

City of Brookings WORKSHOP Agenda

CITY COUNCIL

Monday, March 6, 2017, 4:00pm

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

A. Call to Order

B. Roll Call

C. Topics

1. Mobile Food Vendors [City Manager, Pg. 2]
 - a. Administrative Regulation #18 [Pg. 3]
 - b. BMC 17.92.030 [Pg. 5]
 - c. BMC 5.05.020 [Pg. 6]
 - d. Eugene registration [Pg. 7]
2. Railroad Street Update [City Manager, Pg. 10]
 - a. Street Diagram [Pg. 12]
 - b. General Construction Plans [Pg. 15]
 - c. Pavement Marking Plans [Pg. 17]
 - d. Selected reading from parking studies [Pg. 20]
 - e. Email from Mike Erickson [Pg. 29]
3. Nighttime Activities in Azalea Park [City Manager, Pg. 30]
4. Council Liaisons [City Manager, Pg. 32]
5. Strategic Plan [City Manager, Pg. 33]
 - a. Short Term Strategic Plan with edits [Pg. 34]

D. Council Member Requests for Workshop Topics

E. Adjournment

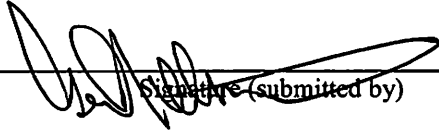
All public City meetings are held in accessible locations. Auxiliary aids will be provided upon request with at least 72 hours advance notification. Please contact 469-1102 if you have any questions regarding this notice.

CITY OF BROOKINGS

COUNCIL WORKSHOP REPORT

Meeting Date: March 6, 2017

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Mobile Food Vendors

Background/Discussion:

This matter was placed on the agenda at the request of the City Council meeting in January 23. At that meeting, Alex Frederick expressed concern regarding the regulation of mobile food vending units and requested relief specifically from the regulation relating to hours of operation.

The City received an application for a business license from a mobile food vending business in 2011. Staff quickly discovered that there were no regulations in place dealing with the operation of food vending units on City streets. Staff researched regulations and, based also upon the past experience with this matter by the City Manager, developed an Administrative Regulation (AR). This AR **does not** limit the duration of the conduct of business to a certain number of hours at a given location and applies only to the use of City streets and sidewalks.

Brookings Municipal Code (BMC) 5.05.020 provides that a transient business may not operate at a single location within the City for more than two hours on any single day. This is the provision that is applied to all vendors who come into town to operate an itinerant business (food, T-shirts, etc) and was applied to the food vendor that operated last summer on the property at Pacific and Chetco.

BMC 17.92.030 requires the maintenance of required off-street parking. As applicable to this topic, a mobile food vendor would not be allowed to occupy an off-street parking space otherwise required for the building under the land development code.

At the January 23 meeting, Frederick specifically made reference to regulations in Eugene and Portland. Attached is information on mobile food vending from Eugene; Portland information is extensive.

Attachment(s):

- a. Administrative Regulation 18.
- b. BMC 17.92.030.
- c. BMC 5.05.020
- d. Eugene food vendor registration.



City of Brookings

Administrative Regulation No. AR-18

MOBILE FOOD VENDING UNIT LICENSING AND OPERATION

I. OBJECTIVE

The objective of this Administrative Regulation is to establish licensing and conditions of approval for operation of Mobile Food Vending Units on public right-of-ways.

II. AUTHORITY

Businesses conducted under this Administration Regulation fall under the authority of Brookings Municipal Code Section 5.05.060, "Ability to conduct business – license required – exemptions." This authority does not extend to City parking lots, parks or other public properties, nor does it extend to public property under the control of other public agencies, such as the Oregon Department of Transportation (ODOT), Brookings Harbor School District, Chetco Community Public Library or other such agencies as may apply. It should be noted that Chetco Avenue, also known as Highway 101, and its adjacent sidewalks fall under ODOT's authority.

III. LICENSING AND CONDITIONS OF APPROVAL

A. Business licensing:

1. Mobile Food Vending Unit (Vending Unit) operators are required to obtain a business license from the City of Brookings Administrative Services Department and pay such fees as applicable upon initial issuance, and annually thereafter.
2. Vending Unit operators must execute a Mobile Food Vending Unit Wastewater Disposal Agreement prior to issuance of a business license.

B. Conditions of Approval:

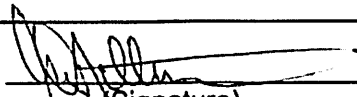
1. When operating a Vending Unit adjacent to a sidewalk, a minimum unobstructed pedestrian passage area of 36-inches must be obtained at all times.
2. No electrical cords, ropes or other devices that may constitute a trip and fall hazard shall extend across any sidewalk or pedestrian-way.
3. The City issues permits for the conduct of festivals and parades from time to time. Such permits shall supersede this authorization to conduct business on the public right-of-way within the area subject to the event permit and within 200 feet of the area subject to the event permit unless separate approval has been granted by the event operator.
4. Business shall not be conducted in any area of the City which is predominantly residential.
5. Business shall not be conducted within 50 feet of any restaurant.
6. All areas around the Vending Unit shall be kept in a neat and orderly condition, free of debris and litter generated by the subject business activities or patrons. The Vending Unit operator must provide a litter receptacle for use by its patrons at the site where business is being conducted and remove all trash upon departing the site.
7. There shall be no sale or consumption of alcoholic beverages at any time on public property.
8. At all times during the conduct of business, the Vending Unit must be legally parked, shall not be parked on the sidewalk or obstruct a pedestrian-way or a driveway.
9. One (1) sandwich board type sign may be placed on the right-of-way adjacent to the Vending Unit, subject to the 36-inch clearance indicated above.

10. Provide the City of Brookings with the following certificates of insurance:

- a. Automobile liability
- b. Comprehensive General Liability with limits of not less than \$500,000 and listing the City of Brookings as an additional insured.

11. Failure to comply with any of the above listed conditions when operating on right-of-ways controlled by the City of Brookings will result in the revocation of your business license and/or a fine, or fines, as defined under Brookings Municipal Code Chapter 1.05, General Penalty.

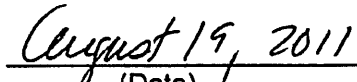
Approved by City Manager


(Signature)

08/19/11

(Date)

Made a part of the City's Administrative Regulations
binder and distributed to all City staff


(Date)

Gary Milliman

From: Donna Colby-Hanks
Sent: Tuesday, January 24, 2017 1:37 PM
To: Gary Milliman
Subject: Off-street parking/mobile vendor

Hi Gary,

Following are the requirements for maintenance of off-street parking. With these code requirements, a mobile vendor could not park in or block any required parking spaces.

17.92.030 Off-street parking.

A. Off-street parking spaces shall be provided and maintained as set forth in this chapter for all uses in all zoning districts except that a portion of the central commercial (C-3) district, the downtown core area, is exempt from these regulations. This exempt area is defined as parcels including the first tier of lots on the north side of Highway 101 from Center Street to Oak Street, to the north side of Railroad Street and from Center Street on the west to Oak Street on the east. See Map 17.92.030-1. This exemption also includes the parcels fronting on Chetco Avenue between Pacific Street and Center Street.

D. When calculating parking requirements:

2. Parking spaces provided to meet the requirements of this chapter shall not be reduced in size or number to an amount less than required by this code for the use occupying the building. The provision and maintenance of off-street parking space is a continuing obligation of the property owner.

--

Donna Colby-Hanks

Planning Manager
City of Brookings
[\(541\) 469-1137](tel:5414691137)
FAX [\(541\) 469-3650](tel:5414693650)

Gary Milliman

From: Donna Colby-Hanks
Sent: Wednesday, January 25, 2017 2:27 PM
To: Gary Milliman
Subject: mobile vendors

The language that regulates mobile vendors. Let me know if I can be of further assistance.

Chapter 5.05 Business Licenses

5.05.020 Definitions.

E. "Transient business" shall be deemed to mean a business as defined in subsection (B) of this section that operates from various locations in the city and has no fixed permanent location from which the business is conducted, and which shall not remain at any one location in the city, on public or private property, for more than two hours on any single day.

--

Donna Colby-Hanks

Planning Manager
City of Brookings
[\(541\) 469-1137](tel:5414691137)
FAX [\(541\) 469-3650](tel:5414693650)



Food Vendor Registration Form

Eugene Sunday Streets Downtown – Sunday, July 21st, 2013
Eugene Sunday Streets Bethel – Sunday, September 8th, 2013

Reserve your booth ASAP. **Early Bird Discount Deadlines: June 7th (Downtown) and July 25th (Bethel).** Regular registration form and payment must be received no later than **June 28th (Downtown) and August 15th (Bethel).**

Business name: _____
Business address: _____ Zip: _____
Contact name: _____ Phone(s): _____
Email address: _____

Food Vendor Details

_____ \$80 Basic Food Vendor Fee (\$70 if Early Bird)

Please attach your menu, including both food and beverages, to this vendor form. One of the main goals of Eugene Sunday Streets is to improve the health of Eugene residents. Healthy food items are strongly encouraged. Eugene Sunday Streets is a sugar-sweetened beverage and bottled water free event.

Food vendors: Food vendors must also send in a copy of their Health Department permit.

Please note: No electricity is available on site, water access is limited. Please provide your own needs. Generators are not allowed. Thank you!

Payments must be received by June 28th (Downtown) and August 15th (Bethel). Make checks payable to City of Eugene.

City of Eugene – Sunday Streets
Public Works Attn: Lindsay Selser
99 E. Broadway, Ste 400
Eugene, OR 97401

For more information regarding booths, please contact us at (541)501-0390 or sundaystreets@ci.eugene.or.us.
For other information visit our website at:
eugenesundaystreets.org.

By signing below, the applicant hereby acknowledges that s/he is a qualified independent, insured vendor or representative of a non-profit and assumes all responsibility and risk associated with all conditions, hazards and potential dangers in, on, or about a booth/table top site whether they are obvious or concealed. The applicant further acknowledges and agrees to release, indemnify and hold harmless the City of Eugene and their respective officers, employees and agents from all loss, injury, damage or liability to persons or property arising out of vendor's acts or omissions, before, during and after the Sunday Streets event.

Name _____ Date _____



A food cart, also known as a mobile food unit, is a vehicle that is self-propelled or that can be pulled or pushed down a sidewalk, street, or highway, on which food is prepared or processed and is used in selling and dispensing food to the consumer. (OAR 333-150-0000)

Are building permits required?

A building permit is not required for a mobile food unit as defined in the Oregon Vehicle Code, as long as:

- The vehicle is on wheels at all times. (There is no requirement that it *be* moved at any specific time interval only that it *be able* to be moved.)
- It is not enclosed by a structure, attached to a structure, or otherwise restricted from being able to be moved at all times.
- It does not require a special permit from the Oregon Department of Transportation to be moved.
- Connection to onsite electrical is via a flexible cord plugged into a receptacle; no hard-wired connection allowed.
- There is no piped connection to water service or wastewater piping.

Where is mobile food units allowed?

Downtown: Permits are required for food vending on public property in the downtown area. This includes:

- Ken Kesey Square at the corner of Willamette St. & E. Broadway
- Corner of W. Broadway & Olive St. (9 pm – 3 am)
- The park blocks on E. 8th Ave. between W. Park Ave. and E. Park Ave.

For permit information please contact the Saturday Market:

30 E. Broadway, #124, Eugene, OR
(541) 686-8885

Public Parks: Food units are not allowed in City parks unless associated with an approved event. Authorization by the organizer of the event must be obtained.

Note: This document should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and rule requirements, whether or not described in this document.

13th Ave. near the University: There is an area between Kincaid St. and Ferry St. where food vending is allowed in the public right-of-way with a permit. Please contact the Eugene Chamber of Commerce at 541-484-1314 for details.

Public Sidewalks: Food vending is not allowed on public sidewalks with the exceptions noted above under Downtown and 13th Ave. near the University.

Private Property: Food vending is allowed in Commercial zones (C-1, C-2, C-3), Employment & Industrial zones (E-1, E-2, I-2) subject to special use limitations, and in the Walnut (S-WS) and Whiteaker (S-W) Special Area zones. To determine the zoning of a particular property you can visit our website at www.eugene-or.gov/zoningmap. The following are things to consider when vending on private property:

- Property owner approval
- Units cannot take up parking spaces required by other businesses at the location.
- Units are not allowed to block motor vehicle access or pedestrian ways.
- Pedestrian (walk-up) traffic only is allowed (no drive-thru service).
- Units should not be parked in required landscape areas.

Are there any other regulations I should be aware of?

Yes, because the unit is selling food to the public it must be inspected and licensed by Lane County Health and Human Services:

151 W. 7th Avenue, Eugene, OR
(541) 682-4051 (Se habla Español)
Website: www.lanecounty.org/HHS

Please contact Land Use staff at 541-682-8336 or landuseinfo@ci.eugene.or.us for information related to these standards.

www.eugene-or.gov/bps

Food Carts and Trucks in Eugene

A food cart, also known as a mobile food unit, is a vehicle that is self-propelled or that can be pulled or pushed down a sidewalk, street, or highway, on which food is prepared or processed and is used in selling and dispensing food to the consumer.

A building permit is not required for a mobile food unit as long as:

- The vehicle is on wheels at all times. (There is no requirement that it be moved at any specific time interval only that it be able to be moved.)
- It is not enclosed by a structure, attached to a structure, or otherwise restricted from being able to be moved at all times.
- It does not require a special permit from the Oregon Department of Transportation to be moved.
- Connection to onsite electrical is via a flexible cord plugged into a receptacle; no hard-wired connection allowed.
- There is no piped connection to water service or wastewater piping.

View our [Food Vending Fact Sheet](#) to learn more about rules and regulations related to food carts and trucks.

Did you know the City of Eugene would love to see more food carts downtown and in some of our City parks?

We have great locations available in the heart of our bustling downtown, including Broadway Plaza (aka Kesey Square) and the Hult Center Plaza. Or venture out into parks like WJ skatepark, Alton Baker Park and Oakmont Park. Over 16,000 employees work downtown every day and recent survey results reveal 9.3 million park visits by adults annually – they love a good cart!

Interested?

For food trucks or carts in Parks contact Carrie Peterson - [email](#).

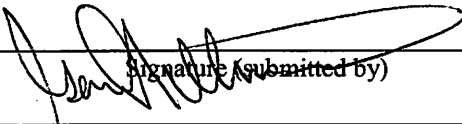
For food carts or trucks at the Hult Center Plaza contact Kim Weiland - [email](#).

CITY OF BROOKINGS

COUNCIL WORKSHOP REPORT

Meeting Date: March 6, 2017

Originating Dept: City Manager


Signature (submitted by)

City Manager Approval

Subject: Railroad Street Update

Background/Discussion:

Staff will update the City Council on the status of the Railroad Street water and sewer project, and will brief the Council on the February 28 public meeting.

The most significant item from the public meeting was concern over the loss of on-street parking as all head-in parking will be converted to parallel parking. Several business owners (5) requested that the City consider eliminating the proposed center turn lane and reduce the width of the sidewalk on the east side of the street (currently designed to City standard of 10 feet) to accommodate angle parking on one or both sides of the street. The City Manager has requested the project engineer to prepare some schematic drawings that would assist in evaluating this request. The City Manager has also requested the project engineer to evaluate the feasibility of reducing the width of the aforementioned sidewalk to six feet and adding a marked bicycle lane.

The purpose of the center turn lane is to facilitate traffic slow along the street by eliminating stops and starts resulting from stopped vehicles making left turns onto side streets and into driveways. The center turn lane can also accommodate delivery vehicles servicing nearby businesses without impeding traffic or taking up curbside parking. Eliminating the turn lane defeats a basic purpose for reconstruction of the street, which is to improve traffic flow and traffic safety. An alternative may be to double-line the center line and prohibit left turns.

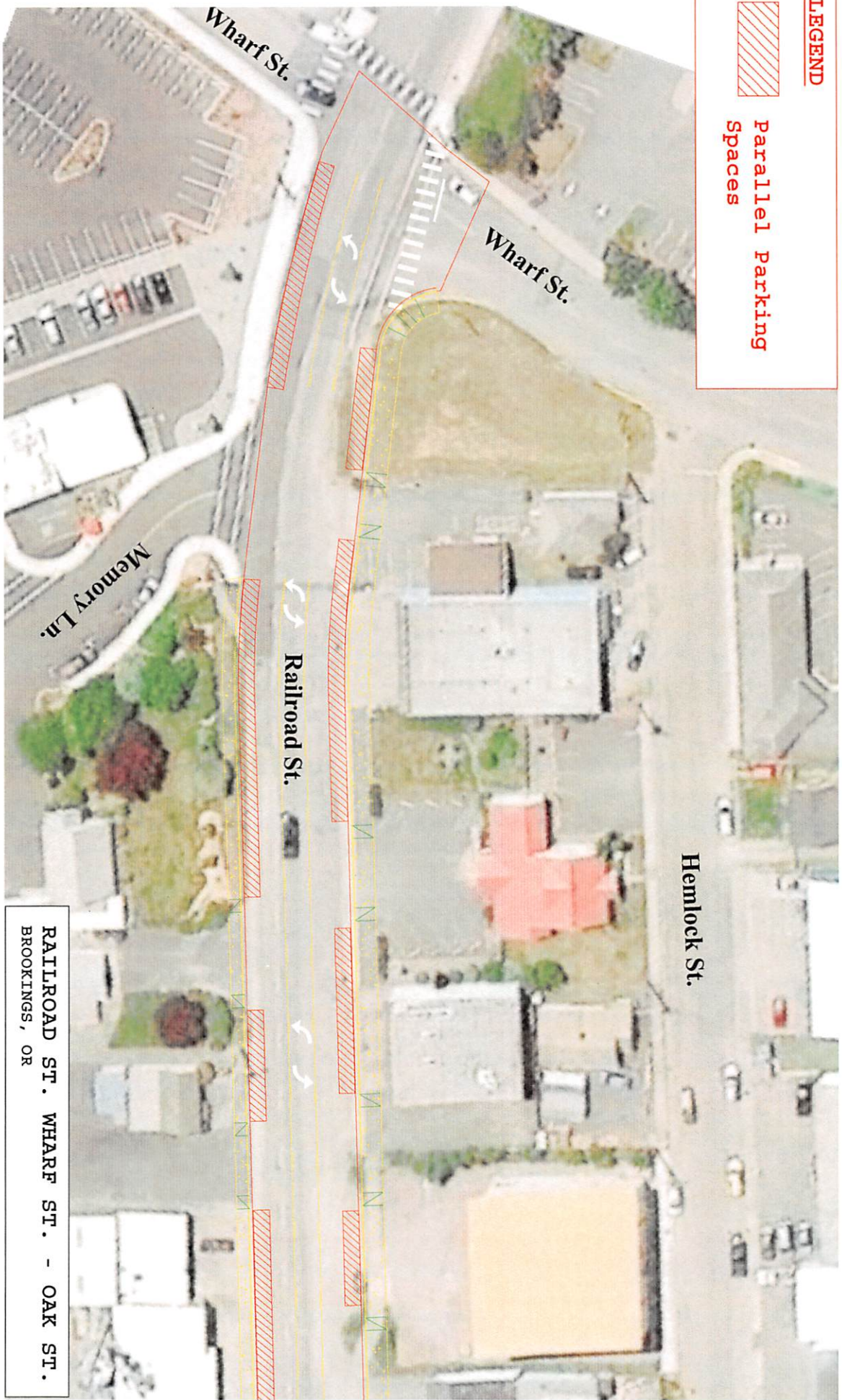
Angle parking along a busy street creates a safety hazard and impacts the useable area of the sidewalk. Vehicles that angle park typically overhang the sidewalk by as much as two feet, an area that would be occupied by street lights and street trees. Vehicles would back into traffic; existing ad-hoc angle parking that has developed along the street does not meet minimum standards and, due to the undeveloped and rather helter-skelter nature of the street, vehicles are often able to back out of these substandard spaces or road shoulders into an area that is not a part of the travel lane before entering traffic. This will not be the case when curbs are present. Angle parking would also eliminate any area that could be used by delivery vehicles; delivery vehicles would either need to find a curbside space, stop on an adjacent street or block traffic on Railroad Street. As not all vehicles are some the same length and height, the vision of drivers leaving a parallel parking space is often obscured until they enter the travel lane, creating a safety hazard. Finally, angle parking is considered a hazard for bicyclists.

One of the major goals of the Railroad Street reconstruction project is to make the street more attractive for use by motorists and encourage the development of adjacent lands; so higher traffic volumes are anticipated.

The staff would like to receive City Council comments concerning this matter and some direction as to whether the City Council would like to have this matter placed on a Council agenda for consideration of project design changes.

Attachment(s):

- a. Street diagram showing areas that would be available for on-street parking.
- b. General construction plans.
- c. Pavement marking plans.
- d. Selected readings from parking studies.
- e. Email on bicycle lane alternative from Project Engineer Mike Erickson.

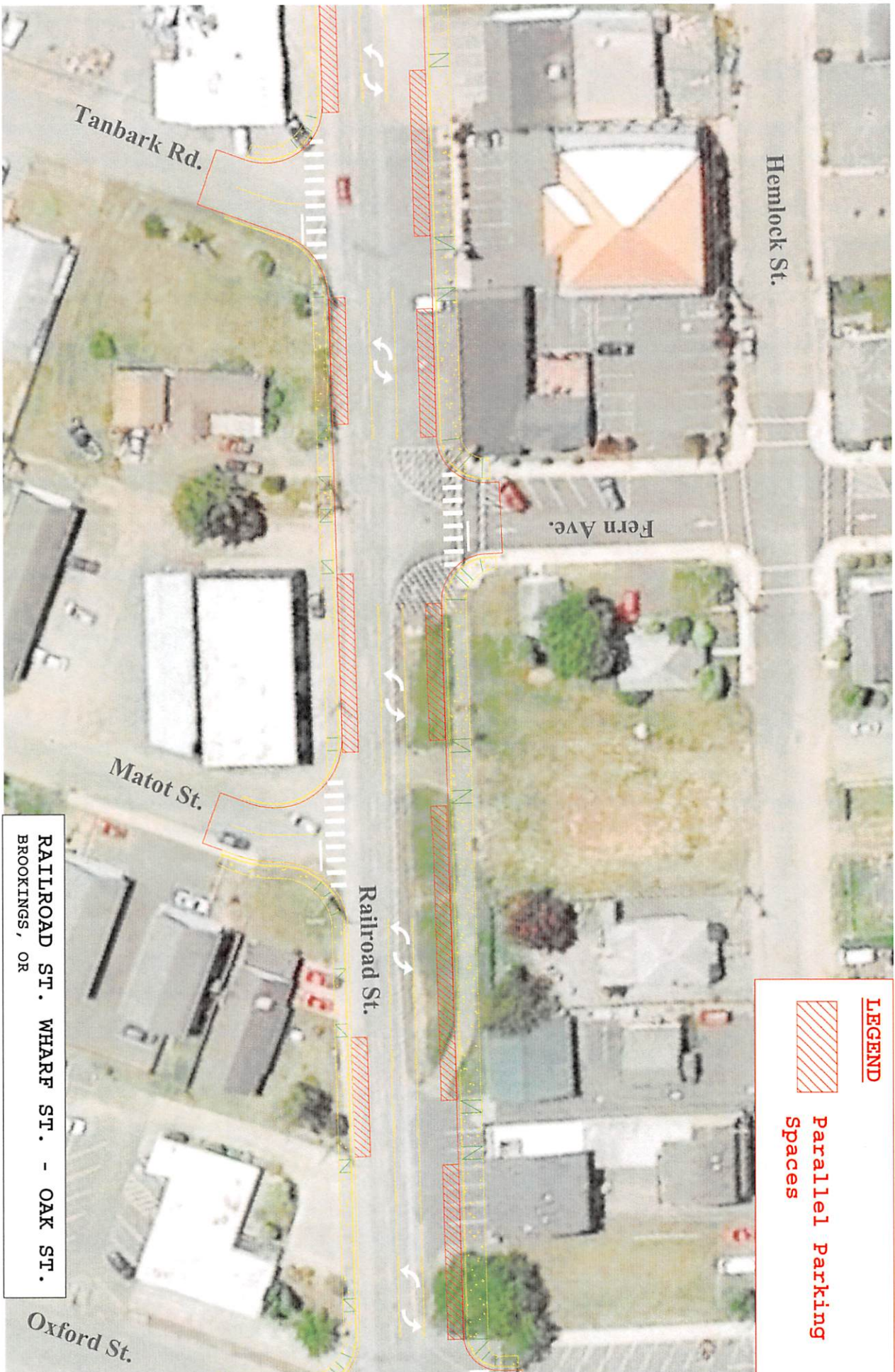


LEGEND



**Parallel Parking
Spaces**

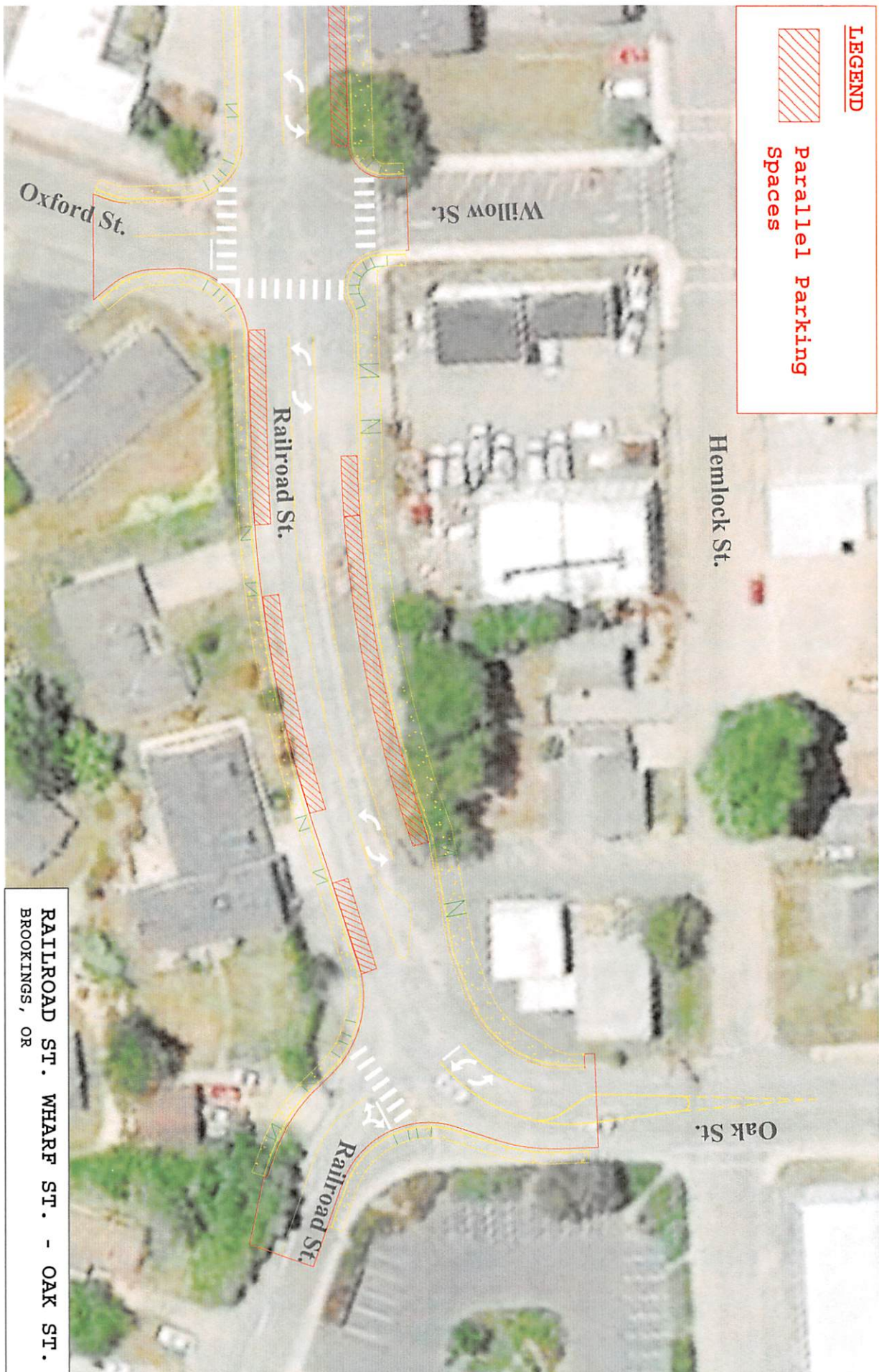
**RAILROAD ST. WHARF ST. - OAK ST.
BROOKINGS, OR**



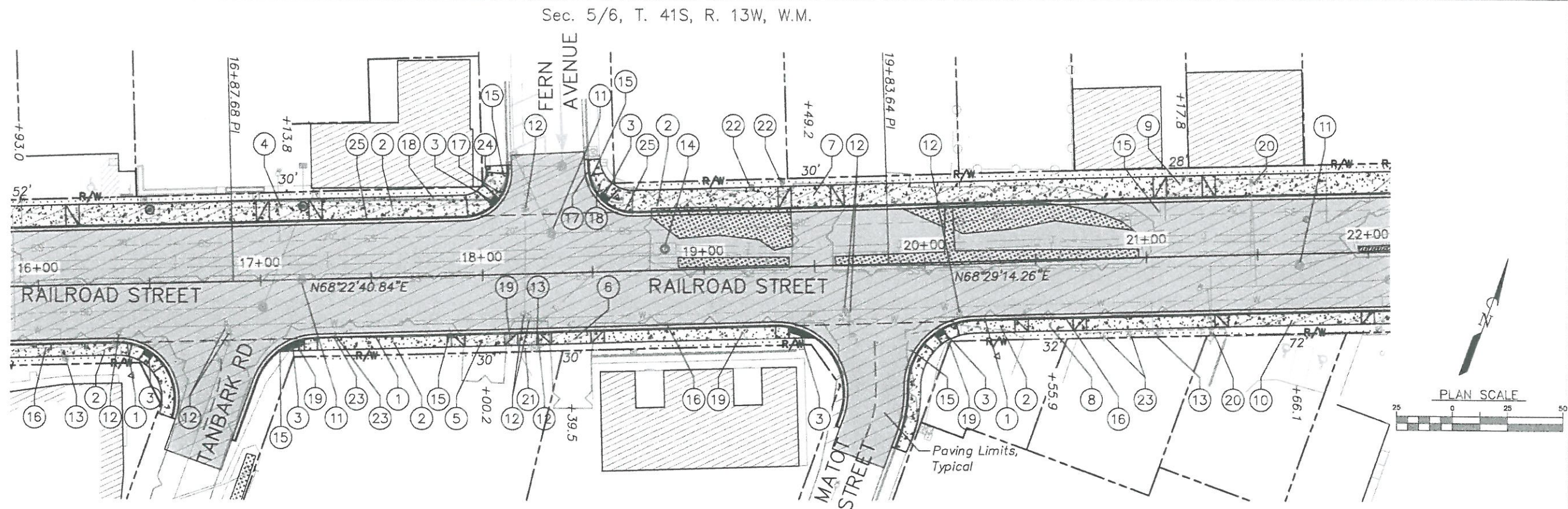
LEGEND

 Parallel Parking Spaces

RAILROAD ST. WHARF ST. - OAK ST.
BROOKINGS, OR



\\Dyer2\h\dyer-part\A\projects\178 David Evans & Assoc\178.07 Railroad Street Center St - Oak St\Drawings\Railroad-M.dwg, 2/3/2017 10:12:27 AM PLOT DATE February 3, 2017




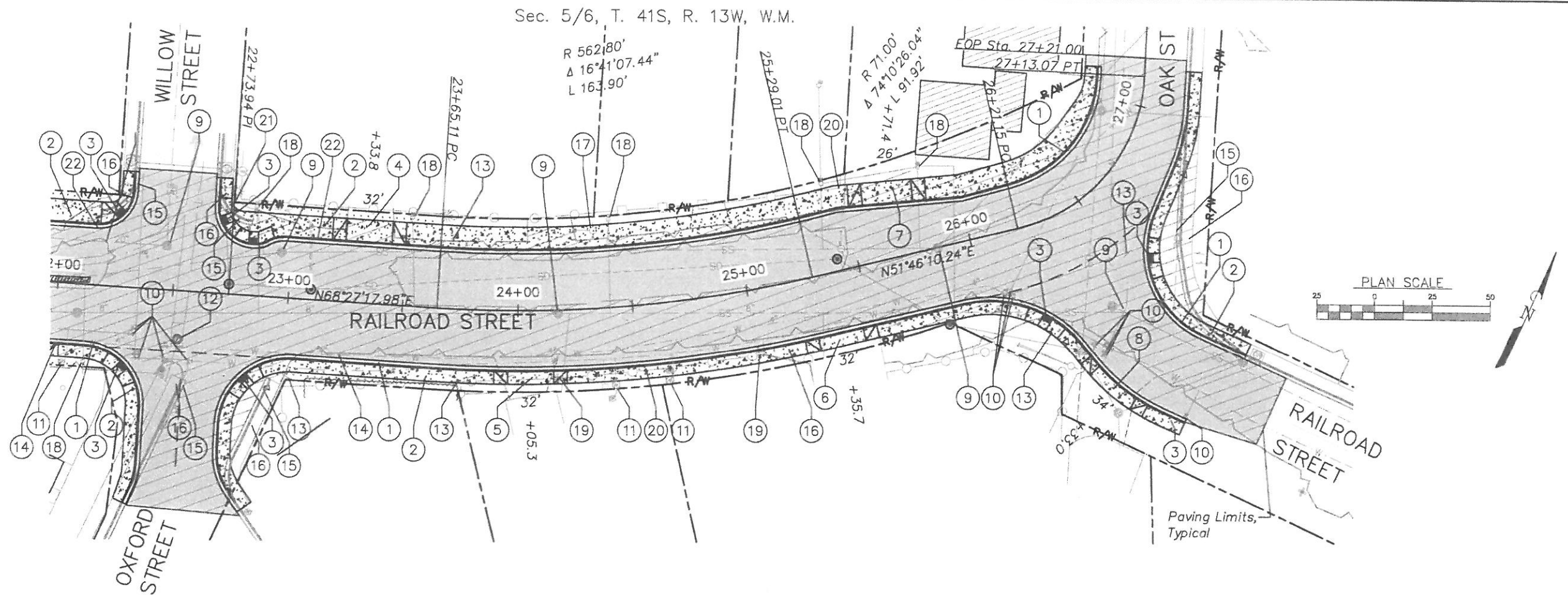
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|---|---|--|---|
| ① Construct curb and gutter | ⑧ Const. driveway approach
(See drg. no. RD??? - option ?) | ⑮ Remove & relocate exist'g sign - 6 | ⑳ Remove exist'g stump - 2 |
| ② Construct sidewalk | ⑨ Const. driveway approach
(See drg. no. RD??? - option ?) | ⑯ Remove exist'g 4" ac water line - 400' | ㉑ Remove exist'g mailboxes
Inst. multiple mailbox support - 12
(See drg. no. RD100 & RD101) |
| ③ Construct sidewalk ramp | ⑩ Const. driveway approach
(See drg. no. RD??? - option ?) | ⑰ Remove exist'g curb/curb & gutter - 217' | ㉒ Protect exist'g light pole in place |
| ④ Const. driveway approach
(See drg. no. RD??? - option ?) | ⑪ Adjust exist'g sanitary sewer manhole - minor - 3 | ⑱ Remove exist'g concrete sidewalk - 56 SY | ㉓ Construct outfall curb and gutter
(For details, see sht. 2B-3) |
| ⑤ Const. driveway approach
(See drg. no. RD??? - option ?) | ⑫ Adjust exist'g water valve - 10 | ㉒ Relocate exist'g utility pole/guy anchor - 4
(By others) | |
| ⑥ Const. driveway approach
(See drg. no. RD??? - option ?) | ⑬ Adjust exist'g water meter - 3 | ㉓ Adjust exist'g sanitary sewer cleanout - 2
(For details, see sht. 2B-2) | |
| ⑦ Const. driveway approach
(See drg. no. RD??? - option ?) | ⑭ Adjust exist'g telephone manhole - minor | ㉔ Relocate exist'g telephone pedestal
(By others) | |

ASPHALT DRIVEWAY CONNECTION TABLE

Station	Width (ft)	Length (ft)	Area (sq. feet)	Existing Surface Type
17+14, LT.	30	3	90	Concrete
18+00, RT.	30	3	90	AC Pavement
18+40, RT.	30	3	90	AC Pavement
19+49, LT.	30	3	90	AC Pavement
20+56, RT.	32	3.5	112	Gravel/Concrete
21+18, LT.	28	3.5	98	Concrete
21+66, RT.	72	3.5	252	AC Pavement

LEGEND	
	New concrete sidewalk
	New ac pavement
	Exist'g pavement removal
	Exist'g wetlands
	Catchline

 <div>THE DYER PARTNERSHIP ENGINEERS & PLANNERS, INC. 1330 TEAKWOOD AVENUE COOS BAY, OREGON 97420 TELEPHONE: (541) 269-0732</div>	
RAILROAD STREET:WHARF ST-OAK ST BROOKINGS RAILROAD STREET CURRY COUNTY	
Reviewed By - Michael Erickson Designed By - Joseph Goette Drafted By - Joseph Goette	
GENERAL CONSTRUCTION	SHEET NO. 4

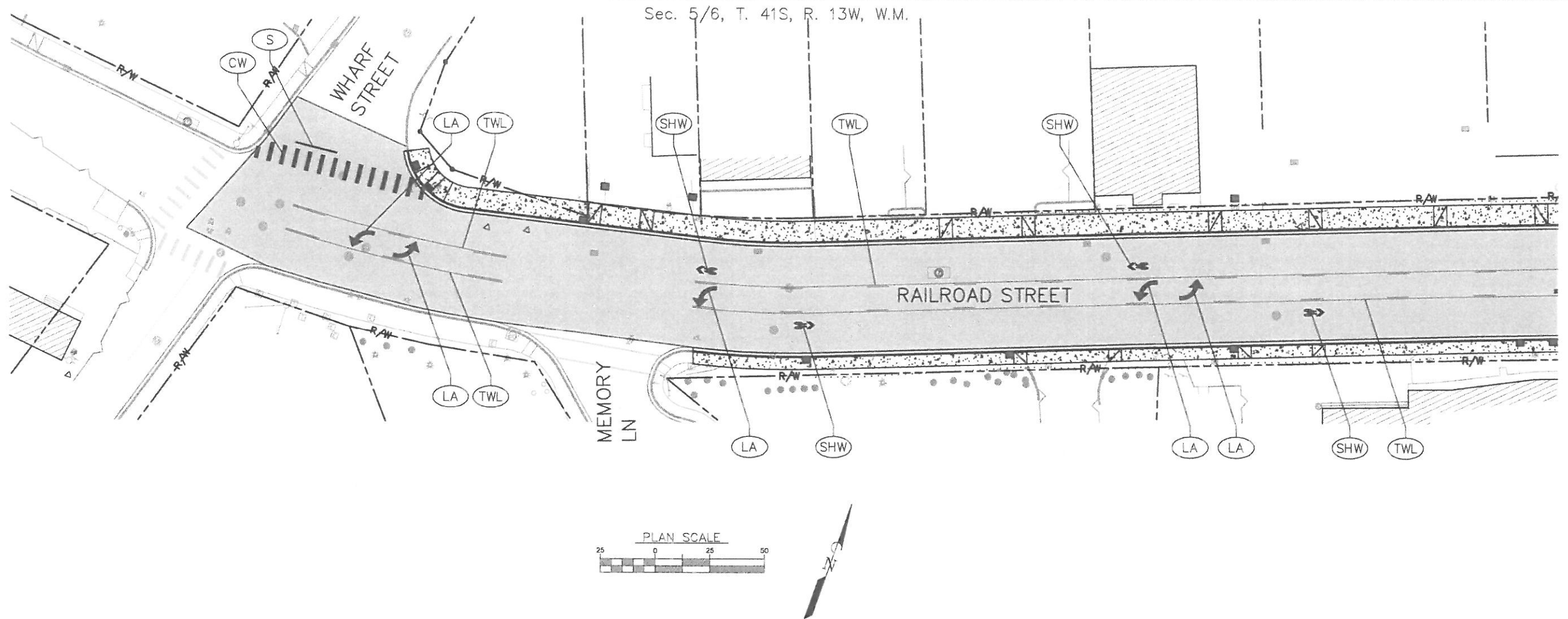


- | | | | |
|--|--|--|---|
| ① Construct curb and gutter | ⑦ Const. driveway approach
(See drg. no. RD??? - option ?). | ⑬ Remove & relocate exist'g sign - 5 | ⑲ Relocate exist'g mailbox - 2
New support |
| ② Construct sidewalk | ⑧ Const. driveway approach
(See drg. no. RD??? - option ?). | ⑭ Remove exist'g 4" ac water line - 131' | ⑳ Remove and relocate exist'g fence |
| ③ Construct sidewalk ramp | ⑨ Adjust exist'g sanitary sewer manhole - minor - 5 | ⑮ Remove exist'g curb/curb & gutter - 307' | ㉑ Protect exist'g light pole in place |
| ④ Const. driveway approach
(See drg. no. RD??? - option ?). | ⑩ Adjust exist'g water valve - 12 | ⑯ Remove exist'g concrete sidewalk - 168 SY | ㉒ Construct outfall curb and gutter
(For details, see sht. 2B-2) |
| ⑤ Const. driveway approach
(See drg. no. RD??? - option ?). | ⑪ Adjust exist'g water meter - 3 | ⑰ Relocate exist'g utility pole/guy anchor
(By others) | |
| ⑥ Const. driveway approach
(See drg. no. RD??? - option ?). | ⑫ Adjust exist'g telephone manhole | ⑱ Adjust exist'g sanitary sewer cleanout - 6
(For details, see sht. 2B-2) | |


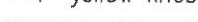






ASPHALT DRIVEWAY CONNECTION TABLE				
Station	Width (ft)	Length (ft)	Area (sq. feet)	Existing Surface Type
23+34, LT.	32	3.5	112	AC Pavement
24+05, RT.	32	3	96	Gravel/Concrete
25+36, RT.	32	3	96	Concrete
25+71, LT.	26	3	165	AC Pavement
26+33, RT.	34	5	170	Gravel

LEGEND	
	New concrete sidewalk
	New ac pavement
	Exist'g pavement removal
	Exist'g wetlands
	Catchline

D THE DYER PARTNERSHIP ENGINEERS & PLANNERS, INC. 1330 TEAKWOOD AVENUE COOS BAY, OREGON 97420 TELEPHONE: (541) 269-0732	
RAILROAD STREET: WHARF ST-OAK ST BROOKINGS RAILROAD STREET CURRY COUNTY	
Reviewed By - Michael Erickson Designed By - Joseph Goette Drafted By - Joseph Goette	
GENERAL CONSTRUCTION	SHEET NO. 5



To Be Accompanied By Drg. Nos.,
TM 500, TM 503

- (TWL) Two way left turn - 4" yellow lines
Shown Thus: 
- (ND) Narrow Double - 4" yellow lines
Shown Thus: 
- (CW) 12" White crosswalks
Shown Thus: 
- (SHW) White sharrow pavement markings
Shown Thus: 
- (LA) Left turn arrow
Shown Thus: 
- (Y) 4" Yellow line
Shown Thus: 
- (S) 1' White stop bar
Shown Thus: 
- (RALA) Right turn left turn arrow
Shown Thus: 

D THE DYER PARTNERSHIP ENGINEERS & PLANNERS, INC.
1330 TEAKWOOD AVENUE
COOS BAY, OREGON 97420
TELEPHONE: (541) 269-0732

RAILROAD STREET:WHARF ST-OAK ST
BROOKINGS
RAILROAD STREET
CURRY COUNTY

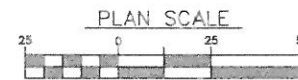
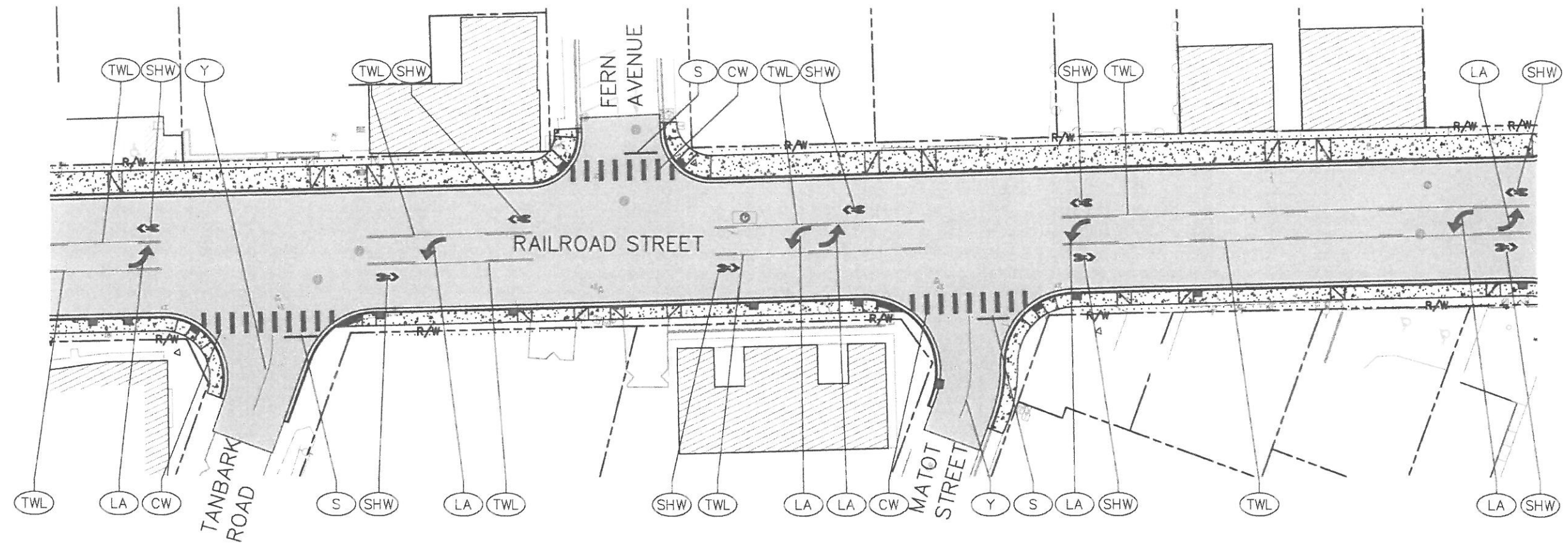
Reviewed By - Michael Erickson
Designed By - Joseph Goette
Drafted By - Joseph Goette

PERMANENT PAVEMENT
MARKINGS PLAN




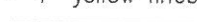












SHEET
NO.
ST

\\Dyer2\hdyer-part\A\Projects\178 David Evans & Assoc\178.07 Railroad Street Center St - Oak St\Drawings\Railroad-M.dwg, 2/3/2017 10:12:27 AM PLOT DATE February 3, 2017

Sec. 5/6, T. 41S, R. 13W, W.M.



To Be Accompanied By Drg. Nos.,
TM 500, TM 503

-  Two way left turn - 4" yellow lines
Shown Thus: 
-  Narrow Double - 4" yellow lines
Shown Thus: 
-  12" White crosswalks
Shown Thus: 
-  White sharrow pavement markings
Shown Thus: 
-  Left turn arrow
Shown Thus: 
-  4" Yellow line
Shown Thus: 
-  1' White stop bar
Shown Thus: 
-  Right turn left turn arrow
Shown Thus: 

D THE DYER PARTNERSHIP ENGINEERS & PLANNERS, INC.
1330 TEAKWOOD AVENUE
COOS BAY, OREGON 97420
TELEPHONE: (541) 269-0732

RAILROAD STREET:WHARF ST-OAK ST
BROOKINGS
RAILROAD STREET
CURRY COUNTY

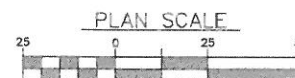
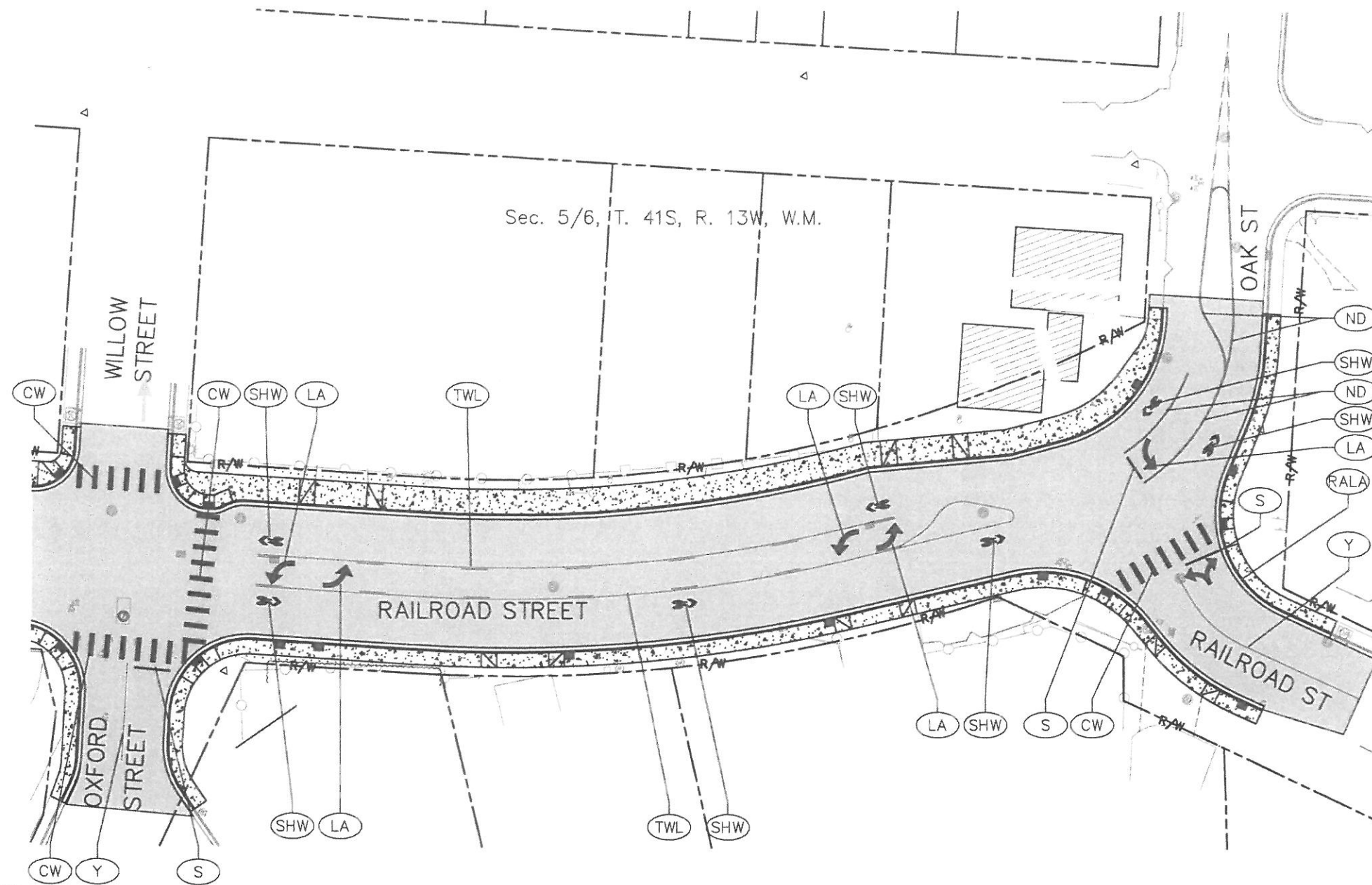
Reviewed By - Michael Erickson
Designed By - Joseph Goette
Drafted By - Joseph Goette

PERMANENT PAVEMENT
MARKINGS PLAN

SHEET
NO.
ST-2

To Be Accompanied By Drg. Nos.,
TM 500, TM 503

- (TWL) Two way left turn - 4" yellow lines
Shown Thus:
- (ND) Narrow Double - 4" yellow lines
Shown Thus:
- (CW) 12" White crosswalks
Shown Thus:
- (SHW) White sharrow pavement markings
Shown Thus:
- (LA) Left turn arrow
Shown Thus:
- (Y) 4" Yellow line
Shown Thus:
- (S) 1' White stop bar
Shown Thus:
- (RALA) Right turn left turn arrow
Shown Thus:



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RAILROAD STREET
CURRY COUNTY

Reviewed By - Michael Erickson
Designed By - Joseph Goette
Drafted By - Joseph Goette

PERMANENT PAVEMENT
MARKINGS PLAN

SHEET
NO.
ST-3



1.2 Disadvantages and Problems. Curb parking typically generates problems related to accidents (crashes) and traffic interference. A single parked vehicle can cause delay for or pose a danger to hundreds of vehicles. Some curb parking is necessary, but it should be monitored closely to maintain the proper control of the location and type of parking allowed. The following are the most common causes of crashes due to curb parking.

- Vehicle parked in roadway
- Vehicle leaving/entering parking space
- Passenger exiting/entering parked vehicle
- Reduced sight distance for vehicles and pedestrians (especially near intersections)

In order to eliminate these types of problems care should be taken in allowance of parking and enforcement of existing parking restrictions.



Angled parking increases the number of spaces along a property frontage by 2.5 times compared with parallel parking because more vehicles can park along the same length of property frontage. However, the required street width is much greater because the vehicles intrude into the street much more with angled parking than with parallel parking. In addition, angled parking affects the remaining roadway area because of their backing movements. Angle parking should be avoided and removed wherever possible.

Traffic capacity (number of vehicles moving along a section of roadway) is lost due to parking along a street. Parking, backing, stopping, or standing vehicles during a parking maneuver physically restricts other traffic movements because they are typically well within the traveling lane when doing so. The presence of vehicle passengers in the street, opening doors, or pedestrians walking between cars also interfere with efficient traffic movement.



March 15, 2001

Safety Comparison of Angle and Parallel Parking

File Code: TRA 07-01-05

SUMMARY

Recently, the Traffic Engineering Services Unit was asked to review the research on the safety differences between types of on-street parking, specifically parallel and angle parking. This document is a summary of those findings.

In general, the study of the safety effects of on-street parking has been focused on the type of parking arrangement since it is clear that any on-street parking "decreases through capacity, impedes traffic flow, and increases crash potential (1)". Much of the research on the comparison of on-street parking (angle and parallel) was conducted prior to the 1980s with a few more recent studies in the 1990s. Conclusions of the early research were consistent in that urban sections with angle parking had higher crash rates than comparable sections with parallel parking, although they were criticized for failing to account for different levels of parking activity(2). These studies can be divided into two types, before and after comparisons of changes in parking arrangement and cross sectional studies of similar roadway sections with different parking arrangements. The before and after studies found crash rate reductions of 19% to 63% when converting from angle to parallel parking. None of these studies, however, included sites where parking was changed from parallel to angle. Cross sectional studies found differences in crash rates of 50% to 70% lower for parallel than angle. In recent research, McCoy et al conducted a before and after study in Lincoln, Nebraska. The researchers found no statistical evidence in the difference between the crash rate of angle and parallel parking when the increase in parking activity was included in the analysis(3). The researchers concluded that while angle parking clearly has a higher crash rate and frequency it is more likely due to the increased activity of parking rather than the characteristics of either type of parking and that if ample parking supply exists, parallel parking should be used.

While parallel parking is generally preferred for safety and operational considerations, the drawbacks include: 1) driver and passengers may have to exit vehicle into the traveled way; 2) the parking maneuver takes more time than angle; 3) some drivers must execute maneuver multiple times; 4) interruption of through movement depending upon width of cross section. Angle parking is generally less desirable because: 1) the driver leaving the space has limited visibility to the rear; 2) empty spaces are hard to detect by approaching drivers resulting in stop and go movements; 3) through drivers decrease speed in anticipation of conflict movements. However, angle parking is desirable because of 1) less time required for parking maneuver; 2) greater number of stalls; 3) driver and passengers exit vehicle outside of the traveled way.

Based upon the review of the research and in agreement with AASHTO *A Policy on Geometric Design of Highways and Streets* (1994) and the ODOT Highway Design Guide (1996) **parallel parking is preferable to angle parking whenever possible.**

DESIGN GUIDES

The AASHTO *Policy on Geometric Design of Highways and Streets* (1994) recommends that the type of on-street parking selected "should depend on the specific function and width of the street, the adjacent land use, traffic volume, as well as existing and anticipated traffic operations." Parallel parking is preferred and angle parking is allowable under certain circumstances.

The *Oregon Department of Transportation Highway Design Guide* (1996) states that on-street parking is appropriate for different types of roadways. For example, parking is not appropriate for expressways, suburban arterials, and urban business areas. For special transportation areas, the necessity of on-street parking is recognized but only parallel parking should be used on a state highway and other types of parking requires an exception. Design exceptions should be granted in cooperation with the State Traffic Engineer and Roadway Section.

RESEARCH SUMMARIES

Safety Evaluation Of Converting On-Street Parking From Parallel To Angle (1991) (3)

A case study of converting on-street parking from parallel to angle in Lincoln, Nebraska was conducted by McCoy et al. Beginning in September of 1987, 27 block faces in Lincoln were converted from parallel to angle parking to increase the supply of downtown parking. All of the conversions were to 9 foot stalls with 55 degree parking angle. Four of the sites were two-lane, two-way the rest were three-lane, one-way streets. Because of data concerns, only 11 of these block faces were included in the study. For comparison, 8 block faces that had not been converted were included in the study.

All of the study and comparison block faces had posted speed limits of 25 mph. The utilization of the study sites ranged from 2.97 to 8.05 cars per 8 hour day with an average utilization rate of 85-100% per 8 hour parking days on the study sites and 92-94% on the comparison sites. The average daily traffic (ADT) on the study sites ranged from 1,000 to 5,730 vehicles per day (vpd) and 11,600 to 15,200 (vpd) on the comparison sites. Data on crashes were collected that occurred on weekdays between 9 am and 5 pm for a period from 3 months after the conversion to the end of 1989. The number of crashes in the study sites increased from 2 to 11 but the comparison sites also increased from 3.5 to 6.7 (average). Given this increase, the expected crashes on the study site should have been from 2 to 4 so the increase over the expected number of crashes that was attributed to the change in parking arrangement was from 4 to 11 (175 percent)

Crash rates were calculated for the study sites in crashes per million vehicle miles and in crashes per million space-hours per 1,000 parkers per million vehicle miles as a measure of exposure of parking activity. Adjusted rates were calculated based upon the increase of crashes at the control sites. Before and after rates were compared for the study sites for both rates. In all cases the before and after crash rates were significantly higher at the 5 percent level of confidence. When the before and after rates per million space-hours per 1,000 parkers per million vehicle miles were compared, there was no significant difference at the 5 percent level of confidence. There also was no statistical change in the severity of crashes.

The researchers concluded that while angle parking clearly has a higher crash rate and frequency it is more likely due to the increased activity of parking rather than the characteristics of either type of parking. The researchers summary was that "when the supply of parking is sufficient, the conversion of on-street parking from parallel to angle should *not* be considered because the number of accidents will increase as a result of more parking activity because of more spaces."

Figure 9.10 Reverse (back-in) angled parking improves driver visibility of bicyclists. Source: Dan Burden, walklive.org.

Table 9.2 Recommended Practice for Bicycle Lanes on Walkable Urban Thoroughfares

	Minimum Width	Recommended Width
Bicycle lane width—combined with on-street parking lane		
All thoroughfare types	13 feet	13 feet
Bicycle lane width—no on-street parking		
All thoroughfare types	5 feet ¹	6 feet

Table notes:

¹ Requires a minimum 3-foot rideable surface outside of gutter pan. If no gutter pan is present, the minimum width is 5 feet. Bicycle routes without marked lanes are acceptable for low-volume thoroughfares with target speeds of 25 mph or less.

Recommended Practice

Table 9.2 presents the recommended practice for bicycle facilities on thoroughfares. The recommendations assume arterial and collector streets in urban contexts with target speeds of 35 mph or less.

Justification

Urban thoroughfares within the bicycle network should provide bicycle lanes, particularly where the width of shared lanes is prohibitive or undesirable. The type and experience level of bicycle riders and the volume of bicyclists is a consideration in determining the need for bicycle lanes. Where bicycle lanes are needed and right of way is constrained, the designer needs to understand the trade-offs between adding bicycle lanes and eliminating or reducing the width of other thoroughfare design elements.

On-Street Parking Configuration and Width

Background and Purpose

The presence and availability of on-street parking serves several critical needs on urban thoroughfares: to meet parking needs of adjacent uses, protect pedestrians from moving traffic and increase activity on the street. Usually, on-street parking cannot by itself meet all of the parking demand created by adjacent land uses and typically will supplement the off-street parking supply. On-street parking provides the following benefits:

- Supports local economic activity of merchants by providing proximate access to local uses, as well as visitor needs in residential areas;
- Increases pedestrian comfort by providing a buffer between pedestrians and moving traffic helping reduce vehicle splash, noise and fumes;
- Slows traffic, making pedestrian crossing safer;
- Enables drivers and their passengers to become pedestrians conveniently and safely;
- Provides an indication to the motorist that desired operating speeds are reduced and that they are entering a low or moderate travel speed area;
- Provides the shortest accessible route to a street fronting building entrance for pedestrians who have disabilities;
- Increases pedestrian activity on the street since people will walk between their parking space and destination, providing more exposure to ground floor retail and increasing opportunities for social interactions;
- Supports local economic activity by increasing the visibility of storefronts and signs to motorists parking on street;

- Reduces development costs for small business by decreasing on-site parking needs, particularly in urban infill development on small lots;
- Requires less land per space than off-street parking and is thereby an efficient and cost-effective way to provide parking; and
- Provides space for on-street loading and unloading of trucks, increasing the economic activity of the street and supporting commercial retail uses.

Related Thoroughfare Design Elements

- Lane width
- Curb extensions
- Bicycle lanes
- Cross-section determination

Trade-Offs

While this report supports on-street parking as an inherent element of walkable, compact, mixed-use urban areas and a component of the economic health of urban businesses, the practitioner designing walk-able streets should always consider the trade-offs of integrating on-street parking. These include:

- A reduction in traffic capacity and increased friction in the flow of traffic;
- Conflicts with the provision of bicycle lanes and increased hazards to bicyclists;
- Use of thoroughfare width that could be used for other functions (e.g., wider streetsides);
- Visual obstructions for pedestrians crossing intersections, vehicles moving along the thoroughfare and vehicles exiting driveways;
- The need for, and administration of, parking enforcement; and
- An increase in crashes.

On-street parking can result in a 3 to 30 percent decrease in the capacity of the adjacent travel lane, depending on the number of lanes and frequency of parking maneuvers. The designer needs to balance traffic capacity and local access needs when deciding where and when to permit on-street parking. There are methods for minimizing the impact of parking maneuvers on traffic flow. For example, see MUTCD (Figure 3B—17, referenced in Section 3B.18) showing a parallel parking configuration that allows vehicles to drive forward into the parking space.

General Principles and Considerations

General principles and considerations regarding on-street parking include the following:

- On-street parking should be located based on the characteristics of the thoroughfare type, needs of the adjacent land uses and applicable local policies and plans for parking management.
- On-street parking should be primarily parallel parking on higher-volume urban arterial boulevards and avenues. Angled parking may be used on low-speed and low-volume collector avenues and streets with ground floor commercial uses, primarily those serving as main streets (see **Figure 9.11** and the Chapter 6 section on special thoroughfare types).
- On-street parking should be prohibited on streets with speeds greater than 35 mph due to potential hazards associated with maneuvering in and out of spaces.
- Width of the parking space is dependent on the context zone, thoroughfare type and the anticipated frequency of parking turnover.
- Conform to local and PROWAG accessibility requirements and provide appropriate number of accessible spaces.
- Use metered parking, or a similarly appropriate technology, to enforce parking time limits that provide reasonable short-term parking for retail customers and visitors while discouraging long-term parking.
- In developing and redeveloping areas, provide the amount of on-street parking for planned, rather than existing, land use densities. If more parking is needed, consider public or shared parking structures or integrate the design of parking facilities with adjacent land uses.

Recommended Practice

The preferred width of a parallel on-street parking lane is 8 feet wide on commercial thoroughfares (all types) or where there is an anticipated high turnover of parking and 7 feet wide on residential thoroughfares. These dimensions are inclusive of the gutter pan and applicable to all context zones (C-3 through C-6).



Figure 9.11 Angled parking on a retail-oriented main street in Hayward, CA. Source: Kimley-Horn and Associates, Inc.

On low-volume, low-speed avenues and streets in commercial main street areas, where sufficient curb-to-curb width is available, angled parking may be appropriate. Angled parking should have the dimensions shown in **Table 9.3** for a variety of different angles. **Head-in angled parking can create sight distance problems associated with vehicles backing out of parking spaces.** The use of reverse (back-in) angled parking can be used to overcome sight distance concerns and is considered safer for bicyclists traveling adjacent to angled parking (**Figure 9.12**).

Table 9.3 Minimum Dimensions for Head-In Angled On-Street Parking*

Angle	Stall Width	Stall Depth (Perpendicular to Curb)	Min. Width of Adjacent Lane	Curb Overhang
45°	8.5-9.0 feet	17 feet 8 inches	12 feet 8 inches	1 foot 9 inches
50°	8.5-9.0 feet	18 feet 3 inches	13 feet 3 inches	1 foot 11 inches
55°	8.5-9.0 feet	18 feet 8 inches	13 feet 8 inches	2 feet 1 inches
60°	8.5-9.0 feet	19 feet 0 inches	14 feet 6 inches	2 feet 2 inches
65°	8.5-9.0 feet	19 feet 2 inches	15 feet 5 inches	2 feet 3 inches
70°	8.5-9.0 feet	19 feet 3 inches	16 feet 6 inches	2 feet 4 inches
90°	8.5-9.0 feet	18 feet 0 inches	24 feet 0 inches	2 feet 6 inches

Source: *Dimensions of Parking*, 4th Edition, Urban Land Institute Notes:

Typical design vehicle dimensions: 6 feet 7 inches by 17 feet 0 inches. Use 9.0 feet wide stall in commercial areas with moderate to high parking turnover. *For back-in angled parking, reduce curb overhang by one foot.



Figure 9.12 Reverse (back-in) angled parking improves driver visibility. Source: Dan Burden, walklive.org.

Additional Guidelines

Additional guidelines regarding on-street parking include the following:

- Where traffic capacity needs to be balanced with on-street parking, consider using the curb lane for parking during off-peak periods and for traffic during peak periods. It is important to consider the trade-offs of this strategy. It requires consistent daily enforcement and immediate towing of violators. Removal of parking will impact the walkability of the streetside by removing the parking buffer. This strategy should be used when traffic congestion causes significant impacts to adjacent residential neighborhoods or in conditions with poorly connected networks and limited alternative routes.
- Angled parking should be allowed in C-4 and C-5 context zones where operating speeds are 25 mph or less and where the community finds the delay produced by parking maneuvers acceptable. Where practical or on bicycle routes, back-in diagonal parking is preferable to front-in parking. Consider the trade-offs associated with different angles of parking; lower-angle parking results in fewer parking spaces, while higher-angle parking requires a wider adjacent travel lane to keep vehicles exiting parking spaces from backing into the opposing travel lane.
- For parallel parking provide a minimum 1.5-foot wide operational offset between the face of curb and edge of potential obstructions such as trees and poles. This will allow the unobstructed opening of car doors.
- Parking should be prohibited within 10 feet of either side of fire hydrants (or per local code), at least 20 feet from nearside of midblock crosswalks (those without curb extensions) and at least 20 feet from the curb return of intersections (30 feet from an approach to a signalized intersection) unless curb extensions are provided (see Chapter 10).
- At bus stops, intersections and various mid-block locations, extend curbs by 6 feet into the parking lane to improve pedestrian visibility and to provide additional space for street furniture and landscaping (see Chapter 10 section on curb extensions).

Dimensional Requirements

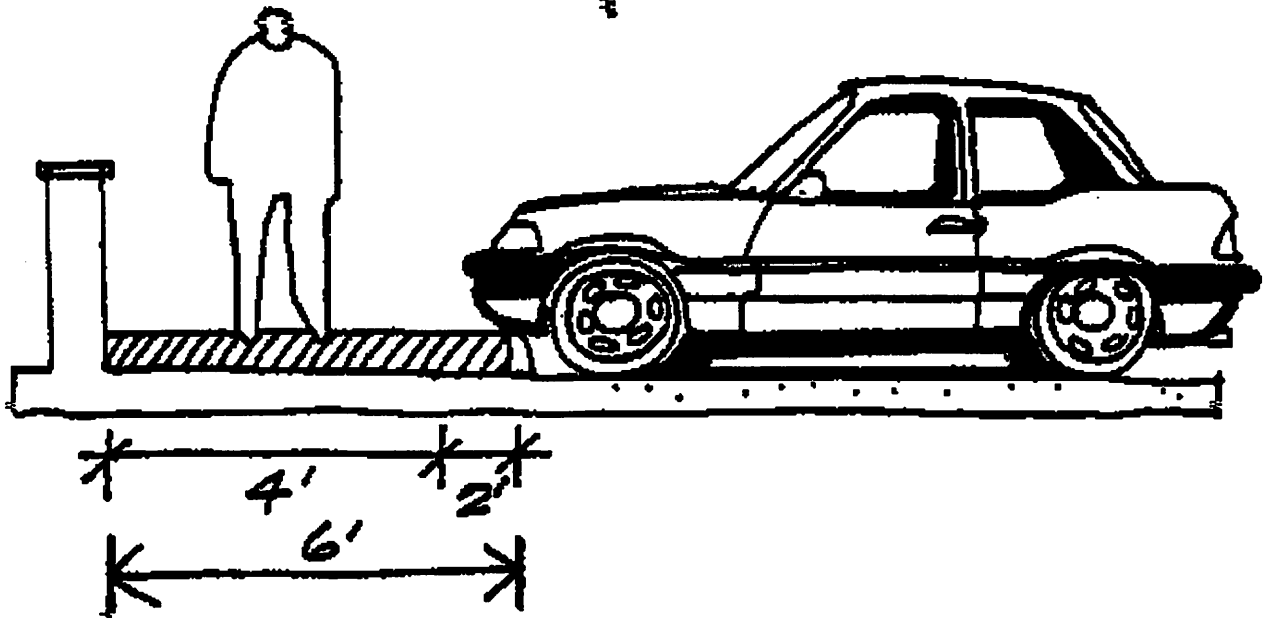


Table 1. Considerations for Parking Configuration

Parallel Parking on One Side of the Street	
<p>Use if:</p> <ul style="list-style-type: none"> The street has a high volume of locally-destined traffic (not cut-through traffic) that would need to pass in opposing directions. The street accommodates higher volumes of large vehicles such as buses or trucks. There are businesses that require truck access (and turning from street). There is a high volume of curb-side garbage pick up. The street has many driveways on the "No Parking" side of the street. There are very long distances between intersections and limited passing space for opposing vehicles. 	<p>Don't use if:</p> <ul style="list-style-type: none"> On-street parking capacity is a higher priority than through vehicle capacity. <p>Optional if:</p> <ul style="list-style-type: none"> The street has relatively low volume of traffic.
Parallel Parking on Both Sides of the Street	
<p>Use if:</p> <ul style="list-style-type: none"> The street has a relatively low volume of traffic. There are short blocks where opposing traffic can wait at the intersection. Few large vehicles use the street. 	<p>Don't use if:</p> <ul style="list-style-type: none"> The street has a high volume of traffic, and single direction operation would create congestion or the need to frequently back vehicles to avoid opposing traffic. There is substantial curb-side waste/recycling pickup when trucks could block traffic lane. There are long blocks where passing areas cannot be provided. The street is used as a primary emergency access route (e.g., near a hospital or fire station.)
Angle Parking	
<p>Use if:</p> <ul style="list-style-type: none"> Angle parking increases parking capacity and there are more driveways on one-side of the street. There is a continuous curbed street segment (e.g., adjacent to a park). The vehicle overhang at the curb will not reduce the pedestrian walkway effective width to below 6 feet. 	<p>Don't use if:</p> <ul style="list-style-type: none"> Adjacent to narrow sidewalks where vehicle overhang would affect ADA accessibility. Two-sided parallel parking would provide more capacity (e.g., on streets with many driveways). Parallel streets or intersections would be adversely affected if angle parking requires one-way operation on the subject street. Angle parking would create headlight glare for ground-floor residential uses across the street. Street trees would be damaged by vehicles that overhang curb.

Gary Milliman

Subject: FW: Bike lane

From: M Erickson [<mailto:merickson@dyerpart.com>]
Sent: Wednesday, March 01, 2017 8:06 AM
To: Gary Milliman
Cc: Paul Stevens
Subject: RE: Bike lane

Gary

To answer your question, we are only reducing the sidewalk by 4 feet, so it would be difficult to get a separate bike path since we would want this between the parallel parking and the travel lane. The normal width for this bike path would need to be 6 feet under this scenario. So the overall road width would be 2 feet wider.

We could however, widen the sidewalk on the south side from 6 feet to 10 feet (basically flipping the sidewalk widths from what we currently have in the design). This would make it a multi-use path, meaning it would be both ways. I know we considered this before, but the downtown planning called for the wider sidewalk along the businesses. Due to a number of businesses having their store front right on the right-of-way, it would not work as a bike path on the north side due to conflicting movements (doors to businesses vs bikers etc). We do not have this situation on the south side so it could serve as a two-way bike path I believe.

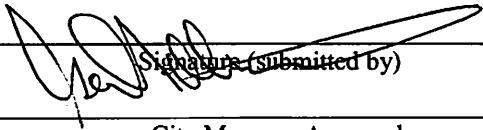
Michael Erickson, PE PLS
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CITY OF BROOKINGS

COUNCIL WORKSHOP REPORT

Meeting Date: March 6, 2017

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Nighttime Activities at Azalea Park

Background/Discussion:

This matter was placed on the agenda at the request of Councilor Triglia, but has also been an issue raised by other Councilors shortly before the 2016 Oktoberfest event.

In 2016, the organizers of the Oktoberfest event requested of the City administration that they be allowed to continue operation of the event at Azalea Park...and all other parks except the Mill Beach access...are open "dawn to dusk." The City has authorized two events to be conducted during nighttime hours by permit, those being Nature's Coastal Holiday and the Wild Rivers Music Festival.

By its nature, Nature's Coastal Holiday is a well-illuminated event, including lighting along all pathways leading to the main area of activity. Nonetheless, the City has experienced two personal injury claims in recent years from private parties who sustained injuries at the park during the event, and who attributed the injuries to poor lighting. One such claim was just settled in November 2016 by the NCH insurance carrier for a six-figure dollar amount. The City and its insurance provider...City County Insurance Services...also experienced costs associated with the claim in the form of staff time and legal services.

The first year of the Wild Rivers Music Festival was conducted at the athletic field located adjacent to Lundeen Lane. The event organizers brought in portable lighting for the event, which was conducted within a fenced area immediately adjacent to a City parking lot. The second year of the event was conducted at the band shell area. All vendors were located in the well-lit vicinity of the snack shack and the only use of the lawn area was for viewing activities conducted on the stage. The entire area of the event was fenced. No incidents were reported.

The park is closed at night for several reasons. One is because there are many potential trip-and-fall conditions which can only be observed in well-lit conditions. These include uneven surfaces, sharp surface changes from pavement to grass areas, vegetation in close proximity to walking areas, unlit pathways and uneven pavement. Of equal concern are safety of the public and the ability of emergency responders deal with incidents that may occur in the park during nighttime hours. While the area of the park where an activity is undertaken...such as the Oktoberfest event which occupied the grass area adjacent to the band shell...may be well lit, pathways leading to the activity area from the Park's four parking lots are not illuminated. The vegetation areas immediately beyond the event area is also heavily vegetated and dark, and is problematic for assuring the safety of event participants who may chose to leave the immediate event area, or

may be an attractive opportunity for nefarious activity by event participants or non-participants. Police Officers cannot adequately observe these areas in the dark and first responders may be hindered by the darkness.

It is for the aforementioned reasons that the City Manager, parks management, public safety management and the City's insurance provider strongly recommend against allowing any new nighttime activities at Azalea Park until such time as risk management and public safety concerns can be addressed. These could be addressed by:

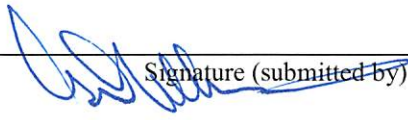
- Requiring more substantial fencing of the event area.
- Illumination of pathways leading to the event.
- Illumination of parking areas.
- Addressing uneven surface conditions to the greatest extent possible.
- Requiring the use of dedicated security staff to patrol the event boundaries.

CITY OF BROOKINGS

COUNCIL WORKSHOP REPORT

Meeting Date: March 6, 2017

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Council Liaisons

Background/Discussion:

This item was placed on the agenda at the request of Mayor Pieper.

Some years ago the City Council assigned members of the City Council as ‘liaisons’ to various Council-appointed commissions and committees. These liaisons attended commission/committee meetings, interacted with members of those commissions/committee members in clarifying Council policy, and periodically reported back to the Council.

Council appointed commissions and committees include:

- Planning Commission
- Parks and Recreation Commission
- Public Art Committee
- Tourism Promotion Advisory Committee

In addition to commission/committee liaisons, the City Council designated a “liaison” to attend Harbor Sanitary District meetings and considered City representatives to various intergovernmental boards and commissions as liaisons; these included:

- League of Oregon Cities.
- Household Hazardous Waste Steering Committee.
- Oregon Coastal Zone Management Association (City is no longer a member).
- Local solid waste advisory committee.
- Border Coast Regional Airport Authority (BCRAA).


Mayor Pieper has posed the question as to whether there is Council interest in re-establishing this program. Additionally, staff has suggested that an item be placed on the regular City Council agenda that would provide for a Councilor representing the City on an intergovernmental agency board (such as BCRAA) to periodically report on the activities of the agency.

CITY OF BROOKINGS

COUNCIL WORKSHOP REPORT

Meeting Date: March 6, 2017

Originating Dept: City Manager



Signature (submitted by)

City Manager Approval

Subject: Strategic Plan

Background/Discussion:

Submitted for City Council review is the updated Short Term Strategic Plan.

Attachment(s):

- a. Short Term Strategic Plan

GOAL 1: An Effective, Responsive, Ethical City Government That Is Fiscally Sustainable.					
Objectives		Action Items		Resp Party	Status/Notes
1	Sufficient revenue to sustain City services at appropriate levels.	1.1	Storm water fees.	PWD/FHD	Need Council direction Workshop
		1.2	Encourage new private investment in the community	CM	Working to improve community services (i.e., health care) before developing marketing strategy
		1.3	Maintain General Fund reserve at 5 percent of operating budget.	BC	Included in 2016-17 budget
		1.4	Conduct energy conservation improvements at water and wastewater plants.	PWD	
		1.5	Significantly reduce vehicle fuel consumption.	PWD	Purchasing the most fuel efficient vehicles possible; reducing travel through combination of carpooling and on-line/in-house trainings
		1.6	Balanced revenue system that recognizes demands on City services by residents, businesses and visitors.	FHD	Reauthorize Fuel Tax. Enact Recreational Marijuana Tax.
		1.7	Assure internal consistency and efficiency.	CM	
		1.8	Re-enact Fuel Tax	CM/CR	Deadline for ballot: March 8, 2018 ; Info video in progress
2	Stable, effective and accountable management. Sustain positive workplace environment and employee morale.	2.1	Provide competitive employee compensation through a merit-based system.	CM/CC	Next compensation review in 2017
		2.2	Succession planning	CM	
			Complete infrastructure GIS project	PWD	GIS framework complete; adding new information as it comes in
			Develop plan for recruiting and sustaining volunteers	PWD	Assigned to Parks Supervisor
3		3.1	Keep project scope scalable; use informal process; utilize local contractors	PWD	Ongoing
GOAL 2: A Safe Community					
Objectives		Action Items		Resp Party	Status/Notes
1	Adequately staff, equipped and housed police/fire departments.	1.1	Grant application for seismic retrofit in progress	CM/CG	
2	Provide clean drinking water and compliant waste water treatment.			PWD	Goal achieved
3	Improve community health care.	3.1	Establish Emergency Department at Brookings clinic.	CM	State authorized/ \$1.0 million needed by CHN to open
4	Improve personal/family preparedness.				
5	Maintain streets in safe/serviceable condition.	5.1	Allocate \$250,000 annually for street reconstruction and major maintenance.	BC	Annual program. \$282,000 in fuel tax revenues
		5.2	Improve pedestrian/vehicle safety; replace hazardous storm drain grate; make pedestrian facilities more accessible.	PWD	TSP update underway; N. Chetco sidewalk application, Easy Street Sidewalk Complete
		5.3	Develop multi-year street/sidewalk improvement plan to include developing bicycle plan & pursuing funding for improvements.	PWD	Bicycle Plan Adopted - Harris/Dawson Project completed 2015; more grants in progress. TSP update underway; includes bike amenities.
		5.4	Curb cut at Port office	PWD	Fall 2016
6	Improve pedestrian safety				
7	A disaster resilient community	7.1	Pursue resilience projects	CM/PSD	System improvements to EOC; Replace FC Reservoir. Tank siesmic values. City Hall retrofit.
GOAL 3: Influence Economic Growth / Improve Quality of Life					
Objectives		Action Items		Resp Party	Status/Notes
1	Establish pro-growth policy	1.1	Develop business and resident attraction program.	CM	Video library promoting City on website, YouTube and Facebook. In-house distribution of packets. New resident recruitment video in progress.
		1.2	Develop business retention strategy	CM	Create regional SOREDI type agency. Meet with key businesses. Expand participation in SCDC.
2	Establish development policies and public improvements/standards that	2.1	Develop comprehensive plan for addressing wastewater I&I issue	PWD	Annual program to correct I & I; Projects in progress
		2.2	Prepare annexation pros/cons and fiscal analysis.	CM	Completed; Portland State report
		2.3	Develop program to “cash out” DIA’s.	PWD/FHD	Identify properties to be released

GOAL 3: Influence Economic Growth / Improve Quality of Life (Continued)					
Objectives		Action Items		Resp Party	Status/Notes
		2.4	Adopt ordinance to implement Downtown Master Plan 2002	PM	Develop updated plan. Public workshops in progress.
		2.5	Work with private interests to improve appearance of downtown through building & streetscape improvements	BLD	Build from 2.4
		2.6	Develop UGB transition agreements with special districts.	PWD	Delayed by HSD; County not pursuing.
3	Improve quality of life, longevity, address chronic health issues	3.1	Establish 97415 zip code area as a Blue Zone	CM	New project; needs resources
4	Provide infrastructure to support economic growth.				
5	Complete approved capital projects in a timely and cost efficient manner.	5.1	Complete Railroad reconstruction project	PWD	Construction scheduled for 2017
		5.2	Complete Airport Infrastructure project	PWD	Completion 2017
		5.3	Pursue pedestrian improvement funding: Hwy101 north of Lucky Lane	PWD	Tentatively approved by State for 2019
		5.4	Pursue State/Federal grants to fund economic development and infrastructure	CM	Ongoing
6	Attract tourists to stop in downtown.	6.1	Landscaping along South Chetco	PWD/PTS	Obtained cost; not in budget.
		6.2	Improve downtown directional/parking signs	PWD/PTS	Need further direction
		6.3	Central Building historic landmark sign	PWD/PTS	Obtaining design Property ownership change in progress.
		6.4	Incentive program for downtown shops	PWD/BLD	Need further direction; workshop needed
		6.5	Limit retail commercial land supply to encourage retail infill & redevelopment to areas within existing UGB, especially downtown	PM	Implemented through current zoning
		6.6	Promote downtown public art	PWD	Public Art Committee active
		6.7	Develop RV parking along Frontage Road	PWD/PTS	TPAC/TSP; proposed Frontage budget 14-15; murals/weeding/flower-baskets Preliminary design; need workshop
7	Conserve open space and protect natural, scenic resources and cultural and historic areas while providing for orderly growth and development.	7.1	Work with Curry County & Harbor Water District to develop alternatives to water withdrawals from Chetco River during late summer months	CM	No interest from other agencies
8	Provide additional recreational opportunities and facilities to include neighborhood parks, beach and river access points, and possible downtown park.	8.1	Reconfigure Azalea Park Athletic Fields	PWD/PTS	Plan/budget completed. In progress.
		8.2	Install restrooms at Chetco Point and Stout Parks	PWD/PTS	Plan/budget developed. Chetco Point budgeted 2016-17. Reconsider Stout Park.
9	Implement policies and implementation items included under economic section of Comprehensive Plan.	9.1	Utilize zoning ordinance to provide commercial/industrial lands for development	PM	No action. Possibly re-assign
		9.2	Work with landowners to create larger development opportunity sites	CM	Opportunities scarce
		9.3	Encourage cottage industry/professional service home occupations	PM	Code adopted for cottage industries
		9.4	Provide development opportunities for senior housing ranging from single-family detached dwellings to nursing facilities.	PM CM	Code revised to include workforce housing (smaller, low rent housing) and nursing/assisted living housing as CUP in all residential zones. Facilitating meetings between land owners and housing developers.
GOAL 4: Effective Intergovernmental Relations					
Objectives		Action Items		Resp Party	Status/Notes
1	Influence regional, state, national policy on issues important to achieving City goals.			CC	
2	Secure grant funding.				
3	Achieve City goals through strategic partnerships.				City participating in OCVA, SCDC, Wild Rivers Alliance, BCRAA
4	Prepare for potential County fiscal failure.	4.1	Evaluate possible assumption of County services on cost recovery basis.	CM/FHD	Reviewed & identified as infeasible for Planning/Building. Provided Port District Building Inspection. Airport proposed.
		4.2	Complete UGB annexation study	CM	Contracted with PSU; study scheduled for November 2015