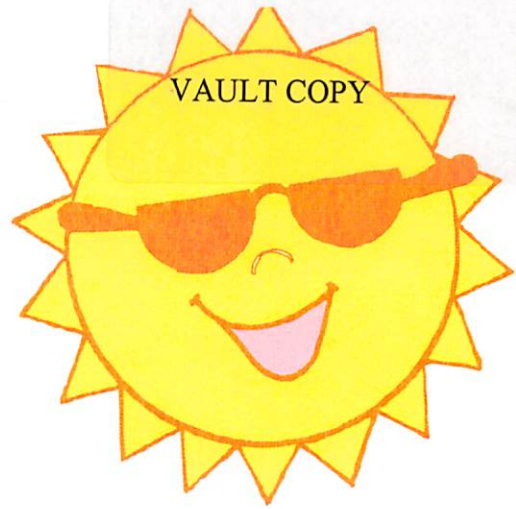


Agenda

City of Brookings Common Council Meeting
Brookings City Hall Council Chambers
898 Elk Drive, Brookings Oregon
July 28, 2003 7:00 p.m.



I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Ceremonies/Appointments/Announcements

- A. Appointments
 - 1. Appointment of Planning Commission Position No. 5 [page 5]
 - 2. Appointment of Parks and Recreation Commission Position No. 2 [page 29]
 - 3. Appointment of Council Liaison to Oregon Coastal Zone Management Association for 2003-2004 [page 31]
- B. Announcements
 - 1. Introduction of new employee, Frank Dunn, Treatment Plants Operator Assistant

VI. Scheduled Public Appearances

- A. Lorraine Kuhn-Request to co-sponsor Community Picnic September 28 [page 33]

VII. Oral Requests and Communications from the Audience

- A. Committee and Liaison reports
 - 1. Council Liaisons
- B. Unscheduled

VIII. Staff Reports

- A. City Manager
 - 1. Other

IX. Consent Calendar

- A. Approval of Council Meeting Minutes
 - 1. Minutes of July 14, 2003 Regular Council meeting [page 37]

End Consent Calendar

X. Ordinances/Resolutions/Final Orders

- A. Ordinances
 - 1. Ordinance 03-O-539.A, an ordinance amending Ordinance No. 00-O-539, an Ordinance granting to Falcon Cable TV, DBA Charter Communications, a non-exclusive ten year franchise, amending Section 7.7.A.1 Customer Service and Telephone Responsiveness. [page 45]

XI. Remarks from Mayor and Councilors

- A. Council
- B. Mayor

XII. Adjournment

City of Brookings
Events Calendar

03

August 2003

August 2003						
S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2003						
S	M	T	W	T	F	S
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					August 1	2
3	9:30am CC- VIPS/Volunteers in Police Service/BPalicki 7:00pm FH-FireTng/ChShrp (Fire Hall)	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm CC-Planning Commssn	12:00pm Comnity Agendes mtg (Chetco Sr.Center) 1:30pm CC-SafetyComMtg/ HThmpson 7:00pm FH-PoliceReserves	8:15am CC-CmtyDevDpt Staff mtg/LLightle 9:00am CC-Crm Stoppers 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC- Sheriff's Search & Rescue mtg-Steve Car	8	9
10	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)	13	8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Downtown Development committee mtg-7 to 10 pm	15	16
17	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)	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	20	8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray	22	23 12:00pm City Volunteer & Employee Annual Picnic (Azalea Park)
24	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)	27	8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ LBlodgett	29	30
31						

CC-Council Chambers
FH-Fire Hall

City of Brookings
Events Calendar

September 2003

September 2003							October 2003						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	September 1 City Hall CLOSED - Labor Day Holiday 9:30am CC- VIPS/Volunteers in Police Service/BPalicki 7:00pm FH-FireTng/ChShrp (Fire Hall)	2 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm CC-Planning Commssn	3 12:00pm Comnity Agencies mtg (Chetco Sr.Center) 1:30pm CC-SafetyComMtg/ HThmpson 7:00pm FH-PoliceReserves	4 8:15am CC-CmtyDevDpt Staff mtg/LLightle 9:00am CC-Crm Stoppers 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC- Sheriff's Search & Rescue mtg-Steve Carpertner-Laurie Calef-469-0275	5	6
7	8	9	10	11	12	13
	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)		CC-Elections Drop Site-Shelly-247-3297 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Downtown Development committee mtg-7 to 10 pm		
14	15	16	17	18	19	20
	CC-Elections Drop Site-Shelly-247-3297 9:00am CC-Municipal Court/ JdgHarper 9:30am CC-VIPS/Volunteers in Police Service-BPalicki 6:00pm CC-American Red Cross Mtg/Karen Degenals 7:00pm FH-FireTng/ChShrp (Fire Hall)	7:00am CC-Elections Drop Site-Shelly-Curry County Elections-247-3297 9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	6:00pm CC-Victim's Impact Panel-Mindy-247-2412-Cun Prevention Services	8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray		
21	22	23	24	25	26	27
	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)	6:30pm CC-Seatbelt Class-Det. Palicki-PD	8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC- Site Plan Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ LBiodgett		
28	29	30				
	7:00pm FH-FireTng/ChShrp (Fire Hall)	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 10:00am CC-Borax Meeting-Marty Siven				

CC-Council Chambers
FH-Fire Hall



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: Lyla Campbell Duquay PhD Date: 2/28/03
Physical Address: 17326 Holmes Drive, Brookings, OR 97415
Mailing Address: _____ Phone: 541 412-8980
Email Address: _____

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

- 2 ☒ City Council (4 year term, appointed by Council)
- 1 ☒ 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: _____ Year: 2 1/2 years
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 a retired executive-manager and want to be involved in my community. I have knowledge, training & experience on
(Continued on back)
Serving on strategic committees.

2. Continued:

Have recently built a house in this community.

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

Available for review
See Vitae in Admin. offices

I have a Ph.D. from UCLA in Psychology and the graduate school of management of UCLA.

4. Please list no less than three references:

NAME:

A. Chris Swick

B. Eric Kosower Ed.D

C. Norman R Campbell, MD

Lyle Campbell-Dugan PhD 2/28/03

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:

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.

Lyla Campbell-Dugway PhD 2/28/03
Date

Witness

Date

Witness

Date



City of Brookings

Phone (541) 469-2163

FAX (541) 469-3650

E-mail - www.brookings.or.us

898 Elk Drive ♦ Brookings, OR 97415

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

Name: William J. Durdum Date: 10-18-02

Physical Address: 96829 E. Harris Heights, Brookings

Mailing Address: P.O. Box 1502 Phone: 469-4379

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

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

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

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

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

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

☐ Other (Please list): _____

1. Resident of City of Brookings since: Month: 10 Year: 58

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 future growth of Brookings and would like to help shape that future. I am interested in land development and have experience
(Continued on back)

2. Continued: in Surveying/Engineering. Was a licensed Realtor,
and have a degree in Geography/Geology. Have been
a resident of the area for 44 years.

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

From 1958 have been a resident of Brookings, graduated
from BHHS 1967, Southern Oregon College 1971 BS. Geograp
Have been employed in Wood Products, Real Estate,
and Surveying. Wife Pamela and I have raised
4 children all of whom have gone through Local
school system. Have volunteered yearly with MDA,
beach clean-up. Am an active outdoorsman hobbies
include, hunting, fishing, hiking etc.

4. Please list no less than three references:

NAME:

A. Dayle F. Niemie

B. Doug Nidiffer

C. John Rapraeger

William J. Dundon

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

10/18/02
Date

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

City of Brookings Planning Commission

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

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

William J. Dundon 10/18/02
Date

Glenn M. Nemie 10/18/02
Witness Date

Doyle F. Nemie 10/18/02
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: Bob Gilmore Date: 7-10-03

Physical Address: 630 5th St.

Mailing Address: PO Box 7031 Phone: 4690299

Email Address: polock@wave.net Cell 2514167

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: 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 believe controlled growth and common sense are needed to help our city prosper.

(Continued on back)

2. Continued: I HAVE WORKED WITH MANY
VETERAN'S GROUPS

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

HIGH SCHOOL GRAD.
SALES PERSON FOR WEST COAST AUTO.
COMMANDANT DEPARTMENT OF
PROJECT MARINE CORPS LEAGUE
AMERICAN LEGION,
VFW.

4. Please list no less than three references:

NAME:

ADDRESS:

PHONE:

A. Col Murphy

B. DRK Ty/OCC

C. Russ Crabtree

B. Carter

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:

AS needed

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 Rubin 7-10-03
Date

Robert Snyder 7-10-03
Witness Date

[Signature] 7-10-03
Witness Date



City of Brookings

Phone (541) 469-2163

FAX (541) 469-3650

E-mail - www.brookings.or.us

898 Elk Drive ♦ Brookings, OR 97415

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

Name: IAN H. MAITLAND

Date: 3rd December '02

Physical Address: 1576 OCEANVIEW DRIVE HARBOR

Mailing Address: 1576 OCEANVIEW DRIVE HARBOR Phone: (541) 412-1200

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

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

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

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

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

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

☐ Other (Please list): _____

1. Resident of City of Brookings since: Month: Sept. Year: 1997

2. Please briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. (Attach additional sheets if needed.) Please read my attached paper.

I AM A FIRM BELIEVER THAT RETIREMENT IS JUST THE BEGINNING OF A NEW CHAPTER OF ONE'S LIFE. I AM NOW RETIRED AND HAVE THE TIME, ENERGY, AND
(Continued on back)

2. Continued: WILL TO BE OF SERVICE TO MY NEIGHBORS. I HAVE THE EDUCATION,
AND PRACTICAL EXPERIENCE FROM PREVIOUS WORK TO STAND ME IN
GOOD STEAD, AND THE DETERMINATION TO ASSIST THE COMMUNITY
WHERE I WILL LIVE FOR THE REST OF MY LIFE.

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

PLEASE READ FILE ATTACHED

4. Please list no less than three references:

NAME:

A. J. FISCHER

B. F. LEONARD

C. B. HARDEN

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:

AS A MEMBER OF THE CITY PLANNING
COMMISSION

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

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

Jan Heston

4th Dec 2002

Date

E. Chite

12-4-02

Witness

Date

Joel Fisher

12-5-02

Witness

Date

received
12-3-02
JRB

City of Brookings.

December 2nd, 2002

Planning Board.

Dear members of the board,

I wish to volunteer for the open position on your planning board.

My name is Ian H. Maitland; I purchased my Harbor property in 1997. I am a retired full Professor from New York University where I taught at Tisch School of the Arts and the Graduate Business School for 33 years. During that time I was on the following committees: Budget & Finance, Building, Grievance and Tenure. I received two meritorious awards for teaching.

I served as a member of the American Arbitration Association, hearing cases concerning contract analysis, construction, entertainment and union negotiations. I received the American Arbitration Plaque in 1984 for service to the Association.

My volunteer work includes the budget committee for the city of Norwood where I lived prior to coming to Oregon. I also served on the election committee for the republican club, and taught one evening per week at a women's prison facility in New York State.

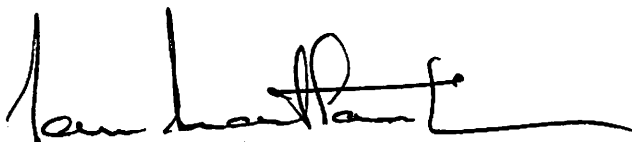
I would be happy to meet with the committee and answer any questions they may have regarding the application.

My address is:
15676 Oceanview Drive
Harbor, OR 97415

(541)412-1200

I look forward to your response,

Yours very truly,



Ian Maitland.



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: LAWRENCE K. WALLIN Date: 7-8-03

Physical Address: 98633 HARBOR HILLS HEIGHTS

Mailing Address: P.O. Box 2502 HARBOR, OR Phone: 541-469-0711
97415

Email Address: _____

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

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

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

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

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

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

☐ Other (Please list): _____

1. Resident of City of Brookings since: Month: 12 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.) AS SOMEONE WHO HAS OWNED

PROPERTY IN THE HARBOR HILLS SINCE 1979, I HAVE GONE
FROM THE 1 HOME PER ACRE ZONING THRU THE MORATORIUM

(Continued on back)

2. Continued: TO THE L.C.D.C. DOWN ZONING AND THE LAST
14 YEARS OF WAITING FOR A COMPLETED URBAN
GROWTH BOUNDARY. I FEEL SOMEONE WITH THIS
BACKGROUND WOULD BE USEFUL AS WE NEAR STUDY
AND APPROVAL OF AT LEAST 3 LARGE MASTER PLAN

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

APPLICATION

ATTENDED REDONDO BEACH HIGH SCHOOL AND MT. SAN ANTONIO
COLLEGE. 35 YEARS IN THE ELECTRICAL SIGN BUSINESS
RESPONSIBLE FOR NUMEROUS PLANTS AND OFFICES
AROUND THE NATION. HAVE BEEN A MEMBER OF
ELKS, OPTIMIST, KIWANIS AND ROTARY. ELECTED
AND SERVED AS SECRETARY AND PRESIDENT OF THE
WALNUT, CALIFORNIA SCHOOL DISTRICT BOARD OF EDUCATION
COACHED, SPONSORED, AND SUPPORTED LITTLE LEAGUE
BABE RUTH AND AMERICAN LEGION BASEBALL AND
SUPPORTED SCHOOL BANDS AT THE JUNIOR AND
HIGH SCHOOL LEVEL

4. Please list no less than three references:
NAME:

- A. BILL FERRY
B. DIANNE SNOW
C. VERN GARVIN

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

7-8-03
Date

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

ALL TIME AND KNOWLEDGE THAT MAY BE REQUIRED TO
MEET THE GOAL OF PLANNING COMMISSIONER

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

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

Ronald K. Wallin 7-8-03
Date

Janet J. Norman 7-8-03
Witness Date

Mary O'Holleran 7-8-03
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: CHUCK WELLER Date: 7.16.3
Physical Address: 932 HELEN LANE BROOKINGS
Mailing Address: P.O. Box 1446 Phone: 469 5531
Email Address: _____

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

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

1. Resident of City of Brookings since: Month: 8 Year: 92

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.) Time for me to give

back to the public good from which
I have the opportunity for a good life.
(Continued on back)

2. Continued: Served a term on City of Jacksonville OR, Planning Commission 68-72, Present School Board member. Knowledge of state planning zoning building

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

Grants Pass High School graduate with honors 1956; B.A. University of Oregon 1961; M.A. Southern Oregon University 1970; M.S. Portland State University 1989. Taught English 8TH - 10TH grades Medford Schools 61-80; Counselor grades 9 & 10 Medford, 80-86, Back to graduate school for MA + Administrative License PSU and U of O 1990 Middle School vice principal 90-92 Also Principal 92-97.

4. Please list no less than three references:

NAME:

A. CURT FOX

B. ELLEN WILGER

C. SUE MUSSER

Chuck Weller

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

7.16.03

Date

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

Planning Commission 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.

[Signature] 7.12.03
Date

F. Keith Schrock 7.11.03
Witness Date

Larry Dunsen 7/11/03
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 GORDON Date: 7/22/03

Physical Address: 434 PINE ST.

Mailing Address: 434 PINE ST. Phone: 412-7029

Email Address: dave.g@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): _____

1. Resident of City of Brookings since: Month: 7 Year: 01

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 believe that a community
should provide its members areas
to enjoy nature as well as areas for
(Continued on back)

2. Continued: The community to participate in
safe physical activities.

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

Prior to moving to Brookings we lived
for 30+ years in the San Jose area of California.

My career evolved around the High Tech. industry
where I directed sales forces for High Tech Companies.

My last position was as a Director of Customer
Satisfaction for a Semiconductor Manufacturer.

In 1969 I resigned my position in the Army
where I held the Rank of Captain.

I went to College in New York @ CCNY + Pace College.

My wife and I now own and operate
Copy-all-Printing located in the Harbor Shopping Center

4. Please list no less than three references:

NAME:

A. Renee Escobar _____

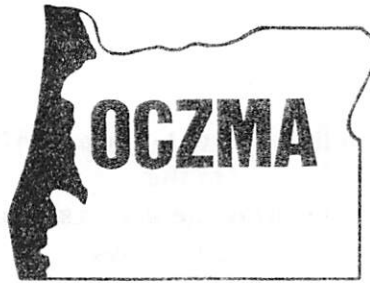
B. Les Cohen _____

C. Pat Silveria _____

David Gordon _____

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

1/23/03
Date



Oregon Coastal Zone Management Association

P.O. Box 1033 • 313 S.W. Second • Newport, Oregon 97365 • (541) 265-8918 / 265-6651 • FAX (541) 265-5241

July 16, 2003

City Council Members
City of Brookings
898 Elk Drive
Brookings, Oregon 97415

RE: OCZMA MEMBERSHIP FOR FY 2003-2004

Dear City Council Members:

July 1, 2003 began the FY 2003-2004 for Oregon's local coastal governments as well as for the Oregon Coastal Zone Management Association (OCZMA). As you know, Commissioner Lucie La Bonte was elected OCZMA's Vice-Chair for FY 2003-04 at its June meeting in Salem. Onno Husing, Director of OCZMA and myself look forward to working with the new Officers of OCZMA for FY 2003-04 which include Commissioner Paul Hanneman, Tillamook County as Chair, Commissioner Lucie La Bonte, Curry County as Vice-Chair, and Commissioner John Griffith, Coos County as Secretary-Treasurer.

This letter acknowledges the receipt of the dues from the City of Brookings of \$500.00 for the new FY 2003-04. For the new fiscal year, we will need a new completed designated representative and alternate form for our files which you will find enclosed—please return upon completion—Thank You.

On behalf of the Association, I would like to take this opportunity to thank the City of Brookings for its continued financial support to the Association, and look forward to the City's participation and support for the Association's activities.

Sincerely,


Georgia York, Executive Assistant
OREGON COASTAL ZONE MANAGEMENT ASSOCIATION

GY/gy

Enclosure:

1

**Designated Representative and Alternate
to the
Oregon Coastal Zone Management Association (OCZMA)
FY 2003-2004**

Member Jurisdiction: _____

Designated Representative: _____

Designated Alternate: _____

Address to which materials should be sent: _____

Approved or submitted by: _____

Date: _____

**OCZMA BYLAWS
(Article III, Membership)**

Section 1. Any county, city, port or SWCD within Oregon's Coastal Zone may become a Member of the Association by adopting a Resolution joining the Association. Each Member entity shall designate a representative and alternate to the Association. In the absence of the representative, the alternate shall have all of the representative's responsibilities and authority.

Section 2. Representatives to the Association must be an elected official of the jurisdiction. Alternates selected by the jurisdiction may be elected or non-elected representatives.

Section 3. At the beginning of the fiscal year, the Association will request from Member entities the names of the representatives and alternates to the Association who will represent the jurisdiction during the year. If any time during the year, a Member wishes to change its representation to the Association, it may do so by notifying the Chair of the newly designated representative and/or alternate.

Section 4. The Association may create associate and other non-voting memberships with privileges and assessments as deemed appropriate in support of the Association's purposes, activities and finances. No associate or other non-voting member shall be entitled to be appointed or elected to the Executive Board or otherwise vote on Association matters.



Memo

To: Mayor, Councilors
From: Leroy Blodgett, City Manager
Date: July 21, 2003
Re: Community Picnic

The City recently received a request to co-sponsor the Community Picnic. The date of this year's picnic is Sunday, September 28 in Azalea Park. By co-sponsoring the picnic the event would be held under the banner of the City's liability insurance.

Last year's picnic was attended by a large enthusiastic group. Lorraine Kuhn and Pat Oar, co-chair of the event and the City foresee an even greater event this year.

Recommendation: To be a co-sponsor with the Kiwanis Club and other community service organizations for the annual Community Picnic to be held September 28 in Azalea Park.

July 22, 2003

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

SUBJECT: 5TH ANNUAL COMMUNITY PICNIC

Dear Leroy:

Enclosed please find a letter that will be sent to the local service organizations in Brookings and Harbor. We have reserved Azalea Park on the 28th of September, from 1:00 to 4:00 PM for the 5th annual Community Picnic.

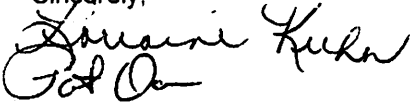
We are asking once again this year the City of Brookings to allow this event to be covered under the City of Brookings umbrella for liability insurance.

This would be a co-sponsored event by the City of Brookings, Kiwanis Club of Brookings Harbor and many service organizations in Brookings and Harbor.

We look forward to appearing at the Council Meeting on the 28th of July.

Thank you for your consideration of the great community event.

Sincerely,



Lorraine Kuhn
Pat Oar

August 1, 2003

Community Service Organization
Address
City

SUBJECT: 5th ANNUAL COMMUNITY PICNIC

WHERE: AZALEA PARK BAND STAND AREA

WHEN: SEPTEMBER 28TH, 2003

TIME: 1:00 PM to 4:00 PM

WHY: FOOD, FUN and GAMES

Dear Community Service Organization:

Once again this year the Community Picnic will be a co-sponsored event. We are asking all Community Service Organizations to join in to make this an event to remember. As most of you know this is offered to all residents and families young and old of our community with absolutely no charge to attendees.

In the past we have served hot dogs (in the hundreds), soft drinks (never ending), cake (chocolate or vanilla), ice cream cones and watermelon. We have games for the kids, a safety fair featuring fire trucks, other emergency vehicles, hula hoop competition, Fireman suit races and many other fun and entertaining games. During the three hour event tickets are handed out for the many prize drawings.

If your organization is interested in participating by donating and helping serve one of the foods or conduct a game, we could use your help. What a great way to let the community know you are here and working for them.

One amazing thing to remember it is fun, and you have put a smile on someone's face.

We look forward to hearing of your interest by September 1st, 2003, so the final preparations can be made. For further information please contact Pat Oar at 469-5545 or Lorraine Kuhn at 469-5545 (work) 469-9289 (home).

Sincerely,

Pat Oar
Lorraine Kuhn
Pat Oar
Lorraine Kuhn

**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
July 14, 2003 7:00 p.m.**

I. CALL TO ORDER

Mayor Bob Hagbom called the meeting to order at 7:03 p.m.

II. PLEDGE OF ALLEGIANCE

Led by Lt. John Bishop

III. ROLL CALL

Council Present: Mayor Bob Hagbom, Council President Rick Dentino, Councilors Larry Curry, and Craig Mickelson, a quorum present

Council Absent: Councilor Frances Johns Kern

Staff Present: City Manager Leroy Blodgett, City Attorney John Trew, Police Lt. John Bishop, City Planner John Bischoff, and Administrative Secretary Linda Barker

Media Present: Curry Coastal Pilot Reporter David Courtland

Other:

And approximately 30 other citizens

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

A. Announcements

1. *Introduction of new Police Department personnel: John Appolonio, Curt Lunsford, Kelby McCrae, and Tamara Townsend*
Lt. Bishop introduced four new members of the Police Department explaining the Department was fortunate to hire qualified people through the Department's hiring list and the Police Reserve Program.
2. *Yard of the Month/Most Improved Property for July*
Mayor Hagbom presented the winner for Yard of Month, Toni Mefford of 420 Buena Vista Loop. Most Improved Property honors went to Cindi Bennett and Dean Zimmerman of 719 Second Street.

V. Public Hearing

- A. *In the matter of LDC-3-03, a city initiated amendment to the city's Comprehensive Plan to amend Goal 14, creating a new land use*

designation of Master Plan Development; an amendment to the city's Land Development Code to add a new zone titled Section 70, Master Plan Development (MPD) District; and to change the Comprehensive Plan designation on the Borax property from the existing Open Space designation to the new Master Plan Development designation and to change the existing P/OS (Public Open Space) Zone to the new MPD (Master Plan Development) Zone. This is a legislative hearing.

Mayor Hagbom read the guidelines for public hearings. The hearing began at 7:12 p.m. He said this proposed addition to the Land Development Code had been submitted to Planning Commission and was the subject of a Planning Commission/City Council work study session. No Councilor declared ex parte contact or personal bias. Also no potential or actual conflict of interest was declared by any of the Councilors. There were no objections made from the citizens present to the jurisdiction of the City Council to hear this matter.

Planning Director John Bischoff gave the staff report saying there were three ordinances required to implement action on this matter. He gave two recommendations for additions and wording changes to the proposed ordinances. Some of these changes were made in response to conditions raised in a letter received from 1000 Friends of Oregon.

City Manager Blodgett added that DLCD and ODOT had also reviewed the proposed wording and DLCD had emailed a response. ODOT's recommendations had been reflected in the draft before the Council.

The Council had no questions for staff.

Questions and testimony regarding this request we made by the following:
Marty Stiven, Western Advocates, 22400 Salamo Road, West Linn OR;
Catherine Wiley, 96370 Duley Creek Road, Brookings;
Steve Kridelbaugh, SWOCC Community College, 1988 Newmark Avenue, Coos Bay OR;
Suzanne Freeman, Winharbor Farms, PO Box 2065, Harbor;
Tim Ramos, U. S. Borax, 1727 NW Hoyt Street, Portland OR;
Ian Maitland, The Harbor Bench Group, 15676 Oceanview Drive, Harbor;
Gerald LaRue, Hydrologist, 19921 Whaleshead Road, Brookings;
Yvonne Maitland, Citizens for Orderly Development, 15676 Oceanview Drive, Brookings;
Ann Younger, League of Women Voters, 16276 Terrace, Harbor;
Pete Chasar, 935 Marina Heights Road, Brookings;
Barbara Nysted, 427 Buena Vista Loop, Brookings.

The public portion of this hearing was closed at 8:35 p.m. There was no Council deliberation or action at this time. See Section IX.A.1 later in these minutes.

- B. *In the matter of CPA-1-03, a discussion of the Harris Beach State Park Master Plan, changes recommended by the Planning Commission. The Council will consider the Harris Beach State Park Master Plan and may make recommendations to the State Parks and Recreation Department. This hearing is to make recommendations for the Master Plan; the Council will not adopt the Master Plan at this time. Oregon Parks and Recreation Department, applicant.*

The Public Hearing opened at 8:40. Mayor Hagbom reviewed guidelines for public hearings and asked the Councilors if anyone had ex parte contact, personal bias or potential or actual conflict of interest to declare. There was no reply by the Councilors. There was no objection to the jurisdiction of the Council to hear this matter.

Planning Director Bischoff gave the staff report saying the Planning Commission also held a public hearing on this matter and had recommended a favorable response with a few changes to the draft proposal. Those changes are reflected in the draft presented to the City Council.

A presentation was then given by the applicant's representatives Kristen Stallmen, 1115 Commercial St. NE, Salem OR, and Andy LaTomme, 89814 Cape Arago Hwy, Coos Bay OR.

Questions and testimony regarding this request were made by the following: Yvonne Maitland, 15676 Oceanview Drive, Brookings.

There were no further comments from staff and Mayor Hagbom closed the Public Hearing at 9:00 p.m.

City Manager Blodgett suggested that action on Section IX-Ordinances be moved up to this time. Council agreed to this and Mayor Hagbom called a 5 minute recess. The meeting reconvened at 9:10 p.m. See Section IX-Ordinance for action taken on these matters.

VI. Oral Requests and Communications from the Audience

- A. *Committee and Liaison reports*
1. *Chamber of Commerce—none*
 2. *Council Liaisons—none*
- B. *Unscheduled—none*

VII. Staff Reports

A. *City Manager*

1. *Other*

City Manager Blodgett asked the Councilors to encourage citizens to apply for volunteer positions as the City received only two applications for the Systems Development Charge Review Board and none for the Parks and Recreation Commission. He said he would be in Bend for the City Manager's Annual Conference for the remainder of the week.

VIII. Consent Calendar

A. *Approval of Council Meeting Minutes*

1. *Minutes of June 23, 2003 regular Council meeting*

B. *Acceptance of Parks and Recreation Commission Minutes*

1. *Minutes of May 22, 2003 regular Commission meeting*

C. *Acceptance of Planning Commission Minutes*

1. *Minutes of May 21, 2003, special Commission meeting*

1. *Minutes of June 3, 2003, regular Commission meeting*

D. *Approval of Vouchers for month of June, 2003 (\$157,096.24)*

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

IX. Ordinances/Resolutions/Final Orders

A. *Ordinances*

1. *No. 03-O-446.PP, an Ordinance amending Ordinance 89-O-446, an Ordinance creating the Land Development Code, to add Section 70 titled Master Plan Development (MPD) District*

City Manager Blodgett listed the Council-suggested changes to the draft ordinance and then read Ordinance No. 03-O-446.PP in its entirety with the changes inserted.

Councilor Dentino moved, a second followed, and the Council voted unanimously to have the second reading of Ordinance No. 03-O-446.PP 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. 03-O-446.PP, an Ordinance amending Ordinance 89-O-446, an Ordinance creating the Land Development Code, to add Section 70 titled Master Plan Development (MPD) District with changes from the draft ordinance as made by the Council.

2. *No. 03-O-557, an Ordinance amending Goal 14, Urbanization, of the Comprehensive Plan to provide for a new land use designation of Master Plan Area*

City Manager Blodgett read the ordinance in its entirety.

Councilor Dentino moved, a second followed, and the Council voted unanimously to have the second reading of Ordinance No. 03-O-557 by title only.

Blodgett read the motion by title only.

Councilor Dentino moved, a second followed, and the Council voted unanimously to adopt Ordinance No. 03-O-557, an Ordinance amending Goal 14, Urbanization, of the Comprehensive Plan to provide for a new land use designation of Master Plan Area.

3. *No. 03-O-558, an Ordinance amending the comprehensive plan designation on a 553± acre parcel of land and the adjoining Highway 101 frontage including 1600± feet of Highway 101 and rezoning the parcel MPD (Master Plan Development).*

City Manager Blodgett read Ordinance No. 03-O-558 in its entirety.

Councilor Dentino moved, a second followed, and the Council voted unanimously to have the second reading of Ordinance No. 03-O-558 by title only.

Blodgett ready Ordinance No. 03-O-558 by title only.

Councilor Dentino moved, a second followed and the Council voted unanimously to adopt Ordinance No. 03-O-558, an Ordinance amending the comprehensive plan designation on a 553± acre parcel of land and the adjoining Highway 101 frontage including 1600± feet of Highway 101 and rezoning the parcel MPD (Master Plan Development).

B. Resolutions

1. *No. 03-R-723, a Resolution amending Resolution 92-R-534 adopting rates, fees and charges to the users of the City of Brookings water supply services and rescinding Resolution No. 03-R-714*

City Manager Blodgett explained that Resolution No. 03-R-714, adopted June 9, 2003, deleted the \$5.25 water bond fee presently

being charged to water customers. According to the Resolution the effective date was April 1, 2003. The actual effective date should have been July 1, 2003. Resolution No. 03-R-723 makes that correction.

Councilor Dentino moved, a second followed, and the Council voted unanimously to approve Resolution No. 03-O-723, a Resolution amending Resolution 92-R-534 adopting rates, fees and charges to the users of the City of Brookings water supply services and rescinding Resolution No. 03-R-714.

At this time Planning Director Bischoff asked if action would be taken on the Parks Master Plan recommendations. The Council discussed changes to the draft plan recommended by the Planning Commission and the State Department of Parks and Recreation.

Councilor Dentino moved, a second followed, and the Council voted unanimously to accept the changes to the Harris Beach State Park Master Plan as recommended by the Planning Commission and requested by the State Parks Department and to send a letter of recommendation to the State Department of Parks and Recreation.

2. Resolution 03-R-716, a Resolution revising the Wastewater System Development charges and repealing Resolution 97-R-619

City Manager Blodgett explained an increase in the Wastewater System Development Charge (SDC) for new sewer connections is necessary to cover a \$990,000 annual debt payment for the Treatment Plant expansion. Currently the Sewer SDC is \$3,288. The new rate would be \$6,700 per EDU.

Councilor Dentino moved, a second followed, and the Council voted unanimously to approved Resolution 03-R-716, a Resolution revising the Wastewater System Development charges and repealing Resolution 97-R-619.

X. Remarks from Mayor and Councilors

- A. Council—None
- B. Mayor—None

XIII. ADJOURNMENT

With no further business before it, the Council adjourned the meeting as 10:24 p.m.

Respectfully submitted:

Bob Hagbom
Mayor

ATTEST by City Recorder this ____ day of _____, 2003.

Paul Hughes
Finance Director/City Recorder

CITY OF BROOKINGS



STAFF REPORT

Date: July 24, 2003

To: Mayor Hagbom & City Councilor

From: Leroy Blodgett, City Manager

Subject: Charter Franchise Amendment

REPORT

The City has a 10-year Franchise Agreement with Charter Communications which was adopted by ordinance in July, 2000. Section 7.7.A.1 of the Franchise Agreement (stated below) requires Charter Communication to maintain an office in Brookings or Harbor.

"The Grantee shall maintain an office within the City of Brookings or Harbor. The office must be adequately staffed and able to respond to subscribers and the public not less than 35 hours per week ; However, If it is so ordered by the City Council at its sole discretion following the Grantor's determination of need, the Grantee's office must be open additional hours, to be determined by Grantor, up to a total of 45 hours per week, including normal business hours and evenings or Saturdays."

Charter has requested an amendment to the Franchise that will allow them to close the office while maintaining a location within Brookings or Harbor for customers to make payments. John Trew has reviewed the change and because it keeps "...with current business practices and continues to provide service to the citizens of Brookings" recommends approval.

STAFF RECOMMENDATION

Approved the amending ordinance allowing Charter Communication to close its office and require them to maintain a local payment facility and 24/7 customer service phone number.



June 24, 2003

VIA CERTIFIED MAIL/
RETURN RECEIPT REQUESTED

Mr. John B. Trew
City Attorney
City of Brookings
Trew, Cyphers & Meynink
P.O. Box 158
Coquille, OR 97423

Re: Request for Amendment of Ordinance No. 00-0-539, an Ordinance of the Television Cable Franchise Agreement between the City of Brookings, Oregon and Falcon Telecable d/b/a Charter Communications (the "Franchise Agreement").

Dear Mr. Trew:

We are in receipt of the June 6, 2003 response letter from Mr. Leroy Blodgett, City Manager for the City of Brookings (the "City"), regarding the intention of Charter Communications ("Charter") to close its customer service office in Harbor, OR. In that June 6th letter, Mr. Blodgett indicated to Charter that it is the City's opinion that an amendment to the Franchise Agreement will be necessary in order for Charter to close its Harbor office. Thus in response to the City's June 6th letter and pursuant to Section 13.11 ("Franchise Review") of the Franchise Agreement, please let this letter serve as a request for the City to participate in good faith negotiations to consider adoption of an amendment to the Franchise Agreement.

As you know, Section 7.7.A.1 ("Customer Service and Telephone Responsiveness") of the current Franchise Agreement reads as follows:

"The Grantee [Charter] shall maintain an office within the City of Brookings or Harbor. The office must be adequately staffed and able to respond to subscribers and the public not less than 35 hours per week; However, If it is so ordered by the City Council at its sole discretion following Grantor's determination of need, the Grantee's office must be open additional hours, to be determined by Grantor, up to a total of 45 hours per week, including normal business hours and evenings or Saturdays."

The underlying purpose of including the language set forth in Section 7.7.A.1 was to ensure that customers served by Charter would receive adequate service with respect to making bill payments, registering complaints and securing and returning any necessary cable equipment.

Please note that Charter values its relationship with the City and its customers. As a result Charter has given great consideration to the overall viability and effectiveness of the local office and has concluded that we can care for our customers just as effectively in the absence of the local office. Thus as a practical matter and in keeping in accordance with our underlying franchise commitments to provide our customers with information, quality service and the ability to register complaints and pay bills, we will continue to offer the following customer services after the Harbor office closes:

1. A local third party bill payment station in the community, which will facilitate payments and provide customer service contact information to customers. This payment center will accept payment by cash, check or money order and also provide customers with Charter's toll free customer service telephone number if a customer has any other questions or concerns. The hours of operation for this payment center shall extend beyond the regular business hours of the customer service office in Harbor, OR (i.e., beyond, 9am to 5pm Monday through Friday);
2. A 24 hour, 7 days a week toll free customer service number where customers can request a service call, equipment pick up, make a payment by phone, question their bill or request additional services. This staff is very knowledgeable about Charter Services. Charter decided to consolidate our Customer Service Representatives into a Customer Contact Center so we could offer better training and technology to service our customers;
3. A local office in Crescent City, which is just 22 miles south of the City of Brookings. The local Crescent City office will be our central office for Brookings, Harbor, Crescent City and Gold Beach. This central office location shall be used to dispatch our staff to all service areas for equipment pick-up and other customer service needs; and
4. Our customers also have several alternatives to making their bill payments, such as making payments by US Mail (by check or money order), by Electronic Fund Transfers (Auto Pay Service which automatically debits from the customer's bank account at no extra charge) and by credit card.

As Ms. Linda Kimberly, General Manager for Charter, indicated in her May 25, 2003 letter to Mr. Blodgett, with the addition of several convenient alternatives for payment and customer service now offered by Charter, there has been significantly less customer traffic in our Harbor office. Thus, from an economic standpoint, it does not remain commercially practical for Charter to maintain the local Harbor office.

Thus, in light of the aforementioned changes in our customer service methods, in keeping current with new technologies and in consideration of economic practicability, Charter wishes to amend Section 7.7.A.1 of the Franchise Agreement to read as follows:

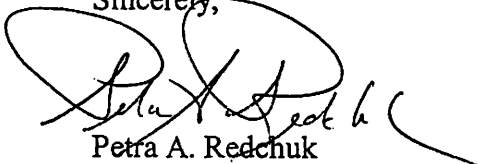
Mr. John B. Trew
June 24, 2003
Page 3

"The Grantee shall at a minimum agree to maintain a local payment reception facility which may include a third party payment center or a local drop box in the City of Brookings or Harbor that will be used for receiving customer bill payments. The Grantee shall also provide all customers with the Charter toll free customer service telephone number, which shall have Charter customer service representatives available twenty-four (24) hours per day, seven (7) days per week where customers can request a service call, equipment pick-up, make a payment by phone, question their bill or request additional services."

Finally, please note that all of the customers served by Charter in the City shall receive a notification in their billing statements informing them of the above-mentioned offerings. Charter firmly believes that its convenient alternatives for customers to pay bills and obtain customer assistance as described above satisfies the intent of the franchise provision set forth in Section 7.7.A.1 of the Franchise Agreement and will prove to be effective as it has in other communities. Charter also believes that by amending the Franchise Agreement and by providing the above-mentioned services, we will offer our customers a wider range of methods to take care of their needs today than before when we had just an office that was open from 9am to 5pm, Monday through Friday when the Franchise Agreement was originally ordained.

Based on the foregoing, Charter kindly requests that the City agree to amend the Franchise Agreement accordingly. I would appreciate you notifying us, as soon as possible, as to when the City intends to place this matter on the City agenda for consideration of amendment. If you need any further information or if you have any additional questions and/or concerns, please feel free to contact me directly at (360) 828-6608 or Ms. Linda Kimberly at (541) 888-1999.

Sincerely,



Petra A. Redchuk
Director, Government Relations
Charter Communications Northwest Group

Cc: Honorable Bob Hagbom, Mayor for the City of Brookings
Mr. Leroy Blodgett, City Manager for the City of Brookings (Via Certified Mail)
Mr. Larry Curry, Councilor for the City of Brookings
Mr. Rick Dentino, Council President for the City of Brookings
Ms. Frances Johns Kerns, Councilor for the City of Brookings
Mr. Craig Mickelson, Councilor for the City of Brookings
Ms. Linda Kimberly, General Manager Charter Communications

IN AND FOR THE CITY OF BROOKINGS
STATE OF OREGON

In the Matter of an Ordinance Amending)	
Ordinance No. 00-O-539, an Ordinance)	Ordinance No.03-O-539.A
Granting to Falcon Cable TV, dba)	
Charter Communications, a Non-Exclusive)	
Ten Year Franchise)	

AN ORDINANCE AMENDING THE ORDINANCE GRANTING TO FALCON CABLE TV,
DBA CHARTER COMMUNICATIONS, A NON-EXCLUSIVE TEN YEAR FRANCHISE.

Sections:

Section 1.	Title
Section 2.	Adoption

The City of Brookings ordains as follows:

Section 1. Title. This Ordinance shall be known as Ordinance No. 03-O-539.A,
amending the Ordinance of the Cable Television Franchise
Agreement between the City of Brookings, Oregon and Falcon Cable.

Section 2. Adoption. Exhibit "A" attached hereto and incorporated by reference
in Ordinance No.00-O-539, is amended as an Ordinance of the City of
Brookings, Oregon to read:

"Section 7.7.A.1) Customer Service and Telephone Responsiveness.
The Grantee shall at a minimum agree to maintain a local payment
reception facility which may include a third party payment center or a
local drop box in the City of Brookings or Harbor that will be used for
receiving customer bill payments. The Grantee shall also provide all
customers with the Charter toll free customer service telephone
number, which shall have Charter customer service representatives
available twenty-four (24) hours per day, seven (7) days per week
where customers can request a service call, equipment pick-up, make
a payment by phone, question their bill or request additional services."

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

Signed by me in authentication of its passage this _____ day of July, 2003.

Bob Hagbom, Mayor

ATTEST:

Paul Hughes
Finance Director/Recorder