

Agenda  
City of Brookings  
Common Council Meeting  
City Hall Council Chambers  
898 Elk Drive  
Brookings, OR 97415  
June 12, 2000  
7:00pm

*Father's Day*  
*June 18, 2000*

*in the home of  
winter flowers*





# agenda

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
June 12, 2000  
7:00 p.m.

- I. CALL TO ORDER - blue
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS
  - A. Ceremonies
    - 1. Special recognition to George Ciapusci
    - 2. Special recognition to Cindi Peterson
  - B. Announcements - pink
    - 1. Proclamations
      - a. Proclamation Safety City - Dan Palicki
      - b. "Americanism Week" June 11<sup>th</sup> through 17<sup>th</sup>, 2000 - Brookings Emblem Club #265
  - C. Interview Council Position No. 4 applicants -buff
  - D. Selection, appointment and swearing in of applicant for Council Position No. 4
- V. PUBLIC HEARING
- VI. SCHEDULED PUBLIC APPEARANCES
- VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE
  - A. Committee and Liaison reports
    - 1. Chamber of Commerce
    - 2. Businesses for a Better Brookings
    - 3. Port of Brookings-Harbor
    - 4. Planning Commission
    - 5. Council Liaisons
  - B. Unscheduled
- VIII. STAFF REPORTS
  - A. Finance Department - salmon
    - 1. 1999-2000 Fiscal Year Supplemental Budget
    - 2. 2000-2001 Fiscal Year Budget Adoption, Tax Levy and Appropriation
    - 3. 2000-2001 Fiscal Year State Revenue Sharing



4. Authorized Disbursement Signatories
5. Lease for primary copy machine in City Hall
- B. City Manager - canary
  1. Sale of tobacco to minors
  2. Salmon Run Golf Course
- C. Police Department - green
  1. Buy or lease new police cars

IX. CONSENT CALENDAR - white

- A. Approval of Council Meeting Minutes
    1. Minutes of May 22, 2000, Regular Council Meeting
  - B. Acceptance of Planning Commission Meeting Minutes
    1. Minutes of May 2, 2000, Regular Commission Meeting
  - C. Approval of Vouchers (\$459,900.06)
- (end Consent Calendar)

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

- A. Ordinances - orchid
  1. No. 00-0-538 - in the matter of declaring the City's election to receive State Revenues and declaring an emergency
  2. No. 00-0-537 - in the matter of the sale of Tobacco to Minors
  3. No. 00-0-482.B - An ordinance amending Ordinance No. 93-0-482A, adopted June 8, 1993.
- B. Resolutions - tan
  1. No. 00-R-678 - in the matter of adopting a supplemental budget for 1999/2000 fiscal year
  2. No. 00-R-677 - in the matter of adopting the budget, declaring tax levied, making appropriations for the 2000-2001 Fiscal Year and to categorize the levy as provided in ORS 294.435
  3. No. 00-R-676 - in the matter of naming a City Recorder/Treasurer and naming authorized signatories
  4. ~~No. 00-R-679 - in the matter of approving a lease agreement for the primary copy machine in City Hall.~~
  5. No. 00-R-675, in the matter of granting consent under golf course lease agreement

**CANCELLED**

XI. REMARKS FROM MAYOR AND COUNCILORS

- A. Council
- B. Mayor

XII. ADJOURNMENT



Council Chambers  
& Fire Hall Use as of 6/9/00

JUNE 2000

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				8:15am CC-CmtyDevDpt Staff mtg/LLightle 9:00am CC-Crime Stoppers		
	9:00am CC-VIPS/Volunteers in Police Service-BPalicki 7:00pm FH-FireTrng/ChShrp	7:00pm CC-Planning Comm reg mtg/JBischoff	12:00pm Comnity Agencies mtg @ Chetco Sr Center 3:30pm CC-AMF Mtg/TWeldon 7:00pm FH-PoliceReserves	8:15am CC-CmtyDevDpt Staff mtg/LLightle		
1:00pm AzPrk Bndshll/lawn: Catishun Concert/FREE AMF 2000 Summer Music Concert Series	7:00pm FH-FireTrng/ChShrp 7:00pm CC-Council Mtg		2:30pm FH-SafetyComMtg/ HThmpson	8:15am CC-CmtyDevDpt Staff mtg/LLightle	1:00pm CC-HOPE.Mtg 1pm to 5pm	
WhitSunday			Flag Day 6:00pm FH-Subrbn Fire Dist Mtg/RexAtwell	8:15am CC-CmtyDevDpt Staff mtg/LLightle 7:00pm CC-Parks & Rec Comm/ CMickelson		
Father's Day	9:00am CC-VIPS/Volunteers in Police Service-BPalicki 11:00am CC-Municipal Court/ JdgHarper 7:00pm FH-FireTrng/ChShrp	7:00pm CC-Comnty Family Picnic Strng Comm-HOPE: SCalta 469-0358	5:45pm CC-Victim Impact Panel/Joan-247-2412	8:15am CC-CmtyDevDpt Staff mtg/LLightle		
1:00pm AzPrk Bndshll& Lwn: FREE AMF 2000 Summer Concert Series-The Loons & Sylvester Trio	7:00pm FH-FireTrng/ChShrp 7:00pm CC-Council Mtg					
MAY 2000	JULY 2000					
S M T W T F S	S M T W T F S					
7 8 9 10 11 12 13	2 3 4 5 6 7 8					
14 15 16 17 18 19 20	9 10 11 12 13 14 15					
21 22 23 24 25 26 27	16 17 18 19 20 21 22					
28 29 30 31	23/30 24/31 25 26 27 28 29					



# JULY 2000

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	9:00am CC-VIPS/Volunteers in Police Service-BPalicki 7:00pm FH-FireTrng/ChShrp	8:00am City Hall CLOSED - 4th of July Holiday..... .....	12:00pm Comnity Agencies mtg @ Chetco Sr.Center 7:00pm FH-PoliceReserves 7:00pm CC-Planning Comm reg mtg/JBischoff	8:15am CC-CmtyDevDpt Staff mtg/LLightle 9:00am CC-Crime Stoppers		
1:00pm AzPrkBndshl/Lawn: OrLabBand & SwanDance-AMF FREE 2000 Summer Concert Series	7:00pm FH-FireTrng/ChShrp 7:00pm CC-Council Mtg	Independence Day	1:30pm CC-Or St Fire Marshall/Juv Fire Setter Program/Chf Sharp hosting 2:30pm FH-SafetyComMtg/ HThmpson 7:00pm "Curry Govts" Mtg @ Gold Beach City Hall-2nd Wed of May, Jul,Sep,Nov,Jan, Mar	8:15am CC-CmtyDevDpt Staff mtg/LLightle		
	9:00am CC-VIPS/Volunteers in Police Service-BPalicki 11:00am CC-Municipal Court/ JdgHarper 7:00pm FH-FireTrng/ChShrp		6:00pm FH-Subrbn Fire Dist Mtg/RexAtwell	8:15am CC-CmtyDevDpt Staff mtg/LLightle 6:30pm CC-Seatbelt Class-PD/ BPalicki 3:30pm CC-HOPE Mtg/ TWeldon		
1:00pm AzPrk Bndshl/Lawn: Banana Belt Brass Concert-AMF FREE Summer 2000 Concert Series	7:00pm FH-FireTrng/ChShrp 7:00pm CC-Council Mtg			8:15am CC-CmtyDevDpt Staff mtg/LLightle 7:00pm CC-Parks & Rec Comm/ CMickelson		
	7:00pm FH-FireTrng/ChShrp					
<div> <div>JUNE 2000</div> <div> <div>S</div> <div>M</div> <div>T</div> <div>W</div> <div>T</div> <div>F</div> <div>S</div> </div> <div> <div>1</div> <div>2</div> <div>3</div> <div>4</div> <div>5</div> <div>6</div> <div>7</div> <div>8</div> <div>9</div> <div>10</div> <div>11</div> <div>12</div> <div>13</div> <div>14</div> <div>15</div> <div>16</div> <div>17</div> <div>18</div> <div>19</div> <div>20</div> <div>21</div> <div>22</div> <div>23</div> <div>24</div> <div>25</div> <div>26</div> <div>27</div> <div>28</div> <div>29</div> <div>30</div> <div>31</div> </div> </div>				<div> <div>AUGUST 2000</div> <div> <div>S</div> <div>M</div> <div>T</div> <div>W</div> <div>T</div> <div>F</div> <div>S</div> </div> <div> <div>1</div> <div>2</div> <div>3</div> <div>4</div> <div>5</div> <div>6</div> <div>7</div> <div>8</div> <div>9</div> <div>10</div> <div>11</div> <div>12</div> <div>13</div> <div>14</div> <div>15</div> <div>16</div> <div>17</div> <div>18</div> <div>19</div> <div>20</div> <div>21</div> <div>22</div> <div>23</div> <div>24</div> <div>25</div> <div>26</div> <div>27</div> <div>28</div> <div>29</div> <div>30</div> <div>31</div> </div> </div>		



added to agenda

# Memorandum

TO: Mayor, City Council  
FROM: City Manager Tom Weldon *Tom*  
DATE: June 12, 2000



Issue: Closing lower part of Old County Road for middle school class

- Background:
1. (see attached letter)  
This request came in after the packet and agenda had been prepared. Some of the students and a teacher will be at tonight's Council meeting.
  2. I have talked with Community Development Director Lightle and Police Chief Lewis about this request and we see no significant problem with closing this road for an hour and twenty minutes this Tuesday and Wednesday mornings. This would be from the intersection at Azalea Park Road and Old County Road to the intersection of Old County Road and Constitution Way.
  3. Public Works will provide some barriers and the Police Department will, assuming nothing else in particular is happening, send a patrol car to the area.
  4. The only inconvenience this will cause to anyone will be to those people who want to use this section of Old County Road at that time. They would have to use Oak Street, which shouldn't be a big deal.

Recommendation: We recommend you authorize the closing of Old County Road June 13 and 14, 2000, from approximately 8:20AM to approximately 9:40AM for this Azalea Middle School Class.

pc: Police Department  
Public Works  
Fire Department



To: Mayor Hagbon  
From: Mike Gordon Rick Foster  
Date: 6-7-2000  
Re: Down hill racing

To Mayor Hagbon, The Azalea Middle School Science and Technology class has put together a class that incorporates science and technology to create down hill racers. These students had to learn about physics, aerodynamics, construction, develop team working skills, construct a car and learn a little about how a car is designed and built for racing. The excitement of this class was to test theories of design and to see which student can design the fastest down hill racer. We would like to race our vehicles on Tuesday and Wednesday, the 13th and 14th of June.

We plan on using the Old County road at the lower part of the park. We have picked this site because we are looking for a road that is steep enough to run with out holding up traffic. We will have several students who will flag traffic. We will have timers and two staff members and parents to help supervise. This will be a school sponscered event. Students will be required to wear helmets and gloves for their safety. We are planning on running this event at 8:20 am to 9:40 am. We are hoping to have 12 cars finish the event. We will be running six cars per day. We will be in your debt if we are allowed to race these vehicles on these dates and at this particular spot.

Thank you for your time  
Mr. Gordon Technology instructor  
Mr. Foster Science

**received**  
6.8.00



# CONFIDENTIAL

**TO:** Mayor, City Council  
**FROM:** Tom Weldon, City Manager  
**DATE:** June 12, 2000  
**ISSUE:** Suggested questions for interview  
of Council applicants at Council  
meeting of June 12, 2000



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**APPLICANT: #1) Rick Dentino**

1.

Why do you want to be on the City Council?

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2.

Will you be available for occasional daytime meetings, including lunch, and four or five extra night meetings a month?

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3.

Tell us about your experience working cooperatively in a group to solve community problems?

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4.

What do you think is the single most important attribute the new City Manager must have?

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5. What do you know about the proposed new Urban Growth Boundary and what it means to the Brookings-Harbor community?

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6. What is the single most important issue you would like to work on as a City Councilor?

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NOTES: 

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## CONFIDENTIAL

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**FROM:** Tom Weldon, City Manager  
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meeting of June 12, 2000



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**APPLICANT:** #2) Russ Fritz

1. Why do you want to be on the City Council?

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2. Will you be available for occasional daytime meetings, including lunch, and four or five extra night meetings a month?

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3. Tell us about your experience working cooperatively in a group to solve community problems?

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4. What do you think is the single most important attribute the new City Manager must have?

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5. What do you know about the proposed new Urban Growth Boundary and what it means to the Brookings-Harbor community?

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6. What is the single most important issue you would like to work on as a City Councilor?

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NOTES: 

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**FROM:** Tom Weldon, City Manager  
**DATE:** June 12, 2000  
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of Council applicants at Council  
meeting of June 12, 2000



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APPLICANT: #3) Augie Kofoet

1. Why do you want to be on the City Council?

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2. Will you be available for occasional daytime meetings, including lunch, and four or five extra night meetings a month?

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3. Tell us about your experience working cooperatively in a group to solve community problems?

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4. What do you think is the single most important attribute the new City Manager must have?

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5. What do you know about the proposed new Urban Growth Boundary and what it means to the Brookings-Harbor community?

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6. What is the single most important issue you would like to work on as a City Councilor?

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NOTES: 

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**FROM:** Tom Weldon, City Manager  
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APPLICANT: #4) Lorraine Kuhn

1.

Why do you want to be on the City Council?

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2.

Will you be available for occasional daytime meetings, including lunch, and four or five extra night meetings a month?

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3.

Tell us about your experience working cooperatively in a group to solve community problems?

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4.

What do you think is the single most important attribute the new City Manager must have?

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5. What do you know about the proposed new Urban Growth Boundary and what it means to the Brookings-Harbor community?

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6

What is the single most important issue you would like to work on as a City Councilor?

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NOTES: 

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# CONFIDENTIAL

**TO:** Mayor, City Council  
**FROM:** Tom Weldon, City Manager  
**DATE:** June 12, 2000  
**ISSUE:** Suggested questions for interview  
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meeting of June 12, 2000



APPLICANT: #5) Cherie Mitchell

①

Why do you want to be on the City Council?

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②

Will you be available for occasional daytime meetings, including lunch, and four or five extra night meetings a month?

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③

Tell us about your experience working cooperatively in a group to solve community problems?

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④

What do you think is the single most important attribute the new City Manager must have?

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5.

What do you know about the proposed new Urban Growth Boundary and what it means to the Brookings-Harbor community?

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6.

What is the single most important issue you would like to work on as a City Councilor?

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NOTES:

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## ***SAFETY CITY PROCLAMATION***

**WHEREAS**, our community's children are our pride and joy and our Nation's greatest resource, and

**WHEREAS**, keeping our children safe should be a priority for all of us, and

**WHEREAS**, the Brookings Police Department, through a group of volunteers, provides a free ten-hour course for children going into kindergarten covering safety issues, and

**WHEREAS**, these children are taught on the streets of Safety City (at Kalmiopsis School) and

**WHEREAS**, their course includes simulated real life situations covering child pedestrian and life safety lessons,

**NOW, THEREFORE**, in recognition of and appreciation to all the companies, agencies, and volunteers who make this program a success, I hereby proclaim,

***The Brookings Police Department's Safety City Program  
A Community Treasure***

and urge all parents of children going into kindergarten to send their children to one of the safety city programs this summer!

**IN WITNESS HEREOF**, dated this \_\_\_\_\_ day of June, 2000, in the City of Brookings,

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Bob Hagbom, MAYOR

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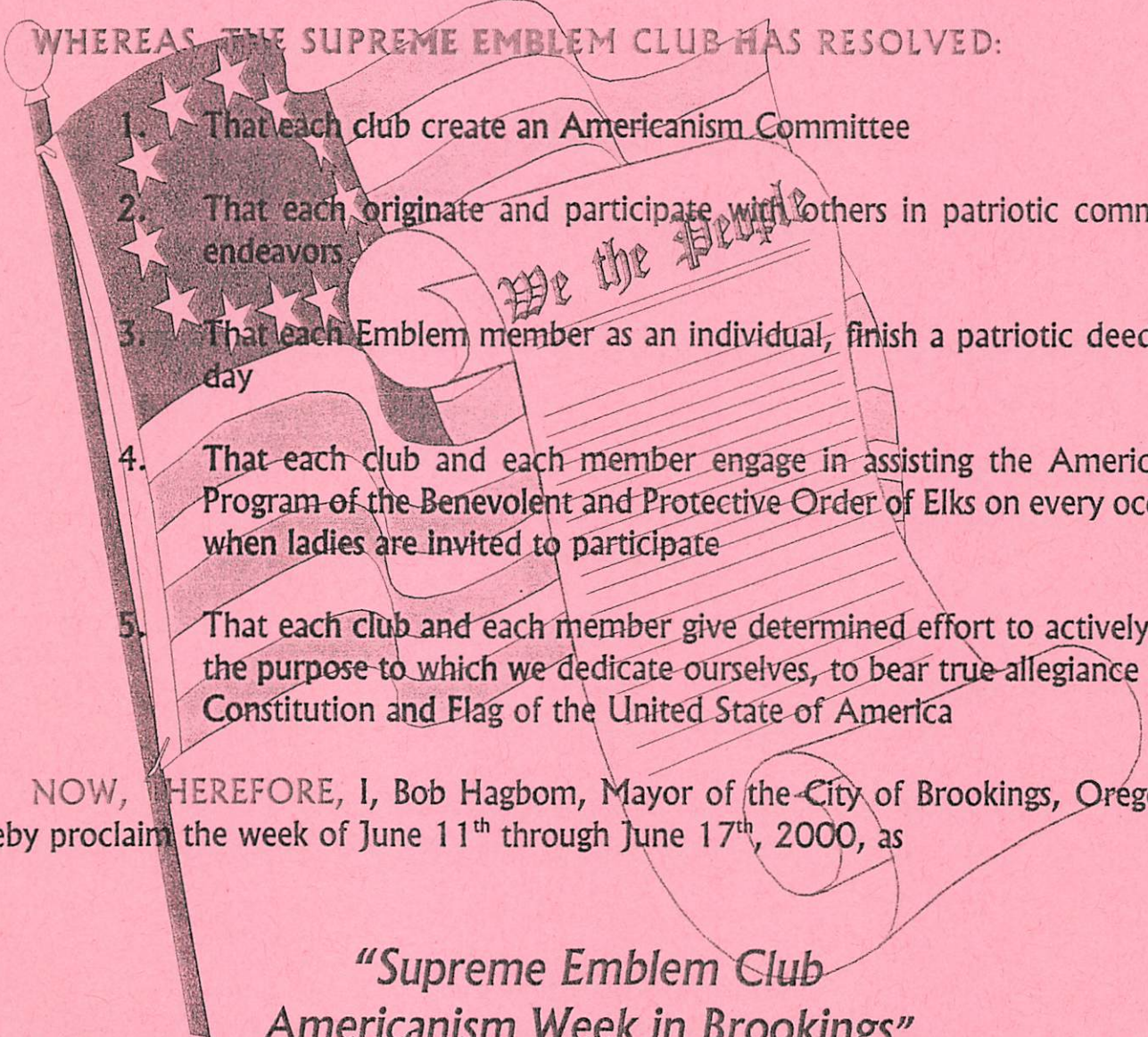
Tom Weldon, CITY MANAGER



# PROCLAMATION

WHEREAS, the Supreme President of the Supreme Emblem Club has stated that strengthening the Unity of the United States of America is vital, that there is a need to strengthen the American Heart of Emblem, that there is a need to strengthen the beliefs of each individual and each club, and has restated the Supreme Emblem Club Citizenship Principles; and

WHEREAS THE SUPREME EMBLEM CLUB HAS RESOLVED:

- 
1. That each club create an Americanism Committee
  2. That each originate and participate with others in patriotic community endeavors
  3. That each Emblem member as an individual, finish a patriotic deed each day
  4. That each club and each member engage in assisting the Americanism Program of the Benevolent and Protective Order of Elks on every occasion when ladies are invited to participate
  5. That each club and each member give determined effort to actively fulfill the purpose to which we dedicate ourselves, to bear true allegiance to the Constitution and Flag of the United State of America

NOW, THEREFORE, I, Bob Hagbom, Mayor of the City of Brookings, Oregon do hereby proclaim the week of June 11<sup>th</sup> through June 17<sup>th</sup>, 2000, as

*"Supreme Emblem Club  
Americanism Week in Brookings"*

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Bob Hagbom  
Mayor



Mayor Bob Hagbom  
898 Elk Drive  
Brookings, OR 97415

May 10, 2000

Mayor Hagbom,

In light of the recent step-down of Councilman George Ciapusci due to health reasons, I am actively seeking to fill the vacancy he has created for position 4 on the city council.

As a retired, but active 64 year old family man in robust health, willing to take on whatever duties the City of Brookings deems necessary, I wish to serve my neighbors and the general common-good, to enable them the quality of life they came to town seeking. I have no agenda other than to provide what is needed to the citizenry to best benefit living in our city.

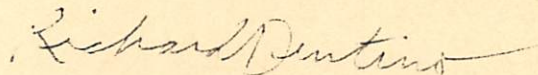
I feel I've demonstrated that fair-minded, "agendaless" attitude, wishing only to even-handedly serve, during my three-year tenure on the Planning Commission. If appointed to fill out Ciapusci's term, you will find me to be a staunch supporter of city policies and loyal to a fault to my superiors and fellow councilors. Yet, those close to my background know me to be no one's "rubber stamper," as I have the ability to think situations through and stand by my opinions.

The attached sheet will verify my local governmental activities, using my time well during my 3.5 years here in Brookings, in addition to a previous number of years of service elsewhere. In truth I have long been a keen observer and "student" of local/municipal politics, often attending city council, planning commission and budgetary meetings purely for my own interest. I've done so in both large and smallish communities, in three states, across varied areas of the US.

My passion to serve the community positively grows from the fact that have a vested interest, as I'm a resident and home owner here and will be for the "long haul." I formerly worked at the *Pilot* following my retirement in California. My wife, Patti, is a department head at Curry Good Samaritan Center and I have a son entering Brookings-Harbor High School. I am no longer a visitor to the community, but every bit a native son as some long-timers profess of themselves.

My plan was to become a member of the council at some point, but my previous employ at the newspaper made that a virtual impossibility. I now feel I would be a valuable, viable member to the council team, and am looking forward to working with all concerned, if selected to fill the vacant chair.

Respectfully,



Richard Dentino  
1230 Ransom Ave.  
Brookings, OR 97415-8169  
541-469-1284  
dentino@woods-computors.net





# 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: RICHARD R. DENTINO Date: 5/10/00

Physical Address: 1230 RANSOM AVENUE, BROOKINGS, OR 97415-8169

Mailing Address: SAME Phone: 541-469-1234

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

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

1. Resident of City of Brookings since: Month: 10 Year: 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.) \_\_\_\_\_

SEE ATTACHMENT

(Continued on back)

pc - C Hagwood / Belot

received  
5.12.00



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

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

SEE ATTACHMENT

4. Please list three references:

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

5.

Richard Dentino  
Signature

5-10-00  
Date



Richard Dentino  
1230 Ransom Ave.  
Brookings, OR 97415-8169  
541-469-1284

dentino@woods-computers.net

PERTINENT \* I am currently vice-chair, City Of Brookings Planning Commission (4/97 to  
EXPERIENCE present)  
\* Member of the Technical Advisory Committee for City of Brookings Transportation System Plan; (8/98 - 2/00).  
\* Participant in the joint Brookings City Council and Planning Commission local approval process of the Public Facilities Plan for Urban Growth Expansion, (Aug.-Nov., 1999)  
\* Chair of the Infrastructure sub-committee to the Positive Revitalization of Urban Downtown Committee (PROUD), Summer-Fall, 1999  
\* Currently a member of American Music Festival committee, under the auspices of BACA and the City of Brookings.  
\* Member- Curry County Citizens Involvement Committee, (Oct., 99 - present)  
\* Attended basic and advanced seminars for Oregon planning commissioners at North Bend (1997) and Springfield (1998).  
\* Formerly chairman- City of Lodi (CA) Arts Commission, (1984-89), while simultaneously on board of directors of San Joaquin County (CA) Arts Council, (1985-88), serving as chair of Arts In Public Places committee.

EDUCATION: \* Primary and public high school- Chicago, IL  
\* Chicago City College, 1953-54 and 1957-58. (major: Architecture)  
\* University of San Francisco, 1985-86. (major: Organizational Behavior)

MILITARY: USN; Submarine Service-1953-56

EMPLOYM'T \* Semi-retired following 26 years' service with General Mills, Inc. at both  
HISTORY Chicago and Lodi; numerous management and wage positions (June, 1967 - July, 1993), following 10 years of architectural work in the greater Chicago area.  
\* General reporter and columnist for *Curry Coastal Pilot*, (12/96 - 7/99).  
\* Currently acting as campaign manager; "Donald Tilton For Commissioner." (Note: Were I to be appointed to the city council, I would remove myself from the Tilton campaign, if necessary.)  
\* As part of an eleven person team loaned from our various employers to the San Joaquin County United Way 1986 campaign, I spearheaded a project to raise \$2.25 million from the industrial community of that county in just four months.



JUNE 1, 2000

TO: Mayor Bob Hagbom  
FROM: Russ Fritz  
SUBJECT: City Councilor Position #4

DEAR Mayor,

THANK YOU FOR THE INVITATION TO  
APPLY FOR POSITION #4 OF THE  
CITY COUNCIL.

I WILL BE LEAVING JUNE 2 FOR  
AN OUT-OF-TOWN VISIT. MY RETURN  
DATE IS NOT DEFINITE AT THIS TIME,  
I WILL CALL IN TO THE CITY UPON  
ARRIVING HOME.

Russ Fritz





## 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: RUSS FRITZ Date: JUNE 1, 2000

Physical Address: 17163 OCEAN PARK COURT

Mailing Address: \_\_\_\_\_ Phone: 469-0244

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: FEB. Year: 1996

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

IS MY REASON FOR SEEKING CITY COUNCILOR  
POSITION #4. SEEING CHANGES IN BROOKINGS AND

(Continued on back)

received  
6-2-00



2. Continued: THE HARBOUR COMMUNITY SINCE 1996 AS A  
FULL TIME RESIDENT, AND CHANGES THAT  
"WILL COME" MAKE FOR A CHALLENGING ERA,  
AND I DESIRE TO BE A PART OF THESE  
EXCITING TIMES.

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

GRADUATE OF ILLINOIS WESLEYAN UNIVERSITY,  
DEGREE IN BUSINESS ADMINISTRATION  
RETIREE-24 YEARS WITH STERLING DRUG/EASTMAN  
KODAK IN SALES MANAGEMENT  
SERVED ON BROOKINGS SYSTEM DEVELOPMENT  
CHARGE REVIEW BOARD, FEB. 1997-JAN. 2000  
SERVING ON PARKS AND RECREATION COMMISSION,  
AUG. 1999-PRESENT  
PRECINCT COMMITTEE PERSON-14<sup>TH</sup> PRECINCT (2 YRS.)  
ON MAY BALLOT FOR 17<sup>TH</sup> PRECINCT  
PRESIDENT - BROOKINGS INVESTMENT GROUP JAN. 1999-PRESENT  
MEMBER OF B.P.O.E. ELKS #1934 - DOOR GREETER 2 YRS.

4. Please list three references:

NAME:	ADDRESS:	PHONE:
A. <u>BOB HAGBOM</u>	<u>960 3RD</u>	<u>469-0150</u>
B. <u>GAIL &amp; JOHN HEDDING</u>	<u>15546 HWY 101</u>	<u>469-1321</u>
C. <u>JIM COLLIS</u>	<u>17346 HOLMES DR.</u>	<u>469-3678</u>

5.

Signature

Russ Fintz

Date

JUNE 1, 2000



6-2-2000

TO: BOB HAGBOM, MAYOR  
FROM: A.H. "AUGIE" KOFOET

SUBJECT: COUNCIL OPENING

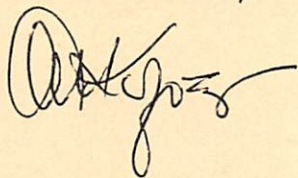
I HEREWITH SUBMIT MY APPLICATION FOR THE  
EXISTING OPEN POSITION ON THE BROOKINGS  
CITY COUNCIL.

THE ENCLOSED IS A BRIEF SUMMARY OF PAST  
ACTIVITIES.

I BELIEVE IN PARTICIPATION OF CITIZENS IF  
WE ARE TO ASSIST IN MAKING CHANGES FOR THE  
BETTERMENT OF OUR CITY. I OFFER A VARIETY  
OF EXPERIENCES WHICH SHOULD MAKE ME A POSITIVE  
FACTOR ON COUNCIL.

THANK YOU FOR CONSIDERED MY APPLICATION

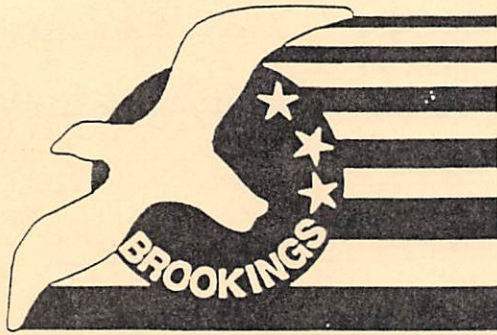
SINCERELY



cc - Chuck Hayward / Pilot

received  
6-2-00





## 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: AUGUST "AUGIE" KOFOET Date: 6-1-2000

Physical Address: 787 RANSOM ST BROOKINGS OR 97415

Mailing Address: P.O. Box 1500 Phone: 541-469-2508

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: 11 Year: 1996

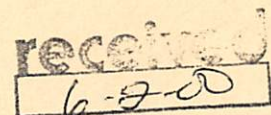
2. Please briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. (Attach additional sheets if needed.) I'VE BEEN HERE FOR 3<sup>+</sup> YEARS, HAVE

NO AGENDA OTHER THAN IMPROVING THE CITY. WE NEED

NEW BLOOD WITH NEW IDEAS. I'VE BEEN ON THE PARKS & REC. COMMITTEE, POOL IMPROVEMENT COMMITTEE, PRIDE COMMITTEE

(Continued on back)

I'M PRESENTLY THE VICE PRESIDENT OF A SOIC(3) ORGANIZATION (B4BB).



pc-Chuck Hayward / Pilot



2. Continued. PAST EXPERIENCE - FOUNDRING MEMBER OF SWIM & RACQUET CLUB, PRESIDENT OF KENNEL CLUB, TREASURER OF HOME OWNERS ORGANIZATION.

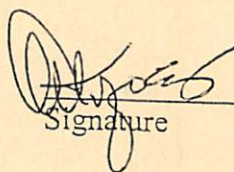
3. Biographical Sketch: (Education, employment, etc.) (Attach additional sheets if needed.)

COLLEGE - 1 YR PRE-MED. NITE SCHOOL 1 1/2 YRS ELECTRONICS.  
US ARMY - 2 YRS INSTRUCTOR IN BASIC ELECTRONICS. CUSTOMER  
ENGINEER ON ELECTRO MECHANICAL GEAR AND ADVANCED  
THRU COMPUTERS TO DISTRICT MGR, REGIONAL MGR AND  
NATIONAL SERVICE MANAGER. WROTE CONTRACTS, CREATED  
SERVICE AREAS, ESTABLISHED BUDGETS AND COST CONTROLS.  
STORE OWNER/OPERATOR PERFORMED ALL FUNCTIONS  
OF SOLE PROP OPERATION, HIRING, FIRING, ORDERING,  
PRICING, INVENTORY CONTROL, REPAIRS, ETC. CUSTOMER  
SERVICE.

4. Please list three references:

NAME:	ADDRESS:	PHONE:
A. <u>MARY O'HALLERAN</u>	<u>640 HARDON BROOKINGS</u>	<u>469-4267 Home</u>
B. <u>BILL HANX</u>	<u>1045 CHETCO</u> "	<u>469-5325 work</u>
C. <u>RICH MOORE</u>	<u>WINCHUCK</u> "	<u>469-2111 work</u>

5.

  
Signature

6/1/2000  
Date



May 16, 2000

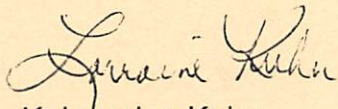
City of Brookings  
Mayor Hagbom  
Council Members  
898 Elk Drive  
Brookings, OR 97415

Dear Mayor Hagbom & Members of the Council:

I am enclosing my application to serve out the remaining term, which is currently vacant on the City of Brookings Council, as a council member.

Thank you for taking the time to review my application and I look forward to hearing from you soon.

Sincerely,



K. Lorraine Kuhn  
813 N Second Street  
PO Box 885  
Brookings, OR 97415  
(541) 469-9289 Home  
(541) 469-5335 Work

**received**  
5.17.00





## 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: K. LORRAINE KUHN Date: MAY 16, 2000

Physical Address: 813 N. 2ND STREET, BROOKINGS OR 97415

Mailing Address: PO Box 885, BROOKINGS OR 97415 Phone: 469-9289

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

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

1. Resident of City of Brookings since: Month: 10 Year: 94

2. Please briefly explain why you wish to serve the community in this capacity and what prior experience, community service, or background you have in this area. (Attach additional sheets if needed.) IN FEBRUARY 1995, I APPLIED AND WAS APPOINTED TO THE BROOKINGS CITY BUDGET COMMITTEE TO FILL A VACANCY.  
MY 3 YEAR TERM BEGAN JANUARY 1996. I FOUND THIS TO BE

(Continued on back)



2. Continued: A VERY REWARDING APPOINTMENT. TO BE INVOLVED WITH THE  
PROCESS OF HOW FUNDS WOULD BE USED IN THE NEXT YEARS BUDGET,  
10/96 THRU 12/96 I SERVED ON THE TEM CITIZENS ADVISORY COMMITTEE  
TO STUDY INFILL AND REDEVELOPMENT OF PROPERTIES IN THE URBAN GROWTH  
BONDARY. IN 1996 THRU 1998 I DEVOTED MUCH OF MY TIME AND (SEE ATT.)

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

I HAVE ATTENDED LINN-BENTON COMMUNITY COLLEGE STUDING  
CRIMINAL JUSTICE. I WAS ALSO ENROLLED AND ATTENDED CLASSES  
AT OREGON STATE UNIVERSITY WHILE WORKING IN CAMPUS POLICE.  
I HAVE A STRONG ACCOUNTING BACKGROUND ALONG WITH  
12+ YEARS EXPERIENCE IN FINANCIAL LENDING.  
I ENJOY WORKING WITH AND FOR PEOPLE. I LOVE  
A CHALLENGE AND I'M READY TO GO TO WORK.  
MY EMPLOYER HAS NO OBJECTIONS TO MY  
APPLYING FOR THIS POSITION.

THANK YOU.

4. Please list three references:

NAME:

ADDRESS:

PHONE:

A. <u>FRANCES JOHNS</u>	<u>815 BROOKHAVEN DR BROOKINGS</u>	<u>469-2361</u>
B. <u>SANDY HISLOP</u>	<u>684 RICHARD ST. BROOKINGS</u>	<u>469-3355</u>
C. <u>MARIE GARDNER</u>	<u>308 OXFORD WAY, BROOKINGS</u>	<u>469-5218</u>

5.

K. Lorraine Kuhn  
Signature

MAY 16, 2000  
Date



2. Cont.

ENERGY ORGANIZING AND DEVELOPING THE BROOKINGS HARBOUR YOUTH ASSOCIATION. MUCH TO MY DISAPPOINTMENT, I FOUND IT VERY DIFFICULT TO GET THE PUBLIC SUPPORT THAT WAS NECESSARY FOR ITS SUCCESS.

I HAVE NOT GIVEN UP ON THE KIDS IN THIS COMMUNITY. WORKING WITH AND AS PART OF THE CITY COUNCIL COULD PERHAPS BE ANOTHER WAY TO CONVINCE THE COMMUNITY HOW IMPORTANT OUR CHILDREN ARE.

WHILE LIVING IN CORVALLIS AND WORKING AT OREGON STATE UNIVERSITY OUR FAMILY WAS HOST TO MANY FOREIGN STUDENTS. THEY WOULD STAY IN OUR HOME FOR AS LONG AS A WEEK AND I WOULD HELP THEM FIND HOUSING, BANKING, THEIR CLASSES, WHERE TO SHOP. WE WOULD BECOME THEIR FAMILY DURING YEARS OF STUDIES. WE STILL HEAR FROM SOME TODAY.





## 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: CHERIE J. MITCHELL

Date: June 1, 2000

Physical Address: 433 Buena Vista Loop

Mailing Address: POB 1104

Phone: 541-469-3390  
9-9741

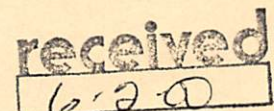
This is my application to serve on the following board or committee. Check one or more:

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

1. Resident of City of Brookings since: Month: 7 Year: 89

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

(Continued on back)



R - ~~May~~ Chuck Hayward / Pilot



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

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

See attached:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please list three references:

	NAME:	ADDRESS:	PHONE:
A.	<u>George Capusci</u>	<u>285 Allen Lane</u>	<u>Brookings</u>
B.	<u>Peggy Hoerger</u>	<u>98068 Collins Ave</u>	<u>Brookings</u>
C.	<u>Olivia Abbat</u>	<u>713 5<sup>th</sup> St</u>	<u>Brookings</u>

5. Cherie Mitchell June 1, 2000  
Signature Date



2.

Brookings is at a crucial juncture and decisions made by its community leaders in the next few years will have a profound impact on the direction the community goes. Decisions can be made which will propel Brookings into the 21<sup>st</sup> century as productive well paid citizens or we can continue to play the violins hoping to bring back the fishing and lumber industries.

I would like to play a role on that first progressive path. I feel my background as a business woman, educator, fund raiser, community activist and volunteer will enable me to make a positive contribution to the City of Brookings.

Cherie J. Mitchell



## **Cherie J. Mitchell**

423 Buena Vista Loop  
P. O. Box 1104  
Brookings OR 97415  
503-469-9741 (W) 503-469-3390 (H)

### **Work experience**

#### **Flora Pacifica Inc.**

##### *Brookings OR*

1991 - present  
Co-owner, Corporate Secretary-Treasurer, Retail shop manager, Trade Show representative, procurement officer, and responsible for advertising and public relations.

#### **Flora Pacifica**

##### *Brookings OR*

1989-91  
Co-owner, of 11 acre commercial cut flower farm, growing and marketing a wide variety of fresh, dried and preserved florals.

#### **Cardinal Meadows Farm**

##### *Remington, VA*

1971-89  
Co-owner, bookkeeper, advertising and public relations officer of a 333 acre mixed farming operation producing beef cattle, field crops and commercial vegetables.

#### **Joint Voluntary Agencies**

##### *Bangkok, Thailand*

1982-83  
Coordinator of refugee transit.

#### **Foreign Born Youth Program**

##### *Arlington, VA*

1979-82  
Coordinator and counselor for the young adult assimilation program.

#### **American School Vientiane**

##### *Vientiane, Laos*

1972-74  
Organizer/teacher, Home Economics Department. Math teacher. Senior class advisor.

#### **International Voluntary Services**

##### *Vientiane, Laos*

1971-72  
Home Economics teacher at the Ecole de Pedagogie

#### **International Voluntary Services**

##### *Iraq*

1955-57  
Home Economist volunteer working with a community development program with the Kurds in northern Iraq and Arabs near the historic site of Babylon.

*2/Chuck Hazard Pilot*



## Education

### **Cornell University**

*Ithaca, New York*

1969-70

Graduate study, International Nutrition Studies.

### **University of Idaho**

*Moscow, Idaho*

1958

Graduate study, Extension Education

### **Cornell University**

*Ithaca, New York*

1955

BS Home Economics

## Professional Memberships

Northwest Special Forest Products Association, Board of Directors, Vice President  
Gamma Sigma Delta Honorary

## Accreditations

American Home Economics Association

Master Gardener, Virginia

## Community activities

South Western Community College Advisory Board

Chetco Vision Action Team Committee - Economic Development Chair

Chamber of Commerce - Advertising and Tourism Committee

Patron of the Chetco Public Library

Patron of the Community Concert Association

Community Concert Association Director

American Field Service (Host)

Oregon Association for Family and Community Education

Cornell University Alumni Association Board of Directors, College of Human Ecology

Soroptimist (past vice president).

American Association of University Women (helped establish local chapter).

Fauquier County (VA) Home Economics Advisory Council - (helped establish)

Senator John Warner's home county campaign manager

## Volunteer experience

President, PTA, International School Manila.

Volunteer, Subic Bay Refugee Camp.

President, American Women's Club Laos. Raised \$40,000 welfare budget.

Secretary, American School Vientiane School Board

President, USOM Women's Club, Bangkok

Worked with several welfare projects in Thailand



**Awards received**

The Governor's (Virginia) Employment and Training Council Program of the Year Award

Recipient of the Fauquier County (Virginia) 1987 Outstanding Conservation Family of the Year.

**References**

See Application

**IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON**

***In the Matter of a Resolution Exempting )  
From Competitive Bidding the Lease ) Resolution No. 00-R-679  
Purchase of Four New Police Patrol )  
Vehicles***

**WHEREAS, the City of Brookings needs to procure four new patrol vehicles for the Brookings Police Department; and**

**WHEREAS, the Brookings Police Department has budgeted \$36,000 for leasing four new patrol vehicles in fiscal year 2000; and**

**WHEREAS, the City of Brookings has investigated the availability of the lease purchase of four new fully equipped Ford Crown Victoria, V8 Police Interceptors and that Auto Additions, Inc. of Brooks, Oregon is the only company in Oregon in the business of offering the lease purchase of new police vehicles and fully equipping them to police department specifications as part of the monthly leasing cost; and**

**WHEREAS, there are a limited number of these police vehicles available for procurement at this time and any delay will result in not being able to receive the vehicles and have them on the road until early December, 2000; and**

**WHEREAS, substantial cost savings can be realized through the lease purchase of four new police patrol vehicles from the single available source in the State of Oregon; and**

**WHEREAS, it is unlikely that an exemption from competitive bidding in this instance would encourage favoritism in the awarding of contracts or diminish competition.**

**NOW ,THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF  
THE CITY OF BROOKINGS THAT:**



**The lease purchase of four new police patrol vehicles for the City of Brookings Police Department, as identified above, is exempted from competitive bidding requirements set out in ORS Chapter 279, City of Brookings ordinances and resolutions.**

**PASSED by the Common Council of the City of Brookings and signed by the Mayor this \_\_\_\_\_ day of June, 2000.**

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

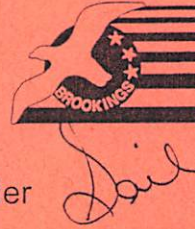
**ATTEST:**

\_\_\_\_\_  
**Gail L. Hedding**  
**Finance Director/Recorder**



# Memorandum

TO: Mayor & Council  
THRU: Tom Weldon, City Manager *Tom*  
FROM: Gail L. Hedding, Finance Director/Recorder *Gail*  
DATE: June 6, 2000  
RE: 1999/2000 Supplemental Budget



## Issue:

Due to circumstances not known at the time of budget preparation for the fiscal year 1999/2000, a supplemental budget is required.

## Background:

The unforeseen expenditures and revenues proposed for the supplemental budget are:

**Police Department-\$21,000 in Materials & Services.** This item consists of \$3,500 in account 10-13-6155 Drug Restitution Reserve-Federal, \$10,000 in account 10-13-6160 Drug Restitution Reserve-State and \$7,500 in account 10-13-6180 Community Policing. The expenditures in the drug restitution funds are for purchase of a computer network for the detectives and subsequent payment of the \$5,000 insurance deductible for the replacement of the computer network system destroyed by flooding. The funds expended in Community Policing were for the police trading cards and reimbursement to Oregon State Police for seat belt enforcement classes. The expenditures are a result of additional revenues being received by these two police programs. Additional funds were received by the City from asset forfeiture in the amount of \$19,000 to cover the expenditures (account 10-06-4130). Community Policing obtained a grant of \$1,025 (account 10-13-4050) to finance the trading cards as well as donations of \$6,475 (account 10-06-4135) in support of other activities which necessitated the other expenditures.

**Police Department-\$6,145 in Personal Services.** This item is the overtime incurred by Police Officers in enforcement of seat belt and DUII laws ( account 10-13-5010). This overtime is reimbursed to the City of Brookings by a State of Oregon grant. Therefore, I also recommend an addition to the budget of \$6,145 in grant revenues (account 10-03-4055).

**Police Department-\$9,400 in Capital Outlay.** This budget addition consists of two items. The first is \$3,900 spent for a radar gun (account 10-13-7020). This asset was purchased from donated funds in the prior year. These funds were a portion of the carryover to fiscal year 1999/2000. The remaining \$5,500 in capital outlay is for a vehicle for the Chief of Police. The funds for this expenditure are from sale of assets in the drug restitution funds.



**Non-Departmental-\$9000 in Materials & Services.** This increase in budget becomes necessary due to increased revenues from the Transient Room Tax. Our current agreement with the Brookings Harbor Chamber of Commerce stipulates 25% of Transient Room Tax collections will be paid to the Chamber for the promotion of tourism. We had an unanticipated increase in Transient Room Tax of approximately \$36,000 which necessitates an unanticipated transfer to the Chamber of Commerce of \$9,000 (account 10-19-6185).

**Dawson Bancroft Bond Fund -Revenue & Expenditures - \$2,500 in Materials & Services.** The City paid past due taxes on a piece of property (account 44-10-6065) in Dawson Tract in order to begin foreclosure proceedings. This expenditure was not planned or budgeted. There are \$2,500 in addition revenues (account 44-08-4150) to cover the unbudgeted expenditure.

**Recommendation:**

Approve Resolution 00-R-678 incorporating the above items in a supplemental budget for the fiscal year 1999/2000.



# Memorandum

**TO:** Mayor & Council  
**THRU:** Tom Weldon, City Manager *Tom*  
**FROM:** Gail L. Hedding, Finance Director/Recorder *Gail*  
**DATE:** May 26, 2000  
**RE:** Funds for Public Works Shop



## Issue:

Prior to the adoption of the 2000/2001 approved budget, some reclassification of capital outlay dollars is needed in the Street, Water-Distribution, and Wastewater Collection Funds.

## Background:

The capital outlay approved for the Street, Water-Distribution and Wastewater Collection Funds did not include an amount for property improvements. The recommended budget for property improvements is \$29,800 for each fund. These dollars are to be used for the preparation of plans and construction of a public works shop. A new shop is necessary due to the sale of property previously used by public works and the construction at the wastewater plant where their current facilities are located. The Community Development Director and Public Works Superintendent are currently obtaining plans and an estimate of total project cost. The changes recommended do not result in additional money budgeted in capital outlay, but rather a reclassification of funds. See the attached budget sheets that illustrate the reclassifications. Before any bids are requested for construction, we will come back to the Council for approvals.

## Recommendation:

Approve the reclassification of \$29,800 from construction in the Street Fund (account 15-10-7025) to property improvements in the Street Fund (account 15-10-7005) and the reclassification of \$29,800 from improvements in the Water Distribution Fund (account 20-21-7005) to property improvements in the Water Distribution Fund (account 20-21-7008) and the reclassification of \$29,800 from improvements in the Wastewater Collection Fund (account 25-31-7005) to property improvements in the Wastewater Collection Fund (account 25-31-7008).



CITY OF BROOKINGS  
STREET FUND

EXPENDITURES

SECOND PRECEDING YR 1997-98	FIRST PRECEDING YR 1998-99	ADOPTED BUDGET YR 1999-00	DESCRIPTION EXPENDITURES	ACCOUNT #	BUDGET FOR NEXT YEAR 2000-01		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
PERSONAL SERVICES:							
110,287	65,206	70,500	SALARIES & WAGES	15-10-5005	73,500	73,500	73,500
9,990	4,506	4,000	OVERTIME	15-10-5010	7,000	7,000	7,000
8,079	5,028	5,000	PERS	15-10-5015	5,600	5,600	5,600
9,712	5,513	6,000	FICA	15-10-5020	6,200	6,200	6,200
19,112	10,930	12,000	HEALTH INSURANCE	15-10-5025	14,000	14,000	14,000
6,666	3,135	4,000	WORKERS' COMPENSATION	15-10-5030	4,100	4,100	4,100
2,031	701	1,000	UNEMPLOYMENT	15-10-5035	500	500	500
165,877	95,017	102,500	TOTAL PERSONAL SERVICES		110,900	110,900	110,900
MATERIALS AND SERVICES:							
11,724	10,604	12,000	EQUIPMENT OPERATION	15-10-6015	12,000	12,000	12,000
48	94	1,500	UNIFORM ALLOWANCE	15-10-6025	1,500	1,500	1,500
0	3,798	5,000	SYSTEM OPERATING SUPPLIES	15-10-6030	6,300	6,300	6,300
0	0	500	MISC SAFETY SUPPLIES	15-10-6036	500	500	500
7,440	5,328	10,000	BUILDING MAINTENANCE	15-10-6040	10,000	10,000	10,000
12,704	20,298	35,000	STREET MAINTENANCE	15-10-6060	35,000	35,000	35,000
9,938	7,332	13,500	CONTRACT SERVICES	15-10-6090	13,500	13,500	13,500
3,477	5,278	10,000	TRAFFIC CONTROL	15-10-6091	10,000	10,000	10,000
10,474	3,000	6,900	INSURANCE/BONDS	15-10-6115	6,900	6,900	6,900
771	243	3,000	TRAINING/TRAVEL	15-10-6120	3,000	3,000	3,000
14,081	14,293	17,000	UTILITIES	15-10-6130	17,000	17,000	17,000
193	377	500	COMMUNICATIONS	15-10-6135	500	500	500
70,850	70,645	114,900	TOTAL MATERIAL AND SERVICES		116,200	116,200	116,200
CAPITAL OUTLAY:							
11,764	0	25,000	PROPERTY IMPROVEMENTS	15-10-7005	0	0	29,800
0	0	20,600	PROPERTY PURCHASE	15-10-7007	15,800	15,800	15,800
11,142	0	0	VEHICLE	15-10-7015	0	0	0
48,472	0	1,500	EQUIPMENT	15-10-7020	6,000	6,000	6,000
0	73,040	70,000	CONSTRUCTION	15-10-7025	128,100	128,100	98,300
0	0	37,500	SCA GRANT/OAK ST PROJECT	15-10-7026	30,000	30,000	30,000
71,378	73,040	154,600	TOTAL CAPITAL OUTLAY		179,900	179,900	179,900
TRANSFERS OUT:							
0	0	0	TRANSFER OUT-GENERAL FUND	15-10-8505	10,000	10,000	10,000
4,500	23,300	0	TRANSFER OUT-GENERAL RESERVE	15-10-8560	0	0	0
4,500	23,300	0	TOTAL TRANSFERS OUT		10,000	10,000	10,000
312,606	262,002	372,000	TOTAL FUND EXPENDITURES		417,000	417,000	417,000



CITY OF BROOKINGS  
WATER FUND

WATER DISTRIBUTION  
EXPENDITURES

SECOND PRECEDING YR 1997-98	FIRST PRECEDING YR 1998-99	ADOPTED BUDGET YR 1999-00	DESCRIPTION EXPENDITURES	ACCOUNT #	BUDGET FOR NEXT YEAR 2000-01		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
WATER DISTRIBUTION							
PERSONAL SERVICES:							
62,207	90,973	98,000	SALARIES & WAGES	20-21-5005	104,000	104,000	104,000
5,396	8,975	5,500	OVERTIME	20-21-5010	6,000	6,000	6,000
4,739	6,576	6,800	PERS	20-21-5015	8,000	8,000	8,000
5,417	7,472	8,000	FICA	20-21-5020	8,500	8,500	8,500
10,135	14,738	17,500	HEALTH INSURANCE	20-21-5025	20,000	20,000	20,000
3,186	3,662	3,500	WORKERS' COMPENSATION	20-21-5030	4,500	4,500	4,500
1,133	965	1,000	UNEMPLOYMENT	20-21-5035	900	900	900
92,213	133,362	140,300	TOTAL PERSONAL SERVICES		151,900	151,900	151,900
MATERIALS AND SERVICES:							
6,136	7,198	8,000	OFFICE SUPPLIES	20-21-6005	8,000	8,000	8,000
6,912	6,556	11,000	EQUIPMENT OPERATION	20-21-6015	15,000	15,000	15,000
1,561	1,674	2,300	UNIFORM ALLOWANCE	20-21-6025	2,300	2,300	2,300
35,997	34,651	41,200	SYSTEM OPERATING SUPPLIES	20-21-6030	41,400	39,900	39,900
0	0	0	WATER CONSERVATION PROGRAM	20-21-6031	0	1,500	1,500
731	0	2,500	MISCELLANEOUS SUPPLIES	20-21-6035	2,500	2,500	2,500
788	1,504	2,500	MISC SAFETY SUPPLIES	20-21-6036	2,500	2,500	2,500
816	278	2,500	BUILDING MAINTENANCE	20-21-6040	4,500	4,500	4,500
345	0	3,000	ENGINEERING SERVICES	20-21-6075	3,000	3,000	3,000
8,352	13,664	57,100	CONTRACT SERVICES	20-21-6090	57,100	57,100	57,100
8,141	8,031	8,625	INSURANCE/BONDS	20-21-6115	10,000	10,000	10,000
397	487	3,500	TRAINING/TRAVEL	20-21-6120	3,500	3,500	3,500
22,431	23,730	26,000	UTILITIES	20-21-6130	26,000	26,000	26,000
1,689	1,681	2,000	COMMUNICATIONS	20-21-6135	2,000	2,000	2,000
94,295	99,454	170,225	TOTAL MATERIAL AND SERVICES		177,800	177,800	177,800
CAPITAL OUTLAY:							
9,531	43,129	20,605	IMPROVEMENTS	20-21-7005	31,525	31,525	1,725
0	0	20,600	PROPERTY PURCHASE	20-21-7007	15,800	15,800	15,800
0	0	25,000	PROPERTY IMPROVEMENTS	20-21-7008	0	0	29,800
12,219	538	0	VEHICLE	20-21-7015	0	0	0
2,750	0	2,000	EQUIPMENT	20-21-7020	8,500	8,500	8,500
24,501	43,667	68,205	TOTAL CAPITAL OUTLAY		55,825	55,825	55,825
TRANSFERS OUT:							
13,000	25,000	25,000	TRANSFER OUT-GENERAL FUND	20-21-8505	25,000	25,000	25,000
2,000	20,000	0	TRANSFER OUT-GENERAL RESERVE	20-21-8560	0	0	0
15,000	45,000	25,000	TOTAL TRANSFERS OUT		25,000	25,000	25,000
226,009	321,483	403,730	TOTAL WATER DISTRIBUTION		410,525	410,525	410,525



CITY OF BROOKINGS  
WASTEWATER FUND

WASTEWATER COLLECTION  
EXPENDITURES

SECOND PRECEDING YR 1997-98	FIRST PRECEDING YR 1998-99	ADOPTED BUDGET YR 1999-00	DESCRIPTION EXPENDITURES	ACCOUNT #	BUDGET FOR NEXT YEAR 2000-01 PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
WASTEWATER COLLECTION							
PERSONAL SERVICES:							
35,119	64,141	67,000	SALARIES & WAGES	25-31-5005	71,000	71,000	71,000
3,397	3,216	5,500	OVERTIME	25-31-5010	4,000	4,000	4,000
2,654	4,258	4,800	PERS	25-31-5015	5,300	5,300	5,300
3,132	4,933	5,500	FICA	25-31-5020	5,800	5,800	5,800
5,457	9,694	12,000	HEALTH INSURANCE	25-31-5025	13,500	13,500	13,500
762	2,582	2,800	WORKERS' COMPENSATION	25-31-5030	3,100	3,100	3,100
655	638	1,000	UNEMPLOYMENT	25-31-5035	600	600	600
51,176	89,462	98,600	TOTAL PERSONAL SERVICES		103,300	103,300	103,300
MATERIALS AND SERVICES:							
5,116	9,747	7,500	OFFICE SUPPLIES	25-31-6005	7,000	7,000	7,000
34,533	31,982	24,300	EQUIPMENT OPERATION	25-31-6015	29,000	29,000	29,000
1,282	2,002	3,000	UNIFORM ALLOWANCE	25-31-6025	3,000	3,000	3,000
10,684	11,987	18,000	SYSTEM OPERATING SUPPLIES	25-31-6030	18,200	18,200	18,200
424	553	2,500	MISC SAFETY SUPPLIES	25-31-6036	2,500	2,500	2,500
3,277	19,615	17,000	BUILDING MAINTENANCE	25-31-6040	19,000	19,000	19,000
1,712	1,136	10,000	ENGINEERING SERVICES	25-31-6075	10,000	10,000	10,000
0	15,500	16,700	CONTRACT SERVICES	25-31-6090	34,000	34,000	34,000
7,641	7,981	10,350	INSURANCE/BONDS	25-31-6115	12,000	12,000	12,000
599	360	2,500	TRAINING/TRAVEL	25-31-6120	2,500	2,500	2,500
7,168	8,003	17,000	UTILITIES	25-31-6130	17,000	17,000	17,000
95	342	3,500	COMMUNICATIONS	25-31-6135	3,500	3,500	3,500
72,532	109,208	132,350	TOTAL MATERIAL AND SERVICES		157,700	157,700	157,700
CAPITAL OUTLAY:							
18,209	29,146	286,000	IMPROVEMENTS	25-31-7005	360,700	360,700	330,900
0	0	20,600	PROPERTY PURCHASE	25-31-7007	15,800	15,800	15,800
0	0	25,000	PROPERTY IMPROVEMENTS	25-31-7008	0	0	29,800
11,142	0	0	VEHICLE	25-31-7015	0	0	0
1,700	8,000	2,650	EQUIPMENT	25-31-7020	8,500	8,500	8,500
31,051	37,146	334,250	TOTAL CAPITAL OUTLAY		385,000	385,000	385,000
TRANSFERS OUT:							
25,000	50,000	25,000	TRANSFER OUT-GENERAL FUND	25-31-8505	25,000	25,000	25,000
2,000	20,000	0	TRANSFER OUT-GENERAL RESERVE	25-31-8560	0	0	0
27,000	70,000	25,000	TOTAL TRANSFERS OUT		25,000	25,000	25,000
181,759	305,816	590,200	TOTAL WASTEWATER COLLECTION		671,000	671,000	671,000



# Memorandum

**TO:** Mayor & Council  
**THRU:** Tom Weldon, City Manager *Tom*  
**FROM:** Gail L. Hedding, Finance Director/Recorder *Gail*  
**DATE:** May 25, 2000  
**RE:** Budget for Fiscal Year 2000/2001



## Issue:

Due to circumstances that have surfaced subsequent to the Budget Committee Meeting on April 26, 2000, there are some changes that need to be made to the approved budget before adoption by City Council.

## Background:

The Fire Department proposed a budget of \$24,000 for equipment. It was the intention of the Fire Chief to purchase a First Response Vehicle with these funds. Chief Sharp has obtained information and believes he can now purchase and equip a First Response Vehicle for \$19,000. He is requesting the \$24,000 be reduced to \$19,000 and \$2,500 of the \$5,000 reduction be placed in the budget for the Brookings Firefighters Association. The proposed budget for the Association was \$22,500 and the addition would bring the total to \$25,000. The Association has been allocated \$20,000 for the past several years. These funds are used by the Brookings Firefighters' Association to purchase clothing and other items for the 30 person volunteer fire department. When the fire department budget is reduced, the revenue generated from the fire protection contracts is reduced. This reduction in expenditures results in a reduction in revenue of \$600. I propose the remaining \$1,900 be moved to Contract Services in the Legislative/Administrative Department to increase the funds budgeted for the Grant Writer from \$5,000 to \$6,900. See the attached sheets for the requested changes.

## Recommendation:

Approve the reduction of Equipment in the Fire Department budget from \$24,000 to \$19,000 (account 10-14-7020); approve the increase of Brookings Firefighters' Association expense from \$22,500 to \$25,000 (account 10-14-6165); approve the reduction in Fire Protection Contract Revenue from \$47,500 to \$46,900 (account 10-04-4105) and approve the increase of Contract Services in the Legislative Department from \$7,000 to \$8,900 (account 10-12-6090).



CITY OF BROOKINGS  
GENERAL FUND

RESOURCES

SECOND PRECEDING YR 1997-98	FIRST PRECEDING YR 1998-99	ADOPTED BUDGET YR 1999-00	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2000-01		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	145,000	NET WORKING CAPITAL	10-09-4910	210,000	210,000	210,000
42,467	61,623	43,500	PROPERTY TAX - PRIOR	10-01-4010	60,000	60,000	60,000
35,771	38,351	45,600	FRANCHISE TAXES	10-01-4015	40,000	40,000	40,000
100,715	110,659	107,000	TRANSIENT ROOM TAXES	10-01-4020	115,000	115,000	115,000
54,820	51,031	54,000	BUSINESS LICENSES	10-02-4025	53,000	53,000	53,000
64,294	75,095	66,000	BUILDING PERMITS & FEES	10-02-4030	60,000	60,000	60,000
42,771	40,892	42,000	STATE LIQUOR TAX	10-03-4035	47,500	47,500	47,500
15,648	13,112	13,000	STATE CIGARETTE TAX	10-03-4040	11,500	11,500	11,500
28,491	26,396	25,000	STATE REVENUE SHARING	10-03-4045	25,000	25,000	25,000
27,735	8,030	20,000	GRANT REVENUE	10-03-4050	20,000	20,000	20,000
21,500	21,000	3,000	STATE LCDC GRANT REVENUE	10-03-4055	3,000	3,000	3,000
15,900	17,850	41,000	FIRE PROTECTION CONTRACTS	10-04-4105	47,500	47,500	46,900
0	0	0	DISPATCH SERVICES	10-04-4106	12,000	12,000	12,000
30,464	22,330	28,200	SWIMMING POOL REVENUE	10-04-4110	24,000	24,000	24,000
27,287	27,461	30,000	INTEREST INCOME	10-06-4115	30,000	30,000	30,000
26,036	24,953	25,000	FINES	10-06-4120	24,000	24,000	24,000
13,738	31,252	15,000	DRUG SEIZURE FUNDS - FEDERAL	10-06-4125	15,000	15,000	15,000
11,532	15,947	10,000	DONATIONS	10-06-4135	12,000	12,000	12,000
113,747	163,934	70,000	OTHER REVENUE	10-06-4140	66,000	66,000	66,000
672,917	749,915	783,300	SUBTOTAL		875,500	875,500	874,900
FUND TRANSFER IN:							
26,000	50,000	50,000	TRANSFER IN-WATER FUND	10-09-4515	50,000	50,000	50,000
50,000	100,000	50,000	TRANSFER IN-WASTEWATER FUND	10-09-4520	50,000	50,000	50,000
23,100	30,000	30,000	TRANSFER IN-911 FUND	10-09-4525	0	0	0
0	8,000	2,550	TRANSFER IN-BANCROFT BOND FUND	10-09-4540	600	600	600
60,000	13,800	20,000	TRANSFER IN-DAWSON BANCROFT	10-09-4545	10,000	10,000	10,000
0	25,000	25,000	TRANSFER IN-WATER BOND FUND	10-09-4550	25,000	25,000	25,000
0	0	15,000	TRANSFER IN - WASTEWATER CONST	10-09-4555	15,000	15,000	15,000
36,800	13,550	5,000	TRANSFER IN-STOUT PARK	10-09-4575	5,000	5,000	5,000
0	0	0	TRANSFER IN-STREET FUND	10-09-4585	10,000	10,000	10,000
195,900	240,350	197,550	TOTAL TRANSFERS IN		165,600	165,600	165,600
868,817	990,264	980,850	TOTAL RESOURCES EXCEPT TAXES		1,041,100	1,041,100	1,040,500
1,159,614	1,263,602	1,300,000	PROPERTY TAX - CURRENT	10-01-4005	1,385,000	1,385,000	1,385,000
2,028,431	2,253,866	2,280,850	TOTAL RESOURCES		2,426,100	2,426,100	2,425,500



CITY OF BROOKINGS  
GENERAL FUND

EXPENDITURE SUMMARY

SECOND PRECEDING YR 1997-98	FIRST PRECEDING YR 1998-99	ADOPTED BUDGET YR 1999-00	DESCRIPTION EXPENDITURES	ACCOUNT #	BUDGET FOR NEXT YEAR 2000-01		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
			PERSONAL SERVICES:				
69,828	107,695	111,100	LEGISLATIVE/ADMINISTRATIVE		127,175	127,175	127,175
780,443	865,524	934,300	POLICE		1,019,200	1,019,200	1,019,200
52,532	55,112	59,550	FIRE		70,700	70,700	70,700
214,750	245,421	250,500	COMMUNITY DEVELOPMENT		253,600	253,600	253,600
87,764	97,379	103,400	PARKS & RECREATION		109,000	109,000	109,000
135,623	139,437	138,800	FINANCE		149,200	149,200	149,200
1,340,939	1,510,568	1,597,650	TOTAL PERSONAL SERVICES		1,728,875	1,728,875	1,728,875
			MATERIALS AND SERVICES:				
5,108	4,252	6,600	JUDICIAL		5,850	5,850	5,850
96,874	91,547	81,425	LEGISLATIVE/ADMINISTRATIVE		87,900	87,900	89,800
126,949	161,919	161,950	POLICE		182,050	182,050	182,050
61,662	63,944	69,665	FIRE		79,650	79,650	82,150
34,003	28,581	38,810	COMMUNITY DEVELOPMENT		28,600	28,600	28,600
55,140	65,264	90,600	PARKS & RECREATION		96,500	96,500	96,500
20,589	34,933	22,400	FINANCE		22,150	22,150	22,150
99,253	126,125	118,950	NON-DEPARTMENTAL		102,725	102,725	102,725
499,578	576,565	590,400	TOTAL MATERIAL AND SERVICES		605,425	605,425	609,825
			CAPITAL OUTLAY:				
1,773	0	0	LEGISLATIVE/ADMINISTRATIVE		0	0	0
92,972	3,899	24,500	POLICE		5,200	5,200	5,200
19,990	24,356	10,800	FIRE		25,000	25,000	20,000
0	507	500	COMMUNITY DEVELOPMENT		1,600	1,600	1,600
0	0	5,000	PARKS & RECREATION		4,000	4,000	4,000
10,735	0	0	FINANCE		4,000	4,000	4,000
1,713	403	0	NON-DEPARTMENTAL		0	0	0
127,183	29,165	40,800	TOTAL CAPITAL OUTLAY		39,800	39,800	34,800
			TRANSFERS OUT:				
36,000	36,000	42,000	TRANSFER OUT-GENERAL RESERVE	10-14-8560	42,000	42,000	42,000
10,000	10,000	10,000	TRANSFER OUT-GENERAL RESERVE	10-16-8560	10,000	10,000	10,000
2,500	0	0	TRANSFER OUT-WATER FUND	10-19-8515	0	0	0
48,500	46,000	52,000	TOTAL TRANSFERS OUT		52,000	52,000	52,000
2,016,201	2,162,298	2,280,850	TOTAL FUND EXPENDITURES		2,426,100	2,426,100	2,425,500



CITY OF BROOKINGS  
GENERAL FUND

LEGISLATIVE/ADMINISTRATIVE  
EXPENDITURES

SECOND PRECEDING YR 1997-98	FIRST PRECEDING YR 1998-99	ADOPTED BUDGET YR 1999-00	DESCRIPTION EXPENDITURES	ACCOUNT #	BUDGET FOR NEXT YEAR 2000-01 PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
LEGISLATIVE/ADMINISTRATIVE							
PERSONAL SERVICES:							
52,951	83,741	86,200	SALARIES & WAGES	10-12-5005	99,100	99,100	99,100
4,466	5,893	6,100	PERS	10-12-5015	6,500	6,500	6,500
5,078	6,642	6,600	FICA	10-12-5020	7,500	7,500	7,500
5,897	10,089	10,900	HEALTH INSURANCE	10-12-5025	12,500	12,500	12,500
374	474	500	WORKERS' COMPENSATION	10-12-5030	925	925	925
1,062	855	800	UNEMPLOYMENT	10-12-5035	650	650	650
69,828	107,695	111,100	TOTAL PERSONAL SERVICES		127,175	127,175	127,175
MATERIALS AND SERVICES:							
6,876	6,478	6,000	OFFICE SUPPLIES	10-12-6005	6,000	6,000	6,000
482	34	0	BOOKS & PUBLICATIONS	10-12-6010	0	0	0
2,833	2,500	4,000	EQUIPMENT OPERATION	10-12-6015	1,000	1,000	1,000
4,280	1,648	1,200	SYSTEM OPERATING SUPPLIES	10-12-6030	3,900	3,900	3,900
36,371	40,242	33,000	LEGAL/ADMINISTRATIVE SERVICES	10-12-6065	33,000	33,000	33,000
1,045	0	2,000	PROSECUTOR	10-12-6070	1,000	1,000	1,000
13,750	16,800	16,500	AUDIT SERVICES	10-12-6080	17,000	17,000	17,000
12,104	5,955	2,000	CONTRACT SERVICES	10-12-6090	7,000	7,000	8,900
1,000	667	1,725	INSURANCE/BONDS	10-12-6115	1,900	1,900	1,900
10,791	11,931	9,500	TRAINING/TRAVEL	10-12-6120	11,400	11,400	11,400
4,538	5,291	5,500	DUES	10-12-6125	5,700	5,700	5,700
2,804	0	0	COMMUNICATIONS	10-12-6135	0	0	0
96,874	91,547	81,425	TOTAL MATERIAL AND SERVICES		87,900	87,900	89,800
CAPITAL OUTLAY:							
1,773	0	0	EQUIPMENT	10-12-7020	0	0	0
1,773	0	0	TOTAL CAPITAL OUTLAY		0	0	0
168,474	199,243	192,525	TOTAL LEGISLATIVE/ADMINISTRATIVE		215,075	215,075	216,975



CITY OF BROOKINGS  
GENERAL FUND

FIRE  
EXPENDITURES

SECOND PRECEDING YR 1997-98	FIRST PRECEDING YR 1998-99	ADOPTED BUDGET YR 1999-00	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
			FIRE				
			PERSONAL SERVICES:				
40,375	42,570	46,000	SALARIES & WAGES	10-14-5005	49,000	49,000	49,000
2,879	2,983	3,200	PERS	10-14-5015	3,600	3,600	3,600
3,156	3,269	3,500	FICA	10-14-5020	3,800	3,800	3,800
4,678	5,045	5,500	HEALTH INSURANCE	10-14-5025	6,300	6,300	6,300
785	825	900	WORKERS' COMPENSATION	10-14-5030	7,700	7,700	7,700
660	421	450	UNEMPLOYMENT	10-14-5035	300	300	300
52,532	55,112	59,550	TOTAL PERSONAL SERVICES		70,700	70,700	70,700
			MATERIALS AND SERVICES:				
730	1,140	950	OFFICE SUPPLIES	10-14-6005	1,000	1,000	1,000
20,461	28,348	15,000	EQUIPMENT OPERATION	10-14-6015	18,000	18,000	18,000
0	0	7,000	VEHICLE MAINTENANCE	10-14-6020	11,000	11,000	11,000
0	605	1,200	SYSTEM OPERATING SUPPLIES	10-14-6030	1,350	1,350	1,350
5,903	5,988	6,000	MISCELLANEOUS SUPPLIES	10-14-6035	6,000	6,000	6,000
286	610	1,500	BUILDING MAINTENANCE	10-14-6040	1,500	1,500	1,500
2,358	1,698	5,000	TRAINING/RESERVES	10-14-6095	5,500	5,500	5,500
3,319	3,298	4,600	INSURANCE/BONDS	10-14-6115	5,300	5,300	5,300
3,115	1,539	2,915	TRAINING/TRAVEL	10-14-6120	3,000	3,000	3,000
3,177	414	3,000	COMMUNICATIONS	10-14-6135	2,000	2,000	2,000
20,000	20,000	20,000	B.F.A. SERVICES	10-14-6165	22,500	22,500	25,000
2,313	303	2,500	CODE ENFORCEMENT/FIRST AID	10-14-6170	2,500	2,500	2,500
61,662	63,944	69,665	TOTAL MATERIAL AND SERVICES		79,650	79,650	82,150
			CAPITAL OUTLAY:				
19,990	24,356	10,800	EQUIPMENT	10-14-7020	24,000	24,000	19,000
0	0	0	CONSTRUCTION	10-14-7025	1,000	1,000	1,000
19,990	24,356	10,800	TOTAL CAPITAL OUTLAY		25,000	25,000	20,000
			TRANSFERS OUT:				
36,000	36,000	42,000	TRANSFER OUT-GENERAL RESERVE	10-14-8560	42,000	42,000	42,000
36,000	36,000	42,000	TOTAL TRANSFERS OUT		42,000	42,000	42,000
170,184	179,412	182,015	TOTAL FIRE		217,350	217,350	214,850



# Memorandum

TO: Mayor & Council  
THRU: Tom Weldon, City Manager  
FROM: Gail L. Hedding, Finance Director/Recorder  
DATE: May 25, 2000  
RE: Authorized Signatories



A handwritten signature in cursive script, likely belonging to Gail L. Hedding, the Finance Director/Recorder.

## Issue:

A resolution by City Council is necessary to document the authorized signatories for City financial activities.

## Background:

With the implementation of Family Security Bank, it came to our attention that there needed to be a resolution by City Council specifically naming the individual authorized to sign all checks for the City of Brookings. Those to be authorized are Bob Hagbom, Mayor, Larry Curry, Council President, Tom Weldon, City Manager, Gail L. Hedding, Recorder/Treasurer.

## Recommendation:

Approve resolution 00-R-676 naming a City Recorder/Treasurer and naming other authorized signatories of all City of Brookings financial activities.



# Memorandum

**TO:** Mayor & Council  
**THRU:** Tom Weldon, City Manager  
**FROM:** Gail L. Hedding, Finance Director/Recorder  
**DATE:** June 7, 2000  
**RE:** Lease of Copy Machine in City Hall

*Tom*



## Issue:

The current lease on the primary copy machine, Xerox 5352 expires in June 2000. A new lease needs to be executed for the copy machine.

## Background:

A Request for Proposal (RFP) for the lease of a copy machine was advertised in the Curry Coastal Pilot on May 13, 2000. In addition, a mailing of the specifications for the machine was completed on May 10, 2000. An addendum to the mailing further expanding the acceptable specifications was sent on May 23, 2000. I received four responses to the RFP. The proposals were reviewed to determine if all specifications were met and a cost analysis was prepared. The proposal requested each respondent to quote two different technologies. An analog copier (current technology) and a digital copier. If it could be achieved within budgetary constraints, it is our goal to move to the digital technology. This provides additional features and capabilities that do not currently exist in analog copiers. A digital copier can be connected to the computer network so a user can print/copy documents from each workstation. In addition, the digital copiers provide for an unlimited number of sorted copies. The limit with an analog copier is 20 sorter bins, and we frequently exceed that amount for projects such as council packets, budget reports, monthly financial statements, and planning commission mailings.

The bid results placed Xerox and Toshiba copiers in competitive position for the analog copier and Toshiba only for the digital copier (see the attached cost comparison). References were checked for the Toshiba products. All references (including three in Del Norte County) were very positive and pleased with their choice of a Toshiba copier and the service provided by the vendor CMI Business Systems of Medford. The monthly lease costs of \$310 plus the cost/per number of copies/month, estimated to be \$120.00, are within the budgeted amounts for fiscal year 2000/2001 of \$443.00 per month.

## Recommendation:

Authorize staff to enter into lease arrangement for a four year period of a Toshiba Digital 5570 copier with CMI Business Systems effective immediately.



City of Brookings  
Request for Proposal  
Copy Machine for City Hall

Budget Allowance for fiscal year 2000/2001: Annual \$ 5,320.00  
Monthly \$ 443.33

	<u>Xerox</u> 5352A Analog 52	<u>Savin</u> 2050 Analog 50	<u>Toshiba</u> 5560 Analog 55	<u>Canon</u> IR 400 Digital 40	<u>Xerox</u> DC 340 Digital 40	<u>Savin</u> 9945DP Digital 45	<u>Savin</u> 9945DPE Digital 45	<u>Toshiba</u> 4580 Digital 45	<u>Xerox</u> DC255 Digital 55	<u>Canon</u> IR 550 Digital 55	<u>Toshiba</u> 5570 Digital 55	<u>Canon</u> IR 600 Digital 60
Copies/minute												
Total Monthly Cost-36 mo	\$ 431.23	\$ 548.50	\$ 398.00	\$ 493.00	No bid	\$ 628.75	\$ 678.75	\$ 450.00	No bid	\$ 655.00	\$ 470.00	\$ 707.00
Total Monthly Cost-48 mo	\$ 371.56	\$ 471.50	\$ 375.00	No bid	No bid	\$ 538.78	\$ 577.75	\$ 413.00	No bid	No bid	\$ 430.00	No bid
Response Time Guarantee	2 hours callback	2 hours	4 hours	4-8 hours	2 hours	2 hours	2 hours	4 hours	2 hours	4-8 hours	4 hours	4-8 hours



JOHN B. TREW  
CAROL P. CYPHERS  
-----  
JOHN MEYNINK

**TREW & CYPHERS**  
ATTORNEYS AT LAW  
222 E. 2nd Street  
P.O. Box 158  
Coquille, Oregon 97423-0158  
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(541) 396-3171  
FAX (541) 396-5723  
e-mail: trewcypers@harborside.com

ESTABLISHED BY  
A. J. SHERWOOD  
IN 1886  
HARRY A. SLACK, SR.  
(1900-1988)  
HARRY A. SLACK, JR.  
(RETIRED 1991)

### MEMORANDUM

TO: Tom Weldon, City Manager  
Brookings Common Council

FROM: John B. Trew

DATE: June 6, 2000

RE: Family Security Bank  
Salmon Run Golf Course

The council is being asked to sign a landlord's consent presented on behalf of Family Security Bank. In addition to a general review of the Landlord's Consent there are several specific issues the council should consider.

First, the first sentence of the paragraph entitled 'LEASE DEFAULTS' states "Both Borrower and Landlord agree and represent to Lender that, to the best of their knowledge, there is no material breach or offset existing under the Lease or under any other agreement between Borrower and Landlord."

I am not personally aware of any defaults, however, this should be carefully considered by persons familiar with the present status of the golf course operations.

Second, the paragraph entitled 'DISCLAIMER OF INTEREST' states, "Subject to the other provisions of this Agreement, Landlord hereby consents to Lender's security interest (or other interest) in the Collateral as defined as Leasehold Improvements to include Fencing, Club House, Decking, Well, Septic, Paving of lot and driveway and all fixtures associated with same and disclaims all interest, liens and claims which Landlord now has or may hereafter acquire in the Collateral. Subject to the other provisions of this Agreement, Landlord agrees that any lien or claim it may now have or hereafter have in the Collateral will be subject at all times to Lender's security interest (or other present or future interest) in the Collateral and will be subject to the rights granted by Landlord to Lender in this Agreement."

The City's lease agreement at Section 7.01 - Ownership of Real Property Improvements states "In the event of default by Lessee and the re-entry of Lessor to the leased premises as provided in this Article, all of Lessee's right, title and interest in and to the improvements and fixtures constructed on the real property shall cease and those improvements and fixtures shall thereupon become the property of Lessor. Lessee shall have no further right to occupy or possess those improvements or fixtures on the real property in the event of such default."



The proposed Landlord's Consent would give the bank a priority claim to the Collateral defined as Leasehold Improvements including Fencing, Club House, Decking, Well, Septic, Paving of lot and driveway and all fixtures associated with same.

Additionally, I have reviewed a proposed Deed of Trust Subordination Agreement between Steve Muir, The Claveran Group and Family Security Bank. The agreement will not impact the City's position as Lessor.



SALMON RUN  
*Golf & Wilderness Preserve*

June 6, 2000

Mr. Tom Weldon  
899 Elk Drive  
Brookings, OR 97415

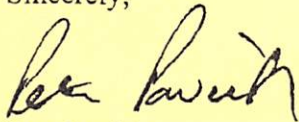
Dear Tom:

The Claveran Group, LLC is in the process of applying for a loan to build our clubhouse, access road, parking lot and Elk fence. The loan would be funded by two organizations, Family Security Bank and CCD Business Development Corporation. The loan would be secured by a Deed of Trust, Assignment of Leases and Rents, and Security Agreement that would encumber our leasehold and personal property. Placing this encumbrance requires the consent of the landlord in accordance with the attached document. Once completed, Family Security would be in the first position and CCD Business Development Corporation in the second position.

The loan amount is \$280,000.

We ask that the City Council consent to the request of our lenders.

Sincerely,



Pete Pavich



added to agenda  
corrected

# Memo



To: Mayor, City Council  
From: Tom Weldon, City Manager *Tom*  
Date: June 12, 2000  
Subject: Landlord's Consent for golf course loan purposes

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After Council packets were prepared and delivered, City Attorney John Trew advised the copy of the Landlord's Consent assignment for purpose of the golf course's loan, was not the latest copy. Therefore, please find the correct consent for tonight's Council meeting. Attorney Trew advises there are very minimal changes from the one in your packet. He will be present tonight for any questions.



## LANDLORD'S CONSENT

**Borrower:** The Claveran Group, LLC  
**Loan #**

**Lender:** Family Security Bank &  
CCD Business  
Development Corporation

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**THIS LANDLORD'S CONSENT** is entered into among The Claveran Group, LLC ("Borrower"), whose address is; 99040 South Bank Chetco River Road, Brookings, Oregon 97415, Family Security Bank ("Lender"), whose address is PO Box 3000G, 16271 Hwy 101 South, Harbor, Oregon 97415, CCD Business Development Corporation ("Lender"), 744 Southeast Rose Street, Roseburg, Oregon 97470; and The City of Brookings ("Landlord"), whose address is 898 Elk Drive, Brookings, Oregon 97415. Borrower and Lender(s) have entered into, or are about to enter into, an agreement whereby Lender(s) had acquired or will acquire a security interest or other interest in the Collateral. Some or all of the Collateral may be affixed or otherwise become located on the Premises. To induce Lender to extend the Loan to Borrower against such security interest in the Collateral and for the valuable consideration, Landlord hereby agrees with Lender(s) and Borrower as follows.

**DEFINITIONS.** The following words shall have the following meanings when used in this agreement. Terms not otherwise defined in this Agreement shall have the meanings attributed to such terms in the Uniform Commercial Code. All references to dollar amounts shall mean amounts in lawful money of the United States of America.

**Agreement.** The word "Agreement" means this Landlord's Consent, as this Landlord's Consent may be amended or modified from time to time, together with all exhibits and schedules attached to this Landlord's Consent from time to time.

**Borrower.** The word "Borrower" means The Claveran Group, LLC.

**Collateral.** The word "Collateral" means certain of Borrower's personal property in which Lender has acquired or will acquire a security interest in the following specific property: Leasehold Improvements to include Fencing, Club House, Decking, Well, Septic, Paving of lot and driveway and all fixtures associated with same.

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**Landlord.** The word "Landlord" means The City of Brookings. Landlord's interest in the Premises is that of a fee owner.

**Lease.** The word "Lease" means that certain lease of the Premises, dated February 17, 1998 between Landlord and Borrower. The lease has not been recorded.

**Lender.** The word "Lender" means Family Security Bank and/or CCD Business Development Corporation, its successors and assigns.

**Loan.** The word "Loan" means the loan, or any other financial accommodations, Lender has made or is making to the Borrower.

**Premises.** The word "Premises" means the real property located in Curry County, State of Oregon, commonly known as 99040 South Bank Chetco River Road, Brookings, OR 97415, and legally described as:

**See Attached Legal Description: "Exhibit A"**



**BORROWER'S ASSIGNMENT OF LEASE.** Borrower hereby assigns to Lender all of Borrower's rights in the Lease, as partial security for the Loan. The parties intend that this assignment will be a present transfer to Lender of all of Borrower's rights under the Lease, subject to Borrower's rights to use the Premises and enjoy the benefits of the Lease while not in default on the Loan or Lease. Upon full performance by the Borrower under the Loan, this assignment shall be ended, without the necessity of any further action by any of the parties. This assignment includes all renewals of and amendments to the Lease or the Loan, until the Loan is paid in full.

**CONSENT OF LESSOR.** The city of Brookings, an Oregon municipal corporation, Lessor under the Lease dated February 17, 1998, the subject of the Lender's Leasehold Trust Deed, consents to the encumbrance by Lessee of Lessee's Leasehold, but Lessor waives none of its rights under the Lease as to the Beneficiary under the Leasehold Trust Deed. Specifically, as examples and without limiting the generality of the foregoing, this consent is subject to the following:

1. It is hereby acknowledged that the Lender's Leasehold Trust Deed and the interests created hereby shall specifically be subordinate to the interests of Lessor under the Lease Agreement.
2. The Trustee under the Lender's Leasehold Deed Trust shall notify Lessor of any and all defaults on the part of Trustor.
3. The Trustee and Beneficiary shall give Lessor the right of first refusal, for a purchase price equal to the amount owed to Beneficiary under the Promissory Note and any additional indebtedness which the Lender's Leasehold Deed of Trust secures, in any foreclosure or other action to enforce rights given under the Lender's Leasehold Deed of Trust.
4. Lessor's consent to this encumbrance of the Leasehold should not be deemed a consent to any other encumbrance or transfer to the estate or a waiver or Lessor's right to grant or withhold consent to any other encumbrance or transfer.
5. If the Beneficiary under the Lender's Leasehold Trust Deed acquires the leasehold estate from the Lessee, Beneficiary's rights as Lessee's successor shall remain subject to the requirements and provisions of the Lease regarding construction, use and operation of the golf course and related improvements upon the demised premises.
6. This consent of Lessor shall be attached to and made part of the recorded Lender's Leasehold Deed of Trust.

**LEASE DEFAULTS.** Both Borrower and Landlord agree and represent to Lender that, to the best of their knowledge, there is no material breach or offset existing under the Lease or under any other agreement between Borrower and Landlord. Landlord agrees not to terminate the Lease, despite any default by the Borrower, without giving Lender written notice of the default and an opportunity to cure the default within a period of sixty (60) days from the receipt of notice. If the default is one that cannot reasonably be cured by Lender (such as insolvency, bankruptcy, or other judicial proceedings against Borrower), then Landlord will not terminate the Lease so long as Landlord receives all sums due under the Lease for the period during which Lender is in possession of the Premises, or so long as Lender reassigns the Lease to a new lessee reasonably satisfactory to Landlord.

**DISCLAIMER OF INTEREST.** Subject to the other provisions of this Agreement, Landlord hereby consents to Lender's security interest (or other interest) in the Collateral as defined as Leasehold Improvements to include Fencing, Club House, Decking, Well, Septic, Paving of lot and driveway and all fixtures associated with same, and disclaims all interests, liens and claims which Landlord now has or may hereafter acquire in the Collateral. Subject to the other provisions of this Agreement, Landlord agrees that any lien or claim it may now have or hereafter have in the Collateral will be subject at all times to Lender's security interest (or other present or future interest) in the Collateral and will be subject to the rights granted by Landlord to Lender in this Agreement.



**ENTRY ON TO PREMISES.** Lender and Borrower grant to Lender the right to enter upon the Premises or conducting sales of the Collateral on the Premises. The rights granted to Lender in this Agreement will continue until a reasonable time after Lender receives notice in writing from Landlord that Borrower no longer is in lawful possession of the Premises. If Lender enters onto the Premises and removes the Collateral, Lender agrees with Landlord not to remove any Collateral in such a way that the Premises are damaged, without either repairing any such damage or reimbursing Landlord for the cost of repair.

**MISCELLANEOUS PROVISIONS.** This Agreement shall extend to and bind the respective heirs, personal representatives, successors and assigns of the parties to this Agreement. The covenants of Borrower and Landlord respecting subordination of the claim or claims of Landlord in favor of Lender shall extend to, include, and be enforceable by any transferee or endorsee to whom Lender may transfer any claim or claims to which this Agreement shall apply. Lender need not accept this Agreement in writing or otherwise make it affective. This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon. If Landlord is other than an individual, any agent or other executing this Agreement on behalf of Landlord shall not be deemed to have waived any rights under this Agreement unless such waiver is in writing and signed by Lender Without notice to Landlord and without affecting the validity of this Consent, Lender may do or not do anything it deems appropriate or necessary with respect to the Loan, any obligors on the Loan, or any Collateral for the Loan; including without limitation extending, renewing, rearranging, accelerating any of the Loan indebtedness. No delay or omission on the part of the Lender in exercising any right shall operate as a waiver of such right or any other right. A waiver by Lender of a provision of this Agreement shall not constitute a waiver of or prejudice of Lender's right otherwise to demand strict compliance with that provision or any other provision. Whenever consent by Lender is required in this Agreement, the granting of such consent by Lender in any one instance shall not constitute continuing consent to subsequent instances where such consent is required.

**BORROWER AND LANDLORD ACKNOWLEDGED HAVING READ ALL THE PROVISIONS OF THIS LANDLORD'S CONSENT, AND BORROWER AND LANDLORD AGREE TO ITS TERMS. THIS AGREEMENT IS DATED June 13,2000.**

**BORROWER:**  
The Claveran Group, LLC

**LENDER:**  
Family Security Bank

X \_\_\_\_\_  
Pete Pavich, Manager

X \_\_\_\_\_  
Genie Gilliam, President/CEO

**LANDLORD:**  
City of Brookings, Oregon

**LENDER:**  
CCD Business Development Corporation

X \_\_\_\_\_  
Bob Hagbom, Mayor

X \_\_\_\_\_  
Authorized Officer



State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Pete Pavich, who being sworn, stated that he is the authorized representative for the The Claveran Group, LLC and that this Landlord's Consent Agreement was voluntarily signed on behalf of The Claveran Group, LLC. Before me:

X \_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: \_\_\_\_\_

State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Bob Hagbom who being sworn, stated that he is the Mayor of the City of Brookings, a Municipal Corporation of the State of Oregon; and that this Landlord's Consent Agreement was voluntarily signed on behalf of said Municipal Corporation by authority of the Common Council. Before Me:

X \_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: \_\_\_\_\_

State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Genie Gilliam who being sworn, stated that she is the President/CEO of Family Security Bank and that this Landlord's Consent Agreement was voluntarily signed on behalf of Family Security Bank. Before Me:

X \_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: \_\_\_\_\_

State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Wayne Lazier who being sworn, stated that he is the Executive Director/CEO of CCD Business Development Corporation and that this Landlord's Consent Agreement was voluntarily signed on behalf of CCD Business Development Corporation. Before Me:

X \_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: \_\_\_\_\_





# CITY OF BROOKINGS

## POLICE DEPARTMENT

Ken Lewis, Chief of Police



898 Elk Drive,  
Brookings, Oregon 97415

Phone (541) 469-3118  
Fax (541) 412-0253  
police@brookingsor.org

June 7, 2000

From: Chief Ken Lewis *KPL*  
To: Brookings Common Council  
Through: Tom Weldon, City Manager *TW*  
Subject: VEHICLE LEASE QUOTATIONS

I have received the Bid Quotations from Auto Additions, Inc. of Brooks, OR for Lease Purchase or Lease Rental of Four new patrol vehicles beginning with the new fiscal year July 1, 2000.

There are a limited number of these police vehicles available for procurement at this time, and it is imperative that we act quickly in order to secure at least four of them in the next week. Failure to do so will result in our not being able to receive the new vehicles and have them on the road until early December, 2000.

Auto Additions is a sole source vendor for this transaction as they are the only company in Oregon in the business of leasing new police patrol vehicles and fully equipping them to police department specifications as part of the monthly leasing cost.

The police department has budgeted \$36,000.00 for leasing four new vehicles in FY '2000. If Lease Purchase is the option chosen, the \$2,815.68 over our budgeted amount will be absorbed in next fiscal year's budget.

LEASE RENTAL, 3 YRS., LIMITED TO 25,000 MILES PER VEHICLE  
PER YEAR (.10 mile thereafter), \$33,935.52

LEASE PURCHASE, 3 YRS., NO MILEAGE LIMITATION, CITY OWNS  
VEHICLES FOR \$1.00 PAYOFF EACH AT END OF LEASE, \$38,815.68

My recommendation to the Council is for LEASE PURCHASE.



# Auto Additions Inc

Serving Those Who Serve & Protect  
4993 Brooklake Road  
Brooks, OR 97305  
Tele. (503) 393-3910 / Fax (503) 393-7265

## QUOTATION

Quote #: 052500-jc06

### PRICE INFORMATION

#### Option 1 - \*\* Lease Rental - 36 Month - 25K Miles P/Annum

Monthly Payment = \$ 706.99 x 12

= \$ 8,483.88 P/Annum

Cost Per Annum for 4 Vehicles = \$ 33,935.52

#### Option 2 - Lease Purchase - 36 Month - \$1.00 Buy-Out

Monthly Payment = \$ 808.66 x 12

= \$ 9,703.92 P/Annum

Cost Per Annum for 4 Vehicles = \$ 38,815.68

We trust that this meets with your approval. Should you have and questions or need further information please call our Sales Office.

Kind Regards

John Carswell

\*\* See attached Addendum For Terms & Conditions



# **Auto Additions Inc**

Serving Those Who Serve & Protect  
4993 Brooklake Road  
Brooks, OR 97305  
Tele. (503) 393-3910 / Fax (503) 393-7265

## **QUOTATION**

May 25<sup>th</sup> 2000

Quote #: 052500-jc06

Brookings Police Department  
**Chief Ken Lewis**  
898 Elk Drive  
Brookings, OR 97415

Dear Sir,

We thank you for your valued inquiry and have pleasure in quoting to supply the following equipment -

### **VEHICLE SPECIFICATIONS**

1	x	P71	Ford Crown Victoria, V8 Police Interceptor
			- Per Quote Downtown Ford, Sacramento, CA

### **SAFETY WARNING & LIGHTING EQUIPMENT**

1	x	710	Head Light Flasher
1	x	MS100-04	Siren Speaker, 100w + Bracket
1	x	CG12C	Chargeguard Battery Saver
1	x	124-902	Heavy Duty Solenoid
1	x	750S	Optima Heavy Duty Battery
1	x	AADASH	Dash Console + Face Plates
1	x	AAFP	Floor Plate, NHB
1	x	14.0553	3 Accessory Outlet Plug
1	x	26120	SL20X Flashlight + DC Charger
1	x	UTM4	Siren/PA/Light Controller
1	x	UNCO	Microphone
1	x	UPKM	Park Kill Module
1	x	USGT	Gun-Lock Timer
1	x	#10-RP	Cage/Partition,Slider w/Recess Panel
1	x	L/EXT2	2 Piece Lower Extension Panel
1	x	CS1181	Rear Prisoner Seat, Molded
1	x	AABARS	Window Bars (Pair)
1	x	FA6	Tail Light Flasher
1	x	SML8	Arrowstick, 8 Head, Halogen
1	x	SMC1	Arrowstick Controller
2	x	10.1255R	Rear Deck Lights, Red (Pair)



# **Auto Additions Inc**

Serving Those Who Serve & Protect

4993 Brooklake Road

Brooks, OR 97305

Tele. (503) 393-3910 / Fax (503) 393-7265

## **QUOTATION**

Quote #: 052500-jc06

### **SAFETY WARNING & LIGHTING EQUIPMENT**

2	x	10.1255B	Rear Deck Lights, Blue (Pair)
1	x	FA3	Flasher for Deck Lights
1	x	LG/F	Custom Wire Harness + Fuse Panel
1	x	LF12ER	Map Light
1	x	SW	Sidewinder Gun-Mount, Horizontal
1	x	SC-1/A	Gun-Lock, Elec/Key (Mini 14)
1	x	SC-915B	Gun-Mount, Vertical
1	x	04.6116	Interior Dome Light
1	x	Ship	Shipping & Handling, Equipment Only

### **CUSTOMER SUPPLIED EQUIPMENT - TO INSTALL**

1	x	Radio	Spectra VHF Police Radio + Antenna
1	x	Radar	Front Mount Only
1	x	Graphics	Agency graphics
1	x	Cell	Mobile Phone + Antenna
1	x	Light Bar	FS Vector Light Bar



# **Auto Additions Inc**

Serving Those Who Serve & Protect

4993 Brooklake Road

Brooks, OR 97305

Tele. (503) 393-3910 / Fax (503) 393-7265

## **QUOTATION**

### **Addendum to Municipal Lease Rental Option**

**Prepared for :**        **Brookings Police Department - Quote #: 052500-jc06**

The following Terms & Conditions are applicable to any Quote and/or Reference of Municipal Lease Rental options offered by Auto Additions Sales & Accessories Inc.

1. A Municipal Lease Rental is not a "Month to Month contract". It is a fixed length financing in which the equipment will be paid for by the Leasing company, and will revert to the Leasing company at the end of the term.
2. A Municipal Lease Rental Does not contain the Non-Appropriation provisions.
3. Upon the completion of the lease, the Lessee has these options :
  - The lease equipment must be surrendered to the Lessor or the Lessor's designated agent.
  - If Lessee should determine that ownership of the equipment be advantageous a Municipal rental can be bought out for fair market value.
4. The rate provided is based on annual mileage allowance of 25000 P/Year. Additional miles over this limit are charged at .10 cents per mile.
5. Rates quoted are subject to change based upon approval of Financial statements of the Municipality..
6. This is not a commitment to Fund, final approval is contingent upon receipt of properly completed documentation and verification.
7. Rate is only guaranteed for 30 days from date of quote.
8. Auto Additions Sales & Accessories reserves the right to cancel or void Lease Rental quote at anytime "prior" to customer/agency issue of purchase order or agreement.



**CITY OF BROOKINGS**  
**COMMON COUNCIL MEETING MINUTES**  
**City Hall Council Chambers**  
**898 Elk Drive, Brookings, OR 97415**  
**May 22, 2000**  
**7:00PM**

***I. CALL TO ORDER***

Mayor Bob Hagbom called the meeting to order at 7:05PM.

***II. PLEDGE OF ALLEGIANCE***

***III. ROLL CALL***

Council Present: Mayor Bob Hagbom, Councilors Larry Curry, Keith Pepper, and Frances Johns, a quorum present.

Council Absent: Student Ex-Officio Councilors Shiloh Thom and Cindi Peterson, excused

Staff Present: City Manager Tom Weldon, Finance Director/Recorder Gail Hedding, Fire Chief William Sharp, Police Chief Ken Lewis, Community Development Director Leo Lightle, and Administrative Secretary Sharon Ridens

Media Present: Chuck Hayward, Curry Coastal Pilot

Other: Parks and Recreation Chair Craig Mickelson, Chamber of Commerce President Richard Gyuro, Augie Kofot-Vice President Businesses for a Better Brookings, Curry Transfer & Recycling Manager Pete Smart, Port Manager Russ Crabtree, ODOT District 7 Assistant Director Lee Sparks, and approximately 20 other citizens.

Mayor Hagbom called for Agenda Item No. V.A. - Scheduled Public Appearances, out of order, so that the youth involved in this matter would be able to return to school commitments for the evening.

Hagbom introduced Dave Manzella from the Curry County Health Department, who in turn introduced Students Mary Ball-840 Cameo Court, Brookings; Eve Campbell-P.O. Box 7302, Brookings; and School District Nurse Holly Hoenke, 16708 Thompson Road,



Brookings. The students presented information from a random survey study for Curry County which provided evidence in support of an ordinance that would limit self service sales of tobacco products. Manzella advised the Council twelve stores in the Brookings-Harbor area were surveyed and eight of the twelve had self serve displays. Nurse Honeke, and students noted Brookings would not be the first to consider this type of ordinance in Oregon, not to mention across the nation, and asked for the Council's support in passing an ordinance to restrict the sale of tobacco to minors. Mayor Hagbom confirmed the major problem areas with which the students were concerned for purposes of ordinance writing and adoption. After a few questions and answers, the Mayor and each Councilor commented on their personal concerns and support of this issue.

Mayor Hagbom asked for audience comments. Richard Gyuro, 810 Chetco Ave, Brookings, spoke as a prior smoker, but now a 40 year non-smoker, would definitely support the idea of our city looking into this ordinance. He stated "we" as tax payers pay for this eventually and in the interest of the community, the Council needs to at least look into the issues.

After thanking the students for their hard work, Mayor Hagbom summarized the discussion and asked staff to proceed on an ordinance for Council to consider.

#### *IV. PUBLIC HEARING*

Mayor Hagbom recognized Finance Director/Recorder Gail Hedding's new appointment to the Board of Trustees of Sutter Coast Hospital. Hedding thanked the Mayor and stated she is looking forward to making a contribution to the health care delivery system that serves the citizens of this area.

##### *A. 2000/2001 Fiscal Year Budget*

Finance Director/Recorder Gail Hedding reported that the budget committee had approved the budget on April 26, 2000, and tonight was the time for the Council to hold the 2000/2001 Fiscal Year public hearing on the proposed budget.

Mayor Hagbom recessed the Common Council meeting at 7:30PM.

Mayor Hagbom called the Public Hearing to order at 7:30PM.

There was no comment from the staff or council present. Hagbom asked for audience comments.

Richard Calkins, 941 Helen Lane, Brookings, asked what was the line item for the City Manager's salary and shared his concerns for providing an adequate salary for attracting the best possible new City Manager. Hedding provided answers for

his questions, and will send him a copy of the approved minutes from the recent meeting regarding City Manager recruitment.

Russ Crabtree, 920 Midland, Brookings and Ken Byrtus, 320 Mill Beach Road, Brookings, spoke supporting the Klamath Coalition. They asked the Council to expand the City's participation to support these activities. Byrtus added "in kind" services would gladly be accepted for the Port's "Kite Festival" in July. Discussion ensued, with the Council stating they would taking the request in consideration.

Don Nuss, 808 Pioneer Rd, Brookings, thanked Mayor Hagbom on his comments regarding the \$20,000, set aside for downtown. He asked to be able to address optional changes in the bed tax contract with the Chamber coming up for renewal in August, 2000. Hagbom noted there had been conversation regarding reviewing the contract with the Chamber in relation to the bed tax, and no rate increase had been discussed, but this could be part of the review.

Pedro Alaniz, 950 Kinwood St, Florence, Oregon, spoke regarding a liquor license application and was advised it would be further along on the agenda.

*B. Proposed Uses of State Revenue Sharing Funds*

Mayor Hagbom asked Finance Director/Recorder Gail Hedding to explain the proposed use of State Revenue sharing dollars. Having done so, Mayor Hagbom asked for comments or questions from the public and Council. There were none. Hedding advised the matter would return for the June 12, 2000, meeting for final adoption.

The Public Hearing was closed at 7:53 PM.

The Common Council meeting reconvened at 7:53PM.

**V. SCHEDULED PUBLIC APPEARANCES**

- A. Youth anti-smoking Issues presented by BHHS Students Heather Cavaness, Mary Ball, and Eve Campbell*  
Addressed prior on agenda.

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

- A. Committee and Liaison reports*  
*1. Chamber of Commerce*  
Chamber President Richard Gyuro, 810 Chetco Ave, presented the Mayor



with a new Azalea Festival T-shirt, carrying the motto of this year's theme of "Sandcastle Days... Lighthouse Nights and a picture of a "registered" lighthouse. He proceeded with a report on the upcoming festival status.

2. *Businesses for a Better Brookings*

There was no report.

3. *Port of Brookings-Harbor*

Port Manager Russ Crabtree, 920 Midland Way, Brookings reported on the current and future projects at the Port of Brookings Harbor. He stated the Port of Brookings Harbor prides itself in being progressive, providing 32 jobs, and supports the need for a paid economic development director. The Curry Economic Development Association provides seed capital locally and is self perpetuating. Crabtree then gave an update on the boat basin project with mid-summer as target date. Permits have been extended until June 30<sup>th</sup> so as to have completion in a legal, timely manner. He stated he sees many future plans which will help the economic development of the community and lead to an all events center, which is currently on the drawing board.

4. *Council Liaisons*

Councilor Johns reported on the Azalea Middle School Character Education program.

Councilor Pepper reported on the Parks and Recreation Commission meeting and activities.

Councilor Curry advised he had attended the Coos-Curry-Douglas Economic Development Corporation's annual board meeting and had passed the balanced budget, elected officers, and accepted new members.

Mayor Hagbom reported about the county's lack of participation in SWACT. To support their resolution to support SWACT, the County has appointed Dan Crumley (County Road Master, as Robert's alternates).

Mayor Hagbom acknowledged audience member Assistant District Manager of ODOT District 7 Lee Sparks and thanked him for the work ODOT had accomplished regarding the crosswalk downtown by the Redwood Theater, along with highway signing efforts and safety issues on the south-end of the Chetco River bridge.

B. *Unscheduled*

Richard Caulkins, 941 Helen Ln, Brookings spoke in reference to his personal experience involving traffic and the significance of a speed change north of town on U.S. Hwy 101. He asked the Council for procedures to move the speed limit changed further down the road some 300 yards.

Lee Sparks, 3500 Stewart Parkway, Roseburg advised there is a current request to ODOT for moving the 45mph sign in process, but due to requirements of official engineering stamps and other minor red-tape procedures, it has not been completed. However, all the concerns mentioned tonight are in the requested issue. Councilor Pepper reminded the Council and advised Sparks, two years previously the City had asked ODOT to study the speed limits coming into the City of Brookings as issues to consider. However, the request was not official. Sparks advised he would check into the status of the left turn pocket north of town.

## **VII. STAFF REPORTS**

### ***A. Fire Department***

#### ***1. Cape Ferrelo RFPD request for contract negotiations***

Fire Chief William Sharp presented a request for contract negotiations with Cape Ferrelo RFPD and asked for authorization to explore the possibilities.

**Councilor Pepper moved, Councilor Johns, seconded, and the Council voted unanimously to authorize staff to meet with Cape Ferrelo RFPD representatives to explore 1) Should the City contract with Cape Ferrelo RFPD for services, and if yes, 2) what should be in the contract?**

Sharp advised he will return to the Council with recommendations in a timely manner.

### ***B. City Manager***

#### ***1. Approval of golf course loan***

City Manager Weldon advised he did not have all the necessary papers for this matter, and recommended the Council not take action at this meeting. He will have it ready for the next meeting.

#### ***2. Parks and Recreation Commission recommendation***

City Manager Weldon reported that the Parks and Recreation Commission asked for a change in City Ordinance No. 93-0-482.A, regarding the length of time an elected officer can hold that position.



**Councilor Pepper moved, Councilor Johns seconded, and the Council voted unanimously to direct the City Manager to prepare an ordinance to eliminate term limits for the Parks and Recreation Commission.**

**3. *Approval of liquor license request for La Flor de Mexico Restaurant - Pedro Alaniz***

City Manager Weldon recommended the approval of a new liquor license for the new owners of a Mexican restaurant downtown - La Flor De Mexico, Inc. He advised the owner was present to answer any questions. There was no discussion.

**Councilor Pepper moved, Councilor Johns seconded, and the Council voted unanimously to approve the liquor license request for La Flor de Mexico Restaurant.**

**4. *Curry Transfer and Recycling rate increase***

City Manager Weldon acquainted the Council with Curry Transfer and Recycling's rate increase requests provided in the Council packets, and recommended the Council approve the resolution. Manager Pete Smart was present for questions. There was no discussion.

**Councilor Pepper moved, Councilor Johns seconded, and the Council voted unanimously to approve Resolution No. 00-R-673, along with the attached "Exhibit A", in the matter of approving rates for sanitation services to be charged by Curry Transfer and Recycling to customers in the City of Brookings.**

**VIII. CONSENT CALENDAR**

**A. *Approval of Council Meeting Minutes***

**1. *Minutes of May 8, 2000, Regular Council Meeting***

**Councilor Johns moved, Councilor Curry seconded, and the Council voted to approve the May 8, 2000, Regular Council Meeting Minutes as printed, with Councilor Pepper abstaining due to his absence at that meeting.**

**2. *Minutes of May 15, 2000, Special Council Meeting***

**Councilor Pepper moved, Councilor Johns seconded, and the Council voted unanimously to approve the May 15, 2000, Special Council Meeting minutes as printed.**

***(end Consent Calendar)***

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

**A. *Resolutions***

1. *Approval of Resolution No. 00-R-673, for accepting rates for sanitation services to be charged by Curry Transfer and Recycling to customers in the City of Brookings*

This resolution was approved previously under Agenda Item No. VII.B.4.

City Manager Tom Weldon requested an item be added to the agenda: Purchase of Police Administrator's Vehicle from U.S. Forest Service.

**Councilor Pepper moved, Councilor Johns seconded, and the Council voted unanimously to add the purchase of a Police Administrator's Vehicle to the Agenda.**

Weldon reported on the research by Police Chief Ken Lewis regarding an immediate opportunity to purchase a 1995 Chevrolet Caprice police vehicle, as surplus equipment, from the U.S. Forest Service in Klamath Falls, Oregon for approximately \$5,500, and asked the Council to approve resolution for the purchase. Discussion ensued.

**Councilor Johns moved, Councilor Pepper seconded, and the Council voted unanimously to approve Resolution No. 00-R-674 in the matter of a resolution exempting from Competitive Bidding the Purchase of a Police Vehicle.**

**XI. REMARKS FROM MAYOR AND COUNCILORS**

**A. *Council***

Councilor Pepper clarified his understanding of the previously made comments made by citizen Don Nuss regarding \$20,000 in the budget. Pepper stated, "we have \$20,000 for next fiscal year for downtown development, which does not mean we are going to spend all \$20,000. We have not decided how we are spending it. There was no discussion in budget hearing on what that would be spent, nor have we identified how it will be spent."

Councilor Pepper also thanked Finance Director/Recorder Hedding for the "incredible" job on the budget preparations.

Mayor Bob Hagbom expressed his continued concerns regarding the direction the City is headed as to revenues and expenses and balancing those items in the future.

Councilor Johns asked everyone to come to the Azalea Festival during the upcoming weekend and that she hoped to see everyone there!



City Manager Weldon reminded the Council of their invitation to the Student City Council meeting on Wednesday, May 24, 2000, at 6:30, with Pizza for those participating at 5:30PM.

B. *Mayor*  
No further comments

***XII. ADJOURNMENT***

**Councilor Curry moved, Councilor Johns seconded, and the Council voted unanimously to adjourn the meeting at 8:35PM.**

Respectfully submitted:

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Bob Hagbom  
Mayor

ATTEST:

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Gail L. Hedding  
Finance Director/Recorder

**MINUTES  
BROOKINGS PLANNING COMMISSION  
REGULAR MEETING  
May 2, 2000**

The regular meeting of the Brookings Planning Commission was called to order by Vice Chair Rick Dentino at 7:00 p.m. in the Council Chambers at Brookings City Hall on the above date with the following Commission members and staff in attendance.

Vikki Nuss	Rick Dentino	John Bischoff, Planning Director
Judi Krebs	Fred Howe	Linda Barker, Secretary
Richard Gyuro		

Commissioners Ted Freeman and Jim Collis were not present at the meeting.

**CHAIRPERSON ANNOUNCEMENTS**

Vice Chair Dentino announced that the applicant for CR-C-9408 has requested the case be pulled from the agenda and will not be heard at this meeting.

**MINUTES**

By a 5-0 vote (motion: Commissioner Gyuro, second: Commissioner Howe) the Planning Commission approved the minutes of the April 4, 2000, regular meeting as written.

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL ORDERS**

None

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON WRITTEN REQUESTS AND COMMUNICATIONS**

None

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS**

1. By a 5-0 vote (motion: Commissioner Krebs, second: Commissioner Gyuro) the Planning Commission approved (File No. CUP-1-00), a request for a conditional use permit to operate a private Christian preschool and elementary school within the existing Nazarene Church building; located on a 3.5 acre parcel of land located on the east side of Highway 101 approximately 250 feet south of the intersection of the highway and Parkview Drive, more specifically 1600 Chetco Avenue; zoned R-1-6 (Single-family Residential, 6,000 sq. ft. minimum lot size); Brookings Harbor Christian School, applicant; Robin LaThorpe, representative. The approval included changes in the conditions of approval to add two additional conditions: No. 9, requiring that all students enrolled in the school be driven to the school site; and No. 10, requiring the applicant to bear the cost of acquiring and installing any school zone signage that may be required.

At the beginning of this agenda item all the Commissioners present declared ex parte contact as a result of a site visit. Commissioner Krebs also declared she sat on the Commission



when the applicants appeared to obtain the conditional use permit for the school's current location and that she had total objectivity on this application. There was no challenge from the audience to any Planning Commission member for bias or conflict of interest.

This action was taken following questions or comments regarding the request from the following people:

- |    |                 |                    |           |
|----|-----------------|--------------------|-----------|
| a) | Peter Spratt    | PO Box 1344        | Brookings |
| b) | Rollie Miller   | 808 Fifth Street   | Brookings |
| c) | Scott Sanders   | 16220 Chapman Lane | Brookings |
| d) | Froy Watson     | 830 Homestead Road | Brookings |
| e) | Frank Cembellin | PO Box 6           | Brookings |

The applicant waived his right to seven (7) additional days in which to submit written argument.

Discussion on this item centered on traffic impacts on Highway 101.

2. By a 5-0 vote (motion: Commissioner Krebs, second: Commissioner Gyuro) the Planning Commission approved the Final ORDER and Findings of Fact for File No. CUP-1-00 with the above changes to the conditions of approval.

#### **THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS**

1. By a 4-0 vote (motion, Commissioner Howe, second, Commissioner Nuss; Commissioner Gyuro declared conflict of interest, left the bench and did not participate in the hearing) the Planning Commission will send a favorable recommendation on File No. CR-AD-0002, a request for a 4-lot subdivision creating a private street for access to two of the proposed lots; located on the east side of Oceanview Drive, approximately 300 feet south of the intersection of Oceanview Drive and Benham Lane, Harbor; zoned County R-2 (Residential-Two); Gene Scott, applicant, Patrick Drury, representative. The favorable recommendation will include two comments: 1) since the city ordinances do not allow flag lots to be created within a subdivision, the Commission is recommending that Lots 3 and 4 of the proposed subdivision be reconfigured to do away with the flag lot configuration; and 2) the applicant shall install curb, gutter and sidewalk on both sides of the private street created by the proposed subdivision, to be consistent with the county's action in regard to the Glazebrook Subdivision on Olsen Lane, County File No. S-8904.

At the beginning of the hearing Commissioners Krebs and Dentino declared ex parte conflict as a result of a site visit. It was at this time that Commissioner Gyuro declared conflict of interest as he is a director of a community bank that will provide funding for structures if the proposal is approved.

The Commission took a recess from 8:26 to 8:35 p.m. Commissioner Gyuro left the meeting during the recess.

Speaking on this request was Reily Smith, 864 Jodee Lane, Brookings.

#### **UNSCHEDULED PUBLIC APPEARANCES**

None

#### **REPORT OF THE CITIZENS ADVISORY COMMITTEE**

None

#### **MESSAGES AND PAPERS FROM THE CITY MANAGER**

None

#### **MESSAGES AND PAPERS FROM THE MAYOR**

None

#### **REPORT OF THE PLANNING DIRECTOR**

Director Bischoff asked the Planning Commission if they wished to reschedule the July meeting as the first Tuesday of the month falls on the 4<sup>th</sup> of July. The date was rescheduled to July 5.

#### **PROPOSITIONS AND REMARKS FROM COMMISSION MEMBERS**

Commissioner Krebs asked what the county's decision was on the 2-space RV park that had come before the Commission in April. Although the city's Planning Commission recommended denial, the request was approved by the county.

Director Bischoff reported the county also approved CR-AD-003, a request for a conditional use permit to place a house on a 5 acre parcel on Harbor Hills Heights Road. This had come before the Brookings Planning Commission in April. Since the applicant did not appear at the April meeting no action was taken by the Brookings Planning Commission on the request.

Commissioner Krebs questioned if a date had been set for the joint City Council/Planning Commission meeting. Director Bischoff will speak to the City Manager about this meeting.

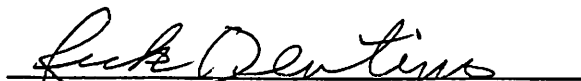
Commissioner Krebs also requested information on a motion passed by the Planning Commission approximately 1 ½ to 2 years ago. The motion directed staff to contact the Oregon Department of Transportation (ODOT) regarding ODOT's plans for improvements to Highway 101, specifically Highway 101 from Ransom Avenue to Carpenterville Road.

#### **ADJOURNMENT**

There being no further business before the Planning Commission, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

**BROOKINGS PLANNING COMMISSION**



Rick Dentino, Vice Chair



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05/00	05/04/2000	36454	110	Brookings Auto Parts	10-00-2005	974.07
05/00	05/04/2000	36455	313	Brookings Vol Firefighters	10-00-2005	1,666.67
05/00	05/04/2000	36456	149	Carpenter Auto Center	10-00-2005	283.07
05/00	05/04/2000	36457	226	Charles O'Donnell	10-00-2005	4.51
05/00	05/04/2000	36458	112	Ciba Specialty Chemicals	10-00-2005	2,447.55
05/00	05/04/2000	36459	173	Curry Equipment Company	10-00-2005	97.47
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05/00	05/04/2000	36461	166	Dan's Auto & Marine Electric	10-00-2005	385.72
05/00	05/04/2000	36462	719	Daniel Steineke	10-00-2005	17.84
05/00	05/04/2000	36463	185	Del Cur Supply	10-00-2005	80.38
05/00	05/04/2000	36464	371	DEQ Business Office	10-00-2005	275.00
05/00	05/04/2000	36465	688	EMED Co, Inc	10-00-2005	128.40
05/00	05/04/2000	36466	153	Ferrellgas	10-00-2005	562.97
05/00	05/04/2000	36467	198	Grants Pass Water Lab	10-00-2005	133.00
05/00	05/04/2000	36468	515	Harris Uniforms	10-00-2005	63.20
05/00	05/04/2000	36469	275	Industrial Lab Sales Inc	10-00-2005	54.50
05/00	05/04/2000	36470	394	Internet Technologies Inc	10-00-2005	136.00
05/00	05/04/2000	36471	162	Kerr Hardware	10-00-2005	299.42
05/00	05/04/2000	36472	651	M.S. George	10-00-2005	165.00
05/00	05/04/2000	36473	155	Mory's	10-00-2005	46.31
05/00	05/04/2000	36474	140	Newman Traffic Signs	10-00-2005	325.80
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05/00	05/11/2000	36506	196	DHR Child Support Unit	10-00-2005	203.08

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
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05/00	05/11/2000	36511	113	Fred Meyer	10-00-2005	118.80
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05/00	05/11/2000	36515	201	ICMA Retirement Trust 457	10-00-2005	998.00
05/00	05/11/2000	36516	168	J.L. Darling Corporation	10-00-2005	134.05
05/00	05/11/2000	36517	264	Jack's Uniforms & Equipment	10-00-2005	367.75
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05/00	05/11/2000	36519	339	Mike Cooper	10-00-2005	197.12
05/00	05/11/2000	36520	669	Mike Owens Drywall	10-00-2005	1,000.00
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05/00	05/11/2000	36523	189	OR Teamster Employers Trust	10-00-2005	13,707.43
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05/00	05/18/2000	36553	715	Budge McHugh Supply	10-00-2005	165.96
05/00	05/18/2000	36554	745	Chetco Senior Center	10-00-2005	1,454.80
05/00	05/18/2000	36555	713	Curry County Crimestoppers	10-00-2005	31.00
05/00	05/18/2000	36556	195	Curry Transfer & Recycling	10-00-2005	29.55
05/00	05/18/2000	36557	284	Day-Wireless Systems	10-00-2005	143.83
05/00	05/18/2000	36558	746	Debbie Hodges	10-00-2005	31.13
05/00	05/18/2000	36559	743	Duane & Donna Skidmore	10-00-2005	11.28
05/00	05/18/2000	36560	145	EBS Trust	10-00-2005	58.00
05/00	05/18/2000	36561	736	Edwards Roofing	10-00-2005	178.42
05/00	05/18/2000	36562	197	GTE Northwest	10-00-2005	1,357.25
05/00	05/18/2000	36563	114	HPS Electrical Apparatus	10-00-2005	142.00



Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
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05/00	05/18/2000	36570	207	Quill Corporation	10-00-2005	291.26
05/00	05/18/2000	36571	169	Roto Rooter of Curry County	10-00-2005	267.20
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05/00	05/18/2000	36573	380	Stadelman Electric	10-00-2005	123.35
05/00	05/18/2000	36574	696	Trojan Technologies	10-00-2005	371.78
05/00	05/18/2000	36575	383	U.S. Bank Trust NA	10-00-2005	238,661.88
05/00	05/18/2000	36576	407	UPS Customhouse Brokerage, Inc	10-00-2005	14.58
05/00	05/26/2000	36577	103	Amazing Computers	10-00-2005	199.95
05/00	05/26/2000	36578	167	American Sigma	10-00-2005	351.30
05/00	05/26/2000	36579	150	Any Time Coffee Service	10-00-2005	57.00
05/00	05/26/2000	36580	768	AWWA Northwest OR Sub-Section	10-00-2005	110.00
05/00	05/26/2000	36581	174	Barbara Palicki	10-00-2005	48.78
05/00	05/26/2000	36582	138	Becco, Inc	10-00-2005	525.00
05/00	05/26/2000	36583	147	Brookings Glass Inc	10-00-2005	269.00
05/00	05/26/2000	36584	313	Brookings Vol Firefighters	10-00-2005	1,666.63
05/00	05/26/2000	36585	109	Buy.com	10-00-2005	1,365.88
05/00	05/26/2000	36586	149	Carpenter Auto Center	10-00-2005	25.00
05/00	05/26/2000	36587	164	Chambers South Inc	10-00-2005	97.52
05/00	05/26/2000	36588	586	Cole-Parmer Instrument Co	10-00-2005	27.18
05/00	05/26/2000	36589	183	Colvin Oil Company	10-00-2005	1,458.24
05/00	05/26/2000	36590	182	Coos-Curry Electric	10-00-2005	837.42
05/00	05/26/2000	36591	568	Curry County Clerk	10-00-2005	26.00
05/00	05/26/2000	36592	762	Curry Soil & Water Dist	10-00-2005	2,880.00
05/00	05/26/2000	36593	259	Da-Tone Rock Products	10-00-2005	58.80
05/00	05/26/2000	36594	284	Day-Wireless Systems	10-00-2005	1,101.40
05/00	05/26/2000	36595	185	Del Cur Supply	10-00-2005	108.25
05/00	05/26/2000	36596	196	DHR Child Support Unit	10-00-2005	203.08
05/00	05/26/2000	36597	250	DHR Child Support Unit	10-00-2005	278.31
05/00	05/26/2000	36598	316	Donald & Roberta Chandler	10-00-2005	548.00
05/00	05/26/2000	36599	747	Escape Hatch	10-00-2005	24.95
05/00	05/26/2000	36600	754	First Response	10-00-2005	125.00
05/00	05/26/2000	36601	131	HGE, Inc	10-00-2005	16,551.53
05/00	05/26/2000	36602	759	J & M Boring	10-00-2005	312.50
05/00	05/26/2000	36603	764	Jim & Sylvia Kemp	10-00-2005	16.51
05/00	05/26/2000	36604	750	Kah-Nee-Ta Resort	10-00-2005	210.00
05/00	05/26/2000	36605	121	Lane County, Finance	10-00-2005	920.00
05/00	05/26/2000	36606	271	Larry Curry	10-00-2005	85.80
05/00	05/26/2000	36607	137	LauraLee Gray	10-00-2005	67.55
05/00	05/26/2000	36608	202	League of Oregon Cities	10-00-2005	181.71
05/00	05/26/2000	36609	763	Mark Hargrove	10-00-2005	10.05
05/00	05/26/2000	36610	339	Mike Cooper	10-00-2005	104.00
05/00	05/26/2000	36611	279	One Call Concepts, Inc	10-00-2005	46.80
05/00	05/26/2000	36612	143	Oregon Department of Revenue	10-00-2005	4,126.83
05/00	05/26/2000	36613	205	PERS Retirement	10-00-2005	8,283.82
05/00	05/26/2000	36614	293	Petty Cash	10-00-2005	25.00
05/00	05/26/2000	36615	322	Postmaster	10-00-2005	30.00
05/00	05/26/2000	36616	187	Quality Fast Lube & Oil	10-00-2005	18.95
05/00	05/26/2000	36617	646	Quartermaster	10-00-2005	269.65
05/00	05/26/2000	36618	214	Regence Life & Health Ins	10-00-2005	227.90
05/00	05/26/2000	36619	199	Richard Harper	10-00-2005	300.00
05/00	05/26/2000	36620	278	Ron Plaster	10-00-2005	212.00

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
05/00	05/26/2000	36621	756	Shari Davis	10-00-2005	57.54
05/00	05/26/2000	36622	755	Some's	10-00-2005	221.00
05/00	05/26/2000	36623	761	Soroptimist International	10-00-2005	65.00
05/00	05/26/2000	36624	277	Taplin Janitorial Services	10-00-2005	590.90
05/00	05/26/2000	36625	295	Tsunami Computer Service	10-00-2005	19.95
05/00	05/26/2000	36626	718	Western Mercantile Agency Inc	10-00-2005	159.99
05/00	05/26/2000	36627	751	WSIN	10-00-2005	350.00
05/00	05/26/2000	36628	253	Xerox Corporation	10-00-2005	752.24
Totals:						<u>459,900.06</u>



**IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON**

In the Matter of an Ordinance Declaring       )  
the City's Election to Receive State Revenues )       **ORDINANCE NO. 00-O-538**  
and Declaring an Emergency                       )

**Sections:**

Section 1.               **Election to receive State Revenues.**  
Section 2.               **Emergency clause.**

**The City of Brookings ordains as follows:**

**Section 1. Election to receive State Revenues.** Pursuant to ORS 221.770, the City of Brookings hereby elects to receive state revenues for fiscal year 2000-2001.

**Section 2. Emergency clause.** It is hereby determined that it is the interest of public health, safety and welfare that immediate action be taken. Therefore, an emergency is declared to exist and this ordinance shall be in full force and effect immediately upon its passage by the city council and signing by the mayor.

**First Reading:** \_\_\_\_\_

**Second Reading:** \_\_\_\_\_

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

**Effective Date:** \_\_\_\_\_

**Signed by me in authentication of its passage this 12th day of June, 2000.**

**I certify that a public hearing before the Budget Committee was held on April 26, 2000 and a public hearing before the City Council was held on May 22, 2000, giving citizens an opportunity to comment on the use of State Revenue Sharing.**

**DATED and signed this \_\_\_\_\_ day of June, 2000,**

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

**ATTEST:**

\_\_\_\_\_  
**Gail L. Hedding  
City Finance Director/Recorder**

In the Matter of an Ordinance known as )  
the Sale of Tobacco to Minors Ordinance ) *ORDINANCE NO. 00-O-537*  
)

<b>Section 1.</b>	<b>Title</b>
<b>Section 2.</b>	<b>Purpose</b>
<b>Section 3.</b>	<b>Definitions</b>
<b>Section 4.</b>	<b>License Required</b>
<b>Section 5.</b>	<b>Fee</b>
<b>Section 6.</b>	<b>Non-transferability</b>
<b>Section 7.</b>	<b>Vending Machines</b>
<b>Section 8.</b>	<b>Vendor-Assisted Sales</b>
<b>Section 9.</b>	<b>Revocation of License</b>
<b>Section 10.</b>	<b>Advertising Placement</b>
<b>Section 11.</b>	<b>Enforcement</b>
<b>Section 12.</b>	<b>Severability</b>

**Section 1. Title.** This ordinance shall be known as the Sale of Tobacco to Minors Ordinance.

PAGE 1 OF 4



### **Section 3. Definitions**

1. "License" means a license issued by the City of Brookings for the retail sale of tobacco products.
2. "Licensee" means the holder of a valid license for the retail sale of tobacco products.
3. "Minor" means any person under 18 years of age.
4. "Self-Service Displays" means open displays of tobacco products and point-of-sale tobacco promotional products that the public has access to without the intervention of a store employee.
5. "Tobacco Product" means any tobacco cigarette, cigar, pipe tobacco, smokeless tobacco or any other form of tobacco or tobacco papers which may be utilized for smoking, chewing, inhalation or other means of ingestion.
6. "Tobacco Vending Machine: means any machine or device designated for or used for the vending of cigarettes, cigars, tobacco, or tobacco products upon the insertion of coins, trade checks, or slugs.
7. "Vendor-assisted" means only a store employee has access to the tobacco product and assists the customer by supplying the product. The customer does not take possession of the product until after it is purchased.

**Section 4. License Required.** After \_\_\_\_ (date) \_\_\_\_, it shall be unlawful for a retailer to sell cigarettes or other tobacco products unless that retailer holds and maintains a valid license from the City for each location in which tobacco products are sold. All such licenses shall be renewed annually and posted in a conspicuous location.

**Section 5. Fee.** \$20 per year.

**Section 6. Non-Transferability.** A tobacco retail license is non-transferable, except a new license, with no fee required, will be issued to a tobacco retailer who changes location.

**Section 7. Vending Machines.** After \_\_\_(date)\_\_\_, tobacco vending machines or any other devices for the sale or distribution of tobacco products are prohibited in any hotel/motel.

**Section 8. Vendor-Assisted Sales.** It shall be unlawful for any person, business, or retailer to sell, permit to be sold, or offer for sale any tobacco product by means of self-service displays or any other means other than vendor assisted sales or a vending machine, where authorized by law.

**Section 9. Revocation of License.**

A. Any license holder who violates Section 8 of this ordinance shall be fined and have their license suspended as follows:

1. In the case of a first violation, the licensee shall be fined up to two hundred dollars (\$200) and shall be notified in writing of penalties levied for further violations.
2. In the case of a second violation in a two year period, the licensee shall be fined up to five hundred dollars (\$500) and the license shall be suspended for not less than thirty (30) consecutive days nor more than three (3) months. Licensee must remove all tobacco merchandise from all areas accessible to the public while the license is suspended.
3. In the case of three or more violations within a two year period, the licensee shall be fined up to one thousand dollars (\$1,000) and the license shall be revoked not less than six (6) months nor more than eighteen (18) months from the date of revocation. Licensee must remove all tobacco merchandise from all areas accessible to the public while the license is suspended.

**Section 10. Advertising placement.** No tobacco product advertising shall be placed below thirty-six (36) inches, as measured from the establishment's natural floor.

**Section 11. Enforcement.** Violations of Section 4 and 7 of this ordinance are subject to a fine of \$500 per day for each violation. The City Attorney or City Manager and the Police Department shall have the authority to enforce this ordinance.



**Section 12. Severability.** If any provision, clause, sentence or paragraph of this ordinance or the application thereof to any person or circumstance shall be held to be invalid, such invalidity shall not affect the provisions of this article which can be given effect without the invalid provision or application, and to this end the provisions are declared to be severable.

**First Reading:** \_\_\_\_\_

**Second Reading:** \_\_\_\_\_

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

**Effective Date:** \_\_\_\_\_

Signed by me in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2000.

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

**ATTEST:**

\_\_\_\_\_  
**Gail L. Hedding**  
**City Finance Director/Recorder**

IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON

In the Matter of an Ordinance amending )  
Ordinance No. 91-O-482 (creating a Parks ) *ORDINANCE NO. 00-O-482.B*  
And Recreation Commission), adopted )  
December 18, 1991 )

Sections:

Section 1.	Ordinance Identified.
Section 2.	Amendment to Section 2.

The city of Brookings ordains as follows:

Section 1.            Ordinance Identified.    Ordinance No. 93-O-482.A  
amends Ordinance No. 91-O-482, effective December 18, 1991 and entitled, "An  
ordinance creating a Parks and Recreation Commission for the City of  
Brookings; providing for the organization of such commission and the powers  
and duties thereof; and repealing Ordinance No. 89-O-459."

Section 2.            Amendment to Section 2.    Ordinance No. 91-O-482,  
Section 2 is hereby amended to delete the following:

"Elected officers within the Commission shall not hold the same  
office for more than two (2) consecutive years."

First Reading: \_\_\_\_\_  
Second Reading: \_\_\_\_\_  
Passage: \_\_\_\_\_  
Effective Date: \_\_\_\_\_

Signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_, 2000.

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

ATTEST:

\_\_\_\_\_  
Gail L. Hedding,  
Finance Director/Recorder



IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON

In the Matter of a Resolution Adopting     )  
A Supplemental Budget for                     )  
the 1999/2000 Fiscal Year                    )     *RESOLUTION NO. 00-R-678*

WHEREAS, two of the General Fund departments experienced unanticipated expenditures in the 1999/2000 fiscal year; *and*

WHEREAS, the General Fund carryover from the prior fiscal year was in excess of the anticipated amount and unanticipated revenues were received in grants, donations and transient room taxes; *and*

WHEREAS, the Dawson Bancroft Bond Fund had unanticipated expenditures to protect a property lien; *and*

WHEREAS, the Dawson Bancroft Bond Fund received unanticipated revenues from assessment interest ; *and*

*NOW, THEREFORE BE IT RESOLVED* by the Mayor and City Council of the City of Brookings, Curry County, Oregon, that the City Finance Director/Recorder be authorized and directed to add and appropriate funds totaling \$48,045 into the 1999/2000 fiscal year budget as follows:

<u>General Fund - Revenue</u>	
Unanticipated Fund Carryover	\$ 3,900
Transient Room Tax Revenue	9,000
Grant Revenue	7,170
Donations	6,475
Drug Seizure Funds	<u>19,000</u>
Total Revenues	<u>\$ 45,545</u>

<u>General Fund - Expenditures</u>	
Police Department - Materials & Services	\$ 21,000
- Personal Services	6,145
- Capital Outlay	9,400
Non-Departmental - Materials & Services	<u>9,000</u>
Total Expenditures	<u>\$ 45,545</u>



Dawson Bancroft Bond Fund-Revenue

Assessment Revenue/Interest

\$ 2,500

Dawson Bancroft Bond Fund-Expenditures

Materials & Services

\$2,500

DATED and signed this \_\_\_\_\_ day of June, 2000,

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

ATTEST:

\_\_\_\_\_  
Gail L. Hedding  
City Finance Director/Recorder



IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON

*In the Matter of a Resolution Adopting the* )  
*Budget, Declaring Tax Levied,* )  
*Making Appropriations for the 2000-2001* ) *RESOLUTION NO. 00-R-677*  
*Fiscal Year and to Categorize the Levy as* )  
*Provided in ORS 294.435* )

BE IT RESOLVED that the City Council of the City of Brookings hereby adopts the budget for fiscal year 2000-2001 in the sum of \$15,043,530 now on file in the office of the City Finance Director/Recorder.

BE IT FURTHER RESOLVED that the City Council of the City of Brookings hereby imposes the taxes provided for in the adopted budget at the rate of \$3.7631 per \$1,000 of assessed value for operations; and in the amount of \$109,700 for bonds; and that these taxes are hereby imposed and categorized for tax year 2000-2001 upon the assessed value of all taxable property within the district.

	General Government	Excluded from Limitation
General Fund	\$3.7631/1000	
Debt Service Fund		\$109,700

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2000, and for the purposes shown below are hereby appropriated as follows:

<u>GENERAL FUND</u>	
	<u>Appropriation</u>
Judicial	\$ 5,850
Legislative/Administrative	216,975
Police	1,206,450
Fire	214,850
Community Development	283,800
Parks & Recreation	219,500
Finance	175,350
Non-Departmental	<u>102,725</u>
<u>TOTAL FUND AND APPROPRIATION</u>	<u>\$ 2,425,500</u>



STREET FUND

Personal Services	\$ 110,900
Materials & Services	116,200
Capital Outlay	179,900
Interfund Transfers	<u>10,000</u>

<u>TOTAL FUND AND APPROPRIATION</u>	<u>\$ 417,000</u>
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WATER FUND

Distribution	\$ 385,525
Treatment	248,975
Interfund Transfers	<u>50,000</u>

<u>TOTAL FUND AND APPROPRIATION</u>	<u>\$ 684,500</u>
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WASTEWATER FUND

Collection	\$ 646,000
Treatment	512,000
Interfund Transfers	<u>555,800</u>

<u>TOTAL FUND AND APPROPRIATION</u>	<u>\$1,713,800</u>
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9-1-1 FUND

Materials & Services	\$ 40,900
Capital Outlay	148,000
Operating Contingency	<u>49,300</u>

<u>TOTAL FUND AND APPROPRIATION</u>	<u>\$ 238,200</u>
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BANCROFT BOND FUND

Transfers Out	<u>\$600</u>
<u>TOTAL FUND AND APPROPRIATION</u>	<u>\$ 600</u>

DAWSON BANCROFT BOND FUND

Principal Payments	\$ 100,000
Interest Payments	38,385
Materials & Services	3,415
Transfers Out	<u>10,000</u>
<u>TOTAL FUND AND APPROPRIATION</u>	<u>\$ 151,800</u>

DEBT SERVICE FUND

Transfers Out	\$ 114,000
Materials and Services	<u>300</u>
<u>TOTAL FUND AND APPROPRIATION</u>	<u>\$ 114,300</u>

DEBT SERVICE 1993 SERIES FUND

Principal Payments	\$ 280,000
Interest Payments	229,600
Materials and Services	3,500
Contingency	<u>14,500</u>
<u>TOTAL FUND AND APPROPRIATION</u>	<u>\$ 527,600</u>



GENERAL RESERVE FUND

Capital Outlay	\$ 873,000
Contingency	<u>177,000</u>
<u>TOTAL FUND AND APPROPRIATION</u>	<u>\$1,050,000</u>

STOUT PARK TRUST FUND

Materials and Services	\$ 5,000
Interfund Transfer	<u>5,000</u>
<u>TOTAL APPROPRIATION</u>	<u>\$ 10,000</u>
<u>Unappropriated Ending Fund Balance</u>	<u>11,200</u>
<u>TOTAL FUND</u>	<u>\$ 21,200</u>

WATER BOND FUND

Materials and Services	\$ 2,000
Transfers Out	<u>144,100</u>
<u>TOTAL APPROPRIATION</u>	<u>\$ 146,100</u>
<u>Unappropriated Ending Fund Balance</u>	<u>\$1,086,900</u>
<u>TOTAL FUND</u>	<u>\$1,233,000</u>

WASTEWATER CONSTRUCTION FUND

Materials and Services	\$ 410,000
Capital Outlay	1,150,000
Interfund Transfers	15,000
Contingency	<u>1,785,000</u>
<u>TOTAL FUND AND APPROPRIATION</u>	<u>\$3,360,000</u>



SYSTEM REPLACEMENT FUND

Street - Capital Outlay	\$ 97,700
Water - Capital Outlay	331,000
Wastewater - Capital Outlay	<u>292,830</u>
 <u>TOTAL FUND AND APPROPRIATION</u>	 <u>\$ 721,530</u>

SYSTEM DEVELOPMENT FUND

Street - Capital Outlay	\$ 204,000
Water - Capital Outlay	570,000
Wastewater - Capital Outlay	1,367,000
Parks & Recreation - Capital Outlay	129,000
Storm Drain - Capital Outlay	<u>114,500</u>
 <u>TOTAL FUND AND APPROPRIATION</u>	 <u>\$2,384,500</u>

*BE IT FURTHER RESOLVED* that the Brookings City Finance Director/Recorder certify to the County Assessor the tax levy made by this Resolution and shall file with the County Assessor a copy of the budget as finally determined.

PASSED by the City Council of the City of Brookings and signed by the Mayor this 12th day of June, 2000.

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

ATTEST:

\_\_\_\_\_  
Gail L. Hedding  
Finance Director/Recorder







In the Matter of a Resolution	)	
Naming a City Recorder/Treasurer	)	Resolution No. 00-R-676
and Naming Authorized Signatories	)	

WHEREAS, all disbursements drawn on City of Brookings funds require dual authorized signatories;

1. Gail L. Hedding be named as Recorder/Treasurer for the City of Brookings;

Bob Hagbom, Mayor  
Larry Curry, President of the Council  
Tom Weldon, City Manager  
Gail L. Hedding, Recorder/Treasurer

Bob Hagbom  
Mayor

Gail L. Hedding  
Finance Director/Recorder







IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON

In the Matter of a Resolution	)	
Authorizing Granting of Consent	)	Resolution No. 00-R-675
Under Lease Agreement	)	

WHEREAS, the City of Brookings, a municipal corporation, as Lessor, and Felix Claveran, Lorraine Berkowitz, Steve Muir and The Claveran Group, LLC as Lessees, entered into a lease agreement for the development of a golf course in the City of Brookings on or about February 17, 1998, which mandates the Lessor's consent for Lessee to pledge its interest in the lease agreement for the sole purpose of security for the construction of the project contemplated by the lease; and

WHEREAS, Lessees have requested Lessor's consent to allow Lessees to execute Leasehold Trust Deed and supporting documents to Family Security Bank to secure construction funds;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BROOKINGS THAT:

Mayor Bob Hagbom is authorized to execute and deliver a Landlord's consent agreement on behalf of Lessor in accordance with the terms of the proposed consent agreement considered and approved by the Brookings Common Council on June \_\_\_\_\_, 2000.

PASSED BY THE Council and signed by the Mayor on this \_\_\_\_\_ day of June, 2000.

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

ATTEST:

\_\_\_\_\_  
Gail Hedding  
Finance Director/Recorder



## LANDLORD'S CONSENT

**Borrower:** The Claveran Group, LLC  
**Loan #**

**Lender:** Family Security Bank &  
CCD Business  
Development Corporation

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THIS LANDLORD'S CONSENT is entered into among The Claveran Group, LLC ("Borrower"), whose address is; 99040 South Bank Chetco River Road, Brookings, Oregon 97415, Family Security Bank ("Lender"), whose address is PO Box 3000G, 16271 Hwy 101 South, Harbor, Oregon 97415, CCD Business Development Corporation ("Lender"), 744 Southeast Rose Street, Roseburg, Oregon 97470; and The City of Brookings ("Landlord"), whose address is 898 Elk Drive, Brookings, Oregon 97415. Borrower and Lender(s) have entered into, or are about to enter into, an agreement whereby Lender(s) had acquired or will acquire a security interest or other interest in the Collateral. Some or all of the Collateral may be affixed or otherwise become located on the Premises. To induce Lender to extend the Loan to Borrower against such security interest in the Collateral and for the valuable consideration, Landlord hereby agrees with Lender(s) and Borrower as follows.

**DEFINITIONS.** The following words shall have the following meanings when used in this agreement. Terms not otherwise defined in this Agreement shall have the meanings attributed to such terms in the Uniform Commercial Code. All references to dollar amounts shall mean amounts in lawful money of the United States of America.

**Agreement.** The word "Agreement" means this Landlord's Consent, as this Landlord's Consent may be amended or modified from time to time, together with all exhibits and schedules attached to this Landlord's Consent from time to time.

**Borrower.** The word "Borrower" means The Claveran Group, LLC.

**Collateral.** The word "Collateral" means certain of Borrowers personal property in which Lender has acquired or will acquire a security interest, including without limitation the following specific property: Leasehold Improvements to include Fencing, Club House, Decking, Well, Septic, Paving of lot and driveway and all fixtures associated with same.

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**Landlord.** The word "Landlord" means The City of Brookings. The term "Landlord" is used for convenience purposes only. Landlord's interest in the Premises may be that of a fee owner, lessor, sublessor, or lienholder, or that of any other holder of an interest in the Premises which may be, or may become, prior to the interest of Lender.

**Lease.** The word "Lease" means that certain lease of the Premises, dated February 17, 1998 between Landlord and Borrower. The lease was recorded as follows: XXXXXXXXXXXXXXXX.

**Lender.** The word "Lender" means Family Security Bank and/or CCD Business Development Corporation, its successors and assigns.

**Loan.** The word "Loan" means the loan, or any other financial accommodations, Lender has made or is making to the Borrower.



**Premises.** The word "Premises" means the real property located in Curry County, State of Oregon, commonly known as 99040 South Bank Chetco River Road, Brookings, OR 97415, and legally described as:

See Attached Legal Description: "Exhibit A"

**BORROWER'S ASSIGNMENT OF LEASE.** Borrower hereby assigns to Lender all of Borrower's rights in the Lease, as partial security for the Loan. The parties intend that this assignment will be a present transfer to Lender of all of Borrower's rights under the Lease, subject to Borrower's rights to use the Premises and enjoy the benefits of the Lease while not in default on the Loan or Lease. Upon full performance by the Borrower under the Loan, this assignment shall be ended, without the necessity of any further action by any of the parties. This assignment includes all renewals of and amendments to the Lease or the Loan, until the Loan is paid in full.

**CONSENT OF LESSOR.** The city of Brookings, an Oregon municipal corporation, Lessor under the Lease dated February 17, 1998, the subject of the foregoing Leasehold Trust Deed, consents to the encumbrance by Lessee of Lessee's leasehold trust Deed, but Lessor waives none of its rights under the lease as to the Beneficiary under the Leasehold Trust Deed. Specifically, as examples and without limiting the generality of the foregoing, this consent is subject to the following:

1. It is hereby acknowledged that this Leasehold Trust Deed and the interests created hereby shall specifically be subordinate to the Lessor under the Lease Agreement.
2. The Trustee under the Leasehold Deed Trust shall notify Lessor of any and all defaults on the part of Trustor.
3. The Trustee and Beneficiary shall give Lessor the right of first refusal, for a purchase price equal to the amount owed to Beneficiary under the Promissory Note and any additional indebtedness which the Leasehold Deed of Trust secures, in any foreclosure or other action to enforce rights given under the Leasehold Deed of Trust.
4. Lessor's consent to any other encumbrance of the Leasehold should not be deemed a consent to any other encumbrance or transfer to the estate or a waiver or Lessor's right to grant or withhold consent to any other encumbrance or transfer.
5. If the beneficiary under the Leasehold Trust Deed acquires the leasehold estate from the Lessee, Beneficiary's rights as Lessee's successor shall remain subject to the requirements and provisions of the lease regarding construction, use and operation of the golf course and related improvements upon the demised premises.
6. This consent of Lessor shall be attached to and made part of the recorded Leasehold Deed of Trust.

**LEASE DEFAULTS.** Both Borrower and Landlord agree and represent to Lender that, to the best of their knowledge, there is no breach or offset existing under the Lease or under any other agreement between Borrower and Landlord. Landlord agrees not to terminate the Lease, despite any default by the Borrower, without giving Lender written notice of the default and an opportunity to cure the default within a period of sixty (60) days from the receipt of notice. If the default is one that cannot reasonably be cured by Lender (such as insolvency, bankruptcy, or other judicial proceedings against Borrower), then Landlord will not terminate the Lease so long as Landlord receives all sums due under the Lease for the period during which Lender is in possession of the Premises, or so long as Lender reassigns the Lease to a new lessee reasonably satisfactory to Landlord.



**DISCLAIMER OF INTEREST.** Landlord hereby consents to Lender's security interest (or other interest) in the Collateral and disclaims all interests, liens and claims which Landlord now has or may hereafter acquire in the Collateral. Landlord agrees that any lien or claim it may now have hereafter have in the Collateral will be subject at all times to Lender's security interest (or other present or future interest) in the Collateral and will be subject to the rights granted by Landlord to Lender in this Agreement.

**ENTRY ON TO PREMISES.** Landlord and Borrower grant to Lender the right to enter upon the Premises or conducting sales of the Collateral on the Premises. The rights granted to Lender in this Agreement will continue until a reasonable time after Lender receives notice in writing from Landlord that Borrower no longer is in lawful possession of the Premises. If Lender enters onto the Premises and removes the Collateral, Lender agrees with Landlord not to remove any Collateral in such a way that the Premises are damaged, without either repairing any such damage or reimbursing Landlord for the cost of repair.

**MISCELLANEOUS PROVISIONS.** This Agreement shall extend to and bind the respective heirs, personal representatives, successors and assigns of the parties to this Agreement. The covenants of Borrower and Landlord respecting subordination of the claim or claims of Landlord in favor of Lender shall extend to, include, and be enforceable by any transferee or endorsee to whom Lender may transfer any claim or claims to which this Agreement shall apply. Lender need not accept this Agreement in writing or otherwise make it affective. This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon. If Landlord is other than an individual, any agent or other executing this agreement on behalf not be deemed to have waived any rights under this Agreement unless such waiver is in writing and signed by Lender. Without notice to Landlord and obligors on the Loan, or any Collateral for the Loan; including without limitation extending, renewing, rearranging, accelerating any of the Loan indebtedness. No delay or omission on the part of the Lender in exercising any right shall operate as a waiver of such right or any other right. A waiver by Lender of a provision of this Agreement shall not constitute a waiver of our prejudice Lender's right otherwise to demand strict compliance with that provision or any other provision. Whenever consent by Lender is required in this Agreement, the granting of such consent by Lender in any one instance shall not constitute continuing consent to subsequent instances where such consent is required.

**BORROWER AND LANDLORD ACKNOWLEDGED HAVING READ ALL THE PROVISIONS OF THIS LANDLORD'S CONSENT, AND BORROWER AND LANDLORD AGREE TO ITS TERMS. THIS AGREEMENT IS DATED June 13,2000.**

**BORROWER:**  
Claveran Group, LLC

**LENDER:**  
Family Security Bank

X \_\_\_\_\_  
Pete Pavich, Manager

X \_\_\_\_\_  
Genie Gilliam, President/CEO

**LANDLORD:**  
City of Brookings, Oregon

**LENDER:**  
CCD Business Development Corporation

X \_\_\_\_\_  
Bob Hagbom, Mayor

X \_\_\_\_\_  
Authorized Officer



State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Pete Pavich, who being sworn, stated that he is the authorized representative for the Claveran Group, LLC and that this Landlord's Consent Agreement was voluntarily signed on behalf. Before me:

X\_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires:\_\_\_\_\_

State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Bob Hagbom who being sworn, stated that he is the Mayor of the City of Brookings, a Municipal Corporation of the State of Oregon; and that this Landlord's Consent Agreement was voluntarily signed on behalf of said Municipal Corporation by authority of the Common Council. Before Me:

X\_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires:\_\_\_\_\_

State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Genie Gilliam who being sworn, stated that she is the President/CEO of Family Security Bank and that this Landlord's Consent Agreement was voluntarily signed.

X\_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires:\_\_\_\_\_

State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Wayne Lazier who being sworn, stated that he is the Executive Director/CEO of CCD Business Development Corporation and that this Landlord's Consent Agreement was voluntarily signed.

X\_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires:\_\_\_\_\_







## BUILDING DEPARTMENT ACTIVITIES SUMMARY

For Month of May, 2000

No.	Building	Permit Fee	Plan Check Fee	Surcharge	SDF's	Value Current Month	No. to Date	Total to Date	No. Last Yr	Total Last Year
3	Single Family Dwelling	\$1,358.50	\$883.02	\$0.00	\$13,401.00	\$321,737.00	18	\$2,275,055.50	14	\$1,774,277.11
2	Single Family Addition	\$197.00	\$44.52	\$13.79	\$0.00	\$25,000.00	7	\$151,261.12	23	\$277,522.28
1	Single Family Garage-Carport	\$158.50	\$103.02	\$11.10	\$0.00	\$22,579.00	4	\$44,805.24	6	\$45,259.00
1	Two Family Residential	\$588.00	\$382.20	\$41.16	\$7,340.00	\$161,216.00	1	\$161,216.00	0	\$0.00
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$209,334.00	1	\$1,225,823.00
1	Commercial New	\$433.00	\$454.65	\$30.31	\$0.00	\$99,987.36	1	\$99,987.36	0	\$0.00
1	Commercial Addition-Change	\$10.00	\$6.50	\$0.70	\$0.00	\$464.00	4	\$19,959.00	15	\$654,915.09
1	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$86.50	1	\$86.50	0	\$0.00
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
1	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	5	\$0.00	1	\$500.00
0	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	7	\$19,788.00	1	\$700.00
11	Total Building Permits	\$2,745.00	\$1,873.91	\$192.15	\$20,741.00	\$631,069.86	49	\$2,981,492.72	61	\$3,978,996.48
6	Mechanical Permits	\$155.50	N/A	\$10.89		N/A	32	N/A	30	N/A
5	Plumbing Permits	\$238.00		\$16.66	\$0.00	N/A	24	N/A	17	N/A
0	Manufactured Home Permits	\$0.00		\$0.00	\$0.00	N/A	1	N/A	2	N/A
22	TOTAL PERMITS	\$3,138.50	\$1,873.91	\$219.70	\$20,741.00	\$631,069.86	106	\$2,981,492.72	110	\$3,978,996.48
	Total Year to Date Calculated Fees	\$14,530.35	\$8,622.49	\$1,017.13	\$106,117.00					
	1999 YTD Calculated Fees	\$16,946.69	\$8,907.67	\$787.34	\$102,741.00					

In April, 2000 Harbor issued permits for 2.0 EDUs.

During the Month of May, 2000, Brookings issued permits for 5.00 new sewer connections. The City of Brookings now has 357.94 EDU Units connected to the Brookings Wastewater System since the signing of the MAO.

*added To agenda*



P.O. Box 1500, Brookings, OR 97415 [www.B4BB.org](http://www.B4BB.org)

**Mayor Bob Hagbom  
898 Elk Drive  
Brookings, OR 97415**

**June 6, 2000**

**Dear Mayor,**

**Walt Thompson of Driftwood Tack and Terry Patterson of Java Java have requested to participate in the Welcome Flag program.**

**I informed them that we must get approval from the city council to include them in the program.**

**They have agreed to all the conditions of the program.**

**Respectfully,**

*Vikki*  
**Vikki Nuss,  
President**

*Ma fax*



**IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON**

*In the Matter of a Resolution Exempting )  
From Competitive Bidding the Lease ) Resolution No. 00-R-679  
Purchase of Four New Police Patrol )  
Vehicles )*

**WHEREAS, the City of Brookings needs to procure four new patrol vehicles for the Brookings Police Department; and**

**WHEREAS, the Brookings Police Department has budgeted \$36,000 for leasing four new patrol vehicles in fiscal year 2000; and**

**WHEREAS, the City of Brookings has investigated the availability of the lease purchase of four new fully equipped Ford Crown Victoria, V8 Police Interceptors and that Auto Additions, Inc. of Brooks, Oregon is the only company in Oregon in the business of offering the lease purchase of new police vehicles and fully equipping them to police department specifications as part of the monthly leasing cost; and**

**WHEREAS, there are a limited number of these police vehicles available for procurement at this time and any delay will result in not being able to receive the vehicles and have them on the road until early December, 2000; and**

**WHEREAS, substantial cost savings can be realized through the lease purchase of four new police patrol vehicles from the single available source in the State of Oregon; and**

**WHEREAS, it is unlikely that an exemption from competitive bidding in this instance would encourage favoritism in the awarding of contracts or diminish competition.**

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BROOKINGS THAT:**

**The lease purchase of four new police patrol vehicles for the City of Brookings Police Department, as identified above, is exempted from competitive bidding requirements set out in ORS Chapter 279, City of Brookings ordinances and resolutions.**

**PASSED by the Common Council of the City of Brookings and signed by the Mayor this \_\_\_\_\_ day of June, 2000.**

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

**ATTEST:**

\_\_\_\_\_  
**Gail L. Hedding**  
**Finance Director/Recorder**



**IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON**

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THE CITY OF BROOKINGS THAT:**

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PASSED by the Common Council of the City of Brookings and signed by the Mayor this \_\_\_\_\_ day of June, 2000.

---

**Bob Hagbom**  
Mayor

**ATTEST:**

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**Gail L. Hedding**  
Finance Director/Recorder





P.O. Box 1500, Brookings, OR 97415 [www.B4BB.org](http://www.B4BB.org)

Mayor Bob Hagbom  
898 Elk Drive  
Brookings, OR 97415

June 6, 2000

Dear Mayor,

Walt Thompson of Driftwood Tack and Terry Patterson of Java Java have requested to participate in the Welcome Flag program.

I informed them that we must get approval from the city council to include them in the program.

They have agreed to all the conditions of the program.

Respectfully,

*Vikki*  
Vikki Nuss,  
President

*Ma fax*

# Memo



**To:** Mayor, City Council  
**From:** Tom Weldon, City Manager *Tom*  
**Date:** June 12, 2000  
**Subject:** Landlord's Consent for golf course loan purposes

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After Council packets were prepared and delivered, City Attorney John Trew advised the copy of the Landlord's Consent assignment for purpose of the golf course's loan, was not the latest copy. Therefore, please find the correct consent for tonight's Council meeting. Attorney Trew advises there are very minimal changes from the one in your packet. He will be present tonight for any questions.



## LANDLORD'S CONSENT

**Borrower:** The Claveran Group, LLC  
**Loan #**

**Lender:** Family Security Bank &  
CCD Business  
Development Corporation

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**THIS LANDLORD'S CONSENT** is entered into among The Claveran Group, LLC ("Borrower"), whose address is; 99040 South Bank Chetco River Road, Brookings, Oregon 97415, Family Security Bank ("Lender"), whose address is PO Box 3000G, 16271 Hwy 101 South, Harbor, Oregon 97415, CCD Business Development Corporation ("Lender"), 744 Southeast Rose Street, Roseburg, Oregon 97470; and The City of Brookings ("Landlord"), whose address is 898 Elk Drive, Brookings, Oregon 97415. Borrower and Lender(s) have entered into, or are about to enter into, an agreement whereby Lender(s) had acquired or will acquire a security interest or other interest in the Collateral. Some or all of the Collateral may be affixed or otherwise become located on the Premises. To induce Lender to extend the Loan to Borrower against such security interest in the Collateral and for the valuable consideration, Landlord hereby agrees with Lender(s) and Borrower as follows.

**DEFINITIONS.** The following words shall have the following meanings when used in this agreement. Terms not otherwise defined in this Agreement shall have the meanings attributed to such terms in the Uniform Commercial Code. All references to dollar amounts shall mean amounts in lawful money of the United States of America.

**Agreement.** The word "Agreement" means this Landlord's Consent, as this Landlord's Consent may be amended or modified from time to time, together with all exhibits and schedules attached to this Landlord's Consent from time to time.

**Borrower.** The word "Borrower" means The Claveran Group, LLC.

**Collateral.** The word "Collateral" means certain of Borrower's personal property in which Lender has acquired or will acquire a security interest in the following specific property: Leasehold Improvements to include Fencing, Club House, Decking, Well, Septic, Paving of lot and driveway and all fixtures associated with same.

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**Landlord.** The word "Landlord" means The City of Brookings. Landlord's interest in the Premises is that of a fee owner.

**Lease.** The word "Lease" means that certain lease of the Premises, dated February 17, 1998 between Landlord and Borrower. The lease has not been recorded.

**Lender.** The word "Lender" means Family Security Bank and/or CCD Business Development Corporation, its successors and assigns.

**Loan.** The word "Loan" means the loan, or any other financial accommodations, Lender has made or is making to the Borrower.

**Premises.** The word "Premises" means the real property located in Curry County, State of Oregon, commonly known as 99040 South Bank Chetco River Road, Brookings, OR 97415, and legally described as:

**See Attached Legal Description: "Exhibit A"**

**BORROWER'S ASSIGNMENT OF LEASE.** Borrower hereby assigns to Lender all of Borrower's rights in the Lease, as partial security for the Loan. The parties intend that this assignment will be a present transfer to Lender of all of Borrower's rights under the Lease, subject to Borrower's rights to use the Premises and enjoy the benefits of the Lease while not in default on the Loan or Lease. Upon full performance by the Borrower under the Loan, this assignment shall be ended, without the necessity of any further action by any of the parties. This assignment includes all renewals of and amendments to the Lease or the Loan, until the Loan is paid in full.

**CONSENT OF LESSOR.** The city of Brookings, an Oregon municipal corporation, Lessor under the Lease dated February 17, 1998, the subject of the Lender's Leasehold Trust Deed, consents to the encumbrance by Lessee of Lessee's Leasehold, but Lessor waives none of its rights under the Lease as to the Beneficiary under the Leasehold Trust Deed. Specifically, as examples and without limiting the generality of the foregoing, this consent is subject to the following:

1. It is hereby acknowledged that the Lender's Leasehold Trust Deed and the interests created hereby shall specifically be subordinate to the interests of Lessor under the Lease Agreement.
2. The Trustee under the Lender's Leasehold Deed Trust shall notify Lessor of any and all defaults on the part of Trustor.
3. The Trustee and Beneficiary shall give Lessor the right of first refusal, for a purchase price equal to the amount owed to Beneficiary under the Promissory Note and any additional indebtedness which the Lender's Leasehold Deed of Trust secures, in any foreclosure or other action to enforce rights given under the Lender's Leasehold Deed of Trust.
4. Lessor's consent to this encumbrance of the Leasehold should not be deemed a consent to any other encumbrance or transfer to the estate or a waiver or Lessor's right to grant or withhold consent to any other encumbrance or transfer.
5. If the Beneficiary under the Lender's Leasehold Trust Deed acquires the leasehold estate from the Lessee, Beneficiary's rights as Lessee's successor shall remain subject to the requirements and provisions of the Lease regarding construction, use and operation of the golf course and related improvements upon the demised premises.
6. This consent of Lessor shall be attached to and made part of the recorded Lender's Leasehold Deed of Trust.

**LEASE DEFAULTS.** Both Borrower and Landlord agree and represent to Lender that, to the best of their knowledge, there is no material breach or offset existing under the Lease or under any other agreement between Borrower and Landlord. Landlord agrees not to terminate the Lease, despite any default by the Borrower, without giving Lender written notice of the default and an opportunity to cure the default within a period of sixty (60) days from the receipt of notice. If the default is one that cannot reasonably be cured by Lender (such as insolvency, bankruptcy, or other judicial proceedings against Borrower), then Landlord will not terminate the Lease so long as Landlord receives all sums due under the Lease for the period during which Lender is in possession of the Premises, or so long as Lender reassigns the Lease to a new lessee reasonably satisfactory to Landlord.

**DISCLAIMER OF INTEREST.** Subject to the other provisions of this Agreement, Landlord hereby consents to Lender's security interest (or other interest) in the Collateral as defined as Leasehold Improvements to include Fencing, Club House, Decking, Well, Septic, Paving of lot and driveway and all fixtures associated with same, and disclaims all interests, liens and claims which Landlord now has or may hereafter acquire in the Collateral. Subject to the other provisions of this Agreement, Landlord agrees that any lien or claim it may now have or hereafter have in the Collateral will be subject at all times to Lender's security interest (or other present or future interest) in the Collateral and will be subject to the rights granted by Landlord to Lender in this Agreement.



**ENTRY ON TO PREMISES.** Landlord and Borrower grant to Lender the right to enter upon the Premises or conducting sales of the Collateral on the Premises. The rights granted to Lender in this Agreement will continue until a reasonable time after Lender receives notice in writing from Landlord that Borrower no longer is in lawful possession of the Premises. If Lender enters onto the Premises and removes the Collateral, Lender agrees with Landlord not to remove any Collateral in such a way that the Premises are damaged, without either repairing any such damage or reimbursing Landlord for the cost of repair.

**MISCELLANEOUS PROVISIONS.** This Agreement shall extend to and bind the respective heirs, personal representatives, successors and assigns of the parties to this Agreement. The covenants of Borrower and Landlord respecting subordination of the claim or claims of Landlord in favor of Lender shall extend to, include, and be enforceable by any transferee or endorsee to whom Lender may transfer any claim or claims to which this Agreement shall apply. Lender need not accept this Agreement in writing or otherwise make it affective. This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon. If Landlord is other than an individual, any agent or other executing this Agreement on behalf of Landlord shall not be deemed to have waived any rights under this Agreement unless such waiver is in writing and signed by Lender Without notice to Landlord and without affecting the validity of this Consent, Lender may do or not do anything it deems appropriate or necessary with respect to the Loan, any obligors on the Loan, or any Collateral for the Loan; including without limitation extending, renewing, rearranging, accelerating any of the Loan indebtedness. No delay or omission on the part of the Lender in exercising any right shall operate as a waiver of such right or any other right. A waiver by Lender of a provision of this Agreement shall not constitute a waiver of or prejudice of Lender's right otherwise to demand strict compliance with that provision or any other provision. Whenever consent by Lender is required in this Agreement, the granting of such consent by Lender in any one instance shall not constitute continuing consent to subsequent instances where such consent is required.

**BORROWER AND LANDLORD ACKNOWLEDGED HAVING READ ALL THE PROVISIONS OF THIS LANDLORD'S CONSENT, AND BORROWER AND LANDLORD AGREE TO ITS TERMS. THIS AGREEMENT IS DATED June 13,2000.**

**BORROWER:**  
The Claveran Group, LLC

**LENDER:**  
Family Security Bank

X \_\_\_\_\_  
Pete Pavich, Manager

X \_\_\_\_\_  
Genie Gilliam, President/CEO

**LANDLORD:**  
City of Brookings, Oregon

**LENDER:**  
CCD Business Development Corporation

X \_\_\_\_\_  
Bob Hagbom, Mayor

X \_\_\_\_\_  
Authorized Officer

State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Pete Pavich, who being sworn, stated that he is the authorized representative for the The Claveran Group, LLC and that this Landlord's Consent Agreement was voluntarily signed on behalf of The Claveran Group, LLC. Before me:

X \_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: \_\_\_\_\_

State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Bob Hagbom who being sworn, stated that he is the Mayor of the City of Brookings, a Municipal Corporation of the State of Oregon; and that this Landlord's Consent Agreement was voluntarily signed on behalf of said Municipal Corporation by authority of the Common Council. Before Me:

X \_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: \_\_\_\_\_

State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Genie Gilliam who being sworn, stated that she is the President/CEO of Family Security Bank and that this Landlord's Consent Agreement was voluntarily signed on behalf of Family Security Bank. Before Me:

X \_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: \_\_\_\_\_


State of Oregon     )  
                              ) ss.  
Curry County        )

Personally appeared Wayne Lazier who being sworn, stated that he is the Executive Director/CEO of CCD Business Development Corporation and that this Landlord's Consent Agreement was voluntarily signed on behalf of CCD Business Development Corporation. Before Me:

X \_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: \_\_\_\_\_



# Memorandum

**TO:** Mayor, City Council  
**FROM:** City Manager Tom Weldon   
**DATE:** June 12, 2000



Issue: Closing lower part of Old County Road for middle school class

- Background:
1. (see attached letter)  
This request came in after the packet and agenda had been prepared. Some of the students and a teacher will be at tonight's Council meeting.
  2. I have talked with Community Development Director Lightle and Police Chief Lewis about this request and we see no significant problem with closing this road for an hour and twenty minutes this Tuesday and Wednesday mornings. This would be from the intersection at Azalea Park Road and Old County Road to the intersection of Old County Road and Constitution Way.
  3. Public Works will provide some barriers and the Police Department will, assuming nothing else in particular is happening, send a patrol car to the area.
  4. The only inconvenience this will cause to anyone will be to those people who want to use this section of Old County Road at that time. They would have to use Oak Street, which shouldn't be a big deal.

Recommendation: We recommend you authorize the closing of Old County Road June 13 and 14, 2000, from approximately 8:20AM to approximately 9:40AM for this Azalea Middle School Class.

pc: Police Department  
Public Works  
Fire Department

To: Mayor Hagbon  
From: Mike Gordon Rick Foster  
Date: 6-7-2000  
Re: Down hill racing

To Mayor Hagbon, The Azalea Middle School Science and Technology class has put together a class that incorporates science and technology to create down hill racers. These students had to learn about physics, aerodynamics, construction, develop team working skills, construct a car and learn a little about how a car is designed and built for racing. The excitement of this class was to test theories of design and to see which student can design the fastest down hill racer. We would like to race our vehicles on Tuesday and Wednesday, the 13th and 14th of June.

We plan on using the Old County road at the lower part of the park. We have picked this site because we are looking for a road that is steep enough to run with out holding up traffic. We will have several students who will flag traffic. We will have timers and two staff members and parents to help supervise. This will be a school sponscered event. Students will be required to wear helmets and gloves for their safety. We are planning on running this event at 8:20 am to 9:40 am. We are hoping to have 12 cars finish the event. We will be running six cars per day. We will be in your debt if we are allowed to race these vehicles on these dates and at this particular spot.

Thank you for your time  
Mr. Gordon Technology instructor  
Mr. Foster Science

**received**  
6.8.00