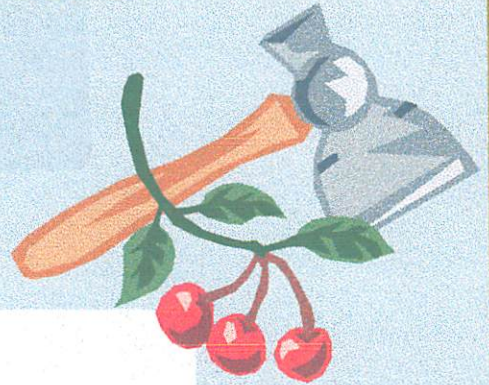
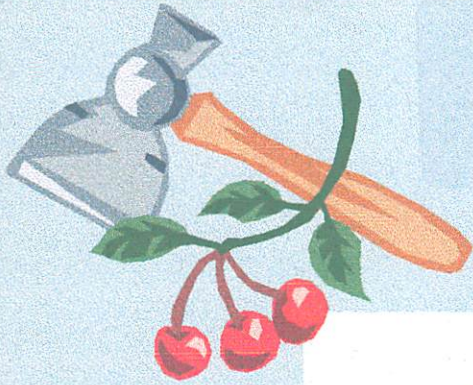


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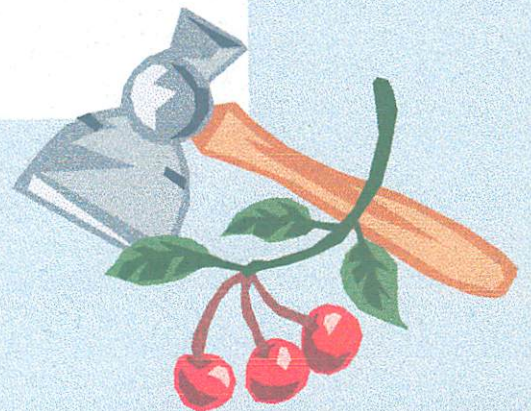


**AGENDA**  
**CITY OF BROOKINGS**  
**COMMON COUNCIL MEETING**  
**CITY HALL COUNCIL CHAMBERS**  
**898 ELK DRIVE**  
**BROOKINGS, OR 97415**  
**FEBRUARY 25, 2002**  
**7:00 P.M.**



**President's Day**  
**February 18, 2002**

**in the home of**  
**winter flowers ~ even**  
**cherry blossoms**





## Council Chambers and Fire Hall Use

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Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
<p>9:30am 10:30am CC- VIPs/Volunteers in Police Service/Bpalld</p> <p>4:00pm CC-P&amp;R Events</p> <p>Com-Gol/LBlodgett&amp;TP.</p> <p>7:00pm 10:00pm FH-FireTng/ChShip (Fire Hall)</p>	<p>9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)</p> <p>2:30pm CC-Mtg/JBischoff &amp; Lughde</p> <p>7:00pm 9:00pm CC-Planning Commiss</p>	<p>12:00pm 1:30pm Community Agencies mtg</p> <p>4:00pm 6:00pm FH-Cal-Ore Life Flight Drill/Chief Sharp</p> <p>7:00pm 9:00pm CC-Skate Park Meeting/LBlodgett</p> <p>7:00pm 9:00pm FH-PoliceReserves</p>	<p>8:15am 9:00am CC-CmtyDevDpt Staff mtg/Lughde</p> <p>9:00am 10:00am CC-Crime Stoppers</p> <p>10:00am 12:00pm CC- Site Plan Com Mtg/Lauralee Gray ((or City Mgr Office))</p>	<p>9:00am 12:00pm CC-Subdivision Meeting/CCD-JBischoff</p>	<p>9:00am 12:00pm CC- Computer Class by Jim Relatord for City Employees only</p>
<p>2:00pm 4:30pm CC-J.Bischoff mtg w/new Curry Co Plang Dir</p> <p>7:00pm 10:00pm FH-FireTng/ChShip (Fire Hall)</p> <p>7:00pm 8:30pm CC-Council Mtg</p>	<p>9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)</p> <p>1:30pm 2:30pm FH-PSAP Consolidation Mtg/Lt.Bishop</p> <p>3:00pm 4:00pm CC-HOPE Mtg/Councilor Loraine Kuhn</p> <p>6:00pm 8:00pm CC-VIPS Training/ Doug Johnson</p> <p>412-8407</p>	<p>2:30pm 3:30pm FH-SafetyComMtg/HTHmpson</p> <p>6:00pm 8:00pm CC-VIPS Training/ Doug Johnson</p> <p>412-8407</p>	<p>8:15am 9:00am CC-CmtyDevDpt Staff mtg/Lughde</p> <p>10:00am 12:00pm CC- Site Plan Com Mtg/Lauralee Gray</p> <p>2:00pm 5:00pm CC-meeting with new County Planning Director</p>		
<p>City Hall CLOSED - Presidents Day Holiday</p> <p>9:30am 10:30am CC-VIPS/Volunteers in Police Service-Bpalld</p> <p>6:00pm 7:30pm CC-American Red Cross Mtg/DJohnson-412-8407</p> <p>7:00pm 10:00pm FH-FireTng/ChShip (Fire Hall)</p>	<p>9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)</p> <p>7:00pm 9:00pm Downtown Development Committee Mtg (Council Chambers)</p>	<p>6:00pm 7:00pm FH-Subron Fire Dist Mtg/Revatwell</p>	<p>8:15am 9:00am CC-CmtyDevDpt Staff mtg/Lughde</p> <p>10:00am 12:00pm CC- Site Plan Com Mtg/Lauralee Gray</p>		
<p>9:00am 9:30am CC-Municipal Court/JdgHarper</p> <p>7:00pm 10:00pm FH-FireTng/ChShip (Fire Hall)</p> <p>7:00pm 8:30pm CC-Council Mtg</p>	<p>9:30am 9:40am KURY Radio Community Staff/Council (KURY 95.3)</p>		<p>8:15am 9:00am CC-CmtyDevDpt Staff mtg/Lughde</p> <p>10:00am 12:00pm CC- Site Plan Com Mtg/Lauralee Gray</p> <p>3:00pm 4:30pm CC-American Music Festival Board</p> <p>Mtg/SRLdens</p> <p>7:00pm 8:30pm CC-Parks &amp; Rec Comm/LBlodgett</p>		

(CC=Council Chmbrs; FH=Fire Hall; BPD=BrkgsPoliceDep)

**REVISED: 2/21/2002, 11:33 AM**

## **Council Chambers and Fire Hall Use**

# March 2002

March 2002

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**COPY TO: Council Chambers, Fire Hall, Police Dispatch; Orig-SR**

(CC=Council Chmbrs; FH=Fire Hall; BPD=BrkgsPoliceDep)

**REVISED: 2/21/2002, 7:13 PM**

## CITY OF BROOKINGS EVENTS CALENDAR

## Council Chambers and Fire Hall Use

April 2002

April 2002

May 2002

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Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
<p>9:30am 10:30am CC- VIPS/Volunteers in Police Service/BPalicki</p> <p>7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall)</p>	<p>9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)</p> <p>7:00pm 9:00pm CC-Planning Commssn</p>	<p>12:00pm 1:30pm Community Agencies mtg (Chetco Sr.Center)</p> <p>7:00pm 9:00pm FH-PoliceReserves</p>	<p>8:15am 9:00am CC-CntyDevDpt Staff mtg/LLightle</p> <p>9:00am 10:00am CC-Crime Stoppers</p> <p>10:00am 12:00pm CC- Site Plan Com Mtg/Lauralee Gray</p>		
<p>7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall)</p> <p>7:00pm 8:30pm CC-Council Mtg</p>	<p>9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)</p> <p>3:00pm 4:00pm CC-HOPE Mtg/ Councilor Lorraine Kuhn</p>	<p>2:30pm 3:30pm FH-SafetyCom/Mtg HTThompson</p>	<p>8:15am 9:00am CC-CntyDevDpt Staff mtg/LLightle</p> <p>10:00am 12:00pm CC- Site Plan Com Mtg/Lauralee Gray</p>		
<p>9:00am 9:30am CC-Municipal Court/ JgHarper</p> <p>9:30am 10:30am CC-VIPS/Volunteers in Police Service-BPalicki</p> <p>6:00pm 7:30pm CC-American Red Cross Mtg/DJohnson-412-840.</p> <p>7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall)</p>	<p>9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)</p>	<p>6:00pm 7:00pm FH-Subbrn Fire Dist Mtg/RexAtwell</p>	<p>8:15am 9:00am CC-CntyDevDpt Staff mtg/LLightle</p> <p>10:00am 12:00pm CC- Site Plan Com Mtg/Lauralee Gray</p>		
<p>7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall)</p> <p>7:00pm 8:30pm CC-Council Mtg</p>	<p>9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)</p>	<p>7:00pm 9:00pm CC-Budget Committee Meeting/Finance Dir. PHughes</p>	<p>8:15am 9:00am CC-CntyDevDpt Staff mtg/LLightle</p> <p>10:00am 12:00pm CC- Site Plan Com Mtg/Lauralee Gray</p> <p>7:00pm 8:30pm CC-Parks &amp; Rec Comm/ LBodgett</p>		
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COPY TO: Council Chambers, Fire Hall, Police Dispatch; Orig-SR

(CC=Council Chmbrs; FH=Fire Hall; BPD=BrkgsPoliceDep)

REVISED: 2/21/2002, 11:33 AM

# CITY OF BROOKINGS EVENTS CALENDAR

## Council Chambers and Fire Hall Use

May 2002

May 2002						
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Monday	9:30am 10:30am CC- VIPS/Volunteers in Police Service/BPalld (Fire Hall) 7:00pm 10:00pm FH-FireTrng/ChShip	9:30am 9:40am KJURY Radio Community Focus Talk Show w/City Staff/Council (KJURY 95.3) 7:00pm 9:00pm CC-Planting Commssn	12:00pm 1:30pm Comntty Agencies mtg (Chetco Sr.Center) 7:00pm 9:00pm FH-PoliceReserves 9:00am 10:00am CC-Crime Stoppers 10:00am 12:00pm CC- Site Plan Com Mtg/Laurelee Gray	8:15am 9:00am CC-CmyDevDpt Staff 9:00am 10:00pm CC- Site Plan Com Mtg/Laurelee Gray	10:00am 12:00pm CC- Site Plan Com Mtg/Laurelee Gray	9:00am 10:00pm CC-Crime Stoppers 10:00am 12:00pm CC- Site Plan Com Mtg/Laurelee Gray	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																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
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# agenda

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
February 25, 2002  
7:00 p.m.

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS**

A. Ceremonies

1. Oath of Office – City Recorder/Paul Hughes

B. Appointments

1. Planning Commission/Position #2 – 4 year term expiring April 1, 2004  
(effective February 26, 2002)
2. Planning Commission/Position #5 – 4 year term expiring April 1, 2006  
(effective April 1, 2002)

C. Announcements

1. Proclamation: A commitment to all citizens to have the basic human right to live violence free in a “Zero Tolerance Community”

**V. SCHEDULED PUBLIC APPEARANCES**

- A. Beachcomber’s Festival Committee Member Genie Gilliam

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

A. Committee and Liaison reports

1. Chamber of Commerce

2. Council Liaisons

B. Unscheduled

**VII. STAFF REPORTS**

A. City Manager

1. Cellular Phone Policy Report

2. Cable TV Status Report

3. Other

**VIII. CONSENT CALENDAR**

A. Approval of Council Meeting Minutes

1. Minutes of January 26, 2002, Special Council Work-Session for setting 2002-2003 City Goals

2. Minutes of February 11, 2002, Regular Council meeting

(end Consent Calendar)

**IX. REMARKS FROM MAYOR AND COUNCILORS**

A. Council

B. Mayor

**X. ADJOURNMENT**

**CITY OF BROOKINGS**  
**Planning Commission Vacancies**  
**Wednesday, February 6, 2002**



# **PRESS RELEASE**

## **PLANNING COMMISSION VACANCIES**

As a result of the City Council receiving an unexpected letter of resignation from Jim Collis and a current position term expiring April 1, we now have two Planning Commissioner vacancies. These positions terms are as follows:

1. Position #2, expires April 1, 2004 (effective February 26, 2002)
2. Position #5, expires April 1, 2006 (effective April 1, 2002)

It is the policy of the City of Brookings that every vacancy on volunteer Boards and Commissions shall be made public so that interested citizens of the community may apply for appointment.

The Brookings Planning Commission meets monthly on the first Tuesday of each month at 7:00 PM in the Brookings City Hall Council Chambers. An average meeting will last approximately 2 hours.

This position is an unpaid, volunteer position. However, appointment to this position guarantees an invitation to one of Brookings' premier events - the City's ANNUAL VOLUNTEER SUMMER PICNIC at Azalea Park. If you are interested in being considered for this Planning Commission position, please send a completed application, which is available at City Hall between 9AM and 4:30PM, and a cover letter to Mayor Bob Hagbom, 898 Elk Drive, Brookings, Oregon 97415. Tell us about your background, including any volunteer work or positions you have held, in Brookings or elsewhere. Requests should be at City Hall before 4:00 p.m. on Tuesday, February 19, 2002.

The Council will act on this appointment at their meeting February 25, 2002. If you have any questions about the position, please call Mayor Bob Hagbom at 469-0150 or City Manager Leroy Blodgett at 469-2163. Thank you for considering a volunteer committee appointment with the City of Brookings.

## **FOR IMMEDIATE RELEASE**

For further information contact Sharon Ridens at Brookings City Hall at 469-2163, extension 204.

**City of Brookings**

Phone (541) 469-2163 FAX (541) 469-3650

898 Elk Drive, Brookings, OR 97415 ♦ E-mail - [city@brookings.or.us](mailto:city@brookings.or.us)

**FAXED NOTICE SENT TO:** Curry Coastal Pilot, KURY, KCRE, KPOD, KBSC-TV49, The World, The Triplicate, Curry County Reporter, Azalea News, Chetco Public Library, Port of Brookings-Harbor, Brookings-Harbor Chamber of Commerce, Brookings-Harbor School District, SWOCC, Brookings Police Department, City Council, posted at City Hall. DATED: 2/6/02



25 JANUARY 2002

MAYOR BOB HAGBOM

898 ELK DRIVE

BROOKINGS, OREGON 97415

DEAR MAYOR HAGBOM,

IT WOULD BE A PLEASURE AND PRIVILEGE, TO HAVE YOU SUPPORT MY  
APPLICATION TO A POSITION ON THE BROOKINGS PLANNING COMMISSION.

I BELIEVE WE HAVE WORKED WELL TOGETHER IN THE PAST, AND FEEL WE  
CAN WORK WELL TOGETHER IN THE FUTURE.

RESPECTFULLY,

A handwritten signature in cursive script that reads "Rex Atwell".

REX ATWELL

P.O. BOX 6364

BROOKINGS, OREGON 97415

541-469-4663



# City of Brookings

Phone (541) 469-2163

FAX (541) 469-3650

E-mail - [www.brookingsor.org](http://www.brookingsor.org)

898 Elk Drive ♦ Brookings, OR 97415

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

Name: REX ATWELL

Date: 25 JANUARY 2002

Physical Address: 17169 PARKVIEW DRIVE BROOKINGS, OREGON

Mailing Address: P.O. BOX 6364 BROOKINGS, OREGON Phone: 541-469-4663

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: DEC. Year: 1981

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

TO RELATE AND DEBATE COMMUNITY CONCERNS. IT HAS BEEN AN  
EXCITING EXPERIENCE FOR ME TO BE INVOLVED IN THE COMMUNITY

(Continued on back)

2. Continued: UP TO THIS POINT. I FEEL I MAY HAVE SOMETHING

CONSTRUCTIVE TO LEND TO THE PLANNING COMMISSION.

MEMBER OF THE LYNWOOD, CALIF. PLANNING COMMISSION

CHAIR PERSON CURRY COUNTY HEALTH DISTRICT

CHAIR PERSON SOUTHERN CURRY AMBULANCE ASSOCIATION

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

CHAIR PERSON SUBURBAN RURAL FIRE PROTECTION DISTRICT CURRENT

CHAIR PERSON 9-1-1 PSAP COMMITTEE BROOKINGS CURRENT

REAL ESTATE BROKER (REX ATWELL REAL ESTATE) CURRENT

METROPOLITAN COLLEGE LOS ANGELES, CALIF.

LOYOLA UNIVERSITY LAW CURRICULUM LOS ANGELES, CALIF.

SPECIAL FORCES WWII - TWENTY YEARS U.S. ARMY SERVICE

FOUR YEARS CANADIAN ARMY

POLICE COMMISSIONER LYNWOOD, CALIF. - LYNWOOD POLICE DEPT. FIXED

WING PILOT. SELF EMPLOYED FINANCIAL AUTO LOAN CORP. - CREDIT

BUREAU AND COLLECTION AGENCY LOS ANGELES, CALIF AREAS

LICENSED DRIVING SCHOOL OPERATOR. LICENSED REAL ESTATE REALTOR  
AND INSURANCE AGENT LOS ANGELES, CALIF.

4. Please list three references:

NAME:

ADDRESS:

PHONE:

A. JOHN BISHOP LT. BROOKINGS POLICE DEPT.

B. SHERIFF KENT OWENS GOLD BEACH SHERIFF'S DEPT.

C. SAM HALL BROOKINGS, OREGON

5.

Ref Atwell  
Signature

JANUARY 25, 2002  
Date

## **ERNEST L. COFRANCES**

PO BOX 1761  
17328 LaBonte Lane  
Brookings, OR 97415-0046  
541-412-7238  
cofrancesE@aol.com

January 31, 2002

### **2. COMMUNITY SERVICE**

Due to the job requirement, I have had to confer with local city, town, county and state officials in my regions of work on land planning and environmental matters. After retirement i was on the P.R.I.D.E. Committee, Town of Paradise Valley, AZ where I resided. Presently, I am a member of the Siskiyou Resource Advisory Committee (RAC).

### **3. EDUCATION**

University of Florida, Gainesville, FL; graduated in 1951 Bachelor of Landscape Architecture.  
Licensed to practice in New York State (NO. 196) and State of Mass.(30334).

### **MILITARY SERVICE**

U.S.A.A.F.-1944 - 1946 Combat Crew Member

U.S.A.F. - 1952 - 1953, recalled to active duty - 1st Lt. Installations Engineer

U.S.A.F.R. - retired Major from reserves 1973

### **EMPLOYMENT**

HUD/FHA Regional Land Planning and Environmental Advisor 1958-1975. New York Regional office. Transferred to San Francisco Regional and assigned to work in the Arizona and Nevada areas stationed in Phoenix, AZ insuring office. As the principal Land Planner and environmental matters, I provided technical assistance, guidance, training and processing support for single and multi-family proposals. In addition, I conferred, advised and coordinated land planning and environmental matters with builders, mortgages, V.A., local city, town, county and state officials.  
Retired Oct. 1983 - self employed HUD/FHA fee panel, Phoenix, AZ insuring office.  
Assigned to appraise new and existing one to four single family homes and inspect new construction regarding single family homes and multi-family projects.



## City of Brookings

Phone (541) 469-2163

FAX (541) 469-3650

E-mail - [www.brookingsor.org](http://www.brookingsor.org)

898 Elk Drive ♦ Brookings, OR 97415

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

Name: ERNEST L. COFRANCES

Date: 30 JAN. '02

Physical Address: 17328 LABONITA LANE

Mailing Address: P.O. BOX 1761 BROOKING, OR. 97415 Phone: (541) 412-7238

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: DEC. Year: 1999

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

(Continued on back)



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

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

~~TO: MAJOR~~ ~~210 HARRIS~~  
~~1788~~  
~~8651-511-112~~ ~~210 HARRIS~~  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please list three references:

NAME: ADDRESS: PHONE:  
A. Jim Lamb 210 HARRIS  
B. Richard J. Slomaker 210  
C. Charles D. Fuller 210

5. Ernest C. Cramer 30 JAN 1902  
Signature Date

Box  
323

# MARICOPA COUNTY DEPARTMENT OF PLANNING AND DEVELOPMENT

111 S. 3rd. Avenue, Room 300, Phoenix, Arizona 85003 - Phone (602) 262-3201



DEPARTMENT OF PLANNING AND DEVELOPMENT  
RECEIVED

JUL 29 1980

July 14, 1980

URBAN DEVELOPMENT

## MEMORANDUM:

TO: Subdivision Regulation Committee (As Noted Below)

FROM: Lovatt Burges, Chairman *for Mr. Burges*

SUBJECT: SUBDIVISION REGULATION REVISION SUBCOMMITTEE APPOINTMENTS

At the meeting of July 10, 1980, a summary of principle concerns of the Committee to this point was reviewed. It was agreed that eight (8) topics would be assigned to subcommittees for review. A list of topics and chairmen of the subcommittees is attached along with a current roster of the full Committee. If you can not, for any reason, work on the task assigned please let me know promptly.

Each chairman is free to contact other members and request their assistance. Naturally if anyone wishes to serve with any particular group, volunteers are welcome. We are striving to have reports from each subcommittee with specific recommendations at the next meeting which will be on September 11, 1980, at the regular time and place.

Should any of you feel that we have overlooked an important topic, please contact me in order that we can arrange for the inclusion of that topic among our reports.

As we discussed at a previous meeting I am hopeful of sending our final recommendations to the Planning and Zoning Commission in October.

kem

### Distribution

Mr. Busey  
Mr. Cofrances  
Mr. Fisher  
Mr. Kirk  
Mr. Liem  
Mr. Mettler  
Mr. Minchew  
Mr. Simonson

Mr. Pierson  
Mr. Roberts  
Mr. Robson  
Mr. Ryan  
Mr. Tower  
Ms. Watson  
Mr. Wilmot  
Mr. Waters

Mr. McCall  
Mr. Schulke  
Mr. Nicholls  
Mr. Stansel  
Mr. Pierce  
Mr. Wilson

Enclosures (2)

## SUBDIVISION REGULATION REVISION SUBCOMMITTEES AND CHAIRMEN

- |       |  |  |
|-------|--|--|
| I.    | Assurance Requirement Procedures   | George Kirk  |
| II.   | State Real Estate Department<br>Report (Letter)                          | Doug Simonson<br>*Richard Nicholls                     |
| III.  | Water Supply Requirements -<br>Fire Flow Requirements                    | John Stansel   |
| IV.   | Septic Sewage Disposal Systems -<br>Lot Size Requirements and Guidelines | Harold McCall<br>*Harry Crohurst,<br>Health Department |
| V.    | Deed Restrictions  | Lovatt Burges<br>*Harold McCall                        |
| VI.   | Private Streets  | Cecil Apperson<br>*Ernie Cofrances<br>*Lew Wilmot      |
| VII.  | Flag Lots and Substandard Lots   | Maricopa County<br>Planning Staff                      |
| VIII. | Retention and Detention of Storm<br>Water                                | Ernie Cofrances<br>*Dick Mettler                       |

\*Other committee members recommended  
Without asterisk are recommended chairmen

SUBDIVISION REGULATION COMMITTEE

Mr. George W. Busey  
Litchfield Park Properties  
111 West Indian School Road  
Phoenix, AZ 85340  
935-3836

Mr. Don Pierson Jr., P. E.  
Hook Engineering Inc.  
3511 East Indian School Road  
Phoenix, AZ 85018  
956-3200

Mr. Lovatt Burges  
CHAIRMAN  
Business: 965-7639  
Res: 838-2690

Mr. Ernest L. Cofrances  
Department of Housing and  
Urban Development  
Phoenix, Arizona 85003  
261-4465 or 261 4451

Mr. Dennis L. Roberts  
D & R Realty and Development  
1540 East McKellips Road  
Mesa, AZ 85203  
962-1540

Mr. Harold McCall  
4702 W. Misty Willow Lane  
Glendale, AZ 85301  
Bus: 277-1512  
Res: 932-1287

Mr. George A. Kirk, President  
Ladco, Incorporated  
3809 East Indian School Road  
Phoenix, Arizona 85018  
994-0547

Mr. Thomas W. Ryan, P. E.  
Del E. Webb Development Co.  
Post Office Box 1705  
Phoenix, Arizona 85016  
974-7011

Mr. Richard B. Nicholls  
Arizona State Real Estate  
1645 West Jefferson  
Phoenix, Arizona 85007  
255-4345

Mr. Donald R. Liem  
Knoell Homes  
Post Office Box 21287  
Phoenix, AZ 85036  
273-7101

Mr. Phil Tower  
McLoone, Theobald & Galbut  
2627 East Thomas Road  
Phoenix, AZ 85016  
957-1810

Mr. John W. Stansel  
PRC Troups  
4131 North 24th Street  
Phoenix, AZ 85016  
954-9191

Mr. Richard E. Mettler  
Home Builders Association of  
Central Arizona  
4621 North 16th Street, Ste. 118  
Phoenix, AZ 85016 274-6545

Ms. Laura M. Watson  
Skyla Petersen Properties  
500 West Broadway  
Tempe, AZ  
967-7000

Mr. C. Michael Pierce  
Burch & Cracchiolo, P. A.  
2333 North Central Avenue  
Phoenix, AZ 85004  
252-7701

Mr. Weldon Minchew  
The Minchew Corporation  
4327 North Scottsdale Road  
Scottsdale, AZ 85251  
947-1278

Mr. Lewis Wilmot  
Presley of Arizona  
11240 Beaver Tail Drive  
Phoenix, AZ 85044  
893-1000

Mr. Max Wilson  
Design Master Homes Inc.  
3805 North 34th Avenue  
Phoenix, AZ 85017  
272-5558

Mr. Douglas Simonson  
Pinnacle Peak Developers  
8711 East Pinnacle Peak Road  
Scottsdale, AZ 85255  
992-4860

Mr. John Waters  
3131 E. Hillery  
Phoenix, AZ 85046  
971-8509

Mr. Edward J. Robson  
Sun Lakes Properties, Inc.  
25601 Sun Lakes Boulevard  
Sun Lakes, AZ 85224  
963-6335

Mr. Robert Schulke  
c/o Westside Associates  
314 North Central Avenue  
Avondale, AZ 85323  
RUC - 932-2705

Mr. William M. Fisher  
MCO Properties Inc.  
16838 East Palisades Boulevard  
Fountain Hills, AZ 85268  
1-837-9660

March 20, 1979

9.6HTE:Cofrances

Dr. William J. Murtagh  
Keeper of the National Register  
Office of Archaeology & Historic Preservation,  
Heritage Conservation & Recreation Service  
U.S. Dept of the Interior  
440 G Street, N.W.  
Washington, D.C. 20243

Re: Southern Palms Unit 4 Subdivision  
Baseline Road & Hardy Drive  
Tempe, Arizona  
FHA File No. 2825  
SAI 78-85-0353

Dear Mr. Murtagh:

Pursuant to 36 CFR 63.3 this office is requesting the determination of eligibility for the above titled proposal. Arizona State University has prepared a site description and the State Historic Preservation Officer's Statement recommending eligibility for inclusion in the National Register of Historic Places is enclosed for your review.

The Advisory Council on Historic Preservation is being advised of this proposed undertaking for comments as required.

The following documentation is enclosed for determination of eligibility:

1. The letter of 12/5/78 to Suggs Homes, Inc. for ASU.
2. The research proposal prepared by ASU ("Archaeological Investigations at Ciudad de Los Hornos").
3. The State Historic Preservation Officer's Comments.
4. Documentation on the archaeological site prepared by David Wilcox, Dept. of Anthropology, ASU;

Sincerely,

Ernest L. Cofrances  
Environmental Advisor

9.6HTE:Cofrances:afd 3-20-79

cc:  
Supv.  
Schubert  
Byram  
4451

9.6HTE

ELCofrances



# Chicanos Por La Causa, Inc.

2333 East University Drive • Phoenix, Arizona 85034

NOEL FIDEL  
Chairman

(602) 267-8453  
257-0700

TOMMY ESPINOZA  
PRESIDENT

December 10, 1979

Mr. Ernie Cofrances  
HUD/FHA  
Arizona Bank Building  
101 N. 1st Avenue, Suite 1701  
Phoenix, AZ 85003

Dear Mr. Cofrances;

This is in follow-up to our telephone conversation of December 7, 1979.

Mr. John Evans recommended I contact your office and request information and assistance insofar as FHA's regulations on noise pollution.

The area in question is in the fringes of Noise Zone 3, west of the Sky Harbor International Airport. Its boundaries are as follows: Grant Street to the north; Buckeye Road to the south, Seventh Avenue on the west, and Fourth Street on the east.

This area is also known as Target Area "D" under the Community Development Block Grant Program, and is presently receiving minor rehab by our agency under contract with the City of Phoenix.

The project being proposed by CHICANOS POR LA CAUSA, INC. is to purchase housing stock, structurally sound, from the West Approach Land Acquisition (WALA) project. These units would then be relocated in vacant lots within the aforementioned Target Area "D".

There are two reasons why information on FHA noise regulations are needed. First, the proposed funding for this project is from HUD's Self Help Development Program. Second, the area is in a questionable location, because of aircraft noise levels.

Your assistance in determining whether FHA insurance is available in this area or if regulations prohibit the use of any federal dollars, will be appreciated.

DEC 12 1979

RECEIVED  
DEPT OF HOUSING &  
URBAN DEVELOPMENT  
PHOENIX, ARIZONA

Mr. Ernie Cofrances  
December 10, 1979  
Page Two

Because of time constraints placed on our agency to submit this proposal for A-95 review, your understanding is solicited in asking for a prompt response.

Respectfully,

*Arturo Portillo by sm*

ARTURO PORTILLO  
Housing Counseling Director

AP:sm

Enclosures

cc: John Evans, Supervisor  
HUD Phoenix Insuring Office

RECEIVED

DEC 12 1979

DEPT OF HOUSING &  
URBAN DEVELOPMENT  
PHOENIX, ARIZONA

WARREN G. MAGNUSON, WASH., CHAIRMAN

[illegible]

United States Senate

COMMITTEE ON APPROPRIATIONS

WASHINGTON, D.C. 20510

**June 5, 1980**

Lawrence B. Simons  
Assistant Secretary for Housing  
Federal Housing Commissioner  
451 7th St. S.W.  
Washington, D.C. 20410

Dear Mr. Simons:

I recently received a Mailgram from Edward T. Thornton, Jr., a resident of Phoenix, Arizona, regarding Mr. Ernest Cofrances, an FHA Land Planner.

Mr. Thornton was concerned regarding flood plains residential housing damage in the McCormick Ranch area. He spoke with Mr. Cofrances, and told me "his explanation of FHA related tasks and mission concerning same was so satisfying that he ought to be complimented."

I am most happy to convey Mr. Thornton's appreciation to you for the performance of this employee.

Sincerely,

Dennis A. Cooney

DENNIS DeCONCINI  
United States Senator

DDC/smg

June 3, 1964

6/9/80

FAKED 7/30/81

Richard H. Brown, Director,  
Office of Environmental Quality, CS

July 30, 1981

Ernest L. Cofrances, Architecture &  
Engineering Br., 9.6FDE

Revised Draft ECO 2/3 and Draft Environmental  
Assessment Guide for Housing Projects

As per your request, our staff has reviewed the revised draft of the ECO 2/3 format, along with the draft for conducting environmental assessments for housing projects.

The review at this time indicates that there are no objections to the new forms except for one item. The item that requires clarification is under item 9. II Supplementary Information, category 2. Participating Staff, it presently appears to be set up for the field inspection to be conducted by persons other than the preparer (fee appraiser?). The comment is primarily that a staff appraiser (preparer) is to make the determination on Sec. B-2 of the ECO 2/3 without having seen the subject site. This is considered by our staff as totally unacceptable.

We recommend that comments be requested by your office after three months of implementation of the revised ECO 2/3.

Environmental Advisor

cc: 9.6F Supr. Chrono  
File: Environmental File  
Chrono  
Val Br.

9.6FDE Cofrances/en 07/30/81 Ext. 4465

Mail Control 214022 #4465

PRE- IN- VICE DE	ORIGINATOR	CONCURRENCE	CONCURRENCE	CONCURRENCE	CONCURRENCE	CONCURRENCE
	9.6FDE	9.6FDE	9.6FDV			
ama	Cofrances	King KK	Schubert			
ato	ESC 7/30/81	7/30/81	7/30/81			

Previous edition is obsolete

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
OFFICIAL RECORD COPY

HUD-713 (4-80)

**Donnell  
Properties**

U.S. DEPARTMENT OF HOUSING AND  
URBAN DEVELOPMENT

July 15, 1980

Mr. Ernest L. Cofrances, Jr.  
Site Planning Landscape Architect  
Federal Housing Administration  
101 N. 1st Ave.  
Phoenix, AZ 85003

RE: TIERRA BUENA TOWNHOMES

Dear Mr. Cofrances,

Thank you for your interest in our project, Tierra Buena. Your thoughtful comments and suggestions are appreciated. Our goal is to provide the community with well designed, aesthetically attractive, comfortable and affordable townhomes. Your guidance from the outset will help us achieve this goal.

We have applied for P.A.D. zoning and have been assured of approval. We are surrounded by R-3 land and the density (14.5 units/acre) will remain the same, so no one should object.

Our first meeting with the Development Co-ordination Office was positive, and I think we solved the potential trash pick-up problem. The formal meeting with DCO is later this week.

Our Environmental Review application will be filed next week with your office.

We hope Tierra Buena will meet your approval. Thanks for your help and we'll be in touch.

Cordially,

*Thomas P. Donnell*  
Thomas P. Donnell

TPD:do

DEPARTMENT OF HOUSING AND  
RECEIVED

JUL 18 1980  
URBAN DEVELOPMENT



December 14, 1979

Mr. Dale C. Carter  
Senior Vice-President  
WILLDAN ASSOCIATES  
1550 East Meadowbrook Avenue  
Phoenix, Arizona 85014

Dear Mr. Carter:

We greatly appreciate your request for comments regarding route selection for the proposed Pinnacle Peak to Papago Buttes 230 Kilovolt Transmission Line study.

It appears you are seeking additional categories that should be addressed in your Phase One review. While the categories you have included are satisfactory, this office would recommend the additional categories:

1. Safety - structures, site hazards and electric field effects above and/or underground on existing or future housing adjacent to the proposed routes.
2. Physiological Well-being - noise emissions from transmission line.
3. Easements or Rights-of-Way - will this electric transmission line be further impacted by future development of other transmissions facilities within the route widths.

If I can be of any additional assistance, please call me at 261-4434

Sincerely,

cc:  
Supervisor  
Environmental

Ernest L. Cofrances  
Land Planner

9.6HTE:Cofrances:jb

12/14/79

Ext. 4465

CORRE- SPON- DENCE CODE	ORIGINATOR	CONCURRENCE	CONCURRENCE	CONCURRENCE	CONCURRENCE	CONCURRENCE
	9.6HTE					
Name	ECofrances					
Date	12/14/79					

Use previous edition

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

OFFICIAL RECORD COPY

HUD-713 (7-75)

U.S. GOVERNMENT PRINTING OFFICE: 1979 - 292-920

# MARICOPA COUNTY DEPARTMENT OF PLANNING AND DEVELOPMENT

111 S. 3rd. Avenue, Room 300, Phoenix, Arizona 85003 — Phone (602) 262-3201



September 23, 1980

U.S. DEPARTMENT OF HOUSING  
AND URBAN DEVELOPMENT  
RECEIVED  
1980 SEP 30 AM 6:28  
PHOENIX, ARIZONA

## MEMORANDUM:

TO: Distribution List Attached

FROM: Don E. McDaniel, Jr., Director, Department of Planning  
and Development

SUBJECT: PROPOSED HILLSIDE ORDINANCE ADDITION TO MARICOPA  
COUNTY ZONING ORDINANCE

At its regular meeting on September 18, 1980, the Maricopa County Planning and Zoning Commission directed the Department of Planning and Development to communicate with and receive input from representatives of organizations within the "land development industry" (i.e., architects, builders, real estate interests, etc.) concerning the above proposal.

We are, therefore, requesting that you and/or your organization review the enclosed proposed Hillside Development Overlay Zoning District and other enclosed pertinent information. It would be appreciated if your comments could be returned prior to October 17, 1980. After that date, we will evaluate comments for possible inclusion in the Ordinance proposal. It is also expected that you or a representative of your organization will be invited to attend a staff meeting on this matter prior to returning the proposal to the Planning and Zoning Commission.

Thank you in advance for your input.

DEM/RB/kem

ATTACHMENTS

DISTRIBUTION LIST

American Institute of Architects, Arizona Society  
Structural Engineer Association of Arizona, G. Prinski  
American Society of Civil Engineers  
Associated General Contractors of America, Arizona Chapter  
Home Builders Association of Central Arizona  
American Planning Association, Arizona Chapter  
Arizona Association of Realtors  
American Engineering Company  
Presley of Arizona (Ahwatukee), Mr. Lou Wilmot  
Pinnacle Peak Developers, Mr. Jerry Nelson  
\* Federal Housing Administration, Housing and Urban Development,  
Mr. Ernest Cofrances  
Archectural Development Concepts, Limited, Russ Winkelman

To: Architectual Staff

From: Ernest L. Cofrances, Site Planner

SITE PLANNING CONSIDERATIONS  
IN CONNECTION WITH  
PLACING STRUCTURES ON STEEP SLOPES & GRADING

As a starting point in site planning the area as a whole must be studied with regard to building placement, circulation system, parking and recreation facilities -- all in good relation to each and to other factors inherent in the problem. The site plan is a complex thing and underestimating its importance risks success of a project. It is shaped by climate, economics, building types, cost of utilities, waste collection, operation and maintenance. All of these must be correlated to produce a simple, livable environment so organized as to serve everyday needs of families to be housed.

The perfect site seldom exists. At time of site selection judgment must be made as to those limitations which preclude satisfactory development and to those site defects which must be brought within acceptable standards or must be accepted as minor but necessary evils. The lines of demarcation are not always clear cut and much depends on cost. If adverse topographic conditions make choice of a site doubtful, feasibility conclusions must take into account two basic considerations.

1. Are the necessary improvements technically feasible?
2. Is the cost of remedial measures feasible within the economic range of the proposal.

Topography affects both site improvement costs and livability. Steep slopes usually increase costs and make convenient land use difficult. Definition of steep slope varies in different localities - slopes that are considered buildable in an area located on steep hills would not be so considered in predominately level

regions. Although the cost of rough land may be less, experience has shown to cost more to grade and make useable than final improvement costs are higher than if more expensive but more suitable land were purchased.

The prevalence of grades above 5% always has a definite bearing upon planning of the site - that is building placement, location of streets, drives, parking areas, walks, recreation facilities and in the design of the drainage system. Grades steeper than 7 or 8 percent introduce a special problem in dwelling unit design though the particular type selected is determined by the density desired and by other controlling factors. If there is a choice between short and long buildings on a steep slope, the smaller type minimize grading and drainage costs.

A good example of this is clustering or grouping of buildings. Recent innovations in both local regulations and our own standards encourage this type of development. It is commonly referred to as density zoning or planned unit development. It offers great flexibility in site design by getting away from traditional lot by lot regulations and achieves economy both in earth moving and utility installation. Tilted up slope or down slope this kind of planning provides good drainage through centrally located driveways.

A basic concept regarding building placement is to follow natural contours, but this is general principle only and not a rule to be followed blindly. Small buildings can be dotted along a slope without much change in natural grade but long row houses and large apartments can follow only the general sweep of the surface. Where slopes have been steep the following schemes have been used:

1. Building placed on nearly level terraces cut into the hillside:

streets are either parallel to the buildings and substantially parallel to the contours as the maximum practicable gradient permits.

2. Buildings are built in a series of steps following streets which oppose the contours. This is a desirable expedient and one that is frequently seen in hill towns. Although building costs often are increased, site improvement costs are substantially reduced.
3. Hillside units are used. Those act as retaining walls to take up the difference in elevation between front and rear yards, usually about half as much as a three story height.

A circulation system for both vehicular and pedestrian traffic cannot be considered as an isolated factor in connection with building placement. They are major site elements which functionally provide access not only for residents but for all those who serve the development. Among the principle uses of the vehicular circulation system are

1. Daily activities of residents
2. Deliveries and collections - including furniture moving, mail and refuse
3. Other services - fire, police, snow removal, ambulance and hearse.

Suitably located parking facilities is an integral part of this vehicular circulation system. Among the many factors affecting the success of this facility, convenience is perhaps the most important. If garage or parking space is in an out of the way location residents use driveway space nearest to his entrance.

Method of refuse collection has a direct bearing on the distance from dwelling to vehicular way. When collection stations are used local custom and climatic conditions determine the distance tenants can be expected to walk in order to dispose garbage. This and consideration of carrying heavy parcels are the basis for the generally accepted standard of 100 ft. maximum distance to vehicular way.

A system of continuous main walks connected to dwellings and accessory site uses by service walks should be planned for safe and convenient pedestrian circulation. In addition to providing for usual pedestrian destinations, walks are used for skating, riding bicycles, other wheeled toys and baby carriages. Well designed walks and driveways are perhaps the most economical and effective method of increasing amenity of a development.

It should be born in mind that all major technical decisions of design will be influenced by the site - its shape, its location and other physical characteristics. At the time of site selection thought must not only be in terms of constructing x number of dwellings but also to the planning and technical difficulties that lie ahead.

The relationship of grading and the component parts of the site plan have been mentioned in a general way. The necessity for the skillful handling of this phase of site planning - the third dimension - cannot be overstressed.

The objective of grading is to create economical and useable building sites - to control flow of surface water - avoid damage to project - to fit each land use at a useable slope - reduce cost of ground maintenance and to create visual appeal. Essential data necessary to reconcile grading with existing conditions include an accurate topographic survey supplemented by test borings.

In rare cases there may be justification for changing the fundamental character of the land. However, the best planned projects are those where peculiarities of the land were made their chief virtues. In such cases the site as well as the buildings were planned to enhance, rather than to conceal their three dimensional qualities. Each design consideration takes its place in the organization of the site plan and must function properly if an adequate

environment is to be produced.

It is hoped this brief review of some of the basic elements of site design will stimulate thought on the special nature and the combination of different problems that are faced. Your comments will be appreciated and I shall be pleased to discuss any questions you may have.





## CERTIFICATE OF APPRECIATION

WHEREAS, the Town of Paradise Valley wishes to recognize the valuable contribution and service rendered by

ERNEST L. COFRANCES

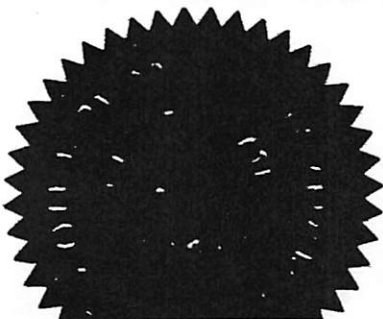
as a Town Volunteer on the

P.R.I.D.E. COMMITTEE

WHEREAS, the Town of Paradise Valley wishes to express its thanks for your efforts, and the unselfish contribution of your personal time toward the betterment of this community,

NOW THEREFORE BE IT RESOLVED, that the Mayor and the Town Council of the Town of Paradise Valley, Arizona, do hereby extend this expression of grateful acknowledgement and sincere appreciation for your dedication and commitment to the Town.

PASSED AND ADOPTED by the Mayor and the Council of the Town of Paradise Valley, Arizona, this 28th day of October, 1993.



J. David Hann, Mayor



**TOWN OF  
PARADISE VALLEY**

6401 EAST LINCOLN DRIVE  
TOWN OF PARADISE VALLEY, ARIZONA 85253

BUS. PHONE: (602) 948-7411  
FAX: (602) 951-3715  
RES: (602) 840-8695

OFFICE OF:  
J. DAVID HANN, MAYOR

October 29, 1993

Mr. Ernie Cofrances  
5617 69th Place  
Paradise Valley, AZ 85253

Dear Ernie:

We were sorry you were unable to be with us last evening. The Town Council recognized and thanked the volunteers, like you, who so generously contribute their time and efforts to benefit the Town. Bill Keane's humorous comments on volunteers and "volunteerism" were the highlight of the evening.

The efforts you and the other volunteers make in support of the Town activities and in planning for the future often goes unrecognized. We want you to know we do appreciate the time and thought you give.

Enclosed is a resolution passed by the Town Council in appreciation of your service, along with a small gift certificate which can be used at the Desert Botanical Gardens.

While we are always mindful of the impact of volunteer activities on your time, we do hope we can continue to benefit from your help and support.

With sincere appreciation,

J. David Hann, Mayor

JDH/nm  
93DH049.DOC

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
Phoenix Office, Region IX  
One North First Street, Third Floor  
Phoenix, Arizona 85004-2360

July 10, 1986

1013  
Ernest L. Cofrances  
5617 N. 69th Pl.  
Paradise Valley, AZ, 85253

Dear Mr. Cofrances:

SUBJECT: TOP TEN

The results of the Field Reviews for the past nine months are in and you rated among the top ten of the 160 Private FHA Appraisers.

Congratulations! Thank you!



Harold H. Helmers  
Chief Valuation Branch, 9.SHDV

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
Phoenix Office, Region IX  
One North First Street, Third Floor  
Phoenix, Arizona 85004-2360

April 19, 1989

1013  
Ernest L. Cofrances  
5617 N. 69th Pl.  
Paradise Valley, AZ 85253

Dear Mr. Cofrances:

SUBJECT: TOP TEN

As you know, the performance of FHA appraisers is continually monitored for Quality, Timeliness, Professionalism, and Cooperativeness. Most weight is given to Quality.

The TOP TEN appraisers based upon composite ratings for appraisers who received at least five Field Reviews were:

Paul I. Artibey  
Lucius W. Boardman  
John T. Homer  
Robert McNutt  
Joseph M. Rush

Dean C. Barnett  
Ernest L. Cofrances  
Erick J. Larson  
Dennis P. Ross  
Jerome Yuhas

Congratulations!


Your ratings are as follows:

The average Quality Rating was.....73.  
Your rating was 0.91

The average Timeliness rating was .87.  
Your rating was 1.00

The average Composite rating was...76.  
Your rating was 0.94

Very sincerely yours,



Harold H. Helmers  
Chief  
Valuation Branch, 9.5 HDV

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
Phoenix Office, Region IX  
One North First Street, Third Floor  
Phoenix, Arizona 85004-2360

July 10, 1986

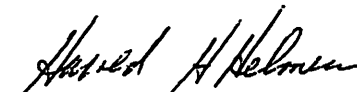
1013  
Ernest L. Cofrances  
5617 N. 69th Pl.  
Paradise Valley, AZ, 85253

Dear Mr. Cofrances:

SUBJECT: TOP TEN

The results of the Field Reviews for the past nine months are in and you rated among the top ten of the 160 Private FHA Appraisers.

Congratulations! Thank you!



Harold H. Helmers  
Chief Valuation Branch, 9.5HDV



# City of Brookings

Phone (541) 469-2163

FAX (541) 469-3650

E-mail - [www.brookingsor.org](http://www.brookingsor.org)

89S Elk Drive ♦ Brookings, OR 97415

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

Name: Craig Mickelson Date: 2/21/02

Physical Address: 738 3rd St.

Mailing Address: P.O. Box 952 Phone: 469-9060

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: 3 Year: 95

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.) Currently serving on the Parks

Commission. Look forward to the challenge of  
duties on the planning commission

(Continued on back)

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

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

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

Retired and working part time for Salmon  
Run Golf course in advertising and marketing

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

4. Please list three references:

	NAME:	ADDRESS:	PHONE:
A.	<u>Charlie Kocher</u>	_____	<u>469-3123</u>
B.	<u>Bob Ward</u>	_____	_____
C.	<u>Les Cowan</u>	_____	_____

5. Rraig L. Michels  
Signature

2/21/02  
Date

**Bob Hagbom**

---

**From:** <RAustin757@aol.com>  
**To:** <OregonMayors@yahooogroups.com>  
**Sent:** Monday, February 18, 2002 3:24 PM  
**Attach:** ZEROTOLERANCEPROCLAMATION.doc  
**Subject:** [OregonMayors] Proclamation: Zero Tolerance for Domestic Violence

Dear Oregon Mayors:

I am sending this letter to encourage you to consider enacting the attached Proclamation against domestic violence in your community. The Cities of Estacada and Sandy passed this Proclamation late last year at the request of Ms. Becky Thwreatt, a local resident and a survivor of domestic violence.

Ms. Thwreatt has recently initiated "Project No More," a grassroots project whose mission is to instill a 'zero tolerance attitude' across Oregon and the nation against domestic violence. Her new organization hopes to one day eliminate excuses in society and judicial systems, making awareness and education of domestic violence a priority. Although there are many state and local programs in place today to help individuals and families who are victims of domestic violence, Ms. Thwreatt's organization is geared towards filling the gaps that exist in our awareness of the problem and to provide to victims easy access to available resources for help and support.

I encourage you to visit the "Project No More" web site at: <http://project-no-more.20fr.com>

Please let me know if you have any questions about this request. I would be happy to provide additional information.

Sincerely,

Robert J. Austin  
Mayor of Estscada

503-630-4966

2/19/2002



# PROCLAMATION

WHEREAS, domestic violence should NEVER be considered nor treated as a socially acceptable behavior. Domestic violence is not "family business," it is a crime. There is NO excuse for abuse; and

WHEREAS, the FBI estimates that one woman is battered by her intimate partner every 15 seconds, this accounts for more injuries to women than auto accidents, muggings and rapes combined. Four women are murdered by domestic violence each and every day in the United States; and

WHEREAS, the chance that an abuser will try to kill his/her partner increases 11 times when the victim tries to leave; and

WHEREAS, the children living in physically abusive households statistically show that 3 out of 5 saw or heard the abuse (123,400 children) children in homes where domestic violence is occurring are more likely to be physically abused or seriously neglected; and

WHEREAS, the children who witness abuse of their female caretaker are: 24 times more likely to commit sexual assault crimes, 74% more likely to commit crimes against another person, 6 times more likely to commit suicide; and

WHEREAS, the personal safety of all people should become a top priority and concern for city and state leadership, the general public, pastors, policy makers and the public servants;

NOW THEREFORE, I do hereby make the commitment to have a zero tolerance attitude for domestic violence, thus sending the message that all citizens have the basic human right to live violence free, and I therefore proclaim

## **The City of Brookings as a "Zero Tolerance Community."**

and urge all citizens with the full support of our City Council to those who are working towards the end of domestic violence, giving needed priority in domestic violence awareness, education and intervention programs in our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 25<sup>th</sup> day of February 2002.

---

Bob Hagbom

2/25

February 1, 2002

Leroy Blodgett  
City of Brookings  
898 Elk Drive  
Brookings, Or 97415

RE: Signage for Driftwood Festival

Dear Leroy:

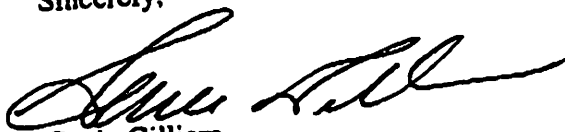
The Chamber committee for the Beachcomber's Festival is requesting that we be allowed to place two "A" frame signs within the City Limits. The proposed locations for these signs are at the triangle by the Botanical Garden and the second location at the corner of Easy Street and Highway 101.

The signs would be placed each morning and removed each night at dusk beginning March 17<sup>th</sup> and ending March 24<sup>th</sup>. The signs say "Festival this Weekend Azalea Middle School"

I would appreciate it if you could add this item to the Councilors Agenda for February.

If you have any questions please contact me at 469-6456.

Sincerely,



Genie Gilliam  
Beach Comber's Festival Committec Member.

pc: City Planner



# **Staff Report**

**To:** Mayor Hagbom & City Councilors  
**From:** Leroy Blodgett, City Manager  
**Date:** February 15, 2002  
**Re:** Cellular Phone Allowance

---

## **BACKGROUND**

For a number of years the City has provided cell phones for certain employees that need to have them for city business. Being city property, the phones are not to be used for personal use. This has not been a problem in the past, but certainly has potential for problems. For example, an employee is working late because of an emergency so they call home to let their spouse know where they are. Technically, this is misuse of city property.

As cell phones have become more of an essential tool for work many governments have come up with alternatives to prevent any misuse of public property. Below are two alternatives that seem to be the most popular.

1. Employee owns their phone and is responsible for paying the bill. Each month the employee turns in a request for reimbursement for actual expense along with a copy of their cell phone bill. One problem with this is that most cell phone plans include a certain number of minutes for a minimum charge. Until that minimum amount of minutes is reached the phone calls do not show a cost. Therefore, there is no way to show actual expense of those calls. The other problem is that the employee's personal phone bill becomes public record once it is submitted along with the request for reimbursement.
2. Again, employee owns their phone and is responsible for paying the bill. The city manager and department head determine an estimate of the cost to the city for each position required to have a phone for city business. The city then gives them that amount as a monthly allowance.

While both alternatives prevent any misuse of public property, the second alternative seems to work best. The expense to the city is constant and easy to figure in the budget. The employee has their phone for city business and personal without making their private calls public information. The total cost to city will be similar to the cost of city owned phones. The typical monthly allowance would be twenty dollars. However, some positions may be

required to use their phone more or less and the allowance would be adjusted accordingly. I believe the top amount would be approximately forty dollars per month.

#### **STAFF RECOMMENDATION**

Move to authorize the city manager to provide allowances for use of private cell phones to employees required to have them for city business as described in alternative #2 of this report.



## **Staff Report**

**To:** Mayor Hagbom & City Councilors  
**From:** Leroy Blodgett, City Manager  
**Date:** February 15, 2002  
**Re:** Cable TV Service

---

### **BACKGROUND**

In response to the community's displeasure with the current cable provider, City Council directed staff to work with the Port of Brookings Harbor to explore the idea of providing cable TV service. In that effort, we retained Jim Relaford to prepare a business plan. That plan has been delivered to City Councilor's along with their packets. A copy is also available in our finance department for public review. Jim will be at the February 15, 2002, meeting to present the plan and answer any questions

The bottom line is we can provide the service at a cost to the customers about 50% of their current bill. With a fiber optic line to every household, we could also provide high-speed Internet service.

If you choose to go forward, the next step would be to secure funding for the installation and start-up. The cost of installing a fiber line from Bandon to Brookings is estimated at two million dollars. To make the project work this money would need to come in the form of a grant. With the right lobbying and grant writing, we believe this is obtainable. Jim has the knowledge and contacts to perform this next step for a cost not to exceed \$15,000.

### **STAFF RECOMMENDATION**

Move to accept the Fiber Network business plan and authorize expenditure not to exceed \$7,500 to the City for the next step in providing cable TV and high-speed Internet service with the condition the Port of Brookings-Harbor Board of Commissioners approve an equal amount.

**CITY OF BROOKINGS  
SPECIAL COUNCIL WORK-SESSION MINUTES  
FOR SETTING 2002-2003 CITY GOALS  
Best Western Brookings Inn Conference Room  
Hwy 101 North, Brookings, Oregon  
January 26, 2002 , 2002  
9:00 a.m.**

**I. CALL TO ORDER**

Mayor Bob Hagbom called the meeting to order at 9:00 a.m.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Roll call was taken by those present conveying their name, position, and any other further details of their experience or responsibilities.

Council present: Mayor Bob Hagbom, Council President Larry Curry, Councilors Frances Johns, Lorraine Kuhn, and Rick Dentino

Council absent: none

Staff present: City Manager Leroy Blodgett, Community Development Director Leo Lightle, Police Chief Chris Wallace, City Planner John Bischoff, Fire Chief William Sharp, Finance Director Paul Hughes, and Administrative Secretary Sharon Ridens

Parks and Recreation Commissioners present: Dori Frost, Lorraine Williams, Bill Boynton, Paul Prevenas, Nina Canfield, Craig Mickelson, and Tony Parrish

Planning Commissioners present: Russ Fritz and Randy Gorman  
Planning Commissioners absent: Vikki Nuss, Judy Krebs, Jim Collis, Richard Gyuro, and Ted Freeman, Jr.

Media Present: Editor Scott Graves of the Curry Coastal Pilot

Other: Chamber of Commerce Executive Director Les Cohen

#### **IV. STAFF REPORT**

City Manager Blodgett explained and reviewed the current 2001-2002 City Goals, accomplishments, and the importance goals have in the City's budget process. He encouraged Council to look at "realistic" goals, to be accomplished within this next year.

Various documents were presented to participants for their review and reference during the ensuing extensive discussion. Those documents are made a part of these minutes: 1) a combined list of recommended goals by Council, Commissioners, and Department Heads; 2) a copy of the Brookings Development Code, section 172.070-Street Improvements, deferred; 3) a memo from CDD Leo Lightle regarding Dawson Tract Neighborhood Circulation Plan; 4) a map of Dawson Road "S" curve; 5) a memo from CDD Leo Lightle regarding Local Street Level of Services Summary, and 6) a memo from City Manager Blodgett regarding the status of current 2001-2002 Council Goals.

#### **V. POTENTIAL GOALS LIST**

Participants in advance had provided City Manager Blodgett with their recommended goals. The compilation of that information is provided in the above-mentioned document number 1, and is a part of these minutes.

#### **VI. PRIORITIZED GOALS LIST**

Participants agreed to not prioritize the above list.

Mayor Hagbom recessed the workshop at 11:30 a.m. for a lunch break.

Mayor Hagbom asked participants to reconvene at 12:30 p.m. for finalizing the goals list.

#### **VII. FINAL GOALS LIST FOR ADOPTION AT NEXT CITY COUNCIL MEETING**

Participants agreed on the following final goals list:

- Complete preliminary design, select site location(s), and identify fund sources for
  - Community Center & Covered Swimming Pool
  - City Hall
  - Fire Hall
- Downtown Revitalization/Couplet
  - Complete Master Plan
  - Support & begin implementation of the Master Plan
  - Lobby to have Phase II of the couplet on the STIP

- Parks
    - Complete new concession stand/restrooms at Azalea Park
    - Remodel or improve all park restrooms
    - Complete Parks Master Plan
    - Upgrade all Play Equipment
    - Fund Recreation Programs
  - Public Works Shop
    - Begin Construction Phase
  - Water
    - Begin Implementation of the Water Management Plan
    - Secure funding for increased water storage and system upgrade
  - Wastewater
    - Reduce Infiltration & Inflow
  - Complete engineering study for Dawson/Carpenterville Roads & Highway 101
  - Improve Cable TV Service
  - Explore the possibility of a second bridge on Chetco River for Emergency Preparedness
- This list will be provided to Council for official approval.

## **XII. ADJOURNMENT**

Mayor Hagbom closed the work-session at 1:00 p.m.

Respectfully submitted:

---

Bob Hagbom  
Mayor

ATTEST by City Recorder this \_\_\_\_ day of February, 2002.

---

Sharon A. Ridens  
Interim City Recorder



**The following are recommended goals provided by Council Members, Commissioners, and Department Heads. They are not placed in any order, only as received. They are for your review. Any numbers in the left column indicate the number of people who had the same idea.**

	Enforce leash laws and if needed revise present law, i.e. at time of violation, see if animal had been neutered.
	Install sidewalk (one side only at this time) on Wharf Street out to Chetco Point Park with several plain concrete benches
	Enforce Skate Park directives and revise present rules to keep skateboarders off of Chetco and adjacent streets
	Add one more handicap site at lower Azalea Park Parking Lot
	Repeat goals listed for 2001-2002 (except for DIA's)
3	<p>RE: DIA's – under the present land use regulations a DIA is mostly a win/win situation for a property owner; it allows him to defer spending money during the development stage and, based on past history, it is very unlikely he will ever be forced to meet the terms of the agreement. The City needs to institute regulations that would reduce the attractiveness of DIA's such as:</p> <ul style="list-style-type: none"> <li>a. Require an upfront payment to an escrow fund proportionate to the expected cost of the deferred improvement, or</li> <li>b. An annual property tax surcharge or other type of noon-accumulative payment that would make it more financially prudent to complete any outstanding DIA's</li> </ul> <p><b>MAKE A DECISION!</b></p>
	Dawson Tract Traffic Access: Urge ODOT to: (1) Develop an improvement plan for the Highway 101/Dawson Road intersection; and (2) Place the improvement on the future project schedule as soon as possible. (3) Once an improvement plan is in place, explore sources of funding such as grants
	Explore & develop Dawson Tract alternate/emergency access routes that could be used in the event the Highway 101/Dawson Road intersection should become blocked.

	Take action to reduce speed limits on Highway 101 north of Brookings: (1) Move 25mph zone north to or near Easy Street, (2) Move 35mph zone north of Harris Beach access Road, (3) 45mph zone north of Deer Park Road
	Provide adequate resources to offer a full range of recreational opportunities to young people in the community during the Summer and throughout the year.
	Provide adequate funding to support improvements to playground equipment at all city parks
5	Work with the Community Planning Workshop of the University of Oregon to formulate a Master Plan for Parks and Recreation to include an Events Center /Swimming Pool  New covered swimming pool w/appropriate amenities  Consolidate site selections of proposed Community Center, covered swimming pool, Fire Hall & City Facility/investigate funding opportunities.
	Form a City Council appointed committee to ascertain the various requests to utilize the airport for air ambulance patient transport.
	Work toward finalizing the Urban Growth Boundary
	Continue the finalization of lighting the Dot Martin Bridge across Chetco
2	Continue the formation of Urban Renewal District
3	Downtown Revitalization – How to Achieve it
	Dawson Tract and the “S” Curve. Near future 8 – 10% of city’s population
3	Economic Development – Jobs creation.
2	Water Management Plan
3	New City Hall – representing a 21 <sup>st</sup> century city

	<p>New Fire Hall – addition/expansion of Fire Dept facilities</p> <p><u>Per Chief Sharp:</u> The department needs to expand its facilities. We have run out of room to house all of our equipment and our training room is to capacity. We need to continue to look at ways to find a solution to this problem, specifically financing.</p>
	<p>Revision of contract for service with Suburban Rural Fire Protection District</p> <p><u>PER CHIEF SHARP:</u> The City of Brookings has for quite a few years been under contract for service with the Suburban Rural Fire Protection District. The amount that is charged for that service annually was established many years ago and needs to be revised. The actual contract agreement should be updated at the same time.</p>
	<p>Expansion &amp; improvement of our Fire Protection systems, hydrants and water mains</p> <p><u>PER CHIEF SHARP:</u> Finally we should continue to expand and improve our water system so that our fire protection abilities can meet the challenges ahead.</p>
	Review and “Theme” Construction of all future building
	“PRIDE” Program to encourage <u>ALL</u> residents to make improvements in their neighborhood and residence
	Eventual assistance by the City in the maintenance of the garden area of Azalea Park
	Investigate/implement joint venture with Port re: providing Cable TV Service as an alternative to Cable Communications System.
	Enable Urban Design Studio Team to open public communications, and satisfy their master plan/architectural standards/urban renewal contract.
	Develop a lighting program at the Azalea Park Band Shell Area
	Complete downtown & Azalea Park parking facilities
	Refine the formula by which Brookings & Harbor fund wastewater disposal.
	Obtain funding for Brookings’ portion of Borax proposed project wastewater disposal
	Complete Parks Master Plan

**172.070 Street improvements, deferred.** Subject to the standards set forth herein, the improvement of existing streets may be deferred to such time as a complete street segment can be improved to city standards. For purposes of this section, a street segment shall be considered as the length of a street between intersections with other streets.

**A.** Street improvements may be deferred when the project site complies with the following criteria:

1. If more than 50 percent of the street segment's frontage and area having frontage on the segment is unimproved; or,
2. If more than 50 percent of the area having frontage on the street segment is developed and less than 50 percent of the street segment is improved.

**B.** When street improvements are deferred, the developer shall enter into a Deferred Improvement Agreement for each project lot fronting the street segment and record said agreement with the Curry County Recorder's Office. Said agreement shall run with the land and require that the property owner agree to the performance of the work deferred by conformance with one of the following options:

1. Work performed by property owner. The owner of the property subject to a deferred improvement agreement shall be responsible for performance of the work identified in said agreement and for obtaining contractors therefor. The owner shall cause satisfactory plans and specifications for the improvements to be prepared and to submit said plans and specifications to the city public works department for approval prior to commencement of the work to be done. Such work shall be done in accordance with city standards in effect at the time the improvement plans are submitted for approval. Owner agrees to make payments required by the city including, but not limited to, engineering deposits, permit fees and inspection fees. Owner shall notify the city public works department at least 48 hours prior to the start of work.

Prior to approval of improvement plans by the city, the owner may be required to execute and deliver to the city a performance bond in an amount and form acceptable to the city, to be released by the city in whole or in part upon the city's final acceptance of the work performed.

If the owner disagrees with the requirements set forth for installation of improvements as provided in this section, he shall, within 30 days of the date the notice from the city engineer was mailed, request a review of the requirements by the City Council. The decision of the City Council shall be binding upon both the city and the owner.

2. Construction as local improvement to be assessed against property. Recordation of a deferred improvement agreement shall be equivalent to a consent to the establishment of a local improvement district. If the property owner does not complete the improvement pursuant to Section 172.070, B., 1, above, the city may do the work as a local improvement project following the procedures established by ordinance for such projects and assess the cost against the property specially benefitted. Permission to enter onto the property of the owner is granted to the city or its contractor as may be necessary to construct such improvements.
3. Activation of deferred improvement agreements. When the city engineer determines that the reason(s) for the deferment no longer exist(s), he/she shall notify affected owners in writing. The notice shall be mailed to the current owner or owners of the land as shown on the latest adopted county assessment roll. All or any portion of said improvement may be required at a specified time. Each affected owner shall participate on a pro rata basis of the cost of installation of the improvements.

**172.080 Street names and signs.**

- A. The name of any public or private street shall not duplicate or be so similar as to be confused with the name of any existing street within Curry County.
- B. Street names and traffic control signs shall be installed as required by the city. Prior to the issuance of any development permit, the developer shall pay a street sign fee as required to equip all street intersections with sign posts, street name signs and traffic signs pursuant to the standards and specifications adopted by the city and/or the Oregon Department of Motor Vehicles and Department of Transportation.

# Memo

**To:** Mayor and City Council  
**From:** Leo Lightle, Community Development Director  
**Date:** 1/25/2002  
**Re:** Dawson Tract Neighborhood Circulation Plan

---

There are certain items for the Dawson Circulation Plan that are spread out in the Land Development Code. I have only included what I deemed the items that you are probably interested in at this time.

Item 1 attached- a proposed circulation plan map that shows possible new streets as well as existing streets.

Item 2 attached-right-of-way and roadway width

Item 3 attached-turn-around options.



**TABLE 172.020-2**  
**Dawson Tract Right-of-Way And Roadway Width**

<u>Street Name Or Type</u>	<u>Estimated ADT±</u>	<u>Min/Max Right of Way Width (FT)</u>	<u>Min/Max Roadway (curbface to curbface) Width (FT)</u>	<u>Minimum Sidewalk Width (FT)</u>	<u>Curbs Square Curb (SC) Rolled Curb (RC) Gutter (GT) Gravel Shldr (GS)</u>
Dawson Rd. (North●)	1400	50	28*	4-Both sides Park on north	SC/GT
Dawson Rd. (West●)	800	50	26**	4 - East Side	SC/GT
Pacific Heights●●		50	36	5 - Both side	SC/GT
Shorewood Terrace●●		50	36	5 - One Side	SC/GT
Skyline Dr.●●		50	36	5 - Both sides	SC/GT
Ridgeway St.●●		50	36	5 - Both sides	SC/GT
Passley R.	800	50	26**/30*	4 - Both sides	SC/GT
Skyline/Passley Connector	800	50	26**/30*/36	5 - Both sides	SC/GT
Holmes/Blueberry Loop (Future)					
Type A (cul-de-sac) 50 Lot maximum 750 Ft. maximum length	400	45	24**/30*	4 - One side	RC
Type B (cul-de-sac) 12 Lot maximum 400 Ft. maximum length	100	45	20**/30*	4 - One side	RC
Cul-de-sac radius or hammerhead dimensions	See Map 172.020-3	See Map 172.020-3	N/A		
Private (private drive) 6 Lot maximum	60	20***	N/A		GS

● Existing, improved one side only.

●● Existing improved both sides.

\* Parking one side only. Lots serviced by no-parking side shall provide 6 off-street parking spaces in parking bays or on each lot. Add 1500 square feet to minimum lot size. (See parking sketch 172.020-3)

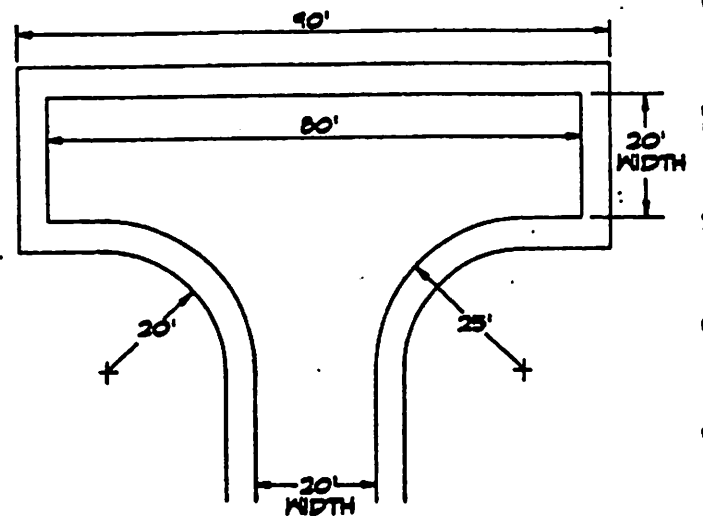
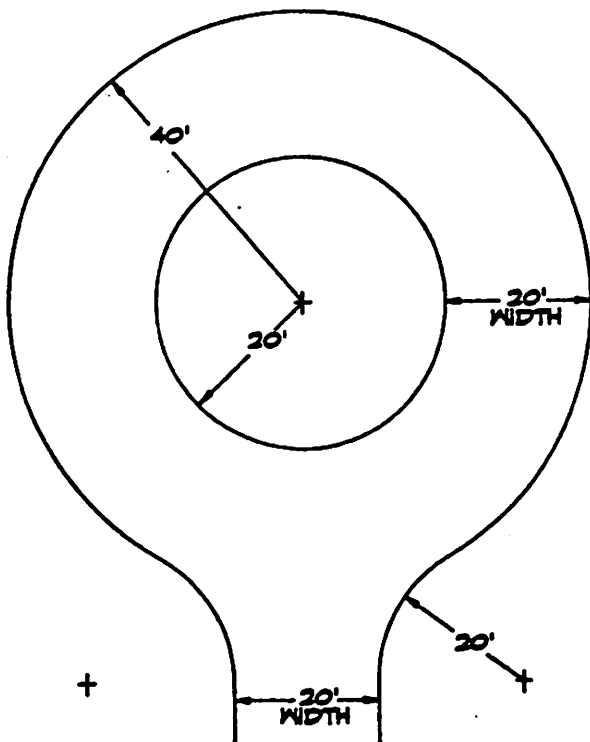
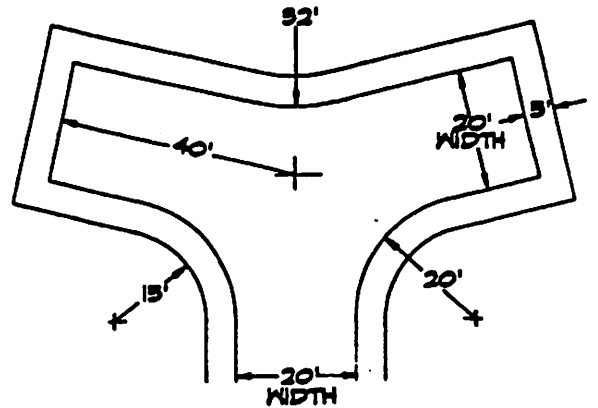
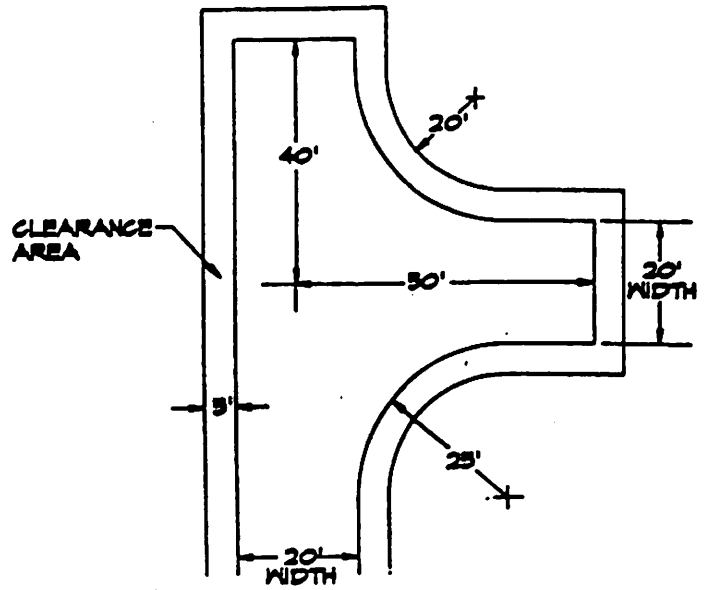
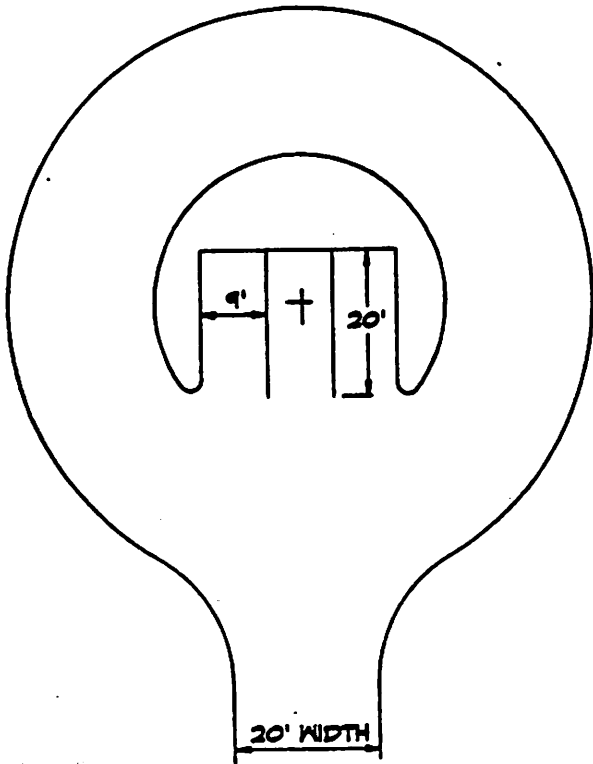
\*\* No on-street parking. All lots serviced by no parking streets shall provide 6 off-street parking spaces in parking bays or on each lot. Add 1500 square feet to minimum lot size. (See parking sketch 172.020-4)

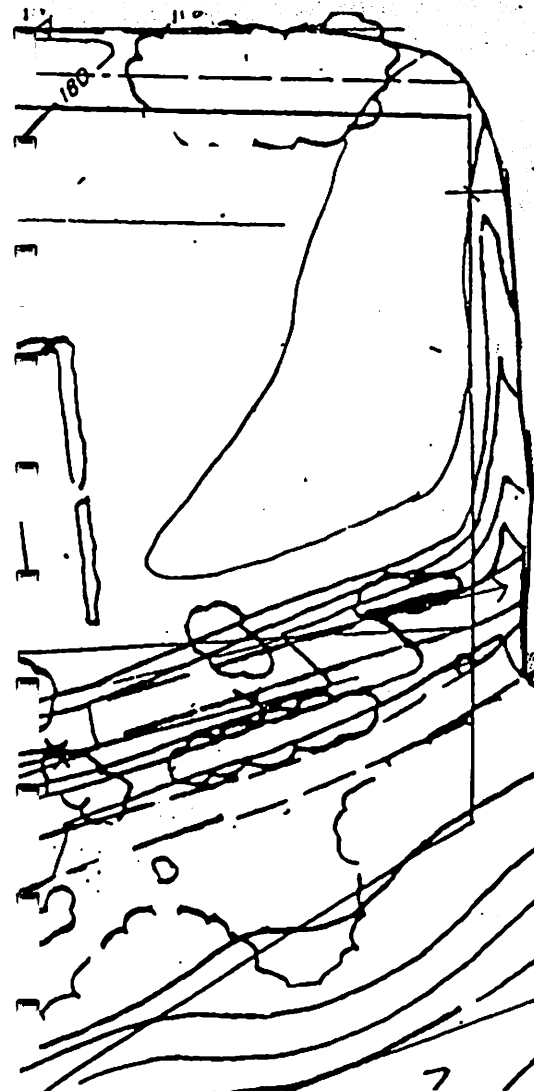
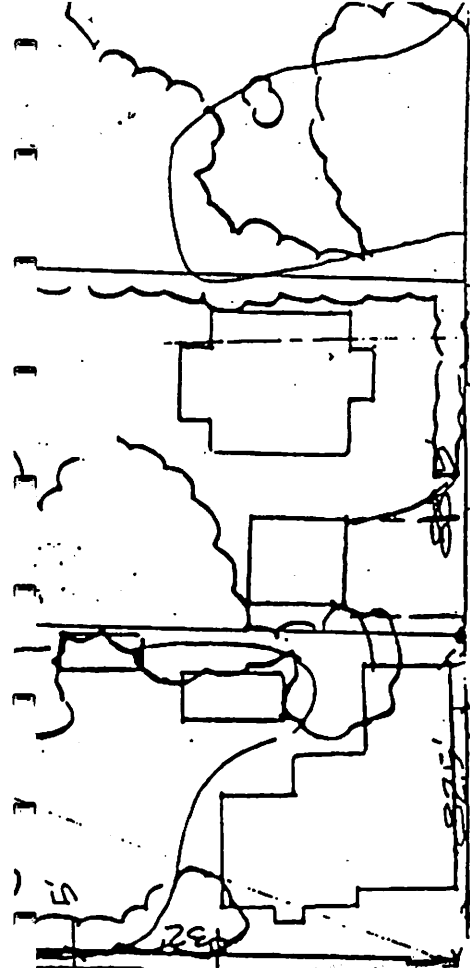
\*\*\* For properties landlocked, or impacted by steep slopes, geological or soil hazard, or unusual parent parcel dimensions. No on street parking permitted. Lots serviced by Drives shall provide six (6) off street parking spaces in parking bays or on each lot. Add 1500 square feet to minimum lot size. (See parking sketch 172.020-3).

+ ADT = Average Daily Traffic, (for mixed family/retirement area, computed at 8 ADT per dwelling unit).

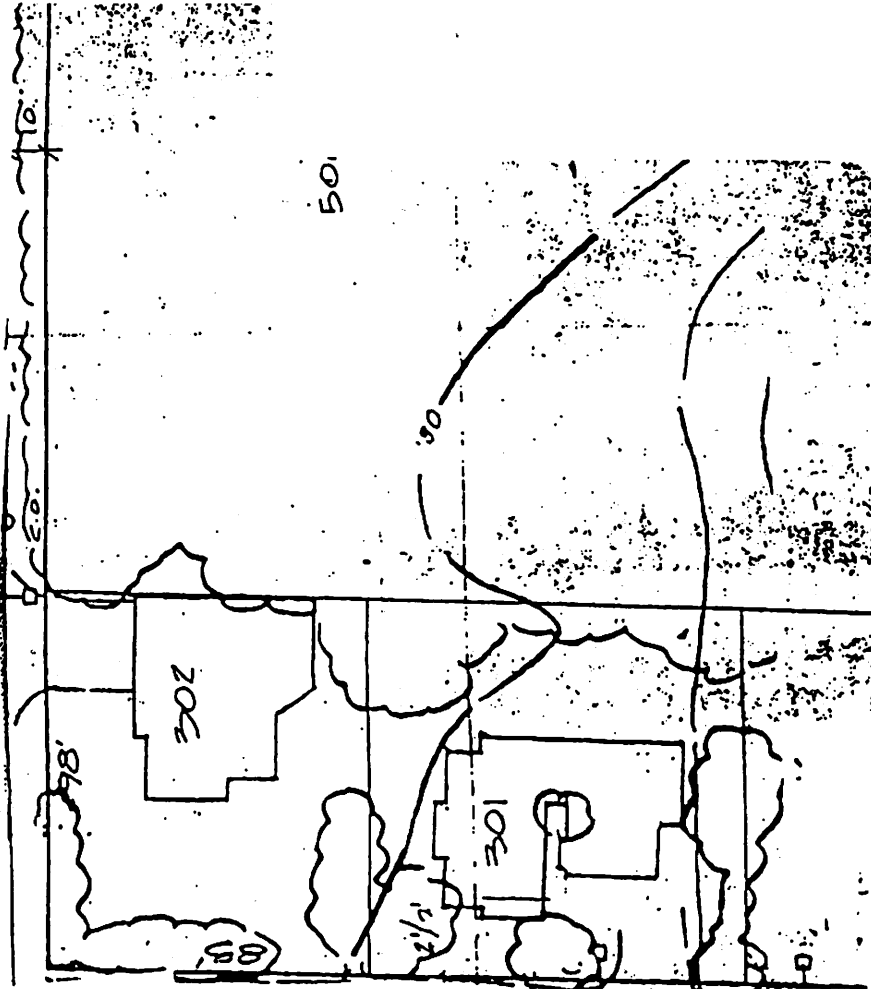


MAP 172-020-B  
DAWSON TRACT NEIGHBORHOOD CIRCULATION PLAN  
TURNAROUND OPTIONS FOR TYPE A AND TYPE B CUL-DE-SACS

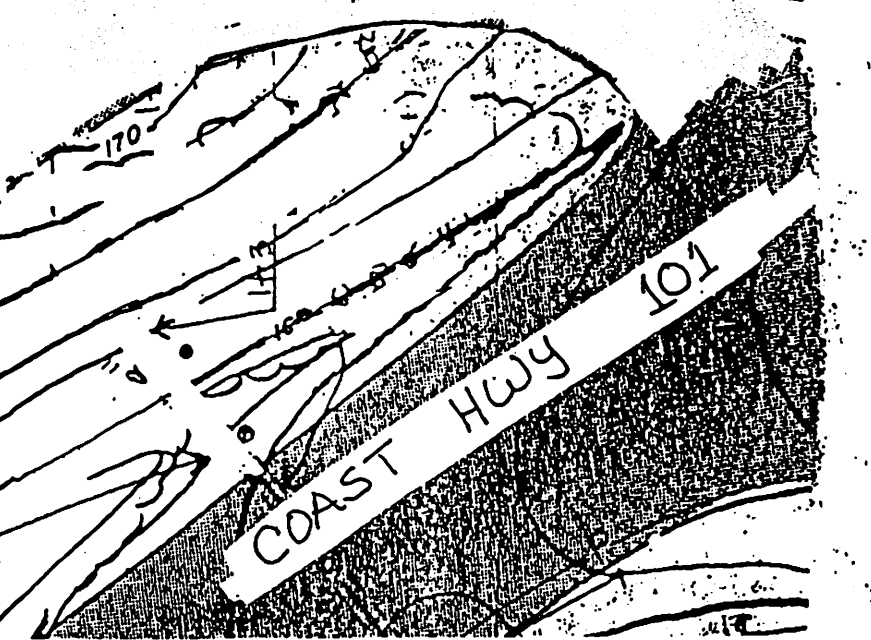
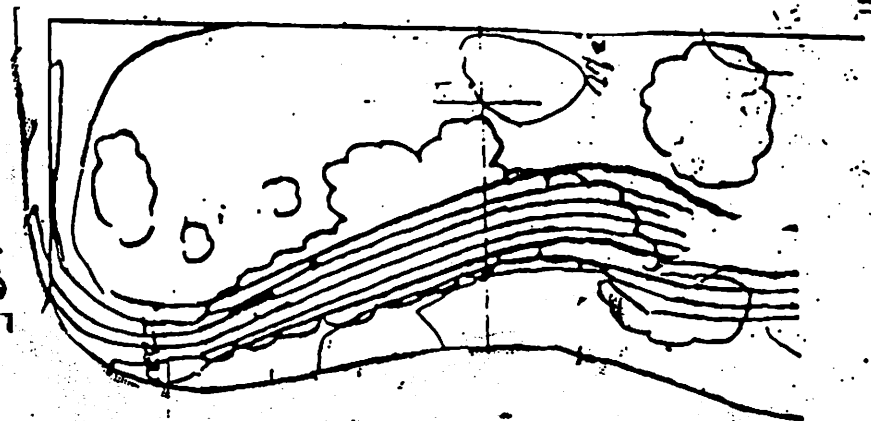




ROAD 1



DAWSON



# Memo

**To:** Mayor and City Council  
**From:** Leo Lightle, Community Development Director  
**Date:** 1/25/2002  
**Re:** Local Street Level of Service Summary

---

There are five (5) pages attached to this memo out of the City of Brookings Transportation Plan that have to do with an evaluation of level of service for streets and intersections of streets with Coast Hwy 101. Note these are for peak hours, not average.

Item A attached: Level of service criteria for signalized intersections

Item B attached: Existing local street level of service-note Dawson Road level of service (LOS) "A."

Item C attached: Year 2017 local street level service summary-note: Dawson Road level of service (LOS) "A".

Item D attached: Existing unsignalized intersection level of service-note: existing level of service Dawson-Hwy 101 intersection a.m. "C", p.m. "E".

Item E attached: Year 2017 unsignalized intersection level of service-note: year 2017 level of service Dawson-Hwy 101 a.m. "F", p.m. "F"; also note several intersections in town will be at level "F".

TABLE 4-3  
LEVEL OF SERVICE CRITERIA FOR SIGNALIZED INTERSECTIONS

Level of Service	Average Delay (seconds per vehicle)	Expected Delay
A	$\leq 10.0$	Little or no delay
B	$> 10.0 \leq 20.0$	Short delays
C	$> 20.0 \leq 35.0$	Average delays
D	$> 35.0 \leq 55.0$	Long delays
E	$> 55.0 \leq 80.0$	Very long delays
F	$> 80.0$	Failure - extreme congestion

Although the 1997 *Highway Capacity Manual* has a specific methodology for urban and suburban principal arterials, this methodology was not used because of its limitation to analyzing segments between signalized intersections with speeds greater than 25 mph. In the Brookings urban growth boundary, there are five traffic signals. The 1997 HCM methodology is not calibrated for principal arterials with speeds at 25 mph with signals spaced greater than one quarter mile apart. Therefore, an alternative methodology still consistent with the HCM and the previously conducted South Coast Transportation Plan, was utilized. Level of service at the roadway mid-blocks was calculated based on correlating the volume to capacity ratio (V/C) to LOS values. Table 4-4 summarizes the volume-to-capacity ratio ranges that have been developed for determining planning level roadway mid-block LOS on urban and rural roadways.

In the 1999 OHP, minimum highway mobility standards have been defined by maximum volume to capacity (v/c) ratio thresholds by facility type. The OHP defines a volume to capacity ratio as the peak hour traffic volume (vehicles per hour) on a highway section divided by the maximum volume that highway section can handle. For the areas within the Brookings urban growth boundary, US 101 has two v/c ratio standards. The first standard is for posted speeds less than 45 mph. The maximum v/c ratio for the peak hour operating conditions is 0.75 for statewide highways such as US 101. The second standard is for posted speeds equal or greater than 45 mph. The maximum v/c ratio for the peak hour operating conditions is 0.70.

TABLE 4-4  
LOS CRITERIA FOR ROADWAY MID-BLOCKS

LOS	Description	Volume/Capacity (V/C) Ratio
A	less than or equal to	0.60
B	less than or equal to	0.70
C	less than or equal to	0.80
D	less than or equal to	0.90
E	less than or equal to	1.00
F	greater than	1.00

TABLE 4-8  
EXISTING LOCAL STREET LEVEL OF SERVICE SUMMARY

Roadway	Section	AADT	Capacity	V/C Ratio	LOS
5th Street	North of Easy Street	2,200	6,000	0.37	A
	South of Easy Street	3,800	6,000	0.63	B
Alder Street	South of US 101-Chetco Avenue	3,400	6,000	0.57	A
Arnold Way	South of US 101-Chetco Avenue	1,600	6,000	0.27	A
Benham Lane	East of US 101	600	6,000	0.10	A
Dawson Road	West of US 101	1,000	5,000	0.40	A
Fern Avenue	North of US 101-Chetco Avenue	1,100	6,000	0.18	A
Hoffeldt Lane	East of US 101	1,800	6,000	0.30	A
	West of US 101	2,800	6,000	0.47	A
Mill Beach Road	West of US 101-Chetco Avenue	1,600	6,000	0.27	A
Pacific Avenue	East of Pioneer Road	2,400	6,000	0.40	A
	North of US 101-Chetco Avenue	900	6,000	0.15	A
Parkview Drive	East of US 101-Chetco Avenue	1,500	6,000	0.25	A
Pedrioli Drive	West of US 101	1,600	5,000	0.32	A
Pelican Bay Drive	East of US 101	200	500	0.40	A
Pioneer Road	South of Hasset Street	1,900	6,000	0.32	A
Ransom Avenue	East of US 101-Chetco Avenue	1,100	6,000	0.18	A
	West of Pioneer Road	1,200	6,000	0.20	A
Raymond Lane	East of US 101	200	500	0.40	A
Redwood Street	East of Fern Avenue	700	6,000	0.12	A
Wharf Street	South of US 101-Chetco Avenue	2,000	6,000	0.33	A

### TRANSPORTATION DEMAND MANAGEMENT MEASURES

Transportation Demand Management (TDM) measures consists of efforts taken to reduce the demand on an area's transportation system. TDM measures include such things as alternative work schedules, carpooling, and telecommuting.

#### Alternative Work Schedules

One way to maximize the use of the existing transportation system is to spread peak traffic demand over several hours instead of a single hour. Statistics from the 1990 census show the spread of departure to work times over a 24-hour period (see Table 4-9). The census indicates that the hour between 8:00 and 9:00 AM is the peak travel hour for employees leaving for work, with 26 percent of total employees departing in that period. A further 25 percent depart between 7:00 and 8:00 AM. Therefore, over half of the Brookings work force leaves for work in a two-hour period. An additional 14 percent leave in the hour following the peak hour.

Assuming an average nine-hour workday, the corresponding afternoon peak can be determined for work trips. Using this methodology, the peak work travel hour would occur between 4:00 and 5:00 PM, which corresponds with the peak hour of activity measured for traffic volumes.

TABLE 5-18

## 2017 LOCAL STREET LEVEL OF SERVICE SUMMARY

Roadway	Section	AADT	Capacity	V/C Ratio	LOS
5th Street	North of Easy Street	2,500	6,000	0.42	A
	South of Easy Street	4,300	6,000	0.72	C
Alder Street	South of US 101-Chetco Avenue	4,600	6,000	0.77	C
Arnold Way	South of US 101-Chetco Avenue	1,600	6,000	0.27	A
Benham Lane	East of US 101	9,900	6,000	1.65	F
Dawson Road	West of US 101	2,200	5,000	0.44	A
Fern Avenue	North of US 101-Chetco Avenue	1,100	6,000	0.18	A
Hoffeldt Lane	East of US 101	1,800	6,000	0.30	A
	West of US 101	2,800	6,000	0.47	A
Mill Beach Road	West of US 101-Chetco Avenue	1,600	6,000	0.27	A
Pacific Avenue	East of Pioneer Road	2,800	6,000	0.47	A
	North of US 101-Chetco Avenue	900	6,000	0.15	A
Parkview Drive	East of US 101-Chetco Avenue	1,500	6,000	0.25	A
Pedrioli Drive	West of US 101	1,600	5,000	0.32	A
Pelican Bay Drive	East of US 101	200	500	0.40	A
Pioneer Road	South of Hasset Street	1,900	6,000	0.32	A
Ransom Avenue	East of US 101-Chetco Avenue	1,500	6,000	0.25	A
	West of Pioneer Road	1,400	6,000	0.23	A
Raymond Lane	East of US 101	200	500	0.40	A
Redwood Street	East of Fern Avenue	700	6,000	0.12	A
Wharf Street	South of US 101-Chetco Avenue	2,200	6,000	0.37	A

## 2017 DEFICIENCIES

## Future Level of Service Standard

To define the future deficiencies of the study area transportation system, a level of service standard for roadway and intersection level of service must be adopted. The level of service standard defines the minimum acceptable facility performance and will be the threshold determining the need for improvements. If a roadway or intersection functions below the adopted standard, then improvements to mitigate the level of service to the standard or better need to be defined and implemented.

Different levels of service standards can be adopted for different type of facilities. For example, a jurisdiction can set a different level of service standard for roadway sections, signalized intersections, and unsignalized intersections.

It may be desirable to set a lower level of service standard for unsignalized intersections since there are limited cost effective solutions for improving an unsignalized intersection short of signalization. Separate turn lane channelization at the side street approaches of an unsignalized intersections is one of the limited cost effective improvements that can be made; however, this improvement will not improve the side street left turn performance which is usually the problem at unsignalized intersections. Also, an unsignalized intersection is unlikely to meet Manual of Uniform Traffic Control Devices (MUTCD) signal warrants unless the level of service is in the LOS E-F range.

## Existing Level of Service

Based on current AM peak hour, PM peak hour, and daily traffic volumes, level of service was calculated for the study area intersections and roadway mid-blocks. The results of the unsignalized and signalized intersection level of service analysis are summarized in Tables 4-5 and 4-6, respectively. The results of the roadway mid-block level of service for arterial/collectors and local streets are summarized in Tables 4-7 and 4-8, respectively.

TABLE 4-5  
EXISTING UNSIGNALIZED INTERSECTION LEVELS OF SERVICE

Unsignalized Intersection	AM Peak Hour			PM Peak Hour		
	LOS	Average Delay	V/C Ratio	LOS	Average Delay	V/C Ratio
US 101/Carpenterville Rd/Dawson Rd						
Northbound Left Turn	A	7.7	0.01	A	7.7	0.05
Southbound Left Turn	A	7.7	0.02	A	8.2	0.02
Eastbound Approach	B	10.0	0.06	B	11.1	0.09
Westbound Approach	C	15.8	0.30	E	39.0	0.70
US 101-Chetco Avenue/Arnold Lane						
Northbound Left Turn	A	8.2	0.01	A	8.9	0.04
Eastbound Approach	B	11.0	0.07	C	18.4	0.20
US 101-Chetco Avenue/Mill Beach Road						
Northbound Left Turn	A	8.5	0.03	A	8.9	0.04
Eastbound Approach	B	13.0	0.05	B	14.1	0.17
US 101-Chetco Avenue/Pacific Avenue						
Northbound Left	A	8.7	0.03	B	10.0	0.04
Southbound Left	A	8.5	0.03	A	9.8	0.04
Eastbound Approach	C	18.6	0.11	E	38.1	0.29
Westbound Approach	B	13.2	0.13	C	23.7	0.26
US 101-Chetco Avenue/Fern Avenue						
Northbound Left	A	8.4	0.01	A	9.6	0.02
Southbound Left	A	8.6	0.03	B	10.2	0.07
Eastbound Approach	C	15.0	0.07	C	20.2	0.11
Westbound Approach	C	20.6	0.11	F	52.6	0.31
US 101-Chetco Avenue/Alder Street						
Northbound Left Turn	A	9.4	0.12	B	11.7	0.24
Eastbound Approach	B	12.6	0.20	C	18.3	0.37
US 101-Chetco Av/Constitution Way						
Southbound Left Turn	A	9.6	0.08	B	11.2	0.11
Westbound Right Turn	B	11.1	0.04	B	12.7	0.06
Westbound Left Turn	F	91.9	0.81	F	> 100.0	1.07

TABLE 5-15  
2017 UNSIGNALIZED INTERSECTION LEVELS OF SERVICE

Unsignalized Intersection	AM Peak Hour			PM Peak Hour		
	LOS	Average Delay	V/C Ratio	LOS	Average Delay	V/C Ratio
US 101/Carpenterville Rd/Dawson Rd						
Northbound Left Turn	A	9.1	0.04	B	11.4	0.19
Southbound Left Turn	A	9.1	0.03	B	12.2	0.09
Eastbound Approach	D	33.3	0.49	F	> 100.0	> 1.2
Westbound Approach	F	> 100.0	> 1.2	F	> 100.0	> 1.2
US 101-Chetco Avenue/Arnold Lane						
Northbound Left Turn	B	10.1	0.02	B	12.8	0.08
Eastbound Approach	C	18.6	0.14	F	> 100.0	1.07
US 101-Chetco Avenue/Mill Beach Road						
Northbound Left Turn	B	10.5	0.05	B	12.6	0.07
Eastbound Approach	D	26.8	0.12	F	67.7	0.62
US 101-Chetco Avenue/Pacific Avenue						
Northbound Left	B	11.0	0.10	C	16.6	0.16
Southbound Left	B	10.3	0.04	B	14.4	0.07
Eastbound Approach	F	> 100.0	1.08	F	> 100.0	> 1.2
Westbound Approach	E	36.4	0.37	F	> 100.0	> 1.2
US 101-Chetco Avenue/Fern Avenue						
Northbound Left	B	10.0	0.02	B	14.8	0.04
Southbound Left	B	10.8	0.04	C	15.7	0.13
Eastbound Approach	E	44.5	0.23	F	> 100.0	> 1.2
Westbound Approach	F	94.6	0.42	F	> 100.0	> 1.2
US 101-Chetco Avenue/Alder Street						
Northbound Left Turn	B	12.8	0.26	E	39.2	0.68
Eastbound Approach	E	43.3	0.63	F	> 100.0	> 1.2
US 101-Chetco Av/Constitution Way						
Southbound Left Turn	B	14.9	0.22	C	22.9	0.38
Westbound Right Turn	C	17.1	0.19	C	22.7	0.25
Westbound Left Turn	F	> 100.0	> 1.2	F	> 100.0	> 1.2





## **Staff Report**

**To:** Mayor Hagbom & City Councilors  
**CC:** Planning Commissioners  
Parks & Recreation Commissioners  
Department Heads  
**From:** Leroy Blodgett, City Manager  
**Date:** December 10, 2001  
**Re:** 2001-2002 Council Goals

---

Each year City Council sets goals for the fiscal year (July 1 – June 30). The goals are used in preparation of the annual budget and as a guideline for staff. The following is report on the progress of the 2001-2002 goals. As you can see, though not complete, after six months there has been significant progress made towards achieving the goals.

### **COMMUNITY CENTER**

- Begin planning for a new community center

The Swim All Year (SAY) Committee has been exploring the possibility of a covered pool that could be used all year. After much discussion and consideration, they have determined that the existing pool is not worth covering. There would be too much rehab work required to the existing pool and the parking would be inadequate. Therefore, the committee decided to consider a new site and incorporate the covered pool with an activity or community center. An architect will prepare a conceptual plan for the project. This will combine two of the Council goals.

### **DEFERRED IMPROVEMENT AGREEMENTS (DIA's)**

- Enforce existing DIA's
- Limit issuance of DIA's to only those absolutely necessary
- Establish sidewalk installation & replacement plan

This goal has caused some confusion as to when a DIA should be issued. The Planning Commission and City Council will have another work session after the first of the year to continue discussion on the issue of when a DIA should or should not be issued. There has not been any progress on the sidewalk installation and replacement plan.

## **DOWNTOWN REVITALIZATION**

- Identify funding sources for the couplet
- Update the Urban Renewal Plan & create an Urban Renewal District
- Expand Downtown Parking
- Prepare a master plan for the downtown area

The South Western Area Commission on Transportation (SWACT) has rated the couplet project the number one priority in the Coos Curry Douglas region for HB2142 funds. The first phase will cost approximately \$5,000,000 and could begin construction in 2003.

The City has purchased property in the downtown area for a new parking lot. We hope to have the lot usable this summer. The City received a grant for \$30,000 from the State Regional Investments Board for the construction.

In addition to \$20,000 budgeted by the City, we received a grant for \$20,000 from the State Regional Investment Board and \$30,000 from the US Forest Service to fund a master plan and update of the Urban Renewal Plan for the downtown area. The Downtown Development Committee has received proposals from 8 consultants to develop the master plan and update the Urban Renewal Plan. The committee will interview 4 of the consultants on January 5th and expect work to begin soon after, with a completion date of no later than November 15, 2002.

## **ECONOMIC DEVELOPMENT**

- Support the creation of an Economic Development Corporation

In partnership with all the cities, ports and the County we have formed the Curry County Economic Development Alliance Corporation (CEDAC). CEDAC is currently recruiting for an Executive Director. The start up of the corporation is funded with a grant for \$100,000.

## **FIRE DEPARTMENT**

1. Identify site funding for a fire hall and/or city hall
2. Continue to fund reserves for new truck

We have an engineer working on a site plan to determine if the current site of City Hall is large enough to build a new facility.

We have solicited bids for a new truck and should be prepared to award a contract for a new fire engine at the January 14, 2002 City Council meeting.

## **FINANCE DEPARTMENT**

- Utility payments via credit card

With the recent changes in management of the Finance Department this goal has not progressed. A new Finance Director is scheduled to begin employment on January 3rd and we will have him work on this project.

## **PARKS**

- Complete the skate park at Bud Cross Park
- Prepare a master plan for all parks & recreation
- Increase Azalea Park parking

The skate park is nearly completed. There is a little more concrete work needed and landscape work around the area to complete the project. We hope to have an official ribbon cutting in early February.

This year we budgeted \$50,000 for a parks and recreations master plan. We have a proposal from the University of Oregon to develop the plan for approximately \$20,000. The proposal will be presented to the Parks & Recreation Commission in January.

The public works crew has started clearing an area between the band shell and ball fields for additional parking. We hope to have the project completed this summer.

## **PUBLIC WORKS SHOP**

- Complete the design and begin construction of the new public works shop

The site plan for the new shop is complete and fencing around the site has been installed. Design of the actual building is not complete. We continue to put money in a reserve fund for the construction of the building and we have listed it in our needs and issues for potential grant funds.

## **SWIMMING POOL**

- Study funding of operations of a covered pool

This work is being done in conjunction with the "Community Center" goal.

## **WATER**

- Implement the "Water Management Plan
- Apply for funding to raise Ferry Creek Reservoir dam & put on line

The Water Management Plan is complete and is now the guideline for future water projects. Projects in the plan are listed on the Needs & Issues and we hope to begin discussion this spring with state and federal agencies about potential funding.

**CITY OF BROOKINGS  
COMMON COUNCIL MEETING MINUTES  
City Hall Council Chambers  
898 Elk Drive, Brookings, OR 97415  
February 11, 2002  
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 Prior Mayor Tom Davis

**III. ROLL CALL**

Council Present: Mayor Bob Hagbom, Council President Larry Curry, Councilors Frances Johns, Lorraine Kuhn, Rick Dentino, and Ex-Officio Student Councilor Noël Connelly, a quorum present.

Council Absent: none

Staff Present: City Manager Leroy Blodgett, City Attorney John Trew, Police Lt. John Bishop, City Planner John Bischoff, Special Projects Assistant Jeremy McVeety, and Administrative Secretary Sharon Ridens

Media Present: Editor Scott Graves Curry Coastal Pilot

Other: Planning Commission Chair Richard Gyuro, Parks & Recreation Chair Craig Mickelson and member Bill Boynton, American Music Festival Board Representative Ann Bogner, and approximately 39 other citizens

**IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS**

**A. Appointments**

1. Planning Commission/Position #4 – 4 year term expiring April 1, 2004 (effective February 11, 2002)

Mayor Hagbom reviewed the requirements for appointments to the Planning

Commission and briefly reviewed the names and qualifications of the applicants: Rex Atwell, Ernest Cofrances, Tom Davis, Desmond Robinson. Hagbom recommended Council appoint Tom Davis.

**Councilor Dentino moved, Councilor Kuhn seconded and the Council voted unanimously to appoint Tom Davis to the Planning Commission/Position No. 4 to complete a four year term expiring April 1, 2004, effective February 11, 2002.**

**B. Announcements**

1. **Resignation of Jim Collis from Planning Commission**  
Mayor Hagbom announced with regrets the acceptance of Planning Commission Member Jim Collis' resignation.
2. **Mayor's Liaison appointments**  
Mayor Hagbom presented a revised Council Liaison Appointments List for Council's review, noting a few changes.

**Councilor Johns moved, Councilor Kuhn seconded, and the Council voted unanimously to approve the Council Appointments as presented in the Council packet.**

List was provided in Council packet. A new list with the appointments from tonight's Council meeting and the future Planning Commission changes will be provided at a later date.

Mayor Hagbom asked Council to select Councilor Curry as Council President.

**Councilor Johns moved, Councilor Dentino seconded, and the Council voted unanimously to approve Larry Curry as Council President.**

**V. PUBLIC HEARING**

- A. In the matter of Planning Commission File No. APP-3-01, an appeal of the Planning Commission's approval of a subdivision dividing a 2.09-acre parcel into 11 lots ranging in size from 7,509 to 7,746 sq. ft., located in the southeast corner of the east/west alignment and the north/south alignment of Dawson Rd.; Walter Battaglia, appellant.  
February 8, 2002, letters received after Council packets were prepared was handed out to Mayor, Councilors, Staff and Media. Copies are included for purposes of these minutes. Mayor Hagbom asked City Attorney John Trew to explain and

review letter and status of public hearing as scheduled. Trew stated applicants Purdy had withdrawn their application to subdivide tax lot 5000. Therefore, appellant Battaglia's appeal is moot at this time. Any re-application will be processed as a new application and handled accordingly through the standard procedures, via the Planning Commission.

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

### **A. Committee and Liaison reports**

1. Chamber of Commerce  
There was no report.

2. Planning Commission

- a. Annual Report – Chair Richard Gyuro

Planning Commission Chair Richard Gyuro presented the commission's annual report, which included information on their 36 actions at 10 regular commission meetings during 2001. The Commission made seven recommendations to Council as follows:

- Immediate replacement of the Council Chamber sound system.  
The present malfunctioning audio arrangement is an embarrassment to the City. The City has provided TV coverage of Planning and Council meetings in the noble hope that more citizens will become involved or interested in City decisions. Reports from the home audience indicate that audio reception is so poor in many cases that the viewer turns off the set, nullifying any potential benefit. The squeals and howls of the antiquated system are also a distraction to the live participants at the meetings.
- Continuation of regularly scheduled meetings between the City Council and Planning Commission. While the Planning Commission makes its decisions based on existing ordinances and land development code, an ongoing dialogue helps the Planning Commission members see the overall direction in which the City is moving regarding land development issues.
- Dialogue (or at least information sharing) should be encouraged between the Planning Commission and Parks and Recreation Commission regarding issues such as park parcels donations or potential creation.
- DIA's (Deferred Improvement Agreements) - This issue puts the City Council squarely in the hot seat. The delay of street improvements has resulted in some areas having checkerboard

sidewalks, property owners unhappy with the prospect of having to pay for improvements unbudgeted by them, and some developers left with the perception of favoritism towards several land developers. The need to call in existing DIAs has led to a state of "paralysis" by the City since at least 1991, when DIAs were first granted. The host of problems is almost too long to enumerate. On top of this, the present ordinance, 172.070, does not allow for a complete prohibition of DIAs as suggested by some. The City Council and Planning Commission have scheduled a series of meetings regarding this. The Planning Commission's expectation is that a cohesive, reasonable (financially palatable) solution will at last be found in 2002. The solution will not please everyone; the City Council, we believe, would gain the admiration of its citizens by finally deciding on an effective solution to this irritant.

- Dawson Tract and the "S" curve - Using 20/20 hindsight, Dawson Tract probably could have planned better with more open space (a park, for instance). Land was donated at one time for a park, but it was given back to a developer by a former City manager. Citizens complaints include lack of such a park and they are particularly vocal about the limited and potentially dangerous access off highway 101. Once again, the Planning Commissioners expect that the City Council, ODOT, Dawson Tract residents and the Planning Commission will find a viable solution to the untenable situation. It is the opinion of some Planning Commissioners that the City Council is underestimating the concerns of its' constituents in this matter.
- Staff Follow up and enforcement of land development codes - Better post Planning Commission decision follow up of conditions levied by staff would lead to a more improved perception of the City's determination to enforce the code.

Ending on a positive note, the Planning Commission thanked the City Council for providing funding for necessary training of Planning Commission members. Gyuro stated legislation continuously changes in land use, and it is nice to know that ongoing training is available.

### 3. Parks and Recreation Commission

#### a. Annual Report – Chair Craig Mickelson

Parks and Recreation Commission Chair Craig Mickelson provided

an overview of the Commission's activities during the year 2001. The past year was very busy for the Commission with some projects completed and others still in progress. They had several personnel changes on the Commission with the resignation of Nancy Shute and Russ Fritz who moved over to the Planning Commission. The Council appointed Bill Boynton and Tony Parrish to serve on the Commission and Linda Barker, city staff, to take over the duties of Secretary. Mickelson stated Linda has been with them since October and has made a major contribution to their effectiveness. Mickelson was selected to be Chair for 2002 and Tony Parrish will serve as Vice-Chair. Additionally, Brookings-Harbor High School student Lisa Nowlin is back as their student ex-officio member. She served on the Commission during the 2000-2001 school year. They continue to have Commissioners represent different parks and activities and report to the entire Commission at each meeting. Chair Mickelson gave credit for the past year's success to all the volunteers that help with the parks and run the many recreation programs for citizens of our community. "They really care." He then proceeded with a "glimpse" of the activities by each park (Azalea, Easy Manor, Chetco Point, Bud Cross, and Skate Park) during the year, and concluded the Parks and Recreation Commission is moving along at a rapid pace with a new Master Plan under way, being conducted by the University of Oregon. The study will provide the Commission with needed direction for the future development of programs and facilities that will fit the needs of everyone in the community.

City Manager Blodgett thanked the Commission for taking a more active part in handling their duties, which is indicated in their successful Annual Report.

4. Council Liaisons

Student Ex-Officio Councilor Connelly reported on activities at the high school, which included Valentines Day happenings, and that the Leadership Class would be happy to help with the Parks and Recreation Commission's park clean-up activities.

Councilor Dentino stated he attended the Business Outlook Conference put on by the Chamber of Commerce, the Community Agencies meeting, and will attend the Harbor Sanitation meeting.

Councilor Johns also attended the Business Outlook Conference and Community Agencies meeting, along with a special 17C School District



meeting called due to her obligations with the District's Overview Committee. She also attended the Skate Park Committee meeting and the Parks and Recreation Commission meeting.

Councilor Kuhn provided Council with a closing report from the Brookings Birthday Committee, of which she was Chair. A copy is included in these minutes. She stated it had been a pleasure serving on the committee and felt it had been a great success. After all the bills had been paid and thank you notes written, there were funds left over. She proceeded to present Ann Bogner, American Music Festival Board Member, with a check in the amount of \$1,134,76, from those remaining funds, and offered it as a donation toward the AMF 2002 Free Sunday in the Park Summer Concerts. Kuhn concluded by thanking all the volunteers involved with the Birthday Committee and the entire weekend. Councilor Kuhn also attended the recent Planning Commission.

Councilor Curry attended the Business Outlook Conference and the Community Agencies meeting. He thanked the newspaper for their coverage on the committee and it's purposes. Curry attended Crime Stoppers, a very active organization and very beneficial to the citizens of Brookings. He noted the need for contributions to the organization so they can maintain the funds used to combat crime.

- a. Southwestern Oregon Community Action Council – Annual Report/  
Councilor Kuhn  
Councilor Kuhn has withdrawn from this Council.
- b. 50<sup>th</sup> Birthday Committee Final Report  
Councilor Kuhn provided a report per above.

B. Unscheduled

Citizen Don Nuss of 808 Pioneer, Brookings repeated his request to Council for accountability from the Chamber of Commerce. He repeated his same requests and stated the Mayor Hagbom is currently being investigated for elections violations and that City Manager Blodgett dropped the ball and did not do his job of protecting the tax payers in having full disclosure of the dollars being spent by the Chamber. He continued by stating he would be going to the Curry County District Attorney and the State Attorney General for action, because "the foxes have guarded the chicken coupe far too long..."

## **VII. STAFF REPORTS**

### **A. City Manager**

#### **1. Adoption of City Council Goals**

City Manager Blodgett reviewed the staff report and reported on the successful work-session, which included for the first time the Council, City Department Heads, and representatives from all the Commissions. The following were the final goals recommended by consensus from the very participatory and productive process. Staff recommended approval of the goals so as to provide them direction in budget preparation and project schedules.

- Complete preliminary design, select site location(s), and identify fund sources for
  - Community Center & Covered Swimming Pool
  - City Hall
  - Fire Hall
- Downtown Revitalization/Couplet
  - Complete Master Plan
  - Support & begin implementation of the Master Plan
  - Lobby to have Phase II of the couplet on the STIP
- Parks
  - Complete new concession stand/restrooms at Azalea Park
  - Remodel or improve all park restrooms
  - Complete Parks Master Plan
  - Upgrade all Play Equipment
  - Fund Recreation Programs
- Public Works Shop
  - Begin Construction Phase
- Water
  - Begin Implementation of the Water Management Plan
  - Secure funding for increased water storage and system upgrade
- Wastewater
  - Reduce Infiltration & Inflow
- Complete engineering study for Dawson/Carpenterville Roads & Highway 101
- Improve Cable TV Service
- Explore the possibility of a second bridge on Chetco River for Emergency Preparedness

**Councilor Dentino moved, Councilor Johns seconded, and the Council voted unanimously to approve the Fiscal Year 2002-2003 Council Goals as presented.**

2. New City Attorney Fee Agreement, effective July 1, 2002  
City Manager Blodgett reviewed the changes presented by City Attorney Trew regarding his fee agreement as presented by letter in the Council packet. Staff recommended Council approve.
3. Request from Curry County Juvenile Department regarding Juvenile Accountability Incentive Block Grant Program  
City Manager Blodgett advised Council he had met with Curry County's Interim Juvenile Department Director Terry Yantis regarding the Juvenile Accountability Incentive Block Grant Program. Blodgett asked Council, as in the past, to waive the funds (\$2,149) to the county jurisdiction allowed by the grant, because our city does not have such a program.  
  
**Councilor Dentino moved, Councilor Johns seconded, and the Council voted unanimously to have staff write a letter to the Criminal Justice Services Division to waive to Curry County the \$2,149 funds allowed for our jurisdiction.**
4. Other  
Blodgett updated Council on the Downtown Development Committee's activities, stating March 6 through 9, 2002, would be Immersion Week as outlined by RBF's Urban Design Studios proposal for the Town Center Master Plan, which will include a Community Design Workshop at the Chetco Library on March 9 for approximately 4 to 6 hours in the morning.

#### **VIII. CONSENT CALENDAR**

- A. Approval of Council Meeting Minutes
  1. Minutes of January 28, 2002, Regular Council Meeting
- B. Acceptance of Planning Commission Minutes
  1. Minutes of December 4, 2001, Regular Commission Meeting
- C. Approval of Vouchers (\$147,856.05)  
(end Consent Calendar)

**Councilor Johns moved, Councilor Kuhn seconded, and the Council voted unanimously to approve the consent calendar as presented.**

#### **IX. REMARKS FROM MAYOR AND COUNCILORS**

- A. Council  
There were no additional comments by Council.

B. Mayor

Mayor Hagbom discussed recent requests for Council members to be present on behalf of the City at "special organization" meetings. However, he has informed those organizations that anything relative to the City of Brookings is to be conducted in the Council Chambers at a Council meeting so that all Council, public, and media can discuss and be informed first hand.

**XII. ADJOURNMENT**

Mayor and Council by unanimous verbal decision adjourned the Council meeting at 7:47 p.m.

Respectfully submitted:

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Bob Hagbom  
Mayor

ATTEST by City Recorder this \_\_\_\_ day of February, 2002.

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Sharon A. Ridens  
Interim City Recorder

WALTER L. BATTAGLIA  
17304 Blueberry Drive ♦ Brookings, OR 97415-9717  
(541) 469-3593 ♦ e-mail: calxsoft@harborside.com

*Handed out  
@ 2/11/02  
cc. mtg*

Brookings City Council  
City of Brookings  
898 Elk Drive  
Brookings, OR 97415

RECEIVED  
FEB 8 2002

February 8, 2002

ATTN: John Bischoff, Planning Director

RE: APPEAL OF PLANNING COMMISSION CASE 99-01  
CITY OF BROOKINGS  
COMMUNITY DEVELOPMENT

To the City Council:

I have been informed that Douglas and Emily Purdy have withdrawn the application to subdivide tax lot 5000.

Since the application is withdrawn, my appeal of the Planning Commission's decision is moot at this time.

I recommend the City Council notice the withdrawal of application, and instruct the Planning Department to take no action on it.

Assuming the City Council affirms the foregoing disposition of this case, I concur, and plan to take no further action on the matter.

I thank the Purdys for withdrawing the application, and the Planning Commission, the City Council and the Planning Director for their interest and efforts in bringing this matter to an agreeable conclusion.

Yours truly,

*Walter L. Battaglia*  
Walter L. Battaglia  
Consultant

cc:

P.O. BOX 172  
OPHIR, OR.  
97464

February 8, 2002

RECEIVED

FEB 8 2002

CITY OF BROOKINGS  
COMMUNITY DEVELOPMENT

City of Brookings  
898 Elk Drive,  
Brookings, OR.  
97415

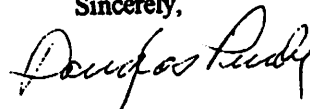
Attn: Mr. John C. Bischoff

Ref. SUB-6-01  
Tax Lot #5000


This will confirm our telephone conversation of yesterday that we agree to the cancellation of the City Council Meeting scheduled for February 11, 2002.

These plans are being withdrawn based on an error in judgement made by the city. Resubmission will be made as outlined by you.

Sincerely,



DOUGLAS L. PURDY



EMILY PURDY

*Handed out  
@ 9/11/00  
at mtg.*

## **BROOKINGS BIRTHDAY COMMITTEE CLOSING REPORT**

The party is over for the time. Celebration of the City of Brookings "50<sup>th</sup>" Birthday was in my view a great success. Fun was had by all. The celebration was kicked off in Ray's parking lot with a sock hop on Friday evening. Then onto the Port of Brookings Harbor on Saturday, with Curry Cruisers and KURY Radio providing the entertainment. The finally in Azalea Park on Sunday where we all had the pleasure of listening to the Marine Corp Band out of Camp Pendleton.

Our major fundraiser was a dinner at the Elks the Dinner Committee was comprised of Joyce Reynolds, Andy Drago, Fred Pate, Mary O'Holleran and Pat Piper. I know there were many other individuals involved and I can only say that they were a super team they were instrumental in the Birthday party success.

We would like to especially thank Dori Frost and the AMF for all of their efforts and support in getting the entertainment on Sunday. This idea started off with we can do it and escalated to "Are we sure we can do it". Then the AMF pulled it off along with help from many other individuals and organizations.

With the completion of all debts being paid we are able to donate to the American Music Festival the amount of \$1,134.76.

It is a wonderful feeling when a Community is so giving, and I must say it is ever a better feeling when we can give back to the Community by way of more concerts in the park this summer.

I applaud everyone who worked so hard to complete the "50<sup>th</sup>" Birthday Celebration for the City of Brookings.

It was my pleasure to be the Chairperson and work with the Birthday Committee.

Sincerely,



Councilor Lorraine Kuhn