

# Agenda

VAULT COPY

City of Brookings  
Common Council Meeting  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings Oregon  
February 14, 2005 7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Ceremonies/Appointments/Announcements
  - A. Ceremonies
    - 1. Proclamation to Rotary Club of Brookings-Harbor on the centennial anniversary of Rotary [page 5]
    - 2. Certificate of Appreciation for Police Chief Chris Wallace for 10-year work anniversary [page 7]
  - B. Appointments
    - 1. Budget Committee Positions No. 4 and 5 [page 9]
  - C. Announcements
- V. Public Hearing
  - A. In the matter of LDC-1-05, a proposed change to Section 148, Annexations, of the Land Development Code, to simplify the wording and annexation procedure. City initiated. This is a legislative hearing and the Council will make a decision on this matter. Criteria used to review amendments to the city's Land Development Code and Comprehensive Plan can be found in Section 144, Amendments, of the Land Development Code. [page 27]
- VI. Scheduled Public Appearances
  - A. Susan Lynch—presentation on bio-solids issue on behalf of petitioners [page 39]
- VII. Oral Requests and Communications from the Audience
  - A. Committee and Liaison reports
    - 1. Chamber of Commerce
      - a. Annual report for calendar year 2004 [page 49]
    - 2. Council Liaisons
  - B. Unscheduled

## VIII. Staff Reports

### A. City Manager

1. Permission to go out for bids for 5-yard dump truck: chassis and dump body [page 53]
2. Fiscal Year 2005-06 City Goals [page 63]
3. LOC Board meeting report [page 67]
4. Other

## IX. Consent Calendar

### A. Approval of Council Meeting Minutes

1. Minutes of January 24, 2005, regular Council meeting [page 73]

### B. Acceptance of Planning Commission Meeting Minutes

1. December 7, 2004, regular Commission meeting [page 77]
2. January 11, 2005, regular Commission meeting [page 79]

### D. Approval of vouchers for the month of January, 2005 (\$1,084,867.39) [page 81]

### E. Approval of Liquor License Application to add partner-Pine Cone Tavern [page 87]

End Consent Calendar

## X. Ordinances/Resolutions/Final Orders

### A. Ordinances

1. In the matter of Ordinance No. 05-O-446.UU, an Ordinance amending Ordinance No. 89-O-446, an Ordinance creating the Land Development Code, to amend Section 148, Annexations, in its entirety [page 29]

## XI. Remarks from Mayor and Councilors

### A. Council

### B. Mayor

## XII. EXECUTIVE SESSION

### A. ORS 192.660 (2)(e)—Real Estate Transaction

## XIII. Adjournment

# Brookings Events Calendar

## February 2005

February 2005						
S	M	T	W	T	F	S
6	7	1	2	3	4	5
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2005						
S	M	T	W	T	F	S
6	7	1	2	3	4	5
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		February 1	2	3	4	5
		8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palicki-X217 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm CC-Planning Commssn	10:00am CC-Site Plan 12:00pm Comnity Agencies mtg (Chetco Sr.Center) 2:30pm CC-SafetyComMtg/ Kathy Dunn 7:00pm FH-PoliceReserves	8:15am CC-CmtyDevDpt Staff mtg/EWait 9:00am CC-Crm Stoppers 10:00am CC- Site Plan Com Mtg/LauraLee Gray 3:30pm CC-AMF Board Meeting	9:00am CC-CDD Meeting 10:00am CC-SubDivision Committee	
6	7	8	9	10	11	12
	9:30am CC- VIPS/Volunteers in Police Service/Marvin Parker 7:00pm FH-FireTng/ChShrp (Fire Hall)	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	12:00pm CC-Salmon Derby meeting	8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:30pm CC-Chief-Command Staff meeting 7:00pm CC-Economic Development Committee-Ed Wait, Dianne Snow		
13	14	15	16	17	18	19
	7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palicki-X217 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 10:00am FH-Surburban Fire District-Phil Cox-469-5729	3:30pm CC-AMF meeting	8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray		Chinese New Year Celebration-street c 10:00am Mayor's Walk-Alder Street, Memory and Del Norte Lanes
20	21	22	23	24	25	26
	CITY OFFICES CLOSED-President's Da 9:30am CC-VIPS/Volunteers in Police Service-BPalicki 6:00pm CC-American Red Cross Mtg/Karen Degenals 7:00pm FH-FireTng/ChShrp (Fire Hall)	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	2:30pm CC-Downtown Subcommittee-Toni Mefford	8:15am CC-CmtyDevDpt Staff mtg/EWait 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ LBlodgett		
27	28					
	9:00am CC-Municipal Court 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg					

Locations:  
CC-Council Chambers  
FH-Fire Hall

Brookings Events Calendar

# March 2005

March 2005						
S	M	T	W	T	F	S
6	7	1	2	3	4	5
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2005						
S	M	T	W	T	F	S
3	4	5	6	7	1	2
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		March 1	2	3	4	5
		8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palicki-X217  9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)  7:00pm CC-Planning Commssn	12:00pm Comnity Agencies mtg (Chetco Sr.Center)  2:30pm CC-SafetyComMtg/ Kathy Dunn  7:00pm FH-PoliceReserves	8:15am CC-CmtyDevDpt Staff mtg/EWait  9:00am CC-Crm Stoppers 10:00am CC- Site Plan Com Mtg/LauraLee Gray		
6	7	8	9	10	11	12
	9:30am CC- VIPS/Volunteers In Police Service/Marvin Parker  7:00pm FH-FireTng/ChShrp (Fire Hall)  7:00pm CC-Council Work/study session-Ted Gresh Parametrix-ODOT Hwy 101	9:00am CC-PDT meeting-Ted Gresh-503-736-4836  9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	2:00pm CC-Public Works Bid Opening-Dump Truck Chassis-Cathie mahon	8:15am CC-CmtyDevDpt Staff mtg/EWait  10:00am CC- Site Plan Com Mtg/LauraLee Gray  7:00pm CC-Economic Development Committee-Ed Wait, Dianne Snow		
13	14	15	16	17	18	19
	7:00pm FH-FireTng/ChShrp (Fire Hall)  7:00pm CC-Council Mtg	8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palick  9:30am KURY Radio Community Focus Talk Show w/City  10:00am FH-Surburban Fire District-Phil Cox-469-5729  6:00pm CC-Victims Impact Panel-Mindy Curry		8:15am CC-CmtyDevDpt Staff mtg/EWait  10:00am CC- Site Plan Com Mtg/LauraLee Gray		
20	21	22	23	24	25	26
	9:00am CC-Municipal Court/ JdgHarper  9:30am CC-VIPS/Volunteers In Police Service-BPalicki  6:00pm CC-American Red Cross Mtg/Karen Degenals  7:00pm FH-FireTng/ChShrp (Fire Hall)  7:00pm CC-work session Council	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)		8:15am CC-CmtyDevDpt Staff mtg/EWait  10:00am CC- Site Plan Com Mtg/LauraLee Gray  7:00pm CC-Parks & Rec Comm/ LBlodgett		
27	28	29	30	31		
	7:00pm FH-FireTng/ChShrp (Fire Hall)  7:00pm CC-Council Mtg	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)		8:15am CC-CmtyDevDpt Staff mtg/EWait  10:00am CC- Site Plan Com Mtg/LauraLee Gray		

Locations:  
CC-Council Chambers  
FH-Fire Hall

# PROCLAMATION

**Whereas** Rotary is an international organization of over 1.2 million members in more than 30,000 clubs in 166 countries; and

**Whereas** Rotary is an organization of business and professional leaders united worldwide to provide humanitarian service, encourage high ethical standards, and help build goodwill and peace in the world; and

**Whereas** the Rotary Club of Brookings-Harbor has served the larger Brookings-Harbor community since 1947; and

**Whereas** the local community has benefited from the Club's civic and youth programs and scholarships; and

**Whereas** February 23, 2005, marks the 100th anniversary of the formation of the world's first service club, a Rotary club;

**Therefore**, I, Pat Sherman, Mayor of the City of Brookings, do hereby proclaim **February 23, 2005**, as

## "ROTARY CENTENNIAL DAY"

in the City of Brookings.

**In witness whereof**, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 14<sup>th</sup> day of February 2005.



*Pat Sherman*  
Pat Sherman, Mayor

# Certificate of Appreciation

Awarded to

*Chris Wallace*

for being a dedicated employee from January 10, 1995

Honored this 14th day of February, 2005

**For 10 years of service**  
to the Citizens of the City of Brookings

*Pat Sherman*

Mayor Pat Sherman

*L Blodgett*

City Manager Leroy Blodgett





## City of Brookings

Phone (541) 469-2163

FAX (541) 469-3650

E-mail – city@brookings.or.us

898 Elk Drive ♦ Brookings, OR 97415

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

Name: Sally Laasch Date: 12/23/04  
Physical Address: 743 2<sup>nd</sup> St, Brookings  
Mailing Address: P O Box 7816 Phone: 412-0115  
Email Address: laguagua@harborside.com

This is my application to serve on the following board or committee. **Check one or more:**

- ☐ City Council ..... (4 year term, appointed by Council)  
☐ Planning Commission ..... (4 year term, appointed by Council)  
☐ Parks and Recreation Commission..... (4 year term, appointed by Council)  
☐ Systems Development Charge Review Board..... (4 year term, appointed by Council)  
☒ Budget Committee..... (3 year term, appointed by Council)  
☐ Other (Please list): \_\_\_\_\_

1. Resident of City of Brookings since: Month: 12 Year: 98
2. Please 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 needed.) Incumbent in position 5 since  
April 2003. Prior to that served on  
Swim All Year committee.

(Continued on back)

2. Continued: Work for American Cancer Society -  
Relay For Life each year.  
Volunteer receptionist 4 hours/week at  
South Coast Humane Society Animal  
Shelter.

3. Biographical Sketch: (Education, employment, volunteer activities, etc.) (Attach additional sheets if needed.)

BS Business (Accounting). Also, completed major in Sociology  
US Govt Project Officer: Worked with  
Colleges/Universities, including site visits  
to audit records. Reviewed many  
proposed budgets to received Federal  
Grants. Later, was asked to consolidate  
purchases in a different office.

Volunteered to work with Future for Jimmy,  
an Urban League program to assist with reading,  
and to serve as mentor.

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Bob Hanson P O Box 1385, Brookings 251-0165  
B. Vicki Cooley, Director SCHS Shelter, 828 Railroad 412-0325  
C. Diane Cavaness Co-Chair RFL, 865 Crestwood Pl 469-1809

S. Lersch

Signature—My signature confirms my knowledge  
this document will be presented to the City Council  
and news media and become public information.

12/23/04  
Date

1. I intend to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

To be a member of Budget Committee

2. I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.
3. I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.
4. I agree that such volunteer services will be donated to the City at times other than my regular work hours.
5. 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.
6. 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.

Signed voluntarily in the presence of the witnesses whose signatures are shown below mine.

S. Lersch 12/23/04  
Date

Donette Krick 12/23/04  
Witness Date

Doreen Barber 12/23/04  
Witness Date

received  
2-3-05  
LMB

February 3, 2005

City Council of Brookings

Re: Volunteer Position on the Budget Committee

While there is no previous volunteer or elected experience in my background, there is a fair amount of work related experience that would be useful as a member of the Budget Committee. This includes project and functional management, business planning, and the strategic and financial analysis of business acquisitions.

Work experience has been with companies that make products with a high technical content ranging from sonar equipment to booster rockets for the space shuttle. Quite often I dealt with complex issues involving scheduling and budget projections. As a coworker once observed, I seem to have a way of reducing complex problems to simple terms.

As a resident of Brookings for nearly five years my interest is now to become involved community affairs. Serving on the Budget Committee would be a challenging first step. With budget deficits at the national level and continuing issues at the state and county levels, making the best use of the revenues in our town is a high priority. I would like to have the chance to contribute to that effort.

Sincerely,



Robert J. Pirih  
96364 Dawson Road  
Brookings, OR 97415  
541-469-0807



# City of Brookings

Phone (541) 469-1100

FAX (541) 469-3650

E-mail – city@brookings.or.us

898 Elk Drive ♦ Brookings, OR 97415

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

Name: Bob Pirih Date: 1/26/05

Physical Address: 96364 Dawson Rd, Brookings OR

Mailing Address: Same Phone: 469-0807

Email Address: bpirih@aol.com

This is my application to serve on the following board or committee. **Check one or more:**

☐ City Council ..... (4 year term, appointed by Council)

☒ Planning Commission ..... (4 year term, appointed by Council)

☐ Parks and Recreation Commission..... (4 year term, appointed by Council)

☐ Systems Development Charge Review Board..... (4 year term, appointed by Council)

☒ Budget Committee..... (3 year term, appointed by Council)

☐ Other (Please list): \_\_\_\_\_

1. Resident of City of Brookings since: Month: 08 Year: 00

2. Please 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 needed.) To have the opportunity to offer

sound opinions & judgements on complex issues

important to the city & residents of Brookings

(Continued on back)

2. Continued: No past community service to speak of but  
extensive work related experience short & long range  
business planning, management of complex, high-budget  
programs, and requisition planning

3. Biographical Sketch: (Education, employment, volunteer activities, etc.) (Attach additional sheets if needed.)

College & grad school 1959-1970 BS, MS, Ph.D.

Employment:

(1) EG&G (now perkinelmer) - Various functional  
and program management positions. Business  
plan development and execution, including  
business acquisitions. 1972-1991

(2) Condant Technologies (now part of Alcoa) - Business  
acquisition planning 1991-1996

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Ron Griswold 96515 Ocean Park Dr. (541) 412-3534

B. Carolyn Self 1405 Glenwood Dr, Brookings 469-3333

C. Greg Gabert 4 Briarwood Ln, Woodstock 914-679-8471  
NY 12498

Robert J. Self  
Signature—My signature confirms my knowledge  
this document will be presented to the City Council  
and news media and become public information.

2/03/05  
Date

1. I intend to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

Budget Committee

2. I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.
3. I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.
4. I agree that such volunteer services will be donated to the City at times other than my regular work hours.
5. 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.
6. 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.

Signed voluntarily in the presence of the witnesses whose signatures are shown below mine.

Robert J. R.

2/2/05

Date

Ken Durand

Witness

2/2/05

Date

Joan Pich

Witness

2/2/05

Date



# City of Brookings

Phone (541) 469-1100

FAX (541) 469-3650

E-mail – city@brookings.or.us

898 Elk Drive ♦ Brookings, OR 97415

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

Name: John E. Clancy Jr

Date: 1/18/05

Physical Address: 1360 Glenwood Dr.

Mailing Address: Same

Phone: (541) 412-7464

Email Address: \_\_\_\_\_

This is my application to serve on the following board or committee. **Check one or more:**

- ☐ City Council ..... (4 year term, appointed by Council)
- ☐ Planning Commission ..... (4 year term, appointed by Council)
- ☐ Parks and Recreation Commission..... (4 year term, appointed by Council)
- ☐ Systems Development Charge Review Board..... (4 year term, appointed by Council)
- ☒ Budget Committee..... (3 year term, appointed by Council)
- ☐ Other (Please list): \_\_\_\_\_

1. Resident of City of Brookings since: Month: Jan Year: 04

2. Please 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 needed.) I have served on various committees

in San Diego (Open Space) work related committees in

Springfield, Mo. United Way, CASA, and Family Violence Center

I served on employees of two S.D. City Councilmen

See attached pages

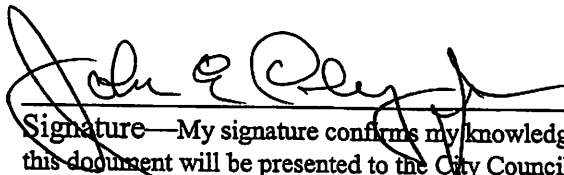
2. Continued: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Biographical Sketch: (Education, employment, volunteer activities, etc.) (Attach additional sheets if needed.)

See 2 Hschmarts 1 & 2  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please list no less than three references:

NAME:	ADDRESS:	PHONE:
A. Brooks Burton	1362 Glenwood Dr	469-6738
B. Maggie Burton	1362 Glenwood D	469-6738
C. Ruth Burton	1383 Glenwood Dr	412-1021
C no relationship to above 2		

  
Signature—My signature confirms my knowledge  
this document will be presented to the City Council  
and news media and become public information.

1-18/05  
Date

1. I intend to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

Finance Committee  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☒ 2.

I acknowledge that I will not be under the direct supervision and control of the City in connection with voluntary services described above.

☒ 3.

I acknowledge that no compensation or expense reimbursement will be paid by the City in connection with the services described above.

☒ 4.

I agree that such volunteer services will be donated to the City at times other than my regular work hours.

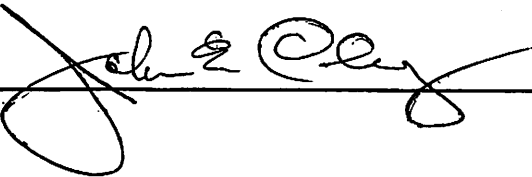
☒ 5.

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.

☒ 6.

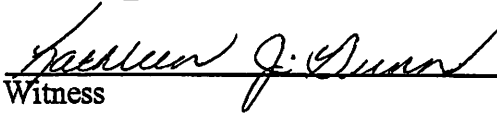
I release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance of voluntary services set forth above.

Signed voluntarily in the presence of the witnesses whose signatures are shown below mine.



1/18/05

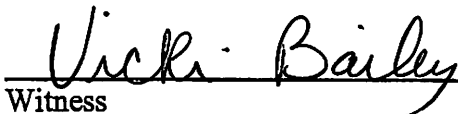
Date



Witness

1/18/05

Date



Witness

1-18-05

Date

① - Please read 1st

## **John E. Clancy, Jr.**

### **WORK EXPERIENCE:**

#### SPRINGFIELD CATHOLIC SCHOOLS

SPRINGFIELD, MO  
1990 to 1992

- Interim Director of Schools from November 1991 to July 1992
- Interim High School Principal from July 1990 to July 1991.

#### SAN DIEGO COMMUNITY COLLEGE DISTRICT

SAN DIEGO, CA  
1970 to 1988

- Special Projects Dean
- Dean on Special Assignment (to implement district-wide assessment and placement program)
- Dean of School of Health and Life Sciences
- Dean of Instructional Support
- Dean of the School of Public Service
- Dean of Admissions and Records
- Coordinator of Military Programs
- Director, PREP Program
- Director, Instructional Services
- Coordinator, District Level Tax Override Election
- Administrator, Clairemont Adult School

#### SAN DIEGO UNIFIED SCHOOL DISTRICT

SAN DIEGO, CA  
1960 to 1969

- School Coordinator for San Diego Police Education Program
- School Coordinator for the Campus Beautiful Program
- Advisor to San Diego Association of Student Councils
- Resource Teacher, Interschool Programs and Activities, Secondary Division
- Team Leader of Drug & Narcotic Education Program for Eighth Grade
- Department Chair, Social Studies
- Social Studies Instructor, Grades 7-9

AMERICAN RED CROSS  
*Assistant Field Director*

FT. LEONARD WOOD, MO  
1958 to 1959

U.S. AIR FORCE  
*Air Intelligence*

1951 to 1954

**EDUCATIONAL BACKGROUND:**

UNIVERSITY OF CALIFORNIA  
*20 Semester Hours*  
Education, Guidance, Social Studies

SAN DIEGO, CA  
1960 to 1970

SAN DIEGO STATE UNIVERSITY  
*70 Semester Hours*  
Education, Guidance, Social Studies

SAN DIEGO, CA  
1960 to 1970

U.S. INTERNATIONAL UNIVERSITY  
*Master of Education Degree*  
Education, Human Behavior

SAN DIEGO, CA  
1966 to 1968

SOUTHERN ILLINOIS UNIVERSITY  
*Bachelor of Science Degree*  
History, Geography, Education

CARBONDALE, IL  
1954 to 1958

SOUTHERN ILLINOIS UNIVERSITY  
*Government Studies*

CARBONDALE, IL  
1948 to 1950

**REFERENCES:**

Available Upon Request

②

Please read 2nd

## **John E. Clancy, Jr.**

---

### **Summary of Qualifications**

Experienced and accomplished administrator and educator in public and private education. Proven track record of increasing responsibility at secondary and undergraduate levels. Exceptional ability to work with administrators, faculty, students, parents and the community. Possess a creative approach and positive attitude to solve challenges.

Seeking an opportunity to work with organizations on a project or consulting basis as needed that will leverage my experience and provide added value.

### **Professional Experience**

#### **Springfield Catholic Schools**

Initially served as a volunteer counselor at Springfield Catholic High School. Subsequently agreed to serve as the Interim Principal of the school for one year and later as the Interim Director of the Springfield Catholic Schools. Worked actively with the Catholic Diocese, school board and community to further curriculum and financial position of the schools.

#### **San Diego Community College District**

Held a number of administrative and Dean positions in the district. The range of assignments included responsibility for Admission and Records, Special Projects, and military programs supporting local military installations. Headed the School of Health and Life Sciences and School of Public Service. During my career with the district I was involved in coordinating efforts for a local tax override election and implementing a district-wide assessment and placement program.

#### **San Diego Unified School District**

Began my career in education as a Social Studies Instructor for Grades 7-9. Earned the Department Chair before accepting the position to develop and lead the first Drug & Narcotic Education Program for the Eighth Grade in the San Diego Unified School District. Continued to be involved in important administrative positions in the district serving as the Advisor to the San Diego Association of Student Councils and Coordinator of the San Diego Police Education Program.

**Education****Master of Education**

United States International University

**Bachelor of Science - History, Geography, Education**

Southern Illinois University

**Community  
Activities**

Presently serving as a member of the board of CASA (Court Appointed  
Special Advocacy for Children) Springfield, MO.

Former board member of the Family Violence Center

**References**

Professional and Personal References Available Upon Request

TO : Mayor and City Council  
FROM : John Bischoff, Planning Director  
THROUGH : Leroy Blodgett, City Manager  
DATE : February 7, 2005



Issue: Amendment of Section 148, Annexations, of the Land Development Code.

Background: The annexation provisions and criteria for annexation have been in place at least since the Land Development Code was drafted and adopted in 1989 and possibly before. The wording within the existing annexation section is cumbersome and the process imposes requirements that are not necessary or are redundant. The city's annexation process has also been termed "the most burdensome in the state". To provide a more clear and simple annexation procedure, while ensuring the annexation will be provided with adequate services and will not place a burden on city, staff has provided the following amendments to Section 148.

At the Planning Commission meeting the Commission questioned the wording in Section 148.030.D, in regard to the disposition of existing streets. Staff has reviewed this wording and amended 030.D to read as shown in the attached ordinance. A copy of the staff report to the Planning Commission and a copy of the current annexation requirements are attached.

Recommendation: The Planning Commission and staff recommend approval of the amendments.

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

<b>In the Matter of an Ordinance Amending</b>	)	
<b>Ordinance 89-0-446, An Ordinance</b>	)	
<b>Creating the Land Development Code to</b>	)	<b>Ordinance 05-O-446.UU</b>
<b>amend Section 148, Annexations in its</b>	)	
<b>entirety.</b>	)	

**Sections:**

- Section 1. Ordinance identified.
- Section 2. Amendment to Section 148.

The City of Brookings ordains as follows:

Section 1. Ordinance Identified. This ordinance amends Ordinance No. 89-0-446, enacted April 10, 1989 entitled, the Land Development Code.

Section 2. Amendment to Section 148. Ordinance No. 89-O-446, Section 148 is hereby amended to read as follows:

**Sections:**

- 148.010 Generally.
- 148.020 Application procedures.
- 148.030 Annexation impact analysis.
- 148.040 Zoning of annexed property.

148.010 Generally. A proposal to annex territory to the City of Brookings shall be processed in accordance with the requirements contained herein, provided that the proposal complies with the provisions of ORS 222.111 to 222.180 and ORS 222.840 to 222.915.

148.020 Application procedures. An application for annexation may be filed with the City on a form prescribed by the City, accompanied by a filing fee in the amount established by general resolution of the City Council. No part of the filing fee is refundable. Said application shall contain the following information:

- A. Vicinity map identifying the proposed area of annexation and existing City limits.
- B. Assessor's parcel maps of the proposed annexation area, which maps shall indicate and identify those parcels for which consents to annex have been signed by either electors and/ or owners depending on which annexation process is used under the provisions of the ORS.
- C. Consent to annex forms completed and signed by all consenting property owners within the territory proposed to be annexed.

- D. Legal metes and bounds, or lot and block description of the territory proposed to be annexed.
- E. Specific information on each parcel within the territory proposed to be annexed as follows:
  - 1. Current assessed valuation as shown on the Curry County Assessor's tax rolls.
  - 2. Acreage.
  - 3. Map and tax lot number.
  - 4. Owner or owners of record and/or registered electors residing on the premises of the subject parcel.
- F. Addresses of all dwelling units and businesses within the territory proposed to be annexed.
- G. Significant natural features within the area proposed for annexation including but not limited to, streams, wetlands, slopes, and areas of geological significance.
- H. Adjoining land uses.
- I. Written findings of fact prepared by the petitioner(s) or petitioner(s) representatives which address the following:
  - 1. Existing land uses within the territory proposed to be annexed.
  - 2. Existing zoning and comprehensive plan designations within the territory.
  - 3. Existing improvements, such as water system, streets, sanitary sewer, storm drainage.
  - 4. Special service districts within the territory proposed to be annexed, such as water, irrigation, fire, school, sanitary, and etc.
  - 5. Urban services needed and necessary to service the territory proposed to be annexed, the availability of same relative to capacity, condition and cost of extension and/or improvement to urban standards and an estimated time line for any required improvements.
  - 6. Compliance with all applicable goals and policies of the comprehensive plan.
  - 7. Compliance with all of the items listed in subsection 148.030.
  - 8. The burden of providing the findings is the responsibility of the applicant.

**148.030 Annexation impact analysis.** The following criteria shall apply to all annexation requests:

- A. The proposed use for the site complies with the Brookings Comprehensive Plan and with the designation on the Brookings Comprehensive Plan Map. If a redesignation of the plan map is requested concurrent with annexation, the uses allowed under the proposed designation must comply with the Brookings Comprehensive Plan.
- B. An adequate level of urban services and infrastructure to accommodate anticipated future development either is available, or can reasonably be made available. An adequate level of urban services shall be defined as:

Municipal sanitary sewer, storm drainage, and water service meeting the requirements enumerated in the Brookings Public Facilities and Services Plan and

the Land Development Code for provision of these services. The adequacy of these services shall be considered in relation to annexation proposals.

- C. Documentation of impacts on existing streets within the annexation area and adjacent transportation facilities by future development of the area. The adequacy of the transportation facilities shall be considered in relation to annexation proposals.
- D. As development occurs within the annexed area new streets shall be constructed to the standards of the Brookings Transportation System Plan and Land Development Code. Existing streets within the annexed area shall remain in the county's jurisdiction until such time as they are improved to the city street standards.
- E. Documentation of the availability and adequacy to serve the proposed annexation with police, fire, parks, and school facilities and services.
- F. Improvements for needed infrastructure may be secured by a funding mechanism that will place the primary economic burden on the territory proposed for annexation and not on the City of Brookings.

148.040 Zoning of annexed property.

- A. A proposal for annexation shall include a request for a city zoning designation for the territory proposed to be annexed which shall be considered at the time of the annexation proposal, however, the City Council will ultimately determine the zoning to be applied. The zoning designation of annexed territory shall be specified in the annexation ordinance and shall become effective upon acceptance of the annexation by the secretary of state.

First reading: \_\_\_\_\_

Second reading: \_\_\_\_\_

Passage: \_\_\_\_\_

Effective date \_\_\_\_\_

Signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Pat Sherman, Mayor

ATTEST:

\_\_\_\_\_  
Paul Hughes, Finance Director/Recorder

**CITY OF BROOKINGS PLANNING COMMISSION**  
**STAFF AGENDA REPORT**

SUBJECT: Land Development Code Amendment  
FILE NO: LDC-1-05  
HEARING DATE: January 11, 2005

REPORT DATE: January 3, 2005  
ITEM NO: 8.1

---

---

**GENERAL INFORMATION**

APPLICANT: City Initiated

REPRESENTATIVE: City staff.

REQUEST: Amendment to the provisions of Section 148, Annexations, of the Land Development Code, to clarify the language and simplify the annexation procedure.

PUBLIC NOTICE: Published in local newspaper.

---

---

**BACKGROUND INFORMATION**

The annexation provisions and criteria for annexation have been in place at least since the Land Development Code was drafted and adopted in 1989 and possibly before. The wording within the existing annexation section is cumbersome and the process imposes requirements that are not necessary or are redundant. The city's annexation process has also been termed "the most burdensome in the state". To provide a more clear and simple annexation procedure, while ensuring the annexation will be provided with adequate services and will not place a burden on city, staff has provided the following amendments to Section 148.

**PROPOSED AMENDMENT**

The major changes to Section 148 are in subsection .030, Annexation Criteria, which has been combined with subsection .040 Annexation Impact Analysis, with a few other changes made to the rest of the document. The changes are described below. A copy of the current Section 148 and a copy of the proposed new Section 148 are attached for comparison.

The "Sections" section has been changed to reflect the combination of subsection 030 and 040.

**Section 148.020**

- A. Although a vicinity map is required there is no reason why it should be drawn to a particular scale, therefore the requirement for a scale map has been removed.

This clause has been amended to reflect the fact that the Oregon Revised Statutes provides for different kinds of annexations and that the process for each may be different. IE the annexation of a single or small group of parcels would only require the consent of the property owner, while the annexation of a large developed area would require a vote of the people both in the proposed annexation and in the city itself.

C. This clause is amended for the same reason as "A" above.

Sections 148.030 and .040 have been combined and renamed "Annexation impact analysis". The five criteria listed under subsection 030 of the existing ordinance is a list of the criteria an annexation must meet to be approved. The nature of the list does not require all of the criteria to be met and allows approval if only specific criterion is met, for example Criterion "C". The impact studies required in the existing subsection 040 are designed to show how the criteria are met.

The proposed amendment essentially provides for various impact studies to show that water, sewer, fire and police services can be provided to the proposed annexation without cost the city and that the streets can handle development on the annexed area or can be improved to do so without cost to the city. The studies must show that the proposed annexation will provide positive impacts to the city. If the studies are positive there is no reason that the annexation should not be approved.

The wording of the existing impact analysis requirements is somewhat outdated in that we now have a Public Facilities and Services Plan and a Transportation System Plan that did not exist when the original annexation requirements were written. The proposed analysis has been rewritten to reflect these changes and to simplify the process to some extent while still ensuring the annexation will be a positive action for the city.

Section 148. 040, Zoning of annexed property.

This section has been amended to remove the chart of what city zone would be applied to the property based on the county zoning. This is not desired because it could be construed to force the city to zone land in a certain way. The Planning Commission should be free to recommend a particular zone for annexed property based on the attributes of the property and the City Council should be free to apply the zone recommended by the Commission or any other zone it deems appropriate.

#### **RECOMMENDATION**

Staff supports a recommendation of **APPROVAL** of Case File No. LDC-1-05, to the City Council.

**Section 148**  
**ANNEXATIONS**

**Sections:**

- 148.010 Generally.
- 148.020 Application procedures.
- 148.030 Annexation criteria.
- 148.040 Annexation impact analysis.
- 148.050 Zoning of annexed property.

**148.010 Generally.** A proposal to annex territory to the City of Brookings shall be processed in accordance with the requirements contained herein, provided that the proposal complies with the provisions of ORS 222.111 to 222.180 and ORS 222.840 to 222.915.

**148.020 Application procedures.** An application for annexation may be filed with the City on a form prescribed by the City, accompanied by a filing fee in the amount established by general resolution of the City Council. No part of the filing fee is refundable. Said application shall contain the following information:

- A. Vicinity map drawn to scale of 1" = 1,000' identifying the proposed area of annexation and existing City limits.
- B. Assessor's parcel maps of the proposed annexation area, which maps shall indicate and identify those parcels for which consents to annex have been signed by either electors or owners.
- C. Consent to annex forms completed and signed by all consenting property owners and electors within the contiguous territory proposed to be annexed.
- D. Legal metes and bounds, or lot and block description of the territory proposed to be annexed.
- E. Specific information on each parcel within the territory proposed to be annexed as follows:
  - 1. Current assessed valuation as shown on the Curry County Assessor's tax rolls.

2. Acreage.
  3. Map and tax lot number.
  4. Owner or owners of record and/or registered electors residing on the premises of the subject parcel.
- F. Addresses of all dwelling units and businesses within the territory proposed to be annexed.
- G. Written findings of fact prepared by the petitioner(s) or petitioner(s) representatives which address the following:
1. Existing land uses within the territory proposed to be annexed.
  2. Existing zoning and comprehensive plan designations within the territory.
  3. Existing improvements, such as water system, streets, sanitary sewer, storm drainage.
  4. Special service districts within the territory proposed to be annexed, such as water, irrigation, fire, school, sanitary.
  5. Urban services needed and necessary to service the territory proposed to be annexed, the availability of same relative to capacity, condition and cost of extension and/or improvement to urban standards.
  6. Compliance with all applicable goals and policies of the comprehensive plan.
  7. Compliance with any of the below listed criteria A through E of subsection 148.030.

**148.030 Annexation criteria.** Proposed annexation petitions shall be determined to not represent a potential negative or adverse impact upon the citizens of Brookings, either financially or in terms of the livability of the community. Such determination shall be made by the evaluation and assessment of the proposed annexation in relation to the following considerations and criteria.

- A. The proposed annexation is within the urban growth boundary and represents a logical, efficient and economical extension of the city boundaries and is found to be a necessary control for development form and standards of an area adjacent to the City.
- B. The proposed annexation will facilitate the functional and economic provisions of services within the Urban Growth Boundary without seriously impairing city services to existing portions of the city (direct responsibility for extension costs shall be addressed).
- C. The annexation represents a needed solution for existing problems resulting from inadequate or insufficient provisions for sanitation, water service or other related problems resulting from development with less than full urban services and facilities provided.
- D. The proposed annexation will add property to the city which is needed to provide an adequate supply of zoned lands for the uses projected on the comprehensive plan or will add property which has existing development in need of urban services.
- E. The lands within the boundaries of the proposed annexation are demonstrated to meet identified needs for urbanization and/or transportation networks.

**148.040 Annexation impact analysis.** The comprehensive plan sets forth a program and direction for the future growth and development of the City of Brookings. Annexations are a means of implementing the goals and policies contained in the plan, recognizing that the city must plan for and provide extension of services to contiguous lands that will allow for development to densities as designated in the plan following annexation.

To assure that the Planning Commission and City Council, prior to acting upon a proposal for annexation, is fully informed as to the potential impacts of the annexation upon both the city and the territory proposed to be annexed, it shall be required that an impact analysis containing, but not limited to, the following information be prepared and submitted by the applicant(s) for consideration by the staff, advisory (Planning Commission) and approving authority (City Council). [As amended by Ordinance No. 91-O-446.G, effective January 8, 1992]

- A. A statement of the municipal service needs, if any, of the territory proposed to be annexed, including police and fire protection; public sewer and water supply facilities; street improvement or construction, or both; and such other municipal services that may reasonably be required.
- B. A statement of the projected methods and costs of supplying reasonably needed municipal services to the territory proposed to be annexed.
- C. A statement of the additional revenues, if any, available to the city as a result of the annexation.
- D. A statement of the foreseeable impact of the proposed annexation upon property within existing city limits, and upon property outside the city limits and contiguous to the property included within the proposed annexation.
- E. A statement analyzing the impact of the annexation on the growth, development, and future of Brookings and its urban growth area, recognizing that even small-area annexations involve implicit policy decisions concerning long-range development and ultimate impacts.

**148.050 Zoning of annexed property.**

- A. A proposal for annexation shall include a request for a city zoning designation for the territory proposed to be annexed which shall be considered at the time of the annexation proposal. The zoning designation of annexed territory shall be specified in the annexation ordinance and shall become effective upon acceptance of the annexation by the secretary of state.
- B. The zoning classification of newly-annexed parcels shall be determined as follows, except where a plan amendment is requested by the property owner(s) based upon criteria outlined in Section 144:

**County zone**

**to**

**City zone**

R-1

R-2

R-3

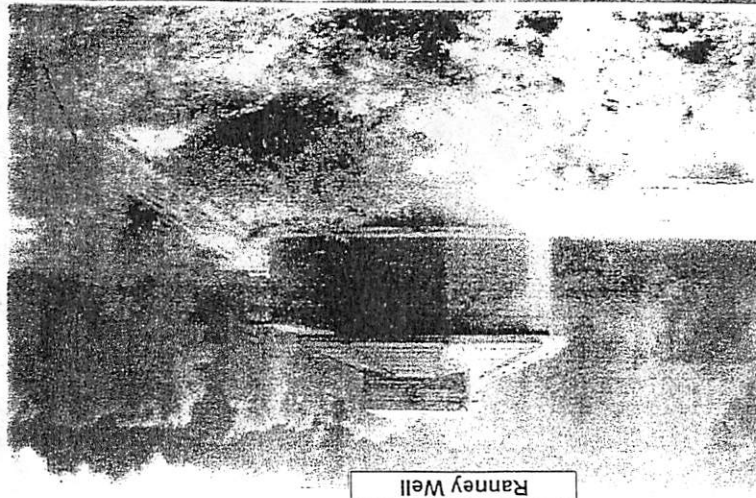
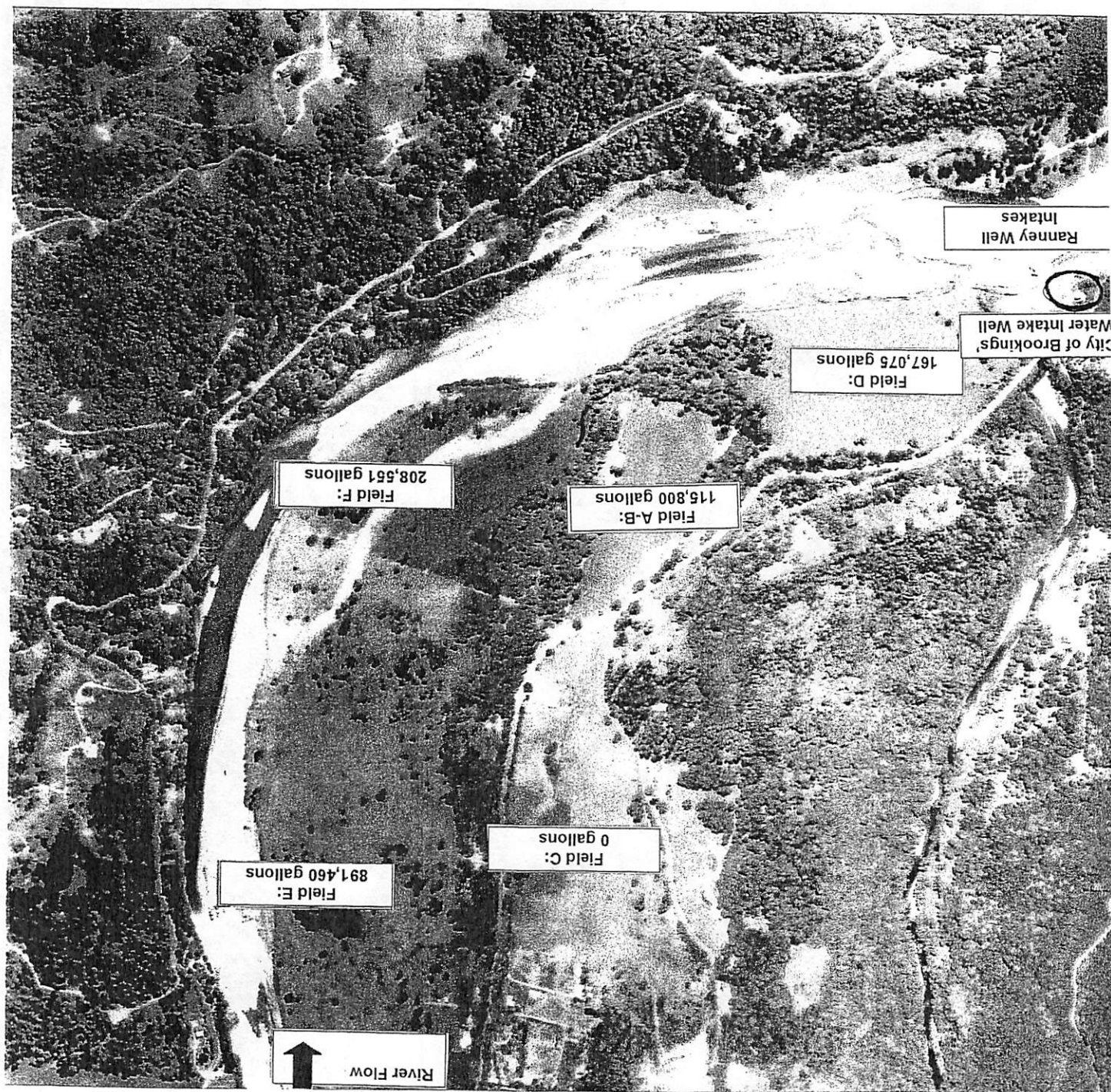
R-1 (Section 20)

R-MH (Section 32)

R-MH (Section 32)

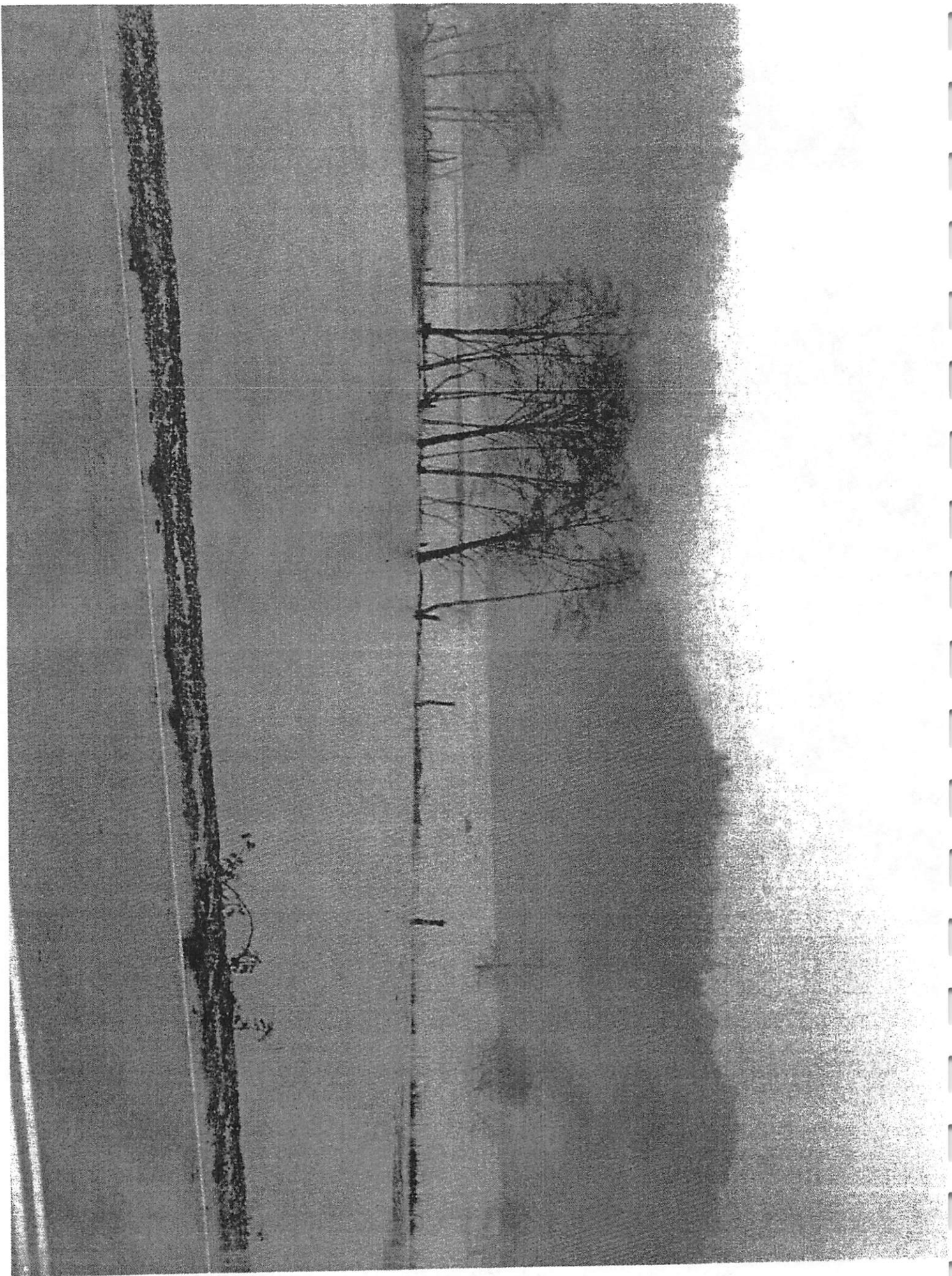
The following information was submitted by Susan  
Lynch (8 pages not including this one)

Photo of Chetco River sludge/biosolids dumping site on Smith Ranch  
 (within 500 feet of well for City of Brookings' drinking water).



City of Brookings' sludge/biosolids applied to Smith's fields in 2004.

FIELD D, SMITH RANCH, CLOSEST TO AQUIFER & WELL, DECEMBER 9, 2004, AFTER 167,075 GALLONS



SLUDGE BY TRUCKLOADS  
SMITH RANCH FIELDS  
2000-2004

LOG SHEETS INDICATE:

2004                      395 TOTAL truckloads                      April 1 - September 14

- log sheets: loads per sheet

10.  
15.  
16.  
60.  
239.  
32.  
23.

2003                      411 TOTAL truckloads                      June 1 - October 31

- log sheets: loads per sheet

43.  
40.  
58.  
34.  
39.  
109.  
28.  
38.  
22.

2002                      343 TOTAL truckloads                      March 21 - October 16

- log sheets: loads per sheet

28.  
30.  
29.  
42.  
46.  
47.  
22.  
75.  
24.

2001                      none

2000                      20 TOTAL truckloads                      July 26 - 27 only

- log sheets: loads per sheet

20.

# **CITY OF BROOKINGS SLUDGE MANAGEMENT SITE APPLICATION LOG SHEET**

**DATE:** 7-30, 8-2-17, 2004

Field owner:	Keith Smith	Acres:	90	0.47	% TSS
	"Palmer Garden"			64.48	% VSS
Field:	"E"	Applied Acres:	90	77.84	% VSR
CEC:	27	Crop:	PASTURE/HAY		
Nitrogen Limet(#/acre):	100	Fecal Coliform Colonies/Gram:			
Nitrogen applied last 12 Months:	9.423	Limit = < 2,000,000/gram:			
Ni. Applied this time =	8.950	Comments:			
Ni available =	81.627				

## **CURRENT SLUDGE ANALYSIS:**

Dated: 4/5/2004

## **ORGANIC NUTRIENTS:**

		%
Nitrate Nitrogen	0	0
Ammonia Nitrogen	34100	3.41
TKN-N	72000	7.2
Phosphorus (P)		0.14
Potassium (K)		0.356

## **APPLICATION RESULTS:**

Loads:	239	3,491	G/load	834,350
Gallons/acre:		9,271		Total Gals.
		lbs/acre		
Dry Solids:		363	NO3-N	0.000
Nitrogen Applied		8.950	NH3-N	6.195752
Nitrogen Available		90.577	Organ. N.	2.754
P		1	Total	8.950
K		1.6		
If Ni. app. is over Ni. avail. DO NOT APPLY				

## **INORGANIC ELEMENTS:**

		Mg/Kg			Lbs./acre		
					Annually	Total	
Arsenic (As)	ND@	0.000	As	0.000	0.000	1.78	36.57
Cadmium (Cd)		3.57	Cd	0.001	0.001	0.45	34.78
Chromium (Cr)		30	Cr	0.011	0.011	133.8	2676
Copper (Cu)		482	Cu	0.175	0.175	66.9	1338
Lead (Pb)		40.8	Pb	0.015	0.015	13.38	267.6
Mercury (Hg)		3.91	Hg	0.001	0.001	0.76	15.16
Molybdenum (Mo)		11.4	Mo	0.004	0.004	0.8	16.05
Nickel (Ni)	ND@	12	Ni	0.004	0.004	18.73	374.64
Selenium (Se)		4.29	Se	0.002	0.002	14.46	89.2
Zinc (Zn)		1430	Zn	0.520	0.520	124.88	2497.6

*Features*

**INVESTIGATION OF ALLEGED HEALTH  
INCIDENTS ASSOCIATED WITH LAND APPLICATION  
OF SEWAGE SLUDGES**

**ELLEN Z. HARRISON  
SUMMER RAYNE OAKES**

**ABSTRACT**

The majority of U.S. sewage sludges are disposed by application to land for use as a soil amendment. Class B sludges, containing a complex mix of chemical and biological contaminants, comprise the majority. Residents near land application sites report illness. Symptoms of more than 328 people involved in 39 incidents in 15 states are described. Investigation and tracking of the incidents by agencies is poor. Only one of 10 EPA regions provided substantial information on the incidents in their region. Investigations, when conducted, focused on compliance with regulations. No substantial health-related investigations were conducted by federal, state, or local officials. A system for tracking and investigation is needed. Analysis of the limited data suggests that surface-applied Class B sludges present the greatest risk and should be eliminated. However, even under less risky application scenarios, the potential for off-site movement of chemicals, pathogens, and biological agents suggests that their use should be eliminated.

**OBJECTIVE**

We conducted investigations into the numerous incidents in which residents living near sites where sewage sludges are land applied have reported illness. We compiled information about the health complaints. In order to find out what tracking and investigations had been carried out by the responsible authorities, we sought any information that federal and state agencies had about these incidents. Information regarding the sludge management practices associated with the

Table 3. Predicted Percent Chance of Viral Infection  
Resulting from Exposure to Land-Applied Sludges  
(after Dowd et al. [14])

Hours exposed	Distance from sludge source	
	100 m (328 ft.)	500 m (1640 ft.)
Wind speed of 20 m/sec (45 mi/hr)		
1 hr	91%	61%
8 hr	100%	100%
24 hr	100%	100%
Wind speed of 10 m/sec (22 mi/hr)		
1 hr	60%	21%
8 hr	99%	85%
24 hr	100%	100%
Wind speed of 5 m/sec (11 mi/hr)—U.S. average		
1 hr	29%	0.3%
8 hr	94%	22%
24 hr	100%	52%
Wind speed of 2 m/sec (4 mi/hr)		
1 hr	6%	0.02%
8 hr	40%	0.2%
24 hr	78%	0.6%

Compliance with the regulations does not ensure protection of public health. In one of only two incidents that did not involve Class B sludges, composted sewage sludge was stockpiled adjacent to a school, the state biosolids coordinator investigated claims of nausea and vomiting. He found that the compost was still biologically active and undergoing rapid decomposition, resulting in strong odors. He concluded that this stockpiled sludge compost was the cause of the symptoms experienced by some children. He also noted that there were no violations of sludge management rules [33].

There has been no systematic collection of data regarding management practices or sludge characteristics at the sites where health allegations have been made. Table 2 shows the information we were able to gather from our research. Sources of information included site neighbors and federal, state, and local agencies. Most of the incidents are associated with surface application of sludges, which is a legal practice in most localities.

## BRIEFLY

### Urban chemicals migrate into distant waterways

DENVER — Scientists have discovered that byproducts of such everyday activities as using antibacterial hand soap or zapping mosquitoes with bug spray are winding up in streams and groundwater from the Denver area to remote spots in the Colorado mountains.

Some of the chemicals documented in the U.S. Geological Survey released last week are suspected of disrupting fish reproduction and increasing resistance to antibiotics. The compounds that are regulated were within limits deemed safe, but no standards exist for most of the 62 chemicals.

The study is intended as a starting point for more study of how dozens of chemicals are entering waterways and the potential impacts on people and the environment.

Fire retardant, caffeine, ster-

oids, prescription drugs, insecticides and pesticides are also ending up in the water. Some of the compounds were found in rural water wells, although in fewer numbers and lower concentrations than in urban areas.

### Environmental group sees bull trout in trouble

HELENA, Mont. — Bull trout remain in peril five years after gaining federal classification as a threatened species and, in some places, their plight may be serious enough to merit reclassifying them as endangered, an environmental group contends.

The fish faces serious threats throughout its range in the Northern Rockies and the Northwest states, the Alliance for the Wild Rockies said recently.

"Bull trout haven't hit bottom," said Mike Bader, the group's former director, whose consulting firm prepared a report on the species. "We can't honestly say the trend is positive and that bull trout are on the road to recovery."

David Patte, a spokesman at the agency's Portland, Ore., office

did not comment on specifics of the report. He said it will be added to materials that are part of the review.

### Utah wants to shrink Clinton-era monument

SALT LAKE CITY — Utah wants to reduce the size of the Grand Staircase-Escalante National Monument.

The Utah attorney general's office asked the 10th U.S. Circuit Court of Appeals last week for permission to file a friend-of-the-court brief in a lawsuit that is challenging the creation of the monument in 1996 by President Clinton.

The Colorado-based Mountain States Legal Foundation has claimed Clinton violated provisions of the 1906 Antiquities Act in creating the 1.7 million-acre monument in 1996. The Antiquities Act gives the president authority to create national monuments.

Utah is not challenging the legitimacy of the monument, only its boundaries, said Deputy Attorney General Mark Ward.

— The Associated Press

WE THE UNDERSIGNED, CONTEST THE RENEWAL OF ANY AND ALL FIELD SITES ON THE SMITH RANCH FOR LAND APPLICATION OF SLUDGE, FOR REASONS OF NUISANCE ODOR, HEALTH HAZARDS, POLLUTION OF CITY WATER SOURCES, AND SERIOUS IMPACT OF LAND, AIR AND WATER LONG TERM SAFETY. WE CALL FOR TOTAL NON -RENEWAL OF ALL SITES AND IMMEDIATE CEASE AND DESIST OF LAND APPLICATION OF "BIOSOLIDS," AS WITHIN OUR RIGHTS.

	SIGNATURE	FULL NAME	ADDRESS
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____
11.	_____	_____	_____
12.	_____	_____	_____
13.	_____	_____	_____
14.	_____	_____	_____
15.	_____	_____	_____
16.	_____	_____	_____
17.	_____	_____	_____
18.	_____	_____	_____



CHAMBER OF COMMERCE  
"Working To Help Our Businesses Grow"

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

To: Common Council, City of Brookings; City Manager; City Finance Director  
From: Les Cohen, President/CEO *Les Cohen*  
Subject: Program Report for Calendar Year 2004  
Date: January 26, 2005

---

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 2004, under this Agreement is respectfully submitted.

**Performance Accomplishments:**

A. In Calendar Year (CY) 2004 the Chamber's Visitor Information Center recorded a twenty-one percent (21%) increase in visitors over CY 2003, which translates to 5,366 additional visitors. This figure is an 78.5 percent increase in recorded visitors since calendar year 2000. For the fourth consecutive year this total represents the highest visitor count recorded at the Visitor Center since records began to be kept in 1986.

B. Statistics from the Brookings State Welcome Center continue the trend of the last four years of showing a decrease. However, the State Welcome Center opened one month later than they have in the past, preventing the recording of visitors to that site during the month of April.

C. We continue to maintain our year-round, staffed, state certified Visitor Information Center, as well as the Chamber's satellite Tourist Information areas in the lobby of the Brookings Fred Meyer store and the Central Building, in the heart of downtown Brookings. All three of these locations are well used, providing ample parking, easy access and local information to travelers.

In order to provide a more consistent level of service and information to visitors and the business community the Chamber has hired a Visitor Center receptionist who began 12/1/04. The Chamber will continue to utilize our Visitor Center volunteer corps to assist staff during high volume periods.

D. City of Brookings Transient Room Tax revenues showed a thirteen percent (13%) increase in CY2004, compared to CY 2003. Transient Room Tax revenues are nineteen percent (19%) higher than CY 2000, and 57.6% higher than CY 1999. This represents an additional \$62,249.00 to the City's General Fund.

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. (Addendum A)

E. Marketing and promotion efforts in calendar year 2004 continue to result in large amounts of written, telephone, e-mail and website activity for information about the Brookings-Harbor area. The Chamber documented 152,596 contacts in CY 2004. This represents a thirty-three percent (33%) increase over CY 2003. This is a one hundred and thirty eight percent (138%) increase since CY 2000. This translates to 88,540 additional inquires in 2004 compared to 2000.

F. The Brookings-Harbor Chamber of Commerce, serving as the marketing and promotions arm of the Brookings-Harbor community, responded to a total of 215,305 information contacts in calendar year 2004. Since 1994, the first full year of the Agreement between the City and the Chamber of Commerce for promotion and marketing of our community, annual contacts have increased one hundred and twenty two percent (122%).

G. As mentioned in previous years' reports, 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, Beachcombers' Festival, 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 215,305 contacts we received in CY2004.

Other sources of revenue, such as membership dues, fund raising activities, program services and special events subsidize 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 are paid for with City Transient Room Tax dollars, although such expenditures are permitted under the terms of the Agreement.

F. The Chamber is, for the tenth consecutive year, 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."

The Brookings-Harbor Chamber of Commerce is once again optimistic about the tourism forecast for this current calendar year:

- Continuing recognition and exposure of this area's first comprehensive regional marketing effort, "America's Wild Rivers Coast," continues to provide a wide range of opportunities to appeal to the vacationing public looking for natural, scenic outdoor vacations. This Chamber continues to take a leading role in the America's Wild Rivers Coast Consortium and in promoting America's Wild Rivers Coast.
- The Chamber continues to work to promote and build the Slamin' Salmon Ocean Derby, which has the potential of becoming a major event and a showcase to sportsmen of the Brookings-Harbor area.
- The Chamber's participation in major travel and outdoor recreation shows, such as the Pacific Northwest and Puyallup Sportsmen's Shows, the Jackson County Sportsmen's and Outdoor Recreation Show, and the Sunset Magazine Travel Show in Menlo Park, CA, provides us the opportunity to inform a large, and relatively heretofore-uninformed population about the attractions of the Brookings-Harbor area.
- We have not yet begun to see any impact of the statewide 1% bed tax. However, it should prove to have a positive impact on tourism in our community as the funds begin to find their way into the regional, national and international travel media. We maintain that the additional funds spent by Oregon for the promotion of Oregon to the nation and the world will bring people to the Oregon Coast.

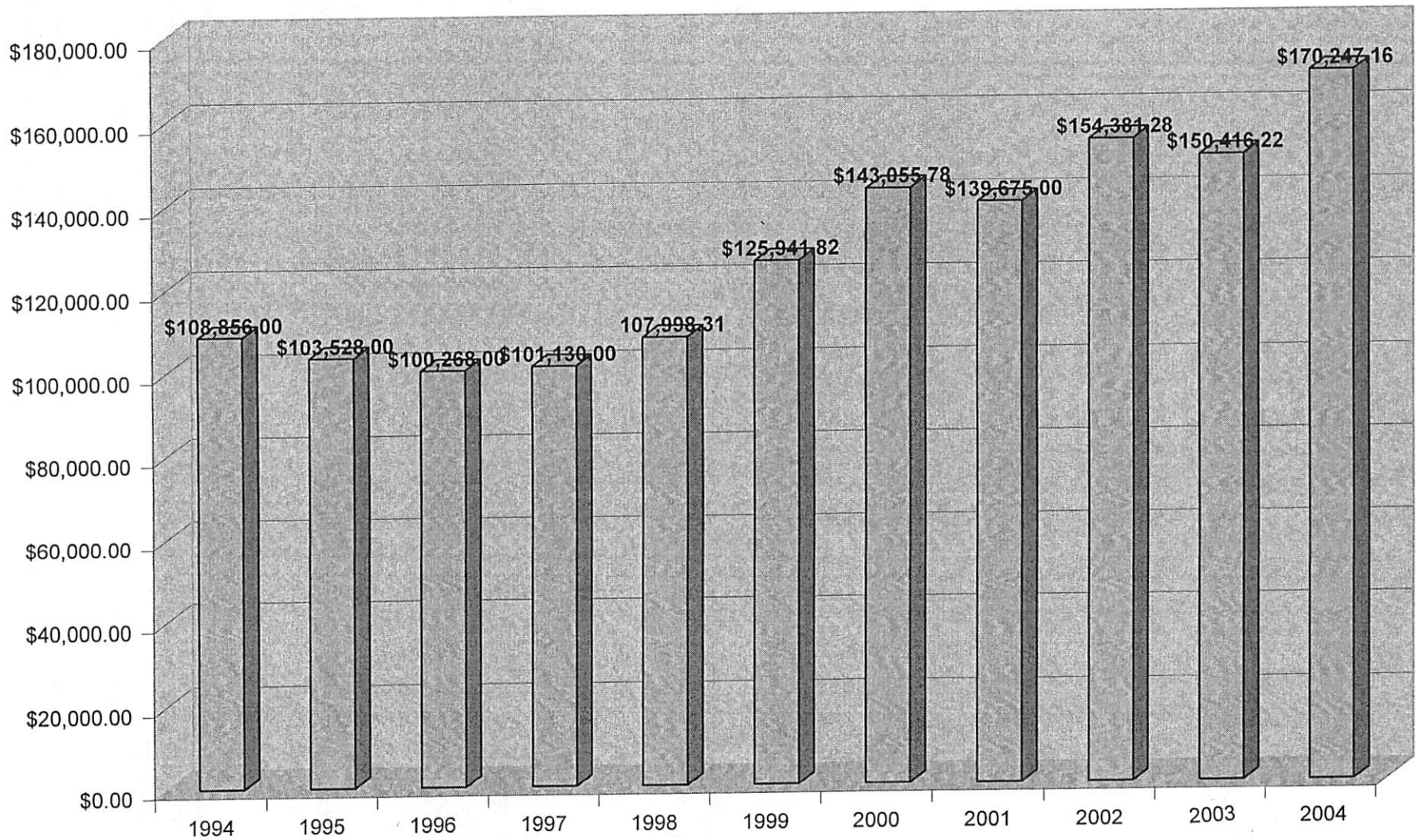
Addendum A attached

c: Media

2004

# BROOKINGS TRANSIENT ROOM TAX TOTALS BY CALENDAR YEAR

Addendum A



# CITY OF BROOKINGS



---

## STAFF REPORT

Date: February 9, 2005  
To: Mayor Sherman & City Councilors  
From: Leroy Blodgett, City Manager  
Subject: Dump Truck Bid

## REPORT

At the January 10, 2005 council meeting City Council approved solicitation of bids for a new dump truck chassis. Unfortunately staff did not include all of the specifications in the your packets. We also incorrectly told you the purchase would not include a dump body. The purchase will actually be for complete dump truck including the dump body.

Attached are the full specifications and a copy of last months staff report.

## STAFF RECOMMENDATION

Approve the attached minimum specification and direct staff to solicit bids for a 5-yard dump truck.

# ***CITY OF BROOKINGS***



---

## **STAFF REPORT**

Date: January 5, 2005  
To: Mayor Sherman & City Councilors  
From: Leroy Blodgett, City Manager  
Subject: Dump Truck Bid

## **REPORT**

The Public Works Department is requesting approval to solicit bids for purchase of a new 5-yard dump truck chassis. Minimum specifications for bids are included in your council packet. Money for this purpose has been transferred to reserves for the past few years from the Water, Sewer and Street Funds. There is currently \$61,200 in the General Reserve Fund dedicated for the purchase of this truck. Staff feels this is adequate funds for the purchase and the need is long past due.

## **STAFF RECOMMENDATION**

Approve the attached minimum specification and direct staff to solicit bids for a 5-yard dump truck chassis.



## CITY OF BROOKINGS

### 5 Yard DUMP TRUCK CHASSIS

#### MINIMUM SPECIFICATIONS for BID

Interested in a conventional cab truck, medium duty, set forward chassis  
Class 7, 4X2 dump truck, rear axle minimum capacity 23,000 lbs.

#### TRUCK SPECIFICATIONS

##### ENGINE:

##### OFFERED:

- |                                                                                  |          |
|----------------------------------------------------------------------------------|----------|
| 1. 900-260.6.4L 260 HP@ 2200 RPM,2500 GOV 700 ft.lbs. torque                     | 1. _____ |
| 2. DR12V 130 amp 22-si quadra mount pad alternator                               | 2. _____ |
| 3. (3) alliance grp 31 12V mf2850 cca threaded stud batteries, model 1131        | 3. _____ |
| 4. Minimum 15.5 cfm air compressor.                                              | 4. _____ |
| 5. Off/low/high compression and exhaust brake                                    | 5. _____ |
| 6. Single horizontal muffler, w/horizontal tail pipe exhaust, right hand mounted | 6. _____ |
| 7. Horton on/off fan drive                                                       |          |

##### TRANSMISSION/EQUIPMENT

##### OFFERED

- |                                                                      |          |
|----------------------------------------------------------------------|----------|
| 1. Allison 3500 rds automatic transmission 6-speed wt. PTO provision | 1. _____ |
| 2. Push button, electronic shift control, dash mounted.              | 2. _____ |
| 3. Transmission-oil temp gauge                                       | 3. _____ |

##### FRONT AXLE AND EQUIPMENT

##### OFFERED

- |                                           |          |
|-------------------------------------------|----------|
| 1. 10,000 minimum drop single front axles | 1. _____ |
| 2. 16.5 x 5 front brakes                  | 2. _____ |
| 3. Front brake dust shields               | 3. _____ |

##### FRONT SUSPENSION

- |                                             |          |
|---------------------------------------------|----------|
| 1.10,000 minimum flat leaf front suspension | 1. _____ |
| 2. Front shock absorbers                    | 2. _____ |

## REAR AXLE AND EQUIPMENT

1. 23,000# R-series single rear axle
2. 6.14 axle ratio
3. 17n meritor main driveline w/full round yokes axle
4. Driver controlled traction differential single rear axle
5. 16.5X7 rear brakes
6. High mount cam brake chamber position w/auxiliary support brackets
7. Haldex long stroke 1-drive axle parking chambers
8. Automatic rear slack adjustors

## OFFERED

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

## REAR SUSPENSION

1. 23,000# flat leaf rear spring suspension w/helper, wt. radius rod

## OFFERED:

1. \_\_\_\_\_

## BRAKE SYSTEM

1. Pull cables on all air reservoir duty roller bearing, recirculating

## OFFERED:

1. \_\_\_\_\_

## TRAILER CONNECTIONS

1. Electric brake controller mounted in truck
2. Shall be wired for electric trailer plug rear of truck frame

## OFFERED:

1. \_\_\_\_\_
2. \_\_\_\_\_

## WHEELBASE & FRAME

1. 153" wheelbase
2. Minimum frame RBM shall be 2,040,000 120 ksi

## OFFERED:

1. \_\_\_\_\_
2. \_\_\_\_\_

## CHASSIS & EQUIPMENT

1. Back of cab to rear axle shall be 85"
2. Painted steel bumper
3. Front tow hooks-frame mounted.
4. Fender mounted front mud flaps
5. Grade 8 threaded hex-headed frame fasteners

## OFFERED:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

FUEL TANKS:OFFERED:

1. Minimum 50 gallon/189 liter aluminum fuel tank-LH
2. Aluminum fuel tank bracket(s)
3. Alliance fuel/water separator with indicator light

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

TIRESOFFERED

1. Goodyear G149 RSA 11R22.5 16-ply radial front tires
2. Goodyear G328 11R22.5 14-ply radial rear tires

1. \_\_\_\_\_
2. \_\_\_\_\_

WHEELSOFFERED:

1. Motor wheel 90262 22.5x8.25 10-hub pilot 5-hand steel disc front wheels 1. \_\_\_\_\_
2. Motor wheel 90262 22.5X8.25 10-hub pilot 5-hand steel disc front wheels 2. \_\_\_\_\_

CAB EXTERIOROFFERED:

1. Manufacturers HD door stops 1. \_\_\_\_\_
2. Rubber cab mounts 2. \_\_\_\_\_
3. LH/RH exterior grab handles and RH interior grab handle mtd. To "A" post 3. \_\_\_\_\_
4. Duel round air horns, single base, cab roof mounted 4. \_\_\_\_\_
5. Integral stop/tail/backup lights 5. \_\_\_\_\_
6. Standard front turn signal lamps 6. \_\_\_\_\_
7. Dual stainless steel heated mirrors with lights 7. \_\_\_\_\_
8. 96" equipment width 8. \_\_\_\_\_
9. LH/RH 8" retrac 983h mirror, sst, htd, convex w/sep.adj.below mirror mtd. 9. \_\_\_\_\_
10. Dual 16" x 7" heated stainless steel rear view mirrors 10. \_\_\_\_\_

CAB INTERIOROFFERED

1. Forward roof mounted console
2. Map pocket, left door
3. (2) cup holders, LH & RH dash
4. Bostrom 915 mid back Talladega drivers seat

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

- |     |                                                          |           |
|-----|----------------------------------------------------------|-----------|
| 5.  | Bostrom mid-back non-suspension                          | 5. _____  |
| 6.  | Vinyl driver seat                                        | 6. _____  |
| 7.  | Vinyl passenger seat                                     | 7. _____  |
| 8.  | Fixed steering column                                    | 8. _____  |
| 9.  | 2-spoke 450mm (18") black steering wheel leather wrapped | 9. _____  |
| 10. | Driver/passenger interior sun visors                     | 10. _____ |

#### INSTRUMENT & CONTROLS

#### OFFERED

- |     |                                                              |           |
|-----|--------------------------------------------------------------|-----------|
| 1.  | 2" primary and secondary air pressure gauges                 | 1. _____  |
| 2.  | Intake mounted air restriction indicator without graduations | 2. _____  |
| 3.  | 102 db self-adjusting backup alarm                           | 3. _____  |
| 4.  | AM/FM stereo radio                                           | 4. _____  |
| 5.  | Power and ground studs mounted on overhead console           | 5. _____  |
| 6.  | Multi-bank AM/FM/WB/CB LH mirror mounted antenna system      | 6. _____  |
| 7.  | Electronic tachometer 3000 RPM                               | 7. _____  |
| 8.  | Two extra switches in dash                                   | 8. _____  |
| 9.  | Trailer hand control brake valve                             | 9. _____  |
| 10. | Two valve parking brake system with warning indicator        | 10. _____ |
| 11. | Self canceling turn signal switch                            | 11. _____ |

#### DESIGN

#### OFFERED

- Paint-one solid color

\_\_\_\_\_

#### COLOR

#### OFFERED

- |    |                                                    |          |
|----|----------------------------------------------------|----------|
| 1. | Cab color A:N0006HN WHITE IMROM 5000               | 1. _____ |
| 2. | Black IMPRON 5000 chassis paint                    | 2. _____ |
| 3. | Vendor white front wheels/rims                     | 3. _____ |
| 4. | Vendor white rear wheels/rims                      | 4. _____ |
| 5. | Bumper paint: N3713 HN med titanium met Imron 5000 | 5. _____ |



## CITY OF BROOKINGS

### 5 Yard DUMP BODY

#### MINIMUM BID

#### 5 CUBIC YARD DUMP BODY

##### DUMP BODY:

##### OFFERED:

1. Mounting height to be as low as practical and provide clearances for tire chains when vehicle is fully loaded. 1. \_\_\_\_\_
2. Distance between back of cab and dump box not to exceed 5 inches. 2. \_\_\_\_\_
3. Dump body to be 5 cubic yards water level capacity with 6 cubic yard dash and tailgate. 3. \_\_\_\_\_
4. Inside measurements to be approximately 10 feet long, 7 feet wide and 24 inches deep with 40 inch dash and 30 inch tailgate. 4. \_\_\_\_\_
5. Sides and pockets to be 6 inches high, 1 ¾ inch wide inside measurements. 5. \_\_\_\_\_
6. Sides and front shall be fabricated from 10 gauge hi-tensile steel with minimum yield strength of 50,000 PSI. Box to be constructed with front and rear corner posts, boxed top rail, side rub rail with a 45 degree slope, one intermediate horizontal side brace and all welds to be continuous. 6. \_\_\_\_\_
7. Floor and tailgate to be 7 gauge hi-tensile steel with the remainder of body made of not less than 10 gauge hi-tensile steel. Interlocking channel with tubular longitudinals and a full width rear apron. 7. \_\_\_\_\_
8. Long members as required for mounting height and structural requirements. 8. \_\_\_\_\_
9. Tailgate to be heavy deep design, double acting, with chains for horizontal position an spreading, to be flush with body floor when in horizontal position. Tailgate to be braced and reinforced with a 24 inch center patchgate. Trip operated with over center lock and heavy duty hardware. Air gate operating switch to be mounted as close to driver seat either side (whichever is most practical). Upper tailgate hinges to be offset forward approximately 5" and have 1 ¼" pivot pins with zerk lubrication. Lower latch pins to be 1 ¼". 9. \_\_\_\_\_
10. Running board to be sloping. 10. \_\_\_\_\_

11. Dash to be one piece with at least two horizontal reinforcing corrugations and channel reinforcement across the top. 11. \_\_\_\_\_
12. Floor to have approximately 4 inch cove on each side, continuously welded to side. 12. \_\_\_\_\_
13. Cab guard to extend 1/3 over cab, 10 gauge steel with 3/16 plate reinforced edges. 13. \_\_\_\_\_
14. Body safety prop to be installed. 14. \_\_\_\_\_
15. Body metal to be cleaned, primed and painted one coat of Battleship Gray. Top coat should be N0006HN white Imron 5000. 15. \_\_\_\_\_

#### HOIST

#### OFFERED

1. Front mount single post telescopic hoist telescoping inside frame mounted, inverted double acting chrome sleeves, 3 state w/90" stroke and pedestal control. Crysteel Model 5390 or equal. 1. \_\_\_\_\_
2. Hoist to be Class 50 rated as 12 ton capacity with 10 foot body length. 2. \_\_\_\_\_
3. Hoist to provide standard dump angle of 50 degrees with safety device to insure that body will not overrun in hoisting operation. 3. \_\_\_\_\_

#### HYDRAULIC SYSTEM

#### OFFERED

1. Pump to be continuous operating heavy duty roller bearing, recirculating type. Commercial INTERTECH Gear Pump & Valve Combination Model G102 or equal. 1. \_\_\_\_\_
2. Pump to be driven by a transmission mounted, heavy duty, two gear, high speed power take off. 2. \_\_\_\_\_
3. Oil tank to be steel, frame mounted with non-restrictive shut-off valve and external spin on filter on return line. 3. \_\_\_\_\_
4. Control cables to be sealed stainless steel. 4. \_\_\_\_\_
5. Controls to have locking device to prevent accidental movement of control levers. 5. \_\_\_\_\_
6. Non-restrictive shut-off valve to be installed between hydraulic tank and hydraulic pump inlet. 6. \_\_\_\_\_
7. Pump output to be 10 GPM at 1000 RPM. 7. \_\_\_\_\_
8. Hydraulic reservoir for hoist pump to be 16 gallons. 8. \_\_\_\_\_

## TRAILER TOWING EQUIPMENT

## OFFERED:

1. Trailer hitch to be Premier 580 or equal. 1. \_\_\_\_\_
2. Hitch height to be approximately 32 inches. 2. \_\_\_\_\_
3. Hitch to be mounted to rear frame cross member with Adequate reinforcement for towing 15 ton loads. 3. \_\_\_\_\_
4. Two (2) safety chain eyes, three inches in diameter, of ¾ inch round bar, welded to cross member, one each side of hitch. 4. \_\_\_\_\_

## LIGHTING

## OFFERED

1. Directional, tail and brake lights to be mounted as high as practical and recessed into rear post of dump body. Marker lights to be recessed into dump body. 1. \_\_\_\_\_
2. All lights to be sealed type, Truck-light or equal with sealed wiring harness system. 2. \_\_\_\_\_
3. All sealed wiring and dump body shall be serviceable from one sealed junction box mounted on underside of body at rear of box and one rear chassis mounted sealed junction box. 3. \_\_\_\_\_
4. All wires to be color coded and use a common ground. 4. \_\_\_\_\_
5. All lights and reflectors on dump body to be guarded or recessed for protection. 5. \_\_\_\_\_

# CITY OF BROOKINGS



---

## STAFF REPORT

Date: February 8, 2005  
To: Mayor Sherman & City Councilors  
From: Leroy Blodgett, City Manager  
Subject: 2005-06 City Goals

## REPORT

Below is a categorized list of the city goals recommended by those attending the January 29<sup>th</sup> goal session. They are not in any order of priority. I would suggest that you not prioritize the goals and let each goal be accomplished as time and resources allow.

## MASTER PLANNING

- Azalea Park Master Plan
  - Work with Parks & Recreation Commission to develop a detailed master plan for future development of Azalea Park
- Storm Water Master Plan
  - Public Works Department will oversee the update of the Storm Water Master Plan
  - Consider working with Curry County to include areas outside the city limits
- Construction Standards & Specification
  - Staff will compile a new specification book using examples from other cities
- Land Development Code
  - Work with the Planning Commission to review and update the Land Development Code
- Brookings – Harbor Consolidation
  - Prepare a study of the pros and cons of consolidation

## PUBLIC SAFETY

- Safety Corridor – Dawson to Easy
  - Write letter to ODOT requesting the portion of Highway 101 from Dawson to Easy Street be designated as a Safety Corridor
- Pedestrian Safety
  - Work with ODOT to improve pedestrian crossings on Highway 101
  - Evaluate and improve pedestrian crossings on City streets

## WATER/SEWER/STREETS

- Street & Sidewalk Maintenance & Replacement
  - Develop a program including schedules and funding for maintenance, installation and replacement of streets and sidewalks
- Hassett Street Connection
  - Work with adjacent property owners in attempt to satisfy concerns
  - Redesign street to reduce cost and impact to property owners
- Elk & 5<sup>th</sup> Street Intersection
  - Consider alternative design configuration to improve the intersection
- Water Source Protection
  - Consider other methods of bio-solids disposal and/or additional treatment
  - Develop a Water Source Protection Plan

## COMMUNITY DEVELOPMENT & ISSUES

- Community Center
  - Determine community desires
  - Determine location
  - Prepare preliminary design
  - Begin fund raising
- City Hall
  - Consider other potential functions such as school administration offices or community center which could be located within a new city hall
  - Revise preliminary design to reflect design for Elk & 5<sup>th</sup> Street intersection
  - Identify funding and time line
- Community Beautification
  - Provide support for existing and new volunteer groups

- Community Health Delivery System
  - Work with Oregon Rural Health to develop a needs assessment of health care
- Drug Awareness
  - Develop educational programs in the schools and community
- Downtown Revitalization
  - Begin implementation of the Downtown Master Plan and Urban Renewal Plan

#### STAFF RECOMMENDATION

Adopt the recommended City Goals for fiscal year 2005-06

# CITY OF BROOKINGS



---

## STAFF REPORT

Date: February 9, 2005  
To: Mayor Sherman & City Councilors  
From: Leroy Blodgett, City Manager  
Subject: LOC Board Meeting

## REPORT

I attended the League of Oregon Cities (LOC) board meeting on February 3<sup>rd</sup> and 4<sup>th</sup> in Salem. In addition to the board meeting I had a breakfast meeting with Representative Wayne Krieger and the entire board met with the House Revenue Committee. Below are some the topics addressed at the meeting.

Small Cities: Last year the Board authorized the creation of a new League service called the Small Cities Support Network for cities with a population of 5000 or less. The idea was brought to the board by a group of small city managers and administrators as a way to discuss problems and successes with other small cities. Stephanie Nixon, of the League staff, has been assigned to implement the program. To manage the program the State is divided into eight regions. Our region includes the cities of Bandon, Coquille, Dunes City, Gold Beach, Lakeside, Myrtle Point, Port Orford, Powers and Reedsport. Brookings is not included because the population is over 5000.

League Dues: The Board approved a 3 percent increase to the membership dues rate. The dues are to support the general activities of LOC. Brookings annual dues rate for 2005-06 will be \$3,466. In the past year LOC has introduced new and expanded programs supported by the dues including expanded education/training curriculum, additional city consulting/facilitation services, web site services, plus the new Small Cities Support Network. In addition LOC has implemented a new Legal Services program and expanded the number of legal related activities such as Measure 37, telecommunications tax legislation, PERS, etc.

National League of Cities (NLC): The NLC provides, at the federal level, the same functions as LOC does at the state level. There was much discussion about the benefits of membership and being involved with membership recruitment. Brookings is not a member of NLC. At a later date I will bring to the Council more information on the benefits and cost to become a member.

Water Issues: One of the League's legislative priorities involves the Responsible Community Panning Act which seeks to reinstitute municipal water rights as they were prior to the Court of Appeals decision in the Coos Bay-North Bend Water District (CBNB) case. This bill is essential for Brookings and other cities to develop long-range planning and provide for the future water needs of our communities. The Court of Appeals determined in the CBNB case that, although the state statute exempts municipalities from the requirement that construction work begin in one year, it does not exempt municipalities from the requirement that construction work be completed within five years. The court further determined that the term "construction" means putting parts together to form a complete integrated object, rather than planning in preparation to do so. Basically this means that cities would need to prove within five years the capability to use all its water rights leaving no way to plan for the long term future. Staff will provide more information to City Council as it becomes available.

Legal Services: The Board approved a contract with Attorney Paul Nolte of Ashland to provide additional legal services to LOC members. This will provide our legal counsel and staff another resource for legal advice.

Public Safety: Municipal interests in the public safety arena will likely focus on four major areas this legislative session: funding, traffic issues (both enforcement and revenue), criminal and civil forfeitures, and methamphetamine interdiction and enforcement. The League will be involved in discussions regarding all of these issues, but will likely only take a front seat in the traffic enforcement and revenue pieces to ensure that traffic enforcement revenue is retained and that bills such as the school zone and photo red light bills address statewide municipal concerns. Several, if not most, of this session's public safety bills will likely be assigned to the House and Senate Judiciary Committees. Some of the municipal public safety topics to be addressed by the Judiciary Committees are civil and criminal forfeiture procedures, methamphetamine and drug enforcement, traffic enforcement, animal control and police officer training. Representative Wayne Krieger is Chair of the House Judiciary Committee.

Legislative Session Overview: The Board was presented with the following summary report. "The 2005 legislative session is off to a fast start. The League's legislative priorities are quite simple, but the issues are not. So far, we have faced legislation to require fluoridation of all municipal water supplies, to override the existing annexation statutes for certain property owners, a variety of bills to expand SDC's or other finance mechanisms for school construction, etc. All that before we get to our own pro-active agenda." The League staff is visiting each legislator to deliver "City Books" which contain information about the cities in each of the member's districts.

Governor's Budget: In the Governor's budget cities retained all of their current shared revenue payments from tobacco and alcohol sales. However, the Legislative Fiscal Office and the Ways and Means Co-Chairs have yet to establish their budget numbers, and they may not mirror those of the Governor. The Governor outlined specific principles for prioritizing the expenditures of the funds, but legislative leaders have not said if they will use his principles in establishing their own budget. League staff promised to be diligent in protecting shared revenue as well as the

authority to levy local taxes. The House Revenue Committee said that they will not recommend use of state shared revenue to balance the budget.

Telecommunication Franchises: Franchise fees have never been under attack on federal level as there are today. The telecommunications industry is highest contributor to politicians and for lobbying. In addition, franchise fees for telecommunications have decreased statewide by 25 percent due to the wireless technology. Closely related to that is a possible negotiated bill between cities and Qwest regarding a new way to approach franchise fees. The possible resolution would be to have authority to tax all telecommunication services within a city, whether or not they use hard wires or are a regulated utility. Time is running short for a resolution and the LOC's telecom committee is working hard for resolution before it is too late. If compromise language is not developed soon Qwest promises to run local and statewide initiatives to preempt the ability of local governments to tax any industry-specific activity. There is also the possibility of federal action that could preempt cities franchise authority.

Prevailing Wage: The Board was told that rules being promulgated by Bureau of Labor and Industry (BOLI) could have a severe impact on economic development within cities and the entire state. The regulations expand the definition of a "public project" to encompass far more than is currently permitted and requires payment of prevailing wage to workers on any such project. It was our understanding (we did not have a copy of the proposed rules) that even private development projects such as subdivisions which expect to turn streets and utilities over to the city would be required to pay prevailing wage rates. LOC and the Association of Redevelopment Agencies have requested a public hearing on the proposed rule and we should get more information soon.

Measure 37: There was much discussion on the Measure 37. I have attached two documents which were given to the Board outlining some of the unresolved issue regarding the measure.

#### STAFF RECOMMENDATION

Information only, no action recommended.

## **Weekly Coordination Issues Relative to Implementation of M37 Meetings w/ DOJ, AOC, Shetterly, LOC**

The primary purpose of these meetings is to ensure there is adequate coordination between counties/cities/state in processing M37 claims. We want to minimize any confusion between local governments and the state. Also at times during discussions, questions regarding the intent of certain provisions, definitions, and what is required by the elements of M37 have surfaced. Those questions are noted and have been forwarded to the AGs office for review.

1. There will be no formal AG opinion; agency questions will be answered as necessary to process state claims.
2. DAS has adopted a temporary rule to process state claims. The temporary rule does not affect cities/counties.
3. Centralized state registry of claims with a web interface will be up and running for state claims; and about another 6 weeks for local claims.  
Will be voluntary/ and require intergovernmental agreements w/jurisdictions.  
Process: password, drop down form (simple format), each jurisdiction will post their own claims information, accessible in read only format, with sorting capabilities.
4. A joint request written request has been made from Governors office/AOC/LOC to send copies of claims to LOC/AOC for notification purposes, which the associations will forward to DAS. Likewise, DAS will notify cities and counties of all claims that they receive.
5. DOJ has requested that local planners direct claimants to file claims with DAS in addition to the local claim; or to file at all levels- state/local/metro. A joint written request to all cities and counties will soon be mailed.

Other questions that have been considered that we're waiting for more direction:

- Who has the ability to remove, modify or not apply a regulation?
- Specifics regarding the initial determination of lack of transferability when a waiver is granted.
- Extent of land use regulations that may fall under the exception provisions of M37.
- Issues related to the multiple layers of laws (county, city, metro, state, federal), such as exemptions in the measure.
- Third party rights that include a statutory provision for counties, case law for cities/ for when neighbor sues not to apply the regulation.
- State will likely intervene w/ blanket waivers that don't go through any case-by-case process determination.



## Major Measure 37 Issues:

1. **State vs. local claims-** Under the measure's language, local governments may not be able to waive claims for certain regulations, they may only be able to compensate for them. The easiest way to fix this would be for regulations that local governments enforce but are enacted by the state, is if local governments either can't or don't want to compensate, refer them to the state for consideration of waiver. Another option would be to allow local governments to waive the regulation.
2. **Definition of "accrual"**- Measure's language says "if claim hasn't been paid within two years from the date on which it accrues, the owner shall be allowed to use the property as permitted at the time the owner acquired the property." Does accrues mean 1) date when the claim was filed; 2) 180 days after the claim was filed during which the local government should have taken action; 3) date upon which a claim is filed in court; 4) date upon which a court enters judgment?
3. **Definition of "reduction in value"**- Measure's language doesn't define how to determine the reduction of fair market value as of the date the owner makes written demand. Does reduction of value mean the current value with the regulation in place versus current value without the regulation in place? Current value with the regulation in place versus having the prior regulation in place (if any)? Or a comparison of the current regulation with the regulation in place at the time the owner acquired the property? The results of these three examples could be very different, and the language of the measure gives no guidance. Does the calculation include only the regulation reducing value, or does it include the "net" of the regulations affecting the property? Does the calculation take into account surrounding property?
4. **Judicial review of governmental action on claim-** The measure has no judicial review component, either for 1) when a neighbor doesn't like an action; 2) when a city doesn't like a waiver that a county may have provided a claimant. Writ of review/declaratory judgment?
5. **Minimum requirements for filing measure 37 claim-** Could include all or any of the following: name, address and telephone number of claimant; names and addresses of all other owners of the same property; names and addresses of all owners if interests in that property (trustees, lien holders and lessees); Address, tax lot and legal description of the property subject to the claim; copy of the property deed; title report issued within 30 days of the filing of the claim that reflects all of the ownership interests in the property; information on the chain of title back to original family member (if needed); current land use regulation or restriction that allegedly restrict the use of the property; the amount of the claim, including reduction in value; appraisal supporting the amount of the claim; copies on any leases or Covenants, Conditions and Restrictions (CCRs) applicable to the real property; and a statement as to the preferred resolution of the claim (compensation, waiver, or modification of the applicable regulation).

*Linda Ludwig, LOC Staff 01/17/05*

16. **Burden of proof-** Require that the claimant's burden of proof in circuit court be based on the written record established in the local government proceeding (writ of review).
17. **Define "enforces"-** Must there be some enforcement action such as a development application and decision or enforcement before a claim becomes actionable?
18. **Define time limit or statute of limitations-** To file claim in circuit court.
19. **Define "use" or restriction on use-** Does it include site design criteria, sign regulations, setbacks, height limitation, right to sub-divide or partition, etc?
20. **Define land use regulations-** The definition in the measure's language is different than the definition in ORS 197.015
21. **Define public health and safety exemption-** Flood plain ordinances, access management requirements/ restrictions included?
22. **Define federal requirement exemption-** Includes programs that receive federal incentives? There's a difference between federal regulations that dictate specific acts or omissions vs. those that say the feds will give money if the local government acts. Is the CZMA a requirement or incentive? Does the exception include federal programs that are delegated to the state?
23. **Clarify transportation ordinances-** Transportation systems development charges are impact fees utilized for capital costs rather than restrictions or regulations and should not be included in the definition of land use regulation.
24. **Clarify the kinds of actions** that may be taken prior to a claimant filing a claim under the measure to "modify" the regulation as a response- Are conditions of approval/ waiver of M37 claims sufficient? Valid?
25. **Determine whether standards, criteria or findings** are necessary for government to compensate or waive- Are they constitutionally required or necessary to defend an equal protection argument?
26. **Private cause of action-** Do cities need to define a private cause of action for diminution of neighbor's property value against claimant? Attorney General's office advises counties have statutory authority, while cities have the right by case law.

**CITY OF BROOKINGS  
COMMON COUNCIL MEETING MINUTES  
City Hall Council Chambers  
898 Elk Drive, Brookings OR 97415  
January 24, 2005 7:00 p.m.**

**I. Call to Order**

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

**II. Pledge of Allegiance**

Led by Les Cohen, Brookings-Harbor Chamber of Commerce President

**III. Roll Call**

Council Present: Mayor Pat Sherman, Council President Larry Anderson, Councilors Frances Johns Kern, Craig Mickelson, and Dave Gordon, Ex Officio Councilor Wes Enos, a quorum present

Council Absent: None

Staff Present:

City Manager Leroy Blodgett, Finance Director Paul Hughes, Lt. John Bishop, and Administrative Secretary Linda Barker

Media Present: Curry Coastal Pilot Reporter Brian Bullock

Other:

Chamber of Commerce President Les Cohen, and approximately five other citizens

**IV. Ceremonies/Appointments/Announcements**

**A. Ceremonies**

1. *Certificate of Appreciation—Dori Blodgett, Parks and Recreation*
2. *Certificate of Appreciation—Bill Boynton, Parks and Recreation*

As neither Blodgett nor Boynton was able to be at the meeting Mayor Sherman recognized their service on the Parks and Recreation Commission and said the certificates would be mailed to them.

**B. Announcements**

1. *Introduction of new Police Communications Officer—John W. Appolonio*  
Lt. John Bishop introduced John W. Appolonio who is a new employee at the police dispatch center. Appolonio was a dispatcher for eleven years in Klamath Falls before starting with the Brookings Police Department in December. Prior to that he retired as a police officer from California. His son John D. Appolonio is a police officer on the Brookings department. Appolonio thanked the Council for opportunity to be working here.

**V. Oral Requests and Communications from the Audience**

**A. Committee and Liaison reports**

**1. Chamber of Commerce**

Les Cohen, Chamber President, addressed the Council with a brief report. He has been preparing for the sold-out 7<sup>th</sup> Annual Business Outlook Conference which will be held January 25 at the Elks Lodge.

He will be submitting the Chambers annual program report later this week in accordance with the agreement with the City.

He is going to the Southern Oregon Visitor's Tourist Symposium in Canyonville this weekend. He then will take off for a week in Portland and then to the Jackson County Outdoor and Sportsman Show where he will continue to promote the area.

He concluded by saying planning has begun on the Beachcombers Festival in March and the Azalea Festival in May.

**2. Council Liaisons**

Ex Officio Enos reported he and other students planted trees at Jack Creek where they also received an education on the importance of trees. BHHS arts students submitted civil rights art to the Manley Arts Center for viewing on Martin Luther King Day. Finals are this week and the new semester starts next week.

Councilor Anderson said he attended a school board meeting.

Councilor Gordon attended a Port Commissioners meeting and the long-term goals session with the Mayor and other Councilors. He is being nominated to sit on the Southwest Advisory Committee on Transportation (SWACT).

**B. Unscheduled**

1. Genie Calvin, Southern Curry Cemetery Maintenance District Chair, addressed signage to the cemetery. People using the program Mapquest are shown that Fifth Street goes through to the cemetery, which it doesn't. The Cemetery District is asking for signs on Highway 101, either at Ransom or Fern avenues, or Oak Street. City Manager Blodgett said the City will do this and will be in contact with Calvin about the matter.

2. Barbara Nysted, 427 Buena Vista Loop, addressed the Council regarding the problem of residential security lights causing light pollution. She has been dealing with the problem for a little over a year. Research she has done on the Internet shows this is a growing problem throughout the nations. She gave a brief overview of the problem and some options available saying that education is the key to all of this.

Mayor Sherman said she and the Council will be looking into the City's "livability ordinances" and in the meantime a public awareness campaign might ease the problem. She said it must be decided if this is a city-wide

issue. Councilor Anderson said that public input will be received when the ordinance review process begins and that updating these ordinances is a high priority for the Council.

No action was taken on the matter.

## **VI. Staff Reports**

### **A. Finance Department**

1. *Budget Calendar and Budget Officer for FY 2005/2006 Budget*  
Finance Director Hughes asked the Council to appoint a Budget Officer and approve the Budget Calendar for FY 2005/2006. He said the Budget Officer will prepare and present the budget to the Budget Committee. The Budget Calendar is a timeline for the budget preparation process.

**Councilor Anderson moved, a second followed, and the Council voted unanimously to appoint Finance Director Hughes as the Budget Officer and to approve the budget calendar for FY 2005/2006**

### **B. Fire Department**

1. *Awarding of Bids for Thermal Imaging Camera*  
City Manager Blodgett said the Fire Department was awarded a grant to purchase 41 sets of turnouts and a thermal imaging camera. Awarding of the bid for the turnouts was approved at the last Council meeting. The Fire Department has received three bids for the camera and is asking approval to award the bid to L N Curtis & Sons of Seattle WA in the amount of \$9,500.

Councilor Anderson complimented Chief Sharp for writing grant applications and was pleased to see that one has paid off.

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to award the bid for a thermal imaging camera for the Fire Department to L N Curtis & Sons of Seattle WA in the amount of \$9,500.**

### **C. City Manager**

1. *2004-2005 Goals Report*  
City Manager Blodgett referred to a written report on the status of the 2004-2005 Council goals and answered questions from Councilors. He said to assist staff during the budgeting process goals are set in January or February for the next fiscal year. Mayor Sherman asked if goals that are not completed this fiscal year are automatically rolled over into the next fiscal year. Blodgett replied that these items will be revisited at the Council goals session set for January 29 at the Best Western Brookings Inn Conference Center.

## **VII. Consent Calendar**

### **A. Approval of Council Meeting Minutes**

1. *Council meeting of January 10, 2005*  
*End Consent Calendar*

Administrative Secretary Barker told the Council that she was notified of an incorrect address listing and misspelling of a name on page 3 of the draft minutes.

**Councilor Anderson moved, a second followed, and the Council voted unanimously to approve the Consent Calendar with changes made to page 3 of the minutes as noted.**

**VIII. Remarks from Mayor and Councilors**

**A. Council**

Councilors Gordon and Anderson apologized for missing the Budget Committee meeting that was held prior to the Council meeting. Anderson commented that work on the sewer line replacement in the northerly end of Brookings was continuing later than normal working hours. Blodgett said the work is on track.

**B. Mayor**

Mayor Sherman announced that television stations in southern Oregon and northern California will be broadcasting a program January 20 dealing with the marijuana problem in the area.

**X. Adjournment**

Councilor Gordon moved to adjourn at 7:40 p.m. By voice vote the Council unanimously agreed to adjourn.

Respectfully submitted:

Pat Sherman  
Mayor

ATTEST by City Recorder this \_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Paul Hughes  
Finance Director/City Recorder

**MINUTES**  
**BROOKINGS PLANNING COMMISSION**  
**Regular Meeting**  
**December 7, 2004**

Chairman Gilmore called the meeting of the Brookings Planning Commission to order at 7:00 p.m. in the Council Chambers at the Brookings City Hall on the above date with the following Commission members and staff in attendance.

*Commissioners Present:*

Jim Collis	Bob Gilmore
Bill Dundom	Randy Gorman
Bill Smith	Emily Parada Ex Officio Commissioner

*Commissioners Absent:*

Bruce Nishioka

*Staff Present:*

John Bischoff, Planning Director  
Cathie Mahon, Community Development Secretary

*Media:*

Curry Coastal Pilot reporter, Brian Bullock

*Other:*

Councilor Mickelson  
Approximately 8 citizens in the audience.

**CHAIRPERSON ANNOUNCEMENTS**

None.

**MINUTES**

By a 5-0 vote (motion: Commissioner Collis) the Planning Commission approved the minutes of the regular meeting on November 2, 2004, as written.

**ELECTION OF OFFICERS**

Commissioner Collis nominated Commissioner Nishioka for the Vice-Chair position and Commissioner Dundom nominated Commissioner Gilmore for the Chair position. Nominations were closed (motion: Commissioner Collis) and by unanimous vote Commissioner Gilmore was re-elected for his second term as Chair and Commissioner Nishioka was elected as Vice-Chair. The new officers will commence their positions at the January 11, 2005, public hearing.

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON WRITTEN REQUESTS AND COMMUNICATION**

1. By a 5-0 vote (motion: Commissioner Collis) the Planning Commission voted to approve the final map to divide a 1.00 acre parcel of land into a five-lot subdivision to be known as *Larry Subdivision*; located at Ransom Avenue and Second Street; Assessor's Map 41-13-06BB; Tax Lot 3600; R-2 (Multi-family Residential) zone; Larry Garcia applicant; File No. SUB-5-04.

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS**

None.

**UNSCHEDULED PUBLIC APPEARANCES**

None.

**PLANNING DIRECTOR COMMENTS:**

Planning Director Bischoff wished the commissioners a Merry Christmas.

**PROPOSITIONS AND COMMISSIONERS COMMENTS**

Commissioner Smith asked Bischoff for an update on the Measure 37 ordinance being considered by City Council. Discussion ensued. Councilor Mickelson approached the podium and explained the ordinance. He explained when the councilors attended the recent *Oregon League of Cities*, Measure 37 was discussed in detail. Our ordinance follows the general document issues suggested during that conference. It states the process to file a Measure 37 claim, the steps to be taken before a hearing, and addresses reimbursement.

Councilor Mickelson concluded on behalf of the mayor and councilors, he wanted to thank the commissioners for their dedication throughout 2004. He acknowledged it was a tough year dealing with long meetings and difficult issues.

The commissioners requested copies of several items: a copy of the adopted ordinance for Measure 37, the conditions from the *Writ of mandamus* filed by Bruce Brothers for Files No. PUD-2-04/APP-2-04, and copies of the 2002 and 2003 annual reports. Bischoff mentioned the 2004 annual report is due, suggesting a draft copy be discussed at the January 11<sup>th</sup> meeting, and final approval at the February 1, 2005 meeting, followed by presenting it to City Council for one of their February meetings.

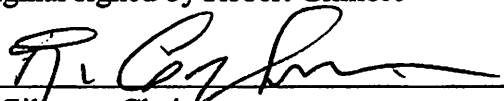
**ADJOURNMENT:**

Chair Gilmore wished everyone Happy Holidays. With no further business before the Planning Commission, the meeting adjourned at 7:31 p.m.

Respectfully submitted,

**BROOKINGS PLANNING COMMISSION**

Original signed by Robert Gilmore

  
R. Gilmore, Chairperson

**MINUTES**  
**BROOKINGS PLANNING COMMISSION**  
**Regular Meeting**  
**January 11, 2005**

Vice-Chair Nishioka called the meeting of the Brookings Planning Commission to order at 7:00 p.m. in the Council Chambers at the Brookings City Hall on the above date with the following Commission members and staff in attendance.

*Commissioners Present:*

Jim Collis                      Bruce Nishioka  
Rick Dentino                Bill Smith  
Randy Gorman  
Emily Parada Ex Officio Commissioner

*Commissioners Absent:*

Bill Dundom and Bob Gilmore

*Staff Present:*

Ed Wait, Director of Community Development  
John Bischoff, Planner  
Cathie Mahon, Community Development Secretary

*Media:*

Curry Coastal Pilot reporter, Brian Bullock

*Other:*

Councilor Mickelson  
Approximately 5 citizens in the audience.

**CHAIRPERSON ANNOUNCEMENTS**

Commissioner Nishioka assumed the chair due to Commissioner Gilmore's absence. Discussion ensued regarding the annual report. It was decided to put it on next month's agenda when Chair Gilmore will be present.

**MINUTES**

The Planning Commission did not approve the minutes of December 7, 2004, due to lack of a quorum. The minutes of December 7, 2004 were not approved due to lack of a quorum.

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON WRITTEN REQUESTS AND COMMUNICATION**

1. By a 5-0 vote (motion: Commissioner Gorman) the Planning Commission voted to send a recommendation to City Council to approve a proposed change to Section 148, Annexations, of the Land Development Code, to simplify the wording and annexation procedure, File No. LDC-1-5, City initiated.

The motion was amended to have staff revise Section 148.030 Annexation impact analysis, Section C, which concerns documentation of impact on existing streets. The re-wording recommendation will go before City Council for final approval.

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

Yvonne Maitland

15676 Oceanview Road

Brookings

Albert Nelson

15589 Cedar Lane

Brookings

#### **THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS**

None.

#### **PLANNING DIRECTOR COMMENTS:**

Planning Director Bischoff reminded Commissioners Collis and Smith their term expires in March. If they are interested in serving another term, they would have to contact Linda Baker of the City Manager's office for an application.

Bischoff introduced Ed Wait, the new Community Development Director. Wait addressed the commission by discussing some of the departmental changes. Planning, building, code enforcement, and economic development will be under the umbrella of Community Development. Streets, parks, engineering, and the treatment plant will be under the direction of Public Works. The commissioners welcomed Wait.

#### **MESSAGES AND PAPERS FROM THE MAYOR**

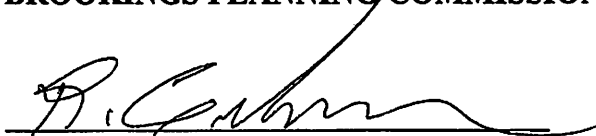
Councilor Michelson invited the commissioners to a City Council workshop on Tuesday, January 18, 2005.

#### **ADJOURNMENT:**

With no further business before the Planning Commission, the meeting was adjourned by Vice-Chair Nishioka at 8:20 p.m.

Respectfully submitted,

**BROOKINGS PLANNING COMMISSION**



R. Gilmore, Chairperson

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/05	01/14/2005	50630	2992	VOID - Redwood Community College	10-00-2005	13.00 -M
01/05	01/06/2005	50781	213	VOID - Teamsters Local Union 223	10-00-2005	703.00 -M
01/05	01/04/2005	50784	205	PERS Retirement	10-00-2005	537.73
01/05	01/06/2005	50785	303	Associated Bag Company	10-00-2005	150.99
01/05	01/06/2005	50786	138	Becco, Inc	10-00-2005	57.90
01/05	01/06/2005	50787	148	B-H Chamber of Commerce	10-00-2005	3,671.81
01/05	01/06/2005	50788	110	Brookings Auto Parts	10-00-2005	67.18
01/05	01/06/2005	50789	313	Brookings Vol Firefighters	10-00-2005	2,083.33
01/05	01/06/2005	50790	3015	Charter Communications	10-00-2005	1,990.00
01/05	01/06/2005	50791	1840	Chetco Federal Credit Union	10-00-2005	3,330.00
01/05	01/06/2005	50792	183	Colvin Oil Company	10-00-2005	1,781.04
01/05	01/06/2005	50793	182	Coos-Curry Electric	10-00-2005	14,099.33
01/05	01/06/2005	50794	3016	Cradar Enterprises Inc	10-00-2005	218,087.70
01/05	01/06/2005	50795	888	CRS	10-00-2005	925.00
01/05	01/06/2005	50796	3012	Delisa Pennington	10-00-2005	26.46
01/05	01/06/2005	50797	3017	DOI-USGS	10-00-2005	2,390.00
01/05	01/06/2005	50798	316	Donald & Roberta Chandler	10-00-2005	548.00
01/05	01/06/2005	50799	3010	Doug Kamradt	10-00-2005	8.98
01/05	01/06/2005	50800	3014	Francis & Anna Hobson	10-00-2005	10.64
01/05	01/06/2005	50801	298	Freeman Rock, Inc	10-00-2005	848.30
01/05	01/06/2005	50802	3011	Gailya Greeson	10-00-2005	8.80
01/05	01/06/2005	50803	2882	Globalstar USA	10-00-2005	79.81
01/05	01/06/2005	50804	139	Harbor Logging Supply	10-00-2005	24.57
01/05	01/06/2005	50805	131	HGE, Inc	10-00-2005	16,526.71
01/05	01/06/2005	50806	3008	Jeff Gordon	10-00-2005	75.85
01/05	01/06/2005	50807	3009	Jodi Torrance	10-00-2005	6.35
01/05	01/06/2005	50808	2684	John Appolonio	10-00-2005	104.00
01/05	01/06/2005	50809	2216	John Repreager Inc	10-00-2005	13,347.49
01/05	01/06/2005	50810		Information Only Check	10-00-2005	.00 V
01/05	01/06/2005	50811		Information Only Check	10-00-2005	.00 V
01/05	01/06/2005	50812		Information Only Check	10-00-2005	.00 V
01/05	01/06/2005	50813		Information Only Check	10-00-2005	.00 V
01/05	01/06/2005	50814		Information Only Check	10-00-2005	.00 V
01/05	01/06/2005	50815		Information Only Check	10-00-2005	.00 V
01/05	01/06/2005	50816		Information Only Check	10-00-2005	.00 V
01/05	01/06/2005	50817	162	Kerr Hardware	10-00-2005	1,927.19
01/05	01/06/2005	50818	262	Kim Hunnicutt Court Reporting	10-00-2005	24.00
01/05	01/06/2005	50819	1497	Lori Nelson	10-00-2005	132.83
01/05	01/06/2005	50820		Information Only Check	10-00-2005	.00 V
01/05	01/06/2005	50821	2122	Mastercard	10-00-2005	323.71
01/05	01/06/2005	50822	2940	McLennan Contractors LLC	10-00-2005	7,626.79
01/05	01/06/2005	50823	339	Mike Cooper	10-00-2005	67.00
01/05	01/06/2005	50824	155	Mory's	10-00-2005	100.00
01/05	01/06/2005	50825	424	Munnell & Sherrill	10-00-2005	76.88
01/05	01/06/2005	50826	597	Natl Public Safety Info Bureau	10-00-2005	116.10
01/05	01/06/2005	50827	685	Neilson Research Corporation	10-00-2005	60.00
01/05	01/06/2005	50828	334	North Coast Electric	10-00-2005	26.52
01/05	01/06/2005	50829	442	OCCMA	10-00-2005	154.12
01/05	01/06/2005	50830	426	Oregon Apparatus Repair	10-00-2005	616.00
01/05	01/06/2005	50831	322	Postmaster	10-00-2005	586.00
01/05	01/06/2005	50832	1193	PRN Data Services, Inc	10-00-2005	3,500.00
01/05	01/06/2005	50833	1029	Purchase Power	10-00-2005	1,019.00
01/05	01/06/2005	50834	187	Quality Fast Lube & Oil	10-00-2005	69.00
01/05	01/06/2005	50835	2175	Quality Three Wholesale	10-00-2005	68.99
01/05	01/06/2005	50836	1806	Reliable Office Supplies	10-00-2005	19.77
01/05	01/06/2005	50837	199	Richard Harper	10-00-2005	300.00
01/05	01/06/2005	50838	3006	Shannon Schofield	10-00-2005	30.64

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/05	01/06/2005	50839	3013	Skip Watwood	10-00-2005	11.68
01/05	01/06/2005	50840	2125	State of OR Water Resource Dp	10-00-2005	4,970.00
01/05	01/06/2005	50841	2586	TMG	10-00-2005	149.12
01/05	01/06/2005	50842	273	Traffic Safety Supply Co, Inc	10-00-2005	1,137.78
01/05	01/06/2005	50843	161	United Communications Inc	10-00-2005	1,383.18
01/05	01/06/2005	50844	990	United Parcel Service	10-00-2005	105.15
01/05	01/06/2005	50845	136	United Pipe & Supply Co Inc	10-00-2005	203.77
01/05	01/06/2005	50846	3007	Valerie Shapton	10-00-2005	11.56
01/05	01/25/2005	50847	2976	VOID - Varec Biogas	10-00-2005	.00 M
01/05	01/06/2005	50848	991	Verizon Northwest	10-00-2005	19.08
01/05	01/06/2005	50849	2946	Windmill Inn of Medford	10-00-2005	156.75
01/05	01/06/2005	50850	213	Teamsters Local Union 223	10-00-2005	660.00
01/05	01/11/2005	50851	1881	AFLAC	10-00-2005	369.48
01/05	01/11/2005	50852	145	EBS Trust	10-00-2005	56.00
01/05	01/11/2005	50853	2767	Hooper, Englund & Weil, LLP	10-00-2005	282.11
01/05	01/11/2005	50854	910	OR Department of Justice	10-00-2005	115.38
01/05	01/11/2005	50855	1132	OR Department of Justice	10-00-2005	322.15
01/05	01/11/2005	50856	1742	OR Department of Justice	10-00-2005	307.93
01/05	01/11/2005	50857	2366	OR Department of Justice	10-00-2005	203.08
01/05	01/11/2005	50858	205	PERS Retirement	10-00-2005	12,081.26
01/05	01/13/2005	50859	167	American Sigma	10-00-2005	242.55
01/05	01/13/2005	50860	490	Ameson Motor & Machines	10-00-2005	25.00
01/05	01/13/2005	50861	146	Bay West Supply, Inc	10-00-2005	83.60
01/05	01/13/2005	50862	138	Becco, Inc	10-00-2005	96.95
01/05	01/13/2005	50863	148	B-H Chamber of Commerce	10-00-2005	210.00
01/05	01/13/2005	50864	2998	Black Bird	10-00-2005	534.45
01/05	01/13/2005	50865	2773	Blade Tech	10-00-2005	164.80
01/05	01/13/2005	50866	200	Bob Hagbom	10-00-2005	125.30
01/05	01/13/2005	50867	417	Cabela's	10-00-2005	2,296.72
01/05	01/13/2005	50868	528	Caselle, Inc	10-00-2005	1,738.00
01/05	01/13/2005	50869	193	Central Equipment Co, Inc	10-00-2005	2,375.00
01/05	01/13/2005	50870	822	Coast Auto Center	10-00-2005	313.35
01/05	01/13/2005	50871	183	Colvin Oil Company	10-00-2005	1,738.40
01/05	01/13/2005	50872	182	Coos-Curry Electric	10-00-2005	1,458.90
01/05	01/13/2005	50873	1801	Cop Shop Etc	10-00-2005	48.00
01/05	01/13/2005	50874	2542	Crystal Fresh Bottled Water	10-00-2005	125.00
01/05	01/13/2005	50875	151	Curry Coastal Pilot	10-00-2005	511.30
01/05	01/13/2005	50876	195	Curry Transfer & Recycling	10-00-2005	949.93
01/05	01/13/2005	50877		Information Only Check	10-00-2005	.00 V
01/05	01/13/2005	50878		Information Only Check	10-00-2005	.00 V
01/05	01/13/2005	50879	166	Dan's Auto & Marine Electric	10-00-2005	756.25
01/05	01/13/2005	50880	259	Da-Tone Rock Products	10-00-2005	322.93
01/05	01/13/2005	50881	958	Delaney's Bakery	10-00-2005	100.00
01/05	01/13/2005	50882	607	Dept of Consumer/Business Serv	10-00-2005	128.26
01/05	01/13/2005	50883	153	Ferrellgas	10-00-2005	579.03
01/05	01/13/2005	50884	113	Fred Meyer	10-00-2005	539.82
01/05	01/13/2005	50885	2592	GFS Chemicals Inc	10-00-2005	585.85
01/05	01/13/2005	50886	198	Grants Pass Water Lab	10-00-2005	160.00
01/05	01/13/2005	50887	154	Hagen's Dry Cleaners	10-00-2005	80.70
01/05	01/13/2005	50888	139	Harbor Logging Supply	10-00-2005	125.00
01/05	01/13/2005	50889	1699	Imagistics	10-00-2005	306.06
01/05	01/13/2005	50890	3019	Int'l Assoc Arson Investigator	10-00-2005	175.00
01/05	01/13/2005	50891	616	John Adams	10-00-2005	390.00
01/05	01/13/2005	50892	137	LauraLee Gray	10-00-2005	48.80
01/05	01/13/2005	50893	2122	Mastercard	10-00-2005	268.37
01/05	01/13/2005	50894	155	Mory's	10-00-2005	7.50
01/05	01/13/2005	50895	424	Munnell & Sherrill	10-00-2005	7,982.84

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/05	01/13/2005	50896	1960	National Fire Fighter Corp	10-00-2005	324.00
01/05	01/13/2005	50897	2051	National Waterworks, Inc	10-00-2005	435.91
01/05	01/13/2005	50898	533	OCPDA	10-00-2005	40.00
01/05	01/13/2005	50899	279	One Call Concepts, Inc	10-00-2005	51.45
01/05	01/13/2005	50900	177	Oregon Medical Laboratories	10-00-2005	37.50
01/05	01/13/2005	50901	252	Paramount Pest Control	10-00-2005	35.00
01/05	01/13/2005	50902	1700	Phil's Auto Recycling	10-00-2005	105.00
01/05	01/13/2005	50903	1193	PRN Data Services, Inc	10-00-2005	2,724.00
01/05	01/13/2005	50904	3021	Pyramid Custom Fabrication Inc	10-00-2005	1,000.00
01/05	01/13/2005	50905	187	Quality Fast Lube & Oil	10-00-2005	38.00
01/05	01/13/2005	50906	180	Ray's Food Place	10-00-2005	268.45
01/05	01/13/2005	50907	3022	Red Bluff Market Place	10-00-2005	12.50
01/05	01/13/2005	50908	1445	Rogue River Myrtlewood	10-00-2005	250.00
01/05	01/13/2005	50909	169	Roto Rooter	10-00-2005	146.20
01/05	01/13/2005	50910	517	Santiam Emergency Equipment	10-00-2005	646.25
01/05	01/13/2005	50911	2254	Sunny Wheatley	10-00-2005	205.00
01/05	01/13/2005	50912	156	That Special Touch Florist	10-00-2005	45.85
01/05	01/13/2005	50913	142	Tidewater Contractors Inc	10-00-2005	405.19
01/05	01/13/2005	50914	179	Trew, Cyphers & Meynink	10-00-2005	4,894.50
01/05	01/13/2005	50915	136	United Pipe & Supply Co Inc	10-00-2005	407.30
01/05	01/13/2005	50916	1020	Valley Elect Contractors Inc	10-00-2005	257.50
01/05	01/13/2005	50917	991	Verizon Northwest	10-00-2005	518.24
01/05	01/13/2005	50918	861	Village Express Mail Center	10-00-2005	10.05
01/05	01/13/2005	50919	551	Western Pacific Tree Serv Inc	10-00-2005	600.00
01/05	01/13/2005	50920	686	Worlton Auto Body	10-00-2005	575.00
01/05	01/13/2005	50921	253	Xerox Corporation	10-00-2005	130.17
01/05	01/20/2005	50922	3031	2WW Inc	10-00-2005	16.50
01/05	01/20/2005	50923	150	Any Time Coffee Service	10-00-2005	93.63
01/05	01/20/2005	50924	2994	Barbara Ziller	10-00-2005	29.54
01/05	01/20/2005	50925	2967	Bauer Compressors Inc	10-00-2005	3,571.00
01/05	01/20/2005	50926	2966	Bill Welch	10-00-2005	45.00
01/05	01/20/2005	50927	2951	Calgon Carbon Corp	10-00-2005	12,405.44
01/05	01/20/2005	50928	193	Central Equipment Co, Inc	10-00-2005	13.95
01/05	01/20/2005	50929	2215	Chetco Medical Center	10-00-2005	100.00
01/05	01/20/2005	50930	336	Chris Wallace	10-00-2005	150.00
01/05	01/20/2005	50931	3024	CNA Surety	10-00-2005	397.00
01/05	01/20/2005	50932	1745	Coastal Paper & Supply, Inc	10-00-2005	100.35
01/05	01/20/2005	50933	182	Coos-Curry Electric	10-00-2005	3,191.96
01/05	01/20/2005	50934	2604	Current USA Processing Center	10-00-2005	13.97
01/05	01/20/2005	50935	337	Curry County Health Dept	10-00-2005	50.00
01/05	01/20/2005	50936	173	Curry Equipment Company	10-00-2005	119.50
01/05	01/20/2005	50937	2058	Curry General Hospital	10-00-2005	125.00
01/05	01/20/2005	50938	2775	Curtiss Lunsford	10-00-2005	95.00
01/05	01/20/2005	50939	1546	David Reid	10-00-2005	15.55
01/05	01/20/2005	50940	371	DEQ Business Office	10-00-2005	562,778.00
01/05	01/20/2005	50941	499	Fastenal Company	10-00-2005	149.06
01/05	01/20/2005	50942	153	Ferrellgas	10-00-2005	127.87
01/05	01/20/2005	50943	3029	Frances Hartmann	10-00-2005	30.88
01/05	01/20/2005	50944	1413	Graybar Electric	10-00-2005	226.23
01/05	01/20/2005	50945	2518	Heike Domel	10-00-2005	29.27
01/05	01/20/2005	50946		Information Only Check	10-00-2005	.00 V
01/05	01/20/2005	50947	131	HGE, Inc	10-00-2005	51,679.00
01/05	01/20/2005	50948	307	Industrial Steel & Supply Inc	10-00-2005	475.55
01/05	01/20/2005	50949	3028	J W Munson	10-00-2005	36.65
01/05	01/20/2005	50950	3020	Jack's Tractor	10-00-2005	238.20
01/05	01/20/2005	50951	2598	Larry Garcia	10-00-2005	47.75
01/05	01/20/2005	50952	299	Lorings Sporting Goods	10-00-2005	167.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/05	01/20/2005	50953	2740	Lyndon C Lyon	10-00-2005	64.54
01/05	01/20/2005	50954	3026	Marion C & Connie L Anderson	10-00-2005	58.30
01/05	01/20/2005	50955	3025	Martin & Charlene Loza	10-00-2005	21.88
01/05	01/20/2005	50956	1890	Marvin Parker	10-00-2005	60.00
01/05	01/20/2005	50957	339	Mike Cooper	10-00-2005	89.30
01/05	01/20/2005	50958	155	Mory's	10-00-2005	97.00
01/05	01/20/2005	50959	283	Muffler & More	10-00-2005	330.00
01/05	01/20/2005	50960	334	North Coast Electric	10-00-2005	32.58
01/05	01/20/2005	50961	2025	Nurnberg Scientific	10-00-2005	157.80
01/05	01/20/2005	50962	2283	NW Technical Internet Service	10-00-2005	21.95
01/05	01/20/2005	50963	2576	OACP	10-00-2005	265.00
01/05	01/20/2005	50964	426	Oregon Apparatus Repair	10-00-2005	1,823.30
01/05	01/20/2005	50965	311	Paramount Supply Company	10-00-2005	556.55
01/05	01/20/2005	50966	322	Postmaster	10-00-2005	150.00
01/05	01/20/2005	50967	187	Quality Fast Lube & Oil	10-00-2005	60.00
01/05	01/20/2005	50968	1552	Rogue Regency Inn	10-00-2005	260.00
01/05	01/20/2005	50969	3027	Shilo Inn Seaside Oceanfront	10-00-2005	309.56
01/05	01/20/2005	50970	3032	Shoestrings Preschool	10-00-2005	9.25
01/05	01/20/2005	50971	2577	SuppliesUSA.com, Inc	10-00-2005	821.65
01/05	01/20/2005	50972		Information Only Check	10-00-2005	.00 V
01/05	01/20/2005	50973	136	United Pipe & Supply Co Inc	10-00-2005	1,141.56
01/05	01/20/2005	50974	991	Verizon Northwest	10-00-2005	19.08
01/05	01/20/2005	50975	861	Village Express Mail Center	10-00-2005	30.47
01/05	01/20/2005	50976	1483	Wall & Wall, P.C., CPA's	10-00-2005	3,540.00
01/05	01/20/2005	50977	3030	William L Kay	10-00-2005	53.24
01/05	01/20/2005	50978	269	WW Grainger	10-00-2005	20.04
01/05	01/25/2005	50979	2767	Hooper, Englund & Weil, LLP	10-00-2005	282.05
01/05	01/25/2005	50980	910	OR Department of Justice	10-00-2005	115.38
01/05	01/25/2005	50981	1132	OR Department of Justice	10-00-2005	322.15
01/05	01/25/2005	50982	1742	OR Department of Justice	10-00-2005	307.93
01/05	01/25/2005	50983	2366	OR Department of Justice	10-00-2005	203.08
01/05	01/25/2005	50984	144	OR Teamster Employers Trust	10-00-2005	11,724.75
01/05	01/25/2005	50985	189	OR Teamster Employers Trust	10-00-2005	25,012.80
01/05	01/25/2005	50986	205	PERS Retirement	10-00-2005	12,055.63
01/05	01/25/2005	50987	214	Regence Life & Health Ins	10-00-2005	249.10
01/05	01/25/2005	50988	213	Teamsters Local Union 223	10-00-2005	645.00
01/05	01/28/2005	50989	2149	American Backflow Prev Assoc	10-00-2005	70.00
01/05	01/28/2005	50990	687	Ben-Ko-Matic Brush Company	10-00-2005	147.51
01/05	01/28/2005	50991	988	Brookings Harbor Ford	10-00-2005	521.19
01/05	01/28/2005	50992	3033	Carol Goetze	10-00-2005	13.37
01/05	01/28/2005	50993	370	CCIS	10-00-2005	328.52
01/05	01/28/2005	50994	183	Colvin Oil Company	10-00-2005	2,840.18
01/05	01/28/2005	50995	182	Coos-Curry Electric	10-00-2005	14,504.02
01/05	01/28/2005	50996	888	CRS	10-00-2005	925.00
01/05	01/28/2005	50997	1351	DAS TPPS	10-00-2005	900.00
01/05	01/28/2005	50998	284	Day-Wireless Systems	10-00-2005	972.20
01/05	01/28/2005	50999	317	DCBS - Fiscal Services	10-00-2005	1,244.59
01/05	01/28/2005	51000	2117	Edge Wireless	10-00-2005	69.65
01/05	01/28/2005	51001	3037	Jody R Arrington	10-00-2005	25.70
01/05	01/28/2005	51002	3036	Ken Caylor	10-00-2005	35.13
01/05	01/28/2005	51003	1397	L N Curtis	10-00-2005	73.35
01/05	01/28/2005	51004	137	LauraLee Gray	10-00-2005	48.00
01/05	01/28/2005	51005	155	Mory's	10-00-2005	21.41
01/05	01/28/2005	51006	2051	National Waterworks, Inc	10-00-2005	691.44
01/05	01/28/2005	51007	207	Quill Corporation	10-00-2005	270.87
01/05	01/28/2005	51008	736	Ron Edwards Contractors Inc	10-00-2005	252.45
01/05	01/28/2005	51009	2443	Sirennet	10-00-2005	65.70

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
01/05	01/28/2005	51010	380	Stadelman Electric	10-00-2005	58.00
01/05	01/28/2005	51011	3035	Stephan & Rebecca Busi-Holmes	10-00-2005	27.63
01/05	01/28/2005	51012	134	Stuntzner Engineering	10-00-2005	238.45
01/05	01/28/2005	51013	136	United Pipe & Supply Co Inc	10-00-2005	1,492.20
01/05	01/28/2005	51014	2976	Varec Biogas	10-00-2005	265.47
01/05	01/28/2005	51015	1374	Verdicon, Inc	10-00-2005	783.00
01/05	01/28/2005	51016		Information Only Check	10-00-2005	.00 V
01/05	01/28/2005	51017		Information Only Check	10-00-2005	.00 V
01/05	01/28/2005	51018		Information Only Check	10-00-2005	.00 V
01/05	01/28/2005	51019	157	Viking Office Products	10-00-2005	1,131.40
01/05	01/28/2005	51020	3018	Viola's Photography Unplugged	10-00-2005	65.00
01/05	01/28/2005	51021	269	WW Grainger	10-00-2005	137.70
Totals:						<u><u>7,084,867.39</u></u>

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

# CITY OF BROOKINGS POLICE DEPARTMENT

Chris Wallace, Chief of Police



**To:** Brookings City Council through City Manager Leroy Blodgett  
**From:** Chief Chris Wallace 27813/201  
**Date:** 02-04-2005  
**Subject:** Liquor License Application

The Brookings Police Department found no local disqualifying information prohibiting **Cecelia Gwenn Morris** with her attached individual liquor license application. The applicant is requesting a Liquor License for the business **Pine Cone Tavern**, located at 629 Chetco Avenue, Brookings, Or. It is the recommendation of the Brookings Police Department the above mentioned applicant is granted her request with final approval coming from the **Oregon Liquor Control Commission**. It is further noted **Cecelia Gwenn Morris** a personal representative of the estate of Wilma M. Kemp is requesting this approval in order to 1) Keep the business open and 2) to sell it.

Respectfully submitted,

  
Chief Chris Wallace



898 ELK DRIVE  
Brookings, Or. 97415  
[www.brookings.or.us](http://www.brookings.or.us)

Phone: (541) 469-3118  
Fax: (541) 412-0253

**America's  
Wild Rivers  
Coast**  
101 MILES OF NATURE'S BEST



Application is being made for:

**FOR CITY AND COUNTY USE ONLY**  
**The city council or county commission:**

- (name of city or county)

**recommends that this license be:**

Granted ☐ Denied ☐

By: \_\_\_\_\_  
(signature) (date)

Name: \_\_\_\_\_

**Title:** \_\_\_\_\_

**OLCC USE ONLY**

Application Rec'd by: \_\_\_\_\_

Date: \_\_\_\_\_

90-day authority: ☐ Yes ☐ No

**Applying as:**

- ☒ Individuals    ☐ Limited Partnership    ☐ Corporation    ☐ Limited Liability Company

- 1. Applicant(s): [See SECTION 1 of the Guide]**

① WILMA M. KEMP (Deceased) ③

② Cecelia Morris, personal representative of the Estate of  
Wilma M. Kemp

2. Trade Name (dba): Pine Cone Tavern

3. Business Location: 629 CHETCO AVE BROOKINGS Curry OR 97415  
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: P.O. Box 460 ELKTON OR 97436  
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: (541) 469-2609  
(phone) (fax)

6. Is the business at this location currently licensed by OLCC? ☒ Yes ☐ No

7. If yes to whom: Wilma M. KEMP Type of License: Limited + off Premises

8. Former Business Name: \_\_\_\_\_

9. Will you have a manager? ☐ Yes ☒ No Name: \_\_\_\_\_  
(manager must fill out an individual history form)

10. What is the local governing body where your business is located? City of Brookings  
(name of city or county)

11. Contact person for this application: Cecelia Morris (name) (541) 584-2267 / (541) 469-2609 (phone number(s))  
300 River Rd. / P.O. Box 460 Elkton Or. 97436 (address) (fax number) (e-mail address)

**I understand that if my answers are not true and complete, the OLCC may deny my license application.**

**Applicant(s) Signature(s) and Date:**

① Cecelia Gwynn Morris Date 1-21-05 ③ \_\_\_\_\_ Date \_\_\_\_\_  
personal representative: estate of Wilma M. Kemp

② \_\_\_\_\_ Date \_\_\_\_\_ ④ \_\_\_\_\_ Date \_\_\_\_\_

**1-800-452-OLCC (6522)**  
**[www.olcc.state.or.us](http://www.olcc.state.or.us)**