she did not want to disqualify herself from the hearing. She spoke with him only about the hearing process as their appeared to be some confusion about the process at the county level.

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

a) Bud Steele PO Box 3248 Harbor, Oregon

The applicant waived his right to have seven (7) additional days in which to submit written argument.

After Commission discussion on this application it was recommended to the Planning Director that he contact Curry County staff about the completeness and accuracy of applications submitted by them.

REPORT OF THE CITIZENS ADVISORY COMMITTEE

None

MESSAGES AND PAPERS FROM THE MAYOR

None

MESSAGES AND PAPERS FROM THE CITY MANAGER

None

REPORT OF THE PLANNING DIRECTOR

1. A copy of a letter from the City of Yachats was distributed to Commission members. This communication gave final arrangements for a winter round table workshop to be held February 10, 1996 in Yachats. Applications for attending the APA Basic Training session in Springfield on March 9, had been passed out prior to the meeting. Any Commissioner wishing to attend either session will contact the Planning Director. At Commissioner Krebs' suggestion he will find out if a later session of the APA training will be held in Grants Pass as was done last year.
2. The Planning Director gave his quarterly report. A copy of his report is attached to these minutes.

During a portion of the report concerning signs, Chair Ciapusci noted the sign for the carpet store near the north end of the Chetco River bridge appears to be oversized. After his report the Planning Director asked for questions. Commissioner Krebs asked about access for the

parcel on Highway 101 at Fifth Street now that a sold sign has been posted on the lot. Access for this lot will be from Fifth Street only. She also remarked on unsatisfied conditions on two Conditional Use Permits. The landscaping at the church on Oak and Pacific has not been completed. The curb has not been painted at the service station at Alder and Highway 101 nor has signage regarding northbound traffic been installed. The Planning Director has contacted Ronald LaFranchi of Ron's Oil about these items. Mr. LaFranchi stated that an employee of his will be doing the painting as soon as the weather allows.

UNSCHEDULED PUBLIC APPEARANCES

Ken Raith, 516 Redwood, Brookings Oregon addressed the Commission on the status of signs within the City. He noted that the sandwich board type sign at the Thrift Shop on Chetco Avenue is still evident and that the post on Loring's abandoned sign should also come down.

PROPOSITIONS AND REMARKS FROM COMMISSION MEMBERS

Comments were received on the draft of the Planning Commission Annual Report. Commissioner Krebs moved and Commissioner Lindsey seconded a motion to adopt the Brookings Planning Commission Report for 1995. This motion passed by a 6-0 vote. The report will be signed by Chair Ciapusci as outgoing chair and read to the Council by the incoming chairperson.

Commissioner Krebs announced that former Commission member Donna Lee has been appointed to the Florence, Oregon Planning Commission. Commissioner Krebs also commented on the hard itinerary that Chair Ciapusci has endured this year and the tremendous job he has done as chairperson. Commissioner Breuer added his favorable comments to those addressed by Commissioner Krebs.

The Commission recessed from 8:50 to 8:52.

Commissioners Breuer and Lindsey were reminded that their terms on the Commission will expire on April 1, 1996. Commissioner Breuer will not be submitting a letter for reappointment while Commissioner Lindsey expressed a desire for reappointment.

Commissioner Freeman read a draft of the Chetco Watershed Council Yearly Report.

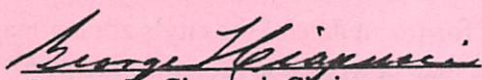
Election of officers was held. Dave Ham will be the new Chair with Commissioner Freeman assisting him as Vice Chair.

ADJOURNMENT

There being no further business before the Planning Commission, the meeting was adjourned at 9:08 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION


George L. Ciapusci, Chair

QUARTERLY REPORT

1. **Urban Growth Boundary.** We have received a copy of the DLCD Staff Report which remanded the boundary back to the city to address 6 issues. The report also initiated a 21 day appeal period in which any interested party that participated in the process, including the city could appeal any or all of the report. The city and county in a joint meeting decided not to appeal any of the remanded items since the report was, overall, favorable to and supportive of the city and to appeal would jeopardize the DLCD staff support.

There have been 8 appeals filed including one from the Citizens For Orderly Development and from 1000 Friends of Oregon. The appeal hearing will be set for either March 7 or 8, in Salem.

2. **South Coast Transportation Study.** The study stalled when there was a turn over in the ODOT staff and the consultant's staff at the same time, and stalled again when a second staff turnover at the consultant's level. We are expecting the final draft for review of the management team sometime this week and then it will be taken to the advisory committee and ultimately to the Commission and Council for approval.
3. **TGM Grant.** The city has applied for a Transportation Growth Management Grant which will be used to create an in-fill development strategy for the currently developed area within and adjacent to the existing UGB. The study will examine infrastructure needs to accommodate in-fill development and to develop policies to encourage in-fill development. The amount of the grant is approximately \$46,000 which will be used to hire a consultant to do the study. This is a joint study with the county.
4. **Signs.** The enforcement of the sign regulations is an on going headache, particularly sandwich board signs. Most of the structural signs have been either been brought into compliance or removed. It seems that as one sandwich board is removed another appears, so chasing them is a constant activity. The next on the list to get a notice is the sandwich board sign at Sessions Surf Shop and the portable sign at the thrift store.
5. **Oceanside Estates II.** The Gorski subdivision located on the east side of Dawson Rd. has been allowed to expire and is no longer in effect. This unfortunate because we did not get the required street improvements on Dawson Rd.
6. **Clarion Glen II.** The street improvements, water lines and sewer lines are in place and supposedly the lots are being offered for sale.
7. **Marin Dr.** Staff has been watching the conditions on Marine Dr. to make sure that the erosion control measures are doing their job. With all of the rain we have had, there is little or no erosion on the lands that were graded last summer.
8. I have heard that the fast lub store that the commission approved last summer is preparing to grade their lot, however, there is no evidence of grading but with all of this rain its not surprising.
9. The city has received a dedication deed to Chetco Pt. which includes all of the land south of the wastewater treatment plant. This is now public property it is my understanding that the Parks and Recreation Commission will be taking a look at it.
10. Linda has prepared a packet of information for the City Engineer for the update of the city's zoning map. This will include all of the annexations, and subdivision and to get the map corrected in regard to the port. We are also trying to see if the map can be reduced to a 11X17 page and still be readable.
11. The Brooking Town Center Subdivision in the corner of Railroad and Pacific will be coming to you for final map approval in March.

City of Brookings
 CHECK REGISTER: CHECK # 25300 THRU 25566
 For The Month Ending: February 29, 1996 ** CLOSED **
 PRINTED: February 28, 1996 08:57:24

PAGE 1

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
25300	APCO	Dues-Cooper	02/01/96	100-106.00	62.00	103-660.00	62.00
25301	Bay West Supply Inc	69576/77/110272	02/01/96	100-106.00	236.95	109-614.00	24.80
						202-612.00	75.95
						251-612.00	60.25
						252-612.00	75.95
25302	Becco Inc	302033/8687	02/01/96	100-106.00	71.40	103-606.00	33.90
						104-664.00	37.50
25303	Brookings Harbor Chamber	Jan Room Tax	02/01/96	100-106.00	1,047.49	109-687.00	1,047.49
25304	Brookings Signs & Graphics	Inv 1996011202	02/01/96	100-106.00	50.00	150-606.00	50.00
25305	Brookings Vol Firefighters	Feb Contrib	02/01/96	100-106.00	1,583.00	104-682.00	1,583.00
25306	Capitol Gift Shop	8 Phone Dir	02/01/96	100-106.00	136.00	102-602.00	17.00
						103-602.00	34.00
						104-602.00	17.00
						105-602.00	34.00
						202-612.00	34.00
25307	CD O'Donnell Plumbing	Inv 6637	02/01/96	100-106.00	535.40	106-626.00	535.40
25308	Coast Auto Center	Inv CVCB54404	02/01/96	100-106.00	1,463.50	103-606.00	1,463.50
25309	Colvin Oil	Inv 634820	02/01/96	100-106.00	511.03	252-606.00	511.03
25310	CTR	Remove 6 cars	02/01/96	100-106.00	150.00	109-646.00	150.00
25311	Dan's Photo & Cameras	Inv 9532	02/01/96	100-106.00	24.38	103-614.00	24.38
25312	Data-Cal Corp	Inv 000588986	02/01/96	100-106.00	37.35	109-602.00	37.35
25313	Tom Davis	Jan Rotary	02/01/96	100-106.00	16.00	102-658.00	16.00
25314	Department of Motor Vehicles	Reg Chevy Cors	02/01/96	100-106.00	32.50	109-614.00	32.50
25315	1st Impressions	Inv 4328	02/01/96	100-106.00	112.09	107-602.00	112.09
25316	First Trust Oregon	Acct 97-211743	02/01/96	100-106.00	515.00	700-602.00	515.00
25317	Grants Pass Water Lab	Dec Services	02/01/96	100-106.00	122.50	201-612.00	122.50
25318	Harbor Rural Fire Dept	Flairs	02/01/96	100-106.00	41.40	104-606.00	41.40
25319	Industrial Steel & Supply	Inv 10458	02/01/96	100-106.00	48.19	150-628.00	48.19
25320	Muffler & More	Inv 0608	02/01/96	100-106.00	44.00	150-606.00	44.00
25321	OMFOA	Conf Reg-Shield	02/01/96	100-106.00	160.00	107-658.00	160.00
25322	Oregon Micro-Imaging Inc	Canofile	02/01/96	100-106.00	12,000.00	102-726.00	12,000.00
25323	DVFA	22 Dues @ \$5.00	02/01/96	100-106.00	110.00	104-682.00	110.00
25324	Quill Corp	Inv 7419612	02/01/96	100-106.00	173.69	102-602.00	1.78
						105-602.00	23.51
						109-602.00	148.40
25325	Santiam Emergency Equipment	Inv 5057	02/01/96	100-106.00	4,231.08	104-726.00	4,231.08
25326	Sa-So Company	Inv 4444560	02/01/96	100-106.00	54.89	103-614.00	54.89
25327	Bev Shields	Jan Rotary	02/01/96	100-106.00	24.00	107-660.00	24.00
25328	Square Deal Builders	Jan Statement	02/01/96	100-106.00	212.83	106-612.00	11.03
						106-626.00	15.16
						109-614.00	138.84
						150-624.00	30.50
						201-612.00	5.48
						252-606.00	11.82
25329	Stadelman Electric	Inv 2403	02/01/96	100-106.00	123.50	202-606.00	123.50
25330	Stamper's Tire	Inv 105960	02/01/96	100-106.00	17.50	252-606.00	17.50
25331	Sutter Coast Hospital	Acct 2144665	02/01/96	100-106.00	152.00	103-614.00	152.00
25332	Hilary Thompson	Reimbursement	02/01/96	100-106.00	37.25	202-608.00	18.63
						252-608.00	18.62
25333	Umpqua CDC	Inv 122	02/01/96	100-106.00	2,366.00	105-646.00	2,366.00
25334	United Pipe & Supply Co Inc	Jan Invoices	02/01/96	100-106.00	338.73	201-612.00	156.48
						251-612.00	182.25

(Continued)

City of Brookings
 CHECK REGISTER: CHECK # 25300 THRU 25366
 For The Month Ending: February 29, 1996 ** CLOSED **
 PRINTED: February 28, 1996 08:57:24

PAGE 2

CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
25335	Viking Office Products	Inv 983837	02/01/96	100-106.00	39.98	101-602.00	39.98
25336	White House Sales	Inv 47931	02/01/96	100-106.00	610.34	252-652.00	610.34
25337	Elmo Williams or Olivia Abbott	Draw on Acct	02/01/96	100-106.00	1,425.00	106-626.00	1,425.00
25338	Tom Weldon	Car Reimb	02/01/96	100-106.00	200.00	102-606.00	200.00
25339	M Denise Wood	Reimbursement	02/01/96	100-106.00	53.80	107-606.00	53.80
25340	WM Grainger Inc	Jan Invoices	02/01/96	100-106.00	147.06	150-684.00	83.14
						251-612.00	63.92
25341	Dynasty Software	Utility Bills	02/08/96	100-106.00	312.50	201-602.00	156.25
						251-602.00	156.25
25343	Abel & Swank	Inv 2244	02/09/96	100-106.00	397.00	109-654.00	397.00
25344	Bay West Supply Inc	Inv 69969/70484	02/09/96	100-106.00	245.25	106-626.00	107.40
						109-614.00	137.85
25345	Becco Inc	Inv 8668 & 8650	02/09/96	100-106.00	89.85	102-606.00	89.85
25346	Best Expression	Inv 6432	02/09/96	100-106.00	430.36	650-614.00	430.36
25347	Best Western Brookings Inn	Acct 4030	02/09/96	100-106.00	4.25	103-614.00	4.25
25348	Booth & Collison	Jan Invoice	02/09/96	100-106.00	345.00	150-658.00	86.22
						201-658.00	129.39
						251-658.00	86.26
						252-658.00	43.13
25349	Brookings Computer Consultants	Inv 15068&15740	02/09/96	100-106.00	48.97	106-612.00	38.97
						150-684.00	10.00
25350	Brookings Harbor Chamber	16 B-H Ornament	02/09/96	100-106.00	40.80	109-686.00	40.80
25351	Brookings Office Supplies	Jan Statement	02/09/96	100-106.00	24.76	105-602.00	5.60
						107-602.00	19.16
25352	Brookings Signs & Graphics	1996012303 & B	02/09/96	100-106.00	266.80	150-606.00	88.94
						201-606.00	88.93
						251-606.00	88.93
25353	Brookings Supply Inc	Jan Statement	02/09/96	100-106.00	165.53	104-624.00	109.40
						150-606.00	4.29
						150-628.00	40.25
						252-606.00	11.59
25354	C & K Market Inc	Jan Statement	02/09/96	100-106.00	78.07	103-614.00	58.51
						109-614.00	19.56
25355	Chetco Pharmacy & Gifts	Jan Statement	02/09/96	100-106.00	90.45	103-614.00	40.45
						102-602.00	50.00
25356	Clackamas Communications	Inv 3603577	02/09/96	100-106.00	67.23	103-606.00	67.23
25357	Colvin Oil	634647/Card Lok	02/09/96	100-106.00	1,230.52	103-606.00	387.42
						104-606.00	30.94
						105-606.00	20.41
						106-612.00	34.64
						150-606.00	27.88
						201-606.00	59.29
						202-606.00	79.83
						252-606.00	590.11
25358	Coos-Curry Electric	Jan Electric	02/09/96	100-106.00	918.12	106-662.00	24.72
						201-662.00	864.68
						251-662.00	28.72
25359	Curry Coastal Pilot	Jan Statement	02/09/96	100-106.00	347.63	102-606.00	112.50
						105-602.00	235.13
25360	Curry County Treasurer	Jan Contrib	02/09/96	100-106.00	310.25	100-235.00	310.25
25361	Curry Tree Service	Tree Trimming	02/09/96	100-106.00	850.00	106-626.00	850.00
25362	Del's Telephone Service	Inv 1633	02/09/96	100-106.00	45.00	300-606.00	45.00

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CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
25363	DHR Child Support Unit	Garnishment	02/09/96	100-106.00	33.00	100-220.70	33.00
25364	DHR Child Support Unit	Garnishment	02/09/96	100-106.00	62.50	100-220.70	62.50
25365	Eugene's Upholstery	Inv 9281	02/09/96	100-106.00	130.00	150-726.00	130.00
25366	Marshal Ferg	Contract Inspec	02/09/96	100-106.00	100.00	105-646.00	100.00
25367	Ferrellgas	Jan Statement	02/09/96	100-106.00	252.72	150-624.00	252.72
25368	1st Impressions	Inv 0000069	02/09/96	100-106.00	1,166.62	109-686.00	637.02
						251-608.00	529.60
25369	Great Western Supply Co	Inv 00637658	02/09/96	100-106.00	251.47	103-614.00	251.47
25370	Hagen's Dry Cleaners	Jan Cleaning	02/09/96	100-106.00	144.45	103-614.00	25.70
						104-606.00	118.75
25371	ICMA - Distribution Center	15 Handbooks	02/09/96	100-106.00	439.90	102-658.00	219.95
						105-658.00	219.95
25372	ICMA-RT 457 c/o 1st Ntl Bnk MD	Def Contributio	02/09/96	100-106.00	705.00	100-220.70	705.00
25373	Kerr Hardware	Jan Statement	02/09/96	100-106.00	586.21	104-606.00	11.78
						109-614.00	2.79
						106-612.00	8.69
						106-624.00	134.25
						106-626.00	94.74
						109-614.00	314.39
						150-624.00	19.57
25374	Leatherman Tool Company	Inv INV34768	02/09/96	100-106.00	232.55	202-612.00	116.28
						252-612.00	116.27
25375	Loring's Sporting Goods	Inv 00444	02/09/96	100-106.00	155.80	150-608.00	155.80
25376	Raymond G Mollison	Bail Refund	02/09/96	100-106.00	104.00	100-232.00	500.00
						100-474.00	(175.00)
						100-234.00	(221.00)
25377	Mory's	Jan Statement	02/09/96	100-106.00	184.11	101-602.00	28.69
						102-602.00	23.08
						103-602.00	99.75
						104-602.00	8.76
						105-602.00	6.76
						107-602.00	8.29
						109-602.00	8.78
25378	Mory's	Jan Statement	02/09/96	100-106.00	470.69	109-614.00	338.00
						109-686.00	4.95
						201-602.00	30.50
						251-602.00	30.50
						252-612.00	53.82
						650-614.00	12.92
25379	Office of the Trustee	Garnishment	02/09/96	100-106.00	72.50	100-220.70	72.50
25380	OMDA c/o Michael G Roberts	Dues-Alexander	02/09/96	100-106.00	15.00	105-660.00	15.00
25381	ONEA	Reg Fee-Plaster	02/09/96	100-106.00	55.00	103-658.00	55.00
25382	Oregon Department of Revenue	State W/H Tax	02/09/96	100-106.00	2,767.39	100-220.30	2,767.39
25383	Oregon Department of Revenue	Jan Contrib	02/09/96	100-106.00	1,078.00	100-234.00	1,078.00
25384	The Oregonian	1 yr sub PD&CH	02/09/96	100-106.00	163.20	103-602.00	81.60
						109-602.00	81.60
25385	OR Teamster Employers Trust	Feb Premium	02/09/96	100-106.00	4,645.28	100-220.60	4,645.28
25386	OR Teamster Employers Trust	Feb Premium	02/09/96	100-106.00	7,838.91	100-220.60	7,838.91
25387	PERS - Retirement	P & F Units	02/09/96	100-106.00	5,702.14	100-220.70	42.48
						100-220.80	5,659.66
25388	Linda Phillips	Reimbursement	02/09/96	100-106.00	36.40	105-658.00	36.40
25389	Ramcell of Oregon	Jan Phone	02/09/96	100-106.00	333.32	102-664.00	78.33

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Ramcell of Oregon, (Continued)							
						103-664.00	218.82
						104-664.00	36.17
25390	Safe & Sober Graduation	Sponsorship	02/09/96	100-106.00	25.00	109-686.00	25.00
25391	Stone, Trew & Cyphers	Jan Statement	02/09/96	100-106.00	3,936.40	102-632.00	1,946.65
						102-638.00	1,989.75
25392	Superintendent of Documents	Manual	02/09/96	100-106.00	44.00	150-648.00	44.00
25393	Teamsters Local Union 223	Feb Union Dues	02/09/96	100-106.00	345.00	100-220.70	345.00
25394	Treadway Graphics	Inv 0047073-IN	02/09/96	100-106.00	890.93	650-614.00	890.93
25395	United Communications	Jan Phone	02/09/96	100-106.00	576.70	101-664.00	25.91
						102-664.00	38.27
						103-664.00	376.12
						104-664.00	45.18
						105-664.00	86.35
						106-664.00	4.87
25396	United Communications	Jan Phone	02/09/96	100-106.00	90.65	107-606.00	27.17
						150-664.00	23.25
						201-664.00	10.06
						202-664.00	10.06
						251-664.00	10.06
						252-664.00	10.05
25397	United Pipe & Supply Co Inc	Jan Invoices	02/09/96	100-106.00	706.53	201-612.00	83.88
						251-612.00	622.65
25398	U S Bank	Fed W/H Tax	02/09/96	100-106.00	12,016.12	100-220.10	7,314.42
						100-220.20	4,701.70
25399	U S Postmaster	Utility Permit	02/09/96	100-106.00	500.00	201-602.00	250.00
						251-602.00	250.00
25400	Debra J Van Poolen	Bail Refund	02/09/96	100-106.00	20.00	100-232.00	99.00
						100-474.00	(40.00)
						100-234.00	(26.00)
						100-235.00	(13.00)
25401	Westcott Communications	Inv 721307	02/09/96	100-106.00	288.00	103-658.00	288.00
25402	WW Grainger Inc	Jan Invoices	02/09/96	100-106.00	61.52	201-612.00	61.52
25403	Xerox Corp	Inv 049898597	02/09/96	100-106.00	106.00	103-726.00	106.00
25404	League of Oregon Cities Trust	Vol Life Ins	02/09/96	100-106.00	78.00	103-654.00	32.00
						104-654.00	46.00
25405	Water Resources Department	App for Ext	02/21/96	100-106.00	100.00	109-686.00	100.00
25406	Water Resources Department	App for Ext	02/21/96	100-106.00	100.00	109-686.00	100.00
25408	Ag-Chem Companies	Inv 267	02/23/96	100-106.00	321.36	106-612.00	321.36
25409	All Pure Chemical Co	Inv 62332	02/23/96	100-106.00	2,222.85	252-612.00	2,222.85
25410	Anchor Lock & Key	Inv 4491	02/23/96	100-106.00	50.00	106-624.00	50.00
25411	AWWA Water & WW Short School	Reg Fees	02/23/96	100-106.00	315.00	202-658.00	105.00
						251-658.00	105.00
						252-658.00	105.00
25412	Babin & Keusink	Jan Services	02/23/96	100-106.00	510.57	101-634.00	510.57
25413	Dennis Barlow	Travel Adv	02/23/96	100-106.00	150.00	150-658.00	150.00
25414	Becco Inc	Monthly Maint	02/23/96	100-106.00	300.00	107-612.00	300.00
25415	Brookings Glass	Inv 1002132	02/23/96	100-106.00	78.19	106-624.00	78.19
25416	Brks-Harbor Health Care Sys	Jan Statement	02/23/96	100-106.00	357.00	103-614.00	87.00
						150-606.00	130.00
						202-612.00	32.50
						252-612.00	107.50

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25417	Brookings Signs & Graphics	Inv 26 & 35	02/23/96	100-106.00	193.10	106-626.00	93.10
						202-606.00	50.00
						252-606.00	50.00
25418	John F Brown	Bail Refund	02/23/96	100-106.00	637.50	100-232.00	750.00
						100-474.00	(112.50)
25419	Budge-McHugh Supply Co	Inv 1208560-01	02/23/96	100-106.00	295.00	251-612.00	295.00
25420	Building Codes Division	03-03-000011304	02/23/96	100-106.00	28.17	106-624.00	28.17
25421	Carpenter Tire & Wheel	Jan Statement	02/23/96	100-106.00	1,486.42	103-606.00	831.13
						150-606.00	28.21
						201-606.00	30.61
						202-606.00	206.12
						252-606.00	206.10
						650-606.00	184.25
25422	Cascade Fire Equipment Co	15185 & 15338	02/23/96	100-106.00	255.35	104-606.00	255.35
25423	Cathodic Protection Svcs Co	Inv 84503394	02/23/96	100-106.00	345.00	201-606.00	345.00
25424	C D O'Donnell Plumbing	Inv 6648	02/23/96	100-106.00	721.25	106-626.00	721.25
25425	CIS	Inv BRK-9406D	02/23/96	100-106.00	632.04	107-654.00	632.04
25426	Chemeketa Community College	Reg Fees	02/23/96	100-106.00	400.00	150-658.00	400.00
25427	Coast Auto Center	87 Merc Cougar	02/23/96	100-106.00	1,508.60	103-606.00	1,508.60
25428	Coastal Carpet Cleaning	Inv 2087	02/23/96	100-106.00	50.00	251-612.00	50.00
25429	Coastal Coffee Service	Inv 2960	02/23/96	100-106.00	29.30	109-614.00	29.30
25430	Coffey Laboratories Inc	Inv 9601-77504	02/23/96	100-106.00	546.00	252-612.00	546.00
25431	Colvin Oil	Inv 635080	02/23/96	100-106.00	496.30	252-612.00	496.30
25432	Coos-Curry Electric	Jan Electric	02/23/96	100-106.00	3,699.63	150-662.00	1,156.49
						201-662.00	793.77
						251-662.00	768.29
						252-662.00	291.24
						106-662.00	689.84
25433	John Cowan	Travel Adv	02/23/96	100-106.00	60.00	251-658.00	60.00
25434	Crystal Clear Industries	Scope & Brush	02/23/96	100-106.00	78.75	201-612.00	78.75
25435	Cummins Northwest Inc	Inv 14759480	02/23/96	100-106.00	171.20	103-606.00	57.07
						104-606.00	57.07
						300-606.00	57.06
25436	Curry General Hospital	Inv #0381246	02/23/96	100-106.00	130.00	103-614.00	130.00
25437	Cypress Inn	Hotel/School	02/23/96	100-106.00	171.72	150-658.00	171.72
25438	Dan's Auto & Marine Electric	Jan Statement	02/23/96	100-106.00	76.13	104-606.00	65.96
						150-684.00	3.26
						201-606.00	6.91
25439	DARE America Merchandise	Inv 20213	02/23/96	100-106.00	2,269.26	650-614.00	2,269.26
25440	D & H Chevron	Jan Statement	02/23/96	100-106.00	47.50	103-606.00	17.30
						252-612.00	30.20
25441	DHR Child Support Unit	Garnishment	02/23/96	100-106.00	62.50	100-220.70	62.50
25442	DHR Child Support Unit	Garnishment	02/23/96	100-106.00	33.00	100-220.70	33.00
25443	Engineered Control Products	Inv 47319	02/23/96	100-106.00	458.95	252-606.00	458.95
25444	Event Solutions Inc	Reg Fees	02/23/96	100-106.00	280.00	251-658.00	280.00
25445	W. Marc Farmer	Contract Serv	02/23/96	100-106.00	450.00	102-646.00	450.00
25446	Gall's Inc	Inv 5057924	02/23/96	100-106.00	193.94	104-606.00	193.94
25447	Grants Pass Water Lab	Jan Statement	02/23/96	100-106.00	122.50	201-612.00	122.50
25448	Green Woods	Inv 60560	02/23/96	100-106.00	22.00	104-606.00	11.00
						202-606.00	11.00
25449	GTE Northwest	January Phone	02/23/96	100-106.00	1,609.06	101-664.00	24.70
						102-664.00	90.56

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GTE Northwest, (Continued)							
						103-664.00	441.37
						104-664.00	123.49
						105-664.00	156.42
						201-664.00	132.88
						202-664.00	120.80
						252-664.00	48.32
						300-664.00	470.52
25450	Jon R Hausman	Restitution	02/23/96	100-106.00	795.00	100-474.00	795.00
25451	HGE Inc	January Service	02/23/96	100-106.00	3,848.67	105-646.00	803.00
						201-724.00	2,906.67
						251-636.00	139.00
25452	H R Direct	Inv 187193	02/23/96	100-106.00	59.36	103-614.00	59.36
25453	ICMA-RT 457 c/o 1st Ntl Bnk MD	Def Comp Contri	02/23/96	100-106.00	705.00	100-220.70	705.00
25454	Industrial Steel & Supply	Inv 10915	02/23/96	100-106.00	98.40	150-606.00	98.40
25455	Jerry Conant Janitorial	Feb Cleaning	02/23/96	100-106.00	500.00	109-644.00	500.00
25456	Jay Klapperich	Travel Advance	02/23/96	100-106.00	150.00	251-658.00	150.00
25457	Les Brown Towing	Inv 2066	02/23/96	100-106.00	45.00	109-646.00	45.00
25458	Mills Electric	Rewire Gen	02/23/96	100-106.00	85.84	109-646.00	85.84
25459	Motor Vehicles Division	Acct# 60682	02/23/96	100-106.00	13.50	103-614.00	13.50
25460	Musser & Associates CPA's PC	January Stmt	02/23/96	100-106.00	100.00	107-612.00	450.00
						102-642.00	(350.00)
25461	My Little Salesman	Inv #1011247	02/23/96	100-106.00	18.00	150-606.00	18.00
25462	Randall C Nelson	Bail Refund	02/23/96	100-106.00	20.00	100-232.00	99.00
						100-474.00	(40.00)
						100-234.00	(26.00)
						100-235.00	(13.00)
25463	Newman Signs	Inv 2043861	02/23/96	100-106.00	232.50	150-648.00	232.50
25464	Office of the Trustee	Garnishment	02/23/96	100-106.00	72.50	100-220.70	72.50
25465	DPS Insurance Co	March Premium	02/23/96	100-106.00	227.90	100-220.60	227.90
25466	Oregon Department of Revenue	State W/H Tax	02/23/96	100-106.00	3,806.53	100-220.30	3,806.53
25467	Oregon Health Division	Cert-Cowan	02/23/96	100-106.00	120.00	201-658.00	120.00
25468	Oregon Micro-Imaging Inc	Inv 96001639	02/23/96	100-106.00	375.00	102-606.00	375.00
25469	Larry Steele	Travel Advance	02/23/96	100-106.00	1,400.00	103-724.00	1,400.00
25470	Pacific Water Works	Inv 2015164	02/23/96	100-106.00	158.40	201-612.00	158.40
25471	Parametrix Inc	Proj 27-2622-01	02/23/96	100-106.00	28,775.00	150-722.00	28,775.00
25472	Paramount Pest Control Inc	Inv 36294	02/23/96	100-106.00	28.00	103-614.00	28.00
25473	PBCC	Inv 8598088FB96	02/23/96	100-106.00	206.00	109-606.00	206.00
25474	PERS - Retirement	Cont 2/23/96 PR	02/23/96	100-106.00	6,097.63	100-220.80	6,097.63
25475	Petty Cash	Reimbursement	02/23/96	100-106.00	78.44	103-602.00	1.89
						103-614.00	0.75
						103-658.00	22.35
						104-602.00	4.03
						104-606.00	19.49
						105-602.00	15.00
						106-658.00	11.43
						107-602.00	3.50
25476	Petty Cash	Reimbursement	02/23/96	100-106.00	24.18	251-612.00	5.90
						252-612.00	14.29
						252-658.00	3.99
25477	Petty Cash	Reimbursement	02/23/96	100-106.00	74.19	109-614.00	25.30
						109-624.00	11.98

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Petty Cash, (Continued)						109-686.00	10.95
						150-606.00	4.05
						150-658.00	15.00
						150-684.00	3.73
						202-612.00	3.18
25478	Pitney Bowes Inc - FAX	Inv X584655	02/23/96	100-106.00	85.00	109-606.00	85.00
25479	Pitney Bowes Inc	Inv 381647	02/23/96	100-106.00	21.75	109-606.00	21.75
25480	Pocket Press Inc	Inv 1418	02/23/96	100-106.00	111.15	103-606.00	111.15
25481	Quinlan Publishing Co	#SSB 4112287	02/23/96	100-106.00	68.97	103-658.00	68.97
25482	Salishan Lodge	3/10-12/96	02/23/96	100-106.00	174.90	251-658.00	174.90
25483	Salishan Lodge	3 nights	02/23/96	100-106.00	174.90	202-658.00	87.45
						252-658.00	87.45
25484	Sav-On Printing Co	Inv 39410.1	02/23/96	100-106.00	125.26	650-614.00	125.26
25485	Robert C Schmidt	Bail Refund	02/23/96	100-106.00	80.00	100-232.00	165.00
						100-474.00	(46.00)
						100-234.00	(26.00)
						100-235.00	(13.00)
25486	Sea Cove Training Center	Jan Services	02/23/96	100-106.00	312.50	106-626.00	312.50
25487	Slater Communications	Inv 18480	02/23/96	100-106.00	711.02	104-606.00	711.02
25488	Stadelman Electric	Inv 2426	02/23/96	100-106.00	168.85	104-624.00	168.85
25489	Alisha Rose Stafford	Bail Refund	02/23/96	100-106.00	40.00	100-232.00	99.00
						100-474.00	(20.00)
						100-234.00	(26.00)
						100-235.00	(13.00)
25490	State of Oregon Corp Division	Notary Renew	02/23/96	100-106.00	20.00	109-602.00	20.00
25491	Sutter Coast Hospital	Acct #2144863	02/23/96	100-106.00	105.85	103-614.00	105.85
25492	U S Bank	Fed W/H Tax	02/23/96	100-106.00	12,215.20	100-220.10	7,456.72
						100-220.20	4,758.48
25493	U S Bank - Visa	Jan Statement	02/23/96	100-106.00	1,376.74	102-606.00	29.00
						102-658.00	310.75
						103-658.00	574.90
						104-658.00	6.50
						106-658.00	265.99
						107-658.00	189.60
25494	U S Bank - Visa	Jan Statement	02/23/96	100-106.00	1,378.30	109-602.00	1,094.88
						109-614.00	51.63
						109-686.00	100.25
						150-658.00	31.10
						150-724.00	33.48
						201-724.00	33.48
						251-724.00	33.48
25495	Warnock Fleet Leasing	Police Vehicle	02/23/96	100-106.00	16,550.00	103-724.00	16,550.00
25496	Mike Watson	Reimbursement	02/23/96	100-106.00	22.00	202-612.00	11.00
						252-612.00	11.00
25497	Tom Weldon	Reimbursement	02/23/96	100-106.00	50.50	102-658.00	50.50
25498	Cecil Wilber	Bond Refund	02/23/96	100-106.00	2,000.00	100-212.00	2,000.00
25499	Mal Wilson	Reimbursement	02/23/96	100-106.00	22.00	202-612.00	11.00
						252-612.00	11.00
25500	Windmill's Ashland Hills	Hotel Reserv	02/23/96	100-106.00	154.08	251-658.00	154.08
25501	WW Grainger Inc	Supplies	02/23/96	100-106.00	315.80	150-628.00	144.94
						201-612.00	170.86

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City of Brookings
 CHECK REGISTER: CHECK # 25300 THRU 25566
 For The Month Ending: February 29, 1996 ** CLOSED **
 PRINTED: February 28, 1996 08:57:24

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CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
25502	Xerox Corp	Inv 050030433	02/23/96	100-106.00	386.87	109-606.00	386.87
25503	Heather Olson	Deposit Refund	02/23/96	100-106.00	138.60	200-134.00	138.60
25504	Brick & Arlys Westhusing	Deposit Refund	02/23/96	100-106.00	54.24	200-134.00	54.24
25505	Albert Meyer	Deposit Refund	02/23/96	100-106.00	27.09	200-134.00	27.09
25506	Interwest	Deposit Refund	02/23/96	100-106.00	36.77	200-134.00	36.77
25507	Bob Froehlich	Deposit Refund	02/23/96	100-106.00	22.81	200-134.00	22.81
25508	Bill Callaway	Deposit Refund	02/23/96	100-106.00	50.14	200-134.00	50.14
25509	Debbie Blondin	Deposit Refund	02/23/96	100-106.00	17.38	200-134.00	17.38
25510	Vickie Riddle	Deposit Refund	02/23/96	100-106.00	36.68	200-134.00	36.68
25511	USDA Forest Service	Deposit Refund	02/23/96	100-106.00	6.96	200-134.00	6.96
25512	Traci Sharp	Deposit Refund	02/23/96	100-106.00	34.77	200-134.00	34.77
25513	Keith Smith	Deposit Refund	02/23/96	100-106.00	38.91	200-134.00	38.91
25514	Michelle A Verdugo	Deposit Refund	02/23/96	100-106.00	43.93	200-134.00	43.93
25515	Larry Eddinger	Deposit Refund	02/23/96	100-106.00	23.38	200-134.00	23.38
25516	Gail Hampton	Deposit Refund	02/23/96	100-106.00	45.02	200-134.00	45.02
25517	John Terebesi	Deposit Refund	02/23/96	100-106.00	12.51	200-134.00	12.51
25518	John H Anderson	Deposit Refund	02/23/96	100-106.00	85.18	200-134.00	85.18
25519	Chris Boyer	Deposit Refund	02/23/96	100-106.00	14.92	200-134.00	14.92
25520	Gary Misbach	Deposit Refund	02/23/96	100-106.00	54.11	200-134.00	54.11
25521	Kelli Winters	Deposit Refund	02/23/96	100-106.00	45.44	200-134.00	45.44
25522	Shawna Freeman	Deposit Refund	02/23/96	100-106.00	32.87	200-134.00	32.87
25523	Marlyss Reaves	Deposit Refund	02/23/96	100-106.00	22.72	200-134.00	22.72
25524	David Freeman	Deposit Refund	02/23/96	100-106.00	37.30	200-134.00	37.30
25525	Chandler & Newville, Inc	Deposit Refund	02/23/96	100-106.00	19.08	200-134.00	19.08
25526	Karl Logan	Deposit Refund	02/23/96	100-106.00	35.61	200-134.00	35.61
25527	Michael Frazier	Deposit Refund	02/23/96	100-106.00	42.17	200-134.00	42.17
25528	D & C Rentals	Deposit Refund	02/23/96	100-106.00	74.58	200-134.00	74.58
25529	Gilbert Garcia	Deposit Refund	02/23/96	100-106.00	24.94	200-134.00	24.94
25530	Jeanette K McVay	Deposit Refund	02/23/96	100-106.00	18.41	200-134.00	18.41
25531	Richard & Gayl Eldred	Deposit Refund	02/23/96	100-106.00	5.92	200-134.00	5.92
25532	Hargrove Construction	Deposit Refund	02/23/96	100-106.00	18.91	200-134.00	18.91
25533	Charles Starkey	Deposit Refund	02/23/96	100-106.00	37.29	200-134.00	37.29
25534	George Caswell	Deposit Refund	02/23/96	100-106.00	11.88	200-134.00	11.88
25535	Amalia Tygart	Deposit Refund	02/23/96	100-106.00	17.59	200-134.00	17.59
25536	Dale Stanquits	Deposit Refund	02/23/96	100-106.00	5.56	200-134.00	5.56
25537	Adrienne C Christianson	Deposit Refund	02/23/96	100-106.00	34.21	200-134.00	34.21
25538	Dona Potter c/o Coastal R.E.	Deposit Refund	02/23/96	100-106.00	9.55	200-134.00	9.55
25539	Lisa Bell	Deposit Refund	02/23/96	100-106.00	47.76	200-134.00	47.76
25540	Zia & Associates//Kurt Kessler	Deposit Refund	02/23/96	100-106.00	45.00	200-134.00	45.00
25542	Becco Inc	Inv 8737	02/28/96	100-106.00	75.00	104-664.00	75.00
25543	Budge-McHugh Supply Co	Supplies	02/28/96	100-106.00	198.85	201-612.00	109.20
						251-612.00	89.65
25544	Colvin Oil	Mid-Feb Stat	02/28/96	100-106.00	817.68	103-606.00	355.88
						104-606.00	44.58
						105-606.00	43.59
						106-612.00	53.15
						109-606.00	36.36
						150-606.00	123.88
						201-606.00	43.41
						202-606.00	46.89
						251-606.00	23.06
						252-606.00	46.88

(Continued)

City of Brookings
CHECK REGISTER: CHECK # 25300 THRU 25566
For The Month Ending: February 29, 1996 ** CLOSED **
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CHECK #	PAID TO	DESCRIPTION	DATE	CR ACCOUNT	CR AMOUNT	ALLOC ACCT	ALLOC AMOUNT
25545	Colvin Oil	Inv 635171	02/28/96	100-106.00	500.50	252-612.00	500.50
25546	Coos-Curry Electric	Jan Electric	02/28/96	100-106.00	8,535.88	109-662.00	1,327.29
						202-662.00	3,793.14
						252-662.00	3,415.45
25547	Daily Journal of Commerce	Ad #PF2005	02/28/96	100-106.00	166.25	400-602.00	166.25
25548	Dock of the Bay	3 Night Lodging	02/28/96	100-106.00	233.00	202-658.00	116.50
						252-658.00	116.50
25549	The Economic Press Inc	Inv OH46272654	02/28/96	100-106.00	50.96	109-602.00	50.96
25550	EMK Contractors	Application 2	02/28/96	100-106.00	28,834.00	953-730.00	28,834.00
25551	Federal Express Corp	Inv 5-737-17204	02/28/96	100-106.00	13.00	201-602.00	6.50
						251-602.00	6.50
25552	Joe Ingwersen	Travel Advance	02/28/96	100-106.00	100.00	202-658.00	50.00
						252-658.00	50.00
25553	LETN	Inv 724873	02/28/96	100-106.00	288.00	103-658.00	288.00
25554	Medical Management	Acct# JRA13533	02/28/96	100-106.00	26.00	103-614.00	26.00
25555	OBOA	Feb Invoice	02/28/96	100-106.00	490.20	105-602.00	490.20
25556	Ron Plaster	Conf Reg Fee	02/28/96	100-106.00	60.00	103-658.00	60.00
25557	Ron Plaster	Investigations	02/28/96	100-106.00	2,500.00	103-680.00	2,500.00
25558	Roger M Sanders	Reimbursement	02/28/96	100-106.00	748.32	101-658.00	748.32
25559	Shirlee Sheffel	Reimbursement	02/28/96	100-106.00	79.75	103-658.00	79.75
25560	SWOCC Curry Program	14 Reg Fees	02/28/96	100-106.00	238.00	101-658.00	17.00
						102-658.00	17.00
						103-658.00	68.00
						105-658.00	85.00
						107-658.00	51.00
25561	SWOCC Curry Program	10 Reg Fees	02/28/96	100-106.00	170.00	106-658.00	25.50
						150-658.00	62.25
						201-658.00	19.00
						202-658.00	17.00
						251-658.00	12.25
						252-658.00	34.00
25562	Valley Electrical Contractors	Inv 960115	02/28/96	100-106.00	84.38	252-612.00	84.38
25563	United Pipe & Supply Co Inc	3245736/3237668	02/28/96	100-106.00	479.46	201-612.00	479.46
25564	West Publishing Corporation	Acct#779468300	02/28/96	100-106.00	31.25	101-664.00	31.25
25565	Mal Wilson	Travel Advance	02/28/96	100-106.00	100.00	202-658.00	50.00
						252-658.00	50.00
25566	WW Grainger Inc	583-562463-5	02/28/96	100-106.00	45.06	106-612.00	45.06
					236,084.73		236,084.73

*** END OF REPORT ***

MEMORANDUM

TO: Mayor and City Council

FROM: Tom Weldon, City Manager 
Donna Van Nest, Administrative Assistant
Nancy Brendlinger, Councilor

SUBJECT: ORDINANCE REVISIONS

DATE: March 5, 1996

Attached you will find recommendations for repeal of four ordinances. As Council directed, we have met and reviewed these ordinances.

ORDINANCE NO. 51-O-003 - OFFICE OF RECORDER

This ordinance is not necessary to the position. The 1993 Charter creates the office of Recorder but does not require an ordinance for the duties. The Charter states that only the office of the City Manager shall have its duties set out by ordinance. The duties of this position are covered in the job description. The City Council may appoint and dismiss the Finance Director/Recorder but the City Manager is the immediate supervisor.

ORDINANCE NO. 51-O-007 - MONEY DEPOSITORIES

This ordinance is not necessary. The sections covered in this ordinance are covered in the job description of the Finance Director/Recorder.

ORDINANCE NO. 51-O-011 - MUNICIPAL COURT CLERK

This ordinance is not necessary to the position. The 1993 Charter deleted the office of Municipal Court Clerk from the Charter. We only need to have the job description.

ORDINANCE NO. 79-O-320 - JURY TRIALS

Judge Sanders has indicated that this ordinance is not necessary concerning the jury trials. It is outdated and the ORS chapters referred to are old and not applicable anymore.

ORDINANCE NO. 96-O-516

AN ORDINANCE REPEALING ORDINANCE NO. 51-O-003 (CITY RECORDER), ORDINANCE NO. 51-O-007 (MONEY DEPOSITORIES), ORDINANCE NO. 51-O-011 (MUNICIPAL COURT CLERK), AND ORDINANCE NO. 79-O-320 (JURY TRIALS).

The City of Brookings ordains as follows:

Section 1. Repeal of Ordinance No. 51-O-003. Ordinance No. 51-O-003, entitled, "An ordinance creating the office of Recorder; defining the duties thereof; requiring a surety bond; providing the compensation for the Recorder; and declaring an emergency", effective November 23, 1951, is hereby repealed in its entirety.

Section 2. Repeal of Ordinance No. 51-O-007. Ordinance No. 51-O-007, entitled, "An ordinance providing for money depositories, providing for creation of funds, providing for warrants and when interest is payable thereon, defining additional duties of the City Recorder and declaring an emergency", effective October 23, 1951, is hereby repealed in its entirety.

Section 3. Repeal of Ordinance No. 51-O-011. Ordinance No. 51-O-011, entitled, "An ordinance creating the office of Clerk of the Municipal Court; providing the duties thereof; providing for compensation therefor; providing for the setting of a bail schedule by the Municipal Judge; providing for the taking of bail by the Clerk of the Municipal Court or by any Police Officer of the Bureau of Police; and declaring an emergency", effective November 13, 1951, is hereby repealed in its entirety.

Section 4. Repeal of Ordinance No. 79-O-320. Ordinance No. 79-O-320, entitled, "An ordinance setting procedures for jury trials; adopting State statute as City ordinances; repealing Ord. 59-O-136", adopted August 21, 1979, is hereby repealed in its entirety.

First Reading: March 11, 1996
Second Reading: March 11, 1996
Passage: March 11, 1996
Effective Date: April 9, 1996

Signed by me in authentication of its passage this 12th
day of March, 1996.

Tom Davis
Mayor

ATTEST:

Beverly S. Shields
Finance Director/Recorder

ORDINANCE NO. 51-O-003

AN ORDINANCE CREATING THE OFFICE OF RECORDER; DEFINING THE DUTIES THEREOF; REQUIRING A SURETY BOND; PROVIDING THE COMPENSATION FOR THE RECORDER; AND DECLARING AN EMERGENCY. [Effective November 23, 1951]

Sections:

- Section 1. Creation of office of recorder.**
- Section 2. Duties of recorder.**
- Section 3. Surety bond.**
- Section 4. Compensation.**
- Section 5. [Emergency clause]**

The City of Brookings ordains as follows:

Section 1. Creation of office of recorder. There is hereby created the office of recorder.

Section 2. Duties of recorder. The duties of the recorder shall be as follows:

- A. To attend all city council meetings unless excused by the mayor;**
- B. To act as secretary for the city council and keep the journal in which he/she shall record an accurate record of all official action of the city council, including an accurate record of how each member of the council casts his/her vote (affirmative or negative) on every ordinance or proposition submitted to the city council for a vote;**
- C. To keep and preserve on file in his/her office, and in such form and order as the city council shall direct, all of the original ordinances passed by the city council;**

D. To keep and preserve at a place in his/her office convenient to the public, in such form and order as the city council shall direct, two accurate sets of copies of all ordinances passed by the city council, which sets shall contain a written certification by the recorder that each contains a true copy of all ordinances passed by the city council; and to allow any member of the public to copy, examine or study said copies of such ordinances at any time during the business hours of the recorder's office; and to not allow said sets of copies to be removed from the office of the recorder unless otherwise directed by vote of the city council at one of its regular meetings;

E. To receive all monies payable to the city of Brookings and keep an accurate record of all monies received by him/her; and to distribute all monies received by him/her among the various funds of the city in the manner provided for by general law of the state of Oregon or by ordinance of the city; and to deposit all monies received by him/her in the depository designated by the city council within a reasonable time after his/her receipt thereof; and to make an accurate report of the receipts and disbursements at such times as the city council shall direct, but not less than once every three months;

F. To issue warrants drawn upon the city, but only when authorized to do so by the council; and to keep an accurate record of each warrant drawn and to not deliver any warrant to the payee thereof, or any other person, without the same having first been countersigned by the mayor;

G. Upon application made, either oral or in writing, and his/her receipt of the fee prescribed by ordinance, to issue the appropriate license to any person, firm or corporation lawfully entitled thereto; and to keep an accurate record of each license issued;

H. To give to every person, firm or corporation from whom he/she receives money an official receipt of the city, duly signed by him/her as recorder;

I. To keep an accurate inventory of all property, real, personal, and mixed, belonging to the city;

J. To establish and maintain an accounting system, to be first submitted to and approved by the council, which will, in his/her sound discretion, best meet the needs of the city;

K. To be the custodian of all records, files, and property of the city not otherwise placed in the custody of another officer of the city by official action of the council taken at one of its meetings and entered in the journal;

L. Upon request of any member of the public, and payment in advance of a fee of \$1.00 per folio, to make and certify as true and correct a copy of any ordinance passed by the city council; and

M. To perform such other duties as may be prescribed by the city council from time to time.

Section 3. Surety bond. Before assuming the duties of his/her office, the recorder shall give a surety bond for such penal sum as the city council shall deem necessary to safeguard the finances of the city; which bond shall be executed by the recorder as principal, and by a corporate surety company authorized and licensed by the insurance commissioner of the state of Oregon to transact a surety business within the state of Oregon as surety; and said bond shall continue in full force and effect during the incumbency of the recorder. Said bond shall, in all respects, meet the approval of the city council, and the city council's approval of the bond shall be noted in the journal. All premiums for said surety bond of the recorder shall be paid by the city.

Section 4. Compensation. The recorder shall receive as compensation for the services rendered by him/her in said office such remuneration as the Council shall designate by official action taken at one of its meetings, which action and which remuneration shall be noted in the journal; and the council may, from time to time, adjust said remuneration to meet the varying needs of the city.

Section 5. [Emergency clause]

[EFFECTIVE OCTOBER 23, 1951]

ORDINANCE NO. 51-O-007

AN ORDINANCE PROVIDING FOR MONEY DEPOSITORIES, PROVIDING FOR CREATION OF FUNDS, PROVIDING FOR WARRANTS AND WHEN INTEREST IS PAYABLE THEREON, DEFINING ADDITIONAL DUTIES OF THE CITY RECORDER AND DECLARING AN EMERGENCY. [Effective October 23, 1951]

Sections:

Section 1.	Designation of depositories.
Section 2.	Disbursements.
Section 3.	"Not paid for want of funds".
Section 4.	Notice of warrant call.
Section 5.	Statement of finances.
Section 6.	[Emergency clause]

The city of Brookings ordains as follows:

Section 1. Designation of depositories. The council shall designate one or more depositories in which the city's monies shall be deposited, and the council may authorize the depositing of city monies belonging to one or more city funds to the same account in any one of such depositories and thereby permit the comingling of monies belonging to any two or more such city funds, or it may require that city monies belonging to any city fund be deposited in a separate account for such fund in any such depository.

Section 2. Disbursements. All disbursements made from city funds shall be by warrant drawn on the depository holding the account in which is deposited the monies belonging to the fund from which the warrant is to be paid; and the fund from which the warrant is to be paid shall be charged therewith.

Section 3. "Not paid for want of funds". Whenever there is not sufficient money in the fund from which any warrant is to be paid or in the account containing such fund, the city recorder shall endorse on the face of such warrant the words "Not paid for want of funds," together with the date on which such endorsement is made, and he/she shall sign his/her name under such endorsement as city recorder. Warrants so endorsed shall draw interest at the rate of 6 percent per annum from the date of such endorsement until the date such warrants are called for payment as hereinafter provided. The city recorder shall keep a record of all warrants which he/she shall endorse as "Not paid for want of funds," except as provided by this or any other ordinance of the city of Brookings, the city shall not pay interest on its obligations.

Section 4. Notice of warrant call. When the council deems that the balance of any fund is sufficient for the calling of a payment of a part of all of the warrants outstanding against the fund and endorsed by the city recorder as hereinbefore provided, it shall direct the city recorder to publish in one issue of a newspaper of general circulation in the city of Brookings a notice which shall be substantially in the following form:

NOTICE OF WARRANT CALL

Notice is hereby given that the following numbered warrants issued by the city of Brookings, Oregon, and drawn on the _____
name of fund _____ Fund, and endorsed "Not paid for want of funds" are called for payment.

Commencing with Warrant No. _____ dated _____
_____, and including Warrant No. _____ dated _____
_____, Interest on the above numbered warrant ceased _____
(date) _____.

(name of city recorder)
City Recorder

Section 5. Statement of finances. The city recorder shall prepare and present to the council an accurate statement of the city's finances once each month at a regular meeting of the council. The statement to be so prepared and presented shall show the following:

- A. The amount of money received during the previous month.
- B. The amount of money withdrawn from each fund and the balance on hand therein.
- C. The total amount of money remaining in his custody and not yet deposited in the account with the depository to the credit of the fund to which it belongs.

Section 6. [Emergency clause]

[Effective October 23, 1951]

ORDINANCE NO. 51-O-011

AN ORDINANCE CREATING THE OFFICE OF CLERK OF THE MUNICIPAL COURT; PROVIDING THE DUTIES THEREOF; PROVIDING FOR COMPENSATION THEREFOR; PROVIDING FOR THE SETTING OF A BAIL SCHEDULE BY THE MUNICIPAL JUDGE; PROVIDING FOR THE TAKING OF BAIL BY THE CLERK OF THE MUNICIPAL COURT OR BY ANY POLICE OFFICER OF THE BUREAU OF POLICE; AND DECLARING AN EMERGENCY. [Effective November 13, 1951]

Sections:

- | | |
|-------------|---|
| Section 1. | Creation of office of clerk of the municipal court. |
| Section 2. | Records of the municipal court. |
| Section 3. | Docket of the municipal court. |
| Section 4. | Bail schedule. |
| Section 5. | Authorization for taking of bail. |
| Section 6. | Procedure for taking of bail. |
| Section 7. | Restrictions on taking of bail. |
| Section 8. | Bail receipt. |
| Section 9. | Alteration of bail schedule. |
| Section 10. | Compensation. |
| Section 11. | [Emergency clause.] |

The city of Brookings ordains as follows:

Section 1. Creation of office of clerk of the municipal court. There is hereby created the office of clerk of the municipal court for the city of Brookings.

Section 2. Records of the municipal court. It shall be the duty of the clerk of the municipal court to keep and maintain an accurate record of all persons arrested, the disposition by the municipal judge of every charge made against every person arrested, of all fines paid, of all persons incarcerated in the city jail, of all expenditures made by the municipal judge and the clerk, of all bail forfeited or returned, and of all such other matters are customarily recorded by the clerk of a municipal court.

Section 3. **Docket of the municipal court.** It shall be the duty of the clerk to prepare and make available to the municipal judge a reasonable time in advance of every session of the municipal court for the city of Brookings a trial docket setting forth every case to be tried by the municipal judge during such session.

Section 4. **Bail schedule.** The municipal judge is hereby directed to prepare a bail schedule designating the amount of bail which must be posted for the release of any person who is under arrest for the violation of any ordinance of the city of Brookings; and said bail schedule shall be filed with the clerk of the court and be available to all persons authorized to take bail.

Section 5. **Authorization for taking of bail.** The municipal judge, the clerk of the municipal court, the chief of police, and any police officer of the police department are each authorized to take bail from any person arrested for violation of any ordinance of the city of Brookings; provided, however, that in the taking of bail the same shall be done in the manner provided by this ordinance.

Section 6. **Procedure for taking of bail.** No person authorized to take bail shall do so in any place whatsoever other than the office of the clerk of the municipal court. Any person desiring to post bail for either himself or another person shall come to or, if under arrest, be taken to the office of the clerk of the municipal court where the transaction of posting and taking bail shall be performed.

Section 7. **Restrictions on taking of bail.** The authority of the municipal judge and the clerk of the municipal court for the taking of bail extends to any and all times. The authority of the chief of police and any police officer of the police department to take bail is limited and restricted to those hours that he/she is on official duty.

Section 8. Bail receipt. The clerk of the municipal court shall keep and maintain a bail receipt book, and the receipts forms therein shall be number consecutively and be in triplicate. Every person taking bail shall give to the person placing the bail an official receipt therefor; and said receipt shall show the date on which the bail was posted and taken, the name of the party posting the bail, the name of the accused person for whom the bail was posted, the terms upon which the bail is taken, and the amount thereof. The duplicate copy of such receipt shall be kept by the clerk of the municipal court and the triplicate copy thereof shall be furnished to the municipal judge on the day that the accused is to appear for trial.

Section 9. Alteration of bail schedule. The bail schedule provided for herein may be changed or altered from time to time in the sound discretion of the municipal judge.

Section 10. Compensation. The clerk of the municipal court shall receive as compensation for his/her services such remuneration as the council shall determine from time to time.

Section 11. [Emergency clause.]

[Effective November 13, 1951]

ORDINANCE NO. 79-O-320

AN ORDINANCE SETTING PROCEDURES FOR JURY TRIALS;
ADOPTING STATE STATUTE AS CITY ORDINANCES; REPEALING ORD.
59-O-136 [ADOPTED AUGUST 21, 1979]

Sections:

- | | |
|------------|--------------------------------------|
| Section 1. | Conduct of Jury Trials. |
| Section 2. | Adoption of Oregon Revised Statutes. |
| Section 3. | Repeal of Ordinance No. 59-O-136. |
| Section 4. | [Emergency clause.] |

BE IT ORDAINED by the common council of the city of Brookings as follows:

Section 1. Conduct of Jury Trials. All jury trials for violations of city of Brookings ordinances shall be conducted in accordance with the requirements of state law and the requirements of the city of Brookings charter.

Section 2. Adoption of Oregon Revised Statutes. The following section of the Oregon Revised Statutes as they presently exist or are later amended or changed are hereby adopted as ordinances of the city of Brookings. Penalties upon conviction shall be the same as set out in the Oregon Revised Statutes.

- | | |
|-------------|---|
| ORS 162.225 | Definitions for ORS 162.225 to 162.375 |
| ORS 162.245 | Refusing to assist a peace officer |
| ORS 162.255 | Refusing to assist in fire-fighting operations |
| ORS 162.315 | Resisting arrest |
| ORS 163.160 | Fourth degree assault |
| ORS 164.015 | "Theft" described |
| ORS 164.025 | Consolidation of theft offenses; pleading and proof |
| ORS 164.035 | Defenses to theft |
| ORS 164.045 | Theft in the second degree |
| ORS 164.105 | Right of possession |
| ORS 164.115 | Value of stolen property |
| ORS 164.125 | Theft of services |
| ORS 164.805 | Offensive littering |
| ORS 166.025 | Disorderly conduct |

1-320.2

BROOKINGS ORDINANCES

1-320.4

ORS 166.045	Loitering
ORS 166.065	Harassment
ORS 167.207	Possession of less than 1 oz. marijuana

Section 3. Repeal of Ordinance No. 59-O-136. Ordinance No. 59-O-136 is hereby repealed.

Section 4. [Emergency clause.]

[EFFECTIVE AUGUST 21, 1979]

BROOKINGS MUNICIPAL COURT MONTHLY REPORT

FEBRUARY 1996

	BAILS	TRAFFIC	OTHERS	DUII CON	DUII DIV	TOTALS
COLLECTED	<u>\$3,428.00</u>	<u>\$1,857.00</u>	<u>\$651.00</u>	<u>\$474.00</u>	<u>\$226.00</u>	<u>\$6,636.00</u>
FINES	\$106.00	\$966.00	\$269.00	\$360.00	\$20.00	\$1,721.00
COSTS	\$112.50	\$45.00	\$0.00	\$0.00	\$0.00	\$157.50
PA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LEMA	\$3.00	\$20.00	\$13.00	\$5.00	\$0.00	\$41.00
INTX	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$25.00
D.M.V.	\$0.00	\$0.00	\$0.00	\$55.00	\$0.00	\$55.00
M.H.	\$0.00	\$0.00	\$0.00	\$0.00	\$97.00	\$97.00
SA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
COUNTY	\$39.00	\$229.00	\$130.00	\$54.00	\$0.00	\$452.00
ATC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CFAA	\$75.00	\$547.00	\$239.00	\$0.00	\$84.00	\$945.00
REST.	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
DUE CITY						\$1,878.50
REFUND	\$777.50	\$0.00	\$0.00	\$0.00	\$0.00	\$777.50

BUILDING DEPARTMENT ACTIVITIES SUMMARY

For Month of February, 1996


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	\$460.50	\$300.00	\$23.03	\$2,557.00	\$110,824.00	1	\$110,824.00	4	\$361,001.00
2	Single Family Addition	\$221.00	\$137.00	\$11.05	\$0.00	\$33,605.00	6	\$52,445.00	6	\$118,215.00
0	Single Family Garage-Carport	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3	\$25,717.00	2	\$14,773.00
1	Two Family Residential	\$570.50	\$142.00	\$28.53	\$4,252.00	\$154,370.00	1	\$154,370.00	1	\$129,362.00
2	Multi-Family Residential Apts	\$3,663.50	\$2,381.00	\$183.18	\$55,434.00	\$1,362,885.00	3	\$1,487,885.00	0	\$0.00
1	Commercial New	\$555.50	\$361.00	\$27.78	\$11,116.00	\$148,601.00	1	\$148,601.00	1	\$44,455.00
2	Commercial Addition-Change	\$172.50	\$60.00	\$8.63	\$0.00	\$11,654.76	3	\$16,654.76	5	\$43,966.00
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	1	\$7,000.00
0	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$0.00	1	\$0.00
2	Misc.-Retaining Wall-Fence	\$40.00	\$0.00	\$2.00	\$0.00	\$500.00	4	\$9,500.00	0	\$0.00
14	Total Building Permits	\$5,683.50	\$3,381.00	\$284.18	\$73,359.00	\$1,822,439.76	23	\$2,005,996.76	21	\$718,772.00
6	Mechanical Permits	\$430.50	N/A	\$21.53		N/A	7	N/A	4	N/A
4	Plumbing Permits	\$190.40		\$9.52	\$0.00	N/A	5	N/A	11	N/A
0	Manufactured Home Permits	\$0.00		\$0.00	\$0.00	N/A	1	N/A	0	N/A
21	TOTAL PERMITS	\$6,304.40	\$3,381.00	\$315.22	\$73,359.00	\$1,822,439.76	36	\$2,005,996.76	36	\$718,772.00

During the Month of February, 1996, permits were issued for 32.2 new sewer connections. The City of Brookings now has 484.41 EDU Units connected to the Brookings Wastewater System.

Memorandum

TO: Mayor, City Council

FROM: Leo Lightle, Community Development Director *LLD*

THROUGH: Tom Weldon, City Manager *Tom* 

SUBJECT: March 7, 1996 Department of Environmental Quality (DEQ) review of the Harbor Sanitary Facility Report on building a Harbor Sanitary District Wastewater Treatment Plant

DATE: March 11, 1996

The meeting was attended by four (4) members of DEQ which included their Regional Managers. I represented the City of Brookings; the Harbor Sanitary District had representatives; and the Port of Brookings-Harbor had a representative in attendance.

The discussion was not limited to the Harbor Sanitary District Facility Report but also the Brookings Treatment Facility.

- Harbor Sanitary District Wastewater Treatment Facility Report

DEQ review found that the most cost effective environmentally sound project was the Brookings Plant expansion.

Inasmuch as the Brookings Plan is the most cost effective plan, grants would not be available for a Harbor Sanitary Treatment Facility.

DEQ would allow Harbor to build a second plant. It would take Harbor at least five (5) years to get their plant on-line.

If Harbor built their plant, their customers would pay 100% of the construction costs, estimated at \$9.5 million. If Harbor participated in the Brookings Plant expansion, they could pay a portion of the \$9.6 million expansion.

There is the possibility that Harbor Sanitary District could get a grant on their portion of the Brookings plant expansion expense. There was some discussion that they might be able to pass a bond issue for their portion of the expansion, thereby reducing the total cost and making the remaining bond expense more palatable to the Brookings voters.

Brookings is not eligible for a grant for plant expansion because our average income level exceeds grant parameters. It was also pointed out that even if Harbor built their own plant that the sludge management improvements for the City of Brookings still needed to be built.

There was a significant issue brought up concerning the existing Wastewater Facility in that DEQ

Memo to City Council
RE: March 7, 1996 meeting with DEQ
Dated March 11, 1996 Page 2

has said they will not approve anymore sewer main construction unless they receive a written statement that the city has capacity to serve all of the newly created lots. We cannot make that statement. We are asking for a written statement to clarify the issue and to determine if there is any flexibility.

We were informed that on our latest violation that EPA (Environmental Protection Agency) has picked up on the violation and we can expect a fine being issued.

We will meet with DEQ sometime in mid-April to begin negotiations on the Mutual Agreement and Orders.

We will update the Council as soon as we receive more information.

EOM