

AGENDA
City of Brookings
Common Council Meeting
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon 97415
Monday, February 12, 2007 7:00 p.m.

Revised 2/8/07

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. STATE OF THE CITY ADDRESS
- V. Ceremonies/Appointments
 - A. Proclamations
 - 1. National Patriotism Week. *BPOE Elks* [pg. 5]
 - 2. Crime Stoppers Appreciation Month. [pg. 7]
 - B. Confirmation of Planning Commission, Parks and Recreation Commission and Budget Committee appointments. [pg. 9]
- VI. Public Hearings
 - A. Introduction of Section 100, LDC revisions, 1st reading, final reading and adoption.
Planning Director Morris [pg. 49]
- VII. Scheduled Public Appearances
 - A. Slam n Salmon Report and request for support. *Jim Releford*
- VIII. Oral Requests and Communications from Audience
 - A. Committee and Liaison Reports
 - 1. Chamber of Commerce Annual Report – *President Les Cohen* [pg. 69]
 - 2. Parks and Recreation Commission Annual Report – *Chair Frances Hartmann*
 - 3. Council Liaisons
 - B. Public Comments – limit to a maximum of **5 minutes per person**. A completed **public comment form**, located near the southern council door, **must be turned in to the Administrative Assistant prior to the start of the meeting**. Comments **will be restricted** to the topics indicated on the form. All remarks and questions must be addressed to **the presiding officer, only**. Comments will be **respectful**. Harsh or abusive language will not be tolerated.
- IX. Regular Agenda
 - A. Discussion regarding donation requests – *Mayor Sherman*
 - B. Discussion and possible action regarding sewer issues related to line size problems on Rowland Lane. *Public Works Director John Cowan* [pg. 73]
 - C. Discussion and possible staff authorization to apply for Oregon Coastal Management Program matching grant funds through the Department of Land Conservation and Development to complete the Chetco Point Park Improvement Project. *Public Works Director John Cowan* [Supplemental Packet dated 2/9/07].

X. Consent Calendar

- A. Approval of Council Meeting Minutes for January 22, 2007. [pg. 75]
- B. Acceptance of Parks and Recreation Commission Minutes for January 25, 2007. [pg.77]
- C. Approval of vouchers for January, 2007 in the amount of 342,476.15. [pg. 79]
- D. Approval Community Development Block Grant (CDBG) application support letter for Southern Oregon Coast Housing Opportunities Provider (SOC-HOP). [pg.85]

XI. Ordinances/Resolutions/Final Orders

- A. Final Order and Finding of Fact in the matter of Planning Commission File No. PUD-1-04/MC-2-06; request for a minor change to PUD-1-04, Pacific Terrace. [Supplemental Packet dated 2/9/07]
- B. An Ordinance amending Ordinance 06-O-572, an ordinance creating the City of Brookings Municipal Code to amend Chapter 17.100, Hazardous Building Site Protection, Hillside Development Standards, in its entirety. [pg. 87]
- C. An Ordinance adding Chapter 12.30 Chapter 12.30 "Skate Park Guidelines and Rules" to Title 12 "Streets, Sidewalks and Public Places" of the Brookings Municipal Code (BMC). [pg. 97]

XII. Remarks

- A. Mayor
- B. Councilors

XIII. Adjournment

EVENTS

February 2007

February 2007						
S	M	T	W	T	F	S
	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March 2007						
S	M	T	W	T	F	S
	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
			February 1	2	3
			9:00am CC-Crm Stoppers 11:00am CC - Planning/Developer Meeting	8:30am CC - Planning & Public Works	
					4
5	6	7	8	9	10
9:00am CC- VIPS/Volunteers in Police Service/Marvin Parker 7:00pm FH-FireTng/ChShrp (Fire Hall)	12:00pm CC Work Study Session 7:00pm CC-Planning Commssn	10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC Land Development 5:00pm CC - Council 7:00pm FH-PoliceReserves	3:00pm CC Urban Renewal Advisory Committee 3:00pm FH SafetyComMtg Kathy Dunn	8:30am CC - Planning & Public Works	4:00pm 2nd Saturday Art Walk (Downtown Galleries)
					11
12	13	14	15	16	17
7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg		9:00am CC- Site Plan Com Mtg/LauraLee Gray 9:30am Traffic Safety Comm 12:00pm POTLUCK 1:30pm CC Land Development	10:00am CC - Muni Court 2:00pm CC - CEP (Emergency preparedness) 7:00pm CC Coos Curry Electirc Meeting (Council Cha	8:30am CC - Planning & Public Works	
					18
19	20	21	22	23	24
Presidents Day - Closed 9:00am CC-VIPS/Volunteers in Police Service-BPalicki 11:00am Garden Club Mtg, 7:00pm FH-FireTng/ChShrp	7:00pm CC Planning Commission meeting	10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC Land Development Code committee 6:00pm FH - Brookings Fire &	7:00pm CC-Parks & Rec Comm/City Manager	8:30am CC - Planning & Public Works	CC Traffic School with Marvin 2259
					25
26	27	28			
7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg		10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC Land Development Code committee			

CC - Council Chambers
 FH - Fire Hall
 CM - City Managers Office
 AZ = Azalea Park
 BC = Bud Cross

2/5/2007 2:22 PM

EVENTS

March 2007

March 2007							April 2007						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
4	5	6	7	8	9	10	1	2	3	4	5	6	7
11	12	13	14	15	16	17	8	9	10	11	12	13	14
18	19	20	21	22	23	24	15	16	17	18	19	20	21
25	26	27	28	29	30	31	22	23	24	25	26	27	28

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
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19	20	21	22	23	24
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CC - Council Chambers
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 AZ = Azalea Park
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2/5/2007 2:22 PM

State of the City Address

Pat Sherman

Mayor

City of Brookings

February 12, 2007

2006 was a year of significant change in Brookings. There were changes in personnel, changes in administrative procedures, and changes in the way our city looks.

Once again, the City Council is engaged in recruiting a permanent City Manager. Citizens are invited to offer ideas to the City Council about qualities we should look for in our new manager. Citizen input will be welcomed at the February 24 Council meeting. Or you can mail your suggestions to me.

The overall success of the City's operations depends on its people. Even though we have experienced turnover in the top management position, our management team remains strong. The skills, dedication and teamwork of Chief of Police Chris Wallace, Fire Chief Bill Sharp, Administrative Services Director Paul Hughes, Planning Director Dianne Morris, and Public Works Director John Cowan have brought stability and comfort to the staff and City Council alike. Our department heads could not succeed without the efforts of their able staff. All of our employees work hard for you. When you see them, thank them for their commitment to the City and its citizens.

Also deserving thanks are the city's volunteers, without whom we would not be able to function. I am especially happy to report that the community has responded favorably to the call for volunteer firefighters, and our new recruits will be certified in the upcoming year.

There have been many changes in the City's administrative procedures in the past year. Most of these changes aren't noticeable to the average citizen, but they have a big impact on the way the City operates. Here are the highlights.

- We adopted the Brookings Municipal Code which organizes our ordinances so that they are readable, understandable and enforceable.
- We adopted new engineering standards, replacing the outdated standards
- We continued to focus on long range planning through continuing revision of the Land Development Code and expansion and usage of the G.I.S. system.
- We adopted new fee structures, such as system development fees and fees for planning services and updated fees for utilities.

One important administrative change was the addition to the budget document of two items: a five year financial forecast of the General Fund and the list of needed capital improvement projects. This is an important change because it enables the Council and staff to identify and address potential problems before they happen. With the budget document as a tool, we will be able to develop strategic plans for maintaining the strong level of service provided by our police and fire departments. We can also use the budget

document in conjunction with our water, wastewater, and storm water master plans to develop strategies for infrastructure improvement.

Our infrastructure needs remain great, but we have made progress. We completed the installation of a new water main between the treatment plant and our main water tank. We also completed some upgrades at the water treatment plant. We secured low interest funding from the state for \$8 million for high priority projects to be completed in the upcoming year. The projects include constructing a new two million gallon water tank, replacing several water mains, and upgrading sanitary sewer treatment to produce class A biosolids.

Many projects remain unfunded. They include the high priority Westside sewer main (approximately \$1.25 million), multiple water projects (approximately \$18 million) and a long list of street projects (approximately \$10 million).

Last year our city got a facelift. From ODOT we have new pavement and sidewalks, underground utilities, and the short half of the new street lamps. The City painted and landscaped City Hall. The Urban Renewal Agency brought us street furniture and street trees. And business owners participated in the Agency's façade program and beautified their storefronts. Beyond the downtown, our parks are looking better. Restrooms were upgraded at Azalea, Bud Cross and Easy Manor Parks and the new paved access to Chetco Point Park was completed.

Finally, people in the City wonder if the looming financial crisis in the County will have an impact on city services- police, fire, planning, parks, streets, water and sewer. For the city as a municipal corporation there will be no financial impact because the city does not have the same revenue source as the county. However, we are part of the county and there will be an impact on the county services that city residents use: veteran's affairs, public health, home health and hospice, county roads, vital records, and many others. So it is very important for our citizens to pay attention to the county's situation.

2007 presents its own challenges and opportunities. Let us know your ideas for helping the city staff, the commissions, and the Council work collaboratively toward making Brookings an ever better place to live.

Thank you.

National Patriotism Week

WHEREAS, the Benevolent and Protective Order of Elks, through its Constitution, is a PATRIOTIC ORDER; and

WHEREAS, the Order promotes the ideals that the citizens of this Nation live in freedom, won through the great sacrifice and many tribulations which have provided the foundation for a free, prosperous and independent life; and

WHEREAS, we realize that each generation must work to maintain this freedom; otherwise through carelessness or indifference, the rights and liberties enjoyed may vanish; and

WHEREAS, it is fitting and proper to recognize this freedom and to honor the Nation which provides it:

NOW, THEREFORE, the City of Brookings does hereby proclaim **February 19-25, 2007 as National Patriotism Week**, in Brookings, Oregon, and during this event, urges all citizens to join with the Benevolent and Protective Order of Elks #1934 in expressing gratitude for the privilege of American Citizenship with appropriate celebrations and observances.

IN WITNESS WHEREOF, I, Mayor Pat Sherman, have hereunto set my hand and caused the official seal of the City of Brookings to be affixed this the 12th day of February, 2007.

Pat Sherman

Mayor Pat Sherman





PROCLAMATION

In recognition of **10 years of dedicated service** to the communities of Curry County, we proclaim the following;

WHEREAS, Crime Stoppers is an effective crime solving organization;

WHEREAS, Crime Stoppers provides badly needed anonymous communication regarding crimes;

WHEREAS, Crime Stoppers provides information to law enforcement on crimes and suspects;

WHEREAS, Crime Stoppers provides a partnership between communities, media and law enforcement;

WHEREAS, Crime Stoppers establishes a standard of community involvement of crime prevention;

WHEREAS, Crime Stoppers have emphasized, reinforced and rewarded community involvement;

WHEREAS, Crime Stoppers provides a tool for overcoming limitation in obtaining badly needed information;

WHEREAS, Crime Stoppers is dedicated to make the communities of Curry County safe;

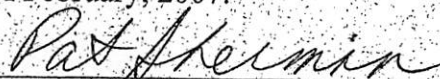
NOW, THEREFORE, we hereby declare our appreciation to the members of the

Curry County Crime Stoppers

for their assistance to law enforcement and proclaim the month of February to be **Crime Stoppers Appreciation Month**.

I urge all citizens to join us in recognizing the dedication and hard work of Curry County Crime Stoppers and their assistance to law enforcement in providing safe communities to live in.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Brookings to be affixed this the 12th day of February, 2007.



Mayor Pat Sherman





City of Brookings

898 Elk Drive, Brookings, OR 97415

Phone: (541) 469-1100

Fax: (541) 469-3650

Email: city@brookings.or.us

www.brookings.or.us

APPLICATION TO SERVE ON A CITY OF BROOKINGS COUNCIL, BOARD, COMMITTEE, COMMISSION

Name: Victoria Nuss Date: 1/31/07
Physical Address: 650 Mardon Ct
Mailing Address: PO Box 1581 Phone: 412-0244
Email Address: wk@constateopais.com

I would like to serve on one or more of the following Councils, Commissions or Committees:

<u>Council, Commission or Committee</u>	<u>Selection Method</u>	<u>Term</u>
<input type="checkbox"/> City Council	Elected	4 years
<input type="checkbox"/> Planning Commission /Commission for Citizen Involvement (CCI)	Appointed by Council	4 years
<input type="checkbox"/> Parks and Recreation Commission	Appointed by Council	4 years
<input checked="" type="checkbox"/> Budget Committee	Appointed by Council	3 years
<input type="checkbox"/> Urban Renewal Agency Advisory Committee	Appointed by Council	3 years
<input type="checkbox"/> Other (please specify): _____		

1. Resident of the City of Brookings since: Month: 10 Year: 94

2. Please list no less than three references:

	<u>NAME:</u>	<u>ADDRESS:</u>	<u>PHONE:</u>
A.	<u>Judy Rupert</u>	<u>Brookings</u>	<u>469-7873</u>
B.	<u>Judi Krebs</u>	<u>Harbor</u>	<u>469-3017</u> <u>469-2862</u>
C.	<u>Judy Anderson</u>	<u>Harbor</u>	<u>469-2862</u>

RECEIVED

3. Briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. Attach additional sheets if necessary: _____

- Community involvement
- All resume

4. Tell us about your education, employment, volunteer activities, etc. Attach additional sheets if necessary.

All resume

5. It is my intention to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

Budget Committee
Various activities

6. I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.
7. I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.
8. I agree that such volunteer services will be donated to the City at times other than my regular work hours.
9. I release the City from all matters relating to voluntary service by the undersigned, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from this voluntary service.
10. I release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of voluntary services set forth above.

I, Victoria Russo sign this application voluntarily and in the presence of the witnesses whose signatures are shown below mine, and acknowledge that, upon signing, this document will become public information and will be presented to the City Council and news media.

Victoria Russo, CPA
Applicant

1/31/07
Date

[Signature]
Witness

1/31/07
Date

Vicki Merrill
Witness

1-31-07
Date

VICTORIA E. NUSS, CPA

PO BOX 1581

BROOKINGS, OR 97415

(541) 412-0244

EMPLOYMENT HISTORY

1996 to Present

COASTAL COPIERS SALES & LEASING

1041 CHETCO AVENUE, PO BOX 1581
BROOKINGS, OR 97415

CO-OWNER

Along with my husband we have established a sole proprietor business, which provides copier, printer, and fax repair, supply & office equipment sales. We are the only equipment repair service within a 90-mile radius. We provide copier service & printer repair for over 600 customers within a 120-mile stretch along the southern Oregon coast. In January of 1998 our business expanded when we opened a copy/quick print center that features digital full color printing interfaced with three networked computers.

1994-1996

MUSSER AND ASSOCIATES, CPA'S, P.C.

565 FIFTH STREET
BROOKINGS, OR 97415

STAFF ACCOUNTANT

Primarily responsible for all payroll functions for over 60 clients which included payroll preparation, IRS and various states quarterly and annual reporting, correspondence, workers compensation reporting and audits. Payroll services provided involved knowledge of federal and state tax employment laws. Prepared individual income taxes which requires a working knowledge of the federal and state tax codes. Provided bookkeeping services which provided clients with compiled financial statements. Duties also included being an audit staff member working on private and governmental audits.

ACCOMPLISHMENTS: Successfully completed over two years of public accounting as required by the Georgia State Board of Accountancy for certification as a CPA. Gained a working knowledge of various software programs used in the industry of Public accounting.

1992-1994

BELLSOUTH CELLULAR, CORPORATION

5600 GLENRIDGE DRIVE, SUITE 300
ATLANTA, GA 30342

ACCOUNTANT- NON-INCOME TAX, CONSOLIDATIONS

Responsible for the reporting and payment of non-income tax revenue collected from cellular customers. Report non-income tax for over 400 returns at the federal, state, county, and city level on a monthly basis for over 75 cost centers. Reconcile all non-income tax liability accounts for Bellsouth Mobility, Inc. (BMI) and American Cellular Communications Company (ACCC). Assumed responsibilities of a co-worker on maternity leave during a six-month period performing the monthly consolidation of over 50 cellular partnerships and corporations for ACCC. Reviewed financial statements for system integrity, elimination entries, and proper state and federal income tax expense. Prepared footnotes, inter-company reconciliation's, and internal reports summarizing monthly results.

ACCOMPLISHMENTS: Earned a 200% accomplishment level on quarterly bonus' for all periods during my employment. Quarterly objectives are in addition to the above responsibilities. Achieved a high rating on my annual review, and received an above average merit increase in salary.

1978-1990

RETAIL MANAGEMENT

Over twelve years of retail management experience working for specialty retail operations such as: San Francisco Music Box Company, Wicks 'N' Sticks, and Walt Disney World. Managed single and multiple units that included duties such as hiring personnel, training, purchasing inventory, and overseeing all daily operations.

ACCOMPLISHMENTS: During a six year career with Wicks 'N' Sticks I progressed from assistant manager to Franchise Director of the Southeast due to strong performance in sales and managerial skills.

EDUCATION

KENNESAW STATE COLLEGE

BBA, Accounting, June 1992, Magna Cum Laude

HONORS: Presidents List; Deans List; Member of the Golden Key Honor Society; Recipient of Scholastic Scholarship for the Becker CPA review.

LICENSES HELD

Certified Public Accountant, Oregon Board of Accountancy.

OTHER SKILLS

Dale Carnegie Effective Speaking and Human Relations. PC skills include Windows XP Pro and Excel, Word, Microsoft Office 2003, Quicken and Quickbooks 2003 and various accounting and tax programs.

ACTIVITIES

Board Member, Coe, Curry, Douglas Business Development Corporation, 2000-02, Planning Commissioner, Curry County, 2000-02. Planning Commissioner, City of Brookings, 1999-02, PROUD Committee, Vice Chair Appointed 1998, Soroptimist International of Brookings, member since 1994, Treasurer 97-99, Finance Chairperson and Newsletter Editor, 1996-97. South Coast Humane Society, Newsletter Editor and Public Relations Chairperson, 1995-96. Institute of Management Accountants, Atlanta Chapter, Director of Advertising, 1992-93. VITA volunteer, 1992.



City of Brookings
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Fax: (541) 469-3650
Email: city@brookings.or.us
www.brookings.or.us

APPLICATION TO SERVE ON A CITY OF BROOKINGS
COUNCIL, BOARD, COMMITTEE, COMMISSION

Name: STANLEY J. BARON Date: 1/22/07
Physical Address: 17424 E. Ocean Dr BROOKINGS, OR
Mailing Address: SAME AS ABOVE Phone: 541-412-7314
Email Address: STAS14b@charter.net

I would like to serve on one or more of the following Councils, Commissions or Committees:

<u>Council, Commission or Committee</u>	<u>Selection Method</u>	<u>Term</u>
<input type="checkbox"/> City Council	Elected	4 years
<input type="checkbox"/> Planning Commission /Commission for Citizen Involvement (CCI)	Appointed by Council	4 years
<input type="checkbox"/> Parks and Recreation Commission	Appointed by Council	4 years
<input checked="" type="checkbox"/> Budget Committee	Appointed by Council	3 years
<input type="checkbox"/> Urban Renewal Agency Advisory Committee	Appointed by Council	3 years
<input type="checkbox"/> Other (please specify): _____		

1. Resident of the City of Brookings since: Month: 4 Year: 2000

2. Please list no less than three references:

NAME:	ADDRESS:	PHONE:
A. <u>Paul Hughes</u>	<u>Brookings</u>	<u>469-1100</u>
B. <u>Peter Spratt</u>	<u>Brookings</u>	<u>661-3393</u>
C. <u>John Zia</u>	<u>Harbor</u>	<u>661-0070</u>

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JAN 29 2007

Page 1 of 3

Per [Signature]

3. Briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. Attach additional sheets if necessary: _____

HAVE served 1+ Terms (5 years) Estimate.
I AM A FINANCIAL executive & HAVE
WORKED WITH budgets FOR MORE THAN
25 years.

4. Tell us about your education, employment, volunteer activities, etc. Attach additional sheets if necessary.

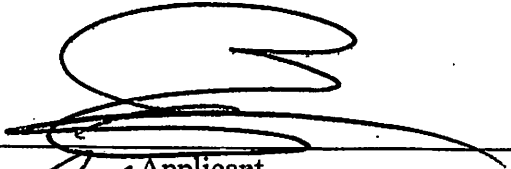
MONTCLAIR STATE University - B.A. Business
HARVARD University - FINANCIAL MANAGER Course
OXFORD University - Public Negotiation Course
PRESIDENT/CEO Chetco Fed. Cr. Union
Vice-Chair Southern OREGON Regional Brokerage

5. It is my intention to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

Member of Budget Committee - City
of Brookings

6. I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.
7. I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.
8. I agree that such volunteer services will be donated to the City at times other than my regular work hours.
9. I release the City from all matters relating to voluntary service by the undersigned, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from this voluntary service.
10. I release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of voluntary services set forth above.

I, Stanley J. Baron sign this application voluntarily and in the presence of the witnesses whose signatures are shown below mine, and acknowledge that, upon signing, this document will become public information and will be presented to the City Council and news media.



Applicant

1-29-07

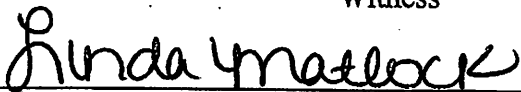
Date



Witness

1/29/07

Date



Witness

1-29-07

Date



RECEIVED

JAN 26 2007

City of Brookings
898 Elk Drive, Brookings, OR 97415

Phone: (541) 469-1100

Fax: (541) 469-3650

Email: city@brookings.or.us

www.brookings.or.us

CITY OF BROOKINGS

APPLICATION TO SERVE ON A CITY OF BROOKINGS
COUNCIL, BOARD, COMMITTEE, COMMISSION

Name: Dominic G. Petrucci Date: 12-26-06
Physical Address: 538 Cushing Ct. Brookings, Or.
Mailing Address: P.O. Box 1277 Phone: 469-4523
Email Address: dpetra@charter.net

I would like to serve on one or more of the following Councils, Commissions or Committees:

<u>Council, Commission or Committee</u>	<u>Selection Method</u>	<u>Term</u>
<input type="checkbox"/> City Council	Elected	4 years
<input checked="" type="checkbox"/> Planning Commission /Commission for Citizen Involvement (CCI)	Appointed by Council	4 years
<input type="checkbox"/> Parks and Recreation Commission	Appointed by Council	4 years
<input type="checkbox"/> Budget Committee	Appointed by Council	3 years
<input type="checkbox"/> Urban Renewal Agency Advisory Committee	Appointed by Council	3 years
<input type="checkbox"/> Other (please specify): _____		

1. Resident of the City of Brookings since: Month: Oct Year: 2002

2. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Dick Keusink P.O. Box 1952 Brookings 469-3267
B. Dick Cloud P.O. Box 6759 Brookings 469-2671
C. John Mathison P.O. Box 2992 Brookings 469-6930

3. Briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. Attach additional sheets if necessary:

To improve The planning process And make it more receptive To Neighborhood residents.

Organized McCall Ave. Home owners Assoc. Fresno County Member. Newark School Superintendents Parent Advisory Community Newark, CA.

Organized Cushing Ct. Homeowners Assoc. Brookings, Or.

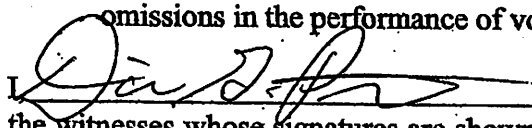
4. Tell us about your education, employment, volunteer activities, etc. Attach additional sheets if necessary.

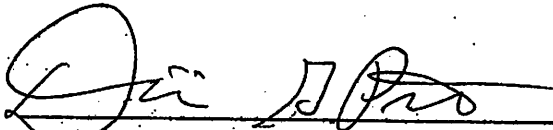
Associate Degree STATE Center Community College District Fresno
Owned San Leandro Security Service Hayward, CA.
Boy Scouts, Served on various Committees And
As Scout Master Both in Newark, CA. And Brookings, Or.
Served in various Capacities in Church And
Am currently Pastor Safe Harbor Christian Fellowship.
Retired 1993 due To auto accident.

5. It is my intention to donate voluntary services for the City of Brookings (hereinafter "City") as follows:


City Planning Comm.

6. I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.
7. I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.
8. I agree that such volunteer services will be donated to the City at times other than my regular work hours.
9. I release the City from all matters relating to voluntary service by the undersigned, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from this voluntary service.
10. I release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of voluntary services set forth above.

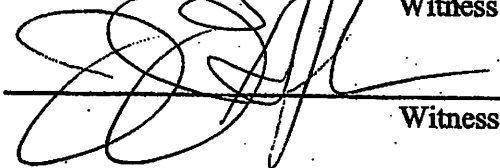
I  sign this application voluntarily and in the presence of the witnesses whose signatures are shown below mine, and acknowledge that, upon signing, this document will become public information and will be presented to the City Council and news media.


Applicant

1-26-07
Date


Witness

1/26/07
Date


Witness

1-26-07
Date



City of Brookings
898 Elk Drive, Brookings, OR 97415
Phone: (541) 469-1100
Fax: (541) 469-3650
Email: city@brookings.or.us
www.brookings.or.us

APPLICATION TO SERVE ON A CITY OF BROOKINGS
COUNCIL, BOARD, COMMITTEE, COMMISSION

Name: Harold E. Thiesen Date: 01-16-2007
Physical Address: 1223 Barclay Lane, Brookings, Oregon 97415
Mailing Address: P. O. BOX 4183 Phone: (541) 469-5565
Email Address: NONE xxxxxxxxxxxxxxxxxxxxxxxxxxxx

I would like to serve on one or more of the following Councils, Commissions or Committees:

<u>Council, Commission or Committee</u>	<u>Selection Method</u>	<u>Term</u>
<input type="checkbox"/> City Council	Elected	4 years
<input type="checkbox"/> Planning Commission /Commission for Citizen Involvement (CCI)	Appointed by Council	4 years
<input type="checkbox"/> Parks and Recreation Commission	Appointed by Council	4 years
<input checked="" type="checkbox"/> Budget Committee	Appointed by Council	3 years
<input type="checkbox"/> Urban Renewal Agency Advisory Committee	Appointed by Council	3 years
<input type="checkbox"/> Other (please specify): _____		

1. Resident of the City of Brookings since: Month: _____ Year: 1975

2. Please list no less than three references:

NAME:	ADDRESS:	PHONE:
A. <u>Collis, James</u>	<u>17346 - HOLMES DRIVE, BROOKINGS, OR</u>	<u>(415) 469-3675</u>
B. <u>Norwood, Ms Jan</u>	<u>P. O. Box 1396, Brookings, OR</u>	<u>(415) 469-4909</u>
C. <u>Watrous, Jack</u>	<u>P. O. Box 6218, Brookings, OR</u>	<u>(415) 0705</u>

RECEIVED

JAN 19 2007

Per [Signature]

3. Briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. Attach additional sheets if necessary: I have been serving on this committee for several

years and I wish to continue serving the City in
this position.

4. Tell us about your education, employment, volunteer activities, etc. Attach additional sheets if necessary.

High School Graduate

U. S. Coast Guard, W.W.II

Salesman & Branch Mgr (2 Offices) for Friden Calculating Machine Co

Purchasing Agent S D 17C, Including putting School Budget together

Member Brookings Harbor Garden Club

5. It is my intention to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

As BUDGET COMMITTEE PERSON

6. I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.
7. I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.
8. I agree that such volunteer services will be donated to the City at times other than my regular work hours.
9. I release the City from all matters relating to voluntary service by the undersigned, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from this voluntary service.
10. I release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of voluntary services set forth above.

I, HAROLD E. THIESEN sign this application voluntarily and in the presence of the witnesses whose signatures are shown below mine, and acknowledge that, upon signing, this document will become public information and will be presented to the City Council and news media.

Harold E. Thiesen

Applicant

1/19/07
Date

[Signature]

Witness

1-19-07
Date

[Signature]

Witness

1-19-07
Date



City of Brookings

898 Elk Drive, Brookings, OR 97415

Phone: (541) 469-1100

Fax: (541) 469-3650

Email: city@brookings.or.us

www.brookings.or.us

APPLICATION TO SERVE ON A CITY OF BROOKINGS COUNCIL, BOARD, COMMITTEE, COMMISSION

Name: DEBORAH DUDLEY

Date: 1-11-07

Physical Address: 650 OLD COUNTY RD. APT. 7, BROOKINGS, OR 97415

Mailing Address: SAME

Phone: 541-469-7840

Email Address: ddudley_doright@yahoo.com

I would like to serve on one or more of the following Councils, Commissions or Committees:

<u>Council, Commission or Committee</u>	<u>Selection Method</u>	<u>Term</u>
<input type="checkbox"/> City Council	Elected	4 years
<input type="checkbox"/> Planning Commission /Commission for Citizen Involvement (CCI)	Appointed by Council	4 years
<input checked="" type="checkbox"/> Parks and Recreation Commission	Appointed by Council	4 years
<input type="checkbox"/> Budget Committee	Appointed by Council	3 years
<input type="checkbox"/> Urban Renewal Agency Advisory Committee	Appointed by Council	3 years
<input type="checkbox"/> Other (please specify): _____		

1. Resident of the City of Brookings since: Month: 10 Year: 05

2. Please list no less than three references:

NAME:	ADDRESS:	PHONE:
A. <u>A. J. MCNAUGHTON</u>	<u>1215 OHIO AVE.</u> <u>BANDON, OR 97411</u>	<u>541-347-9264</u>
B. <u>RON EDWARDS</u>	<u>AZALEA BEACH APTS.</u> <u>650 OLD COUNTY RD.</u> <u>BROOKINGS, OR 97415</u>	<u>541-412-1448</u>
C. <u>MARY BUCHWALD</u>	<u>29692 ELLENSBURG</u> <u>GOLD BEACH, OR 97444</u>	<u>541-247-0928</u>

RECEIVED

JAN 17 2007

Per [Signature]

3. Briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. Attach additional sheets if necessary: I am a disabled person with an income below the poverty line, educated as an interpretive naturalist 33 years ago. Very few persons in my economic position volunteer within their communities, let alone are represented on decision-making commissions. I'd like to be one of the first. For most of my life, I've lacked money for any other type of recreation except the parks and beaches which are open to everyone.
4. Tell us about your education, employment, volunteer activities, etc. Attach additional sheets if necessary.

B.S. Natural Resources, The University of Michigan, 1973 (Interpretive Naturalist Curriculum). Graduate work in Environmental Journalism, Utah State Univ., 1975. Education Program Aide, assisting the Education Program Specialist at the South Slough National Estuarine Research Reserve, summer of 2004. Member of Pelican Bay Arts Association: assist with gallery hanging and Art Walk hosting. This next spring I will volunteer to work with the Azalea Park Foundation in weeding and planting in Azalea Park. I live next door to this park and have come to know it intimately.

For nine years I was a freelance writer and editor within the fields of science, technology, business, education, journalism and some public relations and ad copywriting. Currently, I run a dried floral design business from my home, called *Wild Beauty*. I display at the Manley Arts Center, Mory's and the Coldwell Banker Bldg. Gallery. I am a member of the Pelican Bay Arts Center. I am on the gallery hanging committee and I give other extra volunteer time to this organization.

I am planning on volunteering at the Outreach Gospel Mission's new facility in downtown Brookings. I may become involved in writing articles about the lives of women and families who will soon be housed there and perhaps be a mentor/companion for homeless women.

My greatest limitation concerning this volunteer position on the Parks and Recreation Commission may be my lack of a car, and the money to pay anyone to transport me toward the latter part of each month. I will need to find rides to and from the meetings, and to city parks when I need to become better acquainted with a site. Dial-A-Ride is not available after 4:00 p.m. nor on weekends. But I have the names of a few people who are willing to drive me about when they are free to do so, and I am not shy about asking more people for such help.

I have too much to offer to just stay home and watch t.v.! Because of my disability I am constrained and stressed by sub-poverty and occasional times when my nervous system functions badly. But nothing is wrong with my intelligence, research and writing skills and imagination. From over twenty years of self-change and the necessity to overcome huge obstacles to my healing and survival, my psychological sophistication is terribly high. My social skills are pretty decent, though they have not been tested as a member of a board or commission.

Higher needs, such as the need to be of service, do not go away because of other life constraints. The people I admire the most are still helping others in their 70s and 80s. I hope to be amongst their number if I'm still here and kickin.

5. It is my intention to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

Parks and Recreation Commissioner (4 years)

6. I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.
7. I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.
8. I agree that such volunteer services will be donated to the City at times other than my regular work hours.
9. I release the City from all matters relating to voluntary service by the undersigned, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from this voluntary service.
10. I release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of voluntary services set forth above.

I, DEBORAH DUDLEY sign this application voluntarily and in the presence of the witnesses whose signatures are shown below mine, and acknowledge that, upon signing, this document will become public information and will be presented to the City Council and news media.

Deborah Dudley
Applicant

1-16-07
Date

Marian L. Doye
Witness

1/16/07
Date

Derry L. Swigert
Witness

1-16-07
Date



City of Brookings
898 Elk Drive, Brookings, OR 97415
Phone: (541) 469-1100
Fax: (541) 469-3650
Email: city@brookings.or.us
www.brookings.or.us

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JAN 25 2007
Per [Signature]

APPLICATION TO SERVE ON A CITY OF BROOKINGS
COUNCIL, BOARD, COMMITTEE, COMMISSION

Name: James G. Hogben Date: 12/14/06
Physical Address: 1304 ENGLISH CT
Mailing Address: P.O. BOX 508 Home Phone: 469-5590
Email Address: jghcandm@yahoo.com Cell: 661-1920

I would like to serve on one or more of the following Councils, Commissions or Committees:

Council, Commission or Committee	Selection Method	Term
<input type="checkbox"/> City Council	Elected	4 years
<input checked="" type="checkbox"/> Planning Commission /Commission for Citizen Involvement (CCI)	Appointed by Council	4 years
<input type="checkbox"/> Parks and Recreation Commission	Appointed by Council	4 years
<input type="checkbox"/> Budget Committee	Appointed by Council	3 years
<input type="checkbox"/> Urban Renewal Agency Advisory Committee	Appointed by Council	3 years
<input type="checkbox"/> Other (please specify):		

1. Resident of the City of Brookings since: Month: 07 Year: 04

2. Please list no less than three references:

NAME:	ADDRESS:	PHONE:
A. <u>Wayne Hollowell</u>	<u>420 N. Depot ST.</u>	<u>620-336-3350</u> <u>CHERRYVALE, KS</u>
B. <u>Dick Wilson</u>	<u>P.O. BOX 1836</u>	<u>661-1222</u> <u>Brookings, OR</u>
C. <u>Larry Garcia</u>	<u>P.O. BOX 30006</u>	<u>661-2323</u> <u>HARBOR</u> <u>Brookings, OR</u>
D. <u>Richard Green</u>	<u>Church of the Nazarene</u> <u>1600 Chetco Ave.</u>	<u>Brookings, OR</u> <u>469-2571</u>

3. Briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. Attach additional sheets if necessary: I care about the future of the

Community. I've worked with city and county
planning departments on individual projects. I've
made suggestions at city council meetings when
planning dept. was in on hearing a matter, and I
made suggestions that turned a "thorny" "log jam"
into a win-win-win situation (I was there to appear
before city council on a separate matter).

4. Tell us about your education, employment, volunteer activities, etc. Attach additional sheets if necessary.

35 years Central Office Comm Tech Pac Bell / SBC - Retired July 2004.
4 years Architectural Drafting, Wilson HS, Los Angeles
2 years Electrical Engineering Technology, ^{EAST LA COLLEGE} CAL POLY POMONA
30+ years member of Orange Empire Railway Museum
EQUIPMENT Repair, RR track work, Project Analyses, trainman,
Trolley Motorman (operator), Landscape work, Trolley Barn Construction
10 years plus member National Trust for Historic Preservation,
Member "Main Street" program Cherryvale, KS
Worked with a preservation group and the City of Whittier, CA
to save their last remaining Railroad Station (successful
Restoration in progress of 2 story 1912 Brick Hotel in KS
Real-Estate Investor (single family homes) Since 1983.
Life Member American Forestry Association.
Construction Electrician US NAVY RESERVES
RADIO RELAY / cable carrier COMMUNICATIONS INSTRUCTOR US ARMY Southeastern
Signal School. US ARMY COMM TECH IN VIETNAM.

5. It is my intention to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

Serve on Planning Commission

6. I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.
7. I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.
8. I agree that such volunteer services will be donated to the City at times other than my regular work hours.
9. I release the City from all matters relating to voluntary service by the undersigned, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full-responsibility for any injuries or damages suffered by or arising from this voluntary service.
10. I release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of voluntary services set forth above.

I, James G. Hogben sign this application voluntarily and in the presence of the witnesses whose signatures are shown below mine, and acknowledge that, upon signing, this document will become public information and will be presented to the City Council and news media.

James G. Hogben
Applicant

01/25/07

Date

Vicki Merrill
Witness

1-25-07

Date

Pat Hermal
Witness

1/25/07

Date



City of Brookings
898 Elk Drive, Brookings, OR 97415
Phone: (541) 469-1100
Fax: (541) 469-3650
Email: city@brookings.or.us
www.brookings.or.us

RECEIVED

JAN 16 2006

Per

APPLICATION TO SERVE ON A CITY OF BROOKINGS
COUNCIL, BOARD, COMMITTEE, COMMISSION

Name: PATRICIA B. BROWN Date: 1-15-07
Physical Address: 870 CRESTWOOD PL, BROOKINGS, OR 97415
Mailing Address: 870 CRESTWOOD PL Phone: 469-9007
Email Address: pb-brown@charter.net

I would like to serve on one or more of the following Councils, Commissions or Committees:

<u>Council, Commission or Committee</u>	<u>Selection Method</u>	<u>Term</u>
<input type="checkbox"/> City Council	Elected	4 years
<input type="checkbox"/> Planning Commission /Commission for Citizen Involvement (CCI)	Appointed by Council	4 years
<input checked="" type="checkbox"/> Parks and Recreation Commission	Appointed by Council	4 years
<input type="checkbox"/> Budget Committee	Appointed by Council	3 years
<input type="checkbox"/> Urban Renewal Agency Advisory Committee	Appointed by Council	3 years
<input type="checkbox"/> Other (please specify): _____		

1. President of the City of Brookings since: Month: 9 Year: 1994

2. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. DIANE CAVENESS 865 CRESTWOOD PL 469-1809
B. NEIL OZMENT 860 CRESTWOOD PL 412-2470
C. BARBARA DEMOSS 209 ALTA LANE 469-7071
P.O. Box 6549 B.

3. Briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. Attach additional sheets if necessary:

I am interested in what goes on in my city and I feel I have knowledge that maybe useful on a Parks and Rec. commission. My background as a garden club member and years of plant knowledge in this area will be useful. I have been in charge of numerous landscaping and beautification projects in this area.

4. Tell us about your education, employment, volunteer activities, etc. Attach additional sheets if necessary.

I completed 2 years of college, then took additional courses years later at SWOC. I retired from Pacific Bell in 1985, did various travel related jobs in Hawaii. Moved to Brookings in 1994, went to work at Harbor Water PUD^{in 1996}. I am still there. I also joined the Brookings-Harbor Garden Club in 1995. I served on their Executive Board for 6 consecutive years, and served as President of the club in 2003 and 2004.

5. It is my intention to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

6. I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.
7. I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.
8. I agree that such volunteer services will be donated to the City at times other than my regular work hours.
9. I release the City from all matters relating to voluntary service by the undersigned, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from this voluntary service.
10. I release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of voluntary services set forth above.

I, Patricia B. Brown sign this application voluntarily and in the presence of the witnesses whose signatures are shown below mine, and acknowledge that, upon signing, this document will become public information and will be presented to the City Council and news media.

Patricia B. Brown

Applicant

1-16-07

Date

Kathy Dunn

Witness

1/16/07

Date

Vicki Merrill

Witness

1-16-07

Date



City of Brookings
898 Elk Drive, Brookings, OR 97415
Phone: (541) 469-1100
Fax: (541) 469-3650
Email: city@brookings.or.us
www.brookings.or.us

resubmitted 1/12

RECEIVED

DEC 26 2006

Per [Signature]

APPLICATION TO SERVE ON A CITY OF BROOKINGS
COUNCIL, BOARD, COMMITTEE, COMMISSION

Name: GERALD M. Wolkowicz Date: 12/27/06
Physical Address: 16916 Tule Road
Mailing Address: 16916 Tule Road Phone: 541-469-7102
Email Address: GMWULK@CHARTER.NET

I would like to serve on one or more of the following Councils, Commissions or Committees:

<u>Council, Commission or Committee</u>	<u>Selection Method</u>	<u>Term</u>
<input type="checkbox"/> City Council	Elected	4 years
<input checked="" type="checkbox"/> <u>Planning Commission /Commission for Citizen Involvement (CCI)</u>	Appointed by Council	4 years
<input type="checkbox"/> Parks and Recreation Commission	Appointed by Council	4 years
<input type="checkbox"/> Budget Committee	Appointed by Council	3 years
<input type="checkbox"/> Urban Renewal Agency Advisory Committee	Appointed by Council	3 years
<input type="checkbox"/> Other (please specify): _____		

URBAN GROWTH ZONE

1. Resident of the City of Brookings since: Month: 12 Year: 2003

2. Please list no less than three references:

NAME:	ADDRESS:	PHONE:
A. <u>WALLY S. Kos, P.E.</u>	<u>SUPERINTENDENT OF Highway</u> <u>COOK COUNTY HIGHWAY DEPT.</u> <u>69 W. WASHINGTON BLVD.</u> <u>CHICAGO, IL. 60602</u>	<u>312-603-1601</u>
B. <u>CHRISTOPHER Snyder, P.E.</u>	<u>DUPAGE COUNTY DEPT. OF TRANS.</u> <u>421 COUNTY FARM ROAD</u> <u>WHEATON, IL. 60187-2553</u>	<u>630-407-6910</u>
C. <u>DON SPARLIN</u>	<u>3 Ross Road</u> <u>Brookings</u>	<u>541-469-8988</u>

3. Briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. Attach additional sheets if necessary: _____

See Attached

4. Tell us about your education, employment, volunteer activities, etc. Attach additional sheets if necessary.

See Attached

3.

I am retired and have lived in Brookings for three years. I have kept abreast of City/Urban Growth Zone development issues through a subscription to the Curry Coastal Pilot. I feel I can contribute to the beneficial resolution of future planning issues through my professional input. Although I live outside the Brookings limit, my property has an irrevocable annexation agreement attached so I have a vested interest in guiding the City of Brookings in making informed decisions. I feel that if appointed to the Planning Commission I can not only bring my expertise to the Commission but also assist other members by sharing my experience in the Civil Engineering sector.

My first 17 years of employment with the Cook County Highway Department included drainage design and construction plan preparation; and, coordination, impact assessment and permit review/approval of municipal and private utilities on County highways and in unincorporated Cook County areas. Additionally, I also participated in Subdivision and PUD permit reviews from a drainage aspect including detention requirements.

My last 11 years with the Highway Department were as Head of the Advance Planning and Agreements Division whose duties, in part, included highway condition assessment, planning and project scheduling, resource allocation and preparation of a 5 year highway construction program. During this period, I also sat on the Work Program Committee of the Chicago Area Transportation Study (CATS see www.catsmpo.com), the Metropolitan Planning Organization (MPO) for Northeastern Illinois whose duties included the distribution of Federal Highway Funds and preparation of a 5 year Transportation Plan (TIP). I also participated in the development and publication of the 2000-2020 Long Range Transportation Plan for Northeastern Illinois.

In short, I can assimilate and interpret standards, criteria and building codes, I can read technical schematics as well as construction plans and I have been in a decision making position. I also have experience and am comfortable with both structured planning and the ethereal aspect of long range planning including the need for practicality and the restraints cause by the availability of resources.

4.

May 28, 1945 D.O.B.

- 1963 Graduate H.S.; Fenwick H.S., Oak Park, IL
- 1965-67 U.S. Army- Vietnam Veteran – Army Commendation Medal for Valor, Air Medal w/ 1st thru 10th Oak Leaf Cluster – Honorable Discharge
- 1971 Bachelor of Science, Geological Sciences, Univ. Illinois-Chicago
- 1973 Masters of Science, Environmental Geology and Hydrology, Univ. Illinois-Chicago. Published "Chloride Balance in an Urban Basin" G.S.A. Vol.5, No. 7, Oct. 1973
- 1974-84 Cook County Highway Department (www.co.cook.il.us), Drainage Division, Highway Engineer I, II, & III – Design highway storm sewers, waterway hydraulic openings and storm water pumping stations.
- 1984-92 Cook County Highway Department, Drainage Division, Highway Engineer IV, Utility Section Head – highway/utility impact assessment, design and construction conflict coordination, utility permit review w/ electrical, telephone, natural gas, petroleum pipeline, water utilities as well as municipal infrastructure.
- 1992-02 Cook County Highway Department, Advance Planning and Agreements Division, Highway Engineer V, Division Head – Oversee funding distribution, highway condition assessment, maintain highway inventory, coordinate Department/County Board Agenda, develop intergovernmental agreements, publish 5 year highway construction program.
- 2002 to date Retirement
- 1992-01 Served as Alternate Cook County Representative to the Work Program Committee of the Chicago Area Transportation Study (CATS), the MPO for Northeastern Illinois.

5. It is my intention to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

AS REQUIRED; but AT LEAST TWO (2) EVENINGS A MONTH.

6. I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.
7. I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.
8. I agree that such volunteer services will be donated to the City at times other than my regular work hours.
9. I release the City from all matters relating to voluntary service by the undersigned, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from this voluntary service.
10. I release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of voluntary services set forth above.

I, GERARD M. WOLKOWICZ sign this application voluntarily and in the presence of the witnesses whose signatures are shown below mine, and acknowledge that, upon signing, this document will become public information and will be presented to the City Council and news media.

[Signature]

Applicant

12/27/06

Date

[Signature]

Witness

12/27/06

Date

[Signature]

Witness

12-27-06

Date

STATE OF OREGON
COUNTY OF CURRY

On Dec. 27, 2006, before me Eileen J. Roberts personally appeared Gerald Matthew Walkowicz, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies) and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

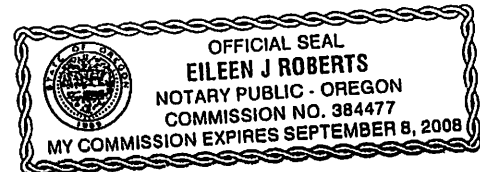
WITNESS my hand and official seal.

Signature

Eileen J. Roberts
(notary)

Commission expires

September 8, 2008





City of Brookings
898 Elk Drive, Brookings, OR 97415
Phone: (541) 469-1100
Fax: (541) 469-3650
Email: city@brookings.or.us
www.brookings.or.us

APPLICATION TO SERVE ON A CITY OF BROOKINGS
COUNCIL, BOARD, COMMITTEE, COMMISSION

Name: Juliane Listl Leighton Date: February 1, 2007
Physical Address: 96307 Spindrift Ln, Brookings, OR 97415
Mailing Address: -same- Phone: 541.469.2319
Email Address: jlleighton@charter.net (home) leightj@sutterhealth.org (work)

I would like to serve on one or more of the following Councils, Commissions or Committees:

<u>Council, Commission or Committee</u>	<u>Selection Method</u>	<u>Term</u>
<input type="checkbox"/> City Council	Elected	4 years
<input checked="" type="checkbox"/> Planning Commission /Commission for Citizen Involvement (CCI)	Appointed by Council	4 years
<input type="checkbox"/> Parks and Recreation Commission	Appointed by Council	4 years
<input type="checkbox"/> Budget Committee	Appointed by Council	3 years
<input type="checkbox"/> Urban Renewal Agency Advisory Committee	Appointed by Council	3 years
<input type="checkbox"/> Other (please specify): _____		

1. Resident of the City of Brookings since: Month: Oct Year: 2003

2. Please list no less than three references:

NAME:	ADDRESS:	PHONE:
A. <u>Gail Hedding</u>	<u>555 5th St. #2, Brookings 97415</u>	<u>541.469.9205</u>
B. <u>Fran Jommen</u>	<u>121 Meadow Dr Crescent City, CA</u>	<u>707.458.9625</u>
C. <u>Jan Willms</u>	<u>Brookings, OR 97415</u>	<u>541.412.9499</u>

RECEIVED

Page 1 of 3
FEB 02 2007

Per [Signature]

3. Briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. Attach additional sheets if necessary: _____

In October 2006, my husband and I celebrated our third year in Brookings. Brookings has provided us a place to live, work and start our family. As a means of giving back to the city, I have been contemplating a way to become more involved. Though I continue to enjoy participating in events such as the Active Living Expo, the Brookings Health Fair and the Brookings Relay for Life, I would also enjoy participating in something unrelated to the healthcare field. I recently learned of a vacant position on the Planning Commission. After learning more of what this position entails, I believe this is the opportunity I have been looking for. Though I have not previously performed in this capacity, I believe the analytical skills which I utilize in the practice of medicine would serve me well as a member of the planning commission.

4. Tell us about your education, employment, volunteer activities, etc. Attach additional sheets if necessary.

Please see attached CV.

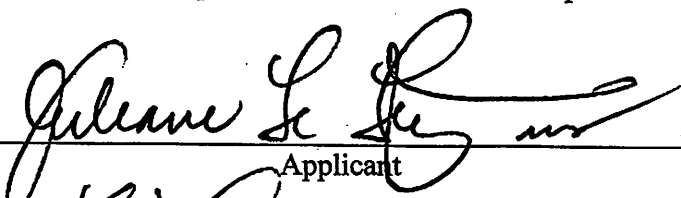

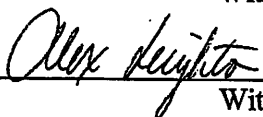
5. It is my intention to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

Application for appointment to the vacant Planning Commission seat ending 2009

I understand if appointed to the Planning commission I would be required to prepare for and attend scheduled meetings which occur on the first Tuesday of every month at 7 pm. I understand if business is not concluded by the end of that meeting a follow up meeting on the third Tuesday of the month at 7 pm would be required as well.

6. I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.
7. I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.
8. I agree that such volunteer services will be donated to the City at times other than my regular work hours.
9. I release the City from all matters relating to voluntary service by the undersigned, including compliance, if any is required, with social security, withholdings, insurance and all other regulations and reportings governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from this voluntary service.
10. I release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of voluntary services set forth above.

I, Juliane L. Leighton sign this application voluntarily and in the presence of the witnesses whose signatures are shown below mine, and acknowledge that, upon signing, this document will become public information and will be presented to the City Council and news media.

 _____ Applicant	<u>2/2/07</u> _____ Date
 _____ Witness	<u>2/2/07</u> _____ Date
 _____ Witness	<u>2/2/07</u> _____ Date

Juliane Listl Leighton, MD

Current Status Board Certified Internist

Home Address 96307 Spindrift Ln, Brookings, OR 97415

Business Address Sutter Coast Health Center, 555 5th Street, Suite 2, Brookings, OR 97415

Education

- 1990-94 Saint Edward's University, Austin, TX
 - BS Biology
- 1994-98 University of Texas Health Science Center, Houston, TX
 - Medical Doctorate
- 1998-99 Dartmouth-Hitchcock Medical Center, Lebanon, NH
 - Internship, Internal Medicine
- 1999-2001 Dartmouth-Hitchcock Medical Center, Lebanon, NH
 - Residency, Internal Medicine

Professional experience

The Corvallis Clinic, Corvallis, OR – September 2001 to September 2003
Sutter Coast Health Center January 2004 thru present

License/Certificates

Oregon State Medical License, July 2001
California State Medical License, 2003
American Board of Internal Medicine, October 2001

Professional memberships

American College of Physicians-American Board of Internal Medicine
American Medical Association

Honors/Distinctions

Magna cum laude, Saint Edward's University, 1994
Presidential Award, Saint Edward's University, 1994

Hobbies

Reading, Crafts, Photography

Volunteer/Events

Active Living Expo, Brookings Relay for Life, Brookings Health Fair, Nature's Coastal Holiday

Personal

Spouse, Alex C. Leighton
Son, Ethan C. Leighton



COUNCIL AGENDA REPORT

To: Mayor & City Council

From: Dianne Morris,  Planning Director

Date: February 2, 2007

Re: Revisions to Land Development Code, Section 100, Hazardous Building Site Protection, Hillside Development Standards

Subject: LCD 2-06. An amendment to the Land Development Code to revise language in Section 100, Hazardous Building Site Protection, Hillside Development Standards.

Recommendation: The Land Development Code Review Committee prepared a draft version of Section 100. At the Planning Commission's meetings on November 14, December 5, 2006, and January 9, 2007 they reviewed this Section and recommended several changes. The suggested changes are in blue type. Suggested changes from the Department of Land Conservation and Development (DLCD) are in bold type. In preparing this report I saw a few other minor revisions to propose and those are in red type. The Planning Commission recommends approval of this draft version of Section 100.

Background /Discussion: There are numerous sections in the Land Development Code that are in need of corrections or major revisions. In Oct. 2005 a committee was formed to work on preparing drafts for these various sections. The Planning Staff, the City Manager, Public Works Director, and one member from both the City Council and Planning Commission form this committee. The draft of Section 100 is such a complete change from the current version it would have been extremely confusing to leave old text with strikethroughs, new text in italics etc. as is often done. Instead staff has provided you with a copy of the new draft version and the existing version for you to compare in the review process. The following comments will focus on the substantive changes to process or policy. Once a final version of the revisions has been adopted by the City Council, the City's Code Publishing consultants will take care of renumbering etc. to codify the changes into the Municipal Code.

Section 100 regulates removal of vegetation, any disturbance or development on oceanfront property and property with slopes greater than 15% or property with other known or suspected hazards.

Section 100.010, "Definitions" was added to describe terms used in this Section.

Section 100.030, "General Mitigation" was added to describe requirements that are applicable to all properties. This Section will be referenced in ALL residential and commercial zones in the near future as revisions are made to them. This Section requires:

- Determination of seasonal high water table when partitioning or subdividing all properties.
- Erosion control plan for all properties prior to site preparation.
- Permit for any grading.

Section 100.060, "Geologic Report Required". Clarification of when a report is needed and specifics on what it must contain when property is oceanfront. General geologic report requirements are found in definitions, 100.020 (B).

Section 100.070, "Engineered Plans Required". This Section requires basically the same components as the current version – a plan showing erosion control, vegetation removal, grading, and storm drainage – but the components are better organized and explained. The Planning Commission made one important change in limiting the requirement for engineered plans, as described in this section, to only parcels of less than one acre in size. Staff feels all "hazardous sites" should be required to comply. If only a small part of a large parcel is proposed to be developed, the engineering report would be rather minimal but may still be very important if that development is adjacent to other developed properties.

Section 100.080, "Enforcement". Cleaned up language that was in conflict with other sections.

Financial Impact(s): None.

City Manager Review and Approval for placement on Council Agenda:

Ken Hobson, Interim City Manager

BROOKINGS DEVELOPMENT CODE

Draft – January 9, 2007

Suggested Changes from Land conservation and Development are bolded

Suggested Changes from Planning Commission are in Blue

Additional Suggested Changes from Staff are in Red

Section 100

HAZARDOUS BUILDING SITE PROTECTION HILLSIDE DEVELOPMENT STANDARDS

Sections:

- 100.010 Purpose.
- 100.020 Definitions
- 100.030 General Mitigation.
- 100.040 Decision Authority of City Manager or Planning Commission
- 100.050 Authority to Require Site Study
- 100.060 Geologic Report Required
- 100.070 Engineered Plans Required
- 100.080 Enforcement

100.010 Purpose.

- A. The purpose of this section is to reduce the effects of flooding, erosion, landslides and siltation during all stages of development on all lots within the city and to reduce the hazards associated with construction on the steeper hillsides, beach fronts and/or wherever hazards are known or **may exist** suspected. This section applies to all property within the City and the level of protection required is based on the steepness of slopes, relation to coastal bluffs and other known or suspected **hazardous** conditions **that may exist**. This section is intended to advance the above purpose:
1. By requiring the study of such areas, by a qualified **professional** person, as defined in 100.020 (D) and 100.070 (C), prior to development, as defined in Section 100.020 (C).
 2. By requiring special construction techniques to control dust, mud, water

runoff, soil erosion, rock or sediment deposition during construction.

3. By establishing mechanisms for enforcement to ensure compliance with this code.
- B. The policies and standards of this section are based upon the data contained in the Comprehensive Plan document and other technical information.
- C. This Section is not meant to regulate landscaping/ gardening activities on an existing, developed property unless there will be a disturbance of greater than ½ acre in size, or involve terracing or similar activities. A property owner may apply to the Site Plan Committee for authorization to conduct more intense landscaping/ gardening activities if they exceed ½ acre in size.

100.020 Definitions. For the purposes of this section, the following definitions shall apply.

- A. Average Slope – the overall increase/ decrease in elevation over the area ~~on the property~~ proposed for development or the subject property, expressed as a percentage based on the following formula: difference in elevation over horizontal distance.
- B. Determination of 15% slopes – The applicant may be required to provide a topographic map prepared by a licensed engineer or surveyor. The topographic map shall contain a lines drawn approximately perpendicular to the contours indicating the percent of slope. In some instances the City Engineer may accept a sketch and/ or certificate prepared by a licensed individual indicating the average slope of the property.
 1. If the average slopes are less than 15%, but the proposed development is on an area of 15% slopes, standards in Sections 100.030, 100.060 and 100.070 shall apply.
 2. If the average slopes are greater than 15%, but the development is proposed on an level area less than 15% ~~away from the slopes~~, a site specific review of the proposal by the Site Plan Committee shall determine if standards in Section 100.060 and 100.070 apply.
- C. Development – ~~Any~~ The alteration of improved or unimproved land, including but not limited to a land division, buildings or other structures, grading, filling or removal of vegetation.

D. Geologic Report – A report prepared by a qualified professional geologic consultant – A geologist or certified engineer working under their professional guidelines, ~~Geologist, Geotechnical Engineer or other qualified individual,~~ and licensed by the State of Oregon, and The report would comply with “Guidelines for Preparing Engineering Geologic Reports in Oregon” as adopted by the Oregon State Board of Geologic Examiners and containing the following information:

1. The stability of the property and the suitability for the proposed type of construction in relation to the size of lot, including all existing and proposed new streets.
2. A statement of the need for engineered foundations or for site specific studies to determine if engineered foundations are necessary.
3. A clear statement of all requirements or conditions on the proposed development that the qualified professional geologic consultant ~~or other qualified individual,~~ licensed in the State of Oregon, has determined is necessary to mitigate the geological hazards that have been identified in the site investigation.

4. For oceanfront sites see additional requirements in 100.060(B) (2).

E. Grading – ~~Any~~ Movement of earth for whatever reason including removal of the root systems for brush and trees.

F. Hazardous Sites– Areas containing or adjacent to a fault zone, sinkhole, unstable soils, steep slopes, high water table, or other geologic hazards as discussed in Section 100.010 (A) Purpose statement.

G. Vegetation Removal – Cutting of brush and trees ~~but not removing root systems.~~
(Where it is important to leave root systems in place is covered in 100.060 “Note” or it would be a requirement in the geologic hazard report.)

100.030 General Mitigation

Prior to development activity on **any** property, certain standards must be met to reduce building site hazards such as flooding, landslides, soil erosion, sediment deposition, etc. The following process is required:

- A. When partitioning or subdividing any parcel, the requirements of Section 100.070, including a determination of seasonal high water table level impact on development of the property, and groundwater drainage mitigation design, if necessary, must be submitted with the application.
- B. Prior to any site preparation on all **parcels or** lots, the applicant must provide a plan demonstrating that no property shall be disturbed, graded, excavated, filled or developed within the City so as to cause slides of mud, soil, rock, vegetative material or any eroded or depositional material to be deposited on the property of another. The plan shall also include the strategy for the minimal removal of vegetation cover, particularly tree cover, necessary for building placement or access. This plan shall be submitted to the Site Plan Committee with a Permit Clearance Form, requesting a building permit, or a Land Use Permit Application.
- C. If site preparation will disturb an area greater than one acre in size, the property owner is required to contact the Department of Environmental Quality (DEQ) and comply with their requirements.
- D. No grading or filling of more than 50 cubic yards can occur until a grading permit or building permit has been issued. Any amount of grading or filling in a hazardous area, as defined in Chapter 17.100.020(F), or in a floodplain, must have a grading permit. Grading plans must show compliance with State of Oregon Structural Specialty Code.

100.040 Decision Authority of City Manager or Planning Commission.

- A. The City Manager, or his or her designee, shall review and approve or deny requests for building permits or grading permits on lots within areas identified as having a hazardous **site** conditions.
- B. The Planning Commission shall review and approve or deny land use applications proposed within areas identified as being a hazardous site and for all land divisions.
- C. The Planning Commission may approve, approve with conditions or require changes or deny the proposal based upon the criteria or standards listed in Sections 100.050, 100.060, and 100.070. Planning Commission decisions may be appealed to the City Council as provided in Section 156.

100.050 Authority to Require Site Study

- A. The City Manager or his or her designee shall require a site study by a qualified professional geologic consultant ~~or other qualified individual~~, licensed in the State of Oregon prior to any disturbance on property, or the approval of a land use application, in **hazardous sites, as defined in Section 100.020 (F)**. ~~areas containing or adjacent to a fault zone, sinkhole, unstable soils, steep slopes, high water table, or other geologic hazard.~~
- B. If the report in A. above indicates additional information is needed, site specific studies prepared by qualified **professional person(s)** shall be required by the City Manager or his or her designee, or the Planning Commission.

100.060

Geologic Report Required. – NOTE: If minimal brush removal is needed to allow surveying and/ or site study **prior to applying for a permit**, a plot plan and request must be submitted by the applicant describing the amount and location of vegetation removal. Brush and trees can only be cut off at ground level and stumps and roots shall not be removed. The City shall review and approve this plan prior to any removal of vegetation.

Except as stated above, prior to any vegetation removal and/or ~~grading development, as defined in 100.020 (C)~~, a geologic report, **as described in 100.020 (B)**, shall be required as follows:

A. When ~~disturbing~~ **developing** land within the City, the following provisions apply:

1. All parcels with slopes of less than 15% shall provide erosion control measures pursuant to subsection 100.030 above.
2. On all lots that contain slopes of 15% or greater, **or other identified hazards**, but where development is proposed on an area of ~~less than 15% slope~~ **away from these hazardous sites**, only compliance with Section 100.030 above is required, unless other provisions of this Section are required at the discretion of the Site Plan Committee.
3. All lots with average slopes of 15% or greater, or other identified hazards, or on lots where the desired development is on a slope of 15% or greater, a geologic report and engineered plans in compliance with the provisions of subsection 100.070, below, is required prior to the removal of any vegetation or ~~grading~~ **development**, on the property.

4. On lands that contain slopes of greater than 15%, all lots ~~may~~ shall be of the minimum lot size allowed by underlying zone, except larger lots may be required if the geologic survey of the property requires a larger lot to avoid hazardous areas or other conditions.

B. Development on properties adjacent to the ocean bluffs or bluff slopes shall comply with the provisions of this section as follows:

1. A geologic report shall be provided prior to the following:

- a) Partitioning or subdividing property.
- b) Siting a new structure on a vacant lot.
- c) Constructing an addition to an existing structure on the ocean side or the side yard area.
- d) Constructing a second floor on an existing structure.
- e) Siting an accessory structure (garage, shop etc) on the ocean side or side yard area of an existing dwelling.

2. The geologic report shall contain the following information in addition to the requirements in 100.020 (D):

- a) The stability of the bluff and their suitability for the proposed type of construction in relation to the size of lot proposed, including any required setback from the edge of the bluff necessary to accommodate a proposed structure for its projected lifetime. An assessment of the long term response of the bluff toe, including undertaking assessments of the types of failure (e.g. slumps/landslides) that may be characteristic of the lithology that makes up the bluff. Assessments should be consistent with the methodology used by the Oregon Department of Geology and Mineral Industries to assess bluff erosion potential in its published coastal erosion studies of other Oregon coastal regions.
- b) The need for engineered foundations or for site specific studies to determine if engineered foundations are necessary.

c) A clear statement of all requirements or conditions on the proposed development that the qualified professional geologic consultant ~~other qualified individual~~ has determined is necessary to mitigate the geological hazards that have been identified in the site investigation. **Certification from the qualified professional geologic consultant that the recommendations of the geologic report have been met shall be required prior to issuance of an occupancy permit by the Building Official. (Planning Commission left this language in but believes it may not be appropriate in all cases and would like the City Council to consider carefully.)**

3. A geologic report (unless Site Plan Committee determines conditions dictate otherwise) is not required when:

a) Remodeling within an existing, intact structure or,

b) siting an addition or accessory structure on the upland (furthest from the ocean) side of the existing dwelling.

100.070 Engineered Plans Required

A. No property shall be disturbed, graded, excavated, filled, storm water drainage redirected or developed within the City so as to cause slides of mud, soil, rock, vegetative material or any eroded or depositional material to be deposited on the property of another.

B. Prior to any site preparation, including vegetation removal, except as allowed for survey purposes in subsection 100.060 above (See *Note), on a lot or parcel of less than one acre in size with hazardous conditions (defined in 100.020(F), and on any proposed partition or subdivision, the applicant shall submit plans prepared by an Oregon licensed civil engineer with the following information for approval by the City:

1. An erosion control plan showing the area to be denuded of vegetation, erosion control measures and implementation time table. Erosion and sedimentation caused by storm water runoff shall be minimized by employing the following measures, or substitute measures deemed acceptable by the City Manager or his or her qualified designee:

- a. ~~Only~~ The removal of vegetation cover, particularly tree cover, necessary for building placement or access, shall be allowed. If any additional removal of vegetation is proposed by the applicant, a plot plan indicating the area and amount of removal must be submitted for review and approval by the Site Plan Committee.
 - b. Measures for controlling runoff, such as silt fencing, hay bales, berms, holding ponds, terraces, ditches, hydro seeding or permanent cover shall be used as required, particularly in areas having slopes of 15% or greater. The applicant shall contact Oregon Department of Environmental Quality (DEQ) concerning the possible need for a 1200C Storm Water General Permit.
2. Prior to any grading, a grading plan showing all cut and fill slopes associated with new or improved roads, driveways, building pads, and all utility grading including water, sewer, electrical, telephone, and television cables. The grading plan shall include associated erosion control measures and implementation time table for the grading operation.
3. A drainage plan to control groundwater and storm water runoff.
 - a. All storm drainage shall be designed by a Civil Engineer and approved by the City. The storm drain facilities shall be designed for storms having a 25-year recurrence frequency. Storm water shall be directed into drainage with capacity to be calculated in accordance with the City's Comprehensive Plan for Storm Drainage Development and Chapter 8.10 of the Brookings Municipal Code, and address on-site and off-site impacts, so as not to flood adjacent or downstream property.
 - b. In all areas of the city, the City Manager or his or her designee may require culverts or other drainage facilities, designed in accordance with the City's Comprehensive Plan for Storm Drainage Development and Chapter 8.10 of the Brookings Municipal Code, be installed as a condition of construction.
 - c. Plan must include a determination of seasonal high water table level impact on development of the property, and a groundwater drainage mitigation design if necessary.
- C. Developments which abut the coastal bluffs or coastal shoreland boundary, or direct surface water runoff over the bluffs or boundary shall require any special

impact mitigation measures as recommended in the geologic hazard report.

- D. Filling of lowlands shall be done only where it is determined that the fill shall not cause flooding or damage to adjacent properties and where adequate drainage facilities are installed. This provision ~~does not apply~~ **may be superseded when** to lowlands containing jurisdictional wetlands, where State wetland removal/fill permits would be required, or areas regulated by the City Flood Damage Prevention Ordinance.
- E. No work shall commence until the applicant has received written approval from the City and required permits have been issued.

100.080 Enforcement

- A. The removal of vegetation, grading, construction, location, development or use of land or structures, contrary to the provisions of this section, ordinance or permit, or any conditions or limitations approved pursuant to this Code, is a violation.
- B. In addition to other remedies set forth in Section 164, and other remedies provided by ordinance or under state law, the city may institute appropriate action or proceedings to prevent, restrain, correct, abate or remove the unlawful location, erection, construction, development, maintenance, repair, alteration, occupancy or use of land or structures.
- C. If the City Manager determines that a violation of this section has occurred, the City shall ~~notify~~ **provide written notice to** the owner of the land and the developer, general agent, architect, builder, contractor or other person or entity who is known by the City to have participated in committing the violation, through a Stop Work Order, to cease all further development until such time as the violation has been remedied. ~~If development continues in disregard of notice from the City, the City may seek an injunction to stop further development until the violation has been remedied.~~
- D. ~~If the City Manager determines that a violation has occurred, the City shall give written notice to the owner of the land, and the developer, general agent, architect, builder, contractor, or other person or entity who is known by the City to have participated in committing the violation, that a violation has occurred and that the violation must be remedied within a time specified.~~ The amount of time to remedy the violation shall depend upon the nature of the violation, the circumstance then existing and whether an emergency exists. Noncompliance within the time set by the City shall cause the City to take remedial steps to cure

the violation and charge the costs, fees and expenses of such remedial action to the owner of the land. This shall include any expenses, costs and fees paid by the City to third persons for labor and materials to remedy the violation. Charges made under this subsection shall be a lien against the real property on which the violation arises and the City Recorder is authorized to enter the amount of such charges immediately in the docket of city liens.

- E.** The owner of the land, and the developer, general agent, architect, builder, contractor or other person or entity who takes part in any violation of this ordinance shall be guilty of a violation.
- F.** The remedies set forth in this section are cumulative and not exhaustive of all remedies the City may exercise to prevent, correct or abate a violation under this section.

Section 100
HAZARDOUS BUILDING SITE PROTECTION
HILLSIDE DEVELOPMENT STANDARDS

OLD
VERSION

Sections:

- 100.010 Purpose.
- 100.020 Review by City Manager or Planning Commission.
- 100.030 Partitions and Subdivisions (as amended by Ordinance 99-O-446.FF, effective June 9, 1999)
- 100.040 Site study authorization.
- 100.050 Site preparation.
- 100.060 Enforcement.
- 100.070 Final maps.

100.010 Purpose.

- A. The purpose of this section is to reduce building site hazards and threats to life and property created by flooding, landslides, weak foundation soils and other hazards as may be identified by the City of Brookings or other agencies. This section is intended to advance the above purpose to protect life and property:
 - 1. By requiring the study of such areas by a qualified person prior to construction.
 - 2. By requiring special construction techniques to control dust, mud, water runoff, soil erosion or sediment deposition during construction.
 - 3. By establishing mechanisms for enforcement to insure compliance with this code. (Section 100.010.A, as amended by Ordinance No. 99-O-446.FF, effective June 9, 1999)
- B. The policies and standards of this section are based upon the data contained in the Comprehensive Plan document and other technical information.

100.020 Review by City Manager or Planning Commission.

- A. The City Manager or a qualified designee, shall review all planning permit requests for conformance with the standards and criteria of this section.

- B. The City Manager or a qualified designee shall review requests for building permits or grading permits, and the Planning Commission shall review land use applications proposed within areas identified as having average slopes of greater than 15% grade.
- C. The City Manager or a qualified designee may refer matters to the Planning Commission which require the use of standards. (Section 100.020.C as amended by Ordinance 99-O-446.FF, effective June 9, 1999)
- D. The Planning Commission may approve, approve with conditions or require changes or deny the proposal based upon the criteria or standards listed in Sections 100.030, 100.040 and 100.050. Planning Commission decisions may be appealed to the City Council as provided in Section 156.

100.030 Partitions and subdivisions. When dividing land within the SR-20 and SR-40 zones or when dividing other land with slopes of greater than 15%, a geological report prepared by a certified engineering geologist or a civil engineer registered in the State of Oregon consulting with a certified engineering geologist, shall be required.

- A. The geological report shall contain the following information:
 - 1. The stability of the slopes and their suitability for the proposed type of construction in relation to the size of lot proposed, including all existing and proposed new streets.
 - 2. The need for engineered foundations or for site specific studies to determine if engineered foundations are necessary.
 - 3. Any other information pertaining to the suitability of the site in relation to the proposed use.
- B. On lands that contain slopes of greater than 15%, all lots will be of the minimum lot size allowed by underlying zone, except larger lots may be required if the geological survey of the property requires a larger lot to avoid hazardous areas or other conditions. (Section 100.030 as amended in its entirety by Ordinance 95-O-446.FF, effective June 9, 1999.)

100.040 Site study authorization.

- A. The City Manager or a qualified designee may require a site study by a certified engineering geologist, civil engineer registered in the State of Oregon and/or other qualified person prior to issuance of a building or grading permit or the approval of a partition plat, subdivision plat, or conditional use permit, in areas containing or adjacent to a fault zone, sinkhole, unstable soils, steep slopes, high water table, or other geologic hazard. Site studies may also be required for construction or excavation in areas of steep slope, where, in the opinion of the City Manager or a qualified designee, there is a potential hazard to the proposed structure(s) or to any adjacent property.

(Section 100.040.A as amended by Ordinance 99-O-446.FF, effective June 9, 1999)

- B. Site specific studies may be required by the City Manager or a qualified designee, or the Planning Commission for construction or development of property containing weak or unstable foundation soils or other geologic factors as determined by the soils or geology engineering geology report. Site reports shall include bearing capacity of the soil, soil stability, pertinent geological formations, adequacy and method of drainage facilities, and soil compaction and other requirements necessary for stability prior to construction. Location and characteristics of weak foundation soils and geologic formations shall be updated as information becomes available.

100.050 Site preparation

- A. No property shall be disturbed, excavated, filled or developed within the city so as to cause slides of mud, soil, rock, vegetative material or any erosional or depositional material to be pushed onto, deposited upon or gravitated to the property of another.
- B. Prior to any site preparation on an existing lot, or on an approved but unrecorded minor or major partition or subdivision, on slopes greater than 15% grade, the applicant shall submit grading plans prepared by an Oregon licensed civil engineer showing the following information for approval of the City Engineer:

1. All cut and fill slopes associated with new or improved roads, driveways and building pads and methods of fill compaction.
 2. All utility grading including the placement of electrical, television and telephone cables.
 3. Areas of the site to be denuded of vegetation cover.
 4. Mitigation measures including erosion control, permanent planting and an implementation time table. The implementation time table shall be approved by the City Engineer and/or City Manager in regard to the season(s) in which construction will occur.
 5. A drainage plan to control water runoff during construction.
- C. All vegetation removal and grading on an existing lot, or on an approved but unrecorded minor or major partition or subdivision on slopes greater than 15% grade shall be carried out as per approved grading plans and under the supervision of the project engineer.
- D. Erosion and sedimentation caused by storm water runoff shall be minimized by employing the following measures, or substitute measures deemed acceptable by the City Manager or a qualified designee:
1. Only the minimal removal of vegetation cover, particularly tree cover, necessary for building placement or access, shall be done. Removal of trees and brush for view enhancement can be a part of the grading plan if such an action does not increase the potential hazard and/or mitigation can be applied. The city shall observe this in the development of streets and building pads.
 2. Temporary measures for controlling runoff, such as berms, holding ponds, terraces and ditches shall be used as required, particularly in areas having slopes of 15% or greater.
 3. Exposed areas shall be mulched and kept covered during construction to eliminate dust, mud, erosion or sedimentation, and shall be planted in permanent cover within thirty (30) days or as per the approved grading plan of Section 100.050.B.

- E. For a structure, driveway, parking area or other impervious surfaces in areas of 15% slope and greater, the release rate and sedimentation of storm water shall be controlled by the use of retention facilities as specified by the project engineer and approved by the City Engineer or other qualified designee. The storm drain facilities shall be designed for storms having a 25-year recurrence frequency. Storm water shall be directed into drainage with capacity to be calculated in accordance with the City's Comprehensive Plan for Storm Drainage Development, so as not to flood adjacent or downstream property.
- F. In all areas of the city, the City Manager or a qualified designee may require culverts or other drainage facilities, designed in accordance with the City's Comprehensive Plan for Storm Drainage Development, be installed as a condition of construction.
- G. Developments which abut the coastal bluffs or coastal shoreland boundary, or direct surface water runoff over the bluffs or boundary will require special impact mitigation measures.
- H. Filling of lowlands shall be done only where it is determined that the fill will not cause flooding or damage to adjacent properties and where adequate drainage facilities are installed.

100.060 Enforcement

- A. The construction, location, development or use of land or structures, contrary to the provisions of this section, ordinance or permit, or in violation of any conditions or limitations approved pursuant to this ordinance, is an unlawful public nuisance.
- B. In addition to other remedies set forth in Section 164, and other remedies provided by ordinance or under state law, the city may institute appropriate action or proceedings to prevent, restrain, correct, abate or remove the unlawful location, erection, construction, development, maintenance, repair, alteration, occupancy or use of land or structures.
- C. If the City Manager determines that a violation of this section has occurred, the city shall notify the owner of the land and the developer, general agent, architect, builder, contractor or other person or entity who has participated in committing the violation, to cease all further

development until such time as the violation has been remedied. If development continues in disregard of notice from the city, the City may seek an injunction to stop further development until the violation has been remedied.

- D. If the City Manager determines that a violation has occurred, the City shall give written notice to the owner of the land, and the developer, general agent, architect, builder, contractor, or other person or entity who has participated in committing the violation, that a violation has occurred and that the violation must be remedied within a time specified. The amount of time to remedy the violation shall depend upon the nature of the violation, the circumstance then existing and whether an emergency exists. Noncompliance within the time set by the city will cause the city to take remedial steps to cure the violation and charge the costs, fees and expenses of such remedial action to the owner of the land. This shall include any expenses, costs and fees paid by the City to third persons for labor and materials to remedy the violation. Charges made under this subsection shall be a lien against the real property on which the violation arises and the City Recorder is authorized to enter the amount of such charges immediately in the docket of city liens.
- E. The owner of the land, and the developer, general agent, architect, builder, contractor or other person or entity who takes part in any violation of this ordinance, shall be guilty of a violation of this ordinance and shall be subject upon conviction to a fine of not more than \$200. Each day under which a violation exists shall be considered a separate offense.
- F. The remedies set forth in this section are cumulative and not exhaustive of all remedies the City may exercise to prevent, correct or abate a violation under this section.

100.070 Final subdivision maps. In the case of a land use activity that requires the recordation of a final map such as a minor partition, major partition or subdivision, recordation of the map will not be allowed until the city is satisfied that the provisions of this section and other applicable provisions

of the Land Development Code have been met. Evidence of compliance must be included within the application for final map approval and submitted thirty days prior to the expected hearing date.

[Section 100 as amended in its entirety by Ordinance No. 94-O-446.V, effective August 9, 1994]



CHAMBER OF COMMERCE
"Working To Help Our Businesses Grow"

the PULSE of
America's
Wild Rivers
Coast™
101 MILES OF NATURE'S BEST

To: Mayor, Common Council, City Manager; Director of Administration
From: Les Cohen, President & CEO *LC*
Subject: Program Report for calendar year 2006
Date: January 25, 2007

In accordance with the agreement between the Brookings-Harbor Chamber of Commerce and the City of Brookings, and as specified in Ordinance No. 80-O-342, Transient Room Tax, Paragraph 7 of said agreement, the following program report detailing performance accomplishments for calendar year 2006, under this Agreement is respectfully submitted.

Performance Accomplishments:

A. In Calendar Year (CY) 2006 the Chamber's Visitor Information Center recorded 27,266 visitors. This figure is a 7 percent (7%) increase in recorded visitors compared to calendar year 2005 and a 31 percent (31%) increase compared to calendar year 2001. For the sixth consecutive year this total represents one of the highest visitor counts recorded at the Visitor Center since records began to be kept in 1986. This increase is remarkable when considered to have taken place during a two-year period of the highest recorded gasoline prices in history.

B. Statistics from the Brookings State Welcome Center showed a total of 27,623 recorded visitors in calendar year 2006. This is based on an April through October season for the State Welcome Center.

C. We continue to maintain our year-round, staffed, state certified Visitor Information Center.

D. City of Brookings Transient Room Tax revenues showed an increase of four percent (4%) in CY2006, compared to CY 2005. Transient Room Tax revenues are at their highest level in thirteen years, since 1994. Revenues in CY2006 are twenty-three percent (23%) higher than they were in CY 2001.

Transient Room Tax revenues for the City of Brookings continue to remain at their highest levels since 1994, the first full year of the Agreement between the City and the Chamber of Commerce for promotion and marketing of our community.

E. Marketing and promotion efforts in calendar year 2006 have resulted in large numbers of inquiries for information about the Brookings-Harbor area. The Chamber documented 265,693 inquiries in CY 2006, compared to 76,195 2005. More accurate

reporting of website visits, as well as software to screen unwanted e-mails insure more accurate data.

The Chamber's website, which was redesigned in 2005, has produced 223,909 individual visits due to its higher visibility search engines, the purchase of "key words" through Google, its breadth of information and its ease of navigation.

The Chamber continues its expanded participation as an exhibitor in outdoor sports and recreation trade shows in Oregon. For calendar year 2006 the Chamber exhibited at the Eugene Boat & Sportsmen's Show; the Pacific NW Sportsmen's Show in Portland; the Douglas County Sportsmen's & Outdoor Recreation Show in Roseburg, and the Jackson County Sportsmen's & Outdoor Recreation Show in Medford.

F. The Brookings-Harbor Chamber of Commerce, serving as the marketing and promotions arm of the Brookings-Harbor community, responded to a total of 292,959 information contacts in calendar year 2006. This figure represents a ninety-nine percent (99%) increase in total inquiries compared to 2005, primarily as the result of the Chamber's new website.

G. The line item for the Marketing and Promotions Budget of the Brookings-Harbor Chamber of Commerce refers specifically to local, regional and national media advertising buys. It does not reflect expenditures related to the production of advertising for the annual Azalea Festival, Home Show, Southern Oregon Kite Festival, Nature's Coastal Holiday, Slamin' Salmon Ocean Derby nor other events intended to attract visitors (such as participation in travel and outdoor recreation shows); holiday lighting and Festival of Lights events; contributions for the purchase and promotion of the Fourth of July fireworks display; publication of promotional literature such as "The Coast is Clear" four-color pamphlet, or our "Lodging" and Dining" guides; printing of in-house brochures extolling local attractions; stationary; paper; 800 number charges; Internet access and hosting of our website nor the postage costs attributed to the fulfillment of visitor and relocation information requests resulting from the 292,959 contacts we received in CY2006.

Sources of revenue, such as membership dues, fund raising activities, program services and special events subsidized the Chamber's additional marketing and promotions expenses and 100% of the Chamber's administrative expenses. Neither fixed nor variable overhead costs related to the operation of the Chamber's Visitor Information Center were paid for with City Transient Room Tax dollars, although such expenditures are permitted under the terms of the Agreement.

F. The Chamber, for the twelfth consecutive year, is proud to state that it is in full compliance with Paragraph 4 of the Agreement between the Brookings-Harbor Chamber of Commerce and the City of Brookings, which states "...no more than thirty percent (30%) of the revenues received by the Chamber under the Agreement may be used for payroll costs."

Tourism forecast for this current calendar year:

- We continue to work for increases in visitors to our area. We have predicted for the past two years increases in visitors to our area, in spite of increased fuel prices. This has been substantiated. Increased fuel prices, while curtailing the travel of visitors from greater geographic distances, serves to encourage visitors from closer geographic radii to visit our area.

A validation of this prediction is the occupancy of our Recreational Vehicle Parks over the past two years. RVers are staying longer than they usually have in order to cut down on high fuel prices, resulting in occupancy rates equal to or greater than previous years.

- The Chamber is participating in a yearlong Visitor Profile Survey, tailored specifically for the Brookings-Harbor area. This survey is funded through a grant of statewide bed tax revenues, through the Southern Oregon Visitors Association. The resulting data, which is being compiled and analyzed by quarters, will provide us with valuable information about who is visiting our area, where they are coming from, and their socio-economic circumstances. This information should prove valuable in formulating our marketing strategies.
- The Chamber will continue to play an active role in the area's first comprehensive regional marketing effort, "America's Wild Rivers Coast, " informing the vacationing public of the many diverse activities available in Curry and Del Norte Counties and helping to define America's Wild Rivers Coast as a destination area.
- Through continued efforts to promote and build the Slam'n Salmon Ocean Derby, the Chamber looks toward this major event and showcasing our area to sportsmen, resulting in greater numbers of fishermen and their families visiting the Brookings-Harbor community.
- The Chamber's expanded participation as an exhibitor in major travel and outdoor recreation shows, as well as our co-oping efforts with the Oregon Coast Visitors Association at the Puyallup Sportsmen's Show and the Sunset Magazine Travel Show in Menlo Park, CA, provides us the opportunity to inform a large population about the attractions of the Brookings-Harbor area.
- A component of the statewide 1% lodging tax that has been returned to the Oregon Coast Visitors Association and the Southern Oregon Visitors Association, acting as the Regional Cooperative Marketing Program designees for the Oregon Coast and southwestern Oregon, respectively. Curry County is served by both organizations and will benefit from their use of these funds to promote their regions.
- The overall impact resulting from the increased budget of Travel Oregon, the state's Tourism Agency, resulting from the statewide 1% lodging tax, is still being assessed. However, Travel Oregon has undertaken increased activities both nationally and internationally that should result in a positive effect on Oregon's most sought after destination...the Oregon Coast.



COUNCIL AGENDA REPORT

To: Mayor & City Council

From: John Cowan

Date: February 5, 2007

Re: West Side Interceptor Project

Subject: West Side Interceptor Project

Recommendation: To commence with West Side Interceptor Project if funds can be obtained.

Background /Discussion:

On December 25, 2006 a sewage overflow event occurred on Rowland Lane in which extensive man hours were put in by Public Works employees. In response to the Mayors request for recommendations on resolving the line sizing issue it is my recommendation to pursue the West Side Interceptor project which was put out to bid in Spring, 2006. At the time the bid was not awarded because of lack of funds. At this time I am recommending to proceed with the West Side Interceptor Project if the balance of needed funding can be obtained. Current funding available is \$762,000 between the Wastewater fund and the Wastewater System Replacement fund.

Financial Impact(s):

1.25 million

City Manager Review and Approval for placement on Council Agenda:


Ken Hobson, Interim City Manager

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MINUTES
City of Brookings
Common Council Meeting
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon 97415
January 22, 2007

Call to Order

Mayor Sherman called the meeting to order at 6:59 p.m. and turned the meeting over to Council President Larry Anderson.

Roll Call

Council Present: Mayor Pat Sherman, Council President Larry Anderson, Councilors Dave Gordon, Jan Willms and Ron Hedenskog; a quorum present.

Staff Present: Interim City Manager Ken Hobson, Administrative Services Director Paul Hughes, Treatment Plant Chief Operator Joe Ingwerson, Treatment Plant Operator Assistant Dave Pitts, and Administrative Assistant Joyce Heffington

Appointments

Councilor Willms moved, a second followed and Council voted unanimously to confirm Mayor Sherman's liaison appointment of Councilor Gordon for the American Music Festival.

Announcements

Treatment Plant Chief Operator Joe Ingwerson introduced new employee, Treatment Plant Operator Assistant, David Pitts.

Council Liaisons

Mayor Sherman attended a Council Workshop meeting, a Brookings Harbor School Board meeting, a Planning Commission meeting and worked on the Health Fair.

Councilor Gordon attended meetings of Port of Brookings Harbor Marketing, the Chamber Forum, Harbor Sanitary District, Airport Marketing, and County Master Plan for Harbor.

Councilor Hedenskog attended the gravel extraction meeting in Gold Beach, the Planning Commission meeting, and the County Master Plan meeting for Harbor.

Councilor Willms attended meetings of the Urban Renewal Advisory Committee, the Brookings Harbor Education Foundation, attended a Council Workshop, and worked on the Health Fair.

Council President Anderson attended three City meetings, and meetings of the Harbor Sanitary District, the Chetco Watershed Council and Brookings Harbor School Board.

Consent Calendar

- A. Approval of Council Meeting Minutes for:
 - 1. December 19, 2006
 - 2. January 8, 2007
- B. Acceptance of Planning Commission Meeting Minutes for December 5, 2006
- C. Acceptance of FY 2006 Audit

D. Acceptance of Donald Gallian's resignation from Parks and Recreation Commission Position #2.

Mayor Sherman moved, a second followed, and Council voted unanimously to accept the Consent Calendar with meeting minutes of December 19, 2006 to be amended as follows:

1. "Andrew Sharp" to be amended to read "Andrew Stamp" on page 2.
2. "Richard Nora" to be amended to read "Richard Nored" on page 3.
3. The waiver mentioned as having been submitted by John Babin to the Mayor on page 3 to be changed to reflect that it was submitted to James Spickerman.

Adjournment

Councilor Willms moved and Council voted unanimously by voice vote to adjourn at 8:17 p.m.

Respectfully submitted:

ATTEST by City Recorder
this ____ day of _____, 2007:

Pat Sherman
Mayor

Paul Hughes
Administrative Services Director/City Recorder

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
City of Brookings 898 Elk Drive, Brookings
January 25, 2007

I. & II. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chair Frances Hartmann called the meeting to order at 7:05 p.m. followed by the pledge of allegiance.

III. ROLL CALL

Commissioners present: Tony Parrish, Don Vilelle, Haley Farr and Chair Frances Hartmann.

Commissioners absent: Michelle Benoit

Staff Present: John Cowan, Director of Public Works; Jan Willms, City Councilors.

Public present: Tom Hubka, Pilot Reporter

IV. APPROVAL OF MINUTES

A motion was made to approve the minutes for October 26, 2006 and by a voice vote, they were approved as written. A motion was made to approve the minutes of December 14, 2006 and by a voice vote, they were approved as written.

V. REGULAR AGENDA

Veterans application for use of Bankus Fountain Park for sale of items.

Discussion by board members.

Motion was made to approve the Veterans Services application that they be allowed the use of Bankus Fountain Park the first weekend of each month for sale of veteran items with the exception of the weekend of the Azalea Festival. Motion carried unanimously.

In the matter of the Brookings Skatepark proposed ordinance regarding rules for the Skatepark.

Motion was made to send the proposed Skatepark Guidelines and Rules to the City Council. Motion carried unanimously.

VI. INFORMATION UPDATES:

- A. 2006 Parks and Recreation Annual Report – Frances Hartmann to submit to City Council on February 12, 2007.

VII. COMMISSIONER REPORTS/COMMENTS

Election of officers scheduled for the February meeting.

VIII. ADJOURNMENT

With no further business before the Commission, the meeting adjourned at 8:43 p.m. (Next meeting February 22, 7 pm)

Approved by the Parks and Recreation Commission

Date: _____

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/07	01/25/2007	56057	2591	VOID - Walt & Sharon Smith	10-00-2005	5.94 -M
01/07	01/04/2007	56201	182	Coos-Curry Electric	10-00-2005	1,495.00
01/07	01/04/2007	56202	3774	3PM/Kulp	10-00-2005	34.54
01/07	01/04/2007	56203	3784	B L McCraw-Tereschuk	10-00-2005	32.69
01/07	01/04/2007	56204	3492	Bert & Mary Nolan	10-00-2005	24.22
01/07	01/04/2007	56205	148	B-H Chamber of Commerce	10-00-2005	2,223.96
01/07	01/04/2007	56206	3767	BHHS Safe & Sober	10-00-2005	100.00
01/07	01/04/2007	56207	313	Brookings Vol Firefighters	10-00-2005	2,083.33
01/07	01/04/2007	56208	325	Business Systems Group	10-00-2005	78.37
01/07	01/04/2007	56209	1373	Cascade Fire Equipment	10-00-2005	8,128.24
01/07	01/04/2007	56210	193	Central Equipment Co, Inc	10-00-2005	49.72
01/07	01/04/2007	56211	1840	Chetco Federal Credit Union	10-00-2005	3,330.00
01/07	01/04/2007	56212	178	Chetco Pharmacy & Gift	10-00-2005	2.50
01/07	01/04/2007	56213	822	Coast Auto Center	10-00-2005	1,666.00
01/07	01/04/2007	56214	183	Colvin Oil Company	10-00-2005	3,198.91
01/07	01/04/2007	56215	182	Coos-Curry Electric	10-00-2005	16,791.74
01/07	01/04/2007	56216	3771	Creighton & Karen Carper	10-00-2005	7.94
01/07	01/04/2007	56217	3768	Crocodile Industries Inc	10-00-2005	171.00
01/07	01/04/2007	56218	151	Curry Coastal Pilot	10-00-2005	150.66
01/07	01/04/2007	56219	173	Curry Equipment Company	10-00-2005	152.10
01/07	01/04/2007	56220	3770	Daniel Jackson	10-00-2005	7.92
01/07	01/04/2007	56221	3775	Darwin Apartments	10-00-2005	257.07
01/07	01/04/2007	56222	326	Dave's Custom Canvas	10-00-2005	180.00
01/07	01/04/2007	56223	284	Day-Wireless Systems	10-00-2005	726.00
01/07	01/04/2007	56224	958	Delaney's Bakery	10-00-2005	36.00
01/07	01/04/2007	56225	101	Deluxe Business Checks & Solut	10-00-2005	398.61
01/07	01/04/2007	56226	2968	DMV Business License Unit	10-00-2005	50.00
01/07	01/04/2007	56227	316	Donald & Roberta Chandler	10-00-2005	548.00
01/07	01/04/2007	56228	3780	Dwayne Lockwood	10-00-2005	2.56
01/07	01/04/2007	56229	3757	EC Power Systems	10-00-2005	82.39
01/07	01/04/2007	56230	2117	Edge Wireless	10-00-2005	366.58
01/07	01/04/2007	56231	297	G. Neil Companies	10-00-2005	234.95
01/07	01/04/2007	56232	119	Gall's Inc	10-00-2005	73.47
01/07	01/04/2007	56233	1114	Georgia Steel & Chemical Co	10-00-2005	185.54
01/07	01/04/2007	56234	2109	Granite Construction Co.	10-00-2005	487.40
01/07	01/04/2007	56235	2761	Harben Inc	10-00-2005	51.23
01/07	01/04/2007	56236	139	Harbor Logging Supply	10-00-2005	11.80
01/07	01/04/2007	56237	1082	Hilary Thompson	10-00-2005	30.44
01/07	01/04/2007	56238	3416	I.A.A.I. Rogue Valley District	10-00-2005	130.00
01/07	01/04/2007	56239	3769	J & E Sharpening	10-00-2005	16.00
01/07	01/04/2007	56240	3772	James E Nielsen	10-00-2005	3.65
01/07	01/04/2007	56241	1207	Jeanne Nelson	10-00-2005	100.15
01/07	01/04/2007	56242	3776	Jeannie Giumarra	10-00-2005	4.00
01/07	01/04/2007	56243	3783	John L McIntsma	10-00-2005	46.81
01/07	01/04/2007	56244	3777	Kim Jones	10-00-2005	1,350.00
01/07	01/04/2007	56245	386	Lab Safety Supply Inc	10-00-2005	700.09
01/07	01/04/2007	56246	328	Les Schwab Tire Center	10-00-2005	762.84
01/07	01/04/2007	56247	3773	Marcia Alford	10-00-2005	7.92
01/07	01/04/2007	56248	1890	Marvin Parker	10-00-2005	20.00
01/07	01/04/2007	56249	2506	Michelle & Donnie Evans	10-00-2005	24.60
01/07	01/04/2007	56250	339	Mike Cooper	10-00-2005	44.00
01/07	01/04/2007	56251	155	Mory's	10-00-2005	23.48
01/07	01/04/2007	56252	3756	Newark InOne	10-00-2005	35.48
01/07	01/04/2007	56253	870	Noah Bruce	10-00-2005	11.96
01/07	01/04/2007	56254	334	North Coast Electric	10-00-2005	40.10
01/07	01/04/2007	56255	3603	Norwest Safety	10-00-2005	3,209.70
01/07	01/04/2007	56256	533	OCPDA	10-00-2005	40.00

M = Manual Check, V = Void Check

Check Register - Summary
 GL Posting Period(s): 01/07 - 01/07
 Check Issue Date(s): 01/01/2007 - 01/31/2007

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
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01/07	01/04/2007	56258	400	Oregon APCO	10-00-2005	70.00
01/07	01/04/2007	56259	449	Oregon Mayors Association	10-00-2005	105.00
01/07	01/04/2007	56260	427	Oregon Pacific Company	10-00-2005	226.80
01/07	01/04/2007	56261	1247	Oregon Secretary of State	10-00-2005	38.00
01/07	01/04/2007	56262	1561	Pacific Coast Hearing Center	10-00-2005	20.00
01/07	01/04/2007	56263	2351	Perrine Industrial Elect Inc	10-00-2005	2,073.15
01/07	01/04/2007	56264	1029	Pitney Bowes Purchase Power	10-00-2005	1,000.00
01/07	01/04/2007	56265	322	Postmaster	10-00-2005	675.00
01/07	01/04/2007	56266	1193	PRN Data Services, Inc	10-00-2005	3,500.00
01/07	01/04/2007	56267	3751	Proficient Automotive	10-00-2005	206.88
01/07	01/04/2007	56268	199	Richard Harper	10-00-2005	300.00
01/07	01/04/2007	56269	3200	Richard Wilson	10-00-2005	900.00
01/07	01/04/2007	56270	3782	Sensus Metering Systems	10-00-2005	1,200.00
01/07	01/04/2007	56271	3093	Shelton-Turnbull Printers Inc	10-00-2005	253.82
01/07	01/04/2007	56272	380	Stadelman Electric Inc	10-00-2005	59.15
01/07	01/04/2007	56273	854	SWOCC	10-00-2005	77.00
01/07	01/04/2007	56274	3752	Trace Analytics Inc	10-00-2005	70.00
01/07	01/04/2007	56275	3781	Tracy LeJeune	10-00-2005	38.25
01/07	01/04/2007	56276	273	Traffic Safety Supply Co, Inc	10-00-2005	223.30
01/07	01/04/2007	56277	990	United Parcel Service	10-00-2005	26.80
01/07	01/04/2007	56278		Information Only Check	10-00-2005	.00 V
01/07	01/04/2007	56279		Information Only Check	10-00-2005	.00 V
01/07	01/04/2007	56280	136	United Pipe & Supply Co Inc	10-00-2005	3,626.96
01/07	01/04/2007	56281	2122	VISA	10-00-2005	841.76
01/07	01/04/2007	56282	3778	Windmill Inn - Ashland	10-00-2005	226.80
01/07	01/04/2007	56283	269	WW Grainger	10-00-2005	458.79
01/07	01/04/2007	56284	2880	Zurich North America	10-00-2005	994.00
01/07	01/10/2007	56285	1881	AFLAC	10-00-2005	303.04
01/07	01/10/2007	56286	910	OR Department of Justice	10-00-2005	115.38
01/07	01/10/2007	56287	1132	OR Department of Justice	10-00-2005	322.15
01/07	01/10/2007	56288	144	OR Teamster Employers Trust	10-00-2005	14,829.28
01/07	01/10/2007	56289	189	OR Teamster Employers Trust	10-00-2005	12,975.62
01/07	01/10/2007	56290	3433	OR Teamster Employers Trust	10-00-2005	15,756.11
01/07	01/10/2007	56291	213	Teamsters Local Union 223	10-00-2005	735.00
01/07	01/10/2007	56292	3404	Teamsters Local Union 223	10-00-2005	820.00
01/07	01/11/2007	56293	3581	ALSCO	10-00-2005	111.84
01/07	01/11/2007	56294	303	Associated Bag Company	10-00-2005	395.49
01/07	01/11/2007	56295	146	Bay West Supply, Inc	10-00-2005	173.90
01/07	01/11/2007	56296	138	Becco, Inc	10-00-2005	57.90
01/07	01/11/2007	56297	3785	Bob Minshew	10-00-2005	2,998.00
01/07	01/11/2007	56298	2121	Bound Tree Medical Inc	10-00-2005	661.42
01/07	01/11/2007	56299	528	Caselle, Inc	10-00-2005	1,898.00
01/07	01/11/2007	56300	183	Colvin Oil Company	10-00-2005	2,662.87
01/07	01/11/2007	56301	803	Commercial Landscape Supply	10-00-2005	360.29
01/07	01/11/2007	56302	182	Coos-Curry Electric	10-00-2005	1,502.82
01/07	01/11/2007	56303	151	Curry Coastal Pilot	10-00-2005	423.31
01/07	01/11/2007	56304	195	Curry Transfer & Recycling	10-00-2005	602.49
01/07	01/11/2007	56305	166	Dan's Auto & Marine Electric	10-00-2005	193.14
01/07	01/11/2007	56306	284	Day-Wireless Systems	10-00-2005	497.90
01/07	01/11/2007	56307	371	DEQ Business Office	10-00-2005	384.00
01/07	01/11/2007	56308	153	Ferrellgas	10-00-2005	678.65
01/07	01/11/2007	56309	119	Gall's Inc	10-00-2005	62.66
01/07	01/11/2007	56310	3639	Gleaves Swearingen	10-00-2005	5,857.48
01/07	01/11/2007	56311	2882	Globalstar USA	10-00-2005	72.34
01/07	01/11/2007	56312	198	Grants Pass Water Lab	10-00-2005	154.98
01/07	01/11/2007	56313	3408	IDEXX Distribution Inc	10-00-2005	262.90

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
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01/07	01/11/2007	56317		Information Only Check	10-00-2005	.00 V
01/07	01/11/2007	56318		Information Only Check	10-00-2005	.00 V
01/07	01/11/2007	56319		Information Only Check	10-00-2005	.00 V
01/07	01/11/2007	56320		Information Only Check	10-00-2005	.00 V
01/07	01/11/2007	56321		Information Only Check	10-00-2005	.00 V
01/07	01/11/2007	56322		Information Only Check	10-00-2005	.00 V
01/07	01/11/2007	56323		Information Only Check	10-00-2005	.00 V
01/07	01/11/2007	56324		Information Only Check	10-00-2005	.00 V
01/07	01/11/2007	56325		Information Only Check	10-00-2005	.00 V
01/07	01/11/2007	56326		Information Only Check	10-00-2005	.00 V
01/07	01/11/2007	56327	162	Kerr Hardware	10-00-2005	2,039.38
01/07	01/11/2007	56328	2382	Law Enforcement Targets	10-00-2005	57.84
01/07	01/11/2007	56329	155	Mory's	10-00-2005	22.59
01/07	01/11/2007	56330	3159	Northcoast Health Screening	10-00-2005	165.00
01/07	01/11/2007	56331	1330	Northwest Uniforms, Inc	10-00-2005	420.06
01/07	01/11/2007	56332	3789	Oak Street Health Care Center	10-00-2005	150.00
01/07	01/11/2007	56333	279	One Call Concepts, Inc	10-00-2005	12.80
01/07	01/11/2007	56334	177	Oregon Medical Laboratories	10-00-2005	187.50
01/07	01/11/2007	56335	3264	Pacific Electrical Contr Inc	10-00-2005	513.15
01/07	01/11/2007	56336	252	Paramount Pest Control	10-00-2005	38.00
01/07	01/11/2007	56337	3634	Pollard Water.com - East	10-00-2005	1,216.98
01/07	01/11/2007	56338	322	Postmaster	10-00-2005	160.00
01/07	01/11/2007	56339	3021	Pyramid Custom Fabrication Inc	10-00-2005	995.00
01/07	01/11/2007	56340	187	Quality Fast Lube & Oil	10-00-2005	34.06
01/07	01/11/2007	56341	180	Ray's Food Place	10-00-2005	78.11
01/07	01/11/2007	56342	1099	Reliance Corp Appliance	10-00-2005	150.00
01/07	01/11/2007	56343	169	Roto Rooter	10-00-2005	5,914.66
01/07	01/11/2007	56344	2254	Sunny Wheatley	10-00-2005	164.00
01/07	01/11/2007	56345	3787	Talco Fire Systems	10-00-2005	2,123.50
01/07	01/11/2007	56346	2738	Taser International	10-00-2005	350.00
01/07	01/11/2007	56347	179	Trew, Cyphers & Meynink	10-00-2005	1,061.00
01/07	01/11/2007	56348	161	United Communications Inc	10-00-2005	1,442.59
01/07	01/11/2007	56349	136	United Pipe & Supply Co Inc	10-00-2005	113.14
01/07	01/11/2007	56350	991	Verizon Northwest	10-00-2005	523.73
01/07	01/11/2007	56351	1483	Wall & Wall, P.C., CPA's	10-00-2005	2,395.00
01/07	01/11/2007	56352	253	Xerox Corporation	10-00-2005	122.87
01/07	01/18/2007	56353	148	B-H Chamber of Commerce	10-00-2005	100.00
01/07	01/18/2007	56354	3792	Carolyn Schnase	10-00-2005	34.95
01/07	01/18/2007	56355	3335	Chad Hansen LLC	10-00-2005	35,558.88
01/07	01/18/2007	56356	3015	Charter Communications	10-00-2005	1,060.49
01/07	01/18/2007	56357	1745	Coastal Paper & Supply, Inc	10-00-2005	219.30
01/07	01/18/2007	56358	182	Coos-Curry Electric	10-00-2005	2,931.13
01/07	01/18/2007	56359	1357	Curry County Clerk	10-00-2005	41.00
01/07	01/18/2007	56360	195	Curry Transfer & Recycling	10-00-2005	110.20
01/07	01/18/2007	56361	3793	Kolleen K Stafford	10-00-2005	1,400.00
01/07	01/18/2007	56362	3791	Dan Shipley	10-00-2005	30.72
01/07	01/18/2007	56363	284	Day-Wireless Systems	10-00-2005	494.31
01/07	01/18/2007	56364	185	Del Cur Supply	10-00-2005	210.40
01/07	01/18/2007	56365	101	Deluxe Business Checks & Solut	10-00-2005	166.98
01/07	01/18/2007	56366	371	DEQ Business Office	10-00-2005	255.00
01/07	01/18/2007	56367	3755	Harbor Truss	10-00-2005	400.00
01/07	01/18/2007	56368	3796	Heidi S Haney	10-00-2005	35.12
01/07	01/18/2007	56369	1699	Imagistics	10-00-2005	308.37
01/07	01/18/2007	56370	3786	Innfield Restaurant	10-00-2005	194.00

M = Manual Check, V = Void Check

Check Register - Summary
 GL Posting Period(s): 01/07 - 01/07
 Check Issue Date(s): 01/01/2007 - 01/31/2007

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/07	01/18/2007	56371	3801	Jim & Donna O'Connell	10-00-2005	523.22
01/07	01/18/2007	56372	3800	Ken Hobson	10-00-2005	286.15
01/07	01/18/2007	56373	2299	KLB Global Enterprises	10-00-2005	80.00
01/07	01/18/2007	56374	328	Les Schwab Tire Center	10-00-2005	538.28
01/07	01/18/2007	56375	3790	Lorraine Pestrello	10-00-2005	8.74
01/07	01/18/2007	56376	155	Mory's	10-00-2005	2.78
01/07	01/18/2007	56377	1844	My-Comm, Inc	10-00-2005	208.00
01/07	01/18/2007	56378	3602	Novus Windshield Repair	10-00-2005	45.00
01/07	01/18/2007	56379	2993	O'Donnell Plumbing Inc.	10-00-2005	231.60
01/07	01/18/2007	56380	3470	Pacific Power Products	10-00-2005	1,048.55
01/07	01/18/2007	56381	2974	Pat Sherman	10-00-2005	41.88
01/07	01/18/2007	56382	293	Petty Cash	10-00-2005	180.02
01/07	01/18/2007	56383	187	Quality Fast Lube & Oil	10-00-2005	65.50
01/07	01/18/2007	56384	3799	Robert Valente	10-00-2005	29.79
01/07	01/18/2007	56385	3797	Ryan Warner	10-00-2005	26.31
01/07	01/18/2007	56386	2025	Scientific Distributors LLC	10-00-2005	358.60
01/07	01/18/2007	56387	142	Tidewater Contractors Inc	10-00-2005	816.15
01/07	01/18/2007	56388	430	TSR Corporation	10-00-2005	600.00
01/07	01/18/2007	56389	991	Verizon Northwest	10-00-2005	19.28
01/07	01/18/2007	56390	3798	William & Peggy Wren	10-00-2005	19.53
01/07	01/18/2007	56391	269	WW Grainger	10-00-2005	867.95
01/07	01/24/2007	56392	145	EBS Trust	10-00-2005	34.20
01/07	01/24/2007	56393	910	OR Department of Justice	10-00-2005	115.38
01/07	01/24/2007	56394	1132	OR Department of Justice	10-00-2005	322.15
01/07	01/24/2007	56395	214	Regence Life & Health Ins	10-00-2005	220.80
01/07	01/25/2007	56396	882	Advanced Security Systems	10-00-2005	605.00
01/07	01/25/2007	56397	2505	Aramark	10-00-2005	433.50
01/07	01/25/2007	56398	256	B & B Excavation	10-00-2005	10,168.38
01/07	01/25/2007	56399	159	CAL/OR Insurance Specialist	10-00-2005	354.00
01/07	01/25/2007	56400	1373	Cascade Fire Equipment	10-00-2005	8,047.00
01/07	01/25/2007	56401	2700	Certified Laboratories	10-00-2005	169.49
01/07	01/25/2007	56402	3688	Chetco Drywall Inc	10-00-2005	91.09
01/07	01/25/2007	56403	3024	CNA Surety	10-00-2005	397.00
01/07	01/25/2007	56404	183	Colvin Oil Company	10-00-2005	5,598.79
01/07	01/25/2007	56405	182	Coos-Curry Electric	10-00-2005	19,008.56
01/07	01/25/2007	56406	3676	Craig A. Stone & Associates	10-00-2005	1,274.00
01/07	01/25/2007	56407	566	Curry County Assessor	10-00-2005	4,500.00
01/07	01/25/2007	56408	259	Da-Tone Rock Products	10-00-2005	853.20
01/07	01/25/2007	56409	185	Del Cur Supply	10-00-2005	31.00
01/07	01/25/2007	56410	371	DEQ Business Office	10-00-2005	2,406.00
01/07	01/25/2007	56411	2340	Diamond Communications, Inc	10-00-2005	118.00
01/07	01/25/2007	56412	2117	Edge Wireless	10-00-2005	380.87
01/07	01/25/2007	56413	3761	G. R. Construction Co	10-00-2005	5,200.00
01/07	01/25/2007	56414	1748	G.O. Construction	10-00-2005	841.50
01/07	01/25/2007	56415	167	Hach Company	10-00-2005	110.50
01/07	01/25/2007	56416		Information Only Check	10-00-2005	.00 V
01/07	01/25/2007	56417	131	HGE, Inc	10-00-2005	47,334.38
01/07	01/25/2007	56418	1699	Imagistics	10-00-2005	239.59
01/07	01/25/2007	56419	2672	Inventory Trading Company	10-00-2005	243.75
01/07	01/25/2007	56420	3726	Kennedy/Jenks Consultants Inc	10-00-2005	5,972.30
01/07	01/25/2007	56421	386	Lab Safety Supply Inc	10-00-2005	33.32
01/07	01/25/2007	56422	328	Les Schwab Tire Center	10-00-2005	49.95
01/07	01/25/2007	56423	299	Lorings Sporting Goods	10-00-2005	133.00
01/07	01/25/2007	56424	3703	Max Tool	10-00-2005	208.86
01/07	01/25/2007	56425	155	Mory's	10-00-2005	23.01
01/07	01/25/2007	56426	3779	Niagra Conservation	10-00-2005	3,000.00
01/07	01/25/2007	56427	1561	Pacific Coast Hearing Center	10-00-2005	20.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/07	01/25/2007	56428	3470	Pacific Power Products	10-00-2005	1,667.48
01/07	01/25/2007	56429	3633	Peterson Cat	10-00-2005	70.14
01/07	01/25/2007	56430	3802	Phyllis Sigel	10-00-2005	394.42
01/07	01/25/2007	56431	866	Pitney Bowes Global Financial	10-00-2005	137.00
01/07	01/25/2007	56432	1193	PRN Data Services, Inc	10-00-2005	1,497.68
01/07	01/25/2007	56433	187	Quality Fast Lube & Oil	10-00-2005	66.88
01/07	01/25/2007	56434		Information Only Check	10-00-2005	.00 V
01/07	01/25/2007	56435	207	Quill Corporation	10-00-2005	909.74
01/07	01/25/2007	56436	3309	Roberts & Associates	10-00-2005	9,970.00
01/07	01/25/2007	56437	3797	Ryan Warner	10-00-2005	66.77
01/07	01/25/2007	56438	2577	SuppliesUSA.com, Inc	10-00-2005	199.74
01/07	01/25/2007	56439	3804	Thomas Mills	10-00-2005	3.84
01/07	01/25/2007	56440	2586	TMG Services Inc	10-00-2005	536.37
01/07	01/25/2007	56441	136	United Pipe & Supply Co Inc	10-00-2005	203.49
01/07	01/25/2007	56442	824	Vietnam Veterans of America	10-00-2005	35.00
01/07	01/25/2007	56443	861	Village Express Mail Center	10-00-2005	19.04
01/07	01/25/2007	56444	1483	Wall & Wall, P.C., CPA's	10-00-2005	2,000.00
01/07	01/25/2007	56445	269	WW Grainger	10-00-2005	15.33
01/07	01/25/2007	56446	3803	Yvonne Moirano	10-00-2005	2,757.00
Totals:						<u>342,476.15</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

CITY OF BROOKINGS



February 5, 2007

Kathy Kebler
Southern Oregon Coast
Housing Opportunities Provider, LLC
320 Central Ave. #410
Coos Bay, OR 97420

Dear Kathy:

The City of Brookings is pleased to offer the Regional Housing Center (SOC-HOP) its support in seeking to obtain a Community Development Block Grant (CDBG) to help fund its Housing Rehabilitation and Revolving Loan programs.

The City of Brookings is actively involved with SOC-HOP through membership in the Housing Center's Forum and fully supports its efforts to serve our Coastal communities by offering much needed housing assistance to low income families via its housing and loan programs.

The Regional Housing Center has produced meaningful results and we actively support continued use of available CDBG housing funds to expand and sustain these efforts.

Sincerely,

Pat Sherman
Mayor

**IN AND FOR THE CITY OF BROOKINGS
STATE OF OREGON**

In the Matter of an Ordinance Amending)
Ordinance 06-0-572, An Ordinance)
Creating the City of Brookings Municipal) **Ordinance 07-O-582**
Code, to amend Chapter 17.100,)
Hazardous Building Site Protection,)
Hillside Development Standards, in its
entirety.

Sections:

- Section 1. Ordinance identified.
- Section 2. Amendment to Chapter 17.100.

The City of Brookings ordains as follows:

Section 1. Ordinance Identified. This ordinance amends Ordinance No. 06-0-572, Brookings Municipal Code.

Section 2. Amendment to Chapter 17.100. Ordinance No. 06-O-572, Chapter 100 is hereby amended to read as follows:

Sections:

- 100.010 Purpose.
- 100.020 Definitions
- 100.030 General Mitigation.
- 100.040 Decision Authority of City Manager or Planning Commission
- 100.050 Authority to Require Site Study
- 100.060 Geologic Report Required
- 100.070 Engineered Plans Required
- 100.080 Enforcement

100.010 Purpose.

- A. The purpose of this section is to reduce the effects of flooding, erosion, landslides and siltation during all stages of development on all lots within the city and to reduce the hazards associated with construction on the steeper hillsides, beach fronts and/or wherever hazards are known or may exist. This section applies to all property within the City and the level of protection required is based on the steepness of slopes, relation to coastal bluffs and other known or hazardous conditions that may exist. This section is intended to advance the above purpose:

1. By requiring the study of such areas, by a qualified professional as defined

in 100.020 (D) and 100.070 (C), prior to development, as defined in Section 100.020 (C).

2. By requiring special construction techniques to control dust, mud, water runoff, soil erosion, rock or sediment deposition during construction.
 3. By establishing mechanisms for enforcement to ensure compliance with this code.
- B. The policies and standards of this section are based upon the data contained in the Comprehensive Plan document and other technical information.
- C. This Section is not meant to regulate landscaping/ gardening activities on an existing, developed property unless there will be a disturbance of greater than ½ acre in size, or involve terracing or similar activities. A property owner may apply to the Site Plan Committee for authorization to conduct more intense landscaping/ gardening activities if they exceed ½ acre in size.

100.020 Definitions. For the purposes of this section, the following definitions shall apply.

- A. Average Slope – the overall increase/ decrease in elevation over the area proposed for development or the subject property, expressed as a percentage based on the following formula: difference in elevation over horizontal distance.
- B. Determination of 15% slopes – The applicant may be required to provide a topographic map prepared by a licensed engineer or surveyor. The topographic map shall contain lines drawn approximately perpendicular to the contours indicating the percent of slope. In some instances the City Engineer may accept a sketch and/ or certificate prepared by a licensed individual indicating the average slope of the property.
1. If the average slopes are less than 15%, but the proposed development is on an area of 15% slopes, standards in Sections 100.030, 100.060 and 100.070 shall apply.
 2. If the average slopes are greater than 15%, but the development is proposed on an area less than 15% slopes, a site specific review of the proposal by the Site Plan Committee shall determine if standards in Section 100.060 and 100.070 apply.
- C. Development – The alteration of improved or unimproved land, including but

not limited to a land division, buildings or other structures, grading, filling or removal of vegetation.

D. Geologic Report – A report prepared by a qualified professional geologic consultant – A geologist or certified engineer working under their professional guidelines, and licensed by the State of Oregon. The report would comply with “Guidelines for Preparing Engineering Geologic Reports in Oregon” as adopted by the Oregon State Board of Geologic Examiners and contain the following information:

1. The stability of the property and the suitability for the proposed type of construction in relation to the size of lot, including all existing and proposed new streets.
2. A statement of the need for engineered foundations or for site specific studies to determine if engineered foundations are necessary.
3. A clear statement of all requirements or conditions on the proposed development that the qualified professional geologic consultant licensed in the State of Oregon, has determined is necessary to mitigate the geological hazards that have been identified in the site investigation.
4. For oceanfront sites see additional requirements in 100.060(B) (2).

E. Grading – Movement of earth for whatever reason including removal of the root systems for brush and trees.

F. Hazardous Sites– Areas containing or adjacent to a fault zone, sinkhole, unstable soils, steep slopes, high water table, or other geologic hazards as discussed in Section 100.010 (A) Purpose statement.

G. Vegetation Removal – Cutting of brush and trees

100.030 **General Mitigation**

Prior to development activity on **any** property, certain standards must be met to reduce building site hazards such as flooding, landslides, soil erosion, sediment deposition, etc. The following process is required:

- A. When partitioning or subdividing any parcel, the requirements of Section 100.070, including a determination of seasonal high water table level impact on development of the property, and groundwater drainage

mitigation design, if necessary, must be submitted with the application.

- B. Prior to any site preparation on all parcels or lots, the applicant must provide a plan demonstrating that no property shall be disturbed, graded, excavated, filled or developed within the City so as to cause slides of mud, soil, rock, vegetative material or any eroded or depositional material to be deposited on the property of another. The plan shall also include the strategy for the minimal removal of vegetation cover, particularly tree cover, necessary for building placement or access. This plan shall be submitted to the Site Plan Committee with a Permit Clearance Form, requesting a building permit, or a Land Use Permit Application.
- C. If site preparation will disturb an area greater than one acre in size, the property owner is required to contact the Department of Environmental Quality (DEQ) and comply with their requirements.
- D. No grading or filling of more than 50 cubic yards can occur until a grading permit or building permit has been issued. Any amount of grading or filling in a hazardous area, as defined in Chapter 17.100.020(F), or in a floodplain, must have a grading permit. Grading plans must show compliance with State of Oregon Structural Specialty Code.

100.040 Decision Authority of City Manager or Planning Commission.

- A. The City Manager, or his or her designee, shall review and approve or deny requests for building permits or grading permits on lots within areas identified as a hazardous site.
- B. The Planning Commission shall review and approve or deny land use applications proposed within areas identified as being a hazardous site and for all land divisions.
- C. The Planning Commission may approve, approve with conditions or require changes or deny the proposal based upon the criteria or standards listed in Sections 100.050, 100.060, and 100.070. Planning Commission decisions may be appealed to the City Council as provided in Section 156.

100.050 Authority to Require Site Study

- A. The City Manager or his or her designee shall require a site study by a qualified professional geologic consultant, licensed in the State of Oregon prior to any disturbance on property, or the approval of a land use application, in hazardous sites, as defined in Section 100.020 (F).

- B. If the report in A. above indicates additional information is needed, site specific studies prepared by qualified professional shall be required by the City Manager or his or her designee, or the Planning Commission.

100.060

Geologic Report Required. – NOTE: If minimal brush removal is needed to allow surveying and/ or site study **prior to applying for a permit**, a plot plan and request must be submitted by the applicant describing the amount and location of vegetation removal. Brush and trees can only be cut off at ground level and stumps and roots shall not be removed. The City shall review and approve this plan prior to any removal of vegetation.

Except as stated above, prior to any vegetation removal and/or development, as defined in 100.020 (C), a geologic report, as described in 100.020 (B), shall be required as follows:

- A. When developing land within the City, the following provisions apply:

1. All parcels with slopes of less than 15% shall provide erosion control measures pursuant to subsection 100.030 above.
2. On all lots that contain slopes of 15% or greater, or other identified hazards, but where development is proposed on an area away from these hazardous sites, only compliance with Section 100.030 above is required, unless other provisions of this Section are required at the discretion of the Site Plan Committee.
3. All lots with average slopes of 15% or greater, or other identified hazards, or on lots where the desired development is on a slope of 15% or greater, a geologic report and engineered plans in compliance with the provisions of subsection 100.070, below, is required prior to the removal of any vegetation or development, on the property.
4. On lands that contain slopes of greater than 15%, all lots may be of the minimum lot size allowed by underlying zone, except larger lots may be required if the geologic survey of the property requires a larger lot to avoid hazardous areas or other conditions.

- B. Development on properties adjacent to the ocean bluffs or bluff slopes shall comply with the provisions of this section as follows:

1. A geologic report shall be provided prior to the following:

- a) Partitioning or subdividing property.
 - b) Siting a new structure on a vacant lot.
 - c) Constructing an addition to an existing structure on the ocean side or the side yard area.
 - d) Constructing a second floor on an existing structure.
 - e) Siting an accessory structure (garage, shop etc) on the ocean side or side yard area of an existing dwelling.
2. The geologic report shall contain the following information in addition to the requirements in 100.020 (D):
- a) The stability of the bluff and their suitability for the proposed type of construction in relation to the size of lot proposed, including any required setback from the edge of the bluff necessary to accommodate a proposed structure for its projected lifetime. An assessment of the long term response of the bluff toe, including undertaking assessments of the types of failure (e.g. slumps/landslides) that may be characteristic of the lithology that makes up the bluff. Assessments should be consistent with the methodology used by the Oregon Department of Geology and Mineral Industries to assess bluff erosion potential in its published coastal erosion studies of other Oregon coastal regions.
 - b) The need for engineered foundations or for site specific studies to determine if engineered foundations are necessary.
 - c) A clear statement of all requirements or conditions on the proposed development that the qualified professional geologic consultant has determined is necessary to mitigate the geological hazards that have been identified in the site investigation. Certification from the qualified professional geologic consultant that the recommendations of the geologic report have been met shall be required prior to issuance of an occupancy permit by the Building Official.
3. A geologic report (unless Site Plan Committee determines conditions dictate otherwise) is not required when:

- a) Remodeling within an existing, intact structure or,
- b) siting an addition or accessory structure on the upland (furthest from the ocean) side of the existing dwelling.

100.070 Engineered Plans Required

- A. No property shall be disturbed, graded, excavated, filled, storm water drainage redirected or developed within the City so as to cause slides of mud, soil, rock, vegetative material or any eroded or depositional material to be deposited on the property of another.
- B. Prior to any site preparation, including vegetation removal, except as allowed for survey purposes in subsection 100.060 above (See *Note), on a lot or parcel of **less than one acre in size** with hazardous conditions (defined in 100.020(F)), and on any proposed partition or subdivision, the applicant shall submit plans prepared by an Oregon licensed civil engineer with the following information for approval by the City:
 - 1. An erosion control plan showing the area to be denuded of vegetation, erosion control measures and implementation time table. Erosion and sedimentation caused by storm water runoff shall be minimized by employing the following measures, or substitute measures deemed acceptable by the City Manager or his or her qualified designee:
 - a. The removal of vegetation cover, particularly tree cover, necessary for building placement or access, shall be allowed. If any additional removal of vegetation is proposed by the applicant, a plot plan indicating the area and amount of removal must be submitted for review and approval by the Site Plan Committee.
 - b. Measures for controlling runoff, such as silt fencing, hay bales, berms, holding ponds, terraces, ditches, hydro seeding or permanent cover shall be used as required, particularly in areas having slopes of 15% or greater. The applicant shall contact Oregon Department of Environmental Quality (DEQ) concerning the possible need for a 1200C Storm Water General Permit.
 - 2. Prior to any grading, a grading plan showing all cut and fill slopes associated with new or improved roads, driveways, building pads, and all utility grading including water, sewer, electrical, telephone, and television cables. The grading plan shall include associated erosion control measures and implementation time table for the grading operation.

3. A drainage plan to control groundwater and storm water runoff.
 - a. All storm drainage shall be designed by a Civil Engineer and approved by the City. The storm drain facilities shall be designed for storms having a 25-year recurrence frequency. Storm water shall be directed into drainage with capacity to be calculated in accordance with the City's Comprehensive Plan for Storm Drainage Development and Chapter 8.10 of the Brookings Municipal Code, and address on-site and off-site impacts, so as not to flood adjacent or downstream property.
 - b. In all areas of the city, the City Manager or his or her designee may require culverts or other drainage facilities, designed in accordance with the City's Comprehensive Plan for Storm Drainage Development and Chapter 8.10 of the Brookings Municipal Code, be installed as a condition of construction.
 - c. Plan must include a determination of seasonal high water table level impact on development of the property, and a groundwater drainage mitigation design if necessary.
- C. Developments which abut the coastal bluffs or coastal shoreland boundary, or direct surface water runoff over the bluffs or boundary shall require any special impact mitigation measures as recommended in the geologic hazard report.
- D. Filling of lowlands shall be done only where it is determined that the fill shall not cause flooding or damage to adjacent properties and where adequate drainage facilities are installed. This provision may be superseded when lowlands contain jurisdictional wetlands, where State wetland removal/fill permits would be required, or areas regulated by the City Flood Damage Prevention Ordinance.
- E. No work shall commence until the applicant has received written approval from the City and required permits have been issued.

100.080 Enforcement

- A. The removal of vegetation, grading, construction, location, development or use of land or structures, contrary to the provisions of this section, ordinance or permit, or any conditions or limitations approved pursuant to this Code, is a violation.

- B.** In addition to other remedies set forth in Section 164, and other remedies provided by ordinance or under state law, the city may institute appropriate action or proceedings to prevent, restrain, correct, abate or remove the unlawful location, erection, construction, development, maintenance, repair, alteration, occupancy or use of land or structures.
- C.** If the City Manager determines that a violation of this section has occurred, the City shall provide written notice to the owner of the land and the developer, general agent, architect, builder, contractor or other person or entity who is known by the City to have participated in committing the violation, through a Stop Work Order, to cease all further development until such time as the violation has been remedied. The amount of time to remedy the violation shall depend upon the nature of the violation, the circumstance then existing and whether an emergency exists. Noncompliance within the time set by the City shall cause the City to take remedial steps to cure the violation and charge the costs, fees and expenses of such remedial action to the owner of the land. This shall include any expenses, costs and fees paid by the City to third persons for labor and materials to remedy the violation. Charges made under this subsection shall be a lien against the real property on which the violation arises and the City Recorder is authorized to enter the amount of such charges immediately in the docket of city liens.
- D.** The owner of the land, and the developer, general agent, architect, builder, contractor or other person or entity who takes part in any violation of this ordinance shall be guilty of a violation.
- E.** The remedies set forth in this section are cumulative and not exhaustive of all remedies the City may exercise to prevent, correct or abate a violation under this section.

First reading: _____

Second reading: _____

Passage: _____

Effective date _____

Signed by me in authentication of its passage this _____ day of _____, 2007.

Pat Sherman, Mayor

ATTEST:

Paul Hughes, Finance Director/Recorder



COUNCIL AGENDA REPORT

To: Mayor & City Council

From: John Cowan

Date: February 5, 2007

Re: Skate Park Ordinance

Subject:

Addition of Skate Park Ordinance to Title 12 of the Brookings Municipal Code

Recommendation:

Adopt Skate Park Ordinance as recommended by Parks and Recreation Commission.

Background /Discussion:

The Skate Park was built specifically to accommodate in-line skaters, and never intended for multipurpose use. In the past, guidelines were posted at the Skate Park prohibiting bicycle use, however, due to the lack of any ordinance under which the Police Department could cite violators, bicyclists have used the Skate Park without consequence. Subsequently, the Parks and Recreation Commission, after reviewing the situation and taking into consideration public comment, have unanimously voted to recommend to Council that Ordinance No. 07-O-583 be adopted.

Financial Impact(s):

None

City Manager Review and Approval for placement on Council Agenda:

Ken Hobson, Interim City Manager

BROOKINGS ORDINANCE

ORDINANCE NO. 07-O-583

AN ORDINANCE ADDING CHAPTER 12.30 "SKATE PARK GUIDELINES AND RULES" TO TITLE 12 "STREETS, SIDEWALKS AND PUBLIC PLACES" OF THE BROOKINGS MUNICIPAL CODE (BMC).

Sections:

Section 1. Ordinance Identified

Section 2. Addition of Chapter 12.30

The City of Brookings ordains as follows:

Section 1. Ordinance Identified. This ordinance adds Chapter 12.30 "Skate Park Guidelines and Rules" to Title 12 "Streets, Sidewalks and Public Places" of the Brookings Municipal Code (BMC).

Section 2. Addition of Chapter 12.30. Chapter 12.30, Skate Park Guidelines and Rules" is added to read as follows:

12.30.010 Creation of General Guidelines and Policies. The following General Guidelines and Policies will be enforced by the City of Brookings:

- A. All users of the skate park are deemed to do so at their own risk. No attendant will be on duty, and the city will not be responsible or liable for injury or theft of property.
- B. The city reserves the right to close the skate park in the event of vandalism, graffiti, or aggressive behavior.
- C. Horseplay, violence and profanity are prohibited, and violators will be required to leave the skate park indefinitely.
- D. Trash containers will be furnished and should be used. Excessive littering will be cause for closure.
- E. Users should refrain from using the skate park when the skating surfaces are either wet and slippery or damaged. Users observing damage should promptly notify City public works at 469-2163.
- F. Inclement weather may be cause for skate park closure, at the city's discretion.
- G. The city reserves the right to exclude users at such times as the city deems the skate park at full capacity.
- H. The city reserves the right to subject the skate park to video surveillance at any or all times.
- I. All organized events or formal contests must receive prior written approval from city parks and recreation.

- J. The city reserves the right to eject and bar from the skate park any person who violates these guidelines and policies.

12.30.020 Prohibited Acts

- A. No person shall use the skate park unless such person is wearing, at all times during such use, a safety helmet. Additional safety equipment is recommended but not required.
- B. No person shall damage or deface any part of the skate park.
- C. No person shall bring into the skate park or possess within the skate park any glass containers.
- D. No person shall use the skating area of the skate park with anything other than a skateboard or in-line skates. No bicycles or scooters or similar devices are allowed.
- E. No person shall bring onto or possess within the skate park any alcohol, tobacco or controlled substances.
- F. No person shall modify or attempt to modify any element, surface or area within or around the skate park.
- G. No person shall enter or remain in the skate park except during hours posted by the city.

12-30-030 Penalties

- A. Any person who violates any of the provisions of this ordinance may be fined, trespassed or have property impounded/seized or any combination of above listed penalties pending adjudication.

12-30-040 Fines

- A. First offense \$50.00, Second offense \$100.00, Third offense \$500.00

First Reading: _____
Second Reading: _____
Passage: _____
Effective Date: _____

INTRODUCED AND ADOPTED By the City of Brookings Council and signed by me in authentication of its passage the _____ day of _____ 2007.

Mayor Pat Sherman

Paul Hughes, Administrative Services
Director/City Recorder

**Parks and Recreation Commission
Brookings, Oregon
Annual Report to the City Council**

February 12, 2007

Your Honor Mayor Sherman, Councilors, City Staff, and Fellow Citizens:

Many notable accomplishments were made in the year. First, I would like to thank my fellow commissioners - Vice Chairman Tony Parrish, Commissioners Michelle Benoit, Don Vilelle, and Hayley Farr for their time, guidance, and efforts on behalf of our parks.

I will address each park individually:

Stout Park: The garbage cans have been changed out and are the cans that were originally on Chetco Ave. Major tree trimming has taken place in this park. Commissioner Parrish works in this park voluntarily to help trim and clean up overgrowth.

Chetco Point Park: The landscaping has been upgraded with bark. It has recently been reported that there is graffiti on the new tables at this park.

Kidtown: Touch-up paint has been put on equipment, restroom improvements are completed, some sidewalk has risen and cement will be repoured.

Azalea Park: A new bandshell has been ordered and should be here in mid-March. It will be a vinyl material and beige in color. A security camera is to be installed in the bandshell area by July 1, 2007, a successful change for Nature's Coastal Holiday took place this last holiday season. New organizers have brought the community together to help with responsibility for the Nature's Coastal Holiday event and the set up and break down of displays. New composition roof has been put on snack shack. Volleyball courts are basically not in use. Work has begun on the Cappella. Vandalism has been minimal according to Director of Public Works, John Cowan.

In addition to above, there were two park clean-ups this last year, one in March and one in September. These were community driven with

Parks and Recreation Commission
Hillsboro, Oregon
Annual Report to the City Council

February 12, 2007

Your Honor Mayor Sherman, Councilors, City Staff and Fellow Commissioners

Many notable accomplishments were made in the year. First I would like to thank my fellow commissioners - Vice Chairman Tony Lishak, Commissioners Michelle Benson, Don Villala, and Blakey for their time, guidance and efforts on behalf of our parks.

I will address each park individually.

Ston Park: The landscape has been changed and the trees that were originally on Church Ave. Major tree trimming has taken place in this park. Commissioners finish work in this park voluntarily to help this and clean up overgrowth.

Quaker Run Park: The landscaping has been upgraded with bark. It has recently been reported that there is graffiti on the new sides of this park.

Highway: Touch-up paint has been put on equipment restroom improvements are completed, some sidewalk has been and concrete will be reported.

Axial Park: A new bench has been ordered and should be here in mid-March. It will be a vinyl material and beige in color. A security camera is to be installed in the bandshell area by July 1, 2007 a successful change for Nature's Coastal Holiday took place this last holiday season. New organizers have brought the community together to help with responsibility for the future's Coastal Holiday event and the up and bark down of display. New composition work has been put on some stone. Vandalism occurs and possibly not in use. Work has begun on the equestrian. Vandalism has been minimal according to Director of Public Works, John Cowan. In addition to above there were two park clean-ups this last year, one in March and one in September. These were community driven with

representatives from many service clubs and organizations from our area. Azalea Park Foundation, City of Brookings, and the Brookings section of the Sierra Club sponsored these two events. Blackberry vines and ivy were cleaned out of two large sections of the park.

Skateboard Park / Bud Cross Field: The bathroom improvements are completed, a fence has been installed that is higher and more rigid between the bleachers and the basketball court. Several local businesses recently built a new snack shack in the park.

The skateboard park is going through a possible transition from having guidelines to changing the rules to an ordinance. There was a public forum held in December for public input. The main topic was whether or not to allow BMX bikes on the skateboard park. Community members have joined together to clean up the skateboard park and all are making an effort to keep the park clean. A bike rack has recently been installed at this park.

Softball fields: The fields continue to be multipurpose and dirt is still being added to level the middle area.

Swimming pool: Summer use was similar to 2005. The pool opened June 5 and closed after the first weekend in September. Please see attached sheet with 2006 Pool Summary Information. Some sealing of cracks has been done and more needs to be done. The high dive platform that held the diving board has been removed. Presently the floor in the restroom is being recoated. This takes place every winter. Some tiles in the pool have been replaced. There is an emergency eyewash and shower station for safety purposes by the pool.

Summer Youth Program: This program was offered last summer at Azalea Middle School in the cafeteria. 125 children attended from June 26-Aug.3. The activities offered were crafts and exercise. 2006 budget was \$7,500. Income: Revenue (enrollment fees) \$3,035. Expenses: staff (payroll) \$3,305. Program Expenses \$4,831. Net cost of program: \$5,101.

Easy Manor Park: The entire bathroom has been remodeled. An interesting note is that the bathrooms in the parks are open seven days a week, twenty-four hours a day. The parks are for day use only. Some metal work has been repainted, there has been community involvement to clean up this park. The teeter-totter has been removed for safety reasons.

Bankus Park: The land strip along the Frontage Rd. has been landscaped. The fountain has been fixed and is maintained on an on-going basis. The KANS for Kids container continues to be maintained by the Brookings Lion's Club and is a successful money-raiser for this club.. The money raised goes back into the community for eye care and other needs.

"Boulder Park": is the unofficial name of the park on Alder St. Boulders were placed around the park, a trash can and picnic table were added.

SOLV Clean-ups: Two organized clean-ups took place last year sponsored by SOLV and headed by Councilor Jan Willms. The community volunteers went around to areas including many parks in Brookings in pick up trash.

Doggie pots: were added to all parks this year.

No report from this commission could be complete without recognizing the many individuals whose assistance and guidance keep our parks in the best possible condition. Thanks to John Cowan, Director of Public Works, Dave Lentz, Parks Foreman, Laurie Ziemer, Public Works Administrative Assistant, City Councilor Jan Willms, Joyce Heffington, City Manager Administrative Assistant and the past City Manager, Dale Shaddox for making a big contribution to our city parks.

Respectfully submitted,

Frances Hartmann

Frances Hartmann
Chairman

Backyard: The land strip along the Heritage Rd. has been landscaped. The fountain has been fixed and is maintained on an on-going basis. The plans for this fountain continue to be maintained by the Brookings Lion's Club and is a successful money-raiser for this club. The money raised goes back into the community for eye care and other needs.

Brookings Park: is the official name of the park on Alder St. Benches were placed around the park, a trash can and picnic table were added.

SOULS: Two organized clean-ups took place last year sponsored by SOULS and headed by Councilor Jan Williams. The community volunteers went around to areas including many parks in Brookings in pick up trash.

Diabetic notes: were added to all parks this year.

No report from this commission could be complete without recognizing the many individuals whose assistance and guidance keep our parks in the best possible condition. Thanks to John Elovson, Director of Public Works, Dave Lewis, Parks Foreman, Laurie Niska, Public Works Administrative Assistant, City Councilor Jan Williams, Joyce Hoffington, City Manager, Administrative Assistant and the past City Manager, Dale Shindler for making a big contribution to our city parks.

Respectfully submitted,

Patricia Harrison
Commissioner

2006 Pool Summary

INCOME	2006	2005
Individual Swims	\$6,292.17	\$6,178.75
Passes	\$6,374.00	\$6,570.50
Lessons	\$14,354.00 (Azalea \$1,230.00)	\$15,125.50
Rentals	\$957.50	\$2001.00 (Azalea \$1074.00)
TOTAL	\$27,977.67	\$29,875.75
ATTENDANCE		
Public Swim	3,239	3,250
Lessons	634	540
Lap Swim	1,479	1,660
Rentals	17	17
<p>In 2005 Azalea School rented the pool for 7th and 8th grade swimming at the end of the school year.</p> <p>In 2006 we conducted swimming lessons for Azalea School 7th and 8th grade at the beginning of the school year.</p> <p>Overall the numbers are very similar to 2005.</p> <p>There is a different fee for city and non-city residents which accounts for some of the variation.</p>		