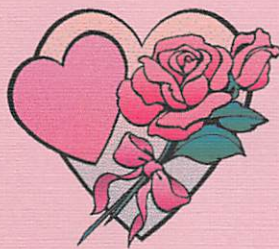


Agenda
City of Brookings
Common Council Meeting
City Hall Council Chambers
898 Elk Drive
Brookings, OR 97415
February 14, 2000
7:00pm



Happy Valentines Day
from the home of winter flowers
Brookings, Oregon



agenda

CITY OF BROOKINGS
COMMON COUNCIL MEETING
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
February 14, 2000
7:00 p.m.

- I. CALL TO ORDER - cherry
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS
- V. PUBLIC HEARING
- VI. SCHEDULED PUBLIC APPEARANCE -
 - A. Shirley Beamen of Century 21 Real Estate - Pelican's Perch Senior Housing
 - B. BHHS Seniors Shannon Mello and Joe Knapp - Park Signing Project
- VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE
 - A. Committee and Liaison reports
 - 1. Chamber of Commerce
 - a. Annual Report - gray cover
 - 2. Businesses for a Better Brookings
 - 3. Port of Brookings-Harbor
 - 4. Parks & Recreation Commission
 - 5. Planning Commission
 - a. '99 Annual Report - Marv Lindsey, Past Chair - blue
 - 6. Council Liaisons
 - B. Unscheduled
- VIII. STAFF REPORTS
 - A. Finance Department - canary
 - 1. Request for approval to purchase HP Laser Jet Printer
 - B. City Manager - green
 - 1. Council Procedures Ordinance

- C. Community Development Department - pink
 - 1. Returning property to Curry Co. on Cove Road
- D. Police Department - orchid
 - 1. Request for authorization to hire Reserve Police Officer Josh Pieren as second School Resource Officer (SRO) at full time, temporary status
 - 2. Request to purchase Police car through State of Oregon

IX. CONSENT CALENDAR - white

- A. Approval of Council Meeting Minutes
 - 1. Minutes of January 24, 2000, Regular Council Meeting
 - B. Acceptance of Parks & Recreation Commission Minutes
 - 1. Minutes of November 18, 1999, Regular Commission Meeting
 - C. Acceptance of Planning Commission Minutes
 - 1. Minutes of January 4, 2000 Commission Minutes
 - D. Approval of Vouchers (\$332,302.66)
- (end Consent Calendar)

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

- A. Ordinances
- B. Resolutions
 - 1. Approval of Resolution No. 00-R-666 - a resolution conveying real property (Cove Road) to Curry County - pink
 - 2. Approval of Resolution No. 00-R-667 - a resolution authorizing exemption from competitive bidding the purchase of a 2000 Police vehicle - orchid

XI. REMARKS FROM MAYOR AND COUNCILORS

- A. Council
- B. Mayor

XII. ADJOURNMENT

MARCH 2000

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			12:00pm Community Agencies mtg @ Chetco Sr.Center 7:00pm FH-PoliceReserves	8:15am CC-CmtyDevDpt Staff mtg/LLightle		
	9:00am CC-VIPS/Volunteers in Police Service-BPalicki 7:00pm FH-FireTrng/ChShrp	7:00pm CC-Planning Comm reg mtg/JBischoff	2:30pm FH-SafetyComMtg/ HThmpson	8:15am CC-CmtyDevDpt Staff mtg/LLightle		
5	6	7	8	9	10	11
	7:00pm FH-FireTrng/ChShrp 7:00pm CC-Council Mtg	4:00pm CC-Youth Forum/CCCOA -MLaird247-2412	Ash Wednesday 6:00pm FH-Subrbn Fire Dist Mtg/RexAtwell	8:15am CC-CmtyDevDpt Staff mtg/LLightle 3:30pm CC-HOPE Mtg/ TWeldon		
12	13	14	15	16	17	18
	9:00am CC-VIPS/Volunteers in Police Service-BPalicki 11:00am CC-Municipal Court/ JdgHarper 7:00pm FH-FireTrng/ChShrp			8:15am CC-CmtyDevDpt Staff mtg/LLightle 6:30pm CC-Seatbelt Class-PD /BPalicki 7:00pm FH-Parks & Rec Comm/ CMickelson	St. Patrick's Day	
19	20	21	22	23	24	25
	7:00pm FH-FireTrng/ChShrp 7:00pm CC-Council Mtg		5:45pm CC-Victim Impact Panel/Joan-247-2412	8:15am CC-CmtyDevDpt Staff mtg/LLightle		
26	27	28	29	30	31	
FEBRUARY 2000				APRIL 2000		
S M T W T F S				S M T W T F S		
1 2 3 4 5				1		
6 7 8 9 10 11 12				2 3 4 5 6 7 8		
13 14 15 16 17 18 19				9 10 11 12 13 14 15		
20 21 22 23 24 25 26				16 17 18 19 20 21 22		
27 28 29				23/30 24 25 26 27 28 29		

Memo



To: Mayor, City Council
From: Tom Weldon, City Manager
Date: February 10, 2000
Subject: Added Agenda Item

A handwritten signature in black ink, appearing to be "Tom Weldon", written over the printed name.

Mayor Hagbom will be bringing this up under Council comments and would like to add it to the agenda, asking for authorization for a letter of support.

Hans D. Radtke, Ph.D.

Natural Resource Economist

P.O. Box 244

Yachats, Oregon 97498

Tel: (541) 547-3087

Fax: (541) 547-3764



January 20, 2000

Jim Welter
404 Pacific Avenue
Brookings OR 97415

Dear Jim,

In 1997, Governor John Kitzhaber nominated me to represent Oregon on the Pacific Fishery Management Council (PFMC). My three-year appointment was confirmed by D. James Baker, the Under Secretary for Oceans and Atmosphere, US Department of Commerce. It expires August 2000.

I am asking you, and your organization, to support my reappointment for a second three-year term. Governor Kitzhaber nominated me because of the importance of bringing "strong scientific and economic perspectives to the PFMC deliberations." I have done my best to provide such perspectives during the last three years, and I hope to continue doing so. There are many new challenges ahead for fishermen and the coastal communities that depend on them.

New hearings have begun on the reauthorization of the 1996 Magnuson-Stevens Act. Adequate research funding to manage stocks on a sustainable basis should be a central part of the new Act. Information based on research is needed for conservation of stocks and to rebuild West Coast fisheries. It is vital to have input on protecting Oregon's long-term fishing future. In the short-term, difficult decisions need to be made to reduce fishing effort. New management tools must be examined, such as protected areas, in hopes of rebuilding depleted coastal stocks. There must also be a greater emphasis on the market system in rationalizing the capital investments made by harvesters and processors.

There are many areas where Oregon's interests must be protected. Highly migratory species offer opportunities for new fisheries. The goals and recovery objectives of the Governor's Oregon Salmon Plan must be recognized and reflected in all PFMC salmon decisions. State biologists are now working on a near-shore fishery plan for groundfish, and again, our state goals must be represented in the federal fishery process.

I have accomplished much in the last three years. I have served on the Highly Migratory Policy Committee and am presently serving on the PFMC Budget Committee and on the Klamath Management Council. Within the next two years, the chairmanship of the PFMC will rotate to Oregon; I am currently vice-chairman. Much work remains to be done to ensure better stewardship of the nation's, and our state's, fishery resources. I thank you for your support in the past, and ask you to help me once again in this important task.

Sincerely,

A handwritten signature in dark ink, appearing to read "Hans Radtke".

Hans Radtke



Timberlake
Development, LLC

January 26, 1999

Mr. Tom Weldon, City Manager
City of Brookings
898 Elk Drive
Brookings, Or. 97415

RE: Pelican's Perch

Dear Tom:

My partner Mark Rozgay and I popped in to see you a few weeks ago when you were deathly ill with that rotten flu bug that's been running around - I hope you're all over it now! - but I wouldn't be surprised at all if you don't remember what we came to see you about. We are hoping to build some new affordable senior housing on R-3 zoned property on Moore Street - we have requested letters regarding zoning and utilities from John Bischoff and Leo Lightle.

As you know, we must compete for financing from Oregon Housing with applicants from towns all over the State, and one of the things that really DOES make a big difference in how any given application is rated is City support, both in the form of letters, and if possible, some sort of financial consideration.

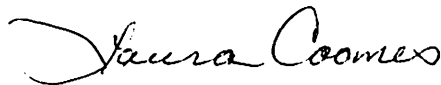
Pelican's Perch will be a 24-unit development (reduced version of preliminary plans attached) for low-income seniors. It will contain 22 one-bedroom units and 2 two-bedroom, two-bath units, together with a community room up on the third floor that will have a whole window wall and an absolutely glorious view of the ocean. Seniors are a vibrant and important part of both the social and economic structure of any community, and it is important that we meet their housing needs as they change with age in order to enable them to remain a part of the community they call home. I was surprised to learn from Connie Croy of the Area Agency on Aging that Curry County has the fastest growing population of seniors in the State - we are hoping that the Area Agency on Aging will provide some tenant services at the project to assist residents and help enable them to remain independent as long as possible. Rents will range from just under \$200 per month to around \$475 per month.

In these days of tax-limiting ballot measures, I know it's difficult for any town to participate financially in such a development. However, sometimes without even knowing it, really, it's possible to help out. For example, we were asked to "oversize" the water and sewer lines at Azalea Reach next to Azalea Park to allow for future growth. The City was able to contribute to the additional cost created by that oversizing out of the systems development fees we paid for the development. Sometimes

** towns will have surplus piping from another project, or something else that might be contributed. Any such contribution makes a difference in how the project competes on a statewide basis for funds. If you and Leo and John could come up with anything like this for Pelican's Perch, it would be of enormous help. If not, I'd still like to request your letter of support for the project - anything you have to say that would address the need for senior housing and its importance to the community would be of help. This is once where lots of letters really DO help - the more the merrier! Our financing application is due the latter half of February.

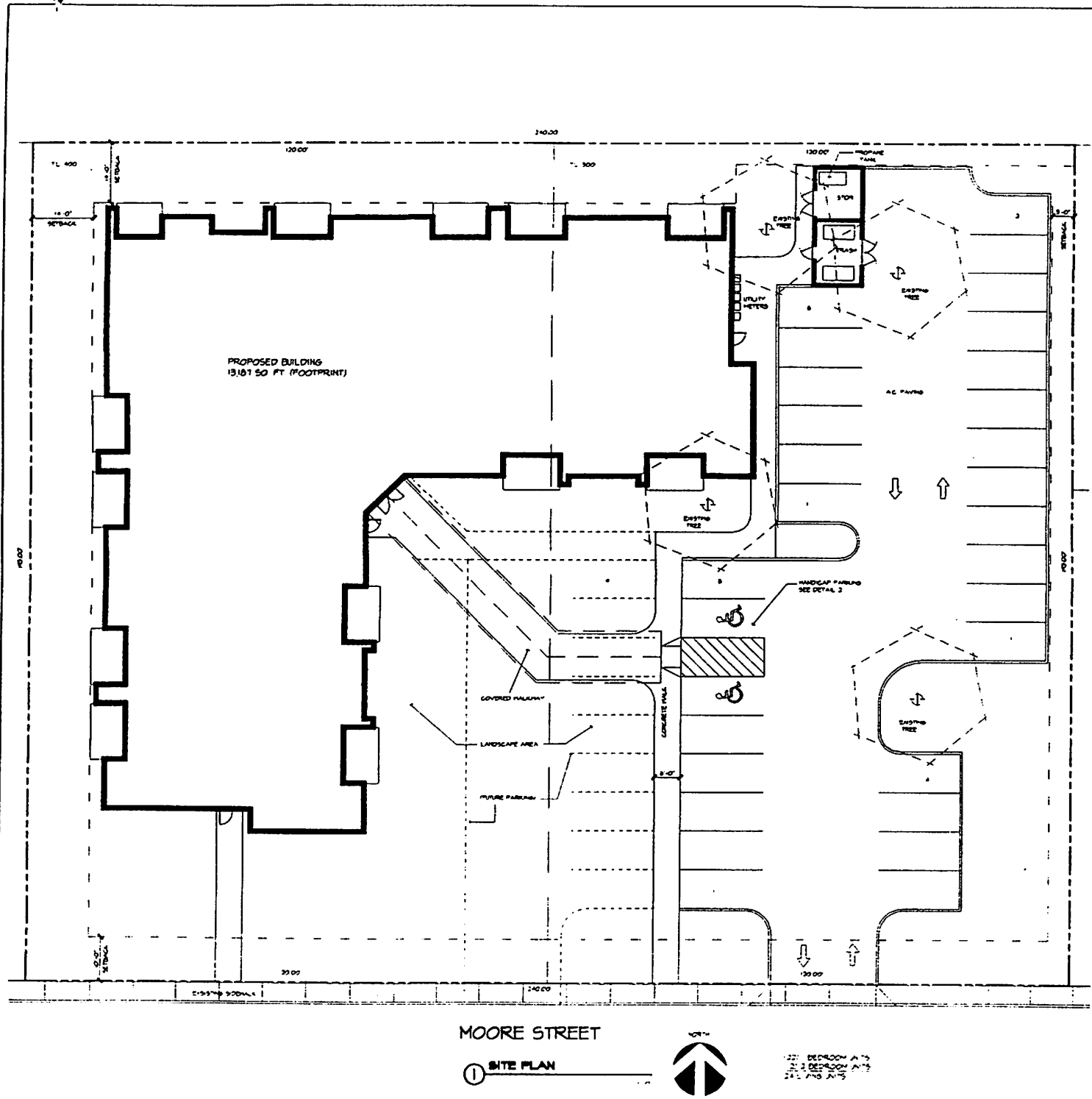
My thanks in advance, and don't hesitate to call if you have any questions. You can reach me at 503-581-4230.

Sincerely,



Laura Coomes
Vice President

** P.S. Tom, I've had an idea, which re-reading this letter has just sparked, Leo tells us that we will need to dedicate an additional five feet of the road right-of-way on Moore Street, and to pave it to a width of 36 feet. From the approximate \$108,000 we will be paying in Systems Development Charges for this project, would the City consider helping with the cost of the road?



SITE DATA

1301 PARKING SPACES (4 FUTURE)
 TOTAL LOT AREA - 46,800 SQ. FT.
 BUILDING FOOTPRINT - 13,181 SQ. FT. 28% LOT COVERAGE
 PAVING / HALLS - 15,153 SQ. FT. 32% LOT COVERAGE
 LANDSCAPING AREA - 18,466 SQ. FT. 40% LOT COVERAGE

BUILDING DATA

13 STORY BUILDING IN COMMUNITY
 ROOM: ONLY 8 3RD FLOOR LEVEL
 1241 LIVING UNITS

UNIT TABULATION			
	FIRST FLR	SECOND FLR	TOTAL
1 BEDROOM	12	10	22
2 BEDROOM	1	1	2
3 BATH			
TOTAL UNITS	13	11	24

BUILDING AREA TABULATION - SQ. FT.			
	FIRST FLR	SECOND FLR	TOTAL
13181	11,642	1,663	20,305

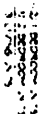
UNIT 50 P.			
	21	NO. P. P. P.	TOTAL SQ. FT.
1 BEDROOM	22	651	4,454
2 BEDROOM	2	663	100
TOTAL	24		4,554

PROJECT NAME
 PELICAN PERCH
 MOORE STREET
 BROOKINGS, OREGON 97415

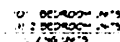
ARCHITECT
 RONALD L. GRIMES
 678 SUPERIOR COURT, SUITE 110
 MEDFORD, OREGON 97504
 PH (541) 772-3000
 FAX (541) 772-0463

REVISIONS	BY

FILE 5-12
 DATE 01-28-00
 SCALE 1/4" = 1'-0"
 DRAWN JH
 JOB # 300
 SHEET A1

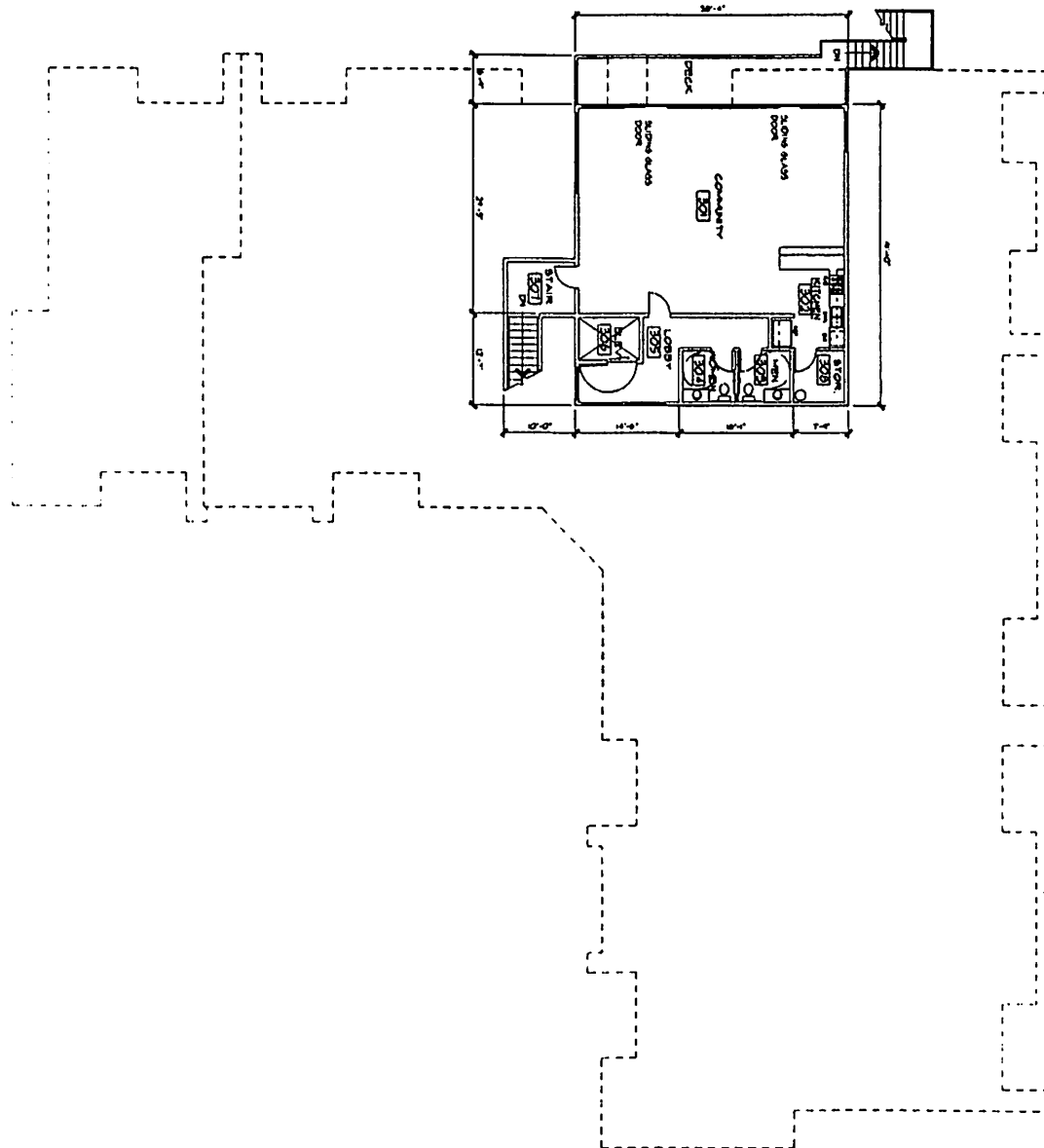


PH (341)-772-3000
FAX (341)-779-0483



670 SUPERIOR COURT, SUITE 110
MEDFORD, OREGON 97504
PH. (541)-772-3000
FAX (541)-778-0483

— 555 —



PROJECT NAME

FELICAN PERCH
MOORE STREET
BROOKINGS, OREGON 97415

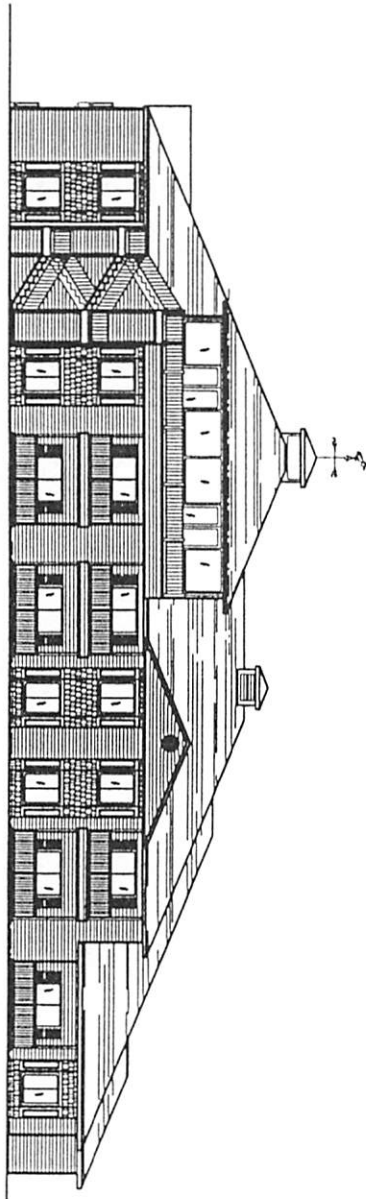
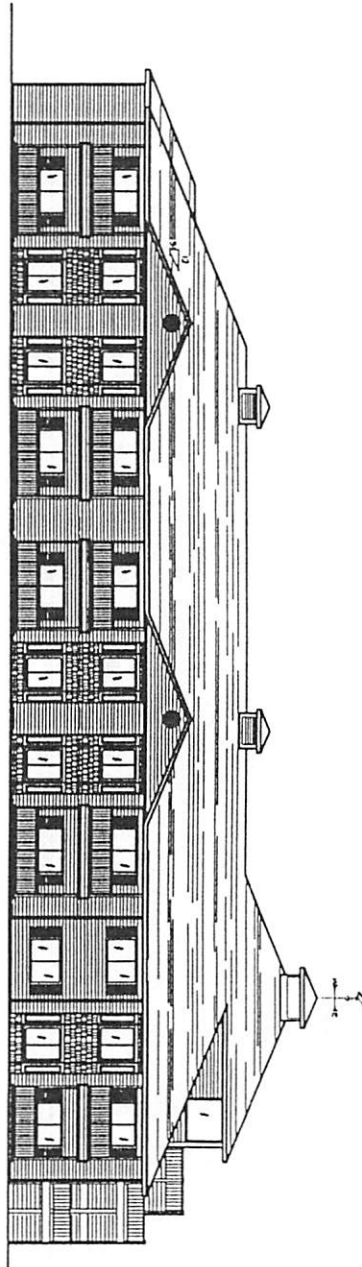


RONALD L. GRIMES
ARCHITECT


670 SUPERIOR COURT, SUITE 110
MEDFORD, OREGON 97504

PHL (541)-772-3000
FAX (541)-778-0483

DATE	3-20-00
NAME	
DOB	
DOB	777
SEC	A4

[illegible]

PROJECT NAME
PELICAN PERCH
MOORE STREET
BROOKINGS, OREGON 97415

 RONALD L. GRIMES
ARCHITECT

#70 SUPERIOR COURT, SUITE 110
MEDFORD, OREGON 97504

PH. (541)-772-3000
FAX (541)-779-0483



Brookings-Harbor

Chamber of Commerce

"Working To Help Our Businesses Grow"

**Program Report
Calendar Year 1999**



CHAMBER OF COMMERCE
"Working To Help *Our* Businesses Grow"

RECEIVED

JAN 24

CITY OF BROOKINGS

To: Common Council, City of Brookings
From: Les Cohen, Executive Director
Subject: Program Report for Calendar Year 1999
Date: January 24, 2000

In accordance with the agreement between the Brookings-Harbor Chamber of Commerce and the City of Brookings as specified in Ordinance No. 80-O-342, Transient Room Tax, Paragraph 8 of said agreement, the following program report detailing performance accomplishments, suggestions and problems occurring under this Agreement during Calendar Year 1999, is respectfully submitted.

Performance Accomplishments:

The Brookings-Harbor area recorded 10.5% more visitors in CY1999. This number represents visitors who were tallied at the Chamber's Visitor Information Center and those at the State Welcome Center at Harris Beach. The 7,396 additional visitors, by themselves, accounted for an estimated half million dollars of gross income to Brookings-Harbor businesses. For this same period, City of Brookings Transient Room Tax revenues increased by 16.6%, or \$17,944.00. This compares to an \$1,800.00 increase in CY 1998 over the previous calendar year, and accounted in part for the first receipts from Harris Beach State Park Campground. Transient Room Tax revenues for the City of Brookings remain at their highest levels since 1994.

Marketing and promotion efforts in Calendar Year 1999 resulted in an increase of information requests of sixteen percent (16%), or 5,948 for inquiries. This increase represents a trend that has produced a forty-five percent (45%) increase in inquiries in the last two calendar years. (See Addendum A)

While maintaining a year-round staffed Visitor Information Center at its offices, the Chamber established a satellite Visitor Information area in the lobby of the Fred Meyer store, containing local information of interest to the many Brookings-Harbor visitors who frequent the store.

Promoted the Brookings-Harbor area as an exhibitor at the Sacramento Travel Show and the Oregon Governor's Conference on Tourism.

We initiated a task force to study the feasibility of an All Events Center in the Brookings-Harbor community.

We partnered with the Curry Coastal Pilot and the Port of Brookings Harbor to develop a monthly area activities map and provide training to motel and RV park staff in the distribution of these maps to visitors.

Page Two - Program Report for Calendar Year 1999

The Chamber developed a Media Kit for business recruitment.

The Chamber was selected as one of Oregon's top 1,000 businesses by Oregon Business Magazine in 1999.

The tourism forecast for Calendar Year 2000 is optimistic for the following reasons:

- In addition to visitor counts, other important indicators of the effectiveness of the Chamber's marketing efforts are the numbers of requests received for information on visiting and/or relocating to the Brookings-Harbor area. In CY 1999, the Chamber of Commerce realized a 20% increase in written and e-mail inquiries for information about our community, which included 696 requests for information about relocation to the Brookings-Harbor area. We should begin to see some of these visitors in our community in Calendar Year 2000. (see Addendum B, C, D & E)
- Strategic partnerships between the Brookings-Harbor Chamber of Commerce, the Port of Brookings Harbor and Salmon Run Golf and Wilderness Preserve for cooperative advertising have enabled the Chamber to leverage the monies received from the City and purchase a much higher profile in notable national and regional publications such as Sunset Magazine, The Official Oregon Travel Guide and Oregon Coast Magazine. The Brookings-Harbor area will have its own full page ad in the Official Oregon Travel Guide in 2001. (See Addendum F & G)
- The grand opening of Salmon Run Golf and Wilderness Preserve, scheduled for Summer 2000, coupled with Salmon Run's own marketing and advertising schedule, should result in the beginning of the recognition of Brookings-Harbor as a destination for golfers and increase the area's profile in golf specific media.
- The Chamber has acquired a new, more attractive, multi-page website featuring photo tours of our area and expanded areas of information about the area, along with an enhanced description, or meta-tag, that will capture more "hits" from Internet surfers inquiring about Oregon and the Oregon Coast than our current website.
- Despite the unfortunately well-publicized high price of gasoline in Oregon this past summer the cost of fuel did not appear to deter a large number of people from travelling to the Oregon Coast.

As stated in previous years' reports, the Marketing and Promotions Budget refers specifically to local, regional and national media advertising buys. It does not reflect expenditures related to the production of the annual Azalea Festival, holiday lighting and Festival of Lights events, donation for the purchase of the Fourth of July fireworks display, publication of promotional literature, printing of color brochures, stationary, paper, 800 number, nor the postage costs attributed to the fulfillment of visitor and relocation information. These and other marketing and promotions expenses, not defined in the Marketing and Promotions Budget specifically, bring the actual dollar

amount expended by the Chamber for marketing and promotion of the area much higher. The recent review of the Chambers expenditures by the city's Finance Director for fiscal year 1998-1999, verified this. Additionally, the review confirmed the Chamber's compliance with Paragraph 4 of the Agreement between the Brookings-Harbor Chamber of Commerce and the City of Brookings, which states that "...no more than thirty percent (30%) of the revenues received by the Chamber under the Agreement may be used for payroll costs expended in the operation of the Tourist (sic) Information Center." Other sources of revenue, such as membership dues, fund raising activities, and other donations, help, in part, to subsidize the Chamber's administrative expenses.

Suggestions:

- The holiday light decorations the Chamber maintains and arranges to be installed along Chetco Avenue during the month of December to promote local and visiting holiday shopping are in serious need of repair, refurbishment and in some cases replacement. As the aim of this Annual Program Report as stated in Paragraph 8 of the Agreement is "...for future budget purposes...", we suggest that the City of Brookings consider budgeting funds for the Chamber to be specifically used for this purpose.

- The time frame the Annual Program Report is required to cover is for the past Calendar Year. However, both the City of Brookings and the Brookings-Harbor Chamber of Commerce operate on, and keep their records by, fiscal years. We would suggest that the Agreement be modified to require that the Annual Program Report be "...filed by July 31st of each year," corresponding to the Chamber's fiscal year of July to June. To initiate this new time frame, the Chamber would submit to the City a Program Report by this July 31st, reporting on its performance over the previous six months, and from then on annually by July 31st of each year.

Problems:

There have been no problems occurring under this agreement at this point of time.

Addendum A through H attached

: SUNSET

PHONE NO. : 1 800 222 9401

Sep. 23 1999 10:34PM F1

Addendum F

Sunset

E North Cascade Avenue Suite 300, Colorado Springs, CO 80903
Phone: (800) 222-9404 Fax: (800) 222-9401

Company Brookings Harbor C of C

Name Les Cohen

Date September 23, 1999

From Bobbi Jones

Regarding Advertising Contract

Fax Number (541) 469-4094

Page 1 of 3

Following is the contract for your 2"4C Full Run ad in the Travel Directory 6x starting December. Please review and if all okay, sign and fax back.

Also the Publishing Calendar for 2000 with deadline dates and material specifications. Note that if we will be creating your materials, we need them as soon as we can get them, 7 days after the space close will be too late.

Let me know if you need anything else.

Thanks Les!

RECEIVED

JAN 24

CITY OF BROOKINGS

Sunset

TRAVEL DIRECTORY 1999/2000 ADVERTISING CONTRACT

Advertiser Brookings Harbor C of C Date 9/23/99

Agency _____

Street PO Box 940City Brookings State OR Zip 97415Phone (541) 469-3131 Fax (541) 469-4094EMail chamber@wave.net Website www.brookings-harbor.comName Les Cohen☒ Original ☐ RevisedComment

ISSUES	AD COPY	Reader Service (\$75/Mo.)	Hot Link (\$25/Mo.)	Sunset has no liability for errors in listings or for any computer or other technical difficulties which may hinder or prevent linkage to the advertiser's website(s).
January <input type="checkbox"/>	<u>'00</u>	<input type="checkbox"/>	<input type="checkbox"/>	
February <input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
March <input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
April <input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
May <input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
June <input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
July <input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
August <input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
September <input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
October <input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
November <input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
December <input checked="" type="checkbox"/>	<u>'99</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Frequency levels will be protected into 2000, although rates are subject to change.

It is understood that the advertiser and agency are jointly and severally liable for the payment of invoices for advertising published.

CONTRACT START 12/99 COLOR ☐ B & W

AD SIZE 2" ☐ 2 - Color ☒ 4 - Color

FREQUENCY EDITION

☐ 1-2 Ads ☒ Full Run

☐ 3-5 Ads ☐ Pacific Northwest

☒ 6-11 Ads ☐ Northern California

☐ 12+ Ads ☐ Southern California

CREDIT INFORMATION

To establish credit, an application must be sent to your Account Manager. Approval takes approx. 2-3 weeks. Orders without credit must be accompanied by a check, VISA or MasterCard.

PAYMENT TYPE
☐ Check
☐ Credit Card
☒ Sunset Credit
☐ Visa ☐ Mastercard

Acct # _____

Expiration: _____

Name as shown on card: _____

Signature _____

Banner HeadingOregon Coast**Reader Service Banner**Oregon**CANCELLATION POLICY**

Cancellations must be received in writing by the space close of the issue.

Authorized Signature _____

ADVERTISER AGREEMENT

By submitting advertising copy, by failing to object to the terms and conditions of the Advertising Contract, by continuing authorization of work, the advertiser will indemnify and hold the Publisher harmless from and against any loss, expense or other liability resulting from any claims or suits for libel, violation of right of privacy, plagiarism, copyright infringement, or any other claims or suits that may arise out of or are related to the publication of such advertisement. Submission of advertising copy shall consist of a representation by the advertiser and the advertising agency, if any, upon which the Publisher has relied, that the advertising copy does not infringe any copyright, plagiarize any material, contain any libelous matter or violate any person's right to privacy.

I understand hot link requests are accepted and hot-links created upon the representation that the advertiser and its agents are authorized to maintain and transmit the entire contents and subject matter of the advertiser's website(s). In consideration of these hot-links provided, the advertiser and its agents will indemnify and save Sunset harmless from and against any loss or expense arising out of the use of the hot-link(s), including without limitation, those resulting from claims or suits for libel, violation of right of publicity or privacy, plagiarism, false advertising, endorsement or sponsorship or copyright infringement. In consideration of Sunset's reviewing for acceptance any websites of the advertiser for potential linkage, the advertiser and its agents agree not to make promotional or merchandising reference to Sunset in any way except with the prior permission of Sunset in each instance. No conditions, printed or otherwise, that conflict with the provisions of this Contract will be binding on Sunset.

The Publisher may reject or cancel any advertising for any reason at any time.

ACCOUNT MANAGER

Jane Rose
 Sunset Media, Inc.
 2 North Cascade Avenue, Suite 350
 Colorado Springs, CO 80903
 Phone: (800) 222-9404
 Fax: (800) 222-9401

OREGON COAST MAGAZINE

1525 12th Street, PO Box 18000, Florence, Oregon 97439 • (503) 997-8401 • 1-800-348-8401 • FAX (503) 997-1124

ADVERTISING AGREEMENT

☐ CHANGE ☒ NEW AGREEMENT ☐ BILL ADVERTISER ☐ BILL AGENCY

Advertiser BROOKINGS-HARBOR CHAMBER OF COMMERCE

Street Address 1630 LOWER HARBOR ROAD

City BROOKINGS State OR Zip 97415

Billing Address (If Different) PO Box 940

City BROOKINGS State OR Zip 97415

Phone (541) 469-3181 Fax (541) 469-4094

Advertising Agency Name N/A

Street Address _____

City _____ State _____ Zip _____

Billing Address (If Different) _____

City _____ State _____ Zip _____

Phone (_____) _____ Fax (_____) _____

Address to send reader response labels:

Choose format for labels:

☐ Email ☐ Disk ☒ Computer generated labels

Attention LES COHEN

If choosing email or disk, select format:

Street Address or PO Box PO Box 940

☐ Database Input format ☐ Printer ready format

City BROOKINGS State OR Zip 97415

email address _____

Schedule

Month/Year	Size	Special Position	Ad Cost	Adjustments	TOTAL
Jan/Feb 2000	1/2	ROP	\$1,095.00	RR \$40.00	1,135.00
Mar/Apr 2000	1/2	ROP	\$1,095.00	RR \$40.00	1,135.00
May/Jun 2000	1/2	DRIVING GUIDE	\$1,095.00	RR \$40.00 DS \$1095.00	2,230.00
Jul/Aug 2000	1/2	ROP	\$1,095.00	RR \$40.00	1,135.00
Sep/Oct 2000	1/2	ROP	\$1,095.00	RR \$40.00	1,135.00
Nov/Dec '99	1/4	TP	495.00		495.00

Agreement Period N/D 1999 through 5/0 2000 Total Insertions in Contract 6

Instructions _____

X Name/Title of person signing (Please print) Leslie R. Cohen, Exec. Director

X Accepted by Advertiser [Signature] Date 9/23/99

Accepted by OCM Joanna M. Curtis Date 9-22-99

RECEIVED
JAN 24
CITY OF BROOKINGS

TERMS AND CONDITIONS

The Advertiser will be billed on a calendar month basis. All bills including production costs are due and payable in 30 days from date of invoice. Northwest Regional Magazines shall allow the client a two (2) percent discount on all invoices paid within ten (10) days of the invoice date. The Advertiser agrees to pay interest at the rate of 1-1/2% per month (18% APR) on all balances more than thirty (30) days past due.

In the event the Advertiser does not run the contracted space stipulated, or fails to fulfill all terms of this agreement, the Advertiser agrees to pay all performance discounts taken since the date of this agreement.

The advertising rate given is subject to change, provided Northwest Regional Magazines shall notify the undersigned in writing at least ninety (90) days prior to any applicable rate change, at which time the undersigned may accept the new rate for the remainder of the contract term, or cancel the contract.

This agreement and the advertising rate card constitute the entire agreement between Northwest Regional Magazines and the Advertiser, and no other statements, verbal or written shall affect it.

The Advertiser will accept final responsibility for and pay all charges incurred by its orders placed with the Publisher during the life of this agreement. The Advertiser understands that charges are due and payable upon presentation of Publisher's statement. This may include memo billing, progress billing, or monthly statement.

If this account is placed in the hands of an attorney or other authorized representative for collection, Advertiser promises and agrees to pay Northwest Regional Magazines reasonable attorney's fees and /or collection costs, even though no suit or action is filed; however, if a suit or action is filed, then Advertiser in addition promises to pay attorney's fees incurred for the suit or action, or any appeal there from, or any attorney's fees ordered reasonable by the trial or appellate court. Venue for purposes of any obligation accrued shall be in Lane County.

The Advertiser agrees to protect and indemnify Northwest Regional Magazines against any and all liability, claims, and demands related to or arising from the publication of the Advertiser's advertising, including, but not limited to, liabilities, loss and expense (including attorney's fees), claims or demands for: misrepresentation; misstatements; infringement, or violation of Fair Trade Laws; invasion of privacy; violation of Anti-Trust Laws or Trade Regulations; unfair competition; interference with contractual relations; injury as falsehood; and interference with an advantageous relationship of prospective advantage.

All references to "Advertiser" in this contract are deemed to mean "Advertiser and/or its agency."

I have read the terms and conditions as outlined above.

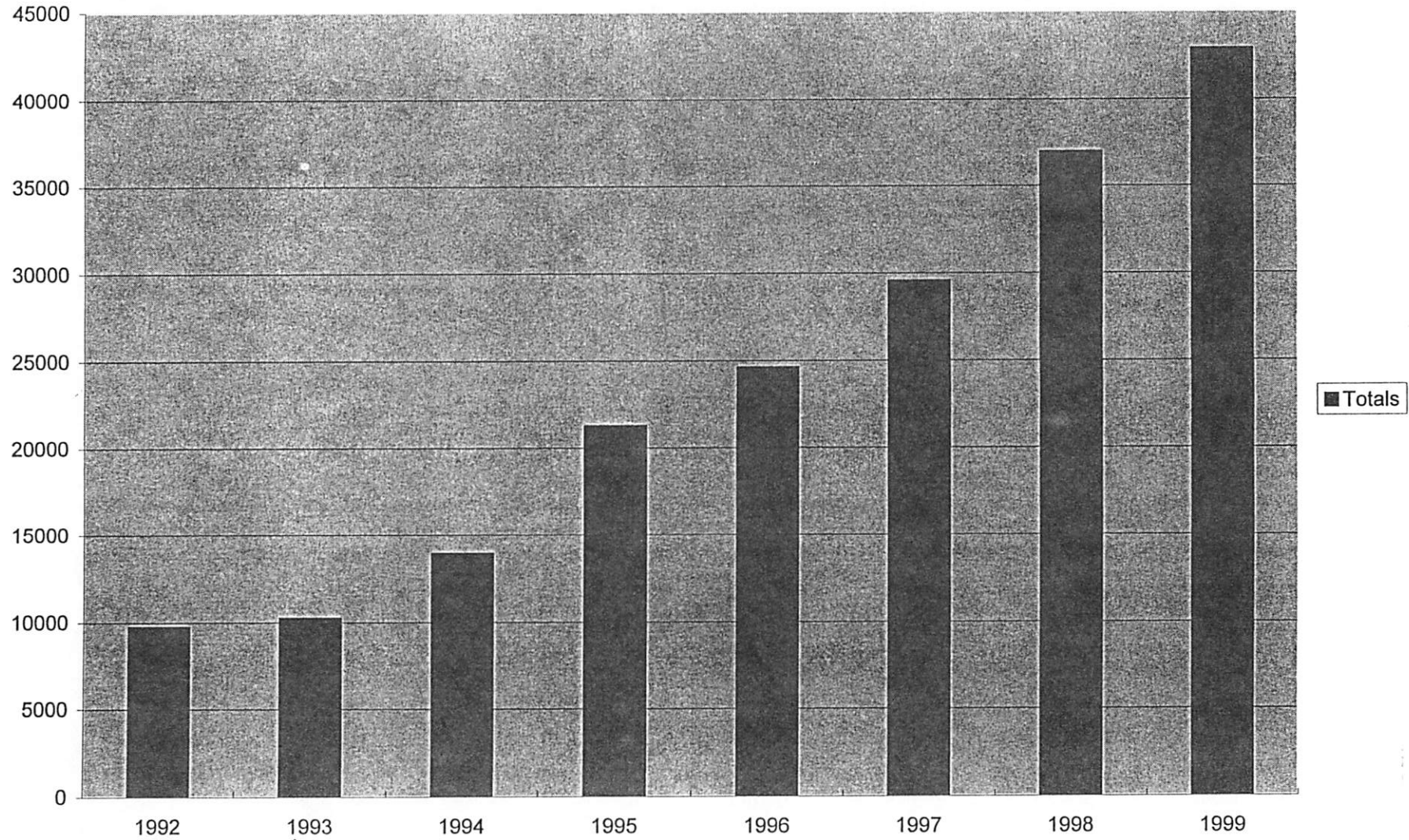
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JAN 24

CITY OF BROOKINGS

BROOKINGS-HARBOR CHAMBER OF COMMERCE
COMBINED REQUEST TOTALS

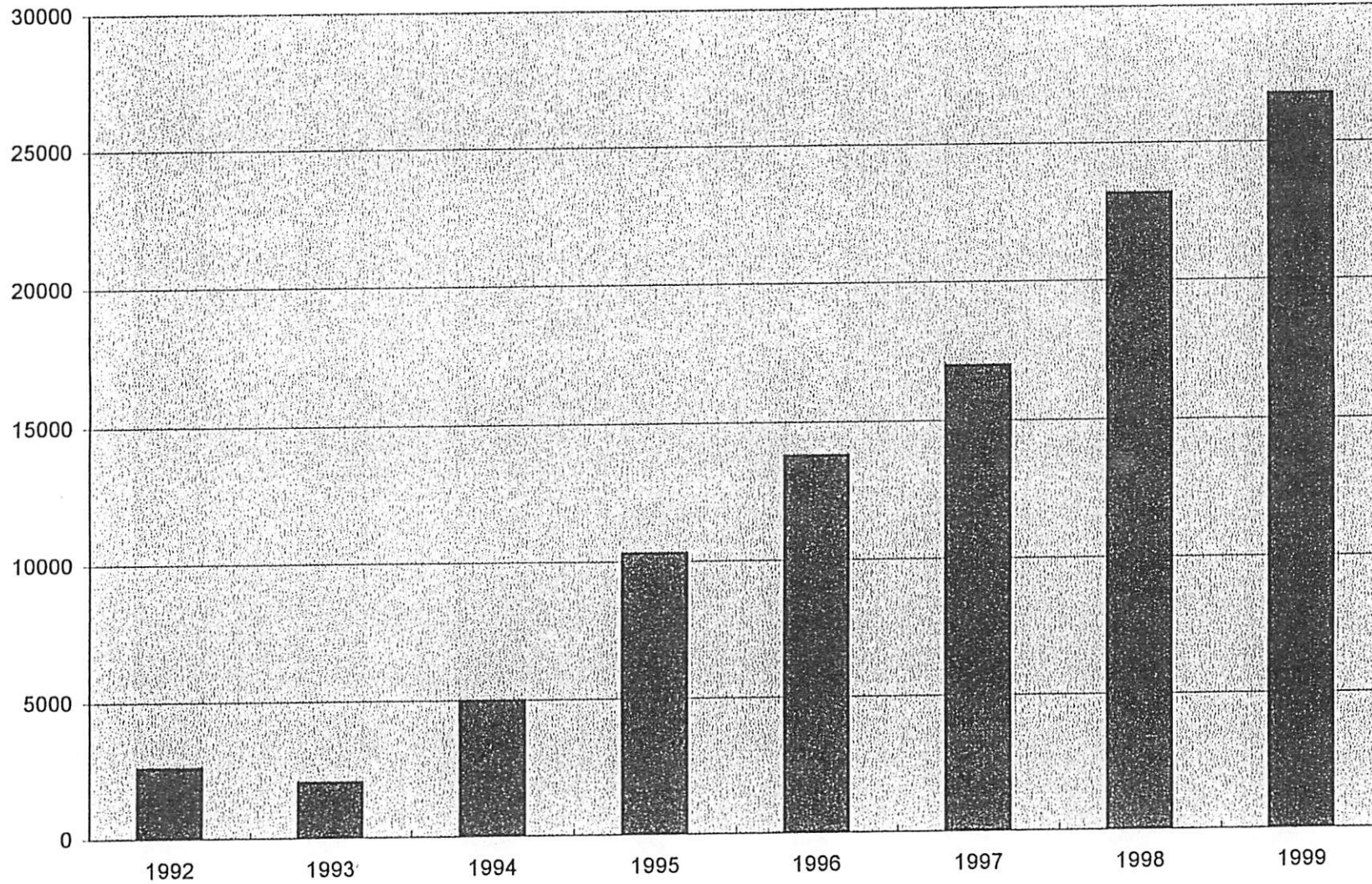


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JAN 24

CITY OF BROOKINGS

**BROOKINGS-HARBOR CHAMBER OF COMMERCE
WRITTEN VISITOR & RELOCATION REQUESTS**

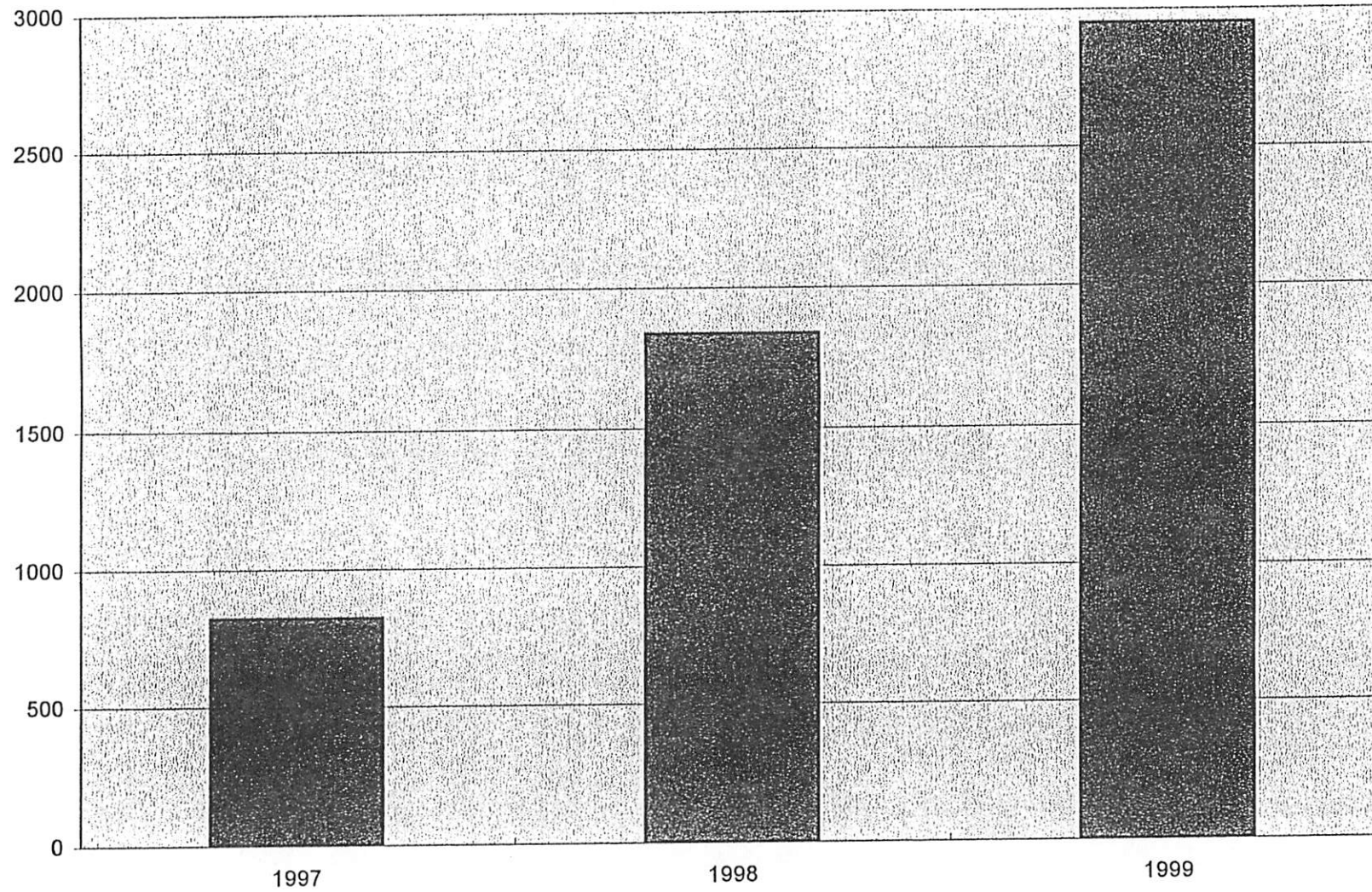


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JAN 24

CITY OF BROOKINGS

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

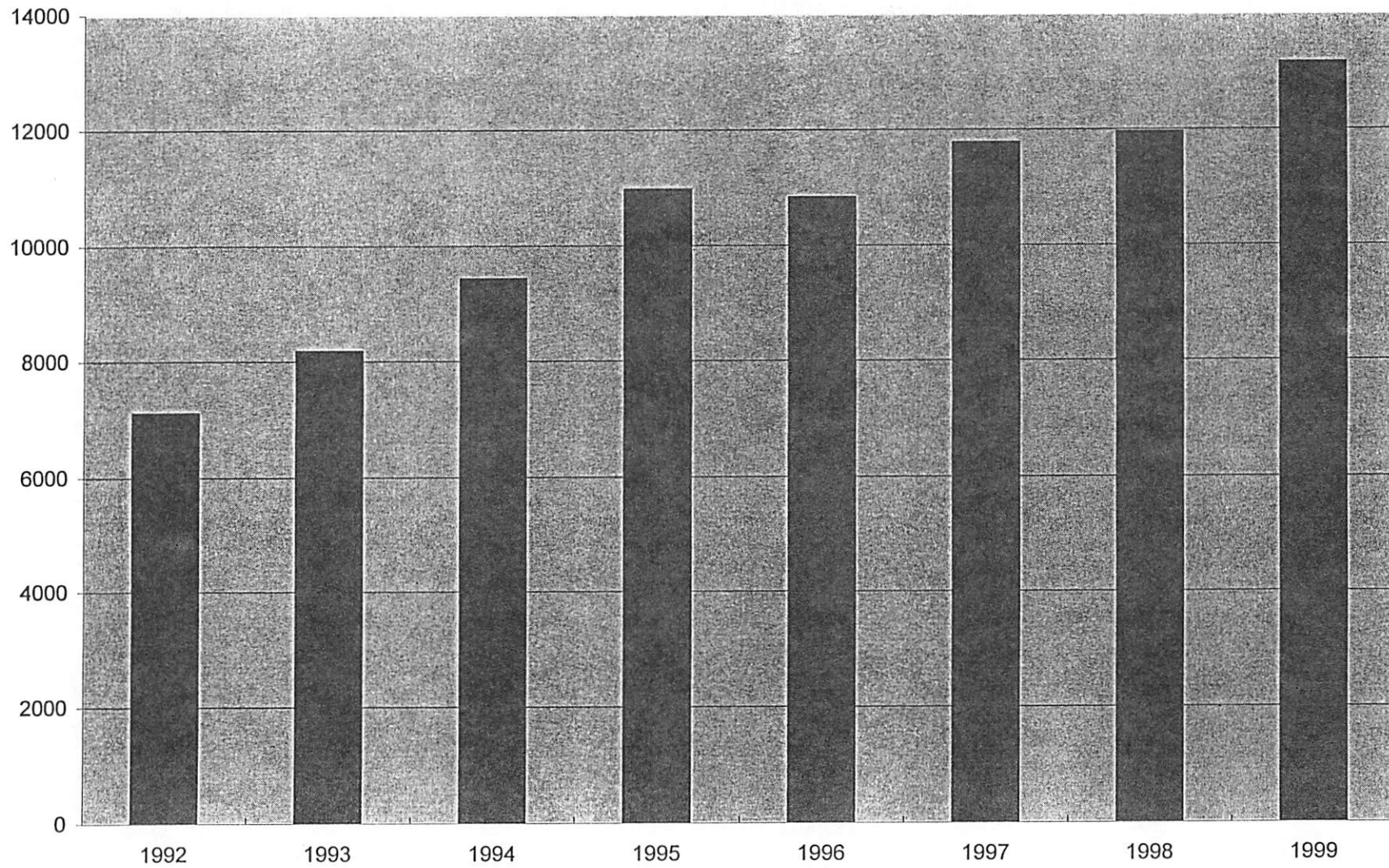


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CITY OF BROOKINGS

BROOKINGS-HARBOR CHAMBER OF COMMERCE TELEPHONE REQUESTS

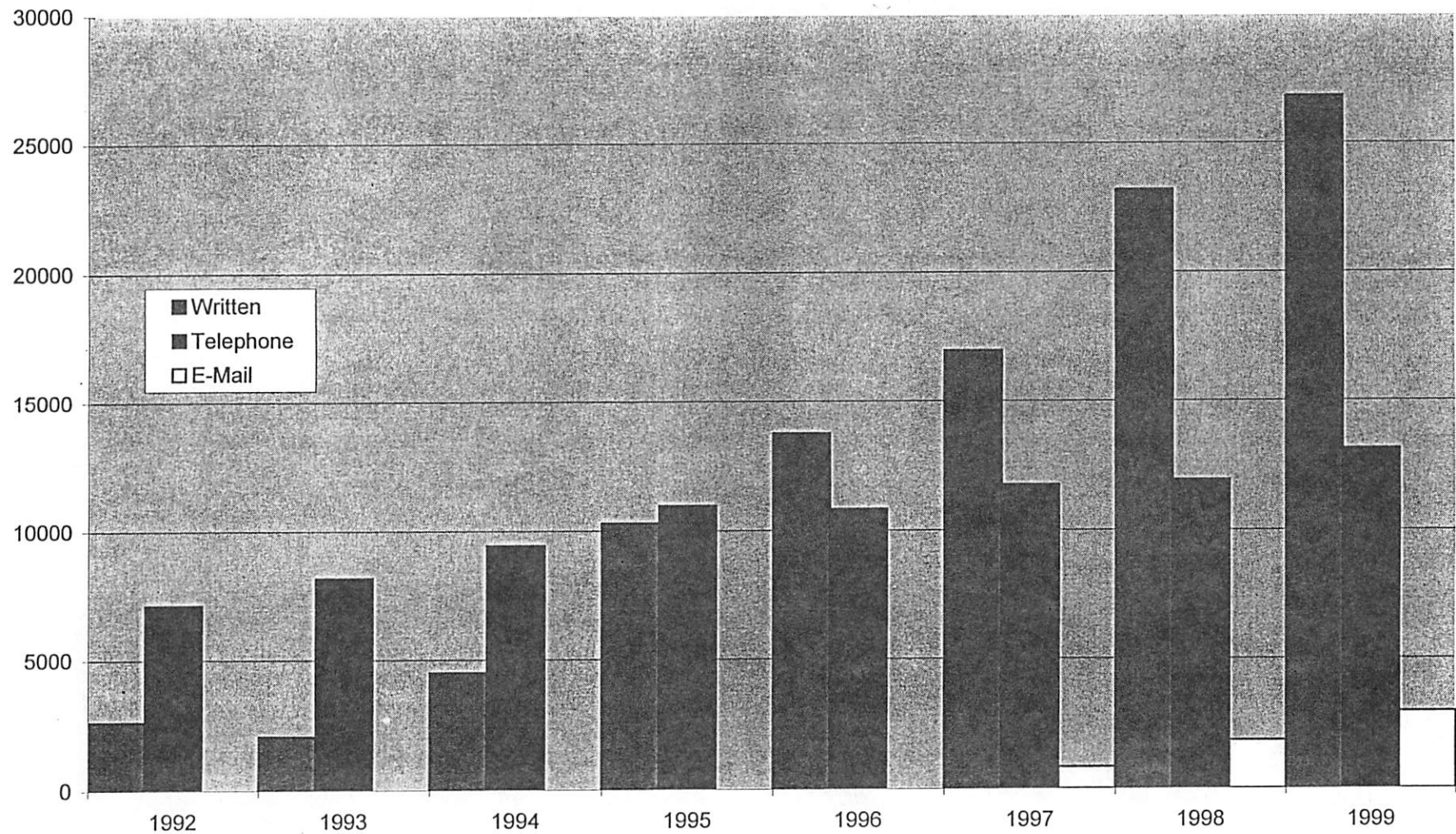


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JAN 24

CITY OF BROOKINGS

BROOKINGS-HARBOR CHAMBER OF COMMERCE
REQUEST COMPARISON



PROMOTIONS COMMITTEE
STRATEGIC PLANNING SESSION
BROOKINGS HARBOR CHAMBER OF COMMERCE
February 6, 1999

Those Present:

RECEIVED

JAN 24

CITY OF BROOKINGS

Review of Current Marketing Plan:

- Any new observations?

Review of Achieved Objectives:

- Marketing Plan Developed
- Quarterly Reporting of Visitor Survey
- Broadcast of news releases once each month
- Development of a Chamber Staff attraction/tourism product manual
- Reassessment of advertising and redirection of dollars to better publications
- Promotion of coop advertising to membership via Curry Coastal Pilot and TV Media Donuts

Review of In-Progress Objectives:

- Participation in Governors Conference
- Development of a "Photo Tour" for Governors Conference
- Participation in Sacramento Travel Show
- Revamping of Eco-Tourism Brochure
- Quality upgrade of Dining and Lodging Guides
- Development of an area map highlighting adventures, activities and places of interest

Review of Pending Objectives:

- Development of a "Banana Festival" for the month of February
- Development of a Media Kit
- Development of a "Passport Program"
- In-town marketing effort
- Email "Hot" news to chamber members regarding upcoming activities/events in which they may want to consider participating.
- Coordinate development of a winter discount coupon book
- Highlight a Chamber publication at each Chamber forum.
- Inclusion of references to "Only Redwoods in Oregon", "Gateway of the Pacific Coast National Scenic Byway and the Redwood National Park" and "Banana Belt of the Southern Oregon Coast" in all literature.

- Partnership with USFS to develop hiking trail and other outdoor activities brochures for the Siskiyou Forest.
- Build partnerships with existing festival organizers to broaden participation among Chamber Members and maximize target marketing dollars.

MARKETING PLAN
FOR
BROOKINGS HARBOR
CHAMBER OF COMMERCE

JULY, 1998

RECEIVED
JAN 24
CITY OF BROOKINGS

PROMOTIONS COMMITTEE
MISSION STATEMENT

To promote the Brookings Harbor area
to tourists and visitors.

And encourage multi-day visits.

WHAT IS OUR PRODUCT?

Features:

Public Access to Lands
Beach
Forests
Hiking Trails
Pristine Rivers
Fishing
Hospitality
Parks
Golf
Weather (mild)

Shopping
Dining
Port (Commercial Fleet)
Water Sports (Diving, Surfing, Swimming)
Boating (Tours, Fishing, Light House & Sightseeing)
Wind Sports (Kite Flying, Sail Boarding)
Night Life - Theatre, Bowling,
Animal/Marine Life
Safe Environment (Safe Bar, Mild River)

Benefits:

Sense of Adventure
Relaxation/Tranquillity
Private Time/Room to Roam
Gain Understanding of Nature
Comfort - Physical/Mental

SITUATION ANALYSIS

Internal Marketing Environment:

(Philosophies that might influence our choice in marketing strategies, available resources, services available to visitors and other internal factors that will influence how we deliver our message)

Lodging tax, membership dues and fund raising activities funds the Chamber. With the exception of two paid staff, all other contact with visitors, potential or current, is with volunteer labor.

Resources are finite and must be used wisely. The most cost-effective approach is used to make most marketing decisions. The Chamber staff wants to maintain a visible presence in the community because many people come to visit based on their friends who live here.

External Marketing Environment:

(Current issues relating to (a) current visitors (b) competitors (c) economic climate (d) political climate)

The competition is great for tourism dollars. Tourism is being looked upon by many communities as a major potential source of revenue for the local economy. The Oregon Department of Tourism is new in the game compared to other states. They have a smaller budget then most states.

A recent winter tourism survey by the Chamber shows 36.6% from the Rogue Valley, 15.1% from other areas in Oregon, 14.0% from Del Norte County, 9.7% from other Northern California areas, and 8.6% from other areas in the U.S. For the entire state, 15% of travelers come from Washington and California, however 2/3 are from Oregon.

Market Trends:

Weekend trips are most popular because they fit into the busy schedules. Trips within 600 miles or a day's drive are the most common. Outdoor recreationists are a large part of vacationers. Adventure enthusiasts is a booming segment of the global tourism market. Word-of-mouth referrals are very influential in the decision making process for travelers.

Visitors, on average, are in their mid to late forty's. The Baby Boomers are getting older, however staying active and represent 30% of the population. Young Seniors (55-74) are only 20% of the population but hold 80% of the vacation dollars. Bus tours are becoming less popular. Travelers prefer individual formatted travel.

S.W.O.T. ANALYSIS

Strengths:

Climate (Cool in Summer, Warm in Winter)
Natural Beauty
Remoteness
Community Attitude
Wide Variety of Activities
Availability of Fishing
Availability of Golf

Weaknesses:

Climate (Rain)
Roads
Remoteness
Must create your own activity
No easy source to tap into full range of activities available
Lack of convention space

Opportunities:

Form alliances with other entities (State Parks, Port, USFS, Oregon Tourism)
Transportation
Golf Course as Main Attraction
Conference/Workshops
Extending Stay of visitors
Redwood Visitors
Loop Tours

Threats:

Regulatory - Fishing, USFS & ODOT
Gas Prices/ Economy
Community Competition (Bandon, G.B. & Coos Bay)

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Regulatory - Fishing, USFS & ODOT
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Community Competition (Bandon, G.B. & Coos Bay)

VISION FOR FUTURE

MARKETING GOAL:

Brookings Harbor will be the first place that comes to mind when a traveler wants to experience the Oregon Coast. It will be considered the premiere place to enjoy a variety of activities for those who wish to be active and those who wish to thoroughly relax. The quality of service provided to the traveler will be warm and go beyond their expectations in every facet of the community.

MARKETING OBJECTIVES:

1. Increase the number of visitors to Brookings Harbor by 10% over the combined 3 year average over the Chamber and Visitor Center count by September 30, 1999.
 - a. Chamber Staff to broadcast news releases twice each month in winter/spring and once each month in summer/fall season. On going.
 - b. Chamber Promotions Committee to develop one in-town marketing effort and have implementation time line developed by October 1998.
 - c. Chamber Promotions Committee to develop a "Banana Festival" for February 1999.
 - d. Chamber Staff encourages members monthly via e-mail, fax or other noticeable, urgent means to participate in some manner when activities/events are being held anywhere in the community. On going.
 - e. Promotion Committee coordinates winter discount coupon book incentives once each quarter with merchants to entice visitors to come to Brookings. On going.
2. Increase the number of visitor nights by 5 % by September 30, 1999. To be measured by the 3 year average room tax.
 - a. Chamber Staff highlights one chamber publication each month at the monthly Forum in order to educate businesses on the things to see and do in Brookings Harbor. On going.
 - b. Chamber Staff develops an attraction/tourism product manual for use by the volunteers while on the front desk at the Chamber Office by March 30, 1999.
 - c. Promotion Committee to revise the Nature Based Tourism guide to be handed out by Chamber Members to inform public of activities available in the area by March 31, 1999.

3. Make "Brookings Harbor" a brand for the Southern Oregon Coast. On going.
 - a. All references to Brookings Harbor will include the phrase "Banana Belt of the Southern Oregon Coast". On going.
 - b. Marketing pieces will include references to having the only Redwoods in Oregon and Gateway of the Pacific Coast National Scenic Byway and the Redwood National Forest. On going.
4. Maximize advertising dollars by matching dollars spent to target market size and season.
 - a. Chamber Staff will purchase ads in markets within four hours drive during shoulder/winter seasons and in hot surrounding States during the summer season. On going.
5. Leverage advertising dollars by working with other entities on advertising opportunities.
 - a. Promotions Committee to ask USFS to help develop brochures outlining hiking trails and other outdoor activities available in the Siskiyou Forest by October 31, 1998.
 - b. Chamber Staff to act as a conduit in cooperation with the Curry Coastal Pilot for advertising coop ventures for Chamber members with the goal of having six coop ventures per year. On going.
 - b. Chamber Staff to build archive of usable photos and video by asking for copies from anyone willing to provide these to the Chamber at no or little cost. A good selection of photos and video to be acquired by December 31, 1998.
 - c. Work in close unison with existing festivals to broaden participation by other chamber members and maximize the marketing to target markets. On going.

PROMOTION STRATEGIES

Use of Media:

The Chamber staff will consider all aspects of media and look to use the best solution to reach our target markets. These include:

Direct Mail:

- a. Reactive
- b. Proactive

Print:

- a. Newspaper
- b. Magazines
- c. News Releases
- d. Books on area

Radio:

- a. Purchased Time
- b. Public Service Announcements

Television:

Trade Shows/Conferences:

Other:

- a. Video Loop
- b. Web Site

The near future goal is to develop a presence at the Governor's Conference in Coos Bay April 1999 (in a joint effort for Curry County if feasible). Longer term goal is to develop a video loop for promotion of the area.

Evaluation and Control:

Visitor surveys will continue to be gathered quarterly by season. Chamber staff need to compile monthly the occupancy rate for motels in the area and report this to the Promotions Committee in a format where the committee can compare year to year to watch for improvement. Visits to the chamber office will continue to be compiled and compared to previous years.

Notes:

Who do we want to market to?

1. Those within 600 Miles
2. Local Residents (BH, CC & GB)
3. Those outside 600 miles

What is our message?

- Rest, Relaxation, & Fun
- The Banana Belt
- Best Beaches in the Banana Belt
- Oregon Coast's Banana Republic
- It's the closest to being in Hawaii without the expense

What result do we want?

Prospect calls chamber for a vacation package.

Possible tag lines:

- Brookings Harbor, Naturally Beautiful
- Brookings Harbor, where rare Myrtlewood meets mighty Redwood.

Notes taken for a possible Banana Festival:

- Tie into the Banana Belt softball tourney (Barbara Glazebrook/ B & B Excavating)
- Restaurants to feature banana recipes
- Yellow banners and clothing for employees
- Banana give away items like key chains
- Banana Cook-Off
- Banana Golf Tourney

CALENDAR OF FESTIVITES

January

February

Banana Festival

March

Clam Chowder Cook Off

April

Whale Watching and Slug Races

May

Azalea Festival

June

Summer Solstice

July

4th of July Fireworks
Kite Festival
Concerts in the Park

August

Festival of the Arts
Concerts in the Park

September

Fisherman's Frolic

October

October Fest

November

Christmas Bazaar
Salmon Season Opens

December

Festival of Lights

The City of Brookings Planning Commission

Marv Lindsey, Chair

Vikki Nuss

Ted Freeman, Jr.

Judi Krebs

Rick Dentino

Earl Breuer

1999 Annual Report

It has been a very busy year in several different ways. There has been a lot of turnover on the Commission so it has been difficult to have a full panel to work with. Three members of the Commission resigned this past year, Sandy Hislop in February, George Ciapusci in April, and Reily Smith in December. Two new members have been seated to fill these vacancies and at the writing of this report the Commission still has one vacancy. Vikki Nuss was seated in April and Reily Smith was seated in June. Many of the members attended training councils that are held around the state during the year. This takes a lot of time and effort on their part, and from their private lives, so that they can become more proficient in deciding the cases of development that come before them as they strive to uphold the City of Brookings Land Development Code. It takes a lot of time to become acquainted with this very lengthy code that we have. Then we have to learn how to administer it in a fair and just manner, always trying to remember not the letter of the code, but the intent.

The Planning Commission participated in four joint meetings with the Brookings City Council concerning the *Public Facilities Plan for Urban Growth Expansion*. These meetings were open to the public and there were a great many citizens present and participating in the forming of this document. It has taken years to get to this point and it is still not finished. It has consumed thousands of man hours, and many of them are volunteer hours. Brookings would be lost without the volunteer force that helps it to function, this from the Mayor down through all of the various commissions and committees and just interested groups that continually participate in the things that need to be done. *The Public Facilities Plan for Urban Growth Expansion* was finally accepted so that it could go on to Curry County and hopefully on to completion in the near future.

During this last year we had 40 cases to consider. Sometimes this was difficult because of the resignations from the Commission, and the absences that just occur normally. However, all was accomplished and applicants received the fullest attention and a fair decision from the City of Brookings Planning Commission. The cases that the Planning Commission decided are:

- | | |
|---------------------------------------|------------------------------------------------------|
| 2 Subdivisions | 6 Minor Partitions |
| 2 Zone and Comprehensive Plan Changes | 3 Request for Variances |
| 6 Land Development Code Changes | 1 Minor Change to an existing Conditional Use Permit |
| 7 Conditional Use Permits | 1 Recommendation to City Council on Expenditures |
| 2 Major Partitions | 8 County Referrals |
| 2 To Vacate Land | |

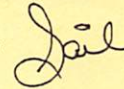
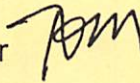
It was a very busy year but a very productive one. A lot of good work for the community was accomplished and all that participated are to be proud of serving this great area that we live in. May the year 2000 hold as much good fortune. God's speed to all in the new millennium.



Marvin W. Lindsey
1999 Chairman Planning Commission

Memorandum

TO: Mayor & Council
THRU: Tom Weldon, City Manager
FROM: Gail L. Hedding, Finance Director/Recorder
DATE: January 3, 2000
RE: Purchase of HP Laser Jet Printer 8100



Issue: The City of Brookings is migrating from dot matrix printers to laser jet printers. The printing demands (volume and type of paper) of utility billing require the City to purchase a laser jet printer for the Finance Department.

Synopsis The laser jet printers currently used at City Hall are Hewlett Packard printers. It is to our benefit to purchase a Hewlett Packard product based on reliability and interchangeability of print drivers. We have solicited bids from eight (8) potential vendors. Bids were actually received from four (4) of those vendors. The bids received were as follows:

Becco	\$5,276.74
Amazing Computers	\$4,734.75
Woods Computers	\$4,364.98
Comark (State Contract)	\$3,482.89

Woods Computer did not bid one item costing \$791.65 from the lowest bidder (Comark). Comark did not bid one item costing \$482.95 from the lowest bidder (Amazing Computers). The Comark final bid is net of a rebate offered of \$718.16.

Recommendation

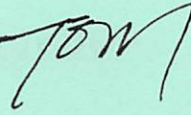
When considering the bids and adjustments noted above, Comark is the lowest bidder for the HP Laser Jet 8100 at \$3,482.89 net of rebate. I would recommend approval to purchase bid items from Comark except for the unbid item-64mb memory. The lowest bid for the unbid item was Amazing Computers at \$482.95. I would recommend approval to purchase the 64mb memory through Amazing Computers.

Memorandum

TO: Mayor, City Council

FROM: City Manager Tom Weldon

DATE: February 3, 2000



Issue: Changing City Council procedures ordinance.

Background:

1. The Council's official actions are governed by the City Charter which spells out some procedural matters. However, the Charter rightfully leaves most of those to the Council to prescribe in an ordinance. Attached are excerpts from the Charter which address Council procedures (Attachment #1).
2. The City Council adopted procedures in Ordinance No. 91-O-474 (Attachment #2) and amended that ordinance with Ordinances No. 92-O-474.A, No. 92-O-474.B No. 94-O-474.D and No. 95-O-474.E (there is no "C" amending ordinance).
3. It is confusing having the original ordinance and 4 amending ordinances.
4. Some of these ordinances have typos and misspelled words that should be corrected.
5. It's been five years since these ordinances have been reviewed and changed, and it's appropriate to do it, now.
6. A while ago, you received a copy of this ordinance and were asked to review it and give me any suggested changes. Mayor Hagbom, and I have reviewed the ordinances and your comments and attachment #3 are our recommended changes for a new ordinance. This language has not been reviewed by the City Attorney.

Recommendation:

Council review and discuss the recommended changes. This will be on your agenda for your February 28th meeting for further consideration.

CHAPTER IV

COUNCIL

Section 12. Rules. The council shall, by ordinance, prescribe rules to govern its meetings and proceedings.

Section 13. Meetings. The council shall meet in the city regularly at least once a month at a time and place designated by council's rules, and may meet at other times in accordance with the rules.

Section 14. Quorum. A majority of the council constitutes a quorum for its business.

Section 15. Record of Proceedings. A record of council proceedings shall be kept and authenticated in a manner prescribed by the council.

Section 16. Mayor's Functions at Council Meetings.

(1) When present at council meetings the mayor shall:

- (a) Preside over deliberations of the council,
- (b) Preserve order,
- (c) Enforce council rules, and
- (d) Determine the order of business under the rules.

(2) Notwithstanding subsection (1) of this section, the mayor may temporarily cease to chair a council meeting and delegate the functions described in subsection (1) to the council president or, in the president's absence, to another council member.

(3) The mayor is a voting member of the council.

Section 17. Council President.

(1) At its first meeting after this charter takes effect and at its first meeting of each odd-numbered year, the council shall appoint a president from its councilors.

(2) Except in voting on questions before the council, the president shall function as mayor when the mayor is:

- (a) Absent from a council meeting, or
- (b) Unable to function as mayor.

Section 18. Vote Required. Except as Section 31 of this charter prescribes otherwise, the express concurrence of a majority of the council members present and constituting a quorum is necessary to decide affirmatively a question before the council.

CHAPTER V

POWERS AND DUTIES OF OFFICERS

Section 21. Mayor. The mayor shall appoint the committees in adherence to the rules of the council. The mayor shall sign all approved records of proceedings of the council and countersign all checks and vouchers. The mayor shall have no veto power and shall sign all ordinances passed by the council within three days after their passing. Upon the approval of the council, the mayor shall endorse all bonds of city officers and all bonds for licenses, contracts, and proposals.

CHAPTER VIII

ORDINANCES

Section 30. Ordaining clause. The ordaining clause of an ordinance shall be "The city of Brookings ordains as follows:".

Section 31. Adoption by Council.

(1) An ordinance shall be fully and distinctly read in open council meeting on two different days before being adopted by the council, except that:

- (a) The council may adopt an ordinance at a single meeting by the express unanimous votes of all council members present and entitled to vote, provided the ordinance is read first in full and then by title.
- (b) Any reading of an ordinance may be by title only if no council member or member of the public present at the reading requests that the ordinance be read in full, and at least one week before the reading:
 - (i) A copy of the ordinance is provided for each councilor;
 - (ii) Three copies of the ordinance are available for public inspection in the office of the custodian of city records;
 - (iii) Notice of their availability is given by written notice posted at the city hall and two other public places in the city; and,

- (iv) Notice of the proposed action is given to the local media for publication.
 - (v) An ordinance read by title only which differs from its terms as it was filed and noticed prior to the reading shall have all the differing terms and changes read fully and distinctly in open council meeting before the council adopts the ordinance.
- (2) Upon the adoption of an ordinance, the ayes and nays of the council members shall be entered in the record of council proceedings.
- (3) After adoption of an ordinance and upon its being signed by the mayor, the custodian of city records shall endorse it with its date of adoption and the endorser's name and title of office.

Section 32. Effective date. A non-emergency ordinance takes effect on the thirtieth day after its adoption or on a later day the ordinance prescribes. An ordinance adopted to meet an emergency may take effect as soon as adopted.

1-474.Sections

BROOKINGS ORDINANCES

1-474.Sections

ORDINANCE NO. 91-O-474

**AN ORDINANCE GOVERNING THE PROCEDURES OF THE
BROOKINGS COMMON COUNCIL.**

Sections:

Section 1.	Regular monthly council meeting date.
Section 2.	Regular monthly study session date.
Section 3.	Special meetings.
Section 4.	Continuance of meeting.
Section 5.	Quorum.
Section 6.	Public notice required for meetings.
Section 7.	Written minutes required.
Section 8.	Agenda.
Section 9.	Regular or special meetings to be public.
Section 10.	Executive sessions permitted on certain matters.
Section 11.	Presiding officer at council meetings.
Section 12.	Order of business of council.
Section 13.	Consent Calendar.
Section 14.	Council debate.
Section 15.	Addressing council.
Section 16.	Voting by council.
Section 17.	Conflicts of interest.
Section 18.	Council-administration relations.
Section 19.	Boards and Commissions.
Section 20.	Appointments to boards, commissions, and committees.
Section 21.	Maintenance of order and decorum of council meetings.
Section 22.	Indoctrination of new council members.
Section 23.	Council Member Communications.
Section 24.	Evaluation of Council Appointive Officers.
Section 25.	Employees Attendance at Meetings.
Section 26.	Severability.

The city of Brookings ordains as follows:

Section 1. Regular council meeting dates. The common council of the city of Brookings shall have as its regular meeting dates the second and fourth Mondays of each month of the calendar year and further, said meetings shall be held within the council chambers of the Brookings city hall, 898 Elk Drive, Brookings, Curry County, Oregon; EXCEPTING ONLY, however, that should said regular meeting date fall on a legal holiday, then the city council shall meet in the same place on the day following such legal holiday or such other date as may be chosen by the city council. [Section 1 as amended by Ordinance No. 92-O-474.B, effective August 11, 1992]

Section 2. Work sessions. Upon legal notice duly given, the Brookings Common Council shall have the power to schedule work sessions of the Common Council of the City of Brookings pursuant to Section 13 of the City Charter, which work sessions may be called by the Mayor or a majority of the members of the Council. Each work session shall be devoted exclusively to matters regarding which the interchange of information preliminary to taking action thereon is deemed to be essential. At a work session no formal vote shall be taken on any matter under discussion, nor shall any member enter into a commitment with another respecting a vote to be taken subsequently in a formal meeting. [Section 2 as amended by Ordinance No. 95-O-474.E, effective January 10, 1995]

Section 3. Special meetings. Upon legal notice duly given, the city council shall have and retain all due powers to set other dates and times for special meetings of the common council of the City of Brookings pursuant to Section 13 of the Brookings Charter.

Section 4. Continuance of meetings. Any meetings of the city council may be continued from day to day, or for more than one day, but no continuance shall extend beyond the next regular meeting thereafter.

Section 5. Quorum. For the transaction of business by the city council, there shall be present a majority of the members of the council currently holding office. If a quorum is not present, the council clerk shall immediately inform the absent members, except those known to be unavoidably detained, that their presence is required to enable the council to proceed. If the absent member or members do not appear after the notice, the members present shall adjourn until a specific time or until the next regular meeting.

Section 6. Public notice required for meetings. Public notice of the time, place, and the principal subjects anticipated to be covered at the council's regular or special meetings, including those for executive session only shall be provided as required in ORS 192. Interested persons and the news media which have stipulated in writing that they wish to be notified of every meeting must be so notified. Such persons, other than those representing the news media, shall be required to express an interest in remaining on the notification list every six (6) months.

Section 7. Written minutes. The council shall provide for the taking of written minutes of all its meetings under the provisions of ORS 192. A summary report of all actions taken by the city council at each of its meetings shall be prepared by the city manager as soon after each meeting as is practicable and shall be distributed to such interested parties as may be determined by the council.

Section 8. Agenda. The city manager shall prepare an agenda of the business to be presented at a regular council meeting, which shall be published in the Curry Coastal Pilot prior to the meeting. Council members shall be given copies of this agenda on the day it is delivered to the newspaper. Additions to the published preliminary agenda are not encouraged but may be permitted based on proven need. Non-agenda items brought before the council during a meeting shall normally be for informational purposes only. Unanimous approval of all council members present is a prerequisite for any non-agenda item to be considered for action.

Section 9.

Regular or special meetings to be public. All

regular

or special meetings and all study sessions of the city council shall be public meetings and open to the public and all persons shall be permitted to attend any meeting.

Section 10.**Executive sessions permitted on certain matters.**

The

city council may conduct an executive session during a regular, special or emergency meeting, or study session so long as appropriate statutory limitations are met.

Section 11.**Presiding officer at council meetings; calling of roll.**

The mayor, or in his/her absence, the council president, shall take the chair of city council meetings at the hour appointed and shall immediately call the council to order. The roll shall then be called by the council clerk who shall enter in the minutes of the meeting the names of the councilors present. In the absence of the mayor and the council president, the council clerk shall call the council to order whereupon a temporary chairman shall be elected by the members of the council present. Upon arrival of the mayor at the meeting, the council president, if then presiding, shall relinquish the chair upon the conclusion of the business immediately before the council. If a temporary chairman is presiding he/she shall relinquish the chair upon the conclusion of the business immediately before the council to the mayor or council president upon the arrival of either.

The council has an obligation to be clear and simple in its procedures and the consideration of the questions coming before it. It should avoid invoking the finer points of parliamentary rules which may serve only to obscure the issues and arouse the suspicion of the audience and of the citizens of the city in general.

[Section 11 as amended by Ordinance No. 92-0-474.A, Effective March 10, 1992]

Section 12. **Order of business of council.** The order of business at regular council meetings shall be as follows except the Chair may revise the order of business in response to special circumstances:

- I. Call to order
- II. Pledge of allegiance
- III. Roll call
- IV. Ceremonies/Appointments/Announcements
- V. Public hearings
- VI Scheduled public appearances
- VII. Oral requests and communications from the audience
- VIII. Staff reports
- IX. Consent Calendar
- X. Ordinances/Resolutions/Final Orders
- XI. Committee reports
- XII. Remarks from mayor and councilors
- XIII. Adjournment

[Section 12 as amended by Ordinance No. 94-O-474.D, effective March 16, 1994]

Section 13. **Consent calendar.** To make more efficient use of meeting time, the manager shall place all routine items which are routine in nature and concerning which no debate is expected on a "Consent Calendar" to be considered at the council's regular monthly meeting. Any item placed on the consent calendar shall be removed at the request of the mayor or a councilor prior to the time a vote is taken on the Consent Calendar items. All remaining items on the Consent Calendar shall be disposed of by a single motion "to adopt the Consent Calendar", which shall not be debatable. Adoption of the Consent Calendar shall be by the affirmative vote of all councilors present at the time the vote is taken and shall have the same effect as a separate vote for each item. If there are dissenting votes, each item shall be voted on separately in the usual manner.

Section 14. **Council debate.** Debate by the city council shall be conducted as follows:

A. The mayor, or such other member of council as may be presiding, may move, second and debate from the chair, subject only to such limitations of debate as are by these rules imposed on all members and the presiding officer shall not be deprived of any privileges of a councilor by reason of his/her acting as the presiding officer.

B. Every councilor desiring to speak shall address the chair and upon recognition by the presiding officer, shall confine him/herself to the question under debate.

C. A councilor, once recognized, shall not be interrupted while speaking unless it be to call him/her to order or as herein otherwise provided. If a member of the council, while speaking, be called to order, he/she shall cease speaking on the point until the question of order be determined and if in order, he/she shall be permitted to proceed.

D. The mayor or any councilor shall have the privilege of having an abstract of his/her statement on any subject under consideration by the council entered in the minutes.

Section 15. **Addressing council.**

A. **Administrative staff and city employees addressing council or Public.** Members of the city's administrative staff and other city employees desiring to address the council or members of the public shall first be recognized by the chair and shall address such remarks to the chair. The staff may respond to questions or comments by the council or members of the public with permission of the chair, but shall always do so in a polite, tactful manner.

B. Public members addressing the council,

1. Any public member desiring to address the council shall wait to be recognized by the presiding officer. After recognition, the person's name and address shall be stated for the record and the remarks shall be limited to the question under discussion. All remarks and questions shall be addressed to the presiding officer and not to any individual councilor, staff member or other person. No person shall enter into any discussion without being recognized by the presiding officer.

2. Any public member addressing the council shall be limited to five minutes unless further time is granted by the presiding officer. No public member shall be allowed to speak more than once upon any one subject until every other public member choosing to speak thereon has spoken.

3. After a motion has been made or after a public hearing has been dosed, no public member shall address the council without securing permission from the majority of the council.

Section 16. Voting by council. Voting by the council on all matters shall be as follows:

A. The council clerk shall call the name of each councilor in attendance and the "aye" or "nay" of each shall be recorded in the minutes of the records of the council proceedings. Any member may change his/her vote prior to the next order of business.

B. Except as otherwise provided in the charter of the city of Brookings, Oregon, a motion shall be deemed carried if a quorum is present and a majority of those voting vote "aye".

C. Every member of the council, when present, has a responsibility to vote upon all matters before the council. Should a council member abstain from voting on a particular matter, he or she shall give a clear and concise reason for the abstention which shall be listed in the written minutes of the meeting.

D. Any member who voted with the majority may move for a reconsideration of an action at the same or the next following regular meeting. Once a matter has been reconsidered, no motion for further reconsideration thereof shall be made without unanimous consent of the council.

Section 17. Conflicts of interest. Members of the council and all other persons who serve the city in any capacity (e.g., officer, employee, agent, or otherwise) shall perform their duties in accordance with Oregon's ethics laws as provided in ORS Chapter 244.

A. During the regular council meeting in the month of April each year the city attorney shall review the latest edition of the Ethics Guide for Public Officials with council and staff.

B. Each newly elected or appointed member of the council shall be given a copy of the latest edition of the Ethics Guide for Public Officials prior to the member's participation in any decision making process. It shag be the duty of the mayor, or in the mayor's absence the council president, to distribute the guide in timely order.

C. Elected officials, appointed officers or employees of the city who have a potential conflict as deemed by ORS 244.020(8) relative to any matter or ordinance coming before the City Council shall declare such conflict immediately upon introduction of the item to the City Council by the presiding officer. Disclosure of such potential conflict shall be made a part of the record of the proceedings. Nothing in this section authorizes a public official to vote if the official is otherwise prohibited from doing so.

Section 18. **Council-administration relations.** Members of the council shall have the authority to closely scrutinize, by questions and personal observations, all aspects of city government operations so as to obtain independent information to assist the members in the formulation of sound policies to be considered by the council. Members shall have the authority to discuss any aspect of city government with city officers or employees, however, members are not authorized to issue orders or directives to city officers and employees because the supervision of said officers and employees is the responsibility of the city manager under Ordinance No. 89-0-457. In order to assist the manager in coordinating efforts of all city departments so as to achieve the greatest possible savings through the most efficient and sound means available, recommendations for improvement in city government operations should be made to and through the city manager.

Section 19. **Boards and Commissions.** The council may establish boards and commissions and provide for their powers and duties, and the council may consolidate, merge, or abolish any of the said boards or commissions. The establishment, consolidation, merger, or abolishment of any boards or commissions shall be accomplished only by ordinance. Unless otherwise required by law or the city charter, all board and commission members shall be appointed by the mayor with the approval of the council. Initial appointments shall specify the term of office of each individual in order to achieve overlapping tenure. All members shall be subject to removal by the appointing authority. Appointments to fill vacancies for unexpired

Attachment #2-Ord w/recmnd corrctns Page #2.8 of Total Pkg Pages 19
terms shall also be made by the mayor with the approval of the council.
Except as otherwise provided in this ordinance, each board and commission shall choose its own chairman and vice-chairman from its members and

operate in accordance with the rules of procedures set forth in this ordinance, unless inconsistent with the provisions of the ordinance establishing the board or commission.

Section 20. Appointments to boards, commissions, and committees.

A. All appointments to city boards, commissions and lay committees shall be made in accordance with the Oregon Revised Statutes, the city charter and Section 19 of this ordinance. Appointees shall not be appointed to more than one board or commission at a time.

B. Upon the expiration of the term of office for any board, commission or lay committee member, public notice of that expiration of term shall be made in the media. The person whose term of office has so expired may, if he/she chooses, apply for reappointment.

C. Upon the start of each calendar year the city manager shall provide to all members of the city council a listing of all board, commission and committee terms due to expire in that year. The city manager shall further give written notice to all members of the city council of the expiration of the term of office of all members of boards, commissions and lay committees appointed by the mayor or council at least thirty (30) days prior to expiration date of said term of office. All appointments shall be presented by the mayor and confirmed by a majority vote of the councilors present and voting. In all appointments the mayor shall endeavor to submit to the council the names of persons nominated for appointment as far in advance as practicable to the date of the meeting wherein said appointment shall be considered.

Section 21. Maintenance of order and decorum of council meetings. It shall be the duty of the presiding officer to maintain order during council meetings. Vituperative language shall not be permitted. In the event of circumstances beyond the ability of the presiding officer to control, the officer is empowered to instruct the police department to preserve order

Section 22. **Indoctrination of new council members.** To ensure an orderly transition or continuance of legislative authority, all newly elected or appointed council members shall be formally advised of current council affairs and procedures.

A. Immediately upon election or appointment to the council, new members shall thenceforth be given copies of all printed materials which are distributed to other members of the council.

B. Within 14 days of election or upon appointment to the council of any new member, the mayor, or in the mayor's absence the council president, or in the absence of both the city manager, shall schedule at least two work study sessions for the sole purpose of the indoctrination of the new member.

C. Within 14 days of election or upon appointment to the council, new members shall be given:

1. The city charter
2. Ethics Guide for Public Officials
3. Brookings Comprehensive Plan and Land Development Code
4. Selected ordinances and resolutions
5. L.O.C. Handbook for Oregon City Councilors
6. Current city budget and Chart of Accounts
7. Land Use Planning in Oregon, Rohse
8. Roster of city officials and standing committees

Section 23. Council Member Communications. Unless authorized by a majority vote of the City Council to speak on their behalf, any written or oral communication by the Mayor or any City Council member which could be interpreted as being representative of a position of the City Council in general, must contain a disclosure that the communication is solely that of the sender.

Section 24. Evaluation of Council Appointive Officers. Council appointed officers of the city shall have their job performance evaluated at regular intervals. The results of each evaluation shall be reviewed and discussed with the officer and shall be filed in the officer personnel record.

A. City Manager. The city manager shall be evaluated by the city council using council adopted criteria at least semi-annually. Upon initial employment the manager may be evaluated after his/her third and sixth months of service.

B. Municipal Judge and City Attorney. An annual evaluation of these offices shall be performed by the council in the month of March.

C. City Recorder. The recorder shall be evaluated by the city manager annually and the results of these evaluations shall be presented to the council.

Section 25.**Employee Attendance at Meetings.**

A. **City Manager.** The city manager shall attend all meetings of the council unless excused by the mayor and the council. The manager may take part in all discussions concerning the welfare of the city. He/she shall have the authority to make recommendations to the council and when doing so shall present all reasonable alternatives for council consideration.

B. **City Attorney .** The city attorney, either in person or by deputy, shall attend all regular monthly meetings of the council unless excused by the mayor and the council and shall attend all other special meetings, work study sessions and events as may be directed by the city manager, mayor or the council.

C. **Officers and Employees.** Any member of the council may request that the city manager direct any employee to attend any regular, special or executive meeting to confer with the council on matters relating to the city.

Section 26. Severability clause.

[Effective October 18, 1991]

Attachment #3
Proposed changes to Ordinance No. 91-O-474

Cover Page - Change under Sections list, Section 2 to read:

“Section 2. Study sessions.”

- Section 1 - **Add:**
- a. Add authorization for Council to have only one meeting in any month - the Charter requires you to meet at least once a month.
 - b. Add authorization to move your regular Council meeting for reasons other than that meeting falls on a legal holiday. For example, the LOC annual meeting dates might make it inconvenient to have your regular meeting on a Monday.
 - c. Add the following to end of last sentence of section 1, after “by the City Council” - “and may be cancelled or postponed by the Mayor, upon his/her own motion, or by the concurrence of a majority of the members present at the Council meeting immediately preceding said Council meeting.

- Change:**
- a. Line 5 of Section 1, after “EXCEPTING”, delete “ONLY” and the word “that” after the word “however”, on same line.

- Section 2 - **Delete:**
- a. Delete” [Section 2 as amended by Ordinance No. 95-O-474.E, effective January 10, 1995]”.

- Section 4 - **Change:**
- a. Delete last word “thereafter”.

- Section 8 - **Add:**
- a. On line 4, after “copies of this agenda”, add: “within 48-hours of the” and delete “on”.
 - b. To last sentence, last line, after “item to be”: added to the agenda and”.... considered for action.

- Change:**
- a. On line 5, delete “preliminary” after “published”.

Section 9. Change section printing to read as follows:

“Section 9. Regular or special meeting to be public. All regular or special meetings and all study sessions of the city council shall be public meetings and open to the public and all persons shall be permitted to attend any meeting.” (Having corrected lines 2 & 3).

- Section 10 - **Change:**
- a. Third line, change “so” to “as”.

Section 11- Delete: a. Delete last sentence “[Section 11 as amended by Ordinance No. 92-O-474.A, effective March 10, 1992]”.

Section 12 - Change to read as follows:

Order of business of council. The order of business at regular council meetings shall normally be as follows, except City Manager may delete items IV, V, VI, VIII, IX and X if there is no need for any specific item to be on the agenda, and the Chair may revise the order of business:

- I. Call to order
- II. Pledge of allegiance
- III. Roll call
- IV. Ceremonies/Appointments/Announcements
- V. Public hearings
- VI. Scheduled public appearances
- VII. Oral requests and communications from the audience
- VIII. Staff reports
- IX. Consent calendar
- X. Ordinances/Resolutions/Final Orders
- XI. Remarks from Mayor and Councilors
- XII. Adjournment

Section 13 - Change: a. The first sentence to read as follows:
“To make more efficient use of meeting time, the City Manager shall place all items which are routine in nature and when no debate is expected on a “Consent Calendar” to be considered at the Council’s regular meetings.” (Having deleted the words routine, concerning, which, & monthly.)

Section 15.A - Change: a. First line, sub-section title - replace capital “P” with small “p”.
b. Third sentence - replace “shag” with “shall”.

Section 15.B.2 - Change to read as follows:

“2. Any public member addressing the council shall be limited to five minutes unless further time is granted by the presiding officer.”
(Having deleted the second sentence)

Section 15.B.3 - Change: a. First sentence - replace “dosed” with “closed”.

Section 17.A - Change: a. First line - delete “the” after “During”, and replace with “a”.

Section 17.B - Change: a. Second sentence - replace in it’s entirety with the following: “It shall be the duty of the City Manager to distribute the guide in a timely manner”.

Section 17.C - **Change:** a. In the second line, "ORS 244.020(8)" to read - "ORS 244.020(7)".
(Having changed the 8 to a 7)

Section 19 - **Change:** a. 10th line - replace "rill" with "fill".

Section 20.C - **Change:** a. In the third line, change "sham" to "shall".

Section 21 - **Change:** a. Make three existing sentences "A."

b. Replace first word of second sentence, "Vituperative", with "Harsh or abusive language".

c. Replace "the" at the end of the fourth line to "that", and place a period at the end of the sentence (after "order").

d. Add the following:

"B. Any of the following shall be sufficient cause at the direction of the presiding officer, for removal of any person from the council chambers, or meeting hall, for the duration of the meeting:

1. Use of unreasonably loud or disruptive language.
2. Making loud or disruptive noise.
3. Engaging in violent or distracting action.
4. Refusal to obey the rules of conduct provided within this ordinance.
5. Refusal to obey an order of the presiding officer or an order issued by a councilor which has been approved by a majority of the council present.

C. Unreasonably loud or disruptive language, noise, or conduct is that which obstructs the work or the conducting of the business of the council.

D. Before the removal of any person from the council chambers or meeting hall for conduct described in subsection B. above, that person shall be given a warning by the presiding officer to cease his or her conduct.

E. If a meeting is disrupted by members of the audience, the presiding officer or a majority of the council present may call a recess or order that the council chambers or other meeting hall be cleared.

F. No flags, posters, placards or signs, unless authorized by the presiding officer, may be carried or placed within the council chambers or any meeting hall in which the council is officially meeting."

Section 22. - **Change:** a. Replace "Indoctrination" in the section title to "Orientation".

Section 22.A. - **Change:** a. Delete extra comma at end of first line.

Section 22.B - Change: a. Sentence to read: "Within 7 days of election or upon appointment to the Council of any new member, the City Manager shall schedule the necessary study sessions for the sole purpose of the orientation of the new member."

Section 22.C - Change: a. Section 22.C.1 through 7 shall read:
"C. Within 7 days of election or upon appointment to the Council, new members shall be given:

1. The City Charter
2. Oregon Government Standards and Practices Law
3. Brookings Comprehensive Plan and Land Development Code.
4. Selected ordinances and resolutions
5. L.O.C. Handbook for Oregon City Councilors

6. Current City Budget and the most recent audit
7. Land Use Planning in Oregon, Rohse
8. Roster of City officials and standing committees"

Section 24 - Change: a. Add "s" to the word officer in the last line.

Section 24.A - Delete: a. First sentence - eliminate "semi-".

Section 25.A - Delete: a. First sentence, second line - eliminate "and the council".

Section 25.B - Change: a. Change sentence to read as follows: "The City Attorney, either in person or by deputy, shall attend at least one of the regular monthly meeting of the council unless excused by the Mayor and shall attend all other regular or special meetings, executive sessions, work study sessions, and events as may be directed by the City Manager, Mayor or the Council".

Section 26 - Add: a. If any provisions, part or parts of this ordinance shall be held to be unconstitutional, invalid or otherwise inoperative, such invalidity shall not effect other provisions hereof which can be given effect without the invalid provision, the remainder hereof shall remain in full force and effect as a valid and subsisting ordinance until repealed, and to this end the provisions of this ordinance are declared to be severable.

TO: Mayor, City Council
FROM: Leo Lightle, *LBL*
Community Development Director
THROUGH: Tom Weldon, City Manager *Tom*
DATE: February 8, 2000
ISSUE: Property on Cove Street
Map Attached

Community Development Department



RECOMMENDATION:

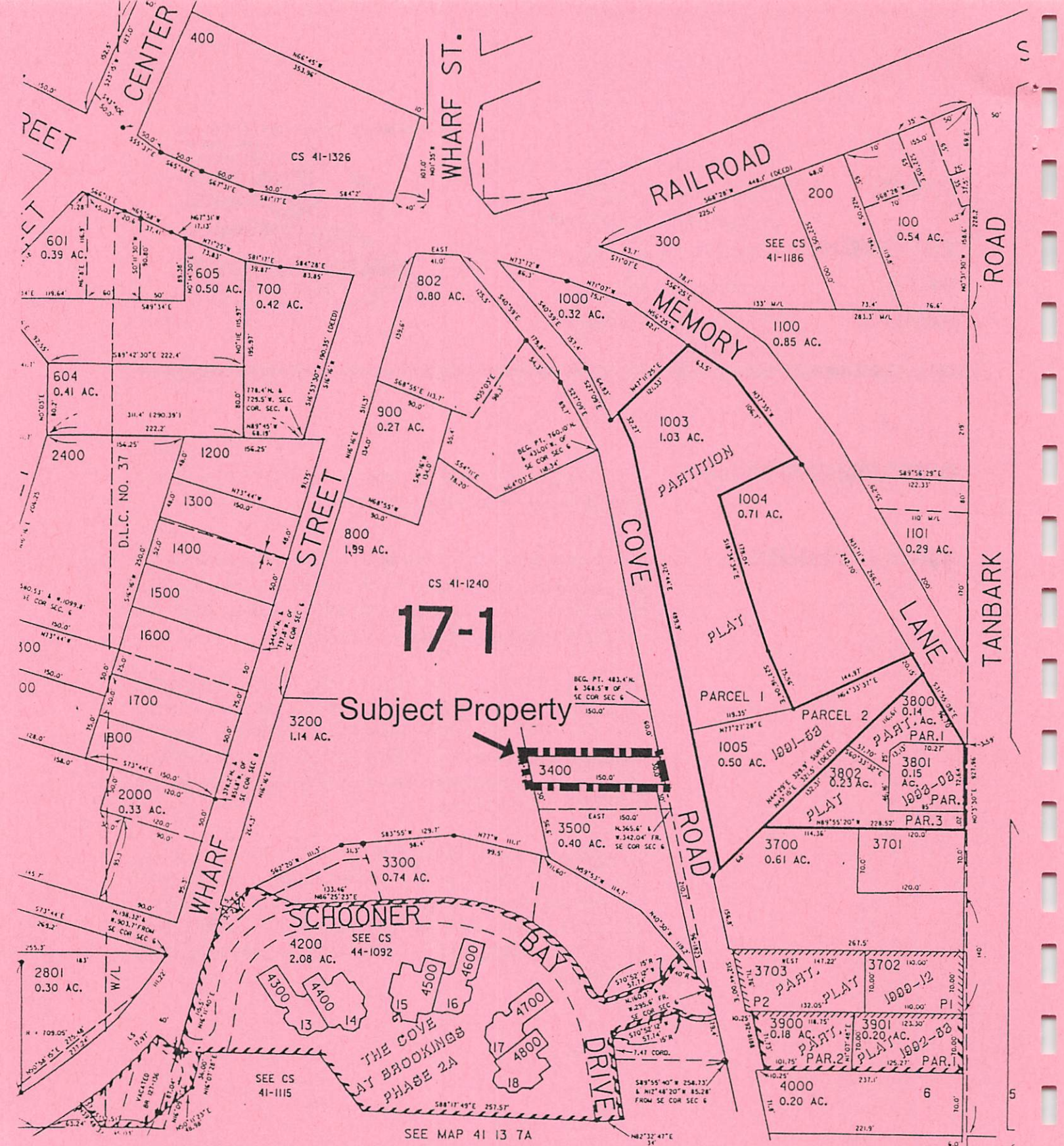
The City Council return the deed to Assessor's Map 41-13-6DD Tax Lot 3400 to Curry County.

BACKGROUND:

The City of Brookings was offered by Curry County a couple of small pieces of property which the city accepted in 1992. There was a restriction that the land would be used and continue to be used for a public purpose.

We have previously been asked to sell one of the properties to an adjoining property owner. More recently, we've been asked by a different property owner to have the city lease the land to the property owner. Both requests are not consistent with the public purposes clause in transferring the ownership to the City of Brookings.

The property, due to its location and width—30 feet, does not have a public use for the City of Brookings. Staff therefore recommends that the property be returned to Curry County. If Curry County would sell the property, it would be put on the tax rolls. Curry County has agreed to accept the return of the property.





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

MEMORANDUM/01-25-2000

From: Chief Lewis
Police Department *KL*

To: Tom Weldon
City Manager *Tom*

Sub: Authorization To Hire
Temporary Officer

I am requesting authorization to hire Reserve Police Officer Josh Pieren as a full time, temporary employee to serve as our second School Resource Officer after receiving a request from Superintendent of School Dr. Paul Prevanas. Dr. Prevanas has requested the police department provide this additional police coverage in light of the recent bomb threats and other threats of violence received against our local schools.

Dr. Prevanas has authorized 100% funding for this position, including the cost of additional uniforms, for a term of employment ending June 16, 2000.

I have met with Officer Pieren, outlined the terms of employment to him, and he has accepted the offer of employment.

Please let me know at your earliest convenience if the City will authorize this appointment.

OK Tom

"Home of Winter Flowers"

Brookings-Harbor School District 17-C
Administrative Office - 564 Fern Avenue
Brookings, Oregon 97415
541-469-7443 - Fax: 541-469-6599

"Good Schools Are a Wise Investment"

January 21, 2000

Tom Weldon, City Manager
Brookings City Hall - 898 Elk Drive
Brookings, OR 97415

RE: Request for Second School Resource Officer (SRO)


Dear Tom,

This letter is intended to serve as a formal request for the City of Brookings to hire a second School Resource Officer (SRO) to serve full-time in the Brookings-Harbor School District. We would ask that this person be hired as soon as possible, and would remained employed in this capacity for the School District until the end of the school year, which is June 16, 2000.

The District agrees to the City of Brookings for 100% of the employment costs of this second SRO. Please invoice us for the correct amount at your convenience.

We appreciate your rapid response to this important request.

Sincerely,


Dr. Paul Prevenas, Superintendent

received
1-25-00



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

MEMORANDUM

02/08/2000

From: Chief Ken Lewis *KRL*
To: Brookings City Council,
through Tom Weldon *TW*
Sub: Request To Purchase New Patrol
Vehicle, Single Source

The police department has budgeted \$20,000.00 this fiscal year for the purchase of one new patrol vehicle. After doing extensive research I have determined the following: 1. The only full size police sedan being manufactured in the United States at this time is the Ford Crown Victoria 2000 Police Interceptor. 2. The lowest possible base price on this vehicle, \$19,190.00, is available only through the State of Oregon, Department Of Administrative Services, Purchasing Section.

Therefore, I am requesting to purchase One (1) Ford 2000 Police Interceptor Model P71 4 door sedan, color white, with the following options: ABS Brakes, Limited Slip Differential, Heavy Duty Rubber Mats, Driver Side Spotlight, Cloth Front-Vinyl Rear Seats. TOTAL VEHICLE COST: \$20,375.00

Vendor: Gresham Ford
P.O. Box 647
Gresham, OR 97030 1-800-283-6731 (Earl Day)

"Home of Winter Flowers"

**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
January 24, 2000
7:00PM**

I. CALL TO ORDER

Council President Larry Curry called the meeting to order at 7:00 PM.

II. PLEDGE OF ALLEGIANCE

Led by Councilor Keith Pepper

III. ROLL CALL

Council Present: Council President Larry Curry, Councilors Keith Pepper, Frances Johns, George Ciapusci, and Ex-Officio Cindi Peterson, a quorum present.

Council Absent: Mayor Bob Hagbom, excused due to illness, and Ex-Officio Councilor Shiloh Thom, excused

Staff Present: Finance Director/Recorder Gail Hedding, Community Development Director Leo Lightle, Planning Director John Bischoff, Police Detective John Bishop, Police Sgt. Chris Wallace, and Administrative Secretary Sharon Ridens. City Manager Tom Weldon's absence was excused.

Media Present: Chuck Hayward, Curry Coastal Pilot

Other: Chamber of Commerce Executive Director Les Cohen, Chamber President Richard Gyuro, Gold Beach Mayor Marlyn Shafer, Augie Kofoet-Vice President Businesses for a Better Brookings, Association of O&C Counties Executive Director Rocky McVay, and approximately ten other citizens.

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

A. Announcements

- 1. Fall Employee of the Season - Detective John Bishop, Police Department***
Council President Larry Curry presented the "Fall Employee of the Season" Award to Detective John Bishop.

2. *Ten Years of Service - John Bischoff, City Planner*
Council President Larry Curry congratulated John Bischoff for his long tenure with the City by presenting him with a Certificate of Appreciation for being a dedicated employee since January 2, 1990 - ten years.
3. *Five Years of Service - Sgt. Chris Wallace, Police Department*
Council President Larry Curry presented a Certificate of Appreciation to Police Sgt. Chris Wallace for five years of dedicated service to the Citizens of Brookings, since January 10, 1995.

V. **PUBLIC HEARING**
None

VI. **SCHEDULED PUBLIC APPEARANCES**

- A. *Rocky McVay, Executive Director - Association of O & C Counties*
Executive Director Rocky McVay gave an update regarding the O&C legislation that has passed the House and also asked the City Council to sign up as a supporting member to the National Forest Counties and Schools Coalition (NFCSC) Joint Principles. McVay discussed the significant role U.S. Representative Peter DeFazio played in passing a House bill regarding these matters, which, if passed, would have a positive influence in our area. Discussion ensued with Council questions to and answers from McVay.

Stan Funk, of 95990 Eggers Road, Brookings asked questions and McVay responded.

Council President introduced Gold Beach Mayor Marlyn Schafer in the audience. She stepped forward, identified herself, and asked what the requirements were to "join" the National Forest Counties & Schools Coalition. She asked McVay to send a request to Gold Beach and he confirmed the notice of "support" could be sent on the internet.

Councilor Pepper moved, Councilor Johns seconded, and the council voted unanimously to direct the City Manager to prepare a letter or send one electronically through the internet to support the National Forest Counties and Schools Coalition (NFCSC) Principles.

VII.

ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

A. *Committee and Liaison reports*

1. *Chamber of Commerce*

Executive Director Les Cohen presented a short report on meetings he is to attend: 1) Telecommunications Consortium on January 25th in Sutherlin, OR; and 2) Oregon Downtown Development Association Workshop on January 26th in Albany - "Avoiding Stumbling Blocks to Downtown Success". He noted the Chamber had voted to also support the National Forest Counties and Schools Coalition (NFCSC) Joint Principles.

2. *Businesses for a Better Brookings*

Augie Kofoet, VP wished Mayor Hagbom a speedy recovery. He acknowledged appreciation to City Manager Tom Weldon for working on the pedestrian crosswalk at the Redwood Theater on Chetco Avenue. Kofoet informed the Council, today, ODOT was there evaluating the situation. His organization is still working on putting holes in the sidewalk for flags - all the way to 5th Street for the eight different flag days allowed. Councilor Ciapucci asked for the status of Businesses for a Better Brookings' verbal requests for amending City ordinances and reminded Kofoet of the process for having Council consider making an ordinance change. Councilor Pepper provided some ideas for a welcome flag design and reminded Kofoet the process is there for a reason to accomplish the request, not to thwart it, but to allow all interested parties to provide input.

3. *Port of Brookings-Harbor*

Russ Crabtree, Director, discussed boat basin project the Port is preparing. He clarified some of the questions that have come-up through the community, including funding, contributions, and the second phase of the project, which is the current phase. Crabtree requested the City participate in the development of these projects. He noted the challenge is maintenance appropriations, our tonnage is high value, but low in tonnage weight. He complimented and thanked the City for participating/partnering with the Port of Brookings. Discussion ensued, including questions concerning the status of the All Event Center. Crabtree advised the Council an architect had been selected and the kick-off meeting would be on Thursday to evaluate construction, current building, and usage.

4. *Planning Commission*

None

5. *Council Liaisons*

Councilor Johns reported she attended the Tri-Cities meeting, now named "Curry Governments". Johns also attended with City Manager Tom Weldon, the Census 2000 meeting lead by Sergio Romero as part of the liaison committee. She stated it was extremely interesting and there was a lot of work for the City and County to do. Romero will be back on February 16th, for another meeting.

Councilor Ciapusci reported he had missed the last Port meeting.

Council President Curry advised he too had attended the Tri-Cities meeting and provided a brief report on what occurred, including the purpose of renaming and establishing the group as "Curry Governments". A letter from the Port Orford Mayor requesting the approval of the new group's bylaws will be forthcoming.

B. *Unscheduled*

Don Nuss, 808 Pioneer Rd, Brookings, asked the Council to listen to, in his opinion, constructive criticism - 1) the City Manager has used city staff and equipment for chamber activities; 2) the Chamber has declined his requests of disclosure; and 3) he has not received a response from the City regarding his request from two weeks ago.

Councilor Ciapusci asked the Council President, "how many times do we have to spend on this rote, this routine," and advised Nuss it is the opinion of this body, the City Manager, and the Mayor, that enough time has been spent on this particular issue. Council President Curry allowed Nuss an additional thirty seconds to complete his comments. Nuss continued and after the thirty seconds ended, despite efforts of Curry, he continued speaking and left the podium only after being told to repeatedly by Council President Curry.. It was noted he had not received the City's reply to his request of two weeks ago, and Councilor Pepper provided him a copy of the letter, which had been mailed on January 21, 2000, to the address he had on his "Request for Disclosure" dated January 10, 2000. Curry advised Nuss to contact the Chamber of Commerce if he had any other questions regarding this matter, not the City.

Stan Funk asked for clarification of the letter to Nuss. The Council responded.

VIII.

STAFF REPORTS

A. City Manager

1. Goals Session Date

Council President Curry advised the Council's goals session date set for February 11th is not the best choice for all parties and it was decided to move the study session to Wednesday, February 16th from 8:00AM to Noon.

B. Community Development Department

1. Returning property to Curry Co. on Cove Road

Community Development Director Leo Lightle advised the City Attorney needed further time to draft an appropriate resolution for this matter.

2. Marina Heights slide repair

Director Lightle informed the Council that an emergency was declared during the heavy rains on the evening of January 13 and the early morning hours of January 14, which resulted in expenditures for repairing the slides on Marina Heights adjacent to Assessor's Map 40-13-32C, Tax Lots 308 and 401. Discussion ensued. Lightle had reviewed the issues with the insurance company, meeting with the property owners on site addressing liability with the City and the developer. All were satisfied it was not the liability of the developer. He asked the council to approve an emergency expenditure of \$63,299.50

Councilor Johns moved, Councilor Pepper seconded, and the Council voted unanimously to find an emergency did exist and approve the expenditures of \$63,299.50 for repairing the slides on Marina Heights adjacent to Assessor's Map 40-13-32C, Tax Lots 308 and 401.

IX.

CONSENT CALENDAR

A. Approval of Council Meeting Minutes

1. Minutes of December 10, 1999, Regular Council Meeting

B. Approval of Vouchers (\$197,276.52)

(end Consent Calendar)

Councilor Ciapusci moved, Councilor Johns seconded, and the Council voted unanimously to approve the Consent Calendar as printed and corrected.

X.

ORDINANCES/RESOLUTIONS/FINAL ORDERS

A. *Ordinances*
None

B. *Resolutions*
None

XI.

REMARKS FROM MAYOR AND COUNCILORS

A. *Council*

Councilor Johns thanked everyone for the support during her recent personal tragedies and for the receipt of over 100 cards and the flowers from City Council and staff. All were very appreciated

Councilor Pepper offered a philosophical statement regarding the League of Oregon Cities commenting on how lucky we are in Brookings that our Councilors are focused on the betterment of Brookings, with no hidden agendas, and even though not always agreeing they get along. He mentioned how without fail in attending other agency meetings, they (the Brookings City Councilors) are often compared to the reverse situations in other cities where councils spend wasted hours and hours of tension between council and citizens, which create counter productive situations. Pepper continued with his disappointment with tonight's meeting, because he feels we can accomplish so much more if we work together.

Councilor Ciapusci expressed his continued positive approach and welcomed input. However, he stated the line had to be drawn once in a while and feels tonight was one of those lines. He stated no apology was necessary from him regarding the statements and actions taken tonight.

Slight discussion ensued regarding the blue whale lights on City Hall and other buildings, during the entire year, as a symbol of "Brookings", possibly creating a new interest.

Council President Curry thanked Councilors Pepper and Ciapusci for their comments pertaining to this evening's meeting. Curry also stated he was very unhappy and does not like to loose his cool or cause others to loose theirs. But, that we have a routine here to follow and we do have variations from time to time. Curry reminded all we have to adhere to some of the rules of the Council to maintain order and maintaining order has to apply to all of the people present. If they don't, our meeting cannot be successful. Curry made reference to Councilor Pepper's statements regarding other cities in the state dealing with adversities in their meetings and that he is not interested in that happening in Brookings. However, Curry noted there cannot be good order and good relations, if they won't

obey the Chair. When someone is asked to be quite and not interrupt, then they have no business addressing the council. If it continues, changes will need to be made.

B. *Mayor*
Not applicable.

XII. ADJOURNMENT

Councilor Ciapusci moved, Councilor Johns seconded, and the Council voted unanimously to adjourn the meeting at 8:45PM.

Respectfully submitted:

Bob Hagbom
Mayor

ATTEST:

Gail L. Hedding
Finance Director/Recorder

PARK AND RECREATION COMMISSION MEETING

November 18, 1999

ROLL CALL

Present: Mickelson, Higginson, Canfield, Prevanus, Kofoet, Fritz, Williams, Nowlin. Absent: Weldon

MINUTES

Minutes of August 26, 1999 approved.

Minutes of October 28, 1999 amended to read that Russ Fritz asked if there were funds in the Azalea Foundation to pay for the sidewalk in front of the stage.

STOUT PARK

No report.

CHETCO POINT PARK

Rock work done on the trail. First vista area ready to be rocked and benches placed. Benches to be made of wood. No restroom facilities at this time. Portable toilets could be placed if necessary.

SOFTBALL/SOCCOR FIELDS

Grass planted and up in soccor field and the soccor field should be ready to play on the spring of 2000. Some fencing up around soccor field. The baseball field not as far along. Sprinkler systems in place on both fields. L. Williams asked if there were any schematic drawings of this project so it would be easier to understand the project. D. Higginson had a drawing that C. Mickelson will get copies of and hand out the copies at the next meeting. There followed some discussion about how long this project has been on-going. It was pointed out that there is much more to be done on the baseball field than the soccor field, i.e. bleachers, backstop, scoreboard etc. Since most of the present board members have come onto the board long after the initial project began, there is no good understanding of what the original intent of the founding group was. P. Prevanus will get together with T. Weldon and get some information of the original mission for the founding group. P. Prevanus said he would also speak with Darrell Erb and see what he knows. L. Williams stated that the Cheney Foundation were known to give grant money for baseball projects.

PARKS MASTER PLAN

Nothing to report. D. Higginson make the suggestion that rather than a parks master plan, the project should be a comprehensive park plan.

SKATE PARK

Nothing to report. C. Mickelson appointed R. Fritz the Park and Recreation Committee representative for this project. R. Fritz asked about a former skateboard project. C. Mickelson stated that there had been one and that it fell into disrepair and was torn down.

SWIMMING POOL

A. Kofoet reported nothing really done. At the present time, cost factors were being addressed to just run the project. A rough figure of \$120,000 a year was being looked at. Fees can not be raised. Augie left the Park and Recreation meeting to attend the Swimming Pool meeting.

PARK SIGNING

L. Nowlin had spoken with industrial arts instructor and they would need a design pattern and it was suggested that the school art department work with the industrial arts department. L. Nowlin will follow thru with suggestion.

LIAISON REPORT

L. Williams reported on the Azalea Park Foundation. Annual general meeting to be Friday, 11/19/99 at 7PM at Best Western on Chetco Avenue. She then asked if there were any questions in regard to the 2 page

handout from Elmo Williams. No one had any questions. Since D. Higginson will be leaving the Park and Recreation Committee, N. Canfield appointed to be the temporary representative for the next 2 months.

STAFF ANNOUNCEMENTS

C. Mickelson stated there will be no committee meeting in December. The next meeting will 1/27/2000.

Motion to adjourn: passed.

respectively submitted N. Canfield.

**MINUTES
BROOKINGS PLANNING COMMISSION
REGULAR MEETING
January 4, 2000**

The regular meeting of the Brookings Planning Commission was called to order by Chair Ted Freeman 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.

Ted Freeman	Rick Dentino	John Bischoff, Planning Director
Judi Krebs	Earl Breuer	Linda Barker, Secretary

Commissioners Nuss and Lindsey were not present.

CHAIRPERSON ANNOUNCEMENTS

MINUTES

By a 4-0 vote (motion: Commissioner Krebs, second: Commissioner Breuer) the Planning Commission approved the minutes of the December 7, 1999, regular meeting as written. This meeting was recessed and reconvened on December 21, 1999 as reflected in the approved minutes.

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 3-1 vote (motion: Commissioner Breuer, second: Commissioner Dentino; voting for: Commissioners Dentino, Breuer and Freeman; voting against: Commissioner Krebs) the Planning Commission approved CUP-6-99, a request for a conditional use permit to erect a 100-foot high lattice structure telecommunications tower behind the existing buildings at 607 Railroad Street, zoned I-P (Industrial Park); Garvin Family, LLC, applicant. The motion added a condition to the conditions of approval requiring the existing pole antennas be removed on completion of the subject tower.

Before the hearing began Commissioners Freeman, Krebs, Breuer and Dentino declared ex parte contact as a result of a site visit. Commissioner Freeman also stated he had done communications business with the applicant in the past and this caused no bias or conflict of interest.

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

Vern Garvin

PO Box 2282

Harbor OR 97415

2. By a 3-1 vote (motion: Commissioner Breuer, second: Commissioner Dentino; voting for Commissioners Freeman, Breuer and Dentino; voting against: Commissioner Krebs) the Planning Commission approved the Final ORDERS and Findings of Fact for File No. CUP-6-99 as amended.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

By a 4-0 vote (motion: Commissioner Krebs, second: Commissioner Breuer) the Planning Commission voted to send a favorable recommendation in the matter of CR-S-9904, a request for a replat of a 0.28 acre lot in the Crestline Subdivision to create two lots; located in the center of Crestline Loop, extending from the south leg of the loop to the north leg; zoned County R-1 (Residential One); Martha Whyte and Bruce McIntyre, et al, applicants. The favorable recommendation will include an additional comment to ask the Curry County Road Master to submit an overall plan on this street since it is in the Urban Growth Plan.

Before the hearing commenced Commissioners Freeman, Krebs and Dentino declared a site visit.

This action was taken after comments or questions from:

David Soiseth

PO Box 2451

Harbor OR 97415

Discussion on this request centered around the status of Crestline Loop within the county's road system.

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

REPORT OF THE PLANNING DIRECTOR

None

PROPOSITIONS AND REMARKS FROM COMMISSION MEMBERS

1. The draft annual report was discussed and tabled until the February 1, 2000, meeting to allow revisions to be made before the report is presented to the City Council.
2. Council Liaison Ciapusci spoke regarding a new legislative ruling that allows any audience participant to challenge elected and appointed officials for conflict of interest and bias. The

Planning Commission Chair is now required by legislative action to ask for this challenge at the beginning of each public hearing. The Planning Director added that he is working with City Attorney John Trew to develop guidelines for the Chair to use at each meeting. A separate sheet will be prepared for legislative hearings and quasi-judicial hearings.

3. In September the Planning Commission heard and approved a request for a subdivision on the easterly side of Dawson Road, Oceanside Estates II, which generated much discussion on the condition of and amount of traffic on Dawson Road. Petitioners from the area sent a letter to ODOT about the "S" curve where Dawson connects to Highway 101. Commissioner Krebs had a copy of the petition and an initial response from ODOT and wondered if the city had received it or any further correspondence from ODOT. Director Bischoff answered the city had received a letter from ODOT and while he believed it stated that ODOT's position was that this was a city concern, he would check on it and have a report at the next Planning Commission meeting. Counselor Ciapusci added that he also had seen the letter and that the city just received it recently and no action had been taken at this time.

ADJOURNMENT

There being no further business before the Planning Commission, the meeting was adjourned at 8:17 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION


Ted Freeman, Jr., Chair

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01/00	01/07/2000	35612	466	Daniel & Cheryl Olsen	10-00-2005	38.06
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01/00	01/07/2000	35620	460	James D Scott	10-00-2005	38.30
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01/00	01/07/2000	35624	478	Jim & Marilyn Conger	10-00-2005	20.63
01/00	01/07/2000	35625	472	Joe Mineo	10-00-2005	12.06
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01/00	01/07/2000	35637	451	Nick Wiltse	10-00-2005	37.58
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01/00	01/07/2000	35639	322	Postmaster	10-00-2005	250.00
01/00	01/07/2000	35640	207	Quill Corporation	10-00-2005	62.95
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01/00	01/07/2000	35652	158	Tom Weldon	10-00-2005	262.80
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01/00	01/07/2000	35654	157	Viking Office Products	10-00-2005	168.40
01/00	01/07/2000	35655	269	VW Grainger	10-00-2005	20.94
01/00	01/07/2000	35657	438	John Bishop	10-00-2005	180.00
01/00	01/14/2000	35658	490	Arneson Motor & Machines	10-00-2005	47.25
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01/00	01/14/2000	35665	251	Brookings Sports Unlimited	10-00-2005	135.00
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01/00	01/14/2000	35674	183	Colvin Oil Company	10-00-2005	3,234.64
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01/00	01/14/2000	35678	173	Curry Equipment Company	10-00-2005	1,727.77
01/00	01/14/2000	35679	519	Curt Fox	10-00-2005	120.00
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01/00	01/14/2000	35681	166	Dan's Auto & Marine Electric	10-00-2005	334.22
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01/00	01/14/2000	35686	317	DCBS - Fiscal Services	10-00-2005	412.03
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01/00	01/14/2000	35693	455	Don Schiavone	10-00-2005	24.35
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01/00	01/14/2000	35695	506	Emilia B Smith	10-00-2005	16.32
01/00	01/14/2000	35696	152	FedEx	10-00-2005	28.75
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01/00	01/14/2000	35698	113	Fred Meyer	10-00-2005	820.54
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01/00	01/14/2000	35700	327	Goldsmith Company	10-00-2005	938.80
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01/00	01/14/2000	35708	394	Internet Technologies Inc	10-00-2005	127.00
01/00	01/14/2000	35709	103	VOID	10-00-2005	.00
01/00	01/14/2000	35710	504	Karen Cairo	10-00-2005	3.72
01/00	01/14/2000	35711	510	Keith Pepper	10-00-2005	280.05
01/00	01/14/2000	35712	162	Kerr Hardware	10-00-2005	777.46
01/00	01/14/2000	35713	262	Kim Hunnicutt Court Reporting	10-00-2005	126.00
01/00	01/14/2000	35714	121	Lane County, Finance	10-00-2005	5,761.75
01/00	01/14/2000	35715	137	LauraLee Gray	10-00-2005	107.25
01/00	01/14/2000	35716	523	Lee & Jean Sheldon	10-00-2005	23.90

M = Manual Check, V = Void Check

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01/00	01/14/2000	35722	522	Michael H Evans	10-00-2005	1.64
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01/00	01/14/2000	35728	329	New Hope Plumbing	10-00-2005	68.00
01/00	01/14/2000	35729	334	North Coast Electric	10-00-2005	17.70
01/00	01/14/2000	35730	513	OPCA	10-00-2005	20.00
01/00	01/14/2000	35731	495	OPS-LEDS Terminal Leasing	10-00-2005	960.00
01/00	01/14/2000	35732	375	OR Department of Revenue	10-00-2005	5.00
01/00	01/14/2000	35733	144	OR Teamster Emp Trust-Union	10-00-2005	6,617.38
01/00	01/14/2000	35734	189	OR Teamster Employers Trust	10-00-2005	13,234.76
01/00	01/14/2000	35735	143	Oregon Department of Revenue	10-00-2005	4,885.33
01/00	01/14/2000	35736	449	Oregon Mayors Association	10-00-2005	75.00
01/00	01/14/2000	35737	252	Paramount Pest Control	10-00-2005	31.00
01/00	01/14/2000	35738	205	PERS Retirement	10-00-2005	8,085.13
01/00	01/14/2000	35739	323	Pitneyworks	10-00-2005	515.00
01/00	01/14/2000	35740	322	Postmaster	10-00-2005	250.00
01/00	01/14/2000	35741	500	ProRider, Inc	10-00-2005	278.00
01/00	01/14/2000	35742	187	Quality Fast Lube & Oil	10-00-2005	49.90
01/00	01/14/2000	35743	181	Ramcell of Oregon	10-00-2005	241.03
01/00	01/14/2000	35744	180	Ray's Food Place	10-00-2005	224.81
01/00	01/14/2000	35745	456	Rev & Mrs Donald Veale	10-00-2005	6.22
01/00	01/14/2000	35746	509	Rhonda Tadlock	10-00-2005	3.55
01/00	01/14/2000	35747	514	Richard OThomas	10-00-2005	30.00
01/00	01/14/2000	35748	507	Robert J Arthun	10-00-2005	3.15
01/00	01/14/2000	35749	447	Ron and June Gibson	10-00-2005	192.00
01/00	01/14/2000	35750	169	Roto Rooter of Curry County	10-00-2005	2,179.10
01/00	01/14/2000	35751	524	Salishan Lodge	10-00-2005	610.56
01/00	01/14/2000	35752	512	Sandy's Country Kitchen	10-00-2005	42.75
01/00	01/14/2000	35753	517	Santiam Emergency Equipment	10-00-2005	421.70
01/00	01/14/2000	35754	312	Siegrist Ford	10-00-2005	23.34
01/00	01/14/2000	35755	486	VOID	10-00-2005	.00 M
01/00	01/14/2000	35756	501	Sterling Norwest	10-00-2005	275.00
01/00	01/14/2000	35757	511	Subway Sandwiches	10-00-2005	129.85
01/00	01/14/2000	35758	213	Teamsters Local Union 223	10-00-2005	542.00
01/00	01/14/2000	35759	142	Tidewater Contractors Inc	10-00-2005	253.88
01/00	01/14/2000	35760	488	Tim Cegavske	10-00-2005	8.94
01/00	01/14/2000	35761	430	TSR Corporation	10-00-2005	4,949.74
01/00	01/14/2000	35762	431	Turner Designs	10-00-2005	299.91
01/00	01/14/2000	35763	160	U.S. Bank Trust National Assn	10-00-2005	316.00
01/00	01/14/2000	35764	161	United Communications Inc	10-00-2005	487.70
01/00	01/14/2000	35765	136	United Pipe & Supply Co Inc	10-00-2005	60.62
01/00	01/14/2000	35766	268	US Filter Company	10-00-2005	121.00
01/00	01/14/2000	35767	494	Valley Casting	10-00-2005	306.02
01/00	01/14/2000	35768	508	Wanda Flores	10-00-2005	22.08
01/00	01/14/2000	35769	253	Xerox Corporation	10-00-2005	373.54
01/00	01/14/2000	35770	103	Amazing Computers	10-00-2005	4,260.00
01/00	01/20/2000	35771		Void Check	10-00-2005	.00 V
01/00	01/20/2000	35772	150	Coastal Coffee Service	10-00-2005	31.00
01/00	01/20/2000	35773	182	Coos-Curry Electric	10-00-2005	978.50

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
01/00	01/20/2000	35774	196	DHR Child Support Unit	10-00-2005	481.39
01/00	01/20/2000	35775	316	Donald & Roberta Chandler	10-00-2005	548.00
01/00	01/20/2000	35776	532	Edward L & Doris E Haug	10-00-2005	9.45
01/00	01/20/2000	35777	518	Human Resource Partners	10-00-2005	300.00
01/00	01/20/2000	35778	201	ICMA Retirement Trust 457	10-00-2005	998.00
01/00	01/20/2000	35779	307	Industrial Steel & Supply Inc	10-00-2005	18.51
01/00	01/20/2000	35780	535	Joanne Ebert	10-00-2005	22.56
01/00	01/20/2000	35781	536	John & Anne Littleton	10-00-2005	10.39
01/00	01/20/2000	35782	534	John & Joyce Clatterbaugh	10-00-2005	23.68
01/00	01/20/2000	35783	438	John Bishop	10-00-2005	50.00
01/00	01/20/2000	35784	328	Les Schwab Tire Company	10-00-2005	168.38
01/00	01/20/2000	35785	299	Lorings Sporting Goods	10-00-2005	99.98
01/00	01/20/2000	35786	344	Neely's Machine & Fabrication	10-00-2005	60.00
01/00	01/20/2000	35787	533	OCPDA	10-00-2005	40.00
01/00	01/20/2000	35788	279	One Call Concepts, Inc	10-00-2005	16.20
01/00	01/20/2000	35789	143	Oregon Department of Revenue	10-00-2005	3,906.99
01/00	01/20/2000	35790	427	Oregon Pacific Company	10-00-2005	34.45
01/00	01/20/2000	35791	537	Oregon Teamster Emp Trust	10-00-2005	4,495.74
01/00	01/20/2000	35792	205	PERS Retirement	10-00-2005	7,833.00
01/00	01/20/2000	35793	206	Pitney Bowes, Inc	10-00-2005	65.00
01/00	01/20/2000	35794	412	Shooters Mercantile	10-00-2005	796.65
01/00	01/20/2000	35795	277	Taplin Janitorial Services	10-00-2005	650.00
01/00	01/20/2000	35796	273	Traffic Safety Supply Co, Inc	10-00-2005	672.96
01/00	01/20/2000	35797	136	United Pipe & Supply Co Inc	10-00-2005	75.00
01/00	01/20/2000	35798	531	Carole Shannon	10-00-2005	43.05
01/00	01/26/2000	35799	256	B & B Excavation	10-00-2005	34,269.13
01/00	01/26/2000	35800	298	Freeman Rock Enterprises, Inc	10-00-2005	67,333.14
01/00	01/26/2000	35801	540	South Coast Lumber	10-00-2005	25,580.86
01/00	01/26/2000	35802	142	Tidewater Contractors Inc	10-00-2005	47,721.50
01/00	01/26/2000	35803	179	Trew & Cyphers	10-00-2005	3,822.50
Totals:						<u>332,302.66</u>

In the Matter of a Resolution Conveying)
Real Property to Curry County) *Resolution No. 00-R-666*
)

PAGE 1 OF 2

Exhibit "A"

That certain parcel situated in Section 6, Township 41 S., Range 13 W. of the Willamette Meridian, Curry County, Oregon, and more particularly described as follows:

Baap which N 395.6 ft. and W 342.04 ft. from the SE cor of sec 6;
th, N 12 deg. 44' W 30.0 ft.;
th, W 150.0 ft.;
th, S 12 deg. 44' E 30.0 ft.;
th, E 150.0 ft. to the P.O.B.

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

In the Matter of a Resolution Exempting)
from Competitive Bidding the Purchase)
of a 2000 Police Vehicle.) ***Resolution No. 00-R-667***

**THE COMMON COUNCIL OF THE CITY OF BROOKINGS FINDS AS
FOLLOWS:**

- 1. The City of Brookings needs to purchase a new vehicle for the Police Department. This expenditure has been budgeted for the 1999-2000 fiscal year.**
- 2. The City of Brookings has investigated the availability of police vehicles to purchase. Substantial cost savings can be realized by purchasing a 2000 unit through the State of Oregon's Oregon Cooperative Purchasing Program (ORCPP). The vehicle is a 2000 Ford Crown Victoria P71 "police package" at a total cost of \$20,375.00.**
- 3. 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 purchase of a 2000 police vehicle for the City of Brookings, as identified above, is exempted from competitive bidding requirements set out in ORS Chapter 279 and city of Brookings Resolution no. 92-R-539.

**PASSED by the Brookings Common Council and signed by the Mayor this
_____ day of February, 2000.**

**Bob Hagbom
Mayor**

ATTEST:

**Gail Hedding
Finance Director/Recorder**

BUILDING DEPARTMENT ACTIVITIES SUMMARY

For Month of January 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
1	Single Family Dwelling	\$590.50	\$383.82	\$0.00	\$4,467.00	\$162,637.00	1	\$162,637.00	2	\$240,387.00
0	Single Family Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	5	\$111,401.60
0	Single Family Garage-Carport	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Two Family Residential	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Commercial New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
2	Commercial Addition-Change	\$119.00	\$77.34	\$8.33	\$0.00	\$12,495.00	2	\$12,495.00	1	\$6,500.00
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	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	\$15.00	\$0.00	\$1.05	\$0.00	\$0.00	1	\$0.00	0	\$0.00
0	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	1	\$700.00
4	Total Building Permits	\$724.50	\$461.16	\$50.72	\$4,467.00	\$175,132.00	4	\$175,132.00	9	\$358,988.60
7	Mechanical Permits	\$121.00	N/A	\$8.47		N/A	7	N/A	6	N/A
1	Plumbing Permits	\$47.60		\$3.33	\$0.00	N/A	1	N/A	2	N/A
0	Manufactured Home Permits	\$0.00		\$0.00	\$0.00	N/A	0	N/A	0	N/A
12	TOTAL PERMITS	\$893.10	\$461.16	\$62.52	\$4,467.00	\$175,132.00	12	\$175,132.00	17	\$358,988.60
	Total Year to Date Calculated Fees	\$893.10	\$461.16	\$62.52	\$4,467.00	\$175,132.00				
	1999 YTD Calculated Fees	\$2,136.40	\$799.63	\$106.82	\$8,934.00					

In December, 1999, Harbor issued permits for 0.0 EDUs.

During the Month of January 2000, Brookings issued permits for 1.00 new sewer connections. The City of Brookings now has 331.94 EDU Units connected to the Brookings Wastewater System since the signing of the MAO.

passed out at Council meeting
2/14/00 Tom

February 14, 2000

Mayor and Common City Council
City of Brookings

Re: Request for Funds

Businesses for a Better Brookings is providing the following services on Highway 101 in downtown Brookings:

- Purchase and Placement of Trash receptacles - 6 purchased to date
- Disposal of garbage - a continuing process
- Purchase and Placement of Benches - 1 now - need more
- 24 Hour Public Restrooms at the Visitors Center on Chetco
- 24 Hour Visitor Center with Additional parking
- Placement and maintenance of planter boxes.
- Placement of American flags along Hwy 101 on eight national holidays and during the Azalea Festival
- Y2 Shop Local posters
- Kids Art on the Avenue - local merchants display kids art
- Honorary Mayors Race - funds raised for Vietnam Veterans of America

The above services cost the organization under \$15,000.00 per year.

We request a portion of the transient bed tax receipts allocated to the above expenses.

What are the procedures for obtaining these funds to help share the above costs to provide these much needed services to our city?

100% of the funds made available will go to supporting the downtown community.


August (Augie) Kofot
Vice-President

Businesses for a Better Brookings

Memo



To: Mayor, City Council
From: Tom Weldon, City Manager
Date: February 10, 2000
Subject: Added Agenda Item

A handwritten signature in black ink, appearing to be "TW", is written over the "From:" line.

Mayor Hagbom will be bringing this up under Council comments and would like to add it to the agenda, asking for authorization for a letter of support.

added to agenda

Hans D. Radtke, Ph.D.

Natural Resource Economist

P.O. Box 244

Yachats, Oregon 97498

Tel: (541) 547-3087

Fax: (541) 547-3764



January 20, 2000

Jim Welter
404 Pacific Avenue
Brookings OR 97415

Dear Jim,

In 1997, Governor John Kitzhaber nominated me to represent Oregon on the Pacific Fishery Management Council (PFMC). My three-year appointment was confirmed by D. James Baker, the Under Secretary for Oceans and Atmosphere, US Department of Commerce. It expires August 2000.

I am asking you, and your organization, to support my reappointment for a second three-year term. Governor Kitzhaber nominated me because of the importance of bringing "strong scientific and economic perspectives to the PFMC deliberations." I have done my best to provide such perspectives during the last three years, and I hope to continue doing so. There are many new challenges ahead for fishermen and the coastal communities that depend on them.

New hearings have begun on the reauthorization of the 1996 Magnuson-Stevens Act. Adequate research funding to manage stocks on a sustainable basis should be a central part of the new Act. Information based on research is needed for conservation of stocks and to rebuild West Coast fisheries. It is vital to have input on protecting Oregon's long-term fishing future. In the short-term, difficult decisions need to be made to reduce fishing effort. New management tools must be examined, such as protected areas, in hopes of rebuilding depleted coastal stocks. There must also be a greater emphasis on the market system in rationalizing the capital investments made by harvesters and processors.

There are many areas where Oregon's interests must be protected. Highly migratory species offer opportunities for new fisheries. The goals and recovery objectives of the Governor's Oregon Salmon Plan must be recognized and reflected in all PFMC salmon decisions. State biologists are now working on a near-shore fishery plan for groundfish, and again, our state goals must be represented in the federal fishery process.

I have accomplished much in the last three years. I have served on the Highly Migratory Policy Committee and am presently serving on the PFMC Budget Committee and on the Klamath Management Council. Within the next two years, the chairmanship of the PFMC will rotate to Oregon; I am currently vice-chairman. Much work remains to be done to ensure better stewardship of the nation's, and our state's, fishery resources. I thank you for your support in the past, and ask you to help me once again in this important task.

Sincerely,

A handwritten signature in dark ink, appearing to read "Hans Radtke".

Hans Radtke