

AGENDA  
CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
CITY HALL COUNCIL CHAMBERS  
898 ELK DRIVE  
BROOKINGS, OR 97415  
JANUARY 28, 2002  
7:00 P.M.



*Snow may be on its way,  
but it's okay, 'cause  
we're in the home  
of winter flowers  
Brookings, Oregon*

# agenda

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
January 28, 2002  
7:00 p.m.

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS**

**A. Announcements**

1. Twenty Years of Service – Community Policing and School Resource Officer Curt Fox – January 27, 1982
2. Special recognition to Vicki Nuss – Thank you for service on the Planning Commission/resignation received
3. Special recognition by Marine Corps League for the “Toys for Tots” Program presented by Bob Gilmore and Cal Murphy

**B. Appointments**

1. Budget Committee/Position #4 - 3-year term expiring February 01, 2005 (effective Feb. 1)
2. Budget Committee/Position #5 - 3-year term expiring February 01, 2005 (effective Feb. 1)
3. Parks and Recreation Commission/Position #1 - 4-year term expiring February 01, 2006 (effective Feb. 1)
4. Parks and Recreation Commission/Position #7 - 4-year term expiring February 01, 2006 (effective Feb. 1)

**VI. SCHEDULED PUBLIC APPEARANCES**

- A. Rob Wall – Wall & Wall, CPA/1999-2000 Comprehensive Annual Financial Report
- B. Lee E. Sparks, Assistant District Manager/ODOT District 7

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

- A. Committee and Liaison reports
  1. Chamber of Commerce
    - a. Annual Report

- 2. Council Liaisons
  - a. Curry County Recycling Committee – Annual Report/Councilor Johns
- B. Unscheduled

**VIII. STAFF REPORTS**

- A. City Manager
  - 1. Chinese New Year – request for closure of Cottage Street
  - 2. Award of contract for Downtown Master Plan
  - 3. Other
- B. Community Development Department
  - 1. Coos Curry Electric Coop request for easements – Old County Road

**IX. CONSENT CALENDAR**

- A. Approval of Council Meeting Minutes
    - 1. Minutes of January 14, 2002, regular Council Meeting
  - B. Acceptance of Parks and Recreation Commission Minutes
    - 1. Minutes of November 15, 2002, regular Commission Meeting
- (end Consent Calendar)

**XI. REMARKS FROM MAYOR AND COUNCILORS**

- A. Council
- B. Mayor

**EXECUTIVE SESSION** - ORS 192.660 (a) (i) - Performance Evaluation of Public Officers and Employees

**XII. ADJOURNMENT**

**EVENTS CALENDAR**

**Council Chambers and Fire Hall Use**

**January 2002**

January 2002							February 2002						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28		

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
	January 1, 02 City Hall CLOSED - New Years Day Holiday	12:00pm 1:30pm Comnity Agencies mtg (Chetco Sr.Center) 1:00pm 3:00pm CC-Preapplication meeting for School District building project 3:00pm 3:30pm CCPolice Press Release/CCSO 7:00pm 9:00pm FH-PoliceReserves	8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 9:00am 10:00am Crime Stoppers 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray	7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station) 8:00am 10:00am SWOCC - Computer Class by Jim Relaford for City Employees	8:00am CC- Downtown Dev Comm Interview
9:30am 10:30am CC- VIPS/Volunteers in Police Service/BPalicki 7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall)	9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 3:00pm 4:00pm CC-HOPE Mtg/ Councilor Lorraine Kuhn 7:00pm 8:30pm CC- Planning Commssn	3:00pm 4:00pm CC-HOLD for meeting new Finance Director/LBlodgett	8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray	7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station)	
7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm 8:30pm CC-Council Mtg	9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 2:00pm 2:30pm FH-PSAP Consolidation Mtg/Lt.Bishop	12:00pm 1:00pm FH-Subrbn Fire Dist Mtg/Rex Atwell	8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray 5:30pm 6:00pm CC-Downtown Development Committee Mtg/LBlodgett	7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station) 8:00am 10:00am SWOCC - Computer Class by Jim Relaford for City Employees	
M.L. King Jr. Day - City offices CLOSED 9:30am 10:30am CC-VIPS/Volunteers in Police Service-BPalicki 6:00pm 7:30pm CC-American Red Cross Mtg/DJohnson-412-840 7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall)	9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)		8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray 2:00pm 4:00pm CC-Citizens for Emergency Preparedness: MARrell, JRupert 7:00pm 8:30pm CC-Parks & Rec Comm/ LBlodgett	7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station) 10:30am 12:00pm FH-Cal-Ore Life Flight Drill Planning/Chief Sharp	9:00 am B/W Conf Rm - Goals Setting sessio
9:00am 10:00am CC-Municipal Court/ JdgHarper 7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm 8:30pm CC-Council Mtg	<b>BUSINESS OUTLOOK CONFERENCE 7:30am</b> 9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)		8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray 6:30pm 9:30pm CC-Seatbelt Class-PD/BPalicki		

**EVENTS CALENDAR**

**Council Chambers and Fire Hall Use**

**February 2002**

February 2002							March 2002						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
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24	25	26	27	28			24	25	26	27	28	29	30
							31						

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
				February 1 7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station)	February 2 9:00am 12:00pm CC- Computer Class by Jim Relaford for City Employees only
4 9:30am 10:30am CC- VIPS/Volunteers in Police Service/BPalicki 7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall)	5 9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm 8:30pm CC-Planning Commssn	6 12:00pm 1:30pm Cornnity Agencies mtg (Chetoo Sr.Center) 4:00pm 6:00pm FH-Cal-Ore Life Flight Drill/Chief Sharp 7:00pm 9:00pm CC-Skate Park Meeting/LBlodgett 7:00pm 9:00pm FH-PoliceReserves	7 8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 9:00am 10:00am Crime Stoppers 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray	8 7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station)	9 10 11
11 7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm 8:30pm CC-Council Mtg	12 9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 1:30pm 2:30pm FH-PSAP Consolidation Mtg/Lt.Bishop 3:00pm 4:00pm CC-HOPE Mtg/ Councilor Lorraine Kuhn	13 2:30pm 3:30pm FH-SafetyComMtg/ HThmpson	14 8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray	15 7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station)	16 17 18
18 City Hall CLOSED - Presidents Day Holiday 9:30am 10:30am CC-VIPS/Volunteers in Police Service-BPalicki 6:00pm 7:30pm CC-American Red Cross Mtg/DJohnson-412-840; 7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall)	19 9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	20 6:00pm 7:00pm FH-Subrbn Fire Dist Mtg/RexAtwell	21 8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray 2:00pm 4:00pm CC-Citizens for Emergency Preparedness: MArrell, JRupert	22 7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station)	23 24 25
25 9:00am 9:30am CC-Municipal Court/ JdgHarper 7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm 8:30pm CC-Council Mtg	26 9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	27	28 8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray 7:00pm 8:30pm CC-Parks & Rec Comm/ LBlodgett		

**EVENTS CALENDAR**

**Council Chambers and Fire Hall Use**

**March 2002**

March 2002							April 2002						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
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17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
				7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station)	
9:30am 10:30am CC- VIPs/Volunteers in Police Service/BPalicki 7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall)	9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 7:00pm 8:30pm CC-Planning Commssn	12:00pm 1:30pm Comnity Agencies mtg (Chetco Sr.Center) 7:00pm 9:00pm FH-PoliceReserves	8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 9:00am 10:00am Crime Stoppers 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray	7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station)	
7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm 8:30pm CC-Council Mtg	9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3) 3:00pm 4:00pm CC-HOPE Mtg/ Councilor Lorraine Kuhn	2:30pm 3:30pm FH-SafetyComMtg/ HThompson	8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray	7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station)	
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7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall) 7:00pm 8:30pm CC-Council Mtg	9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)	6:00pm 7:00pm CC-Victim's Impact Panel (247-2412) Curry Prevention Services/MLaird	8:15am 9:00am CC-CmtyDevDpt Staff mtg/LLightle 10:00am 12:00pm CC- Site Plan Com Mtg/LauraLee Gray 7:00pm 8:30pm CC-Parks & Rec Comm/ LBlodgett	7:00am 8:00am TV49-Coast Today w/City Officials &/or Employees (TV49 Station)	

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**Council Chambers and Fire Hall Use**

**April 2002**

April 2002						
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May 2002						
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26	27	28	29	30	31	

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7:00pm 10:00pm FH-FireTng/ChShrp (Fire Hall)	9:30am 9:40am KURY Radio Community Focus Talk Show w/City Staff/Council (KURY 95.3)				

1-11-02

Deroy,

Please accept my  
resignation as Planning  
Commissioner, Pos. # 4

Thanks,  
Vikki Russ

pc: Mauer  
G Bishop  
L Dushette  
L Barker

received  
1-11-02



**CITY OF BROOKINGS**  
Committee and Commission Vacancies  
Friday, January 11, 2002



# Press Release

## CITY COMMITTEE & COMMISSION OPENINGS

The following Committee and Commission positions are due to expire during the month of February and will be open for appointment:

1. Budget Committee/Position #4 - 3-year term expiring February 01, 2005 (effective Feb. 1)
2. Budget Committee/Position #5 - 3-year term expiring February 01, 2005 (effective Feb. 1)
3. Parks and Recreation Commission/Position #1 - 4-year term expiring February 01, 2006 (effective Feb. 1)
4. Parks and Recreation Commission/Position #7 - 4-year term expiring February 01, 2006 (effective Feb. 1)

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

The Brookings Budget Committee meets as scheduled at 7:00 PM in the Brookings City Hall Council Chambers during April or as necessary. The Brookings Parks and Recreation Commission meets monthly on the fourth Thursday at 7:00 PM in the Brookings City Hall Council Chambers.

These openings are for unpaid volunteer positions. However, appointment to these positions guarantees an invitation to one of Brookings' premier events - the City's ANNUAL VOLUNTEER & EMPLOYEE PICNIC - August 24, 2002. If you are interested in being considered for any of these positions, 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. Completed applications must be at City Hall before 12:00 Noon on January 23, 2002, to be considered.

The Council will act on these appointments at their meeting January 28, 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, 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: 1/11/02



City of Brookings

Phone (541) 469-2163

FAX (541) 469-3650

E-mail - www.brookingsor.org

898 Elk Drive ♦ Brookings, OR 97415

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

Name: VIRGINIA BYRTUS Date: 1/16/02
Physical Address: 325 Mill Beach Rd
Mailing Address: Box 4880 Phone: 541-469 6616

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)
[X] Budget Committee (3 year term, appointed by Council)
Other (Please list):

1. Resident of City of Brookings since: Month: 08 Year: 1989

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.) Presently on the Budget Committee and I am willing to continue to serve.

(Continued on back)

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

3. Biographical Sketch: (Education, employment, etc.) (Attach additional sheets if needed.)  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ *on file* \_\_\_\_\_  
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4. Please list three references:

	NAME:	ADDRESS:	PHONE:
A.	_____	_____	_____
B.	_____ <i>on file</i> _____	_____	_____
C.	_____	_____	_____

5. Virginia Byrtus \_\_\_\_\_ 1/16/02 \_\_\_\_\_  
Signature Date

**Sally H. Laasch  
PO Box 7816  
Brookings OR 97415  
541/412-0115  
January 22, 2002**

**Mayor Bob Hagbom  
City of Brookings  
898 Elk Drive  
Brookings OR 97415**

**Dear Mayor Hagbom:**

**I am applying for a position on the Budget Committee. I have been serving on the Swim All Year Committee since it began, but as you know, it has been suspended.**

**Also, with a BS in Accounting, I feel the Budget Committee would be a better match of my skills to position. Although a native Oregonian, I retired from the Federal Government in Washington, DC after working for more than 36 years in increasingly demanding positions. Below are just a few highlights:**

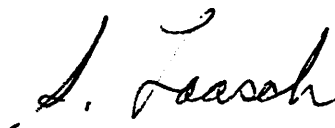
**Analyzed audit reports and data for trends.**

**Reviewed records and programs at colleges and universities for correct spending and accounting for Federal grant monies.**

**Reviewed, modified, recommended budgets for funding.**

**Researched best products for best prices, including computers. Submitted requests to buy.**

**Sincerely,**

A handwritten signature in cursive script that reads "S. Laasch". The signature is written in black ink and is positioned below the typed name "Sally H. Laasch".



City of Brookings

Phone (541) 469-2163

FAX (541) 469-3650

E-mail - www.brookingsor.org

898 Elk Drive + Brookings, OR 97415

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

Name: Sally Laasch Date: 1/22/02
Physical Address: 743 2nd St
Mailing Address: PO Box 7816 Phone: 541/412-0115

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)
[X] Budget Committee (3 year term, appointed by Council)
Other (Please list):

- 1. Resident of City of Brookings since: Month: 12 Year: 98
2. Please briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. (Attach additional sheets if needed.) (See attached)

(Continued on back)





# City of Brookings

Phone (541) 469-2163

FAX (541) 469-3650

E-mail - www.brookingsor.org

89S Elk Drive ♦ Brookings, OR 97415

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

Name: L. LEE ROGERS Date: 1-8-02

Physical Address: 131 MARINE DR.

Mailing Address: SA Phone: \_\_\_\_\_

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: 90

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 past records - I have

experience as soon as we were residents

I was on Parks & Rec - 4 years prior to Budget Comm -  
I was Chair for last year of Brookings Park & Rec Com -  
(Continued on back)

2. Continued: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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3. Biographical Sketch: (Education, employment, etc.) (Attach additional sheets if needed.)  
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4. Please list three references:

NAME:	ADDRESS:	PHONE:
A. <u>BOB HAGEN</u>	_____	_____
B. <u>LARRY CURRY</u>	_____	_____
C. <u>Tom Davis</u>	_____	_____

5. J J Pagan \_\_\_\_\_ Date 1-05-02  
Signature





# 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: Nina A. Confield Date: 1-11-02

Physical Address: 438 5th St Apt #5

Mailing Address: Brookings OR 97415 Phone: 469-8047

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: 5 Year: 1995

2. Please briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. (Attach additional sheets if needed.)  
I enjoy being where can  
be found in gardening. I heard that Brookings  
is located in a gardeners' paradise.

(Continued on back)

2. Continued: With some of the viruses and fungi coming on  
board, it becomes a real challenge to the gardener  
to garden and preventing roaying of natural beauty

Being a member of the Garden Club and a  
board member of the Alyson Fair Foundation is  
complement to being a Park and Recreation Commissioner.

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

Graduate of U. of Michigan with BA and Teaching Certificate

Graduate of James Jackson Memorial Hosp. with BA

Graduate of The New York Hospital & CRNA

Additional hours to qualify to teach elementary  
as well as secondary grades

Using Ed. credits course to become CRNA

Worked 43 years mainly as a RN but did

7 year as an elementary teacher

4. Please list three references:

NAME:	ADDRESS:	PHONE:
A. <u>Boppe Skinn</u>	<u>Confidential</u>	<u>Confidential</u>
B. <u>Barbara L. Moss</u>		
C. <u>Elmo Williams</u>		

5. Nina A Campbell 1/11/02  
Signature Date



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

Name: Craig L. Mickelson Date: 1/11/2002

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: 02 Year: 96

2. Please briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. (Attach additional sheets if needed.) Have really enjoyed serving on this commission and would appreciate the opportunity to continue

Craig L. Mickelson (Continued on back)

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

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

\_\_\_\_\_

*no file*

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

4. Please list three references:

	NAME:	ADDRESS:	PHONE:
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____

5. \_\_\_\_\_  
Signature Date

Pat Sherman  
PO Box 1140  
Brookings, OR 97415  
541/469.3527

Mayor Bob Hagbom  
898 Elk Drive  
Brookings, OR 97415

January 18, 2002

Dear Mayor Hagbom,

Enclosed please find my application for the opening on the Parks and Recreation Commission.

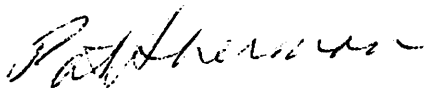
Personal traits that I will bring to the job include: resourcefulness, intelligence, energy, dedication, creativity, marketing acumen, sense of humor, optimism, and thoughtfulness.

My motivation is altruistic. I prefer to work quietly behind the scenes and have no need for personal gain or glory.

I hope you give me the job.

Sincerely yours,

Pat Sherman





City of Brookings

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898 Elk Drive ♦ Brookings, OR 97415

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

Name: Pat Thurman Date: 1/18/02

Physical Address: 303 Thurman Lane

Mailing Address: PO Box 1140 Phone: 469-3527

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

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

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

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

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

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

Other (Please list): \_\_\_\_\_

1. Resident of City of Brookings since: Month: 6 Year: 01

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

(Continued on back)



## City of Brookings

### Application to Serve on Parks and Recreation Commission

Supplemental sheet for Pat Sherman

January 18, 2002

#### Question #2- reason

The Welcome to Brookings sign proclaims that Brookings is the "City of Winter Flowers". As a member of the Parks and Recreation Commission, as well as in my volunteer efforts outside of the Commission, I plan to focus my energy on making this proclamation a reality.

As a private citizen I am developing and will execute a plan to coordinate efforts among government entities, property owners, civic groups and volunteer teams to clean up and beautify our city.

As a member of the Parks and Recreation Commission I will be an advocate for ordinances that support the beautification effort.

I am currently treasurer of the Brookings Harbor Garden Club and I think this organization will be one of the leading groups in this effort. The beautification job, however, appears to be too big for the Garden Club to handle by itself.

I have background in the nursery business. I am currently president of Fragrant Garden Nursery, Inc., which is a small business specializing in sweet pea seeds (the flowers). The business will not benefit from my position on the Commission and does not create a conflict of interest.

#### Question #3-Bio

Education: BS in Nursing, University of Portland

MBA, Oregon State University

In addition to degree requirements for MBA, I also took enough accounting to take and pass the CPA exam.

#### Employment:

18 years in nursing

2 years in accounting

10 years stay-at-home Mom

6 years owner in nursery business

currently owner in seed business



.....  
January 21, 2002

Mayor Bob Hagbom

Dear Sir:

My name is Desmond Robinson, and am a newly retired resident of Brookings Or. I am married, and live with my wife and mother-in-law. I worked for the Department of Mental Health, in the state of California for over 20 years, and in October of 1999, I suffered an Industrial Injury, which eventually resulted in my disability retirement. We moved to Brookings Or in July of 2000, and bought the "drive-in home" as everybody refers to it, up on Chinook Lane. I have owned land in Oregon for over 15 years, and had always planned to retire here. I love to fish, and have enjoyed Rv-ing to Oregon for many years.

In my duties as Unit Manager, at Patton State Hospital, I was appointed to the Health and Safety committee, and served on that committee for 4 years. This was a pro-active committee, identifying problem areas, and solutions. I also was a Quality Improvement Team Leader for four years. This involved problem identification, writing reports, and monitoring of solutions, tracking data, monitoring actions put into place, and reporting on results. I also served on the Planning committee, in the area of Security.

I also had a part time job that involved working in the community, for Loma Linda Hospital, 24 hours a week. I was certified to evaluate individuals that were a danger to self or other, and/or gravely disabled. This involved working with the various law enforcement Departments, going out on calls with the police, to emergency rooms, people's homes, to evaluate children, adolescents and adults, and elderly adults. Based on my recommendation, in conjunction with a doctor, the individual would or would not be place on a "72 hour" hold, for further Psychiatric evaluation.

I have recently been sponsored into the B.P.O.E. 1934, and am being considered for an officer appointment. The Elks do many volunteer functions in the community.

My goal is to "get involved" in the community in which I plan to spend the rest of my years. I believe that I have excellent people skills, get along well with others, and learn quickly. I realize I am new to Brookings, but I do feel that I have something to offer, time and effort.

.....

*January 21, 2002*  
*Page 2*

Sincerely,

A handwritten signature in black ink, appearing to read "D Robinson", followed by a long horizontal line extending to the right.

**Desmond Robinson**  
**Retired**

*[Click here and type slogan]*



# City of Brookings

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898 Elk Drive ♦ Brookings, OR 97415

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

Name: Wesmond K Robinson Date: 2/4/02

Physical Address: 17558 Chinook Lane, Brookings OR 97415

Mailing Address: PO Box 1240 Brookings OR 97415 Phone: 541-469-1917

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

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

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

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

See Attached

(Continued on back)

*Does not qualify out of City limits*



# Staff Report



**To:** Mayor Hagbom & City Council  
**Through:** Leroy Blodgett, City Manager  
**From:** Paul Hughes, Finance Director  
**Date:** January 28, 2002  
**Re:** 2000-2001 Comprehensive Annual Financial Report

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## BACKGROUND

All City Councilors will receive a copy of the Comprehensive Annual Financial Report for fiscal year 2000-2001 prior to the January 28 Council Meeting. *Please bring your copy with you to the meeting.* Robert Wall will be at the meeting to answer questions regarding the audit.

A copy of the report will be available for public viewing at the City of Brookings Finance Department between the hours of 9:00a.m. and 4:00p.m. Monday – Friday.

**WALL & WALL, P.C.** CERTIFIED PUBLIC ACCOUNTANTSJ. ROBERT WALL, C.P.A.  
KAREN S. WALL, C.P.A.

December 3, 2001

To the Mayor and City Council  
City of Brookings, Oregon

In compliance with Oregon Municipal Audit Law, we were engaged to audit the fiscal affairs, accounts and financial statements of the City of Brookings (City), for the year ended June 30, 2001.

Our audit was designed to comply with the requirements of:

- Generally accepted auditing standards
- Oregon Municipal Audit Law and related administrative rules
- Government Auditing Standards
- Government Finance Officers Association  
Certificate of Achievement for Excellence in Financial Reporting

Our audit included examining on a test basis evidence supporting the amounts and disclosures in the general-purpose financial statements. We also assessed the accounting principles used by the City and evaluated the overall financial statement presentation and internal controls.

In your audit report under Auditor's Comments, you will note that the City of Brookings's accounting system is adequate and the accounting records are properly maintained. The internal control report noted no material weaknesses.

However, during our audit process we noted several recommendations and suggestions whose implementation could strengthen internal controls and enhance the City's accounting system.

#### 1. Control Policies and Procedures

- **Fixed Assets**

Purchased fixed assets should be valued at cost where historical records are available and at estimated historical cost where no historical records exist, and donated fixed assets should be valued at their estimated fair market value on the date received, in order to comply with generally accepted accounting principles (GAAP).

Individual capital items need to be clearly identified, summarized, and reconciled to the general ledger, and the descriptions of individual fixed asset items listed should contain additional detailed information, such as model name and serial number. This would facilitate the specific identification process of these items. In addition, fixed asset monitoring could be improved by the use of fixed asset tag numbers for all City-owned property. Annual physical inventories verifying completeness, existence, and additions or deletions of specific fixed asset items, should be maintained. These procedures, along with accurate depreciation records, will become even more important with the implementation of *Governmental Accounting Standards Board's (GASB) Statement No. 34*, (see attached Exhibit A on page 4).

- 2 -

- **Small Tools and Supplies**

Similar to fixed asset tracking, smaller items, in value and size, are also important to the City to safeguard. Computer journals listing acquisition dates, amounts, and descriptions of small tools, minor equipment, and supplies, with an individual original cost of over an established threshold (for example, \$1,000) could enhance effective controls. Physical inventories identifying existing items in certain City Departments could enhance the safeguarding of these acquisitions and aid in monitoring control over their intended use.

## 2. Accounting System

- **Rate Charges**

Various calculations and methodologies for charges (such as customer's sewer user fees and System Development Charges) should be analyzed and reviewed on a timely basis. This would enhance proper internal budgeting, wastewater system and facilities construction and improvement planning; and compliance with bond and loan covenants, satisfaction of debt obligations, and maintenance of required loan reserve balances.

- **Subsidiary Journals**

Compiling computerized summaries and journals for fixed assets and depreciation schedules should be emphasized (part 1, page 1).

## 3. Office Management

- **Accounting Manual**

The City should further develop and update office procedures, checklists and manuals. Other qualified personnel could also become knowledgeable and proficient in the regular specific tasks performed by those in the finance director's and other accounting positions. We would be willing to work with the City on development in these areas.

- **Other Accounting Matters**

Education should continue to be emphasized in order to maintain knowledge of expertise in current accounting areas. Examples might include applicable governmental standards, technical accounting, and computer update seminars. Continued priority and support to the City's accounting functions should be emphasized by the Council and Administration especially with the impending *Governmental Accounting Standards Board (GASB) Statement No. 34* requirements (see attached Exhibit A on page 4).

Budget procedures should include the development of budget documents whereby each fund's total resources equal total requirements.

- **Computer Software**

The City may want to consider off-site storage for the accounting system and computer records that are backed up on a continuous and timely basis.

- **Codification of Ordinances**

The initiated codification process should continue to be addressed and maintained.

- 3 -

City staff and management should be commended for efforts and steps taken during the year ended June 30, 2001 to improve and maintain the City's financial recording, reporting, and overall accounting system.

Thank you for your consideration in these matters, which are recommendations and suggestions, intended only for the internal use of the City of Brookings's management, Mayor, and City Council members.

Sincerely,

*J. Robert Wall, CPA*

J. Robert Wall, CPA  
Wall & Wall P.C., Certified Public Accountants





CHAMBER OF COMMERCE  
"Working To Help Our Businesses Grow"

RECEIVED

JAN 23 2002

CITY OF BROOKINGS

To: Common Council, City of Brookings  
From: Les Cohen, Executive Director  
Subject: Program Report for Calendar Year 2001  
Date: January 23, 2002

In accordance with the agreement between the Brookings-Harbor Chamber of Commerce and the City of Brookings, and as specified in Ordinance No. 80-O-342, Transient Room Tax, Paragraph 7 of said agreement, the following program report detailing performance accomplishments for Calendar Year 2001, under this Agreement is respectfully submitted.

Performance Accomplishments:

A. The Brookings-Harbor area recorded a 21% decrease in visitors in CY2001 compared to CY 2000. This decrease can be attributed in large part to the construction and attendant delays along Highway 199 throughout this year's heaviest tourism months, keeping visitors away from this area's most direct ladder route to the I-5 Corridor. However, there was a 16.2% increase in visitors in CY2000, compared to CY1999, which recorded 10.5% more visitors than CY1998. In spite of this past year's numbers CY 2001 still recorded more visitors than CY 1998. These numbers represent visitors who were tallied at the Chamber's Visitor Information Center and those at the State Welcome Center at Harris Beach. Visitors to the Chamber's Visitor Information Center numbered 20,782 in CY 2001. This represents the highest visitor count recorded at this site since records began to be kept in 1986. (Addendum A)

B. In addition to maintaining our year-round, staffed, state certified Visitor Information Center, the Chamber's satellite Tourist Information area in the lobby of the Brookings Fred Meyer store, established two years ago, continues to provide local information of interest to the many Brookings-Harbor visitors who frequent the store. In 2001, we added a second satellite Tourist Information site in the Central Building, in the heart of downtown Brookings. Each of these locations are well used, as their locations provide ample parking and easy access to travelers.

C. For CY2001, City of Brookings Transient Room Tax revenues decreased slightly by 2.4% when compared to CY 2000. However, this past year's total revenues remain .11% above the total amount collected in CY 1999. CY1999 Transient Room Tax revenues increased 16.6%, compared to CY 1998. Transient Room Tax revenues for the City of Brookings remain at their highest levels since 1994, the first full year of the Agreement between the City and the Chamber of Commerce for promotion and marketing of our community. (Addendum B)

D. Marketing and promotion efforts in calendar year 2001 have resulted in a phenomenal increase of written, telephone, e-mail and website activity of 124,744 contacts, compared to 64,056 contacts for information in 2000. This represents a 94.7% increase compared to CY 2000, which had a forty-nine percent (49%) increase when compared to CY1999's number of contacts. This percentage increase represents 60,688 additional contacts to the Chamber for information about the Brookings-Harbor area for the reporting period. The largest component of this increase is due to increased contacts through E-mail and the Chamber's website; an average of 943 contacts per month and 7,900 contacts per month, respectively. (Addendums C, D & E)

E. In total, the Brookings-Harbor Chamber of Commerce, serving as the marketing and promotions arm of the Brookings-Harbor community, provided information in calendar year 2001 to 189,627 contacts. Calendar year 2000 figures showed 146,210 contacts. This past year's contacts represent a 30% increase over CY and a 67% increase over calendar year 1999. (Addendum F)

G. As stated in previous years' reports, the line-item for the Marketing and Promotions Budget of the Brookings-Harbor Chamber of Commerce refers specifically to local, regional and national media advertising buys. It does not reflect expenditures related to the production or advertising of the annual Azalea Festival, Beachcombers' Festival, nor other events intended to attract visitors (such as participation in trade shows and production of a regionally advertised golf tournament); holiday lighting and Festival of Lights events; contributions for the purchase and promotion of the Fourth of July fireworks display; publication of promotional literature such as "The Coast is Clear" four-color pamphlet, or our "Lodging" and Dining" guides; printing of in-house brochures extolling local attractions; stationary; paper; 800 number charges; nor the postage costs attributed to the fulfillment of visitor and relocation information requests resulting from the 189,627 contacts we received in CY2001.

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

Therefore, the Chamber is, for the eighth consecutive year, in compliance with Paragraph 4 of the Agreement between the Brookings-Harbor Chamber of Commerce and the City of Brookings, which states that "...no more than thirty percent (30%) of the revenues received by the Chamber under the Agreement may be used for payroll costs." Other sources of revenue, such as membership dues, fund raising activities, program services, special events, etc., help, in large part, to subsidize the Chamber's administrative expenses. No City Transient Room Tax dollars are spent on overhead costs, neither fixed nor variable, related to the operation of the Chamber's Visitor Information Center. (Addendum G – Financial Reports)

The tourism forecast for calendar year 2002 is optimistic for the following reasons:

- In addition to visitor counts, other important indicators of the effectiveness of the Chamber's marketing efforts are the number of requests received for information on visiting and/or relocating to the Brookings-Harbor area. In CY 2001, as in Calendar Years 2000 and 1999, the Chamber of Commerce realized a significant increase in e-mail and website inquiries for information about our community as already documented, which included 705 specific requests for relocation information. We expect that many of these contacts will result in visitors to our community in the near and distant future.
- The Chamber's participation in major trade shows, such as the Family Motor Coach Association International Rendezvous and the Pacific Northwest Sportsmen's Show, provides us the opportunity to inform a large, and relatively heretofore uninformed population about the charms of the Brookings-Harbor area. Our participation in the Family Motor Coach Association show produced immediate and significant positive results.
- The popularity of Salmon Run Golf Course, coupled with the Chamber and other organizations' golf tournaments, in conjunction with the golf course's in-house marketing efforts, should result in establishing Brookings-Harbor as a destination for golfers.
- As in Calendar Years 1999 and 2000, despite the well-publicized high price of fuel in Oregon during the traditional tourist season, the cost of fuel did not appear to deter a large number of people from traveling to the Oregon Coast, although the mix of RVers versus non-RVers has been affected. As stated earlier, we believe the significant factor contributing to the decrease in visitor numbers can be attributed in large part to travelers avoiding Highway 199 throughout this year's heaviest tourism months due to the 'well-publicized' delays caused by construction. However, although specific sectors of our tourism industry may be more affected than others should fuel prices remain high, our visitor counts over the previous two calendar years indicate that the lure of our coast mitigates consideration of the cost of getting here. Some of the RV park owners have indicated that although there have been fewer RVers these past two seasons, those who do come are tending to stay in our area longer. The prospect of Fred Meyer and the Port of Brookings Harbor providing consumer fuel sales should have a positive effect for the consumer on the price of gasoline at the pumps in the Brookings-Harbor area.
- The Chamber plans to continue promoting the Month of March as a "Whale of a Month," and has again planned for the Beachcomber Festival, along with the promotion of activities throughout that month, to increase tourism during this off-season period.

- The Chamber plans to take a leading role in regional promotion for the "Border Coast" region by encouraging our neighboring communities of in Curry County and Del Norte County to pool some of our resources to promote this area collectively.
- The Chamber took over the responsibility of promotion for Nature's Coastal Holiday in 2001. Although inclement weather during the month of December had a deleterious effect on attendance at this event, we believe that the regional approach we adopted to promoting this event will return significant benefits in the form of increased attendance in 2002 from visitors from outside of the Brookings-Harbor community.

Suggestions:

•The Chamber was able to refurbish almost half of the holiday light decorations displayed along Chetco Avenue during the holiday season at a significant savings compared to replacement costs of the fixtures. The method adopted should result in years of continued service of these fixtures with a minimum of maintenance required. Twenty-one additional fixtures, plus the two "Happy Holidays" signs, need to be refurbished as well. As the aim of this Annual Program Report as stated in Paragraph 7 of the Agreement (as amended July 9, 2001, is "...for future budget purposes..." we suggest that the City of Brookings consider budgeting funds to be specifically used for this purpose.

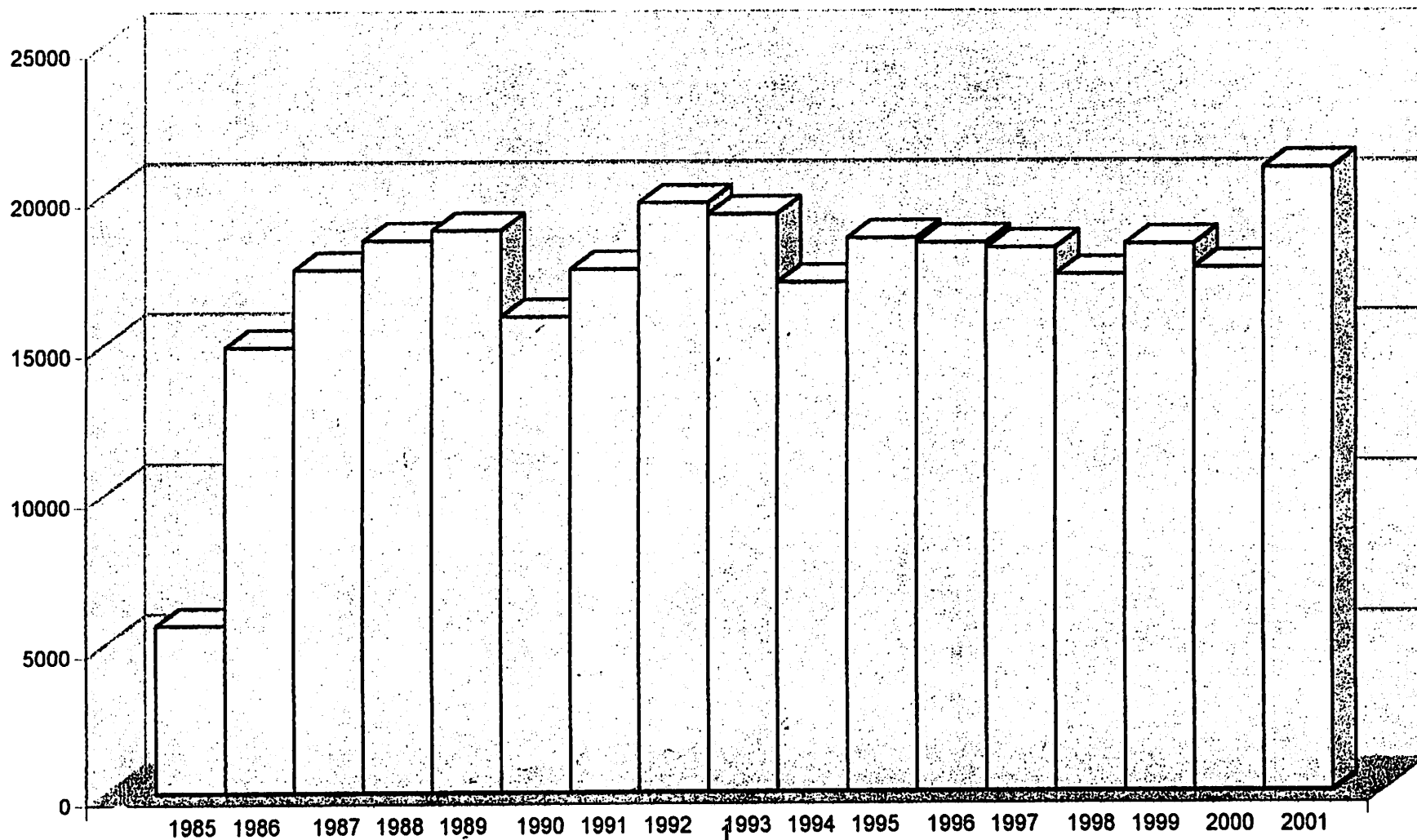
Addendums A through G attached

c: Leroy Blodgett, Brookings City Manager  
Paul Hughes, Brookings Finance Director  
Media

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

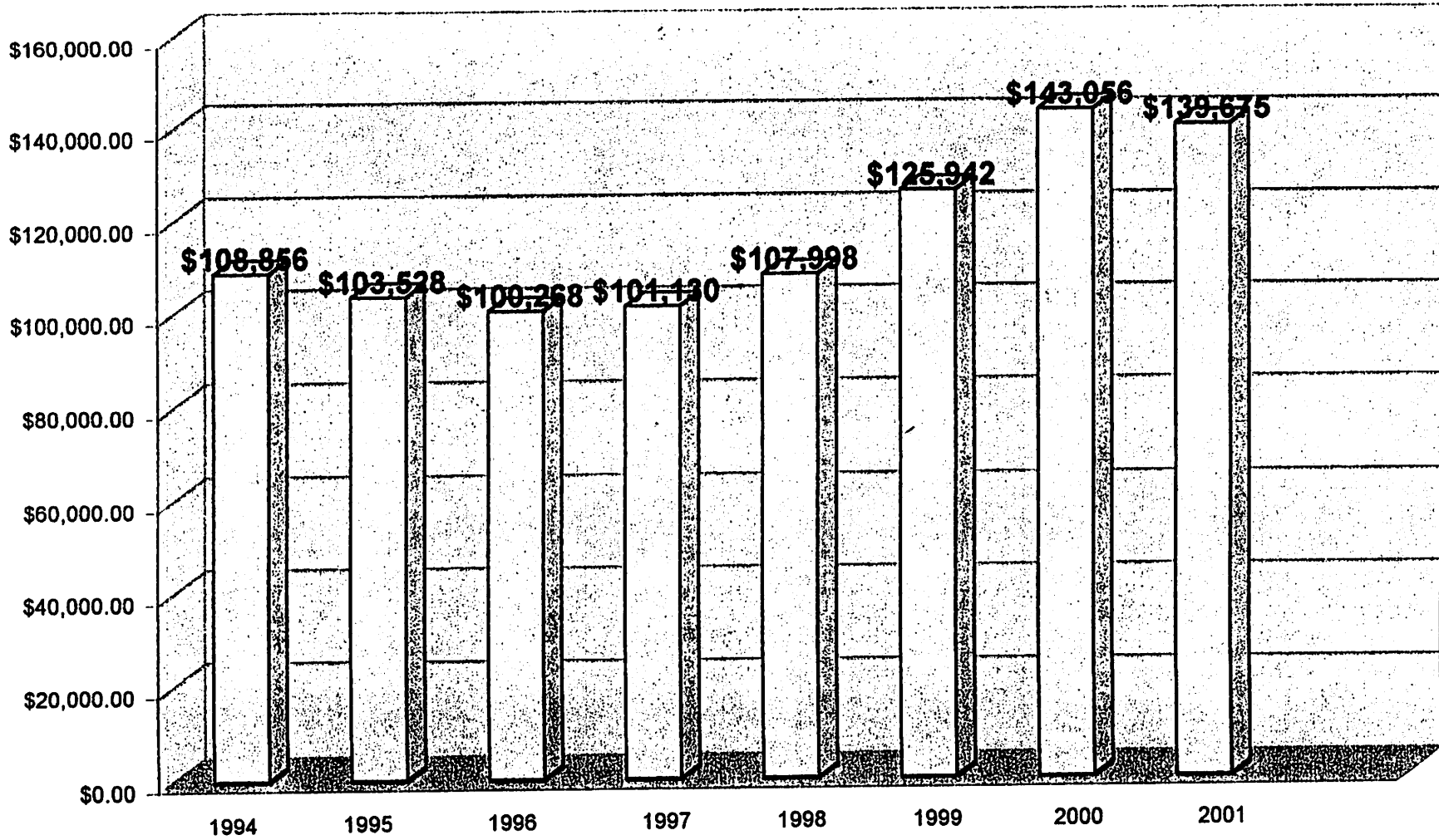
**Addendum A**

39

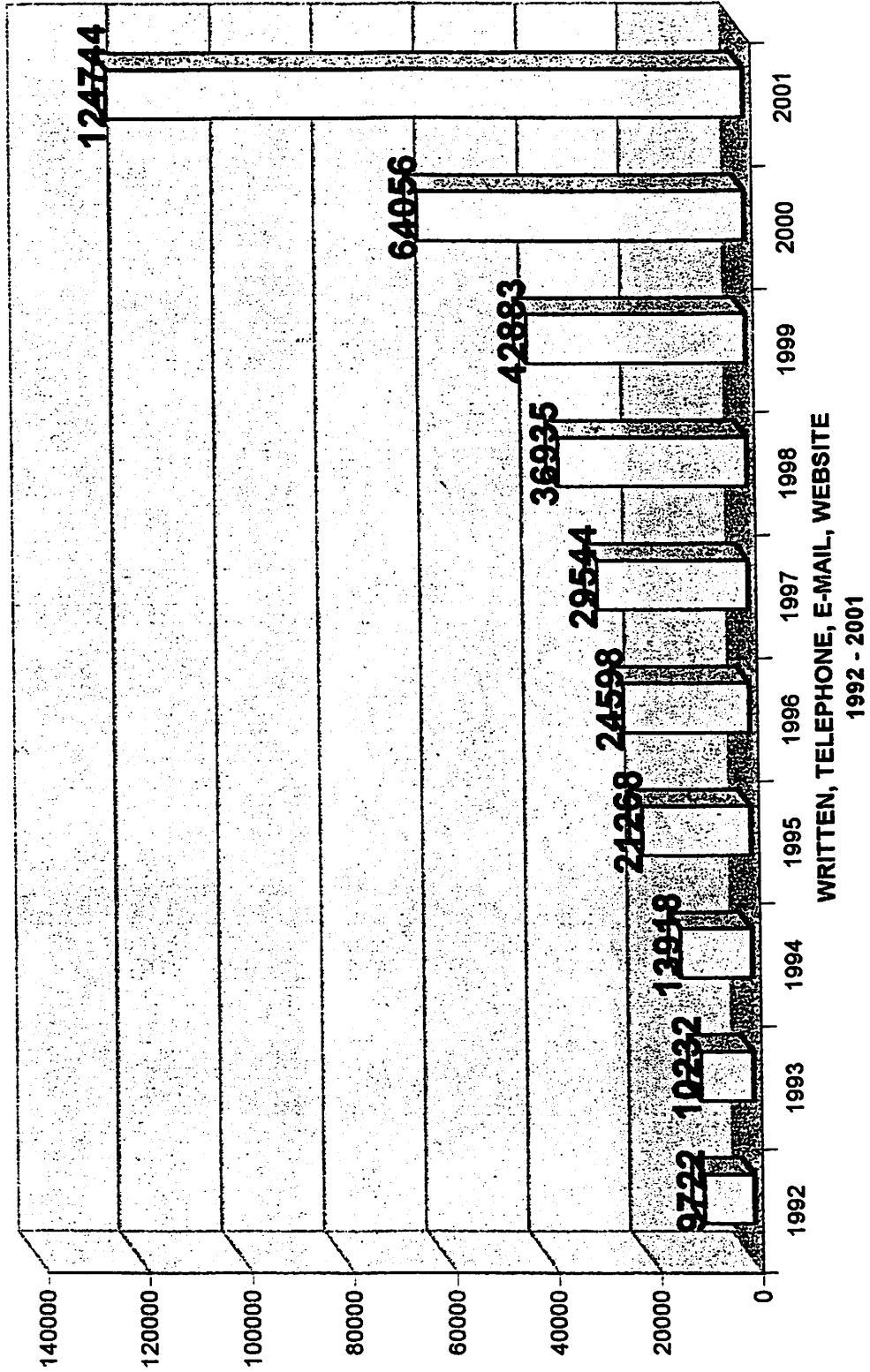


# Brookings Transient Room Tax Totals By Calendar Year

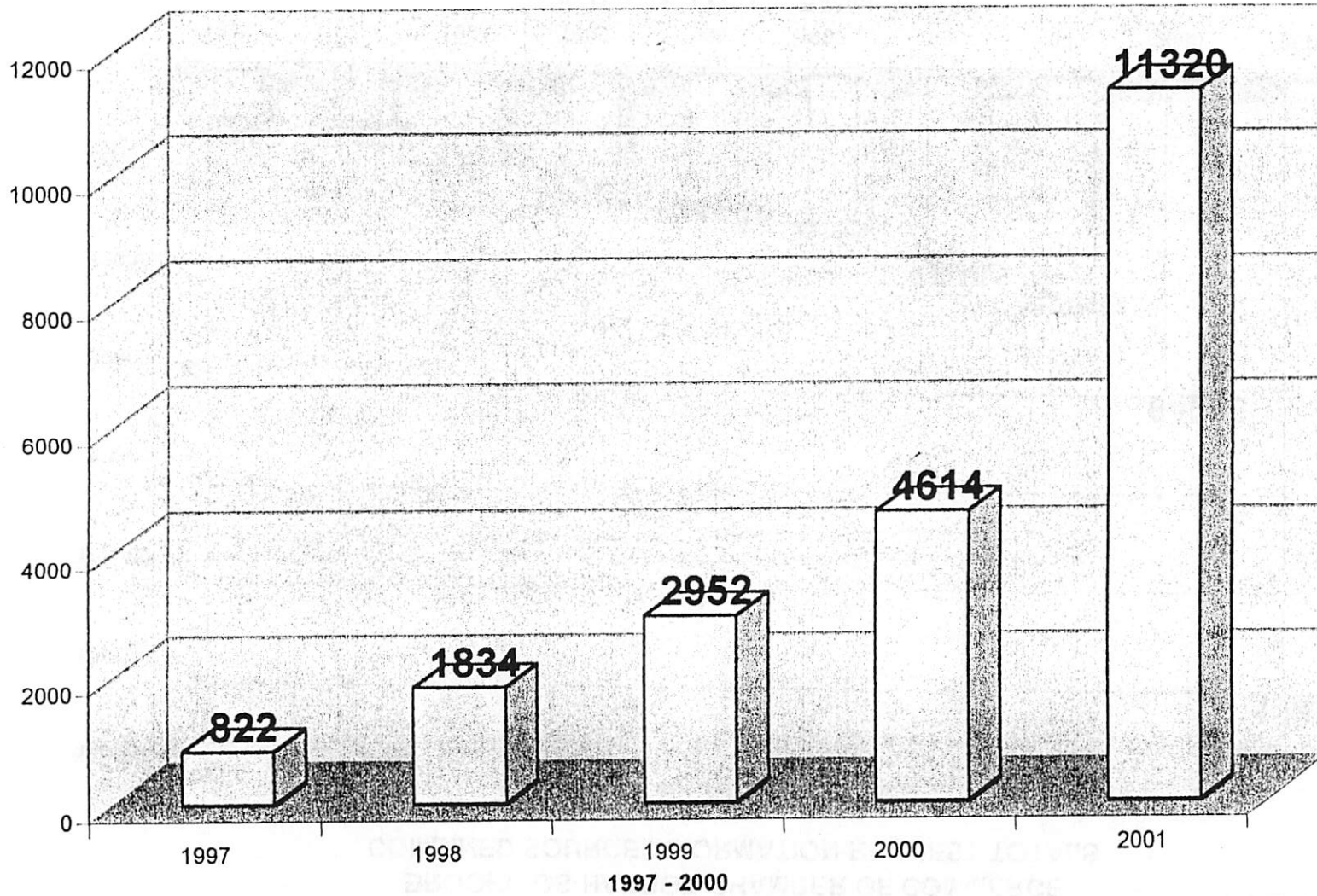
Addendum B



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

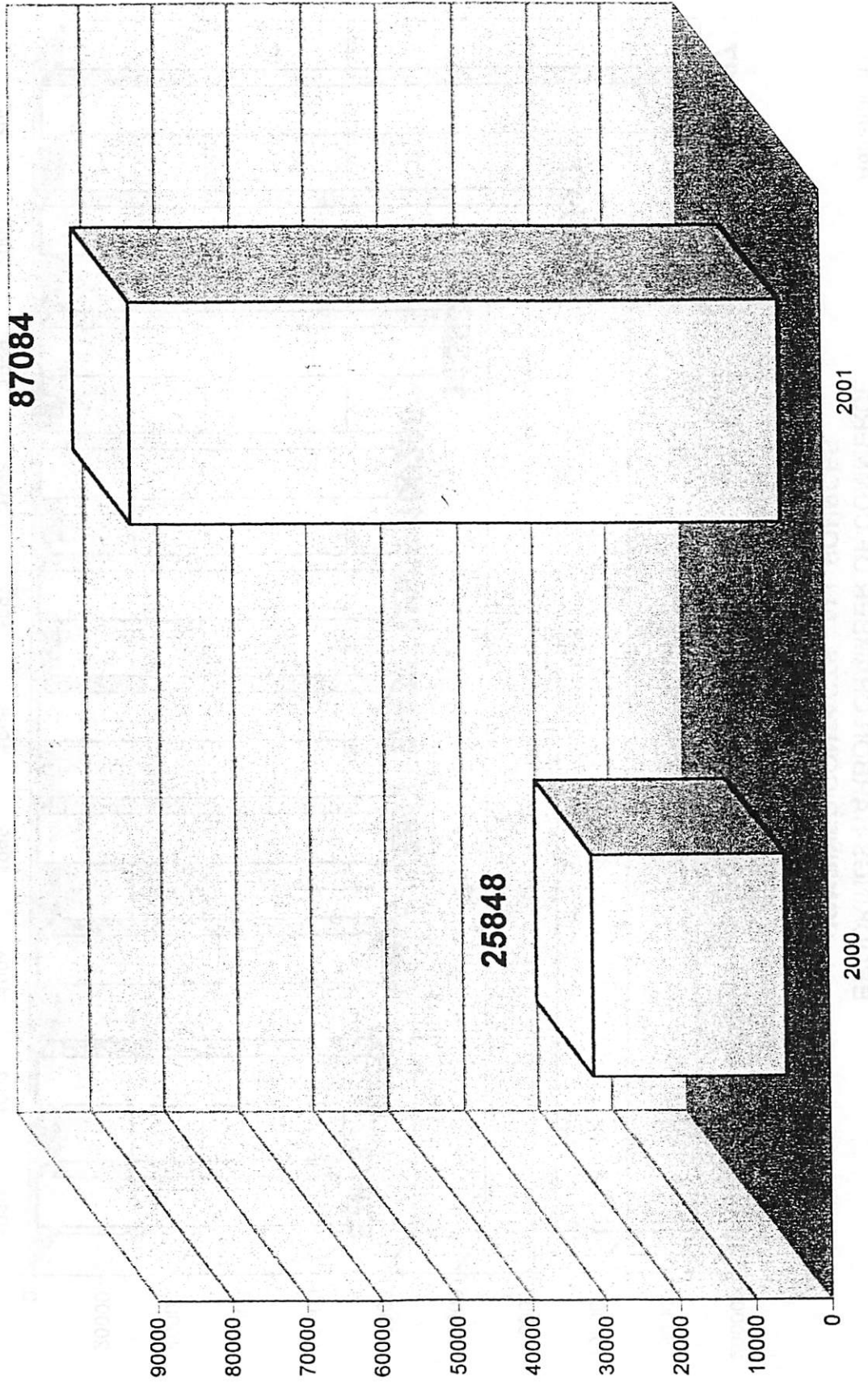


### BROOKINGS-HARBOR CHAMBER OF COMMERCE E-MAIL REQUESTS

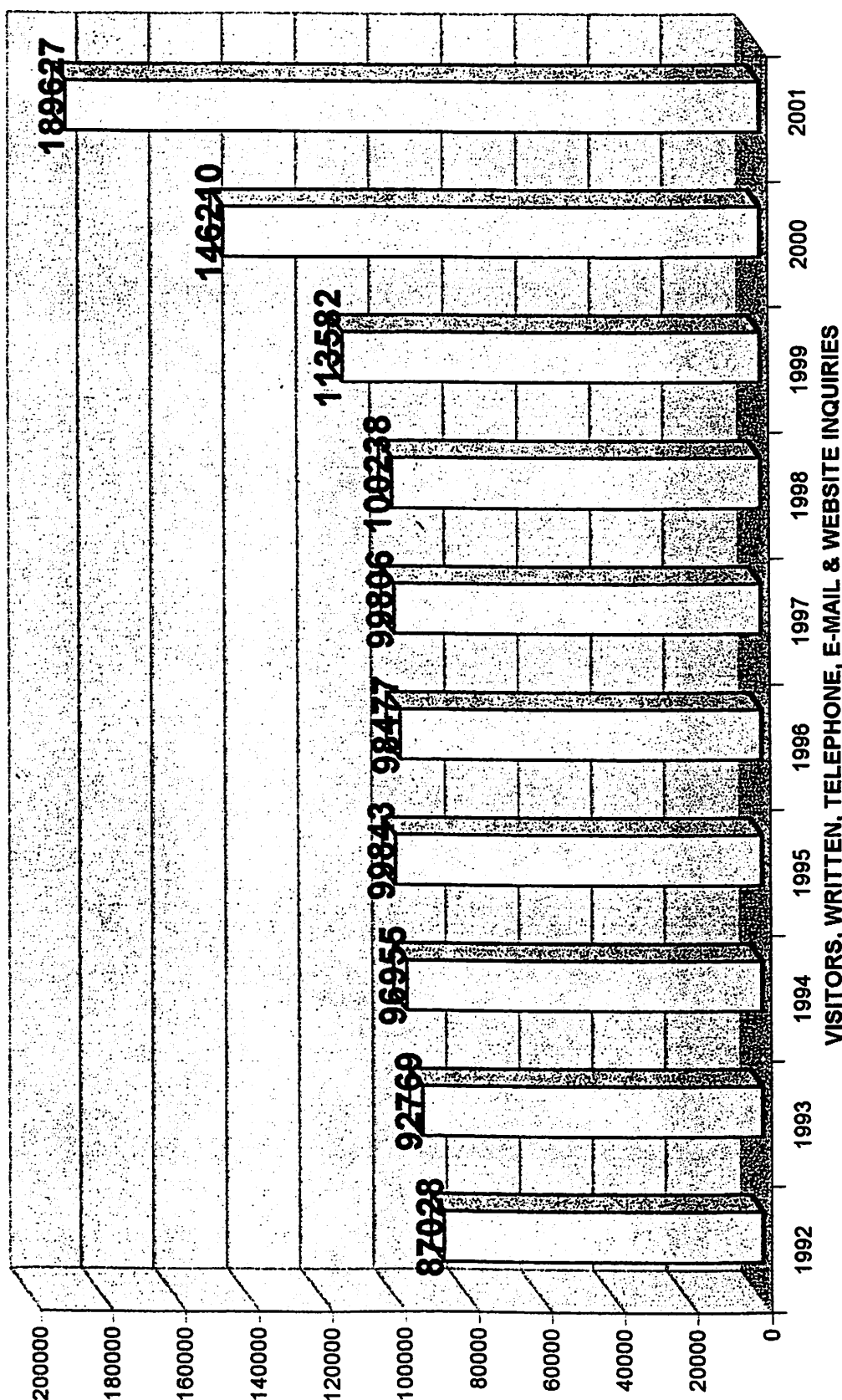




### Brookings-Harbor Chamber of Commerce Website Activity



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



**VISITORS, WRITTEN, TELEPHONE, E-MAIL & WEBSITE INQUIRIES**

01/23/02

**BROOKINGS-HARBOR CHAMBER**  
**MARKETING & PROMOTIONS EXPENSES**  
City Bed Tax Related Expenditures CY2001

Addendum G

	Jan - Dec 01	Budget
<b>Admin Expenses</b>		
Accounting		1,000.00
Credit Card Svc Chg		600.00
Board Retreat		1,000.00
Conferences		1,500.00
Dues	150.00	860.00
Insurance		
Health		2,400.00
Liability		
General Liability		500.00
Directors & Officers		788.00
<b>Total Liability</b>		<u>1,288.00</u>
<b>Total Insurance</b>		3,688.00
<b>Lease Exps</b>		
Equipment Rent		2,750.00
Port		1,200.00
<b>Total Lease Exps</b>		<u>3,950.00</u>
<b>Licenses</b>		85.00
<b>Office Expense</b>		5,000.00
<b>Payroll</b>		
Payroll Taxes		5,831.70
Salaries/Wages		68,692.85
Workers Compensation		563.85
<b>Total Payroll</b>		<u>75,088.40</u>
<b>Postage</b>		5,500.00
<b>Printing</b>	5,335.00	6,000.00
<b>Property Taxes</b>		280.00
<b>Repairs &amp; Maintenance</b>		
Building		250.00
Computers		100.00
Equipment		100.00
Janitorial		400.00
<b>Total Repairs &amp; Maintenance</b>		<u>850.00</u>
<b>Supplies</b>		
Cards		225.00
<b>Total Supplies</b>		<u>225.00</u>
<b>Travel &amp; Food</b>		
Meals		750.00
Travel	434.52	3,000.00
<b>Total Travel &amp; Food</b>	434.52	<u>3,750.00</u>
<b>Telephone</b>		5,000.00
<b>Utilities</b>		
Electric		1,500.00
Trash		715.00
Water		480.00
<b>Total Utilities</b>		<u>2,695.00</u>
<b>Total Admin Expenses</b>	5,919.52	117,071.40
<b>Capital Expense</b>		500.00
<b>Construction Loan</b>		
Principal		3,216.17
Interest Expense		2,686.27
<b>Total Construction Loan</b>		<u>5,902.44</u>
<b>Contingency Expense</b>		2,911.16
<b>Contributions</b>		
Fisheries (Cal-Ore)		500.00
<b>Total Contributions</b>		<u>500.00</u>

01/23/02

**BROOKINGS-HARBOR CHAMBER  
MARKETING & PROMOTIONS EXPENSES  
City Bed Tax Related Expenditures CY2001**

	Jan - Dec 01	Budget
<b>Fundraising Expense</b>		
CAL/OR Fish Derby		500.00
Hats		2,700.00
State Parks Guides		90.00
Tide Books		1,000.00
TV Auction		4,000.00
<b>Total Fundraising Expense</b>		<b>8,290.00</b>
<b>Program Expense</b>		
<b>Advertising &amp; Marketing</b>		
Trade Shows	986.51	
City Room Tax Expensed		
Whale Lighting	4,100.00	
City Room Tax Expensed - Other	23,502.94	25,000.00
<b>Total City Room Tax Expensed</b>	<b>27,602.94</b>	<b>25,000.00</b>
<b>Total Advertising &amp; Marketing</b>	<b>28,589.45</b>	<b>25,000.00</b>
<b>Ambassadors Leadership Program</b>		<b>3,000.00</b>
<b>Leadership Program</b>		<b>2,500.00</b>
<b>Total Program Expense</b>	<b>28,589.45</b>	<b>30,500.00</b>
<b>Special Event</b>		
Golf Tournament	8,717.00	13,120.00
Spring Business Conference		1,350.00
Business Outlook Conference		4,100.00
Beachcombers' Festival	894.16	1,000.00
Annual Meeting		2,000.00
Azalea Festival	5,708.72	6,500.00
Azalea Pageant		250.00
Back To School Breakfast		75.00
Holiday Lighting - Bed Tax	625.66	600.00
July 4th		
Ads - Bed Tax	300.00	530.00
Fireworks	1,500.00	1,000.00
<b>Total July 4th</b>	<b>1,800.00</b>	<b>1,530.00</b>
Kite Festival - Bed Tax	500.00	500.00
<b>Total Special Event</b>	<b>18,245.54</b>	<b>31,025.00</b>
<b>Total Expense</b>	<b>52,754.51</b>	<b>199,700.00</b>
<b>Net Income</b>	<b>-52,754.51</b>	

Mr. George Lee and Mrs. Letty Lee  
LEE'S DRAGON GATE RESTAURANT  
P. O. Box 1569  
Brookings, Or. 97415

Office of City Manager  
City of Brookings  
Elk Drive, Brookings, Or. 97415

December 26, 2001

RE: Request permission to block a portion of Cottage Street for annual celebration of Chinese New Year.

Dear Sir:

Lee's Dragon Gate Restaurant, in co-operation with Club Center's Lion Dance Team-Gung Fu/Tai Chi students- will again put on our traditional New Year Lion Dance in celebration of Chinese New Year.

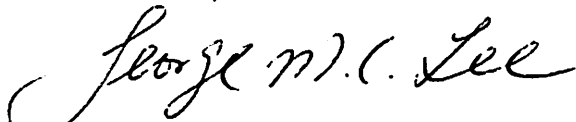
2002 New Year date is Tuesday, February 12.. We would like to reach as many people as possible. Weather permitting, we wish to present our program on Saturday, February 16, 2002, at 12 noon. Our alternate dates would be Saturday, February 23, 2002, March 3, 2001 or March 10, 2002.

We would require the closure of Cottage street from the direct corner of the Dragon Gate Restaurant at Pacific and Cottage to the end of the Dragon Gate parking lot where it joins the Chetco Federal Credit Union driveway on Cottage Street.

Permission to close the area is required from 11:30 AM at the earliest to 2 PM at the latest. We would also request that permission to set off a controlled line of firecrackers, as we have in the past, would also be granted. The firecrackers will be in a safe spot, not posing a fire hazard to any building, environment or person, just as in the past.

We would like to thank your office for your consideration and help in the past with this celebration. If any further information is needed to help facilitate our request, please contact us.

Sincerely



George Lee



## **Staff Report**

**To:** Mayor Hagbom & City Councilors  
**From:** Leroy Blodgett, City Manager  
**Date:** January 23, 2002  
**Re:** Downtown Revitalization Project

---

### **BACKGROUND**

The City received two grants totaling \$50,000 to complete a master plan for the downtown core area. In addition to the grants, the City has \$20,000 budgeted for the project. The master plan will include a design of the downtown area, suggested architectural standards and an update of the Urban Renewal Plan.

City Council appointed a five-member committee to oversee the project. The committee prepared a Request for Proposals and received responses from 8 consultants. Three of the consultants were chosen to make presentations to the Committee. After careful consideration the Committee made a final selection of RBF Consultant's Urban Design Studio to recommend to City Council.

RBF recently completed a master plan for a portion of Lincoln City and they have been retained to prepare another plan for a different portion of the City. They also prepared the downtown master plan for the City of Roseburg, which recently won an Award for Excellence from Oregon Downtown Development Agency.

### **RECOMMENDATION**

Approve the Downtown Development Committee's recommendation to contract with RBF Consultant's Urban Design Studio for a cost not to exceed \$70,000 and authorize the City Manager to sign all necessary related documents.

# Memo

**To:** Mayor, City Council  
**From:** Leo Lightle, Community Development Director *LBL*  
**Through:** Leroy Blodgett, City Manager *LB*  
**Date:** January 23, 2002  
**Re:** Easement to place two above-ground junction boxes on Old County Road adjacent to Azalea Park.

---

**Recommendation:** That the City Council authorizes the easements to Coos-Curry Electric Cooperative as per the attached map.

Background: Coos-Curry needs to rebuild sections of their buried cable that essentially allows power to be supplied from a second route in case of failure or a heavy electrical demand. This rebuild is necessary to meet demand and will increase reliability to some of our pump stations. Staff supports this request as power fluctuations kicks our pumps off which requires our crews to respond to system failures, sometimes after normal work hours.

Coos-Curry Electric Cooperative would install two junction boxes very similar to the box placed on Azalea Park property, with an easement from the City, at the corner of Lundeen Lane and Old County Road. They will build a small retaining wall or walls to protect the boxes from any dirt bank failure. Please note that Coos-Curry Electric Cooperative in rebuilding the substation near Lundeen Lane and Old County Road went to great effort to make their facility pleasing to look at and unobtrusive. The Co-op can be counted on to put in a quality structure that will have as minimal impact as is practical to construct.

City staff supports this request.

Coos-Curry Electric

Cooperative, Inc.



P.O. Box 4819, Brookings, Oregon 97415

Phone: (541) 469-2103

January 16, 2002

Brookings City Council  
898 Elk Drive  
Brookings, OR 97415

**Re: New Junction Box Location**

Dear Brookings City Council Members:

The underground feeder line from our Brookings sub-station on Old County Road to Harbor has failed. It is imperative that we replace this most important feeder line as soon as possible. Coos-Curry Electric Cooperative (CCEC) is asking for your help in this matter. We need your permission to allow CCEC to place two above ground junction boxes on the Azalea Park property (shown in our detail). These green boxes are 20" X 30" X 66" and will be back off the road surface approximately 20 feet. CCEC will use the utmost care in placing the boxes as to not disturb the surrounding vegetation.

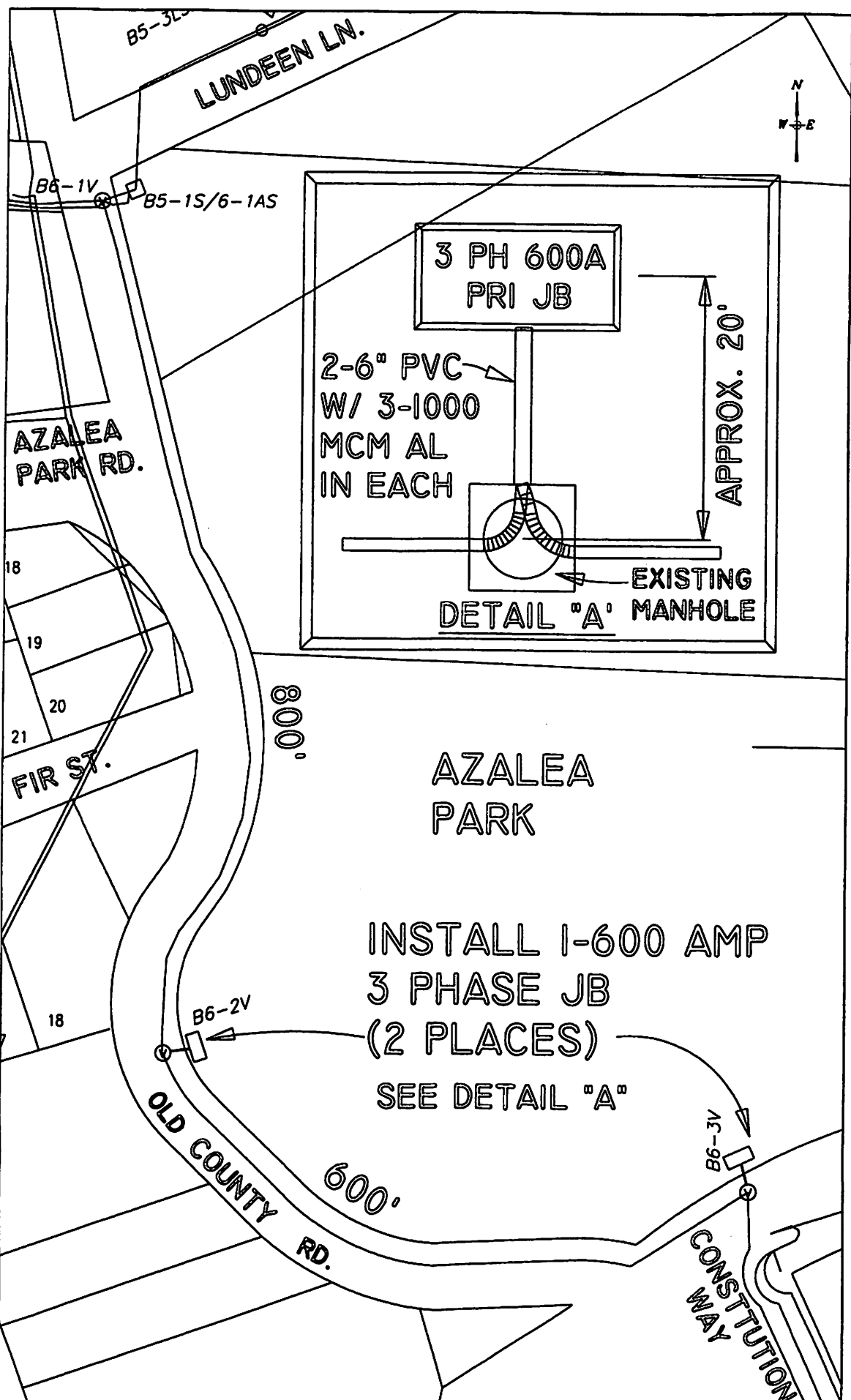
Thank you so much for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Lauren Porsch". The signature is written in a cursive, flowing style.

Lauren Porsch  
District Manager-CCEC





JOB: UNDERGROUND FEEDER REVISIONS					COMPLETED:	
CUSTOMER: COOS CURRY ELECTRIC	TWP: 41	RNG: 13	SEC: 05	MAP NO: 51	TRANSFER NOTIFICATION:	
LOCATION: OLD COUNTY ROAD					LOCATE TICKET #:	
<input type="checkbox"/> CO <input type="checkbox"/> CU <input type="checkbox"/> DC					STAKED: Chris	WO NO. 01/15/2002

**CITY OF BROOKINGS  
COMMON COUNCIL MEETING MINUTES  
City Hall Council Chambers  
898 Elk Drive, Brookings, OR 97415  
January 14, 2002  
7:00 p.m.**

**I. CALL TO ORDER**

Council President Larry Curry called the meeting to order at 7:02 p.m.

**II. PLEDGE OF ALLEGIANCE**

Led by Fire Chief William J. Sharp

**III. ROLL CALL**

Council Present: Council President Larry Curry, Councilors Frances Johns, Lorraine Kuhn, and Rick Dentino, a quorum present.

Council Absent: Mayor Bob Hagbom and Student Ex-Officio Councilor Noël Connelly,  
both excused

Staff Present: City Manager Leroy Blodgett, Fire Chief William Sharp, Finance Director Paul Hughes, and Administrative Secretary Sharon Ridens

Media Present: Editor Scott Graves, Curry Coastal Pilot

Other: Chamber of Commerce Executive Director Les Cohen, and approximately 24 other citizens, including 16 volunteer fire fighters.

**IV. CEREMONIES/APPOINTMENTS ANNOUNCEMENTS**

**A. Announcements**

1. Twenty Years of Service – Fire Chief William Sharp/January 11, 1982  
Council President Curry Hagbom presented Fire Chief Bill Sharp with a framed certificate of appreciation for his twenty years of service to the citizens of Brookings. Sharp thanked the citizens for allowing him to serve, beginning in the Public Works Department and eventually becoming the first full time paid Fire Chief.

2. Welcome new Finance Director – Paul Hughes  
City Manager Blodgett introduced the City's new Finance Director Paul Hughes, who began on January 3, 2002. Hughes family plans to follow after school ends this Spring. He thanked the Council for giving him the opportunity to serve the community.
3. Welcome new Student Ex-Officio Councilor – Noël Connelly  
New Ex-Officio Student Councilor Connelly had school commitments and was unable to attend.

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

**A. Committee and Liaison reports**

**1. Chamber of Commerce**

Executive Director Les Cohen, 16330 Lower Harbor Road, reported on the success of the recent joint gathering of Del Norte County Chamber of Commerce and the Brookings-Harbor Chamber of Commerce at the Lucky 7 Casino, of which over 200 were in attendance. Cohen stated approximately 90% were from Brookings. He informed Council Craig Mickelson, Chamber member and Chair of the City's Parks & Recreation Commission, had been appointed to the Oregon Coast Visitors Association Board of Directors, headquartered in Newport. Cohen stated this is the first time a Brookings-Harbor resident has been appointed to the now five year old association. The Chamber's Annual Report will be presented at the January 28, Council meeting and Cohen will meet with Finance Director Paul Hughes next week to review the financial format and reports.

**2. Council Liaisons**

Councilor Dentino, along with Councilor Johns helped organize and participated in the Annual Leadership Class, attended the LOC Governments Standing Committee Rick, participated in the funeral for Al Cook, a 103 year old citizen and veteran of WW-I and WW-II, living through three centuries: 1889 thru 2001.

Councilor Johns attended two school district oversight committee meetings, stating they are very concerned over the project's budget.

Councilor Kuhn attended the SWOCAC meeting in December, an organization working on fighting hunger and poverty in our counties. She stated the commission is reorganizing and that she is on the Board of

Directors. Kuhn also attended the monthly H.O.P.E. meeting.

Council President Curry attended the Community Agencies meeting on January 2, and the Coos Curry Douglas Counties rotating meeting on January 3<sup>rd</sup>. On January 10-11, he attended an OCZMA business meeting concerning the Marine protected Areas, whereby guidelines were established concerning the establishment of coastal reserves. Council was given a copy of the information, which is included as a part of these minutes.

- B. **Unscheduled** – a five minute limit was set by Council President Curry. Don Nuss, of 908 Pioneer, reported the Business for a Better Brookings crab pot garbage cans were photographed for purposes in another community and reported on the flag sponsorships: 370 sponsors and added MLKing Day for flag display. Nuss asked for volunteers to help post the flags on January 21.

There were no other unscheduled communications.

## **VI. STAFF REPORTS**

### **A. City Manager**

1. **Approval of liquor license request for Rubio's – Yolanda Zepeda, Francisco Garcia, Jorge Frias**  
City Manager Blodgett reviewed staff report and recommended approval of liquor license. There was no discussion.

**Councilor Johns moved, Councilor Kuhn seconded, and the Council voted unanimously to approve the liquor license application requested by Yolanda Zepeda, Francisco R. Garcia, Jorge Frias, Juan Hernandez, and Sofia Zepeda, dba: Rubio's Restaurant.**

Applicant, present, was informed he could pick up the approved and signed document from City Hall after 9:00 a.m. tomorrow, January 15, 2002.

2. **Approval of Budget Calendar**  
City Manager Blodgett reviewed the budget process and presented the budget calendar, recommending approval of calendar and appointment of City Manager as Budget Officer

**Councilor Kuhn moved, Councilor Johns seconded, and the Council voted unanimously to approve the Budget Calendar as presented and to appoint City Manager Leroy Blodgett as the Budget Officer.**

3. Appointment of Budget Officer  
Included in above motion.
  
4. Dates for City Attorney and Municipal Court Judge reports  
City Manager Blodgett reported he had discovered the City's ordinance regarding evaluations for the City Attorney and Municipal Court Judge actually charges the City to evaluate the City Manager in January, and the City Attorney and Judge in March. Therefore, the later two will be rescheduled for one of the March meetings.
  
5. Nature's Coastal Holiday Report for 2001  
City Manager Blodgett reviewed the Annual Report provided by staff Administrative Secretary Sharon Ridens: Nature's Coastal Holiday – 2001 holiday light display ended successfully, in spite of extreme weather conditions and reduced number of display days self endorsed and weather related. The non-profit Nature's Coastal Holidays decided to reduce the number of display days to 23 days this year, and extreme weather conditions of rain and wind resulted in their closing the holiday light display for two days. Therefore, the total exposure days were reduced by 4 days compared to last year's 25 total days. Attendance was less than last year, but the majority of the display evenings were in heavy rains, as compared to last years fair weather season. There were more lights and more volunteer hours and people involved. A truly beautiful "community" event and success story! Following are 2001 and 2000 statistics for your comparison:

<b>2002</b>	<b>2001</b>
<b><u>Dec 8 - 30 (2 closure days)</u></b>	<b><u>Dec 7 - 31 (no weather closures)</u></b>
10,374 signed in guests	14,700 signed in guests
\$11,087 donations	\$14,470 donations
100,000 lights	95,000 lights
552 volunteer hosting hours	490 volunteer hosting hours
22 volunteer organization hosts	19 volunteer organization hosts
Council made a few comments of personal enjoyment and Blodgett reported the Christmas Caroling scheduled for that time had been rained out.	

6. Other  
City Manager Blodgett reported he will attend the Department of Transportation Commission meeting in Salem tomorrow regarding the couplet project, which will go through the final phase of approval of the first phase of the couplet – \$5,000,000. He stated the governor's office is pressuring ODOT to hurry it along;

Blodgett advised the Downtown Development Committee met and interviewed three candidates for consultants on the Downtown Master Plan. After a very interesting process, the committee scheduled to meet on January 17, to vote on recommending approval of one of the candidates at the next Council meeting.

**B. Fire Department**

**1. Award contract for new fire truck**

City Manager Blodgett referred to the approximate 16 Brookings Volunteer Fire Fighters Association members present, who "really want a truck". He stated three bids had been received and recommended Council approve the lowest bid from Oregon Apparatus Sales, Eugene, Oregon/E-One Trucks, in the amount of \$262,795.00. Fire Chief Bill Sharp reminded Council ten years ago he was hired as Fire Chief and at that time a goal was set to buy a new fire truck. Tonight, all the planning and work has culminated to put the purchase in place. Sharp stated he was "excited tonight, because we're still getting the best truck – the one we wanted for the best lowest price!" Blodgett reviewed the financial portion of the purchase, indicating the City has \$240,000 in reserves. There was no discussion.

**Councilor Dentino moved, Councilor Kuhn seconded, and Council voted unanimously to award the bid for the purchase of the new Pumper/Engine to Oregon Apparatus Sales of Eugene, Oregon in the amount of \$262,795, and to authorize the Mayor to sign necessary documents for awarding the contract.**

City Manager Blodgett reminded Council of the Goals Setting Workshop scheduled for January 26, at 9:00 a.m. at the Best Western Brookings Inn Conference Room. Verification of attendance was requested.

**VII. CONSENT CALENDAR**

**A. Approval of Council Meeting Minutes**

**1. Minutes of December 17, 2001, Regular Council Meeting**

**B. Approval of Vouchers (\$240,354.75)**

(end Consent Calendar)

**Councilor Johns moved, Councilor Kuhn seconded, and the Council voted unanimously to approve the consent calendar as printed with a correction to page 8 of 9 changing "fees paid" to "value of construction".**

**VIII. REMARKS FROM MAYOR AND COUNCILORS**

A. Council

There were no additional remarks from Council.

B. Mayor

There were no additional comments from Council President Larry Curry, on behalf of Mayor.

**XII. ADJOURNMENT**

Councilor Johns moved, Councilor Kuhn seconded, and the Council voted unanimously to adjourn the meeting at 7:45 p.m.

Respectfully submitted:

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Larry Curry  
Council President

ATTEST by City Recorder this \_\_\_\_ day of \_\_\_\_\_, 2001.

Sharon A. Ridens  
Interim City Recorder

Handed out  
@ 1-14-02  
Cente



**Oregon Coastal Zone Management Association**

**P.O. Box 1033 • 313 S.W. Second • Suite C • Newport, Oregon 97365 • (541) 265-8918/265-6651 • Fax: (541) 265-5241**

**Action Taken at OCZMA January 11, 2002 Meeting in Newport at the Hallmark Resort on Marine Protected Areas**

**Motion made by Commissioner Scott Boley, Port of Gold Beach and seconded by Commissioner Lucie La Bonte, Curry County and approved unanimously by OCZMA members present.**

**Marine Protected Areas (MPAs) Motion Language:**

**Oregon coastal governments are opposed to any further reductions to commercial and recreational fisheries and the economy and lifestyle of the coast. Before designation of any marine reserves and/or broadening of existing marine protected areas were to occur, the following items must be accomplished:**

- 1) Clear goals must be established for each proposed area. (These include answers to questions such as: Why is the reserve being proposed? What are the expected benefits? What will be the timeline and criteria used for evaluating reserve effectiveness?)**
- 2) The impacts (social, economic, etc.) on coastal communities, recreational and commercial fisheries must be analyzed. (Exploring potential mitigation for impacted fishermen would be part of this analysis.)**
- 3) The fishing community must be involved in the development in a meaningful manner.**
- 4) An achievable enforcement plan must be developed and implemented parallel with reserve implementation.**
- 5) Initial biological baseline information must be collected and monitoring continued for each reserve area.**



**6) The funding for study, establishment, monitoring and enforcement of MPA's must be provided. Adequate funding must be in place prior to the establishment of MPA's. The activities revolving around MPA's cannot be an unfunded mandate placing additional economic burdens on local governments and fishing communities.**

**In addition, to use marine reserves as a fishery management tool that contributes to groundfish conservation and management goals, marine reserves must have measurable effects, and, marine reserves must be integrated with other fishery management approaches.**

Handed out  
@ 1-14-02  
CA Mtey

# Inventory of Oregon Marine Protected Areas

Oregon Ocean Policy Advisory Council  
April 13, 2001

By Robert Bailey, Department of Land Conservation and Development

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## What is a Marine Protected Area?

A marine protected area (MPA) is defined in Presidential Executive Order 13158 as

*"any area of the marine environment that has been reserved by federal, state, territorial, tribal, or local laws or regulations to provide lasting protection for part or all of the natural and cultural resources therein."*

"Marine environment" is defined as

*"those areas of coastal and ocean waters, the Great Lakes and their connecting waters, and submerged lands thereunder, over which the United States exercises jurisdiction, consistent with international law."*

## What is included in this inventory?

The waters of Oregon's Territorial Sea and all estuaries on the Oregon coast are part of the marine environment defined by this Executive Order and can be considered to be marine protected areas because of Oregon laws and regulations.

In addition, site-specific regulations have been adopted for some intertidal sites along the rocky shores of Oregon and for a few ocean sites around certain rocks. This inventory also lists "de facto" protected areas within which some fishing activities cannot take place because of certain gear-type regulations or other uses, such as seafloor telecommunication cables.

### Federal Designated Areas

- ◆ National Wildlife Refuges

### State Designated Areas

- ◆ Oregon Territorial Sea
- ◆ Oregon estuaries
- ◆ South Slough National Estuarine Research Reserve
- ◆ Special Marine Fish and Wildlife Management Areas

### De Facto Areas

- ◆ Undersea cable routes
- ◆ Areas affected by trawl gear restrictions

# Federal Designated Areas

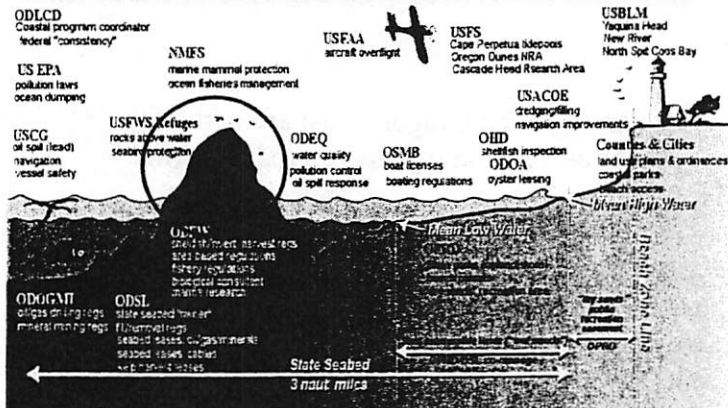
There are no National Marine Sanctuaries (California has four, Washington has one) and no National Parks or Monuments (California has nine, Washington has two).

## National Wildlife Refuges and Wilderness Areas

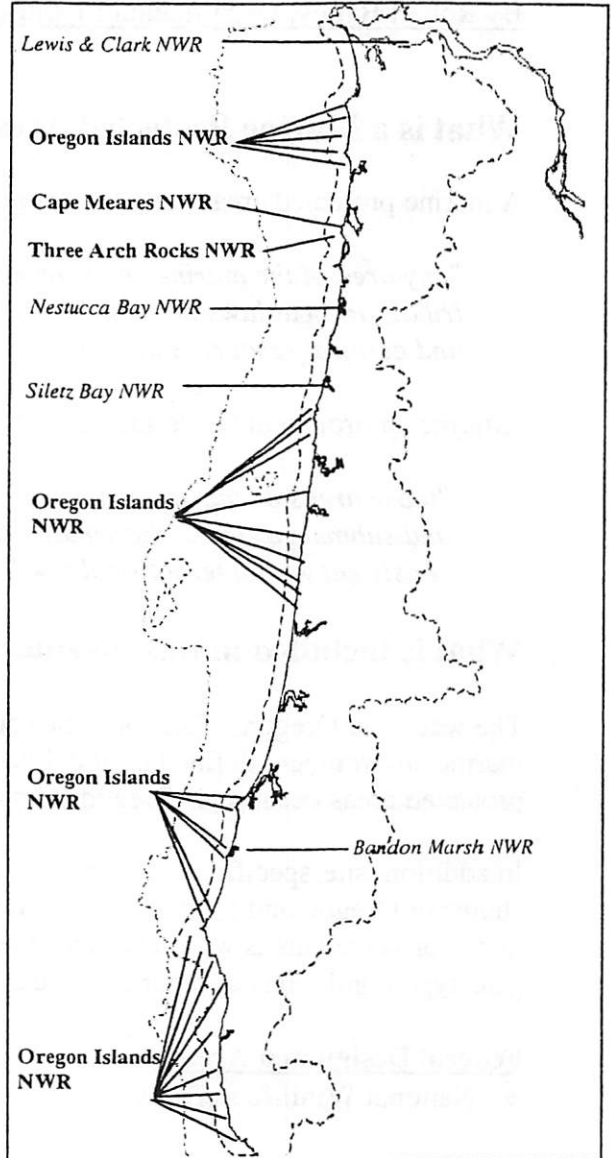
- ◆ **Oregon Islands NWR** (~ 1400 rocks and islands, above MHW; no water areas)
- ◆ **Three Arch Rocks NWR** (above MHW; no water areas)
- ◆ **Bandon Marsh NWR** (estuarine)
- ◆ **Nestucca Bay NWR** (estuarine)
- ◆ **Cape Meares NWR** (sea cliffs and old-growth forest)
- ◆ **Siletz Bay NWR** (estuarine)
- ◆ **Lewis & Clark NWR** (estuarine)

These are the only federal-designated protected areas off the coast of Oregon

## AGENCY PROGRAMS AND AUTHORITIES IN OREGON'S TERRITORIAL SEA AND OCEAN SHORE



NOTE: Federal jurisdiction over coastal rocks and islands in the Oregon Islands, Three Arch Rocks, and Cape Meares national wildlife refuges is limited to the area above Mean High Water (the dry parts of the rocks). Oregon has jurisdiction over submersible and submerged portions of the seabed and rock surface.



NOTE: this location map is diagrammatic only. The approximate locations of national wildlife refuges in four estuaries are shown as are the approximate locations of only a few of the more than 1400 rocks and islands included in the Oregon Islands, Three Arch Rocks, and Cape Meares national wildlife refuges. None of the refuge sites in ocean waters include any water or submerged areas.

# State Designated Areas

**Oregon Territorial Sea:** including submerged and submersible lands seaward to limit of state jurisdiction (3 nautical miles) approximately 1200 square miles) under ORS 196.405 - .515)

## OREGON REVISED STATUTES (ORS 196.405 - .515) OREGON OCEAN RESOURCES MANAGEMENT

### 196.405 Definitions for ORS 196.405 to 196.515

(6) "Territorial sea" means the waters and seabed extending three geographical miles seaward from the coastline in conformance with federal law.

(7) "Territorial Sea Plan" means the plan for Oregon's territorial sea and ocean shore adopted as set forth in ORS 196.471 [1987 c.576 §6; 1991 c.501 §2]

**196.425 Oregon Ocean Resources Management Program.** To assure the conservation and development of ocean resources affecting Oregon consistent with the purposes of ORS 196.405 to 196.515 and 201.370, a coordinated program of ocean resource planning and management is established. This program shall be known as the Oregon Ocean Resources Management Program and is part of Oregon's coastal management program.

The Oregon Ocean Resources Management Program consists of:

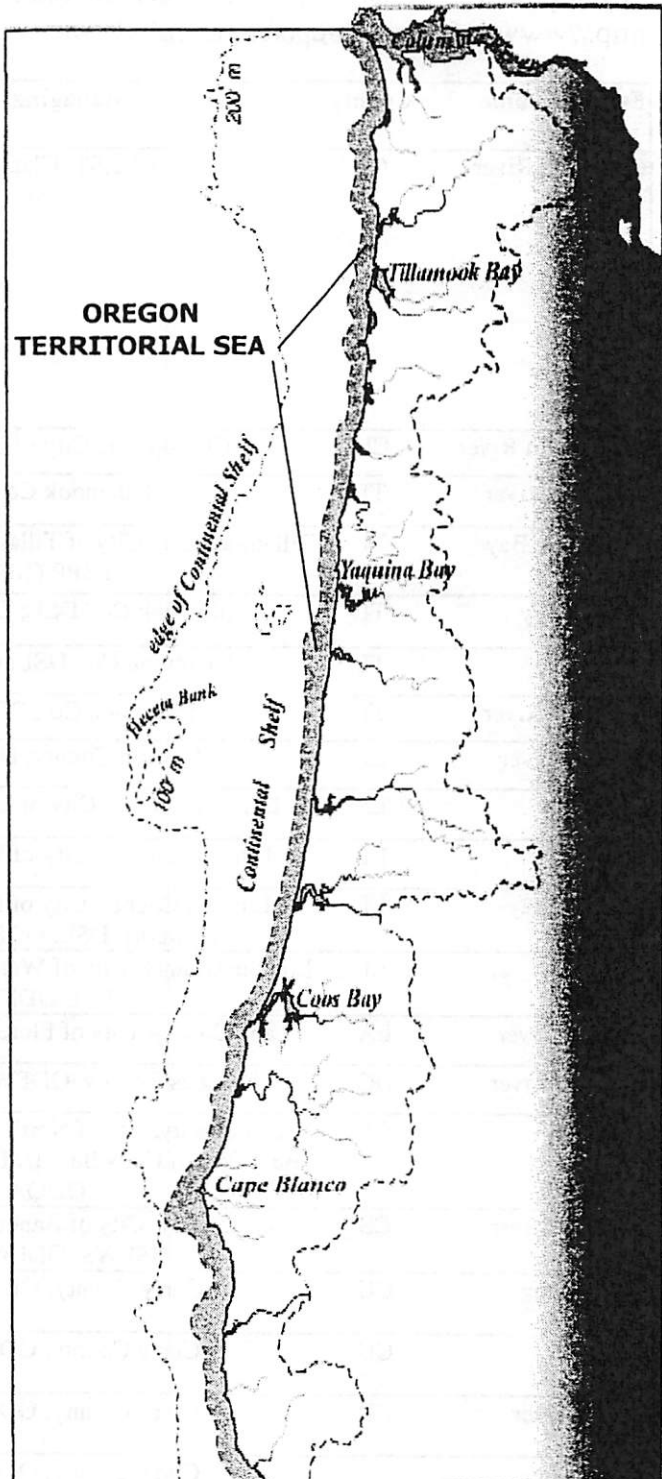
(1) Applicable elements of the Oregon Coastal Management Program approved by the U.S. Secretary of Commerce on July 7, 1977, and as subsequently amended pursuant to the Coastal Zone Management Act of 1972, including statutes, programs and policies of state agencies which apply to coastal and ocean resources, those elements of acknowledged local comprehensive plans of jurisdictions within Oregon's coastal zone as defined in the Oregon Coastal Management Program which may be affected by activities or use of resources within the ocean, and those statewide planning goals which relate to the conservation and development of ocean and coastal resources.

(2) The council and any cooperative agreements entered into by the council or its successor;

(3) The Oregon Ocean Resources Management Plan as prepared and adopted pursuant to ORS 196.405 to 196.515 and 201.370;

(4) The Territorial Sea Plan described in section 19, chapter 501, Oregon Laws 1991; and

(5) State agency coordination requirements of ORS 197.180 as provided in ORS 196.485. [1987 c.576 §5; 1991 c.501 §5]



## All Oregon Estuaries:

Under the Statewide Planning Program and Statewide Planning Goal 16, Estuarine Resources, every estuary on the Oregon coast is "protected" under a comprehensive state authority. This coastwide system is designed to preserve diversity among Oregon's estuaries and guide development to estuaries that have been altered and which can support more development. See <http://www.inforain.org/epb/chpt2/ch2s4.htm>

Estuary Name	County	Managing Agency	Class	Regulations
Columbia River	CL	CREST, Clatsop Co. DSL	DDI	Estuarine Resources Goal 16 rule; Coastal Shorelands Goal 17 rule; local comprehensive plans, ODFW fishery regulations, DSL wetlands/fill-removal statutes, ODOA oyster leasing regs. etc.
Necanicum River	CL	Clatsop Co., City of Seaside, DSL	C	
Nehalem River	TI	Tillamook Co., DSL	SD	"
Tillamook Bay	TI	Tillamook Co., City of Tillamook, DSL, ODOA, TBPP (NEP)	SD	"
Netarts Bay	TI	Tillamook Co., DSL; ODFW, ODOA	C	"
Sand Lake	TI	Tillamook Co., DSL; OPRD, USFS	N	"
Nestucca River	TI	Tillamook Co., DSL; OPRD	C	"
Salmon River	LI	Lincoln County, DSL, USFS	N	"
Siletz Bay	LI	Lincoln County, City of Lincoln City, DSL	C	"
Depoe Bay	LI	Lincoln County, City of Depoe Bay, DSL	SD	"
Yaquina Bay	LI	Lincoln County, City of Newport, Port of Newport, DSL, ODFW, ODOA	DD	"
Alsea Bay	LI	Lincoln County, City of Waldport, Port of Alsea, DSL ODFW	C	"
Siuslaw River	LA	Lane County, City of Florence, ODFW; DSL	SD	"
Umpqua River	DG	Douglas County, ODFW, ODOA; DSL	SD	"
Coos Bay	CS	Coos County, City of North Bend, City of Coos Bay, Port of Coos Bay, DSL USBLM, ODFW, ODOA	DD	"
Coquille River	CS	Coos County, City of Bandon, Port of Bandon, USFWS, ODFW, DSL	SD	"
Sixes River	CU	Curry County, ODFW, DSL	N	"
Elk River	CU	Curry County, ODFW; DSL	N	"
Rogue River	CU	Curry County, ODFW; DSL	SD	"
Pistol River		Curry County, ODFW; DSL	N	"

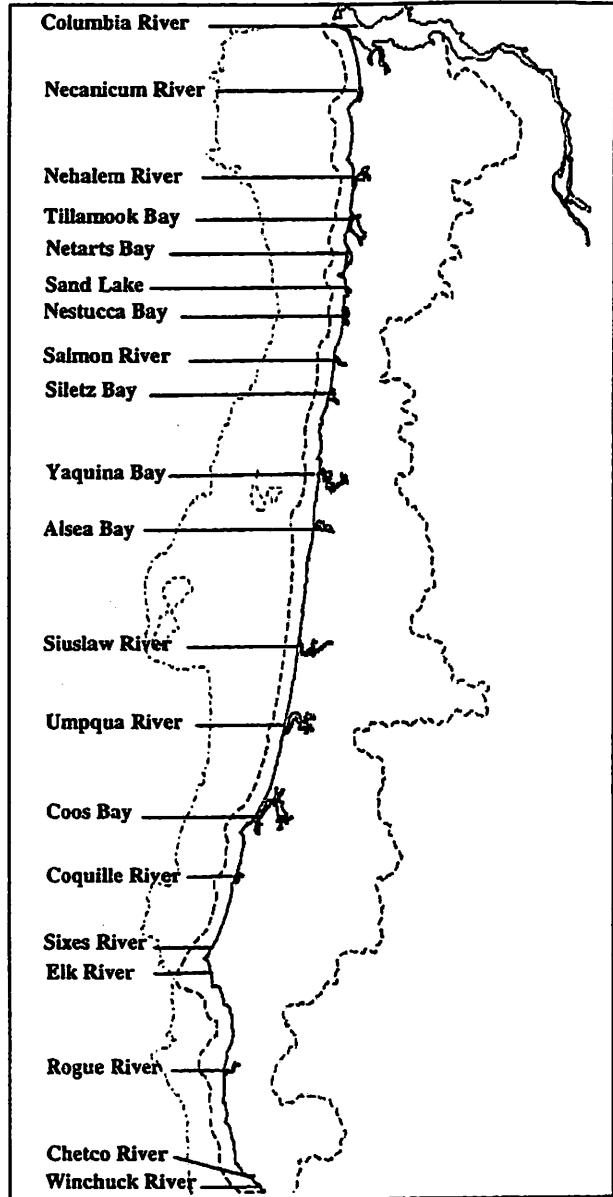
Estuary Name	County	Managing Agency	Class	Regulations
Chetco River		Curry County, ODFW, DSL	SD	"
Winchuck River		Curry County, ODFW; DSL	C	"

**Minor Estuaries**

A number of so-called minor estuaries, such as Ecola Creek, Neskowin Creek, Yachats River, Tenmile Creek, and New River (Floras Creek) are classified as either Natural or Conservation under the Oregon Estuary Classification System.

**South Slough National Estuarine Research Reserve**

South Slough National Estuarine Research Reserve is a 4,700 acre natural area encompasses 600 acres of tidal marshes, mudflats and open water channels of South Slough, a tributary to the Coos estuary near Charleston, Oregon. SSNERR is owned and managed by the Oregon Division of State Lands and is part of the national system of Estuarine Research Reserves designated and supported by the National Oceanic and Atmospheric Administration.



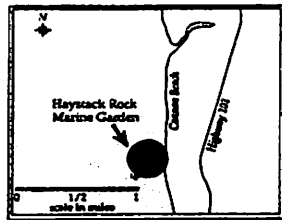
**Major Estuaries on the Oregon Coast**

**Special Marine Fish and Wildlife Managed Areas** regulated by state agencies.

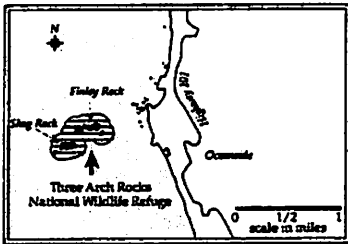
Site Name	Managing Agency	Zone	Regulations
Haystack Rock Marine Garden	ODFW	I	Closed to take of shellfish and marine invertebrates, except single mussels may be taken for bait
Cape Kiwanda Marine Garden	ODFW	I	Closed to take of shellfish and marine invertebrates, except single mussels may be taken for bait
Otter Rock Marine Garden	ODFW	I	Closed to take of shellfish and marine invertebrates, except single mussels may be taken for bait
Yaquina Head Marine Garden	ODFW	I	Closed to take of shellfish and marine invertebrates, except single mussels may be taken for bait
Yachats Marine Garden	ODFW	I	Closed to take of shellfish and marine invertebrates, except single mussels may be taken for bait
Cape Perpetua Marine Garden	ODFW	I	Closed to take of shellfish and marine invertebrates, except razor clams may be taken and single mussels may be taken for bait
Harris Beach Marine Garden	ODFW	I	Closed to take of shellfish and marine invertebrates, except single mussels may be taken for bait
Netarts Bay Shellfish Reserve	ODFW	S, I	Closed to the taking of clams
Yaquina Bay Shellfish Reserve	ODFW	S, I	Closed to the taking of clams
Pyramid Rock, Rogue River Reef	ODFW	S	Closed to the taking of marine fish, shellfish, and invertebrates from 1000 feet around and including Pyramid Rock May 1-Aug.31.
Pirates Cove Subtidal Research Reserve	ODFW	S	Closed to the taking of shellfish and marine invertebrates
Gregory Point Subtidal Research Reserve	ODFW	S	Closed to the taking of shellfish and marine invertebrates
Boiler Bay Intertidal Research Reserve	ODFW	I	Closed to the taking of shellfish and marine invertebrates, except abalone, clams, Dungeness crab, red rock crab, mussels, piddocks, scallops, and shrimp may be taken.
Neptune State Park Intertidal Research Reserve	ODFW	I	Closed to the taking of shellfish and marine invertebrates, except abalone, clams, Dungeness crab, red rock crab, mussels, piddocks, scallops, and shrimp may be taken.
Cape Arago Intertidal Research Reserve	ODFW	I	Closed to the taking of shellfish and marine invertebrates, except abalone, clams, Dungeness crab, red rock crab, mussels, piddocks, scallops, and shrimp may be taken.
Brookings Intertidal Research Reserve	ODFW	I	Closed to the taking of shellfish and marine invertebrates, except abalone, clams, Dungeness crab, red rock crab, mussels, piddocks, scallops, and shrimp may be taken.
Whale Cove Intertidal Research Reserve	ODFW	S	Closed to the taking of marine fish, shellfish, and invertebrates.
Three Arch Rocks	OSMB	S	Closed to boats within 500 feet around main rocks May 1-Sept. 1
Long Brown Rock, Orford Reef Needle Rock, Orford Reef	ODFW	S	Voluntary invertebrate harvest closure within 1000 feet during summer

## Special Marine Fish and Wildlife Managed Areas

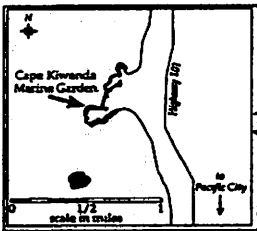
All except Three Arch Rocks are regulated by the Oregon Department of Fish and Wildlife



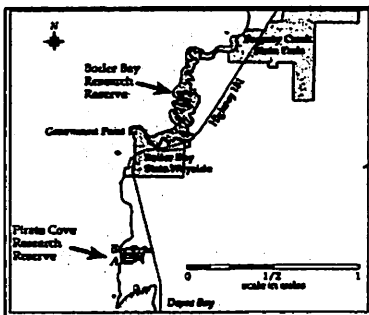
**Haystack Rock Marine Garden**



**Three Arch Rocks Habitat Refuge**

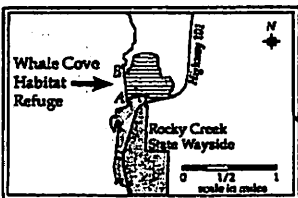


**Cape Kiwanda Marine Garden**

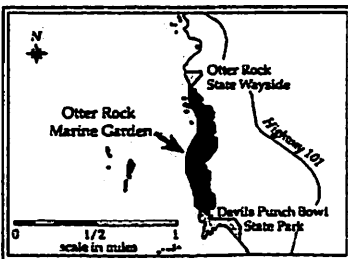


**Boiler Bay Research Reserve**

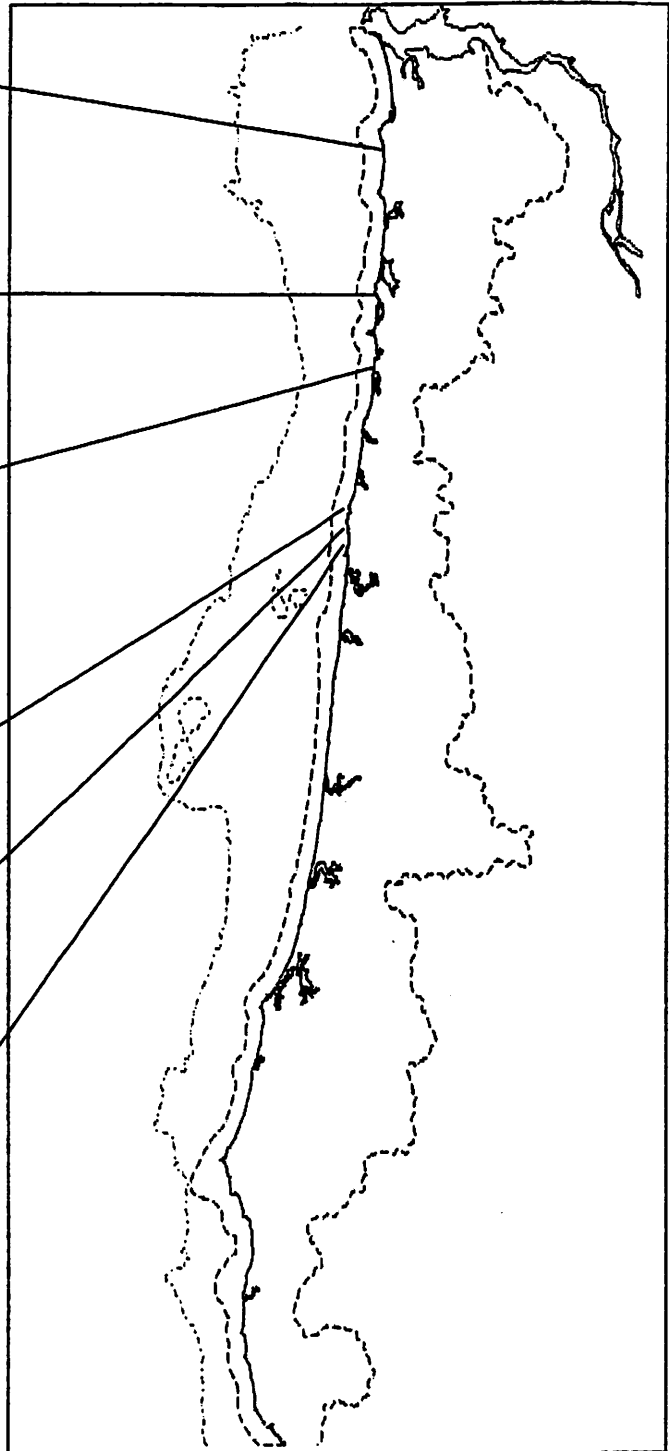
**Pirate Cove Research Reserve**



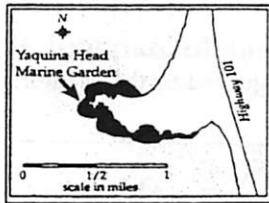
**Whale Cove Habitat Refuge**



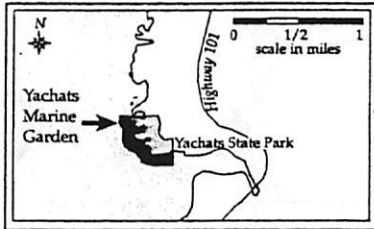
**Otter Rock Marine Gardens**



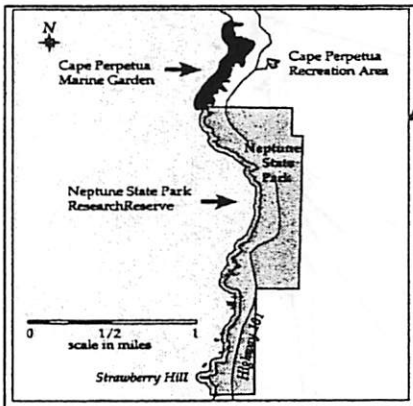




**Yaquina Head  
Marine Garden**



**Yachats  
Marine Garden**



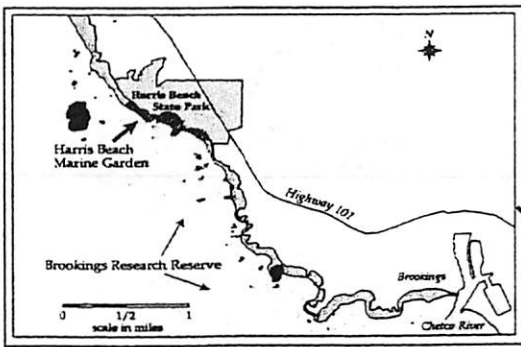
**Cape Perpetua  
Marine Garden**

**Neptune State Park  
Research Reserve**



**Gregory Point  
Subtidal Research Reserve**

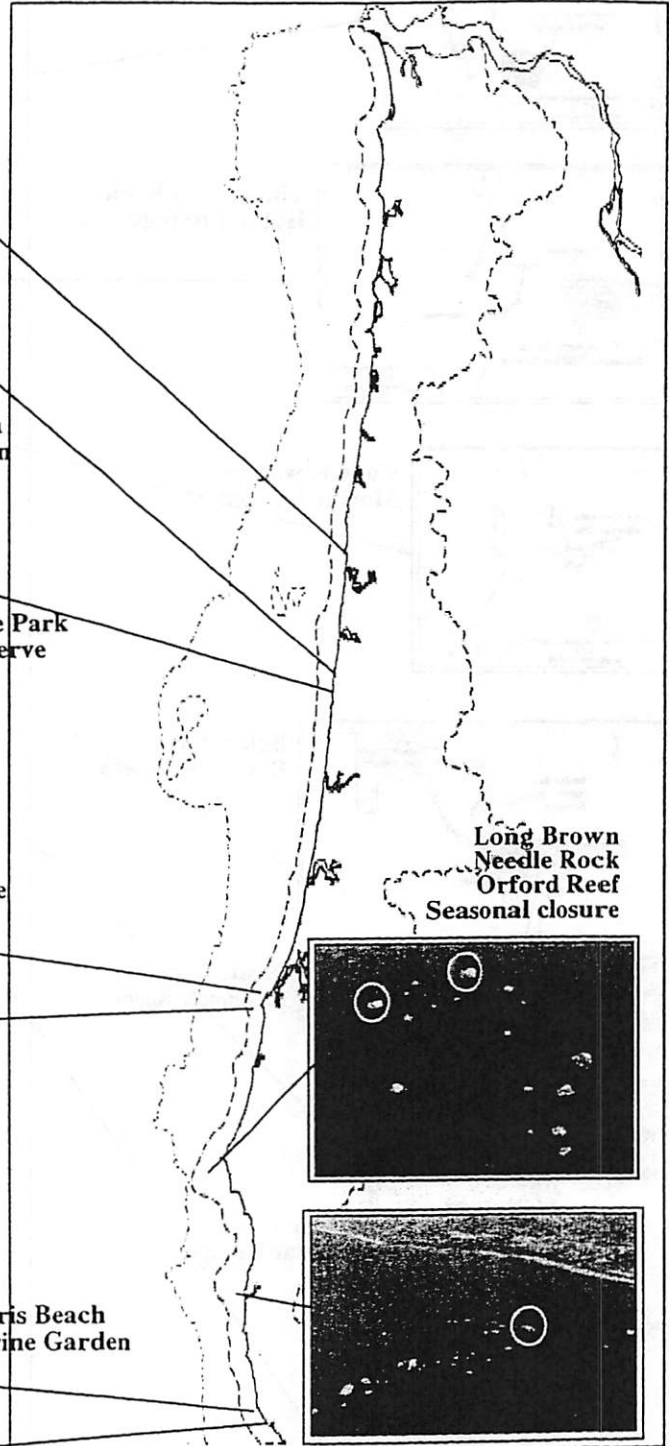
**Cape Arago  
Research Reserve**



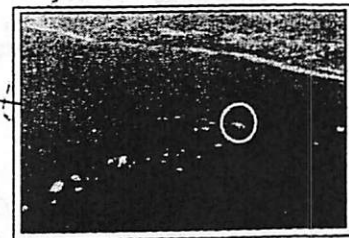
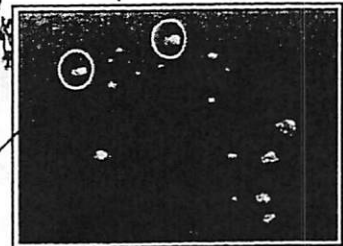
**Harris Beach  
Marine Garden**

**Brookings  
Research Reserve**

**Special Marine Fish and Wildlife Managed Areas**



**Long Brown  
Needle Rock  
Orford Reef  
Seasonal closure**

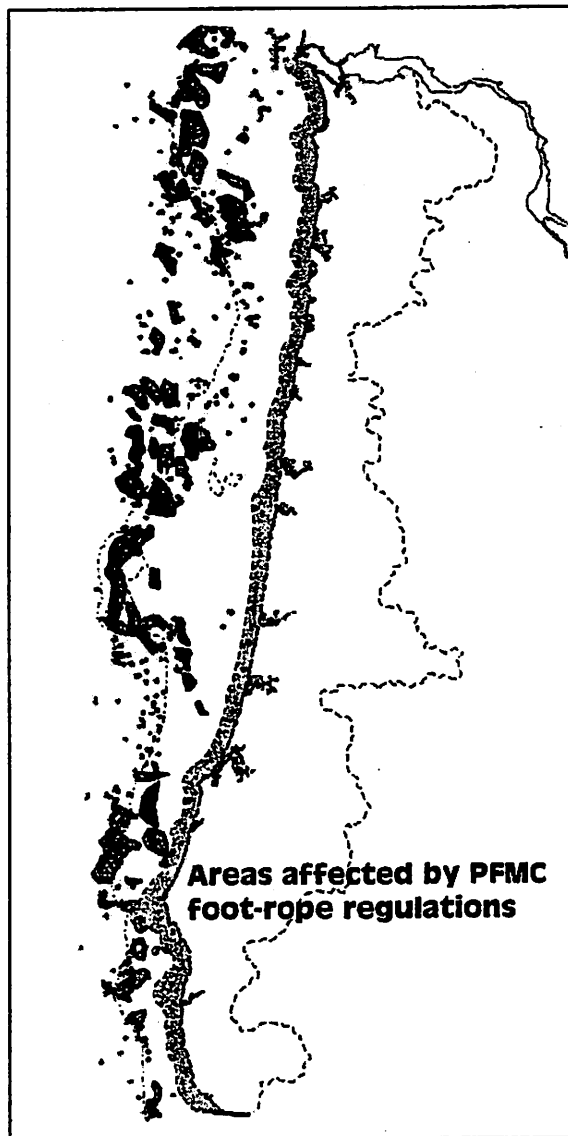
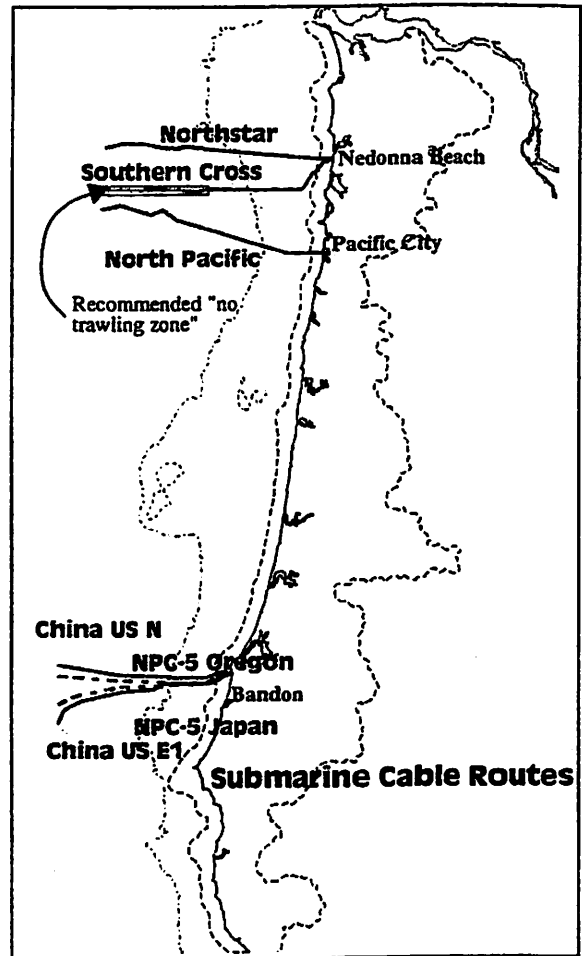


**Pyramid Rock  
Rogue River Reef  
Seasonal closure**

**De Facto Areas (may limit fishery use because of other uses or regulations).**

**Undersea Cables**

Seven cables cross the Oregon continental margin. A relatively short length of each is present in the area controlled by the State of Oregon. These are required to be buried. A recommended "no-trawling zone" is shown in a rocky, rough area well down the slope where the Southern Cross Cable was not buried successfully.



Areas assumed to be unfishable with small foot rope trawl gear (from ODFW map analysis). Areas that were successfully fished 1993-1995 for Canary rockfish using certain trawl gear now prohibited by the Pacific Fishery Management Council are shown as dark blotches, based on analysis of log books showing fishing effort, gear type, and location. Small lightly shaded dots are areas fished for Canary rockfish 1999-2000 using "small foot rope." Virtually all affected areas are in federal waters along the edge of the continental shelf and on the continental slope.

● Polygons enclosing trawl tows of high Catch Per Unit Effort 1993-1995 with gear now prohibited.

▷ Polygons showing trawl tows using gear allowed in 1999-2000.

# **PORT OF BROOKINGS HARBOR INFRASTRUCTURE PROGRAMS & PROJECTS**

The Port of Brookings Harbor over the last six years has undertaken numerous infrastructure projects, some are completed, others are in construction phases, and others will begin in the next six months. In addition there are several federal programs that assist in maintaining port navigational infrastructure.

## **Completed Projects:**

South Jetty Restoration  
Beachfront Restoration  
Transit Dock Renovation  
Recreational Vehicle Parking Lot  
Public Boardwalk  
Ice Unloading Dock  
Receiving Dock Repair  
Beachfront RV Park Upgrade  
Fish Cleaning Facility  
Restroom Replacement  
Coast Guard Boat House Renovation  
Commercial Retail Building  
Launch Ramp Replacement  
Hallmark Dock Repair  
Marina Replacement Basin / Marina Replacement

## **Projects in Construction:**

Marine Fueling Station  
Vehicle Fueling Station  
Fish Buying Stations  
Public Fishing Pier  
Beachfront Gangway Access  
Commercial Retail Phase II

## **Projects Planned:**

Service and Repair Dock Expansion  
Overall Port Landscaping Improvements  
Vista Areas and Public Plazas  
Barrier Free Public Fishing Piers  
Second Launch Ramp  
Cold Storage  
Civic Center  
Hotel Development  
Seafood Processing Facility  
Eureka Fisheries Property Procurement

## **Programs:**

Intermediary Relending Program  
Fisheries Enhancement  
Port Marketing Phase I & II  
Port Operations Plan  
Port TV Cable Program

## **Federal Infrastructure Issues:**

Maintenance Dredging  
Jetty Maintenance  
Surge Suppression  
Basin Water Quality  
Beach Nourishment Disposal  
Aids to Navigation  
Section 1135 Aerator

## **New Businesses:**

Harbor Ice Facility  
Smuggler Cove Restaurant  
Chetco Seafood  
Chetco Chandler  
Cato Fisheries  
Pac Choice Fisheries  
Carvelo Fisheries  
Commercial Retail Businesses (11 ea)  
Dick and Casey's Seafood  
Sporthaven Marina  
Slugs and Stones  
The Book Dock  
Seal Cove Realty  
Beachfront Gifts  
Charter Boat Service (6 ea.)  
Tide winds Charters  
Pelican Bay Telecommunications  
Port Sports

All of these projects, programs or appropriations are the result of strategic partnerships, between the private business community; Coos Curry Development Corporations, the State of Oregon and the Federal Government Agencies. Without their support, cooperation, and coordination none of these successes would be possible.

Oregon Ocean Policy Advisory Council  
Dialogue with Coastal Experts

# DEFINITIONS\*

## Marine Protected Area

An ocean or estuarine area designated to conserve marine resources through an integrated management plan that includes broad regulations for some uses (e.g. waste discharge, fisheries) and greater regulations of other uses (e.g. oil or gas drilling), and may include sub-areas that are highly-regulated for specific purposes (e.g. fishery management, ecological protection, baseline research).

## Marine Reserve

A sub-category of Marine Protected Areas; areas that are designated to meet specific goals and are highly-regulated to protect resources or uses from activities that may conflict with these goals. Kinds of Marine Reserves vary with the goals but may include:

- **Ecological Reserve**  
...areas with special or significant ecological values or functions (e.g. important or representative habitats);
- **Research Reserve**  
...areas for baseline research or monitoring (e.g. to improve management of marine resources and uses);
- **Educational Reserve**  
...areas with high public education value or opportunity;
- **Fishery Management Reserve**  
...areas highly regulated to meet fishery management objectives (e.g. species recovery areas or spawning areas); and
- **Recreational Reserve**  
...areas for public recreational use (e.g. diving, surfing, etc).

\* *Working definitions; not officially adopted*

**Oregon Ocean Policy Advisory Council**  
**Marine Protected Area Working Group**  
**Background on Dialogue with Coastal Experts**  
January 31 and February 1, 2002

**WHO:** The Oregon Ocean Policy Advisory Council (OPAC), made up of 16 citizen members appointed by the Governor plus seven state agencies, advises the Governor on ocean policy. The Governor has asked the OPAC to assess the need for marine protected areas (MPAs) off Oregon and to report to him with recommendations for state policy and action. The report is due by August 2002. A working group of eight OPAC members (five citizen members, two state agencies, and the Oregon Sea Grant director), is studying the issue on behalf of the OPAC.

**WHAT:** A two-day Dialogue with Coastal Experts will be held January 31, and February 1, 2002, at the Agate Beach Best Western, Newport, Oregon. The purpose is to help all OPAC members learn about the physical, biological, social and economic environments of Oregon's coast and nearshore ocean, and the limitations or gaps in understanding of these environments, in order to make recommendations about the possible use of MPAs as a resource management tool. **These dialogues will not be debates or even specifically about MPAs.** Rather, the Dialogues will enable Coastal Experts and OPAC members to share information, ask questions, and build a better understanding of Oregon's marine environment and coastal communities.

**HOW:** On the first day, the OPAC will talk with Local Experts, such as commercial fishermen, port managers, and others whose knowledge of the ocean has been learned from experience with the ocean and its resources. On the second day, the OPAC will talk with Scientific Experts, such as oceanographers and marine biologists, whose knowledge has been gained from scientific research. Every effort is being made to ensure that a diverse, representative group of knowledgeable panelists is convened each day.

**FOCUS:** The Working Group is preparing a set of Big Questions organized into three broad themes, that will be used by Experts and OPAC members to focus the dialogue and to help everyone to prepare. Experts will not make presentations but instead will sit with OPAC members at a table and contribute their knowledge or opinions to help answer these Big Questions. Experts may wish to provide additional sources of information for OPAC members and staff. Everyone attending the Dialogues is encouraged to read the Big Questions as well

**PROCESS:** A facilitator from Oregon Extension Sea Grant will assist the dialogue to help ensure a maximum of information sharing and learning. A set of Expectations will provide "ground rules" for Experts and OPAC members alike by encouraging active listening, open-mindedness, and respecting the ideas of others. Such rules will help the dialogue to achieve its purpose and both OPAC and Experts alike will be asked to abide by them.

**DISCUSSION AIDS:** Tools to aid the dialogue will be provided, including a map of the Oregon coast, handouts and posters with definitions currently used by the working group, a set of principles for group interaction, and ground rules for the Dialogue. These tools will provide a common frame of reference for all participants.

**PUBLIC ATTENDANCE:** All who wish to attend the Dialogues are welcome. Time for public comment or questions will be provided. Those attending will be reminded that the purpose of the Dialogues is to exchange information and increase understanding, not to debate MPAs or try to convince anyone of a point of view.

For more information see: <http://oregonocean.org>

**G**overnor Kitzhaber has asked the Ocean Policy Advisory Council, created by the 1991 Oregon legislature to advise the governor and state agencies, to assess the need for marine reserves off Oregon and to recommend state policy and actions. A working group, chaired by an Astoria fisherman, has rolled up its sleeves and set to work. A report to the Governor is due by August 2002.

This fall and winter the working group will talk with fishermen, local officials, and the public to share and gather information. It will ask scientists and ocean resource managers about ocean conditions and uses. The track record of reserves elsewhere will be examined. Public open houses will be held and a website created to provide information and promote participation. The working group will focus on state waters but will also consider federal waters farther off the coast. The Ocean Policy Advisory Council will use this work to prepare its report and recommendations to the Governor.

All Oregonians and the marine environment itself deserve a fair, open, and scientifically based assessment of marine reserves, not a rush to judgement either for or against. There is a lot to learn and many points of view to consider. A careful look at this issue and a precautionary approach to our ocean management can help to ensure that marine ecosystems and the economies they support are healthy far into the future.

*For more information about the Ocean Policy Advisory Council or to receive materials from the working group, please contact  
Robert Bailey 503-731-4065 x 27 or  
[bob.bailey@state.or.us](mailto:bob.bailey@state.or.us)*

*The Ocean Policy Advisory Council Marine Protected Areas Working Group has a special Website, with Dialogue Center, to facilitate information exchange:  
Please check out <http://oregonocean.org>*

For additional information on Marine Protected Areas and Reserves see:

<http://www.mpa.gov/>

The federal website on Marine Protected Areas, with links to many other sources of information;

<http://www.nap.edu/catalog/9994.html>

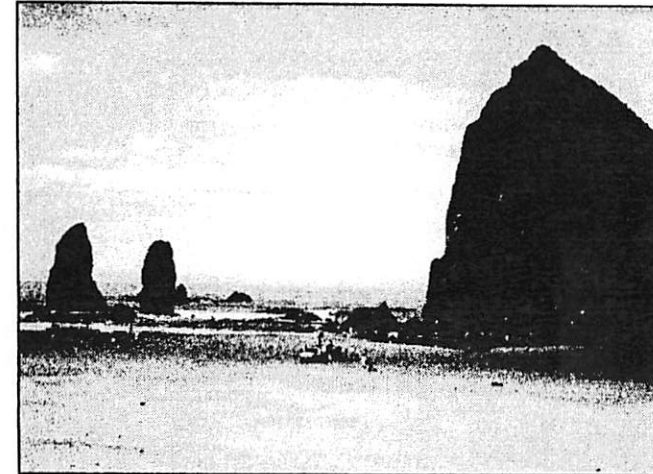
National Research Council, Ocean Studies Board report on Marine Protected Areas;

<http://www.hmsc.orst.edu/odfw/habitat/Index.html>

The Oregon Department of Fish and Wildlife Marine Habitat Project page summarizes recent research in the nearshore along the Oregon coast;

<http://www.nfcc-fisheries.org>

National Fisheries Conservation Center has diverse points of view and links to more information.



## **ASSESSING OCEAN RESERVES: AN IMPORTANT DIALOGUE FOR OREGON**

By Louise Solliday,  
Governor's Assistant for Natural Resources,  
Chair, Ocean Policy Advisory Council

August 2001



# **Parks and Recreation Commission Meeting Minutes**

## **November 15, 2001**

### **Roll Call**

*Commissioners Present:* Nina Canfield, Dori Frost, Lorraine Williams, Bill Boynton, Craig Mickelson and Tony Parrish

*Commissioners Absent:* Paul Prevenas

*Staff Present:* City Manager Leroy Blodgett, Community Development Secretary Linda Barker

### **Minutes**

Commissioner Parrish moved, Commissioner Boynton seconded and the Commission voted unanimously to approve the October 25, 2001, minutes as written.

### **Public Appearances**

Paul Stymelski, 125 Surfson Drive, Smith River, California, would like to donate a park bench in honor of a friend who passed away before he could fulfill his desire to move to Brookings. Mr. Stymelski showed the Commission a picture of a bench which he would purchase and install. He did not request that the bench be placed in a specific park but was open to which park the bench would be placed in. Commissioner Boynton moved, Commissioner Williams seconded and the Commission unanimously voted to allow city staff and Mr. Stymelski to select the bench style and location for the installation of the bench.

### **Committee Reports**

*Stout Park:* Commissioner Parrish proposed a Japanese garden in the portion of Stout Park north of Redwood Street. He envisioned a six to eight foot wall constructed around the area so that it could be closed at night. The garden could have water features, a gazebo type structure that could be used for group activities, and feature sculptures by local artists. He would like to get community support from the Garden Club, Seacrest Bonsai Club and the Manley Arts Center. To finance the design and construction Commissioner Parrish suggested grant funds and a golf tournament sponsored by the City and the Parks and Recreation Commission.

*Chetco Point Park:* Chair Mickelson reported the bridge has been modified to allow the mechanical wheelbarrow to pass through the rails. Trail maintenance was done and the trail is in very good shape now. The trails will be top dressed next. Porta-potties have not been installed at the park as they must be located where they can be serviced and this location has not been determined at this time.

*Softball/Soccer Fields:* No report

*Kidtown:* The Borax Company donated \$1,000 to Kidtown. Commissioner Frost reported the funds will be used for maintenance and to purchase additional bark for the play area.

*Skate Park:* City Manager Blodgett said work is moving forward quickly and about 2/3 of the project has been completed. The Finance Department is monitoring expenses for the park daily, insuring that the budget is adhered to. The Skate Park Committee is establishing regulations for use. The park will be open only during daylight hours and will be restricted to skateboard and inline skate use only.

*S.A.Y.:* The next meeting will be December 11, 2001.

*Volleyball Courts:* City Manager Blodgett reported the pits are ready for the sand. Fund raisers are being planned by the volunteer group to purchase the sand.

*Parks Master Plan:* Commissioner Boynton is in contact with the University of Oregon Community Planning Workshop which is interested in developing the Parks Master Plan. They will have a full proposal at the January, 2002, meeting.

### **Liaison Reports**

*Azalea Park Foundation:* Commissioner Williams said three orders of spring-blooming bulbs arrived and eight people worked to plant 1200 of them at the monthly park work party held November 10. Another work party will be held to finish the planting. Nature's Coastal Holiday will be held in the Park December 8. City staff and volunteers will man the booths on December 16.

### **Staff Announcements/Concerns/Follow-ups**

*Financial Report:* City Manager Blodgett gave tips on understanding the parks financial sheets that are part of the agenda each month. For the next budget year it is planned to separate funds for the swimming pool and summer recreation programs from those for parks. The funding of the summer recreation program was discussed since the school no longer participates in funding this program.

*Parks and Fields Use Calendar Update:* None

*Parking Lot—Azalea Park No. Bank Chetco softball field:* None

*Discovery Center Status:* None

*Brookings-Harbor Little League Bud Cross Park Improvements:* City staff and the Brookings-Harbor Little League volunteers redid the infields and planted new seed. The new fence will be going up soon. After reviewing the condition of the existing snack shack and the cost to repair and re-roof it, the Little League determined it may be more economical to build a new snack shack using volunteer labor from their group.

*Proposed Dates for Year 2002 meetings:* Dates for next years meetings were reviewed and found acceptable. Meetings will be held the fourth Thursday of each month except in November when the meeting will be the third Thursday and December when no meeting will be held.

### **Commissioner Comments**

Commissioner Parrish will contact various golfers in the area to bring a formal proposal for the golf tournament to the Commission at the January, 2002, meeting.

Commissioner Boynton said utilizing the University of Oregon Community Planning Workshop team will be a real money saver for the City. He has studied other plans done by this planning team and found them to be detailed and show forward thinking.

Commission Frost requested the Mayor and City officials write a thank you letter to Jennifer Legat and the Senior Class for their donation of labor to Kidtown.

Three students have applied to serve as ex officio representatives on various City Commissions and Committees. They will be appointed by the City Council on November 19. One of those students may be on the Parks and Recreation Commission reported City Manager Blodgett.

There being no further business the Commission adjourned at 8:07 p.m.



Respectfully submitted,



Linda Barker  
Recording Secretary

Approved by the Planning Commission

1-24-02 (Date)