

Agenda

VAULT COPY

City of Brookings
Common Council Meeting
Brookings City Hall Council Chambers
898 Elk Drive, Brookings Oregon
May 24, 2004 7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Ceremonies/Appointments/Announcements
 - A. Appointments
 - 1. Economic Development Committee [page 5]
 - B. Announcements
- V. Oral Requests and Communications from the Audience
 - A. Committee and Liaison reports
 - 1. Council Liaisons
 - B. Unscheduled
- VI. Staff Reports
 - A. Finance Department
 - 1. Copier Lease Agreement [page 79]
 - B. Community Development Department
 - 1. Award Bid—Reconstruction of Intersection, Elk Drive and Fern Street [page 83]
 - 2. Award Bid—Sewer and Water Main Construction, Chetco Avenue—Chetco Lane to north of Arnold Lane [page 85]
 - C. City Manager
 - 1. Other
- VII. Consent Calendar
 - A. Approval of Council Meeting Minutes
 - 1. Minutes of May 10, 2004, regular Council meeting [page 87]

End Consent Calendar
- VIII. Remarks from Mayor and Councilors
 - A. Council
 - B. Mayor
- IX. Adjournment

City of Brookings Events Calendar

03

May 2004

May 2004							June 2004						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
2	3	4	5	6	7	1	6	7	8	9	10	11	12
9	10	11	12	13	14	15	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	29	30			
30	31												

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						May 1
2	3	4	5	6	7	8
	9:30am CC- VIPs/Volunteers in Police Service/Marvin Parker 7:00pm FH-FireTng/ChShrp (Fire Hall)	8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palick 9:30am KURY Radio Community Focus Talk Show w/City 7:00pm CC-Planning Commssn	12:00pm Comnity Agencies mtg (Chetco Sr.Center) 1:30pm CC-Preapplication meeting-John Bisc 2:00pm CC-SafetyComMtg/ Kathy 7:00pm FH-PoliceReserves	8:00am National Day of Prayer-see 8:15am CC-CmtyDevDpt Staff 9:00am CC-Crm Stoppers 10:00am CC- Site Plan Com 12:00pm CC-Police Memorial-flag More Items...		
9	10	11	12	13	14	15
	9:00am CC- Election Drop Box/Shelley 247-3297 12:00pm CC-Pelican Bay Telecommunications 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	9:00am CC- Election Drop Box/Shelley 247-3297 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm FH-Area Health-SWOCC-Bill Sharp	9:00am CC- Election Drop Box/Shelley 247-3297	8:15am CC-CmtyDevDpt Staff mtg/LLightle 9:00am CC- Election Drop Box/Shelley 247-3297 10:00am CC- Site Plan Com Mtg/LauraLee Gray	9:00am CC- Election Drop Box/Shelley 247-3297	
16	17	18	19	20	21	22
	9:00am CC- Election Drop 9:00am CC-Municipal Court/ 9:30am CC-VIPS/Volunteers in 10:30am CC-Subdivision Committee 12:00pm Salmon Derby Committee 6:00pm CC-American Red Cross 7:00pm FH-FireTng/ChShrp (Fire Hall)	7:00am CC- Election Drop Box/Shelley 247-3297 8:30am CC-Investigator/Patrol Information Sharing M 9:30am KURY Radio Community 10:00am CC-Surburban Fire 2:00pm CC-Bid Opening-Fern and	2:00pm CC-Bid Opening-chetco Avenue water and sewer line replacement-Cathie Mahon 3:30pm CC-AMF Meeting	8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 1:00pm CC-Safe Schools Partnership meeting-Rick Dentino		
23	24	25	26	27	28	29
	10:00am South Coast Watershed Council Harry Hoogesteger, George Fleming and Mayor, An 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)		8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ LBlodgett	5:00pm AZ PRK-garden-Chamber of Commerce Mixer-Les Cohen-469-3181	11:00am AZ PRK-Azalea Festival Program-Chamber of Commerce-Les Cohen-469-3181 1:00pm AZ PRK AMF concert
30	31					
	CITY OFFICE CLOSED-Memorial Day 7:00pm FH-FireTng/ChShrp (Fire Hall)					

CC-Council Chambers
FH-Fire Hall

City of Brookings
Events Calendar

June 2004

June 2004							July 2004						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		June 1 8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palicki-X217 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm CC-Planning Commssn	2 12:00pm Comnity Agencies mtg (Chetco Sr.Center) 2:00pm CC-SafetyComMtg/ Kathy Dunn 7:00pm FH-PoliceReserves	3 8:15am CC-CmtyDevDpt Staff mtg/LLightle 9:00am CC-Crm Stoppers 10:00am CC- Site Plan Com Mtg/LauraLee Gray	4	5
6	7 9:30am CC- VIPS/Volunteers in Police Service/Marvin Parker 7:00pm FH-FireTng/ChShrp (Fire Hall)	8 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	9	10 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray	11	12
13	14 12:00pm CC-Pelican Bay Telecommunications 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	15 8:30am CC-Investigator/Patrol Information Sharing Meeting-Barbara Palicki-X217 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 10:00am CC-Surburban Fire District-Phil Cox-469-5729	16 5:30pm CC-Victim's Impact Panel-Mindy Curry Prevention Services-247-2412	17 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray	18	19
20	21 9:00am CC-Municipal Court/ JdgHarper 9:30am CC-VIPS/Volunteers in Police Service-BPalicki 6:00pm CC-American Red Cross Mtg/Karen Degenals 7:00pm FH-FireTng/ChShrp (Fire Hall)	22 9:00am CC-Notary Seminar-Kristine Hume-503-986-2356 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	23	24 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ LBlodgett	25	26
27	28 7:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm CC-Council Mtg	29 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	30			

CITY OF BROOKINGS



STAFF REPORT

Date: May 20, 2004

To: Mayor Hagbom and City Councilors

From: Ed Wait, Economic and Urban Development Director and
Dianne Snow, Assistant City Planner

Through: Leroy Blodgett, City Manager

Subject: Economic Development Committee Report and Recommendations

REPORT

One of the City Councils goals for fiscal year 2004 – 2005 was to establish an Economic Development Committee (EDC). This committee is envisioned to look beyond just the current City limits and work to develop effective relationships and strategies for economic development in the entire Urban Growth Boundary (UGB). The intent is to work with organizations and individuals within the UGB, in an advisory role, to address some of the complex issues that impact the UGB and provide a forum to make recommendations on these issues.

The following organizations are participating and have appointed individuals to participate on this committee: Curry County has appointed Shelly Eaton, the Port of Brookings-Harbor has appointed John Zia, the Brookings-Harbor Chamber of Commerce has appointed Dave Gordon, Southwestern Oregon Community College has appointed Peggy Goergen, Brookings-Harbor School District has appointed Chris McKay, and the City of Brookings needs to appoint our representative.

The city also made a request to business and individuals within the City limits and the UGB to apply to this committee. Eight total positions were required and consist of 4 business representatives and 4 at-large individuals equally split between the City limits and the UGB. Staff received 18 applications from community members to volunteer for these positions on the committee. Staff reviewed the applications and after a difficult process selected eight individuals from this volunteer core that we feel will supply the best input into the group.

RECOMMENDATION

Appoint the following individuals to the EDC; Jay Patel – business/City of Brookings, Elizabeth Smith – at-large/City of Brookings, Altona (Toni) Mefford – at-large /UGB, Don Mitchell – business/UGB, David Freeman – business/UGB, Jeremy McVeety – at-large/City of Brookings, Rick Bishop – business/City of Brookings, and Dorthy Garvin – at-large/UGB.

Appoint a member representing the City of Brookings to the EDC.

Thank all the applicants who applied to the city for their efforts and encourage future participation as a volunteer in the area.



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 L. Bishop Date: 4-28-04

Physical Address: 625 Spruce St Brookings OR 97415

Mailing Address: POB 267 Brookings OR 97415 Phone: 541-469-4928

Email Address: mazda@nwtec.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): Economic Development Committee

1. Resident of City of Brookings since: Month: 6 Year: 1970

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 recently joined the Rotary and have been attending the Downtown Development meetings. I would like to offer the Brookings/Harbor community my ideas and knowledge as a business owner and resident in what would be the best ways to improve the economics and our community as a whole.

(Continued on back)

2. Continued: We have a great little town here that ban together
in good times and in bad. I would like to be a part of the committe
that will work to make things better for all of us.

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

1978 graduate from Brookings Harbor High School. Worked at
Bernie Bishop Volkswagon/Mazda from 1973 to 1996 at which time
I became the owner.

Brookings/Harbor Rotary Club member

Kim and I married in 1979 and have two daughters. We have taken
in children when they needed a place to stay - one became a
part of our family for 4½ years.

As owner of Bernie Bishop Mazda I donate everything from service
work to cash for many different charities, organizations, fund
raisers and the schools.

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Ron Walker

B. Chris Wallace

C. Eldon Gossett

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

4-28-04
Date

1. I intend to donate voluntary services for the City of Brookings (hereinafter "City") as follows:
Attend the Economic Development Committee, planning commission
and council meetings and offer my services, ideas and opinions
in any way that I can
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.

Ray L. Boy 4-28-04
Date

Alberta R. Petersen 4-28-04
Witness Date

[Signature] 04-28-04
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: David W. Freeman Date: 5-11-04

Physical Address: 99148 South Bank Chetco Brookings

Mailing Address: P.O. Box 1451 Brookings Phone: 541-464-9636

Email Address: david@freemancontracting.biz

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): Economic Development Committee

1. Resident of City of Brookings since: Month: 9 Year: 59

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 think that its important to have

Someone with Local Knowledge of the community

from past to present. I feel that I have that.

(Continued on back)

2. Continued: I've also been in business for myself

since 1976. I know what it takes to look ahead
to the future and plan for possible changes.

I've served as a Volunteer for the sheriff department in
the mounted posse & search and rescue for 10 years

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

12 years education with diploma @ B.H.H.S

1 year college education as diesel mechanic @ O.I.T. Klamath Falls

1 year college education in Business @ SWCC Coos Bay

I worked in a sand & gravel company with my father
& brother for fifteen years, then my brother and I bought
out my father in 1995. Developed a construction company
to go along with the sand & gravel business. In
2003 the company was split and I continued with
the construction company as sole owner to
this date.

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Daryn Farmer

B. Lee Musser

C. Jess Fitzhugh

David W. Freeman

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

5-11-04

Date

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

To the Economic Development Committee to work in unison with organizations and individuals to address, in an advisory role some of the complex economic development issues that impact the Urban Growth Boundary to make recommendations on these issues.

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.

David W. Freeman

5-11-04

Date

Andrew Jones
Witness

5.11.04

Date

Wai Hung
Witness

5-11-04

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: Dorothy Garvin Date: 5/13/04

Physical Address: 96953 Hampton Rd., Brookings, Or.

Mailing Address: P.O. Box 2282, Harbor, Or. 97415 Phone: 469-2241

Email Address: vgarvin@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): Economic Development Committee

1. Resident of City of Brookings since: Month: _____ Year: _____
Have not lived in city, but in the area since 1949
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 that it is very important,
to both business & residents within the urban
growth boundaries, to consider the growth &
(Continued on back)

2. Continued: changes in a way that it does not
destroy peoples living, but still allows for
future developments

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

Graduated Brookings Harbor Highschool 1955-
Attended Oregon Institute of Technology, Klamath
Falls, Or and graduated in Accounting 1958
married to Vern Garvin 1956. Upon graduation
we returned to Brookings & started Curry County
Communications, bringing Radio-Telephone communication
to Curry County. We still own & operate KURY Radio, Inc.
We have both given of our time & energy to
the area to try to make it a better place to live
over the years. We have volunteered in many
areas.

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Bob Nachel .

B. Paul Davis .

C. Patty McVay .

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

5/13/04
Date



City of Brookings

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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: Jeremy L. McVeety Date: 04-29-04

Physical Address: 17249 S. Passley Rd.

Mailing Address: (same) Phone: 412-7694

Email Address: jeremymcveety@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): Economic Development Committee

1. Resident of City of Brookings since: Month: 10 Year: 2001

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)

(Continued on back)

2. Continued: (see attached)

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

(see attached)

4. Please list no less than three references:

NAME:

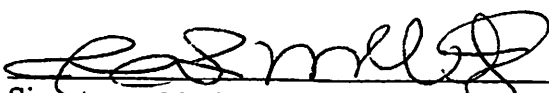
ADDRESS:

PHONE:

A. Marge Woodfin :

B. Rick Dentino .

C. Joan Karrle _____



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

04-29-04
Date

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

Economic Development Committee

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

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

[Signature]

04-29-04

Date

[Signature]

Witness

4-29-04

Date

[Signature]

Witness

4-29-04

Date

2.

When I came to Brookings 2 ½ years ago, I had the opportunity to serve the City of Brookings for one year working on the downtown development/urban renewal, parks master plan, and GASB 34 implementation projects. This experience gave me a unique opportunity to meet community members, understand the economic forces within the local economy, and be involved in exciting changes within the city.

Since completing my work with the City, I have taken a position with Chetco Federal Credit Union as a business loan analyst. We provide commercial loans to businesses in Coos, Curry, and Del Norte counties. As an analyst, I have the opportunity to examine a variety of small businesses in many sectors of the economy and see first hand the challenges facing business in our region.

My educational background consists of a B.S. degree in Economics from Idaho State University, where I focused on public finance. I received graduate credits in Planning, Public Policy, and Management from the University of Oregon upon completion of my AmeriCorp service with the City of Brookings. I was active in various community service projects throughout college, and have continued to be active since. I have participated in Relay for Life the past two years and have worked with the Keep Brookings Beautiful litter control group. I wish to serve as a member of the Economic Development Committee because I feel my background has prepared me to make positive contributions regarding the economic changes occurring in our community.

3.

Education:

Planning, Public Policy and Management (9 graduate credits), University of Oregon, September 2002.

B.S. in Economics, Idaho State University, May 2001

Certificate of Completion, Project Management, Leadership and Organizational Behavior, Idaho State University, April 2001.

Experience:

Instructor for Economic Issues Lab, Idaho State University, Spring 2001.

Performed market trend analysis for independent realtor (2000-2001).

ASISU Finance Committee Member, investigations and appropriations for over \$1,000,000 student organizations budget (1996-1997).

ASISU Communications Board Member, budget approval and interview staff candidates for student newspaper (1995-1996).

Employment:

2003 - 2004 *Commercial Loan Analyst, Chetco Federal Credit Union*
Review existing and potential business loans for financial capacity, collateralization, and credit worthiness.

2001 - 2002 *Special Projects Assistant, City of Brookings/RARE*
Develop policy and implement required changes in governmental financial reporting to include city owned fixed assets. Provide city staff and consultants support during Town Center Master Plan, Urban Renewal Plan and Parks Master Plan process. Service year completed September 2002.

Interests & Activities:

Community Service: Brookings city litter pickup (2002), Adopt-A-Highway semi-annual cleanup (1994-2000), Trick-Or-Treat for canned food drive (1994-1997).

Fundraising: American Cancer Society Relay For Life (2002-2003), American Red Cross (1996-2000), Big-Brother/Big-Sister (1995-1997).

Organizations: Chetco Chatter Toastmasters Treasurer (2002-2004)



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: 5/11/04

Physical Address: 17744 Highway 101 No. Unit B101

Mailing Address: Same as above Phone: 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): ECONOMIC DEVELOPMENT COMMITTEE

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.

(Continued on back)

2. Continued: _____

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

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Aretta McNeely

B. Brian Scott

C. Elmo Williams

D. Elden Gossett

Altona (Joni) Meyerd

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

5/11/04
Date

Application for the Economic Development Committee continued:

2. Explain why you wish to serve the community...

I would like to participate in the development and future of Brookings. I see the community growing quickly and its need for input from the community on the direction they would like to see Brookings take.

I have served on many different types of committees and boards. Some areas include; salary and benefits negotiations; community surveys requested by the Board of Supervisors in another county; precinct walked for election candidates; a member of, and president of, several Home Owners Associations and, I have attended and spoken before many city and county board meetings, in another county.

I have been a volunteer in this community, including the Senior Center. I have been part of the "backbone" of the Kris Kringle Market event last year. I was the acquisition member whose primary responsibility was to acquire cash donations to support the event and it also included acquiring prizes for the several contests given by the event. I have since volunteered to stay in touch with the many members of this community as a "good will ambassador" for the next Kris Kringle Market. I am also on this year's acquisitions committee and the secretary of the Kris Kringle Board meetings.

I believe I have a very good rapport with most people. I am able to listen carefully to the many diverse opinions and make fair decisions that may not necessarily be the same opinion as my own. I believe all input is important and that I must be fair when asked to represent diverse groups. I am assertive when necessary but I am able to back away from the ideas I am representing when it is in the best interest of others. I think I would make an excellent participant. I am able to obtain information, present facts and help with the decision making for which this board will be held responsible.

3. Biographical Sketch:

Education includes 3 years of college background including community college and Brigham Young University.

My employment includes: 14 years working for the County of Santa Clara in California in several positions including Supervisory level. The last 18 years have been working in private industry at a company that involved government contracts including the Navy and Air Force. I have held Top Secret clearances. I was the Administrative Secretary to one of the company's Vice Presidents. I planned, arranged and provided personal service to our customers, stateside and for our foreign customers. I planned many company activities/events including the Anniversary and annual holiday parties. I participated in organizing and volunteer support for the United Way Campaign. I helped meet the \$ goals for United Way.

I have volunteered for organizations such as Big Brothers/Big Sisters; Sterlin Institute, which is a community organization to provide service to improve the physical buildings for city schools and the Women's Crises center. I have participated in horse endurance rides at health checkpoints for the horses. I have provided support to the Arts Guild of Santa Cruz. I have volunteered at our Senior Center as the receptionist and bus dispatcher. I was involved in the first 2 years in presenting the Ladies Salmon Run Golf Tournament as a food coordinator and set- up for the meals. I also went out into the community to get advertisers and prizes for the event. I have volunteered to help business owners in this community when personnel help was needed. I will be involved in the near future as a model for upcoming charity events. I will also be involved with marketing a person and her new business.

Some major activities include exercise, gardening at my rental home and travel. I am a member of the Ladies Golf Club at Salmon Run.

1. I intend to donate voluntary services for the City of Brookings (hereinafter "City") as follows:
as required for the Economic Development Committee,
this may also include volunteer service time in
subcommittees associated with the E.D.C.
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 (Dene) Mefferd 5/14/04
Date

Samuel Hunkulka 5-14-04
Witness Date

Lanny Rigel 5-14-04
Witness Date



attention: Ed White
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: DONALD R. MITCHELL Date: 5-7/04
Physical Address: 423 BUENA VISTA LOOP, BROOKINGS
Mailing Address: PO BOX 1104 Phone: 469-9741 (office)
Email Address: don@nwtec.com 469-3390 (home)

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): BROOKINGS HARBOR ECONOMIC
DEVELOPMENT BOARD

1. Resident of City of Brookings since: Month: 7 Year: 89
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.) Economic development is very important to the area and I would like to participate in that development. I currently serve on the Regional Investment Board, serve as the Chairman of the Curry County sub-committee.
(Continued on back)

2. Continued: I am on the CCD Board of Directors. I was
Chairman of CEDAC and have served on other Regional
and County Development Committees.

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

1989-Present - Started and developed Flora Pacific;
Although I have retired, I continue active in the
business and am the President of the FP Board of Directors.
Retired Foreign Service Officer worked for the
Agency of International Development serving as an
Agricultural Officer in Thailand, Laos, Philippines,
Wash. D.C. I worked on all phases of planning and
implementation of a wide variety of Agr. Projects.
1969/70 Cornell University - AID Sponsored Longterm training
in international Agr. Development.
1960 - University of Maryland U.S. Rural Education
1953 University of Idaho BS (Agriculture)

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. L. Carolyn SchaeferB. Russ CrabtreeC. Cathy BlodgettDonald R. Mitchell

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

5/11/04
 Date

05/07/2004 10:55 5414693650

BROOKINGS

PAGE 03/03

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

Economic Development Board + related activities

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.

Donald R. Mitchell 5/11/04
Date

Anna J. Linderson 5/11/04
Witness Date

[Signature] 5/11/04
Witness Date

Note: Since my son, Peter is also applying for this Board you may only want to appoint one of us. If so, it should be Peter rather than me.
Don.

M:\Council\Forms\application to serve on commission ms.doc



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: JAY PATEL M.D. Date: 4/29/04
Physical Address: 48724 Fox Dr Harbor, OR 97415
Mailing Address: P.O. Box 760 Brookings OR Phone: 469 6927 (paper 9-8221)
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): E.D.C.

1. Resident of City of Brookings since: Month: 1/04 Year: 12/04
2. Please briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. (Attach additional sheets if needed.) I was part of the Downtown Development Committee. I have made the Brookings Harbor area my home since
(Continued on back)

2. Continued: 1987 and am fiercely patriotic to its
development & well being. I have volunteered
thousands of hours to the community most
notably as a Medical Director & board member
of the Southern Long Ambulance.
3. Biographical Sketch: (Education, employment, volunteer activities, etc.) (Attach additional sheets if needed.)
- Doctor of medicine / Board Certified in internal med
and Geriatric medicine
 - Self Employed. Own several businesses in
Brookings. Latest venture: Oceanic Meadows,
a highly needed residential care facility in Brookings
 - Have volunteered thousands of hours to
the community as medical director of the non
profit Southern Long County Ambulance Assoc now (at one
time) was also a board member. Several years as
a soccer coach. Coached the 1st Brookings traveling
soccer team to a championship. Was part of the
Successful School Bond Committee" etc
4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Mark Alvord

B. Cliff Finner

C. Janie Steward

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

9/29/04
Date

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

member of the EDC & any related position

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] 4/30/04
Date

[Signature] 4/30/04
Witness Date

[Signature] 4/30/04
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: ELIZABETH B SMITH Date: 5-6-04

Physical Address: 17174 OCEAN PARK CT Brookings Oregon 97415

Mailing Address: AS ABOVE Phone: 541 469 2575

Email Address: N78016@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): ECONOMIC DEVELOPMENT COMMITTEE

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.) I think I can be of help to the

CITY OF BROOKINGS FROM PLACERVILLE
experience, PLANNING Commission,

Highway 50 Committee, co-founder - Community Pride,
(Continued on back)

raised money to beautify the town. 'ADOPT-A-SPOT' GARDENS

2. Continued: tree, slope & sign committee

held many planning courses from U.C. DAVIS

per phone call worked on Placerville General
Plan - 5 year project - LRB 5-6-04

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

College -

line of work - INSURANCE BROKER

Private Pilot

volunteer as Listed under community
Service

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. KATHI LISHMAN —

B. CHRISTINE Knapp —

C. CAROL + Bruce Black

Elizabeth J. Smith

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

Date

5-6-04

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

economic development committee

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

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

Elizabeth B Smith 5-6-04
Date

Joyce Tromblee 5-6-04
Witness Date

Linda Barker 5-6-04
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: ROLAND FRIEDERICH Date: 5/5/2004

Physical Address: 98875 PLEASANT HILL DR #10 BROOKINGS OR

Mailing Address: SAME Phone: _____

Email Address: ROLAND.FRIEDERICH@NUTEC.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): RE-DEVELOPMENT

1. Resident of City of Brookings since: Month: _____ Year: 1992

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.) AS REPRESENTATIVE OF THE

PELICAN BAY ARTS ASSOCIATION

(Continued on back)

2. Continued: _____

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

TREASURER - PELICAN Bay Arts Association 2003-2004
RETIRED Los Angeles Police 1955-1975
RESIDENT & CITIZEN OF Mexico 1975-1990

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. DALE WALKS _____

B. JAMES BEERS _____

C. ROBERT BEERS _____

 _____

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

Date

4/5/2004


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

Redevelopment

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.

 4/4/2004
Date

 5/5/04
Witness Date

Vicki Bailey 5-5-04
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: Susan Frisch Date: 4-25-04

Physical Address: 97748 N. Bank Chetco River Rd

Mailing Address: P.O. Box 6838 Phone: 541-469-5159

Email Address: chetco river@wave.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): Economic Development Committee

1. Resident of City of Brookings since: Month: 7 Year: 97

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 being an active member of the community and am willing to help with the planning + growth of our area. I have attended all of the Brookings Forum/
Business Outlook conferences and have a fairly good

(Continued on back)

2. Continued: knowledge of the community. I feel that I bring
a lot of expertise + management skills to the table
and can be a valuable addition to the committee.
I have worked in both the private + public business
sectors and know the problems + advantages of both areas.

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

Graduate George Fox University, 1970

Employed as Food Service Administrator from 1967 to
1997 in a variety of positions and locations

business Message Therapist since 1998 with my
own business in the Brookings area.

Dispatch Communications Officer with Brookings
Police since Nov. 2001.

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Lt. John Bishop

B. John Zia

C. John Baker

Nelson K. Throck

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

Date

April 25, 04

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

a member of Economic Development Committee

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

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

Msan L. Fusch 4-28-04
Date

F. Nicole Schroeder 4-28-04
Witness Date

Linda Barber 4-28-04
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: Lorraine Gordon Date: 5/12/04

Physical Address: 21159 Carpenterville Rd

Mailing Address: P.O. Box 2507 Harbor, OR 97415 Phone: 541-469-3975

Email Address: dlgordon@nwtec.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): Economic Development Committee

1. Resident of City of Brookings since: Month: _____ Year: 1950

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.) Very interested in the downtown Brookings development & the "couplet" issue. Interested in the Borax Annex, etc. Concerned about the

(Continued on back)

2. Continued: economic issues that the "complet" project
affects. Interested in diversifying our
economic base.

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

I have lived in Brookings my whole life &
graduated from Brookings Schools. I have two
businesses in the area and am involved with
the Brookings Harbor Shopping Center Merchants
Association. I am also very active in
Scoutism International of Brookings. We
work as a club to improve our community
in many ways. I am interested in the
Urban Planning.

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

- A. Dorothy Garvin
- B. Aleta Mankameyer
- C. Dottie Anacleto

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

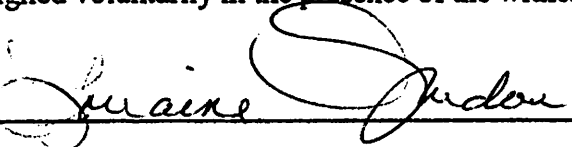
Date

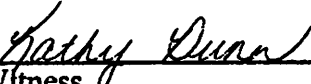
1. I intend to donate voluntary services for the City of Brookings (hereinafter "City") as follows:

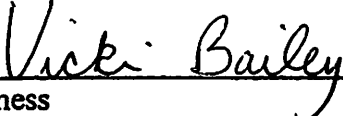
Serving on advisory committee

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

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

 5/13/04
Date

 5/13/04
Witness Date

 5-13-04
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: Steve Hastings

Date: 05/14/04

Physical Address: 15398 Oceanview Dr. Brookings

Mailing Address: SAME

Phone: 469-3759

Email Address: hastingsbulbat@charterinternet.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): Economic development committee

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

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 the
development of the UGB. I have no
prior experience or service on this type of board.
(Continued on back)

2. Continued: I would enjoy serving on the committee
in matters that affect not only Brookings
but Harbor as well. The community
at large.

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

Ed. College degree from The University of Oregon
Employment: Hastings Bulk Bowers, Inc.

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Joan Nichols

B. Carol Hastings

C. Ann Bognen

Stephen Hastings

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

Date

05/14/04

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

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

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

Stephen Johnson 05/14/04
Date

Joan A. Nichols 5/14/04
Witness Date

Carol D. Hastings 5/14/04
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: Robert Krause Date: 05-12-2004
Physical Address: 545 Hassett Street, Brookings, OR 97415
Mailing Address: Same Phone: 541-469-2391
Email Address: - 0 -

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): Economic Development Committee

1. Resident of City of Brookings since: Month: 06 Year: 1996
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.) USE my Expertise & Background in
Medicine to help develop a site that would encourage
the Bio Medical Industry to locate here.

(Continued on back)

2. Continued: Help develop MORE service oriented
business in the AREA to serve the senior
population. Help determine the proper
Medical facilities without UNNECESSARY
duplication of Expensive equipment.

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

Spent 4 years in the Navy as a Hospital
Corperman with 18 months Attached to the
1st Marine Div. in Korea. Went to the University
of Wisconsin in Madison in Pre-Med then Transferred
to the School of Elect. Broadcast Eng. in Msp., Mn.
Worked for United Telephone Co as a Microwave
Design Engineer. Worked for Northwest telephone
Co. as a Special Service Eng. Worked for Wisconsin
Heart Inst. as the Director of Bio-Medical Engineering
in La Crosse, WI. I am Retired at the present
time. I'm a member of ASHE & have current FCC license

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Dan Thompson

B. Pete Chasar

C. Don Huggins

Robt Krause

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

May 12, 2004
Date

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

ECONOMIC DEVELOPMENT COMMITTEE MEMBER.

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

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

Robert Krause 5/13/04
Date

Vicki Bailey 5-13-04
Witness Date

Shirley Thompson 5/13/04
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: Peter Mitchell Date: 5/11/04

Physical Address: 13609 Hwy 101 South

Mailing Address: PO Box 16666 Brookings 97415 Phone: 541-469-9741 (W)
541-469-502 (H)

Email Address: Peter@FloraPacifica.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): BROOKINGS HARBOR ECONOMIC
DEVELOPMENT BOARD

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

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'm willing to give back to my
community. I have experience in economic
(Continued on back)
development including creating & implementing
ED plans.

2. Continued: I have served on numerous boards
Task Forces including Ag Development,
Econ Dev., Extension Leadership Council,
Soil & Water Conservation Board, Fair Board,
Chamber of Commerce & Tourism advisory board.

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

Please see attached resume

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Pat Wong

B. Harry Harris

C. Ted Fitzgerald

[Signature]

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

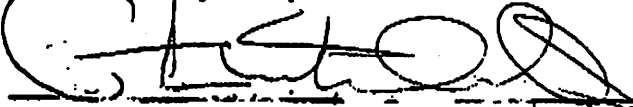
5/7/04
Date

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

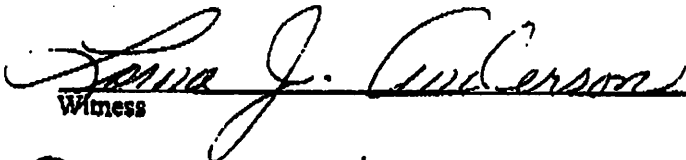
Economic Development Board + related activities

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.

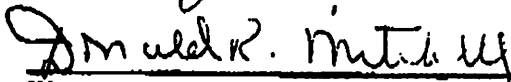


Date



Witness

Date



Witness

Date

PO Box 1104
Brookings, Oregon 97415

Phone 541-469-8741
Fax 541-469-2278
E-mail Peter@florapacifica.com

Peter D. Mitchell

- Education** 1977 - 1981 Virginia Tech Blacksburg, Virginia
BS/ Agricultural Economics
▪ Farm Business Management
- Professional experience** August 2003- Present Flora Pacifica, Inc. Brookings, Oregon
Chief Executive Officer
▪ Responsible for all day-to-day activities of the company.
▪ Led expansion of retail greenhouse sales area to 2,400 sq ft.
▪ Prior to this position, Peter established market presence for Flora Pacifica products on the east coast.
- 2000- 2003 Fauquier County Board Of Supervisors
Warrenton, Virginia
Agricultural Development Officer – Department Head
▪ His department was charged with promoting and enhancing agriculture, and advising the Board of Supervisors on Agriculture policy.
▪ As Ag Development Officer he was actively involved in establishing Fauquier County's Purchase of Development Rights program, Virginia Independent Growers Cooperative (a marketing cooperative), Rapidan-Rappahannock Regional Agricultural Development and Marketing Committee, the Piedmont Small Farm Festival, and Fauquier County's agriculture web site, FauquierAg.com. He was also successful in attracting value-added investments in Fauquier County in the form of processing facilities including a homestead cheesery, a flourmill and bakery, and an USDA inspected custom meat processing facility.
▪ In 2002 the Southeast Tourism Society recognized the Fauquier County Fall Farm Tour as a "Top 20" event for the Southeast United States. A tour Peter coordinated.
- 1988-2000 Waterford Farms Middleburg, Virginia
Farm Manager
▪ An estate farm that also house Angus bulls for Proven Sires.
- 1997-1999 United Airlines Dulles Airport, Virginia
Ramp Supervisor
▪ Responsible for ramp crews of up to 75 employees.

1987-1996

Loudoun Llamas/ Murray Hill Farm

Leesburg, Virginia

Farm Manager

- With his wife, Dawn. They built the herd from scratch to over 100 breeding females. The herd produced 31 different champions. The couple also developed a large (45+ kids) non-ownership 4-H club. Being a non-ownership club gave "city" kids an opportunity to work with livestock and enjoy country life.

Awards received

- 2002 the Southeast Tourism Society recognized the Fauquier County Fall Farm Tour as a "Top 20" event for the Southeast United States. (Peter coordinated tour).
- 4-H Outstanding Friend of the year 2003
- Soil conservation Farmer of the year award 1986

Speaker

Guest speaker at Virginia Ag Summit, 2003 hosted by Governor Warner on Agriculture Development and infrastructure needs for processing locally produced products for human consumption.

Guest speaker USDA's National Rural Tourism Conference 2003.

Guest speaker American Society of Cut Flower Growers Regional Conference on Marketing 2004.



City of Brookings

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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: BETH NUFER Date: 5-7-04

Physical Address: 98686 FOX DR BROOKINGS, OR 97415

Mailing Address: SAME Phone: 469-5840

Email Address: dgbrookings@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): ECONOMIC DEVELOPMENT COMMITTEE

1. Resident of City of Brookings since: Month: 9 Year: 1996

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.) BEING THE FACT THAT OUR

FAMILY LIVES IN HARBOR, AND OWNS THE

DAIRY QUEEN IN BROOKINGS, I FEEL I

(Continued on back)

2. Continued: COULD WELL REPRESENT VIEWS ON
ECONOMIC DEVELOPMENT. I HAVE A FIRM
COMMITMENT TO THE BROOKINGS/HARBOR
AREA, AS WELL AS A 14 YEAR OLD SON.

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

MY EDUCATION IS HIGH SCHOOL, 24.5 UNITS
OF COLLEGE IN PSYCHOLOGY, AS WELL AS
A CRIMINAL JUSTICE AND COMPUTER CLASS
AT S.W.O.C.C. MY EMPLOYMENT HAS BEEN
AT DAIRY QUEEN, MACKLYN HOUSE, AND
HARBOR SANITARY DISTRICT. I HAVE
VOLUNTEERED AT KALMIOPSIS AND UPPER
CHETCO FOR 3 YEARS (1998-2001)

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

HUGH E JAYDE

A. SLATTER

B. KATHY KORB

C. KELLY WILSON

Beth Mufson

5-7-04

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:

ECONOMIC DEVELOPMENT COMMITTEE

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

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

Beth Nufu 5-7-04
Date

Sydney Miller 5-7-04
Witness Date

Cody Miller 5-7-04
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: Victoria E. Nuss, CPA Date: 4/30/04
Physical Address: 650 Mardon Court
Mailing Address: PO Box 1581 Phone: (541) 412-0244
Email Address: vikki@coastalcopiers.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): Economic Development

1. Resident of City of Brookings since: Month: _____ Year: 1994
2. Please briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. (Attach additional sheets if needed.) I have served on the Coos Curry Development Corporation and the Brookings and Curry County Planning Commissions. My husband and I have operated a successful

(Continued on back)

2. Continued: business in Brookings since 1995. As a Mayoral
Candidate in 2000 and 2002, I received over 40% of the
votes.

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

see Resume

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Didi Thomas

B. Judi Anderson

C. Norma Fitzgerald

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

4/30/04
Date

1. I intend to donate voluntary services for the City of Brookings (hereinafter "City") as follows:
time and travel for meetings or other business as required
by the committee.

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

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

Victoria Russo, CPA 4/29/04
Date

Mary C Top 4-29-04
Witness Date

Constance McElernan 4-29-04
Witness Date

VICTORIA E. NUSS, CPA

PO BOX 1581

BROOKINGS, OR 97415

(541) 469-9743

EMPLOYMENT HISTORY

1996 to Present

COASTAL COPIERS SALES & LEASING

1041 CHETCO AVENUE, PO BOX 1581
BROOKINGS, OR 97415

CO-OWNER

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

ACCOMPLISHMENTS: Since 1995 we have annually placed over \$150,000 worth of copier/office equipment. We provide copier and printer service for over 600 businesses between Gold Beach, Oregon and Crescent City, California. Our copy/quick print center produces over 150K copies per month.

1994-1996

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

565 FIFTH STREET
BROOKINGS, OR 97415

STAFF ACCOUNTANT

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

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

1992-1994

BELLSOUTH CELLULAR, CORPORATION

5600 GLENRIDGE DRIVE, SUITE 300
ATLANTA, GA 30342

ACCOUNTANT- NON-INCOME TAX, CONSOLIDATIONS

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

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

1978-1990

RETAIL MANAGEMENT

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

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

EDUCATION

KENNESAW STATE COLLEGE

BBA, Accounting, June 1992, Magna Cum Laude

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

LICENSES HELD

Certified Public Accountant, Oregon Board of Accountancy.

OTHER SKILLS

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

ACTIVITIES

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



City of Brookings

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898 Elk Drive ♦ Brookings, OR 97415

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

Name: Tim Patterson

Date: 5/11/04

Physical Address: 658 Chateau # 6

Mailing Address: PO Box 52

Phone: _____

Email Address: Tim@yee yee.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: 6 Year: 94

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 continue
my involvement in the economic planning
for the Brookings area.
(Continued on back)

2. Continued: _____

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

B.S. University of California - Sacramento
10 years Tennis club management
15 years Contract programmer
5 year Hands-on Internet

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Jim Refa-lord _____
B. Jerri James _____
C. Jess Beaman _____

3

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

Date

5/12/04

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

Economic Development Committee

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

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

Tim Patterson

5/12/04

Date

Charles [Signature]

5/14/04

Witness

Date

Witness

Date

CITY OF BROOKINGS



STAFF REPORT

Date: May 11, 2004

To: Mayor Hagbom and City Council

Through: City Manager Leroy Blodgett

From: Paul Hughes, Finance Director

Subject: Copier Lease Agreement

BACKGROUND

The City of Brookings current lease of the Toshiba 5570 copier is expiring June 21, 2004. Due to the age of the machine, the advancement in technology and the potential cost savings, it wouldn't be prudent to renew the lease on this machine. We have received quotes from Imagistics and Pacific Office Systems, which both have contracts with the State of Oregon that allow all Oregon municipalities to receive state bid prices. Purchasing from these contracts satisfies the City of Brookings purchase requirements. Both quotes requested were for a 55 page per minute digital copy machine, which is the same speed as our current machine, with a 48 month term.

Pacific office systems quote is \$284.30 per month plus \$.006 per copy, for an average monthly total of \$389.30. Imagistics quote is \$177.68 per month plus \$.0072 per copy, for an average monthly total of \$303.68. Both quotes include maintenance and supplies (excluding paper and staples). Both quotes offer substantial savings over our current average monthly payment of \$472.57.

RECOMMENDATION

Staff recommends acceptance of the Imagistics quote of \$303.38 per month, which will create an approximate annual savings of \$2,026 for the City.



*Lease Program Summary For
City of Brookings*

This summary is based on the following system(s) and service(s)

- 1 IM5520 DIGITAL IMAGING SYSTEM
- 1 Duplex Cabinet w/ 2,700 sheet drawer
- 1 Electronic Document Handler
- 1 Embedded Controller
- 1 10/100BaseT Network Interface Card
- 1 Multi-Position Finisher w/ 3-hole punch
- 1 6GB Hard Disk Drive
- 1 2GB HDD plus 32MB upgrade kit

<u>Minimum Program Term</u>	<u>Monthly Equipment Investment</u>	<u>Monthly Service</u> \$0.00	<u>Total Monthly Investment</u>
36 months	\$0.00		\$0.00
48 months	\$177.68	<u>Copies Included</u>	\$177.68
60 months	\$0.00	0	\$0.00

<u>Additional Service Billed</u>	<u>Charge For Additional Copies</u>	<u>Total Monthly Includes</u>	<u>Purchase Options</u>
<input checked="" type="checkbox"/> Monthly	0.0072	<input checked="" type="checkbox"/> System Hardware	<input type="checkbox"/> Fair Market Value
<input type="checkbox"/> Quarterly		<input checked="" type="checkbox"/> Hardware Maintenance	<input type="checkbox"/> Fixed
<input type="checkbox"/> Annually		<input checked="" type="checkbox"/> Supplies (except paper) & Staples	<input type="checkbox"/> \$1.00 Buyout

GENERAL PROGRAM TERMS

1. There is a minimum documentation fee of \$49.00
2. The client is responsible to secure and maintain insurance against loss of equipment during this program.
3. Client options at program maturity are as follows:
 - Purchase the equipment at the Purchase Option shown above.
 - Continue the program on a month to month basis.
 - Return the equipment according to the terms of the original agreement with 30 days advance written notice.
4. All current and future programs are subject to prevailing terms and prior approval.
5. The Technology Management Program is non-cancelable during the Program Term.

System Approval

I would like to initiate this Lease Program as proposed above.

Client Order Authorization

Authorized Signature

/Print Name

/Date

Any trade-in consideration includes all existing equipment and supplies.

This proposal will be valid for thirty days from Mar-29-04

THE XEROX WorkCentre 55

- 55 pages per minute
- Zoom reduction / enlargement from 25% to 400%
- From 5.5"×8.5" to 11"×17" paper sizes
- 16-110# paper weights
- Automatic Document Feeder (75 sheets)
- 3,600 sheet (4 drawers) Hi-Capacity Feeder
- 100 sheet bypass tray
- Automatic Double-Sided Copying (duplex)
- Multi-Position Stapling
- Offset Stacking (Unlimited Sorting)
- Network Print Connectivity

And ...

THE XEROX TOTAL SATISFACTION GUARANTEE

Free replacement policy

Customer driven (*You decide if you're satisfied*)

THE XEROX LEASE ADVANTAGE

No Pre-Payment Penalties

No Delivery, Setup, or Return Charges

Federal Funding-Out Clause

SPECIAL PRICING for City of Brookings

48 MONTH LEASE:

\$284.30

60 MONTH LEASE:

\$245.09

END OF LEASE PURCHASE OPTION

FMV

Maintenance Agreement

Cost per Copy: \$.006

Covers all parts, service, labor, and supplies (except paper and staples)

The Xerox WorkCentre 55 includes:

- Customer Replaceable Units (CRU's)
- Award Winning CentreWare Software
- 24/7 Customer Support
- Upgradeable (You can add fax and scan at a later date)

THE DOCUMENT COMPANY
XEROX



City of Brookings
898 Elk Drive
Brookings Oregon
Phone (541) 469-2163

Community Development Department

Memo

To: Mayor and City Council
From: Leo Lightle, Community Development Director
Date: May 19, 2004
Re: Request for award of contract of Fern Avenue Elk Drive Intersection Improvements for the Public Works Division

The Community Development Division advertised for the Fern Avenue Elk Drive Intersection Improvements. Bids were received from two (2) companies:

John D. Rapraeger Inc.	139946.80
McLennan Contractors.	148656.50

Staff recommends that the City Council award the project to John D. Rapraeger, Inc. in the amount of \$ 139946 .This project will be funded from the street system replacement fund, and the Sewer replacement fund. Adequate funds are available for this project.



City of Brookings
898 Elk Drive
Brookings Oregon
Phone (541) 469-2163

Community Development Department

Memo

To: Mayor and City Council
From: Leo Lightle, Community Development Director
Date: May 20, 2004
Re: Request for award of contract of Chetco Avenue Improvements for the Public Works Division

The Community Development Department advertised for the Chetco Avenue Improvements. Bids were received from one company:

John D. Rapraeger Inc. in the amount of \$419357

The City Staff asked the City's consulting Engineering Firm for a recommendation regarding awarding the contract. The Firm of HGE Inc. recommends awarding the contract.

Staff recommends that the City Council award the project to John D. Rapraeger, Inc. in the amount of \$ 419357. This project will be funded from the Wastewater system replacement fund, and the Water replacement fund. Adequate funds are available for this project.

**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
May 10, 2004 7:00 p.m.**

I. Call to Order

Mayor Bob Hagbom called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

Led by Dr. George Park, Principal, Brookings-Harbor High School

III. Roll Call

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

Council Absent: None

Staff Present:

City Manager Leroy Blodgett, City Attorney John Trew, Community Development Director Leo Lightle, City Planner John Bischoff, Swimming Pool Director Jeanne Nelson, and Administrative Secretary Linda Barker

Media Present: Curry Coastal Pilot Reporter Brian Bullock

Other:

Chamber of Commerce President/CEO Les Cohen, and approximately twelve other citizens.

IV. Ceremonies/Appointments/Announcements

A. Ceremonies

1. Recognition of Pool Supervisor, Jeanne Nelson—25 years employment

Mayor Hagbom presented Jeanne Nelson with a framed certificate and thanked her for her 25 years of employment with the City. Nelson said while she was the *longest-serving* employee she was **not** the oldest employee.

2. Proclamation—Oregon Pacific Chapter of American Red Cross
Karen Dagenais and six members of the local Red Cross Chapter accepted a proclamation declaring May 2004 as Red Cross Month. Dagenais encouraged everyone to have a family or business emergency plan. She said citizens should build an emergency kit

to have on hand and get trained to know what to do in case of disasters.

B. *Appointments*

1. *Ex Officio Planning Commissioner-Emily Parada*

Dr. Parke introduced Emily Parada who applied to be the ex officio commissioner to the Planning Commission. Park said Parada is a sophomore, active in athletics and has the leadership qualities to serve the Commission well. Parada introduced herself, saying she is with softball and volleyball, and is the "stats" person for wrestling.

Councilor Mickelson moved, a second followed, and the Council voted unanimously to appoint Emily Parada as ex officio Commissioner to the Planning Commission.

C. *Announcements*

1. *Introduction of Summer Recreation Program Director—Cathy Hafterson*

Cathy Hafterson, 2004 Summer Recreation Program Director spoke about plans for the program. Hafterson has been head secretary at Kalmiopsis School for the last 5 years. A list of activities will be printed in the next two to three weeks.

2. *Yard of the Month/Most Improved Property of the Month for May*
Winners for May are: Most Improved Property, Ellen L. Nauretz; Yard of the Month, Jim and Nina Bowman. Mayor Hagbom met with the winners in the afternoon, placing yard signs and presenting each with a certificate. The winners will also receive a \$50 credit on their water/sewer bill.

City Manager Blodgett added that this is the third year for the program and in meeting with the winners he felt people appreciated being recognized for the hard work they do.

3. Mayor Hagbom congratulated ex officio Councilor Enos who has been elected senior class president for 2004-2005.

V. *Public Hearing*

A. *Continuation of Public Hearing in the matter of Planning Commission File No. CPZ-2-04, a request for a Comprehensive Plan change from Residential and Industrial to Open Space and a zone change from R-2 (Two Family Residential) and M-2 (General Manufacturing) to POS (Public Open Space), on an 8± acre parcel and a 5.87 acre parcel respectively, totaling 14± acres that contain Chetco Point Park and the City's wastewater treatment plant;*

*Assessor's Map 41-13-7 A, Tax Lots 407, and 500. City initiated.
Continued from April 26, 2004.*

Mayor Hagbom reconvened the public hearing at 7:15 p.m. No one testified in support, opposition or commented as an interested party. No one requested additional time to present additional evidence. The public hearing closed at 7:18 p.m.

Councilor Anderson moved, a second followed, and the Council voted unanimously to approve Planning Commission File No. CPZ-2-04, a request for a Comprehensive Plan change from Residential and Industrial to Open Space and a zone change from R-2 (Two Family Residential) and M-2 (General Manufacturing) to POS (Public Open Space), on an 8± acre parcel and a 5.87 acre parcel respectively, totaling 14± acres that contain Chetco Point Park and the City's wastewater treatment plant; Assessor's Map 41-13-7 A, Tax Lots 407, and 500. City initiated.

VI. Oral Requests and Communications from the Audience

A. *Committee and Liaison reports*

1. *Chamber of Commerce*

Titles for individuals at the Chamber of Commerce were changed by the Board of Directors to follow a national trend in large and medium Chambers. Les Cohen, formerly Executive Director, is now the President/CEO. The term Chair will signify that position formerly titled President.

Del Norte-Crescent City Chamber and the Brookings-Harbor Chamber are working together on regional projects such as improvements to Highway 199 and the Jack McNamara Airport.

A contract has been awarded to a local company to redesign the Chamber's website. The newly constructed website will be online in a month or two. Curry County will partner with America's Wild Rivers Coast at the Oregon State Fair in September.

2. *Council Liaisons*

Ex Officio Councilor Enos listed BHHS activities for the upcoming week.

Councilor Mickelson attended a portion of the Planning Commission meeting last week and the peace officers memorial on May 6. He filled in for Mayor Hagbom at the Kalmiopsis School Fair where he had a great time despite all the pies in his face. He

was at the City's Budget Committee meeting April 28 and a Chamber Promotion Committee meeting.

Councilor Johns Kern attended the police memorial, a Curry County Recycling Committee meeting and worked at the Kalmiopsis School Fair selling doughboys for the Lions Club.

Councilor Dentino attended the Budget Committee meeting, the PTA Carnival where he also took pies in the face. Twice in the last two weeks he met with School District 17C administrators and law enforcement personnel. He attended the Community Agencies meeting, the memorial to fallen officers, and a Pelican Bay Telecommunications meeting.

Councilor Anderson said he was at many of the meeting that had been mentioned. He traveled with Mayor Hagbom and City Manager Blodgett to a National League of Cities conference in Portland on which he wrote a brief report to the Councilors. He attended a South Coast Watershed Council meeting and will be attending both the South Coast and Chetco Watershed Council meetings in the future along with Jim Welter.

Mayor Hagbom also commented on the National League of Cities conference and the potential for the school and City to work together. He suggested the three student ex officio officers be the nucleus of a Youth Advisory Commission. City Manager Blodgett spoke about a workshop he attended dealing with *disconnected youth*. Reaching this group and helping them achieve their goals is an area that can be improved on.

- B. *Unscheduled*
None

VII. Staff Reports

- A. *Community Development Department*
1. *Acceptance of Sewer Main Improvements on Parkview Drive, from South of Hampton Road to the Vista Ridge Subdivision*
Community Development Director Leo Lightle asked for acceptance of offsite sewer improvements that were set up to serve the Vista Ridge Subdivision and Parkview Estates, and also provide sewer as the City grows in that area. He said the lines have been completed and tested and the bonding is in place. The owner is asking the City to take over ownership of lines.

There was discussion on the complaints that had been received from residents in the area regarding the construction. Lightle said

he and Curry County Road Department personnel would be working together to coordinate the overlay of the road. Residents will be notified of a cut off date to hook to the sewer and paving will not start until those hookups are completed

Commissioner Anderson moved, a second followed, and the Council voted unanimously to accept the Parkview offsite sewer main improvements as described in the staff report dated May 5, 2004.

B. City Manager

1. Wild Rivers Salmon Derby sponsorship

City Manager Blodgett said the salmon derby has grown considerably since its beginning last year. This year there will be a total of \$11,000 in prize money with a \$5,000 first prize. He recommended approval of a silver (\$500) sponsorship for the derby which will be held September 3 through 6.

Commissioner Johns Kern moved, a second followed, and the Council voted unanimously to approve a \$500 Silver sponsorship for the Wild Rivers Salmon Derby to be held September 3 through 6, 2004.

2. National League of Cities Conference report

The report on this item was given earlier in the meeting.

3. Other

None

VIII. Consent Calendar

A. Approval of Council Meeting Minutes

1. Minutes of April 26, 2004, regular Council meeting

B. Approval of Budget Committee Minutes

1. Minutes of April 28, 2004

C. Acceptance of Parks and Recreation Commission Minutes

1. Minutes of March 25, 2004, regular Commission meeting

D. Acceptance of Planning Commission Minutes

1. Minutes of April 6, 2004, regular Commission meeting

E. Approval of Vouchers for month of April, 2004 (\$245,372.62)

End Consent Calendar

Councilor Dentino moved, a second followed and the Council voted unanimously to approve the Consent Calendar as written.

IX. Ordinances/Resolutions/Final Orders

A. Final Orders

1. *In the matter of Planning Commission File No. CPZ-2-04, application for a Comprehensive Plan change and Zone change on that property known as Chetco Point City Park and the Brookings Wastewater Treatment Plant*

Councilor Dentino moved, a second followed, and the Council voted unanimously to approve the Final Order and Findings of Fact for CPZ-2-04, a Comprehensive Plan change and Zone change on that property known as Chetco Point City Park and the Brookings Wastewater Treatment Plant.

B. Ordinances

1. *Ordinance No. 04-O-562—In the matter of an Ordinance amending the Comprehensive Plan of the City of Brookings from a Residential and industrial designation to an Open Space designation and the zoning map by rezoning from R-2 (Two-family Residential) and M-2 (General Manufacturing) to P/OS (Public Open Space) on a parcel identified as 41-13-7A, Tax Lots 402, 403, 407, 408, and 500 (known as Chetco Point City Park and the Brookings Wastewater Treatment Plant)*

City Manager Blodgett read Ordinance No. 04-O-462 in its entirety.

Councilor Dentino moved, a second followed, and the Council voted unanimously to have the second reading of Ordinance No. 04-O-462 by title only.

Blodgett read the ordinance by title only.

Councilor Dentino moved, a second followed, and the Council voted unanimously to adopt Ordinance No. 04-O-462, an Ordinance amending the Comprehensive Plan of the City of Brookings from a Residential and Industrial designation to an Open Space designation and the zoning map by rezoning from R-2 (Two-family Residential) and M-2 (General Manufacturing) to P/OS (Public Open Space) on a parcel identified as 41-13-7A, Tax Lots 402, 403, 407, 408, and 500 (known as Chetco Point City Park and the Brookings Wastewater Treatment Plant).

X. Remarks from Mayor and Councilors

A. Council

Councilor Mickelson will be out of town Tuesday, May 18 to Wednesday, May 26. He will miss the May 24 Council meeting.

Councilor Anderson said it was very pleasing to see the City staff toiling on City Hall, replacing siding on Saturday but he wasn't so sure the wives were happy with the men working on Mother's Day. He said they got a lot of work done and the building is looking better.

B. Mayor
None

X. Adjournment

With no further business before it, the Council adjourned at 7:55 p.m.

Respectfully submitted:

Bob Hagbom
Mayor

ATTEST by City Recorder this ____ day of _____, 2004.

Paul Hughes
Finance Director/City Recorder