

**MINUTES**  
**City of Brookings**  
**Urban Renewal Agency Meeting**

Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon 97415

Monday, December 10, 2007

**Call to Order**

Chair Sherman called the meeting to order at 10:08pm.

**Roll Call**

*Present* were Chair Pat Sherman, Directors Larry Anderson, Ron Hedenskog, Dave Gordon and Jan Willms; a quorum present. *Also present* were Executive Director Gary Milliman, Administrative Assistant Joyce Heffington, and approximately 5 public.

**Minutes**

- A. Approval of Urban Renewal Agency minutes for October 22, 2007.
- B. Acceptance of Urban Renewal Advisory Committee Minutes for September 20, 2007 and October 11, 2007

**Director Hedenskog moved, a second followed and Agency voted unanimously to accept the minutes as written.**

**Regular Agenda**

Executive Director Milliman reviewed the staff report regarding the Façade Improvement Program project located at 519 Chetco Avenue, generally stating that the project was not completed as approved and that the Urban Renewal Advisory Committee's (URAC) recommendation was to deny funding.

Noah Bruce, P.O. Box 61, Brookings, addressed the Agency generally stating that the paperwork for the project was incorrect and that it was his mistake and the owner's should not be penalized when the total cost of the project more than supported the match. He also generally stated that he had brought this error to the attention of staff, although it was well into the stucco process when he did so.

Mike and Bradlee Snow, 2832 Dashwood Street, California, addressed the Agency generally asking that payment of the match be made, stating that the final work on the project was as they had agreed upon with the contractor and that they had paid significantly more for the project than was required by the match.

URAC Chair Pete Chasar generally stated that the Committee's decision was simple and was based on a clear deviation from the estimates and visuals for the project as presented by the contractor and that the guidelines supported their decision. In response to a question from Director Gordon, he also stated that, if the project had been presented as completed, they would have approved funding.

After some discussion, the Agency generally agreed that the owner's should not be penalized for an error made by the contractor.

**Director Hedenskog moved, a second followed and the Agency voted unanimously to authorize payment of the full amount of matching funds as previously approved for the Façade Improvement Program project located at located at 519 Chetco Avenue and approve a change in design of the project consistent with the completed project.**

Executive Director Milliman reviewed the staff report recommending that the Agency approve the Operating Agreement with the Brookings Harbor Soccer League for the development of the multipurpose field and funding up to \$17,000 for the installation of a water line.

**Director Anderson moved, a second followed and the Agency voted unanimously to approve the recommendation to authorize the installation of the water line [to serve a new multipurpose field at Azalea Park].**

**Adjournment**

Director Hedenskog moved, and the Agency voted unanimously by voice vote to adjourn at 10:50pm.

Respectfully submitted:



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Pat Sherman  
Chair

ATTEST by City Recorder  
this 15<sup>th</sup> day of January, 2008:



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Joyce Heffington  
Interim City Recorder