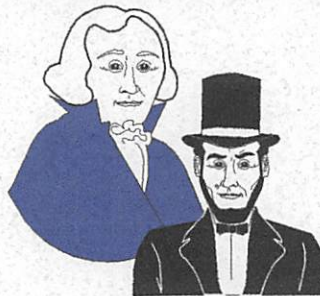


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Agenda  
City of Brookings  
Common Council Meeting  
City Hall Council Chambers  
898 Elk Drive  
Brookings, OR 97415  
February 28, 2000  
7:00pm

PRESIDENTS DAY



Brookings, Oregon

Home of traditions, loyalty, leaders, and winter flowers, too!



City Hall  
 COMMON COUNCIL CHAMBERS  
 808 Elk Drive  
 Brookings, OR 97415  
 February 28, 2000  
 7:00 PM  
 Agenda  
 of Brookings  
 Council Meeting  
 City Council Members

PRESIDENTS DAY



Brookings, Oregon

Home of traditions, loyal leaders, and winter flowers too!



# agenda

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
February 28, 2000  
7:00 p.m.

- I. CALL TO ORDER - pink
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS
  - A. Announcements
    - 1. Dave Ford - New Employee/WWTP-Treatment Plants Operator Assistant
    - 2. Josh Pieren - New Temporary Employee/Police Department- School Resource Officer
    - 3. Public Safety Trading Cards - Community Policing Officer Barbara Palicki
- V. PUBLIC HEARING
- VI. SCHEDULED PUBLIC APPEARANCES - gray
  - A. Jim Burfield - Curry County Transit
- VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE
  - A. Committee and Liaison reports
    - 1. Chamber of Commerce
    - 2. Businesses for a Better Brookings
    - 3. Port of Brookings-Harbor
    - 4. Council Liaisons
  - B. Unscheduled
- VIII. STAFF REPORTS
  - A. City Manager - blue
    - 1. Acceptance of "Curry Governments" By-laws and appointment of Voting Representative and Alternate
    - 2. Acceptance of SWACT By-laws ~ adopt
    - 3. 2000-2001 Council Goals



IX.

CONSENT CALENDAR - white

- A. Approval of Council Meeting Minutes
  - 1. Minutes of February 14, 2000, Regular Council Meeting
- B. Acceptance of Parks and Recreation Commission Minutes
  - 1. Minutes of January 27, 2000, Regular Commission Meeting

(end Consent Calendar)

X.

ORDINANCES/RESOLUTIONS/FINAL ORDERS

- A. Ordinances
- B. Resolutions - blue
  - 1. Approval of Resolution No. 00-R-668, for adopting "Curry Governments" By-laws
  - 2. Approval of Resolution No. 00-R-669, for adopting "SWACT" By-laws

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	2:00pm CC-PreBid Conference/Finance Dept	
	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		
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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		



# APRIL 2000

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
	9:00am CC-VIPS/Volunteers in Police Service-BPalicki 7:00pm FH-FireTrng/ChShrp	7:00pm CC-Planning Comm reg mtg/JBischoff	12:00pm Comnity Agencies mtg @ Chetco Sr.Center 7:00pm FH-PoliceReserves	8:15am CC-CmtyDevDpt Staff mtg/LLightle		
Daylight Savings Begins 2	3	4	5	6	7	8
	7:00pm FH-FireTrng/ChShrp 7:00pm CC-Council Mtg		2:30pm FH-SafetyComMtg/ HThmpson	8:15am CC-CmtyDevDpt Staff mtg/LLightle		
9	10	11	12	13	14	15
	9:00am CC-VIPS/Volunteers in Police Service-BPalicki 7:00pm FH-FireTrng/ChShrp 11:00am CC-Municipal Court/ JdgHarper		7:00pm CC-Budget Committee Mtg 6:00pm FH-Subrbn Fire Dist Mtg/RexAtwell	8:15am CC-CmtyDevDpt Staff mtg/LLightle 3:30pm CC-HOPE Mtg/ TWeldon		
Palm Sunday 16	17	18	19	Passover 20	Good Friday 21	22
	7:00pm FH-FireTrng/ChShrp 7:00pm CC-Council Mtg		7:00pm CC-2nd Bdgt Comm Mtg, if needed	8:15am CC-CmtyDevDpt Staff mtg/LLightle 7:00pm CC-Parks & Rec Comm/ CMickelson		
Easter 23	24	25	Secretaries Day 26	27	28	29
30			MARCH 2000 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31		MAY 2000 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	



# CHETCO SENIOR CENTER, INC.

Operator, Curry County Transit

550 Chetco Lane--P O Box 1444--Brookings, OR 97415

Phone (541) 469-6822 Fax (541) 4695829

February 22, 2000

## Report on the Downtown Summer Shuttle

### Factual Information:

1. Curry Public Transit operated a summer shuttle in Brookings/Harbor from June 14--September 6, 1999.
2. Hours of operation were from 10:00a.m.-8:00 p.m. 7 days per week including holidays. Total hours of operation--850.
3. Total cost of operations: \$12,000.
4. Funding sources:

✓ a. City of Brookings	\$1000
b. B/H Chamber of Commerce	\$1000
c. Port of Brookings	\$1000
d. Oregon Department of Parks	\$250
e. Brookings Best Western & Flying Gull Restaurant	\$250
f. Sandy's Restaurant	\$250
g. Portside RV Park	\$250
Curry Public Transit	\$6500
Fares (50 cents/trip)	<u>\$1500</u>
Total	\$12000

5. Ridership (average) 25/day

#### Discussion:

This project had as its primary purpose, service to tourists, particularly those staying in RV Parks. This group frequently is traveling in large, cumbersome vehicles and find moving such vehicles in city traffic and parking in congested areas is inconvenient. It was felt that a downtown shuttle provided by Curry Public Transit would provide a needed alternative for tourists and would enhance their appreciation of this area.

While, in the writer's view, from a ridership standpoint, the project fell short of expectations, it was not a failure and much was learned that should prove useful in the future:

- 1) While a real effort was made to shorten the shuttle route as much as possible it was overly long and time consuming. The targeted pickup points are not clustered in a single area or two, and it is doubtful that all can be reached on a shorter route or lesser time.



- 2) Ridership was very slow at the start and remained so until the new "cutaway" style busses arrived about half way into the season. Ridership nearly doubled in the second half.
- 3) The slow start can also be attributed, in part, to less than adequate promotion and advertising. Communication with a transient target group is difficult to establish and maintain. Too many tourists simply didn't learn of the service and therefore didn't even consider it.
- 4) En route feed back with bus drivers was invariably positive. Those who found the shuttle service and tried it, liked it.

**Lesson:** Free First Ride Tickets should be made available upon arrival to tourists (and others). Nobody will utilize such a service a second time until they have tried it once!

5) Marking of bus stops, routes; displaying posters and window placards, were late and inadequate. It was originally thought that the bus would be its own best advertisement, but given the length of the route, it was simply not visible enough.

**Conclusion:**

- 1) The need to provide better access to our community for visitors is real and failure to do that has an economic cost that is unavoidable.
  - 2) A fixed route solution may not, in fact, be the most effective means to serve the tourism needs in Brookings. For instance, expansion of the demand /response (Dial-a-Ride) system already in place may be more useful than dealing with the problems of a fixed route system.
- Increased grant funding for public transit should provide the means to implement a more complete and effective transit system within the next year or two. The lessons learned and experience gained from operating the fixed route shuttle system last summer will be invaluable when that time comes.

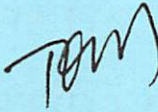
Respectfully submitted,



J/A Burfield  
Manager, Curry Public Transit

# Memorandum

TO: Mayor, City Council  
FROM: City Manager Tom Weldon  
DATE: February 24, 2000



Issue: "Curry Governments" by-laws and selection of voting delegates

Background:

1. "Tri-Cities" is changing to help us communicate better among ourselves and so we, as a group can have more influence in world affairs.
2. Attached are the proposed new by-laws.
3. We need to select a "primary" voting representative and an "alternate" voting representative.

Recommendation:

1. Approve by-laws
2. Appoint Mayor Hagbom as "primary" voting representative for the City.
3. Appoint Council President Curry as "alternate" voting representative of the City.



## BYLAWS

### “CURRY GOVERNMENTS”

#### ARTICLE I: NAME

This Committee, being duly and officially established by resolution of the Cities and Ports of Port Orford, Gold Beach and Brookings, Oregon and the Curry County Board of Commissioners, shall be known as “Curry Governments” (aka: The Magnificent 7).

#### ARTICLE I: PURPOSE AND FUNCTIONS

Curry Governments is an intergovernmental committee created to promote problem solving and co-ordinate efforts in areas of mutual concern.

A. Purpose: “Curry Government’s” purposes are as follows:

1. To develop and negotiate solutions to problems.
2. To serve as a forum for developing recommendations for resolving disputes.
3. To identify a long-term agenda for positive intergovernmental efforts.
4. To promote cooperation and coordination between and among local governments.

#### ARTICLE III: MEMBERSHIP AND VOTING

##### Section 1: General Membership

“Curry Governments” consist of seven local government agencies in Curry County: City of Brookings, City of Gold Beach, City of Port Orford, Port of Brookings-Harbor, Port of Gold Beach, Port of Port Orford, and Curry County.

##### Section 2: Appointment

Each of the seven agencies shall have one vote. The voting members of “Curry Governments” shall be appointed in the following manner:

Each agency shall designate a primary voting representative and an alternate representative for voting purposes. If neither representative attends a meeting, another representative from that agency may vote for that agency if they have



written authorization from one of the other 2 appointed representatives.

Section 3: Tenure

The voting representatives shall serve at the pleasure of their respective Council or Commission.

Section 4: Vacancies

If a vacancy occurs in either of the voting representative positions, the respective Council or Commission shall replace that representative.

ARTICLE IV: MEETINGS

Section 1: Regular Meetings

"Curry Governments" will meet every other month. Meetings shall be of an informal nature to allow a sharing of ideas.

Section 2: Special Meetings

- A. Special meetings of the Committee may be called by the Chairperson, Vice-Chairperson, or a majority of the Committee.
- B. The person(s) calling such meetings shall fix the time and place for the holding of such meetings.

Section 3: Notice of Meetings

Notice of all meetings shall be give to all members at least three days prior to such meetings.

Section 4: Conduct of Meeting

- A. Four voting representatives shall constitute a quorum of "Curry Governments".
- B. All formal actions shall require the approval of a simple majority of the quorum present.
- C. All meetings shall be conducted in accordance with "Robert's Rules or Order, Newly Revised," and the Oregon Open Meetings Law (ORS 192.610 to 199.710).

ARTICLE VI: OFFICERS AND DUTIES

Section 1: Officers

- A. The officers of "Curry Governments" shall be a Chairperson, Vice-Chairperson, Secretary and Treasurer, elected by the voting representatives, for a one-year term.



- B. In the event an officer is not able to perform his or her duties, "Curry Governments" shall elect a new officer.

Section 2: Duties

- A. The Chairperson shall preside at all meetings and is entitled to vote on all issues.
- B. The Vice-Chairperson shall perform all duties of the Chairperson when the Chairperson is absent and is entitled to vote on all issues.
- C. The Secretary shall record minutes of "Curry Governments" and other duties as requested and is entitled to vote on all issues.
- D. The Treasurer shall be responsible for the financial affairs of "Curry Governments", and is entitled to vote on all issues.
- E. In the absence of the Chairperson and Vice-Chairperson, the voting representatives present shall elect a Chairperson Pro Tem for a particular meeting, who is entitled to vote on all issues.

ARTICLE VII: ADOPTION AND AMENDMENTS TO BYLAWS

Immediately following acceptance of these bylaws, they shall be submitted to the respective members' elected boards for review and adoption. Any objection(s) to the bylaws shall be forwarded to the Chairperson within fourteen (14) days of "Curry Governments" action.

These bylaws may be amended or repealed, or new bylaws may be adopted, by an affirmative vote of the majority of the representatives present at any meeting called for that purpose at which a quorum is present. Written notice of such proposed amendment and the nature thereof shall have been given to the member Councils and Boards of Commissioners at least thirty (30) days prior to the date of the meeting at which the amendments are to be considered. Any Council or Board objections to the proposed amendments shall be forwarded to the "Curry Governments" Chairperson within thirty (30) days of receipt.



**TO:** Mayor, City Council  
**FROM:** Tom Weldon, City Manager  
**DATE:** February 24, 2000  
**ISSUE:** SWACT By-laws

---

## City of Brookings



1. Council adopted by-laws for this group two Council meetings ago.
2. The SWACT Steering Committee (of which Mayor Hagbom is a member) made some changes in the draft by-laws we adopted!
3. We need to appoint a voting representative and an alternate voting representative to the Highway 101 South Group.

### RECOMMENDATION:

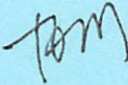
1. Adopt Resolution No. 00-R-669 which includes the SWACT by-laws.
2. Appoint Mayor Hagbom as our primary voting representative and City Manager Weldon as our alternate voting representative to the Highway 101 South Group.



# Memorandum

**TO:** Mayor, City Council

**FROM:** City Manager Tom Weldon



**DATE:** February 24, 2000



Issue: Council Goals for 2000-2001 Fiscal Year

- Background:
1. You met Wednesday, February 16, 2000, in a goals study session. All five of you were at this four hour meeting. Thank you!
  2. Staff reviewed this year's goals and progress thus far.
  3. Staff presented their suggested goals for next fiscal year and I suggested goals from the Parks and Recreation Commission and the Planning Commission.
  4. You listed 19 areas initially, for consideration for next year's goals. Those were:
    - 1) Grant Writer
    - 2) SAY - Pool Enhancements
    - 3) Addition to Fire Hall
    - 4) New Fire Truck
    - 5) Police Fleet Leasing
    - 6) Bullet Proof Vests for Officers
    - 7) GASB 34 - Fixed Asset Inventory & Equipment/Replacement/Funding Schedule
    - 8) Revenue Enhancement Study
    - 9) Fiber Optics - Easements; "POPS" (access) in Brookings; Franchise
    - 10) Natural Gas Line to Brookings
    - 11) Re-adopt 1999-2000 Youth Goal - expand opportunities/enhance youth activities; skate park
    - 12) Youth Recreation Center - parental support/partnership
    - 13) Identify "Green Industry" - Land/Office Space Options
    - 14) Complete Urban Growth Boundary
    - 15) Begin Implementation of Water Management Plan - Filter Bay/Treatment/Water Lines/Water Reservoir and Lines
    - 16) Wastewater System - Collection system line improvement; continue I&I
    - 17) Improve Transportation System - Couplet support; street overlays; sidewalks
    - 18) Implementation of downtown revitalization plan
    - 19) Develop/Adopt Master Plan for Brookings Parks



5. After discussion, you indicated individually, which of those 19 possible goals you preferred. After discussion, those goals that remained are shown below in edited, alphabetical (non-prioritized) order:
- 1) **DOWNTOWN REVITALIZATION:** Begin implementation of downtown revitalization plan
  - 2) **FIBER OPTICS:**
    - \* Easements
    - \* Franchise
    - \* "POPS" (Access) in Brookings
  - 3) **FIRE DEPARTMENT:**
    - \* Obtain funding for and build a 3-bay addition to Fire Hall
    - \* Take bids and order new fire truck
  - 4) **GRANT WRITER**
  - 5) **LAND/OFFICE SPACE:** Identify options - New Businesses
  - 6) **PARKS MASTER PLAN:** Develop and adopt a master plan for all Brookings' parks
  - 7) **SWIMMING POOL:** Enhancements (refurbishing and cover)
  - 8) **TRANSPORTATION SYSTEM:**
    - \* Continue to work on U.S. 101 Couplet
    - \* Overlays
    - \* Sidewalks
  - 9) **URBAN GROWTH BOUNDARY:** Continue
  - 10) **WATER SYSTEM:**
    - \* Implement Water Management Plan
    - \* Treatment Plant and associated lines upgrade
    - \* Build one million gallon Reservoir and associated lines
  - 11) **YOUTH ACTIVITIES:** Expand opportunities and continue city involvement with youth
6. You indicated the goal areas from the first list that were not on the second list were very important and you expected action would be taken in those areas next year.

Recommendation: You adopt the items on the second list as your goals for fiscal year 2000-2001.



**CITY OF BROOKINGS  
COMMON COUNCIL MEETING MINUTES  
City Hall Council Chambers  
898 Elk Drive, Brookings, OR 97415  
February 14, 2000  
7:00PM**

***I. CALL TO ORDER***

Mayor Bob Hagbom called the meeting to order at 7:00 PM.

***II. PLEDGE OF ALLEGIANCE***

Led by Ex-Officio Councilor Shiloh Thom

***III. ROLL CALL***

Council Present: Mayor Bob Hagbom, Councilors Larry Curry, Keith Pepper, Frances Johns, George Ciapusci, Ex-Officio Councilors Shiloh Thom and Cindi Peterson, a quorum present.

Council Absent: None

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

Media Present: Chuck Hayward, Curry Coastal Pilot, and Joyce Tromblee, KURY Radio

Other: Chamber of Commerce Executive Director Les Cohen, Chamber President Richard Gyuro, Augie Kofoet - Vice President Businesses for a Better Brookings, Chairman Craig Mickelson of the Parks and Recreation Commission, Pete Pavich from Salmon Run Golf and Wilderness Reserve, and approximately 20 other citizens.

***IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS***

None

***V. PUBLIC HEARING***

None



**VI. SCHEDULED PUBLIC APPEARANCE**

- A. *Shirley Beamen of Century 21 Real Estate - Pelican's Perch Senior Housing*  
Shirley Beamen of 908 Easy Street, Brookings, presented a request for support from the Council on a project for new affordable senior housing on R-3 zoned property on Moore Street - known as Timberlake Development, LLC. She informed the Council the competition for financing from Oregon Housing with applicants from towns all over the State

**Councilor Ciapusci moved, Councilor Johns second, and the Council voted unanimously to endorse a proposal for construction of a 24-unit senior housing complex in Brookings from Timberlake Development, LLC, to be known as the Pelican's Perch.**

- B. *BHHS Seniors Shannon Mello and Joe Knapp - Park Signing Project*  
Chair Craig Mickelson of the Parks & Recreation Commission introduced Brookings-Harbor High School students Shannon Mello and Joe Knapp regarding their Senior Project for a Parks Signage Project, which was recently approved for recommendation by the Parks and Recreations Commission to the Council for approval.

BHHS Students Joe Knapp of 95893 Eggers Road, Brookings, and Shanon Mello of PO Box 2629, Harbor, presented their goals in the project, which included a specific set of standards for signing at city parks with a consistent unified visible and durable design. They provided photographs and samples of materials for their suggested project. Knapp and Mello provided approximate costs, detailed samples of materials, verbiage on the signs, and possible locations for signs. Knapp noted BHHS's Shop Department would be able to provide labor and the for engraving the signs. Discussion ensued with a few questions asked and answered by the students.

**Councilor Pepper moved, Councilor Ciapusci seconded, and the Council voted unanimously to approve the signage proposal for staff review and to include the project for the 2000-2001 Fiscal Year Budget.**

Councilor Ciapusci and the entire Council commended and thanked the students for their presentation, thorough work and skills in bringing the project to the Council.



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

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

***1. Chamber of Commerce***

***a. Annual Report***

Chamber President Richard Gyuro of 276 Allen Ln, Brookings introduced the Chamber of Commerce Board members Sheila Hagbom, Marilyn Deards, Judy May-Lopez, Larry Cook, Secretary Tom Weldon, and Director Les Cohen. After referring to the City Ordinance and contract between the Council and the Chamber, Gyuro asked Cohen to present the previously submitted Annual Report, which included a 10.5 percent increase in visitor center attendance from 1998. Cohen noted many other visitor centers in the state have decreased numbers. He spoke of the various marketing and promotions, more specifically the media advertising, and the success of such. A slide presentation included many comparisons with the current year and prior years, regarding the success of the marketing efforts by the requests for information - mail, Internet, visitor centers, and information indicating the City of Brookings Transient Room Tax revenues being increased by 16.6% over 1998, which partially reflects the receipts from Harris Beach State park Campground. Cohen offered a few suggestions to the Council regarding the costs involved with the annual holiday light decorations that the chamber maintains and arranges to be installed along Chetco Avenue during the month of December. He noted the need of repair, refurbishment, and in some cases replacement. He asked the Council to consider budgeting funds for the Chamber to be specifically used for this purpose. Cohen also asked the Council to consider amending their agreement to require the annual program report to be filed by July 31 of each year, corresponding to the Chamber's fiscal year of July to June. There were no questions from the Council.

Mayor Hagbom asked the Council to accept the Annual Report and consider Cohen's request relative to Christmas decorations and change in the annual report for physical year to be addressed at a later date.

**Councilor Johns moved, Councilor Ciapusci seconded, and the Council voted unanimously to accept the Chamber of Commerce Annual Report, to consider the Christmas decorations expenditure for the next Fiscal Budget, and to consider an amendment to the agreement between the City and Chamber in regards to requiring the annual program report to be filed by July 31 of each year, corresponding to the Chamber and City's Fiscal Year of July to June.**



2. *Businesses for a Better Brookings*

Vice President Augie Kofoet of 787 Ransom, Brookings reported 268 flags had been secured for flying on the designated holidays, but they were still looking for more sponsors. Kofoet noted the flags would be flying next Monday as Presidents Day. On behalf of Business for a Better Brookings, he requested funds from the City for the organization's labor and activities accomplished on US Hwy 101, in the approximate amount of \$15,000. Kofoet stated the organization was looking for a way to get part of the City's bed tax, which is put into the general fund. He asked Mayor Hagbom, if they could apply to have the City of Brookings give them a sign, since "we both have the same target for the area". He continued by stating 100% of the funds would go into the downtown community. Kofoet provided a copy of the request to the Mayor.

Mayor Hagbom asked for questions. There were none. The Mayor asked for an official request to be presented to the Budget Committee. City Manager Tom Weldon asked for the written request immediately, since the budget process has already begun. Kofoet indicated it would be to City by Wednesday.

3. *Port of Brookings-Harbor*

None

4. *Parks & Recreation Commission*

None

5. *Planning Commission*

a. *'99 Annual Report - Marv Lindsey, Past Chair*

Past Chair Marv Lindsey, P.O. Box 1804, Brookings, presented the Commission's annual report and asked for acceptance. He thanked the Mayor, Council, and all of the City's Commissions and Boards for their many thousands of volunteer hours, after he provided the brief summary of the Commission's actions. There were no questions from the Council. Mayor Hagbom thanked Lindsey for the Commission's very busy and fruitful work.

**Councilor Ciapusci moved, Councilor Curry seconded, and the Council voted unanimously to accept the Planning Commission's '99 Annual Report.**

6. *Council Liaisons*

Councilor Ciapusci advised the Council he attended the February 1, 2000 Planning Commission meeting and reported there was one request for a final map proposal which was approved; a request for a change of zoning which was approved; and a county referral regarding a variance on a minimum lot size on property in Harbor. The Commission recommended approval to the County planner.

Councilor Curry informed the Council he attended two meetings last week: one for CPACT and one for OCZMA. Curry provided a review of the main agenda items for the two meetings, which included information on the Oregon Scenic By-ways and how to secure additional information from CPACT.

B. *Unscheduled*

Mayor Hagbom referenced letters to the editor in the Curry Coastal Pilot regarding the City's Ordinance relative to the audience addressing the Council. He read two paragraphs of Ordinance No. 91-O-474, regarding procedures for addressing the Council. Hagbom stated he would follow that particular part of the ordinance to the letter. Mayor Hagbom asked for any unscheduled comments.

Don Nuss of 808 Pioneer Road, Brookings, referred to the last meeting and his prior request and continued his argument that the Chamber of Commerce's records should be public record. He questioned members of the Council using "harsh and abusive" language toward him as a tax payer. Mayor Hagbom thanked Nuss for his comments, and asked if there was anyone else.

Yvonne Mailland of 15676 Oceanview Dr, Harbor, Oregon, provided comments on Don Nuss's behavior and asked for a response regarding the use of City time and personnel to handle Chamber affiliated work. City Attorney John Trew answered her questions and advised City use of City Computers and personnel are acceptable and there is nothing unethical about it. She asked Mayor Hagbom in regards to a conflict of interest regarding the City Manager being a member of Chamber. Mayor Hagbom stated many times this information has been provided publicly in meetings with referenced advise by City Attorney Trew.

Don Nuss asked for recognition. Mayor Hagom said no. Nuss rebutted again, and the Mayor allowed him to proceed. Nuss advised he had not made a part of his concern that City employee's time used for Chamber business was unethical. City Attorney Trew reminded Nuss he had his written and verbal response from the City, of which he advised the Council to stand by his [Trew] opinion, and that the Council and he will continue to stand by that opinion - nothing unethical is occurring. Nuss rebutted, and the Mayor answered he [Nuss] did receive it.



Chamber President Richard Gyuro asked for a point of clarification and the Mayor confirmed, the Chamber's Board of Directors are appointed not elected.

Tom Martin of 935 Hidden Court, Brookings, advised he was given a copy of a memorandum dated February 3, 2000, relating to giving the newspaper publisher our agenda. Mayor Hagbom advised Martin, he was ahead of the agenda schedule.

### **VIII. STAFF REPORTS**

#### ***A. Finance Department***

##### ***1. Request for approval to purchase HP Laser Jet Printer***

Finance Director Gail Hedding documented for the Council a need to purchase an HP Laser Jet Printer 8100. Information regarding three local of four bidders responding was given to the Council for consideration.

**Councilor Ciapusci moved, Councilor Curry seconded, and the Council voted unanimously to approve the purchase of bid items in the amount of \$718.16, from Comark, except for the unbid item - 64mb memory, which is to be purchased from Amazing Computers at \$482.95.**

Mayor Hagbom declared a recess at 8:25PM for approximately five minutes.

Council meeting was resumed at 8:35PM.

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

##### ***1. Council Procedures Ordinance***

Mayor Hagbom provided a background to the audience, noting 1-1/2 years ago, the Council, with previous Mayor Nancy Brendlinger, got together regarding these changes. It was noted at that time there was a direct conflict with this ordinance and the City Charter and it had many typos. Hagbom also informed the Council, City ordinances have to be reviewed every 3 years or so, because state laws change which effect city ordinances. He informed the Council he had asked for input from the League of Oregon Cities (LOC) and other cities relative to conduct of meetings, procedures, etc. These recommendations are made based on conversations with LOC members, input from all City Councilors, and advise from the City Attorney who advised the current ordinance allows for the presiding officer to have latitude. The recommended changes by the memo in meeting packet includes the desire to clarify, not change, preferred word usage, deletions, correct spellings, commas, periods -

grammatical errors. Discussion ensued.

Councilor Ciapusci considered some of the recommended language changes in section 21d were redundant, but that a change in the word vituperative was a good recommendation.

Councilor Pepper referred to Newspaper of record, rather than "the Curry Costal Pilot" - and asked prior to final approval of a change in the ordinance, if the Council could receive a redline version. It was a consensus of the Council to leave section 21d as it was with the exception of the word vituperative, and to have the staff prepare a redline copy before the next Council meeting.

Mayor Hagbom asked for any comments from the audience.

Don Nuss of 808 Pioneer Road, Brookings, reviewed some of the recommended changes, including those to section 21d. Mayor Hagbom allowed him to continue, although a consensus had already been made by the Council to leave section 21d as it was with noted exceptions. Mayor Hagbom stated he would have City Attorney Trew review Section 15.B.2 for better clarification.

Hagbom asked for any other comments.

Augie Kofoet of 787 Ransom discussed two of the recommended changes in regards to Sections 13 and 6.

Olive Wooldridge of 94361 Wedderburn Loop, Gold Beach, Oregon, asked for the Council to consider keeping track of the public's time used and not used, so that if not used in total, they could use their balance of time in rebuttal. She read a prepared statement.

At 9:05PM, the Mayor excused the Student Ex-officios Shiloh Thom and Cindi Peterson.

Robert Pieper of 98478 No Bank Chetco, Brookings, a new member to community made comments on censorship at the high school and problems in community.

Mayor Hagbom, on behalf of the City Council, not the Chamber; stated that to his knowledge there have been no cut backs on commission or council meetings, and questioned what Pieper was talking about. Hagbom stated our [the Council] business is doing the best job we can regarding the City's business, and not anyone else's at any time.



Tom Martin of 935 Hidden Court, Brookings, was acknowledged by the Mayor. He asked for the Council's approval to return to the harsh & abusive issue. It was denied.

Don Nuss of 808 Pioneer, Brookings, presented his opinion on the definition of harsh and abusive terms in the ordinance. Mayor Hagbom advised Nuss to stop, that he was not going into the last meeting. Nuss rebutted.

Elena Moore of 95990 Eggers Road, Brookings stated she was concerned about 21d recommendations and was allowed by the Mayor to share a few thoughts even though the matter was mute. She read a prepared statement.

Stan Funk of 95990 Eggers Road, Brookings, commented on proposed, now mute, changes for section 21, and recommended a public work study to rewrite the ordinance.

*C. Community Development Department*

*1. Returning property to Curry Co. on Cove Road*

Community Development Director Leo Lightle recommended the Council return the deed to Assesor's Map 41-13-6DD Tax Lot 3400 to Curry County. Minimal discussion ensued.

**Councilor Pepper moved, Councilor Johns seconded, and the Council voted unanimously to return the deed for Cover Road - Assessor's map 41-13-6DD Tax Lot 3400, to Curry County.**

Lightle informed the Council he had met with ODOT today regarding cross walk at the Redwood Theater on US Hwy 101/Chetco Avenue. ODOT is recommending a latter type crosswalk, visible replacement signs with fluorescence signs, and poles to put a mast arms across the street. Research is being done by their engineering department. ODOT will be asking the City to pay for the electric costs but the state will maintain the cross walk lines. District 7 Representative Lee Sparks asked to be sure the Council was aware of the status of the progress on this matter.

*D. Police Department*

*1. Request for authorization to hire Reserve Police Officer Josh Pieren as second School Resource Officer (SRO) at full time, temporary status*  
Police Chief Ken Lewis asked the Council to authorize the hiring of a temporary officer, funded 100% by 17C School District-at their request, as

a School Resource Officer. Lewis noted Josh Pieren has been functioning in that capacity ever since the school district went back into session after the second to last bomb scare. City Manager Weldon noted this was an emergency situation.

**Councilor Pepper moved, Councilor Ciapusci seconded, and the Council voted unanimously to approve the authorization to hire Reserve Officer Josh Pieren as a full time, temporary employee to serve a second School Resource Officer.**

2. *Request to purchase Police car through State of Oregon*

Police Chief Ken Lewis provided information on the process to purchase of a new police car through the State of Oregon. He recommended the Council authorize a purchase in the amount of \$20,375.00. Discussion ensued.

**Councilor Johns moved, Councilor Ciapusci seconded, and the Council voted unanimously to approve Resolution No. 00-R-667, exempting from competitive bidding the purchase of a 2000 police vehicle, in the amount of \$20,375.00.**

Don Nuss of 808 Pioneer Rd, Brookings, commented on bid procedures with the State of Oregon. Mayor Hagbom and City Manager Weldon advised our local dealers were on the bid list, but not interested, basically due to all auto dealers involved with state vehicles for the last few years have been in Portland area.

Out of Agenda order:

**Councilor Pepper moved, Councilor Ciapusci seconded and the Council voted unanimously to approve Resolution No. 00-R-666, in the matter of a resolution conveying real property to Curry County.**



**IX. CONSENT CALENDAR**

- 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)*

**Councilor Ciapusci moved, Councilor Johns seconded, the Mayor abstained due to his absence at the January 24, 2000, Council meeting, and the balance of the Council voted unanimously to approve the consent calendar as corrected (January 24, 2000 minutes).**

**X. ORDINANCES/RESOLUTIONS/FINAL ORDERS**

- A. *Ordinances*

None
- B. *Resolutions*
  - 1. *Approval of Resolution No. 00-R-666 - a resolution conveying real property (Cove Road) to Curry County*  
*Addressed under agenda item VIII. D. 2.*
  - 2. *Approval of Resolution No. 00-R-667 - a resolution authorizing exemption from competitive bidding the purchase of a 2000 Police vehicle*  
*Addressed under agenda item VIII. D. 2.*

**XI. REMARKS FROM MAYOR AND COUNCILORS**

- A. *Council*

None
- B. *Mayor*

Mayor Hagbom advised Janey Cummins from the League of Oregon Cities (LOC) would be here on February 17<sup>th</sup> at 11:00AM to meet with staff and any available Council members to discuss LOC activities and assistance. Hagbom then asked the Council for a letter of support to Governor Kitzhaber for the reappointment of Hans D. Radtke to the Pacific Fisheries Management Council.

**Councilor Pepper moved, Councilor Curry seconded, and the Council voted unanimously to add to the agenda, the matter of supporting Hans Radtke to the Pacific Fisheries Management Council.**

**Councilor Pepper moved, Councilor Johns seconded, and the Council voted unanimously to authorize the City Manager to prepare a letter to Governor Kitzhaber for all their signatures to approve Hans D. Radtke's reappointment to the Pacific Fisheries Management Council.**

Councilor Curry asked for copies to be sent to appropriate people and agencies.

***XII. ADJOURNMENT***

Mayor Hagbom adjourned the meeting at 9:47PM.

Respectfully submitted:

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

ATTEST:

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



**PARK AND RECREATION COMMISSION MEETING**

January 27, 2000

**ROLL CALL**

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

**MINUTES**

Minutes of November 18, 1999 amended to read under Park Master Plan: D Higginson made the suggestion that rather than a Parks Master Plan, the project should be a comprehensive plan with each park unit receiving a master plan.

**STOUT PARK**

C. Mickelson stated he knew of nothing new to report.

**CHETCO POINT PARK**

D. Higginson reported most of the trails have been rocked. There is one small area of trail to rock which should only take several hours to complete. The benches should be installed shortly.

**SOFTBALL/SOCCOR FIELDS**

P. Prevanus stated that he had spoken with D. Erb who told him that a game was scheduled to be played on the upper field. Some discussion followed on what type of games that were to be played on each field. The fields were for softball and soccor only.

**PARK MASTER PLAN**

C. Mickelson stated he had nothing new to report. In the coming year there would be some new goals and a continuation of work to complete the master plan.

**SKATE PARK**

T. Weldon reported that the local Elk's chapter had passed a motion to donate a portion of their land for the skate board project. Now the issue needs to be passed by the national Elk's headquarters.

**SWIMMING POOL**

A. Kofoet reported that the project is in a holding pattern. An architect needs to come and give the swimming pool committee some cost factors for the upgrading. At the present time maintaining the status quo is being done. D. Higginson said that he thinks that the state Park and Recreation Board has some grant money available for swimming pool projects.

**LIAISON REPORTS**

L. Williams reported that on Saturday 1/22/00, a small group of dedicated volunteers, in the pouring rain, planted over 2000 tulip blubs in Azalea Park. The blubs had been donated by Fred Meyers.

**PARK SIGNING**

An excellent presentation by 3BHHS students, Joe Knapp, Shannon Mello and Erin Gardiner was given. They handed out and then explain to the committee a well prepared brochure with illustrations of various park and direction signs. After the students's presentation, the committee had a discussion in which several issues were raised, namely type of coloring medium, size of print on directional signs being smaller than park name signs, difficulty of seeing the lettering on the city logo, need of additional directional signs to assist visitors to return to their starting points, how and who will install signs, and the costs factors. The P & R committee felt that there was enough input to present the project to the City Council in order to get some funds to proceed with the project. (M,S,P), was passed 7-0.

**STAFF ANNOUNCEMENTS**

C. Mickelson directed the committee's attention to the handout with the 2000 meeting dates. Because of a

scheduling conflict, the 3/24, 5/25 and 11/16 meetings will be in the Brookings Fire Hall rather than in the City Council chambers, unless otherwise notified.

**COMMISSIONER COMMENTS**

L. Williams brought up the issue of what takes priority in the P & R agenda. T. Weldon stated that he would have this material for the next P & R committee meeting.

Motion to adjourn: passed

Respectfully submitted- N. Canfield



IN AND FOR THE CITY OF BOOKINGS  
STATE OF OREGON

*In the Matter of a Resolution approving )  
formation of "Curry Governments" and ) Resolution No. 00-R-668  
approving By-laws for that group )*

WHEREAS, the local governments of Curry County are organizing into an organization to promote communication and cooperation among agencies in Curry County; and

WHEREAS, the Brookings City Council wishes to support and participate in this effort:

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

The Brookings City Council approves the City participating in "Curry Governments" and hereby approves the attached by-laws for this new organization.

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



## BYLAWS

### “CURRY GOVERNMENTS”

#### ARTICLE I: NAME

This Committee, being duly and officially established by resolution of the Cities and Ports of Port Orford, Gold Beach and Brookings, Oregon and the Curry County Board of Commissioners, shall be known as “Curry Governments” (aka: The Magnificent 7).

#### ARTICLE I: PURPOSE AND FUNCTIONS

Curry Governments is an intergovernmental committee created to promote problem solving and co-ordinate efforts in areas of mutual concern.

A. Purpose: “Curry Government’s” purposes are as follows:

1. To develop and negotiate solutions to problems.
2. To serve as a forum for developing recommendations for resolving disputes.
3. To identify a long-term agenda for positive intergovernmental efforts.
4. To promote cooperation and coordination between and among local governments.

#### ARTICLE III: MEMBERSHIP AND VOTING

##### Section 1: General Membership

“Curry Governments” consist of seven local government agencies in Curry County: City of Brookings, City of Gold Beach, City of Port Orford, Port of Brookings-Harbor, Port of Gold Beach, Port of Port Orford, and Curry County.

##### Section 2: Appointment

Each of the seven agencies shall have one vote. The voting members of “Curry Governments” shall be appointed in the following manner:

Each agency shall designate a primary voting representative and an alternate representative for voting purposes. If neither representative attends a meeting, another representative from that agency may vote for that agency if they have



written authorization from one of the other 2 appointed representatives.

Section 3: Tenure

The voting representatives shall serve at the pleasure of their respective Council or Commission.

Section 4: Vacancies

If a vacancy occurs in either of the voting representative positions, the respective Council or Commission shall replace that representative.

ARTICLE IV: MEETINGS

Section 1: Regular Meetings

"Curry Governments" will meet every other month. Meetings shall be of an informal nature to allow a sharing of ideas.

Section 2: Special Meetings

- A. Special meetings of the Committee may be called by the Chairperson, Vice-Chairperson, or a majority of the Committee.
- B. The person(s) calling such meetings shall fix the time and place for the holding of such meetings.

Section 3: Notice of Meetings

Notice of all meetings shall be give to all members at least three days prior to such meetings.

Section 4: Conduct of Meeting

- A. Four voting representatives shall constitute a quorum of "Curry Governments".
- B. All formal actions shall require the approval of a simple majority of the quorum present.
- C. All meetings shall be conducted in accordance with "Robert's Rules or Order, Newly Revised," and the Oregon Open Meetings Law (ORS 192.610 to 199.710).

ARTICLE VI: OFFICERS AND DUTIES

Section 1: Officers

- A. The officers of "Curry Governments" shall be a Chairperson, Vice-Chairperson, Secretary and Treasurer, elected by the voting representatives, for a one-year term.



- B. In the event an officer is not able to perform his or her duties, "Curry Governments" shall elect a new officer.

Section 2: Duties

- A. The Chairperson shall preside at all meetings and is entitled to vote on all issues.
- B. The Vice-Chairperson shall perform all duties of the Chairperson when the Chairperson is absent and is entitled to vote on all issues.
- C. The Secretary shall record minutes of "Curry Governments" and other duties as requested and is entitled to vote on all issues.
- D. The Treasurer shall be responsible for the financial affairs of "Curry Governments", and is entitled to vote on all issues.
- E. In the absence of the Chairperson and Vice-Chairperson, the voting representatives present shall elect a Chairperson Pro Tem for a particular meeting, who is entitled to vote on all issues.

ARTICLE VII: ADOPTION AND AMENDMENTS TO BYLAWS

Immediately following acceptance of these bylaws, they shall be submitted to the respective members' elected boards for review and adoption. Any objection(s) to the bylaws shall be forwarded to the Chairperson within fourteen (14) days of "Curry Governments" action.

These bylaws may be amended or repealed, or new bylaws may be adopted, by an affirmative vote of the majority of the representatives present at any meeting called for that purpose at which a quorum is present. Written notice of such proposed amendment and the nature thereof shall have been given to the member Councils and Boards of Commissioners at least thirty (30) days prior to the date of the meeting at which the amendments are to be considered. Any Council or Board objections to the proposed amendments shall be forwarded to the "Curry Governments" Chairperson within thirty (30) days of receipt.



IN AND FOR THE CITY OF BOOKINGS  
STATE OF OREGON

*In the Matter of a Resolution approving*     )  
*By-laws for a South West Area*             )     *Resolution No. 00-R-669*  
*Commission on Transportation*             )

WHEREAS, the Oregon Transportation Commission is urging all areas of Oregon to form local government transportation advisory commissions to study issues and make recommendations to ODOT staff and the Commission; and

WHEREAS, the City of Brookings appreciates this opportunity and supports this concept;

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

The Brookings City Council hereby approves the formation of an area transportation commission representing Coos, Curry, and Douglas Counties (The South West Area Commission on Transportation-SWACT) to act as an Advisory Commission to the Oregon Transportation Commission, and to function in accordance with the by-laws dated February 8, 2000, as attached to this resolution.

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



# **SOUTH WEST AREA COMMISSION ON TRANSPORTATION (SWACT)**

## **BYLAWS**

### **I. PURPOSE**

The South West Area Commission on Transportation (SWACT) will be an advisory commission to the Oregon Transportation Commission (OTC) representing the South West area of Oregon (Coos, Curry, and Douglas Counties). SWACT was formed to strengthen the state/local partnership in transportation planning, programming and development.

### **II. MISSION**

- To provide a forum of local government agencies and the private sector to discuss, understand, and coordinate transportation issues affecting the entire South West area.
- To review the process for determining transportation infrastructure, capital investments, and project prioritization in the South West area.
- To recommend priorities for state transportation infrastructure and capital investments such as the Statewide Transportation Improvement Program (STIP) through the development of an implementation strategy based on state and local transportation plans related to the South West area.
- To educate the public, neighboring regions, legislators, and other interested organizations about South West area transportation issues.
- To advise the Oregon Transportation Commission on state and regional policies affecting South West Oregon's transportation system.

### **III. RATIONALE FOR GEOGRAPHIC BOUNDARIES**

The geographic area of SWACT is Coos, Curry, and Douglas Counties. The primary rationale for selecting this area is the connections with the I-5 corridor, namely highways 38 and 42. These two highways provide the links from the South Coast to the I-5 Corridor through Douglas County.

### **IV. PROPOSED MEMBERSHIP**

Membership will be comprised of up to 42 members, as described below:

#### **Interstate 5 Corridor Group (I-5, 138 East)**

Douglas County

Riddle, Myrtle Creek, Canyonville, Winston, Roseburg, Sutherlin, Oakland, Glendale, Yoncalla

Cow Creek Band of Umpqua Tribe of Indians

Private Sector (3) (to be selected by other members of subgroup)

ODOT Area Manager



### **Hwy 38/42 Group (Hwy 38, 42, 101 North of 42, Powers, Coos River, Cape Arago)**

Coos County/Douglas County

Drain, Elkton, Reedsport, Lakeside, North Bend, Coos Bay, Coquille, Myrtle Point, Powers

Oregon International Port of Coos Bay

Port of Umpqua

Port of Coquille

Confederated Tribes of Coos - Lower Umpqua - Siuslaw Indians

Coquille Indian Tribe

Private Sector (3) (to be selected by other members of subgroup)

ODOT Area Manager

### **Hwy 101 South Group (Hwy 101 south of 42, 42 S)**

Curry County

Bandon, Port Orford, Gold Beach, Brookings

Port of Bandon

Port of Port Orford

Port of Gold Beach

Port of Brookings

Private Sector (1) (to be selected by other members of subgroup)

ODOT Area Manager

The Steering Committee may appoint ex officio membership (non-voting) from the following categories:

- State Legislators
- Representatives of other groups that represent regional transportation interests, such as the Coastal Policy Advisory Committee on Transportation
- Representatives of regional groups that have an interest in transportation issues, such as housing advocates, work force quality groups and law enforcement agencies
- Regional Community Solutions Team Members
- Southern Oregon member of the Oregon Transportation Commission

## **V. STEERING COMMITTEE**

Due to the large number of members a Steering Committee has been established which will:

- Set the work plan for the SWACT
- Make final decisions and recommendations for the SWACT to the Oregon Transportation Commission
- Receive prioritized recommendations from the subgroups and prioritize them if necessary
- Provide the link between the subgroups



Membership of the Steering Committee will be selected by each subgroup as follows:

I-5	38/42	101 South
1 City Representative	1 City Representative	1 City Representative
1 County Representative	1 County Representative	1 County Representative
3 Other Representatives	3 Other Representatives	1 Other Representative

ODOT Area Manager

For the purposes of the Steering Committee, each subgroup may appoint 1 or more alternate(s). The member first, and alternate second, are both authorized to vote on SWACT in the absence of the other. If neither is in attendance, then another may vote by written authority from the member subgroup.

SWACT meetings will be presided over by a Chair. The Chair will be nominated from and elected by the members of the Steering Committee. ODOT staff will facilitate meetings. A quorum for decision-making purposes will be 57% of the membership of the Steering Committee (which is 8 members of the 14 available). SWACT will strive for complete consensus when making decisions by quorum. When consensus cannot be arrived at, decisions will be made by a majority of members in attendance. Any member of the Steering Committee can call for a decision to be made.

All action items must be noticed in advance, and steering members will be provided time to review the issues prior to meeting.

#### **VI. PROPOSED MEETING LOCATION AND STAFF SUPPORT**

Meetings will be held every 2<sup>nd</sup> Friday of each month from 10:00 - 12:00 at the ODOT Area Office in Coquille. Meeting field trips may be made a part of the regular meeting to allow greater community input on local issues and priorities. Meetings will be open to the public and minutes and agendas will be distributed in advance. ODOT will staff the meeting. The public will be invited to participate in the process and there will be a standing agenda item for public input with a three minute limit per person. All meetings will be advertised in advance.

#### **VII. SELECTION OF MEMBERSHIP TO ENSURE REGIONAL COORDINATION**

The Regional Community Solutions Team is organized within the same geographic boundary and therefore transportation recommendations will be easily coordinated with other local and regional community development activities.

#### **VIII. COORDINATION WITH ADJACENT AREAS AND STATE LEGISLATORS**

Adjoining area commissions such as Rogue Valley ACT and State Legislators will be on SWACT's regular mailing list and invited to attend SWACT meetings.



## **IX. PROPOSED SWACT WORK PLAN**

- Become educated on Transportation funding, programs, and processes as they relate to the area
- Develop guidelines to determine when a transportation condition becomes a problem to be solved (problem thresholds)
- Develop regional criteria for selecting transportation projects to solve problems (criteria to be based on local, regional and statewide community livability and economic development guidelines)
- Develop a public involvement process for SWACT planning and decision-making activities
- Participate in the update of the STIP
- Participate in the Corridor Studies
- Participate in other future transportation planning efforts
- Coordinate the transportation efforts of the SWACT with related community development planning efforts.

## **X. PROPOSED TECHNICAL ASSISTANCE**

SWACT will select and make use of Technical Advisory Committee(s) as needed. Efforts will be made to utilize existing technical advisory groups as much as possible.

## **XI. AMENDMENTS**

Steering Committee may amend the bylaws after giving not less than 30 days notice to all members of SWACT.



## SWACT Distribution List

	Port of Bandon	Bandon
	Port of Brookings	Brookings
	Oregon International Port of Coos Bay	Coos Bay
	Confederated Tribes of Coos Lower Umpqua Siuslaw Indians	Coos Bay
	Port of Gold Beach	Gold Beach
	Coquille Indian Tribe	North Bend
	Port of Port Orford	Port Orford
	Port of Umpqua	Reedsport
	Cow Creek Band of Umpqua Tribe of Indians	Roseburg
Allen-Morris, Ranelle	Mayor	Myrtle Creek
Anderson, Julie	Mayor	Lakeside
Andrew, Larry	City Administrator	Canyonville
Baker, Mike	ODOT	Roseburg
Borigo, Brad	Mayor	Drain
Callery, Martin L.	Port of Coos Bay	Coos Bay
Commissioners	Coos County Courthouse	Coquille
Commissioners	Curry County Courthouse	Gold Beach
Commissioners	Douglas County Courthouse	Roseburg
Densmore, Judith	Mayor	Bandon
Doran, Gary	Mayor	Port Orford
Duckett, William	Mayor	Riddle
Eells, Pauline	Mayor	Glendale
Fladager, Eric	URCOG	Roseburg
Foster, Stuart	OTC Commissioner	Medford
Geisler, Aaron M.	Director of Public Works	North Bend
Golder, Lee	Mayor	North Bend
Hagbom, Bob	Mayor	Brookings
Harbour, Terry	ODOT	Roseburg
Hedgepeth, Tom	Mayor	Reedsport
Henry, Benny L.	Council President	Lakeside
Higgins, Linda	City of Elkton	Elkton
Huff, Dan	City of Roseburg	Roseburg
Ireland Trucking	Ireland Trucking	Myrtle Creek
Johnson, Nick	Council Member	Lakeside
Lee, Robert	Mayor	Yoncalla
Lewis, Tim	Umpqua River Navigation	Reedsport
Luttrell, Mike	Douglas County Courthouse	Roseburg
Mather, Paul	ODOT	Roseburg
McClellan, Jim	Mayor	Winston
McGinnis, Gloria	Mayor	Canyonville
Mongiovi, Joe	Mayor	Sutherlin
North, Terry	Mayor	Powers
Paige, Gayle	Port of Port Orford	Port Orford
Paselk, Ted	ODOT	Roseburg
Paul, Rob	County Engineer	Roseburg
Pothier, Jerry	Mayor	Myrtle Creek
Rector, Bob	Chief of Police	Gold Beach
Rich, Larry	Mayor	Roseburg
Roberts, Bill	Commissioner	Gold Beach



handed out at Council meeting, added to agenda and  
approved, as amended <sup>Tom</sup>

## Memorandum

**TO:** Mayor, City Council

**FROM:** City Manager Tom Weldon *Tom*

**DATE:** February 28, 2000



**Issue:** 911 Emergency Dispatch for Ambulance Service

- Background:**
1. We (Police Chief, Fire Chief, and I) have been talking with Cal-Ore Life Flight Ground and Air representatives about the City dispatching for them.
  2. Now, an emergency ambulance call comes into our dispatch center on a 911 line. After the dispatcher determines the call is an emergency call for the ambulance service, the call is transferred to BECCO answering service. They take information and relay it to the ambulance crew.
  3. You may recall Cal-Ore Life Flight received a letter from the Oregon State health Division in which they "strongly recommend that steps be taken to have the 911 Center (Brookings Police Department) dispatch your ambulances."
  4. This issue recently became even more timely with the notice that BECCO, Inc. is being sold and as of March 1, 2000, would not be providing ambulance dispatching.
  5. This leaves us (the ambulance service and the City) with no alternative, but to immediately begin preparing for the City to do the entire ambulance dispatching.
  6. As of March 1, 2000, (Wednesday), our 911 dispatchers will do all the ambulance dispatching. Our citizens who call for this service will probably not notice any change - if anything, their calls for help will be answered smoother and quicker.
  7. Because of this short notice, we have not ironed out all the language details necessary for a long term contract between the City and the ambulance service. However, attached is a proposed agreement that will suffice until the more detailed agreement can be worked out and brought back to you. This will take approximately one month.

- Recommendation:**
1. Council authorize City to take over all ambulance dispatching by authorizing Mayor Hagbom to sign the attached contract.

## CONTRACT

This Contract, effective March 1, 2000, between the CITY OF BROOKINGS, Oregon, a municipal corporation of the State of Oregon, hereinafter referred to as "CITY", and CAL-ORE LIFE FLIGHT GROUND AND AIR, a division of Westlog Aviation, hereinafter referred to as "CAL-ORE".

The CITY, through its Police Department Emergency Dispatch Center, agrees to provide dispatch service to CAL-ORE for ground ambulance service covering Southern Curry County. This includes dispatching for 4 separate ambulance crews per day, 24-hours per day.

CAL-ORE agrees to pay the CITY a monthly fee of \$1,000 for such services. CAL-ORE further agrees that in addition to the \$1,000 per month fee, CAL-ORE will pay the CITY all direct expenses necessary for the provision of such service (such as expenses related to hardware or software, etc.).

Intent of Contract. The parties agree that the purpose of this contract is to serve as a binding agreement pending the completion of negotiations and signing of a long term agreement between the parties. The CITY and CAL-ORE agree to act in good faith and cooperate fully with each other in the development of a long term agreement for providing the services stated in this contract.

Insurance. CAL-ORE agrees to maintain a minimum \$1,000,000 bodily injury and property damage combined single limit coverage under its general and auto liability insurance policy and agrees to add the CITY as an additional insured.

Termination and Renewal. This contract shall become effective on March 1, 2000, and shall continue in effect for an initial term ending <sup>12/31</sup> April 30, 2000. ~~At the end of the initial term, this contract shall automatically renew for a term of 30 days, and continue from 30-day term to 30-day term thereafter unless terminated by either party providing written notice of termination at least 30 days before the end of the term.~~ <sup>12/31</sup>

Invalidity and Severability. In the event any provision of this contract is determined to be invalid or unenforceable, the remainder of the provisions of this contract shall remain in full force and effect.

Applicable Law. This contract shall be governed in all respects by the laws of the State of Oregon.



Attorney Fees. In the event any suit or action is brought by any party under this contract to enforce any of its terms, it is agreed that the prevailing party shall be entitled to a reasonable attorney fee to be fixed by the trial and appellate courts.

CITY OF BROOKINGS, an Oregon Municipal Corporation

By Bob Hagbom  
Bob Hagbom, Mayor  
Date: 2/28/2000

CAL-ORE LIFE FLIGHT GROUND AND AIR

By Dan Brattain  
Dan Brattain, General Manager  
Date: 2/28/2000