



# WINTER

## Agenda

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
January 27, 2003 7:00 p.m.



VAULT COPY

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS**

A. Announcements

1. Introduction of new employee-Treatments Plants Operator Assistant, Britt Bolerjack

**V. PUBLIC HEARING**

- A. In the matter of Planning Commission File No. LDC-1-03, an amendment to Section 52, General Commercial (C-3) District, of the Land Development Code, to remove the requirement for multiple dwellings not on a ground floor and allow one or more dwellings not on a ground floor; city initiated. This is a legislative hearing. [Page 5]

**VI. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE**

A. Committee and Liaison reports

1. Chamber of Commerce Annual Report—Les Cohen [Page 7]
2. Parks and Recreation Annual Report—Bill Boynton [Page 17]
3. Planning Commission Annual Report—Randy Gorman [Page 21]
4. Brookings Municipal Court Annual Report—Judge Richard Harper [Page 23]
5. Council Liaisons

B. Unscheduled

**VII. STAFF**

A. City Manager

1. City logo [Page 25]
2. Council Goals for 2003/2004
3. Other

**VIII. CONSENT**

- A. Approval of Council Meeting Minutes
  - 1. Minutes of January 13, 2003, Regular Council Meeting [Page 27]
  - 2. Liquor License Request—Local Market—new owner, Jean Falco [Page 33]  
(end Consent Calendar)

**IX. ORDINANCES/RESOLUTIONS/FINAL ORDERS**

- A. Ordinances
  - 1. In the matter of Ordinance No. 03-O-446.NN, an amendment to Section 52.020, General Commercial (C-3) District of Ordinance 89-O-446, an ordinance creating the Land Development Code, to read “The following uses are permitted: B. One or more dwellings not on a ground floor, motels, hotels.” [Page 37]
- B. Resolutions
  - 1. In the matter of Resolution No. 03-R-711, a resolution approving a grant submittal for an Oregon Department of Transportation (ODOT) Transportation Enhancement Program grant. [Page 39]

**X. REMARKS FROM MAYOR AND COUNCILORS**

- A. Council
- B. Mayor

**EXECUTIVE SESSION—ORS 192.660 (a) (i)—Performance Evaluation of Public Officer and Employees**

**XI. ADJOURNMENT**

# City of Brookings Events Calendar

## January 2003

January 2003							February 2003						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
5	6	7	1	2	3	4	2	3	4	5	6	7	1
12	13	14	15	16	17	18	9	10	11	12	13	14	8
19	20	21	22	23	24	25	16	17	18	19	20	21	15
26	27	28	29	30	31		23	24	25	26	27	28	22

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			January 1, 2003	2	3	4
			City Hall CLOSED - New Year 7:00pm FH-Police Reserve	8:15am CC-CmtyDevDpt Staff mtg/LLightl 9:00am CC-Crime Stoppers 10:00am CC- Site Plan 2:00pm CC-swearing in		
5	6	7	8	9	10	11
	CC-Interviews for treatments 9:30am FH- VIPS/Volunteers in Police Service 7:00pm FH-FireTng/ChSh (Fire Hall)	9:30am KURY Radio Community 10:00am CC-Traffic Safety Committee/Trans 7:00pm CC-Planning Commssn	12:00pm Comnity Agencies mtg (Chetco Sr.Center) 2:30pm FH-SafetyComMt HThmpson	8:15am CC-CmtyDevDpt Staff mtg/LLightl 10:00am CC- Site Plan Com Mtg/Lau 7:00pm CC-Urban Renewal		
12	13	14	15	16	17	18
	4:30pm CC-Special Plann comm mtg 7:00pm FH-FireTng/ChSh (Fire Hall) 7:00pm CC-Council Mtg	9:30am KURY Radio Community Focus Talk Show 10:00am CC-Traffic Safety Committee-Marvi Parker	6:00pm FH-Subrbn Fire Dist Mtg/RexAtwell	8:15am CC-CmtyDevDpt Staff mtg/LLightl 10:00am CC- Site Plan Com Mtg/Lau 2:00pm CC-CEP (Citizens for Emergency		
19	20	21	22	23	24	25
	8:00am CITY OFFICES CLOSED - Martin 9:30am CC-VIPS/Volunte in Police 6:00pm CC-American 7:00pm FH-FireTng/ChSh	8:00am CC-Sound System repairs-Rob 9:30am KURY Radio Community	10:00am CC-Traffic Safety Committee-Marvi Parker	8:15am CC-CmtyDevDpt Staff mtg/LLightl 10:00am CC- Site Plan Com Mtg/Lau 7:00pm CC-Parks & Rec	8:00am CC-Access Class-Jim Relaford-251-156 9:00am Council Goal setting sessi	
26	27	28	29	30	31	
	9:00am CC-election drop 9:00am CC-Muni Court 2:00pm CC-meeting with 7:00pm FH-FireTng/ChSh 7:00pm CC-Council Mtg	7:00am CC-election drop site-shelly-247-3; 8:00am Business Outlook Conference - Ch 9:30am KURY Radio Community		8:15am CC-CmtyDevDpt Staff mtg/LLightl 10:00am CC- Site Plan Com Mtg/Lau 3:00pm CC-AMF Board 6:30pm CC-Seat Belt	8:00am CC-Access Class-Jim Relaford-251-156	

# City of Brookings Events Calendar

## February 2003

February 2003							March 2003						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
2	3	4	5	6	7	8	2	3	4	5	6	7	8
9	10	11	12	13	14	15	9	10	11	12	13	14	15
16	17	18	19	20	21	22	16	17	18	19	20	21	22
23	24	25	26	27	28		23	24	25	26	27	28	29
							30	31					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						February 1
2	3	4	5	6	7	8
	9:30am CC-VIPS/Volunteers in Police Service/BPalicki 7:00pm FH-FireTng/ChSh (Fire Hall)	9:30am KURY Radio Community Focus Talk Show w/City Staff/Cou 7:00pm CC-Planning Commssn	12:00pm Comnity Agencies mtg (Chetco Sr.Center) 7:00pm FH-PoliceReserve	8:15am CC-CmtyDevDpt Staff mtg/LLightl 9:00am CC-Crime Stoppers 10:00am CC- Site Plan Com Mtg/Lau	8:00am CC-Access Class-Jim Relaford-251-15€	
9	10	11	12	13	14	15
	7:00pm FH-FireTng/ChSh (Fire Hall) 7:00pm CC-Council Mtg	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	2:30pm FH-SafetyComMt HThmpson	8:15am CC-CmtyDevDpt Staff mtg/LLightl 10:00am CC- Site Plan Com Mtg/Lau 7:00pm CC-Urban Renewal	8:00am CC-Access Class-Jim Relaford-251-15€	
16	17	18	19	20	21	22
	9:30am CC-VIPS/Volunteer in Police 6:00pm CC-American Red Cross Mt 7:00pm FH-FireTng/ChSh (Fire Hall)	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	6:00pm FH-Subbrn Fire Dist Mtg/RexAtwell	8:15am CC-CmtyDevDpt Staff mtg/LLightl 10:00am CC- Site Plan Com Mtg/LauraLee	8:00am CC-Access Class-Jim Relaford-251-15€	
23	24	25	26	27	28	
	9:00am CC-Muni Court 7:00pm FH-FireTng/ChSh (Fire Hall) 7:00pm CC-Council Mtg	9:30am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	10:00am CC-Traffic Safety Committee-Marvi Parker 11:00am CC-DEQ administrative hearing-Jenine	8:15am CC-CmtyDevDpt Staff mtg/LLightl 10:00am CC-DEQ Adm Hearing-Jenine 10:00am Site Plan Com 7:00pm CC-Parks & Rec	8:00am CC-Access Class-Jim Relaford-251-15€	

CC-Council Chambers

FH-Fire Hall

# Memorandum

**TO:** Mayor and City Council  
**FROM:** John Bischoff, Planning Director  
**THROUGH:** Leroy Blodgett, City Manager  
**DATE:** January 9, 2003



**Issue:** An amendment to Section 52, General Commercial (C-3) District, of the Land Development Code to remove the requirement for multiple dwellings above a business and allow one or more dwellings.

**Background:** Under the current provisions it is not possible to establish only one residence above a shop or business in the C-3 Zone. This amendment would remove the requirement for "multiple" dwellings above a business and thus allow one or more dwellings. See attached staff report.

**Recommendation:** Approval of file no. LDC-1-03.

**CITY OF BROOKINGS CITY COUNCIL**  
**STAFF AGENDA REPORT**

SUBJECT: Land Development Code Change  
FILE NO: LDC-1-03  
HEARING DATE: January 27, 2003

REPORT DATE: January 9, 2003  
ITEM NO: V.A

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**GENERAL INFORMATION**

APPLICANT: City initiated.

REPRESENTATIVE: City staff.

REQUEST: A proposed change of Section 52, General Commercial (C-3) District, of the Land Development Code subsection .020.B, to remove the requirement for multiple dwellings not on a ground floor and allowing one or more dwellings not on a ground floor.

LOCATION: City General Commercial zoned areas.

PUBLIC NOTICE: Mailed to all property owners within 250 feet of subject property and published in local newspaper.

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**BACKGROUND INFORMATION**

Currently one of the permitted uses of Section 52, General Commercial (C-3) District, of the Land Development Code is "Multiple Dwellings not on a ground floor, motels and hotels." This essentially states that you cannot have a single residence above your storefront and if you build to place a residence on an upper floor there must be at least two dwellings.

There does not appear to be any particular reason for the requirement for multiple dwelling units above a storefront or business. This requirement probably came about because when the zoning code was written, most of the businesses with a residential use on the second floor had more than one dwelling unit, thus the code was written to reflect this. In practical terms there does not appear to be any particular difference or advantage between requiring two or more dwellings over having only one dwelling above a business. For those who desire to have their residence over their business, the current ordinance is restrictive and thus becomes a disincentive for new business development.

Staff is recommending that Section 52.020.B be amended to read:

"One or more dwellings not on a ground floor, motels and hotels."

**RECOMMENDATION**

The Planning Commission and Staff recommend APPROVAL of Case File No. LDC-1-03 and adoption of Ordinance No. 03-O-446.NN



CHAMBER OF COMMERCE  
"Working To Help Our Businesses Grow"

In the heart of  
**America's**  
**Wild Rivers**  
**Coast.**  
101 MILES OF NATURE'S BEST

To: Common Council, City of Brookings; City Manager; City Finance Director  
From: Les Cohen, Executive Director *Les Cohen*  
Subject: Program Report for Calendar Year 2002  
Date: January 21, 2003

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In accordance with the agreement between the Brookings-Harbor Chamber of Commerce and the City of Brookings, and as specified in Ordinance No. 80-O-342, Transient Room Tax, Paragraph 7 of said agreement, the following program report detailing performance accomplishments for Calendar Year 2002, under this Agreement is respectfully submitted.

**Performance Accomplishments:**

A. In Calendar Year (CY) 2002 the Chamber's Visitor Information Center recorded a seventeen percent (17%) increase in the number of visitors served over the previous year, for a total of 24,339 visitors. This total is forty percent (40%) higher than CY 2000. For the second consecutive year this total represents the highest visitor count recorded at the Visitor Center since records began to be kept in 1986. (Addendum A) The combined statistics of the Chamber's Visitor Information Center and the Brookings State Welcome Center recorded a slight increase of two percent (2%) in visitors in CY2002 compared to CY 2001. This area's tourism traffic has been significantly affected over the past two seasons by the Highway 199 slides in 2001 and the Biscuit Fire in 2002. It is significant, however, that the numbers of recorded visitors at our two Visitor Information Centers have remained relatively constant over these past two years.

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

C. City of Brookings Transient Room Tax revenues increased by eleven percent (11%) in 2002, compared to CY 2001. Transient Room Tax revenues are forty-three percent (43%) higher than CY 1998, representing an additional \$46,383.00 in CY 2002 to the City's General Fund. Transient Room Tax revenues for the City of Brookings continue to remain at their highest levels since 1994, the first full year of the Agreement between the City and the Chamber of Commerce for promotion and marketing of our community. (Addendum B)

D. Marketing and promotion efforts in calendar year 2002 continue to result in major annual increases of written, telephone, e-mail and website activity for information about the Brookings-Harbor area. The Chamber documented 183,871 contacts in CY 2002; compared with 124,744 similar contacts the previous year and 64,056 contacts for 2000. This represents a forty seven percent (47%) increase compared to 2001, and a 187 percent increase over CY2000. (Addendum C)

The largest component of this increase is due to increased contacts through the Chamber's website, averaging 12,259 contacts per month. (Addendums D)

E. The Brookings-Harbor Chamber of Commerce, serving as the marketing and promotions arm of the Brookings-Harbor community, provided a total of 250,195 information contacts in calendar year 2002. This past year's contacts represent a 32% increase over CY 2001. Since 1994, the first full year of the Agreement between the City and the Chamber of Commerce for promotion and marketing of our community, annual contacts have increased 158 percent. (Addendum E)

F. As stated in previous years' reports, the line item for the Marketing and Promotions Budget of the Brookings-Harbor Chamber of Commerce refers specifically to local, regional and national media advertising buys. (Addendum F) It does not reflect expenditures related to the production of advertising for the annual Azalea Festival, Beachcombers' Festival, Southern Oregon Kite Festival, Nature's Coastal Holiday, nor other events intended to attract visitors (such as participation in trade shows); holiday lighting and Festival of Lights events; contributions for the purchase and promotion of the Fourth of July fireworks display; publication of promotional literature such as "The Coast is Clear" four-color pamphlet, or our "Lodging" and Dining" guides; printing of in-house brochures extolling local attractions; stationary; paper; 800 number charges; Internet access and hosting of our website nor the postage costs attributed to the fulfillment of visitor and relocation information requests resulting from the 250,195 contacts we received in CY2002.

These and other marketing and promotions expenses, not specifically defined in the line-item related to the Marketing and Promotions Budget, make the actual dollar amount expended by the Chamber for marketing and promotion of this area thousands of dollars higher than the amount received by the Chamber from the City's Transient Bed Tax revenues for such activities.

The Chamber is, for the eighth consecutive year, proud to state that it is in full compliance with Paragraph 4 of the Agreement between the Brookings-Harbor Chamber of Commerce and the City of Brookings, which states "...no more than thirty percent (30%) of the revenues received by the Chamber under the Agreement may be used for payroll costs." This compliance has been verified by the Brookings City Finance Director's review of the Chamber's Marketing and Promotions financial records. Other sources of revenue, such as membership dues, fund raising activities, program services and special events help to subsidize the Chamber's administrative expenses. Neither fixed nor variable overhead costs related to the operation of the Chamber's Visitor Information Center are paid for with City Transient Room Tax dollars.



## Page Three - Program Report for Calendar Year 2002

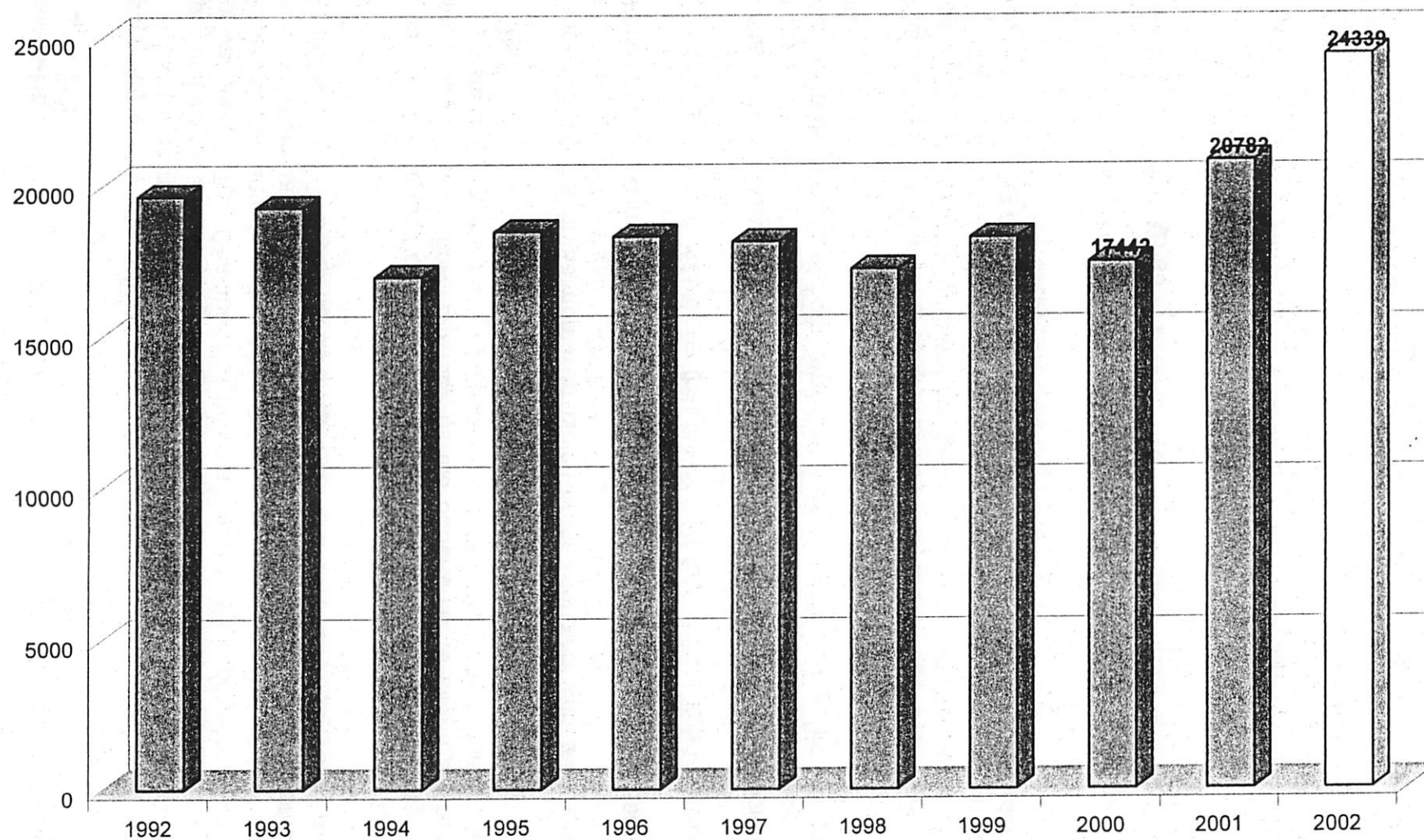
The Brookings-Harbor Chamber of Commerce is optimistic about the tourism forecast for calendar year 2003:

- The launching of this area's first comprehensive regional marketing effort, and the areas distinctive branding as "America's Wild Rivers Coast," provides a wide range of opportunities to appeal to the vacationing public looking for natural, scenic outdoor vacations. This Chamber has taken a leading role in promoting America's Wild Rivers Coast, and in so doing has established and strengthened relationships with its Consortium partners. For the first time in memory the promotional entities of Curry and Del Norte Counties are working together to encourage people to visit this region.
- The Chamber's continued participation in major trade shows, such as the Pacific Northwest Sportsmen's Show, provides us the opportunity to inform a large, and relatively heretofore-uninformed population about the attractions of the Brookings-Harbor area.
- The marketing efforts of Salmon Run Golf Course, coupled with the marketing efforts of the Southern Oregon Golf Trail, should begin to take a solid hold in the marketplace, resulting in establishing Brookings-Harbor as a golfer's destination.
- Although we have stated previously that the cost of fuel did not appear to deter a large number of people from traveling to the Oregon Coast over the past several years, the fact that Brookings-Harbor now enjoys among the lowest gasoline and diesel prices in Oregon is expected to have a positive impact on tourism. We anticipate increased traffic of both family vehicles and RVs during this next tourism season.
- The City's efforts at Downtown Revitalization, coupled with a Downtown Urban Renewal District and additional downtown parking, can only work to enhance visitor traffic. The Chamber hopes to work with the City in establishing an unmanned information kiosk in the new City parking lot across from the Redwood Theater.

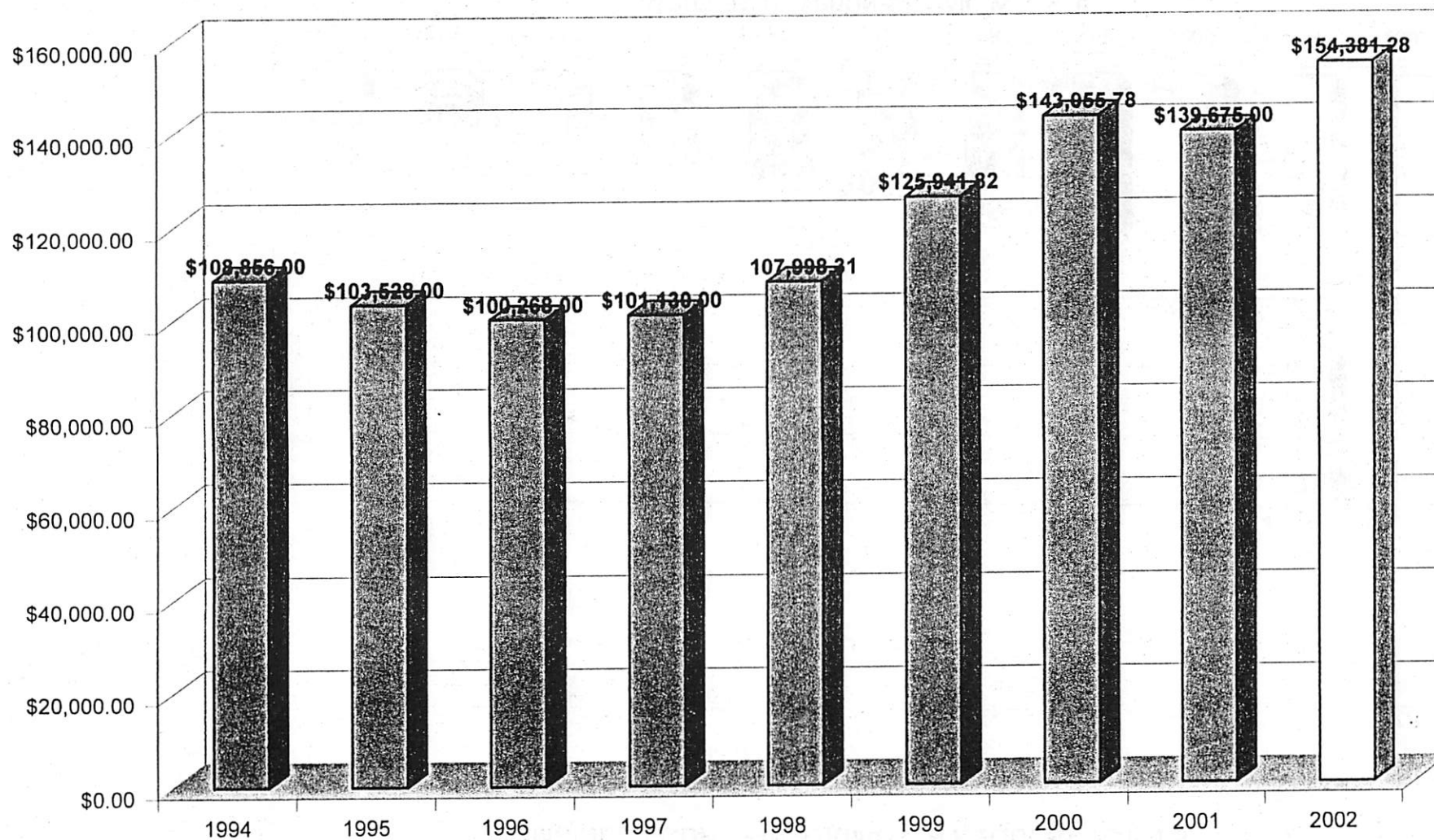
Addendums A through F attached

c: Media

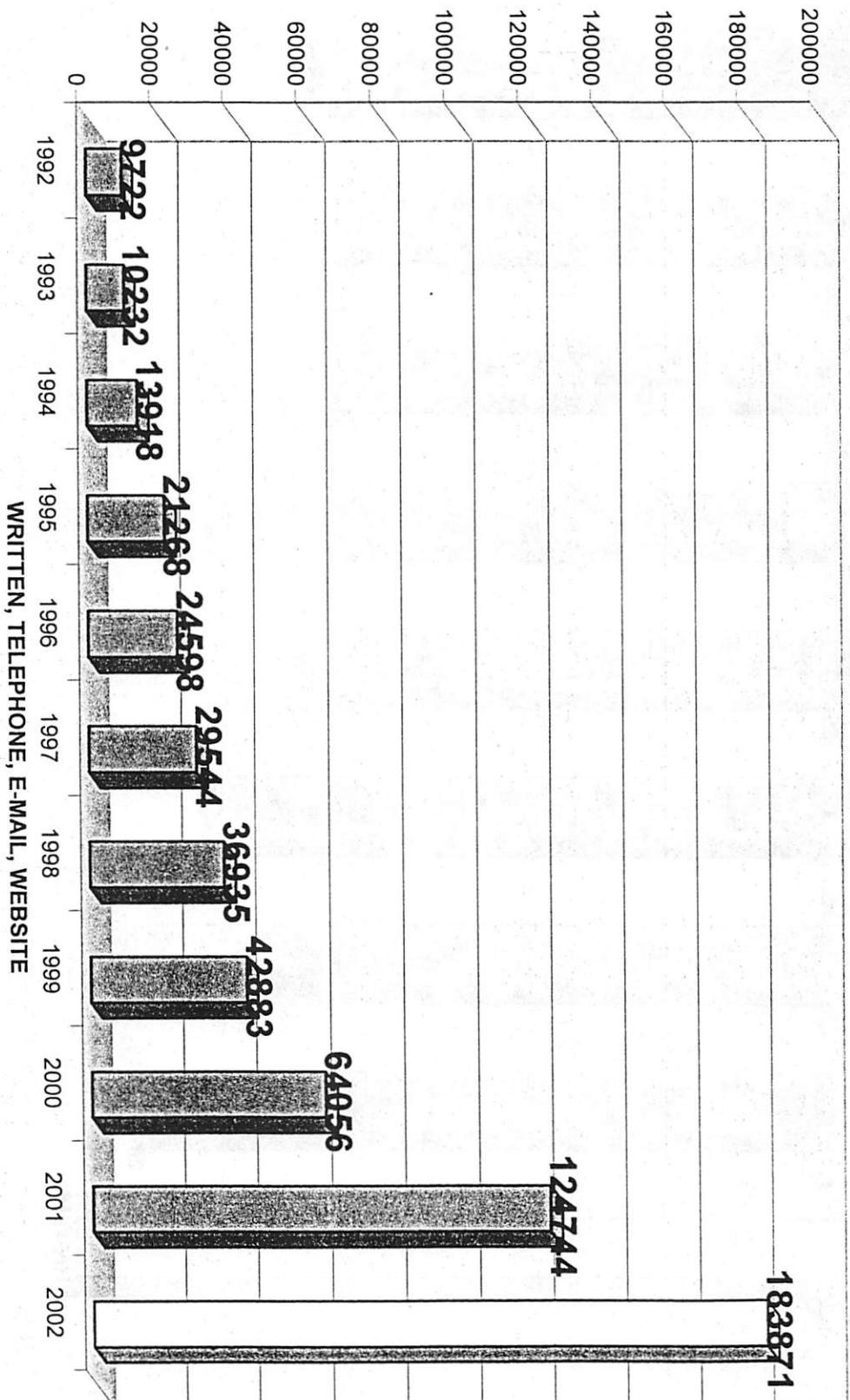
**Brookings-Harbor Chamber of Commerce Visitor Information Center  
Visitor Statistics by Calendar Year**



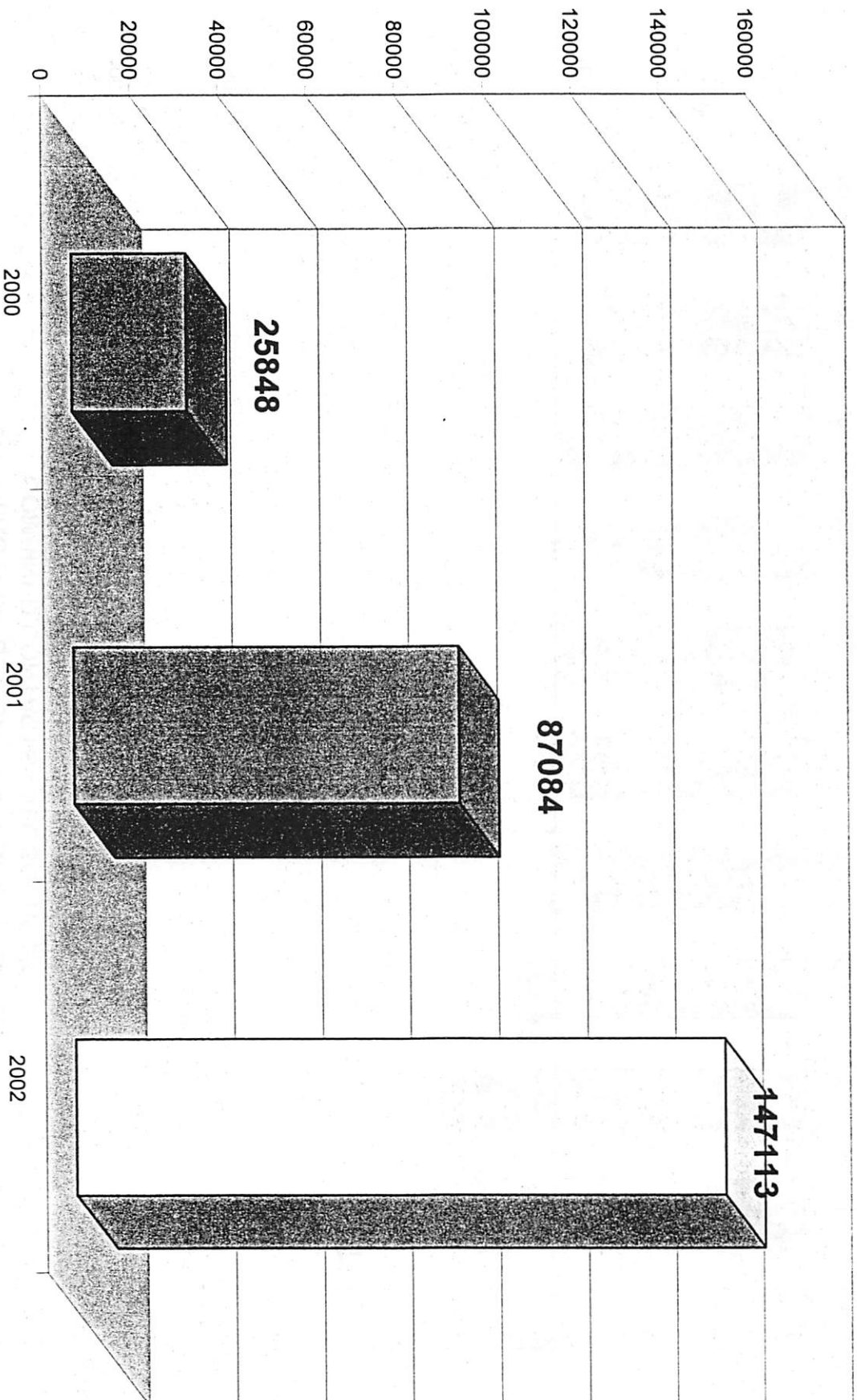
## BROOKINGS TRANSIENT ROOM TAX TOTALS BY CALENDAR YEAR



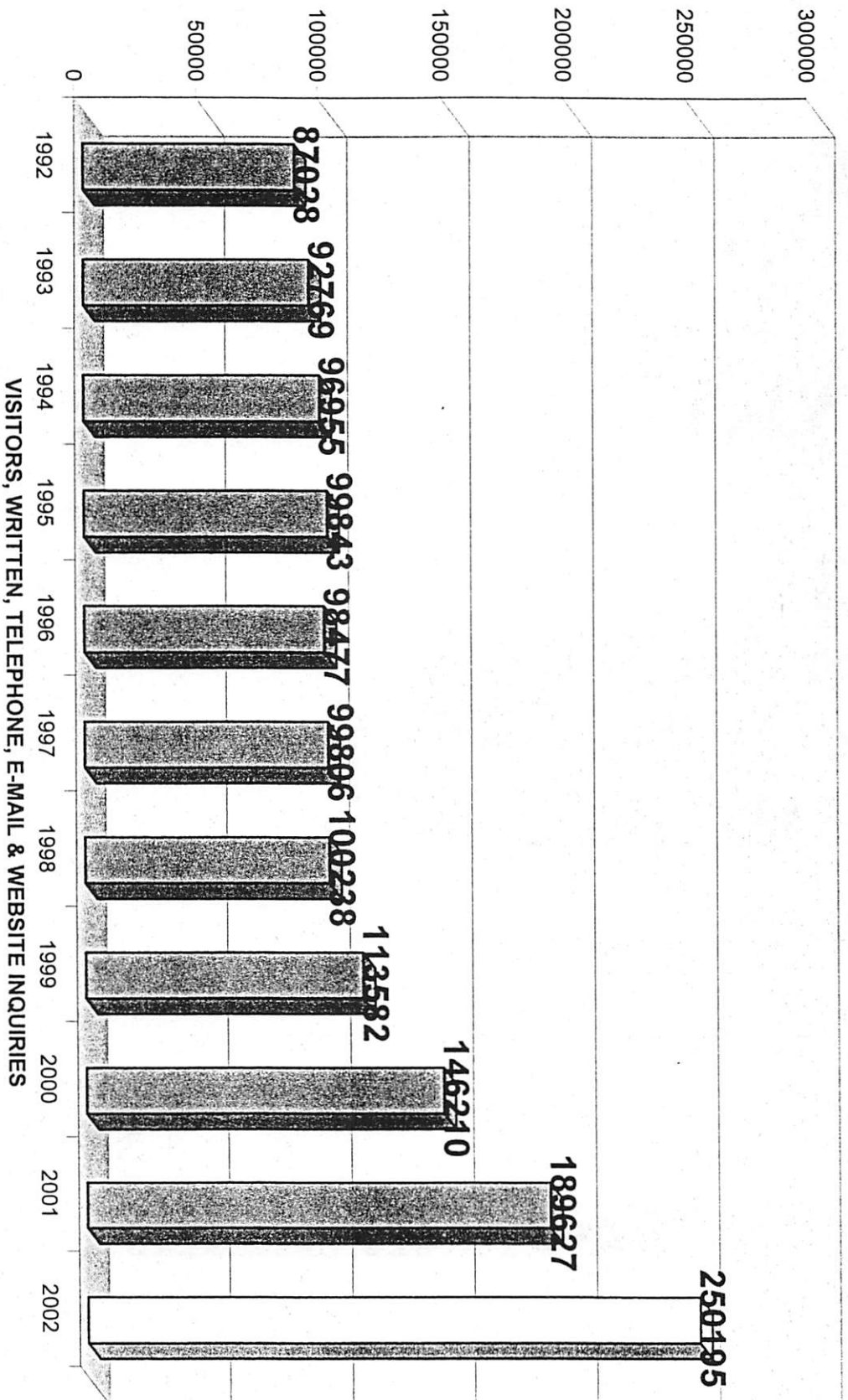
# BROOKINGS-HARBOR CHAMBER OF COMMERCE COMBINED SOURCE INFORMATION REQUEST TOTALS



Brookings-Harbor Chamber of Commerce Website Activity



# BROOKINGS-HARBOR CHAMBER OF COMMERCE COMBINED CONTACTS - ALL SOURCES



**BROOKINGS-HARBOR CHAMBER OF COMMERCE  
2002-2003 MARKETING & PROMOTIONS  
BUDGET**

REGIONAL ADVERTISING.....	\$8,590
OFFICIAL OREGON TRAVEL GUIDE	
Full Page Color .....	11,500
OREGON COAST MAGAZINE	
Six (6) Bi-monthly Issues, Quarter Page, Color.....	\$4,000
PILOT "SUMMER VACATION GUIDE," Quarter Page, b/w.....	\$ 210
"FALL VACATION GUIDE," Quarter Page, b/w.....	\$ 145
WHERE TO STAY IN OREGON	
Chamber listing in Oregon Lodging Assoc. Guide .....	\$ 150
STATE WELCOME CENTERS	
Display of Brochures in Nine State Welcome Centers.....	\$ 125
PILOT "BROOKINGS HARBOR HAS IT ALL".....	\$ 130
BOMBSITE TOUR TAPES.....	\$ 125
BROOKINGS HARBOR HIGH SCHOOL YEARBOOK.....	\$ 25
TOTAL.....	<u>\$25,000</u>

**EVENTS BUDGETS**

AZALEA FESTIVAL.....	\$3,500
FOURTH OF JULY.....	\$ 750
KITE FESTIVAL.....	\$ 500
T.V. AUCTION.....	\$1,155
NATURE'S COASTAL HOLIDAY.....	\$ 500
FESTIVAL OF THE ARTS.....	\$ 500
AMERICAN MUSIC FESTIVAL.....	\$1,000
TRADE SHOWS.....	\$2,500
SHOP AT HOME PROMOTION.....	\$ 500
BEACHCOMBER FESTIVAL.....	<u>\$ 700</u>
TOTAL.....	<u>\$11,605</u>
TRADE SHOWS.....	\$ 2,000
GRAND TOTAL.....	<u>\$38,605</u>







**PARKS AND RECREATION COMMISSION  
BROOKINGS, OREGON  
ANNUAL REPORT TO THE CITY COUNCIL**

**Monday, January 27, 2003**

**Your honor Mayor Hagbom, Councilors, City Staff and fellow citizens:**

**This has been a busy and productive year for the Commission. I would like to thank my fellow commissioners – Dori Blodgett, Nina Canfield, Tony Parrish, Paul Prevenas, Pat Sherman and Lorraine Williams – for their diligent stewardship of our Parks. In addition we were joined by Lisa Nowlin as the ex-officio student commissioner.**

**We began the year with Craig Mickelson as chairman, however he was appointed to the Planning Commission, and I was elected chairman. We all know where he is now, and he has our congratulations.**

**Brookings is fortunate to have many fine parks for the use of our citizens and visitors. Of course, the “crown jewel” is Azalea Park. Every year under the tutelage of this Commission, the Azalea Park Foundation and our Public Works Department its beauty and facilities get better and better. This year we experienced some adverse problems that tarnished the park’s fiber and character. The bowl on the pedestal in the upper part was broken beyond repair, and the tool shed was burned along with its contents. A new and more secure tool shed is in the planning stage and will soon be built. Vandalism has been a problem in our parks, but these were most unfortunate incidents. If only the energy expended in these acts could be turned to positive actions our community would benefit immensely.**

**In our commission meetings we consider each park and entity individually, so I will do the same in this report.**

***Stout Park:* There is much to be done that could enhance its overall look. The upper section of the park is very beautiful with the big trees and grassy areas. The lower section needs some attention, however the staff tries to maintain a natural appearance. The Stout Park Trust stipulates \$15,000 for its care and upkeep must be untouched, so that doesn’t leave much to draw from. Commissioner Parrish oversees the status of the park.**

***Chetco Point Park:* Commissioners Pat Sherman and Nina Canfield monitor its status. I would like to commend Pat for her huge effort in identifying, photographing and cataloging all the plants growing at the Park. It is very enlightening to see how many species exist there. The trail is in good shape, but we will be organizing a work party to trim vegetation from many parts of it. Nina saw to it that a porta-potty was placed at the**

head of the trail. Later this year we hope to relocate the entrance to the west side of Sewer Treatment Plant, which will make a much nicer approach to the Park. The parking lot on Wharf Street will also be relocated for better access.

***Kidtown:*** This facility offers more enjoyment for children than many bigger, fancier parks in much larger cities. Many visitors are impressed we have such a splendid, versatile play area. The staff has recently gone over all the equipment to be sure it is safe. We do need new bark, but it is a special type, and the estimated replacement cost is \$8000. In the meantime it was rototilled, and is adequate for now. Commissioner Blodgett regularly oversees its condition.

***Summer Youth Recreation Program:*** Under the direction of Pam Calloway this was probably its best year with 412 children attending 11 weeks of 62 individual sessions. There were 314 families in Curry County and 16 visiting families participating. Some of the sessions included trout fishing, canoe safety, crafts, bowling, tennis and fly tying to mention a few. All of this was accomplished within limits of budgeted funds, and 94% of them was spent locally. There is a very good chance Pam will be back this summer to lead the program. Dori Blodgett was very involved as well.

***Skateboard Park:*** The park is used by our youth and a few brave adults. Thrasher magazine, the official voice of skateboarders, gave a big thumbs up to our facility. Several of the pros of the skate circuit have come to try it, and all are favorably impressed. Mr. Michael Zingg was most generous in having the area between the bowls and restrooms blacktopped so many of the younger, less experienced skateboarders could become more skillful. We would be remiss in not thanking the generous donors who made this all possible. It is very interesting to observe the skaters' techniques and moves in negotiating the bowls. Our Public Works crew has seeded the area around the bowls and by spring the grass should be well established.

***Volleyball Courts:*** At this time we still need more sand and are making every effort to secure it. Hopefully, they will be ready for use this early summer.

***Softball and Soccer Fields:*** All the leagues look forward to the spring and summer months, and this past year we were fortunate to host a regional tournament. Our City Staff and volunteers keep them in fine shape. In conjunction with the School District we will consider the possibilities of more fields once the school construction is completed. The present fields are located at Bud Cross Park, Azalea Park and the High School. Commissioner Prevenas is very involved in monitoring all the fields.

***SnackShack/Restroom in Azalea Park:*** In cooperation with the Azalea Park Foundation and Brookings-Harbor Rotary Club a permanent building is under construction just south of the band shell. When finished it will add a much needed amenity to the park. The building was erected by the Seabees as part of their community service, and most of the materials were donated by South Coast Lumber Co., Kerr's Ace Hardware, with assistance from Randy Gorman, Don Tilton and many other volunteers. Buzz Hansen designed the structure with his usual attention to detail. Dennis and the crew made room for the building by moving many of the azaleas farther east.

***New Parking Lot at Azalea Park:*** Directly behind the new snackshack/restroom Public Works created a new 30+ capacity parking lot. Many trees were felled and sold which basically paid for the project. This has been planned for sometime, and now it is a reality.

***Parks Master Plan:*** Slightly more than a year ago we contacted the University of Oregon Community Planning Workshop. This is a post-graduate level training program that specializes in projects of this nature. They recently had finished a Parks Master Plan for Canby that was very impressive. \$50,000 had been allocated in the 2002-03 city budget for the implementation of such a plan, and we commissioners were most elated we could accomplish the mission for \$20,000. Utilizing public meetings, surveys sent to 1200 homes in the Brookings-Harbor area and input from CPW and the commission we were able to forward the completed document to the City Council in August. It is a comprehensive 10 year plan that can make our city and surrounding area more enjoyable for everyone. Naturally all these facets require far more money than is presently available, so the commission will monitor all avenues to accomplish as much as possible. There are many different approaches that will be addressed as we move forward with the plan's utilization.

***S.A.Y.:*** This denotes the Swim All Year Committee that was originally formed to consider the covering and heating of the City Swimming Pool in Bud Cross Park. Considering the age of the pool, the condition of the equipment and the size of the pool it soon became apparent this was not a feasible and economically sound approach. The building and operating of an aquatic center is now part of the Parks Master Plan. Available funds to build such a facility are not too difficult to obtain, however the necessary funds to maintain everyday operation is the obstacle delaying moving forward. We will certainly keep researching all possible solutions to the problem.

***Azalea Park Foundation:*** Since its formation some years ago it has been the main guardian of Azalea Park. For many years the commission has had Lorraine Williams as a commissioner and the foundation's liaison. When

Azalea Park is mentioned Elmo and Lorraine Williams come immediately to mind. If there was ever a guiding force and example of service to one's community these two are Brookings-Harbor's pride and joy. We are all familiar with the countless work parties, garden plans, building plans and their personal financial contributions all for the betterment of our "crown jewel". Lorraine's term is expiring, and she has opted to "retire" to write her memoirs and look after their wonderful family. Lorraine, there is no way we can ever replace you, and there is no way we can adequately thank you, and Elmo, for all you have done for Azalea Park. Probably the most appropriate thank you is the Park itself to which you have devoted so much time and effort to enhance its everlasting beauty.

*Other:* The Staff always adds *other* to our agenda, and it is there to cover a multitude of subjects. In closing I would like to thank several individuals for their service and guidance to our Parks and Recreation. Our Public Works Department headed by Dennis Barlow and assisted by Dave Lentz and Randy Mitchem. Councilor Frances Johns-Kern for always being at our meetings and for her input. Linda Barker for her work with the Community Development Department before moving on to become Administrative Assistant to our City. Cathie Mahon our present secretary in the Community Development Department. Jeremy McVeety who was the Ameriaide intern with the city for his assistance with CPW and formulating our Master Plan. Leo Lightle, Director of Community Development, who always had answers to our queries. And last, but not least, City Manager Leroy Blodgett for his guidance in keeping our mission on track.

Respectfully submitted,

A handwritten signature in cursive script, reading "Bill Boynton". The signature is written in dark ink and is positioned above the printed name and title.

Bill Boynton,  
Chairman

# **City of Brookings, Oregon Planning Commission**

Commissioner Randy Gorman, Chair

Commissioner Ernest Cofrances

Commissioner Jim Collis (resigned February 2002)

Commissioner Tom Davis\*(resigned September 2002)

\*Replaced by Commissioner Jim Collis (November 2002)

Commissioner Ted Freeman

Commissioner Russ Fritz

Commissioner Craig Mickelson

Commissioner Bruce Nishioka

## **Annual Report for 2002**

The Planning Commission saw 43 actions at 12 regular meetings during 2002:

Minor Partitions	3 creating 7 lots
Subdivisions	6 creating 81 lots
Conditional use permits	9
Minor changes to conditional use permits	3
Annexation	4
Zone change	1
Land Development Code change	1
County Referrals	12
Variances	4

### **Recommendations:**

- The Council Chambers sound system is in dire need of replacement. The feedback is very disruptive during meetings, as well as for the people trying to watch from their homes.
- The Commission's opinion is to have regularly scheduled meetings between the City Council and Planning Commission, and perhaps the Parks and Recreation Commission. Without this contact it becomes difficult to know what the goals of the City are, therefore making the Planning Commission's decisions difficult.
- While the Planning Commission makes it's decisions based on existing ordinances and land development code, an ongoing dialogue between the Planning Commission and City Council help members see the overall direction in which the City is moving regarding land development issues.
- Realizing ODOT has plans to repave Highway 101 in the near future, we would like to suggest making underground upgrades be considered along with the project.

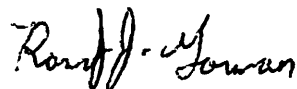
- It is felt the *S-curve* located at the junction of Dawson Road and US 101 is a serious safety hazard and needs to be improved. A survey was recently completed on the number of homes with families (157) with 6,000 square feet or greater non-dividable parcels; 61 lots with no homes; non-dividable 15.53 acres with homes that appear dividable to 57 lots; 11 parcels totaling 9.13 acres with the capabilities to divide into 42 lots; 4 homes now under construction, and one existing church. This results in a potential of 321 homes with families using one road to US 101. We are aware this is the only street/access to schools, shopping and medical services for these families. One of our commissioner's has stated "it is impossible to stay on the right side of the road should a concrete mixer or dump truck be traveling in the S-curve on Dawson". Should an accident occur with the heavy usage, it could block the road for hours. The Commission would like the City Council to take affirmative action to correct a potentially serious, and dangerous condition.

As you can see from our report, 2002 was a very busy year for the Planning Commission.

We would like to thank the City Council for arranging a training seminar. We would also like to extend our appreciation to Linda Barker, (former Planning Commission secretary) for obtaining a grant, making the training seminar possible. Those that were able to attend, especially our new commissioners, found it helpful and informative for our decision-making.

A special *thanks* to the Planning Department for getting all 43 cases to us in a timely manner. This helped us to make the best decisions for our great community

Respectfully submitted,



Randy Gorman  
Planning Commission Chair

**BROOKINGS MUNICIPAL COURT**

898 Elk Drive  
Brookings, OR 97415  
(541) 469-2163

January 7, 2003

RE: Annual Report  
PRESENTED TO City Council on January 27, 2003

The Judicial Department provides maintenance of accounts receivables, Court files, and Court facilities/activities for the Brookings Municipal Court. The Department Head is the Honorable Richard L. Harper. His Court Clerk is Linda Barker.

The Brookings Municipal Court is held on the third Monday of each month at 9:00 a.m., unless Court demands scheduling for a different time or date. Only City Ordinance violations are cited into this Court. Active prior cases are monitored by the Clerk, and addressed as time allows regarding financial obligations, probation obligations, alcohol treatment obligations, etc. Failure to comply results in sanctions on defendants' driver's licenses and eventually being brought into Court to address non-compliance, or phone calls from the defendants because they wish to clear their driving records.

Receipts are received in two forms. One is the result of new charges by our officers cited into the Circuit Court in Gold Beach and the other is from efforts of the Municipal Court's monitoring of existing files and new City Ordinance violations. The calendar year 2002 brought in \$18,086 from the State Courts, and \$2,037 from the accounts receivable collections - totaling: \$20,123. More time given to the monitoring of the prior active Court cases could result in additional income.

In 2002, Municipal Court dockets included City ordinance violations of prohibited parking or storage on City streets, youth curfew, marking or painting of streets or sidewalks, control of domestic animals.

Signed:

A handwritten signature in cursive script, appearing to read "Linda Barker", is written over a horizontal line.

Linda Barker, Court Clerk  
for Judge Richard L. Harper

# CITY OF BROOKINGS



## STAFF REPORT

Date: January 21, 2003

To: Mayor Hagbom & City Councilor  
From: Leroy Blodgett, City Manager  
Subject: City Logo

## BACKGROUND

Over the last two years there have been numerous discussions regarding our city logo. Some thought it should include flowers. Some thought it should include flowers and ocean. Some thought it should include the river and fish. But, no one was so sold on an idea that they were willing to support a change.

However, what we did learn is that the stripes were causing the most dislike. Actually, it is easy to see in the inconsistency in pattern of the stripes. In addition to those below there have been various oval styles. Obviously not everyone agreed on the pattern.



## STAFF RECOMMENDATION

Staff recommends officially adopting the logo shown below as the "City Logo".

Actually, the only major change from the existing logo is removal of the stripes.





**CITY OF BROOKINGS  
COMMON COUNCIL MEETING MINUTES  
City Hall Council Chambers  
898 Elk Drive, Brookings, OR 97415  
January 13, 2003  
7:00 p.m.**

- I. Call to Order  
Council President Larry Curry called the meeting to order at 7:01 p.m.
- II. Pledge of Allegiance  
Led by Police Lt. John Bishop
- III. Roll Call  
Council Present: Council President Larry Curry, Councilors Frances Johns Kern, Craig Mickelson, and Rick Dentino, a quorum present.

Council Absent: Mayor Bob Hagbom, excused

Staff Present:

City Manager Leroy Blodgett,  
Community Development Director Leo Lightle,  
Finance Director Paul Hughes,  
Police Lt. John Bishop  
Officer Marvin Parker, School Resource Officer  
and Administrative Secretary Linda Barker

Media Present: Curry Coastal Pilot Reporter David Courtland

Other:

Chamber of Commerce Executive Director, Les Cohen,  
And approximately 4 other citizens

IV. Ceremonies/Appointments/Announcements

A. Appointments

- 1. Election of Council President for Calendar Years 2003-2004  
City Manager Blodgett read into the record a memo from Mayor Hagbom recommending Councilor Dentino for Council President for years 2003 and 2004.

**Councilor Johns Kern moved, a second followed, and the Council voted unanimously to elect Councilor Dentino as Council President for calendar years 2003 and 2004.**

Councilor Curry introduced Councilor Mickelson as the newest member of the Council, being elected in the November 2002 general election. Mickelson thanked the voters and stated he looks forward to the next four years of service.

2. **Traffic Safety Committee**  
Lt. Bishop introduced Officer Parker who explained the focus of the traffic safety committee and who had been nominated to be on the committee. Those nominated are: Don Tilton, representing the Chamber of Commerce; Chris McKay, representing School District 17-C; and members-at-large Phil Abbott, Jim Watson and Hope Hansen.

**Councilor Dentino moved, a second followed and the Council voted unanimously to appoint the following members to the Traffic Safety Committee:**  
**Don Tilton, representing the Chamber of Commerce**  
**Chris McKay, representing School District 17-C**  
**Members-at-Large Phil Abbott, Jim Watson and Hope Hansen.**

3. **Urban Renewal Advisory Committee**  
City Manager Blodgett recommended the Downtown Development Committee, which worked hard and gave much direction to the Downtown Master Plan and Urban Renewal Plan, be dissolved and the same group of individuals be appointed to an Urban Renewal Agency advisory committee.

**Councilor Johns Kern moved, a second followed and the Council voted unanimously to dissolve the Downtown Development Committee and create the Urban Renewal Advisory Committee consisting of members Jay Patel, Linda Kelley, Tim Patterson, Bryan Scott and Tom Kerr.**

4. **Budget Calendar and appointment of Budget Officer for Fiscal Year 2003/2004**

Council President Curry recommend Finance Director Hughes be appointed Budget Officer for Fiscal Year 2003/2004. City Manager Blodgett noted the Budget Calendar printed in the agenda had one date that had been changed. The Council Goals work session has been changed to Friday, January 24. It will begin at 9:00 a.m. in the Brookings Inn Best Western Conference Center.

**Councilor Dentino moved, a second followed, and the Council voted unanimously to appoint Finance Director Paul Hughes as Budget Officer and approve the Budget Calendar with the change of date for the Council Goals Session to January 24.**

**5. Rate Committee**

City Manager Blodgett explained that a Rate Committee reviews present rates for water, sewer or other fees and makes recommendations to the Council if changes are needed. The City has an agreement with Harbor Sanitary to have a rate committee to make recommendations for sewer rate adjustments. This committee has not been active for several years. To reactivate the committee each entity must appoint two members. Blodgett recommended appointing Councilors Dentino and Mickelson to the committee. The first meeting of the committee is set for January 22 at 1:30 p.m.

**Councilor Johns Kern moved, a second followed, and the Council voted unanimously to appoint Councilors Dentino and Mickelson to the Sewer Rate Committee.**

**B. Announcements**

1. Introduction of new Police Department employees, Officers Michael Lane and Keith Rebman  
Lt. Bishop introduced new police officers: Michael Lane and Keith Rebman. Both officers are from the Portland area and have served police departments there. Lane is from Forest Grove and moved to Brookings with his wife and three children. Rebman is also from Forest Grove and finds Brookings appealing with its nice weather and small town feel. Both officers commented that the Brookings Police Department is very progressive and very involved in community activities.

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

**A. Committee and Liaison reports**

1. Chamber of Commerce  
Executive Director Les Cohen reviewed recent history of the Beachcombers Festival which will be held on March 22 and 23. He requested the City waive sandwich board sign requirements and allow the Chamber to place two signs, one at each end of the City, from March 18 through March 23. He said the signs would be placed each morning and removed at dusk each night.

City Manager Blodgett stated the sign ordinance does not require a permit for signs for events of a community-wide nature but said a motion to waive the permit would be welcomed.

**Councilor Dentino moved, a second followed, and the Council voted unanimously to allow the Chamber of Commerce to place two sandwich board signs, one at each end of Brookings, to advertise the Beachcombers Festival during the period of March 18 through March 23.**

2. Council Liaisons

Councilor Mickelson attended the school construction open house. He was also reminded that he attended the swearing-in ceremony for the newly elected Councilors, he being one of them.

Councilor Johns Kern was at the Community Agencies meeting, the school construction tour, the Chamber forum, and the swearing-in ceremony. She thanked the voters for re-electing her and said she will do her best. She commented the money spent on the school construction has been wisely used and invited all to view the buildings upon their completion.

Councilor Dentino worked in Nature's Coastal Holiday, attended the swearing-in ceremony, Community Agencies meeting, and a Children and Family Services advisory meeting. In the Mayors place, he and City Manager Blodgett attended a SWACT meeting in Coquille.

Councilor Curry attended the Community Agencies meeting, Chetco Watershed Council meeting and the farewell dinner for Nancy Corrigan. Corrigan worked for the City's Finance Department for nearly 16 years before moving to Portland. Her last day was January 10. He was also at the swearing-in ceremony.

B. Unscheduled

Don Nuss, 815 Mardon Court, Brookings, congratulated newly and re-elected members of the Council. He asked if Councilors had received a letter from his attorney Paul Pierson. Each responded they had. He asked for a response. There was none.

He responded to statements made by Peter Spratt, Councilor Dentino and Mayor Hagborn at the last Council meeting. Council President Curry reminded Nuss of the five-minute comment period. Nuss said he has lots of evidence and information that demands an end to the Chamber's promotion contract with the City. He felt an overall solution is to change the transient tax and promotions contract. Citing Gold Beach and other cities' systems as examples, he proposed the City would co-sign all checks for promotion expenditures. He gave each Councilor a copy of Oregon non-profit laws. He also gave a copy of a recall petition to Councilor Dentino.

## VI. Staff

### A. City Manager

1. Chinese New Year—request for closure of Cottage Street  
City Manager Blodgett read a request from George and Letty Lee to close a portion of Cottage Street from Pacific Street eastwardly to the end of the Lee's Dragongate Restaurant parking lot for the annual Chinese New Year celebration and to set off a single line of firecrackers during the event.

**Councilor Johns Kern moved, a second followed, and the Council voted unanimously to close a portion of Cottage Street on February 8 and allow setting off a single line of firecrackers during the Chinese New Year celebration and to allow the street closure for the alternate dates of February 15 and 22, and March 1 if necessary.**

2. Downtown Development Plan and Plan Appendix  
City Manager Blodgett reported, after one year in the making with many community meetings and input from a broad range of stakeholders, the Downtown Master Plan and Plan Appendix was completed. If adopted by the Council these documents would become guidelines for urban re-development in the downtown area. Posters shown in the Plan are being copied in color and will be distributed in an 11" X 17" size to businesses. Larger copies will be on display at City Hall and the Chetco Community Public Library. He recommended approval of the Downtown Master Plan and Plan Appendix.

**Councilor Mickelson moved, a second followed, and the Council voted unanimously to approve the Brookings Downtown Master Plan and Master Plan Appendix.**

3. Other—nothing

**VII. Consent Calendar**

- A. Approval of Council Meeting Minutes
  - 1. Minutes of December 16, 2002, Regular Council meeting
- B. Acceptance of Planning Commission Minutes
  - 1. Minutes of December 3, 2002, regular Commission meeting
- C. Approval of Vouchers for month of December, 2002 \$297,672.26)
- D. Liquor License approval for "The Snug" (End Consent Calendar)

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

**VIII. Remarks from Mayor and Councilors**

- A. Council  
Councilor Johns Kerns welcomed Councilor Mickelson to the Bench and congratulated Councilor Dentino for his election to the Council President position. She thanked Councilor Curry for the job he has done for the past twelve years as Council President.

Councilor Curry offered a bit of advice to Councilor Dentino, saying the Council President's position is the easiest job he's had, especially with Mayor Hagbom at the helm.

- B. Mayor-absent

**IX. Adjournment**

Councilor Mickelson moved to adjourn at 7:50 p.m. By a unanimous voice vote the entire Council concurred.

Respectfully submitted:

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Rick Dentino  
Council President

ATTEST by City Recorder this \_\_\_\_ day of \_\_\_\_\_, 2003.

---

Paul Hughes  
Finance Director/City Recorder



# CITY OF BROOKINGS POLICE DEPARTMENT

CHIEF CHRIS WALLACE

898 ELK DRIVE  
BROOKINGS, OREGON 97415

PHONE (541) 469-3118  
FAX (541) 412-0253

**To:** Brookings City Council through City Manager Leroy Blodgett  
**From:** Chief Chris Wallace 27813/201  
**Date:** 01-21-03  
**Subject:** Liquor License Application- Change of Ownership- Local Market

It is the recommendation of the Brookings Police Department the attached application be granted as no local disqualifying information was located.

*Chris Wallace*  
Chief Chris Wallace



"Home of Winter Flowers"



**OREGON LIQUOR CONTROL COMMISSION**  
**LIQUOR LICENSE APPLICATION**



Application is being made for:	
LICENSE TYPES	ACTIONS
<input type="checkbox"/> Full On-Premises Sales (\$402.60/yr) <input type="checkbox"/> Commercial Establishment <input type="checkbox"/> Caterer <input type="checkbox"/> Passenger Carrier <input type="checkbox"/> Other Public Location <input type="checkbox"/> Private Club	<input checked="" type="checkbox"/> Change Ownership <input type="checkbox"/> New Outlet <input type="checkbox"/> Greater Privilege <input type="checkbox"/> Additional Privilege <input type="checkbox"/> Other _____
<input type="checkbox"/> Limited On-Premises Sales (\$202.60/yr)	
<input checked="" type="checkbox"/> Off-Premises Sales (\$100/yr)	
<input type="checkbox"/> Brewery Public House (\$252.60)	
<input type="checkbox"/> Winery (\$250/yr)	
<input type="checkbox"/> Other: _____	
Applying as:	
<input checked="" type="checkbox"/> Individuals <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company	

FOR CITY AND COUNTY USE ONLY
The city council or county commission:  (name of city or county)  recommends that this license be:  Granted <input type="checkbox"/> Denied <input type="checkbox"/>
By: _____ (signature)                          (date)
Name: _____
Title: _____
OLCC USE ONLY
Application Rec'd by: _____
Date: _____
90-day authority: <input type="checkbox"/> Yes <input type="checkbox"/> No

**Please Print or Type**

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

① Jean T. Falck ② \_\_\_\_\_

② 1.1.2 ④ 1.1.2

2. Trade Name (dba): N/A (Local Market)

3. Business Location: 604 Railroad ave Curry Or 97523  
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: Same as above  
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 541-712-3620 (phone) (fax)

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

7. If yes to whom: Gene Allen Type of License: Off Perm 15521

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

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

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

11. Contact person for this application: Sean T Falco 341-712  
(phone number(s))

5gms 95 above (name) (address) (fax number) (e-mail address)

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

Applicant(s) Signature(s) and Date: [Signature] Date 12-2-02

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



OREGON LIQUOR CONTROL COMMISSION  
INDIVIDUAL HISTORY



Please Print or Type NOTE: YOU MUST ANSWER ALL QUESTIONS ON THIS FORM. IF THE QUESTION DOES NOT APPLY, WRITE N/A IN THE SPACE. ATTACH ADDITIONAL SHEETS IF NECESSARY.

- Trade Name (d.b.a.): Local Market City: Brookings
1. Name: FALCO (last) Jean (first) T. (middle)
2. Other Names Used: NA
3. Residence Address: 18628 Cornett Rd (number and street) Brookings (city) OR (state) 97415 (ZIP code)
4. Home Phone: (541) 412-9620 Business Phone: (707) 465-3410
5. \*SSN: 361-78-4331 Place of Birth: Astoria, OR (state/country) Date of Birth: 5/15/49 (mm) (dd) (yyyy) Sex: M F
6. Driver License or State ID #: RO197776 State: CA Spouse's name: NA
7. List all states, other than Oregon, where you have lived during the past ten years:  
California
8. Do you currently hold, or have you ever held a liquor license in this or any other state? Yes X No  
If yes, when and where? \_\_\_\_\_
9. In the past ten years, have you ever been convicted of any violation, misdemeanor or felony? (include traffic violations, if the fine was more than \$50.00) X Yes No  
If yes, what, when and where? Berkeley, CA
10. Do you have any arrests or citations that have not been resolved? X Yes No If yes: Berk  
Arrested/Cited for: DUI Completed Date 12-13-95 City/State/Country Lumada, CA
11. If you are applying for a retail liquor license:  
a. Do you have any ownership interest or financial interest, direct or indirect, in any manufacturer or distributor of alcoholic beverages? Yes X No  
If yes, what and where: \_\_\_\_\_  
b. Does any person having a financial or ownership interest in a manufacturer or distributor have an interest in, or potential claim upon your business or premises, for instance through investment, a loan, lease or contract to which you are a part either directly or indirectly? Yes X No  
If yes, who? \_\_\_\_\_
12. Have you ever had a warning, violation, suspension, fine, cancellation or refusal as a licensee or service permittee, in Oregon or any other state? Yes X No If yes:  
When: \_\_\_\_\_ Where: \_\_\_\_\_

I understand the OLCC will use the above information to check for criminal records. I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Jean T Falco Date: 1-21-03

**\*SOCIAL SECURITY NUMBER DISCLOSURE**

As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). The OLCC will refuse a license to any applicant or licensee who fails to provide his/her SSN. Your SSN will be used only for child support enforcement purposes unless you sign below.

Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)). If you consent to these uses, please sign here:

Applicant Signature: Jean T Falco Date: 1-21-03

OREGON LIQUOR CONTROL COMMISSION  
BUSINESS INFORMATION



Please Print or Type

Applicant Name: Jean T FALCO Phone: 541-412-9620  
Trade Name (dba): Local market  
Business Location Address: 604 Railroad ave  
City: Brookings OR ZIP Code: 97415

**DAYS AND HOURS OF OPERATION**

**Business Hours:**

Sunday 7am to 8pm  
Monday 7am to 8  
Tuesday 7 to 8  
Wednesday 7 to 8  
Thursday 7 to 8  
Friday 7 to 8  
Saturday 7 to 8

**Outdoor Area Hours:**

Sunday \_\_\_\_\_ to \_\_\_\_\_  
Monday \_\_\_\_\_ to \_\_\_\_\_  
Tuesday \_\_\_\_\_ to \_\_\_\_\_  
Wednesday \_\_\_\_\_ to \_\_\_\_\_  
Thursday \_\_\_\_\_ to \_\_\_\_\_  
Friday \_\_\_\_\_ to \_\_\_\_\_  
Saturday \_\_\_\_\_ to \_\_\_\_\_

The outdoor area is used primarily for:

- ☐ Food service ☐ Food service until \_\_\_\_\_ PM  
☐ Alcohol service ☐ Alcohol service until \_\_\_\_\_ PM  
☐ Enclosed, how \_\_\_\_\_

The exterior area is adequately viewed and/or supervised by Service Permittees.

\_\_\_\_\_  
(Investigator's Initials)

Seasonal Variations: ☐ Yes ☐ No If yes, explain: \_\_\_\_\_

**ENTERTAINMENT**

Check all that apply:

- ☐ Live Music ☐ Karaoke  
☐ Recorded Music ☐ Coin-operated Games  
☐ DJ Music ☐ Video Lottery Machines  
☐ Dancing ☐ Social Gaming  
☐ Nude Entertainers ☐ Pool Tables  
☐ Other: \_\_\_\_\_

**DAYS & HOURS OF LIVE OR DJ MUSIC**

Sunday \_\_\_\_\_ to \_\_\_\_\_  
Monday \_\_\_\_\_ to \_\_\_\_\_  
Tuesday \_\_\_\_\_ to \_\_\_\_\_  
Wednesday \_\_\_\_\_ to \_\_\_\_\_  
Thursday \_\_\_\_\_ to \_\_\_\_\_  
Friday \_\_\_\_\_ to \_\_\_\_\_  
Saturday \_\_\_\_\_ to \_\_\_\_\_

**SEATING COUNT**

Restaurant: \_\_\_\_\_ Outdoor: \_\_\_\_\_  
Lounge: \_\_\_\_\_ Other (explain): \_\_\_\_\_  
Banquet: \_\_\_\_\_ Total Seating: \_\_\_\_\_

**OLCC USE ONLY**

Investigator Verified Seating: \_\_\_\_\_ (Y) \_\_\_\_\_ (N)

Investigator Initials: \_\_\_\_\_

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

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

Applicant Signature: Jean T Falco Date: 1-21-03

9079 SE McLoughlin Blvd., Portland, OR 97222-7355 • PO Box 22297, Milwaukie, OR 97269-2297

Ph: (503) 872-5070 • www.olcc.state.or.us

(rev. 08/02) 36

IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON

In the Matter of an Ordinance Amending	)	
Section 52, <i>General Commercial (C-3)</i>	)	
District of Ordinance 89-0-446, An	)	Ordinance 03-O-446.NN
Ordinance Creating the Land	)	
Development Code.	)	

Sections:

- Section 1. Ordinance identified.
- Section 2. Amendment to Section 52.

The City of Brookings ordains as follows:

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

Section 2. Amendment to Section 52. Section 52 of Ordinance No. 89-0-446 is hereby amended to read:

52.020 Permitted Uses. The following uses are permitted:

- B. One or more dwellings not on a ground floor, motels, hotels.

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

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

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

Signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
Bob Hagbom  
Mayor

ATTEST:

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



## CITY OF BROOKINGS POLICE DEPARTMENT

898 ELK DRIVE  
BROOKINGS, OR. 97415

PHONE: (541) 469-3118  
FAX (541) 412-0253

January 22, 2003

TO: Chief Wallace

Re: Staff Report – Transportation Enhancement Program Grant Project

Cc: Lt. Bishop

Sir,

The Traffic Safety Committee has elected to form a partnership with the Brookings Harbor School District 17 C, the City of Brookings and the Brookings Police Department in an effort to obtain funding through the Oregon Department of Transportation "Transportation Enhancement Program."

This is a Federal Grant Program, funded through the Oregon Department of Transportation. The purpose of the Program is to provide federal highway funds for projects that strengthen the cultural, aesthetic, or environmental value of our transportation system. Enhancement funds are for special or additional activities not normally required on highway or transportation projects. Funds may be used for stand-alone projects or for eligible activities within larger projects. Funds may not be used for routine or customary elements of construction and maintenance, or for required mitigation. All Enhancement Programs funded must comply with federal and state procedures for project development and contracting.

Participation requires matching funds from the applicant agency. The matching share is 10.27%. Matching funds in the form of donations or credit for agency staff time will be allowed with prior approval from the TE manager.

The minimum award for funding will be \$200,000.00, unless the applicant obtains an exception before applying.

The Transportation Enhancement Program accepts applications from tax-funded public agencies that can enter into a contract the Oregon Department of Transportation. This



**CITY OF BROOKINGS  
POLICE DEPARTMENT  
CHIEF CHRIS WALLACE**

898 ELK DRIVE  
BROOKINGS, OR. 97415

PHONE: (541) 469-3118  
FAX (541) 412-0253

includes federal agencies, state agencies, tribal governments, city and county governments and other local public agencies supported by tax revenue. Program description cities with a population under 50,000 may submit one application. The application is due no later than 5:00 pm, on February 7, 2003 to fund for the 2004 – 2005 fiscal year.

**Definition of the Project:**

The TSC of Brookings has focused on the enhancement of the roadways that are primarily used by pedestrians, bicycles, busses and other vehicles to travel to and from Kalmiopsis School, Azalea Middle School and Brookings Harbor High School. The specific target roadways are Fern Avenue, Pacific Ave, Pioneer Road, Easy Street and Ransom. The adjacent properties targeted are; Kalmiopsis School, the Stadium parking lot and Brookings Harbor School District 17 C Offices.

**Project Goals:**

It is the goal of this project to provide funding for sidewalks, crosswalks and curb extensions on Fern Ave. from Pacific Ave. to Ransom on both sides of Fern Ave. where sidewalks, crosswalks or curb extensions currently do not exist. To fund sidewalks, crosswalks and curb extensions on Easy Street on both sides of Easy Street from 5<sup>th</sup> Street to Pioneer Road where sidewalks, curb extensions and crosswalks currently do not exist. To provide funding for sidewalks, curb extensions and crosswalks on Ransom Street from North of Fern Street to South of Fern Street where sidewalks, curb extensions and crosswalks currently do not exist. The project will fund in pavement crosswalk lighting systems at designated crosswalks that provide the greatest potential to assist pedestrian traffic in the movement to and from Kalmiopsis School, Azalea Middle School and Brookings High School.

The project will seek to improve the adjacent properties at Kalmiopsis School, the Stadium and the property adjacent to the Brookings Harbor 17 C District Offices. At Kalmiopsis the project will focus on improving the traffic circle at the rear of the School to make this transportation facility more efficient and to alleviate the on street parking during school hours, and while buses and parents deliver and pickup students reducing the hazards to pedestrian and bicycle traffic. The Stadium parking lot and the adjacent parking area near the Brookings Harbor 17 C District Offices are targeted for aesthetic improvements to enhance the view of the new adjacent roadways and sidewalks on Fern



**CITY OF BROOKINGS  
POLICE DEPARTMENT  
CHIEF CHRIS WALLACE**

898 ELK DRIVE  
BROOKINGS, OR. 97415

PHONE: (541) 469-3118  
FAX (541) 412-0253.

Street between Elk Drive and Easy Street. There are targeted enhancements to the Stadium parking lot to include funding to control roadway run off into the drain on Fern Street, between Pacific Ave. and Elk Drive.

Funding will be sought to improve and bring into compliance with the Manual for Uniform Traffic Control Devices all of the signs, signals, roadway markings, and curb markings on the aforementioned roadways.

The Traffic Safety Committee has identified the area on Fern Ave., between Pacific Ave., and Elk Drive as containing vegetation that harbors wildlife and represents a potential for serious injury to pedestrians and bicyclists. Funding will be sought to remove vegetation that would harbor wildlife; to be replaced by low growing vegetation that would discourage wildlife habitation, provide an open view and reduce wildlife mortality. These planting would provide a stabilizing measure to reduce erosion of the embankments of the nearby waterway.

**Partners:**

It is the intent of the TSC of Brookings to form partnerships with the Brookings Harbor School District 17 C , the City of Brookings and the Brookings Police Department as the core partners in the evolution of this project. As the project develops other partnerships may be formed to obtain services or donations.

**Who will prepare the application?**

The TSC of Brookings will obtain information necessary to write the grant. A volunteer with grant writing experience will be appointed to write the grant.

**Who will submit the application:**

The application will be submitted by the City of Brookings.

**Who will oversee the projects and funding?**

The designated Department Head from the City of Brookings will oversee the project and the funding.



**CITY OF BROOKINGS  
POLICE DEPARTMENT  
CHIEF CHRIS WALLACE**

898 ELK DRIVE  
BROOKINGS, OR. 97415

PHONE: (541) 469-3118  
FAX (541) 412-0253

**Conclusion:**

The Transportation Enhancement Grant will provide the City of Brookings, the Brookings Harbor School District 17 C, the students and the public a safer transportation system for pedestrians, bicycles, buses and other vehicles to travel to and from the school facilities and Stadium during foul weather, darkness and high volume traffic hours.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Marvin Parker".

Marvin Parker, Officer / Liaison Member  
Traffic Safety Committee of Brookings.

**COPY**

IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON

**In the Matter of a Resolution approving    )**  
**a grant submittal for Oregon                )**       Resolution No. 02-R-711  
**Department of Transportation (ODOT)        )**  
**Transportation Enhancement Program        )**  
**Funds**

WHEREAS, By the authority granted in ORS 190.110, 366.770, and 366.775, the State of Oregon may enter into cooperative agreements with the counties and cities for the performance of work on certain types of improvement projects with the allocation of costs on terms and conditions mutually agreeable to the contracting parties, and

WHEREAS, Under provisions of the Transportation Equity Act of the 21<sup>st</sup> Century, Oregon is required to set aside federal funds for projects to address transportation enhancement activities, and

WHEREAS, the City of Brookings through its Traffic Safety Committee has identified projects that qualify as a part of the Enhancement Program under Title 23, United States Code, and the Oregon Action Plan, and

WHEREAS, The City of Brookings shall be responsible for the match for the federal funds and any portion of the project which is not covered by federal funding with the minimum matching share in Oregon set at 10.27%, and

WHEREAS, Cities with populations of under 50,000 may submit one application for Transportation Enhancement Program funds, and

WHEREAS, the City of Brookings expressly wishes to undertake projects that strengthen the cultural, aesthetic, or environmental value of its transportation system,

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of the City of Brookings, Curry County, Oregon, authorize the Mayor of the City of Brookings to apply to the Oregon Department of Transportation's Transportation Enhancement Program for a grant with in-kind match of 10.27% of the total grant amount.

DATED and signed this \_\_\_\_\_ day of January, 2003

\_\_\_\_\_  
Bob Hagbom  
MAYOR

ATTEST:

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