

MINUTES
BROOKINGS COMMON COUNCIL
CITY OF BROOKINGS
March 8, 1983
7:00 p.m.

I. CALL TO ORDER

Mayor Kerr called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Present: Mayor Bob Kerr, Councilman Ray Nidiffer, John Geraghty, Walt Lovejoy,

Council Absent: Vice Mayor Gil Batty

City Recorder announced a quorum was present in which to conduct business.

Staff Present: City Manager Lynn Stuart, City Attorney John Coutrakon, Administrative Assistant Georgia Shirilla, City Recorder/Treasurer Naomi Bradfield, City Engineer, Steve Major.

Media Present: Bob Rodriguez, Curry Coastal Pilot and Marge Barrett, KURY Radio.

IV. CEREMONIES/APPOINTMENTS

None

V. MINUTES FOR APPROVAL/ACCEPTANCE

A. Approval of Council Minutes

1. There was a MOTION by Councilman Nidiffer, seconded by Councilman Lovejoy, to approve the February 8, 1983, Regular Council Meeting Minutes; motion carried unanimously.

B. Approval of Contract Review Board Minutes

1. There was a MOTION by Councilman Lovejoy, seconded by Councilman Nidiffer, to approve the Contract Review Board Minutes of February 22, 1983; motion carried unanimously.

C. Acceptance of Commission Minutes

1. There was a MOTION by Councilman Nidiffer, seconded by Councilman Geraghty, to accept the January 18, 1983 Minutes of the Planning Commission meeting; motion carried unanimously.

VI. SCHEDULED PUBLIC APPEARANCES

None

VII. COMMUNICATIONS/ANNOUNCEMENTS

A. Mayor Announcements

1. Mayor Kerr announced that he had attended the Oregon Coastal Zone Management Association Workshop in the City of Florence. He indicated that he had turned the information over to the City Manager.

He briefed the audience on the activities conducted at the OCZMA workshop.

B. Council Announcements

None

C. Manager Announcements

1. LUBA Findings (Hewitt vs Anderson)

Mr. Stuart indicated that the Larry Anderson development, known as as Harris Beach PUD, has been approved by the City Council and subsequently the approval was appealed to the Land Use Board of Appeals. LUBA has remanded the decision back to the City Council for further findings and the findings were presented to the City Council. City Attorney, John Coutrakon indicated that all parties interested in the appeal had been notified of this Council Meeting and the proposed adoption of these findings.

Mr. Stuart indicated that he had been in conversation with Mr. Anderson and Mr. Anderson's attorney, Jim Gardner, who were in attendance at the meeting. Mr. Gardner entered for the record the fact that Mr. Anderson had no objections to the adoption of the proposed findings as presented. There was a MOTION by Councilman Lovejoy, seconded by Councilman Nidiffer, to accept the findings on Zoning Case Z-82-1 Larry Anderson and Harris Beach Properties, Tax Lot 101, Map 40-14-36 as presented; motion carried unanimously.

City Attorney John Coutrakon indicated that he would request the City Council ratify the zoning which was originally approved.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Nidiffer, that based upon the accepted findings, the previous zoning be ratified; motion carried unanimously.

2. Oceanview Mobile Estates Report

Mr. Stuart indicated that on February 28, 1983, a meeting was held before the Curry County Commissioners at which time all interested parties were allowed to testify regarding a potential health hazard of the Oceanview Mobile Estates as it relates to the Harbor Sanitary District and the City of Brookings Regional Wastewater Facility. Testimony given at that hearing reflected the City Councils' action indicating that the problem that existed at Oceanview Mobile Estates was a problem of an individual property owner and was not the responsibility of a municipality to resolve. This was an informational report and no action was requested.

3. Beachcomber Festival Request

Mr. Stuart outlined, for the City Council, the proposed activities of the 10th annual Beachcombers Festival to be held March 19 and 20, at the Azalea Middle School. Ms. Pat Cropper, Festival Chairman, has requested the use of the Samari Sword presently being displayed in the Brookings Police Department Offices. The Beachcombers Festival Chairman has requested that the Samari Sword be placed on display

and would be safeguarded by the Beachcombers Festival Committee.

There was an indication from the City Council that they had no objections of the Samari Sword being displayed at the Beachcombers Festival with the understanding that the Festival Committee would retain full responsibility of the safeguard of the Samari Sword.

4. CDBG Revolving Loan Fund Proposal

Mr. Stuart outlined for the City Council the availability of Community Development Block Grant monies not to exceed \$600,000 per project. Mr. Stuart requested the Councils' direction regarding the feasibility of the City applying for a portion of one of these grants in combination with the Coos-Curry-Douglas Business Development Corporation for the purposes of developing a revolving loan fund.

Following a brief discussion the City Staff was directed to pursue the feasibility of applying for Community Development Block Grant Funds for the purposes of creating a revolving loan fund here in the City of Brookings.

5. Proposed Revision to Zoning Ordinance, Commercial Tourist Zone

Administrative Assistant, Georgia Shirilla, outlined for the City Council the proposed amendment to the zoning ordinance allowing single dwellings for security purposes within the Commercial Tourist Zone. There was an expression by the City Council of concern regarding allowing residential uses within the Commercial Tourist Zone, however, since this was not the intention of the Ordinance, the City Staff was directed to insure that it would be utilized specifically for the purposes of security activities.

At this point, Mayor Kerr directed the City Recorder to read Ordinance No. 372 into the record. Following the reading of the Ordinance there was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty to adopt Ordinance No. 372 at its first reading; motion carried unanimously. Mayor Kerr announced the unanimous vote and directed the City Recorder to read Ordinance No. 372 by title only, following this reading, there was a MOTION by Councilman Geraghty, seconded by Councilman Lovejoy, to adopt Ordinance No. 372; motion carried unanimously.

6. Comprehensive Plan-Certificate of Acknowledgment (Glen Hale)

Mr. Stuart indicated that Mr. Hale would be late due to a meeting he was attending at Gold Beach. Mayor Kerr indicated that we would set this item aside until Mr. Hale arrived.

7. Planning Commission Review/Preview

Administrative Assistant, Georgia Shirilla, outlined for the City Council the activities at the preceding Planning Commission Meeting and outlined for the City Council activities that were coming up before the Planning Commission at the March meeting.

D. Attorney Announcements

None

E. Engineer Announcements

City Engineer, Steve Major, outlined for the City Council the activities presently being pursued by the Public Works Department in correcting inflow problems on our wastewater collection facility. The primary area of focus is in the intersection of Oak Street and U.S. 101. Substantial progress is being made in the correction of the inflow connections.

VIII. CALL FOR BIDS

1. Fire Department Equipment

Mr. Stuart outlined for the City Council the request for the authority to call for bids on equipment in the Fire Department to bring the department equipment to a status quo. The equipment list is as follows:

400 feet of 1 3/4 inch hose	\$ 850.00
900 feet of 3 inch hose	3,600.00
2 - 1 1/2 inch nozzles	600.00
2-- 2 1/2 inch playpipes	1,225.00
4 - self contained breathing aparatus	3,024.00
5 - air cylinders	1,024.00
1 - 3500 Watt generator	1,800.00
14 - fire fighter coats	2,128.00
14 - pair of boots	735.00
1 - telelite	806.00
	<hr/>
Total Estimated Cost	\$ 15,792.00

Mr. Stuart indicated that the total estimated value of the equipment was \$15,792.00. Funds available to purchase this equipment will come from the dollars transferred from the Building and Planning Department to the Fire Department, totalling \$10,350. and from account 01-04-214 in an amount totalling \$340.00 and from account 01-02-215, totalling \$2,100.00.

If the Council authorized the Call for Bid, Bid Call will be mailed March 8, 1983 with bid openings set for 10:00 a.m. April 8, 1983. Council review of bid tabulation would be at the April 12, 1983 Council Meeting.

Building Fire and Safety Officer, Marshall Ferg, and volunteer Fire Chief, Tom Kerr, were in the audience. Mr. Ferg made a brief presentation to the Council regarding the need for the equipment and the appreciation that the volunteer Fire Department has for the Council's support in their activity.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Geraghty, to authorize the City Staff to request bids as presented; motion carried unanimously.

IX. REPORT ON BIDS

1. Tennis Court Construction

City Engineer, Steve Major, outlined for the City Council the bid tabulation accumulated at a bid opening at 2:00 p.m. March 8, 1983. Three bids were received as follows:

Tidewater Contractors, Inc.	\$43,152.34
M & F Building Company	47,017.00
Redwood Empire Aggregates	71,055.60
Engineer's Estimate	48,500.00

City Engineer, Steve Major, indicated to the City Council since the low bid from Tidewater Contractors, Inc. was within the Engineer's estimate, the Staff recommended the City Council award the bid to Tidewater Contractors, Inc. Mr. Stuart indicated to the City Council that funds were available in the Parks and Recreation Budget. Total Budgeted amount of \$54,540.00.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Geraghty, to award the contract to Tidewater Contractors, Inc. in an amount totalling \$43,152.34; motion carried unanimously.

City Engineer, Steve Major, indicated that the construction completion date was targeted for June in 1983.

X. ORDINANCES

1. Ordinance No. 372

See Agenda Item VII.C.5

XI. RESOLUTIONS

None

XII. UNSCHEDULED PUBLIC APPEARANCES

Mayor Kerr indicated that this Agenda Item was for anyone in the audience wishing to make comments to the City Council that were not previously scheduled; no response.

XIII. PAYMENT OF VOUCHERS

There was MOTION by Councilman Nidiffer, seconded by Councilman Lovejoy, to approve Vouchers totalling \$19,454.43; motion carried unanimously.

XIV. ADJOURNMENT

The meeting was officially adjourned at 7:40 p.m.

Mayor Kerr announced that the Budget Committee Meeting was scheduled to be started at 8:00 p.m. and that there would be a brief recess.

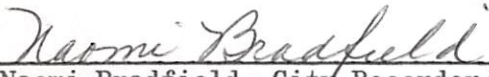
The Budget Committee Meeting was recessed at 9:30 p.m. and the City Council was presented with the Certificate of Acknowledgment for their Comprehensive Plan. This presentation was made by Mr. Glen Hale of the Department of Land

Conservation and Development. Mr. Hale indicated that he sincerely appreciated the City of Brookings approach to the Comprehensive Planning Process and specifically expressed his appreciation for the work performed by the City Staff.



Mayor Bob Kerr

ATTEST:



Naomi Bradfield, City Recorder/Treasurer

VOUCHERS PAYABLE

March 8, 1983

Vouchered in February - Payable in March

<u>VOUCHER NO.</u>	<u>CHECK NO.</u>	<u>VENDOR</u>	<u>AMOUNT</u>
1538	5999	A & W DRIVE-IN	\$ 19.95
1510	6000	HARRY N. ABRAMS, INC.	58.00
1453	6085	AMERICAN LIBRARY ASSOCIATION	40.00
1492, 1507	6002	AMERICAN SCIENTIFIC PRODUCTS	44.63
1493	6003	ANDREASON'S NURSERY	25.00
1526	6004	BEN ARNDT	13.84
1444	6005	BAKER & TAYLOR	39.70
1555	6006	BECCO, INC.	317.00
1473	6007	BLUE STAR GAS	142.29
1503	6008	BRITE SPOT JANITORIAL	175.00
1469, 1494	6009	BRODART, INC.	128.79
1473, 1544	6010	BROOKINGS OFFICE SUPPLY	542.30
1456	6011	BROOKINGS PAINT & FLOOR COVERING	488.72
1537	6012	BROOKINGS SANITARY SERVICE	55.00
1471, 1478, 1499, 1531, 1547	6013	BROOKINGS SUPPLY, INC.	449.38
1535	6014	BROOKINGS VOLUNTEER FIREFIGHTERS ASSOCIATION	905.00
1524	6015	GOLDIA BROWN	11.71
1463	6016	LARRY CASS	14.80
1465	6017	CHETCO REXALL DRUGS, INC.	7.98
1446	6018	COAST TO COAST	14.88
1508	6019	COLUMBIA EQUIPMENT, INC.	100.65
1527	6020	JERRY CONANT JANITORIAL	475.00
1519	6021	MICHAEL COOPER	7.95
1528	6022	COUTRAKON, HOSELTON & BABIN	2,855.40
1515	6023	THE CRAFTY BOOKSTORE	10.33
1552	6024	CURRY COASTAL PILOT	101.91
1484	6026	DAILY JOURNAL OF COMMERCE	146.25
1441, 1530	6025	DAN'S PHOTO & CAMERA	33.79
1447	6027	DEL-CUR SUPPLY	9.55
1472	6028	DICK'S CHETCO SAW SHOP	12.49
1516	6029	SAM DOTSON	9.84
1474	6030	DOYLE ELECTRIC	1,091.86
1443	6031	V.W. EIMICKE ASSOCIATES, INC.	49.29
1480	6032	EXECUTIVE DEPT. - EXECUTIVE BUILDING	300.00
1521	6033	CURTIS FOX	19.31
1460	6034	FRANK'S OFFICE EQUIPMENT	24.30
1542	6035	FREEMAN ROCK ENTERPRISES	786.19
1533	6036	GRANTS PASS WATER LABORATORY	26.00
1534	6037	GREYHOUND BUS LINES	14.50
1445	6039	HANSCAM'S CENTER	37.19
1551	6040	HUBBARDS LAWN & GARDEN CENTER	9.50
1481	6041	INTERNATIONAL CITY MANAGEMENT ASSOC.	72.75
1488	6042	JP ELECTRONICS	8.75
1486	6043	JOHN'S STARTER & ALTERNATOR SERVICE	97.31
1500, 1541, 1550	6044	KERR ACE HARDWARE	191.44
1439, 1476, 1497, 1512, 1549	6045	LITRELL PARTS	392.43
1504	6046	WALT LOVEJOY	40.00
1522	6047	CAMERON LYNN	13.47

<u>VOUCHER NO.</u>	<u>CHECK NO.</u>	<u>VENDOR</u>	<u>AMOUNT</u>
1540	6038	HGE, INC.	2,010.00
1452, 1459, 1470, 1495, 1505	6048	MORY'S ARTS	221.71
1546	6049	MULTNOMAH COUNTY	47.08
1501	6050	NAVAL INSTITUTE PRESS	17.76
1483	6051	NUDELMAN BROTHERS	458.30
1536	6052	OCZMA, INC.	300.00
1477	6053	OK TIRE CENTER	20.00
1461, 1462, 1487	6054	O'NEALE SUPPLY, INC.	174.15
1490	6055	THE OREGONIAN	7.50
1454	6056	OREGON MAGAZINE	15.00
1482	6057	OREGON MAYORS ASSOCIATION	12.50
1517	6058	KENT OWENS	12.22
1514	6059	PACIFIC WATER WORKS SUPPLY CO.	365.80
1455	6060	PARAMOUNT PEST CONTROL, INC.	17.00
1467	6062	PENNWALT CORPORATION	1,273.88
1525	6061	SHIRLEE PENDLETON	10.24
1511	6063	PETTY CASH	44.16
1451, 1458	6064	PITNEY BOWES	237.00
1464	6065	PORTLAND ELECTRIC and PLUMBING CO.	18.09
1449	6066	PUBLISHER'S CENTRAL BUREAU	43.44
1509	6067	QUALITY ROOF TRUSS	80.00
1442, 1554	6068	RAY S SENTRY MARKET	102.31
1520	6069	GERALD RISTE	13.97
1518	6070	WAYNE SHEFFEL	12.00
1545	6071	SIMMONS SUPPLY CO.	60.00
1440	6072	CECIL SMITH	24.32
1539	6086	SOUTH COAST LUMBER CO.	68.85
1529, 1548	6073	SQUARE DEAL BUILDER S SUPPLY	139.24
1498	6074	STAMPER'S J & J TIRE	8.80
1543	6075	STEINER CORPORATION	255.39
1457	6076	OSCAR B. STISKIN	144.00
1466	6077	TIDEWATER CONTRACTORS, INC.	436.62
1491	6078	UNITED STATES LEASING CORP.	200.00
1532	6080	US POSTMASTER	100.00
1523	6081	DONNA VAN NEST	12.50
1450	6082	WATSON-GUPTILL PUBLICATIONS	48.51
1489, 1553	6083	WILSON TIRE SERVICE, INC.	1,747.34
		Sub-Total	\$ 19,191.10
		UNITED STATES NATIONAL BANK	263.33
		TOTAL	<u>\$ 19,454.43</u>

FINDINGS AND ORDER OF THE
BROOKINGS CITY COUNCIL
FOR THE MEETING OF March 8, 1983

With the adoption of these Findings of Fact and
Conclusions as presented, the application herein
is so ordered as of the date of signature.

Z-82-1, Larry Anderson and Harris

Beach Properties

T.L. 101, Map 40-14-36

March 14, 1983
Date

Bob Kerr
Mayor Bob Kerr

Naomi Bradford
Naomi Bradford, City Recorder

BROOKINGS CITY COUNCIL
FINDINGS DOCUMENT
Z-82-1

Application Z-82-1 is for a zone change from Residential Low-Density (R-LD) to Residential Low-Density with a Planned Development Overlay (R-LD/PD) classification for a parcel of land described as a portion of Tax Lot 101, Map 40-14-36. The parcel, known as Phase I of the Harris Beach PUD, is shown on the attached Plan, marked Attachment "A".

- 1) Brookings Comprehensive Plan
- 2) Statewide Planning Goals
- 3) Zoning Ordinance No. 216, as amended and City Standards and Specifications
- 4) Agreement between Larry Anderson et al, Ed and Marilyn Hewitt South Coast Lumber Company and the City of Brookings dated October 14, 1981.
- 5) Annexation Regulations

FINDINGS OF FACT

- 1) Brookings Comprehensive Plan
 - A. The subject property is designated for residential use in the Brookings Comprehensive Plan.
 - B. It is City policy to "give consideration to alternative residential construction both in form and layout, for such reasons as aesthetic, energy conservation, lessened development costs, and provision of more usable open space."
(Brookings Comprehensive Plan, Page 10-4)
 - C. The applicant, Larry Anderson and Harris Beach Properties, Inc., owns said tax lot 101, located in the City of Brookings, Curry County, Oregon. Said tax lot is situated on the east side and abutts Highway 101 and forms the northerly boundary of said City.

FINDINGS, Comprehensive Plan (continued)

- D. Applicant proposes the PUD to consist of residential cluster unit development with commonly owned areas and commonly owned and maintained utility lines to a point where the utility lines enter dedicated streets of the City of Brookings. Said common grounds and utilities would be operated under a homeowners' association.
- E. Applicant proposes Phase I of the PUD to encompass approximately 10 acres with the balance of 13 acres to be proposed later in Phase II and III of the development process. Phase I would include the construction of 54 dwelling units and a clubhouse.
- F. The subject property, Phase I, is presently vacant and unimproved and the topography ranges from flat surfaces to sloping hillside areas of an elevation of approximately 275 feet.
- G. Adjacent property to the north is under the jurisdiction of Curry County and is presently zoned residential and is designated for residential use under the pending Curry County Comprehensive Plan. Property to the east is the remaining land in tax lot 101; and the adjacent property to the south is the Harris Beach State Park.
- H. The dwelling units to be constructed during Phase I have been sited to respond to the conditions dictated by the topography and natural plant life of the property. The applicant is attempting to preserve the beautiful view inherent of this land without disrupting the natural greenery. The units have been clustered in small groups to enhance the privacy of the people while bringing them closer to green open spaces provided by common areas and the neighboring Park.

FINDINGS, Comprehensive Plan (continued)

- I. The City Engineer has reviewed and approved all street, utility and storm sewer plans and specifications and has deemed them adequate for the proposed population.
- J. The plans have been reviewed by the appropriate governmental agencies and utility companies. Recommendations and objections, if any, have been incorporated and/or resolved.
- K. Public hearings and meetings have been posted and held in accordance with Oregon Revised Statutes and City ordinances. Objections to this proposal were limited to one adjacent landowner and a landowner in the local vicinity. Their objections revolve around the location of the road designed to intersect with E. Harris Heights Road (Seacrest Lane).
- L. This request does not conflict with any inventoried resources.
- M. The applicant's commitment to development should generate considerable new capital to the immediate area.
- N. "All Public Works construction to serve newly-developed areas will be on the "Pay as you go" policy with developers designing constructing new facilities in accordance with the City Standard Detail and Specifications adopted September 1981." (Comp. Plan, Page 11-4). This development will improve the feasibility of extending utilities to surrounding properties on a cost-sharing basis in the future.

2) Statewide Planning Goals

- A. The Brookings Comprehensive Plan was acknowledged by the Oregon Land Conservation and Development Commission (Goals 1-14) on the 27th day of January 1983.
- B. Statewide Planning Goals 15-19 are not applicable to this inland, residential development.

FINDINGS, (continued)

3) Zoning Ordinance No. 216 as amended and City Standards and Specifications.

- A. The dwelling unit density of Phase I is approximately 5.4 dwelling units per acre. In a residential low-density district, the City's ordinance provides for 7.3 units per acre if the lots are served with public water and sewer.
- B. The maximum height of the dwelling units will be 24 ft. The City's R-LD zone allows a maximum height of 25 ft.
- C. Each unit will have facilities for 2 enclosed parking spaces and, in most cases 2 uncovered spaces. In no case will there be less than 3 parking spaces for each unit.
- D. The dwelling units are nestled in the trees and rock formations. These physical features serve as natural, visual barriers from the other dwelling-unit clusters and surrounding properties.
- E. Harris Beach PUD would be served electrical energy by Coos-Curry Electrical Cooperative whose main transmission line runs along the westerly boundary of the subject property.
- F. Water: Subject property is proposed to be served with water from the City of Brookings system by connection to the City's 6-inch line at the Northeast corner of Highway 101 and Park-view Drive with 2,700 feet of 12-inch ductible iron for asbesto cement pipe laid Northward along Highway 101 to its intersection with Glenwood Drive. The 12-inch line will continue northeast through the proposed PUD to East Harris Heights Road where it will terminate. Temporary

FINDINGS, Zoning Ordinance No. 216. . . (continued)

(water)

75,000 gallon steel reservoir will be provided along with a site for said reservoir within the PUD. Said reservoir will remain in service until the City constructs a permanent 2.5 Million gallon reservoir as called for in the City of Brookings Comprehensive Plan.

Building units below 230 feet elevation will be served directly from the City's low pressure water system. Building units above 230 feet elevation will be on a high pressure system where pressure is increased by a pump station which will supply 40 PSI at the highest building unit at 275 feet. Said pump station is to be fully automatic.

All water system improvements described above to be constructed at the applicant's expense and to meet all applicable City standards of the Oregon Health Division. The applicant shall provide all required easements to the City.

All water meter shall be placed at the applicant's expense in conformance with the City of Brookings specifications and regulations.

G. Sewer:

The subject property will be served by the City of Brookings sewer system. All major 8 inch or larger collector lines will be placed in dedicated streets or in 20-foot easements provided to the City. All 6-inch laterals to units will be placed on PUD common ground and maintenance will be by the homeowners' association.

FINDINGS, Zoning Ordinance No. 216. . . (continued)

(sewer)

A sewage lift station will be constructed near Highway 101 and Glenwood on a property easement to be supplied by the applicant. Said station shall consist of two pumps with capacity to run alternately or together depending on the requirements. All pumps shall be automatically controlled. The installation will include an automatic, diesel-powered generator sufficient to operate one pump in an emergency. The entire package shall be placed within a block building.

2,500 feet of asbestos cement pipe for sewer shall be laid on the East side of Highway 101 to connect the above-described pump station with the City sanitary sewer at the manhole located at Parkview Drive.

All sewer system improvements to be at applicant's expense and shall meet all City of Brookings standards and standards of the Department of Environmental Quality.

H. Streets:

All proposed streets within the project will have 50-foot right of ways. On May 20, 1982, the Brookings Planning Commission granted street-width variances to the applicant for the development as follows:

Arch Lane - 28-foot width - parking on one side
Glenwood Drive - 36-foot width - parking on both sides

All streets will be graded to City standards and paved with asphaltic concrete with curbs installed and a 5-foot sidewalk installed on one side. All proposed streets within the development would be constructed to the City of Brookings standards and dedicated to the City of Brookings upon City acceptance.

FINDINGS, Zoning Ordinance No. 216. . . (continued)

(streets)

Seacrest Lane and Arch Lane with utility lines therein will be fully constructed during Phase I of the project. Glenwood Drive will be constructed in Phase I to the point of its intersection with Seacrest Lane.

Glenwood Drive would be completed with all utilities placed therein during Phase II of the development with a temporary turn around at its eastern end.

Driveways and combined driveways to multiple units are to be paved and be 20 feet in width. The driveways will remain private and maintained by the homeowners association.

A cul-de-sac at the end of Arch Lane will have a 100-foot right of way diameter and the street patterns set out within the development allows each building unit to have close proximity to a driveway of its own or of another unit. Fire hydrants are to be placed at 500 foot intervals within the development.

The street plan specifications of the applicant have been approved by the City Engineer and deemed sufficient for anticipated traffic in the PUD and adjacent area. Sufficient access is planned for emergency vehicles and services.

I. Storm Water:

A storm sewer system will be constructed on the subject property at applicants expense to transfer surface water from dedicated streets into a 25,000 cubic foot detention pond at the southwest corner of the subject property. The flow regulator will be placed in the pond's outlet which will allow no more than

FINDINGS, Zoning Ordinance No. 216. . . (continued)

(storm water)

4.4 cubic feet per second flow into the Oregon State Highway Department ditch along Highway 101. Said system has been reviewed and approved by the State Highway Department. Said system will be dedicated to the City of Brookings upon approval and completion of all easements necessary therefore.

- J. Applicant will acquire all necessary pipeline permits from the State of Oregon.
- K. There is no commercial or industrial development proposed within the PUD on the subject property.
- L. Applicant states that Phase I of the project as to on site improvements including road, utilities and sidewalks would be completed within one year from the start of construction and building units completed within two years from start of construction.
- M. The City Engineer for the City of Brookings has reviewed and approved all street, utility and storm sewer plans and specifications and has deemed them adequate for the proposed population densities within the development and will not create major problems outside the development.

4) Agreement between Larry Anderson et al, Ed and Marilyn Hewitt, South Coast Lumber Company and the City of Brookings dated October 14, 1981.

- A. Applicant has dedicated a 28-foot wide corridor of the subject property along the northerly boundary to the City for road right of purposes pursuant to the above-referenced agreement, a copy of which is attached and marked Exhibit "B".
- B. The applicant has designed access through Harris Beach PUD to East Harris Heights Road (Seaview Lane). The road must

FINDINGS, Agreement. . . (continued)

be constructed in accordance with the engineering plans prior to the City's acknowledgment that the road meets the criteria outlined in the above-referenced agreement.

B. Mr. Hewitt and his legal representative, through written and oral testimony have expressed Mr. Hewitt's disagreement that the proposed road meets the definition of a "sufficient substitute".

C. The release and extinguishment of the 56-foot easement from the northwest corner of Harris Beach PUD to the southeast corner of Mr. Hewitt's property will not occur until all parties to the agreement agree that a "sufficient substitute" has been provided, including the construction thereof.

5) Annexation Regulations

During the hearing process for the subject application, annexation of a 40-foot strip of land was required to extend jurisdiction of the City to the northerly boundary of T.L. 101. Annexation of the 40-foot strip of land has been completed eliminating this condition of approval.

CONCLUSIONS

The Brookings City Council makes the following conclusions based upon the above findings:

1. Consistency with the Brookings Comprehensive Plan

Development of the subject property, as proposed by a PD overlay is consistent with its designation for residential use in the City's Plan (Findings 1)A.-N.).

CONCLUSIONS (continued)

2) Consistency with the Statewide Planning Goals

As indicated under Findings 2)A. and B., Statewide Planning Goals have been met.

3) Conformance to Zoning Ordinance No. 216 as amended and City Standards and Specifications.

A. The subject property and the proposed PUD have special physical conditions and objectives which the Planned Development Overlay will satisfy. (Findings 1)D. & H. and 3)D.)

B. The subject proposal is consistent with the Comprehensive Plan and the zoning objectives of the City. (Conclusion 1 and Findings 3)A. - M.)

C. The area around the development can be planned to be in substantial harmony with the proposed plan. (Findings 1)E., G., J, K & N and 3)D.)

D. There is no commercial or industrial development proposed within the PUD on the subject property.

E. The streets within and outside the planned development are adequate to support the anticipated traffic. (Findings 3)H. & M).

F. The proposed utility and drainage facilities are adequate for the population densities and type of development proposed and will not create major problems outside the planned area. (Findings 1)N and 3)D., F., G., I., & M.)

G. The plan can be completed within a reasonable period of time. (Findings 3)L.)

4) Agreement between Larry Anderson et al, Ed and Marilyn Hewitt, South Coast Lumber Company and the City of Brookings dated October 14, 1981.

CONCLUSIONS, Agreement. . . (continued)

While the Agreement affects the use of the subject property in part, it was concluded that a decision on the application was not dependent on the resolution and/or satisfaction of said Agreement. (Findings 4) A. - C.)

5) Annexation Regulations

The annexation requirement has been satisfied. (Findings 5))

Based on the findings and overall conclusions, the Brookings City Council approved application Z-82-1 subject to the following stipulations:

1. No construction on units relative to 28' R/W until abandonment is completed in accordance with the Agreement dated October 14, 1981. (clarify note on Final Plan)
 2. Submittal and approval of "as constructed" Final Plan following construction of off-site improvements in accordance with the City of Brookings Standard Details and Specifications and approved engineering plans.
 3. Completion of Annexation - North 40' of project. SATISFIED
 4. Reference to July 19, 1982 letter should be removed and noted applied directly to Final Plan.
 5. Final Plan shall have all surveyors data, corrected curve data, lengths of tangents and all final easements shown, noted and dedicated.
 6. Note on Sheet 5803 on Engineering Plans shall have "water meter will be provided by City" deleted.
-

MINUTES
BUDGET COMMITTEE MEETING
March 8, 1983
8:00 p.m.

1. CALL TO ORDER

Budget Committee Chairman reconvened the Budget Committee Hearing of the Budget Committee at 8:00 p.m.

Budget Committee Present: Chairman Don Croucher, Secretary Ron Smith, Committeeman Al Flanigan, and Bill Hansen.

Council Present: Mayor Bob Kerr, Councilman Ray Nidiffer, Walt Lovejoy, and John Geraghty.

Committeemen Absent: Cal Adkisson

Council Absent: Vice Mayor Gil Batty

Staff Present: City Manager Lynn Stuart, City Recorder/Treasurer, Naomi Bradfield, Administrative Assistant Georgia Shirilla, Police Chief Sam Dotson, Lt. Kent Owens, Dispatcher Cam Lynn, Assistant Public Works Supervisor, Dennis Barlow, Librarian Ann Hicks, Volunteer Fire Chief, Tom Kerr, Building and Fire Safety Officer Marshall Ferg and Parks and Recreation Coordinator Jeanne Russ.

Chairman Croucher reconvened the meeting at 8:00 p.m.

Chairman Croucher asked if all members of the committee had reviewed the minutes of the March 3, 1983 Budget Committee Meeting. There was a MOTION by Committeeman Smith, seconded by Councilman Nidiffer, to approve the March 3, 1983 Budget Committee Meeting Minutes; motion carried unanimously.

Chairman Croucher requested Mr. Stuart to outline for the Budget Committee the proposed swimming pool revenue changes. Mr. Stuart outlined for the committee the present rate structure and the proposed rate structure, which included an increase involving a charge for outside the City users. This reflected approximately a \$2,000. per year increase in revenues. Following a brief discussion, there was a MOTION by Mayor Bob Kerr, seconded by Committeeman Ron Smith, to increase the fees at the swimming pool by 10% across the board including the schools' user fee; motion carried unanimously.

There was a discussion regarding the creation of reserve funds in this difficult economy. It was defined that primarily the reason for creating reserve funds now was two-fold:

1. The City, in past years, has not been specifically definitive on the availability of funds.
2. This year the City does have knowledge of its fiscal programs and we must be starting soon, due to the fact that fire equipment is well over 2 decades in age as well as water and wastewater treatment facilities must be added to or improved by the year 1990. If, in fact, the reserve funds are not feasible, we are simply off-setting the inevitable.

There was a discussion regarding the Library Fund and why the Library Fund was decreased. It was pointed out that the County stopped all support of the Library activities in fiscal 1983-84. There was a discussion regarding the application of the Louis Eldon Morgan monies to bring the Library services up to the level presently existing.

Following a lengthy discussion, there was a MOTION by Committeeman Hansen, seconded by Councilman Geraghty, to authorize the City Council to utilize the Louis Eldon Morgan Monies to maintain the Library Fund at fiscal 1982-83 levels, assuming the funds are available; motion carried unanimously.

The Budget Committee then reviewed the line item budgets on a department by department basis.

JUDICIAL DIVISION

Increase in salaries due to changing part-time to full time clerk. The Chamber of Commerce line item expenditure was to remain in place that the Chamber of Commerce did not expend the funds the City Council would put it to the proper use.

ADMINISTRATIVE DIVISION

Mr. Stuart outlined the proposals for leasing computer equipment. There was a discussion regarding the feasibility of acquiring a Burroughs 9000 machine as compared to other programs. The Budget Committee indicated that the basic approach to computerization was within the realm of possibility, however, prior to the expenditures, the City Council should review, very closely, the actual expenditures to insure cost effectiveness.

FIRE DEPARTMENT

It was pointed out that the Building Officer became the Building and Fire Safety Officer and the only paid position in the Fire Department. In addition, Mr. Stuart outlined the total number of hours put in by the volunteer department.

In addition, there was a discussion regarding the reserve fund for fire equipment and building expansion.

BUILDING AND PLANNING

This division is being done away with since Building went to the Fire Department and Planning went to the Administrative Department.

PARKS AND RECREATION

There was a brief discussion regarding the capital expenditures in the Parks and Recreation Department.

NON-DEPARTMENTAL

The primary discussion revolved around the cost of insurance and the increase of insurance cost. No specific numbers were available, therefore the City Staff was projecting a 25% increase, however, this number would be adjusted in accordance with the actual experience at the time the bill was received.

At 9:30 p.m. Chairman Croucher recessed the meeting for a presentation by Mr. Glen Hale of the Department of Land Conservation and Development.

Chairman Croucher reconvened the meeting at 9:40 p.m. and the Budget Committee continued their department by department review.

STREETS

Mr. Flannigan questioned the expenditure of \$2,000. for uniforms which was indicated for the use by the City's mechanic. There was a comment by Mr. Smith regarding the poor condition of Streets and Mr. Stuart outlined, briefly, the capital improvement program which is projected for future years construction. Committeeman Flannigan requested information regarding the gas tax, the amount to be received and the time of receipt.

Councilman Nidiffer requested information regarding the street construction. Mr. Stuart pointed out that Federal Revenue Sharing Monies in the amount of \$30,000 were being proposed for fiscal year 83-84, for Street construction.

WATER SPECIAL REVENUE FUND

There was a brief discussion regarding the increase in the range for Assistant Public Works Supervisor position and it was pointed out that no over-time will be paid in the event the rate adjustment is made.

Chairman Croucher finished the review of all funds, there was an indication that the bicycle path money totalling \$4,000 should remain in the reserve fund budget for expenditures for the purposes of con-

structing bicycle paths. The City Staff was directed to pursue any grant monies that might be available to assist in leveraging these dollars.

Chairman Croucher asked if there were any further comments regarding the presentation.

Mr. Don Hurd, in the audience, requested the assessed valuation projections that were presented at the previous meeting. Mr. Stuart indicated that the two numbers that were given were:

The present 82-83 assessed valuation of \$111,810,640; and the other number was an estimate of 10% increase to \$122,991,704.

This was purely an estimate and the actual figures would not be known until well into fiscal 83-84.

Library District Chairman, Pauline Olsen, asked about the expenditures in the Louis Eldon Morgan Fund and there was a lengthy discussion with the upshot being the Library Fund would not receive the Louis Eldon Morgan transfers until the guidance received from the Budget Committee at this meeting was fulfilled.


The City Staff was then directed to finalize the approved Budget with the adjustments outlined at this evenings meeting. The Chairman then recessed the Budget Hearing until 6:30 p.m. Tuesday March 15, 1983.

The meeting was recessed at 10:20 p.m.



Don Croucher, Chairman

ATTEST:


Ron Smith, Secretary

MINUTES
BUDGET COMMITTEE MEETING
March 3, 1983
7:35 p.m.

1. CALL TO ORDER

Mayor Kerr called the meeting to order at 7:30 p.m.

Budget Committee Present: Mayor Bob Kerr, Councilman Ray Nidiffer, John Geraghty, Walt Lovejoy, Committee Members Don Croucher, Al Flanigan, Bill Hansen.

Councilmen Absent: Vice Mayor Gil Batty, Committeemen Absent, Cal Adkisson and Ron Smith.

Staff Present: City Manager Lynn Stuart, City Recorder/Treasurer, Naomi Bradfield, Administrative Assistant Georgia Shirilla, Police Chief Sam Dotson, Lt. Kent Owens, Sgt. Donna Van Nest, Dispatcher Cam Lynn, Assistant Public Works Supervisor, Dennis Barlow, Librarian Ann Hicks (arrived approximately 9:00 p.m.), Volunteer Fire Chief, Tom Kerr, Building and Fire Safety officer, Marshall Ferg.

2. BUDGET COMMITTEE SELECTION OF OFFICERS

Mayor Kerr opened nominations for the position of Chairman pursuant to ORS 294.336 paragraph 8. There was a nomination by Committeeman Flanigan, seconded by Committeeman Hansen to appoint Mr. Don Croucher as Chairman. There was a nomination by Committeeman Croucher to appoint Committeeman Ron Smith as Chairman, this nomination died due to a lack of a second. Mayor Kerr requested a vote of acclamation for nominating Don Croucher as Chairman of the Budget Committee; motion carried unanimously.

Mayor Kerr turned the gavel to Chairman Don Croucher who opened nominations for the positions of secretary. There was a nomination by Committeeman Hansen, seconded by Committeeman Flanigan to appoint Ron Smith as Budget Committee Secretary. There was a unanimous vote declaring Committeeman Ron Smith as Secretary.

3. STAFF PRESENTATION

a. State Revenue Sharing

Committee Chairman Croucher turned the meeting to City Manager/Budget Officer, Lynn R. Stuart to present the proposed Budget for Revenue Sharing. Mr. Stuart outlined for the Committee that State Revenue Sharing in Fiscal 1981-82 totaled \$13,653. and in 1982-83 was estimated to be \$16,400. The City Staff was therefore projecting the fiscal 1983-84 Revenue Sharing Totals to be \$16,000 with the proposed expenditures to be totally for salaries in the General Fund.

Mr. Stuart indicated that this was a Public Hearing and requested any

comments from either the audience or the Budget Committee; there being none, Mr. Stuart then proceeded to Item B on the agenda.

b. Federal Revenue Sharing Hearing.

Mr. Stuart indicated that the purpose of this hearing was to take testimony regarding the resource and expenditure from the Federal Revenue Sharing category in accordance with State and Federal Statutes. Mr. Stuart outlined the total revenues from Fiscal 1981-82 of \$113,557 budgeted 1982-83, \$97,660; and proposed 1983-84, \$81,128. Mr. Stuart indicated that the reduced revenues was based upon the City Staff's best estimate of the Revenues to be received. It is proposed that the Federal Revenue Sharing expenditures follow basically the same format as in proceeding years; expending a proposed \$30,000 on street projects; \$20,000 on water projects; \$30,000 on wastewater projects, including infiltration and inflow and maintaining a \$11,128 unappropriated fund balance. Mr. Stuart pointed out that the fund balance could not be tapped without the authority of the City Council during the year. The City is pursuing street and wastewater projects very avidly to resolve some of the difficult situations that exist in that area and we plan to do those projects prior to the end of fiscal 1982-83, however, many additional projects are necessary. He further added that the Economic Development Committee had suggested that possibly an expenditure from the Federal Revenue Sharing Funds could be earmarked for Community or Economic Development.

Mr. Stuart indicated that this was a public hearing in accordance with State and Federal Statutes and requested any direction from the City Council or the audience; there being none, he proceeded to agenda Item C.

c. Budget Presentation

Mr. Stuart outlined for the Budget Committee and the audience the format of the presentation which would include basically the presentation of the Budget message, which was included in the proposed Budget Document distributed to the Budget Committee at this time. Mr. Stuart indicated that it has, in years past, City Staff has assembled and collectively prepared the proposed Budget for presentation to the Budget Committee. The entire Staff has assembled this evening to respond to any questions the Budget Committee might have, however, Mr. Stuart would be making the presentation on behalf of all departments.

Mr. Stuart indicated that the City Staff has taken the approach of three basic criterion for budget preparation.

1. Community Needs
2. Economic Limitations
3. Audit Requirements

Mr. Stuart then proceeded with presenting to the City Council and the Budget Committee the proposed resources projected for fiscal year 1983-84. The primary difference in the General Fund was the exclusion of the Library appropriations in the General Fund. The primary reason for this separation is the potential transfer of the Library from the Department of the City to the newly formed Library District. Mr. Stuart detailed all resources, line item by line item, and summarized for the Budget Committee as follows:

Proposed Resources for Fiscal Year 1983-84

1. General Fund	\$834,187
2. State Tax Street Fund	128,200
3. Water Special Revenue Fund	318,500
4. Wastewater Special Revenue Fund	251,200
5. Bancroft Fund	66,200
6. Debt Service Fund	229,930
7. Federal Revenue Sharing Fund	81,128
8. General Reserve Fund	154,400
9. Trust Funds	55,980
10. Library Fund	38,790

Total proposed Budget Fiscal 1983-84 \$2,158,515

Mr. Stuart highlighted, during this presentation, these basic differences in each of the fund categories.

General Fund

Transfer library to a separate fund of its own.

State Tax Street Fund

No major change, however, net working capital carried the funds through the early part of the proposed fiscal year. This is true in all funds of the proposed budget.

Water Special Revenue Fund

Ad Hoc Committee recommendations will adjust residential and commercial revenues and are predicting an increase in those revenues. Fire department is paying hydrant rental of approximately \$1.50 per month per hydrant. Total revenue generated \$2,000.

Wastewater Special Revenue Fund

Harbor will be paying preceding years percentage of participation totalling approximately \$30,000 and monthly revenue from Harbor Sanitary District will increase from \$1,200 to \$2,100 per month. Adjustments will also be made in monthly users fees.

Federal Revenue Sharing

As previously discussed, Entitlement 14-15 will reduce proportionately as experienced in preceding years.

Bancroft Fund

Primarily an in and out fund with resources being from specific user fees for assessments.

Debt Service

In and out fund with revenue being generated from taxes through previously approved general obligation bonds.

General Reserve Fund

Has been expanded to include reserves for water and wastewater treatment plant expansions as well as fire equipment and building reserve fund and a 9-1-1 emergency telephone services category. These are in addition to the already existing bicycle path reserve fund.

Trust Funds

The existing Stout Park Trust Fund has been expanded to include the Louis Eldon Morgan Fund and the John Christensen Book Fund. These funds will all be included in a trust fund category, however, the financial integrity of each fund will be maintained in accordance with the Louis Eldon Morgan Will as well as the requirements of the Ordinance adopted creating the separate funds.

Library Fund

This fund has been created to maintain the fiscal integrity of the Library. The City Staff recommends that a user fee be charged to off-set some of the expenses of the Library Fund in the event that the library is transferred from departmental status to the newly formed Library District. This fund would then be done away with by the appropriate action of the City Council at the time of transfer.

Mr. Stuart responded to a few questions of the Budget Committee and then proceeded with the presentation of the expenditure proposals fund by fund.

He started the presentation by indicating that the City Staff has been following Budget Committee directions from fiscal year 1982-83 proceedings.

Some of the activities being pursued to insure wise expenditures of funds are as follows:

- Fill positions only when necessary
- Combine positions in fire, administration, building and planning.
- Maintain existing equipment
- Purchase good, used equipment
- Utility savings, all categories, but specifically swimming pool with water surface pool cover.
- Tighten Ordinance enforcement, specifically in Business Licenses and utility billing.
- Investments, both savings and checking
- Tight fistd purchasing

Mr. Stuart then proceeded to say that the City Staff was requesting no cost of living increase throughout the entire Budget, however, the City Staff is requesting that merit increases could be provided for employees that are performing to the required level of service.

Mr. Stuart went through the General Fund and outlined each category identifying the primary changes recommended.

Legislative/Judicial

Transition the existing part time clerk to a full time position in Range 4.

Administrative Division

Mr. Stuart outlined for the Budget Committee the cost of providing engineering services in years past. The recommendation of the City Staff is that an engineering technician position be created in the administrative division, thus reducing the cashoutlay for engineering services. Engineering services must be maintained in some area to insure the availability of funds for providing engineering design.

Police Department

No major changes, however, the City Staff was continuing with the Budget Committees' recommendation of fiscal 1982-83 to purchase a new police vehicle on an annual basis and maintain the rotation of police equipment.

Fire Department

Primary Differences:

A part time clerk is being recommended, not to exceed 600 hours per year at the rate of \$3.50 per hour. The creation of a reserve fund is being recommended for the purposes of replacing a fire pumping vehicle which is presently over 20 years old and by the time the replacement funds could be available, the equipment would be nearly 30 years of age. This reserve fund includes \$10,000 for equipment and \$5,000 for building expansion, in addition a \$2,000 hydrant rental fee is being inserted into the budget which reflects the rate of \$1.50 per month per hydrant.

Building and Planning

This activity has been separated and absorbed by the Administrative Department and the Fire Department in the form of a Building and Fire Safety Officer.

Parks and Recreation

No change in employee status, however, capital improvements and building maintenance were highlighted, capital improvements being a professional treatment to the Bankus Fountain Park, the construction of a fence around private property at the Bud Cross Park, the resurfacing of existing tennis courts, the re-location of a baseball field which will be done primarily with volunteer work, however, some City costs would be incurred. The installation of some fill and a picnic bench in the Tanbark Park area. Total capital expenditures in the parks program budgeted \$12,800.

Non-Departmental

Building maintenance to re-roof City Hall, do some painting maintenance at City Hall and to repair water damage in both the Fire and Police Department areas totalling approximately \$5,000. A transfer to the Library Fund, \$16,990 and \$10,000 earmarked for Community Development. In the event that no Community Development was instituted by any other organization, the City Staff would then pursue some activities not to exceed the \$10,000 amount.

State Tax Street Fund

No change in personal services. Capital expenditures including the post hole digger for placement of street and stop signs, a flail mower for working in the parks area and cones and barricade purchases. Total capital expenditures budgetd \$8,500. In addition, a transfer under State Statute to the bicycle path reserve fund of \$4,000.

Water Special Revenue Fund

It is recommended by the City Staff that the Assistant Public Works Supervisor salary be increased from a range 15 to a range 18, thus bringing him into a balance with other positions with equal responsibility. The present incumbent of this position has been serving as the Assistant Public Works Supervisor for the last fiscal year. The primary difference in the Water Treatment Budget is maintenance at the intake facility totalling approximately \$5,000 and a transfer to the General Reserve Fund of \$20,000.

Wastewater Special Revenue Fund

The Wastewater treatment plant needs exterior maintenance and roofing as well as a new boiler in the wastewater treatment plant, totalling approximately \$5,000 for the boiler and building maintenance would be approximately \$1,500. In addition, a \$20,000 transfer to the General Reserve Fund.

Library Expenditures

No major change from Fiscal 1982-83.

Mr. Stuart then outlined the proposed salary range adjustments.

1. Legislative/Judicial

Transition from part time to full time, salary range 4.

2. Administration

New engineering technician position, salary range 17.

3. Fire Department

Part time clerk at \$3.50 per hour, not to exceed 600 hours per year.

4. Public Works

Assistant Supervisor from salary range 15 to salary range 18. If the transition is made there would be no overtime paid.

4. BUDGET COMMITTEE REVIEW

Mr. Stuart then summarized his presentation by saying that if there is an agreement in concept and approach, that the City Staff would present

to the Budget Committee detail of all of the activities being proposed. This could be done prior to Monday of the following week.

5. SET NEXT MEETING DATE

The Budget Committee expressed basic consent with the approach, however, retained comments until detail could be provided. There was a discussion regarding the time of the next meeting and it was agreed that due to the short agenda on the regular City Council meeting scheduled for Tuesday March 8, 1983, that a Budget Committee Hearing could be held following that meeting.

6. ADJOURNMENT

There was a MOTION by Committeeman Flanigan, seconded by Councilman Geraghty, to recess the Budget Committee Meeting until 8:00 p.m. Tuesday, March 8, 1983; motion carried unanimously.

Committee Chairman recessed the Budget Committee Meeting at 9:37 p.m.

Following recessment, City Manager, Lynn Stuart distributed, for the committees' information, the preliminary capital improvement program for the City of Brookings. This document was distributed for the purposes of review only and none of the projects included in the Capital Improvement program were included in the Budget Presentation.



Donald Croucher, Chairman

ATTEST:



Ron Smith, Secretary

MINUTES
CONTRACT REVIEW BOARD
February 22, 1983
9:35 a.m.

I. CALL TO ORDER

Mayor Kerr called the meeting to order at 9:35 a.m.

II. ROLL CALL

Present: Mayor Bob Kerr, Vice Mayor Gil Batty, Councilman Walt Lovejoy, Councilman Ray Nidiffer.

Absent: Councilman John Geraghty

Staff Present: City Manager Lynn Stuart, City Recorder Naomi Bradfield, Public Works Supervisor Cecil Smith

III. CONTRACT REVIEW BUSINESS

The Mayor turned the meeting over to City Manager Lynn Stuart who briefed the City Council regarding the need to purchase pipe for two (2) projects.

1. To replace an existing storm drain connection in the alley-way South of 101 between Oak Street and Willow. Approximately 260 lineal feet of 10 inch PVC pipe will be required.

The City Staff has contacted three (3) vendors regarding the purchase of the materials. Pacific Water Works Supply in Portland, Oregon; Budge-McHugh in Medford, Oregon; and Simpson Pipe in Eugene, Oregon.

Pipe costs for ten inch (10") PVC were \$4.14 per lineal foot from Pacific Water Works, \$4.23 from Budge-McHugh; however, McHugh had given us a price delivered to the City of Brookings. Therefore, the City Staff recommends the City Council purchase materials from Budge-McHugh.

The total cost of project number one is estimated to be \$2,500.00.

2. The second series of pipe installations was to replace an existing collapsed sewer line on Railroad Avenue from Oak Street to Alder.

The same vendors were contacted with prices being \$2.39 per lineal foot of eight inch (8") PVC from Pacific Water Works, \$2.48 per lineal foot from Budge-McHugh, again Budge-McHugh quoted a price delivered to the City of Brookings. The City Staff recommends that all pipe be purchased through Budge-McHugh.

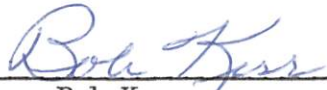
Estimated contract price for the second project was \$1,200.00.

There was a motion by Councilman Lovejoy, seconded by Councilman Nidiffer to approve the purchase of the necessary pipe from Budge-McHugh at the prices quoted. Motion carried unanimously.

City Manager Lynn Stuart then outlined the need to replace two additional vehicles in the Public Works Department. One was to replace an existing pickup truck which is the point of being hazardous to operate. The second was to replace a vehicle which has been transferred to the administrative division. It is intended to purchase used equipment through the State Offices. There was a motion by Councilman Lovejoy seconded by Councilman Batty to authorize the purchase of two state vehicles in an amount not to exceed \$2,500.00. Motion carried unanimously.

IV. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:55 a.m.



Mayor Bob Kerr

ATTEST:



Naomi Bradfield, City Recorder