



WEEKLY REPORT

...to the Brookings City Council

WEEK ENDING: MARCH 2, 2018

GARY MILLIMAN

City Manager

DATES TO REMEMBER

▶ **Community Events**

✓ *March 9 – 10:00am-12:00pm Tsunami Preparedness Program*

▶ **Council Meetings**

✓ *March 5 – 3:30pm - Council Workshop - Chambers*

▶ **Commission & Committee Meetings**

✓ *March 8 – 4:00pm - TPAC Committee - Chambers*

McDONALD'S and DAIRY QUEEN

McDonald's restaurant has submitted plans for a major upgrade to the building and drive-thru. Plans call for a complete interior remodel of the building and a replacement of the roof design. They will also develop a "double drive thru" configuration similar to the McDonald's in Grants Pass. Meanwhile, we are continuing to work with the architect/engineer for the Dairy Queen restaurant replacement project, which will include the installation of curb, gutter, sidewalk and drainage improvements on Spruce Drive.

NEW HOUSE ON SPRUCE DRIVE

Plans have been received for the construction of a new single family residence on the last vacant lot located on Spruce Drive. Meanwhile, the City has been pressing ahead with some major infrastructure improvements in this 1950's vintage neighborhood including installation of a new water line, replacement of sewer laterals and repaving the street.

TRAVEL SOUTHERN OREGON COAST

Another new tourism promotion group made a presentation at this week's meeting of the Oregon South Coast Regional Tourism Network. "Travel Southern Oregon Coast" (TSOC) was formed through an agreement between Coos County and Bandon Dunes Golf Resort to promote tourism along the coast between Reedsport and Brookings. The initiative was prompted by the failure of the 10 per cent transient occupancy tax proposal in Coos County. TSOC is now operating with a budget of about \$400,000 annually.

OREGON SOUTH COAST REGIONAL TOURISM NETWORK

On Monday I attended the Oregon South Coast Regional Tourism Network (Tourism Network) meeting in Bandon along with about 27 other members of the 'core team.' The Tourism Network is an outgrowth of the Tourism Studios conducted in Curry and Coos County and has a goal of coordinating public and private tourism related activities on the Oregon south coast. Here are some of the things the Tourism Network is working on:

- The development of a regional "food trail." Originally organized as a "farm trail" where people could visit farms to purchase locally grown products, the concept has now been expanded to restaurants and other venues featured locally-grown food products. The organizers are planning a workshop in April for participant information. The rebranded effort will be known as the Wild Rivers Coast Food Trail.



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- There are a number of trail-related events being developed, including the Whiskey Run event June 8-9 in Bandon. The Wild Rivers Coast Mountain Bike Association is helping organize the event which will be offered to people in three different skill levels. The event organizers have hired a “social media influencer” at a cost of \$7,500; this person will follow the event, make frequent postings on social media, produce a video and promote the event through social media. A similar event is being planned for Boardman State Park in October.
- There are several “fat tire” events being planned. These are events designed for bicycle riders who use “fat tire” bicycles for riding on the beach. One event...the Banana Belt Ride... is being planned for Pistol River in August.
- A new Wild Rivers Coast Outdoor recreation map is being developed.
- Hikers associated with the Oregon Coast Visitors Association (OCVA) have been cataloging improvements needed to the Oregon Coast Trail. Improvements would include better signage, repairing washouts.
- OCVA has also developed a video of “Winter on the South Coast” featuring fishing, golf, waterfront activities, mountain biking and paddle boarding.
- OCVA is also developing 300 high-quality images depicting visitor attractions on the south coast which will be available to destination marketing organizations for use in promoting visitation. They will soon be conducting staff training on how to access the photo file.
- The North Bend Chamber of Commerce, in cooperation with the Workforce Investment Board, has developed a new on-line program for employees of small businesses to learn about “what is there to do around here.” Employees at gas stations and other service locations are often asked “what is there to do around here” by visitors and research has shown that the answer is often “nothing.” The goal is to help small businesses educate their employees on how to interact with visitors for the benefit of the community.

There is a tremendous amount of activity going on through the Tourism Network. One activity is the employment of a Network Coordinator. The selection process is in progress and I am serving on the applicant screening board. There were 27 applicants for the position.

GOLF COURSE WATER SYSTEM

We received approval from the Oregon Health Authority to proceed with the new ultraviolet (UV) unit at Salmon Run Golf Course. This is intended to resolve drinking water quality issues related to the well that serves the clubhouse. Ray Page plans to have the equipment online prior to the end of next week.

STATE FIREMARSHALL ADDS FANNING TO TEAM

The Oregon Office of State Fire Marshall has announced the appointment of part-time GIS Analyst Jordan Fanning to the State Fire Marshall Incident Management Team (IMT). This means that Fanning may be activated to serve in an IMT in the event of other fire disasters throughout the State. Fanning provided an excellent service to Brookings and other agencies responding to the Chetco Bar Fire. Congratulations Jordan!

DEPARTMENT REPORTS

BUILDING - *Provided by Garrett Thomson*

- Insulation Inspection on Dawson
- Insulation Inspection on Overglen
- Gas Line Inspection on Sandy



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- Construction Meeting at Pacific Wood Laminates
- Completed one Residential Plan review
- Completed the Commercial Plan Review for the Remodel of McDonald's

CITY RECORDER/MANAGEMENT ANALYST - *Provided by Teri Davis*

- Sent out the March edition of the Brookings Current Newsletter (attached)
- Participated in a phone conference with Parks & Planning Manager and LCOG regarding Transportation Growth Management grant application
- Participated in an online training for use of the new photo compilation website created by Oregon Coast Visitors Association (OCVA)
- Participated in an airport maintenance budgeting meeting

FIRE - *Provided by Jim Watson*

- Five service calls: Five medical aides
- Monday drill: Light Vehicle & equipment maintenance.
- Capt. Lee along with instructor Cadre have started the Firefighter 1 academy. It runs on three consecutive weekends starting 2/24 and runs thru the weekend of March 17/18. There are 19 students from five departments throughout the county. Brookings, Harbor, Cape Ferrelo, Gold Beach and Cedar Valley.
- Staff conducted a Volunteer Recruit test on Sunday the 21st of January. There are five applicants testing. They are in the next phases of the test. Four have completed the hiring process and are being invited to the department orientation and the Fire fighter 1 academy.
- Two Burn Permits were issued.
- Currently at 21 active volunteers.

PARKS & PLANNING MANAGER - *Provided by Tony Baron*

- Lundeen Road Trees – six additional trees were planted this week.
- Conducted the bid opening for the Spruce Drive Storm Drain Addition project and prepared Council Agenda Report for contract award.
- Staff prepared bid documents and public notice for bids on Azalea Park North Parking Lot Improvement Project. This is for a new parking lot at the ball fields accessed from Lundeen Road. The project will go out to bid this week.
- Attended a conference call with Lane Council of Governments (LCOG) to review planning projects currently in progress. We will schedule a meeting with them to give a presentation on a joint jurisdictional Riparian Overlay Zone project they recently completed in the Willamette Valley area. An upcoming project for the City is to develop Riparian Zone Overlay code language and looking to LCOG for their expertise.

POLICE- *Provided by Donny Dotson*

- Officers handled 255 calls for service, conducted 22 traffic stops and issued seven traffic citations. There were six false alarms, ten misuses of 911 and 160 total calls to 911. There was one medical transport into Brookings proper from Pelican Bay State Prison.

PUBLIC WORKS- *Provided by Tim Rettke*

- Water main break on Fern - Saturday night
- Repair water service on Fountain Court
- Installed G-5 valve box at 555 Fern
- Test City backflow devices
- Finish reading water meters and rereads
- Cold patch street from water break and other potholes around town
- Excavate and prep storm line for new manhole on Ransom



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- Install new base and street signs @ Fountain Court
- Routine storm patrol
- TV 1000 ft of sewer main on Old County Road
- Jet flush 4900 ft. of sewer main line
- Service vac truck
- Organize sewer parts room

WATER & WASTEWATER- *Provided by Ray Page*

- Finalized delivery arrangements for a special paint/coating to be applied at the water treatment plant (WTP). Structural weld repairs were performed in a filter bay and will rust if not properly protected. The coating has to be rated for chemical exposure, wet environments, and drinking water safe.
- Coordinated preparation for a scheduled power loss of a water pump station (PS).
- Staff has begun minor preparations for the pending transition to CH2M. It is amazing how many seemingly minor things are coming up that were never considered. Wow!
- Reviewed the process and procedure for investigating and reporting Sanitary Sewer Overflows (SSO) with Tim Rettke. Shared all contact and website information relevant to this particular type of issue.
 - Scott Curry, the Regional Engineer for the Drinking Water Services program is retiring from the Oregon Health Authority. As a favor he is reviewing the plan for the new disinfection system at the golf course rather than forwarding it to the Springfield office. This saved us at least 2-3 weeks.
 - A motor capacitor for a pump at Pacific View Reservoir burned up. When the operator opened the door to the pump house smoke came billowing out, causing a bit of a startle. Tim Stadelman was able to fix the pump and have it back online by early evening.
 - The new disinfection system for the golf course has arrived. Parts that were not included, and plumbing supplies, will be listed and ordered.
 - The arrival of winter has been increasing the flows to the wastewater plant and reducing the process liquid temperatures more swiftly than normal. Staff is keeping a very close eye on process changes and results.
 - February 23 - March 1, 2018; the Wastewater Treatment Plant discharged 10,957,000 gallons of disinfected effluent.

Chetco River Flow CFS		
DATE	Peak	Daily Mean
Fr - 23	957	916
Sa - 24	1070	983
Su - 25	2500	1320
Mo - 26	2740	2440
Tu - 27	2070	1850
We - 28	2980	1810
Th - 1	6020	5330

\$200 million dollar lawsuit based on failure to maintain trees in park

A mother of three who was hit by a 3,000-pound falling tree in New York City's Central Park is speaking out for the first time about the incident and why she plans to file a \$200 million lawsuit.

"Our lives are forever altered by what happened," Anne Monoky, 39, told ABC News' Adrienne Bankert of the moment last August when the tree fell on her and her three young sons.

[Woman, 3 children injured after large elm tree uproots in Central Park](#)

[Mother of 3 hit by falling tree in Central Park plans \\$200M lawsuit](#)

"It was, like, a beautiful sunny day. I went to the park, and that's all I remember," she said. "The next thing I know I was in the ICU."



PHOTO: Anne Monoky speaks to ABC News about her recovery after being hit by a large elm tree in New York City's Central Park. (ABC News)

More

Monoky was pushing two of her children, then 4 and 2, in a stroller in Central Park while carrying her newborn son in a carrier on her chest.

Monoky said her 2-year-old son suffered a skull fracture in the Aug. 15, 2017, incident. While her other two children did not suffer major injuries, Monoky said she suffered four fractures in her neck.



PHOTO: Police officers inspect an area where a massive tree came down injuring a mother and her three young children, Aug. 15, 2017, in New York City. (Spencer Platt/Getty Images)

More

While two of Monoky's fractures have healed, she said doctors told her the remaining two fractures will never heal, leaving her at risk of becoming a quadriplegic.

"I can't fall and I can't do, you know, anything outside, I have to be really careful," said Monoky, a former marathon runner, who added that her doctor has told her, "You will stop breathing if something jarring happens to you."

"I mean, for my kids, I just have to move forward and keep going," she said.

Monoky was pinned on the ground for about 10 minutes before firefighters freed her from the branches of the 75-foot tree, authorities said at the time.

Monoky's husband, Curt Goldman, remembers Monoky only asking about her children in the immediate aftermath.



PHOTO: Anne Monoky, right, and her husband, Curt Goldman, speak to ABC News about a \$200 million lawsuit they plan to file. (ABC News)

More

"She just kept saying, 'What happened?, Where are the boys? Where are the boys?,'" he recalled.

Monoky said she is still worried about her three sons more than herself.

"I actually don't think of myself in it all," said Monoky. "I'm more worried about my kids and what they've been through

"You know, they went in the ambulance by themselves," she continued. "It's scary. They were little. I just am worried about them."

Monoky and Goldman told ABC News they plan today to file a \$200 million lawsuit against the city of New York, the Central Park Conservancy and several companies charged with maintaining the park's trees.



PHOTO: Central Park workers clean up around an area where a massive tree came down injuring a mother and her three young children, Aug. 15, 2017, in New York City. (Spencer Platt/Getty Images, FILE)

More

The Central Park Conservancy is a private, non-profit organization that manages Central Park "under a contract with the City of New York," [according to its website](#).

The couple's lawyers claim negligence and allege that the trees were not properly maintained.

"This is a tree that was falling right before their eyes," one of their attorneys, Jordan Merson, told ABC News.

Kimberly Joyce, a spokesperson for the city of New York's law department, told ABC News, "We will review the notice of claim."

The Central Park Conservancy did not reply to ABC News as of this writing.

Monoky and Goldman say they want the lawsuit to send a clear message to make parks safer.

"We have to tell our story because we want to make sure that, you know, these families are protected," Monoky said. "No one should have to go through what we went through."



Cannon Beach sees opportunity in funding event center through lodging tax dollars

Other cities are also experimenting with the money

By Brenna Visser • The Daily Astorian
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COLIN MURPHEY/THE DAILY ASTORIAN

Cannon Beach city councilors might turn the former elementary school into an event center.

The former

CANNON BEACH — Looking to make creative use of the lodging tax, Cannon Beach may divert money from tourism promotion to an event center.

The idea came up during the early stages of contract negotiations with the Chamber of Commerce, which has been getting the tax money since 2015. The chamber uses 70 percent of the funding generated by state and local lodging taxes to promote tourism. City councilors are considering redirecting a percentage of that money to buy the former elementary school building for an event center.

“Granted, it would take away funds you are receiving,” Mayor Sam Steidel said at a city work session, “But it would also go into a project we think is pertinent and supports tourism.”

Cannon Beach joins a growing number of cities exploring how to use lodging tax dollars for capital projects or maintenance needs.

With more cities and counties facing budget shortfalls, there's an effort to broaden the definition of what counts as tourism-related spending.

The Astoria City Council voted last year to increase the lodging tax from 9 percent to 11 percent, with the intent to use some of the money for maintenance at city parks known to have heavy tourist traffic. Bend voted to reduce the percentage of lodging tax designated for tourism promotion in order to pay for road repairs, a move that is being legally challenged by the Oregon Restaurant & Lodging Association as a violation of state law.

Opponents say lifting restrictions on the tax money ultimately defeats the purpose, which is to promote tourism that generates revenue for cities in the long term.

In Cannon Beach, Greg Swedenborg, the president of the chamber's board, said the chamber is open to the idea but needs more specifics.

“I think it addresses an area that Cannon Beach has a need for. But it's not just buying the school. You have to consider operating costs before you can make a decision,” Swedenborg said. “Whether it's used for the arts or as a conference center, sure, we could use that. But will it benefit year-round business? Is it doing what the intent of the law is, which is making it a place that regenerates that transient lodging tax?”

'Loved to death'

A state law passed in 2003 imposed a 1 percent lodging tax increase, with 70 percent of the revenue collected restricted to tourism promotion and tourism-related facilities.

As a fundraising mechanism, the law has done its job. The Oregon Department of Revenue collected more than \$145 million in revenue as of 2015. Cannon Beach in 2016 alone received \$3.8 million in lodging tax revenue.

But Wendy Johnson, an intergovernmental relations associate with the League of Oregon Cities, said some cities are having a hard time keeping up with the demand that tourism promotion creates.

"A lot of communities are spending a lot on marketing and are getting loved to death," Johnson said. "Cities rely on tourism for their economy and they want to be a welcoming place. But they also have a strapped budget, and they want more flexibility to use those revenues. This law is one size fits all, and every city has different expenditures and needs."

A survey done by the league asked 46 cities how each would prefer to spend lodging tax revenue. Johnson said the top responses were city beautification, public safety and transportation improvements — all issues related to a booming tourism industry.

"We just disagree with what tourism-related means," Johnson said. "You don't have a good event if you have a traffic jam or not enough cops to keep it safe. They won't come back."

In the last legislative session, Johnson said she pushed to broaden what can be considered a tourism facility, which is defined as a conference center, convention center, visitor information center or other property with the substantial purpose of supporting tourism.

"Right now the law says it has to be real property, and has to have a use of 10 years. So maybe you can't cover flowers, but maybe you could fix a light post," she said. "We think it should help with beautification issues, but the definition is too narrow. We think it should include anything that makes the experience better for the tourist."

The proposal didn't make it out of committee in Salem. Johnson said she hopes to continue working with the lodging industry to find a solution.

"The growth in Oregon has been great," she said. "But at what point do you have a destination that's no longer a destination because it's been loved to death?"

Return on investment

Jason Brandt, CEO of the Oregon Restaurant & Lodging Association, argues a city already can use 30 percent of the lodging tax on general city needs, and that public infrastructure isn't a reliable metric to help define tourism-related facilities.

Redirecting the tax money to capital projects or maintenance takes away from the "big picture" of what it takes to support Oregon's second-largest industry, Brandt said.

"The reality is, whenever we don't put that dollar out for promotion, and instead for a local investment for a capital improvement, in a way we are shooting ourselves in a foot," Brandt said. "We are using a long-term investment strategy for a short-term challenge a community may be facing."

That investment, Brandt said, is supported by a report from Longwoods International, which shows for every \$1 invested in tourism promotion, \$237 is generated in economic impact and \$11 in tax revenue to the benefit of Oregon residents.

The concept of "how much tourism is too much tourism" looks different for each community and should be solved on a local level, Brandt said.

But investing in tourism over time is a greater benefit to city's general fund, he said.

"I can't emphasize how strong the tourism economy can be if we focus on tourism promotion and less on maintenance backlogs," he said.

In Cannon Beach, since the Chamber of Commerce has been the recipient of 70 percent of the lodging tax dollars, the amount of taxes paid to the city has increased by double digits almost every quarter.

"We can't claim it all," Swedenborg said. "Good weather, good economy goes into growth, as well. But before the contract the city would see maybe 4 percent or 6 percent growth. When we started you are seeing around 16 percent or 10 percent increases (in the lodging tax revenue). We think we have something to do with that."

MARKETPLACE

Homes Jobs Public Notices Vehicles

CITY OF BROOKINGS
Press Release: For immediate release
March 2, 2018



City Seeks Applicants to Fill Planning Commission Position

The City of Brookings is seeking applicants to fill a volunteer position on Planning Commission.

Planning Commission meets on the first Tuesday of every other month at 7:00 p.m. at City Hall. The volunteer for this position must be a registered voter residing within the City limits of Brookings.

Positions are filled by City Council vote upon recommendation by the Mayor.

Interested applicants may pick up a Volunteer Application at the City Hall payment counter, 898 Elk Drive, Brookings, from 9:00 a.m. to noon and 1:00 p.m.- 4:30 p.m., Monday through Friday, and online at <http://www.brookings.or.us>, under "Forms & Guidelines."

For more information, call (541) 469-1103. To learn more about this (and other) City volunteer opportunity, visit the Volunteer Opportunities page on the City's website at www.brookings.or.us/index.aspx?nid=99.

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NEWS MEDIA CONTACT INFO:

For further information contact (541) 469-1103.

Brookings Current

Business and Events Newsletter ~ March 2018

Wild Rivers Coast Food Trail accepting applications for 2018 season

Visitors and locals alike are looking more often for places in our region to get fresh & local food. At the same time, local growers, producers, and eateries are looking for better ways to let folks know they've got the local food that everyone's looking for. Well, now there's an easy way for the two groups to connect, with this year's "Wild Rivers Coast Food Trail"!

The local agritourism team, Eat Fresh & Local, is asking local food growers, producers and harvesters, along with restaurants, brewpubs and B&B's who serve local food, to consider applying for a spot on this year's "Wild Rivers Coast Food Trail".

The Wild Rivers Coast Food Trail is an expanded version of the original Wild Rivers Coast "Farm" Trail, which was started in North Curry County in 2015 by Cathy Boden, team leader for the Eat Fresh & Local Action Team. "With three years under our belts," Cathy said, "we felt we were ready to expand the focus AND the location of the Trail in order to more accurately reflect the wide diversity of local food grown, harvested, produced, and served in the Wild Rivers Coast region of Oregon."

The expanded Wild Rivers Coast Food Trail is open to producers or retailers of local food, in addition to all local breweries, distilleries, and wineries that are located along the Wild Rivers Coast; specifically, Curry, Coos and Coastal Douglas Counties. Expansion into the rest of the Wild Rivers Coast, i.e. coastal Del Norte County, is being considered for 2019 or 2020.

To obtain an application for the Wild Rivers Coast Food Trail, producers or retailers of local food can contact Eat Fresh & Local team member, Elizabeth Gronert, via email at ddsouth@thepeoplescoast.com. Once the application has been completed and returned, the committee will review each applicant to ensure that the criteria have been met and, once approved, the applicant will receive signage, marketing materials, guaranteed listings with a variety of tourism-focused organizations, and more, all for an annual \$100 membership fee.

The Eat Fresh & Local Action Team is anticipating a 2018 opening date for the Wild Rivers Coast Food Trail of Earth Day, April 21, 2018, so the deadline for applications to be completed and turned into the team is Monday, April 9, 2018. For more information, contact Ms. Gronert at the email listed above, or visit the Facebook page, "Wild Rivers Coast Food Trail" (<https://www.facebook.com/wrcft/>).



Business and Tourism Resources

City of Brookings Economic Development (541) 469-1101
City of Brookings Parks and Recreation (541) 469-1159
Salmon Run Golf Course (541) 469-4888
Brookings-Harbor Chamber of Commerce (541) 469-3181
Travel Curry Coast - www.travelcurrycoast.com
Travel Oregon - www.traveloregon.com
Oregon Coast Visitors Association - www.visittheoregoncoast.com



Doing Business with the US Forest Service

Doing business with the Federal government, including the Forest Service, can be complicated. The following information is intended to provide a brief overview of the steps necessary to position a business concern to do business with the Forest Service and the Federal government. Also contacts are provided regarding additional resources that will assist a business concern in understanding the processes of doing business with the Forest Service and other Federal government agencies.

Step One: be formed in a business-like way -To successfully bid and perform Federal government and Forest Service contracts, businesses are expected to follow applicable Federal, state and local law. From a business perspective, this includes being appropriately registered as a business under state and local rules, carrying adequate insurance including workers compensation if an employer, and in the case of construction contracts having the ability to adequately bond projects under the Federal government's surety bonding requirements which are different than the state license bonding requirements required of some businesses. A computer, or computer access, is also needed and a valid email address as contracting in the Federal government is dependent in many cases on computer processes through "on-line" databases. When formed in a business like way, a business is then ready to learn more about winning contracts with the Federal government.

Step Two: register in the System for Award Management (SAM)-Any business that wants to bid or provide proposals on Federal government projects must be registered in SAM. Register on-line at <https://www.sam.gov/index.html>. Registration will go much more smoothly if certain information is at hand prior to beginning the registration process. If a person registering does not have the information available, the SAM site will guide a person through obtaining the information which will slow the registration process. Basic information needed is –

- DUNS Number
- Company Name
- Federal Tax Identification Number (TIN)
- Financial Institution Information
- Business Specifics (address, number of employees, etc.)
- On-Line Representations and Certification Application (ORCA)

The Forest Service has become aware of several organizations that appear to serve the same function as SAM. When visiting the SAM site, be sure you visit the .gov site and not a .com site.

Step Three: Learn about available Federal projects to submit a bid or proposal on – Almost all Federal project solicitations for bids or proposals over \$25,000 are advertised on Federal Business Opportunities, also known as FedBizOpps.gov and found at <https://www.fbo.gov>. A user guide is available for a "Vendor" on the website to assist in using the site.

Step Four: Learn about doing business with the Federal government and Forest Service - There are many websites and resources to assist businesses in understanding doing business with the Federal government. There are many unique aspects such as the Federal Acquisition Regulations that govern how the Federal government issues solicitations for work and writes the contracts that result from the solicitations. A list of available resource links is available at https://www.fs.usda.gov/detail/r6/workingtogether/contracting/?cid=fsbdev2_027107

Specific to the Forest Service, each region of the Forest Service provides information about doing business with the Forest Service in that region. To find regional websites, go to <https://www.fs.fed.us/about-agency/contact-us>. At each regional website, look for links to contracting.

If interested in contracting with the Forest Service with regard to Incidents (wild land fire), please visit the following website to learn more <https://www.fs.fed.us/business/incident/>.

Down to Business

How do I verify an advertised business opportunity is legitimate?

Many business opportunities are advertised especially during hard economic times. Sometimes these are scams rather than legitimate businesses. Often these so called opportunities target people who have lost jobs or had a cut in pay, those who can least afford to lose out to a scam artist. Beware of those that promise large returns for little effort or that seem “too good to be true”. Do thorough research into the company offering the opportunity. How long has the company been in existence? Who are the owners? Where is the main business located? What have the results been for others who have invested in the business opportunity? How will you earn money from the business opportunity? Check with the attorney general’s office in Oregon at <http://www.doj.state.or.us/index.shtml> or call (503) 378-4400 to find out if any complaints have been registered against the company or owners. Also, check in the state the company is registered in to see if any complaints have been filed against them there. One more place to check is the Federal Trade Commission (FTC) website for fraud alerts at www.ftc.gov. Always talk to several current operators of the business opportunity to find out the potential risks and rewards. If you feel pressured to purchase right now or lose out, walk away, it is probably a scam.

The Federal Trade Commission publishes several documents on business opportunities that might be helpful to review. These are available on the FTC website. Information is available about investigations and lawsuits that have been filed. It is often helpful to hire an attorney to help review documentation provided by the company offering the business opportunity. Spending a few hundred dollars to hire a legal expert may save you thousands in an investment that will never pay off. Always look at the potential cash flow that can be generated by the business opportunity. Is it enough to cover all startup costs, operating costs and a reasonable salary for the time you will invest operating the business? Verify current owners of the business opportunity are actually creating the cash flow promised by the promoter.

Franchisors and business opportunities generally must file disclosure documents in a state to operate there. Verify that the proper registrations have been filed and review those filings thoroughly.

Spend the time and effort doing due diligence to ensure the business opportunity is legitimate. One tip that it may be a scam are misspelled words in the offering documents. Other warning signs: hurry to get you to sign up for the opportunity, unwillingness to share information about current owners and past owners, short time period in business in the current location and unverifiable promises made.

If you feel you have been the victim of a business opportunity scam, contact the Oregon Attorney General’s office at the number listed previously, the Better Business Bureau and the Federal Trade Commission to report a complaint

Upcoming Events

The events listed below are provided so that business owners can prepare for potential increases in customer volume and consider sales promotions and incentives.

Festivals and Special Events

Whale Watching - thru March
(www.oregonstateparks.org)

Music and Theatre

Alice in Wonderland - April 6-15
(www.bhctheater.org)

Athenry - April 13-29
(www.chetcopelicanplayers.com)

Rastrelli Cello Quartet - April 15
(www.brookingsharborfriendsofmusic.org)

~ Training Opportunities ~

Travel Oregon 101

What is Travel Oregon 101? This FREE seminar offers an overview of Oregon's travel and tourism industry, designed to help visitor-related organizations and businesses take advantage of the many opportunities offered by Travel Oregon. Find out how to partner with other industry members around the state to maximize your exposure to visitors. Every attendee receives a resource packet brimming with information and contacts for future reference.

WHO SHOULD ATTEND TRAVEL OREGON 101?

Convention & visitor bureaus and chambers of commerce staff (DMOs)
Owners/managers of lodging properties, restaurants and visitor attractions
Organizations producing events that attract visitors
Economic development staff of government agencies at all levels
Tour operators, visitor services of all types
Staff of heritage organizations, museums and interpretive centers

WHAT WILL YOU LEARN?

- How to get looped into the tourism industry's communication system (at the local, regional, statewide, national and international levels)
- How to let Travel Oregon know you're out there and ready for visitors
- Programs and services Travel Oregon offers that help businesses, organizations and communities draw more visitors

UPCOMING SEMINARS:

March 14, 2018 - 1:30-4:00 p.m. - Grants Pass
March 15, 2018 - 1:30-4:00 p.m. - Bandon
March 30, 2018 - 1:30-3:00 p.m. - Webinar

2018 Oregon Governor's Conference on Tourism

April 29-May 1, 2018
Bend, Oregon

Each spring, Oregon's travel and tourism industry comes together at the Oregon Governor's Conference on Tourism. We gather to educate, share and develop new ways to create the best Oregon experience possible for our visitors and the industry itself. The 2018 conference will be held at the Riverhouse on the Deschutes in Bend. Registration for the event will open in January 2018.

OCVA Offers Scholarships for Oregon Guest Service Trainings

In 2018, the Oregon Coast Visitors Association (OCVA) is offering \$30,000 in scholarships for employees of tourism industry businesses who wish to attend Oregon Guest Service Gold, an internationally accredited certification customized to Oregon. The training program is a collaboration between Travel Oregon, the Oregon Restaurant & Lodging Association Education Foundation and the American Hotel & Lodging Educational Institute.

Wildfires Survey

Tourism-leaning businesses are asked to provide critical input in the Travel Oregon Wildfires Survey underway at www.industry.traveloregon.com through March 9. Please consider participating in this important assessment

The City of Brookings is dedicated to assisting our local businesses by providing information that will keep them apprised of news that could affect the ebb and flow of business. The City of Brookings hopes that you, the business owner, will find this document useful. By providing your email address at the time you applied for your city business license, you were automatically enrolled to receive this newsletter. If you wish to be removed from this email list, please contact Teri at (541) 469-1102.

Ivy Growing in Building Official/Inspector Office



Concrete block wall near the east doors to the council chambers starting to spall in the attic space do to moisture.

