



# Agenda

VAULT COPY

City of Brookings  
Common Council Meeting  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings Oregon  
January 10, 2005 7:00 p.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Ceremonies/Appointments/Announcements**
  - A. Ceremonies
    - 1. Certificate of Appreciation to Ted Freeman—Planning Commission [page 5]
    - 2. Certificate of Appreciation to Dave Gordon—Parks and Recreation Commission [page 6]
    - 3. Certificate of Appreciation to Pat Sherman—Parks and Recreation Commission [page 7]
    - 4. Certification of Appreciation to John Bischoff—15-year Work Anniversary [page 8]
  - B. Appointments
    - 1. Election of Council President/Council Liaison Appointments [page 9]
    - 2. Appointment to Parks and Recreation Commission, Positions No. 2, 5, 6, and 7 [page 11]
    - 3. Appointment to Planning Commission, Position No. 1 [page 43]
  - C. Announcements
- V. Scheduled Public Appearances**
  - A. Rob Wall, Wall and Wall CPA—Report on Comprehensive Annual Financial Report for Fiscal Year 2003-2004
  - B. Elmo Williams—Proposed Azalea Park Project [page 69]
  - C. Steve Wilson, Brown and Caldwell—Presentation on Biosolids
- VI. Oral Requests and Communications from the Audience**
  - A. Committee and Liaison reports
    - 1. Council Liaisons
  - B. Unscheduled



## **VII. Staff Reports**

- A. Fire Department
  - 1. Awarding of bids for turn outs and thermal imaging camera [page 71]
- B. City Manager
  - 1. Permission to go out for bids for 5-yard Dump Truck Chassis [page 73]
  - 2. Other

## **VIII. Consent Calendar**

- A. Approval of Council Meeting Minutes
  - 1. Meeting of December 13, 2004 [page 75]
- B. Acceptance of Parks and Recreation Commission Minutes
  - 1. Meeting of October 28, 2004 [page 83]
  - 2. Meeting of December 2, 2004 [page 87]
- C. Approval of vouchers for month of December, 2005 (\$444,067.26) [page 91]
- D. Liquor License Application—Suzie Q's Bakery Café, Inc. [page 97]
- E. Permission to close section of Cottage Street for annual Chinese New Year celebration and to set off a string of controlled firecrackers—Lee's Dragon Gate/Tum Pai Gung-Fu Association [page 99]

### **End Consent Calendar**

## **IX. Remarks from Mayor and Councilors**

- A. Council
- B. Mayor

## **X. Adjournment**

# City of Brookings Events Calendar

## January 2005

| January 2005 |    |    |    |    |    |    | February 2005 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|---------------|----|----|----|----|----|----|
| S            | M  | T  | W  | T  | F  | S  | S             | M  | T  | W  | T  | F  | S  |
| 2            | 3  | 4  | 5  | 6  | 7  | 1  | 6             | 7  | 1  | 2  | 3  | 4  | 5  |
| 9            | 10 | 11 | 12 | 13 | 14 | 8  | 13            | 14 | 15 | 16 | 17 | 18 | 19 |
| 16           | 17 | 18 | 19 | 20 | 21 | 22 | 20            | 21 | 22 | 23 | 24 | 25 | 26 |
| 23           | 24 | 25 | 26 | 27 | 28 | 29 | 27            | 28 |    |    |    |    |    |
| 30           | 31 |    |    |    |    |    |               |    |    |    |    |    |    |

| Sunday                       | Monday  | Tuesday  | Wednesday   | Thursday   | Friday | Saturday                     |
|------------------------------|---|--|---|--|--------|------------------------------|
|                              |   |  |   |  |        | January 1, 2005              |
|                              |   |  |   |  |        |                              |
|                              |   |  |   |  |        |                              |
| 2                            | 3   | 4  | 5   | 6  | 7      | 8                            |
|                              | 9:30am CC- VIPS/Volunteers In Police Service/Marvin P<br>2:00pm Staff only open house for new mayor and councilor<br>3:30pm CC-Open House and Swearing In-Mayor-elect<br>7:00pm FH-FireTng/ChShrp (Fire Hall) | 8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palick<br>9:30am KURY Radio Community Focus Talk Show w/City<br>10:00am CC-Slam'n Salmon meeting             | 12:00pm Comnity Agencies mtg (Chetco Sr.Center)<br>2:00pm CC-SafetyComMtg/ Kathy Dunn<br>7:00pm FH-PoliceReserves | 8:15am CC-CmtyDevDpt Staff mtg/EWalt<br>9:00am CC-Crm Stoppers<br>10:00am CC- Site Plan Com Mtg/LauraLee Gray                                      |        | Senior center Kitchen Closed |
| 9                            | 10  | 11   | 12  | 13   | 14     | 15                           |
|                              | 7:00pm FH-FireTng/ChShrp (Fire Hall)<br>7:00pm CC-Council Mtg   | 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)<br>7:00pm CC-Planning Commssn   |   | 8:15am CC-CmtyDevDpt Staff mtg/EWalt<br>10:00am CC- Site Plan Com Mtg/LauraLee Gray<br>7:00pm CC-Economic Development Committee-Ed Walt, Diann     |        |                              |
| 16                           | 17  | 18   | 19  | 20   | 21     | 22                           |
|                              |   |  |   |  |        |                              |
|                              | City Hall Closed-Martin Luther King Day<br>9:30am CC-VIPS/Volunteers In Police Service-BPalickl<br>6:00pm CC-American Red Cross Mtg/Karen Degenals<br>7:00pm FH-FireTng/ChShrp (Fire Hall)                    | 8:30am CC-Investigator/Patrol Information Sharing M<br>9:30am KURY Radio Community<br>10:00am FH-Surburban Fire<br>3:00pm CC-Parks Field Use<br>7:00pm CC-Council work session | 2:00pm CC-Downtown Development Subcommittee meeting   | 8:15am CC-CmtyDevDpt Staff mtg/EWalt<br>10:00am CC- Site Plan Com Mtg/LauraLee Gray<br>2:00pm CC-CEP (Citizens for 7:00pm CC-Parks and Rec meeting |        |                              |
| 23                           | 24  | 25   | 26  | 27   | 28     | 29                           |
| Senior center Kitchen Closed | 9:00am CC-Municipal Court<br>7:00pm FH-FireTng/ChShrp (Fire Hall)<br>7:00pm CC-Council Mtg  | Chamber of Commerce Business Outlo<br>9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)   | 1:00pm CC-Curry General meeting   | 8:15am CC-CmtyDevDpt Staff mtg/EWalt<br>10:00am CC- Site Plan Com Mtg/LauraLee Gray  |        |                              |
| 30                           | 31  |  |   |  |        |                              |
|                              | 7:00pm FH-FireTng/ChShrp (Fire Hall)  |  |   |  |        |                              |

# City of Brookings Events Calendar

## February 2005

| February 2005 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | T  | F  | S  |
| 6             | 7  | 8  | 9  | 10 | 11 | 12 |
| 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  | 8  | 9  | 10 | 11 | 12 |
| 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<br>9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)<br>7:00pm CC-Planning Commssn                           | 12:00pm Comnity Agencies mtg (Chetoo Sr.Center)<br>2:00pm CC-SafetyComMtg/ Kathy Dunn<br>6:00pm CC-Citizens Police Academy-Tentative-Marvin Parker ext 2259<br>7:00pm FH-PoliceReserves | 8:15am CC-CmtyDevDpt Staff mtg/EWait<br>9:00am CC-Crm Stoppers<br>10:00am CC- Site Plan Com Mtg/LauraLee Gray  | 6:00pm CC- Citizens Police Academy-Marvin Parker ext 2259 |          |
| 6      | 7  | 8  | 9   | 10   | 11  | 12       |
|        | 9:30am CC- VIPS/Volunteers in Police Service/Marvin Parker<br>7:00pm FH-FireTng/ChShrp (Fire Hall)   | 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)   | 6:00pm CC-Citizens Police Academy-Marvin Parker ext 2259  | 8:15am CC-CmtyDevDpt Staff mtg/EWait<br>10:00am CC- Site Plan Com Mtg/LauraLee Gray<br>7:00pm CC-Economic Development Committee-Ed Wait, Dianne Snow | 6:00pm CC- Citizens Police Academy-Marvin Parker ext 2259 |          |
| 13     | 14   | 15   | 16  | 17   | 18  | 19       |
|        | 7:00pm FH-FireTng/ChShrp (Fire Hall)<br>7:00pm CC-Council Mtg  | 8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palicki-X217<br>9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)<br>10:00am FH-Surburban Fire District-Phil Cox-469-5729 | 6:00pm CC-Citizens Police Academy-Marvin Parker ext 2259  | 8:15am CC-CmtyDevDpt Staff mtg/EWait<br>10:00am CC- Site Plan Com Mtg/LauraLee Gray  | 6:00pm CC- Citizens Police Academy-Marvin Parker ext 2259 |          |
| 20     | 21   | 22   | 23  | 24   | 25  | 26       |
|        | CITY OFFICES CLOSED-President's Day<br>9:30am CC-VIPS/Volunteers in Police Service-BPalicki<br>6:00pm CC-American Red Cross Mtg/Karen Degenals<br>7:00pm FH-FireTng/ChShrp (Fire Hall) | 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)   | 6:00pm CC-Citizens Police Academy-Marvin Parker ext 2259  | 8:15am CC-CmtyDevDpt Staff mtg/EWait<br>10:00am CC- Site Plan Com Mtg/LauraLee Gray<br>7:00pm CC-Parks & Rec Comm/ LBlodgett                         | 6:00pm CC- Citizens Police Academy-Marvin Parker ext 2259 |          |
| 27     | 28   |  |   |  |   |          |
|        | 9:00am CC-Municipal Court<br>7:00pm FH-FireTng/ChShrp (Fire Hall)<br>7:00pm CC-Council Mtg   |  |   |  |   |          |



# ***Certificate of Appreciation***

Awarded to

## **Ted Freeman, Jr.**

For dedicated service on the Planning Commission from

### **March 16, 1987**

Honored this 10th day of January, 2005

### **For 18 years and 8 months of service**

To the citizens of the City of Brookings

Pat Sherman  
Mayor



Leroy Blodgett  
City Manager



# *Certificate of Appreciation*

Awarded to

## Dave Gordon

For dedicated service on the Parks and Recreation Commission  
from

### July 28, 2003

Honored this 10th day of January, 2005

For 1 year and 5 months of service  
To the citizens of the City of Brookings

Pat Sherman  
Mayor



Leroy Blodgett  
City Manager



# *Certificate of Appreciation*

Awarded to

## Pat Sherman

For dedicated service on the Parks and Recreation Commission  
from

### April 22, 2002

Honored this 10th day of January, 2005  
For 2 years and 8 months of service  
To the citizens of the City of Brookings

Pat Sherman  
Mayor



Leroy Blodgett  
City Manager



# *Certificate of Appreciation*

Awarded to

## *John Bischoff*

for being a dedicated employee from January 2, 1990  
Honored this 10th day of January, 2005  
**For 15 years of service**  
to the Citizens of the City of Brookings

*Mayor Pat Sherman*  
Mayor Pat Sherman

*Leroy Blodgett*  
City Manager Leroy Blodgett

# CITY OF BROOKINGS



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## STAFF REPORT

Date: January 3, 2005  
To: City Councilors  
From: Mayor Pat Sherman *PS*  
Subject: Council Appointments

## REPORT

City Councilors are appointed year each to various positions or liaisons to both City and outside committees, commissions. The process for appointments is for the Mayor to make the appointment with approval of the City Council. Once the appointments are approved a full list will be distributed.

Below are my recommendations.

Councilor Francis Johns-Kern  
Curry County Recycling Committee  
Economic Development Committee  
City Parks & Recreation Commission  
Pelican Bay Prison Advisory Council

Councilor Craig Mickelson  
City Planning Commission  
Coos Curry Douglas Business Development Corporation  
Coastal Policy Advisory Committee on Transportation  
Oregon Coastal Zone Management Association

Councilor Larry Anderson  
Chetco River Watershed Council  
Harbor Sanitary District  
Southern Oregon Watershed Coordinating Council

Councilor Dave Gordon  
American Music Festival  
Local Public Safety Coordinating Council  
Port of Brookings Harbor  
Rural Resource Alliance  
Southwest Advisory Committee on Transportation

In addition to the above appointments I recommend Councilor Larry Anderson as Council President.

MAYOR'S RECOMMENDATION

1. Move to approve the list of appointments as presented.
2. Move to appoint Councilor Anderson to Council President.





## 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: ALTONA (TONI) MEFFORD Date: 12/29/04  
Physical Address: 17744 Highway 101N; Unit B101, Brookings  
Mailing Address: same as above Phone: 541-412-8664  
Email Address: tmefc charter.net

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: Sept Year: 99  
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.) \_\_\_\_\_

Please see attached page (2A)

(Continued on back)

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

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

See attached page (2A)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please list no less than three references:

| NAME:             | ADDRESS:                              | PHONE:        |
|-------------------|---------------------------------------|---------------|
| A. Anetta McNeely | c/o Curves<br>P.O. Box 512, Brookings | wrk: 469-1960 |
| B. Alden Loring   | 335 Memory Lane, Brookings            | 469-2868      |
| C. Eldon Gossett  | P.O. Box 4610, Brookings              | 469-7755      |

Altona Snifford

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

12/29/04  
Date

**City of Brookings Oregon**  
**Application for the Parks and Recreation Commission**  
**December 28, 2004**  
**Altona (Toni) Mefford**

Attachment to Application form:

**#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.*

I would like to participate on the Parks and Recreation Commission. It would be an honor to serve on the Parks and Recreation Commission at this time as we watch our community rapidly grow. I wish to be a positive participant who may help make recommendations to the City Council that will benefit our community's adults and children. I would like the community to be proud of its parks and recreational facilities and hopefully we may even become a roll model community for other communities of our size.

Brookings community services have included: Receptionist and Transportation Dispatcher at the Chetco Senior Center; solicited the community for promoters and donators and I helped provide meals for the Salmon Run Ladies Club "Silver Salmon Tournament" in its first two years; Acquisitions member to solicit money for the Kris Kringle event and acquire prizes for the several contests provided by the 2003 Kris Kringle event; participated as a model for several charity events given this year; provided time and transportation to residents in need; a member of the Economic Development committee and the chairperson of the Downtown Brookings Development subcommittee; provided assistance in the lighting of the 2004 City Christmas Tree lighting.

I really enjoy participating in events that provide enjoyment for the Brookings community!

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

**Education:** Three years of college including community college and Brigham Young University.

**Employment:** Fourteen years for the County of Santa Clara, CA. including a supervisory position. The last eighteen years in the private sector for a company that included contracts with the U.S. Government agencies including the Navy and Air Force. I held Top Secret clearances. I was the Administrative Assistant (Secretary) to one of the Vice Presidents. I planned, arraigned and provided personal service to stateside and foreign customers. I planned company activities and events including the United Way Campaign (I helped meet the "dollar" goals), Anniversary and Holiday events/parties. I received special bonuses for these outstanding events.

**Volunteer activities:** Big Brothers/Big Sisters; Sterlin Institute (a community organization to provide services to improve school buildings and playgrounds) and provide help to the Women's Crisis Center; Supported the Art Guild of Santa Cruz; Salary and Benefits negotiations; community surveys requested by the Board of Supervisors; precinct walked for election candidates; member of and President of several Home Owners Associations and I have attended and spoken before many city and county board meetings in the county of Santa Clara, CA.

1. I intend to donate voluntary services for the City of Brookings (hereinafter "City") as follows:  
to give of my time and effort to provide positive  
input to the Planning Commission  
\_\_\_\_\_
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.

Altona Snifford 12/29/04  
Date

\_\_\_\_\_  
Witness Date

\_\_\_\_\_  
Witness Date



## 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: BILL BOYNTON Date: 1/3/05

Physical Address: 959 TIMBERLINE DRIVE

Mailing Address: SAME Phone: 469-0443

Email Address: bilrho@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: MARCH Year: 1997

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 been on the

Commission for the past 3 1/2 years, 3 years  
as chairman, and there is much yet to be done.  
(Continued on back)

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Retired D.D.S. Practiced 2 yrs in  
USAF Dental Corps, and 39 years  
in Phoenix, AZ

President Rotary Club of Phoenix 1968-69

President Arizona Dental Assoc. 1994-95

Delegate American Dental Assoc 1993, 94, 95, 96

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Bob Hagdon 360 Third St. 469-0150

B. Leroy Blodgett City Hall 661-0124

C. Craig Mickelson P.O. Box 952 469-9060

Bill Brown

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

Date

1/3/05



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

---

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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.

Bill Boynton 1/3/05  
Date

Linda Barker 1/3/05  
Witness Date

Janet Kruke 1/3/05  
Witness 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: Hayley Farr Date: DEC 21.04  
Physical Address: 921 TIMBERLINE DR. Brookings  
Mailing Address: P.O. Box 23 Phone: 412-7904  
Email Address: NONE

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: 2 Year: 5  
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 FEEL strongly that this community is on the brink of ~~the~~ NEW expansion and growth  
(Continued on back)

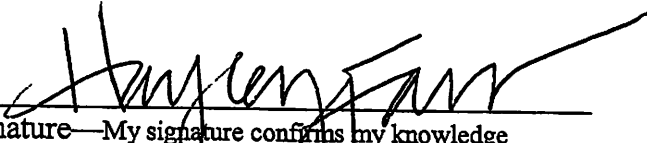
2. Continued: However, I also feel that the community  
lacks a center / convention Hall to be able  
to serve the people. Continuously, Community  
Members are forced to leave city limits  
for any function ~~over~~ of a hundred or more  
people.

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

OWNER/DESIGNER OF UPPER CRUST DESIGNS (5yrs)  
Renaissance Fair (Arlene Park) Founder (2yrs)  
At Home By the Sea (DESIGNER) (5yrs)  
OWNER / MESSAGE THERAPIST OF LEGACY SPA (2yrs)  
MESSAGE Therapy School 1994 graduate  
Chetco Players Theater group ACTRESS  
& Active MEMBER  
WEDDING Planner & DESIGNER, & EVENT  
Planner OF NUMEROUS Community events

4. Please list no less than three references:

| NAME:                   | ADDRESS:                | PHONE:          |
|-------------------------|-------------------------|-----------------|
| A. <u>Cathy Viola</u>   | <u>413 NW Beach Rd.</u> | <u>469-9170</u> |
| B. <u>ELMO Williams</u> | <u>1249 IRIS STREET</u> | <u>469-6079</u> |
| C. <u>Dori Blaggett</u> | <u>Cypress Street</u>   | <u>469-7040</u> |

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

Dec 21, 04  
 Date

in short  
 we need a  
 community  
 center as  
 I am willing  
 to work for  
 no

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

attending Required meetings,  
Fundraising, for community theater/center  
planning, meetings & organizing events  
for Community Center

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.

Hayley Farr 12/22/04  
Date

John B. Borchers 12-22-04  
Witness Date

[Signature] Dec. 22, 04  
Witness Date



## City of Brookings

Phone (541) 469-2163

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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: Janice L. Willms Date: 12/14/04

Physical Address: 1244 Iris Street

Mailing Address: Same Phone: (541) 412-9499

Email Address: janmad@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: JUNE Year: 2002
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.) (see attached) pg. 2

(Continued on back)

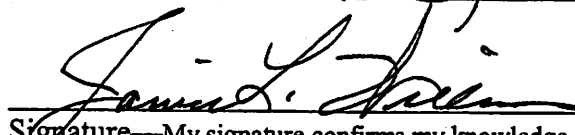
2. Continued: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

(see attached, pg 2)

4. Please list no less than three references:

|    | NAME:        | ADDRESS:  | PHONE:         |
|----|--------------|-----------|----------------|
| A. | Marsha Knox  | Brookings | 469-5320       |
| B. | Katie Miller | Brookings | (541) 760-2007 |
| C. | Paul Sherman | Brookings | 469-3527       |



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

12/15/04  
Date



Janice Willms  
Applicant for Parks and Recreation Commission Position  
City of Brookings,  
January, 2005

Attachment # 1, question # 2 on page 1 of application

My interest in Parks and Recreation Commission relates most immediately to my involvement in the Azalea Park Foundation, where I serve as secretary. I have been an active "digging and planting " volunteer in the park for two years, and from this involvement, have come to recognize the value of maintenance and development of recreation facilities in Brookings. I have some concerns about area play spaces for small people, and a strong feeling that attention needs to be directed toward keeping our existing recreational areas clean (read: litter-free). Being a part of evolving methods for improving parks and recreational facilities for the community would fulfil one of my personal desires to become an ever more productive volunteer.

Have I background in city parks and recreation planning and implementation? Can't say that I have other than what is mentioned above. But, have energy and am willing to work and learn.

Attachment # 2, question # 3 on page 2 of application

Biographical sketch:

Educational background: BS, University of Idaho, 1959  
MD, Washington University School of Medicine, St. Louis, MO, 1961  
PhD (literature ), Uconn, Storrs, CT, 1990  
Professional training: Internship and residency, Internal Medicine 1961-65  
Professional positions: Private practice internal medicine, 1965-1970  
Assistant Professor Medicine, Tufts U., 1970-73  
Consultant in Medicine, OSU and private practice, Corvallis, OR, 1973-76  
Academic positions: Penn State, Hershey School of Medicine, Residency Director, Altoona General Hospital, 1976-78  
University of Connecticut School of Medicine, Associate Professor, Department of Medicine, 1978-1991  
Executive Director, Institute of Medicine and Humanities, University of Montana, Missoula, MT, 1991-1998  
University of California at Santa Barbara, College of Creative Studies, Lecturer in Literature/ Interdisciplinary studies, 1998-2002  
Lecturer, SWOCC, 2002-current.

Retired from active medical practice in 1998; Taught full time at UCSB until I escaped southern California to retire again in Brookings (with just a couple of courses in science and in literature at SWOCC to keep me off the streets). So, folks, that is my professional life in a nutshell.

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

Member of Parks & Recreation Commission - attend  
commission meetings; monitor Parks as requested

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.

James L. Hallen 12/20/04  
Date

Deanna L. Montagna 12/20/04  
Witness Date

Marsha E. Knopf 12/20/04  
Witness Date

563 Fern Avenue # E  
Brookings, OR 97415  
December 23, 2004

City of Brookings  
898 Elk Drive  
Brookings, Or 97415

To Whom It May Concern:

By means of this letter I wish to apply to serve on the Parks and Recreation Commission for the City of Brookings.

I have attended many meetings of the Garden Club and have helped Tony Parrish do landscaping work in Stout Park. I love the beauty of the Brookings-Harbor area and would like to make a positive contribution to my city. I feel I am a good listener and am able to take all points of view into consideration.

Thank you for your consideration.

Sincerely,

Frances S. Hartmann

Frances E. Hartmann



# 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: Frances Hartmann

Date: 12-23-04

Physical Address: 563 Fern Ave. #E

Mailing Address: Same as above

Phone: 469-0782

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: June Year: 2004

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 would like to serve the community by working on the parks and recreation commission because I love nature, trees, and natural beauty. I love how beautiful Brookings is.

(Continued on back)

2. Continued: I know that parks and recreational facilities are important to the members of a community and in the desirability of a city. It is important to find the right balance of what a city has to offer to the area residents.

I have attended several Garden Club meetings and have done some volunteer work at the Stout Park here in Brookings.

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

I grew up in Covina, California with my mom, dad, brother, and sister. I was active in high school with a service club, the chorus, drill team, and as a flag twirler. I attended Mt. San Antonio Community College for one year, then went to San Diego State University. I did volunteer work at an inter-city school in San Diego for one year. I received my B.S. degree from S.D.S.U. and also got an

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

- A. Tony Parrish 437 Redwood St., Brookings, OR 469-0551  
B. Barbara Ziller 16755 Salmonberry Rd. Brookings, OR 412-9885  
C. Wendell Vaughn 18148 Rainbow Rock Rd. Brookings, OR 469-6395

Frances S. Hartmann

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

elementary teaching credential. I have taken additional course work from various institutions and also have the CLAD certificate for California.

I have lived in California, Missouri, Colorado, Montana, and Oregon. I have taught thirteen years in the California public school system. I owned my own tutoring business for two years in Montana. I have worked retail in various places and for State Fund in Montana.

I am currently in the process of buying a home here in Brookings. I am on the substitute list for Del Norte County<sup>unified</sup> School District and am working at Even Start Family Literacy as a substitute lead teacher with the preschool here in Brookings.

I have made many new friends here in Brookings - Harbor.



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

parks and recreation commission

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.

Frances S. Hartmann

12-23-04

Date

Stacy Imblesen

Witness

12-23-04

Date

Don Coudapp

Witness

12-23-04

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: Kathy J. Russo VIOLA Date: 22 Dec 2004  
Physical Address: 15692 Pedridi Drive, Brookings  
Mailing Address: PO Box 7335 Brookings Phone: 541-469-9059  
Email Address: VIOLA5@charter.net

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: 10 Year: 03

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.) Interested in organized, beneficial  
controlled growth that will serve the current residents and  
future residents. Manage our resources to the  
(Continued on back)

2. Continued: benefit & health of the environment & the people.

Rec. Center, pool, Community center - big picture planning.

IBM & Texmark 15 yrs. Small Business owner 8 yrs. Parent of 3 young children. <sup>previous</sup> Board member Gulf of Mexico Foundation (ocean resource mgmt). Scuba Instructor & Lifeguard certified (previously).

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

Born Aloha, Oregon - Involved in Parks & Recs, 4H, community growth through college (Oregon State - BS Business Admin. Minor Computer Science 1982 grad.)

IBM - San Francisco/Houston/HQ New Jersey/Atlanta St. Margaret (Retired from Texmark, coordinated leveraged buyout & IPO of Texmark & then retired in 1996 as St. District Manager responsible for SE/SC USA. <sup>sales source</sup> Violis Photo/Visions - 8 yrs. Operational, Sales, Promotion, VP + owner. Brookings Oct 03 - opened Photography Unplugged.

- BMYA Board Member, Chamber Member, PTA

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

- A. Les Cohen PO Box 940 Brks. 469-3181  
B. Dave Gordon 434 Pine Street Bk 661-2359  
C. Ray Benner Brookings 469-5965



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

22 Dec 2004

Date

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

Parks & Rec. Commissioner  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.

[Signature]

22 Dec 2004

Date

[Signature] UOLA

Witness

22 Dec 2004

Date

[Signature]

Witness

22 Dec/04

Date

December 27, 2004

Leroy Blodgett, City Manager  
City of Brookings  
898 Elk Drive  
Brookings, OR 97415

RECEIVED  
DEC 30 2004  
CITY OF BROOKINGS

RE: Application to Serve  
Planning Commission and/or  
Parks and Recreation Commission

Attached is my application for the Planning Commission and/or the Parks  
And Recreation positions to serve as a voluntary member in a capacity which  
Meets the needs of the City of Brookings and Curry County.


I am currently enrolled in the Leadership Class sponsored by Brookings-  
Harbor Chamber of Commerce. I also am continuing my education and  
Pursuing a real estate license in Oregon with Century 21.

I am a retired State of California employee with background in Transportation,  
Right Away (State property rentals), California Coastal Commission and  
Parks and Recreation, Santa Cruz, serving seven state beaches.

I live outside the city limits and inside the Urban Growth Boundary.

Thank you for considering my application and appointment to serve the  
City of Brookings.

Sincerely,

  
Anne Vierra



City of Brookings  
Phone (541) 469-1100  
FAX (541) 469-3650  
E-mail - city@brookings.or.us  
898 Elk Drive ♦ Brookings, OR 97415

RECEIVED  
DEC 30 2004  
CITY OF BROOKINGS

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

Name: Anne Vieira Date: 12/27/04  
Physical Address: 15755 Hwy 101 S., Brookings, OR 97415  
Mailing Address: 16340 Lower Harbor Rd, #267 Brookings, OR 97415 Phone: ---  
Email Address: annevieira.15755@charter.net

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: 9 Year: 2003  
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.) \_\_\_\_\_

(See attachment page 1 A)

(Continued on back)

RECEIVED  
DEC 30 2004  
CITY OF BROOKINGS

2. Continued:

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

Education: ~~Lincoln High School, Lincoln, CA, Cabrillo College, San Diego, State of CA, San Jose State, C.S.U. - Mendocino~~  
~~Work: Mendocino College, Ukiah, CA, San Jose State, C.S.U. - Mendocino~~  
~~Employment: Modesto, CA, State of CA, 1990, Nursing Home, Ukiah, CA, State of CA~~  
~~Volunteer: Santa Clara, CA~~  
~~Volunteer: Santa Clara, CA~~

~~Spencer Brothers, Ukiah, CA~~  
~~Support Center, Ukiah, CA~~  
~~Support Center, Ukiah, CA~~

4. Please list no less than three references:

A. ~~Allyson K. Kaden~~  
B. ~~Edy M. Kaden, 150-Duma~~  
C. ~~Connie Kaden~~  
D. ~~Carolyn Kaden~~  
1230 Main St., Ukiah, CA 95524  
(510) 724-1129  
(510) 286-5534 WK

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

Date: 12/27/04

City of Brookings, Volunteer App. To serve on Planning Commission and/or  
Parks & Recreation Commission

Applicant: Anne' Vierra

Page 1, Item #2

Having lived in Brookings for over a year and looking to purchase property  
Would like to be involved in the issues facing this community.

My work experience with State, Federal, City And County governments I feel  
I can be an asset to your departments. I am retired State of California employee  
Of 10 years service with CALTRANS, Dept. of Transportation, Santa Cruz, CA,  
Training Dept., San Francisco/Oakland Bay Bridge, Right of Way, (State Property  
Rentals), California Coastal Commission, San Francisco and Parks and Recreation,  
Santa Cruz County, (Seven State Beaches).

I have various medical experience, one being an Activity Director, in Grants Pass  
Nursing home. Planning State/Federal policy and procedures that meet with Oregon  
Rules & Regulations for the quality of life for the patients.

Currently I am enrolled in Brookings-Harbor Chamber of Commerce Leadership  
Class as well as pursuing my education thru Century 21 for my real estate license.

As a community service volunteer for Brees Clothing store in Harbor, I held the  
Position of Public Relations/Sales. I also am a member of the Pelican Bay Arts  
In Brookings. I am instrumental in starting a new group of Artists which meet  
At the Manley Center, called Brookings Textile Art. We are focusing on helping  
Others thru our Art work and our first emphasis is on Breast Cancer Awareness  
Project in New York, our scarves will be judged and then sold for monies being  
Donated to funding Breast Cancer Education sponsored by Vogue.

Given the opportunity to serve the City of Brookings on one or more of these  
Commissions I feel I have the capacity and compassion from prior experience  
To reach all ages, especially the retirees in Curry County.



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

Planning Commission +  
Parks and Recreation Commission

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.

Annie Vierra

Date

12/27/04

Lenore B. Clark

Witness

Date

12/27/04

Ruby A. Buice

Witness

Date

12/27/04

# 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: Bill Yocum

Date: 12/26/04

Physical Address: 934 7<sup>th</sup> Street, Brookings, OR 97415

Mailing Address: P.O. Box 4910, Brookings, OR 98415 Phone: 469-2444, 661-4577

Email Address: Bill-Cate@Charter.net

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: January Year: 2004

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.

Brookings has enjoyed sound planning based on professional land use guidance and a high level of technical service. Brookings planning have created safe and healthy residential neighborhoods with a business climate that fosters sustained economic growth. I can offer planning input through reviews with recommendations to the City Council for public programs that will continue this sound planning that results in a high livability for Brookings and the surrounding community

Background includes two years serving on the Resource Land Review Committee (RLRC). We worked with the Rogue Valley cities, Jackson County, and the State of Oregon in modifying future Urban Growth boundaries based on population and resource changes projected over the next 50 years. I have also attended a number of Curry County and City of Brookings Planning Commission meetings during the past year.

3. Biographical Sketch: (Education, employment, volunteer activities, etc.).

**Formal education:** Bachelor of Science degree in General Studies (Social Sciences) from Southern Oregon College. I also completed my forestry requirements from Oregon State University.

**Employment:** On January 3, 2004 I retired from the Bureau of Land Management in Medford, OR as an Environmental Planner and Interdisciplinary Team Leader. Currently, Freeman Rock Inc. employs me where I batch concrete and provide input for the short and long term planning. This planning includes working with local, state, and federal agencies.

**Volunteer activities:** I am a member of the Chetco River Watershed Council and the Society of American Foresters.

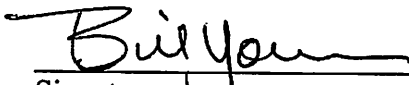
4. Please list no less than three references:

NAME: ADDRESS: PHONE:

A. Ted Freeman Jr., P.O. Box 1218, Brookings, OR 97415, (541)469-2444.

B. Joel Reich, 920 Pioneer Lane, Brookings, OR 97415, (541)412-7644.

C. Dan Backman, P.O. Box 6880, Brookings, OR 97415, (541)412-2974.

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

  
Date

1. I intend to donate voluntary services for the City of Brookings (hereinafter "City") as follows: To review and provide recommendations on planning projects for the City of Brookings.

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

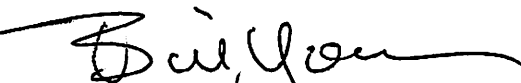
3. I acknowledge that the City in will pay no compensation or expense reimbursement connection with the services described above.

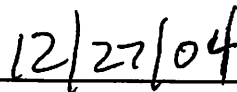
4. I agree that such volunteer services will be donated to the City at times other than my regular work hours.

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 reporting governing such matters. I assume full responsibility for any injuries or damages suffered by or arising from this voluntary service.

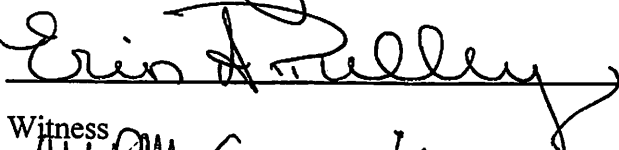
6. I release, indemnify and hold the City harmless from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages or expenses, of whatsoever kind and nature, including attorney fees, which City may sustain or incur as a result of errors or omissions in the performance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

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





Date

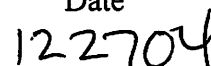




Witness



Date



Witness

Date

December 27, 2004

Leroy Blodgett, City Manager  
City of Brookings  
898 Elk Drive  
Brookings, OR 97415

**RECEIVED**  
DEC 30 2004  
**CITY OF BROOKINGS**

RE: Application to Serve  
Planning Commission and/or  
Parks and Recreation Commission

Attached is my application for the Planning Commission and/or the Parks  
And Recreation positions to serve as a voluntary member in a capacity which  
Meets the needs of the City of Brookings and Curry County.


I am currently enrolled in the Leadership Class sponsored by Brookings-  
Harbor Chamber of Commerce. I also am continuing my education and  
Pursuing a real estate license in Oregon with Century 21.

I am a retired State of California employee with background in Transportation,  
Right Away (State property rentals), California Coastal Commission and  
Parks and Recreation, Santa Cruz, serving seven state beaches.

I live outside the city limits and inside the Urban Growth Boundary.

Thank you for considering my application and appointment to serve the  
City of Brookings.

Sincerely,

  
Anne Vierra



City of Brookings  
Phone (541) 469-1100  
FAX (541) 469-3650  
E-mail - city@brookings.or.us  
898 Elk Drive ♦ Brookings, OR 97415

RECEIVED  
DEC 30 2004  
CITY OF BROOKINGS

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

Name: Anne Vieira Date: 12/27/04  
Physical Address: 15755 Hwy 101 S., Brookings, OR 97415  
Mailing Address: 16340 Lower Harbor Rd, #267 Brookings, OR 97415 Phone:         
Email Address: annevieira.15755@charter.net

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: 9 Year: 2003  
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.) \_\_\_\_\_

(See attachment page 1 A)

(Continued on back)

RECEIVED  
DEC 30 2004  
CITY OF BROOKINGS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Education: University of North Carolina, Chapel Hill, NC  
North Carolina State University, Raleigh, NC  
North Carolina State University, Raleigh, NC  
North Carolina State University, Raleigh, NC  
North Carolina State University, Raleigh, NC

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please list no less than three references:

| NAME:                      | ADDRESS:                  | PHONE:                |
|----------------------------|---------------------------|-----------------------|
| A. <u>James H. Hester</u>  | <u>1000 S. Hester, NE</u> | <u>(541) 661-2358</u> |
| B. <u>John Hester, Jr.</u> | <u>1000 S. Hester, NE</u> | <u>(541) 469-2072</u> |
| C. <u>James Hester</u>     | <u>1000 S. Hester, NE</u> | <u>(541) 855-4461</u> |
| D. <u>James Hester</u>     | <u>1000 S. Hester, NE</u> | <u>(541) 855-4461</u> |

Date: 12/27/04

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

City of Brookings, Volunteer App. To serve on Planning Commission and/or  
Parks & Recreation Commission

Applicant: Anne' Vierra

Page 1, Item #2

Having lived in Brookings for over a year and looking to purchase property  
Would like to be involved in the issues facing this community.

My work experience with State, Federal, City And County governments I feel  
I can be an asset to your departments. I am retired State of California employee  
Of 10 years service with CALTRANS, Dept. of Transportation, Santa Cruz, CA,  
Training Dept., San Francisco/Oakland Bay Bridge, Right of Way, (State Property  
Rentals), California Coastal Commission, San Francisco and Parks and Recreation,  
Santa Cruz County, (Seven State Beaches).

I have various medical experience, one being an Activity Director, in Grants Pass  
Nursing home. Planning State/Federal policy and procedures that meet with Oregon  
Rules & Regulations for the quality of life for the patients.

Currently I am enrolled in Brookings-Harbor Chamber of Commerce Leadership  
Class as well as pursuing my education thru Century 21 for my real estate license.

As a community service volunteer for Brees Clothing store in Harbor, I held the  
Position of Public Relations/Sales. I also am a member of the Pelican Bay Arts  
In Brookings. I am instrumental in starting a new group of Artists which meet  
At the Manley Center, called Brookings Textile Art. We are focusing on helping  
Others thru our Art work and our first emphasis is on Breast Cancer Awareness  
Project in New York, our scarves will be judged and then sold for monies being  
Donated to funding Breast Cancer Education sponsored by Vogue.

Given the opportunity to serve the City of Brookings on one or more of these  
Commissions I feel I have the capacity and compassion from prior experience  
To reach all ages, especially the retirees in Curry County.

1. I intend to donate voluntary services for the City of Brookings (hereinafter "City") as follows:  
Planning Commission &  
Parks and Recreation Commission
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.

Anne Vierra 12/27/04  
Date

Lenore D. Lahti 12/27/04  
Witness Date

Ralph A. Buie 12/27/04  
Witness Date



December 21, 2004

Mayor Bob Hagbom  
898 Elk Drive  
Brookings, Or. 97415

CITY PLANNING COMMISSIONER - APPLICATION

I can bring, for the City's use, over 30 years experience in Cost/budget management of various Construction & development projects.

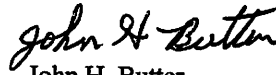
Was Project Engineer for Southern Pacific & Union Pacific Railroads for over 30+ years combined.

Worked closely with various City, County, State & Federal agencies concerning compliance of requirements for Railroad construction & reconstruction projects.

Member of Clearlake Elks Lodge No. 2299 for 34 years (Elk of The Year 1992).

Elected Director to Position #3 on the Suburban Rural Fire District in 2001 & reelected in 2003.

Thank you for your consideration.

  
John H. Butter  
17744 Hwy 101-N #C-206  
Brookings, Or. 97415



# 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 H. Butter Date: 12-21-04

Physical Address: 17744 Hwy 101-N #C-206

Mailing Address: Same Phone: 541 469 6510

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: 8 Year: 98 (Urban Growth Area)

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 enjoy working for the good of the community and especially if my service can be of help.

(Continued on back)

2. Continued: I can bring, for the City's use, over 30 years experience in Cost/budget management of various Construction & development projects.

Was Project Engineer for Southern Pacific & Union Pacific Railroads for over 30+ years combined.

Worked closely with various City, County, State & Federal agencies concerning compliance of requirements for Railroad construction & reconstruction projects.

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

1954-1958 Hayward High School  
1959-1963 U.S. Air Force  
1964-1966 Oakland City College  
1966-1968 Chabot College (Civil Engineer Degree)  
1968-1994 Southern Pacific Railroad  
1994-1999 Union Pacific Railroad  
Member Clearlake Elks Lodge No. 2299 for 34 yrs (Elk of yr. 1992)  
Elected twice to Suburban Rural Fire District.

4. Please list no less than three references:

| NAME:                        | ADDRESS:               | PHONE:          |
|------------------------------|------------------------|-----------------|
| A. <u>Doug Hutton</u>        | <u>601 Meadow Lane</u> | <u>469 9808</u> |
| B. <u>Richard O'Holleran</u> | <u>640 Mardon Ct.</u>  | <u>469 4267</u> |
| C. <u>Rex Atwell</u>         | <u>P.O. Box 6364</u>   | <u>469 4663</u> |

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

12-21-04  
Date

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

Planning Commission

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.

John H. Butler

12-21-04

Date

Cheryl Thompson

Witness

12/21/04

Date

Linda Barber

Witness

12/21/04

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: William R. Hedenskog (ROW) Date: December 20, 2004

Physical Address: 618 Ransom Ave.

Mailing Address: 618 Ransom Ave. Phone: 541 469 4628

Email Address: rhedenskog@bigfoot.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: July Year: 2004

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 am interested in community development. I am a long time

resident to Curry County, and the Brookings area. I have a diversified employment history that I

believe qualifies me to serve the community in this capacity.

(Continued on back)

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Highschool graduate, Denver Co. 1966

Two years college, Southern Oregon College, 1966 - 1968

Two Years U. S. Army, 1969 - 1971, honorable discharge, Sgt.

18 years employment South Coast Lmb. Co., sawmill div. 1967 - 1979, 1986 - 1993

6 years self employed, Or Lic gen contractor, w/ Brookings buisness lic. 1979 - 1986

8 years employment Richard B. Davis, Co., surveyor, LSIT, 1994 - 2002

Currently self employed, developing owned land on the Old County Road.

\_\_\_\_\_  
\_\_\_\_\_

4. Please list no less than three references:

| NAME:                     | ADDRESS:                    | PHONE:              |
|---------------------------|-----------------------------|---------------------|
| A. <u>Dick Purdue</u>     | <u>613 Easy Drive</u>       | <u>541 469 4227</u> |
| B. <u>Gary Derr</u>       | <u>518 Hassett</u>          | <u>541 469 5844</u> |
| C. <u>Ted Freeman Jr.</u> | <u>99148 Bank Chetco Rd</u> | <u>541 469 5788</u> |

William R. Hedmark (BOR)

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

Dec 21, 2004

Date

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

Brookings Planning Commission

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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.

William R. Hedmstock

12-21-04

Date

W. D. E. P. A.

Witness

12-21-04

Date

Joan L. Purdue

Witness

12-21-04

Date



## 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: RICK DENTINO Date: 12-9-04

Physical Address: 1230 RANSOM AV. BROOKINGS, OR 97415-8169

Mailing Address: SAME Phone: 541-469-1284

Email Address: DENTINO@CHARTER.NET

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: 10 Year: 96

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 A GENUINE INTEREST IN BROOKINGS AND ITS LAND USE. I'VE SERVED THE CITY IN NUMEROUS CAPACITIES CONTINUOUSLY SINCE 3/97 TO THE PRESENT — MOST NOTABLY IN A FULL ELECTED TERM TO THE CITY COUNCIL (I CURRENTLY AM PRES.) AND 3.5 YEARS ON THE PLANNING COMMISSION.

(Continued on back)



2. Continued: ALSO, STINTS ON VARIOUS COMMISSIONS/COMMITTEES, IE:  
"OREGON COASTAL ZONE MANAGEMENT ASS'N". 2 COMMITTEES OF THE  
LEAGUE OF OREGON CITIES (GENERAL GOVERNMENTS & TELECOMMUNICATIONS)  
LAISON TO THE PORT HARBOR SANITARY DIST.; MEMBER- ORIGINAL TRANS-  
PORTATION STUDY; PELICAN BAY TELECOMMUNICATIONS BOARD OF DIRECTORS;  
MEMBER-"PROUD" COMMITTEE; MEMBER- AMERICAN MUSIC FESTIVAL;

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

2 YRS. CHICAGO CITY COLLEGE MAJORING IN ARCHITECTURE;  
FOLLOWED BY 2 YRS. @ U. OF SAN FRANCISCO - "ORGANIZATIONAL  
BEHAVIOR." 4 PLANNING SEMINARS; 3-TELECOMMUNICATIONS  
SEMINARS. VARIOUS CITY MGMT. SEMINARS

EMPLOYED BY A MAJOR CEREAL COMPANY FOR 26 YEARS IN  
MANY MGMT. CAPACITIES. PRIOR TO THAT EMPLOYED FOR  
10 YEARS BY VARIOUS ARCHITECTS IN CHICAGO AREA.

I'VE VOLUNTEERED FOR DOZENS OF ENTITIES & AGENCIES  
THROUGH THE YEARS - SOME FOR OVER 20 YRS.

4. Please list no less than three references:

| NAME:                 | ADDRESS:                                | PHONE:          |
|-----------------------|---|-----------------|
| A. <u>BOB HAGBOM</u>  | <u>460 - 3<sup>rd</sup> ST. (BK'GS)</u> | <u>469-0130</u> |
| B. <u>BOB GILMORE</u> | <u>BROOKINGS</u>                        | <u>469-2549</u> |
| C. <u>LES COHEN</u>   | <u>324 S. HAZEL (BK'GS)</u>             | <u>469-7530</u> |

*Rick Dentino*

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

12-9-04  
Date

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

MEMBER OF BROOKINGS PLANNING COMMISSION

\_\_\_\_\_

\_\_\_\_\_

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.

*Lick Dentino*

12/9/04  
Date

Witness *Renee Deluz*

12/9/04  
Date

Witness *Patti Dentino*

12-9-04  
Date



## 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: ALTONA (TONI) MEFFORD Date: 12/29/04  
Physical Address: 17744 Highway 101N; Unit B101, Brookings  
Mailing Address: Same as above Phone: 541-412-8664  
Email Address: tmef@charter.net

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: Sep Year: 99
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.) \_\_\_\_\_

Please see attached (pg 2A)

(Continued on back)

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

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

Please see attached (pg 2A)  
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\_\_\_\_\_  
\_\_\_\_\_

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

- A. Anetta McNeely c/o Curves P.O. Box 512, Brookings 469-1960 <sup>work</sup>
- B. Alden Loring 335 Memory Lane - Brookings 469-2688
- C. Eldon Gossett P.O. Box 460, Brookings 469-7755

Altona Snifford

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

12/29/04  
Date

**City of Brookings**  
**Application for the Planning Commission**  
**December 29 2004**  
**Altona (Toni) Mefford**

Attachment to Application form:

**#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.**

I would like to participate on the Planning Commission. It would be an honor for me to serve on this commission. I believe I would make a fair and impartial member. I realize this commission requires "homework" that must be reviewed before making any recommendations to the City Council. My peers on the Economic Development Committee and the Downtown Brookings Development subcommittee have acknowledged my ability and desire to know as much about an issue and not be intimidated to ask questions. I understand this position may have to make unpopular decisions and that this position is not for one who cannot accept criticism from the public. I have attended several commission meetings and I am aware of the importance of reviewing items that come before them. I believe from my past experiences that I am able to listen and carefully make fair decisions that are not necessarily decisions of my own personal desires. I really care about the community and want to participate in any changes and developments that will be of positive, quality improvements to the city boundaries, programs and transportation needs.

Brookings community services have included: Receptionist and Transportation Dispatcher at the Chetco Senior Center; solicited the community for promoters and donators and I helped provide meals for the Salmon Run Ladies Club "Silver Salmon Tournament" in its first two years; Acquisitions member to solicit money for the Kris Kringle event and acquire prizes for the several contests provided by the 2003 Kris Kringle event; participated as a model for several charity events given this year; provided time and transportation to residents in need; a member of the Economic Development committee and the chairperson of the Downtown Brookings Development subcommittee; provided assistance in the lighting of the 2004 City Christmas Tree lighting.

I really enjoy participating in events that provide enjoyment for the Brookings community!

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

**Education:** Three years of college including community college and Brigham Young University.  
**Employment:** Fourteen years for the County of Santa Clara, CA. including a supervisory position. The last eighteen years in the private sector for a company that included contracts with the U.S. Government agencies including the Navy and Air Force. I held Top Secret clearances. I was the Administrative Assistant (Secretary) to one of the Vice Presidents. I planned, arraigned and provided personal service to stateside and foreign customers. I planned company activities and events including the United Way Campaign (I helped meet the "dollar" goals), Anniversary and Holiday events/parties. I received special bonuses for these outstanding events.

1. I intend to donate voluntary services for the City of Brookings (hereinafter "City") as follows:  
to serve on the Planning Commission and give of  
my time as necessary to provide this commission  
the most educated input as possible.
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.

Altona Snellford 12/29/04  
Date

\_\_\_\_\_  
Witness Date

\_\_\_\_\_  
Witness Date

# CITY OF BROOKINGS



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## STAFF REPORT

Date: January 4, 2005  
To: Mayor Sherman & City Councilors  
From: Leroy Blodgett, City Manager  
Subject: Elmo Williams' request

## REPORT

Approximately five months ago Elmo Williams proposed to the City Parks & Recreation Commission to build a chapel in Azalea Park as a tribute to his deceased wife Lorraine. Parks & Rec. Commission expressed an interest in the project and instructed Mr. Williams to gather more information and preliminary design for their consideration. Mr. Williams then traveled to Arkansas to meet with the architect and made arrangements for them to visit the proposed site. Mr. Williams ask the City Manager for permission, which was granted, to remove the brush and berry vines from the site so the architect could do a thorough site inspection and get elevations.

Mr. Williams then requested permission of the Parks & Rec. Commission to proceed with construction of the project. On December 16, 2004, the Commission held a meeting to listen to Mr. William's request and receive public input. After much discussion and public input the Commission decided to refer the issue to City Council without any recommendation. Mr. Williams will be at the January 10, 2005 council meeting to present his request.

Below are some of the concerns:

### Church/State issues:

The term "chapel" has raised many concerns. The building will actually be used as a quiet place for meditation and to hold small concerts, weddings and other events. The facility could be called anything such as pavilion and some people may feel better. I have checked with our City Attorney and he informed me that there is no Church/State issue, but he also suggested a term for the building that was less related to religious use.

### Maintenance & Vandalism:

Mr. Williams has indicated that the facility would be maintained by volunteers. Much of the maintenance of Azalea Park is accomplished with volunteer labor and money. We hope that is the case with the proposed facility. However, it may not be wise to count totally on volunteerism for long term maintenance and repair of the facility. Much of the facility will be constructed with glass making the potential vandalism repairs more expensive. Assuming the City spent an average of 2 days per month on maintenance and

repair the labor cost would be approximately \$4,000 per year. Material for repairs is difficult to estimate, but to be safe we may figure up to \$1,000 per year. With these assumptions the annual cost would be approximately \$5,000.

**Land Use:**

The Public Open Space zone allows for many recreational and public uses. The proposed facility is not specifically listed as an allowed use; however it would be impossible to list every potential use that might be in a park. For example, a food concession or a gazebo is not listed as a permitted use, but is considered part of a public park. The same could be considered for the proposed facility.

**Long Term Commitment:**

Mr. Williams has not requested a long term commitment from the City to maintain and preserve the facility. Even if there is not a written commitment, in the future there may still be a community obligation. An example is the Bankus fountain. In that case there is no written commitment to preserve the fountain, however, when the issue came up to remove it for highway improvements the Commission felt the "memorial" should remain and if the highway needed more room it should be relocated in the same area with a similar design. If the project is approved I suggest there be a written agreement that allows the City to remove, modify or relocate the facility if deemed necessary in the future.

**Does it belong in Azalea Park?**


This is probably the most difficult question to answer. It is probably also the most important question and the basis for a final decision. The answer is based on opinion, not any specific criteria or fact. There seems to be many different opinions on this subject.

**STAFF RECOMMENDATION**

Because the basis of a final decision is mostly based on the question of whether the facility belongs in the park staff is not prepared to make a recommendation. If it is approved staff will review plans to make sure it meets building codes and conditions of approval.



January 6, 2005

|        |  |
|--------|--|
| INTER  | <br><b>MEMO</b> |
| OFFICE |  |
|        |  |
|        |  |
|        |  |
|        |  |
|        |  |

To: City Council, City Manager  
From: William J Sharp, Fire Chief  
Subject: Awarding of Bids For Turn-Outs  
Date: 12-27-04

Earlier this year the Fire Department submitted a request for grant to the Federal Government for the "Fire Act" grant program. The grant would fund 90% of the cost to purchase 41 sets of new Fire Jackets/pants and a Thermal Imaging Camera. On November 12, 2004 we received notification of award of the grant. The total amount of the grant is \$61,200 with the Federal share of 90% being \$55,080 and the City's share of 10% being \$6,120. The Total amount requested for the 41 sets of Turn-outs is \$49,200 and \$12,000 for the one Thermal Imaging Camera. Fire Department budgeted funding for the City's 10% portion of the grant.

The Fire Department requested bids for the purchase of the Turn-outs. We received three bids. They are as follows:

TURN-OUT BIDS

L.N Curtis & sons  
629 S Industrial Way,  
Seattle WA 98108

Globe – G-Xtreme Advance  
\$1,186.20 Per Set Total

Santiam Emergency Equipment  
Po Box 13585  
Salem, Or 97309

Securitex -SMS Vectra  
\$1,199.63 Per Set + Cost of shipping

Douglass Safety Systems  
4018 Estey Rd  
Rhodes, MI 48652

Securitex – SMS Vectra  
\$1,318.25 Per Set + Cost of shipping

Leroy Blodgett, City Manager

Page 2

January 6, 2005

Staff recommends awarding of bid for the purchase of 41 sets of G-Extreme Advance Turn-outs to L N Curtis & sons of Seattle WA. as per specifications of bid. The awarding of the bids for the Thermal Imaging Camera will come before the Council at a latter date.

# CITY OF BROOKINGS



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## 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   | 7. _____ |

##### 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 axle | 1. _____ |
| 2. 16.5 x 5 front brakes                 | 2. _____ |
| 3. Front brake dust shields              | 3. _____ |

##### FRONT SUSPENSION:

##### OFFERED

- |  |          |
|--|----------|
| 1. 10,000 minimum flat leaf front suspension | 1. _____ |
| 2. front shock absorbers                     | 2. _____ |

**CITY OF BROOKINGS  
COMMON COUNCIL MEETING MINUTES  
City Hall Council Chambers  
898 Elk Drive, Brookings, OR 97415  
December 13, 2004 7:00 p.m.**

**I. Call to Order**

Mayor Bob Hagbom called the meeting to order at 7:00 p.m. Hagbom announced that this is his last meeting as Mayor of the City of Brookings.

**II. Pledge of Allegiance**

Led by Councilor Dentino

**III. Roll Call**

Council Present: Mayor Bob Hagbom, Council President Rick Dentino, Councilors Frances Johns Kern, Craig Mickelson, and Larry Anderson, a quorum present.

Council Absent: Ex Officio Council Wes Enos

Staff Present:

City Manager Leroy Blodgett, City Attorney John Trew, Police Chief Chris Wallace, City Planner John Bischoff, Assistant Planner Dianne Snow, Finance Director Paul Hughes, Economic and Urban Development Director Ed Wait, Police Lt. John Bishop, Building Official LauraLee Gray, and Administrative Secretary Linda Barker

Other: Mayor-elect Pat Sherman, Councilor-Elect Dave Gordon, Chamber of Commerce President Les Cohen, and approximately 30 other citizens

Media Present: Curry Coastal Pilot Reporter Brian Bullock

**IV. Ceremonies/Appointments/Announcements**

**A. Ceremonies**

1. *Presentation of U.S. Flag flown in Afghanistan-Lt. Col. Jerry Law, Commander of Jalalabad Provincial Reconstruction Team*  
On behalf of the City, Mayor Hagbom accepted a U.S. Flag from Lt. Col Jerry Law. The flag was flown over Osama Bin Laden's house in Jalalabad Afghanistan on February 7, 2004. Law said he is a citizen of Curry County and was just glad to be home after his tour of duty in Afghanistan.

## V. Scheduled Public Appearances

### A. *Mark Leedom, ODOT-Highway 101 Improvements*

Mark Leedom, ODOT Project Leader, addressed the Council, giving a general overview of the U. S. Hwy 101 Lone Ranch Beach to Chetco River Bridge Project. This is a continuation of last summer's project which went from Thomas Creek Bridge to Lone Ranch Beach. The project will include grinding out and replacing road surfaces, replacing guard rails and any broken or obsolete signs. There are improvements planned for the downtown area such as replacing sidewalks from Fifth Street to the bridge and adding sidewalks on the east side of the highway from Oak Street to the bridge. Overhead utility lines will be buried in the downtown section and new pedestrian lighting will be installed. Leedom thanked City Manager Blodgett and Economic and Urban Development Director Wait for their help in refining the plans.

Leedom also said ODOT is trying to minimize disruptions to traffic, residents and businesses during the construction phase of the project. To accomplish this ODOT has pushed the contract let date back to June with the construction starting after Labor Day, 2005. Paving will wait until late spring or early summer 2006. To lesson impacts there will be no work on weekends, holidays or during special community-wide events. To accomplish the paving, traffic will be restricted to one travel lane in each direction with night work between 7:00 p.m. to 7:00 a.m. being considered. Leedom said it has not been determined whether the north end or south end of the project will be the first phase.

Blodgett said all ODOT staff has been very cooperative with City staff and he appreciates all ODOT is doing.

## VI. Oral Requests and Communications from the Audience

### A. *Committee and Liaison reports*

#### 1. *Chamber of Commerce*

Chamber President Les Cohen reported the Business Outlook 2005 conference is shaping up to be an excellent event with several top-notch speakers on board.

Cohen attended the Oregon Business Plan Leadership Summit in Portland where Senator Ron Wyden spoke on the state's economy.

He said the latest issue of *Business Watch (South Coast edition)* listed Brookings with the greatest number of Chamber of Commerce walk-in inquiries in October, far surpassing other south coast cities. The numbers show the efforts of promoting the Brookings Harbor area are effective.

Cohen concluded by saying it has always been a pleasure working with Mayor Hagbom.

2. *Council Liaisons*

Councilor Anderson said he attended an Emergency Preparedness meeting, the Community Agency meeting December 1 and two watershed council meetings.

Councilor Mickelson attended the shortest Planning Commission meeting of the year. Only one item was on the agenda. He and City Manager Blodgett also attended a CCD Business Development Corporation meeting where he was appointed to the budget committee for the coming year.

Councilor Johns Kern attended the Pelican Bay Prison Oversight Committee meeting last week.

Councilor Dentino represented the City at the Local Public Safety Coordinating Council in Gold Beach and the Safety in the Schools Committee meeting the next morning. He attended the City's Christmas tree lighting on December 5.

B. *Unscheduled*

City Manager Blodgett gave an overview of the City's exploration of alternatives to spreading biosolids. Our permit through DEQ prohibits spreading from October through May. During this time the City is looking at various sites around the county and exploring composting of biosolid such as is being done by Josephine County. The City has made application for renewal of the DEQ permit as the one biosolid disposal option the City has cannot be lost.

Larry Aslinger, 439 Buena Vista Loop, asked if the City locates sites other than the Smith Ranch for biosolids disposal would DEQ be able to authorize another entity to use those fields. It was noted that DEQ has authorized biosolid application on sites near the Winchuck River by an entity located in a neighboring state.

Susan Lynch, 99544 North Bank Chetco Road, spoke about growth and problem arising from it. She noted an alarming growth rate in Cancers that have left local doctors puzzled. She also noted that people along the Chetco River are showing signs of neurotoxicity. She has concerns that the City has no plan to deal with these problems that she attributes to biosolid disposal.

Judi Krebs, 15951 Bay View Drive, stated she knows Mayor Hagbom has served the City well and wished him well on his retirement from the

Council. Stating it had just been a year since the Council authorized signing a letter of intent with Asante, she asked about the hospital feasibility study currently underway. City Manager Blodgett said there has been significant progress and a meeting has been scheduled in late January to finalize the feasibility study and announce the study results. Following publication of the study there will be a public meeting.

Bill Nokes, PO Box 6998, Brookings, relayed an incident in Alaska during the late 1980s where, after a change in laws, the state of Alaska and the City of Fairbanks were required to dig up and remove contaminated soil even though the original mediation plan had been approved and signed off by EPA. Nokes said if there are contaminants in materials spread on the Smith fields the City would be liable as would the land owner and the disseminator. He strongly suggested testing if the City is going to continue using the Smith fields.

## VII. Staff Reports

### A. *City Manager*

1. *Public Works Director Job Description*
2. *Community Development Director Job Description*

City Manager Blodgett said he was combining the two job description agenda items into one report. He said with Community Development Director Lightle retiring on January 3 it was a good time to look at the organizational structure of the department. The proposed reorganization creates a stand alone department of Public Works. The Community Development Department would be responsible for building, planning, code enforcement, GIS mapping, urban renewal and public works inspections. The new Public Works Department would be responsible for engineering, water treatment, sewer treatment, parks, maintenance of water, sewer, streets systems and other public facilities. The first step in implementing the plan is to approve the job descriptions for the Community Development Director and a Public Works Director which would be a new position in the City. It would be required that the Public Works Director be an engineer allowing in-house review of some projects that are currently being outsourced for review.

Two other positions in the Community Development Department would be created by the reorganization: Public Works Inspector and GIS Coordinator/Surveyor. Funding for these positions will be looked at during the budgeting process for FY 2005-2006.

If the reorganization is approved, current Economic and Urban Development Director Ed Wait would move into the Community



Development Director position and advertising would begin to hire the Public Works Director.

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to approve the job descriptions for a new position of Public Works Director and the position of Community Development Director.**

3. *Writ of Mandamus*

City Attorney John Trew reviewed the process of resolving a Writ of Mandamus. Council had given staff authorization to resolve the issue with the Bruce Bros. LLC, committing the City to honor the Writ approving the Ransom Creek project with additional Conditions of Approval. The Court has the final Writ in hand, however it has not been signed at this time. Once the Writ is signed the project will move forward in its own time.

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to approve the application of the Bruce Bros. LLC, File No. PUD-2-04, with the conditions of approval as ordered by the Curry County Circuit Court in the Preemptory Writ of Mandamus, Case No. 04CV0769.**

4. *Golf Course lease amendment*

City Manager Blodgett handed out a draft lease amendment for Salmon Run Golf Course. This year there was significant damage to one of the greens due to landslides from adjoining property. Repairs have been made by Salmon Run employees and contractors. Not only have there been damages and expenses to repair the green, it has been unusable for many months and may still not be playable until spring. Salmon Run has not asked for direct reimbursement of expenses but have asked for an amendment to the lease. Blodgett said under the current lease payments were to start in 2010. The draft would extend that beginning date to 2012. The payment amounts would start at \$30,000 instead of the current lease figure of \$20,000. Payment amounts for the first seven years would be as follows:

Year 1 (2012) \$30,000  
Year 2 (2013) \$35,000  
Year 3 (2014) \$40,000  
Year 4 (2015) \$45,000  
Year 5 (2016) \$50,000  
Year 6 (2017) \$52,500  
Year 7 (2018) \$55,125

Payments after the seventh year would increase each year by the consumer price index up to 5% as is written in the current lease.

Councilor Mickelson stated for the record that he works part time at Salmon Run and that any action on the lease would have no financial impact to him.

**Councilor Johns Kern moved, a second followed, and the Council unanimously voted to approve the amended lease agreement with The Claveran Group, LLC.**

5. *Other*  
None

#### VIII. Consent Calendar

- A. *Approval of Council Meeting Minutes*
    - 1. *Minutes of November 15, 2004, regular Council meeting*
    - 2. *Minutes of November 22, 2004, special Council meeting*
    - 3. *Minutes of November 30, 2004, special Council meeting*
  - B. *Acceptance of Planning Commission Meeting Minutes*
    - 1. *Minutes of November 2, 2004, regular meeting*
  - C. *Approval of vouchers for the month of November, 2004, (\$182,756.70)*
- End Consent Calendar**

**Councilor Mickelson moved, a second followed and the Council voted unanimously to approve the Consent Calendar as published.**

#### IX. Remarks from Mayor and Councilors

- A. *Council*  
Councilor Anderson said it may seem like splitting hairs but during *Unscheduled Public Appearances* the comment was made that the City is depositing sewage and septage. He believes the technical term is sludge and there is a considerable amount of difference. City Manager Blodgett said the term is biosolids.

Larry Aslinger returned to the podium and said in a publication provided by DEQ the material was called biosolid septic D.

- B. *Mayor*  
Mayor Hagbom revealed this had not been an easy evening for him. He read a prepared statement which is attached and made a part of these minutes, listing City achievements during his time on the City Council. He said the City has a strong Council, a great staff and a community full of volunteers.

The meeting was recessed from 8:00 to 8:12 p.m.

X. Executive Session

- A. *ORS 192.660(2)(i)—Performance Evaluation of Public Officers and Employees*
- C. *ORS 192.660 (2)(e)—Real Estate Transaction*

At 8:13 p.m., Mayor Hagbom stated the Council would go into Executive Session. The regular meeting reconvened at 8:40 p.m.

Councilor Anderson had questions about the salary structure for employees and said he has requested information on statewide salary trends. He wasn't sure that a 5% increase in salary would result in a salary that was comparable to those for City Managers in other Oregon cities. Stating it was not uncommon to loose people because of low salaries he requested the City provide data to the Council showing how Brookings wages compare to the rest of the state.

City Manager Blodgett said he did an informal survey of 42 to 44 cities via email. He received replies from cities with populations from 200 to 30,000. League of Oregon Cities, through Local Government Personnel Institute, does a compensation survey each year that will next be available in mid-January. Blodgett said from what he's seen a 5% increase is comparable with other cities in Oregon.

**Councilor Anderson moved, a second followed, and the Council voted unanimously to approve a 5% salary increase for the City Manager and to do a salary review at a later date.**

XI. Adjournment

With no further business before it the Council adjourned at 8:52 p.m.

Respectfully submitted:

Bob Hagbom  
Mayor

ATTEST by City Recorder this \_\_\_\_ day of \_\_\_\_\_, 2004.

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

### A TIME OF CHANGE

I have had the rare and fortunate opportunity to be a Brookings city councilor beginning in 1993 and then Mayor of this great City since 1999. During these twelve years I have made many friends and seen many changes. Change is inevitable; it creates challenges, successes and sometimes disappointments, but with the proper guidance and attitude change can be good for all.

Please bear with me while I take a moment to reflect on just a few of the changes that have taken place during my time on city council.

- 1993 Azalea Park was transferred to city ownership
- 1994 New city manager, Tom Weldon, was hired
- 1995 The band shell at Azalea Park was completed  
Chetco Point Park property was donated to the City of Brookings
- 1996 Macklyn House assisted care facility was completed
- 1997 Nature Coastal Holiday began
- 1998 The \$13.1 million bond measure passed for the sewer plant upgrade
- 1999 Salmon Run Golf Course opened
- 2000 New City Manager, Leroy Blodgett, was hired  
The sewer plant upgrade was completed  
The Water Management and Conservation Plan was adopted
- 2001 After more than 12 years, the Urban Growth Boundary was completed  
The Skate Park at Bud Cross Park was completed  
The Downtown Master Plan was completed
- 2002 The Urban Renewal District was created  
The downtown parking lot was constructed  
Pioneer Road was reconstructed with new sidewalks  
We began the Yard of the Month program  
A Parks Master Plan was completed
- 2003 We began preliminary planning of a new hospital for the community  
Development began to boom  
A new planner and an urban development director were employed  
A new fire truck was purchased
- 2004 The Snack Shack at Azalea Park completed  
The Borax project was approved  
Over \$3,000,000 was invested in water & sewer line upgrades

These are only a glimpse of the changes I have seen. Now as I prepare to step down as Mayor more changes are ahead for me and the City. Again there will be challenges, successes and hopefully only very few disappointments. It is with mixed emotions that I step down. I love this community, the city staff and most of all the people who live here. I wish you all well and look forward to providing any assistance I can in the future.

Good Luck!

MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
City of Brookings 898 Elk Drive, Brookings  
October 28, 2004

**Call to Order**

Chair Boynton called the meeting to order at 7:00 p.m. followed by the pledge of allegiance led by Tony Parrish.

**Roll Call**

*Commissioners Present:* Dave Gordon, April Gothard, Bill Boynton, Dori Blodgett, and Tony Parrish.

*Commissioners Absent:* Pat Sherman, and Daryn Farmer.

*Ex Officio Commissioner:* Paul Cleary.

*Staff Present:* City Manager Leroy Blodgett, and Cathie Mahon, Secretary.

*Media:* Brian Bullock for *The Pilot*.

There were approximately 10 people in the audience.

**Minutes**

Commissioner Dave Gordon moved the approval of the minutes from the September 23, 2004, meeting. The Commission voted unanimously to approve the minutes as written.

**PUBLIC APPEARANCES**

**Bankus Park:**

Greg Holthoff, Environmental Project Manager for ODOT, distributed a handout of his report on the analysis of Bankus Fountain and its impact on the Downtown Brookings Highway 101 Traffic Solutions Project. He explained while doing an environment assessment study the location of the Bankus Fountain became an issue and has slowed down the process. According to the NEPA (National Environment Policy Act) an Environment Assessment study must be completed according to federal regulations. He stated the purpose of the study is to define traffic problems, assess the impact of solutions, followed by public disclosure and decision-making. NEPA has a multitude of federal environment regulations which all ODOT projects must follow. Part of those regulations is Section 4(f) which states federal transportation projects must "protect publicly owned parks, recreation areas, etc." He outlined the purpose of the Section 4(f) regulation, and how it applies to Bankus Fountain.

Elmer Bankus Fountain is part of the City of the Brookings park system and the City must decide several issues concerning the fountain with a solution that will have minimal impact on the park. The problem is the Fountain will be impacted because it is located on the northeast corner of Highway 101 and Fifth Street, one of the busiest intersections in the city, and one that is part of the Highway 101 project.

Holthoff outlined two of the alternatives for the project.

- Alternative #6 bypassing Railroad would have no impact.
- Both Alternatives 4 and 5 could be modified to avoid the park.

- Alternative 4 could be used to avoid the park but the high cost (\$17 to \$19 million) may not be feasible.
- Alternative 5 could be re-designed to avoid the park. The modifications would greatly affect businesses at 4-corner intersection: Fred Meyer, Taco Bell, KFC, and Washington Mutual Bank. This plan would reduce their frontage parking. Modifications would cost approximately \$1 million.

Holthoff concluded that Alternative 4 has the least harm to Elmer Bankus Fountain, both alternatives could be re-designed to bypass the park, and Alternative 5 may cost the least, but would have expensive impact to the businesses. He stated one option would be to rebuild the fountain in its present location, but farther north of Chetco Avenue. The second option would be to relocate the fountain east of Fifth Street.

He emphasized until Section 4(f) is satisfied, plans cannot be finalized until a decision has been reached whether to rebuild, relocate, or do nothing. Gary posed 4 questions for the Commission:

1. What is the true use and value of the park to the citizenry?
2. How do the citizens feel about moving the park?
3. What is the process of moving the park?
4. Is the city in agreement with the possibility of moving the park?

City Manager Blodgett commented he was in favor of keeping the park. He related a little history stating the Bankus family deeded the property to the city to be used for streets or parks. He stated there was nothing in the deed that specified a fountain must be in the park.

Chair Boynton read a memo from Dave Lentz, Parks and Recreation Supervisor. He stated the fountain has several leaks and is in dire need of serious repair. Lentz suggested removing the fountain and rebuilding it farther north of the park utilizing the old rock.

Holthoff discussed the steps required before he can finalize his report. He said if a decision can be made, with a letter addressing the decision, he would be able to release the assessment report within the required 40 day time limit mandated in the regulations. He also emphasized he was not asking for a decision immediately, but to have the Commission move forward in a timely manner to resolve the problem.

Discussion ensued. Ideas were discussed ranging from whether to remove the fountain, move the fountain back from the roadway, or relocate it across the street along the north side of Chetco Avenue as this property is part of the Bankus property deeded to the city. Chair Boynton stated he thought revamping the fountain was a good idea and while redesigning it, do it in a fashion that would satisfy the required perimeters. City Manager Blodgett stated his real concern was the fact the land belongs to the city and is defined a park. If we are going to change the existing configuration of the park, research needs to be done to find out if there are any Bankus heirs who might want to have some input and any citizens who might have a vested interest in it.

Blodgett concluded the city could declare Bankus Park no longer a park, which would satisfy the land needed for both Alternative #4 and #5. If it is removed from the park system, that would take care of Section 4(f) which would take care of the issue of "avoidance" with the transportation project.

Commissioner Gordon moved the Commission consider removing or relocating all or a portion of Bankus Fountain from the park, to allow modification to the Fifth Street and Chetco Avenue intersection, and to have staff research and bring information to the Commission regarding the Bankus deed, and to schedule a public hearing to receive public input. The motion was unanimously approved.

Commissioner Dori Blodgett made a motion to have the public meeting on December 2, 2004, at 7:00 p.m., followed by a regular meeting on December 16, 2004. The motion was unanimously approved.

### **COMMITTEE REPORTS**

**Stout Park:** Commissioner Parrish circulated photographs to explain his concern about spraying at the park. He added there is a continual litter problem from Chetco and Oak streets to the schools.

City Manager Blodgett circulated several trash container examples for the commission to discuss and review what type would best fit at Stout Park. It was decided the *Upscale* 38-gallon Waste Container was the best choice. It was decided to order 6 containers. Blodgett explained the Stout fund is required to have \$15,000 in its account; there is currently approximately \$19,000. The money for the containers will come from the Stout Trust Fund.

#### **Chetco Point Park:**

Chair Boynton read a report from Commissioner Pat Sherman regarding possible student art, science, and leadership groups from the schools participating in the Waste Water Treatment Plant project to decorate the bare walls. She is working with Ed Wait, Economic and Urban Development Director, who is putting together a packet of information on the park.

#### **Bud Cross Park and Softball Fields:**

Commissioner Gordon had no report.

**Kidtown:** Commissioner Dori Blodgett reported the park continues to look wonderful. When she recently drove by the park, she noticed the swings were being worked on by Park and Recreation personnel.

**Easy Manor Park:** Commissioner Gothard reported she is attempting to think about some ideas for raising money for the park upgrades. One thought is to have an open house as an opportunity to get public opinion for what they would like to see happen at the park.

#### **Azalea Park Fountain:**

The annual meeting will be held November 11. The Foundation would like the Commission to formulate a master plan for the park.

**STAFF ANOUNCEMENTS/CONCERNS/FOLLOW-UP**

*Financial Report: No Discussion.*

*City Managers Report*

City Manager Blodgett mentioned the new ban on commercial burning. The City is required to abide the ban which presents the problem of what the City should do with their brush. An alternative is purchasing a chipper.

Chair Boynton mentioned two commissioners terms will expire in February 2005.

With no further business before the Commission, Commissioner Gordon moved the meeting be adjourned at 9:08 p.m.

Respectfully submitted,



Cathie Mahon  
Recording Secretary

Approved by the Parks and Recreation Commission

DECEMBER 16, 2004 date)



MINUTES  
BROOKINGS PARKS AND RECREATION COMMISSION  
City of Brookings 898 Elk Drive, Brookings  
December 2, 2004

**Call to Order**

Chair Boynton called the meeting to order at 7:00 p.m. followed by the pledge of allegiance led by Paul Cleary.

**Roll Call**

*Commissioners Present:* Dave Gordon, April Gothard, Bill Boynton, Dori Blodgett, Tony Parrish, and Pat Sherman.

*Commissioners Absent:* Daryn Farmer.

*Ex Officio Commissioner:* Paul Cleary.

*Staff Present:* City Manager Leroy Blodgett, Parks Supervisor Dave Lentz, Councilor Frances Johns Kern, and Cathie Mahon, Secretary.

*Media:* Brian Bullock for *The Pilot*.

There were approximately 5 people in the audience.

**PUBLIC APPEARANCES**

*Bankus Park:*

Chair Boynton stated the purpose of the meeting was to decide the future of Bankus Park. At the October 28, 2004 meeting, a representative from ODOT, explained to the commission that when a study was done to define traffic problems at the intersection of Highway 101 and Fifth, Bankus Park became an issue. One of the regulations states when a Federal Transportation project is being prepared, an Environment Assessment is conducted and during the process the issue of Section 4(f) was raised. It states federal transportation projects must protect publicly owned parks, recreation areas, etc., and this applies to Bankus Park. Several traffic designs were presented at the meeting, outlining the impact on Bankus Park. He pointed out, before the Commission can make a decision regarding the park, public input was very important and necessary.

City Manager Blodgett stated the issue for the commission to decide is how important is the park and whether to allow any encroachment, and if so, how much. Bankus Park is in the parks system and a problem for ODOT because of Section 4(f), there cannot be any encroachment into the park unless the City allows it. ODOT cannot continue with their Environment Assessment report until a decision is rendered.

Handouts for Alternative 4 and 5 were distributed to the Commission, which outline the ODOT proposals at the Highway 101 and Fifth Street intersection. He used slides to illustrate the two configurations, and pointed out how each design would affect Bankus Park. Blodgett summarized the two designs. The original design for Alternative 4, a couplet, is a narrower design and takes out a piece of the park. Alternative 5, a non-couplet, is an 8-lane highway, and affects Taco Bell, A&W, the drive-thru for Washington Bank, and some of Fred Meyers parking.

Blodgett reported he could not find a lot of history on the donation of the land to the City. There is a restriction noted in the deed, stating the land can only be used for landscaping or streets. He introduced Mr. Don Horton, who built the fountain under Mr. Bankus' supervision. He stated he and his brother, worked with Elmer Bankus for three years before beginning construction. An architect from Portland made several trips to Brookings to confer with them about the design. Mr. Horton stated Elmer was a great guy and had such an interest in the fountain, he took them on many trips up the Chetco River to his property to pick out the right stones for the fountain. In 1973 the fountain was completed. Mr. Horton concluded he would not be in favor of having it changed from its current spot, plus it would be a huge undertaking.

Chair Boynton stated when ODOT was at the recent meeting, it seemed like there was a good chance they (ODOT) would pay to rebuild the fountain. But nothing can be done until a decision is made on how to satisfy Section 4(f).

City Manager Blodgett stated the city will have to fix the leak regardless of the decision. He addressed the Commission reiterating, the issue is not whether there is a couplet or not, it is will you allow encroachment into the park.

Discussion ensued. Suggestions from audience participants were considered such as moving the fountain and using the original stones. Don Nuss, a member of the Stakeholders Committee, encouraged the Commission to make a decision so that ODOT can finish their environment study and move forward. Sue Ross addressed the Commission expressing how much the fountain means to long-time residents, and her family uses it as a meeting place, especially during the Azalea Fest. Commissioner Parrish stated he wanted to make certain ODOT pays for an architect to draw up streetscape and landscaping plans.

City Manager Blodgett stated if the commission decides this park is a significant asset to this community, then ODOT has to come up with an alternative to avoid the park. The modified alternative 5 shows there are ways for them to do that, but it affects the businesses at the Chetco and Fifth Street intersection. Blodgett concluded if the city decided to declare Bankus Park no longer a park, this would satisfy the land needed for both Alternative 4 and 5.

Commissioner Sherman moved that we allow ODOT to move the fountain 20 feet in the same area. Discussion ensued about relocating the fountain and reclaiming part of Ray's parking lot. Commissioner Sherman then amended the motion:" that there is no significant impact to the Bankus Park as long as the fountain is reconstructed and designed in the same area at the expense of ODOT. The commission approved the motion by a vote of 5-1 (Commissioners Gordon, Gothard, Dori Blodgett, Sherman and Boynton voted in the affirmative; Commissioner Parrish voted no).

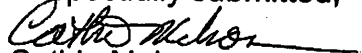
Commissioner Gothard questioned who would decide where the foundation would be. Blodgett stated he would include in his letter that the commission will approve the design, location, and construction of the fountain.

Blodgett stated staff would draft a letter to ODOT on the Commissions decision to permit encroachment to the park as long as there would be no significant impact to

the park and the fountain be rebuilt in the same area with the same design as it currently is. When they do their 4(f) report, they have to tell the federal government that they are impacting Bankus Park but the city has said there will not be a significant impact as long as certain things happen such as rebuilding the foundation.

With no further business before the Commission, the Chair moved to adjourn the meeting at 7:40 p. m.

Respectfully submitted,



Cathie Mahon

Recording Secretary

Approved by the Parks and Recreation Commission

December 16, 2004 date

| Per   | Date       | Check No | Vendor No | Payee                          | Check GL Acct | Amount    |
|-------|------------|----------|-----------|--------------------------------|---------------|-----------|
| 12/04 | 12/01/2004 | 50542    | 2767      | Hooper, Englund & Weil, LLP    | 10-00-2005    | 281.71    |
| 12/04 | 12/01/2004 | 50543    | 910       | OR Department of Justice       | 10-00-2005    | 115.38    |
| 12/04 | 12/01/2004 | 50544    | 1132      | OR Department of Justice       | 10-00-2005    | 322.15    |
| 12/04 | 12/01/2004 | 50545    | 1742      | OR Department of Justice       | 10-00-2005    | 307.93    |
| 12/04 | 12/01/2004 | 50546    | 2366      | OR Department of Justice       | 10-00-2005    | 203.08    |
| 12/04 | 12/01/2004 | 50547    | 144       | OR Teamster Employers Trust    | 10-00-2005    | 9,840.88  |
| 12/04 | 12/01/2004 | 50548    | 189       | OR Teamster Employers Trust    | 10-00-2005    | 23,196.36 |
| 12/04 | 12/01/2004 | 50549    | 205       | PERS Retirement                | 10-00-2005    | 12,190.44 |
| 12/04 | 12/01/2004 | 50550    | 214       | Regence Life & Health Ins      | 10-00-2005    | 243.80    |
| 12/04 | 12/01/2004 | 50551    | 213       | Teamsters Local Union 223      | 10-00-2005    | 680.00    |
| 12/04 | 12/03/2004 | 50552    | 2986      | 3PM/Higgins                    | 10-00-2005    | 14.17     |
| 12/04 | 12/03/2004 | 50553    | 167       | American Sigma                 | 10-00-2005    | 67.40     |
| 12/04 | 12/03/2004 | 50554    | 2990      | Amy Brush                      | 10-00-2005    | 3.65      |
| 12/04 | 12/03/2004 | 50555    | 138       | Becco, Inc                     | 10-00-2005    | 57.90     |
| 12/04 | 12/03/2004 | 50556    | 2988      | Ben & Betty Lopez              | 10-00-2005    | 12.81     |
| 12/04 | 12/03/2004 | 50557    | 148       | B-H Chamber of Commerce        | 10-00-2005    | 2,033.33  |
| 12/04 | 12/03/2004 | 50558    | 988       | Brookings Harbor Ford          | 10-00-2005    | 159.65    |
| 12/04 | 12/03/2004 | 50559    | 416       | Brookings Lock & Safe Co       | 10-00-2005    | 132.50    |
| 12/04 | 12/03/2004 | 50560    | 313       | Brookings Vol Firefighters     | 10-00-2005    | 2,083.33  |
| 12/04 | 12/03/2004 | 50561    | 417       | Cabela's                       | 10-00-2005    | 609.78    |
| 12/04 | 12/03/2004 | 50562    | 159       | CAL/OR Insurance Specialist    | 10-00-2005    | 951.00    |
| 12/04 | 12/03/2004 | 50563    | 175       | Cam Lynn                       | 10-00-2005    | 109.44    |
| 12/04 | 12/03/2004 | 50564    | 2160      | Cashier, DHS Drinking Water Pr | 10-00-2005    | 100.00    |
| 12/04 | 12/03/2004 | 50565    | 2077      | Catherine Mahon                | 10-00-2005    | 28.98     |
| 12/04 | 12/03/2004 | 50566    | 2700      | Certified Laboratories         | 10-00-2005    | 132.65    |
| 12/04 | 12/03/2004 | 50567    | 1840      | Chetco Federal Credit Union    | 10-00-2005    | 3,330.00  |
| 12/04 | 12/03/2004 | 50568    | 178       | Chetco Pharmacy & Gift         | 10-00-2005    | 22.30     |
| 12/04 | 12/03/2004 | 50569    | 792       | Columbia Gorge Center          | 10-00-2005    | 420.00    |
| 12/04 | 12/03/2004 | 50570    |           | Information Only Check         | 10-00-2005    | .00 V     |
| 12/04 | 12/03/2004 | 50571    | 183       | Colvin Oil Company             | 10-00-2005    | 3,689.32  |
| 12/04 | 12/03/2004 | 50572    | 182       | Coos-Curry Electric            | 10-00-2005    | 12,324.86 |
| 12/04 | 12/03/2004 | 50573    | 888       | CRS                            | 10-00-2005    | 925.00    |
| 12/04 | 12/03/2004 | 50574    | 2542      | Crystal Fresh Bottled Water    | 10-00-2005    | 260.00    |
| 12/04 | 12/03/2004 | 50575    | 337       | Curry County Health Dept       | 10-00-2005    | 388.00    |
| 12/04 | 12/03/2004 | 50576    | 648       | Curry County Sheriffs Office   | 10-00-2005    | 15,186.00 |
| 12/04 | 12/03/2004 | 50577    | 173       | Curry Equipment Company        | 10-00-2005    | 312.00    |
| 12/04 | 12/03/2004 | 50578    | 326       | Dave's Custom Canvas           | 10-00-2005    | 260.00    |
| 12/04 | 12/03/2004 | 50579    | 284       | Day-Wireless Systems           | 10-00-2005    | 90.00     |
| 12/04 | 12/03/2004 | 50580    | 567       | Deborah Fries                  | 10-00-2005    | 205.50    |
| 12/04 | 12/03/2004 | 50581    | 185       | Del Cur Supply                 | 10-00-2005    | 62.70     |
| 12/04 | 12/03/2004 | 50582    | 575       | DELL Computer Corp             | 10-00-2005    | 348.00    |
| 12/04 | 12/03/2004 | 50583    | 2827      | Dianne Snow                    | 10-00-2005    | 95.00     |
| 12/04 | 12/03/2004 | 50584    | 316       | Donald & Roberta Chandler      | 10-00-2005    | 548.00    |
| 12/04 | 12/03/2004 | 50585    | 2117      | Edge Wireless                  | 10-00-2005    | 111.02    |
| 12/04 | 12/03/2004 | 50586    | 105       | First Impressions              | 10-00-2005    | 167.60    |
| 12/04 | 12/03/2004 | 50587    | 754       | First Response                 | 10-00-2005    | 275.00    |
| 12/04 | 12/03/2004 | 50588    | 2980      | Frank & Vlasta Haviger         | 10-00-2005    | 8.16      |
| 12/04 | 12/03/2004 | 50589    | 297       | G. Neil Companies              | 10-00-2005    | 224.95    |
| 12/04 | 12/03/2004 | 50590    | 2882      | Globalstar USA                 | 10-00-2005    | 79.81     |
| 12/04 | 12/03/2004 | 50591    | 2786      | Greg Sawyer                    | 10-00-2005    | 36.72     |
| 12/04 | 12/03/2004 | 50592    |           | Information Only Check         | 10-00-2005    | .00 V     |
| 12/04 | 12/03/2004 | 50593    | 131       | HGE, Inc                       | 10-00-2005    | 33,301.16 |
| 12/04 | 12/03/2004 | 50594    | 1082      | Hilary Thompson                | 10-00-2005    | 19.95     |
| 12/04 | 12/03/2004 | 50595    | 1699      | Imagistics                     | 10-00-2005    | 320.32    |
| 12/04 | 12/03/2004 | 50596    | 2496      | James Sullivan                 | 10-00-2005    | 2.95      |
| 12/04 | 12/03/2004 | 50597    | 2574      | Jeremy L. McVeety              | 10-00-2005    | 260.00    |
| 12/04 | 12/03/2004 | 50598    | 1988      | Jim Wheatley                   | 10-00-2005    | 269.98    |

M = Manual Check, V = Void Check

| Per   | Date       | Check No | Vendor No | Payee                         | Check GL Acct | Amount    |
|-------|------------|----------|-----------|-------------------------------|---------------|-----------|
| 12/04 | 12/03/2004 | 50599    | 2216      | John Rapreager Inc            | 10-00-2005    | 21,617.77 |
| 12/04 | 12/03/2004 | 50600    | 2977      | Kent F Carlson                | 10-00-2005    | 20.26     |
| 12/04 | 12/03/2004 | 50601    | 2989      | Lowe Holgerson                | 10-00-2005    | 17.81     |
| 12/04 | 12/03/2004 | 50602    | 202       | League of Oregon Cities       | 10-00-2005    | 2,543.00  |
| 12/04 | 12/03/2004 | 50603    | 1847      | Leland & Evelyn Pomeroy       | 10-00-2005    | 51.86     |
| 12/04 | 12/03/2004 | 50604    | 328       | Les Schwab Tire Company       | 10-00-2005    | 283.48    |
| 12/04 | 12/03/2004 | 50605    | 2982      | Linda Dombusch                | 10-00-2005    | 5.59      |
| 12/04 | 12/03/2004 | 50606    | 2983      | Louise Kline                  | 10-00-2005    | 4.22      |
| 12/04 | 12/03/2004 | 50607    | 2979      | Lynelle Franks                | 10-00-2005    | 28.90     |
| 12/04 | 12/03/2004 | 50608    | 2978      | Mary Vaccarello               | 10-00-2005    | 97.03     |
| 12/04 | 12/03/2004 | 50609    | 2991      | Melissa Netzel                | 10-00-2005    | 90.00     |
| 12/04 | 12/03/2004 | 50610    | 2984      | Melissa V Hernandez           | 10-00-2005    | 22.27     |
| 12/04 | 12/03/2004 | 50611    | 2971      | Mission Communications        | 10-00-2005    | 30.00     |
| 12/04 | 12/03/2004 | 50612    | 155       | Mory's                        | 10-00-2005    | 5.33      |
| 12/04 | 12/03/2004 | 50613    | 424       | Munnell & Sherrill            | 10-00-2005    | 52.37     |
| 12/04 | 12/03/2004 | 50614    | 433       | NCL of Wisconsin              | 10-00-2005    | 233.49    |
| 12/04 | 12/03/2004 | 50615    | 399       | NENA                          | 10-00-2005    | 95.00     |
| 12/04 | 12/03/2004 | 50616    | 2830      | Northern Professional Equip   | 10-00-2005    | 951.83    |
| 12/04 | 12/03/2004 | 50617    | 2025      | Numberg Scientific            | 10-00-2005    | 104.20    |
| 12/04 | 12/03/2004 | 50618    | 2283      | NW Technical Internet Service | 10-00-2005    | 21.95     |
| 12/04 | 12/03/2004 | 50619    | 809       | OCZMA                         | 10-00-2005    | 29.50     |
| 12/04 | 12/03/2004 | 50620    | 2993      | O'Donnell Plumbing Inc.       | 10-00-2005    | 195.65    |
| 12/04 | 12/03/2004 | 50621    | 1988      | ODOT DMV Services             | 10-00-2005    | 208.00    |
| 12/04 | 12/03/2004 | 50622    | 376       | OR Dept of Revenue            | 10-00-2005    | 50.00     |
| 12/04 | 12/03/2004 | 50623    | 293       | Petty Cash                    | 10-00-2005    | 171.62    |
| 12/04 | 12/03/2004 | 50624    | 1700      | Phil's Auto Recycling         | 10-00-2005    | 35.00     |
| 12/04 | 12/03/2004 | 50625    | 322       | Postmaster                    | 10-00-2005    | 586.00    |
| 12/04 | 12/03/2004 | 50626    | 617       | Printing Arts, Inc            | 10-00-2005    | 1,099.76  |
| 12/04 | 12/03/2004 | 50627    | 1193      | PRN Data Services, Inc        | 10-00-2005    | 3,500.00  |
| 12/04 | 12/03/2004 | 50628    | 378       | Quality Control Services      | 10-00-2005    | 257.00    |
| 12/04 | 12/03/2004 | 50629    | 187       | Quality Fast Lube & Oil       | 10-00-2005    | 32.50     |
| 12/04 | 12/03/2004 | 50630    | 2992      | Redwood Community College     | 10-00-2005    | 13.00     |
| 12/04 | 12/03/2004 | 50631    | 2981      | Richard B Postal              | 10-00-2005    | 8.94      |
| 12/04 | 12/03/2004 | 50632    | 2987      | Richard Barthold              | 10-00-2005    | 7.56      |
| 12/04 | 12/03/2004 | 50633    | 199       | Richard Harper                | 10-00-2005    | 300.00    |
| 12/04 | 12/03/2004 | 50634    | 2443      | Sirennet                      | 10-00-2005    | 307.40    |
| 12/04 | 12/03/2004 | 50635    | 2426      | SOC-ICC                       | 10-00-2005    | 10.00     |
| 12/04 | 12/03/2004 | 50636    | 2871      | Sprint                        | 10-00-2005    | 2,278.42  |
| 12/04 | 12/03/2004 | 50637    | 134       | Stuntzner Engineering         | 10-00-2005    | 3,700.50  |
| 12/04 | 12/03/2004 | 50638    | 2254      | Sunny Wheatley                | 10-00-2005    | 164.00    |
| 12/04 | 12/03/2004 | 50639    | 2238      | The Hunting Shack             | 10-00-2005    | 153.94    |
| 12/04 | 12/03/2004 | 50640    | 2541      | U.S. Bank                     | 10-00-2005    | 400.00    |
| 12/04 | 12/03/2004 | 50641    | 170       | Umpqua Research Co            | 10-00-2005    | 355.50    |
| 12/04 | 12/03/2004 | 50642    | 136       | United Pipe & Supply Co Inc   | 10-00-2005    | 49.68     |
| 12/04 | 12/03/2004 | 50643    | 861       | Village Express Mail Center   | 10-00-2005    | 21.15     |
| 12/04 | 12/03/2004 | 50644    | 269       | WW Grainger                   | 10-00-2005    | 417.36    |
| 12/04 | 12/03/2004 | 50645    | 707       | ZEP Manufacturing             | 10-00-2005    | 125.57    |
| 12/04 | 12/03/2004 | 50646    | 2985      | Zoltan Gyurko                 | 10-00-2005    | 13.82     |
| 12/04 | 12/10/2004 | 50647    | 167       | American Sigma                | 10-00-2005    | 42.80     |
| 12/04 | 12/10/2004 | 50648    | 490       | Ameson Motor & Machines       | 10-00-2005    | 144.00    |
| 12/04 | 12/10/2004 | 50649    | 2994      | Barbara Ziller                | 10-00-2005    | 5.56      |
| 12/04 | 12/10/2004 | 50650    | 110       | Brookings Auto Parts          | 10-00-2005    | 66.65     |
| 12/04 | 12/10/2004 | 50651    | 305       | Chief Supply                  | 10-00-2005    | 173.84    |
| 12/04 | 12/10/2004 | 50652    | 822       | Coast Auto Center             | 10-00-2005    | 26.70     |
| 12/04 | 12/10/2004 | 50653    | 2394      | Craig Mickelson               | 10-00-2005    | 25.75     |
| 12/04 | 12/10/2004 | 50654    | 259       | Da-Tone Rock Products         | 10-00-2005    | 587.77    |
| 12/04 | 12/10/2004 | 50655    | 185       | Del Cur Supply                | 10-00-2005    | 34.30     |

M = Manual Check, V = Void Check

| Per   | Date       | Check No | Vendor No | Payee                       | Check GL Acct | Amount    |
|-------|------------|----------|-----------|-----------------------------|---------------|-----------|
| 12/04 | 12/10/2004 | 50656    | 1786      | Energy Sales                | 10-00-2005    | 190.18    |
| 12/04 | 12/10/2004 | 50657    | 198       | Grants Pass Water Lab       | 10-00-2005    | 160.00    |
| 12/04 | 12/10/2004 | 50658    | 139       | Harbor Logging Supply       | 10-00-2005    | 16.44     |
| 12/04 | 12/10/2004 | 50659    | 1699      | Imagistics                  | 10-00-2005    | 220.76    |
| 12/04 | 12/10/2004 | 50660    | 2216      | John Rapreager Inc          | 10-00-2005    | 37,350.75 |
| 12/04 | 12/10/2004 | 50661    |           | Information Only Check      | 10-00-2005    | .00 V     |
| 12/04 | 12/10/2004 | 50662    |           | Information Only Check      | 10-00-2005    | .00 V     |
| 12/04 | 12/10/2004 | 50663    | 162       | Kerr Hardware               | 10-00-2005    | 594.19    |
| 12/04 | 12/10/2004 | 50664    |           | Information Only Check      | 10-00-2005    | .00 V     |
| 12/04 | 12/10/2004 | 50665    | 2122      | Mastercard                  | 10-00-2005    | 946.89    |
| 12/04 | 12/10/2004 | 50666    | 2940      | McLennan Contractors LLC    | 10-00-2005    | 92,372.26 |
| 12/04 | 12/10/2004 | 50667    | 155       | Mory's                      | 10-00-2005    | 12.62     |
| 12/04 | 12/10/2004 | 50668    | 424       | Munnell & Sherrill          | 10-00-2005    | 39.20     |
| 12/04 | 12/10/2004 | 50669    | 1094      | New Pig                     | 10-00-2005    | 1,633.77  |
| 12/04 | 12/10/2004 | 50670    | 334       | North Coast Electric        | 10-00-2005    | 180.03    |
| 12/04 | 12/10/2004 | 50671    | 1601      | Ondeo Degrement             | 10-00-2005    | 287.87    |
| 12/04 | 12/10/2004 | 50672    | 177       | Oregon Medical Laboratories | 10-00-2005    | 150.00    |
| 12/04 | 12/10/2004 | 50673    | 2351      | Perine Industrial Elect Inc | 10-00-2005    | 139.94    |
| 12/04 | 12/10/2004 | 50674    | 187       | Quality Fast Lube & Oil     | 10-00-2005    | 68.50     |
| 12/04 | 12/10/2004 | 50675    | 2996      | Rebecca A Steffen           | 10-00-2005    | 66.39     |
| 12/04 | 12/10/2004 | 50676    | 2995      | Scott Schedell              | 10-00-2005    | 9.36      |
| 12/04 | 12/10/2004 | 50677    | 380       | Stadelman Electric          | 10-00-2005    | 265.15    |
| 12/04 | 12/10/2004 | 50678    | 2577      | SuppliesUSA.com, Inc        | 10-00-2005    | 87.94     |
| 12/04 | 12/10/2004 | 50679    | 142       | Tidewater Contractors Inc   | 10-00-2005    | 132.30    |
| 12/04 | 12/10/2004 | 50680    | 680       | TMT Pathway                 | 10-00-2005    | 1,561.06  |
| 12/04 | 12/10/2004 | 50681    | 179       | Trew, Cyphers & Meynink     | 10-00-2005    | 5,391.00  |
| 12/04 | 12/10/2004 | 50682    | 990       | United Parcel Service       | 10-00-2005    | 258.89    |
| 12/04 | 12/10/2004 | 50683    | 136       | United Pipe & Supply Co Inc | 10-00-2005    | 2,378.20  |
| 12/04 | 12/10/2004 | 50684    | 861       | Village Express Mail Center | 10-00-2005    | 22.49     |
| 12/04 | 12/10/2004 | 50685    | 253       | Xerox Corporation           | 10-00-2005    | 70.73     |
| 12/04 | 12/15/2004 | 50686    | 1881      | AFLAC                       | 10-00-2005    | 369.48    |
| 12/04 | 12/15/2004 | 50687    | 145       | EBS Trust                   | 10-00-2005    | 57.00     |
| 12/04 | 12/15/2004 | 50688    | 2767      | Hooper, Englund & Weil, LLP | 10-00-2005    | 281.57    |
| 12/04 | 12/15/2004 | 50689    | 910       | OR Department of Justice    | 10-00-2005    | 115.38    |
| 12/04 | 12/15/2004 | 50690    | 1132      | OR Department of Justice    | 10-00-2005    | 322.15    |
| 12/04 | 12/15/2004 | 50691    | 1742      | OR Department of Justice    | 10-00-2005    | 307.93    |
| 12/04 | 12/15/2004 | 50692    | 2366      | OR Department of Justice    | 10-00-2005    | 203.08    |
| 12/04 | 12/15/2004 | 50693    | 205       | PERS Retirement             | 10-00-2005    | 11,860.82 |
| 12/04 | 12/22/2004 | 50694    | 167       | American Sigma              | 10-00-2005    | 131.20    |
| 12/04 | 12/22/2004 | 50695    | 150       | Any Time Coffee Service     | 10-00-2005    | 69.36     |
| 12/04 | 12/22/2004 | 50696    | 3004      | Asgjerd Monell              | 10-00-2005    | 26.80     |
| 12/04 | 12/22/2004 | 50697    | 174       | Barbara Palicki             | 10-00-2005    | 58.90     |
| 12/04 | 12/22/2004 | 50698    | 146       | Bay West Supply, Inc        | 10-00-2005    | 195.72    |
| 12/04 | 12/22/2004 | 50699    | 138       | Becco, Inc                  | 10-00-2005    | 1,355.00  |
| 12/04 | 12/22/2004 | 50700    | 1314      | Bernie Bishop Mazda         | 10-00-2005    | 90.00     |
| 12/04 | 12/22/2004 | 50701    | 2997      | Bill Bradbury, Sec of State | 10-00-2005    | 38.00     |
| 12/04 | 12/22/2004 | 50702    | 1458      | Bob Schaefer                | 10-00-2005    | 30.00     |
| 12/04 | 12/22/2004 | 50703    | 988       | Brookings Harbor Ford       | 10-00-2005    | 93.95     |
| 12/04 | 12/22/2004 | 50704    | 2600      | Brookings Laser Arts        | 10-00-2005    | 49.95     |
| 12/04 | 12/22/2004 | 50705    | 1118      | Brookside Florist           | 10-00-2005    | 44.95     |
| 12/04 | 12/22/2004 | 50706    | 370       | CCIS                        | 10-00-2005    | 17,170.82 |
| 12/04 | 12/22/2004 | 50707    | 822       | Coast Auto Center           | 10-00-2005    | 3.68      |
| 12/04 | 12/22/2004 | 50708    | 1745      | Coastal Paper & Supply, Inc | 10-00-2005    | 298.50    |
| 12/04 | 12/22/2004 | 50709    | 183       | Colvin Oil Company          | 10-00-2005    | 1,588.94  |
| 12/04 | 12/22/2004 | 50710    |           | Information Only Check      | 10-00-2005    | .00 V     |
| 12/04 | 12/22/2004 | 50711    | 182       | Coos-Curry Electric         | 10-00-2005    | 5,975.27  |
| 12/04 | 12/22/2004 | 50712    | 1801      | Cop Shop Etc                | 10-00-2005    | 943.00    |

M = Manual Check, V = Void Check

Check Register - Summary Report  
 GL Posting Period(s): 12/04 - 12/04  
 Check Issue Date(s): 12/01/2004 - 12/31/2004

| Per   | Date       | Check No | Vendor No | Payee                        | Check GL Acct | Amount   |
|-------|------------|----------|-----------|------------------------------|---------------|----------|
| 12/04 | 12/22/2004 | 50713    | 151       | Curry Coastal Pilot          | 10-00-2005    | 303.30   |
| 12/04 | 12/22/2004 | 50714    | 195       | Curry Transfer & Recycling   | 10-00-2005    | 584.45   |
| 12/04 | 12/22/2004 | 50715    |           | Information Only Check       | 10-00-2005    | .00 V    |
| 12/04 | 12/22/2004 | 50716    | 166       | Dan's Auto & Marine Electric | 10-00-2005    | 281.12   |
| 12/04 | 12/22/2004 | 50717    | 284       | Day-Wireless Systems         | 10-00-2005    | 162.00   |
| 12/04 | 12/22/2004 | 50718    | 2899      | Decatur Electronics          | 10-00-2005    | 36.50    |
| 12/04 | 12/22/2004 | 50719    | 2079      | Delbert Heckenlaible         | 10-00-2005    | 43.29    |
| 12/04 | 12/22/2004 | 50720    | 371       | DEQ Business Office          | 10-00-2005    | 100.00   |
| 12/04 | 12/22/2004 | 50721    | 1747      | Dirksen Oil                  | 10-00-2005    | 534.60   |
| 12/04 | 12/22/2004 | 50722    | 2117      | Edge Wireless                | 10-00-2005    | 76.90    |
| 12/04 | 12/22/2004 | 50723    | 2173      | Equapac                      | 10-00-2005    | 123.97   |
| 12/04 | 12/22/2004 | 50724    | 3003      | Fernando Marcelino           | 10-00-2005    | 50.08    |
| 12/04 | 12/22/2004 | 50725    | 153       | Ferrellgas                   | 10-00-2005    | 782.23   |
| 12/04 | 12/22/2004 | 50726    | 3002      | Fuji Photo Film USA, Inc     | 10-00-2005    | 81.00    |
| 12/04 | 12/22/2004 | 50727    | 119       | Gall's Inc                   | 10-00-2005    | 153.96   |
| 12/04 | 12/22/2004 | 50728    | 2786      | Greg Sawyer                  | 10-00-2005    | 4.83     |
| 12/04 | 12/22/2004 | 50729    | 139       | Harbor Logging Supply        | 10-00-2005    | 226.17   |
| 12/04 | 12/22/2004 | 50730    | 131       | HGE, Inc                     | 10-00-2005    | 2,284.25 |
| 12/04 | 12/22/2004 | 50731    | 578       | John Cowan                   | 10-00-2005    | 30.00    |
| 12/04 | 12/22/2004 | 50732    | 2801      | Keith's Sporting Goods       | 10-00-2005    | 8,616.15 |
| 12/04 | 12/22/2004 | 50733    | 2999      | Kenneth Cross                | 10-00-2005    | 55.00    |
| 12/04 | 12/22/2004 | 50734    | 1397      | L N Curtis                   | 10-00-2005    | 1,423.75 |
| 12/04 | 12/22/2004 | 50735    | 3001      | Leon Walker                  | 10-00-2005    | 98.50    |
| 12/04 | 12/22/2004 | 50736    | 1015      | Leroy Blodgett               | 10-00-2005    | 143.00   |
| 12/04 | 12/22/2004 | 50737    | 328       | Les Schwab Tire Company      | 10-00-2005    | 96.46    |
| 12/04 | 12/22/2004 | 50738    | 2928      | Maryland Small Arms          | 10-00-2005    | 77.05    |
| 12/04 | 12/22/2004 | 50739    | 155       | Mory's                       | 10-00-2005    | 32.74    |
| 12/04 | 12/22/2004 | 50740    | 1587      | NAS Associates Inc           | 10-00-2005    | 3,350.00 |
| 12/04 | 12/22/2004 | 50741    | 2051      | National Waterworks, Inc     | 10-00-2005    | 2,090.69 |
| 12/04 | 12/22/2004 | 50742    | 1261      | Ned O Fuller                 | 10-00-2005    | 16.55    |
| 12/04 | 12/22/2004 | 50743    | 334       | North Coast Electric         | 10-00-2005    | 310.41   |
| 12/04 | 12/22/2004 | 50744    | 266       | Northern Tool & Equipment Co | 10-00-2005    | 940.19   |
| 12/04 | 12/22/2004 | 50745    | 279       | One Call Concepts, Inc       | 10-00-2005    | 35.70    |
| 12/04 | 12/22/2004 | 50746    | 376       | OR Dept of Revenue           | 10-00-2005    | 73.00    |
| 12/04 | 12/22/2004 | 50747    | 449       | Oregon Mayors Association    | 10-00-2005    | 105.00   |
| 12/04 | 12/22/2004 | 50748    | 252       | Paramount Pest Control       | 10-00-2005    | 35.00    |
| 12/04 | 12/22/2004 | 50749    | 1019      | Phone Supplements, Inc       | 10-00-2005    | 162.00   |
| 12/04 | 12/22/2004 | 50750    | 866       | Pitney Bowes                 | 10-00-2005    | 389.29   |
| 12/04 | 12/22/2004 | 50751    | 187       | Quality Fast Lube & Oil      | 10-00-2005    | 34.00    |
| 12/04 | 12/22/2004 | 50752    |           | Information Only Check       | 10-00-2005    | .00 V    |
| 12/04 | 12/22/2004 | 50753    |           | Information Only Check       | 10-00-2005    | .00 V    |
| 12/04 | 12/22/2004 | 50754    | 207       | Quill Corporation            | 10-00-2005    | 785.81   |
| 12/04 | 12/22/2004 | 50755    | 180       | Ray's Food Place             | 10-00-2005    | 34.61    |
| 12/04 | 12/22/2004 | 50756    | 169       | Roto Rooter                  | 10-00-2005    | 127.90   |
| 12/04 | 12/22/2004 | 50757    | 2875      | Spothaven Inc                | 10-00-2005    | 6,850.00 |
| 12/04 | 12/22/2004 | 50758    | 380       | Stadelman Electric           | 10-00-2005    | 102.50   |
| 12/04 | 12/22/2004 | 50759    | 134       | Stuntzner Engineering        | 10-00-2005    | 337.50   |
| 12/04 | 12/22/2004 | 50760    | 3000      | Tapestock Online             | 10-00-2005    | 660.86   |
| 12/04 | 12/22/2004 | 50761    | 156       | That Special Touch Florist   | 10-00-2005    | 42.50    |
| 12/04 | 12/22/2004 | 50762    | 2618      | The Backup Training Corp     | 10-00-2005    | 600.00   |
| 12/04 | 12/22/2004 | 50763    | 170       | Umpqua Research Co           | 10-00-2005    | 63.00    |
| 12/04 | 12/22/2004 | 50764    | 161       | United Communications Inc    | 10-00-2005    | 1,357.43 |
| 12/04 | 12/22/2004 | 50765    | 991       | Verizon Northwest            | 10-00-2005    | 518.24   |
| 12/04 | 12/22/2004 | 50766    | 861       | Village Express Mail Center  | 10-00-2005    | 52.17    |
| 12/04 | 12/22/2004 | 50767    | 108       | VWR International Inc        | 10-00-2005    | 175.90   |
| 12/04 | 12/22/2004 | 50768    | 212       | White House Sales            | 10-00-2005    | 1,508.08 |
| 12/04 | 12/22/2004 | 50769    | 686       | Worlton Auto Body            | 10-00-2005    | 250.00   |

M = Manual Check, V = Void Check

| Per     | Date       | Check No | Vendor No | Payee                       | Check GL Acct | Amount            |
|---------|------------|----------|-----------|-----------------------------|---------------|-------------------|
| 12/04   | 12/22/2004 | 50770    | 269       | WW Grainger                 | 10-00-2005    | 43.51             |
| 12/04   | 12/22/2004 | 50771    | 3005      | Yvonne Walter               | 10-00-2005    | 35.11             |
| 12/04   | 12/28/2004 | 50772    | 2767      | Hooper, Englund & Weil, LLP | 10-00-2005    | 281.60            |
| 12/04   | 12/28/2004 | 50773    | 910       | OR Department of Justice    | 10-00-2005    | 115.38            |
| 12/04   | 12/28/2004 | 50774    | 1132      | OR Department of Justice    | 10-00-2005    | 322.15            |
| 12/04   | 12/28/2004 | 50775    | 1742      | OR Department of Justice    | 10-00-2005    | 307.93            |
| 12/04   | 12/28/2004 | 50776    | 2366      | OR Department of Justice    | 10-00-2005    | 203.08            |
| 12/04   | 12/28/2004 | 50777    | 144       | OR Teamster Employers Trust | 10-00-2005    | 11,724.75         |
| 12/04   | 12/28/2004 | 50778    | 189       | OR Teamster Employers Trust | 10-00-2005    | 25,012.80         |
| 12/04   | 12/28/2004 | 50779    | 205       | PERS Retirement             | 10-00-2005    | 11,515.04         |
| 12/04   | 12/28/2004 | 50780    | 214       | Regence Life & Health Ins   | 10-00-2005    | 249.10            |
| 12/04   | 12/28/2004 | 50781    | 213       | Teamsters Local Union 223   | 10-00-2005    | 703.00            |
| 12/04   | 12/30/2004 | 50782    | 282       | GFOA                        | 10-00-2005    | 350.00            |
| 12/04   | 12/30/2004 | 50783    | 444       | Secretary of State          | 10-00-2005    | 250.00            |
| Totals: |            |          |           |                             |               | <u>444,067.26</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:** 12-30-2004  
**Subject:** Liquor License Application

The Brookings Police Department found no local disqualifying information prohibiting **Elliot J. Schwarz** and **Suzie Q Schwarz** with their attached individual liquor license applications. The applicants are requesting a Liquor License for their business **Suzie Q's Bakery Café, Inc.** located at 613 Chetco Avenue, Brookings, Or. It is the recommendation of the Brookings Police Department the above mentioned applicants be granted their request with final approval coming from the **Oregon Liquor Control Commission.**

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

# OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION



PLEASE PRINT OR TYPE

Application is being made for:

## LICENSE TYPES

- ☐ Full On-Premises Sales (\$402.60/yr)  
☐ Commercial Establishment  
☐ Caterer  
☐ Passenger Carrier  
☐ Other Public Location  
☐ Private Club  
☒ Limited On-Premises Sales (\$202.60/yr)  
☐ Off-Premises Sales (\$100/yr)  
     ☐ with Fuel Pumps  
☐ Brewery Public House (\$252.60)  
☐ Winery (\$250/yr)  
☐ Other: \_\_\_\_\_

## ACTIONS

- ☐ Change Ownership  
☒ New Outlet  
☐ Greater Privilege  
☐ Additional Privilege  
☐ Other \_\_\_\_\_

## FOR CITY AND COUNTY USE ONLY

The city council or county commission:

City of Brookings  
(name of city or county)

recommends that this license be:

Granted ☐ Denied ☐

By: \_\_\_\_\_

(signature)

(date)

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

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

## OLCC USE ONLY

Application Rec'd by: MDT

Date: 12-27-04

90-day authority: ☐ Yes ☒ No

Applying as:

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

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

① Suzie Q's Bakery Cafe, Inc. ③

② \_\_\_\_\_ ④

2. Trade Name (dba): Suzie Q's Bakery & Cafe

3. Business Location: 613 Chetco Ave. Brookings Curry OR 97415  
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: PO Box 6667 Brookings OR 97415  
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 541-412-7444 541-469-7499  
(phone) (fax)

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

7. If yes to whom: \_\_\_\_\_ Type of License: \_\_\_\_\_

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

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

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

11. Contact person for this application: ELLIOT Schwartz 541-661-1000  
(name) (phone number(s))  
95804 Eggerts Rd. Brookings 97415 541-469-7499 e.schwartz@chapters.net  
(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 [Signature] Date 10/24/04 ③ \_\_\_\_\_ Date \_\_\_\_\_

② [Signature] Date 11/2/04 ④ \_\_\_\_\_ Date \_\_\_\_\_

1-800-452-OLCC (6522)

www.olcc.state.or.us

(rev. 09/02)

To: City of Brookings  
Mr. Leroy Blodgett,  
City Manager  
City of Brookings  
Elk Drive, Brookings, OR 97415

December 31<sup>st</sup>, 2004

RE: Chinese New Year annual celebration Permission to close one section of Cottage Street.

Dear Mr. Blodgett:

The Chinese New Year falls on February 9th, 2005 this year and once again, the Dragon Gate Restaurant along with the Tum Pai Gung-Fu association will present their annual Lion Dance and Martial Arts Demonstration to usher in the New Year.

We wish you to put before the January meeting of the City Council for consideration our request for permission to close the section of Cottage street directly in front of the Dragon Gate Restaurant corner to the property line of Chetco Federal Credit Union parking lot where it joins the Dragon Gate Parking lot, between the hours of 11:30 at the earliest to 2 pm at the latest. The date of the celebration, weather permitting, will be Saturday February 12, 2005. Alternative dates if the weather causes delays will be on successive Saturdays, 2/19, 2/26 and 3/5.

We are also giving notice that as usual a string of controlled firecrackers will be set off, which is traditional to the celebration, and will be closely monitored and will in no way hinder or be a hazard to buildings, foliage or persons....A proper water source is close at hand as per requirement.

Thank you for your consideration on this matter. If there are further questions, please call.

Sincerely,  
Mr. Huw Greathead  
On Behalf of  
LEE'S DRAGON GATE RESTAURANT  
P.O. BOX 1569  
BROOKINGS, OR 97415



# Memo

**To:** Mayor, Council  
**From:** Police Chief Chris Wallace, Fire Chief William J Sharp  
**Date:** 01/06/05  
**Re:** Closure of Cottage St for Chinese New Year

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Once again we have been contacted by Jon Loren and his group who want to put on their Chinese New Years Celebration on Cottage Street in front of Dragon Gate Restaurant. They have requested to close the Street for that period of time and to use Firecrackers as part of that celebration. The Police & Fire Departments have neither reservations nor concerns with this and gives permission for use of Firecrackers and to have a Street closure. We would like to be notified however of the actual date when the event will be held.

# URBAN RENEWAL DISTRICT - BUILDING DEPARTMENT ACTIVITIES SUMMARY

For the Month of: November 2004

| No. | Building                              | Permit Fee  | Plan Check Fee | Surcharge | SDF's       | Value Current Month | No. to Date | Total to Date  | No. Last Yr | Total Last Year |
|-----|---------------------------------------|-------------|----------------|-----------|-------------|---------------------|-------------|----------------|-------------|-----------------|
| 1   | Single Family Dwelling                | \$2,393.00  | \$1,555.45     | \$167.51  | \$7,879.00  | \$883,492.00        | 3           | \$1,589,828.00 | 4           | \$1,500,229.00  |
| 0   | Single Family Addition                | \$0.00      | \$0.00         | \$0.00    | \$0.00      | \$0.00              | 2           | \$17,288.00    | 0           | \$0.00          |
| 0   | Single Family Garage-Carport          | \$0.00      | \$0.00         | \$0.00    | \$0.00      | \$0.00              | 1           | \$33,510.00    | 1           | \$7,140.00      |
| 0   | Two Family Residential                | \$0.00      | \$0.00         | \$0.00    | \$0.00      | \$0.00              | 1           | \$264,636.00   | 0           | \$0.00          |
| 0   | Multi-Family Residential Apts         | \$0.00      | \$0.00         | \$0.00    | \$0.00      | \$0.00              | 0           | \$0.00         | 0           | \$0.00          |
| 0   | Commercial New                        | \$0.00      | \$0.00         | \$0.00    | \$0.00      | \$0.00              | 2           | \$149,416.13   | 4           | \$202,663.00    |
| 1   | Commercial Addition-Change            | \$0.00      | \$11.05        | \$0.00    | \$0.00      | \$0.00              | 10          | \$110,564.00   | 14          | \$1,624,783.00  |
| 0   | Churches                              | \$0.00      | \$0.00         | \$0.00    | \$0.00      | \$0.00              | 2           | \$439,000.00   | 0           | \$0.00          |
| 0   | School Repair-Addition                | \$0.00      | \$0.00         | \$0.00    | \$0.00      | \$0.00              | 0           | \$0.00         | 0           | \$0.00          |
| 0   | Building Removal                      | \$0.00      | \$0.00         | \$0.00    | \$0.00      | \$0.00              | 0           | \$0.00         | 0           | \$0.00          |
| 2   | Misc.-Retaining Wall-Fence            | \$252.50    | \$147.00       | \$17.68   | \$0.00      | \$35,250.00         | 3           | \$100,250.00   | 0           | \$0.00          |
| 4   | Total Building Permits                | \$2,645.50  | \$1,713.50     | \$185.19  | \$7,879.00  | \$918,742.00        | 24          | \$2,704,492.13 | 23          | \$3,334,815.00  |
|     |                                       |             |                |           |             |                     |             |                |             |                 |
| 2   | Mechanical Permits                    | \$69.20     | N/A            | \$4.84    | N/A         | N/A                 | 11          | N/A            | 10          | N/A             |
|     |                                       |             |                |           |             |                     |             |                |             |                 |
| 1   | Plumbing Permits                      | \$47.60     | N/A            | \$3.33    | N/A         | N/A                 | 5           | N/A            | 6           | N/A             |
|     |                                       |             |                |           |             |                     |             |                |             |                 |
| 0   | Mfg Home Install - Permit Fee         | \$0.00      | N/A            | \$0.00    | N/A         | N/A                 | 0           | N/A            | 0           | N/A             |
|     |                                       |             |                |           |             |                     |             |                |             |                 |
| 0   | Mfg Home Install - Administrative Fee | \$0.00      | N/A            | N/A       | N/A         | N/A                 | 0           | N/A            | 0           | N/A             |
|     |                                       |             |                |           |             |                     |             |                |             |                 |
| 7   | TOTAL PERMITS                         | \$2,762.30  | \$1,713.50     | \$193.36  | \$7,879.00  | N/A                 | 40          | N/A            | 39          | N/A             |
|     |                                       |             |                |           |             |                     |             |                |             |                 |
|     | Total Year to Date Calculated Fees    | \$9,546.30  | \$6,281.81     | \$668.24  | \$52,163.00 |                     |             |                |             |                 |
|     | 2003 YTD Calculated Fees              | \$11,611.65 | \$8,463.98     | \$812.82  | \$33,202.24 |                     |             |                |             |                 |

# BUILDING DEPARTMENT ACTIVITIES SUMMARY

For the Month of: November 2004

| No. | Building                              | Permit Fee  | Plan Check Fee | Surcharge  | SDF's        | Value Current Month | No. to Date | Total to Date   | No. Last Yr | Total Last Year |
|-----|---------------------------------------|-------------|----------------|------------|--------------|---------------------|-------------|-----------------|-------------|-----------------|
| 7   | Single Family Dwelling                | \$5,708.50  | \$3,710.54     | \$399.60   | \$55,153.00  | \$1,824,691.00      | 43          | \$9,612,685.00  | 66          | \$13,008,178.00 |
| 1   | Single Family Addition                | \$560.50    | \$364.33       | \$39.24    | \$0.00       | \$150,000.00        | 28          | \$808,968.00    | 29          | \$1,374,546.00  |
| 1   | Single Family Garage-Carport          | \$140.50    | \$91.33        | \$9.84     | \$0.00       | \$19,843.00         | 12          | \$269,769.00    | 11          | \$131,370.00    |
| 0   | Two Family Residential                | \$0.00      | \$0.00         | \$0.00     | \$0.00       | \$0.00              | 7           | \$2,396,932.00  | 9           | \$2,217,282.00  |
| 0   | Multi-Family Residential Apts         | \$0.00      | \$0.00         | \$0.00     | \$0.00       | \$0.00              | 1           | \$0.00          | 3           | \$2,118,347.00  |
| 0   | Commercial New                        | \$0.00      | \$0.00         | \$0.00     | \$0.00       | \$0.00              | 2           | \$149,416.13    | 8           | \$2,170,434.00  |
| 1   | Commercial Addition-Change            | \$0.00      | \$11.05        | \$0.00     | \$0.00       | \$0.00              | 13          | \$227,464.00    | 23          | \$1,764,739.00  |
| 0   | Churches                              | \$0.00      | \$0.00         | \$0.00     | \$0.00       | \$0.00              | 3           | \$439,000.00    | 1           | \$318,008.00    |
| 0   | School Repair-Addition                | \$0.00      | \$0.00         | \$0.00     | \$0.00       | \$0.00              | 0           | \$0.00          | 0           | \$0.00          |
| 1   | Building Removal                      | \$0.00      | \$0.00         | \$0.00     | \$0.00       | \$0.00              | 4           | \$0.00          | 3           | \$0.00          |
| 3   | Misc.-Retaining Wall-Fence            | \$283.50    | \$187.15       | \$19.85    | \$0.00       | \$37,075.60         | 17          | \$242,146.60    | 6           | \$13,664.00     |
| 14  | Total Building Permits                | \$6,693.00  | \$4,344.40     | \$468.51   | \$55,153.00  | \$2,031,609.60      | 130         | \$14,148,380.73 | 159         | \$23,116,568.00 |
| 12  | Mechanical Permits                    | \$294.60    | \$0.00         | \$20.62    | N/A          | N/A                 | 102         | N/A             | 115         | N/A             |
| 8   | Plumbing Permits                      | \$380.80    | N/A            | \$26.66    | N/A          | N/A                 | 53          | N/A             | 82          | N/A             |
| 1   | Mfg Home Install - Permit Fee         | \$160.00    | N/A            | \$11.20    | N/A          | N/A                 | 2           | N/A             | 3           | N/A             |
| 1   | Mfg Home Install - Administrative Fee | \$30.00     | N/A            | N/A        | N/A          | N/A                 | 2           | N/A             | 0           | N/A             |
| 36  | TOTAL PERMITS                         | \$7,558.40  | \$4,344.40     | \$526.99   | \$55,153.00  | N/A                 | 289         | N/A             | 359         | \$23,116,568.00 |
|     | Total Year to Date Calculated Fees    | \$55,917.82 | \$36,816.03    | \$3,940.08 | \$435,928.00 |                     |             |                 |             |                 |
|     | 2003 YTD Calculated Fees              | \$85,919.52 | \$56,343.86    | \$6,074.37 | \$506,678.44 |                     |             |                 |             |                 |