

BANDON CITY COUNCIL

REGULAR MEETING

OCTOBER 11, 2016, 7:00 P.M.

CITY COUNCIL CHAMBERS, 555 HIGHWAY 101, BANDON

AGENDA

- 1. CALL TO ORDER - INVOCATION - PLEDGE OF ALLEGIANCE**
Greg Fodrea, Interim Pastor at First Baptist
- 2. PUBLIC REQUEST(S)**
None
- 3. PRESENTATIONS**
 - 3.1 Volunteer of the Month
 - 3.2 Chamber Advertisement Report
- 4. HEARINGS**
 - 4.1 Public Hearing: Resolution No. 16-11: Solid Waste Collection and Disposal Rates
- 5. PROCEEDINGS**
 - 5.1 ACTION & DISCUSSION**
 - 5.1.1 Potential City Charter Amendment or Similar Prohibition Regarding Swimming Pool Funding
 - 5.1.2 Authorization of Accounts to be Written-off
 - 5.2 RESOLUTION**
None
 - 5.3 ORDINANCE**
None
- 6. CONSENT AGENDA**
 - 6.1 APPROVAL OF COUNCIL MINUTES**
 - 6.1.1 City Council Regular Meeting – September 12, 2016
City Council Special Meeting – September 19, 2016
 - 6.2 REVIEWING COMMISSION & COMMITTEE MINUTES**
(these have not necessarily been approved by the commission or committee they belong to)
 - 6.2.1 Planning Commission Minutes – August 25, 2016
 - 6.2.2 Parks & Rec Commission Minutes – No Meeting
 - 6.2.3 CCI Minutes – No Meeting
 - 6.2.4 Community Center Advisory Committee Minutes – No Meeting

6.2.5 Utilities Commission Minutes -No Meeting

6.3 INFORMATION ONLY: DEPARTMENT REPORTS

6.3.1 Police Report for August 2016

6.3.2 A/P Report for August 2016

6.3.3 Library Report for August 2016

6.3.4 Waste Water Treatment Plant Report for August 2016

6.3.5 Public Works Report for September 2016

6.3.6 Water Treatment Plant Report for August 2016

6.3.7 Finance Report - None

6.3.8 The Barn Report for August 2016

6.4 INFORMATION ONLY: OTHER ITEMS

6.4.1 Appointment to the Parks and Recreation Commission

7. **PUBLIC COMMENT** - The City of Bandon offers this time for citizens to comment on municipal issues not already on the agenda. After the Mayor asks for comments, rise or raise your hand for the Mayor to acknowledge you. Come to the podium and state your name and address. Please be sure to speak into the microphone. Comments should be limited to 3 minutes. Please supply 15 copies of the material brought to the meeting for distribution.

8. OTHER: COUNCIL/MAYOR/STAFF REMARKS

9. ADJOURN TO EXECUTIVE SESSION

192.610 (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

192.660 (2) (a) The governing body of a public body may hold an executive session to consider the employment of a public officer, employee, staff member or individual agent.

192.660 (2) (h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

192.660 (5) When a governing body convenes an executive session under subsection (2)(h) of this section relating to conferring with counsel on current litigation or litigation likely to be filed, the governing body shall bar any member of the news media from attending the executive session if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.

10. RETURN TO REGULAR MEETING

10.1 Potential Direction to Staff.

11. ADJOURN

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION

DATE: 10/11/16

SUBJECT:

**PUBLIC HEARING & RESOLUTION NO. 16-11: SOLID WASTE
COLLECTION AND DISPOSAL RATES**

ITEM NO:

4.1

BACKGROUND:

Per the attached correspondence, Bandon Disposal & Recycling, the City's garbage franchisee, is requesting a rate increase. As required by the Bandon Municipal Code, a public hearing on the proposed rate increase has been advertised.

The requested increase is for a 0.9% cost-of-living increase (75% of the CPI), plus a 0.28% pass-through fee increase as required to fund the Oregon Department of Environmental Quality (DEQ) Solid Waste programs. Combined, this will result in an increase of \$0.21 per month for a basic 35 gallon residential cart service, and an increase of \$0.25 per yard for commercial container service, with other rates adjusted proportionately.

The last solid waste collection and disposal rate adjustment was a 1.8% increase on November 1, 2015.

FISCAL IMPACT:

The requested adjustment will result in an increase of \$0.21 per month for a basic 35 gallon residential cart service, and an increase of \$0.25 per yard for commercial container service, with other rates adjusted proportionately.

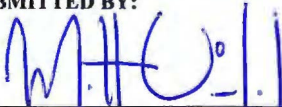
Bandon Disposal pays the City a franchise fee of 5% of gross revenues from City collection customers. As shown on the attached sheet, those franchise fees totaled \$36,033.45. Per City Council direction, these funds are deposited into the Community Beautification Fund and utilized primarily for maintenance of landscaping on City properties, tree trimming maintenance, and other community beautification projects.

In addition to the garbage franchise fees, Bandon Disposal provides no-charge pickup and disposal for all City dumpsters, provides extra no-charge dumpsters when requested by the City for special events (Park Clean-up, 4th of July, etc.), operates the Recycling Center, and provides no-charge brush pick-up programs three times per year in January (including Christmas tree pickup), June, and October. As shown on the attached spreadsheet, the total value of those additional services in 2015 was \$88,324.80.

RECOMMENDATION:

1. Open public hearing to take testimony regarding the proposed solid waste collection and disposal rates.
2. Close public hearing.
3. **MOTION: Adopt Resolution No. 16-11.**

SUBMITTED BY:



MATT WINKEL, CITY MANAGER

**CITY OF BANDON
NOTICE OF PUBLIC HEARING
GARBAGE COLLECTION AND DISPOSAL RATES**

Notice is hereby given that a public hearing regarding a proposed increase to the Bandon Disposal and Recycling garbage collection and disposal rates will be held before the Bandon City Council on **Tuesday, October 11, 2016, at 7:00 P.M.**, in the City Council Chambers, 555 Highway 101, Bandon, Oregon. The requested increase is for a 0.9% consumer price index adjustment, plus a 0.28% pass-through fee as required to fund the Oregon Department of Environmental Quality (DEQ) Solid Waste programs. Combined, this will result in an increase of \$0.21 per month for a basic 35 gallon residential cart service, and an increase of \$0.25 per yard for commercial container service, with other rates adjusted proportionately. Anyone interested in commenting on the proposed rates may appear at the public hearing and be heard, or may submit written comments or obtain additional information by contacting Matt Winkel, Interim City Manager, City of Bandon, P.O. Box 67, Bandon, Oregon 97411, telephone (541) 347-2437, ext. 229, or e-mail citymanager@cityofbandon.org.

EXHIBIT "A"

Bandon Disposal and Recycling

PO Box 1878, Bandon, OR, 97411
541-347-9633

September 10, 2016

Mayor Mary Schamehorn
Bandon City Council
PO Box 67
Bandon, OR 97411

RE: CPI Adjustment 2015 and DEQ Pass-through fee

Dear Mayor Schamehorn:

Please find enclosed proof of the CPI adjustment for year **2015**, based on the Portland-Salem index, which is calculated at **1.2%**. **Although the CPI is 1.2% we are requesting .9% (75% of CPI)** If approved, the adjustment will result in a \$0.16 per month increase for a basic 35 gallon residential cart service and \$0.19 adjustment per yard for commercial container service.

In addition, we have been notified by our landfill, Dry Creek, of a rate increase of \$0.58 per ton necessary to fund the Oregon Department of Environmental Quality's (DEQ) Solid Waste programs. We calculated that a .28% pass-through fee will be necessary to meet the impending increase. The monthly increase for a basic 35 gallon residential cart will be \$0.05 and the commercial yard rate will increase \$0.6 cents per yard.

Please use this notice and the other information enclosed to consider a rate adjustment and pass-through fee effective **Nov 1, 2016**.

Sincerely,

Bill Richardson
Site Manager

Enclosures:

Proposed 2016 Residential and Commercial Rate Schedule
Exhibit A 2015 Residential and Commercial Rate Schedule
Exhibit C Dry Creek/DEQ Rate Increase Notification
2015 CPI Adjustment- Department of Labor

**Proposed November 2016
RATE SCHEDULE- BANDON**

CANS/CARTS: SET OUT (CURBSIDE SERVICE)

17.76	per month	One thirty-five (35) gallon can each week
25.08	per month	One forty-eight (48) gallon can each week
32.72	per month	One sixty-four (64) gallon can each week
47.81	per month	One ninety-six (96) gallon can each week
80.83	per month	One one-hundred sixty (160) gallon can each week
4.53	per month	Recycling service-weekly
15.29	per month	Recycling service only- weekly

CANS/CARTS: OTHER THAN SET OUT SERVICE

AS DEEMED SAFE BY DRIVER

\$1.14 per trip each way for each drivable driveway \$1.14 each additional thirty feet, each way
\$1.14 each: cart, door, gate, fence, hallway, stairs, etc \$1.14 unsecuring, securing, etc. - each time, each way

Unassisted/verifiable handicap serviced on each case need

COMMERCIAL/RENTAL SERVICE (CONTAINER/CART/CAN)

Cart Service 35 gallon	17.76
Cart Service 48 gallon	25.08
Cart Service 64 gallon	32.72
Cart Service 95 gallon	47.81
Cart Service 160 gallon	80.83
Container service- per loose yard-per pick-up	21.79
Container service- Gate Fee each time	7.02
Container service- Auto lock service	3.36
Container service- unsecuring and securing each time	7.02
Container rent- one through- eight yard- per month	10.53
Container rent/Roll off Box \$3.58 per day	
Customer Requested- Other than weekly- each trip	20.18
Customer requested- Specified pickup time- each trip	20.18
Customer service- Special events, construction, clean up, etc. Per trip.	20.18
Container service- Roll-out each way as acceptable to collector	7.02
Customer requested- After hour, Saturday or Sunday- Extra	50%
Customer Service- extra heavy (sheet rock, roofing, etc) 2.75 times yard rate	
Mechanically compacted waste- 2.75 times yard or cart rate	
Commercial recycling credit-container service (where available- rate up to	50%

OTHER RESIDENTIAL & COMMERCIAL CHARGES

(1) Occasional extra in route pick-up- Each	\$ 6.21
(2) Residential special pick-up minimum	10.99
(3) Initial set-up, close-out, monitored inactive service- each transaction.	7.02
(4) Resume from Suspend Non Pay Status	15.00
Waste in excess of 800 lbs per yard extra .76 per lb for overage	

EXHIBIT A
EFFECTIVE: NOVEMBER 1, 2015
RATE SCHEDULE- BANDON

CANS/CARTS: SET OUT (CURBSIDE SERVICE)

17.55	per month	One thirty-five (35) gallon can each week
24.79	per month	One forty-eight (48) gallon can each week
32.34	per month	One sixty-four (64) gallon can each week
47.25	per month	One ninety-six (96) gallon can each week
79.89	per month	One one-hundred sixty (160) gallon can each week
4.49	per month	Recycling service-weekly
15.15	per month	Recycling service only- weekly

CANS/CARTS: OTHER THAN SET OUT SERVICE
AS DEEMED SAFE BY DRIVER

\$1.13 per trip each way for each drivable driveway \$1.13 each additional thirty feet, each way
\$1.13 each: cart, door, gate, fence, hallway, stairs, etc \$1.13 unsecuring, securing, etc. - each time, each way

Unassisted/verifiable handicap serviced on each case need

COMMERCIAL/RENTAL SERVICE (CONTAINER/CART/CAN)

Cart Service 35 gallon	17.55
Cart Service 48 gallon	24.79
Cart Service 64 gallon	32.34
Cart Service 95 gallon	47.25
Cart Service 160 gallon	79.89
Container service- per loose yard-per pick-up	21.54
Container service- Gate Fee each time	6.96
Container service- Auto lock service	3.33
Container service- unsecuring and securing each time	6.96
Container rent- one through- eight yard- per month	10.44
Container rent/Roll off Box \$3.55 per day	
Customer Requested- Other than weekly- each trip	20.00
Customer requested- Specified pickup time- each trip	20.00
Customer service- Special events, construction, clean up, etc. Per trip.	20.00
Container service- Roll-out each way as acceptable to collector	6.96
Customer requested- After hour, Saturday or Sunday- Extra	50%
Customer Service- extra heavy (sheet rock, roofing, etc) 2.75 times yard rate	
Mechanically compacted waste- 2.75 times yard or cart rate	
Commercial recycling credit-container service (where available- rate up to	50%

OTHER RESIDENTIAL & COMMERCIAL CHARGES

(1) Occasional extra in route pick-up- Each	\$ 6.14
(2) Residential special pick-up minimum	10.86
(2) Initial set-up, close-out, monitored inactive service- each transaction.	6.96
(3) Waste in excess of 450 lbs per yard extra .078 per lb for overage	

PORTLAND-SALEM

08/07/15

Consumer Price Index, All Items, 1982-84=100 for All Urban Consumers (CPI-U)

SEMI-ANNUAL AVERAGE				OVER-THE-YEAR PERCENT CHANGE			
YEAR	1st Half	2nd Half	ANNUAL AVERAGE	YEAR	1st Half	2nd Half	ANNUAL AVERAGE
1988	113.6	115.9	114.7	1988	3.4	3.6	3.4
1989	119.3	121.6	120.4	1989	5.0	4.9	5.0
1990	124.9	129.8	127.4	1990	4.7	6.7	5.8
1991	132.8	135.1	133.9	1991	6.3	4.1	5.1
1992	138.8	140.9	139.8	1992	4.5	4.3	4.4
1993	143.6	145.8	144.7	1993	3.5	3.5	3.5
1994	147.7	150.1	148.9	1994	2.9	2.9	2.9
1995	152.5	153.9	153.2	1995	3.2	2.5	2.9
1996	157.2	160.0	158.6	1996	3.1	4.0	3.5
1997	162.6	165.5	164.0	1997	3.4	3.4	3.4
1998	166.1	168.1	167.1	1998	2.2	1.6	1.9
1999	170.8	174.4	172.6	1999	2.8	3.7	3.3
2000	176.4	179.5	178.0	2000	3.3	2.9	3.1
2001	181.2	183.6	182.4	2001	2.7	2.3	2.5
2002	183.5	184.0	183.8	2002	1.3	0.2	0.8
2003	186.0	186.5	186.3	2003	1.4	1.4	1.4
2004	189.8	192.5	191.1	2004	2.0	3.2	2.6
2005	194.5	197.5	196.0	2005	2.5	2.6	2.6
2006	199.8	202.5	201.1	2006	2.7	2.5	2.6
2007	206.653	210.460	208.556	2007	3.4	3.9	3.7
2008	214.619	216.159	215.389	2008	3.9	2.7	3.3
2009	214.102	217.191	215.647	2009	-0.2	0.5	0.1
2010	217.508	219.179	218.344	2010	1.6	0.9	1.3
2011	223.105	226.077	224.590	2011	2.6	3.1	2.9
2012	228.746	230.811	229.779	2012	2.5	2.1	2.3
2013	233.735	237.322	235.528	2013	2.2	2.8	2.5
2014	239.751	242.679	241.215	2014	2.6	2.3	2.4
2015	242.976			2015	1.3		

Table of over-the-year percent increases. An entry for 2ndHalf 2005 indicates the percentage increase from 2ndHalf 2004 to 2ndHalf 2005 (in this example 2.6 percent).

PORTLAND-SALEM

08/07/15

Consumer Price Index, All Items, 1982-84=100 for Urban Wage Earners and Clerical Workers (CPI-W)

SEMI-ANNUAL AVERAGES				OVER-THE-YEAR PERCENT CHANGE			
YEAR	1st Half	2nd Half	ANNUAL AVERAGE	YEAR	1st Half	2nd Half	ANNUAL AVERAGE
1988	110.9	113.0	112.0	1988	3.2	3.2	3.2
1989	116.4	118.7	117.6	1989	5.0	5.0	5.0
1990	121.8	126.6	124.2	1990	4.6	6.7	5.6
1991	129.6	132.1	130.8	1991	6.4	4.3	5.3
1992	135.5	137.7	136.6	1992	4.6	4.2	4.4
1993	140.3	142.6	141.5	1993	3.5	3.6	3.6
1994	144.3	146.8	145.6	1994	2.9	2.9	2.9
1995	149.1	150.7	149.9	1995	3.3	2.7	3.0
1996	153.9	156.5	155.2	1996	3.2	3.8	3.5
1997	159.0	161.7	160.4	1997	3.3	3.3	3.4
1998	162.2	163.5	162.9	1998	2.0	1.1	1.6
1999	166.2	169.6	167.9	1999	2.5	3.7	3.1
2000	171.8	174.6	173.2	2000	3.4	2.9	3.2
2001	176.4	178.5	177.5	2001	2.7	2.2	2.5
2002	178.7	179.3	179.0	2002	1.3	0.4	0.8
2003	181.7	182.0	181.8	2003	1.7	1.5	1.6
2004	184.9	187.0	185.9	2004	1.8	2.7	2.3
2005	189.4	192.2	190.8	2005	2.4	2.8	2.6
2006	194.7	197.3	196.0	2006	2.8	2.7	2.7
2007	201.217	204.801	203.009	2007	3.3	3.8	3.6
2008	209.456	210.557	210.006	2008	4.1	2.8	3.4
2009	207.898	211.950	209.924	2009	-0.7	0.7	0.0
2010	213.036	214.409	213.722	2010	2.5	1.2	1.8
2011	218.872	221.508	220.190	2011	2.7	3.3	3.0
2012	223.712	225.389	224.551	2012	2.2	1.8	2.0
2013	228.033	231.399	229.716	2013	1.9	2.7	2.3
2014	233.565	236.280	234.922	2014	2.4	2.1	2.3
2015	234.948			2015	0.6		

Table of over-the-year percent increases. An entry for 2ndHalf 2005 indicates the percentage increase from 2ndHalf 2004 to 2ndHalf 2005 (in this example 2.8 percent).



PO Box 3187

Central Point OR 97502

541 779 4161

Fax 541 779 4366

Mr. Scott Johnson
WCI
P.O. Box 10928
Eugene, OR 97440

RE: DEQ Disposal Fee Increase

Dear Scott,

Dry Creek Landfill, Inc. would like to notify our direct haul customers of an impending rate increase at the landfill. This increase is directly attributable to the recent passage of Senate Bill 245 in the 2015 Oregon legislative session, which increases the portion of landfill fees dedicated to funding the Oregon Department of Environmental Quality's (DEQ) Solid Waste programs. The increase amounts to \$0.58 per ton, effective July 1, 2016. A second increase of \$0.07 per ton will take effect on July 1, 2019. For more information about this regulatory fee increase, please see the attached DEQ memorandum.

The staff of Dry Creek Landfill, Inc. wishes to thank you for your continued cooperation in our effort to serve the community's solid waste needs in a cost-effective manner.

Sincerely,

Lee Fortier, P.E.

General Manager

Dry Creek Landfill, Inc.

2015 Bandon Disposal

SERVICES PROVIDED WITHOUT CHARGE				
	Container Service	Brush Pick up	Rent / Wages Bandon Recycle	Franchise Fees paid to City
January	\$3,224.62	\$6,500.00	\$1,521.62	\$3,726.94
February	\$3,455.87		\$1,521.62	\$1,865.49
March	\$3,219.82		\$1,521.62	\$3,910.15
April	\$4,967.89		\$1,521.62	\$2,067.59
May	\$3,256.39	\$11,925.00	\$1,521.62	\$3,423.28
June	\$3,025.14		\$1,521.62	\$2,327.48
July	\$3,256.39		\$1,521.62	\$4,022.17
August	\$3,025.14		\$1,521.62	\$2,181.51
September	\$3,025.14		\$1,521.62	\$4,195.53
October	\$3,025.14	\$12,000.00	\$1,521.62	\$2,302.26
November	\$3,079.41		\$1,521.62	\$3,683.13
December	\$3,079.41		\$1,521.62	\$2,327.92
	\$39,640.36	\$30,425.00	\$18,259.44	\$36,033.45

2015 Total \$124,358.25

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION

DATE: 10/11/16

SUBJECT:
**POTENTIAL CITY CHARTER AMENDMENT OR SIMILAR
PROHIBITION REGARDING SWIMMING POOL FUNDING**

ITEM NO:
5.1.1

BACKGROUND:

As discussed at the September 12th City Council meeting, the Bandon Community Swimming Pool Development Corporation (aka Swimming Pool Committee) has been working on the proposed development of a public swimming pool in Bandon. They have been conducting fund raising activities and have purchased a 10 acre parcel immediately south of City Park as their proposed swimming pool site. The Committee would very much appreciate City support for the project, and the Committee believes that they can raise the necessary funds for the swimming pool construction and privately fund the continued operation and maintenance of the facility without any future expense or obligation of City funds. The major objection City staff has had to the project, and an objection heard from some members of the public, is that once the swimming pool has been constructed it would not be able to support itself, and that responsibility would fall on the City. City staff has met with the Committee on this issue, and the members are fully aware that staff had continued to oppose the project for this reason, although the members maintain that this would not happen.

City staff and the Committee members have been working to determine whether there is a compromise that would allow the City Council to express their full support the project, while at the same time ensuring that the public and taxpayers could not be obligated to the operation and maintenance of the swimming pool unless such financial participation was specifically approved by the voters. An idea that was generated through these meetings would be to propose that the City Council refer to the voters, possibly at one of the 2017 elections, the matter of a City Charter amendment or other measure that would preclude the City Council from expending any public funds on the operation and maintenance of a public swimming pool except as may be specifically authorized by voter approval. The Committee met again on September 20 has now twice voted to support such a measure, and has requested that this item be placed back on the agenda for City Council discussion. Note that the Committee's recent motion did not specify whether their preference would be a City Charter amendment or some other measure. Their feeling is that if the Council was prohibited from funding swimming pool operation and maintenance, then the Council would be freer to express their full support for the project; the City and Urban Renewal would still be able to apply, and provide matching funds for, capital construction grants if such funds were available; provisions could be made to allow the City to pay appropriate usage fees for such activities as Summer Recreation Program swim lessons, etc.; and the public would be guaranteed that the City would be permanently precluded from spending taxpayers' funds on swimming pool operation and maintenance except as would be otherwise specifically authorized by the voters. Staff feels this may also help mitigate future objections to expanding the boundaries of Urban Renewal Area 2 to encompass the swimming pool or possibly allowing access to the facility through City Park.

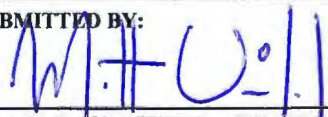
FISCAL IMPACT:

Undetermined.

RECOMMENDATION:

MOTION: Direct staff to prepare and bring back for further City Council consideration a draft City Charter amendment or other potential measure that would preclude the City from expending funds on the operation and maintenance of a public swimming pool except as would be otherwise specifically authorized by voter approval, while still allowing the expenditure of City and Urban Renewal funds for capital projects and paying appropriate usage fees.

SUBMITTED BY:



MATT WINKEL, CITY MANAGER

CITY OF BANDON

STAFF REPORT TO CITY COUNCIL

DATE: 10-11-16

SUBJECT: AUTHORIZATION OF ACCOUNTS TO BE WRITTEN OFF

ITEM NO:

5.1.2

BACKGROUND:

The attached list details utility accounts that are considered "Bad Debts" and need to be written off the computer's current account listing.

These uncollected accounts have been turned over to Western Mercantile, the City's collection agency.

FISCAL IMPACT:

FOR THE QUARTER ENDING: September 30, 2016

TOTAL UNCOLLECTIBLE ACCOUNTS	(\$4,526.12)
TOTAL DEPOSITS APPLIED INCLUDING INTEREST	\$1,908.98
NET ACCOUNTS TO BE WRITTEN OFF (SEE DETAIL)	(\$2,617.14)
MEMO TOTAL COLLECTIONS ON PRIOR WRITE-OFFS REC'D 7-1-16 THRU 9-30-16	\$2,064.42
NET SYSTEM LOSS	(\$552.72)

RECOMMENDATION:

Approve the accounts to be written off.

SUBMITTED BY:



Signature

Linda Eickhoff, Account Clerk

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION	DATE: October 11, 2016
SUBJECT: City Council Regular Meeting and Special Meeting Minutes	ITEM NO: 6.1.1

BACKGROUND:

Meeting Minutes of the City Council as submitted by Blythe Tiffany, *Minutes Clerk*
Regular Meeting – September 12, 2016
Special Meeting – August 15, 2016

Meeting Minutes of the City Council as submitted by Denise Russell, *City Recorder*
Special Meeting – September 19, 2016

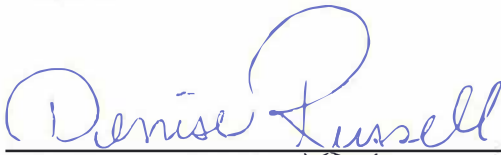
FISCAL IMPACT:

None

RECOMMENDATION:

Motion to approve the minutes.

THRU:



Denise Russell, City Recorder

**REGULAR CITY COUNCIL MEETING
BANDON CITY HALL
September 12, 2016**

Present: Mayor Mary Schamehorn, Council President Claudine Hundhausen, Councilors Peter Braun, Chris Powell, Madeline Seymour, Brian Vick

Staff: Interim City Manager Matt Winkel, City Attorney Fred Carleton, Minutes Clerk Blythe Tiffany

Absent: Councilor Geri Procetto

1. Call to Order/Invocation/Pledge of Allegiance

Schamehorn called the meeting to order at 7:00 p.m. Roll Call was taken as indicated above. The Invocation was offered by Pastor Jim Minkler, Seabird Chapel Church of God. The Pledge of Allegiance was led by Hundhausen.

2. Public Request(s) – None

3. Presentation(s)

Introduction

Prior to presenting the Volunteer of the Month (See item below), Harv Schubothe, Chairman of the Greater Bandon Association (GBA), introduced RARE Americorps worker Dana Nichols, who will be providing assistance to both the City and GBA over the next several months.

Volunteer of the Month

GBA Chairman Harv Schubothe presented the Volunteer of the Month award to Horty Joyce, who is involved with the Library Friends and Foundation, is the secretary of an organization that trains dogs to find lost creatures, and also volunteers at the Chamber of Commerce. Joyce was presented with a plaque and a gift certificate from a local merchant.

South Coast Development Council, Inc. – Connie Stopher, Executive Director

Winkel introduced Connie Stopher, who handed out copies of a Power Point presentation, which she then presented. She thanked the City for its support of the trade mission to Japan, noting that the South Coast Development Council was the only non-Portland metro area represented, the major purpose behind the mission being to strengthen existing South Coast/Japan connections, find new opportunities for South Coast businesses, and highlight opportunities for growth and investment on the South Coast.

4. Hearing(s) – None

5. Proceedings

5.1 Action & Discussion

5.1.1 Low Income Water Bill-Paying H2O (Helpful To Others) Program

The Council had been provided with copies of a brochure and a report from Winkel, stating:

As discussed at the August 1 City Council meeting, the City of Bandon is in the process of expanding the utility bill paying assistance program to also allow utility customers to donate funds to help qualifying low income households pay their water utility bills.

Attached for Council's information is a copy of the new brochure which will be used to promote and inform the City's utility customers about the program. This brochure will be available at the front counter at City Hall for all new utility customers who sign up for service. One will also be included in the utility bills mailed at the end of September to inform all existing customers and provide them with the opportunity of signing up to contribute funds. The City would like to express our appreciation of Oregon Coast Community Action for agreeing to administer the new water bill paying assistance program, and to thank them for the outstanding work they did designing the brochure and coming up with the "H2O – Helpful 2 Others" name and logo.

Initially, qualified low income households will be eligible for up to \$25 for water bill paying assistance. This would cover the cost of approximately one month of water under the proposed new rates for inside-City residential customers using an average of 3,000 gallons of water per month. This amount may be adjusted in the future, depending on the actual demand for assistance and the amount of money donated by our utility customers.

The City has earmarked \$2,500 as the initial allocation from the Water Fund as seed money until donations can begin being received.

As no specific action was being requested at this time, the Council took none.

5.1.2 Potential City Charter Amendment Regarding Swimming Pool Funding

Councilors had been provided with copies of a report from Winkel, stating:

As the City Council is aware, the Bandon Community Swimming pool Development Corporation (aka Swimming Pool Committee) has been working on their proposed development of a public swimming pool in Bandon. They have been conducting fund raising activities and have purchased a 10 acre parcel immediately south of City Park as their proposed swimming pool site. The Committee would very much appreciate city support for the project, and believes that they can raise the necessary funds for the swimming pool construction and privately fund the continued operation and maintenance of the facility without any future expense or obligation of City funds. The major objection City staff has had to the project, and an objection heard from members of the public, is that once the swimming pool has been constructed it would not be able to support itself, and that responsibility would fall on the City. City Staff has met with the Committee on this issue, and the members are fully aware that staff continues to oppose the project for this reason, although the members maintain that this would not happen.

City staff and the Committee members have been working to determine whether there is a compromise that would allow the City Council to express their full support of the project, while at the same time ensuring that the public and taxpayers could not be obligated to the operation and maintenance of the swimming pool unless such financial participation was specifically approved by the voters. An idea that was generated through these meetings would be to propose that the City Council refer to the voters, possibly at one of the 2017 elections, the matter of a City Charter amendment that would preclude the City Council from authorizing the expenditure of any public funds on the operation and maintenance of a public swimming pool except as may be specifically authorized by voter approval. The Committee voted to support such a Charter amendment, and has requested that this item be placed on the agenda for City Council discussion. Their feeling is that if the Council was prohibited by the City Charter from funding swimming pool operation and maintenance, then the Council would be free to express their full support for the project; the City and Urban Renewal would still be able to apply, and provide matching funds for, capital construction grants if such funds were available; and the public would be guaranteed that the City would be permanently precluded from spending taxpayers' funds on swimming pool operation and maintenance except as would be otherwise specifically authorized by the voters.

Following Winkel's review of his report's contents, Caroline Mitchell introduced herself as a member of the pool board, stating that theirs is a 501(c)(3) organization, and that she had voted against the Charter amendment proposal. She stated that it would be better to have the City's money used in Bandon, rather than being sent to Coos Bay/North Bend or Coquille. She stated that the group has researched the issue and feels that it can fund a local pool, and that it will support itself; they want the City's support.

Braun requested a definition of "support," as he felt that the City Council is supportive of the concept of a pool, but that it cannot be obligated for future financial support for operation and maintenance costs.

With regard to the City's money going elsewhere, Schamehorn clarified, "We agree that kids need to learn to swim, and right now we don't have a pool here, so we do contract with the City of Coquille through the Summer Recreation program... Obviously, if we had a pool here, our Summer Recreation program would be contracting with your pool..."

There was some discussion of the fact that the Pool Committee vote to support the Charter amendment concept was a split vote, as Mitchell had indicated that she had voted against it, and further stated that individuals who were not on the board voted, as well, making the result somewhat "sketchy." She further stated that she felt it would be a waste of the taxpayers' money to put the issue on the ballot, as that money could be better spent on the pool project.

Carleton stated that it was obvious from Mitchell's comments that there was some confusion regarding the proposal, and Winkel explained that, as a result of discussion with the Pool Committee, a vote had been taken—with either 5-2 or 4-2 in favor—resulting in Winkel bringing the matter to the Council for discussion.

Hundhausen stated that, in her discussions with individuals, people were very concerned that the City not end up, at some future date, paying for the operation and maintenance of a pool. The proposed Charter amendment would simply reassure people that this would never happen, and they could all feel easy about supporting the pool. She stated that, perhaps if there were also some statement included which ensured the continuation of children being taught to swim through the Summer Recreation program, this would also be of some assurance to people.

It was noted that Winkel was to return to the Pool Committee to advise of the Council discussion of the matter, and it was agreed that the matter warrants further discussion. It will therefore be placed on the agenda for discussion at the next Regular Council Meeting.

5.1.3 Approval of the Proposed Reservoir Feasibility Study 2016

Councilors had been provided with copies of a report from Winkel, which stated:

The Dyer Partnership has completed the Off-Channel Reservoir Feasibility Study for the proposed new 100 acre feet water storage reservoir. This study is required as part of the City's efforts to obtain the required water rights, permits, and funding for the proposed reservoir.

(Due to its length, copies of the draft document were not reproduced for inclusion in this meeting packet, but are available at City Hall and are available on the "Documents" page at the city website <http://www.cityofbandon.org>.)

The Utilities Commission reviewed and recommended approval of the Off-Channel Reservoir Feasibility Study, subject to incorporation of comments from the Commission members. Those comments have been incorporated into the document.

Barbara Negherbon from the Dyer Partnership will attend the meeting to address any issues or questions the City Council or public may have.

Barbara Negherbon explained that the cost of the study had been approximately \$78,000, and that the City had received a grant from Water Resources for approximately half. She then provided a brief review of the scope of the work, which included:

- Water rights analysis
- Biological assessment (meets both State & Federal requirements)
- Environmental and Archaeological impacts (no wetlands; no Western Lilies)
- Assessment of impact on fish hatchery and other users
- Identification of permits and preparation of some applications for reservoir
- Preliminary hydrological investigation of watershed; relationship of stream flows & rain events
- Geo-technical investigation of site = Suitable
- Cost estimates for total construction, operation and maintenance
- Identified funding opportunities; conducted rate impact analysis

She noted that the proposed schedule is dependent on funding opportunities; the next step would be to submit the study to Water Resources and begin to look for funding.

In response to Hundhausen's question regarding what would happen should the City not proceed with the proposed reservoir, Negherbon stated that the City currently has three main water rights on the main Ferry Creek: two for 3cfs and one that is primarily being used for 5cfs. The City only has pumps to pump about 1.6, which correlates to what the treatment plant uses (1.6), or about 700 gallons per minute. The problem occurs when there are low flows; historically, there have been times when the flows have dropped to 1.6—and there is one unverified report that the flow dropped to 1.3 at one time.

Right now, the City has a one million gallon tank and a two million gallon tank—or, three million gallons—of treated water, which is approximately three days' supply. There is some water in the middle pond, which is three acre feet, and Ferry Creek and Geiger Creek. Geiger Creek is permitted at 90 acre feet, but it really does not have that capacity. It has, perhaps, three acre feet. Ferry Creek is permitted at 20 5/8 acre feet. It was constructed to that size, but due to some problems with the dam and a lot of siltation, it does not have that capacity right now. So, the City has between three to five days at the most, of raw water on hand, if something happened upstream.

She also noted that the City would have to coordinate with the fish hatchery because they treat the raw water for various things, which she called "ick," such as diseases and biological things for which the fish are treated, making that water unavailable for use at times.

If there was any sort of emergency or drought in the future, the City is pretty limited. If there were fire, the two reservoirs could be drawn down fairly quickly, and there is no reserve. With the proposed new 100 acre feet reservoir, there would be approximately 30 days of water—it would have to be treated, but it would give the City some flexibility. It would also allow for flexibility with all the agricultural users that are upstream. The City has pretty much the oldest water right.

Seymour asked for clarification regarding those times when the fish hatchery is treating for the fish, and Negherbon explained that what happens now during those times is that the water gets turned off and

there is an upper pump station that comes right out of Ferry Creek reservoir that gets utilized. Having the 100 acre feet reservoir would allow the City to bypass that and give the City some flexibility.

Carleton noted that the fish hatchery would also benefit if there were future problems, and Negherbon explained that the fish hatchery owns both the dams, which are not in good condition; they don't have to fix the dams or coordinate with the City or contribute funding to keep them there. But the dams still serve, it gives them a height of water so they don't have to pump, and also serve as a barrier so that disease does not come upstream with the wild fish. The new reservoir could possibly serve the fish hatchery in the future, as well.

Hudhausen asked regarding diminishing water storage capacity, should nothing be done at this time, and Negherbon stated that Ferry Creek was constructed to 20 and five eighths acre feet. However, it is silted in, and it has been cleaned out she thought twice, but once for sure 16 years ago, and it quickly silts back in. It would be extremely expensive to clean it out, as there would not have to be wetland mitigation, as well as other permitting. The other concern in trying to remove the silt is that the bottom of the reservoir could be damaged and there could be some leakage. There is also the condition of the dams, which the City can't do much about, as State agencies would prefer to see dams removed.

The situation will not improve. Geiger was constructed probably to about what it is now, and although it does not appear to be silting in, it does have suspended solids in it that should be dredged out—but that would be for water quality, not capacity. However, trees were planted on the dam, and that could be a concern down the road.

Negherbon concluded that her concerns are: the dams are not in great shape and they are not going to improve on their own; capacity for Ferry Creek is definitely going to slowly reduce, and Geiger is fine, but there is still not capacity to get through a drought.

Carleton pointed out another component in the need to go the project now: the regulations that possibly will allow what is being proposed are not necessarily going to be around another five years. That opportunity may well pass.

Negherbon also noted that the City's five acre foot water right was applied for as a domestic water right, though the use is municipal. Negotiations are underway with Water Resources to transfer the use from domestic to municipal so that the City is now "legal." She did not know that it would ever be challenged, but felt that it needs to be resolved.

Vick moved to approve the Off-Channel Reservoir Feasibility Study 2016. Braun seconded the motion, which was passed by a vote of 5:0:1 absent (Procetto).

5.1.4 Committee for Citizen Involvement

The Council had been provided with copies of a report from Winkel, along with copies of Oregon's Statewide Planning Goal 1: Citizen Involvement, and Ordinance No. 1516, establishing the Committee for Citizen Involvement. Winkel's report stated:

Oregon's Statewide Planning goal 1: CITIZEN INVOLVEMENT (copy attached) requires that the City have a committee for citizen involvement (CCI).

In 2004, the city Council adopted Ordinance No. 1516 (copy attached), establishing the CCI as a separate committee. Prior to that, the Planning Commission served as the CCI.

Following recent resignations, the CCI is currently down to two active members. For the past several years, only a very few land use issues have been referred to the CCI, and membership has constantly fluctuated.

To provide more consistency, and since the Planning Commission remains the focus of citizen involvement and participation in the land use planning process, staff is recommending that the City council consider eliminating the CCI as a separate body and again appoint the Planning commission be assigned those responsibilities.

Seymour moved to direct staff to prepare an outline of the steps necessary to eliminate the Committee for Citizen Involvement as a separate body and place the matter before the Planning Commission for their consideration and recommendation to the City Council, and bring the matter back before the City Council for formal consideration at the appropriate future meeting. Powell seconded the motion, which was passed, 5:0:1 absent (Procetto).

5.1.5 Extend the Agreement with The Dyer Partnership for Engineering Services

Councilors had been provided with copies of a report from Winkel, a letter from The Dyer Partnership, and copies of existing and proposed rate schedules. Winkel's report stated:

As the City Council is aware, the City contracts with the Dyer Partnership to provide City Engineering Services. The original Professional Services Contract with the Dyer Partnership was approved in 1995, and has been annually extended each year thereafter. The current agreement extension expired on June 30, 2016. The proposed extension would be for a period of one year until June 30, 2017.

The Dyer Partnership is proposing a rate increase as shown on the attached schedule, to become effective on January 1, 2017. The rats to the City of Bandon have not been increased for five years, with the last rate increase taking place in January, 2012.

Schamehorn asked if the City has ever gone out to bid for engineering services, and Winkel stated that it has not, as The Dyer Partnership has provided excellent City engineering services. He stated that, though The Dyer Partnership is not inexpensive, it is a very quality engineering firm which has always treated the City fairly. It would be the Council's option to go out for bids; however, this agreement would take the City through June 2017 and give the new City Manager time to weigh in on the matter.

It was noted, in looking at the rate schedule, that there appeared to be an overall cost increase of approximately 10%.

Vick moved to approve the Amendment to Professional Services Contract with The Dyer Partnership to extend its term until June 30, 2017 and accepting the proposed new Schedule of Rates and Charges to become effective January 1, 2017. Braun seconded the motion which was passed, 5:0:1 absent (Procetto).

5.1.6 Request to Open 4th Street SE – Kevin Jurkowski

The Council had been provided with copies of a request & plan submitted by Kevin Jurkowski for opening a section of 4th Street SE, along with copies of a report from Winkel, stating:

The City received the attached request from Kevin Jurkowski, on behalf of his parents David & Sally Jurkowski, to allow the opening of a portion of the existing 4th Street SE right-of-way east of Michigan Avenue SE, and to grant an exception to certain street construction standards. The purpose of this request is to allow the construction of a residence on their property on the north side of 4th Street SE. To develop a property, the Bandon Municipal Code requires that the subject lot have a minimum of 40 ft. frontage on a street. Currently, this section of 4th Street Se is an unopened right-of-way, but must be opened and developed in accordance with City requirements to be considered a "street."

The applicants are also requesting that the City Council grant an exception to the street construction standards for that 74 ft. extension of 4th Street SE, by waiving the requirements for curbs, gutters, and sidewalk, and reducing the paving width from the standard 28 ft. to a proposed 26 ft. plus gravel shoulders on both sides. This would be consistent with the current paving width of 4th Street SE to the west. The applicants are also requesting an exception to the full 80ft. diameter cul-de-sac requirement, to allow them to substitute a "hammerhead" turnaround at the west end of the street. Staff is recommending that the applicant be required to obtain concurrence from Bandon Rural Fire Protection District Chief for the exception to the turn-around standards. Other than these specific exceptions the street construction would be required to comply with the City's standards for pavement and base thickness and construction, and would be required to provide surface drainage into the existing natural drainage ways.

Under the existing street construction standards, the City Council has the authority to approve requests for exceptions to specific requirements, where such exceptions are determined by the City Council to be in the best interest of the City, and provided all other street construction standards, except those specifically waived, shall be complied with. Approval of the requested exceptions to the street opening and construction standards would be consistent with exceptions granted over the last several years to the street construction standards for opening portions of 6th Street SE 9th Street SE, 11th Street SE, 12th Street SE, and 12th Court SE, off of Ohio Avenue SE.

There was some discussion of the current ownership of the subject property, and Jurkowski explained that, although the current owner has agreed to sell it to him, he did not want to purchase it until all his costs in developing it would be known. His intent is to build a house for his mother there. There was also discussion of other property owned by Jurkowski, which he stated he did not plan to develop, ever, as he simply wanted a large back yard. The topography of the area was also discussed, as it was noted that the southeast end of 4th Street SE and properties south of that drop off dramatically to the south and could probably never be developed.

Winkel noted that, although Jurkowski's submitted plan was hand-drawn, it contained all the information needed to determine the scope of the request. He thanked Jurkowski for submitting a complete plan.

Vick moved that the City Council finds that the requested opening and exceptions to the street construction standards for a portion of 4th Street SE are in the best interest of the City, and grants an exception to the construction standards by waiving the normal requirements for curbs, gutters, sidewalk and underground storm sewer; reducing the paving width from the standard 28 ft. to proposed 26 ft. plus gravel shoulders and surface drainage constructed to specifications as required by the Public Works Department; and waiving the full 80 ft. diameter cul-de-sac requirement, to allow substituting "hammerhead" turnaround at the east end of the street, subject to concurrence by the Bandon Rural Fire Protection district fire Chief; all subject to complying with all other street construction standards, and subject to completing the street improvements within one year. Powell seconded the motion, and it was passed by a vote of 5:0:1 absent (Procetto).

5.1.7 Request from Historical Society for Additional City Property

The Council had been provided with copies of a letter from the Bandon Historical Society, as well as copies of maps and other documents relative to the City/Museum property; Also provided were copies of a report from Winkel, stating:

The City of Bandon received the attached letter from the Bandon Historical Society requesting that the City donate to the Museum the property immediately south of their existing parking lot. As shown on the attached map, the City owns three parcels (outlined in "red") at that location. That land is currently being used for electrical utility materials storage, all of which is planned to be relocated to the new City Shop facility which is scheduled for completion in October.

Attached also are copies of the documents illustrating the progression of title transfers between the City of Bandon, Bandon Urban Renewal, and the Bandon Historical society for the building and property currently owned by the Historical Society. In 1996, following closure of the privately owned Orca Inn which had occupied the old City Hall/Library/Fire Station building for several years, the Bandon Urban Renewal Agency purchased the land and building from its owner. At that time the Historical Society was looking for a new facility to house the Museum. To provide such a location, the Urban Renewal Agency agreed to enter into a Memorandum of Sale agreeing to sell the property to the Historical Society for \$146,174.37, with Urban Renewal carrying the loan and the Historical Society making annual payments. In 2001 the Urban Renewal Agency agreed to accept the October 15, 2001 payment as the final payment, and in 2002 issued a clear deed to the Historical Society with the addition of a "reversionary clause" under which ownership of the property would revert to the City in the event the Historical Society ever ceased operating a historical museum there. In 2002, Urban Renewal paid the City \$40,000 for the property immediate south of the Museum building, and subsequently transferred title to the Historical Society for the purpose of providing public parking. The deed to the property was issued in 2003, and it included the same "reversionary clause."

Other than title transfer and recording fees (if any), there would be no additional out-of-pocket expenses to the City at this time, since the City owns the property, free and clear. However, considering the recommended inclusion of a "reversionary clause" in the property title, and having the Bandon Historical Society operate a museum at that location, provide public parking, and maintain the historically significant City Hall/Library/Fire Station building on behalf of the public, the economic impacts on the City of Bandon will continue to be positive.

Hundhausen moved to authorize the donation of the three City owned lots on Fillmore avenue immediately south of the existing Bandon Historical Society Museum parking lot to the Bandon Historical Society, with the inclusion of the same "reversionary clause" in the deed as was included in the other Historical Society deeds; and direct staff to prepare and bring back for City Council approval the documents necessary to effect that title transfer. Seymour seconded the motion.

Vick and Schamehorn noted that they are both on the Board of Directors of the Historical Society, but as there is no personal financial gain involved in the matter, there is no conflict of interest.

The motion was passed by a vote of 5:0:1 absent (Procetto).

5.2 Resolution(s) – None

5.3 Ordinance(s)

5.3.1 Ordinance No. 1620: Amending Title 10 of BMC Regarding Truck Routes

The Council had been provided with copies of proposed Ordinance No. 1620, Council agenda documentation from August 1, 2016, and a brief report from Winkel, stating:

Ordinance No. 1620, amending the truck route designation, was passed to a second reading at the August 1 City Council meeting, but could not be adopted since the full City Council was not present. Therefore final adoption had to be held over to this meeting. A copy of the agenda documentation from that meeting is attached.

Winkel briefly reviewed the matter [See City Council Minutes of August 1, 2016, item 5.3.1].

Carleton read Ordinance No. 1620 by title only. Powell moved for adoption of the ordinance; Vick seconded the motion, which was passed on a Roll Call vote: 5:0:1 absent (Procetto).

6. Consent Agenda

The Council considered the following items on the Consent Agenda:

- 6.1 Approval of Council Minutes**
 - 6.1.1 Regular Meeting – August 1, 2016;**
 - Special Meetings – August 2, 3, 8, 15, 18, 22, 26 & 29, 2016**
- 6.2 Review of Commission & Committee Minutes**
 - 6.2.1 Planning Commission – July 28, 2016**
 - 6.2.2 Parks & Recreation Commission – August 11, 2016**
 - 6.2.3 Committee for Citizen Involvement – None**
 - 6.2.4 Community Center Advisory Committee – None**
 - 6.2.5 Utilities Commission – July 13 and August 10, 2016**
- 6.3 Information Only: Department Reports**
 - 6.3.1 Police – July, 2016**
 - 6.3.2 Accounts Payable – July, 2016**
 - 6.3.3 Library – July, 2016**
 - 6.3.4 Waste Water Treatment Plant – July, 2016**
 - 6.3.5 Public Works – August, 2016**
 - 6.3.6 Water Treatment Plant – July, 2016**
 - 6.3.7 Finance – July, 2016**
 - 6.3.8 The Barn – July 2016**
- 6.4 Information Only: Other Items – None**

Noting that the Librarian was present, Hundhausen inquired regarding the Library doors, and was advised that the new doors are in, but that there is framing to be done.

Vick moved for approval of the Consent Agenda. Powell seconded the motion, which was passed, 5:0:1 absent (Procetto).

7. Public Comment

Wayne Miller, 88908 Gretna Green Lane, referred to a fairly recent traffic fatality at a crosswalk, and stated that he was present to ask for an increase of police visibility there. He stated that people do not speed through other cities up and down the coast and suggested that they speed through Bandon

because Bandon is a “psychological passing zone.” He read through various items relative to crosswalks from the current ODOT (Oregon Department of Transportation) brochure for drivers, suggested that the City have “flashing radar signs” indicating speeds at both the north and south ends of town, and asked if the City could request more police enforcement from the State.

Schamehorn noted that the City has been meeting with ODOT regarding this issue, and serious consideration is being given to reducing the number of lanes through that part of the City down to three rather than the current five.

8. Other: Council/Mayor/Staff Remarks

Carleton stated that a current lawsuit is continuing and looks to be going to trial in October. He noted that the LUBA McElrath remand appeal will be coming up later this month. He added that there were several “housekeeping” planning issues being attended to, as well.

Vick extended greetings from Councilor Procetto; her doctor has advised her to stay off her foot for about two weeks, so she should be present next month.

Powell noted that Cranberry Festival 2016 was “in the bag,” and apparently successful.

Schamehorn agreed, and noted that parking continues to be a problem. She stated that she had been approached by several merchants who indicated the parking lot behind the Second Street Gallery had not been utilized, and wondered if they and their employees could not park there, leaving other spaces open for visitors. (She noted that she had been advised that the spaces had been reserved for the car show, which did not generate as many cars as expected.)

Schamehorn also stated that she had been advised that it is getting difficult to get to the beach from the South Jetty area, due to the large rocks placed there. Seymour confirmed that there are large, sharp rocks there, making it somewhat difficult to navigate onto and off the beach. Winkel indicated that the City had not been putting any large rocks there, but that he will look into the matter.

Hundhausen stated that she had enjoyed the parade and congratulated the Bandon High School band for its efforts. She also acknowledged the devotion and efforts of those working for a pool, and stated that she believed that assistance will be received from Bandon’s visitors, as well.

Seymour stated that she was wearing a teardrop pin in recognition of Veterans Suicide Prevention Month, and in support of the military. She encouraged people to take time to greet and thank veterans and active duty personnel for their service, noting, “because of them, we’re sitting here discussing whatever we want to discuss.”

Braun offered thanks and congratulations to Volunteer of the Month Horty Joyce for all that she does for the community.

9. Executive Session: 192.610(e) to conduct deliberations with persons designated to negotiate real property transactions; 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent

The Council recessed at 8:48 p.m. to clear the room and prepare for Executive Session. The Session began at 8:55 p.m., and ended at 9:20 p.m.

10. Return to Regular Meeting/Potential Direction to Staff

The Council returned to open meeting at 9:20 p.m. There was no direction to staff.

11. Adjournment

The meeting was adjourned at 9:20 p.m.

Blythe Tiffany
Minutes Clerk

**SPECIAL CITY COUNCIL MEETING
BANDON CITY HALL
September 19, 2016**

Present: Mayor Mary Schamehorn, Council President Claudine Hundhausen, Councilors Peter Braun, Chris Powell, Madeline Seymour and Brian Vick

Absent: Councilors Geri Procetto

Staff: Interim City Manager Matt Winkel, City Attorney Fred Carleton and City Recorder Denise Russell

1. Call to Order

The Mayor called the meeting to order at 4:00 p.m., with those present as noted above.

2. Executive Session

The Council went into Executive Session at 4:01 p.m., in accordance with ORS192.660(2)(a), to consider the employment of a public employee. The Executive Session ended at 4:11 p.m.

3. Action Following Executive Session

The Council returned to open session at 4:11p.m.

Hundhausen moved that the City Council finds the background investigation and reference checks on Robert Mawson meet the requirements of the conditional employment offer letter of intent for the position of City Manager. The motion was seconded by Powell and Seymour which passed by a vote of 5:0:1 absent (Procetto)

4. Adjournment

The meeting was adjourned at 4:13 p.m.

Respectfully submitted by Denise Russell, *City Recorder*

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION	DATE: October 11, 2016
SUBJECT: Planning Commission Meeting Minutes	ITEM NO: 6.2.1

BACKGROUND:

Meeting Minutes of the Planning Commission as submitted by Sandy Messerle, *Minutes Clerk*:
Regular Meeting – August 25, 2016

FISCAL IMPACT:

None

RECOMMENDATION:

For information only.

THRU:


Denise Russell, *City Recorder*

**REGULAR PLANNING COMMISSION MEETING
BANDON CITY HALL
August 25, 2016**

COMMISSION: David Kimes, Chair
 Sheryl Bremmer, Vice-Chair
 Daniel Graham
 David Reed
 Harv Schubothe
 Blythe Tiffany
 Ben Fisher

STAFF: Matt Winkel, Interim City Manager
 Michelle Hampton, City Planner
 Fred Carleton, City Attorney
 Sandra Messerle, Minutes Clerk

1.0 ROLL CALL

Roll call was taken with those present and absent reflected above.

2.0 CONSENT AGENDA

The meeting was opened at 7 p.m. by Chair David Kimes. Chair Kimes made a few corrections to the July 28th meeting minutes. Commissioner Harv Schubothe made a motion to pass the minutes as amended, and Vice Chair Sheryl Bremmer seconded the motion. The motion to approve the July minutes as amended was passed 5-0.

3.0 PUBLIC COMMENT

Chair Kimes opened the meeting for Public Comment – an opportunity for citizens to speak on issues not on the Meeting Agenda. The time limit for each speaker is three (3) minutes.

Seeing no Public Comment speakers, Chair Kimes moved the meeting forward.

4.0 HEARINGS

4.1 CONDITIONAL USE: BEVERLY AND DAVE KOEPKE - REQUEST TO SITE A SINGLE FAMILY DWELLING ON PROPERTY LOCATED AT 28-15-36 CB, TAX LOT 801. PROPERTIES ARE ZONED CONTROLLED DEVELOPMENT 1 (CD-1)

Chair Kimes officially opened the Public Hearing on the above titled Conditional Use Permit. He read all proceeding and process rules and regulations, all of which can be found detailed in full in the project file at City Hall.

Chair Kimes asked if any Commissioners wished to declare a conflict of interest in this permit request. Vice Chair Bremmer indicated that she had driven past the lot, and also observed it from the ocean view side. She indicated that the visual experience she has had with the lot would not impact her ability to be impartial in the Hearing.

Chair Kimes indicated that he had also made a site visit; and that it would not impact his impartiality in the matter.

With that, Chair Kimes asked if there was any member of the public that wished to challenge the qualifications of any Commissioners to participate in the Hearing. Seeing none, he moved the Hearing forward, asking for the Staff Report.

City Planner Michelle Hampton affirmed for the Commission that the owners of this property are Beverly and Dave Koepke, represented by Mr. Michael Deets, who is in the audience for the Hearing. She described the location in the CD-1 Zone and the Shoreline Overlay Zone; located on the West side of Beach Loop. She further explained detailed aspects of the property including the fact that it is in the Moderate to High Hazard Zone on the Hazard map, thereby requiring the owners to submit hazard reports. The owners did submit that report, Ms. Hampton continued, noting that the work was completed by three separate firms. One was the Galli Group, a geotechnical consulting firm; another was Terra Firma; and the other was Chris Oliveira, a professional, certified engineer.

Ms. Hampton noted that the Galli Group pulled the consolidated report together for submission, and she indicated that she felt they did a very thorough job. She reported that they made very specific recommendations on how the property could be developed safely. Based upon her review of the thorough hazard report and completed application, Ms. Hampton is recommending approval to the Commission.

However, she noted, there were additional issues to be done to meet the criteria of the CD-1 Zone, including the invitation of testimony on the project. Ms. Hampton called the Commission's attention to two letters of opposition to the project in their meeting packet. These are from property owners on the East side of Beach Loop, directly across from the property; and are the only letters of opposition to the project the Planning Staff has received. Ms. Hampton summarized for the Commission that the major concern expressed in the letters was the planned size of the structure, and whether it was characteristic of the neighborhood. However, she said, in reviewing the criteria, the Code has a purpose statement that says new developments should provide a coastal village atmosphere, and to exclude those uses which would be inconsistent with the area's character. The key word in the statement, Ms. Hampton explained, is "use." Inasmuch as the use of the development is a residence, she found it is consistent with the character as a residence.

Additionally, she said, it does meet the height limitations and lot coverage perimeters of the Zone. In the past, Ms. Hampton continued, when reviewing developments on the West side of Beach Loop, they have always considered the entire property in terms of lot coverage. In this case, she said, she specifically narrowed it down to the buildable lot area. Even with that, she explained, she found that the Applicants and the project still meet the conditions. Details can be found, she said, on Page 11 of the Staff report.

Ms. Hampton concluded that in all respects, this development meets the criteria for a Conditional Use in the CD-1 Zone. She again recommended the Commission approve the Conditional Use permit.

Chair Kimes asked if any Commission members had questions for the Staff. Seeing none, he offered a question relative to Staff's recommendations in the Staff Report. The first recommendation the Staff made, Chair Kimes noted, is that "someone from the Galli Group be onsite." The second recommendation, however, refers to "someone from the Galli Group or with equivalent qualifications" – and he noted the inconsistency, that one cannot have both.

Ms. Hampton apologized for the confusion, and explained how that recommendation came about, largely due to the recommendations being made initially by the Galli Group. However, while the City cannot require a developer to utilize a specific contractor, on Page 2 of the Staff Report, she did address the rationale for this exception.

Chair Kimes said he would prefer it read, "All recommendations made by the Galli Group shall be met and adhered to with the exception of..."

Ms. Hampton agreed, adding that "Number 2 should read the Galli Group or someone with equivalent qualifications."

Vice Chair Bremmer, however, expressed concerns that those changes would in effect negate the recommendations of the Galli Group, which several times throughout their report called for one of their people to be on site. This is a different circumstance than what has been done in the past, she explained.

Chair Kimes said he agrees that this is a different circumstance than in the past, but he is not in favor of getting the home owner locked into using a specific contractor, and unfair billable rates might arise from locking them into one source for the work.

Vice Chair Bremmer asked, however, how can the Commission accept the geological report as detailed fact, yet not follow it to the letter? And how does the Department Staff or the Commission determine who an equivalently qualified source is?

Chair Kimes admitted that he did not know the answer to that question.

City Attorney Fred Carleton advised the Commission that it would be advisable to make the decision now.

Further, he said that Mr. Deets has come forward to say that he intends to follow the report, and have the Galli Group on site to see that it is adhered to; this is what has been presented. Now, if Mr. Deets changes his mind later on this contractor, then it would be up to him to come before the Commission and formally request that change. If the Commission does not like the switch, that is the Commission's option to deny.

Mr. Deets affirmed Mr. Carleton's perception.

Ms. Tiffany noted that the wording pertaining to 'someone of equivalent qualifications' needs to be taken out of Recommendation number 2.

Vice Chair Bremmer affirmed that if the developer of the project wants to make a change later, then the Commission can evaluate it and make amendments to the recommendations if necessary.

Mr. Carleton gave an example of how the interchange might work. If the Galli Group were to bring someone forward out of retirement that the Commission would readily approve of, then it is a simple modification to make.

Chair Kimes said that he is also uncomfortable with the words, "Dark Sky" in recommendation number 3, because it refers to a specific thing; and the voters of Bandon have already said they do not want the 'dark sky' concept in the community.

Vice Chair Bremmer noted that many times the Commission has utilized the words “full cut off” to achieve the same result.

Chair Kimes agreed that he has a distaste for the negative connotation of ‘dark sky,’ but does like verbiage that disallows encroaching on neighboring properties along the beach.

Moving on, Vice Chair Bremmer noted that the geological report mentions several times specifications regarding fill that the property has on it and particularly a low area that requires more. Inasmuch, she said, as the Commission has had numerous discussions regarding fill, native grade and such – and especially in light of this property being on Beach Loop, where height limitations are adhered to strictly – how will the City make certain that the additional fill will not raise the height of the grade and therefore the structure to be built there? Has a provision been made for that aspect of this development? she asked.

Chair Kimes responded that they have had lengthy discussions with the developer regarding the multiple changes in fill that will be made, and have reached an agreement that the native grade will be held at exactly what it is to date. He said he did not know if it had to be specifically written into the recommendations.

Vice Chair Bremmer stated that it would be helpful to have that agreement documented.

Ms. Hampton explained that in any development that occurs along Beach Loop, the Public Works staff will go out in advance of the release of any fill permit and establish the measurement of native grade before anything else is done.

Ms. Bremmer asked Ms. Hampton about the result of a meeting she had with Joseph Bain, of Bain Insurance, regarding insurance. Is the project appropriately insured, or do they need more in his estimation? Is the City accepting any liability on this project?

Ms. Hampton responded that she met with Mr. Bain earlier in the week, and he is not concerned. He was going to contact the property owners, and would get back with her if any further liability coverage would be required.

In other concerns, Vice Chair Bremmer referenced pages 14 and 19 of the Staff Report, noting that the entries stating “info to be provided.” Did the Applicant provide maps, descriptions or items that would detail signage, etc., indicating compliance with the Comprehensive plan?

Ms. Hampton said most of that “to come” criteria has to do with the estuary; and she stated that she is comfortable that the Applicant and the development is in compliance with the Comprehensive Plan. Through the geotech report and the application process, the Applicant has submitted a massive number of maps, detailed documentation and material in support of the project and in compliance with all criteria.

Relative to the Comprehensive Plan, Ms. Hampton continued, she did go through the Plan thoroughly looking for that coastal village component, but found that in the Plan it only addresses the Jetty. However, as she explained earlier, in the Code, it is listed in the purpose of the CD-1 Zone.

Chair Kimes asked if there were any other questions from the Commission to the Staff.

Mr. Schubothe replied that all of his concerns had been addressed.

Seeing no further questions from the Commissioners, Chair Kimes read the procedural rules for providing Public Testimony as part of the Public Hearing. These procedural rules are part of the permanent file of the project and available to the public in the City Offices.

With that, Chair Kimes invited Mr. Deets, the Applicants' representative, to the podium to present the project.

Mr. Mike Deets, 86629 N. Bank Lane, Coquille, presented a brief verbal timeline of the initial stages of the development, pending approval from the Commission during the evening's meeting. The clearing, ground work and preparatory work will be done prior to the rains of winter, so that construction can begin in early spring.

There were no questions from the Commissioners.

Chair Kimes offered the podium to anyone who wanted to provide testimony in the matter of the Conditional Use application. There were none presented in favor, and none offered in opposition.

Chair Kimes asked if the Staff had any further comments to offer. There were none.

Ms. Tiffany made a motion to close the Public Hearing. Vice Chair Bremmer seconded the motion. The motion to close the Public Hearing passed 5-0.

In final Commissioner comments, Chair Kime said he appreciated the Applicants' thoroughness of application. He noted that he not only understood what they wanted to do, he was able to understand everything they said.

Ms. Tiffany noted that the Commission had already discussed much of the pertinent issues regarding the application.

Chair Kimes noted for all that the Findings of Fact on this project was going to appear later in the Agenda. He explained that normally that would not take place until the next month. However, because the developer needs to get the old fill out and move soils before the winter rains, the Commission was agreeable to fast tracking the formal process. This was aided, in large part, by the thoroughness and attention to detail of the application.

Commissioner Ben Fisher said he does have some concerns about building a large mansion in the area out there.

Mr. Schubothe thanked the Applicant for providing a detailed, complete application. For months, he noted, there has been an unfortunate pattern of applicants not doing so, resulting in delays, denials and frustrations.

Ms. Tiffany made the motion to approve the Conditional Use Permit with Conditions of Approval as outlined in the Staff Report. Mr. Schubothe seconded. The motion to approve was passed, 5-0-2 absent (Graham and Reed).

5.0 FINDINGS OF FACT

5.1 CONDITIONAL USE: JOHN DANIELSON/ELIZABETH MAY/BARBARA DANIELSON – 725 BEACH LOOP DRIVE (28-15-25 CB, TL 1000) – TO OPERATE A VACATION RENTAL DWELLING IN AN EXISTING SINGLE-FAMILY DWELLING IN THE CONTROLLED DEVELOPMENT (CD-1) ZONE

Chair Kimes stated that he appreciated all of the additional information that the Applicants provided, including their written agreement to put visible signage out near the neighboring property directing tenants to the ample off street parking on their property. Additionally, there will be signage visible from both sides at the entryway of the parking area.

Ms. Hampton reported that several of the Commissioners had brought to her attention that at the last meeting, a 15th Condition of Approval was added. However, it failed to make it into the final Staff Report, and that has been included in the packets for the meeting. She reminded the Commissioners that the 15th Condition of Approval deals with access and egress into the property.

Mr. Schubothé made a motion to approve the Findings of Fact. Ms. Tiffany seconded the motion. The motion to approve the Findings of Fact was passed 5-0-2 absent (Graham and Reed).

5.2 CONDITIONAL USE: BEVERLY AND DAVE KOEPKE - REQUEST TO SITE A SINGLE FAMILY DWELLING ON PROPERTY LOCATED AT 28-15-36 CB, TAX LOT 801. PROPERTY IS ZONED CONTROLLED DEVELOPMENT 1 (CD-1

Ms. Hampton explained that, as previously indicated by Chair Kimes, normally the Commission does not review and approve the Findings of Fact until the month following the Public Hearing on a permit. However, because the geotech report on the project was very specific regarding the need to move the soils prior to the winter storms, the Planning Staff and the Commission felt it necessary to fast track the process for this particular permit. She called the Commission's attention to the Findings of Fact, noting that Page 18 of 18 will have amendments to the Conditions for Approval based upon the discussions/concerns expressed earlier in the meeting. Also, the verbiage will be changed from the "Staff recommends" to "the Commission recommends." She further outlined the detailed changes to be made throughout the Conditions for Approval.

Ms. Tiffany moved to accept the Findings of Fact. Mr. Schubothé seconded the motion. The motion to accept the Findings of Fact was approved, 5-0-2 absent (Graham and Reed).

Ms. Tiffany made a motion to reflect the same change in the record for the previous Findings of Fact. Ms. Bremmer seconded the motion. The motion was passed 5-0-2 absent (Graham and Reed).

6.0 DISCUSSION OF PLANNING FEES

Ms. Hampton shared with the Commission that the Fee Comparative Analysis before them is the same that she provided to them prior to their joint work session with the City Council. She said she admittedly left a little confused as to where they were at with regard to Planning Fees.

She reported that she spoke with Mr. Winkel, and they recommend that the City of Bandon Planning Department go with an hourly rate for services. She noted that at the back of the Comparative Analysis, Mr. Winkel was able to compile an average rate of \$51.43, based upon the wages of the Planning Director, the City Planner and the City Manager. However, she noted, many of the varied applications and permits involve other department heads, and these are factors that

will need to be addressed in establishing a “cost based” hourly service rate. This type of hourly rate could help the department offset its costs, particularly with regards to reviews of already considered applications.

Ms. Hampton offered that she is putting this analysis and possibility forward for the Commissioners’ consideration, and to solicit their guidance in how to proceed.

Chair Kimes noted that the County charges \$125 per hour for its planning fees, which theoretically, at minimum, covers department costs – department heads, insurance, salaries, etc. He asked Ms. Hampton if she, in fact, had a set per hour fee in mind.

Ms. Hampton responded that she did not have a cost based fee in mind, but rather, brought this initial concept forward to see if it is the direction the Commission would like her to explore further.

Chair Kimes asked Ms. Tiffany for her thoughts. She admitted concern over the cost based approach to fees, because as a resident brings an application forward, they would have no idea of how much time would be needed to process it, or what the cost to file would be in advance.

Mr. Fisher and Chair Kimes both noted that the County does charge in advance. The County charges a \$500 fee per application, then charges \$125.00 per hour out of that deposit. For that deposit, the applicant receives four (4) hours of work. However, he does not know how it is handled if the services fall below the covered four hours of work.

Ms. Tiffany asked about establishing averages for each type of permit application, so that when a customer comes in, the staff can estimate the full charge for that particular type of application? And, she asked, if the application service fees exceed the initial \$500, does work stop until another payment is made?

Mr. Schubothe noted he had the same question. What if the resident is charged the initial four hours based upon the averages, but the work exceeds eight (8)?

Chair Kimes responded that if the service fees exceed four hours, then another \$500 is required for the work to continue.

But, Ms. Tiffany asked, is that how we want to handle this?

Ms. Hampton told the Commissioners that she is actually looking to them for direction on how to proceed. The Department currently does charge some flat rate fees on a number of specific applications. For example, she said, on a Conditional Use Permit application, the Department charges \$750. However, she added, that is not a matter of just covering staff time, but rather the expense of public notification including sending out the notices and publishing in the local paper.

Ms. Hampton gave another example of Zoning Compliance applications. Currently, she said, they charge \$300. She added, however, that it does take approximately 3 to 5 hours of Staff time to just process those applications, if they are, in fact, complete when submitted. Time pursuant to processing them includes reviewing them, notifying the tribes and others. But if they have to redo it and send it back to the Commission, maybe more should be charged.

Ms. Tiffany asked for clarification; whatever the Commission decides to do with fees, doesn’t it need to go before the City Council for enactment? It is their purview to establish these fees.

Chair Kimes responded that the Commission would need to make a recommendation to the City Council. However, he reminded the Commission that at the joint meeting, the Council instructed the Commission to recommend a Planning Department fee structure.

Mr. Winkel affirmed that the City Council will be looking for a formal recommendation from the Commission and the Planning Department on establishment of fees; after all, they are the individuals with experience and knowledge about what kinds of time and costs are involved in permit applications.

Ms. Tiffany asked, then, if the resulting recommendation will be a combination of what the Planning Department is doing now in terms of charging flat rates to cover extemporaneous costs, in addition to the setting of per hour application fees to cover time costs. As an example, Ms. Tiffany cited, theoretically, an applicant being told that the actual application fee would be \$750, plus a Staff cost of \$125 an hour to process the application.

Ms. Hampton said she believes that it is the scenario she has put before the Commission. She wanted to bring these initial thoughts before the Commissioners, she said, in order to secure feedback and direction prior to bringing back a more concrete recommendation for their consideration. Is there a direction, other than cost based fee analysis, that the Commission would like them to take?

Ms. Tiffany asked then, is Ms. Hampton's goal to come back to the Commission with a list of all of varied permit applications, that would have a set fee for each application on one side of a page, and on the same line item on the other side of the page, have an estimate of the cost based per hour rate for processing that is anticipated to be charged in addition to the initial application fee?

Mr. Winkel explained how he sees the process working. The Staff will analyze and evaluate, based upon previous experience, the amount of time needed to process each type of application. Then, he said, in the instance of a Conditional Use permit, the applicant would be charged a set fee that includes the actual costs of the processing (\$750) plus three to five hours of staff time to process a complete application. So when filing their application, the applicant would be told up front that if their application is fully detailed and complete, their expense for the filing would be \$1,100 which includes all costs and staff time to process. If their application is not complete or needs numerous reviews, then additional charges will apply at a cost of "so much per hour", and the clock starts ticking.

Mr. Winkel reminded the Commission that while the main goal here is to recoup the Planning Department costs, it can also serve to encourage people to turn in complete, precise applications; otherwise, they will end up paying a premium for partially completed applications. It is the partial or incomplete applications that the Commission and the Department has been dealing with in the past year that really burns up the Staff time, and causes completed applications to get shoved aside.

Ms. Tiffany asked if the Commission could move to make a recommendation in accordance with what they have discussed during the evening's meeting.

Mr. Winkel indicated that inasmuch as they appear to have Commission consensus, they would prefer to come back to the Commission again with a proposed fee schedule, as Ms. Tiffany conceptualized earlier, for their full consideration.

Mr. Carleton noted that in the City of Bandon, they are not exactly in the middle of a corn field, where things are exactly the same from one end of the town to the other. The Commission just experienced that with the development considered earlier, with the fill, the slope, and the hazards considerations; and with a recent application involving wetland considerations.

What that results in, he said, is the Planning Department Staff spending lots of time with other organizations, including the tribes, DSL and a host of others. And the Staff does not walk into those meetings with a stop watch ready to bill for every lost 30 seconds that are spent talking about how the drive down was. He believes the Staff could work out an assessment of typical time expenditures on various types of applications, but also have some additional categories that includes special meetings or meetings with agencies on an applicant's behalf. Everything, he said, needs to be done on the one-hour charge, because to do otherwise, applicants are going to start asking to see the time sheets.

Mr. Carleton noted that some of the meetings that involve the Staff have a lot of stakeholders gathered around a table for often a long period of time. In other words, not one size fits all applications in terms of time required, based upon the environmental aspects of the locations. So, Mr. Carleton said, we need a fee structure that accounts for those projects that are more complicated, not because of completeness of the application, but because of the environmental nuances and implications of the projects. In some instances, the Staff may opt to charge less to a client for their time in that venue, because they may actually be gathering information that will benefit other applications as well.

In conclusion, Mr. Carleton noted that there are a lot of ways they can get to where they need to be, but he would advise against putting a strict stopwatch on every interaction over the initial first hour.

Mr. Schubothe said that he feels an average is a potential way to secure a structure to the fees, but noted that some applications will take more time and some will take less. But he is wrestling with the concept of charging an initial flat fee, but then adding more on top. From a purely mathematical standpoint, he said, an average might work, but what about those instances where it doesn't?

Ms. Tiffany added that an average, again, would be based upon a complete application. That emphasis would serve notice on those who turn in incomplete applications, or come back with continual changes, that they will be charged a premium over those who have done a thorough, detailed application with all required materials as requested.

Vice Chair Bremmer noted that some of that disparity could be handled by charging for extensions. Currently, she sees no charges indicated for extensions, but as the Commission has learned in past months, that is at a tremendous cost in time (redone Staff Reports) and materials (publications) to the City. If the Department were to charge for extensions, it may produce the outcome of applicants not relying on them as a way to complete their incomplete plans and applications. Of course, Ms. Bremmer said, there could be exceptions for extenuating circumstances, and no one is going to charge another hour because an applicant went over their allotted time by 30 seconds.

Further, Vice Chair Bremmer noted a reference to a 'Citizen's legislative matter' on the last page of the fee comparison. She indicated that it look like a fee charged for citizen legislative initiatives of \$1,750 by Coos County. Since it is the only submitted comparative fee structure that has it, it may not be applicable to communities anyway, but she said she thought it was interesting.

Vice Chair Bremmer then recommended again that fees for requested extensions could help balance the fee costs for complete and incomplete applications.

Chair Kimes asked Ms. Hampton if the extension connotation actually had to do with year extensions on actual work, rather than application process extensions.

Ms. Hampton reminded the Commissioners that what they have in the fees schedule analysis is the actual fee schedule for neighboring coastal communities and the County. She then cited the fees of each community regarding appeals. While there is a set fee, there are a host of different appeals within each community (administrative, council, etc.), and the numbers provided take in that broad spectrum. She noted that in the case of Bandon, it may be advisable to come up with a list of those varied appeals, and the fee to be charged for each type, rather than putting a flat fee on all. For example, she said, an appeal of an administrative decision can be just as expensive as an appeal for a conditional use; yet the City of Bandon has no fee for an appeal of an administrative decision.

Perhaps, Ms. Hampton said, it would be beneficial to have both, a complete listing of the fees as they currently exist, along with notations where fees are not currently charged but should be; along with a proposed schedule of flat fees with cost based average charges for Staff time, as well as per hour charges for anything over and above that average rate.

Ms. Hampton reminded the Commission that as she reported at the Joint Work Session, they have done eight (8) applications that the Staff has reviewed three times now under one application fee. Unfortunately, the Staff is finding that this has become common practice – not the uncommon practice – but the common practice among applicants now.

Mr. Carleton offered to the Commission that this might be the kind of thing that the Department and the Commission transitions into – swat one fly today, another one tomorrow – in order to address the concerns that Mr. Schuboth brought up. If one bases the rate upon the actual costs, it then becomes hard to make it a matter of averages. Yes, he said, there are certain functions that the Planning Staff does for every application. But what if we are dealing with an application that is thorough and complete, but suddenly over 50 residents take an interest in it? Or, what if you get one of those email threads from Dave Perry, our DLCD Representative, or a host of phone calls? Do you then charge the applicant for that?

In summary, Mr. Carleton reminded the Commission that what they have essentially said is that one of the biggest time wasters for the Staff is that of incomplete applications. So, he recommended, addressing that issue, in addition to the fees. Tell applicants with incomplete applications, “after the 30-days’ notice you are given to complete your application, you will be charged this amount for future reviews.” Focus on the fees and the incomplete application issue, and tackle other time issues as the Commission identifies them, he said.

Mr. Fisher said he would be very interested in seeing a fee schedule.

Vice Chair Bremmer suggested that the Staff carefully and strategically look at the things they currently do charge for and those things that they don’t. If, in fact, in that review they find that some of the things they currently don’t charge for are things that take an extraordinary amount of time, they might want to initiate charges for those actions; like extensions.

The point is, Chair Bremmer said, review of these charges are not designed to gouge the person that wants to build something, but rather to influence the people who want to take up a lot of time to minimize their impact on the Staff and the Department. It is a reminder that we are not here to plan their projects for them; but rather to review their fully completed plans in compliance with city code criteria.

Ms. Hampton asked for clarification on the request from the Commissioners at this point. She asked if their request is for her to produce a complete list of fees being charged currently, along with notations of services not currently being charged for that the Staff believes should have fees attached, and finally, what the Staff's recommendations are on future fees.

Chair Kimes added that he believes the Commission would also be interested in seeing the Staff's assessment of what time averages would be in any one of a number of services upon which initial fees for Staff services could be charged. He would also like to see those time averages/costs for 1) an incomplete application, and 2) a completed but complex application that would have an impact on the normal time frame of the average application.

Vice Chair Bremmer noted that she likes the idea of a per hour Staff time charge, but wondered if they are creating an administrative nightmare by doing so, based upon the increased record keeping and the amount of time billing for overages.

Chair Kimes recommended to Ms. Hampton that she sit down with the County Planning Staff and see how they handle the aforementioned administrative issues.

In other Planning Department efforts, Ms. Hampton noted that she has sent out some information on Planning Training opportunities to members of the Commission and Planning Department Staff. If anyone is interested in attending, she said, please let her know.

Mr. Winkel reported that he is working on getting a Planning Director or another Planning Staff member into the department to help with Ms. Hampton's work load. She is the sole Planning Staff right now.

7.0 COMMISSIONERS' COMMENTS

Mr. Fisher reported that they have been filming a movie on the beach called "Damsels." It stars the actor from the Twilight series. He said the film crew has been out on the beach the past few days, and the Commissioners may or may not have noticed the activity.

Mr. Schubothe noted that the last Music in the Park of the season will take place on Saturday, from 1 to 4 p.m., featuring Bob Schaffer.

8.0 ADJOURN THE REGULAR MEETING

Chair Kimes adjourned the meeting at 8:05 p.m.

Minutes respectfully submitted by Sandra J. Messerle

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION	DATE: October 11, 2016
SUBJECT: Police Department Report	ITEM NO: 6.3.1

BACKGROUND:

Attached is the monthly report for August 2016.

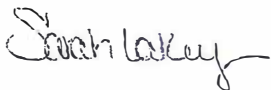
FISCAL IMPACT:

None

RECOMMENDATION:

Motion to approve as part of the Consent Agenda.

SUBMITTED BY:



Sarah Lakey, *Police Records Clerk*

Bandon Police Department



Monthly Report	Aug-15	Aug-16	% Difference
Alarm calls	17	15	13%
Burglary Calls	3	5	-40%
Burn/Fire Complaints	2	15	-87%
Criminal Mischief	7	4	75%
Vehicle Offenses	27	37	-27%
All Driving Complaints	19	14	36%
Thefts/Fraud	28	14	100%
All Animal Offenses	17	9	89%
Assaults/Fights	20	12	67%
Disturbance Calls	23	30	-23%
Contacts/Persons (Circs./Checks)	163	219	-26%
Information	6	7	-14%
Assist Other Depts (PW, Elec, etc)	51	2	2450%
Property Calls	19	30	-37%
Drug Related Info	5		
WARRANTS/VIOL.	2	2	0%
TRAFFIC OTHER	7	0	
MISC	0	0	0%
MUNI-CODE OFFENSES	1	0	0%
MIP CITES/REFER ALCOHOL	0	0	
ARRESTS	13	13	0%
DUII ARRESTS	2	4	-50%
TRAFFIC STOPS W/CITATION	53	35	51%
WARNINGS	202	219	-8%
SPEED CITES	35	18	94%
COUNTY CALLS	13	9	44%
ASSIST OSP	3	7	-57%
CELLPHONE CITES	4	3	33%
Dog Complaints			
TOTAL CALLS	742	723	3%

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TOTAL	YTD 15	%
Alarm calls	13	11	15	9	10	14	18	15					105	99	6%
Burglary Calls	3	1	5	3	4	0	3	5					24	17	41%
Burn/Fire Complaints	1	1	8	2	2	1	6	15					36	32	13%
Criminal Mischief	6	7	5	3	2	8	3	4					38	31	23%
Vehicle Offenses	26	20	24	44	28	32	47	37					258	220	17%
All Driving Complaints	9	19	12	2	16	12	18	14					102	147	-31%
Thefts/Fraud	15	21	18	11	13	16	18	14					126	128	-2%
All Animal Offenses	9	12	18	20	7	12	18	9					105	89	18%
Assaults/Fights	18	9	20	10	10	10	18	12					107	93	15%
Disturbance Calls	15	19	15	60	27	39	30	30					235	202	16%
Contacts/Persons	82	162	218	174	217	168	219	219					1459	1406	4%
Information	6	12	11	15	2	4	4	7					61	75	-19%
Assist Other Agencies	39	33	41	35	39	30	2	2					221	199	11%
Property Calls	27	17	29	24	24	16	4	30					171	193	-11%
Drug Related Offenses	0	6	0	1		8	2						17	26	-35%
WARRANTS/VIOL.	6	3	6	5	8	7	10	2					47	45	4%
TRAFFIC OTHER	1	4	1	14	0	2	4	0					26	36	-28%
MISC	0	1	0	0	1	0	0	0					2	3	-33%
MUNI-CODE CALLS	0	0	0	2	1	1	2	0					6	7	-14%
MIP CITES/REFER	0	1	0	0	11	1	0	0					13	3	333%
ARRESTS	26	6	17	15	26	14	13	13					130	110	18%
DUII ARRESTS	1	2	2	4	4	3	1	4					21	19	11%
TRAFFIC STOPS W/CITE	1	14	31	24	39	35	22	35					201	462	-56%
WARNINGS	120	104	121	110	193	155	150	219					1172	1524	-23%
SPEED CITES	1	2	10	5	17	4	11	18					68	242	-72%
COUNTY CALLS	17	19	17	11	12	19	9	9					113	82	38%
ASSIST OSP	5	3	4	1	9	8	5	7					42	26	62%
CELLPHONE CITES	0	0	1	3	6	2	0	3					15	51	0%
Dog Warnings Issued			7	6	0	0	0	0							
TOTAL CALLS	447	509	649	613	728	621	637	723	0	0	0	0	4921	5567	-12%

School Zone cites	3						n/a	n/a					3	0	0.00%
School Zone warning	6						n/a	n/a					6	0	0.00%
School Zone arrests	0						n/a	n/a					0	0	0.00%

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION	DATE: October 5, 2016
SUBJECT: Accounts Payable Report – Finance Department	ITEM NO: 6.3.2

BACKGROUND:

The list of bills paid for August, 2016 is attached.

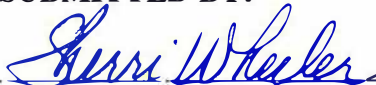
FISCAL IMPACT:

Cash Disbursements August Mid-Month Bills	\$ 243,478.23
Cash Disbursed, Payroll (Net Employee Payroll)	\$ 133,766.93
Cash Disbursed 09/10/16	\$ 297,751.50
Cash Disbursed to BPA for Utility Billings/ACH transfer	<u>\$ 187,468.00</u>
	\$ 862,464.66

RECOMMENDATION:

Motion to approve as part of the Consent Agenda.

SUBMITTED BY:



Sherri Wheeler, *Assistant Finance Director*

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3965							
3965	AT & T MOBILITY	878007460X08	CELL PHONE BILLING-PD	08/06/2016	360.70	.00	
3965	AT & T MOBILITY	878530873X08	CELL PHONE BILLING-PW	08/06/2016	111.98	.00	
3965	AT & T MOBILITY	878530873X08	CELL PHONE BILLING/MAPPIN	08/06/2016	238.54	.00	
3965	AT & T MOBILITY	878530873X08	CELL PHONE BILLING-WTP	08/06/2016	52.14	.00	
3965	AT & T MOBILITY	878530873X08	CELL PHONE BILLING-WWTP	08/06/2016	24.92	.00	
Total 3965:					788.28	.00	
5240							
5240	BANDON COMMUNITY YOUTH	080216	PAYMENT TO ORGANIZATION	08/02/2016	2,000.00	.00	
Total 5240:					2,000.00	.00	
8550							
8550	BOY SCOUT TROOP #313	062416	SUMMER REC - TIE DYE	06/24/2016	165.00	.00	
8550	BOY SCOUT TROOP #313	070816	SUMMER REC - HUMBUG HIKE	07/08/2016	65.00	.00	
8550	BOY SCOUT TROOP #313	080116	SUMMER REC - EDSON CRK	08/01/2016	140.00	.00	
8550	BOY SCOUT TROOP #313	080816	SUMMER REC - CRAZY GAMES	08/08/2016	135.00	.00	
8550	BOY SCOUT TROOP #313	080916	SUMMER REC - NEW RIVER HI	08/09/2016	120.00	.00	
Total 8550:					625.00	.00	
9349							
9349	BROWN & KYSAR, INC.	6250	GENERAL CONSULTING	08/05/2016	670.00	.00	
Total 9349:					670.00	.00	
10820							
10820	CARDINAL EMPLOYMENT SERV	1119044	CUSTOMER #784526-HORATH/	08/12/2016	1,540.56	.00	
10820	CARDINAL EMPLOYMENT SERV	1119323	CUSTOMER #784526-HORATH/	08/19/2016	1,573.79	.00	
Total 10820:					3,114.35	.00	
10850							
10850	CARLETON, FREDERICK J	080916	LUBA COSTS	08/09/2016	90.00	.00	
Total 10850:					90.00	.00	
11410							
11410	CENTER POINT LARGE PRINT	1398823	BOOKS	08/01/2016	546.48	.00	
Total 11410:					546.48	.00	
12012							
12012	CITY OF BANDON	081016	LIEAP - WELLS	08/10/2016	150.00	.00	
Total 12012:					150.00	.00	
12404							
12404	CITY OF COQUILLE	081716	SUMMER REC. FEE-SKATING	08/17/2016	48.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 12404:					48.00	.00	
13050							
13050	COASTAL PAPER & SUPP INC	511171	MULTIFOLD TOWELS/TRASH B	07/15/2016	126.79	.00	
13050	COASTAL PAPER & SUPP INC	511172	MULTIFOLD TOWELS - LIBRARY	07/15/2016	49.40	.00	
13050	COASTAL PAPER & SUPP INC	512621	NO LOITERING SIGNS - CITY H	08/12/2016	67.40	.00	
13050	COASTAL PAPER & SUPP INC	512626	TOILET PAPER - LIBRARY	08/12/2016	58.45	.00	
Total 13050:					302.04	.00	
18650							
18650	DYER PARTNERSHIP, INC.	23489	MONTHLY PROJECT STATUS R	07/31/2016	115.00	.00	
18650	DYER PARTNERSHIP, INC.	23489	'15 PROECT LIST FOR AUDIT/P	07/31/2016	517.50	.00	
18650	DYER PARTNERSHIP, INC.	23489	COB PLANNING DOCUMENTS L	07/31/2016	321.00	.00	
18650	DYER PARTNERSHIP, INC.	23490	MISC ENGINEERING - SUBDIVI	07/31/2016	57.50	.00	
18650	DYER PARTNERSHIP, INC.	23491	MISC ENGINEERING-WATER SY	07/30/2016	57.50	.00	
18650	DYER PARTNERSHIP, INC.	23492	CITY HALL DRAINAGE REROUT	07/31/2016	2,824.00	.00	
18650	DYER PARTNERSHIP, INC.	23493	OFF CHANNEL STORAGE	07/31/2016	504.00	.00	
18650	DYER PARTNERSHIP, INC.	23494	9TH & GRAND AVE STREET IMP	07/31/2016	2,236.00	.00	
18650	DYER PARTNERSHIP, INC.	23495	2ND ST SE & CHICAGO AVW SE	07/31/2016	9,994.50	.00	
18650	DYER PARTNERSHIP, INC.	23496	OFF CHANNEL STORAGE RAW	07/31/2016	4,954.00	.00	
Total 18650:					21,581.00	.00	
18850							
18850	CIS TRUST	GL-D-BAN-591	LIABILITY AGGREGATE DEDUC	07/13/2016	6,637.20	.00	
Total 18850:					6,637.20	.00	
21780							
21780	FRONTIER	BPD 8/1/16	TELEPHONE EXPENSE-PD	08/01/2016	225.68	.00	
21780	FRONTIER	BPW 8/1/16	TELEPHONE EXPENSE-PW	08/01/2016	39.32	.00	
Total 21780:					265.00	.00	
27300							
27300	INDUSTRIAL RESOURCES	64279	WATER TREATMENT 5V 600	07/14/2016	61.47	.00	
27300	INDUSTRIAL RESOURCES	64319	WATER TREATMENT 5V 600	07/26/2016	61.81	.00	
Total 27300:					123.28	.00	
31750							
31750	LEAGUE OF OREGON CITIES	966	LOC CONF REGISTRATION - B.	07/15/2016	415.00	.00	
31750	LEAGUE OF OREGON CITIES	967	LOC CONF REGISTRATION - C.	07/16/2016	370.00	.00	
Total 31750:					785.00	.00	
39250							
39250	OLA/CSD	080216	2016 PERFORMER'S SHOWCAS	08/02/2016	10.00	.00	
Total 39250:					10.00	.00	
46780							
46780	GAGNON LLC, RICHARD	67	FILL SAND	08/19/2016	2,646.00	.00	
Total 46780:					2,646.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
52601							
52601	STAPLES BUSINESS ADVANTA	3310521503	COMPACT SPEAKERS	08/02/2016	19.49	.00	
52601	STAPLES BUSINESS ADVANTA	3310896113	LEGAL PADS/GEL PENS	08/06/2016	43.58	.00	
Total 52601:					63.07	.00	
58500							
58500	UNITED STATES POST OFFICE	082016	POSTAGE-UTILITY BILLS-PERM	08/20/2016	1,432.07	.00	
Total 58500:					1,432.07	.00	
59750							
59750	VERIZON	9770179463	CELL PHONE SERVICE-WTP	08/10/2016	40.08	.00	
Total 59750:					40.08	.00	
60857							
60857	WEBB, HELEN	081016	CREDIT BALANCE REFUND	08/10/2016	60.92	.00	
Total 60857:					60.92	.00	
62600							
62600	WINKEL, MATTHEW	081816	REIMB LUNCH WITH CITY MAN	08/18/2016	16.75	.00	
Total 62600:					16.75	.00	
64832							
64832	STAVEN, HARRY A	081516	DEPOSIT REFUND	08/16/2016	76.78	.00	
64832	STAVEN, HARRY A	081516	DEPOSIT REFUND	08/16/2016	25.16	.00	
64832	STAVEN, HARRY A	081516	DEPOSIT REFUND	08/16/2016	50.33	.00	
Total 64832:					152.27	.00	
64906							
64906	BANNER BANK	JULY 2016 ST	MARKERTEK	07/31/2016	67.95	.00	
64906	BANNER BANK	JULY 2016 ST	CARBONITE	07/31/2016	769.94	.00	
64906	BANNER BANK	JULY 2016 ST	UPS	07/31/2016	39.87	.00	
64906	BANNER BANK	JULY 2016 ST	CHESLOCK OPT	07/31/2016	40.00	.00	
64906	BANNER BANK	JULY 2016 ST	LODGING	07/31/2016	587.40	.00	
64906	BANNER BANK	JULY 2016 ST	NORTON	07/31/2016	49.99	.00	
Total 64906:					1,555.15	.00	
64939							
64939	PIERCE, DAWN	081016	CREDIT BALANCE REFUND	08/10/2016	50.00	.00	
Total 64939:					50.00	.00	
64945							
64945	HOVLAND, ROGER	081016	CREDIT BALANCE REFUND	08/10/2016	21.68	.00	
Total 64945:					21.68	.00	
64948							
64948	OREGON STATE LIBRARY	080316	2016 FOCUS ON CHILDREN & Y	08/03/2016	85.00	.00	
Total 64948:					85.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
64950							
64950	GEER, ASHLEY	081016	CREDIT BALANCE REFUND	08/10/2016	13.13	.00	
	Total 64950:				13.13	.00	
64951							
64951	CAIN, PAUL	081016	CREDIT BALANCE REFUND	08/10/2016	79.64	.00	
	Total 64951:				79.64	.00	
64952							
64952	SUTTON, LELAND	081016	CREDIT BALANCE REFUND	08/10/2016	4.74	.00	
	Total 64952:				4.74	.00	
64953							
64953	KLAUSMEIER, BERNI JEN	081016	CREDIT BALANCE REFUND	08/10/2016	33.54	.00	
	Total 64953:				33.54	.00	
64954							
64954	ELMORE, ANGELA	080916	DEPOSIT REFUND	08/06/2016	76.36	.00	
	Total 64954:				76.36	.00	
64955							
64955	GINGG, LOREN & AUDREY	081616	DEPOSIT REFUND	08/16/2016	96.55	.00	
64955	GINGG, LOREN & AUDREY	081616	DEPOSIT REFUND	08/16/2016	25.18	.00	
	Total 64955:				121.73	.00	
64956							
64956	THOMPSON, TRACY	081216	CREDIT BALANCE REFUND	08/12/2016	280.00	.00	
	Total 64956:				280.00	.00	
	Grand Totals:				44,467.76	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
64875							
64875	MESSERLE, SANDRA J	080116	MINUTES	08/01/2016	500.00	.00	
Total 64875:					500.00	.00	
Grand Totals:					500.00	.00	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1210							
1210	ACOUSTIC TECHNOLOGY, INC.	ATI-16044	TSUNAMI CONTROL STATION	08/10/2016	16,482.91	.00	
Total 1210:					16,482.91	.00	
2080							
2080	ALTEC INDUSTRIES, INC.	10609854	CAP SCREW/ROPE KEEPER/CO	08/09/2016	536.36	.00	
2080	ALTEC INDUSTRIES, INC.	50022579	VEHICLE MAITENANCE #506	08/04/2016	307.50	.00	
2080	ALTEC INDUSTRIES, INC.	50023399	VEHICLE MAITENANCE #501	08/09/2016	683.00	.00	
Total 2080:					1,526.86	.00	
5250							
5250	BANDON CONCRETE & DEVEL	2300191	HYDRO ROCK	08/02/2016	219.38	.00	
Total 5250:					219.38	.00	
5766							
5766	BANDON KEY WORKS	13233	FIX LOWER ENTRY LOCK/TIGH	08/02/2016	40.00	.00	
Total 5766:					40.00	.00	
10550							
10550	CALIFORNIA CONTRACTORS S	T36571	RECIP BLADES/CABLE TIES	08/09/2016	259.20	.00	
Total 10550:					259.20	.00	
10850							
10850	CARLETON, FREDERICK J	083016	LEGAL COST	08/30/2016	3,320.67	.00	
Total 10850:					3,320.67	.00	
11600							
11600	CHEMSEARCH	2412000	HAND CLEANER	08/10/2016	162.90	.00	
Total 11600:					162.90	.00	
12012							
12012	CITY OF BANDON	7.01700.08 - 1	LIEAP - BERG	08/19/2016	325.00	.00	
Total 12012:					325.00	.00	
12250							
12250	CITY OF BANDON	083016	AUGUST 2016 PAYROLL	08/30/2016	136,285.73	.00	
Total 12250:					136,285.73	.00	
13050							
13050	COASTAL PAPER & SUPP INC	512230	MULTIFOLD TOWELS/TRASH B	08/05/2016	74.10	.00	
13050	COASTAL PAPER & SUPP INC	512233	HAND SOAP - CITY HALL	08/05/2016	136.48	.00	
13050	COASTAL PAPER & SUPP INC	512631	KITCHEN BAGS/TRASH LINER -	08/12/2016	78.95	.00	
13050	COASTAL PAPER & SUPP INC	512962	REPAIR CARPET CLEANER	08/19/2016	458.34	.00	
13050	COASTAL PAPER & SUPP INC	512962	REPAIR CARPET CLEANER	08/19/2016	458.33	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
13050	COASTAL PAPER & SUPP INC	513632	TOWELS/AIR FRESHNER/BATT	08/12/2016	200.33	.00	
Total 13050:					1,406.53	.00	
16450							
16450	DAILY JOURNAL OF COMMERC	742883277	AD FOR BIDS-2ND ST & CHICA	08/12/2016	546.00	.00	
16450	DAILY JOURNAL OF COMMERC	742890303	AD FOR BIDS/11TH ST STORM	08/17/2016	596.70	.00	
Total 16450:					1,142.70	.00	
18850							
18850	CIS TRUST	082616	ADJ HEALTH & LIFE - KLING	08/26/2016	3,279.34-	.00	
18850	CIS TRUST	082616	ADJ HEALTH & LIFE - OWENS	08/26/2016	620.71-	.00	
18850	CIS TRUST	082616	ADJ HEALTH & LIFE - OWENS	08/26/2016	869.00-	.00	
18850	CIS TRUST	082616	ADJ HEALTH & LIFE - OWENS	08/26/2016	496.57-	.00	
18850	CIS TRUST	082616	ADJ HEALTH & LIFE - OWENS	08/26/2016	496.57-	.00	
18850	CIS TRUST	082616	ADJ HEALTH & LIFE - GOOD	08/26/2016	248.32	.00	
18850	CIS TRUST	082616	ADJ HEALTH & LIFE - GOOD	08/26/2016	165.54	.00	
18850	CIS TRUST	082616	ADJ HEALTH & LIFE - GOOD	08/26/2016	1,076.04	.00	
18850	CIS TRUST	082616	ADJ HEALTH & LIFE - GOOD	08/26/2016	82.77	.00	
18850	CIS TRUST	082616	ADJ HEALTH & LIFE - GOOD	08/26/2016	82.77	.00	
Total 18850:					4,106.75-	.00	
18905							
18905	ALPHA EDEN	1337020	PEST CONTROL WATER PLANT	08/08/2016	79.86	.00	
18905	ALPHA EDEN	1337027	PEST CONTROL CITY HALL	08/06/2016	113.14	.00	
Total 18905:					193.00	.00	
20612							
20612	FASTENAL COMPANY	ORNOR67527	NUTS/BOLTS	08/09/2016	454.65	.00	
20612	FASTENAL COMPANY	ORNOR67528	NUTS/BOLTS	08/09/2016	13.13	.00	
Total 20612:					467.78	.00	
24650							
24650	HACH COMPANY	10051213	TESTING SUPPLIES	08/05/2016	113.48	.00	
Total 24650:					113.48	.00	
26880							
26880	HUGHES NETWORK SYSTEMS,	B1-302131146	FIRE HALL INTRNET-EMERG M	08/14/2016	75.73	.00	
Total 26880:					75.73	.00	
29478							
29478	JUNIOR LIBRARY GUILD	325949	BOOKS	08/17/2016	806.40	.00	
Total 29478:					806.40	.00	
30630							
30630	KOOS ENVIRONMENTAL SERVI	KES-4004	ASBESTOS TESTING	08/12/2016	710.00	.00	
Total 30630:					710.00	.00	
31655							
31655	LAWSON PRODUCTS, INC.	9304261661	POLY WHITE KIT	07/28/2016	216.66	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
31655	LAWSON PRODUCTS, INC.	9304263296	PUSH BUTTON AIR COUPLER	07/28/2016	478.82	.00	
31655	LAWSON PRODUCTS, INC.	9304263297	SAW KIT	07/28/2016	638.00	.00	
Total 31655:					1,333.48	.00	
31900							
31900	LEFF, DAVID	4327	PASTURE RENT-BIOSOLIDS DIS	08/08/2016	1,907.00	.00	
31900	LEFF, DAVID	4328	PASTURE RENT	08/16/2016	1,822.00	.00	
Total 31900:					3,729.00	.00	
37450							
37450	NCL OF WISCONSIN, INC.	376903	GLASS AMPULES	08/08/2016	143.69	.00	
Total 37450:					143.69	.00	
37605							
37605	NELSON, A.E. LEATHER COMPA	24585	NOTEBOOKS	08/17/2016	168.60	.00	
Total 37605:					168.60	.00	
38410							
38410	NORRIS, JEFF	082316	AUGUST MGMT OF THE BARN	08/23/2016	1,500.00	.00	
38410	NORRIS, JEFF	082316	AUGUST MGMT OF THE BARN	08/23/2016	500.00	.00	
Total 38410:					2,000.00	.00	
40550							
40550	OREGON D.E.Q.	WQ17STM-045	WATER QUALITY PERMIT	08/04/2016	980.00	.00	
Total 40550:					980.00	.00	
41000							
41000	OREGON HOMICIDE INVESTIGA	98	CONFERENCE FEE-WEBB	07/27/2016	250.00	.00	
Total 41000:					250.00	.00	
44400							
44400	PLATT	J940933	400A WITH MANUAL BYPASS	08/04/2016	1,270.00	.00	
Total 44400:					1,270.00	.00	
46300							
46300	REESE ELECTRIC, INC.	1602344	REPLACE INTERIOR METER BA	08/19/2016	329.00	.00	
Total 46300:					329.00	.00	
50150							
50150	SIRCHIE FINGER PRINT LABS, I	0265064-IN	PRINTS MATERIAL	08/05/2016	116.50	.00	
Total 50150:					116.50	.00	
52601							
52601	STAPLES BUSINESS ADVANTA	3311203437	SURFACE PEN	08/11/2016	59.99	.00	
52601	STAPLES BUSINESS ADVANTA	3311526406	INK	08/13/2016	33.58	.00	
52601	STAPLES BUSINESS ADVANTA	3311526406	PAPER/BINDERCLIPS/RUBBER	08/13/2016	45.52	.00	
52601	STAPLES BUSINESS ADVANTA	3311839110	CD ENVELOPES	08/18/2016	1.40	.00	
52601	STAPLES BUSINESS ADVANTA	3311839110	TONER	08/18/2016	63.73	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 52601:					204.22	.00	
54940							
54940	TANNER, JENNIFER	082016	REIMB. MILEAGE COOS COUNT	08/20/2016	29.16	.00	
Total 54940:					29.16	.00	
58200							
58200	UMPQUA BANK	AUGUST STM	NEUSTAR	08/17/2016	60.00	.00	
58200	UMPQUA BANK	AUGUST STM	VIWO	08/17/2016	33.16	.00	
58200	UMPQUA BANK	AUGUST STM	AMAZON	08/17/2016	33.55	.00	
58200	UMPQUA BANK	AUGUST STM	BULLET PROOF GLASS	08/17/2016	1,285.00	.00	
58200	UMPQUA BANK	AUGUST STM	WORKINGS PERSONS STORE	08/17/2016	70.00	.00	
Total 58200:					1,481.71	.00	
58900							
58900	USA BLUE BOOK	025319	PIPE MARKERS	08/04/2016	23.11	.00	
58900	USA BLUE BOOK	025398	TAPE/MEMBRANE KIT	08/04/2016	271.72	.00	
Total 58900:					294.83	.00	
59725							
59725	VEND WEST SERVICES, INC.	1380119	WATER	07/07/2016	20.75	.00	
59725	VEND WEST SERVICES, INC.	1380177	WATER	07/07/2016	15.25	.00	
59725	VEND WEST SERVICES, INC.	1387477	WATER	07/27/2016	15.25	.00	
59725	VEND WEST SERVICES, INC.	1392327	RENTAL - PD	07/15/2016	10.00	.00	
Total 59725:					61.25	.00	
60575							
60575	WARDROBE CLEANERS, LLC	55987	TABLECLOTHS	08/09/2016	38.60	.00	
60575	WARDROBE CLEANERS, LLC	559986	TABLECLOTHS	08/05/2016	37.20	.00	
Total 60575:					75.80	.00	
60853							
60853	WEBB, BOB	081716	REIMB. MILEAGE	08/17/2016	221.40	.00	
Total 60853:					221.40	.00	
61000							
61000	WESCO DISTRIBUTION INC	710266	PAD MOUNT TRANSFORMER	08/01/2016	12,266.00	.00	
61000	WESCO DISTRIBUTION INC	710684	ANCHOR & GROUND RODS	08/03/2016	1,706.50	.00	
61000	WESCO DISTRIBUTION INC	712513	ABB-PIN	08/11/2016	331.26	.00	
Total 61000:					14,303.76	.00	
62450							
62450	WILSON-DUNN GLASS COMPA	1101	SIDE WINDOW FOR MOWER	08/02/2016	585.45	.00	
Total 62450:					585.45	.00	
63201							
63201	WORLD, THE	080916	SUBSCRIPTION	08/09/2016	239.17	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 63201:					239.17	.00	
63202							
63202	WORLD, THE	20295419	PUB HEARING NOTICE	07/12/2016	188.36	.00	
63202	WORLD, THE	20296616	BIDS FOR 2ND ST	08/11/2016	823.54	.00	
63202	WORLD, THE	20296877	BIDS FOR 11TH ST DRAINAGE	08/18/2016	1,577.39	.00	
63202	WORLD, THE	20296914	PUB HEARING NOTICE	08/09/2016	246.75	.00	
Total 63202:					2,836.04	.00	
64825							
64825	KIMES, DAVID	082516	REIMB MILEAGE-CODE COMPLI	08/25/2016	70.74	.00	
Total 64825:					70.74	.00	
64840							
64840	ANIXTER INC.	3261909-01	BRACE/INSULATOR/CLAMP/RO	08/03/2016	790.61	.00	
64840	ANIXTER INC.	3261909-02	BRACE WOOD DROP	08/08/2016	700.00	.00	
64840	ANIXTER INC.	3293183-00	GUY STRAND	08/03/2016	120.00	.00	
64840	ANIXTER INC.	3300645-00	HOOK DRIVE/NUT OVAL EYE	08/11/2016	210.00	.00	
Total 64840:					1,820.61	.00	
64875							
64875	MESSERLE, SANDRA J	082516	MINUTES	08/25/2016	1,120.00	.00	
Total 64875:					1,120.00	.00	
64923							
64923	COAST TO COAST COMPUTER	A1521300	TONER	08/03/2016	159.96	.00	
Total 64923:					159.96	.00	
64938							
64938	WADDINGTON, JORDAN	081716	REIMB FOR GAS - ACADEMY	08/17/2016	67.26	.00	
Total 64938:					67.26	.00	
64949							
64949	TRANSACT TECHNOLOGIES IN	1267082	THERMAL RECEIPT PAPER	08/11/2016	95.68	.00	
Total 64949:					95.68	.00	
64957							
64957	GOLDMAN, DAVID	082316	REIMB: AIRFARE/CAR RENTAL/	08/23/2016	1,573.27	.00	
Total 64957:					1,573.27	.00	
64960							
64960	UNDERDOWN, CATHERIN	080116	DEPOSIT REFUND	08/01/2016	203.37	.00	
Total 64960:					203.37	.00	
Grand Totals:					195,195.47	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1600							
1600	AFLAC	PR0821160	AFLAC INSURANCE DEDUCTIO	08/30/2016	1,202.41	1,202.41	08/30/2016
1600	AFLAC	PR0821160	AFLAC INSURANCE DEDUCTIO	08/30/2016	114.05	114.05	08/30/2016
Total 1600:					1,316.46	1,316.46	
18850							
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE LO	08/30/2016	156.51	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Ins	08/30/2016	155.38	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE He	08/30/2016	4,863.40	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Vo	08/30/2016	438.35	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Vo	08/30/2016	102.84	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Ad	08/30/2016	53.28	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Re	08/30/2016	4,894.19	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Re	08/30/2016	7,078.50	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Re	08/30/2016	17,180.92	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Pu	08/30/2016	699.17	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Pu	08/30/2016	2,923.28	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Pu	08/30/2016	10,104.65	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Re	08/30/2016	246.88	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE 10	08/30/2016	3.85	.00	
18850	CIS TRUST	PR0821160	HEALTH & LIFE INSURANCE Ac	08/30/2016	40.68	.00	
Total 18850:					48,941.88	.00	
26950							
26950	I.B.E.W. #659	PR0821160	UNION DUES DEDUCTION IBE	08/30/2016	1,273.06	1,273.06	08/30/2016
Total 26950:					1,273.06	1,273.06	
27115							
27115	ICMA - VANTAGEPOINT TRAN. A	PR0821160	DEFERRED COMP DEDUCTION	08/30/2016	1,057.84	1,057.84	08/30/2016
Total 27115:					1,057.84	1,057.84	
49035							
49035	SCHROEDER'S	083116	DOWNPAYMENT FOR FLOORIN	08/31/2016	2,550.00	.00	
Total 49035:					2,550.00	.00	
53700							
53700	STATE OF OREGON	083116	UCC FOR FACADE LOAN/SHAW	08/31/2016	15.00	.00	
Total 53700:					15.00	.00	
55050							
55050	TEAMSTER'S LOCAL #206	PR0821160	UNION DUES DEDUCTION Tea	08/30/2016	796.00	796.00	08/30/2016
Total 55050:					796.00	796.00	
55051							
55051	TEAMSTERS 206 EMPLOYERS	PR0821161	Teamster's Insurance Teamster In	08/30/2016	701.05	701.05	08/30/2016
55051	TEAMSTERS 206 EMPLOYERS	PR0821161	Teamster's Insurance Teamster H	08/30/2016	6,449.56	6,449.56	08/30/2016

Special Check Run 9/1

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 55051:					7,150.61	7,150.61	
59250							
59250	VALIC	PR0821160	DEFERRED COMP DEDUCTION	08/30/2016	5,900.00	5,900.00	08/30/2016
Total 59250:					5,900.00	5,900.00	
64961							
64961	DEBERT, CHARLENE	11005944	REFUND CHECK FOR VACATIO	08/31/2016	750.00	.00	
Total 64961:					750.00	.00	
Grand Totals:					69,750.85	17,493.97	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
4300							
4300	AVERY PLUMBING	080216	28 BACKFLOW TESTS DURING	08/02/2016	924.00	.00	
4300	AVERY PLUMBING	081216	LIBRARY - MOP SINK REPAIR/M	08/12/2016	145.00	.00	
4300	AVERY PLUMBING	JETTY BATHR	JETTY - REPAIR URINAL FLUSH	08/01/2016	80.00	.00	
Total 4300:					1,149.00	.00	
4930							
4930	BALTIMORE CENTRE MAIL & S	39265	MAIL & SHIP	08/31/2016	20.89	.00	
Total 4930:					20.89	.00	
5250							
5250	BANDON CONCRETE & DEVEL	2034288	CRUSHED ROCK	08/10/2016	252.45	.00	
5250	BANDON CONCRETE & DEVEL	2315409	CRUSHED ROCK	08/26/2016	54.38	.00	
Total 5250:					306.83	.00	
5760							
5760	BANDON INN, INC.	188563	FOLIO # 188563, DAVID GOLDM	08/17/2016	279.44	.00	
5760	BANDON INN, INC.	188564	FOLIO #188564, IAN KAISER	08/21/2016	279.44	.00	
5760	BANDON INN, INC.	188565	FOLIO #188565, ROBERT MAWS	08/25/2016	279.44	.00	
Total 5760:					838.32	.00	
6050							
6050	BANDON SUPPLY	30010170	BOWMAG ROLLER RENTAL	08/03/2016	220.00	.00	
6050	BANDON SUPPLY	30010238	BOMAG DRUM RENTAL	08/10/2016	145.00	.00	
Total 6050:					365.00	.00	
6100							
6100	BANDON ACE HARDWARE	631011	BLK 4MIL PLASTIC	08/02/2016	13.99	.00	
6100	BANDON ACE HARDWARE	631012	SOCKETS/ADAPTER/BATTERIE	08/02/2016	38.53	.00	
6100	BANDON ACE HARDWARE	631017	PIPE INSULATION	08/02/2016	1.79	.00	
6100	BANDON ACE HARDWARE	631027	TREE PRUNER	08/02/2016	75.99	.00	
6100	BANDON ACE HARDWARE	631059	ROLLER/ROLLER COVER	08/03/2016	10.48	.00	
6100	BANDON ACE HARDWARE	631068	PLASTIC FUNNEL FOR PREMA	08/03/2016	5.98	.00	
6100	BANDON ACE HARDWARE	631069	DRILL/HOSE MENDER/PAINT MI	08/03/2016	182.52	.00	
6100	BANDON ACE HARDWARE	631082	RADIO SHACK/FLY TRAP	08/03/2016	24.98	.00	
6100	BANDON ACE HARDWARE	631099	RADIO SHACK PURCHASE FOR	08/03/2016	5.99	.00	
6100	BANDON ACE HARDWARE	631143	SIMPLE GREEN/FANTASTIK CL	08/04/2016	21.97	.00	
6100	BANDON ACE HARDWARE	631146	ROLLER COVERS FOR BIKE LA	08/04/2016	9.58	.00	
6100	BANDON ACE HARDWARE	631152	CAULKGUN	08/04/2016	8.99	.00	
6100	BANDON ACE HARDWARE	631289	HATCHET/TARP	08/08/2016	54.98	.00	
6100	BANDON ACE HARDWARE	631334	COUPLER/MAG LOCK	08/08/2016	37.98	.00	
6100	BANDON ACE HARDWARE	631344	SANDPAPER	08/09/2016	5.58	.00	
6100	BANDON ACE HARDWARE	631350	PVC COUPLING/TWINE	08/09/2016	17.55	.00	
6100	BANDON ACE HARDWARE	631422	PADLOCK/CHAIN COIL	08/10/2016	10.97	.00	
6100	BANDON ACE HARDWARE	631432	PHILLIPS BIT - PREMARK	08/10/2016	11.38	.00	
6100	BANDON ACE HARDWARE	631541	RADIO SHACK PURCHASE FOR	08/13/2016	11.99	.00	
6100	BANDON ACE HARDWARE	631616	EAR PLUGS	08/15/2016	3.60	.00	
6100	BANDON ACE HARDWARE	631619	SHACKLE SCR PIN/PARK	08/16/2016	3.99	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6100	BANDON ACE HARDWARE	631726	CARWASH	08/18/2016	6.99	.00	
6100	BANDON ACE HARDWARE	631791	BATTERIES	08/19/2016	17.98	.00	
6100	BANDON ACE HARDWARE	631875	BATTERIES	08/22/2016	20.98	.00	
6100	BANDON ACE HARDWARE	631910	CARWASH	08/23/2016	6.99	.00	
6100	BANDON ACE HARDWARE	631995	DECK CLEANER	08/24/2016	12.99	.00	
6100	BANDON ACE HARDWARE	632039	BULBS/TAPE	08/25/2016	14.98	.00	
6100	BANDON ACE HARDWARE	632075	PLANT COMPOST	08/26/2016	9.98	.00	
6100	BANDON ACE HARDWARE	632076	PLANT COMPOST	08/26/2016	3.20	.00	
6100	BANDON ACE HARDWARE	632083	POTTING SOIL	08/26/2016	21.98	.00	
6100	BANDON ACE HARDWARE	632087	AUTO FUSES	08/26/2016	11.98	.00	
6100	BANDON ACE HARDWARE	632131	LYSOL	08/27/2016	14.98	.00	
6100	BANDON ACE HARDWARE	632140	BATTERIES	08/28/2016	22.36	.00	
6100	BANDON ACE HARDWARE	632169	BATTERY/LIQUID ACID/ROSIN C	08/29/2016	27.96	.00	
6100	BANDON ACE HARDWARE	632175	NUTS/BOLTS	08/29/2016	1.40	.00	
6100	BANDON ACE HARDWARE	632225	SPONGE/HOSE/BOLTS/GATE LA	08/30/2016	59.13	.00	
6100	BANDON ACE HARDWARE	632232	GALV PLUG	08/30/2016	2.99	.00	
6100	BANDON ACE HARDWARE	632239	GLOVES	08/30/2016	57.98	.00	
6100	BANDON ACE HARDWARE	632301	VELCRO/CHARGER/CARWASH	08/31/2016	41.56	.00	
Total 6100:					915.22	.00	
6155							
6155	BANDON VISION CENTER	68652	DORNATH, MARK - SAFETY GL	08/24/2016	353.00	.00	
Total 6155:					353.00	.00	
6615							
6615	BAY WATCH SECURITY	7688	ALARM MONITORING/AUTOTES	08/10/2016	404.50	.00	
Total 6615:					404.50	.00	
7606							
7606	BLUE SKY TREE SERVICE	083016	HAZAR TREE REMOVAL 260 4T	08/30/2016	1,500.00	.00	
Total 7606:					1,500.00	.00	
7615							
7615	BLUMENTHAL UNIFORMS & EQ	005966474	LEATHER NOTEBOOK/BATON/M	08/29/2016	665.92	.00	
Total 7615:					665.92	.00	
9349							
9349	BROWN & KYSAR, INC.	6277	GENERAL CONSULTING	08/31/2016	410.00	.00	
Total 9349:					410.00	.00	
9950							
9950	BY THE SEA GARDENS	7075	LANDSCAPE MAINT.	09/01/2016	2,200.00	.00	
Total 9950:					2,200.00	.00	
10100							
10100	C & K MARKET INC	1652103	ICE	08/27/2016	19.92	.00	
Total 10100:					19.92	.00	
10850							
10850	CARLETON, FREDERICK J	090716	LUBA COSTS	09/07/2016	240.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10850:					240.00	.00	
11150							
11150	CASELLE INC.	090216	SOFTWARE SUPPORT CHARGE	09/02/2016	1,065.00	.00	
Total 11150:					1,065.00	.00	
12000							
12000	CITY OF BANDON	082916	UTILITIES	08/29/2016	35.30	.00	
12000	CITY OF BANDON	082916	UTILITIES	08/29/2016	55.67	.00	
12000	CITY OF BANDON	082916	UTILITIES	08/29/2016	181.95	.00	
12000	CITY OF BANDON	082916	UTILITIES	08/29/2016	101.15	.00	
12000	CITY OF BANDON	082916	UTILITIES	08/29/2016	1,174.24	.00	
12000	CITY OF BANDON	082916	UTILITIES	08/29/2016	47.98	.00	
12000	CITY OF BANDON	082916	UTILITIES	08/29/2016	794.13	.00	
12000	CITY OF BANDON	082916	UTILITIES	08/29/2016	539.75	.00	
12000	CITY OF BANDON	082916	UTILITIES	08/29/2016	367.79	.00	
12000	CITY OF BANDON	082916	UTILITIES	08/29/2016	3,809.91	.00	
12000	CITY OF BANDON	082916	UTILITIES	08/29/2016	7,616.93	.00	
Total 12000:					14,724.80	.00	
12100							
12100	CITY OF BANDON LIBRARY	090716	PNP - STAFF MTG	09/07/2016	37.67	.00	
12100	CITY OF BANDON LIBRARY	090716	GROCERY OUTLET - SURGE P	09/07/2016	39.96	.00	
12100	CITY OF BANDON LIBRARY	090716	SUMMER READING	09/07/2016	103.07	.00	
Total 12100:					180.70	.00	
13050							
13050	COASTAL PAPER & SUPP INC	513365	MAT	08/26/2016	150.15	.00	
13050	COASTAL PAPER & SUPP INC	513367	TUFF-TEX LNR/BAGS	08/26/2016	434.76	.00	
13050	COASTAL PAPER & SUPP INC	513376	TOWELS/URINAL SCREEN	08/26/2016	107.46	.00	
13050	COASTAL PAPER & SUPP INC	513401	MULTIFOLD TOWELS - LIBRARY	08/26/2016	49.40	.00	
Total 13050:					741.77	.00	
13450							
13450	COMP-U-TALK, INC.	258174	REMOTE BACKUP FOR SERVE	09/01/2016	37.50	.00	
Total 13450:					37.50	.00	
13457							
13457	COMSPAN COMMUNICATIONS I	090116	FINANCE PHONE SERVICE	09/01/2016	186.79	.00	
13457	COMSPAN COMMUNICATIONS I	090116	PD PHONE SERVICE	09/01/2016	189.34	.00	
13457	COMSPAN COMMUNICATIONS I	090116	PW PHONE SERVICE	09/01/2016	110.21	.00	
13457	COMSPAN COMMUNICATIONS I	090116	PARKS PHONE SERVICE	09/01/2016	108.85	.00	
13457	COMSPAN COMMUNICATIONS I	090116	COMM CTR PHONE SERVICE	09/01/2016	107.18	.00	
13457	COMSPAN COMMUNICATIONS I	090116	LIBRARY PHONE SERVICE	09/01/2016	158.57	.00	
13457	COMSPAN COMMUNICATIONS I	090116	ELECT PHONE SERVICE	09/01/2016	235.62	.00	
13457	COMSPAN COMMUNICATIONS I	090116	WTP PHONE SERVICE	09/01/2016	82.28	.00	
13457	COMSPAN COMMUNICATIONS I	090116	WWTP PHONE SERVICE	09/01/2016	377.91	.00	
13457	COMSPAN COMMUNICATIONS I	090116	ADMIN PHONE SERVICE	09/01/2016	89.39	.00	
13457	COMSPAN COMMUNICATIONS I	090116	PLANNING PHONE SERVICE	09/01/2016	89.37	.00	
13457	COMSPAN COMMUNICATIONS I	75081	SPRAGUE PHONE SERVICE	09/01/2016	148.35	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 13457:					1,883.86	.00	
14550							
14550	COOS COUNTY SHERIFF'S OFF	1716046	DISPATCHING FEE - SEPT 2016	09/01/2016	4,683.77	.00	
Total 14550:					4,683.77	.00	
16200							
16200	CURRYDALE FARMS	315620	COUPLER	08/31/2016	47.85	.00	
16200	CURRYDALE FARMS	316700	FR CLOTHING	08/31/2016	3,130.00	.00	
Total 16200:					3,177.85	.00	
18930							
18930	EFFICIENCY SERVICES GROUP	1200	BPA PROGRAM SERVICES	08/31/2016	1,415.00	.00	
Total 18930:					1,415.00	.00	
21780							
21780	FRONTIER	AUGUST STM	TELEPHONE EXPENSE	08/25/2016	113.58	.00	
Total 21780:					113.58	.00	
22550							
22550	GENERAL PACIFIC	1263293	DRIVE PT LAG SCREW	08/12/2016	88.00	.00	
22550	GENERAL PACIFIC	1264155	HP METERS	08/24/2016	20,400.00	.00	
Total 22550:					20,488.00	.00	
22850							
22850	GODDARD ENERGY COMPANY	12383/8039	VEHICLE FUEL-PD	08/30/2016	1,037.75	.00	
22850	GODDARD ENERGY COMPANY	12383/8039	VEHICLE FUEL-PW	08/30/2016	489.74	.00	
22850	GODDARD ENERGY COMPANY	12383/8039	VEHICLE FUEL- SUMMER REC	08/30/2016	190.96	.00	
22850	GODDARD ENERGY COMPANY	12383/8039	VEHICLE FUEL-ELECT	08/30/2016	1,052.68	.00	
22850	GODDARD ENERGY COMPANY	12383/8039	VEHICLE FUEL-WTP	08/30/2016	205.52	.00	
22850	GODDARD ENERGY COMPANY	12383/8039	VEHICLE FUEL-WWTP	08/30/2016	44.10	.00	
22850	GODDARD ENERGY COMPANY	12383/8039	VEHICLE FUEL-WWTP	08/30/2016	628.25	.00	
Total 22850:					3,649.00	.00	
23050							
23050	GOLD COAST SECURITY, INC.	304111	ALARM MONITORING-COMM C	08/30/2016	26.00	.00	
23050	GOLD COAST SECURITY, INC.	304214	ALARM MONITORING-PD	08/30/2016	25.00	.00	
23050	GOLD COAST SECURITY, INC.	304283	ALARM MONITORING-WTP	08/30/2016	31.50	.00	
Total 23050:					82.50	.00	
23125							
23125	GOLDERS BANDON NAPA AUT	536223	FUEL FILTER	08/02/2016	22.16	.00	
23125	GOLDERS BANDON NAPA AUT	537075	OIL DRY	08/09/2016	19.00	.00	
23125	GOLDERS BANDON NAPA AUT	537248	IMPACT SOCKET	08/10/2016	14.49	.00	
23125	GOLDERS BANDON NAPA AUT	537982	SAFETY GLASSES	08/15/2016	13.08	.00	
23125	GOLDERS BANDON NAPA AUT	538347	BATTERY	08/18/2016	113.25	.00	
23125	GOLDERS BANDON NAPA AUT	539073	HOSE/HOSE FITTINGS	08/24/2016	149.65	.00	
23125	GOLDERS BANDON NAPA AUT	539083	OIL DRY	08/24/2016	7.99	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 23125:					339.62	.00	
24575							
24575	HGE, INC.	29591	13.28.2 CITY SHOP REBID	08/31/2016	4,894.55	.00	
Total 24575:					4,894.55	.00	
25800							
25800	HENNICK'S HOME CENTER	10314226	SPRAY TEXTURE/KNIFE STIFF	08/01/2016	20.78	.00	
25800	HENNICK'S HOME CENTER	10314266	PAINT/TAPE/PAINT BUCKET	08/02/2016	37.07	.00	
25800	HENNICK'S HOME CENTER	10314331	PAINT	08/02/2016	38.74	.00	
25800	HENNICK'S HOME CENTER	10314406	PAINT/SPRAY TEXTURE	08/03/2016	54.23	.00	
25800	HENNICK'S HOME CENTER	10314421	NO TRESPASSING SIGN	08/04/2016	11.16	.00	
25800	HENNICK'S HOME CENTER	10314422	LUMBER	08/04/2016	40.00	.00	
25800	HENNICK'S HOME CENTER	10314424	NAILS/WALL PRIMER	08/04/2016	28.41	.00	
25800	HENNICK'S HOME CENTER	10314534	UNDERLAYMENT	08/05/2016	24.29	.00	
25800	HENNICK'S HOME CENTER	10314756	PIPE	08/08/2016	43.33	.00	
25800	HENNICK'S HOME CENTER	10314821	MISC PVC/COUPLING/SEALANT	08/09/2016	41.34	.00	
25800	HENNICK'S HOME CENTER	10315195	CONCRETE MIX	08/15/2016	18.75	.00	
25800	HENNICK'S HOME CENTER	10315373	SEALANT	08/17/2016	29.16	.00	
25800	HENNICK'S HOME CENTER	10315431	FERTILIZER	08/18/2016	79.98	.00	
25800	HENNICK'S HOME CENTER	10315433	TAPE/BRUSH/FLASHING/PAINT	08/18/2016	71.29	.00	
25800	HENNICK'S HOME CENTER	10315533	PUMP/PRIMER/FLASHING/PAIN	08/19/2016	404.04	.00	
25800	HENNICK'S HOME CENTER	10315534	THINNER	08/19/2016	16.49	.00	
25800	HENNICK'S HOME CENTER	10315655	SCREWS	08/22/2016	5.99	.00	
25800	HENNICK'S HOME CENTER	10315678	H2U CLEAR	08/22/2016	5.59	.00	
25800	HENNICK'S HOME CENTER	10315754	PRIMER/PAINT	08/23/2016	191.33	.00	
25800	HENNICK'S HOME CENTER	10315783	CLEAR SEALANT	08/23/2016	6.99	.00	
25800	HENNICK'S HOME CENTER	10315801	CLEAR SEALANT	08/24/2016	6.99	.00	
25800	HENNICK'S HOME CENTER	10315869	GALV ROOF	08/24/2016	1.40	.00	
25800	HENNICK'S HOME CENTER	10315908	DOOR STOP	08/25/2016	7.29	.00	
25800	HENNICK'S HOME CENTER	10316335	CONCRETE FIXALL	08/31/2016	15.99	.00	
Total 25800:					1,200.63	.00	
27300							
27300	INDUSTRIAL RESOURCES	64357	DUMP TRUCK PARTS	08/09/2016	11.83	.00	
27300	INDUSTRIAL RESOURCES	64359	STREET MARKINGS	08/09/2016	10.85	.00	
27300	INDUSTRIAL RESOURCES	64437	PIPE	08/30/2016	26.17	.00	
Total 27300:					48.85	.00	
27650							
27650	INGRAM LIBRARY SERVICES	08/31/16 STMT	AUGUST STATMENT - BOOKS	08/31/2016	913.95	.00	
Total 27650:					913.95	.00	
29010							
29010	JOHNSON, BRETT	090616	CONSERVATION REBATE	09/06/2016	616.00	.00	
Total 29010:					616.00	.00	
29463							
29463	JOSEPH'S JANITORIAL	2552	JANITORIAL SERVICES	08/25/2016	1,165.00	.00	
29463	JOSEPH'S JANITORIAL	2552	JANITORIAL SERVICES	08/25/2016	80.00	.00	
29463	JOSEPH'S JANITORIAL	2552	JANITORIAL SERVICES	08/25/2016	100.00	.00	
29463	JOSEPH'S JANITORIAL	2552	JANITORIAL SERVICES	08/25/2016	80.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
29463	JOSEPH'S JANITORIAL	2554	COMM CTR JANITORIAL SVCS	08/25/2016	870.00	.00	
29463	JOSEPH'S JANITORIAL	2557	LIBRARY JANITORIAL SVCS.	08/25/2016	800.00	.00	
Total 29463:					3,095.00	.00	
31350							
31350	LARRY'S EXPRESS LUBE	02007441	'13 DODGE RAM - OIL CHANGE	08/01/2016	47.91	.00	
31350	LARRY'S EXPRESS LUBE	02007712	'01 FORD F150-TIRE REPAIR	08/09/2016	18.95	.00	
31350	LARRY'S EXPRESS LUBE	02008121	'10 CHARGER - BATTERY WOR	08/25/2016	21.00	.00	
31350	LARRY'S EXPRESS LUBE	02008249	'02 FORD F-150 - OIL CHANGE	08/30/2016	48.90	.00	
31350	LARRY'S EXPRESS LUBE	02008293	'92 PETERBUILT-SERVICE REPA	08/31/2016	400.10	.00	
Total 31350:					536.86	.00	
34185							
34185	MCCOWAN MEDICAL LABORAT	30176	WATER TESTING	08/26/2016	120.00	.00	
Total 34185:					120.00	.00	
34300							
34300	MCKAYS	083116	COFFEE/MISC	08/31/2016	39.34	.00	
Total 34300:					39.34	.00	
37600							
37600	NEILSON RESEARCH CORP	192609	SLUDGE ANALYSIS/FECAL COLI	08/08/2016	686.25	.00	
Total 37600:					686.25	.00	
38320							
38320	911 SUPPLY	42441	PEERLESS HINGED	08/15/2016	89.90	.00	
38320	911 SUPPLY	42460	BLAUER ARMOR/TROUSERS	08/15/2016	259.96	.00	
38320	911 SUPPLY	42461	BLAUER ARMOR/TROUSERS	08/15/2016	129.98	.00	
38320	911 SUPPLY	42462	POLICE LINE TAPE	08/15/2016	86.04	.00	
38320	911 SUPPLY	42726	BLAUER ARMOR	08/24/2016	44.99	.00	
Total 38320:					610.87	.00	
39550							
39550	ONE CALL CONCEPTS INC	6080328	LOCATES	08/31/2016	54.12	.00	
Total 39550:					54.12	.00	
39650							
39650	ONE O ONE-101 PLANTS & THI	255870	PLANTS	08/21/2016	270.00	.00	
Total 39650:					270.00	.00	
39750							
39750	O'NEILLS OVERHEAD DOORS	46571G	GUTTERS/DOWNSPOUTS-S.JE	08/15/2016	487.00	.00	
Total 39750:					487.00	.00	
41100							
41100	OREGON LINEN	446773	SHOP TOWEL CLEANING	08/12/2016	8.00	.00	
Total 41100:					8.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
41400							
41400	OREGON PACIFIC COMPANY, I	459315	WHITE/RED SPRAY	08/11/2016	135.00	.00	
Total 41400:					135.00	.00	
43250							
43250	PAT'S PRINTING	10103 - 8/16	#10 WINDOW ENVELOPES	08/26/2016	615.18	.00	
43250	PAT'S PRINTING	9322 - 9/16	PAYROLL CHECKS	09/02/2016	115.22	.00	
Total 43250:					730.40	.00	
45075							
45075	PROTHMAN	2016-5608	FINANCE DIRECTOR SOURCIN	09/06/2016	7,500.00	.00	
Total 45075:					7,500.00	.00	
46300							
46300	REESE ELECTRIC, INC.	048721	PVC FS BOX	08/29/2016	9.95	.00	
46300	REESE ELECTRIC, INC.	1602217	REPLACE 2 BALLASTS IN ENTR	08/26/2016	279.75	.00	
Total 46300:					289.70	.00	
47600							
47600	RON'S OIL CO.	102784	PROPANE	08/17/2016	75.79	.00	
47600	RON'S OIL CO.	110159	PROPANE	07/29/2016	131.17	.00	
Total 47600:					206.96	.00	
48880							
48880	SCALICI, MICHAEL J.	2361 - 7/16	WETLANDS SURVEY	07/27/2016	1,500.00	.00	
Total 48880:					1,500.00	.00	
49017							
49017	SCHOLASTIC LIBRARY PUBLIS	11468799	BOOKS	08/29/2016	156.00	.00	
Total 49017:					156.00	.00	
49205							
49205	SCHWABE, WILLIAMSON & WYA	1436556	LEGAL SERVICES-OWRD	08/24/2016	435.00	.00	
Total 49205:					435.00	.00	
51200							
51200	SOUTH COAST OFFICE SUPPL	400307	COPIES	08/30/2016	511.75	.00	
51200	SOUTH COAST OFFICE SUPPL	400307	COPIES	08/30/2016	307.05	.00	
51200	SOUTH COAST OFFICE SUPPL	400307	COPIES	08/30/2016	204.70	.00	
Total 51200:					1,023.50	.00	
52601							
52601	STAPLES BUSINESS ADVANTA	3312390260	INK/POST IT NOTES	08/24/2016	76.66	.00	
52601	STAPLES BUSINESS ADVANTA	3313007887	USB ADAPTER	08/27/2016	40.99	.00	
Total 52601:					117.65	.00	
53700							
53700	STATE OF OREGON	091016	UCC FOR FACADE LOAN/THE T	09/10/2016	15.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 53700:					15.00	.00	
56351							
56351	TIFFANY, BLYTHE	AUG 16 STMT	MINUTES	08/31/2016	140.00	.00	
Total 56351:					140.00	.00	
58508							
58508	UNIVAR USA INC.	PO562023	MICROPEARL/BEAD BAGS	08/26/2016	645.00	.00	
Total 58508:					645.00	.00	
59725							
59725	VEND WEST SERVICES, INC.	1389657	WATER	08/04/2016	14.25	.00	
59725	VEND WEST SERVICES, INC.	1389739	WATER	08/04/2016	15.25	.00	
59725	VEND WEST SERVICES, INC.	1396773	WATER	08/24/2016	15.25	.00	
59725	VEND WEST SERVICES, INC.	1408148	RENTAL - PD	08/15/2016	10.00	.00	
Total 59725:					54.75	.00	
60230							
60230	WATCH GUARD VIDEO	ACCINV00087	DVDS	08/23/2016	218.00	.00	
60230	WATCH GUARD VIDEO	SRINV0014880	REPAIR OF UNIT DV10-160659	08/25/2016	130.00	.00	
60230	WATCH GUARD VIDEO	SRINV0014881	REPAIR OF UNIT DV10-163266	08/25/2016	383.00	.00	
60230	WATCH GUARD VIDEO	SRINV0014899	REPAIR OF UNIT DV10-163840	08/30/2016	368.00	.00	
Total 60230:					1,099.00	.00	
60650							
60650	WATERMAN AUTOMOTIVE, INC.	44163	'10 CHARGER/OIL CHANGE/HE	08/18/2016	175.70	.00	
60650	WATERMAN AUTOMOTIVE, INC.	44249	'12 DODGE RAM/AIR COND SER	08/26/2016	175.18	.00	
Total 60650:					350.88	.00	
61000							
61000	WESCO DISTRIBUTION INC	713020	TRANSFORMER 75KVA	08/15/2016	6,133.00	.00	
61000	WESCO DISTRIBUTION INC	715707	ABB-PIN	08/26/2016	331.26	.00	
Total 61000:					6,464.26	.00	
61440							
61440	WESTERN GROWERS SUPPLY	5229	TRICLOPYR3A	08/24/2016	125.00	.00	
Total 61440:					125.00	.00	
61950							
61950	WICKSTROM, JIM	083016	REIMB. FOR MEALS	08/30/2016	100.35	.00	
Total 61950:					100.35	.00	
62937							
62937	WM. STREBENDT TRUCKING &	083016	REMOVE SILT IN SETTLING PO	08/30/2016	800.00	.00	
Total 62937:					800.00	.00	
63202							
63202	WORLD, THE	20297543	WTP OPEN HOUSE	08/22/2016	86.80	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
63202	WORLD, THE	20298163	CRAN FEST DISC GOLF TOURN	08/30/2016	59.29	.00	
Total 63202:					146.09	.00	
63500							
63500	XEROX CORPORATION	086075415	BASE CHARGE & BILLABLE PRI	09/01/2016	89.56	.00	
Total 63500:					89.56	.00	
64808							
64808	OWENS, BRAD	0045	IT SUPPORT/BEEHIVE/ATI SYST	09/01/2016	1,993.75	.00	
64808	OWENS, BRAD	0046	EMAIL SETUP/COMP RESTORA	09/01/2016	165.00	.00	
Total 64808:					2,158.75	.00	
64817							
64817	WINTER CREEK JANITORIAL	758629	JANITORIAL SERVICES-SPRAG	09/01/2016	335.00	.00	
Total 64817:					335.00	.00	
64818							
64818	MAILFINANCE	N6097921	LEASE PMT-IM440 MAIL MACHI	08/25/2016	340.50	.00	
Total 64818:					340.50	.00	
64895							
64895	THOMPSON INC., DONALD W	20162-5	BANDON CITY SHOPS BUILDIN	08/31/2016	130,110.53	.00	
64895	THOMPSON INC., DONALD W	20162-5	BANDON CITY SHOPS BUILDIN	08/31/2016	38,267.80	.00	
64895	THOMPSON INC., DONALD W	20162-5	BANDON CITY SHOPS BUILDIN	08/31/2016	9,566.95	.00	
64895	THOMPSON INC., DONALD W	20162-5	BANDON CITY SHOPS BUILDIN	08/31/2016	13,393.73	.00	
Total 64895:					191,339.01	.00	
64906							
64906	BANNER BANK	AUGUST STM	CITY MANAGER CANDIDATE M	08/18/2016	953.75	.00	
64906	BANNER BANK	AUGUST STM	UPS	08/18/2016	18.97	.00	
64906	BANNER BANK	AUGUST STM	AMAZON,OTTO	08/18/2016	416.01	.00	
64906	BANNER BANK	AUGUST STM	WADDINGTON GRAD MEAL	08/18/2016	104.43	.00	
64906	BANNER BANK	AUGUST STM	VIWO	08/18/2016	58.64	.00	
64906	BANNER BANK	AUGUST STM	STAPLES	08/18/2016	89.99	.00	
Total 64906:					1,641.79	.00	
64938							
64938	WADDINGTON, JORDAN	082916	REIMB FOR OFFICE SUPPLIES	08/29/2016	29.91	.00	
64938	WADDINGTON, JORDAN	090816	REIMB GYM MEMBERSHIP SEP	09/08/2016	40.00	.00	
Total 64938:					69.91	.00	
64941							
64941	BANDON FITNESS CENTER	090816	GYM MEMBERSHIPS: SMITH,LO	09/08/2016	124.00	.00	
Total 64941:					124.00	.00	
64958							
64958	NORRIS THE TAYLOR	082016	UP LENGHTS 2 PANTS	08/20/2016	15.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 64958:					15.00	.00	
64960							
64960	UNDERDOWN, CATHERIN	090916	CREDIT BALANCE REFUND	09/09/2016	117.08	.00	
Total 64960:					117.08	.00	
64962							
64962	SY, MATTHEW	090116	REFUND "THE BARN" DEPOSIT	09/01/2016	200.00	.00	
Total 64962:					200.00	.00	
64963							
64963	CREATIVE PRODUCT SOURCE,	CPI060027	LIBRARY BAGS	08/29/2016	231.04	.00	
Total 64963:					231.04	.00	
64965							
64965	CLOUDS SMOKE SHOP	082616	FACADE LOAN	08/26/2016	1,065.30	.00	
Total 64965:					1,065.30	.00	
64966							
64966	SOLTYS, PATRICIA	083116	REIMB SUPPLIES FOR UTILITY	08/31/2016	47.40	.00	
64966	SOLTYS, PATRICIA	083116	REIMB SUPPLIES FOR WTP TO	08/31/2016	8.00	.00	
64966	SOLTYS, PATRICIA	083116	REIMB FOR VOTER LIST	08/31/2016	25.50	.00	
Total 64966:					80.90	.00	
64967							
64967	EASTEP, THOMAS	090716	DEPOSIT REFUND	09/07/2016	19.06	.00	
Total 64967:					19.06	.00	
64968							
64968	MAWSON, ROBERT	083116	LOC CONFERENCE	08/31/2016	475.43	.00	
64968	MAWSON, ROBERT	083116	AIRFARE/CAR RENTAL/SUPER	08/31/2016	1,061.66	.00	
Total 64968:					1,537.09	.00	
Grand Totals:					296,951.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
8613							
8613	BRAUN, PETER A	083116	COUNCIL STIPEND	08/31/2016	100.00	100.00	09/13/2016
	Total 8613:				100.00	100.00	
26872							
26872	HUNDHAUSEN, CLAUDINE	083116	COUNCIL STIPEND	08/31/2016	100.00	100.00	09/13/2016
	Total 26872:				100.00	100.00	
44723							
44723	POWELL, CHRISTOPHER A.	083116	COUNCIL STIPEND	08/31/2016	100.00	100.00	09/13/2016
	Total 44723:				100.00	100.00	
45150							
45150	PROCETTO, GERI	083116	COUNCIL STIPEND	08/31/2016	100.00	100.00	09/13/2016
	Total 45150:				100.00	100.00	
48925							
48925	SCHAMEHORN, MARY	083116	MAYOR STIPEND	08/31/2016	200.00	200.00	09/13/2016
	Total 48925:				200.00	200.00	
59900							
59900	VICK, BRIAN	083116	COUNCIL STIPEND	08/31/2016	100.00	100.00	09/13/2016
	Total 59900:				100.00	100.00	
64733							
64733	SEYMOUR, MADELINE J	083116	COUNCIL STIPEND	08/31/2016	100.00	100.00	09/13/2016
	Total 64733:				100.00	100.00	
	Grand Totals:				800.00	800.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION	DATE: October 11, 2016
SUBJECT: Library Report	ITEM NO: 6.3.3

BACKGROUND:

Attached you will find:

1. The Library Board minutes for August 2016
2. Monthly statistics for August 2016

Items of Interest:

1. Julie took most of August off, so after the first week we noticed more children searching for great reads on their own and loving the new bookcases that the Friends of the Library donated in honor of the 36 years of service by Suz Kling.
2. The Library front door made its entrance and is well loved by everyone. Thank you very much to Richard Anderson and his fantastic crew. This door would not have happened without them.
3. Coming up October 20th all the Libraries in Coos County will close for the day to allow the entire staff of all libraries to join together for training.
4. Continuing in popularity are the art shows, travel night & film night. Better than the movie book discussion group which meets the third Monday of the month has great discussions, great company and great food. The Library Coloring program for Adults was also a big hit.
5. The Library Director attended a Coos County Library Directors meeting, Bandon Library Board meeting, Friends of the Library meeting, and Bandon City Council meeting.

FISCAL IMPACT:

None

RECOMMENDATION:

Motion to approve as part of the Consent Agenda.

SUBMITTED BY:

Rosalyn McGarva

Rosalyn McGarva, *Library Director*

Bandon Library Board Meeting Minutes
Thursday August 25, 2016

Present: Tracy Hodson, Cathy Johnston, Merle Logan, Karen Thomas, Syd Wiesel and Library Director Rosalyn McGarva.

Library Board Chair Cathy Johnston called the meeting to order at 10:05 a.m.

Minutes of the July meeting were approved as read.

Visitors: None.

Action Items: Main front door is being replaced Sunday & Monday Aug. 28 & 29. Sprague room outer door has been repaired by public works however it is over 12 years old and will need replacement in the near future. Rosalyn brought the flooring estimates to replace the carpet in the Sprague Room and will be taking these to the Friends meeting on Tuesday. Cycle Oregon has requested that the Library be opened to them on Monday September 12 when it is not normally open to the public. After a brief discussion it was decided to offer the Sprague Room and laptops with Rosalyn/Chris being on hand. Rosalyn will be discussing this with Matt.

Rosalyn will be checking Library websites to link them together.

Reports:

Report of the Bandon Library Friends and Foundation: Volunteer Luncheon is coming up in September, will be discussing this at Tuesday's meeting. Bylaws were changed to allow the election not appointment of a secretary.

Art Committee Report: Tracy will meet with Jason (electrician) about replacing the gallery lights. October & Nov. Tracy has underwater paintings, and photographs with dolls in the glass case. Art sales policy is still pending.

Library:

Expenses & Circulation: Circulation and expenses were handed out and Rosalyn mentioned they are probably going to be painting the trim of the Library in September which along with the door will be upcoming expenses – both items were in the past years budget.

Other: Rosalyn reported that CyberLynx has offered to donate funds to purchase commercial grade wifi routers in order to give us a more robust signal to help with the increased demand.

New Business: Upcoming children's and adult program in October will be Chilly Willies for the kids at 2:00, Tell Tale Heart for the more mature crowd at 7:00 p.m. on Saturday October 15.

Adjourned at 11:08 a.m.

The next meeting will be Thursday Sept. 29, 2016 at 10 a.m. in the Logan/Friends room.
Rosalyn McGarva, Secretary

August

CHECKOUT/RENEWALS	2016	Fiscal YTD
	6,730	13,519
ITEMS CATALOGED	488	
	Attendance	Programs
FRIENDS OF THE LIBRARY EVENTS	68	4
STORYTIMES	18	2
HEADSTART VISITS	0	0
CHILDREN'S PROGRAMS	12	1
SUMMER READING	51	4
LEGO	0	0
TOTAL PROGRAMS & ATTENDANCE	149	11
VOLUNTEER HOURS	111.00	

Suspended for summer

Suspended for summer

Inter Library Loan Statistics	August	
Library	BORROW	LOAN
Bandon	40	160
Coos Bay	84	97
Coquille	24	48
Dora	3	31
ESO (CCLSD headquarters)	24	24
Lakeside	2	63
Myrtle Point	21	86
North Bend	21	144
Powers	9	46
SWOCC	0	11
Totals	228	710

	Library Cards	People Counted
July	35	10,777

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION	DATE: October 5, 2016
SUBJECT: Staff Report – Public Works	ITEM NO: 6.3.5

BACKGROUND:

Attached is the Public Works Monthly Report for September 2016.

FISCAL IMPACT:

None.

RECOMMENDATION:

Motion to approve as part of the Consent Agenda.

SUBMITTED BY:



Richard Anderson, Public Works Supervisor

**PUBLIC WORKS
MONTHLY REPORT
SEPTEMBER 2016**

The public works department is responsible for city streets, wastewater collection, water distribution and parks. Duties include maintaining the parks, playgrounds, restrooms, equipment, vehicles and city buildings. The crew also performs tree trimming, mowing, spraying for weed control, installing water meters, monthly meter reading, sweeping streets and locating sewer and water mainlines.

Additional duties undertaken this month:

- Working with WWTP and WTP on various projects
- Continued flushing distribution and collection lines
- Continued construction of new city shop building
- Prepared for Cycle Oregon
- Prepared for Cranberry Festival
- Unloaded new playground equipment - to be installed first week in October
- Replaced Madison Ave bollard and lock
- Repaired ADA door at the Barn
- Old Town - 2nd St & Chicago Ave street improvements
- Repaired damage to stage in city park due to vandalism

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION	DATE: October 11, 2016
SUBJECT: Staff Report – Water Treatment Plant	ITEM NO: 6.3.6

BACKGROUND:

FISCAL IMPACT:

RECOMMENDATION:

SUBMITTED BY:

Bill Nielson

Bill Nielson, Water Plant Operator

WATER TREATMENT PLANT ACTIVITY REPORT FOR AUGUST 2016

	WATER PLANT OPERATIONS	EPA ALLOWABLE LIMIT
WATER TREATED (GALLONS)	27,139,721	
DAILY AVERAGE (GALLONS)	875,475	
TREATED WATER LEAVING PLANT	20,246,074	
AVG. TURBIDITY (NTU'S)	.034	MAX. .30
AVG. P.H. (7.00 IS NEUTRAL)	7.65	MIN. 7.1 LEAVING PLANT
AVG. CHLORINE RESIDUAL LEAVING PLANT (PPM)	.540	MIN .2 LEAVING PLANT. TRACE AT LAST CONNECTION MAX 4.0
WEEKLY FECAL COLIFORM AND E. COLI TEST	0 POSITIVE	0 POSITIVE FOR FECAL COLIFORM AND E. COLI TAKEN IN DISTRIBUTION SYSTEM

THE WATER TREATMENT PLANT MET ALL EPA REQUIREMENTS FOR THE MONTH OF AUGUST 2016

Aug-16

ANNUAL WATER USEAGE

	GALLONS OF WATER LEAVING PLANT	GALLONS OF WATER SOLD	% LOSS
September-2015	15,685,285	15,940,000	+1.62
October-2015	13,478,919	13,314,000	-1.22
November-2015	12,124,284	11,244,000	-7.26
December-2015	8,979,922	10,564,000	+17.6
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July-2016	17,593,898	16,193,000	-7.96
August-2016	20,695,494	12,821,000	-38.04
TOTAL	153,989,218	134,798,250	-12.46

City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION	DATE: October 11, 2016
SUBJECT: Conference and Community Center Report	ITEM NO: 6.3.8

BACKGROUND:

Attached are the Conference and Community Center (The Barn) monthly finance report for August 2016, and the contact log and calendar for September, 2016.

As submitted by: Sherri Wheeler and Jeff Norris

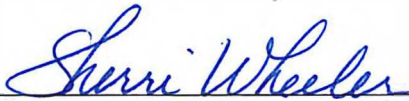
FISCAL IMPACT:

None

RECOMMENDATION:

Motion to approve as part of the Consent Agenda.

SUBMITTED BY:



Sherri Wheeler, *Assistant Finance Director*

2016

September

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
			01 Senior meals Taco's kitchen	02 Senior meals	03	04
05 Senior meals Karate	06 Senior meals Eat Program	07 Lions Karate Pizza Kitchen	08 Senior meals Taco Kitchen	09 Senior meals Heidi Connelly Spiritual meetings	10 Jeremiah wedding reception	11
12 Senior meals Karate Bike of Oregon	13 Senior meals Eat Program	14 Lions Karate Umpqua College meeting	15 Senior meals Taco Kitchen Health Clinic meeting	16 Senior meals Pizza Kitchen	17	18
19 Senior meals Karate Boy Scouts	20 Senior meals Eat Program	21 Lions Karate Pizza Kitchen	22 Senior meals Tacos Kitchen	23 Senior meals Head Start Meetings	24 Bandon Showcase cocktail Party	25
26 Senior meals Karate	27 Senior meals Eat Program	28 Lions Karate Pizza Kitchen	29 Senior meals Taco's Kitchens	30 Senior meals		

Notes:

Report Criteria:

- Actual Amounts
- All Accounts
- Summarize Payroll Detail
- Print Period Totals
- Print Grand Totals
- Page and Total by Fund
- All Segments Tested for Total Breaks

[Report].Account Number =

"10044801","10078611","10078620","10078623","10078624","10078631","10078632","10078633","10078634","10078635","10078636","10078640","10078657","10078661","10078665","10078749","10044802","10047310","10047804","10078685","10078687","10078757","10078505","10078550","10078551","10078552","10078555","10078663"

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
COMMUNITY CENTER RENT REVENUE			07/31/2016 (07/16) Balance	100-448-01			1,760.10-
08/29/2016	CR	7016131	COMMUNITY CENTER REVENUE - WOA, O			75.00-	
08/02/2016	CR	9014061	COMMUNITY CENTER REVENUE - EAT			140.00-	
08/02/2016	CR	9014068	COMMUNITY CENTER REVENUE - PALS PIZ			450.00-	
08/02/2016	CR	9014076	COMMUNITY CENTER REVENUE - COAST R			75.00-	
08/05/2016	CR	9014395	COMMUNITY CENTER REVENUE - SPRENG			108.75-	
08/08/2016	CR	9014404	COMMUNITY CENTER REVENUE - MATTHE			510.00-	
08/09/2016	CR	9014631	BANDON FIVE PIZZA - OCONNOR, MARY			15.00-	
08/22/2016	CR	9014960	COMMUNITY CENTER REVENUE - RUSSELL,			75.00-	
08/22/2016	CR	9014966	COMMUNITY CENTER REVENUE - PALS PIZ			225.00-	
08/23/2016	CR	9014975	COMMUNITY CENTER REVENUE - SOUTH C			630.00-	
08/23/2016	CR	9014978	COMMUNITY CENTER REVENUE - ODOT			75.00-	
08/23/2016	CR	9014980	COMMUNITY CENTER REVENUE - OCONNO			15.00-	
08/15/2016	CR	11007753	COMMUNITY CENTER REVENUE - PD EXTR			15.00-	
08/19/2016	CR	11008075	COMMUNITY CENTER REVENUE - THE BAR			60.00-	
08/31/2016 (08/16) Period Totals and Balance					.00 *	2,468.75- *	4,228.85-
YTD Encumbrance		.00 YTD Actual	-4,228.85 Total	-4,228.85 YTD Budget	-15,000.00 Unearned	10,771.15	
COM CTR NEW YEAR'S PARTY			07/31/2016 (07/16) Balance	100-448-02			.00
08/31/2016 (08/16) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00	
REIMB. BARN-BEVERAGES			07/31/2016 (07/16) Balance	100-473-10			.00
08/31/2016 (08/16) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00	
COMMUNITY CENTER DONATIONS			07/31/2016 (07/16) Balance	100-478-04			.00
08/31/2016 (08/16) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	-100.00 Unearned	100.00	
REGULAR EMPLY SALARIES & WAGES			07/31/2016 (07/16) Balance	100-78-505			415.99
08/31/2016 (08/16) Period Totals and Balance					.00 *	.00 *	415.99
YTD Encumbrance		.00 YTD Actual	415.99 Total	415.99 YTD Budget	.00 Unexpended	(415.99)	
SOCIAL SECURITY			07/31/2016 (07/16) Balance	100-78-550			30.06
08/31/2016 (08/16) Period Totals and Balance					.00 *	.00 *	30.06
YTD Encumbrance		.00 YTD Actual	30.06 Total	30.06 YTD Budget	.00 Unexpended	(30.06)	
RETIREMENT			07/31/2016 (07/16) Balance	100-78-551			81.06
08/31/2016 (08/16) Period Totals and Balance					.00 *	.00 *	81.06

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
YTD Encumbrance		.00 YTD Actual	81.06 Total	81.06 YTD Budget	.00 Unexpended	(81.06)	
HEALTH & LIFE INSURANCE			07/31/2016 (07/16) Balance	100-78-552			152.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	152.00
YTD Encumbrance		.00 YTD Actual	152.00 Total	152.00 YTD Budget	.00 Unexpended	(152.00)	
W/C INSURANCE			07/31/2016 (07/16) Balance	100-78-555			11.42
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	11.42
YTD Encumbrance		.00 YTD Actual	11.42 Total	11.42 YTD Budget	.00 Unexpended	(11.42)	
OFFICE EQUIPMENT			07/31/2016 (07/16) Balance	100-78-611			.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	500.00 Unexpended	500.00	
OFFICE SUPPLIES			07/31/2016 (07/16) Balance	100-78-620			.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	250.00 Unexpended	250.00	
POSTAGE			07/31/2016 (07/16) Balance	100-78-623			.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	250.00 Unexpended	250.00	
PRINTING/PRINTED MATERIAL			07/31/2016 (07/16) Balance	100-78-624			.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	1,000.00 Unexpended	1,000.00	
UTILITIES			07/31/2016 (07/16) Balance	100-78-631			971.13
08/29/2016	AP	95	CITY OF BANDON		794.13		
08/17/2016	AP	290	RON'S OIL CO.		75.79		
07/29/2016	AP	291	RON'S OIL CO.		131.17		
			08/31/2016 (08/16) Period Totals and Balance		1,001.09 *	.00 *	1,972.22
YTD Encumbrance		.00 YTD Actual	1,972.22 Total	1,972.22 YTD Budget	9,000.00 Unexpended	7,027.78	
TELEPHONE			07/31/2016 (07/16) Balance	100-78-632			107.02
09/01/2016	AP	127	COMSPAN COMMUNICATIONS INC		107.18		
			08/31/2016 (08/16) Period Totals and Balance		107.18 *	.00 *	214.20
YTD Encumbrance		.00 YTD Actual	214.20 Total	214.20 YTD Budget	1,000.00 Unexpended	785.80	
CONTRACTED SERVERS			07/31/2016 (07/16) Balance	100-78-633			.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
BAR SUPPLIES			07/31/2016 (07/16) Balance	100-78-634			.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			07/31/2016 (07/16) Balance	100-78-635			127.15
08/09/2016	AP	341	WARDROBE CLEANERS, LLC		38.60		
08/05/2016	AP	342	WARDROBE CLEANERS, LLC		37.20		
			08/31/2016 (08/16) Period Totals and Balance		75.80 *	.00 *	202.95
YTD Encumbrance	.00	YTD Actual	202.95 Total	202.95 YTD Budget	2,500.00 Unexpended	2,297.05	
			07/31/2016 (07/16) Balance	100-78-636			.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	3,500.00 Unexpended	3,500.00	
			07/31/2016 (07/16) Balance	100-78-640			375.97
08/13/2016	AP	45	BANDON ACE HARDWARE		11.99		
08/28/2016	AP	59	BANDON ACE HARDWARE		22.36		
			08/31/2016 (08/16) Period Totals and Balance		34.35 *	.00 *	410.32
YTD Encumbrance	.00	YTD Actual	410.32 Total	410.32 YTD Budget	3,500.00 Unexpended	3,089.68	
			07/31/2016 (07/16) Balance	100-78-657			1,007.90
08/12/2016	AP	114	COASTAL PAPER & SUPP INC		78.95		
08/19/2016	AP	115	COASTAL PAPER & SUPP INC		458.34		
08/26/2016	AP	117	COASTAL PAPER & SUPP INC		150.15		
08/26/2016	AP	119	COASTAL PAPER & SUPP INC		107.46		
08/25/2016	AP	244	JOSEPH'S JANITORIAL		870.00		
			08/31/2016 (08/16) Period Totals and Balance		1,664.90 *	.00 *	2,672.80
YTD Encumbrance	.00	YTD Actual	2,672.80 Total	2,672.80 YTD Budget	10,000.00 Unexpended	7,327.20	
			07/31/2016 (07/16) Balance	100-78-661			1,526.00
08/30/2016	AP	193	GOLD COAST SECURITY, INC.		26.00		
08/23/2016	AP	270	NORRIS, JEFF		1,500.00		
			08/31/2016 (08/16) Period Totals and Balance		1,526.00 *	.00 *	3,052.00
YTD Encumbrance	.00	YTD Actual	3,052.00 Total	3,052.00 YTD Budget	18,000.00 Unexpended	14,948.00	
			07/31/2016 (07/16) Balance	100-78-663			.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	3,000.00 Unexpended	3,000.00	
			07/31/2016 (07/16) Balance	100-78-665			.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
			07/31/2016 (07/16) Balance	100-78-685			.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	3,500.00 Unexpended	3,500.00	
			07/31/2016 (07/16) Balance	100-78-687			.00
			08/31/2016 (08/16) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
			07/31/2016 (07/16) Balance	100-78-749			.00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
08/29/2016	AP	60	BANDON ACE HARDWARE		27.96		
08/29/2016	AP	61	BANDON ACE HARDWARE		1.40		
08/31/2016	AP	228	HENNICK'S HOME CENTER		15.99		
08/29/2016	AP	286	REESE ELECTRIC, INC.		9.95		
08/31/2016 (08/16) Period Totals and Balance					55.30 *	.00 *	55.30
YTD Encumbrance	.00	YTD Actual	55.30 Total	55.30 YTD Budget	5,000.00 Unexpended	4,944.70	

DINING RM W/DOORS		07/31/2016 (07/16) Balance		100-78-757			.00
08/31/2016 (08/16) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	

Number of Transactions: 33 Number of Accounts: 28

Total GENERAL FUND (100):

Debit	Credit	Proof
4,464.62	2,468.75-	1,995.87

Number of Transactions: 33 Number of Accounts: 28

Grand Totals:

Debit	Credit	Proof
4,464.62	2,468.75-	1,995.87

Report Criteria:

- Actual Amounts
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City of Bandon

CITY COUNCIL AGENDA DOCUMENTATION	DATE: October 11, 2016
SUBJECT: Committee/Commission Appointments	ITEM NO: 6.4.1

BACKGROUND:

The Mayor has made the following Parks and Recreation Commission appointment.

Brad Owens

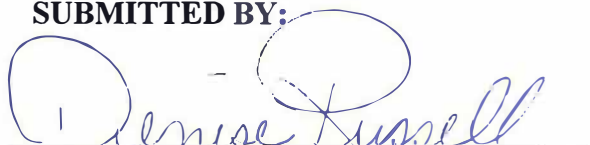
FISCAL IMPACT:

None.

RECOMMENDATION:

MOTION: To accept the appointment of Brad Owens as part of the consent agenda.

SUBMITTED BY:



Denise Russell, *City Recorder*

October 3, 2016

Dear City Council,

I am applying for the open seat on the Parks and Recreation Commission and feel that as a commissioner, I can be of service to Bandon by approaching issues with patience, reason, the ability to communicate well and work as a team player.

Although I recently left my post as a city planner at the City of Bandon, I still have a strong desire to serve this community in whatever capacity I can. I feel that my short time in the planning department has helped prepare me for the challenges that the Parks and Recreation Commission will bring.

I know we all care about Bandon for different reasons, but for me it is because it is the only home I have ever really known. It is where my family lives now and the place that I grew up. My first day of kindergarten was at Ocean Crest Elementary and my last day of high school was when I graduated from Bandon High. I will likely spend my retirement and my final days here in Bandon. No other town will ever mean to me what Bandon does.

Although I feel I have minimal experience with city government, I do have an understanding of the challenges you face and want to help with those challenges. While I worked for the City, I attended regular Parks and Recreation meetings and am familiar with the process and the hard work that goes into projects which benefit our community. I assisted you in purchasing playground equipment for the city park and I have planted heather alongside of you. I want to know that when my granddaughter plays at the park, it's a nice safe place for her to play. And what better way to do that than to be an active member of this community through the Parks and Recreation Commission.

I would be honored to be able to serve this community with you. Thank you for considering my application.

With all sincerity,

Brad Owens

Bradley S. Owens

Profile

City Planner

- Interacted with the public, other departments, and other agencies to resolve a wide range of planning related issues
- Reviewed applications for conformance with municipal code
- Attended many, many meetings

Office Manager

- Managed office, scheduled patients, answered phones, filed x-rays and documents, managed till, assisted insurance billing person

Office Clerk

- Answered phones, managed website, filed papers, entered data, shipped packages

Night Auditor/Front Desk Clerk

- Reviewed and fixed day's transactions, closed down business for the night, resolved customers' needs, booked rooms, answered phones
- Created a Microsoft Access database that could interface with the motel software to pull up many types of reports based on income and traffic

IT Desktop and Network Support/Optical Technician

- Worked in the IT department and was responsible for maintaining the network and all computer workstations for a company of over 50 employees
- Worked on production line, polishing lenses for night vision goggles, which required bending and lifting up to 40 pounds

Co-Manager/Computer Technician

- Repaired software and hardware problems on computers
- Managed inventory
- Taught classes
- Helpdesk support, sales

Independent Computer Repair/Web Programmer

- Maintain a few local business computer systems and websites, including property management, law and insurance offices
- Repair personal computers
- Design and build websites with the use of various programming languages such as PHP, PERL, ColdFusion, MySQL, CSS, HTML
- Experienced with Access, Word, Excel, Photoshop, Illustrator

Work History

09/15 to 07/16, City Planner, City of Bandon, Bandon, OR

03/10 to Present, Independent Computer Repair/Web Programmer, Bandon, OR

02/11 to 10/13, Optical Technician/IT Desktop Support, Hardin Optical, Bandon, OR

03/06 to 02/10, Web Programmer, Copper Frog Studio, Bandon, OR

10/07 to 07/08, Customer Service, ServiceWorld Computer Center, Springfield, MO

01/05 to 07/06, Owner, Oregon Coast Graphics, Coos Bay, OR

06/03 to 01/05, Co-Owner, Element Tree, Coos Bay, OR

01/03 to 06/03, Office Clerk, Norway Industries, Myrtle Point, OR

07/01 to 04/02, Bank Teller, Evergreen Federal Bank, Bandon, OR

04/99 to 01/00, Office Manager, Sunshine Chiropractic, Bandon, OR

09/95 to 12/99, Co-Manager/Technician, Allen's 101 Computers, Bandon, OR

04/94 to 04/99, Night Auditor, Sunset Oceanfront Accommodations, Bandon, OR

Educational Achievements

2004, Westwood College, Software Engineering

1989, Bandon High School, Graduate

Volunteer Work

2013 to Present, Bree's Foundation for Breast Cancer, Treasurer

City of Bandon

STAFF REPORT TO CITY COUNCIL

SEPT. 10/5/16

~~SUBJECT: WATER TREATMENT PLANT~~

ITEM NO: 6.3.6

BACKGROUND

FISCAL IMPACT:

RECOMMENDATION:

SUBMITTED BY:

BILL NIELSON
WATER PLANT OPERATOR

Printed Name & Title

WATER TREATMENT PLANT ACTIVITY REPORT FOR SEPTEMBER 2016

	WATER PLANT OPERATIONS	EPA ALLOWABLE LIMIT
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DAILY AVERAGE (GALLONS)	804,884	
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AVG. TURBIDITY (NTU'S)	.030	MAX. .30
AVG. P.H. (7.00 IS NEUTRAL)	7.58	MIN. 7.1 LEAVING PLANT
AVG. CHLORINE RESIDUAL LEAVING PLANT (PPM)	.570	MIN .2 LEAVING PLANT. TRACE AT LAST CONNECTION MAX 4.0
WEEKLY FECAL COLIFORM AND E. COLI TEST	0 POSITIVE	0 POSITIVE FOR FECAL COLIFORM AND E. COLI TAKEN IN DISTRIBUTION SYSTEM

THE WATER TREATMENT PLANT MET ALL EPA REQUIREMENTS FOR THE MONTH OF SEPTEMBER 2016

Sep-16

ANNUAL WATER USEAGE

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