City Council Meeting Agenda

Monday, August 8, 2016, 7:00 PM

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

1. Call To Order
2. Pledge Of Allegiance
3. Ceremonies/Appointments/Announcements
    a. August Yard Of The Month
        - Best Residential – Nina Bowman, 913 Timberline Drive
        - Best Commercial – True Elegance Antiques, 513 Chetco Ave.
4. Oral Requests And Communications From The Audience
5. Staff Reports
    a. Approve Purchase Of A New Street Sweeper

        Documents:

        SWEEPER. CAR.PDF
        SWEEPER.ATT.A.QUOTES.PDF

    b. Support For Funds To Restore Coastal Zone Management Grant

        Documents:

        CZM GRANT. CAR.PDF
        CZM GRANT.ATT.A.LETTER.PDF

    c. Memorandum Of Understanding With Brookings Harbor Garden Club

        Documents:

        GARDEN CLUB AGREEMENT. CAR.PDF
        GARDEN CLUB AGREEMENT.ATT.A.AGREEMENT.PDF

    d. TPAC Funding For Vet Fest

        Documents:

        TPAC GRANT. CAR.PDF
        TPAC GRANT.ATT.A.PROPOSAL.PDF

    e. Park Fees Waiver

        Documents:

        PARK FEES WAIVER. CAR.PDF
        PARK FEES WAIVER.ATT.A.LETTER.PDF
        PARK FEES WAIVER.ATT.B.APPLICATIONS.PDF

    f. Indian Home Agreement

        Documents:

INDIAN HOME AGREEMENT. CAR.PDF
INDIAN HOME AGREEMENT.ATT.A.LETTER AGREEMENT.PDF

g. Blue Zones Agreement

Documents:

BLUE ZONES. CAR.PDF
BLUE ZONES.ATT.A.INFORMATION.PDF
BLUE ZONES.ATT.B.DRAFT LETTER.PDF

h. Harbor Sanitary District Agreement

Documents:

HSD AGREEMENT. CAR.PDF
HSD AGREEMENT.ATT.A.RATE STRUCTURE.PDF

6. Consent Calendar

1. Approve Council minutes for July 11, 2016
2. Approve Council minutes for July 25, 2016
3. Accept Parks and Recreation minutes for May 26, 2016
4. Accept TPAC minutes for June 16, 2016
5. Accept Planning Commission minutes for July 5, 2016

Documents:

1.7-11-16 CC MINUTES.PDF
2.7-25-16 CC MINUTES.PDF
3.5-26-16 PR MINUTES.PDF
4.6-16-16 TPAC MINUTES.PDF
5.7-5-16 PC MINUTES.PDF

7. Informational Non-Action Items

1. July Invoices

Documents:

JULY INVOICES.PDF

8. Remarks From Mayor And Councilors
9. Adjournment

*Obtain Public Comment Forms and view the agenda and packet information on-line at www.brookings.or.us, at City Hall and at the local library. Return completed Public Comment Forms to the City Recorder before the start of meeting or during regular business hours.

All public meetings are held in accessible locations. Auxiliary aids will be provided upon request with at least fourteen days advance notification. Please contact 469-1102 if you have any questions regarding this notice.

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 8,

Laura Lee Snook
Signature (submitted by)

Originating Dept: PWDS

Janell Howard
City Manager Approval

Subject: Approve purchase of a new street sweeper

Recommended Motion: Motion to authorize the City Manager to approve the purchase of a Tymco 2016 street sweeper from Pac West Machinery.

Financial Impact: $154,645.00

Approved by Finance & Human Resources Director:

Background/Discussion: After numerous trips to the repair shop this year it has been determined that at 22 years old (research on line indicates average life span of a mechanical street sweeper is 5 years), 11,100 miles and 3000 operating hours the street sweeper has reached the end of its effective lifespan. It has been unavailable on several occasions when ODOT and Curry County have asked for our assistance in sweeping their streets due to being in the shop for repair. We currently have a contract with ODOT for sweeping Highway 101 from Carpenterville Road to Benham Lane six times per year. Additionally, Curry County Roadmaster Doug Robbins has asked if the County could contract with us for sweeping Lower Harbor Road and possibly other heavily traveled roads in Harbor, as they do not have a sweeper.

Quotes were obtained from three (3) vendors ranging in price from $154,645 - $245,690.

Twenty thousand dollars has been set aside each year for the last few years in anticipation of replacing the street sweeper. Finance Director Janell Howard reports that there is $80,000 available for a down payment and that the balance could be financed with Rogue Credit Union. The payments on the balance would not exceed $20,000 per year making no impact on the yearly budget.

Attachment(s):

a. Record of quotes

Record of Quotes

Department: PWDS By: Richard Christensen

Item being Purchased:_Street Sweeper

PRICE QUOTES

1.	Vendor: Pac West Machinery		
	Representative: Brycen Ganfield		Phone #541/729-1490
	City Employee Obtaining Quote:	Christensen	
	Amount: $154,645. Tymco 435		Date of Quote 6/28/2016
2.	Vendor: Owen Equipment		
	Representative: Jim Brown		Phone #503/927-2497
	City Employee Obtaining Quote: Christensen		
	Amount: $245,690. Elgin Cross Wind		Date of Quote 6/28/2016
3.	Vendor:	Enviro Clean Equipment	
	Representative: Ryan Schurr		Phone #503/348-4833
	City Employee Obtaining Quote:	Christensen	
	Amount: $213,215. Ravo		Date of Quote 6/28/2016

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 8, 2016

Originating Dept: Planning, PWDS

Donna Colby-Hanks
Signature (submitted by)

City Manager Approval

Subject: Support for funds to restore Coastal Zone Management Grants.

Recommended Motion: A motion to authorize the City of Brookings to be included on a letter to Governor Brown supporting funds to restore the Coastal Zone Management Grants.

Financial Impact: No cost to the City at this time. Possible future restoration of grant funds to support the City's Planning program.

Approved by Finance & Human Resources Director:

Background/Discussion: The City Council considered a request to include the City of Brookings in a letter to Governor Brown. The letter supports a request from the Department of Land Conservation and Development (DLCD) to have the Governor's budget for 2017-2019 include two Program Option Packages (POP) to fill a gap left by a reduction in federal funding. One request would provide state funds for planning assistance grants, although as proposed would not fully restore the grant funding. The other request would restore funding for two existing professional DLCD positions that are currently vacant and without funding will not be filled. Both of the positions provide technical and planning assistance to local governments. DLCD has numerous other requests for funding, however, the support letter does not involve any of the other requests.

The reduction in federal funding resulted from the Environmental Protection Agency determining that the Oregon Forest Practices Act did not meet the requirements for the protection of streams from non-point source water pollution from logging activities. Neither local jurisdictions nor DLCD have any control over the state regulations on this matter. Coastal cities and counties are bearing the brunt of the loss of the grants and assistance provided by DLCD staff.

After conferring with Bob Bailey, former DLCD staff and Oregonian Coastal Advocate Washboard Specialist, regarding the concerns raised by Council, the support letter has been revised to remove reference to the lawsuit. Bailey advised that the important thing is that the City supports the DLCD proposal for funds allocated to local governments for planning assistance.

Attachment(s): Revised letter to Governor Brown

City of Brookings
898 Elk Drive, Brookings, OR 97415
(541) 469-1104 Fax (541) 469-3650 TTY (800) 735-1232
rhedenskog@brookings.or.us; www.brookings.or.us

Mayor Ron Hedenskog

August 8, 2016

Governor Kate Brown
State Capitol Building
900 Court Street, NE 160
Salem, OR 97301

Dear Governor Brown:

The Brookings City Council would like to express our strong support for two Program Option Packages (POPs) submitted by the Department of Land Conservation and Development (DLCD) for inclusion in the Governor's FY 2017-2019 budget.

One POP would include funds to restore planning and technical assistance grants to coastal cities and counties that were eliminated by the DLCD because Oregon's federal Coastal Zone Management (CZM) grant has been cut 30 per cent. Restoration of these grants is critical to enable coastal cities to address unique, difficult planning challenges and responsibilities due to our location on the Oregon coast. These issues include impacts from sea level rise, tsunami preparation, federal mandates, limited land for development, seasonal economies, and geographic isolation.

The second POP would restore funding for two staff positions within the DLCD coastal program, both of which are vital to providing technical and planning assistance to coastal cities and counties on issues such as estuary planning, natural hazards planning, and coastal geographic information systems. Coastal local governments, especially small cities, rely on the assistance provided by DLCD to help resolve complex coastal planning issues.

Coastal cities and counties are bearing the brunt of this loss of funds and we are struggling to maintain planning capacity necessary to meet local and state requirements and address crucial planning needs. Quite simply, we do not have the ability to make up this shortfall with local budget resources.

We urge you to include these two POPs in your budget and we look forward to working with you to advocate for them in the legislative budget process.

Sincerely,

Ron Hedenskog
Mayor

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 8, 2016

Originating Dept: Parks

Signature (submitted by)

City Manager Approval

Subject: Memorandum of Understanding with Brookings Harbor Garden Club

Recommended Motion:
Motion to authorize the Mayor to execute a new Memorandum of Understanding with the Brookings Harbor Garden Club with respect to City property landscape maintenance.

Financial Impact:
$3,000 annual cost of maintaining landscaped areas.

Background/Discussion:
For the past 3 years, the Brookings Harbor Garden Club (BHGC) has been maintaining the City-owned landscaped area along Chetco Avenue between Ross Road and the Ray's Market driveway, and the landscaped area in the quad area of City Hall. These areas were previously maintained by City park staff.

The BHGC currently maintains the Botanical Garden located on ODOT property at the intersection of Chetco and North Bank Chetco River Road.

Under the new terms of the proposed Memorandum of Understanding (MOU), the BHGC membership will continue the responsibility for maintaining these areas for the next year and the City will provide the BHGC with a $3,000 annual stipend. The City would continue to maintain the grass.

Attachment(s):

a. 2016-17 Memorandum of Understanding with Brookings Harbor Garden Club.

MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF BROOKINGS
AND
BROOKINGS HARBOR GARDEN CLUB

The parties to this Memorandum of Understanding (MOU) are the City of Brookings (CITY), an Oregon municipal corporation, and the Brookings Harbor Garden Club (CLUB), an Oregon non-profit corporation.

WHEREAS, CITY owns the landscaped area along the north side of Chetco Avenue between Ross Road and 5th Street;

WHEREAS, CLUB currently cares for and maintains that area located on Oregon Department of Transportation property known as the Botanical Garden;

WHEREAS, CLUB had demonstrated ability to maintain public landscape areas;

WHEREAS, CITY is restructuring the manner in which it maintains its public landscape areas and desires to work with non-profit groups in the maintenance of these areas;

WHEREAS, CLUB has expressed interest in partnering with the CITY in this regard.

NOW, THEREFORE, the parties agree as follows:

1.0 CLUB OBLIGATIONS

1.01. Provide pruning, trimming, weed removal, mulching and general maintenance for:
   a. Brookings City Hall landscaped areas (south parking lot landscape areas, courtyard, north entry and landscape areas)
   b. The landscaped area along the north side of Chetco Avenue between Ross Road and 5th Street.

1.02. Maintain plants, shrubs ground cover and trees

1.03. Perform general litter clean-up as needed.

1.04. Remove all vegetation debris and haul to the Public Works upper yard located at 715 Railroad Street.

2.0 CITY OBLIGATIONS

2.01. Provide and maintain all irrigation systems and water service.

2.02. Mow all grass areas

2.03. Prune and/or remove large plants and trees deemed unsafe and remove invasive noxious weeds as specified by CLUB

2.04. Perform general litter and animal feces clean up in grassy areas.

2.05. Coordinate its maintenance activities with those of CLUB.

2.06. Provide new plants, fertilizer, and mulch.

3.0 INSURANCE REQUIREMENT
CLUB will provide CITY with proof of an insurance policy covering general commercial liability on an occurrence basis, with a combined single limit of not less than $1,000,000 for each occurrence of bodily injury, personal injury and property damage.

4.0 TERM
This agreement shall take effect upon the execution of this agreement, and shall remain in effect for a period of 1 year ending June 30, 2017or until terminated as described in this agreement.

5.0 TERMINATION
Either party for any reason may terminate this agreement provided that written notice of termination is given no less than thirty (30) days prior to next six month scheduled payment.

6.0 STIPENDS
CITY will provide CLUB with an annual stipend of $3,000 payable in increments of $1,500 upon execution of this Agreement and $1500 on or around January 1, 2017

7.0 MEETINGS
Duly appointed representatives of the parties shall meet as needed to address mutual maintenance concerns and review the respective parties' responsibilities under this Memorandum. Further, the parties agree to consider jointly undertaking improvement projects or major cleanup projects when resources beyond those normally available for maintenance become available to either party.

8.0 HOLD HARMLESS CLAUSE
CLUB shall defend, save, hold harmless, and indemnify the City, its officers, agents, and employees from all claims, suits, or actions of whatever nature resulting from or arising out of the activities of CLUB or its officers, employees, subcontractors, or agents under this MOU.

WHEREFORE, the parties have caused this MOU to be executed by their authorized representatives on this 13th day of July, 2016.

CITY OF BROOKINGS
An Oregon Municipal Corporation

ATTEST

Ron Hedenskog, Mayor

Teri Davis, City Recorder

BROOKINGS HARBOR GARDEN CLUB
An Oregon Non-profit Corporation

Linda Wassel, Co-President
Name: LINDA WASSEL
Title: CO-PRESIDENT BROOKINGS-HARBOR GARDEN CLUB

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 8, 2016

Originating Dept: City Manager

Signature (submitted by)

City Manager Approval

Subject: Funding for Second Annual Vet Fest

Recommended Motion:
Motion to authorize the City Manager to enter into an agreement with the Vietnam Veterans of American to provide $3,000 in Transient Occupancy Tax funds in the form of a $1,000 grant and a $2,000 advance to be repaid if sufficient funds are available in support of the Second Annual Vet Fest.

Financial Impact:
$3,000 allocation from $31,580 remaining funds available for tourism promotion in fiscal 2016-17.

Background/Discussion:
The Tourism Promotion Advisory Committee (TPAC) has recommended utilizing $3,000 in Transient Occupancy Tax funding to assist the Second Annual Vet Fest event. The funding recommendation is for a $1,000 grant and a $2,000 advance that would be repaid if sufficient funds are available at the conclusion of the event. Funding would be to the Vietnam Veterans of America.

A part of the proposal is to undertake an advertising campaign to attract veterans from throughout Oregon and northern California to the event.

Also on the August 8 City Council agenda is a request to waive $599.50 in park and Capella use fees for this event.

Attachment(s):

a. Proposal

16 June 2016

Gary Milliman, City Manager
City of Brookings Tourism
898 Elk Drive
Brookings, OR 97415

SUBJECT: TOURISM EVENT PROPOSAL

Building on the successes of last year's inaugural event, this year's Second Annual Vet Fest will set the standard for this festival to be a festival destination for regional stewardship and cultural tourists, especially military/ veterans, families and supporters throughout the State of Oregon and Northern California. Promotions/cross promotions and advertising will target markets in Oregon (Grants Pass, Medford, Eugene, Roseburg, White City, Illinois Valley, Klamath, Bandon, North Bend and Coos Bay, Salem, Portland) and California (Del Norte County and Humboldt County including Eureka, Redding, etc.).

Promotional focus will reach out to veterans' organizations throughout the region, including veterans' motorcycle and classic car groups, veteran musicians and artists groups, and others who like to attend festivals in the region. Great relationships with local media and media in our region will allow us to provide additional promotional/cross promotional opportunities for a bigger bang for our advertising/marketing dollars.

With that in mind, the *Vet Fest* vision is to create a signature annual event for our area. Each year we will add more to the development of the festival in hopes of making this event a destination in our region that develops a kind of brand loyalty.

Thank you to the City of Brookings and TPAC for consideration of this special event for TPAC funding in the amount of $3,000.

With much appreciation,

Jim Newman, 541-254-1002

Associates of Vietnam Veterans of America

rusticones@aol.com

Event Title: Second annual Veteran's Festival **Amount Requested** $ 3.000.00

Event Description: A day of free music focusing on the Veteran community and their families open to the community as well thanking them for all their support over the years.

Event Date/s: August 26th at the Capella for a Veteran Women's event and August 27th at the

Location: bandshell in Azalea Park. **Location secured?** Yes ☒ No ☐

Event Goals: To provide a Veteran dedicated (this year honoring women veterans) event that draws attendance from northern California and southern Oregon. Also giving back to a very supportive community and partnering with other veteran groups.

Please explain how this event will be sustained after the first year: Event donations, yearly fundraising, grants and sponsorships

Sponsors/Investors: V.V.A. Chapter 757, Jim Newman, Connie Hunter and others as they come on board.

Budget

Income			Expenses		
Fees waived	$ 478.00		Facility/Venue Costs	$ 478.00	
Grants	$ 800.00		Insurance	$ VVA carries policy	
Concessions	$ 0		Advertising	$ 2,000.00	
Day of event donations	$ 700.00		Supplies	$ 200.00	
Sponsorships	$ 3,400.00		Bands	$ 4,700.00	
in-kind media support	$ 2,000.00			$	
TOTAL	$ 7,378.00		**TOTAL**	$ 7,378.00	

Methodology for evaluating events success in terms of bringing visitors to the Brookings area: Live surveys of event attendees to include comments on the music, suggestions as to what did and did'nt work, zip code tracking as well

Contact Person: Jim Newman **Phone:** (541) 254-1002

Organization: A.V.V.A. **Address:** P.O.B. 1677 Brookings, Or. 97415

If more space is required please attach additional pages

Exhibit B

SECOND ANNUAL VET FEST, Saturday, August 27, 2016

EVENT GOALS: Building on the successes of last year's inaugural event, this year's Second Annual Vet Fest will set the standard for this festival to be a festival destination for regional stewardship and cultural tourists, especially military/ veterans, families and supporters throughout the State of Oregon and Northern California. Promotions/cross promotions and advertising will target markets in Oregon (Grants Pass, Medford, Eugene, Roseburg, White City, Illinois Valley, Klamath, Bandon, North Bend and Coos Bay, Salem, Portland) and California (Del Norte County and Humboldt County including Eureka, Redding, etc.).

Promotional focus will reach out to veterans' organizations throughout the region, including veterans' motorcycle and classic car groups, musicians and artists groups, and others who like to attend festivals in the region. We hope to have 2017's event in September as it was last year to better address TPAC's efforts to grow events during shoulder seasons.

Working with KCIW, the Insider of Southern Oregon and other local media outlets, we will have significant free coverage from these in-kind media co-sponsors and newspaper coverage, as well. Most of our printing and copying will be donated or at a very low cost (cost of materials, only) including working with community-radio stations throughout the region and free events publications. We expect significant Public Service Advertising also from the for profit radio stations in our Southern Oregon/Northern California areas.

The signature event is a part of the overall Vet Fest vision. Growing this in sustainable increments is key to growing into an opportunity to showcase music and visual arts and crafts by and for the general public. Each year will have a different emphasis in its special honoring of our service members, veterans, families and the Fallen. This year's special honoring will focus on women with prior military service. On the day prior to Vet Fest (Friday, August 26th), there will also be an event especially for women veterans.

The details of this event are still being determined...but will tie into the Saturday, Second Annual Vet Fest's *Honoring Our SHEeroes*. (August 26 -- Tentative Venue--Calpella By the Sea, Azalea Park, Brookings, OR) Many of our female veterans have PTSD from military sexual trauma and have been severely underserved because of our isolated community--not to mention the culture of the military and even the V.A. These two events will shine a light on these tough issues and provide a jumping off point for programs that will provide healing experiences.

Headliners: Tayla Lynn with Eric Tingstad

In Curry County, it is rare to have such highly acclaimed talent perform as Tayla Lynn accompanied by Grammy Award winner Eric Tingstad. The Second Annual Vet Fest hopes to bring this celebrated and unusual duo to honor our veterans in Southern Oregon and Northern California and beyond. Such high-quality original music is a specialty that brings the crowds out wherever they perform. Playing for packed houses and large festival crowds, both artists are recognized for their high-quality original music and, as a result, are considered a major audience attendance "draw".

Tayla Lynn is a southern girl who grew up in the heart of Tennessee, and her country bloodlines include her grandmother--country-music legend, Loretta Lynn, and her father, Ernie, who sang and played guitar in Loretta Lynn's band. Much like her grandmother Loretta, Tayla is a world-renown country music artist. Tayla has proudly performed for our troops in Afghanistan and is beloved among the military veterans community. When the time is right in her performance, Tayla performs a set of the iconic songs that Loretta Lynn made famous.

Eric Tingstad is a Grammy Award winning musician who also is a well-known national and Pacific Northwest record producer, songwriter and composer. He was born and raised in Seattle, WA where he currently resides. Best known as a fingerstyle guitarist, Tingstad has performed, recorded, and produced Alternative Country, Blues, Americana, Rock, Smooth Jazz and Ambient /New Age music. Tingstad frequently collaborates with others including Tayla Lynn but is most often recognized for work and performances with long-time friend, woodwinds player Nancy Rumbel as the acclaimed Tingstad and Rumbel duo. Tingstad is also a principal founder, producer, electric guitarist and co-writer with The Halyards, a Seattle-based American roots rock band that includes Carl Funk and Larry Mason.

Opening Act: J. Barley Band

J. Barley Band is from the Illinois Valley area and includes several veteran band members. Their performance at Vet Fest last year had the audience tapping their toes and dancing to Roots Americana, Folk, Country, Rock and Zydeco/Cajun genres of music. This 5-piece ensemble of season musicians was a significant draw and we expect that local word of mouth advertising will bring out even more locals to this year's event.

Closing Act: Spence Brothers Blues Band (and Friends!)

Local All Star Band, the Spence Brothers Blues Band always bring out the local fun folks and veteran community with their Texas blues/rock originals with a smattering of oldies and danceable cover tunes! Members include Troy Spence (lead guitar, vocals—former lead player for the S.F.-based Blue Cheer—Summertime Blues), Rodney Spence (bass guitar, backup vocals), Ken Podesta/Daniels (drums), Johnny Lightning (slide guitar, vocals), Jim Newman (key boards, backup vocals) and military veteran T-bone Stone (harmonica/harp and vocals).

"Class Acts" Needed: Vet Fest Special Event Sponsors

Second Annual Vet Fest Co-Presenter/Title Sponsor: $1,000 (One Opportunity Available)

– Co-presenter for the event
– Banner at event and Community Builders Booth at Wednesday's Farmers Markets in Harbor and other special events throughout the year
– Featured in all paid and public service advertising on radio stations, in newspapers, magazines and newsletters (inclusion of logo on all event materials and publicity)
– Opportunity to speak as at both the Vet Fest and serve as host(s) for a special intimate performance and honoring of women veterans (with Headliners the day before Vet Fest), naming rights for Women with Prior Military Service event
– Opportunity for sponsor to speak at event and meet headliners

Vet Fest Honors Our Women Veterans: A Very Special Sponsorship: $750 (Two opportunities available)

– Co-presenter for the event Women Veterans event (August 26, 2016)
– Featured in public service advertising on radio stations and in newspapers, magazines and newsletters (inclusion of logo on all event materials and publicity)
– Opportunity to participate as host(s) for a special intimate performance and honoring of women veterans (with Headliners the day before Vet Fest), naming rights for this event
– Opportunity for sponsor to speak at event and meet headliners

Vet Fest Five Branches of the Military Sponsorship: $500 (Five opportunities available: USA, USAF, USN, USMC, USCG)

–Special mentions at Vet Fest and Women Veterans event (August 26, 2016)
– Featured in public service advertising on radio stations and in newspapers, magazines and newsletters
– Opportunity to participate attend a special intimate performance and honoring of women veterans (with Headliners the day before Vet Fest) and meet our headliners

Event Title: FUN ON 101 SHOP & SAVOR FLAVOR FEST **Amount Requested** $ ~~4123.00~~ 4000.00

Event Description: RESTAURANTS & RETAIL SHOPS pair up to SHOWCASE THE BEST OF BROOKINGS on Hwy 101.

Event Date/s: SEPTEMBER 3, 2016 12-4pm

Location: UP & DOWN CHETCO AVE **Location secured?** Yes ☒ No ☐

Event Goals: TO EDUCATE TOURIST ABOUT THE MANY RESTAURANTS, RETAIL STORES, GALLERIES ETC IN BROOKINGS. TO DRAW PORT VISITORS UP INTO TOWN

Please explain how this event will be sustained after the first year:

Sponsors/Investors:

Budget

Income				Expenses		
Fees Collected	$			SHUTTLE Facility/Venue Costs	$ 125.00	
Admissions	$			Insurance	$	
Concessions	$ GRAPHIC DESIGNS, BANNERS FOR THE SHUTTLE, PRINTING			Advertising	$ 800.00 - 1000.00	
	$ 6' Feather Flags (20)			Supplies	$ 3000.00	
	$				$ 20 "FUN ON 101" FLAGS	
	$				$	
TOTAL	$			TOTAL	$	

Methodology for evaluating events success in terms of bringing visitors to the Brookings area: HOPING TO INCREASE FOOT TRAFFIC IN THE CENTER OF TOWN DURING PORT EVENTS WHICH WILL ULTIMATELY BRING VISITORS BACK!

Contact Person: TAMMY TANNER **Phone:** (541) 469-4300 (541) 251-1899

Organization: **Address:**

If more space is required please attach additional pages

PLEASE SEE ATTACHED

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 8, 2016

Originating Dept: City Manager

Signature (submitted by)

City Manager Approval

Subject:
Request for Waiver of park use fees

Recommended Motion:
Motion to waive all park use and Capella use fees associated with Vet Fest II and with the special event honoring women veterans held on August 26 and 27 in Azalea Park.

Financial Impact:
$599.50 in waived fees

Approved by Finance & Human Resources Director:

Background/Discussion:
Vietnam Veterans Chapter 757 is requesting a park use fee waiver for its special two-day event Vet Fest II on the weekend of August 26 & 27. This is the second year for this event. Last year, they requested and received an identical waiver.

The event takes place in Azalea Park with a special ceremony held in the Capella on August 26 honoring women veterans.

Attachment(s):

a. Letter from Vietnam Veterans Chapter 757
b. Park Use application

SERVING OUR COMMUNITY
WITH PRIDE

July 25, 2016

Gary Milliman – City Manager:
Ron Hedenskog – Mayor:

This letter is submitted to the both of you by the Vietnam Veterans Chapter 757 of Brookings as a request to be placed on the August 8th meeting agenda of the Brookings City Council.

Specifically, the request is for the waiving of all fees associated with Vet Fest II on August 27th and the special honoring of women veterans that will be held on August 26th at the Capella.

Your consideration on this matter is greatly appreciated.

Jim Newman
VVA secretary

Requesting fee waiver from CC.

CITY OF BROOKINGS
898 Elk Drive,
Brookings, OR 97415
541-469-1103
Fax: 541-469-3650

CAPELLA BY THE SEA

USE APPLICATION FORM

Event Date(s): 8/26/16 To: 8/26/16 Time: 1:00 ☐ am ☒ pm To: 6:00 ☐ am ☒ pm

Total Hours: 5 Number Expected to Attend*: 30 Open to Public? ☒ Yes ☒ No PRIVATE (INVITATION)

Event Type (please describe): WOMENS VETERANS HONORING CEREMONY

Applicant: [redacted] VVA CHAPTER 757 Contact Person: JAMES WEDMAN

Mailing Address: P.O. BOX 1677 Phone: (541) 254-1002

City/State/Zip: BROOKINGS, OR 97415 Cell: 11

Email Address: rusticones@aol.com

Return deposit to: VVA CHAPTER 757 Address: P.O. BOX 1677

** Maximum capacity is 49 people with fixed seating for 40. Events are subject to a visit by the Fire Marshal.*

Will alcohol be served: ☐ Yes ☑ No Will alcohol be sold: ☐ Yes ☑ No - If yes must obtain Liquor License

Who will be serving alcohol 0 Plans for decorations submitted: ☐ Yes ☑ No

As the individual, group or organization applying for permission to use the Capella by the Sea, it is hereby understood that I/WE have read, understand and agree to comply with all Rules, Regulations and General Use Instructions for use of the Capella by the Sea, copies of which were furnished with this application.

Executed on: 7/18/16 (Date) by: JAMES WEDMAN (Applicant Name (Print))

Applicant Signature: [signature]

Title/Organization (if applicable): SECRETARY VVA 757

STANDARD USE FEES

USE	FEE	Hours	Charges		Date Paid
Basic Use Fee (includes set up & cleaning)	$103.00/hr ($206/2 hr minimum)	x 5	515.-		
Security Deposit (refundable)**	$208/event			$208	7/19/16
			Check #		
			City Receipt #		

*NOTE: Make checks **payable to the "City of Brookings."***

** Refund of the security deposit will be contingent upon satisfactory final inspection. Any damages will be deducted from the deposit. Refunds will take approximately 14 business days to process.

Proof of Required Insurance on file: [signature] Public Works Assistant 7.19.16 Date

☐ Approved ☐ Denied by: _____ Parks Supervisor _____ Date

Approved Copies to: ☐ Applicant _____ ☐ Custodian notified _____

PARK & CAPELLA

Requesting fee waiver from City Council

PARK USE APPLICATION PERMIT

CITY USE ONLY: Rec'd Date: 7/19/19 By: hz				
Department	By	Date	Approved	Comment
Parks			Y / N	Y / N
Public Works			Y / N	Y / N
Fire			Y / N	Y / N
Police			Y / N	Y / N
Finance Dept.			Y / N	Y / N

Please sign, date and deliver to the next Dept. Please note any comments on pg 4 under "Comments" and RETURN TO LAURI Distributed: _____

The City of Brookings programs, services, and activities are open to all persons without regard to race, age, sex, disability, religion, or national origin.

Event Date(s): 8/27/16 to 8/27/16 Time: From 9 (am)/pm to 6 am/(pm) Day(s)(circle) M/T/W/R/F/(Sat)/Sun

No. of participants (each day): 400 Nature/Name of Event: VET FEST II

Organization: VIETNAM VETERAN CHAPTER 757 BROOKINGS

Contact Person: JIM NEWMAN Phone #: (541) 254-1002 Cell #: SAME

Mailing Address: P.O. BOX 1677 BROOKINGS 97415

email: rusticones@aol.com Return deposit to: P.O. BOX 1677 BROOKINGS

PARK/LOCATION: (Check all that apply)

- ☑ Azalea
- ☐ Bud Cross
- ☐ Easy Manor
- ☐ Bankus
- ☐ Skate Park
- ☐ Chetco Point
- ☐ Stout
- ☐ Tennis Courts
- ☐ Oasis

AZALEA PARK AREA: (Check all that apply)

- ☑ Gazebo
- ☑ Bandshell/Stage
- ☐ Concession Stand (CS)
- ☑ Lawn area
- ☐ Kidtown Picnic Area
- ☑ Restrooms only (at CS)
- ☐ Other (Please Specify): _____

Check Yes or No to each of the following:

1. Will you be renting picnic tables? ☐ Yes ☑ No Qty: _____ Delivery _____
2. Is this event free? ☑ Yes ☐ No If no, how will funds be secured/protected? _____
3. Will amplification equipment be used? ☑ Yes ☐ No If yes, noise level must be contained within the immediate area.
   Describe purpose/type: P.A. SYSTEM
4. Will alcohol be served? ☐ Yes* ☑ No Will alcohol be sold? ☐ Yes* ☑ No If yes, must obtain Liquor License
   *Additional requirements – see page 8 of application
5. Will merchandise be sold? ☐ Yes ☑ No By whom/ Describe purpose/type: _____
6. Do you want to place temporary signs? ☑ Yes ☐ No (Requires prior Park Supervisor approval – see page 1)
   Describe quantity, location, type: BANNERS ON STAGE & DIRECTIONAL FREE STANDING AT ENTRANCES

LIABILITY STATEMENT/AGREEMENT

I/We agree to abide by all applicable federal, state, and local laws, regulations, and ordinances which pertain to the use of said property and agree to pay for any damage to same, as a result of use. I/We agree to hold the City, its officials and employees, harmless from any liability resulting from use of said property and to obtain any and all required permits and/or business licenses required by the City.

THE CITY OF BROOKINGS ASSUMES NO RESPONSIBILITY OR LIABILITY FOR INCLEMENT WEATHER.

The undersigned agrees to pay for any and all damages occurring during the reserved period. User agrees that the deposit paid herewith will be applied toward damages to the facility or its contents during the reserved period. Any of the deposit not applied to damages will be applied first to unpaid rental fees with any excess refund to user. Normal wear and tear as determined by the City of Brookings shall not be considered damage. User also acknowledges that he/she has read and understands the Rules and Regulations for Brookings City Parks and has reviewed all pages of the application. **APPLICANT: It is the applicant's responsibility to obtain required insurance, permits and/or licenses prior to the event and provide proof to the City.**

Applicant Name (PRINT): JAMES NEWMAN

Applicant SIGNATURE: _____ Date: 7/18/16

City Use Only: *Paid:* $177.- *Applicant Notified:* _____ *Parks Notified:* _____

PARK USE FEE/REQUIREMENT WORKSHEET

THIS PAGE FOR CITY USE ONLY:

Use	# of people	City Resident	Non Profit	User Fees	Deposit Fees	Restrictions/Comments
Park	400 +/-	(Y) N	(Y) N	$ 38.50	$ 38.50	
Bandshell/Stage		(Y) N	(Y) N	$ 21.-	$ 21.-	
Concession Stand w/restrooms - $78.00				$	$	
Concession Restrooms ONLY - $25.00				$ 25.-	$ 25.-	
Picnic Tables: Qty _____ @ $20 each				$	$	
TOTAL				$ 84.50	$ 92.50	paid $ 177.00 over paid $8.-
Check #				1987	1987	
City Receipt #						

Other Requirements **Additional Information/Comments**

☐Site Plan ☐Map ☐On-site visit required. Date: _____ Time: _____ am/pm

☐City Business License

☐Liquor License - Required to sell alcoholic beverages (Must obtain license through the Oregon Liquor Control Commission)

☒Proof of Insurance on file

☐Security No. of Officers: _____ Comments: _____

☐Temporary Signs Park Supervisor Approval: ☐ Yes ☐ No

Comments:

Department Comments: _____

☐ Security Deposit refund submitted on: _____ Amount: $_____

☐ Deposit not returned/reason: _____

☐ Event cancelled on: _____ Fee returned: ☐ in full ☐ partial Amount refunded: $_____

Reason for refund: _____

OP ID: R3

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 05/23/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hays Companies WDC P&C Suite 425 West 1025 Thomas Jefferson St NW Washington, DC 20007 Randy Miller	CONTACT NAME: Randy Miller PHONE (A/C, No, Ext): 202-263-4028 FAX (A/C, No): 202-263-4001 E-MAIL ADDRESS: rmiller@hayscompanies.com PRODUCER CUSTOMER ID #: VIETN-1
INSURED Vietnam Veterans of America, Chapters & State Councils 8719 Colesville Road Suite 100 Silver Spring, MD 20910	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : Philadelphia Indemnity Ins Co — 18058 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT X LOC	X		PHPK1454716	03/01/2016	03/01/2017	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ Excluded $ 1,000,000 $ 3,000,000 $ 3,000,000
A A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			PHPK1454716	03/01/2016	03/01/2017	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (PER ACCIDENT)	$ 1,000,000 $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DEDUCTIBLE X RETENTION $ 10,000			PHUB530506	03/01/2016	03/01/2017	EACH OCCURRENCE AGGREGATE	$ 6,000,000 $ 6,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Re: Chapter 757
Certificate Holder is an additional insured as their interests may appear and when required by written contract.

CERTIFICATE HOLDER

The City of Brookings
898 Elk Drive
Brookings, OR 97415

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 8, 2016

Originating Dept: City Manager

Signature (submitted by)

City Manager Approval

Subject: Letter Agreement Regarding Sewage Services to Indian Home

Recommended Motion:
Motion to authorize City Manager to execute letter agreement between U.S. Department of Health and Human Services, the Harbor Sanitary District, the Coquille Indian Tribe and the City concerning the furnishing of sewer service to a residential parcel within the HSD boundaries and acceptance of SDC payment directly from DHHS Indian Health Services.

Financial Impact:
City will receive payment of standard sewer SDC.

Background/Discussion:
The U.S. Department of Health and Human Services (DHHS) is proposing to provide funding for the construction of a home to be occupied by a member of the Coquille Indian Tribe within the Harbor Sanitary District (HSD). Because sewage treatment for the subject property is provided by the City of Brookings, DHHS has requested a letter agreement between the DHHS, the Harbor Sanitary District, the Coquille Indian Tribe and the City with respect to providing sanitary sewer service to the site and the payment of System Development Charges (SDCs).

SDC's for wastewater treatment within the boundaries of HSD are collected directly by the City. By this agreement, the City agrees to accept payment of the SDC for this sewer connection directly from DHHS Indian Health Services.

Attachment(s):

a. Letter Agreement.

DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

PORTLAND AREA
INDIAN HEALTH SERVICE
1414 NW NORTHRUP, Suite 800
PORTLAND, OREGON 97209

JUL 2 2 2016

Brenda Meade, Chairperson
Coquille Indian Tribe
3050 Tremont
North Bend, OR 97459

Gary Milliman, City Manager
City of Brookings
898 Elk Drive
Brookings, OR 97415

Kelly Bebee, Manager
Harbor Sanitary District
16408 Lower Harbor Road
Brookings, OR 97415

Dear Chairperson Meade, Mr. Milliman, and Ms. Bebee:

The following letter serves to document the agreement of the parties necessary for Indian Health Service, Portland Area IHS, U.S. Department of Health and Human Services, hereinafter called the IHS, under and pursuant to the provisions of Public Law 86-121 (73 Stat. 267), to serve the home site of an eligible Indian person with individual site sanitation facilities located within the jurisdiction of Harbor Sanitary District, and within the Service Delivery Area of the Coquille Indian Tribe, under IHS Project PO-14-B86. This letter, upon signature by the parties serves to supplement the agreement between the IHS and the Coquille Indian Tribe, hereinafter referred to as the Tribe, for the specific circumstances associated with providing sanitation facilities construction within the jurisdiction of the Harbor Sanitary District, hereinafter referred to as the District, which transmits its sewage to the City of Brookings, hereinafter referred to as the City.

WHEREAS, the Tribe and IHS have entered into an agreement, reflected in a Memorandum of Agreement (MOA) for PO-14-B86F, signed by the Tribe on September 11, 2014 and the IHS on September 18, 2014, to serve individual, eligible Indian homes with water supply and waste disposal (sanitation) facilities; and,

WHEREAS, an eligible Indian home located in Curry County, Oregon is within the Service Delivery Area of the Tribe as defined in the Federal Register, as most recently published August 7, 2015; and

WHEREAS, an eligible Indian home is located within the sewer service area of the District and is subject to the requirements of the District; and

WHEREAS, the District and City have system development charges and a connection fee that must be paid to allow for connection to the community sewage collection system and wastewater treatment infrastructure; and,

WHEREAS, IHS is able to commit funding to the construction of sanitation facilities, including the payment of fees directly associated with connection to sewer infrastructure required by the local jurisdictions, provided the home is constructed and owned by an eligible member of a federally-recognized Tribe;

NOW THEREFORE, in order to carry out the provision of sanitation facilities through IHS Project PO-14-B86F for the eligible Indian home located in the District, the parties mutually agree the following provisions apply to sites located within the jurisdiction of the District, and that the original MOA between the Tribe and IHS for Project PO-14-B86F is otherwise unchanged by this supplemental agreement.

1) That the Tribe agrees to continue to coordinate the participation of eligible Indian persons in project PO-14-B86 who have residence within the Tribe's Service Delivery Area.

2) That IHS has reserved $23,452.00 from Project PO-14-B86 to cover the cost of providing complete sanitation facilities to the home site of an eligible Indian person located at Crown Terrace Road, lot 11.

3) That from the funds reserved for service to the site as described in paragraph 2, IHS agrees to pay the District the System Development Charges (SDC's) including $5,528.31 for wastewater treatment, $2,445.66 for collection infrastructure, and $290 for connection, to the District upon receipt of notification that the construction of the home located at the site described in paragraph 2 is complete.

4) That the construction of sanitation facilities at the home site shall otherwise be completed in accordance with the terms of the MOA for PO-14-B86F.

5) That, in consideration for the commitment by IHS indicated in paragraph 3, the City and District agree to grant the sewer-related permit clearances necessary to allow the eligible Indian person to obtain a residential building permit from the applicable jurisdiction, and that the City and District agree to accept the IHS commitment indicated herein in-lieu of advanced payment of the SDC's to the District.

6) That if the homeowner does not obtain a building permit and fails to construct a home within 12-months of this agreement, neither IHS nor the Tribe is obligated to pay the SDC's or connection fee to the District, and the funds reserved shall be returned to the Project PO-14-B86 to construct sanitation facilities at other eligible sites.

Upon receiving signatures from the Tribe, City, District and IHS, copies of this letter will be provided to the parties.

Sincerely,

CAPT Mathew J. Martinson, P.E.
Division Director
Division of Sanitation Facilities Construction

IN WITNESS TO THE TERMS OF THIS AGREEMENT, the parties have subscribed their names.

FOR THE COQUILLE INDIAN TRIBE:

7/27/14
Date

Chairperson, Coquille Tribal Council, having been duly authorized to enter into this Agreement on behalf of the Coquille Indian Tribe

FOR THE CITY OF BROOKINGS, OREGON:

_____
Date

_____
Authorized Individual for the City of Brookings

FOR THE HARBOR SANITARY DISTRICT:

_____
Date

_____
Authorized Individual for the Harbor Sanitary District

FOR THE INDIAN HEALTH SERVICE:

_____
Date

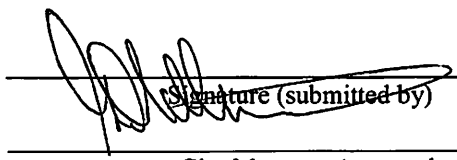
_____
Director, Portland Area Indian Health Service, Department of Health and Human Services

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 8, 2016

Originating Dept: City Manager



City Manager Approval

Subject: Blue Zone Support Letter

Recommended Motion:
Motion to execute Blue Zones Project commitment letter.

Financial Impact:
City participation is undetermined at this time. According to the "Criteria for Selection" as a Demonstration Community:
"Cambia Health Foundation has provided leadership funding to the Oregon Business Council Charitable Institute to bring the Blue Zones Project to Oregon in support of the Oregon Healthiest State Initiative. Communities are encouraged to make a financial commitment to support the leadership funding from the Cambia Health Foundation. The preferred commitment from communities is between $200,000 and $400,000 per year for three years. Funding does not have to be provided at the time the application is submitted and can be from multiple funding sources."

Background/Discussion:
The City Council discussed the Blue Zones Project at their August 2 workshop. Councilor Triglia has requested that the City consider participating in the project initially through submitting a commitment letter in connection with the effort to seek designation of the 97415 Zip Code area as a Demonstration Community. The attached commitment letter has been crafted based upon a sample provided by those working on this project.

The Blue Zones Project is a community transformation approach designed to make healthy choices easier through permanent changes in environment, policy and social networks. As a Demonstration Community, the greater Brookings area would receive support from the Blue Zones Project team of local and national experts aimed at achieving healthy living goals.

See attached for additional information. It was reported at the workshop that Klamath Falls has been designated as a Blue Zones community and that Skylakes Hospital was the major contributor to the local funding commitment.

The Mayor has indicated that he would like to have the commitment letter signed by all five members of the City Council.

Attachment(s):
a. Information on Blue Zones Project
b. Draft commitment letter

Gary

BROOKINGS CITY COUNCIL WORKSHOP

August 2, 2016

BLUE ZONES PRESENTATION OUTLINE

1. What is meant by Blue Zones and the Blue Zones Project?

2. The "Power 9" principles for Longevity

3. Formation of and Work Done by the Brookings Harbor Blue Zones Exploratory Coalition

4. Planned Submission of Application by the Coalition for possible selection and Designation of Brookings area as the State of Oregon's 2nd Blue Zones Demonstration Community

5. What can we do as a community to foster healthier choices and practices and what specific role could the City of Brookings municipal government play in this effort?

I also would encourage my fellow Councilors and audience members to sign the online pledge at **https://oregon.bluezonesproject.com/pledge** which only asks for your name, email address and zip code, and would like to open this topic for discussion.

Longevity and Health

Things you can do to live a long, healthy life

based on *The Blue Zones*, a book by Dan Buettner

Stephanie Polizzi, MPH, RDN CHES, FAND OSU Extension Family & Community Health

What is a Blue Zone?

A Blue Zone is a geographic area or community where the number of people living over 100 years is greatest.

Dan Buettner, the author and investigator of *The Blue Zones* traveled the world and identified 5 Blue Zones:

Loma Linda, California **Nicoya, Costa Rica** **Sardinia, Italy**
Ikaria, Greece **Okinawa, Japan**

Dan and his team of experts set out to find what these areas had in common. They discovered that each zone has 9 common characteristics .

1 Move Naturally

- Be active using moderate, sustained movements to achieve daily activities without having to think about it
- Include elements of cardio aerobics, strength training and balance exercises or movements
- Aim for 30-60 minutes at least 5 days a week

2 Hara Hachi Bu

- This Okinawan saying means "Eat until you are 80% full" or "Eat not until you are full, but only until you are no longer hungry"
- Eat low Calorie but nutrient-dense foods
- Be aware of plate, bowl, glass and package sizes since they can trick you into eating more
- Eat large meals early in the day and smaller meals toward day's end

3 Plant Slant

- Beans, whole grains and fresh vegetables are the cornerstones to the longevity diet
- Those who have less meat intake live longest. Meat is typically eaten once or twice per month or at annual celebrations
- Nut intake is common to all Blue Zones

4 Grapes of Life

- Those who have a daily glass of beer, wine or spirits accrue heart benefits
- Moderation is key. More is not beneficial and may negate benefits
- Red wine offers the added bonus of powerful antioxidants like polyphenols and resveratrol
- These drinks were shared with friends or family as part of their social connectivity

Stephanie Polizzi, MPH, RDN, CHES, FAND
OSU Extension Family & Community Health
631 Alder Street, Myrtle Point, Oregon 97458

stephanie.polizzi@oregonstate.edu
http://extension.oregonstate.edu/coos/fcd
541-572-5263 ext 25291

Oregon State University

The Blue Zones

5 Purpose Now

- Practice *igigai* or "Why I wake up in the morning." Having a strong sense of purpose buffers us from disease. In an 11 year study, those who had a clear goal in life lived longer and sharper than those who did not
- Strengthen the brain by learning a new language, dance or activity

6 Downshift

- Slowing life's pace may lower chronic inflammation, keeping chronic diseases at bay
- Slowing down adds richness to life
- Lower stress by reducing noise and being early to your events
- Find time for meditation

7 Belong

- Participate in a spiritual community. The simple act of worship, regardless of to whom, improves longevity
- Even going to church only once per month can reduce risk of dying by 1/3
- Spiritual connection also fosters social engagement

8 Loved Ones First

- Make family a priority, with duty, ritual and emphasis on togetherness
- Elders who live with their children are less susceptible to disease or accidents
- Make a point of spending at least 1 meal per day together; take annual vacations
- Get physically closer, choose a spot for face time

9 Right Tribe

- Surround yourself with others who share your Blue Zones values
- Those with the strongest social connections live longest
- Identify those who reinforce the right habits and meet with them regularly

Flickr: SalvationArmyUSAWest

Cultivate a Community Blue Zone

In 2009, the Blue Zones partnered with AARP and the United Health Foundation to implement Power 9® in a community in Minnesota.
In one year, participants added 2.9 years to their lifespan and dropped health care claims to 49%.

Summary

- A Blue Zone is an area where the greatest number of people live long, productive lives past 100 years
- There are 9 common characteristics of a Blue Zone. The more you practice these 9 strategies, the longer your life expectancy
- These strategies can be adapted for communities

Aim to create an environment in your home, workplace or community that makes positive healthy behaviors easy and unavoidable.

References

The Blue Zones, 2nd edition, Dan Buettner, National Geographic Society, 2012
www.BlueZones.com www.BlueZonesProject.com

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The Power 9

1. Move naturally. Don't do marathons or pump iron; work around the house, garden, walk, cycle, walk when talking on the phone.

2. Know your purpose. Have a reason for waking up in the morning.

3. Kick back/Down Shift. Find ways to shed stress, whether it's praying, meditating, napping or going to happy hour.

4. 80% Rule / Eat less. Stop eating when you are 80% full.

5. Plant Slant / Eat less meat. Beans are a cornerstone of most centenarians' diets.

6. Wine @ 5 / Drink in moderation. Only the Seventh-day Adventists in California didn't have one to two glasses a day.

7. Belong / Have faith. Denomination doesn't seem to matter, but attending faith-based services (4 times a month) does.

8. Family First / Power of love. Put families first, including committing to a partner and keeping aging parents and grandparents nearby.

9. Right Tribe / Stay social. Build a social network that supports healthy behaviors.

Brookings Email

Dennis Triglia <dtriglia@brookings.or.us>

BZP response

Todd Kellstrom <toddkellstrom@gmail.com> Mon, Aug 1, 2016 at 8:49 AM
To: dtriglia@brookings.or.us, Elisa Olson <eolson@klamathfalls.city>

Councilman,

I apologize for the delay in responding to your request.

We have a groundswell of "millenials" who are interested in improving living conditions in Klamath Falls, and I couldn't be happier. We currently have higher than average rates of just about every unhealthy facet of living one could imagine, yet we are a friendly, open-the-door-for-your-neighbor kind of community. So, young folks want to raise their new families here, but they are asking, and willing to work for, changes in restaurants and grocery stores, bike lanes and pedestrian traffic improvements, and green spaces, to cite a few examples.

I embrace these concepts because they can't help but make us a more attractive city for economic expansion. Most importantly, though, the children of today have a life expectancy of five years less than the generations before them, and I don't want that to be my legacy.

Please feel free to call with questions. Commissioner Morris has more specifics than I, but I am happy to assist your city in any way.

Sincerely,

Mayor Todd Kellstrom
541.891.4214

Brookings Email

Dennis Triglia <dtriglia@brookings.or.us>

Question from Brookings re: Blue Zones Project

Kelley Minty Morris <kmorris@klamathcounty.org> Mon, Aug 1, 2016 at 10:40 AM
To: Dennis Triglia <dtriglia@brookings.or.us>, "onestopkfalls@gmail.com" <onestopkfalls@gmail.com>, "dtofell@klamathfalls.city" <dtofell@klamathfalls.city>, "danb1956@aol.com" <danb1956@aol.com>, "mdodson@klamathfalls.city" <mdodson@klamathfalls.city>, "bud_hart@charter.net" <bud_hart@charter.net>, "toddkellstrom@gmail.com" <toddkellstrom@gmail.com>, "trish43@aol.com" <trish43@aol.com>
Cc: Bocc <bocc@klamathcounty.org>

Greetings!
What an exciting time for your community! I'm happy to answer any questions you have, give me a call at 541 883 5100 (if I'm not in staff can give you an idea of a good time to call)
I will also ask my staff to forward you any official resolutions that we've passed. We have formed a County food policy Council in relation to the project that we will send you documentation of.

Best,
Kelley

Sent from OWA on Android

From: Dennis Triglia <dtriglia@brookings.or.us>
Sent: Friday, July 29, 2016 9:42:38 AM
To: Kelley Minty Morris; onestopkfalls@gmail.com; dtofell@klamathfalls.city; danb1956@aol.com; mdodson@klamathfalls.city; bud_hart@charter.net; toddkellstrom@gmail.com; trish43@aol.com; Tom Mallams; Jim Bellet
Subject: Question from Brookings re: Blue Zones Project

[Quoted text hidden]

IN THE MATTER OF ESTABLISHING)
THE KLAMATH COUNTY FOOD)
POLICY COUNCIL) RESOLUTION No. 2016-023
)

WHEREAS: The Blue Zones Project has chosen Klamath County to be the demonstration community in Oregon, and

WHEREAS: The Blue Zones Project is a systems approach in which citizens, schools, employers, restaurants, grocery stores and community leaders collaborate on policies and programs that move the community towards better health and well-being, and

WHEREAS: Klamath County Commissioners in conjunction with the Blue Zones Project Food Systems Advisory Committee are creating a new council, Klamath County Food Policy Council, to advise the Klamath County Board of Commissioners on food and agricultural systems issues related to food. This Council is being formed with a goal of creating a community that has consistent, encouraged access to healthy and affordable local food and whose community members have the necessary education and knowledge to be able to prepare and consume healthier food choices., and

NOW, THEREFORE, BE IT RESOLVED: The Klamath County Board of Commissioners hereby establishes The Klamath County Food Policy Council.

COMPOSITION: The Klamath County Food Policy Council shall consist of up to 13 members appointed by the BOCC. The Council encourages representation from agriculture, health, human and social services, food related businesses and organizations, environment, education, economics, nutrition, transportation, and legal, such as but not limited to regional associations, land and water organizations, agriculture commodity organizations, small scale food industries and distributors, local farmers markets, grocers, cooperatives, restaurants, schools, recipients of food and agriculture programs and consumers. Ideally, there should be at least on representative from a.) Education, Health, or Social Services, b.) Hispanic or Tribal community, c.) Producer, d.) Restaurants, Retailers, or Distributers, e.) Gardens or Farmers Market.

MEETINGS: The Klamath County Food Policy Council will meet in accordance with Oregon Public Meeting laws. Notice will be given to the public in advance of all meetings and minutes will be made available. The Klamath County Food Policy Council will meet at least quarterly, unless good cause is shown.

Done and Dated on this 13 day of April, 2016.

Chair | Commissioner | Commissioner

BLUE ZONES PROJECT®
by HEALTHWAYS

STATEMENT OF INTEREST FOR DEMONSTRATION COMMUNITY

Blue Zones Project® is a community-wide, community-led well-being improvement initiative designed to make healthy choices easier through permanent changes to environments, policies, and social networks. Through this work, communities can lower healthcare costs, improve productivity, increase civic engagement and boost their national recognition as a great place to live, learn, work, and play.

In 2015, Cambia Health Foundation brought the Blue Zones Project to Oregon in support of the Oregon Healthiest State Initiative in partnership with Healthways Inc. and Blue Zones LLC.

Last year, Klamath Falls became Oregon's first demonstration community. After six months of assessment and planning, Blue Zones Project Klamath Falls launched the public phase of its initiative at a widely attended community event.

As a part of our shared commitment to improve the well-being of the state of Oregon, Blue Zones Project in Oregon is now in the process of selecting a second demonstration community. Blue Zones Project Demonstration Communities receive many benefits, such as:

- Full funding for a local team directing the work taking place in the community
- Access to national experts and a state team for additional support
- A guided assessment and planning process
- A full program of community engagement

If your community is interested in being considered for this opportunity, please review and complete the information included in this Statement of Interest to begin the application process.

Complete the Statement of interest form below.

CRITERIA FOR SELECTION

Eligible applicants will be scored on four elements: Community Need, Population Size, Community Readiness, and Funding. Below is an overview of the scoring criteria as well as the weight each element carries in an applicant's total score:

1. Community Need (40%)

The successful applicant will be able to demonstrate the extent to which a health transformation initiative will improve the health and well-being of their entire community, including those populations experiencing health disparities and low income and educational attainment.

2. Population Size (10%)

Population size will be a factor when we evaluate need and potential impact. Communities must have no fewer than 10,000 and no more than 175,000 residents.

- ✓ Communities with fewer than 10,000 residents have the option to apply in conjunction with adjacent communities in order to meet the minimum population requirements.
- ✓ This arrangement requires that the area has a minimum of at least one municipal body with policy jurisdiction over the entire geography.

3. Community Readiness (40%)

The successful applicant will be able to provide early commitment of participation from stakeholders, including:

- ✓ Elected officials and other local government leaders (city and county)
- ✓ Representatives from communities of color
- ✓ An organizing entity or coalition willing to help coordinate the application process and establish the project
- ✓ Connections to all sectors in the community including business, civic, media, faith, schools, grocery stores, restaurants, and nonprofits

4. Funding (10%)

Cambia Health Foundation has provided leadership funding to the Oregon Business Council Charitable Institute to bring the Blue Zones Project to Oregon in support of the Oregon Healthiest State Initiative. Communities are encouraged to make a financial commitment to support the leadership funding from the Cambia Health Foundation. The preferred commitment from communities is between $200,000 and $400,000 per year for three years. Funding does not have to be provided in full at the time the application is submitted and can be from multiple funding sources.

Communities seeking assistance in developing a fundraising strategy or with questions regarding the program funding are

BLUE ZONES REQUIREMENTS

Requirements

The program is based on getting broad and committed buy-in at a community level. Specific tasks are required to be a participant at each level. Becoming a Blue Zones Community requires:

- At least 20% of citizens sign the Blue Zones Personal Pledge and take actions to improve their well-being.
- Completion of the Blue Zones Community Policy Pledge around Built Environment, Living Streets, Tobacco policy, and Food Policy.
- At least 50% of the top twenty community-identified employers become a Blue Zones Worksite.
- At least 25% of independently or locally owned restaurants become a Blue Zones Restaurant®.
- At least 25% of public schools become a Blue Zones School.
- At least 25% of grocery stores become a Blue Zones Grocery Store.
- Well-Being improvement (measured by Gallup).

EXPERIENCE

BLUE ZONES PROJECT®

START CREATING A HEALTHIER, HAPPIER LIFE, TODAY.

Be a part of transforming well-being so the healthy choices become easy choices for you and your community.

FAMILY FIRST
Invest time with family & add up to 6 years to your life.

PLANT SLANT
Put less meat & more plants on your plate.

WINE @ FIVE
Enjoy a glass of wine with good friends each day.

80% RULE
Eat mindfully & stop when 80% full.

MOVE NATURALLY
Find ways to move more! You'll burn calories without thinking about it.

PURPOSE
Wake up with purpose each day to add up to 7 years to your life.

RIGHT TRIBE
Surround yourself with people who support positive behaviors.

DOWN SHIFT
Reverse disease by finding a stress relieving strategy that works for you.

BELONG
Belong to a faith-based community, & attend services 4 times a month to add 4–14 years to your lifespan.

POWER 9®

Live longer by applying these principles from the people who have lived longest!

FEEL THE DIFFERENCE WHERE YOU LIVE, WORK, AND PLAY.

Blue Zones Project supports well-being improvement in each of these 7 areas.

CITIZENS
Take the personal pledge and make small changes that can have a big impact on your well-being for years to come.

WORKSITES
Improve the physical, emotional, and social well-being where you spend most of your time—work.

SCHOOLS
Teach kids healthier habits they can carry with them for a lifetime.

RESTAURANTS
Experience a better dining environment with healthier menu choices.

GROCERY STORES
Shop where healthy foods are easy to find.

COMMUNITY POLICY
Use city design, policies, and social networks to create an environment to support healthy choices.

FAITH-BASED COMMUNITIES
Nurture your faith and your well-being.

JOIN THE MOVEMENT!

LIVE LONGER BETTER®

bluezonesproject.com

BLUE ZONES PROJECT by HEALTHWAYS

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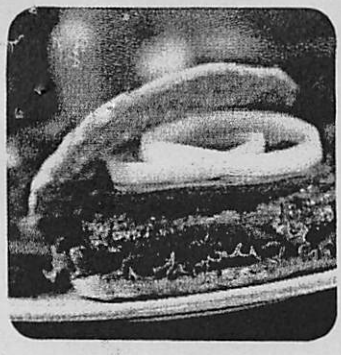


Vegetarian Nutrition

a dietetic practice group of the Academy of Nutrition and Dietetics

RD Resources for Consumers:

Vegetarian/Vegan Myths

There are many myths about a vegetarian/vegan diet which cause people to question its safety. Please read the following for information about the safety and benefits of a vegetarian/vegan diet.

Myth #1: A Vegetarian/Vegan Diet is not safe for a Growing Child

A well-planned vegetarian/vegan diet is safe for people of all ages, including babies, children, teenagers, pregnant mothers, and adults. Consuming a variety of nutritious plant foods provides all of the nutrients children need during this important time of growth.

Myth #2: It is Hard for a Vegetarian/Vegan to Eat Enough Protein

It is very easy to consume enough protein on a plant-based diet, as long as a person eats a variety of foods throughout the day. Almost all foods contain some protein, except alcohol, sugar, and fat. Good sources of protein include: legumes (lentils, beans, peas), soy-foods (tofu, tempeh, edamame), seitan, meat substitutes (veggie burgers, plant-based crumbles), milk (dairy and non-dairy), nuts, seeds, grains (rice, millet, quinoa), bread, and vegetables.

Protein requirements can be met when a variety of plant foods are eaten and overall energy needs are met. All of the essential amino acids can be eaten throughout the day and there is no need to 'combine proteins' at the same meal.

Myth #3: Vegetarians/Vegans Cannot Eat Enough Iron

Surveys of vegetarians/vegans have found that iron deficiency is no more common among vegetarians/vegans than among the general population. There are several reasons why it is easy for a vegetarian/vegan to get enough iron:

1. Many commonly eaten foods are high in iron: dark leafy greens (kale, collards, bok choy), beans, tofu, tempeh, black strap molasses, quinoa, tahini, fortified cereals, etc.
2. Vegan diets are high in vitamin C, which greatly increases absorption of iron. Adding a vitamin C-rich food, such as tomatoes, bell peppers, or citrus fruit, to a meal increases iron absorption sixfold.
3. Many combinations of commonly eaten foods, such as beans and tomato sauce or stir-fried tofu and broccoli, are high in both vitamin C and iron. Broccoli and bok choy are foods high in both vitamin C and iron independent of other food combinations.

Myth #4: The Only Rich Sources of Calcium for Bone Health are Dairy Products

Calcium needs can easily be met on plant-based diets because of the many calcium-rich plant foods available. Plant foods may provide additional benefits for bone health since they can be good sources of other compounds believed to affect bone health. Diets that are higher in fruits and vegetables, and lower in animal protein and dairy may promote bone health. Other factors that contribute to good bone health include exercise and vitamin D intake.

Other factors that contribute to poor bone health include high sodium intake, extreme weight loss, alcohol, and smoking.

Naturally calcium-rich foods include: leafy green vegetables (collards, kale, mustard and turnip greens), broccoli, bok choy, calcium-set tofu, almonds, and blackstrap molasses. Calcium-fortified foods include: certain brands of juices (apple, orange, and vegetable juice blends), breakfast cereals, protein bars, margarine, and non-dairy soy, rice or almond beverages.

Myth #5: Vegan Diets Do Not Include Many Food Choices

Typically people following a vegan diet have much more variety in their diet because of the many new foods to which they are exposed. Almost all food items can easily be made vegan (e.g. vegan cheese, cheesecake, cookies, pizza, milkshakes, casseroles, burgers, Italian food, milk, yogurt, etc.).

A vegan diet is typically rich in whole grains and grain products (brown rice, millet, barley, oats, whole wheat bread), a variety of fruits and vegetables, nuts, seeds, legumes (lentils, chickpeas, kidney beans, adzuki beans), soy foods (tofu, tempeh, miso), seitan, etc.

Myth #6: Eating Soy Increases Risk of Cancer

Soy is a good source of nutrients that has many health benefits. Studies show that eating soyfoods early in life decreases risk of breast cancer in adults. Studies suggests that children and/or teens who consume as little as one serving of soy daily **decrease** their risk of breast cancer later in life by 25 to 50 percent. Soy has been found to be helpful for other conditions. Soy may be helpful in reducing heart disease risk, relieving hot flashes, preventing/treating prostate cancer, and promoting bone health for postmenopausal women.

tip **For more information about any of the topics above, please see one of our free resources at: http://vegetariannutrition.net/faq/**

A registered dietitian can help you develop a healthy vegetarian eating plan that meets your needs. To find an RD in your area, visit **www.eatright.org**.

For More Information On Vegetarian/Vegan Nutrition Go To:

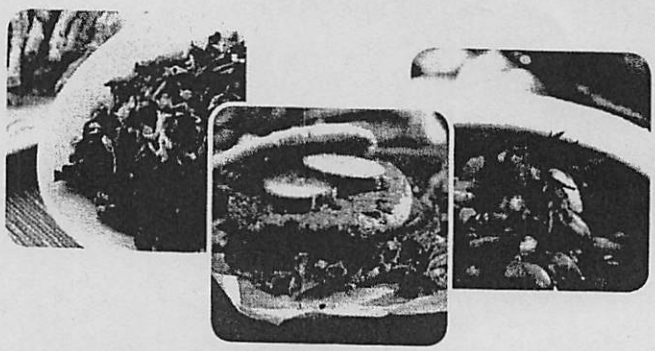
http://www.VegetarianNutrition.net

http://www.vrg.org/nutrition

Becoming Vegan, by Brenda Davis & Vesanto Melina

Vegan for Life, by Jack Norris & Virginia Messina

Position of the American Dietetic Association: Vegetarian Diets, by Winston J Craig & Ann Reed Mangels



Vegetarian Nutrition
a dietetic practice group of the Academy of Nutrition and Dietetics
eat right.

RD Resources are a member benefit of the Vegetarian Nutrition Dietetic Practice Group. They are available in the Members Section of the website at **www.VNDPG.org**. © 2012 by Vegetarian Nutrition Dietetic Practice Group.

Written by: Eric C. Sharer, MPH, RD, LDN

Expires June 2017.

Brookings Harbor Blue Zones Commitment Letter

By signing below, we agree to be an actively engaged organization in Community Transformation. We are committed to transforming the community into a place where some of the healthiest, happiest, and most productive people live. We believe that becoming a Demonstration Community will positively engage and impact our community.

We agree to commit to the following Roles and Responsibilities:

- Be an actively engaged partner who is willing to learn new strategies for supporting healthy behaviors and be open to implementing them.
- Champion the effort to become a Demonstration Community and to make it a top priority of the community and our organization.
- Support the community leadership team with stakeholders from across the community who will create and implement plans that will deliver sustainable environmental changes designed to support healthy behaviors.
- Participate in community programs to deliver sustainable environmental changes that support healthy behaviors.
- Review work from the community leadership team and take action on recommended policies designed to support healthy behaviors.

Signature_____ Date_____

Print Name_____

Title/Position_____

Organization_____

Please take the
Blue Zones Project Oregon Pledge at this link,
thank you!
Please have your friends & family take it too!

https://oregon.bluezonesproject.com/pledge

We need you to join us in becoming a
Blue Zones Project Oregon Community!
Thank you!

Blue Zones Project Oregon

Facilitated presentation by Jordan Carr & Aaron Patnode from Blue Zones Project Oregon

Brought to Oregon by Cambia Health Foundation

"... helping our neighbors to lead the way to prevention. We can do this through a series of many small, meaningful changes in our environment in which we live, work, & play."

Thursday, July 28

6:30PM

Chetco Public Library

405 Alder Street

C · A · C
Chetco Activity Center

Please call The Chetco Activity Center at 541-469-6822 & ask for Scott for more info.

Project would promote health, well-being in Brookings

By Jayati Ramakrishnan
Pilot staff writer

The Brookings-Harbor community may soon have an opportunity to improve its overall health and well-being, with the help of a program called the Blue Zones Project.

Representatives from the program, which targets ways to help individuals, schools and communities become healthier, will be in Brookings Thursday, July 28, to talk about the program and local benefits.

The Blue Zones Project, which currently works with 27 communities throughout the United States, is seeking a "demonstration community" in Oregon, where they will help people in the area make changes to various aspects of their lifestyles including healthy eating, exercise and their surroundings. Communities have to apply for the program, and the deadline is Aug. 25.

"We work with communities and organizations to make changes that make the healthy choice the easy choice," said Aaron Patnode, the executive director of Blue Zones Project Oregon.

"We look at thinks like the walkability and bikeability and the ability to take human-powered transportation."

— Aaron Patnode, director of Blue Zones Project Oregon

"Blue Zones" are specific areas or groups of people identified as having greater longevity, due to certain lifestyles and behaviors. Examples include Okinawa, Japan; Sardinia, Italy and Icaria, Greece. Behaviors in those places believed to contribute to longer lifespans include a semi-vegetarian diet and smoking less, as well as moderate but regular physical activity.

Scott Clapson of the Chetco Activity Center is part of a group that has led the effort to make Brookings-Harbor the Blue Zones Project's next community.

"They pick based on need and readiness," Clapson said. "There's interest. I've had a lot of people calling me to ask about it."

Clapson said he hopes to involve a variety of individuals and groups — different volunteer organizations, faith groups, schools, libraries — all of whom are invested in the health and wellness of citizens.

"We're kind of looking for broad-based support," he said.

Clapson said applying for the project seemed like a good idea to him because the Brookings-Harbor community already has several programs in place that demonstrate its desire to be healthy.

"We look at the social determinants of health," Clapson said. "We used examples like the walking group, disc golf, tai chi, the volunteer groups — all the different things we already do across sectors."

Once established in a community, the Blue Zones Project targets three areas: individuals, organized groups and policy. In all three regions, they work on making changes to make those groups healthier.

Blue Zone employees provide checklists to families to help them assess how healthy they already are — and to show what kinds of changes those families could make — in several areas: food, home and family habits. Topics include things like the kinds of meals families prepare, how often they eat together and the frequency with which they use electronics or watch TV in the home.

Patnode said the Blue Zones Project measures health across five different platforms, including physical, social and community health. The goal, he said, is to get people to make healthy choices the default.

The Blue Zones Project recently adopted Klamath Falls as one of its demonstration communities — the first one in Oregon. After working with Klamath Falls residents for less than a year, Patnode said there are already improvements, including decreases in obesity and smoking, and increases in physical activity and consumption of fruits and vegetables.

"We look at things like the non-smoking programs in a community, the walkability and bikeability and the ability to take human-powered transportation," Patnode said.

Among the things Patnode said his team looks for when selecting demonstration communities are a clear need for health programs, as well as the ability and willingness to implement changes.

"The last thing we want is for our efforts to be a flash in the pan," Patnode said. "We look at the community's ability to sustain our efforts after we leave."

The program does cost money — while a large portion of it is funded by Cambia Health Solutions, Patnode said the communities involved are asked to contribute $200,000 to $400,000 per year. He said that money can come from a variety of sources, and can be paid over the course of each year.

Clapson said he didn't know where the money would come from, should Brookings be selected to work with the Blue Zones Project. But he said he hopes to get help from a variety of community groups.

"There's interest," he said. "But we don't know where the funding will come from, so we will have to talk to community partners."

The meeting is 6:30 p.m. on Thursday, July 28 at the Chetco Community Public Library, and is open to all interested in learning more about the program and application process.

City of Brookings

898 Elk Drive, Brookings, OR 97415
(541) 469-1104 Fax (541) 469-3650 TTY (800) 735-1232
www.brookings.or.us

City Council

August 9, 2016

Blue Zones Project | Oregon
1800 SW 1st Ave., Suite 670
Portland, OR 97201

Re: Commitment Letter

By signing below, we agree to be an actively engaged organization in Community Transformation. We are committed to transforming the community into a place where some of the healthiest, happiest and most productive people live. We believe that becoming a Demonstration Community will positively engage and impact our community.

We agree to commit to the following Roles and Responsibilities:

- Be an actively engaged partner who is willing to learn new strategies for supporting healthy behaviors and be open to implementing them
- Champion the effort to become a Demonstration Community and to make it a top priority of the community and our organization
- Support the community leadership team with stakeholders from across the community who will create and implement plans that will deliver sustainable environmental changes designed to support healthy behaviors
- Participate in community programs to deliver sustainable environmental changes that support healthy behaviors
- Review work from the community leadership team and take action on recommended policies designed to support healthy behaviors

Sincerely,

DRAFT

CITY OF BROOKINGS

COUNCIL AGENDA REPORT

Meeting Date: August 8, 2016

Originating Dept: City Manager

Signature (submitted by)

City Manager Approval

Subject: Notice to Harbor Sanitary District of New Rate Schedule

Recommended Motion:
Motion to authorize City Manager to notify Harbor Sanitary District of new rate schedule to be effective September 1, 2016.

Financial Impact:
This will likely increase the amount of funding received from Harbor Sanitary District for wastewater treatment and capital improvements to the wastewater treatment plant.

Background/Discussion:
An arbitration process has recently concluded to resolve a dispute concerning rates paid by the Harbor Sanitary District (HSD) to the City of Brookings for wastewater treatment. The 2007 agreement between HSD and the City which established a fixed rate based upon flow provided for a review and new agreement within five years. The City has been attempting to negotiate a new agreement with HSD through the prescribed "Rate Committee" process since 2012 without success. While City sewer users have experienced rate increases during this period, HSD has not.

Staff provided a draft new Intergovernmental Agreement to HSD in March 2015. The lack of response from HSD is what prompted the City to initiate the arbitration process, which has resulted in awarding the City $79,782.20. Staff believes that HSD continues to underpay its share of cost of operation, maintenance, capital improvements and debt service for the wastewater treatment plant which serves both communities.

Staff recommends that the City notify HSD that a new rate schedule will be implemented effective September 1, 2016. Specifically, the rate schedule would provide that HSD will pay to the City:

1. Its proportionate share of the cost of operation and maintenance of the wastewater treatment plant based upon actual flow.

2. 30 per cent of the cost of repairing and replacement of wastewater treatment plant facilities and equipment constructed prior to September 1, 2016, including associated debt service.

3. A proportionate share based upon flow of the cost of new capital improvements and equipment, including any associated debt service.

Staff is developing further revisions to the March 2015 draft Intergovernmental Agreement based upon information obtained during the recent arbitration process. The new draft agreement will provide for an alternative form of rate structure within 12 months if the Harbor Sanitary District agrees to install appropriate monitoring devices and allow the City to collect and test samples of the sewage consistent with generally accepted industry standards.

Attachment(s):

a. New HSD Rate Structure.

Harbor Sanitary District
Rate Schedule
Effective September 1, 2016

Proportionate Share. The District shall pay to the City its proportionate share of the annual cost of the City's operation and maintenance expenses for the treatment of the sewage discharged by the District to the City's Wastewater Treatment Plant. The proportionate share of the District's annual operation and maintenance cost payable to City shall be determined as follows:

a. ACTUAL COSTS. Operating and maintenance expenses shall be defined as actual costs to the City for the treatment of sewage. Annual operation and maintenance expenses shall also include a portion, to be annually determined, of the City's annual administrative budget. The City's annual administrative budget shall be defined as the reasonable expenses of operating City offices or agencies that indirectly service, or otherwise have a relationship to, the City's Wastewater Treatment Plant.
b. MONTHLY PAYMENTS. The District shall make twelve (12) monthly payments during each fiscal year for operating and maintenance expenses the District's share of the total operation and maintenance expenses for the City's Wastewater Treatment Plant shall be determined by the District's proportion of the total sewage received by the Wastewater Treatment Plan based solely upon actual flow using a 12-month running average.

Other Costs. Annual operation and maintenance expenses as defined above, including administrative costs, shall not include costs to either party of keeping track of, billing, and collecting sewer charges from customers, the charges so made, and said costs are to be the sole responsibility of each party within its respective boundaries.

Billing Statements. The City will mail or email a billing statement to the District, to be posted no later than the 5th working day of each month, for the monthly amount due City from District for the operation and maintenance expense for the City's Wastewater Treatment Plant (sample bill attached). The District shall pay the amount due the City for operation and maintenance expense upon receipt of City's monthly billing for these expenses, but, in any event, no later than the 25th day for each month a billing from the City is received. Payment after the 25th day of each month will be made in accordance with the delinquent and late fees established by the City of Brookings. Payment will be made by cash or check of readily available funds to the City of Brookings at City Hall, 898 Elk Drive, Brookings, Oregon 97415.

Annual Reconciliation. After the City is in receipt of the District's payment for May usage, the City shall pre-reconcile actual payments from the District against what the actual annual expenses are for the period ending May 31st. If there is a credit due, it will be applied against the July payment for June. If there are additional monies due, the difference will be included on the July invoice for June. No later than September 1st of each year the final reconciliation for the prior fiscal year's actual payments from the District will be reconciled against what the actual annual operation and maintenance expenses were for the previous fiscal year. If there is a credit due, it will be applied against the upcoming estimated annual payment. If there are additional monies due, the balance will be due to the City on a date to be negotiated between the District and the City, so as to provide the City with the additional funds in a timely manner while still providing the District sufficient time to fund any deficit.

Accounting. All sums received from the District and from its patrons and transmitted by the District to the City for operation and maintenance expenses shall be accounted for in a manner acceptable to both parties and used solely for Waste Water Treatment Plant/Outfall System operation, maintenance and replacement.

Direct Payment of SDC's to the City. When the District receives an application for a new connection to the District's sewer system, the District shall refer the applicant to the City for direct payment to the City for the City's current System Development Charge. The City will provide each applicant with a receipt for payment of the City's System Development Charge for presentation to the District. The District agrees not to permit any new connection to the District's sewer system until it has verified that the applicant has paid the City the System Development Charge as established by City Ordinance. The SDC per EDU rate shall be increased or decreased annually on July 1, in accordance with the ratio of the Engineering News Record (ENR) Construction cost index for the month of May of that year with respect to the May ENR index of previous year.

District Credit. The City shall credit each SDC payment it receives from an applicant for a new sewer connection within District only to those capital improvement expenses for the City's Wastewater Treatment plant eligible for payment by SDC monies. System Development Charges collected by City pursuant to this agreement shall then be accounted for in an SDC Treatment Fund. Proposed appropriations from this Fund shall be reviewed as a part of the annual budget process.

CAPITAL IMPROVEMENTS TO WASTEWATER TREATMENT PLANT

Capital Improvements. The District shall pay its proportionate share of the cost of capital improvements to the sewage treatment plant, transmission facilities and outfall system ("Capital Improvement Costs") as provided herein. The amount due the City shall be based on the actual cost of any capital improvement, including pre-design, engineering, project management costs and debt service, not the budgeted cost. "Debt service" shall include principle, interest and fees related to financing capital improvements.

Proportionate Share. The District's proportionate share of Capital Improvement Costs for City's Wastewater Treatment Plant that District shall pay to City shall be determined as follows:

a. The District shall pay 30 percent of the Capital Improvement Costs for the replacement and repair of structures, components, facilities and equipment which together constitute the Wastewater Treatment Plant as constructed prior to the effective date of this Agreement.
b. District's proportionate share of the Capital Improvement Costs for new structures, components, facilities and equipment to expand the capacity of or to comply with State-mandated regulations associated with the operation of the City's Wastewater Treatment Plant shall be determined by the proportion of the District sewage treated in the City's Wastewater Treatment Plant to the total sewage treated therein during the previous 12- month period, July 1 to June 30 of each year. The District's percentage contribution of sewage treated by the Wastewater Treatment Plant shall be determined by calculating the District's contribution of total flow.

Use of Payments. All sums received from the District by the City for capital improvements to the City's Wastewater Treatment Plant, shall be used by the City solely for Capital Improvements.

Billing. Billing for Capital Improvements shall be as follows:

a. For amounts due pursuant to (a) above, District shall pay 30 per cent of annual debt service costs in 12 equal monthly payments.
b. For amounts due pursuant to (b) above, District shall pay in accordance with the operation and maintenance cost provision above.

INTERCEPTOR LINE

Annual Fee. District shall pay to City an annual fee for the maintenance and operation of the interceptor line which is used to transmit sewage delivered from the District sewage collection system to the City collection system. Said fee shall be based upon 66 per cent of the lineal feet of the subject interceptor in proration to the total lineal feet of the City's collections system. As of September 1, 2016, this percentage is 1.62 per cent.

City of Brookings
CITY COUNCIL MEETING MINUTES

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415
Monday, July 11, 2016

Call to Order

Mayor Hedenskog called the meeting to order at 7:01 PM.

Roll Call

Council present: Mayor Ron Hedenskog, Councilors Bill Hamilton, Brent Hodges, Jake Pieper and Dennis Triglia; a quorum present.

Staff present: Finance & Human Resources Director Janell Howard, Public Works & Development Director LauraLee Snook and City Recorder Teri Davis.

Others Present: Angela Christian and six other audience members.

Ceremonies/Appointments/Announcements

Appoint Angela Christian to TPAC.

Mayor Hedenskog moved, a second followed and Council voted unanimously to appoint Angela Christian to TPAC.

Oral Requests and Communications from the audience

There were no requests to speak to Council

Staff Reports

Wastewater Treatment Plant Contract

Director Snook presented the staff report. Ms. Snook requested Council approval to enter into a contract with Pacific Excavation Inc. for replacement of Bar Screen #1 at the Wastewater Treatment Plant in the amount of $244,500.

Councilor Pieper moved, a second followed and Council voted unanimously to authorize the City Manager to execute a contract and issue a Notice to Proceed to Pacific Excavation Inc. for the replacement of Bar Screen #1 at the Wastewater Treatment Plant.

Bankus Park Expansion

Director Snook presented the staff report. Ms. Snook requested Council approval to enter into an agreement with Jack Henderson, owner of Mini Pet Mart to develop a landscape area on ODOT right-of-way adjacent to the Mini Pet Mart store.

Council Triglia moved, a second followed and Council voted unanimously to authorize the City Manager to enter into an agreement with Jack Henderson, owner of Mini Pet Mart, to develop a landscape area on ODOT right-of-way adjacent to the Mini Pet Mart store with funding and ongoing irrigation costs to be provided by Henderson and ongoing maintenance provided by the City.

Consent Calendar

1. Approve Council minutes for June 27, 2016
2. Accept Planning Commission Minutes for June 7, 2016
3. Accept June 2016 Vouchers in the amount of $353,563.46
4. Reschedule August Council Workshop meeting to August 2, 2016

Mayor Hedenskog moved, a second followed and Council voted unanimously to approve the Consent Calendar.

Remarks from Mayor and Councilors

Mayor Hedenskog complimented the new mural on Chetco Avenue, located on a fence between Salon Dolce and True Elegance.

Councilor Hamilton offered his condolences to the families of the police officers slain in Dallas, Texas.

Councilor Hamilton offered his condolences to the Grants Pass families and friend of the victims of the 4th of July plane crash.

Adjournment

Mayor Hedenskog moved, a second followed and Council voted unanimously by voice vote to adjourn at 7:13 PM.

Respectfully submitted:

ATTESTED:
this _____ day of _____ 2016:

Ron Hedenskog, Mayor

Teri Davis, City Recorder

City of Brookings
CITY COUNCIL MEETING MINUTES

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415
Monday, July 25, 2016

Call to Order

Mayor Hedenskog called the meeting to order at 7:01 PM.

Roll Call

Council present: Mayor Ron Hedenskog, Councilors Bill Hamilton, Brent Hodges and Dennis Triglia; Councilor Pieper was absent; a quorum present.

Staff present: City Manager Gary Milliman, Public Works & Development Director LauraLee Snook, Planning Manager Donna Colby-Hanks and City Recorder Teri Davis.

Others Present: Jane Stebbins from the Curry Coastal Pilot, Wesley Watkins and one other audience member.

Ceremonies/Appointments/Announcements

Yard of the Month

Mayor Hedenskog announced that the July Yard of the Month award recipients were Best Residential – Jerry Sayler of 310 Oxford Street and Best Commercial – Khun Thai Restaurant at 925 Chetco Avenue.

Councilor Hodges praised both properties for their beautification efforts.

Proclamations

Mayor Hedenskog proclaimed September 2016 as Suicide Prevention and Awareness Month.
Mayor Hedenskog proclaimed October 2016 as Bully Prevention Month

Resolutions

Volunteer Workers' Compensation Coverage

City Manager Milliman presented the staff report. Mr. Milliman requested Council adopt Resolution 16-R-1089 to elect volunteer workers' compensation coverage.

Mayor Hedenskog asked about any potential conflict of interest issues. Mr. Milliman explained it is for the purpose of premium rates only. No conflict of interest.

Councilor Triglia moved, a second followed and Council voted unanimously to adopt Resolution 16-R-1089, electing volunteer workers' compensation coverage.

Oral Requests and Communications from the audience

Wesley Watkins of 315 Oxford Street spoke to Council regarding concerns with the homeless population in Brookings.

Staff Reports

Approval of Easements for Construction of Easy Street Sidewalk

Public Works & Development Director Snook presented the staff report. Ms. Snook advised that a second easement from 1218 Easy St. had arrived late this afternoon and requested that Council approve both easements and both dedications of right of way.

Councilor Hodges moved, a second followed and Council voted unanimously to authorize the City Manager to execute documents to accept a temporary construction easements from 1200 Easy Street, the property of Trinity Lutheran Church and 1218 Easy St., the property of Anthony Bond, to accommodate construction of a sidewalk.

Councilor Hodges moved, a second followed and Council voted unanimously to accept dedications of right-of-way from 1200 Easy Street, the property of Trinity Lutheran Church and 1218 Easy St., the property of Anthony Bond, for installation of a sidewalk.

Letter of Support for Funds to Restore Coastal Zone Management Grants

Planning Manager Colby-Hanks presented the staff report. Staff requested authorization to be included on a letter to Governor Brown supporting funds to restore the Coastal Zone Management Grants.

Council debated the merits of the Department of Land Conservation and Development (DLCD) requirements, the EPA's timber laws and the content of the letter. Mayor Hedenskog agreed to attend an upcoming meeting regarding this matter.

Council Triglia moved, a second followed and Council voted unanimously to table the decision regarding supporting the letter until after Mayor Hedenskog attends the meeting.

Briefing on Open Meeting Regulations

City Attorney Martha Rice made a presentation to Council regarding Open Meeting Law.

Consent Calendar

1. Approve Public Art Committee minutes from April 13, 2016
2. Receive monthly financial report for June 2016

Mayor Hedenskog moved, a second followed and Council voted unanimously to approve the Consent Calendar.

Remarks from Mayor and Councilors

Councilor Hamilton offered his gratitude to Father Bernie Lindley and his wife who assisted him with a wheelchair issue on Pacific Avenue.

Councilor Triglia thanked Sergeant Murray and K-9 Officer Kennedy for the ride-alongs.

Adjournment

Mayor Hedenskog moved, a second followed and Council voted unanimously by voice vote to adjourn at 8:35 PM.

Respectfully submitted:

ATTESTED:
this _____ day of _____ 2016:

Ron Hedenskog, Mayor

Teri Davis, City Recorder

MINUTES
BROOKINGS PARKS AND RECREATION COMMISSION
May 26, 2016

CALL TO ORDER

Chair Tom Bozack called the meeting to order at 7:00 pm followed by the Pledge of Allegiance.

ROLL CALL

Present: Commissioners Trace Kather, Don Vilelle, Patt Brown, Jay Trost and Chair Tom Bozack
Also present: Parks/Tech Services Supervisor Tony Baron

Introduction of new Parks & Rec Commissioner Jay Trost

APPROVAL OF MINUTES

A. Correct March 24, 2016 minutes to read "Motion made to approve the minutes of January 28, 2016." **Motion made by Commissioner Brown to approve the minutes of March 24, 2016 with noted correction; motion seconded by Commissioner Vilelle and Commission voted; the motion carried unanimously.**

PUBLIC APPEARANCES - None

REGULAR AGENDA

B. Azalea Park – Tree Management Plan - Tony Baron discussed establishing a committee made up of members from City staff, Parks & Rec Commission, City Councilors, Azalea Park Foundation and the public at large to evaluate existing trees as well as develop a short and long term plan for mitigation and removal of trees. **Motion made by Commissioner Brown to establish a committee to develop a plan for tree removal; motion seconded by Commissioner Vilelle.** Discussion pursued, clarified that committee would be developing a plan for trees in City parks. Commissioner Brown advised she has seen online discussion not in support of the removal of trees on Lundeen Lane and Tony advised that the removal of trees on Lundeen has already been approved due to imminent hazard. He is hoping with the formation of this committee to engage and educate the community on tree health and safety and to develop a plan to decide which trees need to be removed and budget accordingly. Tony to develop a work plan and establish a grading system for trees. **Commission voted; the motion carried unanimously.**

INFORMATION UPDATES/DISCUSSION ITEMS

A. Jubilee Statue Proposal – Steven Pomerleau, 760 Old County Road, Brookings spoke to request permission to install a memorial plaque to his stepfather, Robert H. Stanhurst, a long time resident and lily grower in the area at the families expense. Tony advised he will research if guidelines exist and contact Azalea Park Foundation. Item tabled item until next meeting for further discussion and possible creation of guidelines.

B. Azalea Park Tree Removal – Lundeen Road - Tony advised that tree removal is scheduled in mid June and expects many people to be upset and complain. Public notice has been made and it has been on the Park & Rec agenda for public discussion. No public appeared tonite to discuss.

C. OPRD RTP Grant - Tony advised receipt of a $10,000 RTP grant award for a $17,000 project to extend the nature trail in Azalea Park and make it a full loop; work to begin summer 2017.

D. **West Family Foundation Grant – Kidtown Swing Replacement** - Tony advised receipt of a $5,000 West Family Grant award which will go towards swing replacement at Kidtown. Also planning to have the design architect access and evaluate the structure for more replacement components.

E. **Azalea Park Ball Field Reconfiguration Project** – Tony advised Phase I of the project is progressing is very well, with the concession/restroom building to be operational by mid July.

COMMISSIONER REPORTS/COMMENTS

Commissioner Vilelle questioned if the Salmon Run Golf Course is now overseen by the Park & Rec Commission. Tony advised that it could possibly come to that. Also he had been questioned as to if the City uses reclaimed water in the Parks for irrigation. Tony advised we do not. Wondered if area near Bankus fountain is to be reseeded as weeds have filled it in, Tony said yes it could be and wondered if Don is willing to do the watering as no sprinklers reach there; Don agreed to water area. Don was curious if Tony had found where the Parks & Rec Commission had approved the caretakers residence in Azalea Park, as he could not find it in any minutes where they had. Tony will research and see if it was approved by Parks & Rec or City Council.

Commissioner Brown advised she was by the dog park and saw many people and dogs using the park.

ADJOURNMENT

Next meeting scheduled for July 28, 2016. With no further business before the Commission, the meeting adjourned at 7:50 pm.

Respectfully submitted,

Tom Bozack, Chair
(Approved at July 28, 2016 meeting)

TOURISM PROMOTION ADVISORY COMMITTEE (TPAC) MINUTES
Thursday – June 16, 2016

CALL TO ORDER
Meeting called to order at 4:05 PM

1. ROLL CALL
Present: Committee members Candice Michel, Skip Watwood, Mary Geyer and Chair Tim Patterson
Absent: Committee members Chuck Costello, Bob Pieper
Also present: Gary Milliman, City Manager

Introduction of new committee member Mary Geyer

2. APPROVAL OF MINUTES – Motion made by Candice Michel to approve the minutes of May 19, 2016, motion seconded by Skip Watwood and Committee voted; the motion carried unanimously.

3. PUBLIC COMMENT
Jane Stebbens commented that the new mural on Chetco Avenue by the Pilot was very vibrant and looked very nice.

4. ACTION ITEMS
a. **Dining Video RFP** – Skip Watwood presented questions that Xplore Films had before they start the dining video including: Should they include restaurants in Harbor and did they want to mention restaurant names? Committee discussed and agreed showing both Brookings and Harbor restaurants would be OK, and would add a variety of restaurants and night life. Decided rather than specify restaurant names/locations to have restaurant names appear in the production credits and keep video generic. OK if restaurant name/logo were seen in video but not mentioned or promoted. Video to play on City website and various Xplore Film sites mentioned in their proposal. Thought Xplore should schedule the visits to restaurants so they are staged and prepared. Skip to contact Xplore Films with committee decisions.

b. **2016-17 Budget -** Gary advised that the City 2016-17 budget had been adopted. There remains $34,580 in uncommitted TPAC funds after the pending budget allocations are made. Committee discussed allocating amounts to print advertising, tv advertising, videos, and events. Suggested contact with print and TV advertisers to determine successfulness of ads, Mary advised promoters have ways to estimate number of people reached. Print advertising has seen a drop and advertising has gone to social media. Gary advised that the state has increased the Transient Occupancy Tax (TOT) revenue from 1% to 1.8% effective July 1 and they anticipate additional revenue. They are having discussions on how to allocate that additional funding. Plan to allocate a proportionate share to regional destination marketing organizations which is Oregon Coast Visitors Association (OCVA) and setting up a grant program to fund local promotional activities. It will provide an opportunity for the City to pursue partnerships with OCVA and Travel Oregon on different projects and advertising. Mary suggested talking to other cities to discuss where they are finding success in advertising for direction. Gary advised OCVA has marketing regions and City will have a more active role with them and access to their data which may answer some of those questions.

Gary advised that Salmon Run is now run by the City and he is pursuing marketing and funding projects for it, now that the City is actively involved in a tourism business more funding opportunities become available.

In pursuing TV advertising, suggested Channel 5 provide data to determine media advertising successfulness and see if other TV advertisers are interested. Suggested getting advice from OCTA as to advertising direction. Committee members expressed they are not against TV/Print ads but would like more info on if they are successful in bringing tourists. Gary to invite OCVA to next meeting.

5. INFORMATIONAL ITEMS

a. **McVay Rock Disc Golf Tournament Evaluation** – Michael Campbell presented event evaluation, advised they had a change in leadership which is why form was so late. They believed the first time event was successful, even though it was poor weather. Provided information on condition and maintenance of McVay Rock Disc Golf Park which is supported and maintained by the State parks. At the tournament they heard many comments on how well players liked the Salmon Run Disc Golf Course, which is a professional level course, and that they would like to come back. The group is considering a tournament series in the area. They will be talking further with Val Early, Golf Course Manager.

b. **City Council Action –** Gary advised the City Council approved the $2500 TPAC grant to AMF and the Dining Video RFP. Also advised that the Rogue Relay is concluding this weekend at Azalea Park with 1200 people estimated to attend. Second year for the event and City Council approved a $2000 sponsorship and waived fees totaling @$2000. The relay group has not actively promoted the event to anyone other than the relay runners. Gary advised that new City Recorder, Teri Davis will be doing a new city newsletter and monthly calendar of events to email to businesses providing a heads up on upcoming events such as these.

Gary advised that he and City Attorney Martha Rice have information on new Public Meeting Laws and Rules they will be sharing with all City commissions and committees at the next committee meeting.

c. **Budget and Internet Hit Info - Budget and Internet Hit Info –** positive comments on the number of hits the Boardman State Park video is receiving.

6. SCHEDULE NEXT MEETING – Gary is not available for the next regularly scheduled TPAC meeting and to allow the City Attorney to attend TPAC and Park and Rec Commission meetings request TPAC meeting be rescheduled one week later to July 28th at 4:00 pm.

7. ADJOURNMENT - no further business before the Committee, the meeting adjourned at 5:30 pm.

Respectfully submitted,

Tim Patterson

Tim Patterson, Chair
(approved at July 28, 2016, meeting)

MINUTES
BROOKINGS PLANNING COMMISSION
July 5, 2016

The regular meeting of the Brookings Planning Commission was called to order by Chair Bryan Tillung at 7:01pm in the Council Chambers at the Brookings City Hall on the above date. The following Commission members and staff were in attendance:

Commissioners Present: Loren Rings, Cheryl McMahan, Gerry Wulkowicz, Timothy Hartzell, Bryan Tillung,
Staff Present: Planning Manager - Donna Colby-Hanks; Administrator - Lauri Ziemer
Others Present: 10 audience members

PUBLIC HEARINGS

Public hearing procedures were addressed by Chair Tillung

- Chair Tillung opened the quasi-judicial hearing regarding File No. MC-1-16/MC-1-12/CUP-2-98.

File Description: In the matter of the continuation of File No. **MC-1-16/MC-1-12/CUP-2-98,** a request for approval of a minor change to an approved Conditional Use Permit authorizing the expansion of a pre-school program, Headstart, with the remodel of the existing facility to accommodate approximately 60 students. The subject property is located adjacent to the eastern boundary of Redwood Spur; Assessor's map 41-13-05CB, tax lots 9700 & 9901. Owner is SWOCC, Applicant is Curry County, Representative is Lon Samuels. Criteria used to decide this case can be found in Section 17.124.010 Day Care or Nursery School, Section 17.20.040(E) Single Family Residential and Chapter 17.136 Conditional Use Permits of the BMC. This is a quasi-judicial hearing and the Planning Commission will make a decision on this matter.

There was no ex parte contact, bias or personal interest, or conflict of interest declared. There was no objection to the jurisdiction of the Planning Commission to hear the matter. The public hearing was opened at 7:05pm. Planning Manager Colby-Hanks reviewed the staff report. The representative, Lon Samuels, attended by telephone providing details regarding the staffing model utilized by Headstart. There was no testimony from the public and the public hearing was closed at 7:23pm.

The Commission deliberated on the matter and felt their concerns regarding limiting the number of staff member could be addressed with the revision of condition #11. By a 5-0 vote (motion: Wulkowicz, 2nd McMahan) the Planning Commission voted to approve File No. MC-1-16/MC-1-12/CUP-2-98 requesting authorization to expand the pre-school program, Headstart, and remodel the existing structure. Condition #11 was revised to include a statement that any increase in the total number of staff/administration above 12 would require a minor change to the approved Conditional Use Permit. Chair Tillung made a motion to approve the final order with the revision to condition #11, which was seconded by Wulkowicz. The final order was approved by unanimous vote.

- Chair Tillung opened the quasi-judicial hearing regarding File No. CPZ-1-16.

  File Description: In the matter of File No. **CPZ-1-16**, Owner Craig Byrd has requested a zone change from Single Family Residential (R-1-6) to Two-Family Residential (R-2) on a parcel located at the intersection of Alder Street and Memory Lane, Assessor's Mao 41-13-05CC Tax lot 4600. The criteria used to decide this matter is found in Chapter 17.140 Amendments, of the Brookings Municipal Code (BMC). This is a quasi-judicial hearing and the Planning Commission will make a decision on this matter.

There was no ex parte contact, bias or personal interest, or conflict of interest declared. There was no objection to the jurisdiction of the Planning Commission to hear the matter. The public hearing was opened at 7:27pm. Planning Manager Colby-Hanks reviewed the staff report. The representative, Robert Hunter, 97136 Homestead Way, Gold Beach, summarized the work that has been completed on the partition project and stated he was attending to answer any questions the Commission may have. Hunter advised that one street over, Cypress Street, was developed with at least a sidewalk on one side, to connect to Railroad Street.

Judy Kaplan, 441 Buena Vista Loop, Brookings, spoke in opposition of the proposal and requested that additional off-street parking be required and requested information regarding the street standards. Jean Miller, 401 Buena Vista Loop, Brookings, spoke in opposition of the proposal stating that she was most affected as her property was directly across Memory Lane. She felt that development of the property would reduce property values. Jeff Brown, 215 Alder Street, Brookings discussed a two-story structure as decreasing his view to the ocean. Brown expressed concern regarding breakage of water mains in Alder Street.

Robert Hunter provided rebuttal stating he understood that change can be difficult but that property owners have a right to develop their property.

Staff made final comments clarifying that both zones have the same building height limitations, the street standards for both Alder Street and Memory Lane, and that decisions are made based on the criteria.

No participant requested additional time to submit materials and the representative did not request additional time for rebuttal. The public hearing was closed at 8:00pm.

The Planning Commission deliberated on the matter discussing the testimony provided, property values, and development of the property. By a 3-2 vote (motion: Wulkowicz, 2nd McMahan) with Commissioners Wulkowicz, McMahan, and Rings voting aye and Commissioners Tillung and Hartzell voting nay. Motion carried. Commissioner McMahan made a motion to approve the final order, which was seconded by Chair Tillung. The final order was approved by unanimous vote.

APPROVAL of MINUTES

By a 4-0 vote (motion: Hartzell, 2nd Rings) the Planning Commission approved the minutes of the June 7, 2016 Planning Commission meeting as presented. Commissioner McMahan abstained due to being absent from the meeting.

STAFF REPORT

In August, the Planning Commission will consider a zone change from single-family residential to multiply-family residential of a property on Lundeen Road and an appeal of a mural permit denial as well as a code revision to allow a one room bed and breakfast to be approved as a home occupation. The City Attorney and the City Manager will be attending the August meeting to discuss open meeting rules.

ADJOURNMENT

Meeting adjourned at 8:13 pm.
Respectfully submitted,

Gerald Wulkowicz, Acting Chair of the Brookings Planning Commission
(Approved at the 8/2/16 meeting)

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
07/16	07/19/2016	77112	378	Quality Control Services	25-00-2005	320.00-	V
07/16	07/07/2016	77497	5604	Always in Bloom Florist & Gifts	10-00-2005	26.00	
07/16	07/07/2016	77498	5004	Blumenthal Uniforms & Equipment	10-00-2005	290.00	
07/16	07/07/2016	77499	416	Brookings Lock & Safe Inc	25-00-2005	55.00	
07/16	07/07/2016	77500	313	Brookings Vol Firefighters	10-00-2005	2,250.00	
07/16	07/07/2016	77501	715	Budge McHugh Supply	20-00-2005	7,325.38	
07/16	07/07/2016	77502	5070	Canon Solutions America	10-00-2005	81.11	
07/16	07/07/2016	77503	1373	Cascade Fire Equipment	10-00-2005	759.61	
07/16	07/07/2016	77504	528	Caselle, Inc	25-00-2005	889.33	
07/16	07/07/2016	77505	3834	Clean Sweep Janitorial Service	25-00-2005	1,220.00	
07/16	07/07/2016	77506	4882	Coastal Heating & Air	10-00-2005	121.50	
07/16	07/07/2016	77507	183	Colvin Oil Company	25-00-2005	3,497.54	
07/16	07/07/2016	77508	5228	Curry Community Health	10-00-2005	5.00	
07/16	07/07/2016	77509	173	Curry Equipment	20-00-2005	60.93	
07/16	07/07/2016	77510	5414	CWC	20-00-2005	45.00	
07/16	07/07/2016	77511	166	Dan's Auto & Marine Electric	25-00-2005	83.34	
07/16	07/07/2016	77512	185	Del Cur Supply	25-00-2005	115.62	
07/16	07/10/2016	77513	1	Kathryn Benjamin	20-00-2005	.00	V
07/16	07/10/2016	77514	1	Lydia Van Der Sluis	20-00-2005	.00	V
07/16	07/07/2016	77515	5156	Desi's Tree Trimming	15-00-2005	600.00	
07/16	07/07/2016	77516	4357	Hemlock Street Properties LLC	10-00-2005	300.00	
07/16	07/07/2016	77517	153	Ferrellgas	25-00-2005	460.07	
07/16	07/07/2016	77518	5642	Financial Pacific Leasing Inc	10-00-2005	4,281.88	
07/16	07/07/2016	77519	5491	Fire Rescue Equipment NW, LLC	10-00-2005	4,500.00	
07/16	07/07/2016	77520	5432	First Community Credit Union	25-00-2005	812.99	
07/16	07/07/2016	77521	4646	Frontier	30-00-2005	1,232.15	
07/16	07/07/2016	77522	5065	Gold Beach Lumber	50-00-2005	441.36	
07/16	07/07/2016	77523	269	Grainger	25-00-2005	76.62	
07/16	07/07/2016	77524	199	Richard Harper	10-00-2005	400.00	
07/16	07/07/2016	77525	5470	Heffington, Joyce J	10-00-2005	1,560.00	
07/16	07/07/2016	77526	393	ICMA	10-00-2005	881.95	
07/16	07/07/2016	77527	162	Kerr Hardware	10-00-2005	1,308.62	
07/16	07/07/2016	77528	4165	Tyler McCourt	10-00-2005	84.00	
07/16	07/07/2016	77529	4269	Milliman, Gary	10-00-2005	67.50	
07/16	07/07/2016	77530	4901	Mountain View Paving, Inc	25-00-2005	960.00	
07/16	07/07/2016	77531	5501	Natures Coastal Holiday	32-00-2005	2,363.00	
07/16	07/07/2016	77532	4487	Net Assets Corporation	10-00-2005	350.00	
07/16	07/07/2016	77533	4793	Nor-Pac Power Systems LLC	25-00-2005	715.50	
07/16	07/07/2016	77534	3603	Norwest Safety	25-00-2005	205.35	
07/16	07/07/2016	77535	3561	Oil Can Henry's	10-00-2005	46.49	
07/16	07/07/2016	77536	279	One Call Concepts, Inc	20-00-2005	62.04	
07/16	07/07/2016	77537	5008	Online Information Services	10-00-2005	126.66	
07/16	07/07/2016	77538	5641	Oregon Coast Visitors Assn	32-00-2005	500.00	
07/16	07/07/2016	77539	5390	O'Reilly Automotive, Inc	10-00-2005	25.00	
07/16	07/07/2016	77540	4992	Police Legal Sciences, Inc	10-00-2005	840.00	
07/16	07/07/2016	77541	322	Postmaster	25-00-2005	850.00	
07/16	07/07/2016	77542	3751	Proficient Automotive Repair	10-00-2005	906.56	
07/16	07/07/2016	77543	1840	Rogue Credit Union	25-00-2005	1,140.72	
07/16	07/07/2016	77544	380	Stadelman Electric Inc	20-00-2005	503.44	
07/16	07/07/2016	77545	4203	Ultramax	10-00-2005	944.00	
07/16	07/07/2016	77546	990	UPS	25-00-2005	69.36	
07/16	07/07/2016	77547	944	Verizon	10-00-2005	343.54	
07/16	07/07/2016	77548	861	Village Express Mail Center	10-00-2005	32.07	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
07/16	07/07/2016	77549	2122	Cardmember Service	10-00-2005	2,863.55	
07/16	07/07/2016	77550	169	Waste Connections Inc	25-00-2005	1,004.00	
07/16	07/07/2016	77551	4220	Woof's Dog Bakery	61-00-2005	48.99	
07/16	07/14/2016	77552	5622	A & L Products Inc	10-00-2005	4,375.00	
07/16	07/14/2016	77553	5625	A One Janitorial	25-00-2005	344.34	
07/16	07/14/2016	77554	882	Advanced Security Systems	20-00-2005	73.50	
07/16	07/14/2016	77555	5640	American Music Festival	32-00-2005	2,500.00	
07/16	07/14/2016	77556	4734	Aramark Uniform Services	10-00-2005	144.35	
07/16	07/14/2016	77557	2407	Blue Star Gas	10-00-2005	3,279.20	
07/16	07/14/2016	77558	5048	Brookings Harbor Medical Center	25-00-2005	439.00	
07/16	07/14/2016	77559	416	Brookings Lock & Safe Inc	10-00-2005	15.00	
07/16	07/14/2016	77560	5070	Canon Solutions America	10-00-2005	642.30	
07/16	07/14/2016	77561	3015	Charter Communications	10-00-2005	694.96	
07/16	07/14/2016	77562	212	Chem Quip Inc	20-00-2005	2,119.06	
07/16	07/14/2016	77563	259	Da-Tone Rock Products	56-00-2005	890.31	
07/16	07/14/2016	77564	317	DCBS - Fiscal Services	10-00-2005	352.01	
07/16	07/14/2016	77565	1	Wade Abke	20-00-2005	177.35	
07/16	07/14/2016	77566	1	Kathryn Benjamin	20-00-2005	20.36	
07/16	07/14/2016	77567	1	Mark Settlemire	20-00-2005	34.62	
07/16	07/14/2016	77568	1	James Thomas	20-00-2005	102.73	
07/16	07/14/2016	77569	1	Lydia Van Der Sluis	20-00-2005	7.18	
07/16	07/14/2016	77570	371	DEQ	52-00-2005	190.00	
07/16	07/14/2016	77571	2640	Dyer Partnership Inc., The	53-00-2005	24,127.31	
07/16	07/14/2016	77572	5646	Eames, Jennifer	10-00-2005	202.00	
07/16	07/14/2016	77573	3342	Fastenal	15-00-2005	2,403.69	
07/16	07/14/2016	77574	2186	Ferguson	20-00-2005	1,305.82	
07/16	07/14/2016	77575	5642	Financial Pacific Leasing Inc	10-00-2005	4,031.88	
07/16	07/14/2016	77576	4646	Frontier	10-00-2005	402.74	
07/16	07/14/2016	77577	5645	Garcia, Zena	10-00-2005	120.00	
07/16	07/14/2016	77578	4989	Gaylord Klinefelter Contracting Inc	50-00-2005	900.00	
07/16	07/14/2016	77579	4978	Grants Pass Daily Courier	10-00-2005	84.85	
07/16	07/14/2016	77580	139	Harbor Logging Supply	25-00-2005	891.34	
07/16	07/14/2016	77581	4526	Janell K. Howard	10-00-2005	491.32	
07/16	07/14/2016	77582	393	ICMA	10-00-2005	751.00	
07/16	07/14/2016	77583	5624	J.R. Industry	10-00-2005	10,995.00	
07/16	07/14/2016	77584	5644	Lowther, Heather	10-00-2005	322.00	
07/16	07/14/2016	77585	5584	Northwoods Overhead Door	50-00-2005	961.00	
07/16	07/14/2016	77586	5388	Palm Industries Inc	10-00-2005	37,858.85	
07/16	07/14/2016	77587	252	Paramount Pest Control	10-00-2005	50.00	
07/16	07/14/2016	77588	5101	Pitney Bowes Reserve Acct	10-00-2005	500.00	
07/16	07/14/2016	77589	207	Quill Corporation	10-00-2005	775.10	
07/16	07/28/2016	77590	5505	Thomson, Garrett	10-00-2005	.00	V
07/16	07/14/2016	77591	169	Waste Connections Inc	25-00-2005	2,326.32	
07/16	07/14/2016	77592	5643	Weatherford, Melissa	57-00-2005	7,250.10	
07/16	07/14/2016	77593	5588	Xplore Film LLC	32-00-2005	500.00	
07/16	07/21/2016	77594	4058	44Mag Distributing LLC	10-00-2005	1,200.00	
07/16	07/21/2016	77595	4939	BI- Mart Corporation	20-00-2005	357.85	
07/16	07/21/2016	77596	3622	Boardwalk Mail Services	25-00-2005	22.65	
07/16	07/21/2016	77597	714	Brookings Signs & Graphics	10-00-2005	1,207.30	
07/16	07/21/2016	77598	4193	C & K Market, Inc	10-00-2005	61.97	
07/16	07/21/2016	77599	528	Caselle, Inc	10-00-2005	425.00	
07/16	07/21/2016	77600	3015	Charter Communications	10-00-2005	7.39	
07/16	07/21/2016	77601	3834	Clean Sweep Janitorial Service	10-00-2005	210.00	
07/16	07/21/2016	77602	183	Colvin Oil Company	10-00-2005	2,073.45	
07/16	07/21/2016	77603	284	Day Management Corp	10-00-2005	886.50	
07/16	07/21/2016	77604	575	Dell Marketing L.P.	49-00-2005	2,729.40	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/16	07/21/2016	77605	1	David Julian	20-00-2005	69.84
07/16	07/21/2016	77606	484	DMV	10-00-2005	11.50
07/16	07/21/2016	77607	5333	Double D Electric	10-00-2005	609.75
07/16	07/21/2016	77608	4646	Frontier	10-00-2005	102.13
07/16	07/21/2016	77609	269	Grainger	25-00-2005	316.28
07/16	07/21/2016	77610	198	Grants Pass Water Lab	20-00-2005	418.00
07/16	07/21/2016	77611	2814	Ron Hedenskog	10-00-2005	12.48
07/16	07/21/2016	77612	4526	Janell K. Howard	10-00-2005	476.84
07/16	07/21/2016	77613	3408	IDEXX Distribution Inc	25-00-2005	694.20
07/16	07/21/2016	77614	202	League of Oregon Cities	10-00-2005	60.00
07/16	07/21/2016	77615	4261	Lexipol LLC	10-00-2005	5,785.00
07/16	07/21/2016	77616	2	Hans Schulz	10-00-2005	20.00
07/16	07/21/2016	77617	329	New Hope Plumbing	10-00-2005	2,203.00
07/16	07/21/2016	77618	5364	North Central Laboratories	25-00-2005	157.63
07/16	07/21/2016	77619	3159	NorthCoast Health Screening	10-00-2005	942.00
07/16	07/21/2016	77620	5355	Oregon American Planning Association	10-00-2005	15.00
07/16	07/21/2016	77621	5174	Oregon Travel Experience	10-00-2005	144.00
07/16	07/21/2016	77622	695	P & S Construction Co, Inc	50-00-2005	3,190.00
07/16	07/21/2016	77623	866	Pitney Bowes Global Financial , LLC	10-00-2005	249.00
07/16	07/21/2016	77624	378	Quality Control Services	25-00-2005	320.00
07/16	07/21/2016	77625	207	Quill Corporation	10-00-2005	166.14
07/16	07/21/2016	77626	3	Emily Taylor	20-00-2005	43.78
07/16	07/21/2016	77627	3	Lydia Vandersluis	20-00-2005	108.21
07/16	07/21/2016	77628	5481	Sourwood Running LLC	32-00-2005	2,000.00
07/16	07/21/2016	77629	380	Stadelman Electric Inc	10-00-2005	2,346.98
07/16	07/21/2016	77630	5448	Stover Engineering	53-00-2005	114.00
07/16	07/21/2016	77631	5647	Tank Testers LLC	25-00-2005	1,508.00
07/16	07/21/2016	77632	142	Tidewater Contractors Inc	10-00-2005	12,375.00
07/16	07/21/2016	77633	151	Western Communications, Inc.	20-00-2005	1,356.10
07/16	07/21/2016	77634	5649	Wiley, Catherine	10-00-2005	4.00
07/16	07/21/2016	77635	5011	Xylem Water Solutions USA, INC	25-00-2005	2,362.00
07/16	07/21/2016	77636	5648	ZCS Engineering Inc	10-00-2005	2,112.50
07/16	07/28/2016	77637	255	Batteries Plus	25-00-2005	131.45
07/16	07/28/2016	77638	416	Brookings Lock & Safe Inc	10-00-2005	13.00
07/16	07/28/2016	77639	4988	Challenger Sports Corp	10-00-2005	435.00
07/16	07/28/2016	77640	586	Cole-Parmer Instrument Co	25-00-2005	34.38
07/16	07/28/2016	77641	182	Coos-Curry Electric	10-00-2005	27,129.66
07/16	07/28/2016	77642	1357	Curry County Clerk	15-00-2005	288.00
07/16	07/28/2016	77643	5577	Davis, Teresa	10-00-2005	4,280.62
07/16	07/28/2016	77644	1	Mary Merwin	20-00-2005	126.39
07/16	07/28/2016	77645	1	Arik Roberts	20-00-2005	82.61
07/16	07/28/2016	77646	1	Diana Stein	20-00-2005	10.92
07/16	07/28/2016	77647	773	Environmental Resource Associates	25-00-2005	300.89
07/16	07/28/2016	77648	3342	Fastenal	10-00-2005	202.56
07/16	07/28/2016	77649	2186	Ferguson	20-00-2005	3,307.57
07/16	07/28/2016	77650	298	Freeman Rock, Inc	25-00-2005	1,413.85
07/16	07/28/2016	77651	4646	Frontier	25-00-2005	850.00
07/16	07/28/2016	77652	2814	Ron Hedenskog	10-00-2005	132.04
07/16	07/28/2016	77653	4171	In-Motion Graphics	15-00-2005	115.00
07/16	07/28/2016	77654	5574	Innovative Maintenance Systems	25-00-2005	299.25
07/16	07/28/2016	77655	2216	John D Rapraeger Inc	50-00-2005	2,900.00
07/16	07/28/2016	77656	4954	John Deere Financial	15-00-2005	509.54
07/16	07/28/2016	77657	202	League of Oregon Cities	10-00-2005	5,033.60
07/16	07/28/2016	77658	5583	Mautz & O'Hanlon	10-00-2005	284.80
07/16	07/28/2016	77659	4573	Methodworks	25-00-2005	3,658.00
07/16	07/28/2016	77660	4269	Gary Milliman	10-00-2005	678.40

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/16	07/28/2016	77661	4893	National Diamond Enterprises, LLC	20-00-2005	396.00
07/16	07/28/2016	77662	329	New Hope Plumbing	10-00-2005	292.00
07/16	07/28/2016	77663	4793	Nor-Pac Power Systems LLC	25-00-2005	1,541.53
07/16	07/28/2016	77664	5364	North Central Laboratories	25-00-2005	190.02
07/16	07/28/2016	77665	3935	Northern California Glove	25-00-2005	340.00
07/16	07/28/2016	77666	4748	Northstar Chemical, Inc	25-00-2005	3,240.00
07/16	07/28/2016	77667	5343	OAWU	20-00-2005	75.00
07/16	07/28/2016	77668	5603	Oregon Assoc of Municipal Recorders	10-00-2005	12.00
07/16	07/28/2016	77669	207	Quill Corporation	10-00-2005	240.92
07/16	07/28/2016	77670	5412	SmartSign	25-00-2005	91.80
07/16	07/28/2016	77671	380	Stadelman Electric Inc	25-00-2005	7,165.15
07/16	07/28/2016	77672	990	UPS	20-00-2005	58.73
07/16	07/28/2016	77673	5652	Van Derschaaf, Joann	10-00-2005	205.00
	Grand Totals:					277,604.91

Dated: _____

Mayor: _____

City Council: _____

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City Recorder: _____

Report Criteria:
Report type: Summary